

| <b>H</b>    | UNIENIS   |       |
|-------------|---|-------|
| 5           | 리너지리너지?   |       |
|             |   |       |
|             |   |       |
|             | g Group Holdings Company Limited  |       |
| Environment | al, Social and Governance Report 2017                                       |       |
|             |   |       |
|             |   |       |
|             |   |       |
|             |   | Pages |
|             | erview  | 1     |
| 1.          | Purpose   | 1     |
|             | Scope of Report   | 1     |
|             | Basis of Preparation  | 1     |
| 2.          | Reporting Period  |       |
| ۷.          | Corporate Goals and Visions and ESG Management<br>Corporate Goals & Visions |       |
|             | ESG Management Structure  | 2     |
| 3.          | Material Areas and Aspects, and Key Performance Indicators                  | 3     |
| -           | A. Environmental  | 3     |
|             | A1. Emission and Waste  | 3     |
|             | A2. Use of Resources  | 5     |
|             | A3. Environment and Natural Resources                                       | 6     |
|             | B. Social   | 6     |
|             | B1. Employment and Labour Practices   | 6     |
|             | B2. Health and Safety   | 7     |
|             | B3. Development and Training  | 8     |
|             | B4. Labour Standards  | 9     |
|             | B5. Supply Chain Management<br>B6. Product Responsibility                   | 9     |
|             | B7. Anti-Corruption   | 12    |
|             | B8. Community Investment  | 12    |
|             |   |       |
|             |   |       |
|             |   |       |
|             |   |       |



# ROYAL CATERING GROUP HOLDINGS COMPANY LIMITED (8300)

(hereinafter "RCG" or the "Group")

# **OVERVIEW**

# 1. Purpose

This "Environmental, Social and Governance Report" sets out the Group's vision, policies and measures and reports its performance regarding environmental, and social issues for internal assessment and management control and communicating to the internal and external stakeholders.

## Scope of Report

The Group's principal business is provision of casual dinning food catering services and its operation has all been based in Hong Kong. This report covers the Group's head office in Kowloon, a centralized warehouse in Tsing Yi, and five restaurants, four of which are operating at the Hong Kong International Airport and one in Kowloon City, Hong Kong.

## **Basis of Preparation**

This report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the "**Guide**" or the "**ESG Guide**") under Appendix 20 of the Rules Governing the Listing of Securities on the Growth Enterprise market of The Stock Exchange of Hong Kong Limited issued by the Stock Exchange of Hong Kong Limited (the "**HKEX**"). The content of this report includes two subject areas, being Area A – ENVIRONMENTAL and Area B – SOCIAL as required by the Guide.

This report reviews and reports on our core business operation and head office of the Group and follows the principles of materiality, quantification, balance and consistency to disclose relevant statistics and information.

# **Reporting Period**

This report covered the period from 1 April 2016 to 31 March 2017.

# 2. Corporate Goals and Visions, and ESG Management

#### **Corporate Goals and Visions**

The Group aims to serve our customers with quality and safe food at good value and in a cosy and inviting dining atmosphere, and envisions to provide top quality food to customers, as well as (i) safe, healthy and pleasant working environments to its employees, (ii) reasonable returns on investments to investors, business partners and supporters, and (iii) sustainable development to the society and environment.

#### ESG Management Structure

The Group's ESG management has been structured to ensure fulfillment of our corporate goals and visions to bring benefits to all stakeholders, and to support and serve the society and the environment with responsibilities and sustainable development.

The Board, headed by the Chairman and having a balance of skill and experience from the Executive and Non-Executive Directors, is responsible for formulation and approval of the Group's development, business strategies, policies, annual budget and business plans. The day-to-day management including the effective implementation of the overall strategies and initiatives adopted by the Board on operations, financial, environmental and social issues and obligations, has been delegated to the Chief Executive Office ("**CEO**") and its senior management team members.

Specifically, on the environmental and social issues and obligations, the management is structured as follows:

*Head office management.* Our head office, where the CEO and the senior management team members are based, is responsible for the overall management and supervision of our restaurants and the centralized warehouse.

Operation at restaurant level. Each of our restaurants is headed by a restaurant manager who oversees the daily operation of the restaurant. The staff of each restaurant is divided into the kitchen division and the dining service division. The kitchen division is headed by a head chef who supervises the operation of the kitchen and is responsible for hygiene and safety of the kitchen and the food produced. The dining service division is headed by the restaurant manager who is responsible for overseeing the operation of the dining area of the restaurant to ensure delivery of satisfactory services to the customers.

Centralised warehouse for our restaurant operations at the Hong Kong International Airport. Our warehouse centralizes and supervises purchase, delivery and distribution of fresh and safe food ingredients as well as other supplies to our restaurants operating at the Hong Kong International Airport ("**HKIA**"). For our Kowloon City restaurant, the head chef is responsible for the purchase and inventory level management according to the estimated needs.

Through an independent internal control and risk management system, the Group ensures its restaurant operations and management fulfill and comply with its environmental and social responsibilities and obligations as required by the ESG Guide and the laws and related regulations of the Hong Kong Special Administrative Region ("**HKSAR**"), and the specific guides of the food industry.

The Board is duty-bound to review, address and report all the environmental and social issues listed in the Aspects and Areas in the Guide. In response, the Board has approved its updated strategies and policies, and assigned the CEO and its senior team members to have the overall responsibility of their implementations. The CEO is responsible to for analyzing and developing Key Performance Indicators ("**KPIs**") where appropriate and necessary, for future monitoring and continuing action in line with the Group's goals, visions and policies.

# MATERIAL AREAS AND ASPECTS, AND KEY PERFORMANCE INDICATORS ("KPIs")

# (A) Environmental

The Group is aware of its responsibility and required commitment to the environmental sustainable development of its on-going operations. We support "Green Environment" ideas, comply with the requirements of the HKSAR laws and specific guides in the food industry, and are committed to the social responsibility of protecting the environment as a responsible corporation. We have implemented policies and taken measures to ensure our business and operation to be energy, water and resources saving.

The Group had not been subject to any reported violation in relation to its emissions and waste discharges or other environmental issues during the reporting period. The Group did not note any material non-compliance with environmental laws and regulations during the reporting period.

#### A1. Emission and waste

During the course of our core business operation of the 5 restaurants, the centralised warehouse and the administrative head office, the types of emissions and waste for the reporting period mainly include air and greenhouse gas emissions and non-hazardous waste.

#### (i) Air Pollutant and Greenhouse Gas (GHG) Emission

Our main emissions during our kitchen operation are air pollutants including nitrogen oxides (NOx), sulphur oxides (SOx) emissions, and direct greenhouse gas (mainly carbon dioxide (CO2), methane and nitrous oxides) through the use of town gas. These gases emissions are collected, filtered and treated before released back into the air by a central system installed at the HKIA. Indirect greenhouse gas, mainly CO2, has also been generated from the use of electricity in the restaurants, centralised warehouse and head office.

The Group has taken active measures to minimize the consumption of town gas and electricity, on one hand to lower the energy cost and on the other hand to minimize the environmental impact of gas emissions. The head chef is the responsible officer to supervise the kitchen staff to turn off gas stoves and water heaters when not in use and to supervise the proper use of the kitchen facilities and equipment. Energy saving cooking facilities and equipment have also been invested in and installed.

A KPI on the use of town gas and electricity and the resultant air pollutants and greenhouse gas emissions has been tabled for the management to review regularly.

#### ) Non-hazardous Waste

Non-hazardous waste from our core operation is mainly food waste from cooking and unconsumed food by customers and paper in form of table napkins from restaurants.

To minimize cooking food waste, the Group has established a centralised warehouse in Tsing Yi for our restaurants operating at the HKIA to centralise purchase, delivery and distribution of food ingredients and other supplies. There is a strict inventory control guide that keeps stock of food ingredients and other supplies, the quantities of which are sufficient for all of our restaurants for at most three days, while perishable fresh vegetables are ordered every day. Deliveries are made from our centralised warehouse to our respective restaurants every morning in accordance with the orders made by the head chefs. The Group also adopts a series of standardised quality control policies and procedures in relation to food storage, preservation and inventory control to ensure and maintain our food quality and safety and to avoid unnecessary wastage. As a freshness guide, any unused vegetables will be discarded and will not be used on the next day. For non–perishable food ingredients, we ensure that an adequate stock is maintained based on their needs. Also, upon delivery of the food ingredients to our restaurants, we store them under appropriate temperature and storage conditions. We conduct regular checks on all the food ingredients such as frozen meats, eggs, canned food and groceries to ensure that they are fit for use.

To reduce the unconsumed food waste by customers, the Group has from time to time conducted analysis and studies in co-operation with customers on the size and quantity of different meals and dishes.

All the food waste and used oils are collected and handled by licensed waste disposal companies, which to our understanding will be recycled and reprocessed to produce fertilizers and renewable fuel.

For waste water generated by the restaurants in the HKIA during the reporting period, it is discharged through a central drainage system and treated before discharge.

For paper waste, most of it is from the use of napkins by the customers and a smaller amount from the Group's head office through the use of paper for printing purpose. To control waste paper, all staff are encouraged to reduce its usage such as using electronic messaging to replace paper writing and printing on both sides.

#### A2. Use of Resources

Following the Guide, the core business operation of the Group mainly uses the following resources:

 Energy (town gas and electricity) — The main sources of energy consumed are town gas for cooking and electricity for restaurants, warehouse and office operations.

To save energy which also saves costs, the Group, as stated above, has delegated the head chef in each kitchen to manage and to guide staff to efficiently use town gas for cooking and heating water. For electricity, the Group has invested in installing energy saving tools such as LED lights in our head office and warehouse. However, the most effective means of energy saving will be smart and responsible use of energy by our staff. The Group has promulgated rules and requested employees to co-operate such as:

- All electrical appliances, air-conditioners, and lights have to be turned off in a timely manner and after work. Install energy saving LED lights whenever possible;
- Encouraging the use of natural ventilation instead of air-conditioning whenever the conditions allow; and
- Managers will turn off unused tools.
- (ii) Water it is used for food processing, cleaning and in drinks consumed by customers.

To save water consumption, the Group again requests employees to use water smartly and responsibly. Head chefs and restaurant managers have been assigned to ensure there is no unwarranted use and waste. Also as a means to monitor consumption, special meters have been installed to record the water usage pattern.

(iii) Packaging materials — They are used mainly for takeaway boxes and bags in its daily sales.

To support a green environment by reducing the use of non–soluble plastic type packaging materials, the Group uses only recycled packaging materials for the takeaway boxes and bags. At the same time, our restaurants charge a levy with a view to minimize the use of takeaway boxes and bags.

(iv) Paper — There are 2 main types of uses: the first use is through paper napkins for customers; and the second is for office filing and printing.

The Group has encouraged the office staff to reduce paper consumption as much as possible through use of electronic tools such as emails, messages and USB storage to replace paper files, sketches and letters; to print paper on both sides, and to use only recycled paper.

For continuous monitoring purpose, the Group has established the KPIs on "Water, Packaging Materials & Paper Consumption".

#### A3. Environment and Natural Resources

The Group's core business operation consumed natural resources especially on energy, water and paper, and in turn has also generated a reasonable amount of gas emissions and waste discharges, which will have a significant impact on the environment if they are not properly managed. The Group has taken a responsible approach to implement policies and measures to properly handle the emissions and discharges.

It is not just for costs saving, it is also for preserving the natural resources for tomorrow. The Group has constantly reviewed ways and means to accomplish further resources savings. More eco-friendly work practices and policies have been introduced and implemented in the Group's day-to-day operation with the aim to achieve a higher standard in the effort of energy saving and emission reduction. Another effective way is to constantly remind, educate, guide and direct our employees on the importance of "ENVIRONMENTAL PROTECTION" and to act in an eco-friendly manner in work and daily life.

# (B) Social

6

#### **B1. Employment and Labour Practices**

The Group's business development and growth relies heavily on the skills, passion and commitment of its employees. We therefore treat our employees as one of our most valuable assets. We commit to complying with all the laws, rules and regulations on the employment arrangements including the Employment Ordinance of the HKSAR, and have totally forbidden the recruitment of child labor and forced labor. The Group is also committed to providing equal opportunities to all employees on recruitment, promotion, compensation and benefits, and establishes a pleasant, harmonious, safe and healthy working environment. The Group strives to strengthen its human resources management with employee oriented policies to encourage motivation and innovation and to protect the interests and legal rights of the employees, and ultimately to achieve a positive, constructive and harmonious relationship with the employees.

The Human Resources Manager reports directly to the Group's CEO and has been assigned with the responsibility to implement the Group's human resources strategies and policies, which have been detailed in the <Employment Rules And Regulations ("員工守則")> and <Employment Contract ("僱用合同")>. All the terms and conditions contained in those documents therein related to wages and salaries, social insurance, holidays, severance and compensation pay, performance assessment, accidents and injuries, safety and health and so on are in strict compliance with the HKSAR employment related ordinances.

Recruiting in the food catering industry is highly competitive. We have been able to hire suitable candidates in the market by offering attractive remuneration packages, including competitive wages, incentives and discretionary bonus, transportation allowance, staff meals and promotion prospects to our employees. On employment, the Group has adopted a mixed policy of external recruitment, internal promotion and referral programs to encourage current employees to refer suitable candidates for vacancies. All vacancies are open to all with equal opportunities, to be decided with no discrimination on sex, religion, gender, age and disability, and to be selected on qualification, skill and competency basis. All successful recruitment must enter into proper and standardized contracts in writing between the respective employees and the Group. The Human Resources Manager has been charged with the responsibility and duty to ensure all the statutory obligations of the Group have been fulfilled and complied with in a legitimate manner.

The Group provides and maintains statutory benefits to all qualified employees including but not limited to mandatory provident funds and medical insurance, work injury insurance and compensation and statutory holidays pursuant to the requirements of the laws of the HKSAR.

Employees' remuneration packages have been determined with reference to the prevailing market level in line with their competency, qualifications and experience. The Group has honored all obligations to our employees including the payment of salaries and wages, holidays and leaves, compensations, insurance and health benefits without disputes during the reporting period.

The Human Resources Manager has prepared an "**Employment Record**" with breakdown of total number of employees in different levels, sectors, genders, ages and qualifications as a KPI for the management to be constantly aware of and to monitor the Group's employment situations.

During the reporting period, the Group employed a total of 350 employees, including 47.71% or 167 full-time employees and 52.29% or 183 part-time employees. In terms of gender, 46.86% or 164 of them were male employees and 53.14% or 186 of them were female employees. With the intention to provide employment opportunities to workforce aged between 50 to 70, the Group employed a total of 96 employees aged between 50 to 70, which accounted for approximately 27.43% of our total employment.

During the reporting period, we have not identified any material non-compliance with employment-related laws and regulations.

#### **B2.** Health and Safety

The Group adopts "employee–oriented" human resources policies, and has been working whole–heartedly on providing a pleasant, harmonious, safe and healthy working environment to our employees. The Employment Rules and Regulations, and Employment Contracts contain details on health and safety protection, in which the Group has fully complied with the employment ordinance of the HKSAR.

The Group has maintained medical insurance to provide coverage on sickness, injuries and accidents for all our employees, and contribute Mandatory Provident Funds for employees in accordance with the statutory requirements. The Group has equipped our restaurants, warehouse and head office with all the required safety and medical equipment and facilities, and has passed the relevant governmental safety inspections.

Committing to provide a safe working environment to our employees, the Group is required to comply with various safety laws and regulations in Hong Kong. Our operations are subject to the occupational health and safety laws and regulations promulgated by the relevant occupational health and safety authorities in Hong Kong. We have established safety procedures and guidelines which set out our safety policies and promote safety at work sites. Furthermore, our internal control manual provides clear guidelines on occupational and restaurant safety matters which our kitchen staff are required to follow. All the restaurant staff are required to attend safety and workplace hygiene training relevant to their job duties. They are also provided with accident and/or medical insurance coverage. We believe these measures help reduce the numbers of work–related injuries of our employees and are adequate and effective to prevent serious work injuries.

Whenever an injury or an accident occurs on an employee during office work at our restaurants or our centralized warehouse in Tsing Yi, regardless of type and seriousness, it is obligatory under in-house rules, to report to our head office without delay, who will then consider and take appropriate actions immediately to ensure safety is strictly adhered. In this reporting period, there were no work-related injury of our employees. The CEO confirmed that no significant workplace accident had occurred at our restaurants, warehouse and head office during the reporting period.

During the reporting period, we have not identified any material non-compliance with occupational safety and health-related laws and regulations.

#### B3. Development & Training

The Group supports all employees to continue learning and improving their knowledge and job skills for the benefit of the employees as well as the Group. As a policy, on the job training is provided for every newly employed staff, whether with previous experience or not, and for those being relocated to a new post, to ensure employees are familiar with the new working conditions, job requirements as well as all other safety and environmental conservation practices at the work place. Furthermore, the Group encourages employees to actively participate in position–related trainings organized by external institutions such as the Integrated Vocational Development Centre and the School of Continuing and Professional Education, City University of Hong Kong in order to enhance individual professional quality and ability, the costs of which will be paid by the Group on application and by discretion of the senior management.

The Human Resource Manager has maintained a record on the internal and external training programs provided to and sponsored for employees as a KPI for the senior management to monitor and to review their effectiveness in relation to the investment costs.

#### **B4.** Labor Standards

The Group strictly complies with the Employment Ordinance of the HKSAR, and adopts their respective standards as its minimum labor standard on labor protection and welfare. The Group adheres to the laws of the HKSAR as well as the local market practices on recruitment, dismissal, promotion, leave, holidays, benefits as well as equal employment opportunities to all genders, ages, races and religions. The Group acts against child, illegal and forced labor in all of our restaurants, warehouse and head office. As a formality and for better management, the Group has maintained a concise employees file to hold and to record the employees' personal background information and credentials including copies of ID and passport, academic gualifications and certificates, references, and performance assessment by seniors.

During the reporting period, we have not identified any non-compliance with child and forced labour-related laws and regulations.

# **OPERATION PRACTICES**

#### **B5.** Supply Chain Management

Supply chain management includes management of suppliers, materials, technology and/or services sourcing and purchases. The Group's main suppliers include suppliers of food ingredients, food products, beverages, utensils and other ancillary equipment. We have also engaged external licensing consultants, pest control companies, renovation, repair and maintenance service companies as well as cleaning companies. The office also sources and procures routine office supplies to maintain its daily operations.

The Group has an Internal Control Purchase Manual for improving purchases management, in which it clarifies the different processes involved in purchasing, the responsibilities of the employees involved in the purchase processes and enhancing the controls involved in purchasing management. The Group has maintained a list of more than 50 approved food ingredient and beverage suppliers and we have not entered into any long-term contract with the approved suppliers. We do not rely on any single supplier for our food ingredients. Potential suppliers are selected carefully based on a set of selection criteria before they are included in our list of approved suppliers. We consider the quality and stability of the products and services offered by the potential suppliers and their general reputation are important. Our selection criteria include the pricing of the products, payment and credit terms, purchase discount, their capacity and business operation and responsiveness to any contingency. We generally conduct quality reviews of trial orders from the potential suppliers at least two or three times before we confirm the inclusion of them in our list of approved suppliers. Our procurement staff conduct evaluations and reviews of our approved suppliers on a regular basis and will remove any supplier who fails to meet our standards. In the last 3 years, we had an average of approximately 6.6 years, 6.6 years and 7.5 years of relationship with our top five suppliers.

The Group actively supports local suppliers to ensure flexibility of supplies and to boost the local economy, and encourages the suppliers to use recycled packaging materials for food delivery as a means to support green practices. The Group had not experienced any interruption of supply of our food ingredients or failure to secure sufficient quantities of irreplaceable food ingredients that had any material adverse impact on our business or results of our operations.

#### B6. Product Responsibility

There are 4 major aspects under product responsibility, which our internal control manual, employee rules and regulations and contracts have clear guidelines and rules to deal with. The Group's restaurants have satisfied all the requirements with valid operation licenses including the general restaurant licenses, light refreshment license, liquor license and water pollution control license.

## (i) Products Quality

Quality of food hygiene and safety is the life-line of our business. The Group has implemented a strict internal quality control standards in our operation processes as summarised below to ensure high quality, hygiene and safety food serving to our customers:

- Purchase, Storage, Preservation and Inventory Control To ensure freshness of food ingredients and reduce wastage, we set up a centralised warehouse to be responsible for all the purchases and guaranteed delivery of the required food ingredients every morning or at the shortest possible time limit. We also have the policy to maintain a minimal level of fresh and perishable food ingredients at each of our restaurants with an inventory level sufficient for not more than one day, and for non-perishable food ingredients including frozen meat, our centralised warehouse usually keeps adequate stock which is sufficient for our restaurants for at most 3 days only. Any unused vegetables would be discarded and would not be used on the next day.
- Suppliers To ensure the quality of food ingredients, the Group only purchases from reliable and approved suppliers who have track records on food hygiene and safety.
- Food Preparation the head chefs of our restaurants are responsible for the overall operation of the kitchens. Employees are trained on food safety. All food processing procedures such as washing, cutting, seasoning, cooking and serving are carried out by our kitchen staff under the supervision of our head chefs who will ensure the quality of the food on site. Our kitchen staff are taught to use different sets of cutting boards and knives for raw food and cooked food. All the food dishes are freshly made in the kitchen, and this practice reduces the risk of food contamination with harmful bacteria during delivery. Also, separated storage of raw and cooked food processing equipment must be cleaned thoroughly before use for processing another dish. After our customers consume the dishes, the used utensils are collected, washed and dried immediately.

The Group's "Taiwan Beef Noodle" brand had obtained "Recognised Quality Restaurant" status of the Quality Tourism Services (QTS) Scheme awarded by Hong Kong Tourism Board for the years 2010, 2012 to 2016, and "King of Catering Award — King of Beef Noodle" awarded by the King of Catering for the years 2006 and 2010.

The Group confirmed that we received no material complaints or claims on our food and none of our restaurants was subject to any investigation on food hygiene by government authorities due to food safety incident during our reporting period. During the reporting period, we have not identified any cases of material non-compliance with laws and regulations relating to food hygiene matters.

#### (ii) Services Quality

Under the Internal Control Manual — Restaurant Operation, the serving staffs have been trained on how to provide quality services to customers. The restaurant managers and the head chefs provide daily briefing session to and evaluation of staff to ensure the quality of our services. We also carry out staff performance reviews regularly.

The Group has clear procedures to handle customers' complaints. In our restaurants in the HKIA, customers' complaints normally were filed with the Airport Authority who will then refer such complaints to us. Whenever a customer complaint is received, we will immediately conduct investigation into the matter and prepare a reply to the relevant customer. We then prepare a report to the Airport Authority for its record. For complaints we receive on spot at the respective restaurants, our restaurant managers will try to resolve them to the customers' satisfaction by offering remedial proposals to them. We will try to improve the taste of the particular dish to the customers' satisfaction, or offer to exchange an unsatisfactory dish for another dish for our customers if necessary. If the complaint details of the complaint from our staff and offer a response to the customer. We will promptly record every complaint in our internal records and our Directors and senior management will review the relevant records on a regular basis.

During the reporting period, the Group had not received any complaints from customers that had any material adverse impact on our brands, business and results of operation. The Group however, maintains a "Customer Complaint Record" as a KPI for the management to be alert of the situation and to review.

#### (iii) Privacy

The Group's main business and operation has generated a substantial volume of private, confidential and sensitive information of customers, suppliers, business partners including the operation status and financial positions, commercial terms of contracts, general background information, etc. These types of information are extremely sensitive and important, and by law, must be cautiously safeguarded and protected. The Group fully understands its obligation, and has taken measures to ensure strictest protection of the information against unauthorized access, use and disclosure through a variety of security technologies and procedures. Our employees have been trained to handle the sensitive information during the course of business with due care. The Group has incorporated the Confidential Clause into the Employee Handbook and Employment Contract, under which all employees are obligated to follow.

The Group received no complaint on any breach of privacy or leakage of information during the reporting period. The Company strictly follows the Personal Data (Privacy) Ordinance ("PDPO") in Hong Kong and we have not identified any non–compliance with the PDPO during the reporting period.

#### v) Intellectual Property Right

The Group was the registered owners of twelve trademarks in Hong Kong. We are fully aware that intellectual property rights are material to our business, and we are not aware of any third-party infringement on our trademarks. We have a standard practice to respect intellectual property rights and have instructed our management to comply. We have not copied any patented recipes of our competitors. We have installed genuine software in our computers to avoid vulnerabilities and legal disputes arising from software copyright.

#### **B7.** Anti–Corruption

The Group has implemented a strict "Internal Control System", under which the audit committee is authorized by the Board to create an environment of anti-corruption and anti-fraud, and conduct regular reviews on our internal control systems so as to regulate the conduct and behaviour of employees, create an atmosphere of integrity and dedication, and prevent prejudice to the Group's interest. The staff in charge of finance and account is responsible for whistle-blowing and taking up the remedial actions. With the implementation of clear policies and well-structured processes on purchases, sales, operation and finance, and the adoption of a high code of standard especially on the senior management, the Group reported no bribery nor corruption cases during the reporting period. We have not identified any material non-compliance with anti-corruptionrelated laws and regulations during the reporting period.

# COMMUNITY

#### **B8.** Community Investment

As a responsible corporation, apart from jobs creation, the Group has carried out its business and operation in a totally environmentally friendly manner, and has allocated resources to support training of more skilled workers for the food catering field. The Group has also encouraged employees to provide voluntary services to support and to repay society, the local community and those in need. The Group donated HKD80,000 to 4 families in crisis and supported charity organizations in the amount of HKD15,024 during the reporting period.