



環球戰略集團有限公司

GLOBAL STRATEGIC GROUP LIMITED 環球戰略集團有限公司

(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號: 8007)

2017

Environmental, Social
and Governance Report
環境、社會及管治報告



環境、社會及管治報告

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INTRODUCTION

As an investment holding company, Global Strategic Group Limited (referred to as the “Group”) core business operations are trading commodities, and supply of natural gas and pipeline installation in Hong Kong and the People of Republic China (referred to as the “PRC”). The Group is committed to building an environmentally-friendly corporation while maintaining high quality standards in our service and operations. The Group considers social and environmental responsibilities as one of the core values in our business operations, we strive for greater sustainability and transparency, as well as to deliver service that foster a sustainable environment for future generation.

This report summarizes several subjects of the Group’s business practices for the ESG and its relevant implemented policies and strategies in relation to the Group’s operational practices and environmental protection.

The Reporting Period of this report is for the period commenced from 1 January 2017 and ended on 31 December 2017 (“FY 2017” or the “Reporting Period”).

REPORTING FRAMEWORK

This report follows the ESG reporting Guide, as set out in Appendix 20 to GEM Board Listing Rules of the Stock Exchange of Hong Kong Limited (the “Stock Exchange”).

REPORTING SCOPE

The report content is focused solely on the Group’s headquarter office in Hong Kong and its main subsidiary office in Yichang, the PRC, unless stated otherwise. As the operation in one of our subsidiary office – Shenzhen, is relatively minor compared to the operations in Hong Kong and Yichang, it does not represent any significant impacts on the environment, thus its emission information will not be disclosed in this report.

緒言

作為一家投資控股公司，環球戰略集團有限公司（稱為「本集團」）的核心業務營運為於香港及中華人民共和國（稱為「中國」）進行商品貿易及供應天然氣及管道安裝。本集團致力建立一個環保企業，同時在服務及營運方面維持高品質標準。本集團認為，社會及環境責任乃為我們業務經營的核心價值之一，因此，我們在更具可持續性及透明度上作出努力，亦致力提供可為未來世代構建可持續環境的服務。

本報告概述多個主要範疇，包括本集團在環境、社會及管治上的業務常規以及有關本集團經營常規及環境保護的相關已實施政策及策略。

本報告的報告期自二零一七年一月一日至二零一七年十二月三十一日止（「二零一七財年」或「報告期」）。

報告框架

本報告遵從香港聯合交易所有限公司（「聯交所」）GEM證券上市規則附錄二十所載之環境、社會及管治報告指引。

報告範圍

除另有所述者外，本報告僅集中於本集團位於香港的總辦事處及其位於中國宜昌的主要附屬公司辦事處。由於我們的一間附屬公司辦事處（深圳）之業務營運較香港及宜昌之規模更小，其對環境不會造成重大影響，因此，有關排放資料將不會於本報告中披露。

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OUR STAKEHOLDERS

We believe that understanding the views of our stakeholders lays a solid foundation to the long-term growth and success of the Group. We develop multiple channels to a broad spectrum of stakeholders in order to understand their views on our sustainability performance and future strategies. The information collected through different communication processes serves as an underlying basis for the structure of this ESG Report.

我們的持份者

我們相信，掌握持份者的意見可以為本集團達致長遠增長及成功奠定堅定基礎。我們為不同領域的持份者提供多種管道，從而知悉彼等對我們的可持續發展表現和未來策略的意見。通過不同溝通程式收集到的資料是本環境、社會及管治結構的基礎所在。

Stakeholder Groups 持份者組別	Engagement channels 溝通渠道	Possible concerned issue 可能關注事項
Investors 投資者	Annual report, annual general meetings, corporate website, director communication 年報、股東週年大會、公司網站、董事通訊	Business strategies and financial performance, corporate governance, business sustainability 業務策略及財務表現、公司管治、業務可持續性發展
Customers 客戶	Direct communication and emails, complaint hotlines, opinion boxes, customer surveys 直接溝通及電郵、投訴熱線、意見箱、客戶調查	Service quality, Timely service, customers security, privacy protection 服務質量、及時服務、客戶安全、私隱保護
Employees 僱員	Interviews, trainings, internal memos 面談、培訓、內部備忘錄	Rights and benefits, employee compensation, training and development, work hours, occupational health and safety 權利及利益、僱員薪金、培訓及發展、工時、職業健康及安全
Suppliers and business partners 供應商及業務夥伴	Business meetings, tender 業務會議、投標	Fulfillment of promises, payment schedule 承諾履行、付款計劃
Government 政府	Tax return 退稅	Compliance to the law and regulations, Fulfillment of tax obligation 遵守法規、履行稅務責任
Local community 本地社區	Developing community activities, employee voluntary activities, donations and sponsorships 組織社區活動、僱員義工活動、捐贈及贊助	Business ethics, fair employment opportunities, collaborative development, environmental protection 商業道德、公平僱傭機會、合作發展、環境保護

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MATERIALITY ASSESSMENT

重要性評估

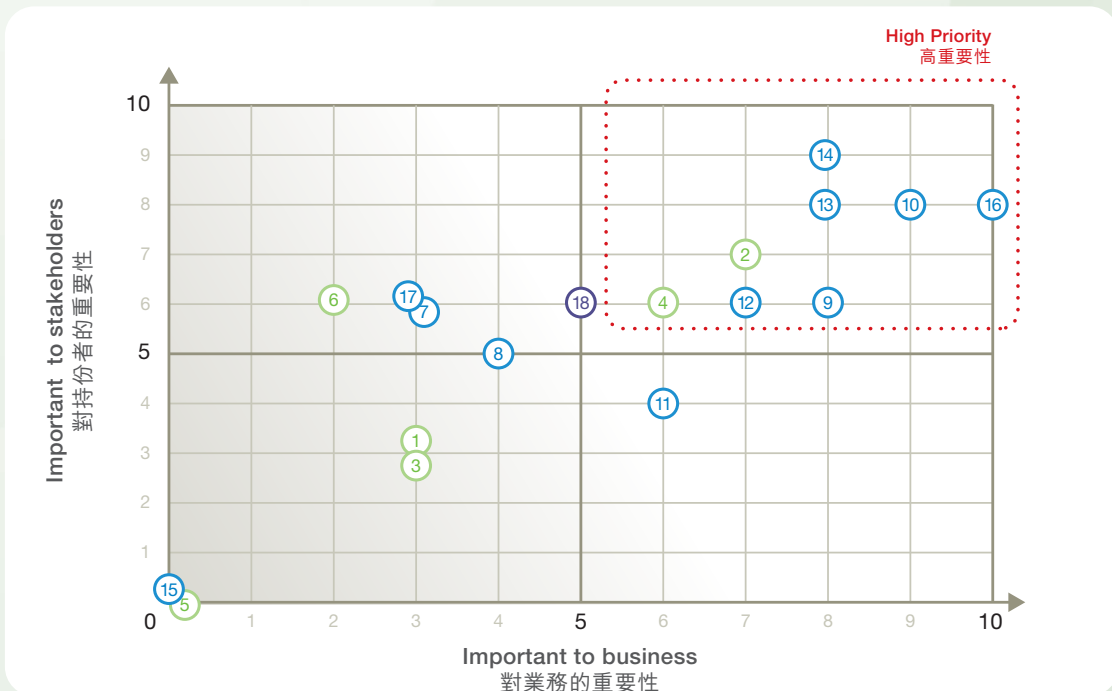
Key topics		Key topics		關鍵事項		關鍵事項	
1	Air emission	10	Training and development	1	廢氣排放	10	培訓及發展
2	Greenhouse gas emission	11	Respect to human rights	2	溫室氣體排放	11	尊重人權
3	Use of water resources	12	Suppliers' and business partners' CSR performance	3	使用水資源	12	供應商及業務夥伴的企業社會責任表現
4	Use of energy	13	Customers' health and security	4	使用能源	13	客戶的健康及安全
5	Use of paper	14	Service quality and customers satisfaction	5	使用紙張	14	服務質量及客戶滿意度
6	Operational impacts to environment	15	Protection of intellectual property rights	6	對環境的經營性影響	15	保護知識產權
7	Employment practice	16	Protection of customers privacy	7	招聘慣例	16	保護客戶私隱
8	Equality and diversity in workplace	17	Anti-corruption	8	工作場合機會平等及多元化	17	反腐敗
9	Occupational health and safety	18	Community support	9	職業健康及安全	18	社區支持

Based on the information collected from our stakeholders and our assessments of their importance on business, we identify the areas being concerned most by both our stakeholders and us as follows:

根據從我們持份者所收集的資料以及我們對其於業務的重要性之評估，我們識別出持份者及我們最為關注的若干方面，茲載列如下：

Materiality Matrix

重要性矩陣



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MATERIALITY ASSESSMENT *(Continued)*

Based on the assessment, the following topics have the highest materiality impact to both our business and to stakeholders.

Number	Topics
2	Greenhouse gas emission
4	Use of energy
9	Occupational health and safety
10	Training and development
11	Respect to human rights
12	Suppliers' and business partners' CSR performance
13	Customers' health and security
14	Service quality and customers satisfaction
16	Protection of customers privacy

These areas will become the leading priorities in our ESG strategy. We believe that they will contribute significantly to our sustainable development in the long term basis.

ENVIRONMENTAL RESPONSIBILITY

The Group is aware of the indirect environmental impact created from the operation of our working office and branches, thus the Group encourages our staff to not just think green, but also act green.

The Group is committed to provide quality services to our client in a manner that minimizes our potential adverse impact on the environment and preserve natural resources.

Due to the nature of our business, our commitment to the environment focuses on the conservation of energy, minimizing the use of paper and the reduction of waste by recycling.

重要性評估 (續)

根據評估，下列事項對我們業務及持份者具有最高重要性影響。

編號	事項
2	溫室氣體排放
4	使用能源
9	職業健康及安全
10	培訓及發展
11	尊重人權
12	供應商及業務夥伴的企業社會責任表現
13	客戶的健康及安全
14	服務質量及客戶滿意度
16	保護客戶私隱

上述方面將成為我們的環境、社會及管治策略的優先處理事項。我們相信，從長遠而言，這將對我們的可持續發展作出重大貢獻。

環境責任

本集團獲悉我們的工作辦事處及分支機構的營運所產生的間接環境影響，因此，本集團鼓勵員工不僅認識到要保護環境，更要身體力行的行動。

本集團致力提供向客戶提供高素質服務，力求將我們對環境的潛在不利影響減至最低，以及保護自然資源。

鑒於我們的業務性質，我們對環境的承擔集中於環境保護，盡量減少使用紙張及通過循環利用降低浪費。

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ENVIRONMENTAL RESPONSIBILITY *(Continued)*

The following regulations are adopted as the assessment standards:

- “Environmental Protection Law of the People’s Republic of China”,
- “Water Pollution Prevention and Control Law of the People’s Republic of China”,
- “Air Pollution Prevention and Control Law of the People’s Republic of China”,
- “Solid Waste Environmental Pollution Prevention and Control Law of the People’s Republic of China”,
- “Evaluation of Environmental Impact Law of the People’s Republic of China”,
- “Regulations on Environmental Protection and Management of Construction Projects”

The following are the steps that the Group takes to manage significant impacts of activities on the environment and natural resources:

- Identify main content and objective of the project
- Set up an environmental management team to monitor resources consumption
- Assess on whether monitoring results meet with the relevant requirement standard
- Establish environmental plan and estimate amount and percentage of target goal
- Conclude the environmental impact, measures to control total emission and improvements

環境責任 (續)

下列規例獲採納為評估標準：

- 《中華人民共和國環境保護法》，
- 《中華人民共和國水污染防治法》，
- 《中華人民共和國大氣污染防治法》，
- 《中華人民共和國固體廢物污染環境防治法》，
- 《中華人民共和國環境影響評價法》，
- 《建設項目環境保護管理條例》

本集團為管理對環境及自然資源具有重大影響的活動所採取的步驟如下：

- 識別項目的主要內容及目標
- 設立環境保護團隊，監督資源消耗
- 評估監督結果是否符合相關要求標準
- 制定環保計劃，估計導向目標的數額及百分比
- 總結環境影響，採取措施控制排放總量及加以改進

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ENVIRONMENTAL RESPONSIBILITY *(Continued)*

Aspect A.1: Emissions

Since the Group is a service sector business that does not involve any production process, we do not have any gaseous fuel consumption nor generate any significant hazardous waste in FY 2017.

The Group has formulated the following policies and measures of environmental protection management with an aim to reduce the environmental impact:

Air Emission

The Group strives to improve the air quality at the roadside and improve traffic flow problem. We encourage our employees to use public transportation to replace many separate emission-producing vehicles with few transit vehicles that generally emit less pollution on a per person basis.

During the Reporting Period, we have established assessment on whether air monitoring results meet with the requirement of the "Ambient Air Quality Standards".

The air emission generated from the Group's use of three vehicles is 218 g of Sulphur Oxides (SOx), 135 g of Nitrogen Oxide (NOx), and 10 g of Particulate Matter (PM).

Greenhouse Gas Emission

The Group's main business carbon footprint is the greenhouse gas emission from vehicles, the use of electricity and, such as lighting system, air-conditioning, computers, printers and other office equipment, business travel and paper waste. The Group does not engage in any discharges of wastes into water and land or generate significant amount of hazardous wastes.

環境責任 (續)

層面A.1：排放物

由於本集團從事不涉及任何生產過程的服務行業業務，因此我們於二零一七財年並無消耗任何氣體燃料，亦不產生任何大量有害廢棄物。

本集團已制定下列有關環境保護管理的政策及措施，務求降低環境影響：

廢棄物排放

本集團努力提高道路的空氣質量並改善交通流量問題。我們鼓勵僱員使用公共交通，以按人均基準計一般排放較少污染的轉乘車輛來代替眾多獨立的排氣車輛。

於報告期內，我們已經對空氣監測結果是否符合「環境空氣質量標準」進行評估。

本集團使用三輛車輛所產生的廢棄排放量為218克硫氧化物(SOx)、135克氮氧化物(NOx)及10克懸浮微粒(PM)。

溫室氣體排放

本集團的主要業務碳足跡為來自車輛、電力使用及照明系統、空調、電腦、打印機及其他辦公設備、差旅及紙張浪費的溫室氣體排放。本集團不從事將任何廢棄物排放入水體及陸地或產生大量有害廢棄物。

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ENVIRONMENTAL RESPONSIBILITY (Continued)

Aspect A.1: Emissions (Continued)

Greenhouse Gas Emission (Continued)

The following represents the Group's greenhouse gas emission in FY 17.

環境責任 (續)

層面A.1：排放物 (續)

溫室氣體排放 (續)

以下為本集團於二零一七財年的溫室氣體排放。

Emission Sources		FY 17 CO ₂ e	Total Emission
		Emission (in tonnes) 二零一七財年 二氧化碳當量排放 (噸)	(in percentage) 總排放 (百分比)
Scope 1 Direct Emission	範圍1直接排放		
Vehicles	車輛	41	26%
Scope 2 Indirect Emission	範圍2間接排放		
Purchased Electricity	購買電力	113.05	72%
Scope 3 Other Indirect Emission	範圍3其他間接排放		
Business Travel	差旅	0.18	0%
Paper Waste	紙張浪費	3.37	2%
Subtotal	小計	3.55	2%
Total	總計	157.6	100%
Emission Intensity	排放強度	Unit 單位	Intensity 強度
Total CO₂e Emission per employee	每位僱員的二氧化碳當量總排放量	tonnes/employee 噸/僱員	3.75

The Group's total staff number is 42.

本集團的僱員總數為42人。

During the Reporting Period, the Group had 157.6 tonnes of carbon dioxide equivalent greenhouse gases (mainly carbon dioxide, methane and nitrous oxide) emitted from the Group's operation. The annual emission intensity is 3.75 tCO₂e/per employee.

於報告期，本集團經營之排放量為157.6噸二氧化碳當量溫室氣體（主要為二氧化碳、甲烷及一氧化氮）。年排放強度為每位僱員3.75噸二氧化碳當量。

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ENVIRONMENTAL RESPONSIBILITY *(Continued)*

Aspect A.1: Emissions *(Continued)*

Greenhouse Gas Emission *(Continued)*

Our employees are regularly being reminded to protect our environment through various channels, including emails, notices and promotion slogans. All departments are required to strictly follow the internal environmental management system to ensure its compliance with laws and regulations. During the Reporting Period, the Group has not identified any non-compliance with environmental laws and regulations.

Water Pollution

The Group strictly follows the “Integrated Wastewater Discharge Standard” issued by the State Environmental Protection Administration for the treatment of water pollutants discharged.

The Group has sewage treatment facilities in place to process sewage effluent until it meets the required standard before discharging. The Chemical Oxygen Demand (COD), Biological Oxygen Demand (BOD5), suspended solids (SS) and ammonium (NH₄) level of sewage after treatment meet the grade 1 emission standard of “Integrated Wastewater Discharge Standard” (GB8978-1996).

Hazardous Waste

In the course of operation and production, the Group does not generate any significant hazardous waste. The Group has established clear procedures for the disposal and management of construction waste and has separators in place to monitor the residue generated from the production process.

環境責任 *(續)*

層面A.1：排放物 *(續)*

溫室氣體排放 *(續)*

我們藉助多種渠道（包括電郵、通告及促銷口號）提醒僱員保護環境。所有部門必須嚴格遵守內部環境管理體系，確保符合法律法規。於報告期，本集團並無識別違反環保法律法規的不合規事件。

水污染

本集團嚴格遵守國家環境保護總局頒佈的有關處理排放的水污染物的「污水綜合排放標準」。

本集團已安裝污水處理設施處理污水排水，直至其於排放前符合規定標準。污水於處理後的化學需氧量(COD)、生物需氧量(BOD5)、懸浮固體(SS)及氨(NH₄)等級符合「污水綜合排放標準」(GB8978-1996)的一級排放標準。

有害廢棄物

在經營和生產過程中，本集團不產生任何重大危險廢棄物。本集團已制定明確的建築廢物處理及管理程序，並設有分離器以監察生產過程中產生的殘留物。

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ENVIRONMENTAL RESPONSIBILITY (Continued)

Aspect A.1: Emissions (Continued)

Non-Hazardous Waste

Non-hazardous waste produced from operation mainly comprises waste from household and office activities, which include paper, plastics, glass and food waste. During the Reporting Period, the Group has produced 0.32 tonnes of non-hazardous waste, compared to last year, there was 3.18 tonnes decrease of non-hazardous waste generated. All non-hazardous waste is handled over for the centralized management by service providers recognized by the government.

Measures to reduce the use of energy and other resources, to minimize the use of paper and to better management waste are discussed below under Aspect A2 and A3 of the ESG Guide.

Aspect A.2 Use of Resources

Our total energy consumption comparison between the financial year of 2016 and the financial year of 2017 is as follows:

Type of Energy	能源類型	FY 16 Consumption 16財年消耗量	FY 17 Consumption 17財年消耗量	Difference 差異
Main Electricity	主電力	121,616 kWh 千瓦時	115,761 kWh 千瓦時	(5,855) kWh 千瓦時
Gasoline	汽油	16,499 litres 升	11,488 litres 升	(5,011) litres 升
Diesel	柴油	2,450 litres 升	3,068 litres 升	618 litres 升

Despite there was an increase of 618 litres of diesel consumption compared to last financial year, the Group has diminished the amount of electricity and gasoline consumption in FY 17, which are 5,855 kWh and 5,011 litres decrease of consumption respectively.

The Group established clear regulations on resources consumption in business operation to ensure effective use of resources. It also adopts various measures to cut power consumption, including promotion of energy saving as well as recycle and reuse of resources in its daily operation and working environment, so as to reduce the negative environmental impact.

環境責任 (續)

層面A.1：排放物 (續)

非有害廢棄物

運營產生的非有害廢棄物主要包括家庭和辦公室活動產生的廢棄物，其包括紙張、塑料、玻璃和食物垃圾。於報告期內，本集團生產非有害廢棄物0.32噸，與去年同期相比，所產生的無害廢棄物減少3.18噸。所有無害廢棄物均由政府認可的服務提供商進行集中管理。

根據環境、社會及管治指引層面A2及A3，下文討論減少使用能源及其他資源的措施，以將紙張使用降至最低及更好地管理廢棄物。

層面A.2使用資源

我們的能源消耗總量於二零一六財政年度及二零一七財政年度的比較載列如下：

與去年相比，儘管柴油消耗量增加618升，但本集團於二零一七財年減少了電力和汽油的消耗量，其消耗量分別減少5,855千瓦時及5,011升。

本集團於業務經營中制定明確的資源消耗規定，以確保有效利用資源。其於日常運營和工作環境中亦採取多種措施降低用電量，包括促進節能減排及資源回收利用，從而減少對環境的負面影響。

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ENVIRONMENTAL RESPONSIBILITY *(Continued)*

A.3 The Environment and Natural Resources

Electricity

The Group operations generated green house gases indirectly by electricity consumed to power our facilities. The Group has committed to minimize our energy usage. The commitments are driven by our energy saving intuition. The Group has implemented the following measurements at the workplace and all of our employees have obligation to follow:

- Turn off the light and air conditioner when leaving the company.
- Every computer was set to power saving mode, if computers did not detect any movement for 20 mins, monitor will be shut down to save energy.
- Every electronics facilities will be turned off or switched to energy saving mode when they are not in use.
- Energy efficient lightings and cooling system were installed across all our offices and branches.
- Continually upgrade its computer equipment, servers, and monitors to energy efficient models.

Water Conservation

Since the Group is a service sector company, thus our businesses do not involve high water consumption. Our main source of water usage comes from toilet flushing, washing and canteen.

環境責任 (續)

A.3 環境及自然資源

電力

由於向設施供電而消耗電力，致令本集團業務間接產生溫室氣體。本集團已承諾盡量減少我們的能源使用量。承擔乃由我們的節能初心所推動。本集團已在工作場所實施以下措施，我們所有員工均有義務遵守：

- 離開公司時關閉電燈及空調。
- 每台電腦均設置節能模式，倘電腦於20分鐘內不活動，則顯示器將關閉，以節約能源。
- 每台電子設備在不使用時將關閉或轉換至節能模式。
- 在我們的所有辦公室及分支機構內均安裝節能燈及冷卻系統。
- 持續更新電腦設備、服務器及顯示器至節能模式。

節約用水

由於本集團屬服務行業公司，因此，我們的業務不會消耗大量水資源。我們的主要耗水來自洗手間沖洗、洗滌及食堂。

環境、社會及管治報告

Environmental, Social and Governance Report

ENVIRONMENTAL RESPONSIBILITY *(Continued)*

A.3 The Environment and Natural Resources *(Continued)*

Water Conservation *(Continued)*

The Group is committed to manage water usage across the offices, and implemented the following plans in order to cut water consumption during the Reporting Period:

- Recycle and reuse of water after storage or simple treatment for watering flowers
- Energy saving education to relevant department on a regular basis and enhancement of staff awareness towards water conservation
- Posting of water saving notices in public toilets
- Regular pipeline inspection to prevent leakage

Our headquarter office in Hong Kong operates in a leased premise for which both the water supply and discharge are solely controlled by the building management of the leased premises. Therefore, the provisions of water withdrawal and discharge data or sub-meter from Hong Kong are not available for disclosure.

During the Reporting Period, water consumption from the Group's office in Yichang is 156 tonnes and its intensity is 5.57 tonnes/employee.

環境責任 (續)

A.3 環境及自然資源 (續)

節約用水 (續)

本集團於報告期間內實行了以下節能計劃以減少耗電量：

- 充分利用回收的水資源，存儲或簡單處理後，用以澆灌花卉
- 定期對集團相關部門進行節約能源教育，提高員工節水意識
- 在公共洗手間內張貼節約用水的提示
- 定期檢查水管，以防洩漏

我們的香港總部辦事處於租賃物業進行經營，其供水及排水均由租賃物業的大廈管理處獨立控制。因此，來自香港的用水及排水數據或分表的規定均無法披露。

於報告期內，本集團於宜昌的耗水量為156噸，其強度為每位僱員5.57噸。

環境、社會及管治報告

Environmental, Social and Governance Report

ENVIRONMENTAL RESPONSIBILITY *(Continued)*

A.3 The Environment and Natural Resources *(Continued)*

Paper Reduction

Consumption of paper significantly draws negative impact to our world. Voluminous paper consumption leads to deforestation. Serious efforts are needed to ensure that the environment is protected. With the aim of minimizing the impact of our business operation on the environment, the Group implements measures for environmental protection that minimize our paper usage at our office. The Group strives to use paper in the most efficient way and make it convenient for staff and clients to do so. The Group provides paperless billing options for clients, and has imposed eco printing modes for staff. We encourage our staff to use electronic communications for directories, forms, reports and storage when possible. Lastly, the Group recycles paper, carton box and envelope we have used, including all non-confidential documents from the Group.

During the Reporting Period, the Group's total paper consumption is 702 kg and its intensity is 16.7 kg/per employee.

Waste Management

The waste produced by the Group's operation is mainly generated in the daily life and by the operation of the office, including paper, plastic, glass, and kitchen waste. The Group assigned an administrative staff to manage and transport the wastes and recyclables for both Garbage and Recycled Waste pick-ups.

環境責任 (續)

A.3 環境及自然資源 (續)

減少用紙

耗用紙張給我們的世界造成嚴重的不利影響。大量耗用紙張導致森林砍伐。我們需要付出極大努力確保保護環境。為盡量減少我們的業務營運對環境的影響，本集團實施環境保護措施，盡量減少辦公室的紙張使用。本集團力爭以最高效的方式使用紙張，使我們的員工及客戶如此行事非常便捷。本集團為客戶提供無紙化賬單選擇，向員工推行環保打印模式。本集團鼓勵我們的員工在可能的情況下採用電子化通訊方式用於名錄、表格、報告及存儲。最後，本集團回收利用我們曾用過的紙張、碳盒及信封，包括本集團的所有非機密文件。

於報告期內，本集團的紙張消耗總量為702千克，而其強度為每位僱員16.7千克。

廢物管理

本集團營運過程中，主要因日常生活及辦公室的營運產生廢物，包括紙張、塑料、玻璃及廚房廢物。本集團安排一名行政員工負責垃圾及回收廢物收集管理及運送廢物及可回收物運送。

環境、社會及管治報告

Environmental, Social and Governance Report

ENVIRONMENTAL RESPONSIBILITY *(Continued)*

A.3 The Environment and Natural Resources *(Continued)*

Waste Management *(Continued)*

The staff's duty includes but not limited to the following:

- Organizing and maintaining the garbage and recycled waste holding areas.
- Placing appropriate signage on walls and bins, stating what type of waste or recyclable should be placed in the bin.
- Collecting all used ink-jet cartridges for recycling.
- Sorting recycled waste into appropriate receptacles, informing employees on sorting methods if needed.
- Additional to the administrative staff's duty, our employees are also encouraged to maximize lifespan of office stationary, such as reusing the pen shafts by using refills instead of throwing away the whole ballpoint pens.

SOCIAL RESPONSIBILITY

The Group believes building strong and lasting relationship with our employees and suppliers is essential to our on-going commitment as a socially responsible miner. Besides, maintaining an honest and authentic dialogue is indispensable to be a responsible organization and partner to our stakeholders.

環境責任 *(續)*

A.3 環境及自然資源 *(續)*

廢物管理 *(續)*

員工的職責包括但不限於下列各項：

- 組織、保持及清理垃圾及回收廢物存放區。
- 在牆壁及垃圾桶上貼上適當的標誌，標明垃圾桶內應放置何種廢物或可回收物。
- 收集所有使用過的墨盒供回收之用。
- 將回收的廢物進行適當分類，需要時教導員工有關分類的方法。
- 除行政員工的職責外，我們的僱員亦獲鼓勵將辦公用品的生命期限盡量延長，例如通過使用筆芯重複使用筆軸，而非將其整支圓珠筆丟棄。

社會責任

本集團相信與我們的僱員及供應商建立穩健及持久的關係對我們持續承諾成為一名對社會負責的礦商至關重要。此外，保持誠實而真摯的對話對成為對持份者負責的組織及合作夥伴不可或缺。

環境、社會及管治報告

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SOCIAL RESPONSIBILITY *(Continued)*

Aspect B1: Employment and Remuneration Policies

Employees of the Group are remunerated at a competitive level and are rewarded according to their performance and experience. The promotion and remuneration of the Group's employees are subject to review regularly. Employees are entitled to Group Medical Insurance Scheme with AIA International Limited, Mandatory Provident Fund Scheme with BOCI-Prudential, Share Options and Share Award Schemes, transportation allowance, discretionary bonus and various types of paid leave (marriage, study and examination, jury service, maternity and consolation) in addition to annual leave and sick leave. Details are set out in the Employee Handbook, to ensure transparency of information on the employees' responsibilities and rights.

The Group's essential policies and procedures are also included in the Employee Handbook which is reviewed and updated regularly. The Group discourages and disallows any behavior that violates the regulations under the Employee Handbook. Offenders will receive warning, and the group has the right to terminate employment contract with offenders for serious violations. During the Reporting Period, the Group did not find significant violations of laws and regulation relating to human resources.

Employment

The Group is an equal opportunity employer and does not discriminate on the basis of personal characteristics, gender or age. We establish and implement policies that promote a harmony and respectful workplace. The Employee Handbook outlining the terms and conditions of employment, expectation for employees' code of conducts and behaviors, and employees' rights and benefits.

The Group offers entertainment facilities for employees' use and regularly organizes activities to foster their communication and interaction. We also set up online public message group for staff to exchange ideas.

社會責任 (續)

層面B1：僱員及薪酬政策

本集團向僱員提供具競爭力的薪酬，並會根據其表現及經驗給予獎勵。本集團會定期檢討僱員的晉陞及薪酬。僱員有權參與與AIA International Limited的集團醫療保險計劃、與中銀保誠的強基金計劃、購股權及股份獎勵計劃、交通補貼、酌情花紅及各類有償假期（結婚、進修及考試、陪審服務、生產及慰問），另外還有年假及病假。詳情載於僱員手冊，以確保關於僱員責任及權利資訊的透明性。

本集團的基本政策及程序亦載入被定期審閱及更新的員工手冊。本集團不鼓勵及不允許違反員工手冊規定的任何行為。違反者將收到警告、且本集團有權因嚴重違例而與違反者終止僱傭合約。於報告期內，本集團並未發現與人力資源有關的任何重大違法違規事項。

僱傭

無論個人特徵、性別或年齡，本集團為所有人士提供平等就業機會。我們制定及執行充滿和諧與尊重的工作場合之政策。員工手冊概列其僱傭條款及條件、僱員操守及行為預期、僱員權利及福利等。

本集團提供娛樂設施供僱員使用，並定期組織活動加強彼等的交流與互動。我們亦設立網絡公共消息群供員工交換心得。

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SOCIAL RESPONSIBILITY (Continued)

Aspect B1: Employment and Remuneration Policies (Continued)

Employment (Continued)

With the aim of ensuring fair and equal protection for all employees, the Group has zero tolerance on sexual harassment or abuse in the workplace in any form, which is a violation of the Hong Kong and the PRC laws.

The Human Resources Department conducts a comprehensive recruitment review process to ensure that the data provided by the candidates are accurate. The Group's recruitment and promotion process are carried out in a fair and open manner for all employees; employees are recognized and rewarded by their contribution, work performance and skills, and outcomes will not be affected by any discrimination on the grounds of age, sex, physical or mental health status, marital status, family status, race, skin color, nationality, religion, political affiliation and sexual orientation and other factors.

The Group strictly prohibits the employment of children or forced labor and sets out the policies in our labor code to eradicate child labor, juvenile workers and forced labor.

During the Reporting Period, the Group did not identify any major non-compliance with laws and regulations in relation to human resources.

Aspect B2: Health and Safety

The Group prides itself on providing a safe, effective and congenial work environment as the Group believes that employees are the valuable assets of an enterprise and regards human resources as its corporate wealth. The Group works hard to provide a safe, healthy and comfortable working environment and has complied with the Labor Law and other applicable regulations.

社會責任 (續)

層面B1：僱員及薪酬政策 (續)

僱傭 (續)

為確保集團全體僱員獲得公平公正的保障，本集團絕不容許出現違反香港法例的任何形式性騷擾或辦公室欺凌事件。

人力資源部開展全面的招聘評審流程，確保候選人提供的數據準確無誤。本集團的招聘和晉陞流程對所有員工均公平公開，員工按其貢獻、工作表現和技能獲得認可和獎勵，結果不會因年齡、性別、身體或心理健康狀況、婚姻狀況、家庭狀況、種族、膚色、國籍、宗教、政治歸屬和性取向等因素而受到歧視。

本集團嚴禁童工或強迫勞工，並於勞工守則內列明政策，杜絕童工、青少年員工及強迫勞工。

於報告期間，本集團並無發現任何與人力資源相關的違法違規事件。

層面B2：健康及安全

本集團為能夠提供安全、有效率而舒適之工作環境而自豪，原因在於本集團相信僱員為企業之寶貴資產，並視人力資源為其企業財富。本集團努力提供一個安全、健康及舒適的工作環境，並已遵守勞工法及其他適用法規。

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SOCIAL RESPONSIBILITY *(Continued)*

Aspect B2: Health and Safety *(Continued)*

The Group also has assigned a responsible person in the Administration Department to identify any actual and potential hazards and risks to each individual and work towards safe and hygienic work environment, and to ensure that office and work environment is in line with or higher than requirements of relevant laws. Our building management office has also arranged rescue, fire and evacuation drills to improve staff safety awareness; and employees are expected to comply with the policies and procedures, and cooperate in all safety trainings.

During the Reporting Period, the Group did not find any case of violations of laws and regulations in relation to the health and safety of the workplace, and neither work-related fatalities nor work injury was noted.

Aspect B3: Development and Training

The Group regards our staff as the most important asset and resource as they help to sustain its core values and culture. To maintain the best people in our operation, the Group offers reimbursement of course fee to the employees to encourage them to study and to take any relevant examinations. Study leave and red packet money are also given to motivate our employees.

The Group is committed to providing comprehensive professional capability trainings, including internal trainings and external courses such as fire trainings, safety manager trainings, trainings on safe operation of long transmission channels and trainings on operation of special equipment. We also encourage staff exchange and job rotation between department which collectively serves as a platform to encourage staff to develop potential and self-improvement.

社會責任 *(續)*

層面B2：健康及安全 *(續)*

本集團亦已委派行政部門的負責人確定每個人的任何實際和潛在危害和風險，並致力於營造安全衛生的工作環境，並確保辦事處和工作環境符合或高於相關法律的規定。我們的大廈管理處亦已安排救援、消防及疏散演習，以提高員工的安全意識；而員工預期將遵守政策和程序，並配合所有安全培訓。

於報告期內，本集團並無發現任何有關工作場合安全及健康的違法違規情況，亦無發現與工作相關的死亡事件或工傷事件。

層面B3：發展及培訓

本集團視員工為最重要的資產及資源，因為他們幫助集團維持其核心價值及文化。為使我們的營運擁有最佳員工，本集團為員工提供補償費用，以鼓勵彼等學習及參加任何相關考試。我們亦向員工提供學習假期及紅包以激勵員工。

本集團致力提供全面的專業能力培訓，包括內部培訓和外部課程，如消防培訓、安全管理人員培訓、長途傳輸渠道安全操作培訓和特種設備操作培訓。我們亦鼓勵部門之間的員工交流和輪崗，共同形成一個平台，鼓勵員工發展潛力和自我完善。

環境、社會及管治報告

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SOCIAL RESPONSIBILITY (Continued)

Aspect B3: Development and Training (Continued)

In addition, on-the-job training and off-the-job seminars facilitated by the management of the Group will be held from time to time. Such session will usually provide a detailed explanation and discussion of technical knowledge encountered by our staff in recent transactions. The Group highly encourages our staff to attend internal training courses to develop personal skills and expand their knowledge.

The Group's employees are highly encouraged to attend outside talks and seminars to enrich their knowledge in discharging their duties. The Group provides allowance and permission to all professional staffs to attend seminars and training organized by professional bodies in Hong Kong and the PRC.

Aspect B4: Labor Standard

The Group established and implemented a "Human Resources Manual" which contains policies relating to relevant labor laws, regulations and industry practices, covering areas such as compensation, dismissal, promotion, working hours, dismissal, recruitment, rest periods, diversity and other benefits and welfare.

In addition, the Company strives to ensure an equal and fair working environment. The Group has strictly complied with the Labor Ordinance and does not tolerate any form of sexual harassment, harassment and abuse in the workplace, which is a violation of the employment law in Hong Kong.

The prohibition of child labor and forced labor practices are also set in accordance with all relevant laws and regulations that applied in Hong Kong. Before hiring any job applicant, our Human Resources Department will verify their age by checking their documents that prove the age of applicant and ensure that the applicant's look is consistent with the photograph on the identification card.

During the Reporting Period, no violation regarding the age of employment and labor dispute has occurred between the Group and employees.

社會責任 (續)

層面B3：發展及培訓 (續)

此外，本集團管理層推動的在職培訓及離職研討會將不時舉行。該等會議通常會就我們員工在近期交易中遇到的技術知識進行詳細解釋和討論。本集團高度鼓勵員工參加內部培訓課程，發展個人技能及擴展知識。

我們高度鼓勵集團員工參加外部會談和研討會，豐富彼等的履責知識。本集團向所有專業員工提供津貼及許可，出席由香港及中國的專業機構組織的研討會及培訓。

層面B4：勞動準則

本集團制定及執行「人力資源手冊」，內容囊括相關勞動法律、規例和行業慣例的政策，涵蓋範圍涉及補償、解僱、晉升、工作時間、解僱、招聘、假期、多元化及其他利益及福利。

此外，本公司努力確保維持平等合理的工作環境。本集團已嚴格遵守勞工法例，且堅決不能容忍工作場所發生的觸犯香港僱傭法例的任何形式性騷擾或虐待。

我們亦已根據香港相關法例及法規制定禁用童工及強制勞動的規定。於僱傭任何職務申請人之前，我們的人力資源部將檢查可證明申請人年齡的文件，核實其年齡，並確保申請人相貌與身份證上的照片一致。

於報告期間，本集團及僱員之間並未產生與僱傭年齡及勞工爭議相關的違規事項。

環境、社會及管治報告

Environmental, Social and Governance Report

OPERATING POLICIES

The Group has incorporated an Operation Manual to set out the general compliance related practice and procedures for the conduct of business of the Group. The manual is subject to review and amendments by the Board from time to time.

Aspect B5: Supply Chain Management

In the selection of suppliers, the procurement department not only takes into account the quality, price and commercial consideration, but also includes their environmental and social commitment in the evaluation process. Suppliers which do not pass the assessment will be removed from the suppliers' list and the cooperation with them will be terminated.

When entering into contracts with contractors, the Group requires them to also sign the HSE (Health, Safety and Environment) Contract as part of the master agreement, thereby minimizing the relevant risks. The Group requires the contractors to keep the major risks of their constructions works within the acceptable range under the national and industrial standards and provide a safe workplace for their employees. We will also regularly inspect the work of our contractors, making sure that they have organized safety inspections and equipped their staff with the appropriate safety awareness and skills.

In addition, to integrate the environmental vision into the procurement of office supplies; the Group avoids disposable products and chooses suppliers who provide durable products with less packaging materials, and priority is given to environmentally friendly products, such as refillable ballpoint pens and mechanical pencils, and environmental paper, so as to raise their awareness of sustainable development.

Aspect B6: Product and Service Responsibility

The Group is committed to provide quality services that satisfy customers' needs and sets fairness and safety as the centre of its procurement and service procedure. Meanwhile, it has established and made public its own customers' interest policy, which it implemented throughout the operation to safeguard customers' interests.

營運政策

本集團已合併操作手冊，當中載列本集團開展業務的一般合規相關業務及程序。本手冊不時由董事會加以審核和修訂。

層面B5：供應鏈管理

在選擇供應商時，採購部除了按質量、價格及商業因素選擇外，還會將供貨商對環境保護及社會責任列入評分機制中。評分不合格的供貨商將在供貨商列表移除及取消合作。

與承辦商簽訂合同時，本集團規定必須同時簽訂HSE（健康安全與環境）合同，作為主合同的一部分，以確保將相關風險降至最低。本集團規定承辦商必須將所有工程主要危險控制到國家和行業標準能夠接受水平，並提供安全的工作環境給予其員工。本集團亦會定期向工程承辦商的施工進行評核，確保承辦商已組織好安全檢查及為其員工進行安全教育培訓及配備保護用品，讓其員工具備應有的安全意識及技能。

此外，為於採購辦公設備時結合環保理念，本集團避免購買用完即棄的物品，盡量選擇使用包裝物料較少的供應商，及採購耐用性較高的產品，並優先購買環保產品（例如可填充圓珠筆及自動鉛筆以及環保紙），從而推動供應商更多地關注可持續發展績效。

層面6：產品及服務責任

本集團強調提供優質服務以滿足客戶要求，其採購及服務流程均注重公平性及安全性，制定且公開本集團客戶權益政策，並落實於營運活動，以防止消費者權益損害。

環境、社會及管治報告

Environmental, Social and Governance Report

OPERATING POLICIES *(Continued)*

Aspect B6: Product and Service Responsibility *(Continued)*

The Group provides natural gas service according to a set of comprehensive quality control system basing on the “National Standard for Natural Gas GB17820-2012”, which specifies the procedure for natural gas investment, provision of consultation on natural gas technology and sales of natural gas cooking appliances and accessories. Our practices ensure the safety and health of our customers and play an important role in protecting the environment.

The Group did not identify any non-compliance with laws and regulations in relation to product and service quality during the Reporting Period.

Customer Information

The Group collects and use customer information in a responsible and non-discriminatory manner by restricting the use of the customer information to purposes consistent with those identified in our contract. The Group’s employees are taught to handle customers’ personal data with care, and they may get information about the customer only when there is a good reason to do so.

During the Reporting Period, the Group has proactively taken steps to make our computer database secured and to safeguard the information we have about the customer.

Public Interest and Accountability

The Group ensures our services are conducted in a manner consistent with the highest ethical standards. This helps ensure high products quality at all times to gain the confidences of customers and the public.

During the Reporting Period, the Group did not receive any complaints in regards to our services, and we strive to continuing provide high quality service in the most ethical manner.

營運政策 *(續)*

層面6：產品及服務責任 *(續)*

本集團之天然氣服務已根據《天然氣國家標準 GB17820-2012》制定一套綜合素質控制體系，當中載有天然氣投資、提供天然氣技術諮詢服務以及銷售天然氣煮食用具及配件等流程，對保障我們的客戶安全、健康和環境友好發揮重要作用。

本集團於報告期間並無發現違反與產品及服務質量有關之法律及規例之個案。

客戶資料

本集團以負責任和非歧視性的方式收集和使用客戶信息，將客戶資料的使用限制在與我們合約中所識別者相一致的目的。本集團指導員工審慎處理客戶的個人數據，彼等僅在有合理理由行事時才會獲得與客戶有關的資料。

於報告期間，本集團積極採取措施保護我們的電腦數據庫，確保客戶資料的安全。

公眾利益及問責

本集團確保開展服務時秉持最高的操守標準，這有助確保產品始終質素優良，務求令客戶及和公眾安心信賴。

於報告期間，本集團並無收到有關我們服務的任何投訴，而我們持之以恆的努力以最高道德準則提供高素質服務。

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OPERATING POLICIES *(Continued)*

Aspect B7: Anti-corruption and Anti-Money Laundering

The Group is committed to achieving and maintaining the highest standards of openness, probity and accountability. Employees at all levels are expected to conduct themselves with integrity, impartiality and honesty. It is every employee's responsibility and it is all interest of the company to ensure that any inappropriate behavior or organizational malpractice that compromises the interest of the shareholders, investors, customers and the wider public does not occur.

The Group has adopted Code of Ethics in the Group's Employee Handbook and Operation Manual that includes provisions for conflicts of interest, privacy and confidentiality of information, due diligence, bribery and anti-corruption. Whistle-blowing policy is implemented to encourage employees and others who have serious concerns about any aspect of the council's work to come forward and voice those suspected misconduct, illegal acts or failure to act. Employees who breach anti-corruption policy will face disciplinary action, which could result in dismissal for serious misconduct.

During the Reporting Period, no litigation regarding bribery has been instituted against the Group and its staff.

Aspect B8: Community Investment

As a corporate citizen, the Group is committed to participate in the community events to the improvement of community well-being and social services. The Group believes that by encouraging staff to participate in a wide range of charitable events, concerns for the community will be raised and boosted, which would inspire more people to take part in serving the community.

During the Reporting Period, the Group has cooperated a project with Chinese Military Culture Society and donated RMB500,000 in the "Military Culture" project, in hopes of bringing innovation and developments in advanced military culture in China and serve the revolution, modernization and standardization of national defense and the armed forces.

營運政策 (續)

層面B7：反腐敗及反洗錢

本集團致力在公開、廉潔及問責性方面達致及維持最高標準。本集團期望各級僱員本著正直、公正及誠實的態度處事。每一名僱員均須以本集團之利益為依歸，防止損害股東、投資者、客戶以至廣大公眾利益之任何不當或有組織瀆職行為發生。

本集團已於其僱員手冊及操作手冊中採納操守守則，其包括權益衝突、私隱及資料保密、盡職調查、貪污及反腐敗的條文。本集團已實施舉報政策，以鼓勵僱員及對委員會工作的任何方面表示慎重關切的其他人士，就該等被懷疑的不當行為、非法行為或失職進行商談及提出意見。違反反腐敗政策的僱員將面臨紀律行動，從而導致因嚴重不當行為而被開除。

於報告期間，本集團並沒有出現與本集團及員工相關的貪污訴訟案件。

層面B8：社區投資

作為企業公民，本集團努力參與社區活動，務求改善社區生活及社會服務。本集團相信，透過鼓勵員工參加各式各樣慈善活動，將提高員工關注社會的意識，激發更多僱員願意服務社區。

於報告期間，本集團與中國軍事文化研究會合作一個項目，並為「軍事文化」項目捐贈人民幣500,000元，以期為中國的先進軍事文化注入創新元素並推動發展，以及為國防及軍隊的革命化、現代化及標準化盡心盡力提供服務。

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SUSTAINABILITY

The Group understands the importance of achieving economic, environmental and social sustainability for the long term success of our business. Our sustainability guidelines lay out our principles and actions for managing and performing ethically and sustainably, throughout our operational flow. The Group will continue to deliver safe and quality services served by our enthusiastic team members, without endangering the environment. We will also continue to provide hearty service to our customers and contribute back to the community.

可持續性

本集團深知達致經濟、環境及社會可持續發展，對業務長久成功至為重要。我們的可持續發展指引制定原則及行動方案，在整個營運流程中，持續秉持道德操守，以管理及進行業務。本集團旗下團體成員充滿熱誠，將繼續提供安全且高品質的服務，且不會對環境造成威脅。我們亦將不斷發為客戶帶來稱心滿意的服務，並努力回饋社區。

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Set out below is the full text of the Corporate Governance Report contained in the annual report of the Company for the year ended 31 December 2017.

CORPORATE GOVERNANCE PRACTICES

The Company is committed to maintaining a high standard of corporate governance practices. It met all the code provisions of the Corporate Governance Code (the “Code”) set out in Appendix 15 of GEM Listing Rules in the year ended 31 December 2017.

DIRECTORS’ SECURITIES TRANSACTIONS

The Company has adopted the required standard of dealing set out in Rules 5.48 to 5.67 of GEM Listing Rules (the “Required Standard”) as the code of conduct regarding securities transactions by the Directors. Having made specific enquiry of all Directors, all Directors confirmed that they had complied with the Required Standard during the year ended 31 December 2017.

CONFIRMATION OF INDEPENDENCE

The Company confirms it has received from each of its independent non-executive Directors an annual confirmation of his/her independence pursuant to Rule 5.09 of GEM Listing Rules, and considers that the independent non-executive Directors to be independent.

BOARD OF DIRECTORS

The Company is governed by a board of directors (the “Board”) which has the responsibility for leadership and control of the Company. The Directors are collectively responsible for promoting the success of the Group by directing and supervising the Group’s affairs. The Board set strategies and directions for the Group’s activities and lead the Group’s management team through the Directors with a view to developing its business and enhancing shareholder value.

以下所載為本公司截至二零一七年十二月三十一日止年度年報所載企業管治報告之全文。

企業管治常規

本公司致力維持高水平之企業管治。於截至二零一七年十二月三十一日止年度，本公司遵守GEM上市規則附錄15「企業管治守則」（「守則」）所載之守則條文。

董事的證券交易

本公司已採納GEM上市規則第5.48至5.67條所載的交易必守標準（「必守標準」）作為董事進行證券交易之行為守則。經向全體董事作出特定查詢後，全體董事均已確認於截至二零一七年十二月三十一日止年度已遵守必守標準。

確認獨立性

本公司確認已接獲各獨立非執行董事根據GEM上市規則第5.09條規定就其獨立性發出之年度確認函，並認為該等獨立非執行董事均屬獨立人士。

董事會

本公司受董事會（「董事會」）監管，彼等須負責領導及監察本公司。董事負責指示及監控本集團之事務，共同帶領本集團邁向成功。董事會製訂本集團業務之策略及方向，並透過董事領導本集團的管理層團隊，使業務得以發展及提升股東價值。

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BOARD OF DIRECTORS (Continued)

During the year ended 31 December 2017, the Board's composition and the individual attendance of each Director at the Board meetings, board committee meetings and shareholder meetings during the year ended 31 December 2017 are set out in the table below:

		Attendance/Number of Meetings held during the tenure of his/her office in the year 出席次數/年內在彼任內舉行會議次數				
		Board Meeting 董事會會議	Human Resources & Remuneration Committee 人力資源及薪酬委員會	Nomination Committee 提名委員會	Audit Committee 審核委員會	Shareholder Meeting 股東大會
Executive Directors	執行董事					
Mr. Weng Lin Lei, <i>Chairman</i>	翁灝磊先生·主席	16/16	N/A 不適用	2/2	N/A 不適用	0/1
Ms. Leung Tsz Man	梁子汶女士	10/10	N/A 不適用	N/A 不適用	N/A 不適用	1/1
Independent Non-Executive Directors	獨立非執行董事					
Ms. Kwan Sin Yee	關倩兒女士	16/16	3/3	2/2	4/4	1/1
Mr. Leung Oh Man, Martin	梁傲文先生	16/16	3/3	2/2	4/4	1/1
Mr. Sun Zhi Jun	孫志軍先生	16/16	3/3	2/2	4/4	0/1
Ms. Huang Yu Jun	黃玉君女士	16/16	3/3	2/2	4/4	0/1

N/A: Not applicable

董事會 (續)

於截至二零一七年十二月三十一日止年度，董事會組成及各位董事於截至二零一七年十二月三十一日止年度出席董事會會議、董事委員會會議及股東大會的情況載於下表：

不適用：不適用

During the year ended 31 December 2017, the Board held sixteen (16) Board meetings to review, among other matters, the Group's financial and operating performance and discuss the business direction and strategy. Agenda and accompanying board papers were sent to all Directors in a timely manner.

截至二零一七年十二月三十一日止年度，董事會舉行十六(16)次董事會會議，以檢討(其中包括)本集團的財務及營運表現，並討論業務方針及策略。會議議程及相關董事會文件已及時發送至全體董事。

Directors who could not attend in person could participate the Board meetings and Shareholder meetings through other electronic means of communications.

無法親身出席董事會會議及股東大會的董事可以其他電子通訊方式參與。

The biographical information of the Directors are set out in the section headed "Directors and Senior Management Profile" on pages 17 to 22 in this annual report.

董事之履歷詳情載於本年報第17至22頁「董事及高層管理層簡介」一節。

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BOARD OF DIRECTORS *(Continued)*

The Company is committed to arranging and funding suitable training to all Directors for their continuous professional development. During the year ended 31 December 2017 and up to the date of this report, Mr. Weng Lin Lei, Mr. Cheung Tuen Ting, Ms. Kwan Sin Yee, Mr. Leung Oh Man, Martin, Mr. Sun Zhi Jun and Ms. Huang Yu Jun engaged in business activities in their respective fields as continuous professional development to develop and refresh their knowledge and skills so as to ensure that their contributions to the Board remain informed and relevant. Mr. Leung Oh Man, Martin and Ms. Leung Tsz Man have participated in continuous professional development programs required by The Hong Kong Institute of Certified Public Accountants. The Directors also participated in other trainings and professional developments such as attending seminars, studying reading materials relating to the Group or its industries and businesses; rules and regulations; business management; or the roles, functions and duties of a listed company director.

CHAIRMAN

The Chairman is responsible for the leadership of the Board, ensuring its effectiveness in all aspects of its role and for setting its agenda and taking into account any matters proposed by other directors for inclusion in the agenda. Through the Board, he is responsible for ensuring that good corporate governance practices and procedures are followed by the Group.

NON-EXECUTIVE DIRECTOR

The non-executive Director of the Company was appointed for a term of up to about 3 years ending on the date on which the director shall retire by rotation and re-election at the Company's annual general meeting in accordance with the Code and the Articles of Association of the Company.

董事會 (續)

本公司致力就所有董事之持續專業發展安排合適的培訓並提供有關經費。截至二零一七年十二月三十一日止年度及截至本報告刊發日期，翁凜磊先生、張端亭先生、關倩兒女士、梁傲文先生、孫志軍先生及黃玉君女士在彼等各自的商務活動範疇內參與持續專業發展，從而發展並更新其知識及技能，確保其能繼續具備所需資訊及適切地對董事會作出貢獻。梁傲文先生及梁子汶女士已按照香港會計師公會的要求參與持續專業發展。董事亦參與其他培訓及專業發展，例如出席研討會，閱覽資料文獻，內容包括有關本集團或其行業及業務；規則及條例；商業管理；或上市公司董事的角色、職能及責任等。

主席

主席須負責領導董事會，確保董事會能有效益地履行其各方面之職務，並須負責釐定議程，以及考慮將其他董事所提出之事宜載入議程內。透過董事會，彼負責確保本集團有遵守良好企業管治常規及程序。

非執行董事

本公司非執行董事之任期最長約為3年，於彼等按照守則及本公司之組織章程細則於本公司之股東週年大會上輪值退任及膺選連任時終止。

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HUMAN RESOURCES AND REMUNERATION COMMITTEE

During the year ended 31 December 2017, the Human Resources and Remuneration Committee (the “Remuneration Committee”) held three (3) meetings. The Remuneration Committee has reviewed and approved the Group’s remuneration policy, including that for the executive Directors, and the levels of remuneration paid to executive directors and senior management of the Group. The terms of reference of the Remuneration Committee follow the guidelines set out in the Code and it is responsible for, among other things, making recommendations to the Board on the remuneration packages of individual executive Directors and senior management.

The remuneration payable to the Directors for the year ended 31 December 2017 is set out in note 12 to the consolidated financial statements.

The remuneration payable to the senior management of the Company for the year ended 31 December 2017 is within the range of HK\$0 to HK\$2,000,000.

BOARD DIVERSITY

The Board has adopted a policy concerning diversity of Board members (the “Board Diversity Policy”) which is summarized as follows:

The Company is committed to maintaining a highly effective Board which should have a balance of skills, experience and diversity of perspectives appropriate to the requirements of its business. When deciding on the appointment of directors, it is the policy of the Company to consider a number of factors, including but not limited to, gender, age, cultural and educational background, professional experience, and other qualifications, skills and experience which the Company considers that it will make a positive contribution to the performance of the Board.

人力資源及薪酬委員會

截至二零一七年十二月三十一日止年度，人力資源及薪酬委員會（「薪酬委員會」）共舉三(3)次會議。薪酬委員會審閱及批准集團（包括執行董事）之薪酬政策，及本集團執行董事及高層管理人員之薪酬水平。本公司根據守則所載之指引制訂薪酬委員會之職權範圍，其職能之一為向董事會建議個別執行董事及高層管理人員的薪酬待遇。

截至二零一七年十二月三十一日止年度，應付董事之酬金載列於綜合財務報表附註12。

截至二零一七年十二月三十一日止年度，本公司應付之高層管理人員酬金介乎0港元至2,000,000港元。

董事會成員多元化

董事會已採納一項有關董事會成員多元化之政策（「董事會成員多元化政策」），該政策撮要如下：

本公司致力令董事會保持優秀效益，務求平衡董事會所具備之技巧、經驗及多樣的觀點與角度，配合集團業務所需。當決定委任董事時，本公司之政策將考慮多項因素，包括（但不限於）性別、年齡、文化及教育背景、專業經驗、及其他本公司認為可對董事會之表現帶來正面貢獻之資歷、技能及經驗。

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BOARD DIVERSITY *(Continued)*

The Nomination Committee of the Company (the "Nomination Committee") monitors the implementation of the Board Diversity Policy and reviews it from time to time and shall bring to the attention of the Board any significant issues or recommendations as and when necessary and appropriate. Any reviews, updates and amendments to the Board Diversity Policy shall be approved by the Board.

NOMINATION COMMITTEE

The terms of reference of the Nomination Committee have been determined with reference to the Code.

The Nomination Committee is responsible for identifying potential new directors and making recommendations to the Board for decision. A director appointed by the Board is subject to re-election by shareholders at the first annual general meeting after his/her appointment. All Directors are subject to retirement by rotation at least once every 3 years. In accordance with the Company's Articles of Association, one third of the directors are subject to retirement by rotation and re-election by shareholders at each annual general meeting of the Company.

Potential new Directors are selected with reference to the Board Diversity Policy whenever necessary and appropriate.

The Nomination Committee held two (2) meetings during the year ended 31 December 2017 and work performed included reviewing the structure, size and composition of the Board, the independence of the independent non-executive Directors and the nomination of new Directors.

CORPORATE GOVERNANCE FUNCTIONS

The Board has adopted the terms of reference for corporate governance functions set out in the Code and has delegated the Group's corporate governance functions to the Audit Committee of the Company (the "Audit Committee").

董事會成員多元化 (續)

本公司之提名委員會(「提名委員會」)監察董事會成員多元化政策之執行，並不時作出檢討，在需要及適當時向董事會提出任何重要事宜或建議。董事會成員多元化政策有任何檢討、更新及修訂須經董事會通過。

提名委員會

本公司已參考守則釐訂提名委員會之職權範圍。

提名委員會負責物色有潛質成為新任董事之人士，並就董事會作出決定提供推薦建議。由董事會委任之董事須於其獲委任後之首個股東週年大會上經股東重選。所有董事須最少每三年輪值退任一次。同時，根據本公司之組織章程細則，本公司每屆股東週年大會上須有三分之一董事輪值退任及經股東重選。

提名委員會於必要及適當時參考董事會成員多元化政策挑選有潛質成為新任董事之人士。

截至二零一七年十二月三十一日止年度，提名委員會共舉行兩(2)次會議；其工作包括審閱董事會之架構、人數及組成、獨立非執行董事之獨立性及新董事之提名。

企業管治職能

董事會已採納守則所載有關企業管治職能之職權範圍，並已將集團之企業管治職能指派予本公司審核委員會(「審核委員會」)。

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AUDIT COMMITTEE

The terms of reference of the Audit Committee, with the inclusion of the corporate governance functions, follow the guidelines set out in the Code. The Audit Committee is responsible for, among other things, having relationship with the Company's auditors reviewing the Group's financial information and its financial reporting, financial reporting system, risk management and internal control systems and corporate governance, including the adequacy of resources, staff qualifications and experience, training programmes and budget of the Group's accounting and financial reporting function. The Audit Committee reports to the Board any significant issues relating to its terms of reference.

During the year ended 31 December 2017, the Audit Committee held four (4) meetings and work performed included reviewing the Group's quarterly, half-yearly and annual results, its risk management and internal control systems, and corporate governance matters for inclusion in the Company's Annual Report.

AUDITORS' REMUNERATION

The remuneration paid to Deloitte Touche Tohmatsu for audit and non-audit services for the year ended 31 December 2017 amounted to approximately HK\$950,000 (2016: HK\$900,000) and approximately HK\$1,213,000 (2016: HK\$1,149,000) respectively. The non-audit services provided by Deloitte Touche Tohmatsu to the Group were in relation to the review service on taxation, quarter results, interim result, limited assurance services on continuing connected transaction, other professional services related to the Proposed Acquisition.

ACCOUNTABILITY AND AUDIT

The Directors acknowledge their responsibility for preparing the accounts of the Company. As at 31 December 2017, the Directors are not aware of any material uncertainties relating to events or conditions which may cast significant doubt upon the Company's ability to continue as a going concern. Accordingly, the Directors have prepared the consolidated financial statements of the Company on a going-concern basis.

審核委員會

審核委員會之職權範圍(包括其企業管治職能)按照守則所載之指引制訂。審核委員會職能之一為與本公司核數師建立關係、審閱本集團之財務資料及其財務申報、財務申報制度、風險管理及內部監控制度以及企業管治,包括集團在會計及財務匯報職能方面的資源、員工資歷及經驗,以及員工所接受的培訓課程及有關預算是否足夠。審核委員會向董事會匯報任何跟其職權範圍相關之重要事宜。

截至二零一七年十二月三十一日止年度,審核委員會共舉行四(4)次會議,工作包括審閱本集團之季度、半年度及全年業績,其風險管理及內部監控系統,及刊登於本公司年報內之企業管治事宜。

核數師酬金

截至二零一七年十二月三十一日止年度就審核及非審核服務支付予德勤•關黃陳方會計師行的酬金分別約為950,000港元(二零一六年:900,000港元)及約1,213,000港元(二零一六年:1,149,000港元)。德勤•關黃陳方會計師行提供予本集團的非審核服務涉及稅務、季度業績及中期業績的審閱服務、持續關連交易的有限核證服務、有關建議收購事項的其他專業服務。

問責及核數

董事明白彼等有編製本公司賬目的責任。於二零一七年十二月三十一日,董事並不知悉任何可能會嚴重影響本公司持續經營能力的重大不明朗事件或情況。因此,董事已按持續經營基準編製本公司之綜合財務報告。

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ACCOUNTABILITY AND AUDIT *(Continued)*

The responsibilities of the external auditors about their financial reporting are set out in the Independent Auditor's Report attached to the Company's consolidated financial statements for the year ended 31 December 2017.

The Board has, through the Audit Committee, conducted a review of the effectiveness of the Group's risk management and internal control system with an aim to safeguard the shareholders' investment and the Company's assets in compliance with the provisions of the Code. The purpose is to provide reasonable, but not absolute, assurance against material misstatements, errors, losses or fraud, and to manage rather than eliminate risks of failure in achieving the Group's business objectives.

RISK MANAGEMENT AND INTERNAL CONTROL

The Group maintains an effective internal control and risk management systems. It consists, in part, of organisational arrangements with defined lines of responsibility and delegation of authority, and comprehensive systems and control procedures in order to safeguard the investment of the Company's shareholders and the Group's assets at all times.

The Audit Committee performs the duties of risk management and internal control on behalf of the Board to oversee the management in the establishment, maintenance and monitoring of effective risk management and internal control systems.

The Audit Committee reviewed the Group's risk management and internal control systems in respect of the year ended 31 December 2017 and considered the system effective and adequate. The Board assessed the effectiveness of the Group's risk management and internal control by considering the reviews performed by the Audit Committee. The Group's risk management and internal control systems have segmented reviewed by an independent professional party. The Company complies with the code provisions relating to internal control contained in the Code.

問責及核數 *(續)*

外聘核數師對財務申報之責任載列於本公司截至二零一七年十二月三十一日止年度之綜合財務報告內之獨立核數師報告。

董事會已按照守則條文，透過審核委員會對本集團風險管理及內部監控系統之效益進行檢討，以保障股東之投資及本公司之資產。目的在於合理（而非絕對地）保證並無重大失實陳述、錯誤、損失或欺詐，以及管理而非抵銷未能達致本集團業務目標之風險。

風險管理及內部監控

本集團維持有效的內部監控及風險管控系統，包括設有明確責任及授權界線的部分組織安排，以及全面系統及監控程序，以始終保障本公司股東的投資及本集團的資產。

審核委員會代表董事會履行風險管理及內部監控職責，以監督管理層制定、維護及監控有效的風險管理及內部監控系統。

審核委員會審閱截至二零一七年十二月三十一日止年度本集團的風險管理及內部監控系統，並認為有關系統屬有效及充分。董事會考慮審核委員會執行的審閱，評估本集團風險管理及內部監控的有效程度。本集團的風險管理及內部監控系統已經獨立專業人士分開審閱。本公司遵守守則所載與內部監控有關的守則條文。

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COMPANY SECRETARY

The company secretary is Mr. Chan Hank, Daniel since 15 April 2016. He undertook totally not less than 15 hours of relevant professional training during the year ended 31 December 2017.

COMMUNICATIONS WITH SHAREHOLDERS

The Company maintains an on-going dialogue with its shareholders through various channels including announcements and annual, interim and quarterly reports published on its website at www.globalstrategicgroup.com.hk and the Company's general meetings. All shareholders are encouraged to attend general meetings and they may put to the Board any enquiries about the Group through its website at www.globalstrategicgroup.com.hk or in writing sent to the principal office of the Company at Room 1216, 12th Floor, North Tower, Concordia Plaza, 1 Science Museum Road, Tsim Sha Tsui East, Kowloon, Hong Kong. The Directors, company secretary or other appropriate members of senior management respond to enquiries from shareholders promptly. The Chairman, the Chief Executive Officer, chairmen of board committees (or their respective delegates) and external auditors attend the annual general meeting and are available to answer questions raised by shareholders. Shareholders may also access the Company's corporate website for the Group's information.

Pursuant to Article 58 of the Company's Articles of Association, shareholders holding at the date of deposit of the requisition not less than one-tenth of the paid up capital of the Company carrying the right of voting at general meetings of the Company shall at all times have the right, by written requisition to the Board or the company secretary, to require an extraordinary general meeting to be called by the Board for the transaction of any business (including any proposals) specified in such requisition, and such meeting shall be held within two months after the deposit of such requisition. If within twenty-one days of such deposit the Board fails to proceed to convene such meeting the requisitionists themselves may do so in the same manner.

公司秘書

自二零一六年四月十五日起，公司秘書為陳恒先生。彼於截至二零一七年十二月三十一日止年度已接受合共不少於15小時的相關專業培訓。

股東通訊

本公司與其股東一直透過不同渠道保持溝通，包括於公司網頁 www.globalstrategicgroup.com.hk 刊登公佈及全年、中期及季度報告、以及舉行股東大會。本公司鼓勵所有股東出席股東大會，股東可透過公司網頁 www.globalstrategicgroup.com.hk，或以書面形式送交本公司香港主要辦事處香港九龍尖沙咀東科學館道1號康宏廣場北座12樓1216室，向董事會提問有關集團之事宜。本公司董事、公司秘書或其他合適之高級管理層將儘快回應股東之提問。本公司主席、行政總裁、董事會轄下委員會之主席（或其代表）、及外聘核數師均出席股東週年大會，並回答股東之提問。股東亦可登入本公司網頁查閱本集團的資料。

根據本公司組織章程細則第58條，任何於呈遞要求日期持有不少於本公司實繳股本（附有於本公司股東大會投票權利）十分之一的股東，於任何時候有權透過向董事會或公司秘書發出書面要求，要求董事會召開股東特別大會，以處理有關要求中指明的任何事項（包括任何建議）；該大會應於呈遞該要求後兩個月內舉行。倘呈遞後二十一日內董事會未有開始召集該大會，則呈遞要求人士可自行以同樣方式作出此舉。

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CONSTITUTIONAL DOCUMENTS

The Board is not aware of any significant changes in the Company's constitutional documents during the year ended 31 December 2017. Memorandum and articles of association of the Company is available on both the website of the Stock Exchange and the Company.

DIRECTORS' RESPONSIBILITY IN PREPARING THE FINANCIAL STATEMENTS

The Directors acknowledge their responsibility for preparing the Company's financial statements of the Group (the "Financial Statements") which give a true and fair view and are in accordance with Hong Kong Financial Reporting Standards published by the Hong Kong Institute of Certified Public Accountants. The Directors endeavor to ensure a balanced, clear and understandable assessments of the Group's performance, position and prospects in financial reporting. Accordingly, appropriate accounting policies are selected and applied consistently; judgments and estimates made are prudent and reasonable.

The statement of the Company's auditors about their reporting responsibilities on the Financial Statements is set out in the Independent Auditor's Report on page 46 to page 52.

章程文件

於截至二零一七年十二月三十一日止年度，董事會並不知悉本公司章程文件的任何重大變動。本公司的組織章程大綱及章程細則可於聯交所網站及本公司網站獲取。

董事編製財務報表的責任

董事承認彼等須負責根據香港會計師公會頒佈之香港財務報告準則編製真實而公平之本集團財務報表（「財務報表」）。董事將盡力確保於財務申報中對本集團之表現、財務狀況及前景作出平衡、清晰及合理之評估。因此，選擇及貫徹使用合適之會計政策；所作出之判斷及估計當屬審慎及合理。

本公司核數師關於其對財務報表申報責任的聲明載於第46至第52頁獨立核數師報告。

