



柏榮集團(控股)有限公司
PAK WING GROUP (HOLDINGS) LIMITED
(Incorporated in the Cayman Islands with limited liability)

Stock Code: 8316



2019

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

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APPROACH

Pak Wing Group (Holdings) Limited (hereafter called “the Group” or “Pak Wing”) is committed to providing excellent construction services as a foundation subcontractor in Hong Kong, while integrating sustainability into its business strategy. Various factors, including business-related challenges, work ethics, global trends, applicable laws and regulations, etc., are taken into account by the Group in order to constantly promote its business growth and achieve its long-term sustainability. The Group is constantly seeking opportunities to grow its businesses that will be beneficial not only to its shareholders, but also to its suppliers, customers and the environment in which it operates.

The Group recognizes its responsibilities and accountability to all its stakeholders, including customers, existing shareholders and potential investors, employees, suppliers, non-governmental organizations (NGOs) and local community. Understanding the needs and expectations of the stakeholders is the key to the Group’s success. As each stakeholder requires a different engagement approach, at Pak Wing, we have established tailor-made communication methods in order to better meet each stakeholder’s needs and expectations.

Within the Group, we often keep a close eye on monitoring the risks and exploring potential opportunities. For the sake of striking a balance among business needs, social demands and environmental impacts, we are committed to continuously monitoring the risks and opportunities which exist in our daily operations, and at the same time, embracing transparent corporate culture to ensure that our sustainability strategies are well communicated to our employees, customers, the communities and other stakeholders.

To implement sustainability strategies which apply to all levels of the Group, the top-down approach is adopted for the following sustainability strategies:

1. To achieve environmental sustainability
2. To respect human rights and social culture
3. To engage with stakeholders
4. To support our employees
5. To sustain local communities

ABOUT THIS REPORT

Pak Wing is pleased to present its Environmental, Social and Governance (“ESG”) Report. The content contained herein focuses on providing an overview of the environmental, social and governance performance of its major operations in Hong Kong from 1 April 2018 to 31 March 2019 (the “Reporting Year”). This also facilitates the Group to conduct thorough performance review and evaluation to enhance the overall performance results in the future. The Reporting Year coincides with its financial year.

SCOPE OF THE REPORT

This report has been prepared in accordance with the “Environmental, Social and Governance Reporting Guide” in Appendix 20 to the GEM Listing Rules of the Stock Exchange of Hong Kong Limited (the “Stock Exchange”). The report summarizes our ESG performance from 1 April 2018 to 31 March 2019.

FEEDBACK

For details of our ESG performance, corporate governance as well as financial performance, please visit our website at <http://pakwingc.com/en/index.php> and our Annual Reports. We treasure your feedback and comments on our sustainability performance. Please send your feedback and enquiries to info@pakwingc.com.



ABOUT PAK WING

OUR BUSINESS

Pak Wing was listed on the GEM of the Stock Exchange in 2015 with the stock code of 8316. The principal operating activities of the Group involve lateral support works (“LS Works”), mini piling, H-piling, earth stabilization and pile extraction etc. With the competitive advantage of strategically positioning ourselves as a subcontractor with good reputation, and an experienced team of executive management leading a capable team of well-trained operations staff and workers, possessing a broad range of machinery, the Group enjoys a competitive edge in the foundation industry in Hong Kong.

OUR VISION

To be a professional construction service provider in the foundation market in Hong Kong, enhancing effectiveness and efficiency in our operations, and providing excellent project outputs to our customers.

BOARD OF DIRECTORS (THE “BOARD”)

As at the date of this report, the Board consists of:

Executive Directors

Mr. Zhang Weijie (*Chairman*)
Mr. Wong Chin To
Mr. Duan Ximing (*Chief Executive Officer*)

Independent Non-executive Directors

Mr. Yang Zida
Ms. Li Huanli
Mr. Lee Man Yeung (appointed on 14 September 2018)
Mr. Lau Yik Lok (resigned on 31 August 2018)

OUR STAKEHOLDERS

Pak Wing actively strives to better understand and engage its stakeholders to ensure continuous improvements. We strongly believe that our stakeholders play a crucial role in sustaining the success of our business in the challenging market.

Stakeholders	Probable issues of concern	Communication and responses
HKEx	Compliance with listing rules, timely and accurate announcements.	Meetings, training, roadshows, workshops, programs, website updates and announcements.
Government	Compliance with laws and regulations, prevention of tax evasion, and social welfare.	Interaction and visits, government inspections, tax returns and other information.
Suppliers	Payment schedule, stable demand.	Site visits.
Shareholders/ Investors	Corporate governance system, business strategies and performance, and investment returns.	Organizing and participating in seminars, interviews, shareholders' meetings, issue of financial reports and/or operation reports for investors, media and analysts.
Media & Public	Corporate governance, environmental protection, and human right.	Issue of newsletters on the Company's website.
Customers	Product quality, delivery times, reasonable prices, service value, labour protection and work safety.	Site visits, and after-sales services.
Employees	Rights and benefits, employee compensation, training and development, work hours, and working environment.	Union activities, trainings, interviews for employees, employee handbooks, internal memos, employee suggestion boxes.
Community	Community environment, employment and community development, and social welfare.	Community activities, employee voluntary activities, community welfare subsidies and charitable donations.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

SECTION A: ENVIRONMENTAL

Rooted in the foundation industry in Hong Kong, reducing the environmental footprint from our business operations for protecting our environment is the fundamental business value of Pak Wing. During the Reporting Year, there was no material issue of non-compliance with relevant laws and regulations relating to the environment.

Emissions

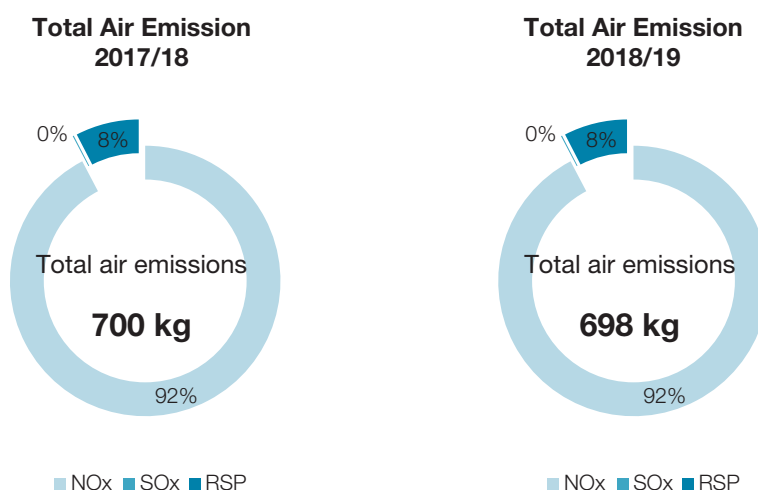
The Group was not aware of any non-compliance with laws and regulations that has a significant impact on the Group relating to emissions during the Reporting Year.

Emissions of air pollutants

The Group's emissions of air pollutants, which include nitrogen oxides ("NO_x"), sulphur oxides ("SO_x") and respiratory suspended particles ("RSP") etc., are mainly generated by usage of vehicles and other machineries in the projects. Various preventive and corrective measures are in place to reduce our negative impact on air quality. Facilities such as hand-held hoses, dust screens and wheel washing bay have been taken in place in our construction sites, for the sake of dust control.

Although we cannot drastically reduce the usage of vehicles and machineries in the construction sites due to industry limitations, we encourage our employees to utilize the capacity of vehicles and other machineries, so as to reduce unnecessary usage and wastage.

Our dedicated efforts were proven effective as in the Reporting Year, our total air emissions were approximately 698 kg, which decreased by 0.3% when comparing with last fiscal year.



Looking ahead, we would continue reducing unnecessary usage of fuels, in order to reduce our air emissions. Moreover, we would endeavor to reduce our negative impact on air quality by the dust controlling measures.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT (continued)

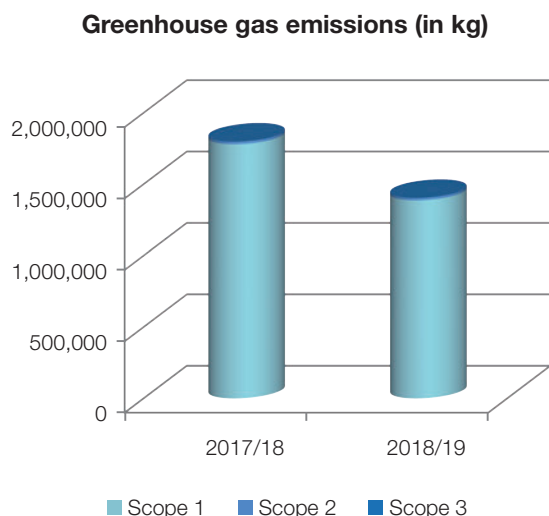
Greenhouse Gas Emissions

Greenhouse gas emissions are the main culprits of global warming. Fossil fuel consumption, electricity consumption, water and sewage processing, disposal of paper waste, etc. are all sources of greenhouse gas emissions. In the light of reducing greenhouse gas emissions, we embrace driving green practices in our day-to-day operations. We are committed to environmental conservation, natural resource saving and waste reduction.

In office, we uphold the 5Rs principle, namely reduce, reevaluate, reuse, recycle and rescue. We promote reduction of usage of paper, replacing paper document by electronic versions, to achieve paperless office. Reminders are posted next to the switches and water tap for reminding reduction of water and electricity consumption. For purchase of appliances, we encourage choosing products with energy efficiency labels. For the office wastage, we do waste sorting in our office. Single-side-printed paper and computer accessories are collected for reuse, while other wastage, including rechargeable batteries and double-side-printed paper, is collected for recycling purpose. We wish our dedications and efforts can help rescue the environment and the animal species.



The emissions of greenhouse gases are mainly classified into three separate scopes as below:



Scope 1: direct emissions from the usage of fuels by our drilling rigs, fans and vehicles¹

Scope 2: energy indirect emissions

Scope 3: indirect emissions due to electricity used for fresh water² and sewage³ processing, and methane gas generation at landfill in Hong Kong due to disposal of paper waste

Our success in reduction of greenhouse gas emissions was mainly contributed by the reduction in usage of fossil fuel by the machineries on construction sites. Our direct emissions from usage of fuels reduced greatly from 1,782 tonnes in last fiscal year⁴ to 1,388 tonnes in the Reporting Year. The reduction margin amounted to 22%. The same reduction margin was recorded for the total greenhouse gas emissions, recognizing our efforts.

Looking ahead, the Group aims to continue reducing its greenhouse gas emissions. Building on the success this year, the Group aims to focus more on educating employees to reduce unnecessary electricity, water and paper consumption, so as to reduce its indirect greenhouse emissions.

1 By estimating the travelling distance based on the units of fuel consumed by the vehicles, using the "Transport — Energy Utilization Index" issued by Electrical and Mechanical Services Department at https://ecib.emsd.gov.hk/en/indicator_trp.htm

2 For fresh water processing, according to the 2017/18 Annual Report of Water Supplies Department, its unit electricity consumption was 0.577 kWh/m³ in the year 2017/18.

As until the preparation date of this report, there has been no updated data provided yet, the unit electricity consumption in 2017/18 was taken as a reasonable estimation for the data in 2018/19.

3 For sewage processing, according to the Sustainability Report 2017/18 of Drainage Services Department, its unit electricity consumption was 0.31 kWh/m³ in the year 2017/18.

As until the preparation date of this report, there has been no updated data provided yet, the unit electricity consumption in 2017/18 was taken as a reasonable estimation for the data in 2018/19.

4 Adjustment was made to the greenhouse gas emission in the Year 2017/18, because the data of the carbon emission factor of electricity consumption as well as the unit electricity consumption of processing fresh water and sewage were not yet updated by the relevant provider of electricity and the government departments at the time of preparation of the ESG Report of the Year 2017/18, and the data of the carbon emission factor of electricity consumption, and the unit electricity consumption of processing fresh water and sewage in the Year 2014/15 and 2015/16 were taken as reasonable estimate for the data in the Year 2017/18 at that time.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT (continued)

Waste Management

The principal operating activities of the Group include LS Works, mini piling, H-piling, earth stabilization and pile extraction etc. The business operations of the Group may produce some chemical wastes at the construction work. Due to limitation of information, the amount of chemical wastes produced cannot be estimated accurately. Yet, a sewage treatment system is utilized in every site to clean up the sewage before discharging to the public sewers. The chemical wastes are filtered and passed to the external waste handling company to handle. The Group aims to reduce its adverse impact of producing hazardous wastes by these means.

The Group's operations also involve production of some non-hazardous wastes, which include mainly construction wastes and paper wastes.

For each construction site, it is the main contractor to be responsible for handling the construction wastage. As the Group mainly operates as the subcontractor for projects, it does not have available information to estimate its total construction waste disposal. During the Reporting Year, the Group operated as the main contractor for one project. In the project, the total construction wastes produced was 135.1 tonnes. On the construction sites, solid waste is segregated into general wastes and construction wastes before transporting to landfills. 3-color recycling bins are placed in the sites to collect any recyclable waste. Moreover, an on-site waste sorting area is prepared for temporary storage of segregated waste material for reuse in the other sites to avoid wastage.



3-color recycling bins on sites



Sewage treatment system on sites



Storage and labelling for chemical wastes

On the other hand, the Group promotes reduction of paper usage at office, encouraging double-sided printing and collecting single-side-printed paper for reuse. As the major wastage produced by our office, the paper waste amounted to approximately 135 kg in the Reporting Year, which was estimated by using the purchase amount and the printing quantity. With our waste reduction efforts, we recorded an approximately 21% reduction in our paper waste production when comparing with last fiscal year.

Use of Resources

The Group is committed to becoming a resource-saving and environment-friendly enterprise to promote environmental protection.

Energy Consumption

The total energy consumption for the Reporting Year was 20,842 kWh, which dropped by approximately 5% when compared with last fiscal year. To reduce the Group's carbon and energy footprints, the Group has posted reminders to encourage employees switching all idle appliances off. Moreover, the Group has been advocating to keep the room temperature at 25.5 degree Celsius in order to reduce electricity consumption.

However, as the electricity consumption by the Group depends greatly on the quantity and nature of its construction projects, the fluctuation in electricity consumption could be out of control of the Group in certain extends. Nevertheless, the Group would do its best to reduce unnecessary electricity consumption in the coming years.

Water Consumption

The water consumption of the Group in the Reporting Year was approximately 12 meter cubes, which decreased by 48% when comparing with last fiscal year. At office, water saving reminder was posted. On the construction sites, the waste water is collected and preceded for reuse, such as using for dust control measures, so as to fully utilize our water resources. However, the Group's water consumption depends greatly on the quantity and nature of its construction projects, alike its electricity consumption. As a result, the fluctuation of water consumption may not fully reflect the Group's efforts in water saving. Nevertheless, the Group would do its best to save the precious water resources in the coming years. The Group is not aware of any issue in sourcing water during the Reporting Year.

Packaging Material

As the Group's operations involve no packaging materials, no disposal of products or packaging materials can be identified.

The Environment and Natural Resources

The Group believes that corporate development should not come at the expense of the environment. Therefore, The Group strives to promote environmental protection and make effective use of resources. It carries out continuous monitoring in relation to whether the business operations incur any potential negative impact to the environment, and minimizes such impact through promoting green office as mentioned above.

Moreover, the Administrative Officer performs daily checking over the air-conditioning system, lighting, water tap and other appliances to ensure the resources are utilized effectively in office. At the construction sites, monthly checking has been performed to monitor resources usage, air pollution emissions, noise pollution and waste handling.

With the Group's determination in minimizing the impacts of our operations on the environment, it has successfully reduced its air emissions by 0.3%, while reducing its greenhouse gas emissions greatly by 22%.



SECTION B: SOCIAL — EMPLOYMENT AND LABOUR PRACTICES

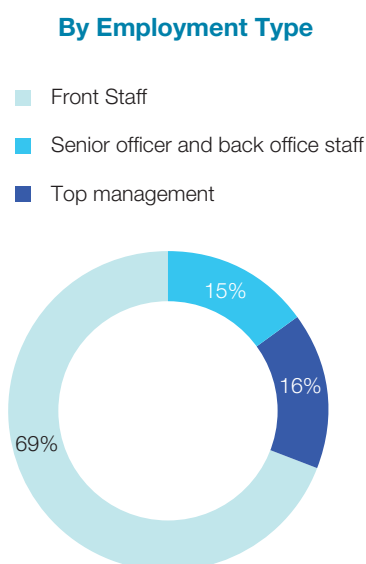
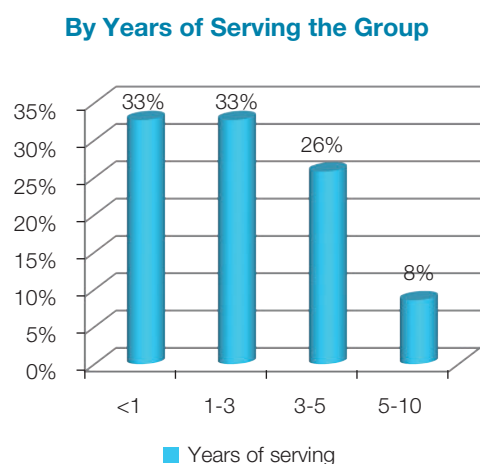
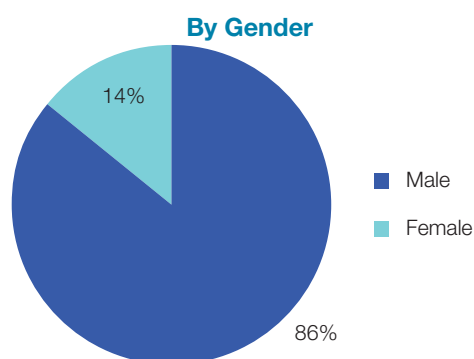
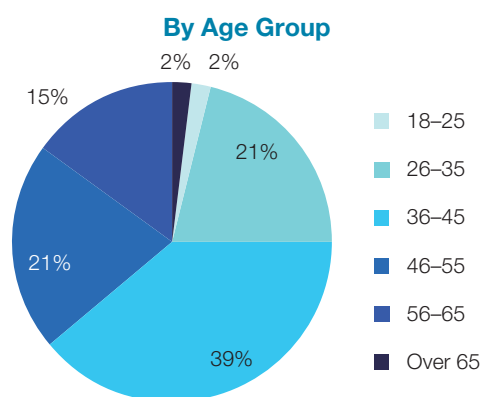
Employment

As an enterprise with social responsibility, we are not only responsible to our consumers, but also responsible to our employees. When pursuing economic goals, we also bear social and environmental responsibilities in order to achieve sustainable development.

We were not aware of any non-compliance with laws and regulations that has a significant impact on the Group relating to employment during the Reporting Year.

Our Employees

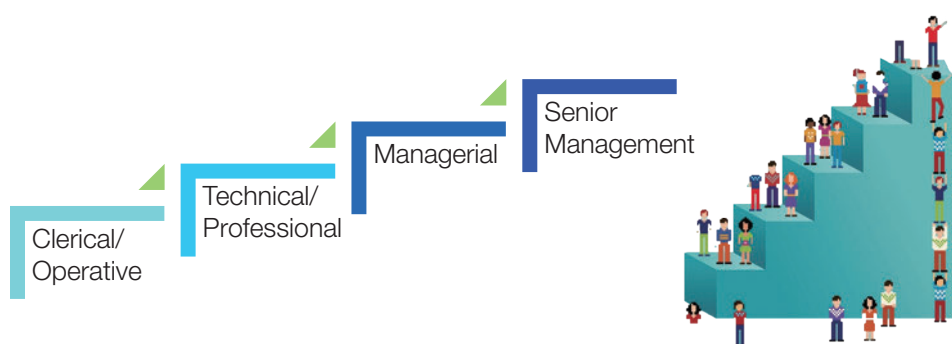
As at 31 March 2019, the Group employed a total of 58 staff, when compared with 62 staff as at 31 March 2018, our headcount reduced by 6%. And the composition of our members as at 31 March 2019 is set out below:



We believe that our diverse and inclusive workforce enhances our business by enabling innovative ideas and better communication.

Employee Benefits

Every year, the Board of the Group reviews and discusses the improvement measures and implementation of human resources management procedures. The Group offers a comprehensive employee benefits package for all its dedicated, talented staff. Employees are compensated fairly according to their contributions, with reference to the market practice. The remuneration committee is established for making appropriate annual update on remuneration policy. Employees' salaries are reviewed annually based on the Group's performance, individual's performance, job responsibilities and market conditions etc. A clear structure for pay and benefits, employees' promotion and advancement is set out for all employees to know clearly their career development and goals.



In addition, we contribute to the Mandatory Provident Fund and employees' compensation insurance with reference to the Employment Ordinance of Hong Kong.

Harmonious Workspace

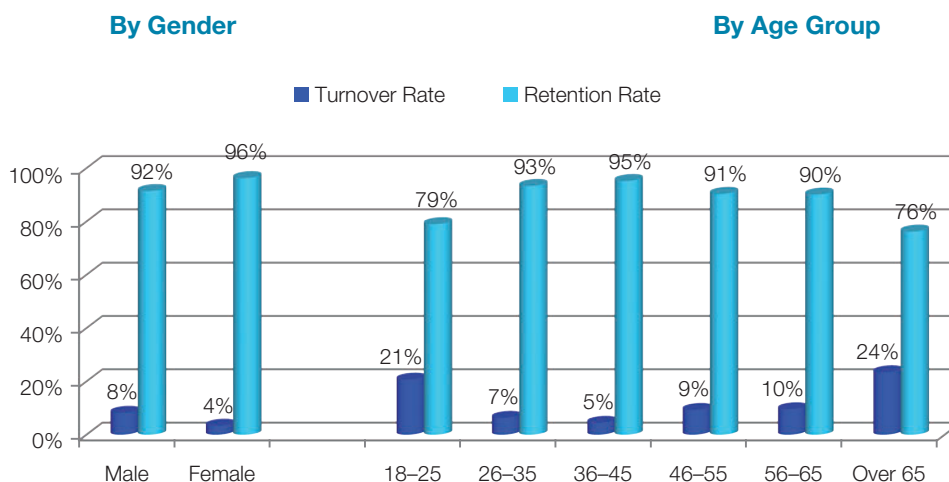
The Group places considerable value on staff management and has developed its human resources management procedures, striving to build a harmonious and inclusive working environment, free from any harassment and discrimination. The Group respects human rights, providing equal opportunities for its staff, regardless of their age, race, gender, national origin, religion, physical condition, medical condition, marital status and/or sexual orientation. The Group's equal opportunity policy is applicable towards its recruitment, training and development, recognition and reward, and termination and dismissal.

Work-life Balance of Employees

The Group is committed to labour legislation, providing employees with appropriate holidays and paid leave pursuant to various local labour legislations stipulated by the national and local governments. The Group strives to strike a proper work-life balance of its employees, providing them 6 days' work per week with eight to nine working hours per day. Overtime compensation is paid for employees working overtime voluntarily. Employees are also entitled special leaves to meet their families' needs, such as marriage leave, funeral leave and maternity leave, etc. The specific day of leave varies with reference to years of experience.

Talent Retention

With all the above benefits and welfare for employees, we successfully achieved 92% total retention rate in the Reporting Year, which is the same as the last year.



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT (continued)

Health and Safety

The Group attaches importance to the health and safety of its employees. An occupational safety and health guidelines has been set up and circulated for creating a safe working environment and protecting employees from occupational hazards. Ensuring employees' health and safety is placed the top priority of the Group when making decisions, and is also one of the major responsibilities of the management.

The Group reviews the health and safety management system for its employees every year, and displays warnings on facilities, machines which are dangerous or prone to accidents. In addition, the Group actively strengthens the occupational safety awareness of employees by providing regular in-house safety training. And the Group encourages employees to take external safety training revalidation course for construction workers. And the Group ensures all employees operating the cranes and other machineries are equipped with the relevant certificates.

The safety committee has been established to identify, recommend and review measures to improve the safety and health of the workers.

For any injuries, the safety officer on duty on site is responsible for providing aids immediately, and investigating the cases. A first-aid cabinet has been placed on every construction site in case of any injuries. An incident investigation report is prepared, recording the causes and findings regarding the incident, in any case of injuries. Recommendations for further improvement to avoid relevant injuries are also included in the incident investigation report.

Staff medical insurance was acquired, protecting employees from any unexpected medical costs. The labour insurance is closely monitored and adjusted according to the headcounts. In the light of these practices, no death or permanent disability case was noted during the Reporting Year, and no lost day of work due to work injury was noted.

The Group has no material non-compliance with relevant laws and regulation in relation to providing a safe working environment and protecting employees from occupational hazards during the Reporting Year.

Development and Training

The Group provided a wide variety of training to its staff to encourage positive behaviour of the employees, and to equip employees with the work-related skills. Induction training is provided to all newly-recruited employees, while regular on-job-training is provided to the current staff. In the Reporting Year, the Group achieved 88% training rate for all employment types, including front staff, senior officer and back office staff, and top management. The Group encourages all its employees to continue learning in order to promote their career growth and development. Employees joining external vocational training are subsidized by the Group which includes those concerned with construction safety and environmental management, professional skills operation training and emergency awareness.

Labour Standards

Respecting human rights has been an integral part of the Group's approach to sustainability. The Group fully complies with labour laws and other relevant legislation that prohibits child labour and forced labour. The Group does not employ any person below the age of eighteen at its workplace. Any violence, with the purpose of deliberately causing difficulties, threats and/or corporal punishment, forcing employees to work is prohibited. The Group strives to ensure that no employee is forced to work against his/her will, or work as forced labour, or be made subject to corporal punishment or coercion of any type relating to work. The Group regularly reviews its employment practice to ensure that are in full compliance with the Employment Ordinance and other regulations related to preventing child labour and forced labour.

During the Reporting Year, there was no material non-compliance with applicable laws and regulations in relation to preventing child and forced labour.

Communication with Employees

The Group strives to create an open environment in which employees are able to speak up with ideas and issues. Employees are welcome to provide comments and feedback directly to their supervisors or the next upper level managers in the first instance. In case of any complaint received from employees, an independent investigation and the appropriate follow-up actions would be taken, if necessary. Through both top-down and bottom-up communication, the Group is confident that harmonious relationship with its employees is achieved.



SECTION B: SOCIAL — OPERATING PRACTICES

Supply Chain Management

The Group recognizes that proper management of its supply chain could bring positive impacts to the social environment. The Group does not only implement a set of environmental, occupational health and safety management systems in accordance with ISO 14001 and OHSAS 18001 standards, but also invite its business partners to cooperate with environmental and occupational health and safety. The suppliers are encouraged to demonstrate their corporate social responsibilities by complying with corporate social responsibility codes as well as business ethics, with respect to workplace operations, marketing activities, social contacts and environmental responsibilities. High standards of morality which include prohibition of provision and acceptance of bribes and/or other unfair benefits are adopted by the Group. Information of business activities, business structure, financial status and financial performance, etc. should be disclosed only in accordance with applicable laws and regulations.

An approved supplier and subcontractor list is established and maintained by the Group. The financial and operational background (including recognized qualifications and licenses, etc.) of the suppliers, price level, and terms and conditions of supply are all taken into consideration when annually reviewing the list.

During the Reporting Year, the Group was cooperating with mainly 26 suppliers selected from the approved supplier list. All these 26 suppliers are located in Hong Kong, improving the Group's ability to manage its supply chain efficiently.

Product Responsibility

The Group is committed to providing services with high standards of quality and reliability. A detailed SWOT analysis is prepared annually, analyzing the Group's strengths, weaknesses, opportunities and threats, and preparing for relevant remediate or follow-up actions if necessary. The Group also obtains the product quality certification from its suppliers regularly, so as to ensure the quality of supplies.

Customer satisfaction survey has been distributed to ensure that any dissatisfying product quality can be found out and follow-up actions can be taken on a timely basis.

The safety officer is responsible for monitoring the safety environment on site and preparing the safety report. In case of any potential safety hazard, the safety officer is responsible for remediating and following up at the first place. Moreover, employees, who have access to the tender and quotation information, are required to sign confidential agreement, in order to better protect client privacy.

During the Reporting Year, no products and service-related complaints were received, and there was no material non-compliance with applicable laws and regulations relating to health and safety and privacy matters relating to products and services provided.

Anti-corruption

The Group strives to maintain a high level of ethical corporate culture. We prohibit all forms of bribery and corruption. Employees should not solicit or accept any advantage for themselves. The Group has formulated an internal control code to ensure that every staff complies with the rules of the Group in daily operation, so as to prevent violation of law.

In particular, employees are required to refrain from dealing in the Group's securities when they are in possession of material, non-public or inside information about the Group. Moreover, employees are prohibited from directly or indirectly engaging in any personal activities or transactions with customers, principals, suppliers, or third parties, which could conflict with their commitment to their jobs and the interests of the Group.

Fairness and honesty are essential for business dealings. Without the prior consent of the management, employees should not accept, from any person, firm, company or organization which has dealings with the Group, any commission, rebate, spotter's fee, gratuity, loan, gift or favour, monetary or otherwise. Acceptance of or solicitation for any such benefits is a criminal offence under the Prevention of Bribery Ordinance, and the Group is zero tolerant of these acts.

Whistleblowing

A whistle blowing policy is set up to encourage and enable employees to raise their concerns with the Group. If any employee believes reasonably and in good faith that malpractice exists in the workplace, he/she should report immediately to the supervisor or department head. All concerns are treated in confidence and every effort is made not to reveal employee's identity if employee so wish. Employees may also report to the Compliance Officer if they feel comfortable to. The Compliance Officer or the responsible management is responsible to look into the issue and take necessary actions. Where appropriate, the matters raised may even be referred to the police.

With our dedications and efforts, during the Reporting Year, there was no concluded legal case regarding corrupt practices brought against the Group or its employees. And the Group was not aware of any non-compliance with laws and regulations that has a significant impact on the Group relating to bribery, extortion, fraud and money laundering during the Reporting Year.

SECTION B: SOCIAL — COMMUNITY

To better protect our communities' interests, the Group is dedicated to reduce its adverse impacts on the environment, by reducing unnecessary resources usage, recycling the wastes and promoting employees' environmental awareness. Apart from protecting the environment, the Group also cares about its employees, suppliers, customers and the general public. Giving equal opportunities to every job applicant and monitoring the performance of suppliers regularly can not only benefit the Group, but also serve the community in long run.

REGULATORY COMPLIANCE

The Group was not aware of any non-compliance with laws and regulations that has a significant impact on the Group relating to emissions, employment, health and safety, labour standards, product responsibility and anti-corruption during the Reporting Year.

ENVIRONMENTAL DATA

Emissions	Year ended 31 March 2018	Year ended 31 March 2019	Unit
Air Emissions			
Total air emissions	700,478	698,349	gram
Nitrogen oxides	646,899	644,920	gram
Sulphur oxides	945	839	gram
Respiratory suspended particles	52,633	52,589	gram
Greenhouse Gas Emissions			
Total greenhouse gas emissions	1,800,096	1,404,988	kilogram
Scope 1 Emissions from Fossil Fuel Consumption	1,781,935	1,387,660	kilogram
Scope 2 Emissions from Electricity Consumption	17,324	16,673	kilogram
Scope 3 Emissions from Water and Sewage Processing	15	8	kilogram
Scope 3 Emissions from Disposal of Paper Waste	822	647	kilogram
Waste Management			
Non-hazardous Waste			
Construction waste	34	135	tonnes
Paper waste	171	135	kilogram
Use of Resources	Year ended 31 March 2018	Year ended 31 March 2019	Unit
Electricity Consumption			
Total Electricity Consumption	21,961	20,842	kWh
Water Consumption			
Water Consumption	24	12	m ³

SOCIAL DATA

Employment	Year ended 31 March 2018	Year ended 31 March 2019
Total employment	62	58
Employment by Gender		
Male	82%	86%
Female	18%	14%
Employment by Age Group		
18–25	0%	2%
26–35	18%	21%
36–45	31%	39%
46–55	21%	21%
56–65	27%	15%
Over 65	3%	2%
Employment by years of serving the Group		
under 1 year	40%	33%
1–3 years	23%	33%
3–5 years	13%	26%
5–10 years	24%	8%
Employment by management level		
Top management	14%	16%
Senior officer and back-office staff	12%	15%
Front-line staff	74%	69%
Employee Turnover Rate	Year ended 31 March 2018	Year ended 31 March 2019
Total turnover rate	8%	8%
Turnover Rate by Gender		
Male	8%	8%
Female	0%	4%
Turnover Rate by Age Group		
18–25	0%	21%
26–35	7%	7%
36–45	7%	5%
46–55	9%	9%
56–65	2%	10%
Over 65	13%	24%

ESG REPORTING GUIDE & REFERENCE

A. Environmental		Reference in this report
A1. Emissions		Page #
Policies and compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.		6–9
KPI A1.1 The types of emissions and respective emission data.		6
KPI A1.2 Greenhouse gas emission in total (in tonnes) and where appropriate, intensity (e.g. per unit of production volume, per facility).		7–8
KPI A1.3 Total hazardous waste produced (in tonnes) and where appropriate, intensity (e.g. per unit of production volume, per facility).		9
KPI A1.4 Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).		9
KPI A1.5 Description of measures to mitigate emissions and results achieved.		6–8
KPI A1.6 Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved.		9
A2. Use of Resources		Page #
Policies on the efficient use of resources, including energy, water and other raw materials.		10
KPI A2.1 Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility).		10
KPI A2.2 Water consumption in total and intensity (e.g. per unit of production volume, per facility).		10
KPI A2.3 Description of energy use efficiency initiatives and results achieved.		10
KPI A2.4 Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved.		10
KPI KA2.5 Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.		N/A (10)
A3. The Environment and Natural Resources		Page #
Policies on minimizing the issuer's significant impact on the environment and natural resources.		6–11
KPI A3.1 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.		6–11

ESG REPORTING GUIDE & REFERENCE (continued)

B. Social Reference in this Report

B1. Employment	Page #
Policies and compliance with laws and regulations relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	12–14
KPI B1.1 Total workforce by gender, employment type, age group and geographical region.	12
KPI B1.2 Employment turnover rate by gender, age group and geographical region.	14

B2. Health and Safety	Page #
Policies and compliance with laws and regulations relating to providing a safe working environment and protecting employees from occupational hazards.	15
KPI B2.1 Fatality number and rate.	N/A
KPI B2.2 Lost days due to work injury.	15
KPI B2.3 Description of occupational health and safety measures adopted how they are implemented and monitored.	15

B3. Development and training	Page #
Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	15
KPI B3.1 The percentage of employees trained by gender and employee category (e.g. senior management, middle management, etc.).	N/A
KPI B3.2 The average training hours completed per employee by gender and employee category.	N/A

B4. Labour standards	Page #
Policies and compliance with laws and regulations relating to preventing child and forced labour.	16
KPI B4.1 Description of measures to review employment practices to avoid child and forced labour.	16
KPI B4.2 Description of steps taken to eliminate such practices when discovered.	N/A

ESG REPORTING GUIDE & REFERENCE (continued)

B5. Supply chain management	Page #
Policies on managing environmental and social risks of the supply chain.	17
KPI B5.1 Number of suppliers by geographical region.	17
KPI B5.2 Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	17

B6. Product responsibility	Page #
Policies; and compliance with laws and regulations relating to health and safety. Advertising, labeling and privacy matters relating to products and services provided and method of redress.	17
KPI B6.1 Percentage of total products sold or shipped subject to recalls for safety and health reasons.	N/A
KPI B6.2 Number of products and service related complaints received and how they are dealt with.	17
KPI B6.3 Description of practices relating to observing and protecting intellectual property rights.	N/A
KPI B6.4 Description of quality assurance process and recall procedures.	N/A
KPI B6.5 Description of consumer data protection and privacy policies, how they are implemented and monitored.	N/A

B7. Anti-corruption	Page #
Policies and compliance with laws and regulations relating to bribery, extortion, fraud and money laundering.	18
KPI B7.1 Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases.	18
KPI B7.2 Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored.	18

B8. Community investment	Page #
Policies on community engagement to understand the needs of the communities where we operate and to ensure that our activities take into consideration the communities' interests.	18
KPI B8.1 Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	18
KPI B8.2 Resources contributed (e.g. money or time) to the focus area.	N/A