

# Fostering Our Values



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## Visi

Vision

Menjadi penyedia solusi bisnis berbasis teknologi informasi dan komunikasi terbaik di Indonesia.

To be the best information and communication technology based business solution provider in Indonesia.

## Tujuan Jangka Panjang

Long Term Aim

Sejahtera bersama Bangsa

To prosper with the Nation

## Filosofi

Philosophy

- **Bermanfaat bagi Bangsa dan Negara**  
To be an asset to the Nation
- **Pelayanan yang terbaik bagi pelanggan**  
To provide only the best service to our customers
- **Saling menghargai dan membina kerjasama**  
To respect individuals and promote team work
- **Berusaha mencapai yang terbaik**  
To continually strive for excellence

Astragraphia mempunyai visi menjadi penyedia solusi bisnis berbasis teknologi informasi dan komunikasi terbaik di Indonesia melalui: jenis-jenis produk dan layanan yang memenuhi kebutuhan pelanggan; titik layanan yang tersebar mendekati pelanggan; kompetensi organisasi yang terus-menerus ditingkatkan dan disesuaikan dengan perkembangan teknologi dan keilmuan; serta sistem manajemen yang handal.

Visi Astragraphia merupakan perwujudan atas empat filosofi Astragraphia, yaitu Catur Dharma. Bermanfaat bagi Bangsa dan Negara, berarti berperan aktif dalam meningkatkan perekonomian nasional serta kesejahteraan masyarakat. Pelayanan terbaik kepada pelanggan, berarti dedikasi yang tinggi dalam memberikan produk dan jasa terbaik untuk mendukung keberhasilan pelanggan. Saling menghargai individu dan membina kerjasama, berarti menghormati individu dengan segala kelebihan dan kekurangannya, memandang perbedaan sebagai suatu kekuatan untuk membangun kebersamaan dan sinergi demi tercapainya efektivitas organisasi. Berusaha mencapai yang terbaik, berarti setiap insan Astragraphia senantiasa menghasilkan karya yang terbaik di bidang masing-masing. Dengan filosofi Catur Dharma, Astragraphia bertekad untuk terus tumbuh dan berkembang menjadi bagian dari pertumbuhan, perkembangan, dan kesejahteraan Bangsa Indonesia.

Astragraphia has vision to be the best provider of information and communication technology based business solutions in Indonesia through: products and services that meet the customer's need; service points spread across the country to keep closed to customers; continually enhancing the organization competencies in line with technology and knowledge changes; and a reliable management system.

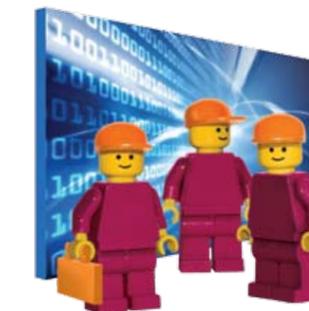
Astragraphia's Vision is a manifestation of the four philosophies of Astragraphia, known as Catur Dharma. To be an asset to the nation, means takes an active role in contributing towards the wealth and welfare of the nation. To provide the services to our customers means a high level of dedication in providing the best products and services to our customers to help them outperform. To respect individuals and promote teamwork, means respect individuals for their different strengths and qualities that contribute to teamwork, create synergy, and lead to organizational effectiveness. To continually strive for excellence, means that every Astragraphia family will always seek to deliver the best in whatever they do. By Catur Dharma philosophy, Astragraphia intend to continually grow and develop as a part of the growth, development and prosperity of the Nation.

# Fostering Our Values

## Memperkokoh Nilai Perusahaan

Sebagai kelanjutan langkah dari tahun-tahun sebelumnya yang sejalan dengan perkembangan teknologi informasi, Astragraphia terus memperkokoh nilai-nilai perusahaan (corporate values). Langkah tersebut diwujudkan dengan memantapkan visi organisasi sebagai penyedia solusi bisnis berbasis teknologi informasi dan komunikasi untuk memenuhi kebutuhan pelanggan, serta dengan memperkuat nilai-nilai perusahaan yang terkait dengan sumber daya manusia, sistem dan teknologi.

Continuing our preceding years efforts that are in line with information technology changes, Astragraphia strives to foster the corporate values. This is achieved by strengthening the organizational vision as a business solution provider that capitalizes on information and communication technology to meet the needs of customers, as well as strengthening corporate values related to people, system, and technology.



# Ikhtisar Keuangan

## Financial Highlights

Untuk Tahun Berjalan For the Years Ending	2008 <sup>(1)</sup>	2007	2006	2005	2004
Pendapatan Bersih Net Revenues	1,027.74	725.58	619.04	545.46	472.27
Pertumbuhan Pendapatan Bersih Net Revenues Growth	41.6%	17.2%	13.5%	15.5%	5.8%
Laba Kotor Gross Profit	326.42	285.32	233.85	208.41	195.92
Marjin Laba Kotor Gross Profit Margin	31.8%	39.3%	37.8%	38.2%	41.5%
Laba Usaha Operating Income	105.91	95.05	76.73	56.32	56.96
Marjin Laba Usaha Operating Income Margin	10.3%	13.1%	12.4%	10.3%	12.1%
Laba Bersih Net Income	62.49	72.07	55.57	36.07	37.33
Marjin Laba Bersih Net Income Margin	6.1%	9.9%	9.0%	6.6%	7.9%
Jumlah yang Ditempatkan dan Disetor Penuh Number of Shares Issued and Fully Paid	1,348,780,500	1,348,780,500	1,348,780,500	1,348,780,500	1,348,780,500
Laba Per Saham Earnings per Share	46	53	41	27	28
<b>Pada Akhir Tahun At The End of the Year</b>					
Modal Kerja Bersih Net Working Capital	64.37	100.39	217.51	216.80	293.02
Jumlah Aktiva Total Assets	841.05	624.56	584.84	518.80	571.02
Investasi Pembelian Aktiva Tetap <sup>(2)</sup> Acquisition of Fixed Assets	99.81	58.70	55.25	51.17	47.17
Investasi Pembelian Anak Perusahaan Acquisition of Subsidiary	90.00	-	-	-	-
Penyertaan Saham Investment in Share of Stock	-	59.37	53.65	47.98	43.37
Jumlah Kewajiban Total Liabilities	508.18	310.48	288.89	233.93	239.92
Jumlah Ekuitas Total Equity	332.87	314.08	295.95	284.88	331.10
<b>Rasio-Rasio Ratios</b>					
Rasio Laba Bersih Terhadap Jumlah Aktiva Return on Total Assets	7.4%	11.5%	9.5%	7.0%	6.5%
Rasio Laba Bersih Terhadap Ekuitas Return on Equity	18.8%	22.9%	18.8%	12.7%	11.3%
Rasio Lancar Current Ratio	113.7%	133.6%	242.5%	333.0%	475.7%
Rasio Kewajiban Terhadap Ekuitas Debt to Equity	152.7%	98.9%	97.6%	82.1%	72.5%
Rasio Kewajiban Terhadap Jumlah Aktiva Debt to Total Assets	60.4%	49.7%	49.4%	45.1%	42.0%

### Keterangan:

(1) Pada tanggal 1 September 2008, Astragraphia mengakuisisi 50,999% saham PT SCS Astragraphia Technologies ("PT SAT") sehingga kepemilikan saham menjadi 99,999%. Pemegang saham PT SAT merubah nama PT SAT menjadi PT Astra Graphia Information Technology ("PT AGIT"). Sejak 1 September 2008 laporan keuangan PT AGIT dikonsolidasikan pada laporan keuangan Astragraphia yang menyumbangkan pendapatan bersih sebesar Rp 221,03 milyar dan laba usaha sebesar Rp 10,02 milyar.

(2) Investasi untuk bisnis.

Kurs tutup buku pada tanggal 31 Desember 2008, 2007, 2006, 2005, dan 2004 masing-masing sebesar Rp 10,950, Rp 9,419, Rp 9,020, Rp 9,830, dan Rp 9,290 per Dolar Amerika.

### Notes:

(1) On 1 September 2008, Astragraphia acquired 50,999% shares of PT SCS Astragraphia Technologies ("PT SAT") which made the Company's ownerships become 99,999%. The shareholders of PT SAT change the company's name to PT Astra Graphia Information Technology ("PT AGIT"). Starting on 1 September 2008 financial statements PT AGIT is consolidated to the Astragraphia's financial statements that contributed net revenues of Rp 221,03 billion and operating income of Rp 10,02 billion.

(2) Investment for business.

Year end exchange rates as of December 31, 2008, 2007, 2006, 2005, and 2004 were Rp 10,950, Rp 9,419, Rp 9,020, Rp 9,830, and Rp 9,290, respectively, per US Dollar.

Dalam milyar Rupiah, kecuali Jumlah Saham yang ditempatkan dan disetor penuh, Laba per Saham dan Persentase  
In billion Rupiah, except Number of Shares issued and fully paid, Earnings per Share and Percentage

# Informasi Saham dan Obligasi

## Share and Bond Highlights

### Realisasi Pembayaran Dividen dari 2004-2008 Dividend Payments Made during 2004 - 2008

Year	Book Year	Total Share	Dividend Payment	Notes
2005	2004	1,348,780,500	Rp 105,204,897,000	Payment Date Dividend per share 14 Jun 2005 Rp 78, including interim dividend Rp 17
2006	2005	1,348,780,500	Rp 33,719,512,500	Payment Date Dividend per share 22 Jun 2006 Rp 25
2007	2006	1,348,780,500	Rp 53,951,220,000	Payment Date Dividend per share 19 Jun 2007 Rp 40, including interim dividend Rp 8
2008	2007	1,348,780,500	Rp 53,951,220,000	Payment Date Dividend per share 27 Jun 2008 Rp 40, including interim dividend Rp 8
2008	2008	1,348,780,500	Rp 13,487,805,000	Payment Date Dividend per share 11 Nov 2008 Rp 10 (Interim)

### Pencatatan Obligasi di Bursa Efek Indonesia Listings of Bonds on the (former) Indonesia Stock Exchange

Activity	Description
Bonds	Astra Graphia Bond I 2003 with a Fixed Interest Rate
Nominal Value	Rp 150,000,000,000*
Issuance Date	27 October 2003
Periode	5 Years
Interest Rate	13.375 %
Maturity Date	27 October 2008
Rating Agency	PT Pemeringkat Efek Indonesia (Pefindo)
Trustee	PT Bank Mega Tbk
Collateral	Trade receivables and Land & buildings amounting to 75% of Nominal Value
Rating	idA (Single A; Stable Outlook), Decision Letter of Director of Pefindo No. 480/PEF-Dir/VII/2008, dated 24 July 2008

\*Bonds buy back amounting to Rp 32 billion

### Pemegang Saham per 31 Desember 2008 Major Shareholders per 31 December 2008

No	Shareholders	Number of Shares	%
1	PT Astra International Tbk	1,036,752,580	76.87%
2	UBS AG London Branch A/C IPB Segregated 215723-4000	68,903,000	5.11%
3	Citibank New York S/A Dimensional Emerg Bank	22,838,000	1.69%
4	Others ( > 2,000 Shareholders )	220,286,920	16.33%
	<b>Total</b>	<b>1,348,780,500</b>	<b>100%</b>

### Pergerakan Harga Saham ASGR di Bursa Efek Indonesia 2007-2008 Share Price Movement ASGR 2007-2008 on IDX

	2007				2008			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Tertinggi Highest	350	1,030	660	660	600	670	500	320
Terendah Lowest	250	295	300	530	380	400	250	163
Penutupan Close	295	570	580	590	450	500	340	200
Jumlah Saham yang Diperdagangkan Total of Shares Traded	284,760,000	2,138,226,500	357,684,000	245,317,000	52,726,500	364,073,500	30,340,000	55,598,500

### Pergerakan Harga Saham ASGR 2008 2008 ASGR Share Price Movement



Meski mengalami penurunan marjin pada beberapa proyek akibat melemahnya nilai tukar Rupiah terhadap Dolar AS di triwulan keempat tahun 2008 yang berdampak pada menurunnya marjin laba serta kerugian akibat penyesuaian nilai tukar, Astragraphia masih membukukan laba bersih sebesar Rp 62,49 miliar.

Despite of several projects experienced margin decreases as a result of weaknesses in the exchange rate of the Rupiah against the US dollar in the fourth quarter of 2008, which caused profit margin decreases and foreign exchange loss, Astragraphia still recorded a net income of Rp 62.49 billion.

#### Para Pemegang Saham yang terhormat, Dear Shareholders,

Dewan Komisaris menghargai upaya dan kerja keras Direksi dan segenap jajaran karyawan Astragraphia atas prestasinya selama tahun 2008. Di tengah keadaan krisis ekonomi yang melanda negara maju yang berdampak juga kepada negara Indonesia, Astragraphia masih mampu mencatat peningkatan pendapatan bersih sebesar 41,6% menjadi Rp 1 triliun, sementara laba usaha tumbuh 11,4% menjadi Rp 105,91 miliar. Peningkatan pendapatan yang besar ini akibat konsolidasi pembukuan sejak September 2008 menyusul dibelinya 50,99% saham PT Astra Graphia Information Technology (dahulu bernama PT SCS Astragraphia Technologies) dari Singapore Computer Systems Ltd, Singapura yang menyumbangkan pendapatan sebesar Rp 221,03 milyar dan laba usaha sebesar Rp 10,02 milyar.

Secara operasional kinerja Astragraphia terutama didukung oleh komponen pendapatan anuitas (recurring) dari bisnis rental, kontrak layanan total purna jual dan jasa alih daya (outsourcing) dari portofolio bisnis Astragraphia Document Solution, serta bisnis layanan alih daya teknologi informasi dari portofolio bisnis IT Solution melalui PT Astra Graphia Information Technology. Meski mengalami penurunan marjin pada beberapa proyek akibat melemahnya nilai tukar Rupiah terhadap Dolar AS di triwulan keempat tahun 2008 yang berdampak pada menurunnya marjin laba serta kerugian akibat penyesuaian nilai tukar, Astragraphia masih membukukan laba bersih sebesar Rp 62,49 miliar. Hal ini membuktikan bahwa Direksi mampu mengelola perusahaan dengan baik, terlepas dari situasi ekonomi yang memang kurang menguntungkan.

The Board of Commissioners appreciates the efforts and hard work of the Board of Directors and all employees of Astragraphia for their achievements during the year 2008. In the midst of the economic crisis that hit developed countries which also affected Indonesia, Astragraphia was still able to record an increase in nett revenues of 41.6% amounting to Rp 1 trillion, while operating income grew by 11.4% to Rp 105.91 billion. This large increase in net revenues was the result of consolidation since September 2008, following the purchase of 50.99% share in PT Astra Graphia Information Technology (previously was PT SCS Astragraphia Technologies) from Singapore Computer Systems Ltd., Singapore. This contributed net revenues amounting to Rp 221.03 billion and operating income of Rp10.02 billion.

In terms of operational performance, Astragraphia was mainly supported by recurring revenue from the rental, Full Service Maintenance Agreement (FSMA) and outsourcing services from the business portfolio of Astragraphia Document Solution, and Information Technology (IT) outsourcing from the IT Solution business portfolio through PT Astra Graphia Information Technology. Despite of several projects experienced margin decreases as a result of weaknesses in the exchange rate of the Rupiah against the US dollar in the fourth quarter of 2008, which caused profit margin decreases and foreign exchanges loss, Astragraphia still recorded a net income of Rp 62.49 billion. It proves that the Board of Directors is able to manage the Company well, in spite of the unfavorable economic situation.

## Laporan Dewan Komisaris

Board of Commissioners' Report

Angky Utarya Tisnadisastra

Presiden Komisaris

President Commissioner

Laporan keuangan konsolidasian Astragraphia untuk tahun buku yang berakhir 31 Desember 2008 telah diperiksa oleh kantor akuntan publik Haryanto Sahari & Rekan (a member firm of PricewaterhouseCoopers) yang memberikan pendapat wajar dalam semua hal yang material. Berdasarkan tugas pengawasan yang kami lakukan terhadap Astragraphia, kami menyatakan menerima pendapat ini dan menyarankan pemegang saham untuk menerima dan menyetujui Laporan Keuangan tersebut.

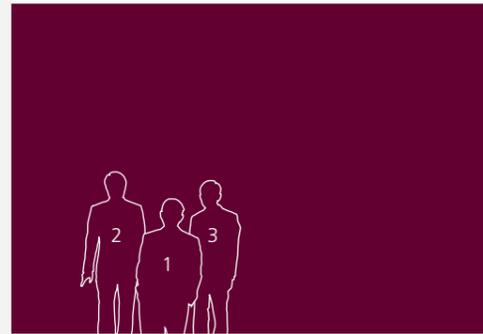
Dewan Komisaris menyampaikan apresiasi yang tinggi atas kinerja Astragraphia secara keseluruhan, termasuk beberapa kebijakan strategis yang telah dilakukan oleh Direksi sebagai bagian dari cetak biru Astragraphia, seperti:

1. Pembelian kembali saham PT Astra Graphia Information Technology (AGIT) dari Singapore Computer Systems Ltd, Singapura sehingga Astragraphia menjadi pemegang saham mayoritas atau memiliki 99,99% saham AGIT. Ini berarti Astragraphia mampu mengendalikan arah bisnis AGIT sehingga menjadi sinergi dan komplementer terhadap bisnis Astragraphia.
2. Menyelesaikan perubahan Distributorship Agreement dengan prinsipal utama Fuji Xerox Co. Ltd., Jepang sehingga Astragraphia sebagai badan hukum yang independen tidak lagi dikaitkan dengan PT Astra International Tbk., selain statusnya sebagai pemegang saham Astragraphia.
3. Melunasi seluruh pokok dan bunga Obligasi Astra Graphia I Tahun 2003 tepat pada waktunya.

The consolidated financial report of Astragraphia for the fiscal year ended on 31 December 2008 has already been audited by the public accountants' of Haryanto Sahari & Rekan (a member firm of Pricewaterhouse Coopers), which gave an opinion, fairly in all material respects. Based on the supervisory duties that we have carried out to Astragraphia, we hereby state that we accept this opinion and recommend shareholders to accept as well as to approve said Financial Report.

The Board of Commissioners would like to convey its high appreciation for the overall performance of Astragraphia, including several strategic policies that have already been implemented by the Board of Directors as part of the Astragraphia blueprint, such as:

1. The buy back of shares in PT Astra Graphia Information Technology (AGIT) from Singapore Computer Systems Ltd, so that Astragraphia now becomes the majority shareholder or holds 99.99% of AGIT shares. This means that Astragraphia is capable of controlling the business directions of AGIT and create complimentary synergies to the businesses of Astragraphia.
2. The accomplishment of the amendment of the Distributorship Agreement with the main principal, Fuji Xerox Co. Ltd., Japan, so Astragraphia as an independent legal entity is no longer dependant on PT Astra International Tbk., except its status as the majority shareholder of Astragraphia.
3. The on-time repayment of all principal and interest of the Astra Graphia I Year 2003 bonds.



1. Angky Utarya Tisnadisastra
2. Gunawan Geniusahardja
3. Buyung Syamsudin



Dewan Komisaris mendukung keyakinan Direksi bahwa industri teknologi informasi dan komunikasi masih terus bertumbuh sejalan dengan kebutuhan terhadap perbaikan proses bisnis di berbagai industri dalam meningkatkan produktivitasnya dengan tetap mengedepankan prinsip kehati-hatian. Dewan Komisaris juga mendukung pengembangan bisnis anorganik dalam bentuk pencarian inisiatif bisnis baru sebagai bagian dari langkah strategis Astragraphia. Kebijakan strategis yang telah dilakukan pada tahun 2008 di atas menjadi langkah awal menuju "Big & Beautiful" sesuai dengan cetak biru yang telah ditetapkan oleh Direksi.

Dewan Komisaris telah menelaah Rencana Kerja tahun 2009 yang disusun oleh Direksi sebagai kelanjutan dari strategi bisnis tahun 2008, dan berpendapat bahwa rencana kerja tersebut baik, didasari oleh pertimbangan yang matang dan rasional, serta masih sejalan dengan cetak biru Astragraphia. Kompetensi dan kapasitas yang dimiliki Astragraphia masih dapat dikembangkan melalui terobosan baru yang inovatif guna menyerap potensi pasar yang tersedia, khususnya dalam memenangkan persaingan di tengah gejolak ekonomi yang masih belum kondusif ini.

Dalam melaksanakan tugas pengawasannya, Dewan Komisaris dibantu oleh Komite Audit dan Komite Nominasi dan Remunerasi.

Guna mematuhi Peraturan Bapepam No. IX.1.5 tentang Pembentukan dan Pedoman Pelaksanaan Kerja Komite Audit, pada bulan Mei 2008 Dewan Komisaris telah mengangkat anggota Komite Audit yang baru menggantikan anggota Komite Audit yang lama yang telah menjabat selama 2 kali masa jabatan.

The Board of Commissioners supports the confidence of the Board of Directors that the information and communication technology industry is still growing. This is in line with the demand for improvement of business processes in several industrial sectors to improve the productivity while at the same time putting emphasis on the principle of prudence. The Board of Commissioners also supports the inorganic business development in the form of new business initiatives as part of Astragraphia's strategic policies. The strategic policies already carried out in 2008 mentioned above are the initial steps towards the "Big & Beautiful", in line with the blueprint already declared by the Board of Directors.

The Board of Commissioners has already scrutinized the 2009 Work Plan prepared by the Board of Directors as a continuity of the 2008 business strategies. The Board of Commissioners is of the opinion that this work plan is good and is based on rational considerations as well as being in line with the Astragraphia blueprint. The competencies and capabilities of Astragraphia can still be developed more through new and innovative breakthroughs in penetrating the existing potential markets, especially in winning of the competition amidst an economic situation which has not been conducive yet.

In carrying out its supervisory duties, the Board of Commissioners is assisted by the Audit Committee as well as the Nomination and Remuneration Committee.

In order to comply with Bapepam Regulation No IX.1.5 regarding the Setting Up and Work Guidelines of an Audit Committee, in May 2008 the Board of Commissioners appointed new members of the Audit Committee to replace the old members who had already served two terms of office.

Susunan Komite Audit sekarang adalah:

- Ketua : Buyung Syamsudin
- Anggota : Sidharta Utama
- Anggota : Lindawati Gani

Pada tahun 2008 Dewan Komisaris juga telah mengganti anggota Komite Nominasi dan Remunerasi, yang susunannya menjadi :

- Ketua : Angky Utarya Tisnadisastra
- Anggota : Gunawan Geniusahardja
- Anggota : Lukito Dewandaya

Dewan Komisaris secara khusus memberikan apresiasi kepada Direksi atas komitmen serta konsistensinya dalam menerapkan Good Corporate Governance (GCG), baik dalam proses bisnis maupun penerapan secara internal kepada seluruh karyawan. Penerapan GCG diperlihatkan dengan terus melanjutkan ketetapan bahwa seluruh karyawan wajib mematuhi prinsip-prinsip Tata Kelola Perusahaan.

Apresiasi juga diberikan atas penerapan tanggung-jawab sosial perusahaan (CSR) yang diwujudkan dalam bentuk menyisihkan sebagian dari keuntungannya untuk kegiatan sosial terhadap masyarakat seperti program pendidikan ketrampilan teknologi informasi kepada sarjana baru dari masyarakat golongan ekonomi lemah, berpartisipasi dalam program Go Green with Astra, dan mendukung kampanye hemat energi.

Selama tahun 2008 Dewan Komisaris telah bekerja secara aktif dalam menjalankan fungsi pengawasan atas kebijakan Direksi dalam menjalankan perusahaan serta memberikan nasihat kepada Direksi tentang arahan strategi bisnis, pembentukan kebijakan, serta memberikan persetujuan atas tindakan korporasi yang mensyaratkan persetujuan Dewan Komisaris, seperti pembagian dividen interim kepada para pemegang saham. Dewan Komisaris mengadakan pertemuan dengan Direksi setiap tiga bulan untuk membahas kinerja Astragraphia, di samping pertemuan lainnya atau berupa pemberian persetujuan tertulis dalam bentuk sirkular.

The current members of the Audit Committee are as follows:

- Chairman : Buyung Syamsudin
- Member : Sidharta Utama
- Member : Lindawati Gani

In 2008, the Board of Commissioner has also changed the members of the Nomination and Remuneration Committee to be as follows:

- Chairman : Angky Utarya Tisnadisastra
- Member : Gunawan Geniusahardja
- Member : Lukito Dewandaya

The Board of Commissioners conveys special appreciation to the Board of Directors for its consistent commitment in implementing Good Corporate Governance (GCG), both in business processes as well as internally to all employees. The implementation of GCG by Astragraphia reflected by consistently encourage all employees to obey the GCG principles.

The same appreciation also addressed to the implementation of corporate social responsibility (CSR) in form of setting aside part of profits for social activities to the community, such as: providing IT education programs for such as fresh graduates from low-income groups; participating in the Go Green with Astra program; and participating energy saving campaigns.

During 2008 the Board of Commissioners has worked actively in carrying out its supervisory functions as regards the policies of the Board of Directors in managing of the Company, among others: providing advice to the Board of Directors regarding the direction of business strategies; setting up policies; and granting approval for any corporate actions that required the approval of the Board of Commissioners, such as distributing of interim dividends to shareholders. The Board of Commissioners held meetings with the Board of Directors every three months in order to discuss the performance of Astragraphia, as well as other meetings or granting written approval in the form of circulars.

Pada Mei 2008, Rapat Umum Pemegang Saham Tahunan telah menyetujui perubahan susunan anggota Dewan Komisaris Astragraphia, dengan susunan sebagai berikut:

- Presiden Komisaris : Angky Utarya Tisnadisastra
- Komisaris : Gunawan Geniusahardja
- Komisaris Independen : Buyung Syamsudin

Dewan Komisaris memberikan penghargaan atas kerjasama yang baik kepada Komite Audit dan Komite Nominasi dan Remunerasi yang telah membantu tugas pengawasan Dewan Komisaris.

Pada kesempatan yang berbahagia ini, saya mewakili Dewan Komisaris menyampaikan ucapan terima kasih kepada segenap pemegang saham atas kepercayaan yang diberikan kepada kami. Kami yakin, dengan dukungan para pemegang saham, Astragraphia akan mampu mewujudkan apa yang ditargetkan dalam Rencana Kerja tahun 2009 serta memberikan nilai-nilai yang lebih mengesankan guna meraih pertumbuhan yang lebih besar di masa-masa mendatang. Secara khusus, kami menyampaikan penghargaan atas semangat dan kerjasama segenap jajaran Direksi, tim manajemen dan seluruh karyawan Astragraphia yang telah merealisasikan kinerja dan pertumbuhan Astragraphia dengan baik.

In May 2008, the Annual General Meeting of Shareholders resolved to change the composition of the Board of Commissioners members, to be as follows:

- President Commissioner : Angky Utarya Tisnadisastra
- Commissioner : Gunawan Geniusahardja
- Independent Commissioner : Buyung Syamsudin

The Board of Commissioners would like to express its high appreciation for the good cooperation with the Audit Committee as well as with the Nomination and Remuneration Committee for assisting the Board's supervisory duties.

On this delightful moment, and on behalf of the Board of Commissioners, I would like to express our deepest gratitude to all shareholders for the trust in us. We are confident that, with the support of shareholders, Astragraphia will be able to achieve what has been targeted in the 2009 Work Plan and will even give more impressive values in order to achieve a greater growth in the future. In particular, we would like to convey our appreciation for the enthusiasm and cooperation of all members of the Board of Directors, the management team and all Astragraphia employees who has successfully accomplished the good performance and growth of Astragraphia.

Atas nama Dewan Komisaris  
On Behalf of the Board of Commissioners



**Angky Utarya Tisnadisastra**

Presiden Komisaris  
President Commissioner

Dengan menjalankan arahan bisnis tahunan dan menerapkan kebijakan strategis, Astragraphia membukukan peningkatan pendapatan bersih sebesar 41,6% menjadi Rp 1 triliun, sementara laba usaha bertumbuh 11,4% menjadi Rp 105,91 milyar, berdasarkan pencatatan konsolidasi yang dimulai bulan September 2008

By implementing the annual business direction and applying the strategic policies, Astragraphia which started the consolidation report in September 2008 recorded an increased in net revenues of 41.6% amounting to Rp 1 trillion, while operating income grew by 11.4% to become Rp 105.91 billion.

### Para Pemegang Saham yang terhormat, Dear Shareholders,

Adalah suatu kehormatan bagi Direksi untuk menyampaikan laporan pertanggungjawaban atas kinerja Astragraphia sepanjang tahun 2008. Tahun 2008 merupakan suatu tantangan yang berat bagi Astragraphia akibat situasi krisis ekonomi global, baik fluktuasi harga bahan bakar maupun gejolak moneter yang ikut berimbas ke negara Indonesia. Meski demikian, dengan semangat kerja sama, kerja cerdas dan kerja keras seluruh karyawan Astragraphia maka pada akhir tahun 2008 Astragraphia masih mampu menunjukkan kinerja yang baik. Direksi menyadari bahwa dukungan dari Pemegang Saham, Dewan Komisaris dan Komite Audit, serta kepercayaan pelanggan menjadi pendorong utama bagi Direksi dan seluruh karyawan Astragraphia untuk terus menggali dan mengembangkan potensi yang ada guna memperkuat nilai-nilai perusahaan yang telah dibangun selama ini.

Seperti kita ketahui, krisis ekonomi global yang ditandai dengan perlambatan pertumbuhan ekonomi negara-negara industri maju dan melemahnya pasar modal dan keuangan dunia serta kenaikan nilai tukar mata uang asing terhadap Rupiah telah berpengaruh terhadap ekonomi Indonesia, tetapi secara keseluruhan masih mampu bertumbuh 6,1% atau turun sedikit dibandingkan pertumbuhan tahun 2007 yang mencatat 6,3%.

It is an honor for the Board of Directors to present this accountability report on the performance of Astragraphia in 2008. This was a hard and challenging year for Astragraphia due to the global economic crisis, with fluctuations in world crude oil prices and the monetary crisis which impact to Indonesia too. Nevertheless, thanks to the enthusiastic with a spirit of cooperation, smart and hard work of all of Astragraphia's employees, at the end of 2008 Astragraphia could still give a good performance. The Board of Directors realizes that the support of Shareholders, Board of Commissioners and Audit Committee, and the trust of Customers were the main support for the Board of Directors and all of Astragraphia's employees to strive to explore and develop the potentials for fostering the existing corporate values.

As we are all aware, the global economic crisis, marked with slow economic growth in the developed countries weakening of the capital market and global finances as well as the increase in exchange rate of foreign currency against Rupiah, has impacted the Indonesian economy. However, the Indonesian economy was still able to grow 6.1%, only a slight decline compared to the economic growth of 6.3% in 2007.



## Kinerja Astragraphia

Melihat perkembangan Astragraphia dari tahun ke tahun yang menunjukkan pertumbuhan yang positif, pada tahun 2008, Direksi secara optimis bertekad untuk mempertahankan dan mengembangkan prestasi yang telah dicapai pada tahun 2007, yaitu pertumbuhan dua digit. Untuk mencapai itu, Direksi menetapkan fokus mengembangkan bisnis yang berorientasi jasa (service business), meningkatkan share of wallet di Key Account dan menggarap potensi pasar produk multifungsi berwarna, dengan arahan tahunan bisnis "Let's Get Real Making 'One Trillion' Possible". Pada awal tahun, Direksi juga mencanangkan mengembangkan portofolio bisnis IT Solution melalui unit usaha PT Astra Graphia Information Technology (AGIT), pada waktu itu bernama PT SCS Astragraphia Technologies (SAT) untuk mengantisipasi pertumbuhan industri teknologi informasi. Secara strategi, Direksi juga mencanangkan cetak biru perusahaan dari "small but beautiful" menjadi "Big and Beautiful".

Secara umum semua rencana kerja di atas telah dilaksanakan dengan baik. Sepanjang tahun bisnis yang berorientasi jasa (service business) dikembangkan melalui optimalisasi organisasi service business, mengevaluasi terus-menerus penanganan pasar Key Account, dan menyiapkan organisasi yang dikhususkan untuk mendukung penjualan produk dan solusi multifungsi berwarna. Untuk unit usaha IT Solution, Direksi melakukan langkah strategis dengan memutuskan pembelian kembali saham AGIT dari Singapore Computer Systems Ltd, agar dapat memegang kendali penuh pada portofolio bisnis IT Solution.

Dengan menjalankan arahan bisnis tahunan dan menerapkan kebijakan strategis di atas, Astragraphia membukukan peningkatan pendapatan bersih sebesar 41,6% menjadi Rp 1 triliun, sementara laba usaha bertumbuh 11,4% menjadi Rp 105,91 milyar, berdasarkan pencatatan konsolidasi yang dimulai bulan September 2008. Pada triwulan keempat, Astragraphia mengalami penurunan margin dan kerugian penyesuaian (translasi) nilai tukar akibat melemahnya nilai tukar mata uang Rupiah terhadap mata uang asing, namun secara umum Astragraphia tetap mampu menjaga kestabilan keuangan dan perusahaan dengan membukukan laba bersih sebesar Rp 62,49 milyar.

## Astragraphia Performance

Bearing in mind that the performance of Astragraphia from year to year has indicated positive growth, in 2008 the Board of Directors optimistically determined to maintain and improve on the performance achieved in 2007, which was a double digit growth. In order to achieve this growth, the Board of Directors placed its focus on developing service business, increasing share of wallet in Key Accounts and cultivating on potential markets of color multifunction with the annual business direction of "Let's Get Real Making 'One Trillion' Possible." At the beginning of the year, the Board of Directors also announced to develop the Information Technology (IT) Solutions business portfolio through the business unit PT Astra Graphia Information Technology (AGIT), at that time its name was PT SCS Astragraphia Technologies (SAT) to anticipate the growth of IT industry. From a strategic point of view, the Board of Directors also announced a corporate blueprint from "small but beautiful" becoming "Big and Beautiful".

In general, all business plans were carried out well. Throughout the year, service business were developed through optimizing the service business organization, continually evaluating the handling of Key Account markets and preparing the organization especially to support the sales of color multifunction products and solutions. With regards to IT Solution business unit, the Board of Directors carried out a strategic action with the decision to buyback AGIT shares from Singapore Computer Systems Ltd, in order to fully control of the IT Solution business portfolio.

By implementing said business direction and strategic policies, Astragraphia which started the consolidation report in September 2008 recorded an increase in net revenues of 41.6% amounting to Rp 1 trillion, while operating income grew by 11.4% to become Rp 105.91 billion. In the fourth quarter, Astragraphia experienced margin decreases and translation losses as a result of the weakness of the exchange rate of the Rupiah against foreign currency. However in general, Astragraphia was still able to maintain its financial and corporate stability by recording a net income of Rp 62.49 billion.

Pada portofolio bisnis Document Solution, pendapatan bersih bertumbuh sebesar 12,0% dengan kontribusi pertumbuhan terbesar didapat dari produk dan solusi multifungsi berwarna, pendapatan anuitas (recurring) dari sistem sewa, kontrak jasa layanan purna jual dan jasa alih daya (outsourcing). Sementara pada portofolio bisnis IT Solution, pendapatan bersih bertumbuh sebesar 24,6% dengan kontribusi pertumbuhan terbesar didapat dari jasa alih daya (outsourcing).

Untuk kedua kali, Astragraphia juga berhasil mengukir prestasi mendapatkan Astra Award kategori medium business unit yang diselenggarakan khusus untuk perusahaan di dalam Astra Group.

At Document Solution business portfolio, net revenues grew by 12.0% with the largest contribution obtained from color multifunction products and solutions, recurring revenues from the rental, after sales service and outsourcing services. While at IT Solution business portfolio through AGIT, net revenues of the IT Solution business portfolio grew by 24.6%, with the largest contribution coming from outsourcing services.

For the second time, Astragraphia's won the Astra Award in the medium business unit category, organized especially for companies within the Astra Group.



## Implementasi Kebijakan Strategis

Pada tahun 2008, Astragraphia memantapkan visi menjadi penyedia solusi bisnis berbasis teknologi informasi dan komunikasi yang terbaik di Indonesia sejalan dengan arah rencana menuju Big & Beautiful.

Oleh karena itu, Astragraphia merealisasikan sejumlah kebijakan strategis yang sejalan dengan cetak biru Astragraphia, yaitu:

1. Pada tanggal 2 September 2008 telah menyelesaikan pembelian 50,99 % saham AGIT dari Singapore Computer Systems Ltd, sehingga dengan demikian kepemilikan saham Astragraphia di AGIT menjadi 99,99%. Tujuan utama pembelian saham ini adalah untuk mengontrol sepenuhnya dalam mengembangkan arah bisnis dan masa depan AGIT sehingga terjalin sinergi dalam memperkuat bisnis Astragraphia.

## Strategic Policies Implementation

In 2008, Astragraphia fostering its vision of becoming the best information and communication technology based business solutions provider in Indonesia in line with work plan towards Big & Beautiful.

Therefore Astragraphia has implemented several strategic policies which is in line with Astragraphia's blueprint, as follows:

1. On 2 September 2008, Astragraphia has completed the purchase of 50.99 % AGIT shares from Singapore Computer Systems Ltd so that the share ownership of Astragraphia in AGIT became 99.99%. The main purpose of this share purchase was to have full control in developing the AGIT's business directions and future in order to create a synergy in strengthening of Astragraphia business.

2. Pada tanggal 25 September 2008 berhasil menyelesaikan negosiasi dengan prinsipal utama Astragraphia, Fuji Xerox Co. Ltd. dengan merevisi Perjanjian Distributor (Distributorship Agreement) setelah terakhir diubah pada tahun 1987. Dengan revisi ini, posisi Astragraphia tidak lagi dikaitkan dengan PT Astra International Tbk, selain statusnya sebagai pemegang saham utama Astragraphia mengingat Astragraphia adalah badan hukum yang mandiri.
3. Pada tanggal 24 Oktober 2008 telah melunasi seluruh pokok dan kupon Obligasi Astra Graphia I tahun 2003. Dana yang digunakan untuk pelunasan Obligasi ini didapat dari pinjaman bank yang didapat Astragraphia pada September 2008.

### Prospek Usaha

Astragraphia meyakini bahwa industri Information and Communication Technology (ICT) masih tetap tumbuh seiring dengan peranan ICT sebagai pendukung proses bisnis di hampir semua perusahaan atau organisasi termasuk pemerintahan. Di samping itu, banyak perusahaan semakin fokus pada bisnis intinya, sehingga membutuhkan jasa alih daya (outsourcing) dan mengandalkan teknologi informasi (TI) untuk manajemen dokumennya. Hal ini merupakan peluang bagi Astragraphia dalam mengembangkan variasi solusi dan portofolio bisnis untuk memenuhi kebutuhan pasar. Dengan mengendalikan AGIT sepenuhnya, Astragraphia akan memiliki peranan yang lebih besar sebagai perusahaan berbasis ICT di kelompok usaha Astra pada khususnya dan di Indonesia pada umumnya, yang pada akhirnya akan meningkatkan pelayanan dan kontribusi kepada seluruh stakeholders.

Dalam kondisi ekonomi yang belum kondusif, Direksi berkeyakinan masih ada peluang untuk mempertahankan dan mengembangkan bisnis dengan baik. Untuk itu pada tahun 2009 Direksi menetapkan pendapatan bersih konsolidasian bertumbuh dua digit dengan keuntungan bersih yang solid dan terkendali.

2. On 25 September 2008, Astragraphia has successfully accomplished the negotiation with Astragraphia's main principal, Fuji Xerox Co. Ltd. by revising of the Distributorship Agreement, which last revision was made in 1987. Through this revision, the position of Astragraphia was no longer directly connected with PT Astra International Tbk, except as the majority shareholder of Astragraphia considering that Astragraphia is an independent legal entity.
3. On 24 October 2008, Astragraphia has fully paid the principal as well as the interest of the Astra Graphia I 2003 Bonds. The funds utilized to repay these bonds were from bank loan obtained by Astragraphia in September 2008.

### Business Prospects

Astragraphia believes that the Information and Communication Technology (ICT) industry is still grow in line with the role of ICT as a supporting business process in most of all companies and organizations, including in government sectors. In addition, many companies are more focusing on their core businesses, so there is still a demand for outsourcing services as well as reliance on IT for their document management. This provides opportunities for Astragraphia to develop various solutions and business portfolio in order to meet market demands. By fully controlling of AGIT, Astragraphia now will have larger role as an ICT player particularly within the Astra group, and generally in Indonesia. This will eventually increase services and contributions to all stakeholders.

In the economic situation that has not conducive yet, the Board of Directors is confident that there are still opportunities to maintain the performance and develop the businesses well. Therefore in 2009, the Board of Directors has set a target of double digit growth for consolidated net revenues with solid and controllable net income.

Untuk mendukung sasaran tersebut, Direksi menetapkan arahan bisnis "Meningkatkan Kapasitas Bisnis dan Mengendalikan Margin Laba Operasional". Dengan arahan itu, ditetapkan juga kebijakan-kebijakan pendukung sebagai berikut:

- Optimalisasi sumber-sumber pendapatan anuitas;
- Mengendalikan beban operasi;
- Melakukan pembenahan internal organisasi, serta meningkatkan kompetensi karyawan dan sistem manajemen;
- Mencari inisiatif bisnis baru (pengembangan bisnis secara anorganik) sebagai persiapan pertumbuhan bisnis jangka panjang untuk mendukung cetak biru menjadi Big & Beautiful;
- Mengutamakan kepuasan pelanggan.

### Penerapan Tata Kelola Perusahaan

Sebagai perwujudan atas kesadaran dan komitmen terhadap penerapan GCG pada aspek kepatuhan terhadap peraturan yang berlaku, Astragraphia telah melakukan, antara lain:

1. Menyesuaikan Anggaran Dasarnya dengan Undang-undang Nomor 40 Tahun 2007 tentang Perseroan Terbatas;
2. Mengganti seluruh anggota Komite Audit yang telah menjabat 2 (dua) kali masa jabatan.

Untuk aspek yang terkait bisnis dan operasional termasuk karyawan, Astragraphia menerapkan kebijakan:

1. Bahwa seluruh karyawan didalam menjalankan bisnis wajib mematuhi prinsip-prinsip Tata Kelola Perusahaan
2. Bahwa seluruh karyawan wajib mentaati Ketentuan Penggunaan Sistem & Teknologi Informasi di Astragraphia, antara lain melarang karyawan melakukan instalasi "Computer Software" yang tidak sah atau menggunakan "Computer Software" yang tidak sesuai dengan perjanjian lisensi yang berlaku.

In order to support the achievement of these targets, the Board of Directors has set the business direction as "Increasing Business Capacities and Controlling Operational Profit Margin". By this business direction, the Board of Directors also sets up the following supporting policies:

- Optimizing sources of revenues from recurring business;
- Controlling operating expenditures;
- Reforming the internal organization as well as increasing employee competencies and management systems;
- Exploring new business initiatives (developing business inorganically) as a preparation for long-term business growth in order to support the blueprint of becoming Big & Beautiful;
- Prioritizing customer satisfaction.

### Good Corporate Governance Implementation

As promulgation of the awareness and commitment to the implementation of good corporate governance (GCG) in terms of compliance with governing regulations, Astragraphia has already carried out among others:

1. Amending its Articles of Association in order to comply with Law Number 40 Year 2007 regarding Limited Liability Companies;
2. Replacing all Audit Committee members who had already served two (2) terms of office.

For business and operation aspects including employees, Astragraphia has set up the following policies:

1. All employees in doing business shall obey to the GCG principles;
2. All employees shall comply with the Guidelines for the Use of Information Systems and Technology at Astragraphia, which among others employee is prohibited to install illegal computer software or use of computer software other than the terms set forth in the licensing agreements.



1. Lukito Dewandaya
2. Hertanto Mangkusasono
3. Satyo Lumaksono Hadisaputro
4. Yusuf Darwin Salim
5. Diana Makmur

Berdasarkan posisi keuangan yang kuat hingga Q3-2008 serta berpegang pada komitmen Astragraphia untuk memberikan tingkat pengembalian kepada para pemegang saham, Direksi dengan persetujuan dari Dewan Komisaris telah membagi dividen interim kepada para pemegang saham sebesar Rp 10,- per lembar saham pada bulan November 2008. Keputusan tersebut sejalan dengan kebijakan pembayaran dividen yang dianut oleh Astragraphia, yaitu keseimbangan antara tingkat pengembalian yang menarik kepada seluruh pemegang saham serta tanggung jawab untuk Astragraphia tetap bertumbuh.

Considering of the strong financial position up to the third quarter of 2008 and Astragraphia's commitment to provide returns to shareholders, in November 2008 the Board of Directors, with the approval of the Board of Commissioners, paid out an interim dividend to shareholders amounting to Rp10 per share. This decision was in line with the dividend payment policy followed by Astragraphia of creating a balance of attractive shareholders return and the responsibility of Astragraphia continues to keep growing.

## Perubahan Anggota Direksi

Pada Mei 2008, Rapat Umum Pemegang Saham Tahunan telah menyetujui perubahan susunan anggota Direksi Astragraphia, dengan susunan sebagai berikut:

Presiden Direktur	: Lukito Dewandaya
Wakil Presiden Direktur	: Hertanto Mangkusasono
Direktur	: Satyo Lumaksono Hadisaputro
Direktur	: Yusuf Darwin Salim
Direktur	: Diana Makmur

## Terima Kasih

Direksi menyadari keberhasilan Astragraphia selama tahun 2008 merupakan hasil kerja sama seluruh karyawan Astragraphia dan atas dukungan dan kepercayaan dari Pelanggan, Prinsipal, Pemegang Saham, Dewan Komisaris, Komite Audit serta seluruh pemangku kepentingan lainnya. Oleh karena itu pada kesempatan ini, kami mengucapkan terima kasih kepada seluruh pihak yang telah mendukung terciptanya kinerja Astragraphia di tahun 2008 yang baik ini sehingga Astragraphia mampu memberikan pengembalian hasil yang maksimal kepada pemegang saham.

## Changes in the Board of Directors' Composition

In May 2008, the Annual General Meeting of Shareholders resolved to change the composition of the Board of Directors of Astragraphia, to be as follows:

President Director	: Lukito Dewandaya
Vice President Director	: Hertanto Mangkusasono
Director	: Satyo Lumaksono Hadisaputro
Director	: Yusuf Darwin Salim
Director	: Diana Makmur

## Our Thanks

The Board of Directors realizes that Astragraphia's success during 2008 were the result of cooperation from all Astragraphia employees as well as the support and trust of Customers, Principals, Shareholders, the Board of Commissioners, Audit Committee and all other Stakeholders. Therefore, on this occasion we would like to take this opportunity of conveying our sincere thanks to all parties who supported the Astragraphia's good performance in 2008 so that Astragraphia was able to provide the maximum return to shareholders.

Atas nama Direksi  
On Behalf of the Board of Directors

**Lukito Dewandaya**

Presiden Direktur  
President Director

# Profil Perusahaan

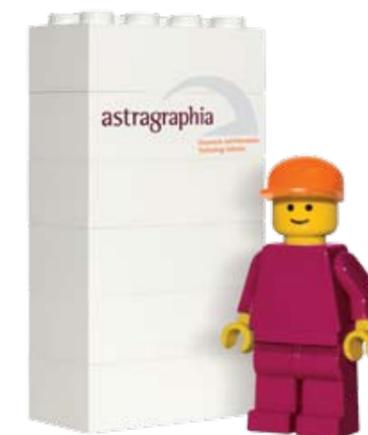
## Company Profile



- Sekilas Astragraphia  
Astragraphia at a Glance
- Penghargaan dan Sertifikasi  
Awards and Certifications
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Human Resources Development
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Event Highlights

## Sekilas Astragraphia

### Astragraphia at a Glance



Astragraphia mengawali perjalanannya pada tahun 1971 sebagai Divisi Xerox di PT Astra Internasional yang bergerak dalam bidang pemasaran dan penyediaan layanan purna jual bagi mesin fotokopi Xerox secara eksklusif di seluruh Indonesia. Dengan perkembangan bisnis yang pesat, PT Astra Graphia didirikan berdasarkan akta Notaris Kartini Muljadi, S.H. No. 186 tanggal 31 Oktober 1975, dan selanjutnya pada tanggal 22 April 1976 PT Astra Graphia secara resmi mengoperasikan bisnis Xerox yang merupakan pemisahan dari Divisi Xerox PT Astra International. Guna membangun landasan yang kokoh bagi pertumbuhan bisnisnya, pada tahun 1989 Astragraphia menjadi perusahaan publik dengan mencatatkan sahamnya di Bursa Efek Indonesia (dahulu Bursa Efek Jakarta dan Bursa Efek Surabaya) dengan simbol saham ASGR. Saat ini saham Astragraphia dimiliki oleh PT Astra International sebanyak 76,87%, dan publik sebanyak 23,13%.

Astragraphia started its journey in 1971 as the Xerox Division of PT Astra International, engaging as the exclusive marketing and after-sales service provider for Xerox photocopy machines throughout Indonesia. Following rapid business expansion, PT Astra Graphia was established on 31 October 1975 based on Notarial Deed No. 186, drawn up by Public Notary Kartini Muljadi, S.H. and subsequently on 22 April 1976 PT Astra Graphia was legally operated Xerox business which was split off from PT Astra International. In order to create a strong foundation for business growth, in 1989 Astragraphia became a public listed company at the Indonesia Stock Exchange (formerly the Jakarta and Surabaya stock exchanges) with the share symbol ASGR. Currently, a total of 76.87% shares of Astragraphia owned by PT Astra International and 23.13% owned by general public.



Astragraphia bergerak di bidang perdagangan, jasa konsultasi, jasa kontraktor peralatan dan perlengkapan kantor, teknologi informasi, telekomunikasi, perindustrian, dan penyertaan modal. Kantor pusat Astragraphia berkedudukan di Gedung Astragraphia, Jalan Kramat Raya 43, Jakarta 10450, dan memiliki 75 titik layanan di 21 kantor cabang yang tersebar di seluruh Indonesia. Informasi mengenai Astragraphia dapat diakses pada situs: [www.astragraphia.co.id](http://www.astragraphia.co.id)

Sejalan dengan perkembangan teknologi khususnya teknologi informasi dan komunikasi, serta untuk memenuhi kebutuhan pasar dan pelanggan yang terus meningkat, Astragraphia terus memperkuat portofolio bisnis namun masih dalam koridor sebagai penyedia solusi bisnis berbasis teknologi informasi dan komunikasi atau yang dikenal dengan sebutan ICT (Information dan Communication Technology). Untuk menyasiasi dinamika pasar dan perkembangan teknologi yang sangat cepat, Direksi mencanangkan cetak biru Astragraphia menjadi Big & Beautiful. Untuk itu sejak tahun 2008, Astragraphia telah menetapkan visi "Menjadi penyedia solusi bisnis berbasis teknologi informasi dan komunikasi terbaik di Indonesia".

Astragraphia memiliki dua portofolio bisnis, yaitu Document Solution dan IT Solution. Kedua portofolio bisnis tersebut saling melengkapi karena baik Document Solution maupun IT Solution berorientasi pada perbaikan proses bisnis.

Portofolio solusi dokumen, dikelola oleh Astragraphia Document Solution (AGDS). Portofolio ini merupakan bisnis utama yang tidak terpisahkan dari perjalanan perkembangan bisnis Astragraphia dengan partner utama Fuji Xerox Co., Ltd., Jepang.

Astragraphia is engaged in trading, consulting services, office equipment and supplies contractor services, information technology (IT), telecommunications, industrial and capital investment. The headquarters of Astragraphia is located at the Gedung Astragraphia, Jalan Kramat Raya 43, Jakarta 10450, and the company has 75 services points spread across 21 branch offices throughout Indonesia. Information regarding Astragraphia can be accessed through [www.astragraphia.co.id](http://www.astragraphia.co.id)

In line with technology development, particularly in Information and Communication Technology, as well as to meet the demands of the market and Customers, who continue increasing, Astragraphia still keep strengthening of its business portfolio, within the framework of Information and Communication Technology based business solutions provider, known as ICT (Information and Communication Technology). In order to anticipate the market dynamics and rapid technological changes, the Board of Directors has declared the blue print of Astragraphia to be "Big & Beautiful." Therefore since 2008, Astragraphia has determined its vision as "To be the Best ICT Based Business Solutions provider in Indonesia".

Astragraphia has two business portfolios, Document Solution and IT solution. These two business portfolios are compatible each others because both document solutions and IT solutions are oriented towards enhancing in business processes.

The Document Solution portfolio is now managed by Astragraphia Document Solution (AGDS). This portfolio is the main business and inseparable part of Astragraphia's journey with its main partner Fuji Xerox Co., Ltd., of Japan.

Jenis produk dan layanan yang diberikan merupakan transformasi dari penyedia layanan berbasis perangkat keras (hardware-based services) menjadi layanan berbasis solusi (solution-based services) dalam ruang lingkup solusi dokumen dan teknologi informasi yang mencakup semua aspek siklus dokumen, mulai dari document input (scan, create, capture), document management (index, store, archive, distribute) hingga document output (print, fax, scan, copy, view). Penjelasan lebih lanjut atas portofolio bisnis ini dapat ditemukan pada situs [www.documentsolution.com](http://www.documentsolution.com)

AGDS mempunyai 4 bisnis produk/solusi yang berbasis sebagai penyedia solusi dokumen, yaitu:

- Office Product Business (OPB) menyediakan solusi penanganan dokumen di perkantoran mulai dari unit departemental sampai tingkat korporasi. Solusinya terdiri dari perangkat multifungsi (print, copy, fax, dan scan) dan perangkat lunak manajemen dokumen.
- Production Service Business (PSB) menyediakan solusi dokumen yang fokus pada skala produksi, dengan karakteristik pencetakan digital berkecepatan tinggi dan dengan volume dokumen yang besar maupun kecil (short-run length).
- Printer Channel Business (PCB) menyediakan solusi berbasis printer (termasuk printer multifungsi), bahan habis-pakai, layanan purna jual serta beragam personal computer dan peripherals-nya untuk kebutuhan personal sampai departemental.
- FX Global Services (FXGS) menyediakan solusi yang mengintegrasikan semua produk portofolio solusi dokumen, dan menyediakan pelayananan alih daya atas produk dan solusi yang disediakan sesuai dengan kebutuhan Pelanggan

Portofolio bisnis solusi teknologi informasi telah dimulai sejak tahun 1983. Saat ini portofolio bisnis ini dikelola oleh unit usaha PT Astra Graphia Information Technology (AGIT) yang merupakan hasil pemisahan (spin off) pada tahun 2004 dari divisi menjadi perusahaan patungan (joint venture company) antara Singapore Computer Systems Limited (SCS) dengan kepemilikan 51% dan Astragraphia 49% dengan nama PT SCS Astragraphia Technologies (SAT). Terhitung sejak September 2008, Astragraphia menjadi pemegang saham mayoritas dengan jumlah saham 99,99%, dan sisanya dimiliki oleh PT Intertel Nusaperdana.

The range of products and services provided has created a transformation from the Company being merely a hardware-based services provider to a solution-based services provider. This is within the document solutions and IT workspace, covering all document aspects, starting from document input (scan, create, capture) and document management (index, store, archive, distribute) to document output (print, fax, scan, copy, view). Further details regarding this business portfolio can be accessed in [www.documentsolution.com](http://www.documentsolution.com)

AGDS has four business products/solutions that are based on being a document solutions provider, as follows:

- The Office Product Business (OPB) provides document handling solutions within offices starting from departmental to corporate level. The Solutions consist of multifunction devices (print, copy, fax and scan) and management document software.
- The Production Service Business (PSB) provides document solutions focused on document production, by high-speed digital printing characteristics either large volume document or short-run lengths.
- The Printer Channel Business (PCB) provides solutions based on laser printers (including multifunctional printers), consumables, after sales services as well as various personal computer and peripherals to meet both personal and departmental needs.
- The FX Global Services (FXGS) provides solutions which integrate all of AGDS's portfolios of products, as well as outsourcing services of customized products and solutions based on Customers' need.

The IT business solutions portfolio has been started since 1983. At present, this business portfolio is managed by the business unit PT Astra Graphia Information Technology (AGIT), which was spun-off in 2004 from a division to be a joint venture company between Singapore Computer Systems Limited (SCS) with 51% ownership and Astragraphia with 49% under the name of PT SCS Astragraphia Technologies (SAT). Then in September 2008, Astragraphia has become AGIT's majority shareholder with 99.99% share ownership while the remaining share owned by PT Intertel Nusaperdana.

Saat ini AGIT menyediakan solusi di bidang infrastructure services, professional services, dan outsourcing services dengan mitra strategis seperti Airspan, Cisco, Ericsson, HP, IBM, Microsoft, Oracle, SAP, dan SUN. AGIT berdomisili di Jakarta, berkantor di Gedung ANZ Tower Lantai 22-23, Jalan Jenderal Sudirman Kav 33A, Jakarta 10220. Informasi mengenai unit usaha AGIT dapat diakses pada situs: [www.ag-it.com](http://www.ag-it.com)

Dalam mengelola organisasi dan menjalankan bisnis, Astragraphia menerapkan sistem manajemen yang mengacu pada Astra Management System (AMS). Sistem manajemen ini menjadi pedoman kerja dalam melaksanakan Manajemen Kualitas (Quality Management) dan menjadi integrasi dari beberapa manajemen fungsional yang bermuara pada jaminan kualitas (Quality Assurance) atas produk dan jasa yang ditawarkan kepada pelanggan.

Aktivitas manajemen fungsional yang menjadi bagian dari Quality Assurance diatas meliputi Perencanaan Strategis, Pengembangan Sumber Daya Manusia, Layanan Teknis dan Keamanan Produk, Manajemen Informasi, Peningkatan Kualitas & Inovasi, Manajemen Lingkungan, Kesehatan dan Keselamatan Kerja, dan Kepuasan Pelanggan.

Currently, AGIT provides solutions in the fields of infrastructure services, professional services and outsourcing services with strategic partners such as Airspan, Cisco, Ericsson, HP, IBM, Microsoft, Oracle, SAP, and SUN. AGIT domiciled in Jakarta, at floors 22 and 23 of Gedung ANZ Tower, Jalan Jenderal Sudirman Kav 33A, Jakarta 10220. Information regarding the AGIT business unit can be accessed [www.ag-it.com](http://www.ag-it.com)

In managing the organization and running the business, Astragraphia has applied a management system that refers to the Astra Management System (AMS). This management system is the guidance in executing Quality Management and integrated with functional management to support Quality Assurance of products and services offered to customers.

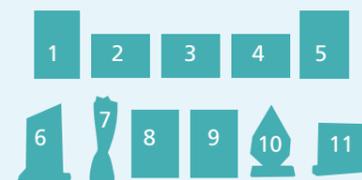
The functional management activities that comprise Quality Assurance as mentioned above are Strategic Planning, Human Resources Development, Technical Service & Product Safety, Information Management, Quality Improvement & Innovation, Environment, Health & Safety Management and Customer Satisfaction.

## Penghargaan dan Sertifikasi

### Awards and Certifications



- Leaf<sup>x</sup> Campaign Award**  
November 2008, CSR Department Fuji Xerox Co. Ltd.
- Second Place, IBG Kaizen & Innovation Forum**  
May 2008, International Business Group – Fuji Xerox
- Best Performance in Color GI - Q3 FY2008**  
Desember 2008, Fuji Xerox Printers.
- Best Performance in Supplies Revenue - Q3 FY 2008**  
Desember 2008, Fuji Xerox Printers
- One of Best Team of All FX Kaizen and Innovation 2008**  
July 2008, Fuji Xerox Co. Ltd
- Lifetime Engagement Award 2008 for PT AGIT**  
PT Telekomunikasi Indonesia Tbk Divisi IS Center
- Astra Awards 2007**  
Medium Business Category in Astra Group Companies
- Certificate ISO 9001:2000 January 2006**  
Lloyd's Register Quality Assurance (LRQA)
- Certificate ISO 14001:2004 December 2006**  
Japan Audit and Certification Organization for Environmental and Quality (JACO)
- 2008 Best SAP Channel Partner for PT AGIT**  
2008 from SAP Indonesia
- 2008 Best SUN Partner Advantage PT AGIT**  
2008 from SUN Microsoft Indonesia



# Pengembangan Sumber Daya Manusia

Human Resources Development



Dalam upaya untuk senantiasa merekrut, memelihara dan mengembangkan Sumber Daya Manusia (SDM) yang berkualitas, Astragraphia secara konsisten menerapkan Astra Human Resources Management System (AHRMS).

Astragraphia consistently implements Astra Human Resources Management System (AHRMS), as its effort to keep recruiting, maintaining, and developing the qualified Human Resources (HR), as a standards HR policy applied generally and objectively

Astragraphia meyakini bahwa karyawan adalah aset perusahaan yang sangat penting. Perkembangan teknologi yang sedemikian cepat telah membuat peran karyawan dalam memberikan solusi kepada pelanggan menjadi sangat penting untuk menentukan tingkat keberhasilan suatu solusi di pelanggan. Oleh karena itu kesuksesan perusahaan sangat ditentukan oleh investasi yang dialokasikan di bidang pengembangan sumber daya manusia. Keyakinan ini dijabarkan Astragraphia melalui pengembangan dan internalisasi budaya perusahaan serta penerapan Astra Human Resources Management System (AHRMS), yang merupakan sistem manajemen yang terintegrasi, yang meliputi aspek Perekrutan, Pengembangan Karyawan dan Manajemen Kinerja.

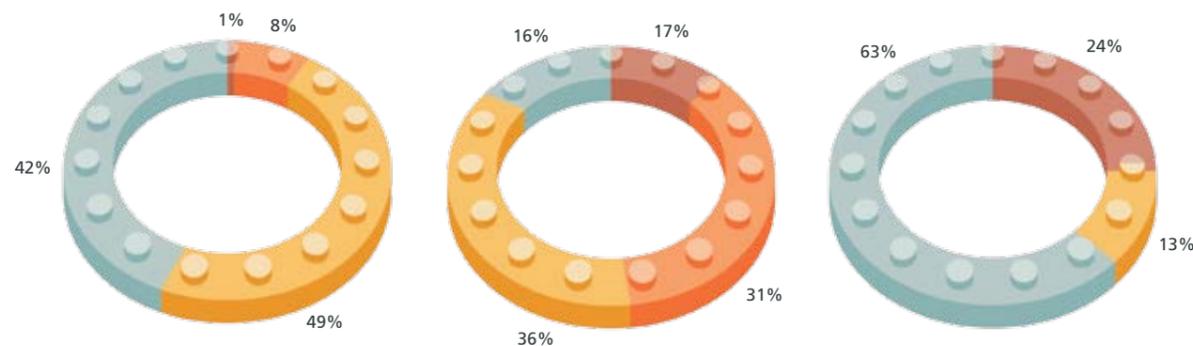
Dalam upaya untuk senantiasa merekrut, memelihara dan mengembangkan SDM yang berkualitas, Astragraphia secara konsisten menerapkan AHRMS, yang merupakan sebuah paket kebijakan standar SDM yang berlaku secara umum dan obyektif, sehingga dapat terlepas dari potensi benturan kepentingan yang mungkin terjadi. Dalam AHRMS, tercakup kebijakan dasar dan prosedur standar bagi berbagai proses utama dalam pengelolaan SDM, yaitu proses Perekrutan Karyawan, Pengembangan Karyawan dan Manajemen Kinerja.

Astragraphia believes that employees are the most important of company assets. The rapid development of technology made the role of employees become essentials in providing and designing successful solutions for customers. Therefore, a company's success is significantly determined by its investment in human resource development. Astragraphia elaborate this through the development and internalization of a corporate culture and implementation of the Astra Human Resources Management System (AHRMS), which is an integrated management system covering aspects of Recruitment, Development of Employees, and Performance Management.

Astragraphia consistently implements AHRMS, as its effort to keep recruiting, maintaining, and developing the qualified HR, as a standards HR policy applied generally and objectively, free from potential conflicts of interest. The AHRMS includes basic policy and standard procedures for various HR management processes, i.e. the employee recruitment process, or employee development and performance management.

### Komposisi Karyawan

Sampai dengan akhir tahun 2008, karyawan Astragraphia dan anak perusahaan tercatat sebanyak 1.231 orang, dengan komposisi berdasarkan jabatan, usia, dan masa kerja sebagai berikut:



Berdasarkan Jabatan  
Based on Position

Berdasarkan Usia  
Based on Age

Berdasarkan Masa Kerja  
Based on Length of Service

- Manajemen Senior
- Manajemen Menengah
- Staf
- Non - Staf

- 18 - 25 tahun
- 26 - 35 tahun
- 36 - 45 tahun
- 46 - 55 tahun

- 0 < x < 5 tahun
- 5 < x < 10 tahun
- x > 10 tahun

Manajemen telah menerapkan kegiatan yang berorientasi pada prinsip-prinsip manajemen sumber daya manusia (SDM), sehingga berhasil memelihara iklim kerja yang sehat dimana terdapat kerjasama yang erat dan kepercayaan yang tinggi antar karyawan dan tingkat produktifitas yang meningkat.

The Management has already implement activities oriented towards the principles of human resources management, and succeeded in sustaining a healthy working climate that create strong cooperation and a high level of trust between employees as well as increased productivity levels.

Komposisi usia karyawan produktif, menunjukkan Astragraphia menanamkan etos kerja dan semangat yang tinggi untuk mencapai tingkat kinerja yang setinggi-tingginya, yang sangat mendukung pencapaian kinerja perusahaan. Indikator lamanya bekerja menunjukkan upaya manajemen SDM yang terintegrasi, baku, dan bebas dari benturan kepentingan.

### Perekrutan Karyawan

Guna mendukung pengembangan usahanya, Astragraphia melakukan perekrutan karyawan yang mengacu pada kebijakan dasar sebagai berikut :

- Merekrut calon yang memiliki kualifikasi terbaik, sesuai dengan standar kualitas calon karyawan yang berpedoman pada Astra Recruitment Center.
- Perencanaan kebutuhan karyawan yang seksama dengan mempertimbangkan arahan operasional Astragraphia dan melalui proses persetujuan berjenjang, sesuai dengan kualifikasi yang dibutuhkan.
- Perekrutan karyawan diprioritaskan untuk mendukung kegiatan pada bisnis inti.

### Pengembangan Karyawan

Astragraphia mengembangkan sumber daya manusia mulai dari proses perencanaan, pelaksanaan hingga evaluasi yang terintegrasi secara on-line dengan dukungan sistem berbasis intranet. Rangkaian proses pengembangan karyawan Astragraphia adalah sebagai berikut :

1. Perencanaan Pengembangan Karyawan (IDP) yang merupakan hasil diskusi antara karyawan dengan atasannya guna peningkatan pengetahuan, keahlian, maupun sikap perilakunya.
2. Pengembangan kompetensi, melalui beragam metoda dan sarana:
  - Pelatihan Formal (in-class) baik dilakukan secara internal maupun oleh vendor eksternal.
  - e-learning sebagai sarana belajar jarak jauh untuk meningkatkan pengetahuan dan ketrampilan dalam bidang penjualan, teknologi informasi, dan manajemen.
  - Perpustakaan yang menyediakan buku koleksi terbaru.
  - Sharing Knowledge, sebagai media penyebaran pengetahuan dari, untuk dan oleh karyawan.

The composition of employees of productive ages, indicates that Astragraphia has created a high level of business ethics and enthusiasm in terms of achieving high levels of performance, which are very supportive as regards the Company's work performance. Length of service indicators show that that human resources management measures are integrated, genuine and free from conflicts of interests.

### Employee Recruitment

In order to support business development, Astragraphia carries out employee recruitment that refer to the following basic policies :

- Recruiting potential employees with the best qualifications, in line with quality standards for potential employees using the guidelines of the Astra Recruitment Center
- Planning accurate employees required by taking into consideration the operational directions of Astragraphia and through a gradual approval process, in line with the qualifications needed.
- Employee recruitment that is prioritized in order to support core business activities.

### Employee Development

Astragraphia develops its human resources, starting from planning processes, implementation and evaluation that is integrated on-line with the support of an intranet-based system. The chain of development processes for Astragraphia employees is as follows:

1. Individual Development Planning (IDP) is a result of discussions between employees and supervisors in order to improve knowledge, skills, and attitudes.
2. Development of competencies, through various methods and means, including :
  - Formal training (in-class), either carried out internally or by sn external vendor.
  - e-learning as an effective means for improving knowledge acquisition among employees in all branches
  - A library providing a collection of new books.
  - Sharing Knowledge, as a media for sharing knowledge from, for and by employees.

3. Perputaran atau pemindahan tugas hingga kenaikan tingkat dilakukan berdasarkan kebutuhan bisnis, kinerja karyawan serta potensi karyawan.

Selama tahun 2008, Astragraphia telah melakukan program-program berikut:

- Program sertifikasi, yang bertujuan mencapai standar kualitas tinggi dan guna memenuhi tuntutan per syaratan tender, antara lain:
  - IT Certification untuk mendukung proyek-proyek Astragraphia: CCNA, MCSE, MCP, dll
  - Sertifikasi Product Specialist: Alchemy, DocuShare, Teleform, dll
- Program Train the Trainer, yang mendukung kompetensi internal trainer, dengan mengirim tenaga pengajar ke pusat pelatihan Fuji Xerox, diantaranya :
  - Produk-produk OPB, dilaksanakan di Fuji Xerox Tsukahara Training Centre – Jepang
  - Produk-produk PSB, dilaksanakan di Regional Training Centre – Sydney
  - Produk-produk OPB,PSB, dan PCB, dilaksanakan di Fuji Xerox Tower – Singapore
- Program magang karyawan yang terpilih ke Fuji Xerox, yang bertujuan memberikan wawasan internasional, dengan mempelajari sistem dan proses kerja di prinsipal, diantaranya program magang di kantor FX Sydney, Australia
- Program peningkatan kompetensi yang berkelanjutan, yang bertujuan meningkatkan kemampuan jajaran operasional diantaranya:
  - Business Consultant Workshop
  - System Consultant Workshop
  - Pelatihan Office Solution Basic, Office Solution Professional dan Office Solution Master

3. Rotation and transfer of task for business requirements and the development of employees' capabilities.

During 2008, Astragraphia carried out the following programs:

- The certification program, aimed at achieving higher quality standards and in order to be able to meet the requirements of tenders, including:
  - IT Certification to support Astragraphia CCNA, MCSE, MCP projects and others,
  - Product Specialist certification in Alchemy, DocuShare, Teleform, and others
- Train the Trainer Programs that support internal trainer competencies, by sending trainers to the Fuji Xerox training centers, including:
  - OPB products, carried out at Fuji Xerox Tsukahara Training Centre – Japan
  - PSB products, carried out at the Regional Training Centre – Sydney, Australia
  - OPB,PSB, and PCB products, carried out at the Fuji Xerox Tower – Singapore
- Apprentice programs for selected employees at Fuji Xerox, aimed at providing employees with international experience, by learning about the systems and work processes at the Company's principal, including an employee work experience program at the FX office in Sydney, Australia
- Program to increase follow-up competencies, aimed at increasing abilities in operational areas, including:
  - Business Consultant Workshop
  - System Consultant Workshop
  - Office Solution Basic Training, Office Solution Professional and Office Solution Master

## Manajemen Kinerja

Manajemen kinerja diterapkan dengan tujuan untuk memastikan bahwa karyawan melaksanakan pekerjaannya sesuai dengan target kinerja yang telah ditetapkan. Proses manajemen kinerja meliputi penyusunan rencana kinerja; pelaksanaan proses monitoring, coaching and counseling oleh atasan, evaluasi kinerja dan penetapan imbalan dan hukuman (reward and punishment) sebagai konsekuensi atas kinerja yang dihasilkan. Semua kegiatan ini mengacu pada kebijakan dasar sebagai berikut :

### 1. Perencanaan Kinerja Individual

Pada awal tahun, setiap karyawan diwajibkan untuk menyusun Rencana Kinerja Individual (RKI) berdasarkan Key Performance Indicator (KPI) bagi unit kerja yang bersangkutan. Pada akhir tahun, RKK ini digunakan sebagai dasar bagi proses evaluasi kinerja.

### 2. Evaluasi Kinerja

Evaluasi kinerja dilaksanakan dengan menilai aspek proses kerja dan hasil kerja. Sedangkan bagi karyawan yang memiliki bawahan, ditambah dengan aspek people management, yang mengevaluasi kemampuan karyawan dalam membina bawahannya.

### 3. Coaching and Counseling

Atasan memiliki kewajiban untuk melakukan proses coaching and counseling bagi bawahannya, sehingga selain dapat mendeteksi secara dini, potensi masalah yang mungkin timbul, juga dapat membina hubungan dan kerjasama yang erat antara atasan dan bawahan.

## Penghargaan bagi Karyawan

Dalam rangka mewujudkan komitmen Astragraphia untuk memberikan penghargaan dan imbal jasa yang kompetitif bagi para karyawannya, perusahaan secara rutin ikut serta dalam survei gaji (salary survey) yang diselenggarakan baik oleh salah satu konsultan SDM yang terkemuka maupun oleh PT Astra International Tbk. Melalui survei gaji ini, perusahaan ingin memastikan posisi tingkat imbal jasa yang diberikan dibandingkan dengan rata-rata pasar, baik dalam industri sejenis maupun industri yang berbeda.

## Performance Management

Performance management is implemented to ensure that employees carry out their work in accordance with established performance targets. The performance management process includes creation of a performance plan; monitoring, coaching, and counselling processes implementation by supervisors; a performance evaluation; and reward punishment as a result of the performance. These activities are as follows:

### 1. Individual Performance Planning

In the beginning of every year, each employee is responsible for preparing Individual Performance Plans (IPP) based on Key Performance Indicators (KPI) for the work unit involved. At the end of every year, these IPP are used as the basis for performance evaluation.

### 2. Performance Evaluation

The performance evaluation is carried out by assessing aspects of work process and result. Employees who have subordinates and therefore perform management duties are also evaluated on their capacity to organize subordinates

### 3. Coaching and Counseling

A supervisor is required to conduct coaching and counseling for his/her subordinates. This helps him/her with early detection of problems and establishes closer relations and cooperation between supervisors and subordinates.

## Employees Reward

In realizing its commitment to providing competitive awards and service rewards to its employees, Astragraphia routinely participates in a salary survey conducted by established HR consultants or by PT Astra International Tbk. Through this surveys, the Company is able to verify its service reward levels compared with market averages in both similar and diverse industries.



Selanjutnya, Astragraphia menyadari pula bahwa disamping penghargaan yang bersifat finansial, penghargaan yang bersifat non-finansial juga merupakan faktor penting yang mampu meningkatkan motivasi kerja dan memacu kinerja karyawan. Salah satunya adalah dengan memberikan penghargaan Karyawan Terbaik setiap tahun, bagi karyawan yang dinilai berprestasi tinggi dan berjasa dalam meningkatkan kinerja perusahaan.

### Komunikasi Internal

Guna menciptakan iklim kerja yang kondusif, transparan dan bertanggung jawab, Astragraphia terus memperbaiki kualitas komunikasi internal yang terjadi. Melalui berbagai forum yang diadakan, dibangun komunikasi dua arah yang sehat dan konstruktif dengan melibatkan seluruh karyawan, baik pada tingkat non-staf, staf maupun manajerial dengan direksi.

Pada forum ini dijelaskan arah strategis yang dijalankan Astragraphia, hasil-hasil penting yang telah dicapai, serta "ruang-ruang bagi penyempurnaan" yang masih ada, sehingga dengan demikian, dapat dibangun persepsi yang sama pada seluruh karyawan mengenai arah Astragraphia dan kemajuan yang telah berhasil dicapai.

Astragraphia also realizes that in addition to financial awards, non financial awards are valuable in improving employee motivation and performance. Therefore, every year Astragraphia awards the best employees who have either been high performers or have improved the Company.

### Internal Communication

To create a conducive, transparent and responsible work environment, Astragraphia continually works at improving internal communication quality. Various forums are held to promote healthy and constructive two-way communications between all employees (either in the non-staff level or managerial levels) and the Board of Directors.

In these forum, the company's strategic direction and implementation efforts are explained in relation to the attainment of important results. Opportunities for improvement are also discussed, in effort to establish a common set of principles among employees concerning the Company's direction and desired progress.

## Kesehatan dan Keselamatan Kerja

Kesehatan dan Keselamatan Kerja merupakan bidang yang menjadi perhatian utama Astragraphia, mengingat bahwa kinerja yang dihasilkan dan kualitas produk dan layanan yang ditawarkan Astragraphia akan sangat dipengaruhi oleh tingkat kesehatan dan kewaspadaan karyawan yang tinggi, serta kompetensi karyawan dalam mengupayakan kondisi kerja yang sehat serta mencegah terjadinya kecelakaan kerja.

Upaya ini dilakukan dengan menerapkan Sistem Manajemen Kesehatan dan Kecelakaan Kerja yang terintegrasi dan memenuhi standar ISO 14000 yang sudah diperoleh, yang meliputi pengembangan budaya Kesehatan dan Keselamatan Kerja, penyusunan dan penerapan sistem dan prosedur kerja yang berorientasi pada Kesehatan dan Keselamatan Kerja, serta pemantauan berkala atas pelaksanaan sistem dan prosedur kerja yang telah ditetapkan.

## Pengembangan Budaya Karyawan

Kegiatan pengembangan budaya perusahaan diarahkan untuk memperkuat budaya pelayanan unggul, kerjasama dan kepercayaan, yang selama ini telah dikembangkan. Nilai-nilai budaya tersebut dijabarkan sebagai berikut:

- Pelayanan unggul, yaitu komitmen dan motivasi yang kuat untuk memberikan pelayanan yang terbaik bagi pelanggan, melebihi apa yang diharapkan.
- Kerjasama, yaitu berperan aktif dalam menggalang dan memelihara kerjasama yang erat dengan tujuan untuk mencapai target kinerja yang telah ditetapkan.
- Kepercayaan, yaitu komitmen yang kuat untuk men jaga dan memelihara kepercayaan yang telah berhasil diraih, baik dalam berinteraksi dengan pelanggan maupun dengan sesama karyawan.

## Health and Safety at Work

Health and Safety at Work is another focus for Astragraphia, considering how directly this affects the performance, product quality and services that are offered. The Company benefits from high quality health and awareness among employees, as well as of the ability of employees to maintain healthy work conditions that serve to prevent accidents.

This is facilitated by carrying out the integrated Health Management and Work Accident System, which meets ISO 14000 standards. This covers the development of health and work safety culture, organizational, and system and work procedures in relation to Health and Safety. It also includes periodic monitoring of established system and work procedures.

## Corporate Culture Development

The Company's corporate cultural development activities are aimed at strengthening excellent service culture, cooperation and trust, have already been developed. Cultural values have been clarified as follows:

- Excellent service, strong commitment and motivation to provide the best service that exceeds customer expectations.
- Cooperation, taking an active role in conducting and maintaining close cooperation in order to attain stipulated performance targets.
- Trust, strong commitment to keep and maintain trust that has been successfully obtained through interaction with customers or with fellow employees.

# Peristiwa Penting

## Event Highlights

20 Februari - 5 Juni 2008

### Astra Green Company

Turut serta dalam program Astra untuk menanam 1 pohon untuk satu karyawan, Astragraphia melaksanakan terlebih dulu di kantor pusat dan dilanjutkan secara simultan ke beberapa kantor cabang

### Astra Green Company

Astragraphia participated in Astra program to plant one tree for one employee, by starting the initiative at the headquarter and subsequently in branch offices simultaneously.



12 - 16 Maret 2008

### Mega Bazaar

Astragraphia bersama dengan Fuji Xerox Printers turut serta dalam pameran akbar teknologi informasi dan telekomunikasi yang diselenggarakan bersamaan di Jakarta dan Semarang. Fuji Xerox PE 220, DocuPrint203 and DocuPrint C1110 menjadi produk yang paling dicari oleh pengunjung pameran.

### Mega Bazaar

Astragraphia together with Fuji Xerox Printers, participated in IT and telecommunication mega bazaar held concurrently in Jakarta and Semarang. Fuji Xerox PE 220, DocuPrint203 and DocuPrint C1110 were the most sought after products in the exhibition.

28 Maret 2008

### Pemenang Astra Award

Untuk dua kali berturut-turut Astragraphia memperoleh penghargaan Astra Awards kategori B (Medium Enterprise). Penghargaan ini diberikan Astra International kepada anak perusahaannya yang mencapai pertumbuhan yang optimum melalui "Quality Cost Delivery and Innovations" sehingga dapat memastikan kelangsungan perusahaan dan bisnis yang kompetitif bagi Astra.

### Winner of Astra Awards

Two times in a row Astragraphia won the Astra Awards Category B (Medium Enterprise). This award is given by Astra International to its subsidiary that achieves optimum growth through "Quality Cost Delivery and Innovations" which can ensure the continuity and business competitiveness of Astra.



9 Mei 2008

### RUPS Tahunan dan Paparan Publik

Dalam Rapat ini disetujui Laporan Tahunan 2007, perubahan susunan Dewan Komisaris dan Direksi, serta keputusan pembagian dividen sebesar Rp 40/lembar saham serta perubahan seluruh Anggaran Dasar guna menyesuaikan dengan Undang-undang PT yang baru.

### Annual General Meeting (AGM) of Shareholders and Public Expose

In this Meeting, the following were approved: Annual Report 2007, changing of the Board of Commissioners and Board of Directors, dividend of Rp 40 per share, and amendments of the Articles of Association to adhere to the new Company Law.



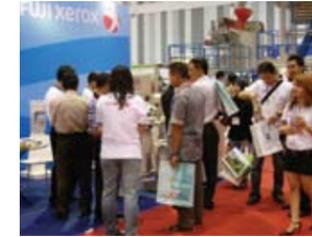
30 Mei 2008

### MarkPlus Company Visit

Salah satu forum marketing ternama MarkPlus, memilih Astragraphia untuk program berbagi kiat sukses dengan topik "Maintaining Leadership - Strategi Astragraphia mempertahankan kepemimpinan pasar selama 32 tahun"

### MarkPlus Company Visit

The well-known marketing forum MarkPlus chose Astragraphia for its program to share success tips with a topic of "Maintaining Leadership - the strategies of Astragraphia in maintaining market leadership for 32 years"



16 - 19 Juli 2008

### Print2Pack Surabaya

Untuk lebih memperkenalkan produk digital printing ke industri percetakan di Surabaya, Astragraphia turut serta dalam pameran Print2Pack. Minat pengunjung yang besar terbukti dengan terjualnya beberapa unit produk.

### Print2Pack Surabaya

To introduce further the digital printing products to the printing industries in Surabaya, Astragraphia participated in the Print2Pack exhibition. A keen visitor interest was apparent from the sale of several units of products.

20 Agustus 2008

### RUPS Luar Biasa

Pembelian saham PT SCS Astragraphia Technologies oleh Astragraphia telah disetujui dalam Rapat Umum Pemegang saham Luar Biasa. Dengan demikian Astragraphia kini menjadi pengendali penuh di PT Astra Graphia Information Technology

### Extraordinary General Meeting (EGM) of Shareholders

The purchase of shares of PT SCS Astragraphia Technologies by Astragraphia was approved in the Extraordinary General Meeting of Shareholders. Hence, Astragraphia has a full controlling stake of PT Astra Graphia Information Technology.



25 September 2008

### Fuji Xerox Signing Ceremony

Jiro Shono (President International Business Group Fuji Xerox) dan Katsu Yanagawa (President Asia Pacific Operations Fuji Xerox) berkesempatan hadir ke kantor pusat Astragraphia untuk menandatangani perbaruan Distributorship Agreement.

### Fuji Xerox Signing Ceremony

Jiro Shono (President of International Business Group Fuji Xerox) and Katsu Yanagawa (President of Asia Pacific Operations Fuji Xerox) were present at Astragraphia head office to sign the renewed Distributorship Agreement.



1 - 9 November 2008

### Indonesia - Japan Expo

Sebagai distributor eksklusif Fuji Xerox, Astragraphia turut serta dalam pameran yang diselenggarakan untuk memperingati 50 tahun hubungan diplomatik Indonesia - Jepang. Acara yang diresmikan oleh Presiden Susilo Bambang Yudhoyono ini diikuti oleh lebih dari 100 perusahaan Jepang.

### Indonesia-Japan Expo

As the exclusive distributor of Fuji Xerox, Astragraphia participated in the exhibition held to celebrate the 50th Anniversary of Indonesia - Japan diplomatic relations. The event was launched by President Susilo Bambang Yudhoyono and participated by more than 100 Japanese companies.



3 - 4 November 2008

### e-Government Solution Day

Astragraphia turut serta dalam pameran e-government yang didukung langsung oleh Departemen Komunikasi dan Informasi Republik Indonesia dan dihadiri oleh 500 undangan dari berbagai kalangan pemerintahan. Astragraphia memamerkan solusi khusus untuk pemerintahan melalui ApeosPort II C2200.

### e-Government Solution Day

Astragraphia took part in the e-government exhibition which was supported by the Department of Communication and Information of the Republic of Indonesia. The exhibition was attended by 500 guests from various governmental institutions. Astragraphia showcased the special solution for the government, the ApeosPort II C2200.



# Analisa dan Pembahasan Manajemen

## Management Analysis and Review



- Analisa Kinerja Keuangan  
Financial Performance Analysis
- Analisa Kinerja Bisnis  
Business Performance Analysis

Pendapatan bersih konsolidasian yang dicapai di tahun 2008 sebesar Rp 1,03 triliun, terdiri dari portofolio bisnis AGDS yang bertumbuh 12,0% menjadi Rp 812,88 milyar, dan portofolio bisnis AGIT selama empat bulan sebesar Rp 221,03 milyar.

Consolidated net revenues recorded in 2008 amounted to Rp 1.03 trillion, which generated from the AGDS business portfolio that grew by 12.0% to Rp 812.88 billion and the AGIT business portfolio over four months that amounted to Rp 221.03 billion.



## Analisa Kinerja Keuangan

### Financial Performance Analysis

#### Tinjauan Umum

Pada tahun 2008 Astragraphia mencatat peningkatan pendapatan bersih konsolidasian sebesar 41,6% menjadi Rp 1 triliun di dalamnya terdapat pembukuan akibat akuisisi pada bulan September 2008, sementara laba usaha tumbuh 11,4% menjadi Rp 105,91 milyar. Pada triwulan keempat, Astragraphia membukukan kerugian kurs sebagai akibat fluktuasi nilai tukar Rupiah terhadap mata uang asing, namun demikian Astragraphia tetap mampu membukukan laba bersih konsolidasian sebesar Rp 62,49 milyar.

#### Akuisisi

Pada bulan September 2008, Astragraphia mengakuisisi 50,99% saham PT Astra Graphia Information Technology atau AGIT (pada waktu itu bernama PT SCS Astragraphia Technologies atau SAT) dari Singapore Computer Systems Ltd. (SCS) sebanyak 39.269 saham senilai +/- Rp 90 milyar.

#### General Overviews

In 2008, Astragraphia recorded an increase in consolidated net revenues of 41.6% amounting to Rp1 trillion including the proceeds of the acquisition in September 2008, while operating income grew by 11.4% to Rp105.91 billion. In the fourth quarter, Astragraphia recorded foreign exchange loss as an impact of foreign currency fluctuation, however Astragraphia was still able to book consolidated net income of Rp 62.49 billion.

#### Acquisition

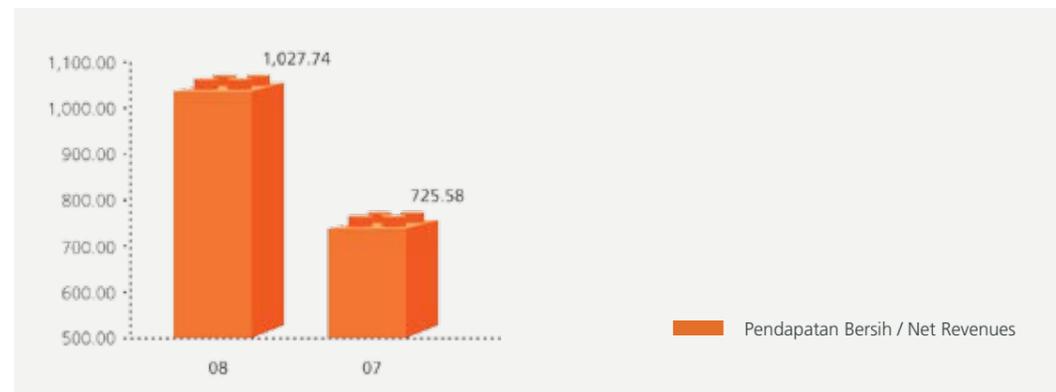
In September 2008, Astragraphia acquired 50.99% shares of PT Astra Graphia Information Technology or AGIT (at that time was PT SCS Astragraphia Technologies or SAT) from Singapore Computer Systems Ltd. (SCS), amounting to 39,269 shares worth +/- Rp 90 billion.

Dengan akuisisi tersebut, Astragraphia yang semula memiliki 49% saham AGIT menjadi 99,99% saham. Akuisisi ini menyumbang pendapatan bersih sebesar Rp 221,03 milyar dan laba usaha sebesar Rp 10,02 milyar untuk periode mulai 1 September 2008 sampai dengan 31 Desember 2008 yang dikonsolidasikan ke dalam laporan keuangan Astragraphia.

### Pendapatan Bersih

Pendapatan bersih konsolidasian yang dicapai di tahun 2008 sebesar Rp 1,03 triliun. Pendapatan bersih konsolidasian ini terdiri dari portofolio bisnis AGDS yang bertumbuh 12,0% menjadi Rp 812,88 milyar, dan portofolio bisnis AGIT selama empat bulan sebesar Rp 221,03 milyar. Pencapaian yang baik ini merupakan hasil dari strategi dalam meningkatkan proses bisnis melalui pengembangan solusi yang bernilai tambah dan memperluas penyebaran produk.

Pendapatan bersih konsolidasian dihasilkan dari hasil kontribusi penyewaan mesin sebesar 41,2%, penjualan mesin 35,6%, bahan pakai dan jasa alih daya 12,1%, jasa perbaikan dan pemeliharaan 10,5%, serta lain-lain 0,6%.



### Laba Kotor

Astragraphia membukukan laba kotor konsolidasian sebesar Rp 326,42 milyar atau meningkat sebesar 14,4%, dimana portofolio bisnis AGDS meningkat sebesar 3,2% menjadi Rp 294,41 milyar dan dari portofolio bisnis AGIT sebesar Rp 32,01 milyar. Marjin laba kotor konsolidasian sebesar 31,8% di tahun 2008, dimana marjin laba kotor AGDS sebesar 36,2% dan AGIT (untuk kurun waktu empat bulan) sebesar 14,5%. Secara marjin, laba kotor terjadi penurunan yang disebabkan pembukuan konsolidasi laba kotor dan kenaikan beban pokok pendapatan dari portofolio bisnis AGDS dan AGIT terutama pada penjualan mesin yang terkena dampak kenaikan nilai tukar mata uang asing pada triwulan keempat.

Through this acquisition, Astragraphia now owns a 99.99% share of AGIT, compared to its original 49% shareholding. This acquisition contributed Rp221.03 billion to net revenues and Rp10.02 billion to operating income during the period starting 1 September 2008 up until 31 December 2008 and has been consolidated in Astragraphia's financial report.

### Net Revenues

Consolidated net revenues recorded in 2008 amounted to Rp 1.03 trillion. These consolidated net revenues were generated from the AGDS business portfolio that grew by 12.0% to Rp 812.88 billion and the AGIT business portfolio over four months that amounted to Rp 221.03 billion. This strong achievement was the result of a strategy aimed at increasing business processes through the development of added-value solutions and the broadening of the product range.

Consolidated net revenues were generated from rental of machines that contributed 41.2%, sales of machines that contributed 35.6%, supplies and outsourcing that contributed 12.1%, repair and maintenance services that contributed 10.5%, as well as other revenues that contributed 0.6%.

### Gross Profit

Astragraphia recorded gross profit of Rp 326.42 billion or an increase of 14.4%, with the AGDS business portfolio rising 3.2% to Rp 294.41 billion and the AGIT business portfolio Rp 32.01 billion. The consolidated gross profit margin in 2008 amounted to 31.8%, with AGDS gross profit margin amounting to 36.2% and AGIT (for a four-month period) 14.5%. In terms of margin, gross profit recorded a decrease caused by the booking of consolidated gross profit and increased cost of revenues from AGDS and AGIT business portfolios, especially on sales of machines due to the increased foreign exchange rate during the fourth quarter of 2008.

### Laba Usaha

Laba usaha konsolidasian mencapai Rp 105,91 milyar atau meningkat sebesar 11,4%. Pertumbuhan ini terjadi karena pembukuan konsolidasi laba usaha dari portofolio AGIT sebesar Rp 10,02 milyar.

### Laba Bersih

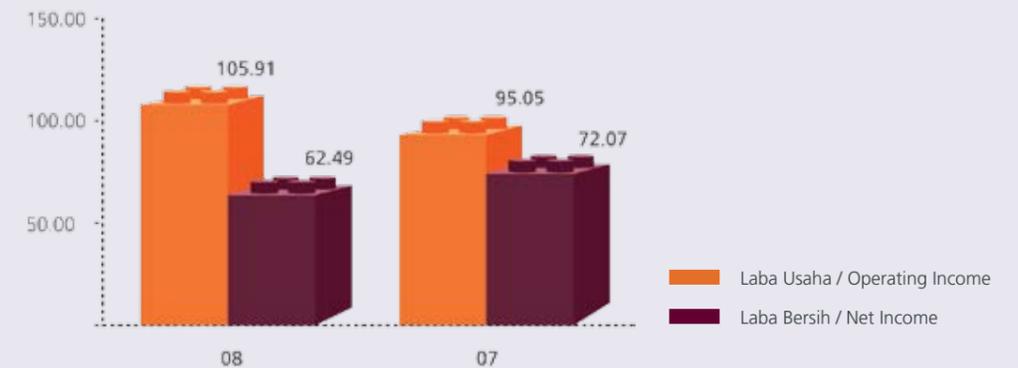
Melemahnya mata uang Rupiah terhadap mata uang asing di triwulan keempat tahun 2008 berdampak pada menurunnya marjin laba kotor dan adanya kerugian kurs, sehingga laba bersih konsolidasian menjadi Rp 62,49 milyar, atau lebih rendah 13,3% dibandingkan tahun sebelumnya. Kerugian kurs yang dicatat pada tahun 2008 sebesar Rp 16,87 milyar.

### Operating Income

Consolidated operating income amounted to Rp 105.91 billion or an increase of 11.4%. This increase was caused by the booking of consolidated operating income from the AGIT portfolio amounting to Rp 10.02 billion.

### Net Income

The weakness of the Rupiah against foreign currency in the fourth quarter of 2008 resulted in a decrease in gross profit margin and foreign exchange loss. This caused consolidated net income to Rp 62.49 billion, lower 13.3% compared to the previous year. Foreign exchange loss recorded in 2008 amounted to Rp 16.87 billion.



### Aktiva

Jumlah aktiva meningkat sebesar 34,66% menjadi Rp 841,05 milyar di akhir tahun 2008, atau meningkat sebesar Rp 216,49 milyar. Kenaikan ini terutama dari konsolidasi AGIT.

Aktiva lancar naik sebesar Rp 136,35 milyar terutama dari piutang usaha, piutang sewa pembiayaan jangka pendek, dan persediaan yang disebabkan konsolidasi aktiva AGIT dan penerapan PSAK 30 tentang sewa.

Gambaran tingkat kolektibilitas piutang usaha terlihat pada komposisi umur piutang usaha dibawah ini, dimana piutang usaha yang berumur lebih dari 180 hari menurun dari 3,0% menjadi 1,5%. Hal ini menunjukkan bahwa potensi piutang yang tidak tertagih semakin berkurang.

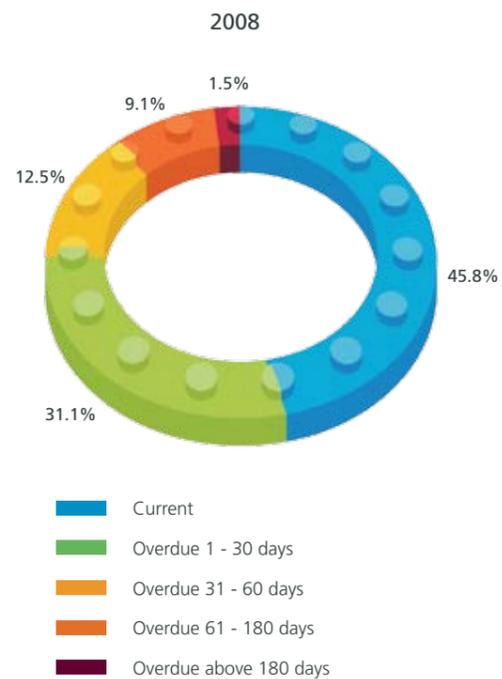
### Assets

Total assets rose by 34.66% to Rp 841.05 billion at the end of 2008, an increase of Rp 216.49 billion. This increase was caused mainly by the consolidation of AGIT.

Current assets rose by Rp 136.35 billion coming mainly from trade receivables, short-term rental financing receivables and inventories caused by the consolidation of AGIT assets and application of SFAS 30 regarding lease.

The picture of the collectability level of trade receivables can be seen in the composition of the age of trade receivables below, where trade receivables with aging offer than 180 days decreased from 3.0% to 1.5%. This indicates that the amount of potential uncollectables continued to decrease.

Jumlah aktiva tidak lancar meningkat sebesar Rp 80,15 milyar terdiri dari Goodwill, aktiva tidak berwujud, piutang sewa pembiayaan jangka panjang sebagai akibat penerapan PSAK 30, dan kenaikan properti investasi sebagai akibat penerapan PSAK 13.



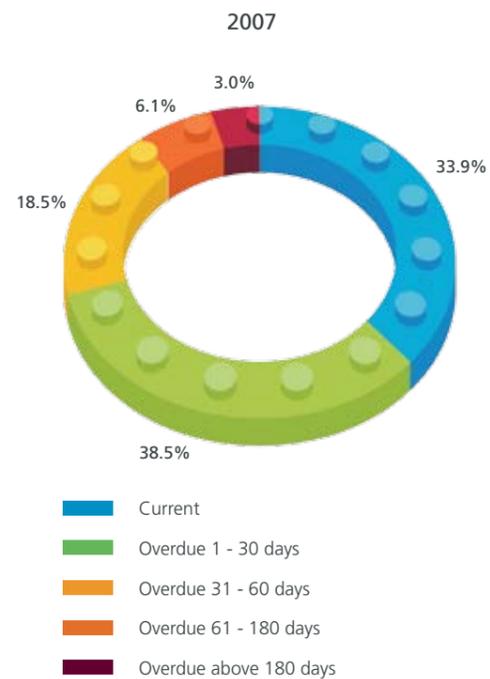
### Kewajiban

Astragraphia membukukan kewajiban tahun 2008 sebesar Rp 508,18 milyar, meningkat sebesar 63,7% atau sebesar Rp 197,70 milyar dari tahun sebelumnya. Kenaikan pada kewajiban lancar sebesar Rp 172,37 milyar, dan pada kewajiban tidak lancar naik sebesar Rp 25,33 milyar. Kenaikan tersebut karena konsolidasi dari kewajiban AGIT.

Pada tanggal 9 September 2008, Astragraphia memperoleh fasilitas pinjaman bergulir dari PT ANZ Panin Bank sejumlah Rp 200 milyar dengan tingkat suku bunga tahunan sebesar 1,75% di atas tingkat bunga Sertifikat Bank Indonesia (SBI). Fasilitas ini berlaku selama tiga tahun dan tanpa jaminan. Pada tanggal 31 Desember 2008, Astragraphia telah memanfaatkan fasilitas tersebut sejumlah Rp 125 milyar.

Hutang obligasi atas Obligasi Astra Graphia I tahun 2003 dengan nilai pokok Rp 150 milyar yang telah jatuh tempo pada tahun 2008 telah dilunasi pada tanggal 24 Oktober 2008. Pokok obligasi ini sebelumnya telah dibeli kembali sebesar Rp 32 milyar, sehingga pada saat jatuh tempo obligasi yang harus dilunasi hanya sebesar Rp 118 milyar.

Total non-current assets assets increased by Rp 80.15 billion and were made up of Goodwill, intangible assets, long-term finance lease receivables resulting from the application of SFAS 30 and increased investment property as a result of the application of SFAS 13.



### Liabilities

Astragraphia booked liabilities in 2008 amounting to Rp 508.18 billion, an increase of 63.7% or Rp 197.70 billion compared to the previous year. The increase in current liabilities amounted to Rp 172.37 billion and Rp 25.33 billion in non current liabilities. This increase was due to the consolidation of AGIT liabilities.

On 9 September 2008, Astragraphia obtained a revolving loan facility from PT ANZ Panin Bank amounting to Rp 200 billion with an interest rate of 1.75% per annum over Bank Indonesia Certificates (SBI) rate. The facility valid for three years and clean basis. By 31 December 2008, Astragraphia withdrew the loan facility amounting to Rp 125 billion.

Bonds payable from the Astra Graphia I 2003 Bond with a principal value of Rp 150 billion that fell due in 2008 were paid on 24 October 2008. The principal bonds that have already been repurchased amounted to Rp 32 billion, meaning that the bonds that still have to be paid on the due dates only amount to Rp 118 billion.

### Dividen

Kebijakan pembayaran dividen yang dianut oleh Astragraphia, berdasarkan keseimbangan antara tingkat pengembalian yang menarik kepada seluruh pemegang saham serta tanggung jawab untuk Astragraphia tetap bertumbuh.

Sesuai dengan hasil rapat Direksi tanggal 23 September 2008 yang telah disetujui oleh Dewan Komisaris, Astragraphia telah membayar dividen interim sejumlah Rp 10 per saham pada November 2008. Pada tahun buku 2006 dan 2007 Astragraphia telah membayar dividen final masing-masing sejumlah Rp 40 per saham.

### Kebijakan Akuntansi Baru

Beberapa kebijakan akuntansi baru yang diterapkan pada tahun 2008 mengikuti peraturan PSAK (Revisi 2007) yang berlaku untuk laporan keuangan yang periodenya dimulai pada atau setelah tanggal 1 Januari 2008, adalah sebagai berikut:

- PSAK 13 (Revisi 2007) – menyebabkan properti investasi meningkat sebesar Rp 8,12 milyar dan ekuitas meningkat sebesar Rp 8,12 milyar.
- PSAK 30 (Revisi 2007) – menyebabkan adanya piutang sewa pembiayaan sebesar Rp 58,14 milyar.

### Perjanjian dengan Prinsipal

Astragraphia mempunyai perjanjian dengan beberapa prinsipal luar negeri untuk kebutuhan barang modal, yang dibeli dalam denominasi mata uang Japanese Yen atau USD dan dijual dalam mata uang Rupiah. Guna melindungi risiko dari posisi mata uang asing tersebut, Astragraphia telah melakukan kebijakan lindung nilai (hedging policy) atas Net Open Position selama setahun, kecuali untuk transaksi proyek dilihat secara kasus per kasus.

### Lain - lain

Pada tahun 2008 dan 2007, tidak ada kenaikan harga yang signifikan berpengaruh pada laporan keuangan konsolidasian. Selain akuisisi, tidak ada informasi material lain yang terjadi selama tahun 2008.

### Dividends

The dividend payment policy followed by Astragraphia is based on a balance between an attractive level of return to all shareholders and the responsibility that Astragraphia continues to grow.

In line with a decision made at a meeting of the Board of Directors on 23 September 2008, which has already been approved by the Board of Commissioners, Astragraphia paid out an interim dividend of Rp 10 per share in November 2008. In the recording years of 2006 and 2007 Astragraphia paid out final dividends amounting to Rp 40 per shares.

### New Accountancy Policies

Several new accountancy policies were applied in 2008 in line with SFAS regulations (2007 Revised) that came into force for financial reporting periods beginning on or after 1 January 2008, including the following:

- SFAS 13 (2007 Revised) – resulting in an increase in investment property of Rp 8.12 billion and an increase in equity of Rp 8.12 billion;
- SFAS 30 (2007 Revised) – causing finance lease receivables amounting to Rp 58.14 billion.

### Agreements with Principals

Astragraphia has agreements with several overseas principals for required capital goods, which are purchased in Japanese Yen or US Dollars and sold in Rupiah. In order to provide protection against risks from these foreign currency positions, Astragraphia has already carried out a hedging policy in the form of a full year Net Open Position, except for project transactions that are viewed on a case by case basis.

### Others

In the years 2008 and 2007, there were no price rises that significantly affected the consolidated financial reports. Other than the acquisition, there were no other material issues that occurred during 2008.

# Analisa Kinerja Bisnis

## Business Performance Analysis

Manajemen meyakini tetap ada peluang ditengah ketidak-pastian, sehingga tahun 2009 menetapkan pendapatan bersih konsolidasian bertumbuh dua digit dengan laba bersih yang memadai.

The management remains convinced that there are opportunities amongst all the uncertainty and determined that in 2009 the Company set a target of double-digit growth in consolidated net revenues as well as a satisfactory level of net income.



- **Kinerja Office Product Business**  
Office Product Business Performance
- **Kinerja Production Service Business**  
Production Service Business Performance
- **Kinerja Printer Channel Business**  
Printer Channel Business Performance
- **Kinerja FX Global Services**  
FX Global Services Performance
- **Kinerja Unit Usaha AGIT**  
AGIT Performance

Astragraphia meyakini bahwa industri dokumen terus bertumbuh sejalan dengan pertumbuhan informasi saat ini dan kebutuhan terhadap perbaikan proses bisnis di berbagai industri dalam meningkatkan produktivitasnya. Selain itu, banyak perusahaan semakin fokus pada bisnis intinya, sehingga membutuhkan jasa alih daya (outsourcing) dan mengandalkan teknologi informasi dan komunikasi untuk mendukung proses bisnisnya. Hal ini merupakan peluang bagi Astragraphia dalam mengembangkan variasi solusi dan portofolio bisnis untuk memenuhi kebutuhan pasar.

Untuk mengantisipasi kecenderungan pasar dan perkembangan Information dan Communication Technology (ICT), Astragraphia memantapkan visi menjadi penyedia solusi bisnis berbasis teknologi informasi dan komunikasi (ICT) yang terbaik di Indonesia. Hal itu akan tercermin dari upaya memberikan pelayanan terbaik dan dibuktikan dengan respon positif dari pasar dilihat dari tingkat kepuasan pelanggan yang mencapai 89,64%. Astragraphia senantiasa meningkatkan kompetensi karyawan, menguatkan sistem manajemen dan teknologi pendukung bisnis, agar selalu siap memberikan pelayanan sesuai dengan kebutuhan sekaligus mengikuti perkembangan teknologi. Semua itu dilakukan untuk mewujudkan Astragraphia dalam memperkokoh nilai-nilai perusahaan.

Tahun 2008, manajemen menetapkan agar pertumbuhan dua digit terus dilanjutkan. Khusus untuk tahun 2008 ini menjadi momen yang sangat penting, mengingat adanya penetapan rencana jangka menengah, yaitu mencapai pendapatan bersih sebesar satu Triliun, atau menjadi One Trillion Company pada tahun 2009. Untuk mendukung pencapaian itu, manajemen menetapkan tahun 2008 sebagai pijakan menjadi One Trillion Company, dan itu tercermin dari arahan bisnis 2008 yaitu "Let's Get Real Making 'One Trillion' Possible". Untuk mendukung arahan bisnis tersebut, manajemen menetapkan 3 kebijakan, yaitu :

- Meningkatkan proses bisnis melalui dua aspek. Pertama, pengembangan solusi yang bernilai tambah (Value Expansion) yang didukung oleh portofolio Office (OPB), Production (PSB), dan Services Business. Kedua, memperluas penyebaran produk (Volume Maximization) melalui portofolio Printer (PCB) dan Office (OPB).

Astragraphia believes that the document industry will continue to grow in line with current information growth and the demand for improvements in the business processes of several industries for increasing productivities. In addition, many companies are focusing more and more on their core businesses, resulting in a greater need for outsourcing as well as the handling of information and communications technology in order to support business processes. These present opportunities for Astragraphia in terms of developing its various solutions and business portfolios to meet market demands.

In order to anticipate market trends and development of Information and Communication Technology (ICT), Astragraphia has firmed up its vision of become the best ICT-based business solutions provider in Indonesia. This is reflected by the Company's measures to provide the best services and proved by the positive response from markets as seen in the level of customer satisfaction having now reached 89.64%. Astragraphia continually aims to increase employee competencies as well as to strengthen management systems and the technology to support its businesses, so that the Company is always ready to provide services in line with demands while at the same time following technological developments. All of these activities are carried out in order Astragraphia to be able to reinforce corporate values.

In 2008, the management determined that double digit growth had to be continued. This was a very critical year, bearing in mind the mid-term plan of achieving net revenues of Rp1 trillion and thus becoming One Trillion Company in 2009. In support of this, the management designated the year of 2008 as the stepping-off point for becoming a One Trillion Company and this was reflected in the 2008 business direction of "Let's Get Real Making 'One Trillion' Possible". In order to support this business direction, the management set three policies as follows:

- Enhancing business processes from two aspects. First, to develop Value Expansion solutions supported by the Office (OPB), Production (PSB) and Services Business portfolios. Second, to expand Volume Maximization through the Printer (PCB) and Office (OPB) portfolios.

- Memperkuat keterampilan dan kompetensi karyawan dalam rangka mendukung solusi kepada pelanggan serta memperkuat organisasi Services Business.
- Memenuhi kepuasan pelanggan melalui cara-cara pelayanan yang bernilai (Valued Service Model).

Secara strategis, Astragraphia juga konsisten untuk melanjutkan pengembangan perusahaan menjadi Big & Beautiful sebagai cetak-biru Astragraphia. Untuk mendukung cetak-biru itu langkah strategis yang dilakukan adalah:

- Melakukan pembelian saham PT Astra Graphia Information Technologies (AGIT) dahulu bernama SCS Astragraphia Technologies (SAT) dari Singapore Computer Systems Ltd (SCS), sehingga Astragraphia mempunyai kepemilikan saham sebesar 99,99%. Aktivitas ini dilakukan pada bulan September 2008. Tujuan utama pembelian saham ini adalah untuk mengendalikan sepenuhnya serta mengembang kan arah bisnis AGIT yang sesuai dengan visi dan misi Astragraphia.
- Memperbaharui dan merevisi Perjanjian Distributor (Distributorship Agreement) dengan prinsipal utama, Fuji Xerox Co., Ltd. Aktivitas ini dilakukan pada tanggal 25 September 2008. Dengan revisi ini, posisi Astragraphia dalam Perjanjian Distributor ini tidak lagi dikaitkan dengan PT Astra International Tbk, seperti yang tercantum pada perjanjian sebelumnya, selain terbatas pada status PT Astra International Tbk, sebagai pemegang saham Astragraphia.

Astragraphia juga menetapkan cetak-biru struktur bisnis sebagai kerangka pengembangan semua portofolio bisnisnya. Dalam struktur bisnis tersebut, Astragraphia akan bertumbuh melalui bisnis inti yang selama ini ditekuni yaitu Document Solution dan Information Technology sebagai bisnis organik, serta pengembangan bisnis inisiatif baru yang disebut dengan bisnis anorganik. Melalui pengembangan bisnis anorganik, Astragraphia dituntut untuk terus meng-eksplorasi potensi-potensi bisnis baru. Untuk itu manajemen juga memperkuat organisasi Pengembangan Bisnis (Business Development), sebagai salah satu unit organisasi yang fokus untuk mengembangkan portofolio baru dengan mengacu pada kerangka struktur bisnis yang ditetapkan.

Dengan langkah-langkah tersebut, Astragraphia secara konsolidasi mencapai pertumbuhan pendapatan bersih sebesar 41,6%, pertumbuhan laba usaha sebesar 11,4%.

- Strengthening employee skills and competencies in order to support solutions for customers and strengthen the Services Business organization.

- Achieving customer satisfaction through Valued Service Model methods.

From a strategic point of view, Astragraphia has also been consistent in term of continuing corporate development to become Big & Beautiful in line with the Astragraphia blueprint. In order to support this blueprint, the following strategic measures were carried out:

- The repurchase of shares in PT Astra Graphia Information Technologies (AGIT), originally called SCS Astragraphia Technologies (SAT), from Singapore Computer Systems Ltd (SCS), so that Astragraphia has a share ownership amounting to 99,99%. This was carried out in September 2008. The main purpose of this share repurchase was to fully control and develop the business direction of AGIT in line with Astragraphia's vision and mission.
- The renewal and revision of the Distributorship Agreement with our major principal Fuji Xerox Co., Ltd. These were carried out on 25 September 2008. With these revisions, the position of Astragraphia in the Distributorship Agreement is no longer connected with PT Astra International Tbk, as in the previous agreement, and the status of PT Astra International Tbk is now only limited to that of a shareholder in Astragraphia.

Astragraphia has also established a business structure blue print within the framework of developing all of business portfolios. In this business structure, Astragraphia will grow through its core businesses that up until now have been Documents Solution and Information Technology as organic businesses, as well as new business development initiatives said to be related to inorganic businesses. With inorganic business development, Astragraphia has to keep exploring new business potentials. For this, the management has also strengthened the Business Development organization, as one organizational unit focused on developing new portfolios by referring the business structure framework that has already been determined.

Through carrying out these measures, Astragraphia was able to achieve consolidated net revenue growth of 41.6% and consolidated operating income growth of 11.4%.

## Program 2009

Dengan kondisi prediksi perekonomian yang tidak terlalu kondusif, manajemen meyakini tetap ada peluang ditengah ketidak-pastian, sehingga tahun 2009 menetapkan pendapatan bersih konsolidasian bertumbuh dua digit dengan laba bersih yang memadai.

Sasaran ini ditetapkan berdasarkan keyakinan Astragraphia bahwa industri ICT masih memiliki banyak peluang, seiring dengan peranannya sebagai pendukung proses bisnis pada hampir semua perusahaan termasuk pemerintahan. Di samping itu, banyak perusahaan semakin fokus pada bisnis intinya, sehingga membutuhkan jasa alih daya dan mengandalkan teknologi informasi dan komunikasi untuk membantu proses bisnisnya. Hal ini merupakan peluang bagi Astragraphia dalam mengembangkan variasi solusi dan portofolio bisnis untuk memenuhi kebutuhan pasar. Dengan mengendalikan AGIT sepenuhnya dan dengan memadukan kompetensi AGDS dan AGIT, maka Astragraphia akan memiliki peranan yang lebih besar sebagai perusahaan berbasis ICT secara umum terutama di kelompok usaha Astra.

Untuk mencapai sasaran tersebut, telah ditetapkan arahan bisnis "Meningkatkan Kapasitas Bisnis dan Mengendalikan Margin Laba Operasional". Arahan tersebut didukung oleh kebijakan-kebijakan berikut:

- Optimalisasi sumber-sumber pendapatan anuitas (recurring), dengan mendapatkan kontrak penjualan yang bersifat jasa dan alih-daya;
- Menjaga kepuasan pelanggan, dengan memenuhi harapan pelanggan melalui cara yang paling efektif dan efisien;
- Melakukan pengendalian beban usaha dan mengelola modal kerja secara efektif dan efisien;
- Melakukan pembenahan internal organisasi;
- Meningkatkan kompetensi karyawan dan sistem manajemen. Peningkatan kompetensi dilakukan melalui sejumlah pelatihan berkala untuk meningkatkan pengetahuan dan juga untuk mendapatkan sertifikasi. Sementara untuk sistem manajemen akan dikembangkan dengan menyesuaikan perkembangan organisasi dan rencana cetak-biru Astragraphia;
- Mencari alternatif inisiatif bisnis baru (pengembangan bisnis secara anorganik) untuk mendukung cetak-biru menjadi Big & Beautiful.

## Programs for 2009

Despite of the economic predictions, which are not conducive yet, the management remains convinced that there are opportunities amongst all the uncertainty and determined that in 2009 the Company set a target of double-digit growth in consolidated net revenues as well as a satisfactory level of net income.

These targets were set based on Astragraphia's conviction that the ICT industry still has many opportunities, in line with its role in supporting business processes to almost all companies including the government. In addition to this, many companies are focusing more and more on their core businesses, so they require outsourcing as well as IT and communications services for helping business processes. This is considered to be an opportunity for Astragraphia in terms of developed various solutions and business portfolios in order to meet market demands. By fully control of AGIT, and by integrating the competencies of AGDS with those of ACIT, Astragraphia will play a larger role as an ICT-based company in general and specifically within the Astra Group of companies.

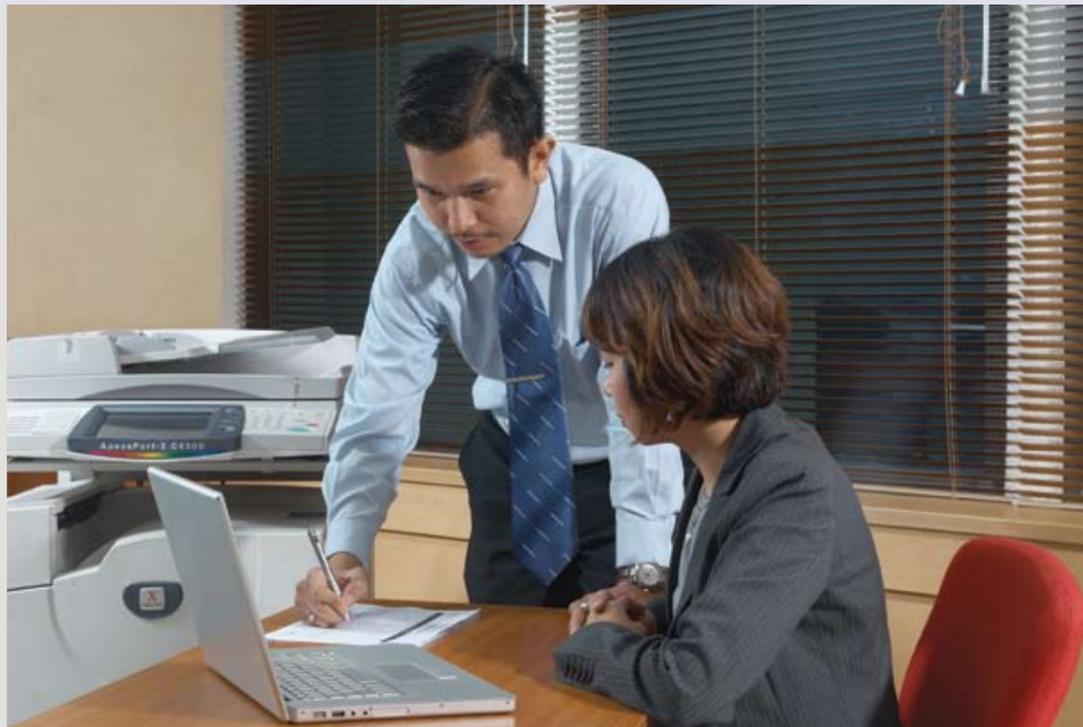
In order to achieve these targets, the business direction of "Increasing Business Capacities and Controlling Operational Profit Margins" was set. This business direction is supported by the following policies:

- Optimizing sources of recurring revenues, by obtaining service and outsourcing related sales contracts;
- Maintain customer satisfaction levels, by meeting the customers' expectation through the most effective and efficient methods;
- Carrying out expenditure control and capital management systems that are effective and efficient;
- Executing internal organizational tidying up;
- Increasing employee competencies and management systems. These competency increases were carried out through several periodical training programs to improve skills and also to obtain certification. Management systems were also developed in line with organizational development and the planned Astragraphia blueprint;
- Seeking alternative new business initiatives (inorganic business development) in order to support the blueprint of becoming Big & Beautiful.



## Kinerja Office Product Business

### Office Product Business Performance



Office Product Business (OPB) merupakan bisnis Astragraphia yang menyediakan rangkaian produk Fuji Xerox dan solusi-solusi untuk kategori perkantoran baik kecil, menengah, maupun besar atau perusahaan layanan dokumen (printing services) skala kecil. Produk dan solusi yang dipasarkan mulai dari perangkat fungsi tunggal tinta hitam-putih (copy) sampai perangkat multifungsi (copy, fax, scan, print) berwarna baik yang berdiri sendiri maupun dalam suatu jaringan hingga terintegrasi ke dalam suatu sistem manajemen dokumen atau workflow (alur kerja).

OPB secara sistematis melanjutkan strategi pemasaran dengan mengandalkan pendekatan Valued Services and Solutions (VSS) yang terus dimatangkan dan ditingkatkan dengan basis 5 Layanan Cerdas yang dibungkus dalam 1 solusi yang tepat.

Untuk memenuhi harapan pelanggan dan tetap mempertahankan keunggulan persaingan (competitive advantage), OPB mengembangkan dasar 5 Layanan Cerdas (5 Intelligent Services), termasuk didalamnya untuk memperluas variasi solusi pencetakan dokumen berwarna, dalam hal:

1. Layanan Document Flow, untuk membantu mengalirkan dokumen-dokumen dalam suatu aliran proses bisnis secara elektronik untuk memperlancar proses kerja, termasuk juga mendukung aplikasi "scan to home" di mana secara otomatis mesin akan mengirim dokumen ke PC user.
2. Layanan Management, yang memungkinkan administrator untuk mengelola perangkat multi fungsi yang terhubung ke dalam jaringan sehingga dapat mengoptimalkan biaya print, fax, dan copy sekaligus menghindari penggunaan mesin multi fungsi oleh yang tidak berwenang.

The Office Product Business (OPB) is Astragraphia's business that provides a range of Fuji Xerox products and solutions to meet the requirement of offices, from small, medium or large-sized, or even small scale printing services. Products and solutions marketed range from black and white copy equipment to color multifunction (copy, fax, scan, print) equipment that are stand alone or even part of an integrated network in a management document or workflow system.

OPB systematically carries out marketing strategies that rely on the Valued Services and Solutions (VSS) approach. These are continually improved and enhanced using the basis of 5 Intelligent Services packaged up in the one right solution.

In order to meet the customers and expectations its competitive advantages, OPB has developed the 5 Intelligent Service), that include variable color document printing solutions, as follows:

1. The Document Flow Service, in order to distribution documents as part of the flow of a business process on an electronic basis to speed up the work process, including support for the "scan to home" application where machines automatically send documents to PC users.
2. The Management Service, that makes it possible for administrators to manage multifunction equipment connected to their networks in order to optimize print, fax, and copy costs while at the same time avoiding unauthorized use of multifunction machines.

3. Layanan Security, untuk menjaga kerahasiaan dokumen baik melalui sistem password pada dokumen atau menggunakan watermark pada dokumen yang akan timbul pada saat digandakan. Secara sistem jaringan, mulai tahun 2008 ini produk yang diluncurkan ke pasar sudah mendukung Internet Protocol (IP) versi 6 yang lebih aman dibanding IP versi 4.
4. Layanan Customization, yang dapat menyederhanakan beberapa pekerjaan yang kompleks menjadi satu perintah kerja. Dengan tampilan layar yang berwarna akan membuat fitur ini makin mudah digunakan dan makin mempercepat proses pekerjaan yang dilakukan oleh user.
5. Layanan Mobile, yang mengelola dokumen dan melakukan akses ke perangkat multifungsi secara terkendali dari beberapa lokasi yang terhubung melalui jaringan.

### Kinerja 2008

Mengingat prediksi perekonomian pada saat awal tahun 2008 diasumsikan cukup kondusif, OPB melakukan strategi memperbesar penguasaan pasar melalui program peningkatan jumlah pelanggan baru sebagai strategi ekstensifikasi untuk meningkatkan jumlah mesin terpasang. Selain itu OPB melakukan aktivitas berikut: secara intensif fokus pada target pasar yang masuk kategori Key Account, mengembangkan paket-paket solusi melalui integrasi perangkat lunak dan perangkat keras, dan peluncuran produk multifungsi berwarna baru sebagai kelanjutan peluncuran produk multifungsi berwarna pertama tahun 2007.

3. The Security Service, in order to manage confidential document secrecy through password systems on documents or using watermarks on documents that appear when they are copied. As a network system, starting as from 2008, this product was launched onto the market already with the support of Internet Protocol (IP) version 6, which is safer than IP version 4.
4. The Customization Service, that makes it easier to control several types of job with just one command and color screens that are easy to use and accelerate the work processes applied by users.
5. The Mobile Service, that manages documents and provides access control to multifunction equipment from several locations connected through a network.

### Performance in 2008

Considering that economic predictions at the beginning of 2008 were assumed to be sufficiently conducive, OPB executed strategies to increase its market share by increasing the total of new customers as an intensification program to expand the total of installed machines. In addition to this, OPB also carried out the following activities: focusing intensive on target markets in the Key Account categories, developing solution packages by integrating software and hardware and launching a new color, multifunction product as a follow-up to the first color, multifunction product that was launched in 2007.

Dengan strategi tersebut, OPB masih memberikan kontribusi pendapatan bersih terbesar bagi AGDS, yaitu 52,4%. Pertumbuhan terbesar dari pendapatan OPB berasal dari penjualan mesin multifungsi berwarna. OPB berhasil meningkatkan instalasi mesin terpasang, di mana mesin multifungsi berwarna mengalami pertumbuhan unit terpasang sebesar 227% dibanding tahun sebelumnya. Di tahun 2008 ini, kontribusi mesin multifungsi baik secara pendapatan bersih maupun jumlah mesin terpasang sudah jauh meninggalkan mesin fotokopi.

### Program Kerja 2009

Dengan kondisi perekonomian tahun 2009, OPB berupaya untuk terus mempertahankan pertumbuhan yang solid, menjadi kontribusi pendapatan bersih terbesar bagi Astragraphia, dan menjaga posisi keunggulan penguasaan pasar dibanding pesaing.

Untuk mencapai sasaran tersebut, OPB akan melakukan aktivitas yang fokus pada pasar retail, terus meningkatkan penetrasi pasar multifungsi berwarna, dan meningkatkan utilisasi mesin terpasang di pasar. Untuk menjaga dan meningkatkan penguasaan pasar, OPB akan terus mengembangkan varian-varian paket solusi dan mencari alternatif pengembangan bisnis jasa untuk mempertahankan dan meningkatkan kontribusi pendapatan anuitas (recurring).

By implementing this strategies, OPB was able to make the largest contribution to AGDS net revenues, amounting to 52.4%. The largest area of growth in OPB's revenues came from the sales of color multifunction machines. OPB was also successful in increasing the amount of installed machines, with an increase in color, multifunction machine installations of 227% compared to the previous year. During 2008, the contribution of multifunction machines, both in terms of net revenues and total of machines installed, far outstripped that of photocopiers.

### Work Program for 2009

Taking into account the economic situation at the beginning of 2009, OPB will endeavor to continue to maintain solid growth, make the largest contribution to Astragraphia's net revenues and maintaining its superior position in controlling the market compared to its competitors.

In order to achieve these targets, OPB will execute activities focused at the retail market, continue to increase penetration of the color multifunction market and increase the utilization of installed machines in the marketplace. In order to maintain and increase its market coverage, OPB will continue to develop more varied solution packages and seek alternative business services to protect as well as increase the contribution of recurring revenues.



## Kinerja Production Service Business

### Production Service Business Performance



Production Service Business (PSB) merupakan rangkaian produk Fuji Xerox untuk solusi pencetakan dokumen skala produksi, dengan karakteristik pencetakan digital berkecepatan tinggi dan volume dokumen yang besar. PSB menyediakan varian produk dan solusi untuk pemakaian internal perusahaan dalam menangani aplikasi yang mempunyai volume tinggi dan butuh pengerjaan dalam waktu singkat, dan pemain Graphic Arts (printing services) dalam mendukung pelayanan bisnisnya.

Perangkat yang dipasarkan meliputi produk dengan kecepatan cetak 50 halaman per menit (ppm) sampai 495 ppm, baik hitam-putih maupun berwarna. Untuk melengkapi solusi, PSB juga menyediakan solusi perangkat lunak untuk membantu kemudahan dalam menggabungkan variable data dengan desain tampilan.

Untuk mendukung bisnisnya, PSB menyediakan solusi pencetakan alih-daya yang dijalankan dalam bentuk usaha bisnis bernama Xprins. Produk dan solusi Xprins memberikan pelayanan kepada pelanggan berupa solusi jasa alih daya pencetakan transactional printing dan berbagai macam aplikasi lainnya dalam jumlah besar dengan waktu singkat, antara lain: Billing Statement, Account Statement, Insurance Policy, Direct Mail, Book Publishing, dan lain-lain. Xprins mempunyai dua outlet di Jakarta dan di Surabaya.

Infrastruktur yang dimiliki Xprins mendukung aplikasi yang sifatnya POD (Print On Demand) dan juga One to One (Variable). Hal ini dapat dilakukan karena Xprins menggunakan mesin-mesin cetak digital production printing baik cutsheet maupun continuous feed. Semua mesin cetak digital ini memiliki kemampuan intelligent printing sehingga pencetakan data bisa berjalan lebih efisien dan akurat. Xprins juga didukung oleh inserting machine yang mempunyai kemampuan untuk melipat dan memasukkan dokumen cetak ke dalam masing-masing amplop dengan tepat termasuk brosur dan lembaran tambahan yang dibutuhkan secara otomatis.

The Production Service Business (PSB) relates to the range of Fuji Xerox products for production-scale document printing solutions, with the characteristics of high speed digital printing and high document volumes. PSB provides a variety of products and solutions for internal corporate usage in handling applications with high volumes that need to be in short periods of time, as well as for Graphic Arts (printing services) players in supporting their business services.

The equipment marketed includes products with high speed print capabilities from 50 pages per minute (ppm) up to 495 ppm, not only black and white but also color. In order to complement the solutions, PSB also provides software solutions in order to make it easier in integrating variable data with design displays.

In order to support its business, PSB prepares out-sourcing printing solutions that are marketed and carried out under the business name of Xprins. The products and solutions supplied by Xprins provide solutions for customers in the form of out-sourcing transactional printing solution services and range of other types of large volume short period applications, including: Billing Statements, Account Statements, Insurance Policies, Direct Mail and Book Publishing. Xprins has two outlets, one in Jakarta and one in Surabaya.

Infrastructure owned by Xprins supports POD (Print On Demand) and also One to One (Variable) applications. This is because Xprins not only digital production printing as well as cutsheet or continuous feed machines. All these digital printing machines has the capabilities intelligent printing so that data printing can be carried out more efficiently and accurately. Xprins also has the support of inserting machines that possess fast folding and document insertion capabilities into envelopes including brochures and additional materials that are needed on an automatic basis.

## Kinerja 2008

Pada tahun 2008, PSB memberikan solusi inovasi dalam bentuk Web to Print, yaitu pencetakan langsung melalui jaringan internet ke mesin produksi PSB, dimanapun pengguna dan lokasi mesin berada. Konsep ini merupakan kelanjutan dari "New Business of Printing (NBOP)" yang diperkenalkan tahun sebelumnya. Dengan konsep ini, pelanggan dapat memperoleh manfaat dalam hal: proses pencetakan yang lebih singkat dan cepat, mencetak dokumen promosi dengan data variabel (transactional promotional document), dokumen yang dihasilkan lebih bervariasi, dan memberikan nilai tambah dalam investasi.

Pada bulan April 2008, PSB memperkenalkan Xerox FreeFlow Web Service sebagai produk strategis untuk mendukung solusi Web to Print. Solusi ini mendapat tanggapan positif dari pasar terutama dari komunitas bisnis Graphic Arts (terutama printing service) yang melihat potensi pengembangan bisnisnya dalam pencetakan digital.

Sementara itu Xprins menjalankan program mengembangkan solusi aplikasi transaksi berwarna (color transactional document) dan mengoptimalkan kapasitas produksi Xprins. Aplikasi transactional dapat juga dipakai sekaligus sebagai media promosi dan komunikasi dengan pelanggan (transactional promotional), melalui penambahan pesan yang personal (misalnya ucapan selamat ulang tahun), pengumuman program promosi tertentu, bahkan pemberian voucher diskon dengan kertas yang perforated.

Dengan langkah-langkah diatas, PSB mencatat pertumbuhan pendapatan bersih sebesar 18,1%. Pertumbuhan itu diperoleh dari penjualan produk dan solusi PSB, ditambah dengan pendapatan dari pertumbuhan Xprins sebesar 54% dari dua outlet yang dimiliki.

## Performance in 2008

In 2008, PSB introduced innovative solutions in the Web to Print form, where printing is carried out directly through internet networks to PSB production machines, wherever the users and machines are located. This concept is a follow-up to the "New Business of Printing (NBOP)" that was introduced in the previous year. With this concept, customers can obtain the following benefits: shorter and faster printing processes, printing of promotional documents with variable data (transactional promotional documents), resulting documents that are more variable and adding value in terms of investment.

In April 2008, PSB introduced the Xerox FreeFlow Web Service as a strategic product to support Web to Print solutions. This solution received a positive response from the market, especially from the Graphic Arts business community (in particular printing services) which saw the potential for further developments in the digital printing business.

Currently, Xprins is running a program to develop color transactional document application solutions and to optimize the production capacity of Xprins. Transactional applications can also be used as transactional promotional and communication media with customers, through adding personal messages (for example to wish someone Happy Birthday), using certain promotional programs and even providing discount vouchers with perforated paper.

With the implement of those measures above, PSB has booked a growth in net revenues amounting to 18.1%. This growth was obtained from the sales of PSB products and solutions, plus the 54% growth in Xprins income from the two outlets that it owns.

## Program Kerja 2009

Berdasarkan pengalaman dan pencapaian tahun 2008 serta perkiraan kondisi pasar tahun 2009, PSB mencanangkan mempertahankan pendapatan yang telah dicapai tahun sebelumnya. Langkah-langkah yang diambil untuk mencapai sasaran tersebut dengan cara meningkatkan jumlah pelanggan yang bergerak dalam bidang jasa printing services, mencari potensi proyek berskala besar yang membutuhkan solusi produksi skala tinggi, fokus pada pertumbuhan bisnis yang menggunakan aplikasi Web to Print, optimalisasi solusi pengamanan dokumen menggunakan Teknologi Specialty Imaging yang dapat membantu mengurangi pemalsuan dokumen dan melanjutkan pengembangan sistem pemasaran yang inovatif untuk mendukung peningkatan pelayanan, kompetensi, dan kepuasan pelanggan.

Adapun Xprins menetapkan kontribusi pertumbuhan dua digit melalui dua outlet Jakarta dan Surabaya melalui program kerja optimalisasi penggarapan pasar pencetakan transaksi dan Print on Demand (POD), meningkatkan sistem keamanan yang baik untuk menjamin kerahasiaan dokumen pelanggan, dan implementasi aplikasi internal untuk memperbaiki proses bisnis Xprins.

## Work Program for 2009

Based on the experience and achievements of 2008 and the anticipated market condition in 2009, PSB has announced that its income will exceed that of previous years. Measures taken to achieve these targets include increasing the numbers of customers in the printing services sector, seeking potential large-scale projects that require high scale production solutions, focusing on business growth that utilize Web to Print applications, optimizing document security solutions using Technology Specialty Imaging that help reduce document counterfeiting and continued development of innovative marketing systems to support improvement in services, competencies and customer satisfaction.

In addition, Xprins has set double-digit growth contribution from its Jakarta and Surabaya outlets through work programs to optimize market absorption of transactional printing and Print on Demand (POD) applications, increasing good security systems in order to guarantee the confidentiality of customers' documents and the implementation of internal applications in order to improve business processes Xprins.



## Kinerja Printer Channel Business

### Printer Channel Business Performance



Printer Channel Business (PCB) merupakan portofolio bisnis yang menyediakan rangkaian produk Fuji Xerox Office Printing System dari Single Function Printer hingga Multifunction Printer baik monochrome (hitam-putih) maupun printer berwarna. Portofolio ini juga menawarkan beragam produk Information Communication dan Technology (ICT) mulai dari Personal Computer, Notebook, Server, Line Printer Printronix dan peripherals lainnya, serta semua kebutuhan Office Supplies mulai dari Consumables (bahan pakai) Printer hingga beragam Kertas untuk mendukung kegiatan operasional kantor berskala usaha kecil dan menengah hingga korporasi.

Jalur distribusi penjualan produk-produk PCB selain melalui tenaga penjual di cabang Astragraphia, juga bekerjasama dengan channel/dealer dan melalui modern outlet, seperti toko buku, toko elektronik, yang tersebar di beberapa kota.

Untuk penjualan secara retail, PCB menggunakan jenis layanan Layan Gerak Operation (LGO), yang merupakan jasa pelayanan dengan mobilisasi tenaga penjualan yang langsung mendatangi pelanggan untuk menjual dan mengirim mulai dari bahan pakai, kertas (DocuPaper) dan suku cadangnya sampai penjualan produk mesin PCB. LGO bisa dikatakan sebagai salah satu saluran distribusi yang dikembangkan portofolio PCB dan terus beradaptasi dari waktu ke waktu menyesuaikan bentuk layanannya pada perilaku pasar dan kebutuhan pelanggan yang semakin beragam.

#### Kinerja 2008

Sepanjang tahun 2008, PCB menetapkan berbagai aktivitas program pemasaran yang menarik mendorong berbagai channel/dealer terus melakukan penetrasi pasar printer, peluncuran produk-produk baru yang langsung menyentuh ke pasar dan pengembangan aplikasi produk yang praktis, tepat dan produktif serta program yang menyentuh langsung ke pengguna.

The Printer Channel Business (PCB) is the Astragraphia business portfolio that provide a range of Fuji Xerox Office Printing System products from Single Function Printers to Multifunction Printers, both monochrome and color. This portfolio also offers other Information Communication and Technology (ICT) products including Personal Computers, Notebooks, Servers, Printronix Line Printers and other peripherals, as well as all Office Supplies needs from Printer Consumables to various types of paper as support the office operation from small-and medium-sized to enterprise.

In addition to salespersons at Astragraphia branches, distribution channels of PCB products have aq cooperation with channels and dealers as well as through modern outlets, such as book store and electronic shops, spread out in several cities.

For retail sales with mobile services, PCB utilize use of the Layan Gerak Operation (LGO). This utilizes mobile sales persons who call directly on customers for sales and distribution of consumable goods, paper (DocuPaper) and spare parts as well as sales of PCB machine products. LGO is one of distribution channel developed for the PCB portfolio that is adapted from time to time to meet market behavior requirements and the needs of customers that are becoming more and more variety.

#### Performance in 2008

During 2008, PCB determined interesting marketing program for channels and dealers in continually penetrating the printer market, launching new products close related to market need and developing product applications suitable for market, effective, and productive plus programs that meet users requirement single.

PCB juga menggunakan strategi peningkatan kecepatan kontak dan penetrasi ke pasar melalui pemanfaatan Telesales dan melakukan efisiensi waktu kunjung para team operasional LGO. Peningkatan kualitas jalur-temu (canvass) team operasional LGO adalah dengan menggunakan layanan Motorman, yaitu jasa layanan antar menggunakan sepeda motor sehingga dapat meningkatkan kecepatan pengiriman dan perputaran bisnis PCB.

Dengan langkah tersebut, PCB mencatat kinerja pertumbuhan pendapatan bersih sebesar 41%. Pencapaian ini terutama ditunjang oleh pertumbuhan unit printer berwarna lebih dari 67% baik di segmen retail melalui penetrasi aktif solusi mudah tepat (light solution) baik untuk kebutuhan perkantoran, jasa printing services, sampai kebutuhan dalam skala proyek besar. Atas pencapaian jumlah instalasi mesin, printer Fuji Xerox berhasil menempati posisi pertama penguasaan pasar (market share) di Indonesia untuk produk Multifungsi kelas Low-end untuk kategori printer laser pada kuartal kedua. Secara umum, sepanjang tahun 2008, printer Fuji Xerox tetap mempertahankan posisi 3 besar sebagai pemain printer laser.

Sementara itu LGO berhasil membukukan pertumbuhan pendapatan bersih sebesar 42%, yang didominasi dari kontribusi bahan pakai sebesar 55%, kertas sebesar 23%, dan unit mesin sebesar 22%. Pertumbuhan terbesar LGO diperoleh dari penjualan unit yang meningkat sebesar 180%.

Secara umum, PCB mencatat keberhasilan dalam memasukkan printer Fuji Xerox sebagai salah satu solusi printer berwarna untuk beragam aplikasi dokumen di salah satu lembaga pemerintah dan keberhasilan mempertahankan keberadaan solusi color laser printer dan line printer Printronix pada bank pemerintah.

PCB also utilizes have strategy by increasing speed of contact and penetrate market through Telesales utilization and reducing visit time made by the LGO operational team. Increased canvassing quality of this team is achieved through the Motorman service, a delivery service that uses motorcycles for increased speed delivery and turnaround of PCB business.

By those actions, PCB booked 41% net revenues growth. This was mainly due to the growth in color printer sales of more than 67% in the retail sector through active light solutions for the needs of offices, printing services and large-scale projects. In terms of the total of installed machines, Fuji Xerox printers reached top of market share in Indonesia for Low-End Multifunction class laser printer category products in the second quarter. In general, throughout 2008, Fuji Xerox printer maintained third position in terms of the largest laser printer players.

In addition, LGO also succeeded in booking 42% net revenues growth, dominated by consumable which contributed 55%, paper 23% and machines 22%. The largest growth that LGO obtained was from the sales of units which increased by 180%.

Overall, PCB was successful in Fuji Xerox printers deliver into one government institution as a color printer solution for several document applications as well as maintaining existence of color laser printer and Printronix line printer solutions in government banks.

Atas pencapaian itu, principal Fuji Xerox Printer dan Printronix memberikan penghargaan sebagai:

- Best Performance in Fuji Xerox Color Gross Installation – Q4 2008
- Best Performance in Fuji Xerox Supplies Revenue – Q4 2008
- Outstanding Printronix Sales Growth Q2 dan Q3 2008

### Program Kerja 2009

Memasuki tahun 2009, menetapkan target untuk terus mempertahankan dan meningkatkan prestasi. Untuk mencapai sasaran tersebut, PCB mencanangkan strategi yang berorientasi pada peningkatan kontribusi PCB melalui:

- Pengembangan proyek-proyek Infrastruktur ICT yang memuat perangkat berbasis printer baik secara langsung maupun tidak langsung, untuk meningkatkan pertumbuhan penjualan unit printer.
- Penguatan saluran distribusi yang telah ada dan pengembangan berbagai bentuk saluran distribusi baru guna meningkatkan penguasaan pasar baik di segmen retail melalui modern outlet maupun segmen korporasi, melalui beragam proyek di cabang-cabang perusahaan dan mitra kerja. Saluran distribusi yang dikembangkan tidak hanya untuk kebutuhan unit mesin tetapi juga dibentuk kembali (reshaping) untuk pendistribusian semua kebutuhan bahan pakai.
- Percepatan operasional LayanGerak sebagai Valued Service & Distribution untuk mendukung pelayanan yang bersifat mobile, cepat dan on demand atas kebutuhan perkantoran baik unit mesin, suku cadang serta bahan pakai.

For these achievements, the Fuji Xerox Printer and Printronix principals presented the following awards:

- Best Performance in Fuji Xerox Color Gross Installation – Q4 2008
- Best Performance in Fuji Xerox Supplies Revenue – Q4 2008
- Outstanding Printronix Sales Growth Q2 dan Q3 2008.

### Work Program for 2009

In 2009, targets were set to maintain and increase performance. In order to achieve these targets, PCB has announced a strategy focused on increased PCB contribution through:

- Developing ICT infrastructure projects printer bundled either directly or indirectly.
- Strengthening existing distribution channels and developing new forms of distribution in order to increase market shares in the retail segment through several projects in customers branch and each customers distribution channels are developed not only for machine needs but also for the reshaping of distribution for all consumable requirements.
- Accelerating LayanGerak operation as valued service and distribution to support rapid, mobile, and on-demand services to meet the needs of offices equipment either unit printer, spare part, or consumable.



## Kinerja FX Global Services

### FX Global Services Performance



Fuji Xerox Global Services (FXGS) merupakan portofolio yang memberikan solusi menyeluruh dan integrasi semua portofolio Astragraphia dengan orientasi solusi dalam bentuk jasa. Portoflio ini terdiri dari 4 jenis produk/ jasa layanan, yaitu:

#### 1. Business Process Services (BPS)

adalah jasa alih daya pengelolaan dokumen secara terintegrasi, baik dalam bentuk dokumen elektronik (softcopy) maupun dokumen kertas (hardcopy). Untuk memberikan pelayanan jasa BPS, FXGS melengkapi dengan Document Imaging & Digitizing Center (DIDC), yaitu fasilitas pelayanan dimana pelanggan dapat mendapatkan pelayanan alih media dokumen dari kertas menjadi elektronik dengan menggunakan jasa alih-daya di DIDC. Dengan menggunakan layanan DIDC ini, pelanggan memperoleh manfaat : mempercepat proses bisnis pelanggan, meningkatkan document security / compliance, dan menghindari kerugian yang diakibatkan karena dokumen yang hilang atau disalahgunakan oleh orang yang tidak berwenang. BPS dikemas dalam bentuk solusi pada proses bisnis yang spesifik, di dalam industri yang spesifik pula, seperti di industri Jasa Keuangan & Asuransi, Telekomunikasi, ataupun proses bisnis yang pada umumnya sangat banyak menggunakan dokumen kertas.

#### 2. Manage Office Services (MOS)

adalah jasa optimalisasi penggunaan dan pengelolaan perangkat output (Printer, Fax, Copier, dan Scanner) di pelanggan secara efisien dan efektif. Cara kerja MOS menggunakan standar metodologi Xerox yang sudah diterapkan di seluruh dunia. Jasa ini dimulai dengan assessment yang bertujuan untuk mempelajari kondisi pengelolaan dokumen saat ini di pelanggan, kemudian dilanjutkan dengan merancang suatu solusi. Manfaat yang diperoleh bagi pelanggan adalah optimalisasi penggunaan perangkat output secara efisien dan efektif, dan peningkatan pengendalian biaya pengelolaan dokumen secara sistematis dan terkendali.

Fuji Xerox Global Services (FXGS) is the Astragraphia business portfolio that provides total solutions, that are integrated with all other Astragraphia portfolios to provide service-oriented solutions. This portfolio is made up of four types of product/ service solution services, as follows:

#### 1. Business Process Services (BPS)

is an integrated outsourcing document management services, both in electronic softcopy form as well as in hardcopy. In order to provide these BPS services, FXGS is supported by a Document Imaging & Digitizing Center (DIDC facility), which includes service facilities through which customers can obtain document conversion services from paper to electronic through the utilization of outsourcing facilities at DIDC. By utilizing these DIDC facilities and services, customers can obtain the following benefits: accelerating the service business process, increasing document security/compliance, and avoiding losses of documents or being misused by unauthorized persons. BPS packages solutions for specific business processes, and in specific industries, such as in the Finance and Insurance Service, Telecommunications industries, or business processes in general that use an extremely large amount of paper documents.

#### 2. Manage Office Services (MOS)

is an optimizing service that utilizes and manages output equipment (Printers, Faxes, Copiers and Scanners) at customers' offices in an efficient and effective manner. The MOS working system is to make use of Xerox standard methodology that has already been applied throughout the world. This service begins with assessment, which is aimed at finding out a customer's current situation in terms of document usage, and then continues with planning solutions. The benefits obtained by the customers include optimization of equipment usage output so that it is efficient and effective, as well as increasing control of costs for document management so that it becomes systematic and under control.

Bagian lain dari jasa MOS adalah Desktop Management Services, dimana Astragraphia mengelola PC Desktop & Notebook di pelanggan, baik on-site service asset management maupun helpdesknya.

### 3. Document Management Services (DMS)

adalah layanan yang berkaitan dengan perancangan sistem Document Management di pelanggan. Jasa ini meliputi jasa konsultasi sistem, jasa penyediaan perangkat keras dan lunak yang berkaitan dengan pengelolaan dokumen, dan jasa implementasi.

### 4. Document Outsourcing & Communication Services (DOCS)

adalah layanan pengembangan dari bisnis production services.

## Kinerja 2008

Pada tahun 2008, FXGS melakukan restrukturisasi organisasi yang fokus pada target pasar Key Account dan pasar lain yang terseleksi berdasarkan kriteria tertentu. Struktur organisasi FXGS yang lebih solid memungkinkan kerjasama yang jauh lebih baik untuk mengidentifikasi kebutuhan setiap calon pelanggan dengan baik sebelum diolah menjadi solusi yang terpadu.

Pada awal tahun 2008, jasa BPS menargetkan pengembangan fasilitas Document Imaging Digitizing Center (DIDC) di beberapa cabang Astragraphia seperti Surabaya dan Balikpapan. Tujuan pengembangan ini adalah untuk penetrasi bisnis BPS yang lebih luas, selain juga pengembangan untuk mengantisipasi permintaan pelanggan secara nasional.

Dalam bisnis MOS, FXGS terus meningkatkan kerjasama dalam melakukan penggarapan pelanggan global dengan berkoordinasi secara teratur dengan Fuji Xerox maupun operating company dibawah Fuji Xerox, dan/atau Xerox Corporation. Hal ini dilakukan karena FXGS Astragraphia dianggap memiliki kompetensi yang setara dengan Operating Company Xerox/ Fuji Xerox di negara-negara lainnya.

Dalam bisnis DMS, FGXS mengembangkan solusi-solusi perdokumenan yang tidak hanya berfokus pada solusi Document Management sebagai core application, tetapi juga mulai melihat integrasi pengelolaan dokumen, dengan menggabungkan berbagai teknologi, seperti RFID, dengan teknologi mesin-mesin multifungsi yang dimiliki oleh Fuji Xerox.

The other MOS service is Desktop Management Service, where Astragraphia, manage all PC Desktop & Notebook in customer site, either on-site service asset or only helpdesk.

### 3. Document Management Services (DMS)

is a service that is related to Document Management design at customers' offices. This service covers consulting services, software and hardware equipment provides related with document management and implementation services.

### 4. Document Outsourcing & Communication Services (DOCS)

is a service developed from production services business

## Performance in 2008

During 2008, FXGS restructured organization focused on Key Account market and selected account based on certain criteria. The organizational structure of FXGS is now more solid and this makes cooperation much more possible in terms of properly identifying the needs of each potential customer prior to being treated as an integrated solution.

At the beginning of 2008, BPS services targeted the development of facilities of Document Imaging Digitizing Centers (DIDC) at several Astragraphia branches such as Surabaya and Balikpapan. This objected of the development is to penetrate BPS business penetration, as well as development in anticipation of national customer demand.

In its MOS business, FXGS continues to increase cooperation in carrying out global customer cultivation through ordered coordination with Fuji Xerox or operating companies under Fuji Xerox, and/or the Xerox Corporation. This is being carried out because FXGS Astragraphia have competencies that are equivalent with Xerox Operating Companies/ Fuji Xerox in other countries.

In the DMS business, FGXS develops document solutions that are not only focused on Document Management solutions as a core application, but also start to integrate document management, with the combination of several technologies, such as RFID, with multifunction technology machines that are owned by Fuji Xerox.

Pengembangan solusi ini bertujuan untuk menyediakan suatu layanan yang end-to-end dari proses Input document (melalui mesin-mesin multifungsi Fuji Xerox), pengelolaan dokumen elektronik (dengan software-software document management yang di ageni oleh Astragraphia), sampai ke output, baik secara elektronik (melalui software document management) ataupun kertas (melalui mesin multifungsi Fuji Xerox). Dengan langkah-langkah tersebut, FXGS membukukan pencatatan yang dapat menjadi pijakan bagi perkembangan bisnis ini di tahun-tahun berikutnya.

## Program Kerja 2009

Menghadapi kondisi tahun 2009, FXGS menetapkan sasaran untuk bertumbuh lebih baik dengan mendapatkan kontrak-kontrak baru dari pelanggan. Target pertumbuhan ini difokuskan pada pasar yang terseleksi dengan cara memposisikan sebagai pendukung penjualan bagi semua jajaran penjual yang ada di seluruh kantor cabang. Dengan cara ini, diharapkan kecepatan penguasaan dan kompetensi dalam penjualan portofolio FXGS dapat merata di seluruh cabang.

Untuk mencapai sasaran bertumbuh lebih baik, FXGS menetapkan strategi pemasaran dengan cara: memperkuat integrasi dengan jaringan global Fuji Xerox terutama dalam menggarap pasar Global Account, meluncurkan XOS (Xerox Office Services) sebagai bagian dari global service offering, memperkenalkan layanan DOCS yang memiliki nilai yang lebih dalam pengelolaan dokumen secara masal di dalam perusahaan, meningkatkan jaringan DIDC sebagai upaya memperkuat dan memperlebar bisnis BPS (Business Process Services), dan memperkuat segmen Enterprise Document Management Services, dengan bekerjasama dengan mitra baru.

Manajemen mengandalkan FXGS menjadi bisnis yang terus berkembang dengan tujuan meningkatkan pendapatan bersih yang berulang. Produk dan jasa FXGS memenuhi kecenderungan pasar yang hendak fokus pada bisnis intinya sehingga membutuhkan dukungan solusi alih-daya. Dengan mengembangkan portofolio FXGS secara benar dan sistematis, diharapkan Astragraphia dapat terus memperkokoh nilai-nilai perusahaan dalam hal memberikan yang terbaik untuk pelanggan dan memberikan kesempatan meningkatkan kompetensi bagi seluruh karyawan.

The development of these solutions is aimed at preparing an end-to-end service from the Input document process (through Fuji Xerox multifunction machines), electronic document management (with software document management represented by Astragraphia), up until output, both electronic (through software document management) as well as paper (through Fuji Xerox multifunction machines). With these strategies as stepping stone for FXGS to achieve business developments in following years.

## Work Program for 2009

In facing the conditions of the year of 2009, FXGS has set targets that grow as new contracts are obtained from customers. This growth target is focused on selected account by positioning them as sales support for all sales in all branch offices. By this method, it is hoped that that accelerated capabilities and competencies are similar in terms of selling the FXGS portofolio at all branch offices.

In order to achieve greater target growth, FXGS has determined a marketing strategy as follows: strengthening integration with the global Fuji Xerox network, especially in terms of the absorption of the Global Account, the launching of XOS (Xerox Office Services) as a part of global service offering, introducing DOCS with greater added value in mass, internal company document management, increasing the DIDC network as an effort to strengthen and expand the BPS (Business Process Services) business and to strengthen the Enterprise Document Management Services segment, through cooperation with new partners.

Management handles FXGS as a business that is continually growing aimed at increasing recurring revenues. FXGS products and services meet market tendencies that are often focused on core businesses and therefore require outsourcing solutions. Through the proper and systematic development of the FXGS portofolio, it is hoped that Astragraphia will be able to continually strengthen corporate values in providing the best for customers and providing opportunities for all employees to be able to increase their competencies.



## Kinerja Unit Usaha AGIT

### AGIT Performance



Portofolio bisnis IT Solution dikelola oleh unit usaha PT Astra Graphia Information Technology (AGIT), yang bergerak di bidang penyedia solusi dan jasa di bidang teknologi informasi dan komunikasi, dahulu bernama PT SCS Astragraphia Technologies (SAT). Perubahan nama SAT menjadi AGIT dilakukan setelah Astragraphia, membeli kembali saham Singapore Computer Systems Limited di SAT pada bulan September 2008, sehingga Astragraphia memiliki 99,99% kepemilikan dalam AGIT dan sisanya dimiliki oleh PT Intertel Nusaperdana (Intertel). Saat ini AGIT menyediakan solusi dibidang infrastructure services, professional services, dan outsourcing services dengan mitra strategis seperti Airspan, Cisco, Ericsson, HP, IBM, Microsoft, Oracle, SUN dan SAP.

#### Kinerja AGIT 2008

Pada tahun 2008, AGIT berhasil membukukan peningkatan pendapatan bersih sebesar 24,6% dibandingkan tahun 2007 dengan pertumbuhan laba kotor sebesar 7,2%. Pencapaian signifikan juga dicatatkan dengan kenaikan pencapaian nilai kontrak TI sebesar 34%.

Berdasarkan sektor industri, pendapatan bersih AGIT terutama dihasilkan dari perusahaan klien yang bergerak pada industri telekomunikasi (46,9%), diikuti oleh industri otomotif, manufaktur dan distribusi (17,8%), institusi pemerintahan (11,3%), industri keuangan (10,7%), industri migas dan pertambangan (7,5%), serta industri lain-lain (5,8%). Beberapa pencapaian utama di tahun 2008 adalah sebagai berikut:

##### 1. Professional Services Solution

###### SAP Solution

AGIT telah memenangkan beberapa proyek SAP di berbagai industri seperti: pertambangan, perbankan serta Consumer Product Group (CPG). Khusus untuk industri consumer product, AGIT telah memiliki paket solusi MAXI – CPG yang dapat memberikan kemudahan bagi pelanggan untuk melihat data inventory, menghitung stock data menjadi lebih konsisten dan cepat termasuk dalam pembuatan laporan inventory dan penjualan.

IT Solutions business portfolio is managed by PT Astra Graphia Information Technology (AGIT) business unit, which operates in the field of supplying solutions and services information and communication technology sectors. Previously, this company was called PT SCS Astragraphia Technologies (SAT). The change of the company's name from SAT to AGIT was carried out after Astragraphia repurchased the shares of Singapore Computer Systems Limited in SAT during September 2008, so that now Astragraphia owns a 99,99% share in AGIT and the remaining shareholding is held by PT Intertel Nusaperdana (Intertel). Currently, AGIT provides solutions in the infrastructure services, professional services, and outsourcing services with strategic partners such as Airspan, Cisco, Ericsson, HP, IBM, Microsoft, Oracle, SUN and SAP.

#### AGIT Performance in 2008

During 2008, AGIT succeeded in booking an increase in net revenues amounting to 24.6% compared to 2007, with an increase in gross profit amounting to 7.2%. This significant achievement was also due to the recording of an increase in IT contract values amounting to 34%.

Based on industrial sectors, the net revenues of AGIT were particularly due to the results of client companies active in telecommunications industry (46.9%), followed by automotive, manufacturing and distribution industry (17.8%), government institutions (11.3%), financial industry (10.7%), oil, gas and mining industry (7.5%), and other industries (5.8%). Major achievements in 2008 included the following:

##### 1. Professional Services Solution

###### SAP Solution

AGIT has already won several SAP projects in several industries, such as: mining, banking and Consumer Product Group (CPG). Especially for the consumer product industry, AGIT already has MAXI – CPG solution package, which provides greater ease for customers in terms of viewing inventory data, calculating stock data so that it becomes more consistent and faster as regards creating inventory and sales reports.

Sementara dari sisi finance, pelanggan dapat membuat analisa keuntungan menjadi lebih akurat dan mudah dilakukan.

#### ORACLE Solution

Sebagai bentuk komitmen untuk memberikan solusi terbaik di bidang teknologi Oracle, AGIT telah melakukan sertifikasi para konsultannya sehingga berhak menerima pengakuan sebagai CAP (Certified Advantage Partner) dari Oracle. CAP adalah peringkat tertinggi dari kemitraan dengan Oracle. Selain teknologi database dari Oracle, AGIT juga memiliki spesialisasi untuk solusi Fusion Middleware, Business Intelligence dan Enterprise Content Management.

Salah satu proyek yang membutuhkan tingkat penguasaan teknologi Oracle adalah implementasi Oracle Data Guard (ODG) untuk aplikasi SAP R/3 dan Business Warehouse di salah satu Badan Usaha Milik Negara. Implementasi ODG merupakan bagian dalam Disaster Recovery Plan (DRP) perusahaan tersebut, untuk memastikan kelangsungan bisnisnya jika terjadi bencana.

AGIT juga berhasil mengembangkan solusi Oracle untuk industry utility, yaitu Oracle Customer Care and Billing (Oracle CC&B) yang sedang diimplementasikan pada perusahaan air minum di DKI Jakarta.

## 2. Infrastructure Services Solution

#### Network Solution

AGIT berhasil menyelesaikan proyek pembangunan jaringan nirkabel pita lebar (Broadband Wireless Access/BWA) di sebuah perusahaan penyedia jasa telekomunikasi dan satelit. Keberhasilan lainnya antara lain diperoleh dari perusahaan telekomunikasi terkemuka yang memberikan kepercayaan kepada AGIT sebagai mitra untuk membangun infrastruktur telekomunikasi di Timor Leste dan sekaligus memberikan jasa operations support outsourcing di 3 kota.

#### Outsourcing Services Solution

Jasa Outsourcing merupakan salah satu pilar bisnis AGIT yang terus dikembangkan. AGIT memperoleh proyek outsourcing Service Desk di salah satu perusahaan penyedia telekomunikasi GSM terbesar di Indonesia. Service Desk ini akan melayani pengguna internal selama 24 jam, 7 hari seminggu.

From the point of view of finance, customers are able to create profit analysis that is more accurate and easier to carry out.

#### ORACLE Solution

As part of its commitment to provide the best solution in the Oracle technology sector, AGIT has received certification as a consultant therefore having the right to be acknowledged as a Certified Advantage Partner (CAP) of Oracle. CAP is the highest ranking for Oracle partners. In addition to database technology from Oracle, AGIT also has specializations such as Fusion Middleware, Business Intelligence and Enterprise Content Management solutions.

One of the projects that required a high control of Oracle technology was the implementation of Oracle Data Guard (ODG) for SAP R/3 and Business Warehouse application one of Indonesia's state-owned enterprises. This ODG implementation is part of the Disaster Recovery Plan (DRP) of the company involved, in order to ensure the continuance of business if there are any disasters.

AGIT also succeeded in developing Oracle solutions for the utility industry, in the form of Oracle Customer Care and Billing (Oracle CC&B), which is currently being implemented at a drinking water company in the special capital territory (DKI) of Jakarta.

## 2. Infrastructure Services Solution

#### Network Solution

AGIT succeeded in completing a Broadband Wireless Access/BWA project at a company that provides telecommunications and satellite services. Other achievements included obtaining the trust of leading telecommunications company entrusted AGIT as its partner for developing telecommunications infrastructure in Timor Leste and time provide operations support outsourcing services in three cities there

#### Outsourcing Services Solution

Outsourcing solutions are one of the business pillars of AGIT that is continually being developed. AGIT obtained an outsourcing Service Desk project at one of the largest GSM telecommunications supply companies in Indonesia. This Service Desk is on call for internal users, 24-hours –a –day, seven days a week.

## Penghargaan

Pada tahun 2008, AGIT menerima berbagai penghargaan dari pelanggan, salah satunya dari PT Telekomunikasi Indonesia Tbk (Telkom) Divisi IS Center berupa Lifetime Engagement Award. Penghargaan ini diberikan Telkom sebagai sebuah apresiasi kepada mitranya yang telah memberikan kontribusi positif untuk perkembangan bisnisnya selama ini. Selain itu AGIT juga memperoleh penghargaan Best Performance Award from SAP.

## Program Kerja 2009

Kondisi krisis ekonomi diperkirakan masih berlanjut pada tahun 2009 yang akan berdampak cukup besar terhadap pertumbuhan pasar. Hal ini menjadi pertimbangan AGIT dalam menetapkan target pertumbuhan bisnis yang solid dan terkendali. Dengan target tersebut, AGIT akan melaksanakan rencana kerja 2009 sebagai berikut:

1. Fokus pada pasar Indonesia dengan mengoptimalkan reputasi dan mengkapitalisasi kompetensi dan pengalaman di Astra Group.
2. Meningkatkan keunggulan di area kompetensi inti dengan melakukan inovasi secara berkesinambungan sebagai landasan pengembangan bisnis
3. Memperluas kemampuan dan kapasitas bisnis dengan mengoptimalkan sinergi antar portofolio bisnis di Astragraphia.
4. Meningkatkan pertumbuhan pendapatan bersih anuitas dan profitabilitasnya, melalui porsi jasa dan solusi (services and solutions) yang lebih besar.
5. Mengendalikan resiko dan meningkatkan efektifitas operasional.

Untuk mencapai target pertumbuhan dan rencana kerja tersebut, AGIT senantiasa mengembangkan sumber daya manusia secara terus menerus guna meningkatkan produktivitasnya. Keseimbangan seluruh aspek baik sumber daya manusia, sistem, dan teknologi melalui kerjasama dan kebersamaan menjadi kata kunci dalam pengembangan AGIT di masa mendatang. Untuk itu AGIT telah mencanangkan tema tahun 2009: "Strive for Growth, Enjoy the Journey".

## Awards

In 2008, AGIT received several awards from customers, one of which was from PT Telekomunikasi Indonesia Tbk (Telkom) IS Center Division in the form of a Lifetime Engagement Award. This award was given by Telkom as a form of appreciation towards a partner in providing positive contribution towards business development until now. In addition, AGIT also obtained a Best Performance Awards from SAP.

## Work Program for 2009

It is expected that the economic crisis will continue during 2009 and that this will have a large effect as regards market growth. This became a consideration AGIT in determining solid and controllable business growth targets. With these targets, AGIT will carry out the following work plan activities for 2009:

1. Focusing on the Indonesian market by optimizing its reputation and capitalizing on its competences and experiences in Astra Group.
2. Increasing superiority in core competency areas by implementing innovations continuous in line with the foundations of business development.
3. Expand business capabilities and capacities by optimizing synergy between business portfolios at Astragraphia.
4. Increasing the growth of recurring net revenues and profitability, through a larger portion of services and solutions.
5. Controlling risks and increasing operational effectiveness.

In order to achieve these growth targets and work plans, AGIT continually develops its human resources in order to increase productivity. To balance all aspects of human resources, systems and technology through cooperation and similarities, which are the key words for AGIT future developments. Because of this, AGIT has already proclaimed its 2009 annual theme as: "Strive for Growth, Enjoy the Journey".

# Tata Kelola Perusahaan

## Good Corporate Governance



### Astragraphia dan Tata Kelola Perusahaan

Astragraphia and Good Corporate Governance

Sejak awal Astragraphia sudah meyakini akan pentingnya penerapan GCG dalam melakukan proses bisnis karena prinsip GCG terbukti sejalan dengan Catur Dharma yang merupakan filosofi Astragraphia. Bagi Astragraphia, GCG merupakan pijakan kokoh untuk melangkah maju mewujudkan visi dan misi Astragraphia, serta panduan dalam menyusun rencana kerja tahunan.

Secara garis besar GCG mengatur pola keseimbangan hubungan antara Direksi dengan Dewan Komisaris, dan antara Astragraphia dengan pemegang saham, pemangku kepentingan (stakeholders) dan pemerintah.

From the beginning, Astragraphia believes of the importance of the role of Good Corporate Governance (GCG) in carrying out its business process as GCG principles have been proven to work in line with Catur Dharma, which is the philosophy of Astragraphia. For Astragraphia, GCG is a firm foundation to move forwards from which to proceed in actualizing the vision and mission of Astragraphia, and as reference for preparing annual work plans as well.

The main purpose of GCG is to organize a method of balanced communications between the members of the Board of Directors and the members of the Board of Commissioners, as well as between Astragraphia and shareholders, stakeholders and the government.

Prinsip Transparansi (keterbukaan informasi) diwujudkan dalam bentuk pengungkapan informasi keuangan dan kinerja Astragraphia serta hal-hal material tentang Astragraphia yang perlu diketahui oleh umum dipublikasikan secara akurat dan tepat waktu, baik melalui laporan ke bursa, media massa, maupun situs resmi Astragraphia.

Prinsip Fairness diwujudkan dalam bentuk perlakuan Astragraphia yang adil dan setara terhadap seluruh pemegang saham agar kepentingan pemegang saham mayoritas dan pemegang saham minoritas sama-sama terlindungi, dalam bentuk RUPS dan pembagian dividen yang merata, serta terhadap pemangku kepentingan lainnya berdasarkan asas kewajaran dan kesetaraan dalam bentuk pemberian kesempatan penerimaan karyawan, berkarir dan melaksanakan tugasnya secara profesional tanpa membedakan suku, agama, ras, golongan dan gender.

Prinsip Akuntabilitas manajemen diwujudkan dalam bentuk pengawasan efektif berdasarkan keselarasan hubungan antara Dewan Komisaris dan Direksi Astragraphia, melalui rapat berkala dan semua keputusan didokumentasikan oleh sekretaris perusahaan.

Prinsip Responsibilitas diwujudkan dalam bentuk kepatuhan Astragraphia terhadap hukum dan peraturan yang berlaku serta nilai-nilai moral yang berlaku di masyarakat.

Prinsip Independensi diwujudkan dalam bentuk pengelolaan perusahaan secara profesional, mandiri tanpa benturan kepentingan dan pengaruh/tekanan dari pihak manapun yang tidak sesuai dengan peraturan perundang-undangan yang berlaku dan prinsip-prinsip korporasi yang sehat.

## Anggaran Dasar

### Articles of Association

Pada tahun 2008 Astragraphia telah menyesuaikan Anggaran Dasarnya dengan Undang-undang Nomor 40 Tahun 2007 tentang Perseroan Terbatas dan Peraturan Bapepam & LK Nomor IX.J.1 tentang Pokok-pokok Anggaran Dasar Perusahaan Publik.

The principle of transparency (open information) is implemented in the form of expressing information regarding Astragraphia's finances and performance as well as other material information about Astragraphia that need to be known by public have to be announced in an accurate manner and on-time, both in terms of reports to the stock exchange and the mass media, and to Astragraphia's official website.

The principle of Fairness is implemented in the way that Astragraphia acts fairly and equally to all shareholders, so that the interests of both majority and minority shareholders are protected likewise, in the AGMs as well as equal sharing of dividends, and to other stakeholders in terms of fairness and equal in the form of providing opportunity for recruitment of employees, having career path and professionally doing their job without discriminating their ethnic, religion, race, group and gender.

The principle of Accountability is implemented in the form of effective oversight based on harmonious relations between members of the Board of Commissioners and members of the Board of Directors. This is achieved through regular meetings and all decisions being documented by the Corporate Secretary.

The principle of Responsibility is implemented in Astragraphia's compliance with existing laws and regulation as well as moral values that are accepted by the general public.

The principle of independence takes the form of managing the Company in a professional manner, independent without any conflicts of interests or influence and/or pressure from any parties whatsoever that is not in line with existing regulations in force or healthy corporate principles.

In 2008, Astragraphia amended its Articles of Association to be in line with Law Number 40 Year 2007 regarding Limited Liability Companies as well as with Bapepam & LK Regulation Number IX.J.1 regarding the Fundamentals of Articles of Association of Public Companies.

## Rapat Umum Pemegang Saham

### General Meetings of Shareholders

Astragraphia mengadakan Rapat Umum Pemegang Saham (RUPS) Tahunan secara tepat waktu sebagai wujud pertanggungjawaban Direksi dan Dewan Komisaris kepada para pemegang saham, dan mengadakan RUPS Luar Biasa apabila hendak melakukan tindakan korporasi yang memerlukan persetujuan RUPS. Selama tahun 2008 Astragraphia telah mengadakan 2 (dua) kali RUPS, yaitu RUPS Tahunan yang diadakan pada tanggal 9 Mei 2008 dan RUPS Luar Biasa yang diadakan pada tanggal 20 Agustus 2008 sehubungan dengan Transaksi Material atas pelaksanaan akuisisi saham PT Astra Graphia Information Technology (dahulu PT SCS Astragraphia Technologies). Masing-masing RUPS dihadiri oleh seluruh anggota Dewan Komisaris dan Direksi Astragraphia.



Astragraphia holds the Annual General Meeting of Shareholders (AGM) on time as an indication of the accountability of the Board of Directors and the Board of Commissioners towards shareholders. In addition, an Extraordinary General Meeting of Shareholders (EGM) is held if any corporate actions are to be taken that require the approval of Shareholders. During the year of 2008 Astragraphia held one AGM on 9 May 2008 as well as one EGM on 20 August 2008 in connection with material transactions for the carrying out of the acquisition of shares in PT Astra Graphia Information Technology (previously PT SCS Astragraphia Technologies).

## Dewan Komisaris

### Board of Commissioner

Dewan Komisaris bertugas melakukan pengawasan atas kebijakan Direksi dalam menjalankan perusahaan dan memberi nasehat terhadap pelaksanaan tugas operasional Direksi. Dewan Komisaris juga memantau efektifitas penerapan GCG, dan jika perlu memberikan arahan untuk melakukan penyesuaian. Sesuai ketentuan UUPT dan Anggaran Dasar, Direksi dalam melakukan tindakan korporasi tertentu harus mendapat persetujuan tertulis terlebih dahulu dari Dewan Komisaris. Seluruh anggota Dewan Komisaris merupakan tenaga profesional yang diangkat oleh RUPS sesuai dengan kompetensinya. Anggota Dewan Komisaris Astragraphia berjumlah 3 (tiga) orang, salah satunya merupakan Komisaris Independen. Komisaris Independen Astragraphia telah memenuhi syarat menurut Peraturan Bapepam & LK. Dewan Komisaris dicalonkan oleh Pemegang Saham melalui proses seleksi oleh Komite Nominasi dan Remunerasi dan diangkat oleh RUPS.

The Board of Commissioners has duties supervising the policies of the Board of Directors in managing the company as well as providing advice as regards the implementation of the operational duties of the Board of Directors. In addition, the Board of Commissioners also monitors the effectiveness of the implementation of GCG, and if necessary provides direction in order to make any adjustment. In line with the stipulations of the Company Law and the Articles of Association, the Board of Directors in carrying out certain corporate acts must obtain a prior written approval from the Board of Commissioners. All members of the Board of Commissioners are professionals who were appointed in line with their competencies by a general meeting of Shareholders. The Board of Commissioners of Astragraphia consists of 3 (three) members, one of whom is an Independent Commissioner. The Independent Commissioner has already met all conditions required under Bapepam & LK Regulations. Prospective members of the Board of Commissioners are proposed by Shareholders through a selection process run by the Nomination and Remuneration Committee and appointed by a general meeting of Shareholders.

Pada tanggal 9 Mei 2008, RUPS telah menyetujui usulan honorarium Dewan Komisaris dari Komite Nominasi dan Remunerasi, serta memberi wewenang kepada Presiden Komisaris untuk menetapkan pembagian honorarium tersebut di antara para anggota Dewan Komisaris. Sesuai rekomendasi dari Komite Nominasi dan Remunerasi, Presiden Komisaris telah menetapkan pembagian jumlah honorarium tersebut.

Selama tahun 2008, Dewan Komisaris telah melakukan 5 (lima) kali pertemuan dengan tingkat kehadiran 100%, dan membuat beberapa keputusan tertulis yang diambil secara sirkular untuk memberikan persetujuan kepada Direksi atas tindakan hukum tertentu. Dewan Komisaris secara berkala melakukan pertemuan dengan anggota Direksi dan Komite Audit. Dewan Komisaris juga telah menyetujui Rencana Kerja Tahunan untuk tahun buku 2009 yang telah disusun oleh Direksi.

Anggota Dewan Komisaris Astragraphia secara rutin mengikuti pelatihan, seminar atau workshop, baik di dalam negeri maupun di luar negeri termasuk yang berkenaan dengan penerapan GCG, guna meningkatkan kompetensi dan pengetahuannya. Sesuai ketentuan UUPT, pada akhir tahun Dewan Komisaris melaporkan kepada pemegang saham atas pertanggungjawaban tugasnya sebagai pengawas atas pengelolaan perusahaan oleh Direksi dalam bentuk Laporan Dewan Komisaris di Annual Report yang dimintakan persetujuan dalam RUPS Tahunan yang diadakan setelah tutup buku.

Anggota Dewan Komisaris :

- Presiden Komisaris : Angky Utarya Tisnadisastra
- Komisaris : Gunawan Geniusahardja
- Komisaris Independen : Buyung Syamsudin

## Direksi

### Board of Directors

Tugas utama Direksi adalah bertanggung jawab penuh dalam memimpin dan mengelola harta kekayaan Astragraphia guna mencapai maksud dan tujuan Astragraphia, serta memastikan agar Astragraphia menerapkan GCG. Seluruh anggota Direksi merupakan tenaga profesional sesuai kompetensinya serta pihak independen yang dicalonkan oleh Komite Nominasi dan Remunerasi dan diangkat oleh RUPS.

On 9 May 2008, the AGM approved the honorarium for members of the Board of Commissioners proposed by the Nomination and Remuneration Committee and granted authorization to the President Commissioner to determine the distribution of such honorarium among them. In line with the recommendation from the Nomination and Remuneration Committee, the President Commissioner has determined the distribution of said honorarium.

During 2008, the Board of Commissioners held a total of 5 (five) meetings with an attendance record of 100%, and also made several written decisions taken in the form of circulars in granting approval to the Board of Directors for certain legal actions. The Board of Commissioners holds regular meetings with the Board of Directors and the Audit Committee. The Board of Commissioners has already approved the Annual Work Plan for the fiscal year of 2009 prepared by the Board of Directors.

Members of the Board of Commissioners regularly take part in training programs, seminars or workshops, both domestically as well as overseas, including any subjects related to the implementation of GCG, in order to improve their competencies and knowledge. In line with the stipulations of the Company Law, at the end of the year the Board of Commissioners reported to shareholders about the accountability of its duties in supervising the management of the Company by the Board of Directors as stated in the Report of the Board of Commissioners in this Annual Report to be approved in the AGM held after closing of the fiscal year.

Members of the Board of Commissioners :

- President Commissioners : Angky Utarya Tisnadisastra
- Commissioner : Gunawan Geniusahardja
- Independent Commissioners : Buyung Syamsudin

The Board of Directors is fully responsible to conduct Astragraphia and manage the Company's assets in order to achieve Astragraphia's aims and purposes, as well as ensuring that Astragraphia implements GCG. All members of the Board of Directors are professionals in line with their competencies, and are independent parties recommended by the Nomination and Remuneration Committee whom appointed at a general meeting of Shareholders.

Anggota Direksi Astragraphia berjumlah 5 (lima) orang. Pembagian tugas dan wewenang anggota Direksi ditetapkan oleh Rapat Direksi. Direksi dicalonkan oleh Pemegang Saham melalui proses seleksi oleh Komite Nominasi dan Remunerasi dan disetujui oleh RUPS.

Pada tanggal 9 Mei 2008, RUPS telah menyetujui memberi wewenang kepada Dewan Komisaris untuk menetapkan jumlah gaji dan tunjangan lain yang diterima anggota Direksi. Sesuai rekomendasi dari Komite Nominasi dan Remunerasi, Dewan Komisaris telah menetapkan jumlah gaji dan tunjangan lain yang diterima oleh Direksi.

Selama tahun 2008, Direksi telah melakukan 44 (empat puluh empat) kali rapat mingguan dengan tingkat kehadiran 90%. Direksi juga mengadakan pertemuan setiap 3 (tiga) bulan dengan Dewan Komisaris dan Komite Audit.

Setiap tahun Direksi menetapkan objektif bisnis tahun berikutnya dan membuat arahan strategi bisnis sebagai pegangan bagi seluruh karyawan. Dalam arahan strategi bisnis tersebut, Direksi mencantumkan prinsip GCG sebagai dasar dalam mencapai strategi bisnis tersebut. Anggota Direksi Astragraphia secara rutin mengikuti pelatihan, seminar atau workshop, baik di dalam negeri maupun di luar negeri termasuk yang berkenaan dengan penerapan GCG, guna meningkatkan kompetensi dan pengetahuannya. Pada akhir tahun, Direksi melaporkan kepada pemegang saham atas pertanggungjawaban tugasnya sebagai pengurus dan pengelola perusahaan dalam bentuk Laporan Direksi di Annual Report.

Anggota Direksi:

- Presiden Direktur : Lukito Dewandaya
- Wakil Presiden Direktur : Hertanto Mangkusasono
- Direktur : Satyo Lumaksono Hadisaputro
- Direktur : Yusuf Darwin Salim
- Direktur : Diana Makmur

The Board of Directors of Astragraphia consists of 5 (five) members. The segregation of the duties and responsibilities of the members of the Board of Directors was determined by the board meeting. Members of the Board of Directors are proposed by Shareholders through a selection process run by the Nomination and Remuneration Committee and appointed at a general meeting of Shareholders.

On 9 May 2008, the AGM agreed to grant authorization to the Board of Commissioners to determine the total salaries and other allowances to be received by the members of the Board of Directors. In line with recommendations from the Nomination and Remuneration Committee, the Board of Commissioners as determined the amount of salaries and other allowances received by the Board of Directors.

During 2008, the Board of Directors held a total of 44 (forty-four) weekly meetings with an attendance record of 90%. The Board of Directors also held meetings every 3 (three) months with the Board of Commissioners and the Audit Committee.

Every year, the Board of Directors determines business objectives for the following year and formulate business strategy guidelines for all employees. In these business strategy guidelines, the Board of Directors takes account of GCG principles as a base for these business strategies. Members of the Astragraphia Board of Directors regularly take part in training programs, seminars or workshops, both domestically as well as overseas, including any subjects related to the implementation of GCG, to improve their competencies and knowledge. At the end of the year, the Board of Directors reported to shareholders as regards its responsibilities and duties in terms of conducting and managing the Company in the form of the Report of the Board of Directors in this Annual Report.

Member of Board of Directors:

- President Director : Lukito Dewandaya
- Deputy President Director : Hertanto Mangkusasono
- Director : Satyo Lumaksono Hadisaputro
- Director : Yusuf Darwin Salim
- Director : Diana Makmur

## Remunerasi Dewan Komisaris dan Direksi

### Remuneration of Board of Commissioners and Directors

Selama tahun 2008, total honorarium Dewan Komisaris dan gaji serta tunjangan lain yang diterima oleh Direksi Astragraphia berjumlah +/- Rp 10,92 miliar.

During 2008, total honorarium paid to the Board of Commissioners and total salaries and other allowances paid to the Board of Directors amounted to +/- Rp 10.92 billion.

## Komite Audit

### Audit Committee

Komite Audit adalah komite yang dibentuk oleh Dewan Komisaris dan karena itu bertanggung jawab langsung kepada Dewan Komisaris. Anggota Komite Audit Astragraphia berjumlah 3 (tiga) orang, salah seorang menjadi Ketua. Ketua Komite Audit dirangkap oleh Komisaris Independen. Seluruh anggota Komite Audit merupakan pihak independen dan eksternal yang dipilih sesuai profesinya, serta telah memenuhi persyaratan yang ditetapkan dalam Peraturan Bapepam No. IX.1.5 tentang Pembentukan dan Pedoman Pelaksanaan Kerja Komite Audit. Riwayat hidup anggota Komite Audit dapat dilihat pada bagian Profil Komite Audit dalam Laporan Tahunan ini.

The Audit Committee is a committee set up by the Board of Commissioners and therefore it is directly responsible to the Board of Commissioners. The Audit Committee consists of 3 (three) members, one of whom is Chairman. The position of Chairman of this Audit Committee is held by the Company's Independent Commissioner. All members of the Audit Committee are independent and external parties, who have already met the requirements stipulated in Bapepam Regulation No. IX.1.5 regarding the Setting-Up and Audit Committee Charter. The curriculum vitae of the members of the Audit Committee can be read in the Audit Committee Profile section in this Annual Report.

Tugas Komite Audit adalah memberikan pendapat kepada Dewan Komisaris atas laporan Direksi, mengidentifikasi hal-hal yang memerlukan perhatian Komisaris, dan melaksanakan tugas-tugas lain yang berkaitan dengan tugas Dewan Komisaris antara lain: (i) melakukan penelaahan atas informasi keuangan yang akan dikeluarkan Astragraphia seperti laporan keuangan, proyeksi dan informasi keuangan lainnya; (ii) melakukan penelaahan atas ketaatan Astragraphia terhadap peraturan perundangan-undangan (legal compliance), baik di bidang Pasar Modal maupun peraturan lain yang berhubungan dengan kegiatan Astragraphia; (iii) melakukan penelaahan atas pelaksanaan pemeriksaan oleh Internal Audit; dan (iv) melaporkan kepada Dewan Komisaris berbagai risiko yang dihadapi Astragraphia dan pelaksanaan manajemen risiko oleh Direksi.

The duties of the Audit Committee include providing opinions to the Board of Commissioners regarding reports from the Board of Directors, identifying matters that require to be brought to the attention of the Board of Commissioners, and carrying out other tasks connected with the duties of the Board of Commissioners. These include: (i) reviewing with regards to the financial information to be issued by Astragraphia such as financial reports, projections and other financial information; (ii) reviewing Astragraphia's legal compliance, both in the Capital Market sector as well as other regulations related to Astragraphia's activities; (iii) reviewing the audit implementation carried out by the Internal Audit; and (iv) reporting to the Board of Commissioners about any risks faced by Astragraphia and the implementation of risk management carried out by the Board of Directors.

Komite Audit melakukan pertemuan dengan Direksi setiap 3 (tiga) bulan untuk membahas laporan keuangan sebelum dipublikasikan ke publik. Komite Audit juga melakukan pertemuan dengan Internal Audit dan Eksternal Auditor dalam rangka tugas koordinasi atas kegiatan audit. Setiap hasil pertemuan Komite Audit selalu dilaporkan kepada Dewan Komisaris, disertai dengan pendapatnya jika ada hal-hal yang perlu menjadi perhatian khusus dari Dewan Komisaris.

The Audit Committee held regular meetings with the Board of Directors every 3 (three) month in order to discuss financial reports before making them into public. The Audit Committee also held meetings with the Internal Audit as well as the External Auditor as regards coordinating audit activities. The results of Audit Committee meetings are always reported to the Board of Commissioners, accompanied with opinions if there are matters that require special attention of the Board of Commissioners.

Selama tahun 2008 Komite Audit telah mengadakan pertemuan sebanyak 10 (sepuluh) kali dengan tingkat kehadiran 100%.

During 2008 the Audit Committee held a total 10 (ten) meetings with an attendance record of 100%.

Komite Audit telah memiliki Pedoman Kerja (Charter) yang ditetapkan oleh Dewan Komisaris sebagai pedoman bagi Komite Audit dalam melaksanakan tugasnya. Pada akhir tahun Komite Audit membuat Laporan Pelaksanaan Kegiatan Komite Audit sebagai pertanggungjawaban atas kegiatannya selama setahun. Laporan Kegiatan Tahunan Komite Audit tahun 2008 dapat dilihat pada halaman lain Laporan Tahunan ini.

The Audit Committee already has a Charter that has been determined by the Board of Commissioners as the guidelines for the Audit Committee in carrying out its duties. At the end of the year, the Audit Committee made a Report regarding the Activities of the Audit Committee with regard to its responsibilities and activities during the year. The Activities Report of the Audit Committee can be seen on another page of this Annual Report.

Anggota Komite Audit\*) :

- Ketua : Buyung Syamsudin
- Anggota : Sidharta Utama
- Anggota : Lindawati Gani

\*) Merupakan anggota yang diangkat pada bulan Mei 2008 menggantikan Komite Audit yang masa jabatannya sudah berakhir.

Members of Audit Committee\*) :

- Chairman : Buyung Syamsudin
- Member : Sidharta Utama
- Member : Lindawati Gani

\*) These members were appointed in May 2008 to replace the members of the Audit Committee whose terms of office had ended.

## Komite Nominasi dan Remunerasi

### Nomination and Remuneration Committee

Komite Nominasi dan Remunerasi dibentuk dan bertanggung jawab kepada Dewan Komisaris. Komite Nominasi dan Remunerasi bertugas membantu Dewan Komisaris dalam (i) mempersiapkan calon anggota Dewan Komisaris dan Direksi serta mengusulkan sistem remunerasinya, untuk diusulkan dan diputuskan dalam RUPS dengan cara sesuai ketentuan Anggaran Dasar, (ii) menetapkan besaran remunerasi yang diterima oleh anggota Dewan Komisaris dan Direksi. Anggota Komite Nominasi dan Remunerasi berjumlah 3 (tiga) orang.

The Nomination and Remuneration Committee was set up by and is responsible to the Board of Commissioners. The duties of the Nomination and Remuneration Committee are assisting the Board of Commissioners in: (i) recommending potential members of the Boards of Commissioners and Directors and proposing their remuneration systems, to be proposed and chosen upon at general meetings of the Shareholders with methods in line with the provision stipulated in the Company's Articles of Association; (ii) recommending the remuneration to be received by members of the Board of Commissioners and the Board of Directors. There are 3 (three) members of the Nomination and Remuneration Committee.

Selama tahun 2008 Komite Nominasi dan Remunerasi telah mengadakan 2 (dua) kali pertemuan dengan tingkat kehadiran 100%.

During 2008, the Nomination and Remuneration Committee held a total of 2 (two) meetings with an attendance record of 100%.

Anggota Komite Nominasi dan Remunerasi :

- Ketua : Angky Utarya Tisnadisastra
- Anggota : Gunawan Geniusahardja
- Anggota : Lukito Dewandaya

Members of the Nomination and Remuneration Committee: :

- Chairman : Angky Utarya Tisnadisastra
- Member : Gunawan Geniusahardja
- Member : Lukito Dewandaya

## Internal Audit

### Internal Audit

Internal Audit membantu Direksi melakukan pengawasan internal guna memastikan efektifitas pengendalian internal pengelolaan operasional perusahaan berjalan sesuai dengan kebijakan dan sistem yang telah ditetapkan. Internal Audit Astragraphia telah memiliki Pedoman Kerja (charter) Internal Audit sebagai pedoman dalam melaksanakan tugasnya. Hasil pemeriksaan dari Internal Audit disampaikan kepada Direksi sebagai masukan dalam melakukan peningkatan efektifitas pengendalian internal yang diperlukan serta melakukan pengawasan atas implementasi terhadap masukan yang diberikan. Internal Audit secara berkala melaksanakan fungsinya melalui pemeriksaan ke seluruh cabang dan departemen berdasarkan skala prioritas kepentingannya.

Selama tahun 2008 Internal Audit telah melakukan pengendalian internal untuk cabang-cabang dan departemen tertentu, dan hasil audit yang didapat menunjukkan konsistensi dan perbaikan pelaksanaan sistem pengendalian internal. Sebagai evaluasi dan umpan balik Internal Audit melakukan survei dengan tujuan meningkatkan fungsi dan kinerja pelaksanaan internal audit di masa mendatang. Internal Audit juga memberikan laporan kuartalan kepada Komite Audit atas hasil audit disertai upaya perbaikannya. Setiap awal tahun Internal Audit menyusun program kerja yang diselenggarakan dengan program kerja Komite Audit.

## Manajemen Resiko

### Risk Management

Manajemen Risiko membantu Direksi dalam melakukan identifikasi serta perkiraan kemungkinan munculnya potensi risiko beserta dampaknya diikuti dengan penentuan tingkat risiko tersebut. Dari hasil identifikasi tersebut, Manajemen Risiko menelaah kecukupan pengendalian internal dalam mengurangi dampak dari risiko yang sudah diidentifikasi serta menindaklanjuti rencana untuk meningkatkan pengendalian risiko yang dianggap masih belum efektif.

Tahun 2008 Manajemen Risiko telah melakukan program Control Self Assesment di beberapa departemen dan kantor cabang, memperbaharui daftar risiko dengan metode kuantitatif untuk mengetahui risiko utama di setiap bisnis proses, serta menyampaikannya pada lokakarya risiko operasional dan risiko strategis yang diikuti oleh seluruh anggota Direksi.

The Internal Audit assists the Board of Directors in carrying out internal control in order to ensure the effectiveness of the internal control in managing the operation of the Company is carried out in line with applicable policies and systems. The Internal Audit already has an Internal Audit Charter as guidelines in the carrying out its duties. The audit results of the Internal Audit are submitted to the Board of Directors as input for improving the level of effectiveness of internal control that is required and also carrying out monitoring as regards the implementation of input given. The Internal Audit regularly carried out its functions through investigations of all branches and departments based on their level of priority of interest.

During 2008, the Internal Audit carried out internal examination at certain branches and departments, and the results of the audits obtained indicated the consistencies as well as improvements in the carrying out of the internal control system. As evaluation and feedback, the Internal Audit carried out surveys aimed at improving the carrying out of internal audits in the future. The Internal Audit also provided quarterly reports to the Audit Committee regards the audits result accompanied by improvement measures. At the beginning of every year, the Internal Audit prepares a work program to be in line with the work program of the Audit Committee.

The Risk Management assists the Board of Directors in identifying and estimating the possibility of potential risks and their effects as well as determining the level of such risks. From the results of this identification, Risk Management analyzes the sufficiency of internal control in reducing the effects of risks that have been identified as well as follow-up plans in order to enhance risk management that considered still ineffective.

In 2008, Risk Management set Control Self Assessment programs at several departments and branches, renewal of listed risks using quantitative methods in order to recognize the main risks in every business process, and conveying the information at workshops about operational and strategic risks, in which all members of the Board of Directors take part.

Semua pelaksana yang terkait dalam bisnis proses ikut dalam penentuan dan penilaian risiko serta pengendalian yang dilakukan dengan tujuan agar tercipta komitmen bersama dalam mengelola risiko dari proses bisnis yang dijalankan. Tujuannya adalah agar pengelolaan risiko yang telah dilakukan selama ini akan menjadi lebih baik melalui sistem yang terstruktur dan terdokumentasi.

All those who involved in business processes take part in risk determination, judgement and control aimed to create a joint commitment in risk management in the business processes that are carried out. The main aim is to ensure that risk management carried up until now becomes better through structured and documented systems.



## Risiko Perusahaan

### Company Risk

Hasil identifikasi dengan pendekatan Manajemen Risiko menyimpulkan bahwa bisnis Astragraphia menghadapi risiko yang timbul dari eksternal maupun internal, antara lain:

- Kondisi ekonomi, dipengaruhi oleh kondisi perekonomian global dan lokal serta indikator-indikator perekonomian seperti inflasi, tingkat suku bunga, nilai tukar Rupiah terhadap mata uang asing, dan lain-lain. Astragraphia mengantisipasinya dengan secara rutin melakukan monitoring dan meminta masukan dari pihak-pihak yang berkompeten serta kemudian melakukan langkah-langkah yang diperlukan.
- Fluktuasi kurs, dipengaruhi oleh gejolak ekonomi global yang berpengaruh terhadap fluktuasi kurs mengingat pembelian barang dari Principal luar negeri menggunakan mata uang asing sedangkan penjualan di dalam negeri menggunakan mata uang Rupiah. Astragraphia mengantisipasinya dengan melakukan hedging (perlindungan nilai ambang), khususnya terhadap mata uang USD.
- Hubungan dengan prinsipal, dipengaruhi oleh pemenuhan kewajiban Astragraphia terhadap para prinsipal. Astragraphia mengantisipasinya dengan melakukan evaluasi dari waktu ke waktu agar seluruh kewajiban terhadap para prinsipal dapat dipenuhi dengan baik. Guna meningkatkan kualitas manajemen dan sistem manajemen lingkungan, Astragraphia antara lain telah mendapatkan sertifikasi standar internasional yaitu ISO 9001 dan ISO 14001.

Identification results obtained through the Risk Management approach conclude that Astragraphia's businesses deal with external as well as internal risks, including:

- Economic condition risks, which can be influenced by both global and local economic indicators including inflation, interest rate levels and the exchange rate of the Rupiah against foreign currencies. Astragraphia routinely carries out anticipatory measures through monitoring and requesting input from competent parties, followed up by the taking of the necessary steps.
- Exchange rate fluctuation risks, which can be affected by global economic fluctuations that influence exchange rate fluctuations, bearing in mind the purchase of goods from overseas Principals are using foreign currencies while domestic sales are in Rupiah. Astragraphia takes anticipatory measures through hedging, especially as regards the US dollar.
- Relationships with Principals risks, which can be influenced by the level of Astragraphia fully met its obligation towards principals. Astragraphia takes anticipatory measures by making evaluations from time to time so that all obligations towards principals are carried out properly. In order to increase the quality of its management and environmental management systems, Astragraphia has already received international standard certification, including ISO 9001 and ISO 14001.

- Status Astragraphia sebagai Eksklusif Distributor dari Fuji Xerox, dipengaruhi oleh perkembangan teknologi informasi global yang semakin terbuka dan borderless. Astragraphia mengantisipasinya dengan memperkuat kemampuan dalam memberikan layanan yang terbaik kepada pelanggan sebagai basis pengembangan bisnisnya dengan cara meningkatkan kompetensi karyawan, memperkuat dan memperluas jaringan distribusi penjualan dan layanan (Sales & Service Distribution Network), menjaga kemampuan finansial serta selalu mendekati diri kepada Pelanggan. Pengembangan bisnis yang mengarah ke Service Bisnis dan dapat menjadi natural- owner mutlak diperlukan Astragraphia dalam mengantisipasi risiko ini.
- Perkembangan teknologi, dipengaruhi oleh perkembangan teknologi informasi yang semakin cepat sesuai tuntutan pelanggan. Astragraphia mengantisipasinya dengan melakukan inovasi solusi-solusi yang dapat memberikan nilai tambah dan dapat menjawab kebutuhan pelanggan, disertai dengan peningkatan kompetensi sumber daya manusia secara terus menerus.
- Persaingan usaha, dipengaruhi oleh persaingan ketat dari para kompetitor. Astragraphia mengantisipasinya dengan tetap mempertahankan tingkat persaingan, antara lain: meningkatkan pelayanan, mengeliminasi biaya yang tidak perlu, menerapkan prinsip-prinsip GCG secara konsisten dan berkesinambungan serta melakukan terobosan terhadap produk dan solusi yang inovatif dan bervariasi.
- Kebijakan Pemerintah, dipengaruhi oleh kebijakan Pemerintah yang dapat setiap saat berubah. Astragraphia mengantisipasinya dengan memonitor setiap perkembangan yang terjadi di masyarakat agar kegiatan usaha Astragraphia sejalan dengan kebijakan Pemerintah.
- Risks regarding the status of Astragraphia as an Exclusive Distributor of Fuji Xerox, which can be influenced by global IT development making it even more open and borderless. Astragraphia takes anticipatory measures through strengthening its capabilities in providing the best service to customers as the basis for its business development. This is achieved by increasing employees' competencies, strengthening and expanding the Company's Sales & Service Distribution Network, safeguarding financial capabilities and maintain Customers intimacy. Business development that is aimed towards Service Businesses and becoming natural owner is required by Astragraphia in anticipating these sorts of risks
- Technological development risks, which can be influenced by even rapid IT development in line with customer demand. Astragraphia takes anticipatory measures through implementing innovative solutions to provide added value and may meet customer needs, as well as continually enhancing human resource competencies.
- Business competition risks, which can be influenced by tighter competition from competitors. Astragraphia takes anticipatory measures in order to safeguard its competitive level, including: improving services, reducing unnecessary costs, implementing GCG principles consistently and sustainably as well as carrying out innovative and various breakthroughs as regards products and solutions.
- Risks regarding government policies, which can be influenced by government policies that may be changing at any time. Astragraphia takes anticipatory measures by monitoring every development that take place among the society so that Astragraphia's business activities are in line with government policies.



## Manajemen Kualitas untuk Mendukung Komitmen Terhadap Pelanggan Astragraphia

Quality Management in Order to Support the Commitment Toward Customer Protection

Astragraphia menerapkan manajemen kualitas yang memadukan Astra Management System, Sistem Manajemen Kualitas ISO 9001:2000, Sistem Manajemen Lingkungan ISO 14001:2004 dan Astra Green Company. Manajemen kualitas tersebut bertujuan memberikan jaminan kualitas produk dan jasa yang dipasarkan, serta memenuhi kepatuhan terhadap persyaratan perusahaan yang ramah lingkungan (eco-friendly company).

Implementasi manajemen kualitas tercermin dalam aktivitas berikut:

- Perencanaan strategis (strategic planning) perusahaan dengan menetapkan target jangka panjang, menengah dan target tahunan, dilanjutkan dengan menurunkan target-target tersebut menjadi target-target setiap unit kerja sampai target individual karyawan.
- Manajemen Sumberdaya Manusia secara menyeluruh (end-to-end), mulai dari rekrutmen, pelatihan karyawan baru, pengembangan karyawan dalam bidang pengetahuan praktik terkait dengan bidang kerja sampai pengembangan kemampuan manajerial
- Inovasi dan perbaikan terus menerus dalam bidang servis teknik dengan memberikan jaminan 3 hours up time untuk kenyamanan dan keamanan pelanggan dalam menggunakan produk Astragraphia
- Manajemen Keselamatan Produk (Product Safety Management) menjamin produk yang dipasarkan aman bagi pelanggan maupun bagi teknisi Astragraphia yang bertugas memelihara produk yang digunakan pelanggan

Astragraphia applies a quality management system that integrates the Astra Management System, the ISO 9001:2000 Quality Management System, the ISO 14001:2004 Environmental Management System and the Astra Green Company program. This quality management system is aimed at ensuring a guarantee of quality as regards products and services marketed, as well as complying with the Company's economically-friendly regulations.

The implementation of the Company's quality management system is reflected in the following activities:

- Corporate strategic planning through setting long-, medium-term and annual targets, followed by breaking down these into targets for each business unit as well as individual employee.
- End-to-end human resources management, starting from recruitment, the training of new employees, employee development in area of practical knowledge connected with work area up to and including managerial capability development.
- Innovations and improvements are carried out continually in the technical service section with a guarantee of three hours up time for the comfort and safety of customers using Astragraphia products.
- Product Safety Management to guarantee the marketed products are safe for customers as well as for Astragraphia technicians who are assigned with carrying out maintenance on products used by customers.

- Penerapan Quality Assurance mengikuti standar yang ditetapkan oleh Fuji Xerox.
- Program inovasi dan perbaikan terus menerus (kaizen) yang secara sistematis telah dilakukan karyawan Astragraphia sejak tahun 1981 dalam wujud pelaksanaan aktivitas Quality Improvement baik secara berkelompok maupun individual.
- Survey Kepuasan Pelanggan pada tahun 2008 yang dilakukan oleh pihak independen mencapai hasil 88%.
- Menerapkan Sistem Manajemen Kesehatan dan Keselamatan Kerja (K3), Sistem Manajemen Lingkungan ISO 14001:2004, Etika Bisnis dan Etika Kerja Astra.
- Applying Quality Assurance by following standards already determined by Fuji Xerox.
- A continuous innovation and improvement program (kaizen) that has been carried out systematically by Astragraphia employees since 1981 as an integral part of the Quality Improvement activities both on a group and an individual basis. In 2008, Astragraphia completed 81 improvement subjects through QCCs (Quality Control Circles) as a way of solving problems discovered in the field or innovations that benefit customer satisfaction.
- The Customer Satisfaction Survey for 2008, which was carried out by an independent party, showed a result of 88%.
- The implementation of the Health and Security at Work management system, the ISO 14001:2004 environmental management system, Business Ethics and Astra Work Ethics.

## Etika Bisnis

### Business Ethics

Sejak tahun 2001 Astragraphia telah memiliki Pedoman Etika Bisnis yang merupakan penyempurnaan dari Etika Bisnis tahun 1985. Pedoman ini mengatur pedoman berperilaku (code of conducts) mengenai hubungan Astragraphia secara internal (karyawan) maupun dengan pihak eksternal seperti pemegang saham, perusahaan afiliasi, prinsipal, investor, pelanggan, pemasok, pemerintah, masyarakat serta lingkungan sekitar. Pedoman ini diajarkan kepada karyawan baru pada saat mereka mendapat training mengenai pengenalan terhadap Astragraphia untuk dipahami sebelum mulai bekerja. Pada setiap kesempatan Pedoman ini disosialisasikan kepada karyawan dan pelanggan agar selalu diingat dan dijalankan secara konsisten, termasuk juga kepada pelanggan. Sosialisasi yang berkesinambungan ini diharapkan akan membentuk karyawan dari sekedar tahu akan Pedoman ini menjadi sadar menerapkan dalam perilaku sehari-hari sehingga pada akhirnya akan menjadi budaya perusahaan (corporate culture).

Since 2001, Astragraphia has already has its Business Ethics Guidelines, which are an improved version of the 1985 Business Ethics. These guidelines regulate the code of conduct regarding Astragraphia internal relations (with employees) as well as will external parties such as shareholders, affiliated companies, principals, investors, customers, suppliers, the government, and members of the general public in surrounding areas. These guidelines are taughts to new employees when they receive training regarding an introduction to Astragraphia in order to fully understand prior to starting work. At every possible occasion, these guidelines are socialized to employees and customers so that they are always remembered and carried out consistently, including also as far as customers are concerned. It is hoped that this continuous socialization will make employees, based on their knowledge of the guidelines, more aware in terms of implementing the guidelines in their daily work activities until eventually they become the corporate culture.

## Tanggung Jawab Sosial dan Program Pengembangan Masyarakat

### Corporate Social Responsibility and Community Development Programs

Astragraphia sangat peduli terhadap kegiatan sosial dan lingkungan sebagai wujud tanggung jawab terhadap stakeholders. Kepedulian tersebut ditujukan kepada Komunitas dan Lingkungan, dalam bentuk kegiatan kemanusiaan, pendidikan, serta lingkungan hidup di lingkungan sekitar kantor Astragraphia dan di daerah lain yang membutuhkan.

Secara internal, Astragraphia menerapkan Sistem Manajemen Astra Green Company yang berbasis pada EHS (Environment, Health and Safety) guna menjaga lingkungan, kesehatan dan keselamatan di tempat kerja agar terhindar kecelakaan kerja yang tidak diinginkan. Astragraphia juga memprioritaskan penggunaan material dan produk yang ramah lingkungan, baik dalam bentuk penjualan produk maupun penggunaan produk yang ramah lingkungan.

Total biaya yang dikeluarkan untuk aktivitas tanggung jawab sosial lebih dari +/- Rp 500 juta selama tahun 2008. Penjelasan lebih lengkap mengenai aktivitas tanggung jawab sosial ini dijelaskan pada bagian lain pada Laporan Tahunan ini.

Astragraphia is highly concerned as regards social and environmental activities as part of its responsibility towards stakeholders. This concern is aimed at communities and the environment in the form of social, educational and environmental activities in the areas surrounding Astragraphia offices and in other places where assistance is needed.

Internally, Astragraphia applies the Astra Green Company management system that is based on EHS (Environment, Health and Safety) in order to protect the environment as well as health and safety at work in order to avoid unwanted accidents at work. Astragraphia also puts a priority on the use of environmentally-friendly materials and products, both in terms of products to be sold as well as utilizing environmentally-friendly products.

The total costs spent on corporate social responsibility (CSR) activities amounted to estimate Rp 500 million during 2008. A detail explanation of the Company's CSR activities can be found in another section of this Annual Report.

## Perkara Penting

### Material Case

Selama tahun 2008 Astragraphia tidak menghadapi perkara hukum maupun kasus polisi yang mempengaruhi kondisi keuangan Astragraphia secara berarti.

During the year 2008, Astragraphia did not face any lawsuits or police cases that significantly affected the financial condition of Astragraphia.

## Sekretaris Perusahaan

### Corporate Secretary

Sekretaris Perusahaan (Corporate Secretary) merupakan pejabat penghubung (liaison officer) dari Astragraphia kepada Bapepam dan masyarakat, dan sebaliknya. Sekretaris Perusahaan bertugas (i) Mengikuti perkembangan pasar modal, khususnya mengenai peraturan yang berlaku di pasar modal; (ii) Memberikan pelayanan kepada masyarakat atas setiap informasi yang dibutuhkan oleh pemodal yang berkaitan dengan kondisi Astragraphia; (iii) Memberikan masukan kepada Direksi untuk mematuhi peraturan yang berlaku di pasar modal. Sekretaris Perusahaan secara rutin menghadiri Rapat Direksi dan Rapat Dewan Komisaris serta membuat minuta hasil rapat. Dalam melaksanakan tugasnya Sekretaris Perusahaan bekerja sama dengan Departemen Finance dan Accounting dalam menjamin penyampaian keterbukaan informasi secara tepat waktu dan akurat.

Selama tahun 2008, Sekretaris Perusahaan telah melakukan berbagai kegiatan, diantaranya memfasilitasi penyelenggaraan RUPS Tahunan dan Paparan Publik Tahunan pada tanggal 9 Mei 2008 dan RUPS Luar Biasa tanggal 20 Agustus 2008; menjadi anggota team penyusun Annual Report, mengadakan pertemuan dengan wartawan pasar modal yang dilakukan bersama-sama dalam Astra Group, memberikan penjelasan dan informasi kepada pihak luar yang memerlukannya serta mengikuti seminar, workshop dan pertemuan yang diadakan oleh Asosiasi Emiten Indonesia, Bapepam & LK dan Bursa Efek Indonesia.

The Corporate Secretary acts as a liaison officer between Astragraphia and Bapepam as well as the general public, and vice versa. The Corporate Secretary is tasked with: (i) monitoring the capital market developments, especially as regards capital market regulations in force; (ii) providing services to the general public as regards all information needed by investors related to Astragraphia's condition; (iii) providing input to the Board of Directors in order to comply with existing capital market regulations. The Corporate Secretary regularly takes part in Board of Directors' meetings as well as Board of Commissioners' meetings, and also takes minutes of these meetings. In carrying out these duties, the Corporate Secretary works together with the Finance and Accounting Department in ensuring that the transparent information is delivered on-time and accurate.

During 2008, the Corporate Secretary carried out several activities, including: facilitating the AGM and annual Public Expose on 9 May 2008 as well as the EGM on 20 August 2008; being a team member for designing of the Annual Report; having meetings with the capital market journalists carried out together with the Astra Group; providing explanations and giving information to external parties when needed; as well as taking part in seminars, workshops and meetings arranged by the Indonesian Issuers Association, the Capital Markets and Financial Institutions Board (Bapepam & LK) and the Indonesia Stock Exchange.

Sekretaris Perusahaan dijabat oleh Susy Herlina Widjaja, yang merangkap sebagai Kepala Departemen Legal & GCG. Beliau merupakan lulusan Fakultas Hukum Universitas Katolik Parahyangan. Sebelum bergabung dengan Astragraphia pada tahun 2001, menjabat sebagai Legal Officer di The Bank of Tokyo, Ltd. Kantor Jakarta dan Senior Associate dari Law Firm Rosetini Ibrahim & Partner.

The current Corporate is Secretary Susy Herlina Widjaja, who is also Head of the Legal and GCG Department. She graduated from the Faculty of Law at the Parahyangan Catholic University. Before joining Astragraphia in 2001, she was a Legal Officer at The Bank of Tokyo, Ltd., Jakarta Office and a Senior Associate at the Law Firm Rosetini Ibrahim & Partners.

## Informasi dan Data Perusahaan

### Corporate Information and Data

Sebagai wujud keterbukaan informasi, Astragraphia menyediakan informasi dan data perusahaan di kantor dan dapat diberikan kepada siapapun yang memerlukan dan memintanya. Informasi atau data perusahaan yang tersedia tersebut hanya sebatas informasi atau data yang boleh dan perlu diketahui oleh umum seperti Laporan Keuangan, Laporan Tahunan, Press Release, dan sebagainya.

Informasi tersebut dapat juga diakses melalui website Astragraphia maupun alat kantor pusat Astragraphia berikut ini:

As part of its commitment to transparency of information, Astragraphia provides corporate information and data at its office, and makes this available to whomsoever needs it or requests it. This corporate information and data is however only limited to information and data that is allowed and needs to be known by the general public including Financial Reports, Annual Reports and press releases, etc.

This information can also be accessed through the Astragraphia website or at the Astragraphia head office, the details of which are as follows:

#### PT Astra Graphia Tbk

Jalan Kramat Raya No. 43  
Jakarta 10450 – Indonesia  
Attn. Corporate Secretary

Tel : (021) 390 9190, 230 2460

Fax : (021) 390 9388, 390 9181

www.astragraphia.co.id



**Susy Herlina Widjaja**

Sekretaris Perusahaan  
Corporate Secretary

# Tanggung Jawab Sosial dan Lingkungan

Corporate Social Responsibility



Sejalan dengan program Astra Green Company dan Astra Friendly Company, Corporate Social Responsibility (CSR) merupakan aktivitas yang dilakukan Astragraphia secara terus menerus meliputi bidang-bidang yang terkait dengan para pemangku kepentingan (stakeholder). Dengan diterapkannya sistem manajemen terintegrasi dan CSR, Astragraphia mengharapkan masyarakat mengetahui bahwa Astragraphia sangat memperhatikan kualitas produk dan jasa yang dipasarkannya sekaligus merupakan perusahaan yang peduli dan ramah lingkungan.

Selama tahun 2008 Astragraphia telah mengeluarkan biaya untuk aktivitas CSR sekitar Rp 500 juta dan bila digabung dengan biaya Lingkar Puncak Prestasi sebagai penghargaan bagi karyawan berprestasi berjumlah sekitar Rp 1,5 milyar. Aktivitas yang terkait dengan CSR tersebut berkaitan dengan penggunaan produk ramah lingkungan, kepedulian pada lingkungan kerja atau masyarakat secara umum, dukungan kepada karyawan dalam kegiatan olah raga dan penghargaan atas prestasi kerja, serta penanaman rasa kebangsaan.

In line with the Astra Green Company and Astra Friendly Company programs, Corporate Social Responsibility (CSR) is an activity that is carried out by Astragraphia on a continuous basis covering areas that involve our Stakeholders. Through CSR and integrated management systems, Astragraphia expects the general public will recognize that Astragraphia pays highly close attention to the quality of products and services that it markets while at the same time being a company that cares about and is friendly towards the environment.

During the year of 2008, Astragraphia spent cost about Rp500 million on its CSR activities. And if the costs of the Top Performance Circle awards to high performing employees are included, then the total amount spent in fact comes to around Rp 1.5 billion. Activities related to CSR include using environmentally-friendly products, caring for the working environment as well as the general public, supporting of the employees in sports events and presenting work performance awards, and creating a greater sense of national pride.



### Ramah Lingkungan

Dalam kegiatan operasional sehari-hari Astragraphia mengutamakan barang-barang stationary seperti kertas, whiteboard marker yang dinyatakan oleh produsennya sebagai ramah lingkungan, dan penggunaan kertas daur ulang untuk laporan tahunan. Produk yang dipasarkan Astragraphia merupakan produk yang ramah lingkungan baik dari konsumsi energi yang dibutuhkan, maupun dari bahan pakai dan material pembuat produk tersebut. Saat ini salah satu komponen dari mesin yang dipasarkan telah menggunakan bahan yang terbuat dari ekstrak jagung.

Astragraphia juga menerapkan sistem manajemen product safety pada proses pemeliharaan mesin-mesin di pelanggan, yang bertujuan agar produk aman bagi pelanggan maupun bagi teknisi yang melakukan pemeliharaan mesin. Implementasi Upaya Pengelolaan Lingkungan (UKL) - Upaya Pemantauan Lingkungan (UPL) di Kantor Pusat adalah salah satu bentuk tanggung jawab sosial dan lingkungan perusahaan agar limbah domestik kantor memenuhi persyaratan yang ditetapkan Pemerintah Daerah sebelum masuk ke saluran umum.

Sementara itu, AGIT, subsidiary of Astragraphia, telah menjalani Sertifikasi AIRA (Astra Industrial Relations Assessment) yang dilakukan Astra. AGIT memperoleh nilai tertinggi, yaitu status "Cerah" pada audit yang mencakup Business Strategy, Organization, People, Standard dan Networking di bidang HR, Industrial/ Employee Relation & Ketenagakerjaan ini.

### Environmentally-Friendly

In its daily operational activities, Astragraphia puts a preference on using stationary such as paper and whiteboard markers that were claimed by the manufacturers as environmentally-friendly products, including using recycled paper for this annual report. Products marketed by Astragraphia are environmentally-friendly both in terms of energy consumption needed as well as the materials used to manufacture these products. Currently, one of the components of machines marketed already uses materials made from corn extract.

Astragraphia also applies a product safety management system in providing the maintenance service of customers' machines, aimed to ensure that the products are safe for customers as well as to the technicians carrying out maintenance service of the machines. The implementation of Environmental Management Efforts (UKL) and Environmental Monitoring Efforts (UPL) at the headquarters is one example of the Company's corporate social responsibility so that office waste fully conforms with the regulations issued by Regional Governments before being allowed to enter public facilities.

Meanwhile, AGIT, the subsidiary of Astragraphia, has already applied the AIRA (Astra Industrial Relations Assessment) certification, carried out by Astra. AGIT obtained high score and was classified with a "Bright" rating in the audit that covered Business Strategy, Organization, People, Standards and Networking in Human Resources, and Industrial/ Employee Relations & Manpower Affairs.

### Go Green With Astra

Program Go Green With Astra merupakan wujud kepedulian Astra Group terhadap lingkungan hidup. Program ini mencanangkan bahwa setiap karyawan menanam satu pohon dan Astragraphia telah merealisasikan penanaman lebih dari 1000 pohon pada program ini. Penanaman dilakukan di kantor pusat Astragraphia, kantor cabang dan melanjutkan kerjasama penanaman dan pemeliharaan pohon lindung di Kota Kupang bekerja sama dengan Pemerhati Lingkungan Hidup setempat yang sudah dimulai sejak tahun 2007.

Unit usaha AGIT juga berpartisipasi dalam program "Go Green with Astra" ini dengan mengadakan tanam pohon bersama, beberapa diantaranya dilaksanakan di lahan terbuka yang menjadi area parkir di mana AGIT berkantor.

### Love Earth Action Fuji Xerox (Leaf<sup>x</sup>)

Program Leaf<sup>x</sup> dilaksanakan antara 5 Juni – 30 September 2008. Aktivitas yang dilakukan meliputi kampanye hemat energi dalam bentuk menyalakan billboard Fuji Xerox di gedung Astragraphia hanya 2 jam per malam, memadamkan sebagian atau seluruh lampu selama 1 jam secara bersama-sama di rumah masing-masing karyawan setiap Sabtu malam, mematikan AC kantor setelah pk 17.30 pada hari kerja dan tidak menyediakan fasilitas AC di kantor pada hari Sabtu untuk karyawan yang bekerja over-time, gerakan hemat air bersih, penanaman pohon, baik dilakukan di lingkungan perusahaan maupun untuk dilaksanakan di tempat tinggal karyawan. Program ini diikuti oleh Fuji Xerox Group dan Astragraphia yang merupakan mitra Fuji Xerox di Indonesia. Astragraphia mendapat penghargaan 'Leaf<sup>x</sup> Campaign Award' dari Fuji Xerox Jepang untuk kategori 'the largest number of events and promotion of the Leaf<sup>x</sup> Campaign'. Untuk kategori 'the largest number of events and promotion of the Leaf<sup>x</sup> Campaign'.

### Go Green With Astra

The "Go Green with Astra" program is one of the Astra Group's interests for the environment. This program has targeted that each employee will plant one tree and so far Astragraphia employees have already planted more than 1,000 trees through this program. The planting has been carried out at Astragraphia's head office and branches, and has also been followed up with the planting of shelter trees in the city of Kupang in cooperation with the local Caring for the Environment organization since 2007.

AGIT, the subsidiary also participated in this "Go Green with Astra" program by planting trees on open field around the parking areas where AGIT has offices.

### Love Earth Action Fuji Xerox (Leaf<sup>x</sup>)

The Leaf<sup>x</sup> program was carried out from 5 June to 30 September 2008. The activities were related to energy saving campaigns and included: turning on the electronic Fuji Xerox billboard at the Astragraphia office for only two hours every night; turning off part of or all lights for one hour at the same time every Saturday night at employees' homes; turning off air conditioners in offices at 5.30pm every working day; not turning on air conditioners in offices on Saturdays for employees working overtime; economizing as regards the use of clean water; and planting of trees in areas where the Company locates as well as at employees' homes. This program was participated by the Fuji Xerox Group and Astragraphia, which is Fuji Xerox's partner in Indonesia. Astragraphia received a 'Leaf<sup>x</sup> Campaign Award' from Xerox Japan for 'the largest number of events and promotion of the Leaf<sup>x</sup> Campaign' category.



### Competence Aid Program (CAP)

Program pendidikan peningkatan keterampilan teknologi informasi selama 3 bulan yang diberikan secara cuma-cuma bagi mahasiswa tingkat akhir atau sarjana baru dalam bidang komputer yang berasal dari masyarakat golongan ekonomi lemah. Selama belajar para peserta dapat memanfaatkan fasilitas dan peralatan yang dimiliki Astragraphia. Program ini telah diikuti 140 peserta sejak tahun 2000 sampai 2008, pada tahun 2008 diikuti 23 peserta.

### Donasi bagi Masyarakat di Sekitar Perusahaan

Astragraphia melakukan kegiatan rutin pemberian donasi bagi masyarakat sekitar perusahaan dalam bentuk uang dan barang sesuai dengan yang dibutuhkan. Kegiatan tersebut antara lain pada setiap perayaan hari besar keagamaan seperti Idul Fitri, Idul Adha dan Hari Natal, karyawan Astragraphia secara sukarela mengumpulkan uang dan barang untuk diberikan kepada masyarakat yang membutuhkan, terutama panti-panti asuhan. Astragraphia, bekerja sama dengan PMI DKI Jakarta, juga melakukan kegiatan Donor Darah yang melibatkan karyawan Astragraphia setiap tiga bulan, diikuti oleh rata-rata 55 orang per periode.

### Competence Aid Program (CAP)

This Information Technology (IT) skill training program, called the Competence Aid Program (CAP), lasts for three months and is provided free of charge to senior students or fresh graduates in computer studies who come from low-income families. While taking part in the program, students may use of facilities and equipment belonging to Astragraphia. Since this program began in 2000, a total of 140 people have taken part, including 23 students in 2008.

### Donations for the General Public Where the Company Works

Astragraphia regularly makes donations to members of the general public living in the areas surrounding of the company both in cash as well as in goods, in line with their needs. These activities are carried out on several occasions, including religious holidays such as Idul Fitri (Islamic feast days at the end of the fasting month), Idul Adha (Islamic Day of Sacrifice) and Christmas Day. Astragraphia employees voluntarily collect the money and goods to help those in need, especially orphans. In addition, Astragraphia employees also take part in Blood Donor activities in cooperation with the Jakarta branch of the Indonesia Red Cross (PMI) every three months, with an average of 55 employees donating blood on each occasion.

### Dukungan dan Penghargaan Pada Karyawan Support and Appreciation of Employees

Beberapa aktivitas yang ditujukan untuk karyawan Astragraphia diantaranya employee & family gathering dan pertandingan olahraga pada hari ulang tahun Astragraphia, pemberian penghargaan bagi sekitar 30 karyawan dalam program Lingkar Puncak Prestasi, mengajak serta karyawan dan keluarganya untuk melakukan aktivitas hemat energi, hemat air dan menanam pohon di tempat tinggal masing-masing.

### Cinta Tanah Air

Sebagai warga negara yang baik karyawan Astragraphia melakukan upacara peringatan Hari Ulang Tahun Kemerdekaan republik Indonesia pada tanggal 17 Agustus 2008. Dari sudut kepatuhan membayar pajak, pada tahun 2008 Astragraphia termasuk perusahaan yang mendapat penghargaan sebagai Pelopor dan Panutan Pembayaran Pajak Bumi dan Bangunan Sebelum Jatuh Tempo dari Walikota Jakarta Pusat, dan memfasilitasi seluruh karyawan Astragraphia untuk memiliki NPWP atas nama pribadi.

There are several activities aimed at supporting and showing appreciation to Astragraphia employees. These include: employee & family gatherings and sporting events on Astragraphia's birthday; presenting awards to around 30 employees through the Top Performance Circle program; and encouraging employees as well as their families to take part in energy saving, water saving and tree planting activities at their homes.

### Love for Indonesia

As good citizens, Astragraphia employees took part in celebrating the Republic of Indonesia's Independence Day on 17 August 2008. As regards complying with tax payment regulations, in 2008 Astragraphia was one of the companies that received an award as a Pioneer and Role Model for the Payment of Land and Building Taxes Before Due from the Mayor of Central Jakarta. In addition in 2008, the Company facilitated all Astragraphia employees to have personal tax numbers (NPWP).

# Laporan Pelaksanaan Kegiatan Komite Audit

## Audit Committee Activities Report

Komite Audit PT Astra Graphia Tbk (Astragraphia) dengan keanggotaan yang baru telah ditetapkan oleh Dewan Komisaris dan berfungsi efektif sejak bulan Mei 2008, dengan demikian Laporan ini mencakup kegiatan Komite sejak Mei 2008. Keanggotaan Komite Audit seluruhnya berasal dari pihak yang independen dan memenuhi kualifikasi yang ditentukan oleh Bapepam. Anggota Komite yang merupakan Komisaris Independen bertindak sebagai Ketua.

Sepanjang tahun 2008 Komite Audit telah mengadakan pertemuan sebanyak 8 (delapan) kali dengan tingkat kehadiran 100%. Pertemuan-pertemuan tersebut adalah dengan Dewan Komisaris (dua kali), Direksi dan Manajemen (tiga kali), Sekretaris Perusahaan (satu kali), Internal Auditor (tiga kali) dan Eksternal Auditor (dua kali).

Sesuai dengan Pedoman Kerja Komite Audit Astragraphia, fungsi utama Komite adalah membantu Dewan Komisaris dalam memenuhi tanggung jawab pemantauan (oversight) dalam rangka:

1. Meningkatkan kualitas laporan keuangan.
2. Memonitor pelaksanaan sistem pengendalian pengelolaan usaha untuk meminimalisasi kemungkinan terjadinya salah kelola.
3. Meningkatkan efektifitas Internal Audit maupun Eksternal Auditor; dan.
4. Mengidentifikasi hal-hal yang memerlukan perhatian Dewan Komisaris.

Komite Audit telah menelaah dan mendiskusikan laporan keuangan tengah tahunan dengan Manajemen, serta laporan keuangan tahunan auditan dengan Manajemen dan Eksternal Auditor. Diskusi tersebut antara lain membahas mengenai (a) koreksi dan rekomendasi yang diusulkan oleh Eksternal Auditor sebagai hasil pemeriksaan atas laporan keuangan 2008 serta ketaatan terhadap Pernyataan Standar Akuntansi Keuangan (PSAK) dan Aturan Bapepam yang relevan, serta (b) dampak akuisisi PT Astra Graphia Information Technology (PT AGIT) dan pemberlakuan PSAK baru terhadap laporan keuangan Astragraphia.

New members of the Audit Committee of PT Astra Graphia Tbk (Astragraphia) were appointed by the Board of Commissioners in May 2008 and functioned effective as of this date. Therefore, this Report covers the activities of the Committee since May 2008. All members of the Audit Committee are from independent parties and meet qualifications determined by the Capital Market Supervisory Board (Bapepam). The Chairman of the Committee is the Independent Commissioner of the Company.

During the reporting year of 2008, the Audit Committee held eight (8) meetings, with an attendance record of 100%. Meetings were held with the Board of Commissioners (twice), the Board of Directors and Management (three times), the Corporate Secretary (once), the Internal Auditor (three times) and the External Auditor (twice).

In line with the Astragraphia Audit Committee Charter, the main functions of the Committee are to assist the Board of Commissioners in fulfilling its oversight responsibility, as follows:

1. Enhancing the quality of financial reporting.
2. Monitoring the application of the business administration control system in order to minimize the possibility of wrongdoing.
3. Increasing the effectiveness of the Internal Audit as well as that of the External Auditor; and.
4. Identifying matters that require the attention of the Board of Commissioners.

The Audit Committee has already scrutinized and discussed the mid-year financial report with Management as well as the audited financial statement with Management and the External Auditor. These discussions included: (a) corrections and recommendations proposed by the External Auditor as the result of its investigation into the 2008 financial statement with regard to compliance with the Statement of Financial Accounting Standards (SFAS) and relevant Bapepam Regulations; and (b) the effects of the acquisition of PT Astra Graphia Information Technology (PT AGIT) and the implementation of new SFAS on Astragraphia's financial statements.

Komite Audit mendorong Manajemen untuk terus meningkatkan keterbukaan informasi sesuai PSAK dan aturan Bapepam.

Komite Audit telah membahas program kerja Internal Audit serta mendiskusikan temuan-temuan utama Internal Audit dengan Manajemen. Komite Audit mendukung upaya manajemen untuk pemberdayaan fungsi Internal Audit, yang antara lain dapat dilaksanakan dengan pengembangan piagam Internal Audit yang konsisten dengan aturan Bapepam dan prinsip Good Corporate Governance, serta peningkatan kuantitas dan kualitas sumber daya manusia di fungsi tersebut. Komite Audit juga mendorong agar sistem pengendalian internal berdasarkan kerangka COSO (The Committee of Sponsoring Organizations of the Treadway Commission) serta manajemen risiko mengaplikasikan prinsip kehati-hatian, dengan meningkatnya gejolak perekonomian global dewasa ini.

Komite Audit berpandangan bahwa Eksternal Auditor cukup profesional dalam melaksanakan audit, independen dan obyektif dalam melaksanakan pekerjaannya serta terbuka dalam mendiskusikan masalah yang terkait dengan pelaksanaan audit atau aplikasi standar akuntansi keuangan. Komite Audit juga telah mendengar penjelasan dari Manajemen bahwa Astragraphia telah mentaati aturan/perundangan yang relevan bagi Astragraphia.

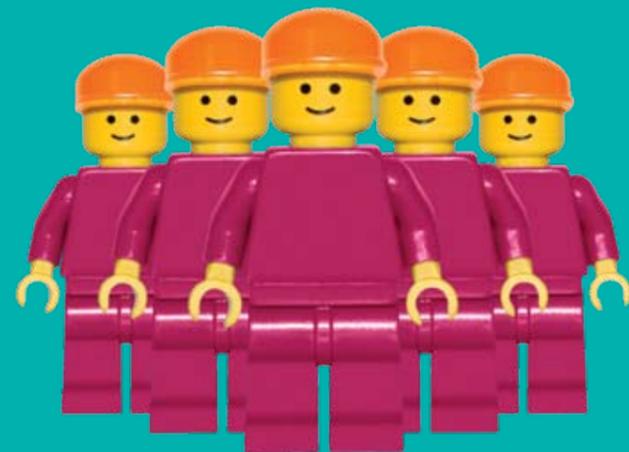
The Audit Committee urges Management to continue to improve information transparency in line with SFAS and Bapepam regulations.

The Audit Committee has already reviewed the audit programs of the Internal Audit as well as discussed the major findings of the Internal Audit with Management. The Audit Committee supports management's effort to empower the functions of the Internal Audit, including developing the charter of the Internal Audit to be consistent with Bapepam regulations and the principles of Good Corporate Governance, as well as increasing the quantity and quality of human resources in this function. The Audit Committee advocates the Company's internal control system being based on the framework of COSO (The Committee of Sponsoring Organizations of the Treadway Commission) as well as risk management applying the prudent principle in view of current global economic fluctuations.

The Audit Committee is of the opinion that the External Auditor is sufficiently professional in carrying out its audit, as well as being independent and objective in carrying out its work, in addition to being open to discuss matters related to carrying out the audit or the application of financial accounting standards. The Audit Committee has also listened to explanations from Management related to Astragraphia having already complied with regulations and legislation relevant to Astragraphia.

# Informasi Perusahaan

## Corporate Information



## Profil Dewan Komisaris

### Board of Commissioners' Profile



**Angky Utarya  
Tisnadsastra**  
Presiden Komisaris  
President Commissioner

Warga Negara Indonesia, menjabat sebagai Presiden Komisaris Astragraphia pada bulan Mei 2008. Menyelesaikan pendidikan di Fakultas Ekonomi Universitas Indonesia. Mulai bergabung di Astra Group pada tahun 1982, dan memegang jabatan di berbagai unit bisnis infrastruktur dan keuangan. Beliau juga menjabat sebagai Direktur PT Astra International Tbk sejak tahun 2008 dan Presiden Direktur PT Astratel Nusantara dan PT Intertel Nusaperdana sejak tahun 2005, di samping menjabat sebagai anggota Dewan Komisaris di beberapa perusahaan dalam Astra Group, di antaranya di PT Astra Sedaya Finance, PT PAM Lyonnaise Jaya dan PT Marga Mandalasakti.

Indonesian citizen, appointed as President Commissioner of Astragraphia in May 2008. He completed his education at the Faculty of Economics at the University of Indonesia. He joined the Astra Group in 1982, and serving in a various services at a number of infrastructure and financial business units. He also serves as a Director of PT Astra International Tbk in 2008 as well as President Director of PT Astratel Nusantara and PT Intertel Nusaperdana in 2005, besides serving as a member of the Board of Commissioners at several companies in the Astra Group, including PT Astra Sedaya Finance, PT PAM Lyonnaise Jaya and PT Marga Mandalasakti.



### Gunawan Geniusahardja

Komisaris  
Commissioner

Warga Negara Indonesia, menjabat sebagai Komisaris Astragraphia pada bulan Mei 2008. Menyelesaikan pendidikan di Universitas Kristen Indonesia. Mulai bergabung di Astra Group pada tahun 1981 dan memegang jabatan di berbagai unit bisnis jasa keuangan dan perbankan. Beliau juga menjabat sebagai Direktur PT Astra International Tbk sejak tahun 2001, di samping menjabat sebagai anggota Dewan Komisaris di beberapa perusahaan dalam Astra Group, di antaranya PT Toyota Astra Motor, PT Astra Sedaya Finance, PT Astra Mitra Ventura, PT Federal International Finance, PT Asuransi Astra Buana, PT Bank Permata Tbk dan PT Astra Agro Lestari Tbk.

Indonesian citizen, appointed as a Commissioner of Astragraphia in May 2008. He completed his education at the Christian University of Indonesia. He joined the Astra Group in 1981 and serving in various services at a number of financial services and banking business units. He also serves as a Director of PT Astra International Tbk in 2001, as well as serving as a member of the Board of Commissioners at several companies in the Astra Group, including PT Toyota Astra Motor, PT Astra Sedaya Finance, PT Astra Mitra Ventura, PT Federal International Finance, PT Asuransi Astra Buana, PT Bank Permata Tbk and PT Astra Agro Lestari Tbk.



### Buyung Syamsudin

Komisaris Independen  
Independent Commissioner

Warga Negara Indonesia, menjabat sebagai Komisaris Independen merangkap sebagai Ketua Komite Audit Astragraphia pada bulan Mei 2008. Menyelesaikan pendidikan di Universitas Indonesia, Fakultas Ekonomi. Menjabat sebagai Komisaris Independen Perseroan sejak Mei 2008. Mulai berkarir di Citibank N.A. dan Bank Multicor sebelum bergabung di Astra Group pada tahun 1988 dan memegang jabatan di unit bisnis jasa keuangan. Beliau pernah menjabat sebagai anggota Direksi dan anggota Dewan Komisaris di beberapa perusahaan dalam Astra Group, terakhir sebagai anggota Direksi di PT Astratel Nusantara. Saat ini beliau juga menjabat sebagai Ketua Komite Audit di PT Serasi Autoraya.

Indonesian citizen, appointed as an Independent Commissioner of Astragraphia as well as Chairman of the Company's Audit Committee in May 2008. Completed his education at the Faculty of Economics at the University of Indonesia. He was appointed as the Company's Independent Commissioner in May 2008. He began his career at Citibank N.A. and Bank Multicor before joining the Astra Group in 1988 and serving in financial services business units. He had served as a member of the Board of Directors and Board of Commissioners at several companies in the Astra Group, the latest of which was as a member of the Board of Directors at PT Astratel Nusantara. Currently he also serves as Chairman of the Audit Committee at PT Serasi Autoraya.

## Profil Direksi

### Board of Directors' Profile



### Lukito Dewandaya

Presiden Direktur  
President Director

Warga Negara Indonesia, menjabat sebagai Presiden Direktur Astragraphia sejak tahun 1999. Menyelesaikan pendidikan di Institut Bisnis dan Manajemen Indonesia, Master of Business Administration. Karirnya dimulai sebagai auditor di kantor Akuntan Publik SGV Utomo sebelum bergabung di Grup Astra sejak tahun 1977 dan memegang jabatan di berbagai unit bisnis, termasuk alat-alat berat, jasa keuangan dan perbankan. Beliau bertanggung jawab penuh atas seluruh kegiatan Perseroan, dan secara khusus membawahi kegiatan Kontrol Internal, Corporate Secretary & Legal dan HRD. Beliau juga menjabat sebagai Presiden Komisaris di PT Astra Graphia Information Technology, anak perusahaan Astragraphia.

Indonesian citizen, appointed as President Director of Astragraphia in 1999. He completed his education at the Indonesian Institute of Business and Management a Master of Business Administration degree. He began his career as an auditor at the public account's office of SGV Utomo before joining the Astra Group in 1977 and serving in various positions at a number of business units, including heavy equipment, financial services and banking. He fully responsible to the whole Company's activities, and particularly supervising of the Internal Control, Corporate Secretary & Legal and HRD activities. He also serves as President Commissioner of PT Astra Graphia Information Technology, a subsidiary of Astragraphia.



### Hertanto Mangkusasono

Wakil Presiden Direktur  
Vice President Director

Warga Negara Indonesia, menjabat sebagai Wakil Presiden Direktur sejak tahun 1999. Menyelesaikan pendidikan di Fakultas Ekonomi Perusahaan, Universitas Katolik Parahyangan. Bergabung dengan Perseroan sejak tahun 1979 dan kemudian berturut-turut dipromosikan sebagai Manajer Cabang, Manajer Perencanaan Pemasaran, General Manager Pemasaran dan Operasi Cabang, sebelum diangkat menjadi Direktur pada tahun 1990. Beliau membawahi kegiatan operasional pada unit bisnis Document Solution. Beliau juga menjabat sebagai Komisaris di PT Astra Graphia Information Technology (anak perusahaan Astragraphia), dan sebagai Chairman dari Yayasan Fuji Xerox Asia Pacific – Astra Graphia, serta sebagai Anggota Dewan Pengawas ADMINKOM (Asosiasi Distributor Resmi Mesin Fotocopy Berwarna dan Multifungsi Berwarna).

Indonesian citizen, appointed as Vice President Director in 1999. He completed his education at the Faculty of Company Economics at the Parahyangan Catholic University. He joined the Company in 1979 and was subsequently promoted as Branch Manager, Manager of Marketing Planning, General Manager of Marketing and Branch Operations, prior appointed as Director in 1990. He is in charge of operational activities for the Document Solution business unit. He also serves as a Commissioner at PT Astra Graphia Information Technology (a subsidiary of Astragraphia), and as Chairman of the Fuji Xerox Asia Pacific – Astra Graphia Foundation, and as a Members of the Supervisory Board Oversight Council of ADMINKOM (the Authorized Distributors Association for Color Copier and Color Multifunction).

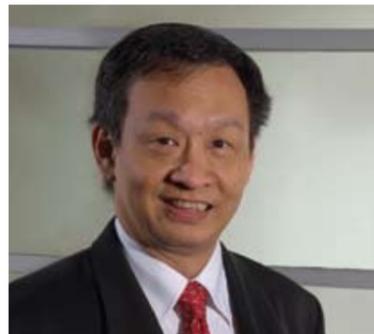


**Satyo Lumaksono  
Hadisaputro**

Direktur  
Director

Warga Negara Indonesia, menjabat sebagai Direktur Astragraphia pada tahun 2005. Menyelesaikan pendidikannya di Institut Teknologi Bandung. Mulai bergabung dengan Perseroan sejak tahun 1981, dengan jabatan akhir sebagai Chief of Supply Chain and Information Management sebelum diangkat menjadi Direktur. Beliau membawahi kegiatan operasional pada unit bisnis Information Technology Solution. Beliau juga menjabat sebagai Presiden Direktur PT Astra Graphia Information Technology, anak perusahaan Astragraphia dan sebagai Vice Chairman dari Yayasan Fuji Xerox Asia Pacific – Astra Graphia.

Indonesian citizen, appointed as a Director of Astragraphia in 2005. He completed his education at the Bandung Institute of Technology. He joined the Company in 1981, with latest position as Chief of Supply Chain and Information Management prior appointed as a Director. He is in charge of all operational activities for the Information Technology Solution business unit. He also serves as President Director of PT Astra Graphia Information Technology, a subsidiary of Astragraphia, and as Vice Chairman of the Fuji Xerox Asia Pacific – Astra Graphia Foundation.



**Yusuf Darwin Salim**

Direktur  
Director

Warga negara Indonesia, menjabat sebagai Direktur pada tahun 2007. Meraih IT Bachelor di bidang telekomunikasi dan MBA. Memulai karir di Astra Group pada tahun 1974 di Xerox Division yang menjadi cikal bakal berdirinya Astragraphia sebagai Xerox Engineer, kemudian manajer Customer Service di divisi komputer. Pada tahun 1991 ditempatkan sebagai Regional Technical Manager di Fuji Xerox Asia Pacific, Singapura. Sejak itu karirnya dilanjutkan di Fuji Xerox Group, antara lain di FX Australia, FX Asia Pacific, Xerox Corporation USA dan sejak tahun 2001 di FX Asia Pacific di Singapura sebagai GM Information Management (CIO) sebelum diangkat sebagai Direktur Astragraphia. Beliau membawahi Information Management, Business Development dan Management & Organization Development. Beliau juga menjabat sebagai Direktur di PT Astra Graphia Information Technology (anak perusahaan Astragraphia) yang membawahi System, Solution dan Services.

Indonesian citizen, appointed as a Director of the Company in 2007. He has an IT Bachelor's degree in telecommunications and an MBA. He began his career at the Astra Group in 1974 at the Xerox Division which then became Astragraphia as a Xerox Engineer, then Manager of Customer Service in the computer division. In 1991, he was assigned as Regional Technical Manager at Fuji Xerox Asia Pacific, Singapore. Thereafter his career was continued at the Fuji Xerox Group, among others at FX Australia, FX Asia Pacific, the Xerox Corporation USA and since 2001 at FX Asia Pacific in Singapore as GM Information Management (CIO) before being appointed as a Director of Astragraphia in 2007. He is in charge of Information Management, Business Development and Management & Organization Development. He also serves as a Director at PT Astra Graphia Information Technology (a subsidiary of Astragraphia) in charge of System, Solution and Services.



**Diana Makmur**

Direktur  
Director

Warga Negara Indonesia, menjabat sebagai Direktur Astragraphia pada bulan Mei 2008. Menyelesaikan pendidikan di Fakultas Ekonomi Perusahaan, Universitas Katolik Parahyangan. Bergabung dengan Astra Group sejak tahun 1982, yaitu pada PT United Tractors Tbk. dengan jabatan terakhir sebagai Finance Division Head, selain menjabat sebagai Komisaris di PT United Tractors Pandu Engineering, PT Bina Pertiwi dan PT Multi Prima Universal, ketiganya anak perusahaan dari PT United Tractors Tbk., sebelum diangkat menjadi Direktur Astragraphia. Beliau membawahi Finance & Accounting, Investors Relation and Supply Chain Management. Beliau juga menjabat sebagai Komisaris di PT Astra Graphia Information Technology, anak perusahaan Astragraphia.

Indonesian citizen, appointed as a Director of Astragraphia in May 2008. She completed her education at the Faculty of Company Economics at the Parahyangan Catholic University. She joined the Astra Group in 1982, at PT United Tractors Tbk., with the latest position as Finance Division Head, besides serving as a Commissioner at PT United Tractors Pandu Engineering, PT Bina Pertiwi and PT Multi Prima Universal, all are subsidiary companies of PT United Tractors Tbk., prior appointed as a Director of Astragraphia. She is in charge of Finance & Accounting, Investor Relations and Supply Chain Management. She also serves as a Commissioner at PT Astra Graphia Information Technology, a subsidiary of Astragraphia.

## Profil Komite Audit

### Audit Committee's Profile



**Buyung Syamsudin**

Ketua  
Chairman

Warga Negara Indonesia, menjabat sebagai Komisaris Independen merangkap sebagai Ketua Komite Audit Astragraphia pada bulan Mei 2008. Menyelesaikan pendidikan di Universitas Indonesia, Fakultas Ekonomi. Menjabat sebagai Komisaris Independen Perseroan sejak Mei 2008. Mulai berkarir di Citibank N.A. dan Bank Multicor sebelum bergabung di Astra Group pada tahun 1988 dan memegang jabatan di unit bisnis jasa keuangan. Beliau pernah menjabat sebagai anggota Direksi dan anggota Dewan Komisaris di beberapa perusahaan dalam Astra Group, terakhir sebagai anggota Direksi di PT Astratel Nusantara. Saat ini beliau juga menjabat sebagai Ketua Komite Audit di PT Serasi Autoraya.

Indonesian citizen, appointed as an Independent Commissioner of Astragraphia as well as Chairman of the Company's Audit Committee in May 2008. Completed his education at the Faculty of Economics at the University of Indonesia. He was appointed as the Company's Independent Commissioner in May 2008. He began his career at Citibank N.A. and Bank Multicor before joining the Astra Group in 1988 and serving in financial services business units. He had served as a member of the Board of Directors and Board of Commissioners at several companies in the Astra Group, the latest of which was as a member of the Board of Directors at PT Astratel Nusantara. Currently he also serves as Chairman of the Audit Committee at PT Serasi Autoraya.



**Sidharta Utama**

Anggota  
Member

Warga Negara Indonesia, menjabat sebagai anggota Komite Audit Astragraphia sejak Mei 2008. Menyelesaikan pendidikan sarjana bidang Akuntansi di Fakultas Ekonomi Universitas Indonesia (tahun 1987), MBA bidang Keuangan dan Sistem Informasi dari Indiana University (tahun 1990), dan Doktor di bidang Akuntansi dari Texas A&M University (tahun 1996). Memperoleh sertifikasi CFA dari Chartered Financial Analyst Institute pada tahun 1999. Saat ini beliau juga menjabat sebagai guru besar tetap di Fakultas Ekonomi Universitas Indonesia, Wakil Dekan bidang Akademik Fakultas Ekonomi Universitas Indonesia, Ketua Pengurus Indonesian Institute for Corporate Directorship, serta anggota Dewan Standar Akuntansi Keuangan, Ikatan Akuntan Indonesia.

Indonesian citizen, appointed as a Member of the Audit Committee of Astragraphia in May 2008. Completed his education with a bachelor's degree in Accountancy at the Faculty of Economics at the University of Indonesia (1987), a MBA in Financial and Systems Information from Indiana University, USA (1990), and a Doctorate in Accountancy from Texas A&M University, USA (1996). He obtained his CFA certification from the Chartered Financial Analysts Institute in 1999. At that time he was also appointed as a senior lecturer at the Faculty of Economics at the University of Indonesia, Assistant Dean for the Academics Division of the Faculty of Economics at the University of Indonesia, Managing Chairman of the Indonesian Institute for Corporate Directorship, as well as a members of the Accountants Financial Standard Council and the Indonesian Association of Accountants.



**Lindawati Gani**

Anggota  
Member

Warga Negara Indonesia, menjabat sebagai Anggota Komite Audit Astragraphia sejak Mei 2008. Beliau menyelesaikan pendidikannya di Fakultas Ekonomi, Universitas Indonesia, Doctor of Philosophy di bidang Akuntansi Manajemen. Karirnya dimulai sejak tahun 1987 sebagai auditor dan dosen di Fakultas Ekonomi Universitas Indonesia. Beliau pernah menjabat sebagai staf ahli di Pusat Data Bisnis Indonesia pada tahun 1996 – 1998. Sejak tahun 2003 menjabat sebagai Wakil Ketua Program Magister Akuntansi Fakultas Ekonomi Universitas Indonesia. Pada tahun 2006, diangkat sebagai anggota Dekan Pengujian Certified Professional Management Accountant (CPMA) Indonesia. Sejak tahun 2008 diangkat menjadi Ketua Program Magister Akuntansi dan Pendidikan Profesi Akuntansi Fakultas Ekonomi Universitas Indonesia.

Indonesian citizen, appointed as a Member of the Audit Committee of Astragraphia in May 2008. She completed her Doctor of Philosophy in Management Accounting at Faculty of Economics and Business, Universitas Indonesia She began her career in 1987 as an auditor and a lecturer at the Faculty of Economics at the Universitas Indonesia. She was appointed as an expert member of staff at the Bisnis Indonesia newspaper data center from 1996 to 1998. In 2003, she was appointed as Deputy Chairperson of the Accountancy Master's Program at the Faculty of Economics, Universitas Indonesia. In 2006, she was appointed as a member of the Board of Examiners for the Indonesian Certified Professional Management Accountants (CPMA) and Professional Accountants' Education at the Faculty of Economics at the Universitas Indonesia.

# Struktur Organisasi

## Organizational Structure



- H : Head (eq. Dept. Head)
- C : Chief (Used for Support Function)
- CE : Chief Executive (Used for Operational Function)
- CEO : Chief Executive Officer
- COO : Chief Operating Officer
- CFO : Chief Financial Officer
- CIO : Chief Information Officer
- Dir : Director
- DIC : Director in Charge
- VPD : Vice President Director
- PD : President Director
- Com : Commissioner
- PC : President Commissioner
- IC : Independent Commissioner

# Kantor Cabang dan Titik Layan

## Branch Offices and Service Points



### HEAD OFFICE

Jl. Kramat Raya, No. 43  
Jakarta Pusat 10450

Tel : (021) 390 9444 - 390 9190  
314 5925 - 230 2429 / 60

Fax : (021) 390 9181 - 390 9388

### Branch Office & Service Points

#### JAKARTA MA

Jl. Kramat Raya, No. 43  
Jakarta Pusat 10450

Tel : (021) 392 5966

Fax : (021) 3192 7646

#### JAKARTA I

Jl. Kramat Raya, No. 43  
Jakarta Pusat 10450

Tel : (021) 392 5977

Fax : (021) 3192 7601

#### JAKARTA II

Jl. Kramat Raya, No. 43  
Jakarta Pusat 10450

Tel : (021) 230 4969

Fax : (021) 230 4968

#### JAKARTA III

Jl. Kramat Raya, No. 43  
Jakarta Pusat 10450

Tel : (021) 392 5966

Fax : (021) 31927654

#### JAKARTA IV

Graha Simatupang Tower 1D, 1st & 10th  
Jl. Letjend TB Simatupang Kav. 38  
Jakarta 12540

Tel : (021) 7829182 ; 7829177

Fax : (021) 7829181

#### BOGOR

Jl. Bangbarung Raya No. 85  
Bogor Boulevard Villa  
Bandar Jati - Bogor 16152

Tel : (0251) 327708

Fax : (0251) 311334

#### JAKARTA V

Gedung Twink Lt.4  
Jl. Kapten Tendean No.82  
Mampang Prapatan - Jakarta 12110

Tel : (021) 791.82410 - 13

Fax : (021) 7918 2414

#### JAKARTA VI

Alun Graha, Suite 107  
Jl. Prof. Dr. Soepomo No. 233  
Jakarta 12870

Tel : (021) 828 2438

(021) 828 0891

Fax : (021) 828 0892

#### TANGERANG

Jl. Siswa, no. 23 - Sukarasa  
Tangerang 15111

Tel : (021) 5579 7053

(021) 552 6818

Fax : (021) 552 6491

#### CILEGON

Jl. Buyut Arman, no. 4  
Tegal Cabe - Citangkil  
Cilegon 42441

Tel : (0254) 383 106 - 391 215

Fax : (0254) 383 107

#### KARAWANG

Jl. Veteran no. 52  
Bekasi 17141

Tel : (021) 8895 6249

(021) 886 0761 - 886 0033

Fax : (021) 3192 7646

#### DEPO KARAWANG

Ruko Sedana no.21 Jln. Sedana Golf  
Pintu Toll Karawang Barat Desa Wadas  
Teluk Jambe - Karawang 41361

Tel : (0267) 644 441 - 643 093

Fax : (0267) 643 191

#### CIKARANG

Jl. Puspita X Blok O No.25  
Cikarang - Bekasi

Tel : (021) 8983 6885

Fax : (021) 884 1445

#### BANDUNG

Jl. Wastukencana, No. 25  
Bandung 40117

Tel : (022) 420 1032 - 420 4564

420 1033

Fax : (022) 423 7501

#### CIREBON

Jl. Satria Ujung No. 194 B  
Cirebon 45141

Tel : (0231) 239 760

#### TASIKMALAYA

Jl. Moch. Hatta No 181  
Tasikmalaya

Tel : (0265) 336 706

#### SEMARANG

Jl. S. Parman No. 53  
Semarang 50232

Tel : (024) 844 8880 - 844 8881

Fax : (024) 831 6066

#### SOLO

Jl. Mundu Raya No. 4  
Kerten - Surakarta

Tel : (0271) 721 685

Fax : (0271) 721 685

#### YOGYAKARTA

Jl. Balirejo No. 1/16 Timoho  
Yogyakarta

Tel : (0274) 582 016

Fax : (0274) 523 141

#### PURWOKERTO

Jl. Jatiwinangun  
Gg. Samiaji No.7

Purwokerto

Tel : (0281) 633 295

Fax : (0281) 633 295

#### TEGAL

Jl. Cendrawasih No. 88  
Randugunting, Tegal Selatan

Tel : (0283) 343362

#### SURABAYA

Jl. Kombes Pol. M. Duryat, No. 22  
Surabaya 60262

Tel : (031) 534 0175

(031) 548 2682

Fax : (031) 534 1210

#### KEDIRI

Perum. Mojoroto Indah R-31  
Kediri

Tel : (0354) 775 031

Fax : (0354) 775 031

#### MALANG

Jl.Candi Mendut Barat VI  
Blok C No. 15

Malang

Tel : (0341) 480167

#### JEMBER

Perum Gunung Batu Permai  
Blok GG - 41

Sumbersari - Jember 68121

Tel : (0331) 333 941

HP : 0812 323 8189

#### PASURUAN

Perum Batu Mas Candra Asri  
Blok D4 / No.8

Kasri, Pandaan - Pasuruan

Tel : (0343) 630 678

#### GRESIK

Jl. Martapura 36 Gresik  
Kota Baru - Gresik

Tel : (031) 393 0073

#### DENPASAR

Jl. Gatot Subroto Barat, No. 18  
Kerobokan

Denpasar 80361

Tel : (0361) 410 277

(0361) 433 709 - 432 734

Fax : (0361) 436 072

#### MATARAM / LOMBOK

Jl. Miru No.29

Cakra Negara Mataram - NTB

Tel : (0370) 626 165

#### KUPANG

Jl. Hati Mulia Gang II No. 9  
Oebobo Kupang - NTT

Tel : (0380) 833 726

#### BENETE

d/a PT Newmont Nusa Tenggara  
IS Dept. Ex Larisa , Town Site  
Sumbawa - NTB

Tel : 0812 382 6351

#### DILI

PT Astragraphia Dili  
Matadaouro - Vila Verde - Cai Coli

Dili - Timor Leste

Tel : (670) 723 4726

(670) 733 9221

#### MEDAN

Jl.Sisingamangaraja  
KM 6.5 No. 4

Medan

Tel : (061) 787 1000

Fax : (061) 788 2033

#### PEMATANG SIANTAR

Jl. Penyabungan No.13 D

Pematang Siantar

Tel : (0622) 27425

#### RANTAU PRAPAT

Jl. WR Supratman No. 122

Rantauprapat

Tel : (0624) 23760

#### BATAM

Bintang Industrial Park, No. 23-B

Jl. Yos Sudarso - Batu Ampar

Batam 29432

Tel : (0778) 412 173 - 412 363

Fax : (0778) 412 183

#### TANJUNG PINANG

Perum Bona Bintang Bestari

Jl. Kuantan Putri Ayu 3 Blok A No. 9

Tanjung Pinang 29113

Tel : (0771) 733 0266

#### PEKANBARU

Jl. Sisingamangaraja, No. 149

Pekanbaru 28142

Tel : (0761) 33519 - 47756

Fax : (0761) 23575

#### PANGKALAN KERINCI

Jl. Melur, No. 5

Pangkalan Kerinci

Tel : (0761) 493 639

#### DURI

Jl. Nusantara II, Duri

Tel : (0765) 598 167

#### PADANG

Jl. Beringin No. 53

Ulak Karang - Padang Utara

Tel : (0751) 787 8551

Fax : (0751) 445 488

#### PERAWANG

KPR I Jl. Dua Blok E/2 No. 80

Perawang

Tel : (0765) 91225

#### MUARA BUNGO

Jl. Sutan Thaha, No. 176

Muara Bungo 37214

Tel : (0747) 22215

#### PALEMBANG

Jl. Demang Lebar Daun No. 176

Palembang 30137

Tel : (0711) 355 100

Fax : (0711) 359077

#### JAMBI

Jl.Kepodang IV No. 42 RT.25 RW.22

Kel. Handil Jaya; Kec. Jelutung

Jambi

Tel : (0741) 41893

Fax : (0741) 41893

#### BANGKA

Jl. Jend. A. Yani No. 69

RT.001/RW.02 Rawa Bangun

Kec. Taman Sari

Pangkalpinang – Bangka

Tel : (0717) 423 501

Fax : (0717) 423 501

#### TANJUNG ENIM

Jl. Sidoharjo No. 924

Gereja Tengah - Talang Jawa

Tanjung Enim 31716

Tel : (0734) 451 552

Fax : (0734) 451 552

#### LAMPUNG

Jl. Nusa Indah No.22

Samping Kantor Lurah Kel.Enggal

Bandar Lampung

Tel : (0721) 250 866

#### BALIKPAPAN

Jl. Jend. Sudirman, No. 89

Balikpapan 76114

Tel : (0542) 733 307 - 7410 698

Fax : (0542) 731125

#### SAMARINDA

Jl.A.Wahab Syahrani Komp.Ratindo

No.A1 Rt.27 Rw.09 Kel. Air Hitam

Samarinda 75123

Tel : (0541) 777 7252 - 739 870

Fax : (0541) 777 7253

#### TARAKAN

Jl.Kenanga Rt.19 No.17

Kelurahan Karang Anyar

Tarakan

Tel : (0551) 22108

Fax : (0551) 22108

#### BERAU

Jl.Murjani 2 Pondok ALFA Indah No.20

Tanjung Redeb - Berau 77311

Tel : (0554) 202 7460

Fax : (0554) 202 7460

#### BONTANG

Jl.MH.Thamrin No.13 Rt.17

Bontang Utara

Kalimantan Timur

Tel : (0548

# Data Perseroan

## Corporate Data

**Nama Perusahaan :**

PT Astra Graphia Tbk

**Situs Resmi :**

www.astragraphia.co.id

**Hubungan Investor :**

Jl. Kramat Raya No.43  
Jakarta 10450 - Indonesia

**Modal :**

Modal Dasar : Rp 250.000.000.000  
terdiri dari 2.500.000.000 saham  
per Rp 100

**Simbol Saham :**

ASGR

**Pencatatan Saham :**

Bursa Efek Indonesia

**Biro Administrasi Efek :**

PT Blue Chip Mulia  
Gedung Bina Mulia I, Lt.4  
Jl. H.R Rasuna Said Kav. 1  
Jakarta 12590 - Indonesia  
Tel : (021) 520 1928 /1 983  
Fax : (021) 520 1924  
bcmjkt@pacific.net.id

**Kantor Akuntan Publik :**

Haryanto Sahari & Rekan  
Jl. H.R Rasuna Said Kav. X-7 No.6  
Jakarta 12940 - Indonesia  
P.O. Box 2473 JKP 10001  
Tel : (021) 520 2901  
Fax : (021) 5290 5555 / 5290 5050

**Tanggal Pendirian :**

31 Oktober 1975

**Keterangan RUPS :**

15 Mei 2009  
Room Narcissus - Mezzanine Floor  
Hotel Mulia Senayan  
Jl. Asia Afrika Senayan  
Jakarta – Indonesia

**Company Name :**

PT Astra Graphia Tbk

**Website :**

www.astragraphia.co.id

**Investor Relations :**

Jl. Kramat Raya No.43  
Jakarta 10450 - Indonesia

**Capital :**

Authorized Capital : Rp 250,000,000,000  
consist of 2,500,000,000 shares  
@ Rp 100

**Ticker Symbol :**

ASGR

**Share Listed :**

Indonesia Stock Exchange

**Share Registrar :**

PT Blue Chip Mulia  
Gedung Bina Mulia I, Lt.4  
Jl. H.R Rasuna Said Kav. 1  
Jakarta 12590 - Indonesia  
Tel : (021) 520 1928 /1 983  
Fax : (021) 520 1924  
bcmjkt@pacific.net.id

**Public Accountant :**

Haryanto Sahari & Rekan  
Jl. H.R Rasuna Said Kav. X-7 No.6  
Jakarta 12940 - Indonesia  
P.O. Box 2473 JKP 10001  
Tel : (021) 520 2901  
Fax : (021) 5290 5555 / 5290 5050

**Establishment Date :**

31 October 1975

**RUPS Information :**

15 May 2009  
Room Narcissus - Mezzanine Floor  
Hotel Mulia Senayan  
Jl. Asia Afrika Senayan  
Jakarta – Indonesia

Dewan Komisaris dan Direksi dengan ini menyatakan bertanggung jawab penuh atas kebenaran isi Laporan Tahunan yang ditandatangani pada bulan April 2009

The Board of Commissioners and the Board of Directors hereby declare to take full responsibility of the truth of the contents of this Annual Report signed on April 2009

### Dewan Komisaris Board of Commissioners

**Angky Utarya Tisnadisastra**

Presiden Komisaris  
President Commissioner

**Gunawan Geniusahardja**

Komisaris  
Commissioner

**Buyung Syamsudin**

Komisaris Independen  
Independent Commissioner

### Direksi Board of Directors

**Lukito Dewandaya**

Presiden Direktur  
President Director

**Hertanto Mangkusasono**

Wakil Presiden Direktur  
Vice President Director

**Satyo Lumaksono Hadisaputro**

Direktur  
Director

**Yusuf Darwin Salim**

Direktur  
Director

**Diana Makmur**

Direktur  
Director

# Laporan Keuangan

## Financial Statements

31 Desember 2008 dan 2007  
31 December 2008 and 2007

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