



**INNO-TECH
HOLDINGS LIMITED**
匯創控股有限公司

(Incorporated in Bermuda with Limited Liability)

(於百慕達註冊成立之有限公司)

(Stock code 股份代號：8202)

2018/19 Environmental, Social and Governance Report 環境、社會及管治報告

INNO-TECH HOLDINGS LIMITED
匯創控股有限公司

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Environmental, Social and Governance Report

環境、社會及管治報告

INTRODUCTION AND APPROACH TO ENVIRONMENTAL, SOCIAL AND GOVERNANCE

The Board of Directors (the “Board”) of Inno-Tech Holdings Limited (the “Company”, together with its subsidiaries, the “Group” or “we”) is pleased to present the Environmental, Social and Governance Report (the “Report”) for the year ended 30 June 2019 (the “FY2019” or “2019”), which provides an annual review of our initiatives, plans and performances in relation to the sustainable development to the internal and external stakeholders. We carry our business in a responsible manner in environmental, social and governance (“ESG”) and demonstrate our commitment to make the world a better place.

The Group adheres to the ESG management principles of sustainable development, and is committed to effectively and responsibly handling the ESG issues of the Group as a core part of our business strategy, as we believe this is the key to our continued success in future.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE STRUCTURE

The Group has established an ESG Taskforce (the “Taskforce”). The Taskforce is composed of core members of different departments of the Group and is responsible for collecting relevant information on our ESG aspects to prepare this Report. The Taskforce will report to the Board to assist in identifying and assessing the effectiveness of the Group’s ESG risks and internal control mechanisms. The Taskforce will also examine and assess our performance in the ESG areas of the environment, health and safety, labour standards, product responsibility and other aspects. The Board will set the general direction of the Group’s ESG strategies and ensure the effectiveness of ESG risk control and internal control mechanisms.

序言和環境、社會及管治方針

匯創控股有限公司(「本公司」，連同其附屬公司，「本集團」或「我們」)之董事會(「董事會」)欣然發佈本集團截至二零一九年六月三十日止年度(「二零一九年度」或「2019」)的《環境、社會及管治報告》(「本報告」)，旨在向內外部利益相關者闡述本集團推動可持續發展的成效，以及展示我們在環境、社會及管治(「環境、社會及管治」)上的倡議、計劃及績效，並展示其在可持續發展方面的承諾。

本集團秉承可持續發展的環境、社會及管治的管理方針，承諾有效及負責任地處理本集團的環境、社會及管治事務，並以此作為我們商業戰略的一個核心部分，因為我們相信這是讓我們在未來繼續取得成功的關鍵。

環境、社會及管治治理架構

本集團已成立了環境、社會及管治工作小組(簡稱「工作小組」)。工作小組由本集團不同部門的核心成員組成，負責搜集我們在環境、社會及管治方面的相關資料以編製本報告。工作小組會向董事會彙報，協助辨識和評估本集團的環境、社會及管治風險及內部控制機制的有效性。工作小組亦會檢查和評估我們在環境、社會及管治範疇內環境、健康與安全、勞工標準、產品責任等不同方面的表現。董事會則會設定本集團環境、社會及管治戰略上的大方向，並確保環境、社會及管治風險控制及內部控制機制的有效性。

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REPORTING SCOPE

The Report is mainly focused on the Group's core business in the People's Republic of China and Hong Kong, including the Shijiazhuang Enjian in China ("Shijiazhuang Enjian"), which terminated the Shijiazhuang lease in January 2019 and transferred the business to Shenzhen, Shenzhen's outdoor advertising business and Zhongshan's tissue advertising business; TV advertising business, the event management and marketing services, the money lending business (which commenced operation in February 2019) and the seafood trading business in Hong Kong.

Unless otherwise specified, we obtain ESG key performance indicators ("KPIs") through our Group's operational control mechanisms. After the Group's data collection system become mature and the sustainability work become deepen, we will continue to expand our disclosure scope in future.

REPORTING FRAMEWORK

This Report has been prepared in accordance with all applicable provisions contained in the "Environmental, Social and Governance Reporting Guide" ("ESG Reporting Guide") as set out in Appendix 20 of the GEM Listing Rules of the Stock Exchange of Hong Kong Limited.

For the corporate governance practices of the Group, please refer to the section headed "Corporate Governance Report" on pages 27 to 52 of the 2018/19 Annual Report of the Group.

REPORTING PERIOD

This Report details the ESG activities, challenges and measures taken by the Group in FY2019.

報告範圍

本報告的內容主要集中於集團於中華人民共和國及香港的核心業務，包括於中國石家莊(「石家莊恩健」)(於二零一九年一月終止石家莊租約，並把該業務轉移至中國深圳)、深圳之戶外廣告業務及中國中山市之紙巾廣告業務；於香港之電視廣告業務、活動管理及市場推廣服務、放債業務、及海鮮貿易業務(於二零一九年二月開始營運此業務)。

除了特別列明以外，我們通過本集團的營運控制機制取得環境、社會及管治關鍵績效指標(「關鍵績效指標」)。待本集團之資料收集系統更趨成熟，以及可持續發展工作深化之後，我們將於未來繼續擴大披露範圍。

報告框架

本報告根據香港聯合交易所有限公司GEM上市規則附錄二十所載《環境、社會及管治報告指引》(「環境、社會及管治報告指引」)所載的所有適用條文而編製。

有關本集團的企業管治常規，請參閱本集團2018/19年報第27至52頁所載的「企業管治報告」一節。

報告期間

本報告詳述本集團於二零一九年度所進行的環境、社會及管治方面的活動、挑戰和採取的措施。

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環境、社會及管治報告

STAKEHOLDER ENGAGEMENT

Stakeholder engagement is a core part of the Group's sustainability development work. We focus on establishing a normal communication mechanism with stakeholders to understand and respond to stakeholder concerns. The Group has established different communication channels with key stakeholders to report to the stakeholders on the strategic planning and performance of the Group's sustainability development, and to consult the opinions and appeals of the parties so that the Group's business practices can reach the stakeholders' expectations. The Group will consider the expectations of different stakeholders and, through mutual cooperation to enable the Group to continuously improve its performance and create greater value for the community.

The Group's key stakeholders include shareholders and investors, customers, employees, suppliers, regulators and government departments as well as the media, non-governmental organizations ("NGOs") and the public. We will communicate with stakeholders on different topics through the different communication channels. The communication channels between the Group and stakeholders and the expectations and requirements of stakeholders for the Group are as follows:

持份者參與

持份者參與是本集團可持續發展工作的核心部分。我們注重與持份者建立常態化溝通機制，為瞭解及回應持份者關注事項。本集團與主要持份者設立了不同溝通渠道，定時向持份者匯報本集團可持續發展戰略規劃與績效表現，諮詢各方的意見與訴求，以使本集團的業務常規達到持份者的期望。本集團會考慮不同持份者的期望，透過彼此合作使本集團不斷改善其表現，為社會締造更大價值。

本集團的主要持份者包括股東及投資者、客戶、員工、供應商、監管機構及政府部門以及媒體、非政府組織（「非政府組織」）及公眾。我們會就議題內容透過不同渠道與持份者進行溝通。本集團與持份者的溝通渠道及持份者對本集團的期望與要求如下：

Stakeholders 持份者	Communication Channels 溝通渠道	Expectations and Requirements 期望與要求
Shareholders and Investors 股東及投資者	<ul style="list-style-type: none"> Annual General Meeting 股東週年大會 Financial Reports 財務報告 Announcements and Notices 公告及通告 	<ul style="list-style-type: none"> Compliance Operation 合規經營 Financial Performance 財務業績 Corporate Sustainability Development 企業可持續發展
Customer 客戶	<ul style="list-style-type: none"> Customer Activity 客戶活動 Satisfaction Survey 滿意度調查 Telephone and Face-to-face Meetings 電話及當面會議 	<ul style="list-style-type: none"> Customer Information and Privacy Protection 客戶信息及私隱保護 Business Integrity and Ethics 商業誠信和道德

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STAKEHOLDER ENGAGEMENT (Continued)

持份者參與(續)

Stakeholders 持份者	Communication Channels 溝通渠道	Expectations and Requirements 期望與要求
Employees 員工	<ul style="list-style-type: none"> • Training activities 培訓活動 • Group Building Activities 團建活動 • Regular Performance Appraisal 定期績效考核 • Staff General Meeting 員工大會 • Daily Communication and Reporting 日常溝通及匯報 	<ul style="list-style-type: none"> • Career Development 職業發展 • Health and Safety 健康與安全 • Compensation and Benefits 薪酬與福利 • Equal Opportunity 平等機會
Suppliers 供應商	<ul style="list-style-type: none"> • Meeting 會議 • Site Visit 實地考察 • Regular Assessment 定期評估 • Exchange and Exchange Visits 交流互訪 	<ul style="list-style-type: none"> • Fair Competition 公平競爭 • Business Ethics and Reputation 商業道德與信譽 • Product Quality 產品質量 • Win-win Cooperation 合作共贏
Regulators and Government Departments 監管機構及政府部門	<ul style="list-style-type: none"> • Compliance Manager 合規經理 • On-site Inspection 現場檢查 	<ul style="list-style-type: none"> • Compliance with Laws and Regulations 遵守法律法規 • Support Economic Development 支持經濟發展
Media, NGOs and the Public 媒體、非政府組織及公眾	<ul style="list-style-type: none"> • Community Investment Activities and Partner Programs 社區投資活動及合作夥伴計劃 • Social Media 社交媒體 • ESG Report 環境、社會及管治報告 	<ul style="list-style-type: none"> • Community Participation 社區參與 • Business Compliance 業務合規 • Environmental Awareness 環保意識

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MATERIALITY ASSESSMENT

The management and staff of the Group's major functions are involved in the preparation of this Report to assist the Group in reviewing its operations and identifying relevant ESG issues, and assessing the relevant matters for the Group's business and its importance of the stakeholders. Based on the assessed ESG priorities, a questionnaire was prepared to collect information from relevant departments and business units of the Group.

The following is a summary of the Group's material ESG issues as set out in this Report:

重要範疇評估

本集團各主要職能的管理層與員工均有參與編製本報告，以協助本集團檢討其運作情況及鑒別相關環境、社會及管治事宜，並評估相關事宜對本集團的業務以及各持份者的重要性。根據經評估的環境、社會及管治重要事項以編製問卷，向本集團相關部門及業務單位收集資料。

下表為本報告所載本集團屬重大環境、社會及管治事宜之摘要：

ESG Reporting Guide 環境、社會及管治報告指引	The Group's ESG Aspects 本集團環境、社會及管治重要範疇	
A. Environmental		
A. 環境		
A1. Emissions	Greenhouse Gas ("GHG") Emissions	P.11
A1. 排放物	溫室氣體(「溫室氣體」)排放	
	Waste Management	P.13
	廢棄物管理	
A2. Use of Resources	Energy Management	P.17
A2. 資源使用	能源管理	
	Water Consumption	P.18
	水源消耗	
A3. The Environment and Natural Resources	Indoor Air Quality	P.20
A3. 環境及天然資源	室內空氣質量	

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MATERIALITY ASSESSMENT (Continued)

重要範疇評估(續)

ESG Reporting Guide 環境、社會及管治報告指引	The Group's ESG Aspects 本集團環境、社會及管治重要範疇	
B. Social		
B. 社會		
B1. Employment	Compensation and Benefits	P.22
B1. 僱傭	薪酬福利	
	Recruitment, Promotion and Dismissal	P.22
	招聘、晉升及解聘	
	Equal Opportunity and Anti-discrimination	P.23
	平等機會及反歧視	
B2. Health and Safety	Health and Safety	P.24
B2. 健康與安全	健康與安全	
B3. Development and Training	Training Management and Courses	P.25
B3. 發展及培訓	培訓管理及課程	
B4. Labor Standards	Prevention of Child Labor and Forced Labor	P.27
B4. 勞工準則	防止童工及強制勞工	
B5. Supply Chain Management	Supplier Management	P.28
B5. 供應鏈管理	供應商管理	
B6. Product Responsibilities	Quality Management	P.30
B6. 產品責任	品質管理	
	Customer Service	P.30
	客戶服務	
	Protection of Consumer Data and Privacy	P.31
	保護消費者資料及私隱	
	Advertising and Labelling	P.31
	廣告及標籤	
B7. Anti-corruption	Whistle-blowing Mechanism	P.32
B7. 反貪污	舉報制度	
B8. Community Investment	Corporate Social Responsibility	P.33
B8. 社區投資	企業社會責任	

As at the year ended 30 June 2019, the Group has established an appropriate and effective management policy and internal control system for ESG matters, and confirmed that the disclosures are in compliance with the requirements of the ESG Reporting Guide.

於截至二零一九年六月三十日止年度，本集團確認已就環境、社會及管治事宜設立合適及有效的管理政策及內部監控系統，並確認所披露內容符合環境、社會及管治報告指引的要求。

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CONTACT US

The Group welcomes comments and suggestions from stakeholders. You can provide opinion on this Report and our sustainability development by sending an email to info@it-holdings.com.hk.

A. ENVIRONMENTAL

A1. Emissions

General Disclosure and KPIs

The Group values good environmental management and strives to protect the environment in order to fulfill the social responsibilities of the Group. The Group has established environmental management policy and procedures for the daily operations of offices and business centres both in Hong Kong and Mainland China to regulate GHG and non-hazardous waste generation during operation, so that we contribute to environmental protection, and pursue sustainability development.

The responsible personnel of the Group's environmental affairs will supervise the implementation of environmental management measures and related environmental policies. Under strict supervision and guidance, all departments are doing their best to implement the Group's environmental policies, and ensure that all business processes comply with legal requirements. Officers responsible for environmental issues would continuously review the policies and implementation process, report to the management as appropriate, and recommended measures would also be proposed if necessary.

與我們聯絡

本集團歡迎持份者提供意見及建議。閣下可通過發送電郵至 info@it-holdings.com.hk 提供就本報告或我們在可持續發展方面的意見。

A. 環境

A1. 排放物

一般披露和關鍵績效指標

本集團重視良好的環境管理及努力保護環境，以履行本集團應承擔的社會責任。本集團針對位於香港及中國內地辦公室及業務中心的日常營運制定了有關環保管理制度和規程，規管營運中產生之溫室氣體和無害廢棄物等，以為環境保護作出貢獻，追求達致可持續發展的目標。

本集團的環境事務相關負責人員會監督環保管理措施及相關環保政策的實施情況。在嚴格的監察及指導下，各部門盡其所能執行本集團的環保政策，確保所有業務流程符合法律要求。各級環保事務負責人員會持續審視本集團的政策及實程序，並在適當時彙報予管理層，如有需要亦會提出建議措施。

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A. ENVIRONMENTAL (Continued)

A1. Emissions (Continued)

General Disclosure and KPIs (Continued)

The Group regularly tracks the latest national and regional environmental protection laws and regulations, and based on this focusing on measures to strengthen environmental protection so as to comply with local government laws and regulations and implement environmental policies. The Group strictly abides by the “Environmental Protection Law of the People’s Republic of China”, the “Law of the People’s Republic of China on the Prevention and Control of Water Pollution”, the “Law of the People’s Republic of China on the Prevention and Control of Environmental Pollution by Solid Waste”, the “Waste Disposal Ordinance” of Hong Kong, the “Water Pollution Control Regulations” of Hong Kong, Hong Kong’s “Product Environmental Responsibility Ordinance” and other laws and regulations on environmental protection in China and Hong Kong.

In FY2019, the Group did not have any violations of local environmental laws and regulations that have a significant impact on the Group on emissions from air and GHG emissions, discharge into water and land, and generation hazardous and non-hazardous wastes.

A. 環境 (續)

A1. 排放物 (續)

一般披露和關鍵績效指標 (續)

本集團定期追蹤最新國家和地區環境保護法律及法規，以此為依據專注於加強環境保護的措施，以遵守當地政府相關的法律及法規和貫徹落實環境政策。本集團嚴格遵守《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》、《中華人民共和國固體廢物污染環境防治法》、香港的《廢物處置條例》、香港的《水污染管制條例》、香港的《產品環保責任條例》及其他有關中國和香港環境保護的法律法規。

於二零一九年度，本集團並沒有任何就空氣及溫室氣體排放物、水及土地的排污以及有害及無害廢棄物產生對本集團有重大影響的當地相關環境法律法規之違規事件。

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A. ENVIRONMENTAL (Continued)

A1. Emissions (Continued)

Exhaust Gas Emissions

During the commercial operation of the Group, the emissions of exhaust gas mainly originated from the gasoline consumed by transportation. In response to its source, we actively take the following measures to reduce emissions:

- Monthly maintenance of the vehicle to effectively reduce fuel consumption, thereby reducing carbon emissions and exhaust gas emissions;
- Phasing out non-standard vehicles according to regional emission policy;
- Purchasing standard gasoline for vehicles and conducting annual inspections to ensure that vehicles meet relevant emission standards; and
- Actively adopting measures to reduce emissions, and the relevant measures will be described in the section of "GHG Emissions" in this Aspect.

In FY2019, the Group's two vehicles in Shijiazhuang Enjian have been suspended due to the transferred of business area, so the exhaust gas emissions from vehicles are not significant.

A. 環境 (續)

A1. 排放物 (續)

廢氣排放

本集團在商業運作過程中，廢氣排放主要源於交通運輸所消耗的汽油。針對其排放源，我們積極採取下列減排措施：

- 對所屬車輛進行按月檢修，以有效地降低燃料消耗，從而減少碳排放及廢氣排放；
- 根據地區排放政策規定，淘汰不達標車輛；
- 為車輛採購正規汽油，並每年進行檢驗，確保車輛達到相關排放標準；及
- 積極採取減少廢氣排放措施，相關措施將在本層面中的「溫室氣體排放」一節中說明。

於二零一九年度，本集團位於石家莊恩健的兩輛汽車已隨該地區業務轉移而暫停使用，因此由汽車用油產生的廢氣排放並不重大。

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A. ENVIRONMENTAL (Continued)

A1. Emissions (Continued)

GHG Emissions

The Group's GHG emissions are derived from direct GHG emissions from gasoline consumed by transportation (Scope 1), indirect GHG emissions from purchased electricity (Scope 2) and other indirect GHG emissions (Scope 3), including waste paper disposed at landfills, electricity generated by government departments for handling fresh water and sewage, and business air travel, water and paper consumption by employees. The Group actively adopts electricity saving and energy saving measures to reduce GHG emissions, including but not limited to:

- Actively adopts environmental protection and energy conservation measures, and the relevant measures will be described in the Aspect A2 of "Energy Management";
- Monthly maintenance of the vehicles to effectively reduce fuel burnout, thereby reducing carbon emissions and exhaust gas emissions;
- According to the national and regional emission policy (National Standard IV or EU V), phases out non-standard trucks, purchases standard diesel and gasoline for vehicles, and conducts annual inspections to ensure that national emission standards are met; and
- Reduces the number of business trips through electronic communication such as video conferencing and WeChat meetings.

In addition to the above measures, the Group will issue environmental communication to employees to raise environmental awareness. In addition, the office has posted notices and posters with green information to promote environmental management best practices. Through the above-mentioned GHG emissions reduction measures, employees' awareness of GHG emissions has been increased.

A. 環境 (續)

A1. 排放物 (續)

溫室氣體排放

本集團的溫室氣體排放來源於交通運輸所消耗汽油的直接溫室氣體排放(範圍一)、外購電力造成的間接溫室氣體排放(範圍二)及來自其他間接溫室氣體排放產生(範圍三)，包括於堆填區棄置的廢紙、政府部門處理淡水及污水所用的電力所產生及僱員的商務航空旅行、用水及紙張消耗。本集團積極採取節電和節能措施，以減少溫室氣體排放，包括但不限於：

- 積極採取環保節能措施，相關措施將在層面A2中「能源管理」一節中說明；
- 對所屬車輛進行按月檢修，以有效地降低燃料燒耗，從而減少碳排放及廢氣排放；
- 根據國家及地區排放政策規定(國標IV或歐盟五期)，淘汰不達標貨車，為車輛採購正規柴油和汽油，並每年進行檢驗，確保達到國家排放標準；及
- 通過視像會議和微信會議等電子溝通方式減少出差次數。

除上述措施外，本集團會向員工發放環保通訊，以提高環保意識。此外，辦公室已掛上載有綠色資訊的通告和海報，以宣傳環境管理的最佳實踐。透過上述溫室氣體減排措施，僱員溫室氣體排放的意識有所提升。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A1. Emissions (Continued)

GHG Emissions (Continued)

In FY2019, the Group's GHG emissions and its intensity performance are summarized as follows:

Indicator ¹ 指標 ¹	Unit 單位	2019	2018
Direct GHG emissions (scope 1) — Gasoline consumption 直接溫室氣體排放(範圍1) — 汽油消耗	tCO ₂ e 噸二氧化碳當量	9.38	15.40
Indirect GHG emissions (scope 2) — Purchased electricity 間接溫室氣體排放(範圍2) — 外購電力	tCO ₂ e 噸二氧化碳當量	6.59	22.00
Other indirect GHG emissions (scope 3) — Waste paper disposed at landfills, electricity generated by government departments for handling fresh water and sewage as well as business air travel, water and paper consumption by employees 其他間接排放產生(範圍3) — 堆填區棄置的廢紙、政府部門處理淡水及 污水所用的電力產生及僱員的商務航空旅行、 用水及用紙張消耗	tCO ₂ e 噸二氧化碳當量	1.96	3.30
Total GHG emissions (scope 1, 2 and 3) 溫室氣體排放總量(範圍1、2及3)	tCO₂e 噸二氧化碳當量	17.93	40.70
Total GHG emissions intensity² (scope 1, 2 and 3) 溫室氣體排放總量密度²(範圍1、2及3)	tCO₂e / employees 噸二氧化碳當量/僱員	0.24	0.54

Remarks:

- GHG emissions data are presented in terms of carbon dioxide equivalent and refer to, but not limited to, the World Resources Institute and the World Business Council for Sustainable Development, the Greenhouse Gas Inventory Protocol: Corporate Accounting and Reporting Standards, Hong Kong Stock Exchange How to prepare environmental, social and governance reports? — Appendix II: Environmental Key Performance Indicators Reporting Guidelines, the latest release of China's regional grid baseline emission factors, the Global Warming Potential of the Fifth Assessment Report issued by the Intergovernmental Panel on Climate Change, and the China Power Group's 2018 Sustainability Report.
- As at 30 June 2019, the total number of full-time employees of the Group was 76. The data is also used to calculate other intensity data.

A. 環境(續)

A1. 排放物(續)

溫室氣體排放(續)

於二零一九年度，本集團的溫室氣體排放及其密度表現概述如下：

備註：

- 溫室氣體排放數據乃按二氧化碳當量呈列，並參照包括但不限於世界資源研究所及世界可持續發展工商理事會刊發的《溫室氣體盤查議定書：企業會計與報告標準》、香港交易所發佈的《如何準備環境、社會及管治報告？—附錄二：環境關鍵績效指標匯報指引》、最新發布的中國區域電網基準線排放因數、政府間氣候變化專門委員會發佈的《第五次評估報告》的全球升溫潛能值、中電集團發佈的《2018可持續發展報告》。
- 截至二零一九年六月三十日，本集團全職僱員總數為76名。有關數據亦用於計算其他密度數據。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A1. Emissions (Continued)

GHG Emissions (Continued)

In FY2019, the total GHG emissions were significantly reduced by approximately 56.0% from approximately 40.70 tCO₂e in 2018 to approximately 17.93 tCO₂e in 2019, mainly due to the Group's business in Shijianzhuang Enjian has been transferred to Shenzhen in January 2019. Two vehicles owned by Shijianzhuang Enjian (mainly used for the management to pick up customers or their outing meetings, daily travel or business use of employees) also suspended with the transfer of business in the region (the Group does not own and use other vehicles at other operating points); therefore, the consumption of gasoline is greatly reduced and the use of electricity is therefore greatly reduced. Therefore, direct GHG emissions (scope 1), indirect GHG emissions (scope 2), and other indirect GHG emissions (scope 3) have fallen sharply.

Domestic Sewage

As our business activities do not consume significant amount of water, our business activities do not generate significant amount of sewage. Since the wastewater discharged by the Group will be sent to the regional water purification plant through the municipal sewage pipe network, therefore the water consumption of the Group is the sewage discharge. The Group's water consumption data will be described in the Aspect A2 of "Water Consumption".

Waste Management

The Group adheres to the waste management principles and is committed to properly disposing of all waste generated by our business activities. All of our waste management practices comply with relevant environmental laws and regulations including the Hong Kong's "Waste Disposal Ordinance" and the "Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Waste".

A. 環境(續)

A1. 排放物(續)

溫室氣體排放(續)

於二零一九年度，溫室氣體排放總量由2018年的約40.70噸二氧化碳當量大幅減少約56.0%至2019年的約17.93噸二氧化碳當量，主要原因是因為本集團於石家莊恩健的業務已於二零一九年一月轉移至深圳。由石家莊恩健擁有的2台汽車(主要用於管理層接送客戶或其外出會議、員工日常出差或商務使用)亦隨著該地區業務之轉移而停用(本集團於其他營運點沒有擁有和使用其他汽車)；因此，汽油消耗大幅減少而電力的使用亦因此大幅減少。因此直接溫室氣體排放(範圍1)、間接溫室氣體排放(範圍2)及其他間接溫室氣體排放(範圍3)大幅下降。

生活污水

由於我們的業務活動並無大量用水，因此我們的業務活動並無產生大量污水排放。由於本集團排放的廢水會經市政污水管網送區域水質淨化廠處理，因此本集團耗水量即為污水排放量。本集團的耗水量數據將於A2層面中「水源消耗」一節中說明。

廢棄物管理

本集團堅守廢物管理原則，致力適當處理及處置由我們業務活動產生的所有廢棄物。我們的所有廢棄物管理慣例符合相關環保法律及規例其中包括香港的《廢物處置條例》及《中華人民共和國固體廢物污染環境防治法》。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A1. Emissions (Continued)

Hazardous Waste

The Group has established guidelines for the management and disposal of hazardous wastes, as the Group did not generate any hazardous waste in FY2019. In the event of any hazardous waste, the Group must appoint a qualified chemical waste collector to dispose of such waste in order to comply with relevant environmental laws and regulations.

Non-hazardous Waste

The Group adheres to the waste management principles and is committed to addressing and disposing of all waste generated by our business activities in a sustainable manner and in a manner that reduces, reuses, recycles and replaces. All of our waste management practices are in compliance with relevant environmental laws and regulations. The non-hazardous waste generated by the Group's business activities is mainly paper. After collection and classification, such wastes will eventually be collected and disposed of by qualified waste treatment service providers.

We regularly monitor the amount of paper used, and implement a number of measures to minimize the use of different resources. The Group's offices also provide appropriate facilities and encourage employees to classify waste sources and recycle wastes in an effort to achieve the goal of waste reduction, reuse and re-engineering in the course of operations. The Group maintains high standards in waste reduction and teaches employees the importance of sustainable development and provides relevant support to develop their awareness and knowledge of sustainable development.

A. 環境 (續)

A1. 排放物 (續)

有害廢棄物

儘管本集團於二零一九年度並未產生任何有害廢物，本集團已制定管理及處置有害廢棄物的指引。倘產生任何有害廢物，本集團必須委聘合資格化學廢物收集商處理該等廢棄物，以遵守相關環境法律及法規。

無害廢棄物

本集團堅守廢棄物管理原則，致力以可持續發展的原則及減少、重用、回收及取代的方式處理及處置我們的業務活動產生的所有廢棄物。我們的所有廢棄物管理慣例均符合相關環保法律及規例。本集團業務活動產生的無害廢棄物主要為紙張。經收集及分類後，該類廢物最終會統一由合資格的廢物處理服務供應商收集及處理。

我們定期監察用紙量使用量，並執行多項措施使員工儘量減少使用不同資源。本集團旗下辦公室亦提供適當設施，並鼓勵員工分類廢物來源及循環再用廢物，力求於營運過程中達致減廢、再用及再造的目標。本集團在減廢方面維持高標準，並教導員工可持續發展的重要性及提供相關支援，培養他們踐行可持續發展的意識和知識。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A1. Emissions (Continued)

Non-hazardous Waste (Continued)

The Group is committed to building an electronic office. We have implemented the following measures to encourage employees to take responsibility for waste management and minimizing waste generation:

- Make full use of the online system in the office, general administrative notification, data transmission, etc. through the network system to establish an electronic workflow;
- Try to avoid printing and copying documents;
- Try to use double-sided printing or photocopying;
- Paper-saving measures, including the use of electronic files to minimize unnecessary printing, and double-sided printing of internal and external documents;
- Use old envelopes and recycle used paper, cartons, envelopes and folders; and
- Minimize the use of disposable paper products such as paper cups and paper towels.

In addition, the Group will also put on environmental protection messages on office equipment to remind employees to pay attention to environmental protection to enhance their environmental awareness. Through the above measures, our total non-hazardous waste generated in FY2019 decreased by approximately 74.1% from approximately 0.27 tonnes in 2018 to approximately 0.07 tonnes in 2019. Staff awareness of waste management has been increased.

A. 環境 (續)

A1. 排放物 (續)

無害廢棄物 (續)

本集團致力建立一個電子化的辦公室。我們已實施下列措施，藉此鼓勵僱員在廢棄物管理及儘量減少廢棄物產生方面承擔責任：

- 辦公室內充分利用網上系統，一般事務性通知、資料傳送等通過網路系統進行，建立電子工作流程；
- 儘量避免列印及複印文件；
- 儘量使用雙面列印或影印；
- 節約用紙措施，包括使用電子文件以盡量減少不必要的打印，盡可能雙面打印內部及外部文件；
- 使用舊信封和循環使用曾用過的紙張、紙箱、信封及文件夾；及
- 儘量減少使用一次性紙製品，如紙杯、紙巾。

除此以外，本集團亦會在辦公室設備上貼上環保訊息提示，時刻提醒員工需重視環保，以提高員工的環保意識。透過上述措施，我們於二零一九年度，無害廢物排放總量由2018年的約0.27噸大幅減少約74.1%至2019年的約0.07噸，員工對廢棄物管理的意識已有所提高。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A1. Emissions (Continued)

Non-hazardous Waste (Continued)

In FY2019, the Group's major non-hazardous waste emissions and its intensity performance:

Waste Category 廢棄物類別	Unit 單位	2019	2018
Paper 紙張	tonnes 噸	0.07	0.27
Paper intensity 紙張密度	tonnes/employees 噸／僱員	0.001	0.004

A2. Use of Resource

General Disclosure and KPI

The Group continues to implement resource efficiency and environmental protection measures in its operations and is committed to optimizing resource utilization in all its business operations. Environmental Protection Policies and performance as well as environmental conservation have always been one of the Group's concerns. On the business side, the Group understands that the materials used will directly affect the quality of the advertisements and the surrounding environment. Therefore, the Group purchases and selects environmentally friendly materials. The Group requires major suppliers to use 3M materials or equivalent materials, that is, the main material is Polyolefin as the plastic material for the advertising screen, so that the waste will not cause pollution problems.

A. 環境 (續)

A1. 排放物 (續)

無害廢棄物 (續)

於二零一九年度，本集團的主要無害廢物排放及其密度表現概述：

A2. 資源使用

一般披露和關鍵績效指標

本集團持續在營運中推行資源效益和環保措施，致力在其所有業務營運中優化資源利用。環保政策及表現以及環保保育一直為本集團關注事項之一。業務方面，本集團深明所採用的物料會直接影響廣告的品質及其周邊的環境，因此本集團採購及選用符合環保效益的物料。本集團要求主要供應商採用3M材料或同等材料，即主要材料成份為聚烯烴(Polyolefin)作為廣告畫面的塑膠料，致使廢棄物不會造成污染問題。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A2. Use of Resources (Continued)

Energy Management

The Group strictly abides by the “Energy Conservation Law of the People’s Republic of China” and cultivates the habit of saving resources and recycling for employees from daily work. The Group closely monitors the use of resources to ensure maximum resource utilization and eliminate waste, thereby protecting natural resources and improving operational efficiency. All departments of the Group regularly report on the use of resources and take timely action on issues. In addition, the Group has introduced a number of resource-saving measures to enhance employees’ awareness of energy conservation and emission reduction, thereby effectively utilizing resources, including but not limited to:

- Prioritize the use of energy-efficient lighting equipment and appliances;
- Turn off electronic equipment and lighting equipment during non-office hours;
- Turn off idle appliances; and
- Regularly maintain and repair electrical appliances to reduce energy waste.

In addition, the Group’s Human Resources and Administration Center is responsible for the awareness-raising of electricity conservation and regular inspections of the implementation of energy conservation by various departments. The heads of all departments are responsible for the promotion, supervision and inspection of electricity conservation. In FY2019, the total gasoline consumption decreased by approximately 38.1% from approximately 50,273.14 kWh in 2018 to approximately 31,116.43 kWh in 2019; and the total electricity consumption was substantially reduced by approximately 43% from approximately 22,000 kWh in 2018 to approximately 12,434 kWh in 2019. The decrease was mainly attributed to the decrease in gasoline consumption and electricity consumption due to the transfer and consolidation of the business of Shijiazhuang Enjian in January 2019.

A. 環境 (續)

A2. 資源使用 (續)

能源管理

本集團嚴格遵守《中華人民共和國節約能源法》，更從日常工作中培養僱員節約資源、循環再用的習慣。本集團密切留意資源使用，確保資源利用最大化及杜絕浪費，從而保護自然資源及提高營運效率。本集團各部門定期匯報資源使用狀況，並針對問題及時作出行動。另外，本集團推出多項節約資源之措施，以提升僱員之節能減排意識，從而有效地利用資源，包括但不限於：

- 優先使用節能照明設備及電器；
- 於非辦公時間關閉電子設備及照明設備；
- 關閉閒置電器；及
- 定期保養及維修電器，以減少能源浪費。

另外，本集團的人事行政中心負責節約用電的意識宣傳，定期檢查各部門節約用電執行的情況。各部門主管則負責節約用電的宣傳、督促與檢查。於二零一九年度，汽油消耗總量由2018年的約50,273.14千瓦時大幅減少約38.1%至2019年的約31,116.43千瓦時；而用電消耗總量由2018年的約22,000千瓦時大幅減少約43%至2019年的約12,434千瓦時。減少的主要原因是由於石家莊恩健的業務於二零一九年一月轉移並合併至深圳辦公室，其汽油消耗及用電量因而減少。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A2. Use of Resources (Continued)

Energy Management (Continued)

In FY2019, the Group's energy consumption and its intensity are as follows:

Consumption of Resources 耗用資源	Unit 單位	2019	2018
Gasoline ³ 汽油 ³	kWh 千瓦時	31,116.43	50,273.14
Gasoline intensity 汽油密度	kWh/employees 千瓦時／僱員	409.43	661.49
Electricity 用電	kWh 千瓦時	12,434	22,000
Electricity intensity 用電密度	kWh/employees 千瓦時／僱員	163.61	289.47

Remarks:

3. The actual gasoline consumption in 2019 and 2018 was approximately 3,528 litres and 5,700 litres respectively.

Water Consumption

The Group's water use is mainly domestic water in the office area. The water supply managed by the Group includes toilet water, washing water and cleaning water. We encourage all employees and customers to develop the habit of consciously saving water. The Group has been strengthening water-saving publicity, posting water-saving slogans and guiding employees to use water reasonably.

In FY2019, the total amount of water consumption decreased by approximately 58% from approximately 144 m³ in 2018 to approximately 60 m³ in 2019. This was due to the transfer of the business of Shijiazhuang Enjian in January 2019. When it was merged into the Shenzhen office, its water consumption was reduced to half.

A. 環境 (續)

A2. 資源使用 (續)

能源管理 (續)

於二零一九年度，本集團的能源消耗及其密度表現如下：

備註：

3. 2019年及2018年的實際汽油消耗分別為約3,528公升及5,700公升。

水源消耗

本集團的用水主要是辦公區的生活用水。本集團管理的供水包括衛生間用水、洗刷用水和保潔用水等。我們鼓勵所有員工和客戶養成自覺節約用水的習慣，本集團一直加強節水宣傳，張貼節水標語，引導員工合理用水。

於二零一九年度，耗水總量由2018年的約144立方米大幅減少約58%至2019年的約60立方米，這是由於石家莊恩健的業務於二零一九年一月轉移並合併至深圳辦公室，其耗水量因而減少至一半。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A2. Use of Resources (Continued)

Energy Management (Continued)

In FY2019, the Group's water consumption and its intensity performance in 2019:

Water Consumption 耗水	Unit 單位	2019	2018
Water 水	m ³ 立方米	60	144
Water consumption intensity 耗水密度	m ³ /employee 立方米／僱員	0.79	1.89

Based on the geographic location of our office, we did not have any issue in sourcing water.

Packaging Material Use

Due to the nature of our business, the Group did not generate significant packaging materials during its daily operations.

A3. The Environment and Natural Resources

General Disclosure and KPIs

While the core business of the Group has a small impact on the environment and natural resources, we recognize that we have responsibility to minimize the negative impact of our business operations on the environment in order to achieve sustainable development and create long-term value for our stakeholders and society as a whole.

The Group has worked tirelessly to reduce the environmental impact of its activities by adopting industry best practices aimed at reducing natural resource consumption and effective emissions management. We regularly assess the environmental risks of our business and take the necessary precautions to reduce risks to ensure compliance with relevant laws and regulations.

A. 環境 (續)

A2. 資源使用 (續)

能源管理 (續)

於二零一九年度，本集團耗水及其密度表現概述：

基於我們辦公室的地理位置，我們沒有任何求取適用水源上的問題。

包裝材料使用

由於我們的業務性質，本集團於其日常營運過程中並無產生大量包裝材料。

A3. 環境及天然資源

一般披露和關鍵績效指標

雖然本集團的核心業務對環境及自然資源有少量影響，但我們認識到我們有責任盡量減少業務營運對環境的負面影響，以實現可持續發展，為持份者及整個社會創造長遠價值。

本集團通過採用旨在減少自然資源消耗和有效排放管理的行業最佳實踐，不懈地努力減少其活動對環境的影響。我們定期評估業務的環境風險，並採取必要的預防措施，降低風險，以確保遵守相關的法律及法規。

Environmental, Social and Governance Report

環境、社會及管治報告

A. ENVIRONMENTAL (Continued)

A3. The Environment and Natural Resources (Continued)

Indoor Air Quality

The Group is committed to providing employees with a comfortable working environment to enhance work efficiency. The Group maintains discipline, environmental sanitation in processing plants, offices and stores, and ensures cleanliness of individual areas and public areas. From time to time, staff monitor the situation of the community and the workplace, develop emergency plans in advance to mitigate risks, take preventive and control measures to identify problems and risks, and timely address identified problems and potential risks to maintain a good working environment.

On the other hand, the Group regularly monitors and measures the indoor air quality in the workplace. In order to maintain indoor air quality, the Group filters pollutants and dust through air purification equipment and regularly cleans the air conditioning system.

B. SOCIAL

B1. Employment

General Disclosure

Employees are at the core of the Group's largest and valuable assets and competitive advantage, and the Group's success relies heavily on the ability to attract, develop and retain employees. We adhere to the people-oriented principle, standardize the employment management of labor to respect and protect the legitimate rights and interests of each employee, actively protect the occupational health and safety of employees, and at the same time stimulate the enthusiasm, initiative and creativity of employees to build a harmonious labor relationship.

The Group actively complies with the "Labor Law of the People's Republic of China", the "Labor Contract Law of the People's Republic of China", and the relevant labor laws and regulations such as the "Employment Ordinance" and the "Minimum Wage Ordinance". In FY2019, the Group has not been subjected to any significant impact or has been identified for violating employment laws and regulations.

A. 環境(續)

A3. 環境及天然資源(續)

室內空氣質量

本集團致力為員工提供舒適的工作環境，以提升工作效率。本集團維持加工廠、辦公室和商店紀律和環境衛生，並確保個人區域和公共區域整潔。工作人員不時監測社區和工作場所的狀況，提前製定應急預案以減輕風險，採取預防和控制措施進行問題和風險識別，及時處理已發現的問題和潛在風險以維持良好的工作環境。

另一方面，本集團定期監察及測量工作場所的室內空氣質素。為保持室內空氣質量，本集團通過空氣淨化設備過濾污染物和灰塵，並定期清潔空調系統。

B. 社會

B1. 僱傭

一般披露

員工是本集團最大及具價值的資產和競爭優勢的核心，故而本集團的成功十分依賴於吸引、培養及留住員工的能力。我們堅持以人為本的原則，規範了勞動僱傭管理以尊重和保障每一位員工的合法權益，積極保障員工職業健康安全，同時激發員工積極性、能動性和創造力，以構建和諧的勞動關係。

本集團積極遵守《中華人民共和國勞動法》、《中華人民共和國勞動合同法》、和香港法例《僱傭條例》和《最低工資條例》等相關的勞動法律法規，於二零一九年度，本集團並未發現任何違反有關僱傭的法例和法規的重大事宜。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B1. Employment (Continued)

General Disclosure (Continued)

As the Group's office in Shijiazhuang Enjian, has been closed, the employees located there have been demobilized and compensated in accordance with the "Labor Contract Law of People Republic of China". The Group's business operations in Shijiazhuang Enjian were transferred to Shenzhen to continue operations; and the Group's offices in Zhongshan City and Hong Kong continued to operate normally.

As of 30 June 2019, the Group had 76 full-time employees and the age share of employees was divided into three categories: (i) 6.58% of employees aged 30 and below; (ii) 86.84% of the ages from 31 to 50 years old; and (iii) 6.58% of those over 51 years old. The Group's ratio of male to female is approximately 1:1.4. The figure below shows the diversity of employees:

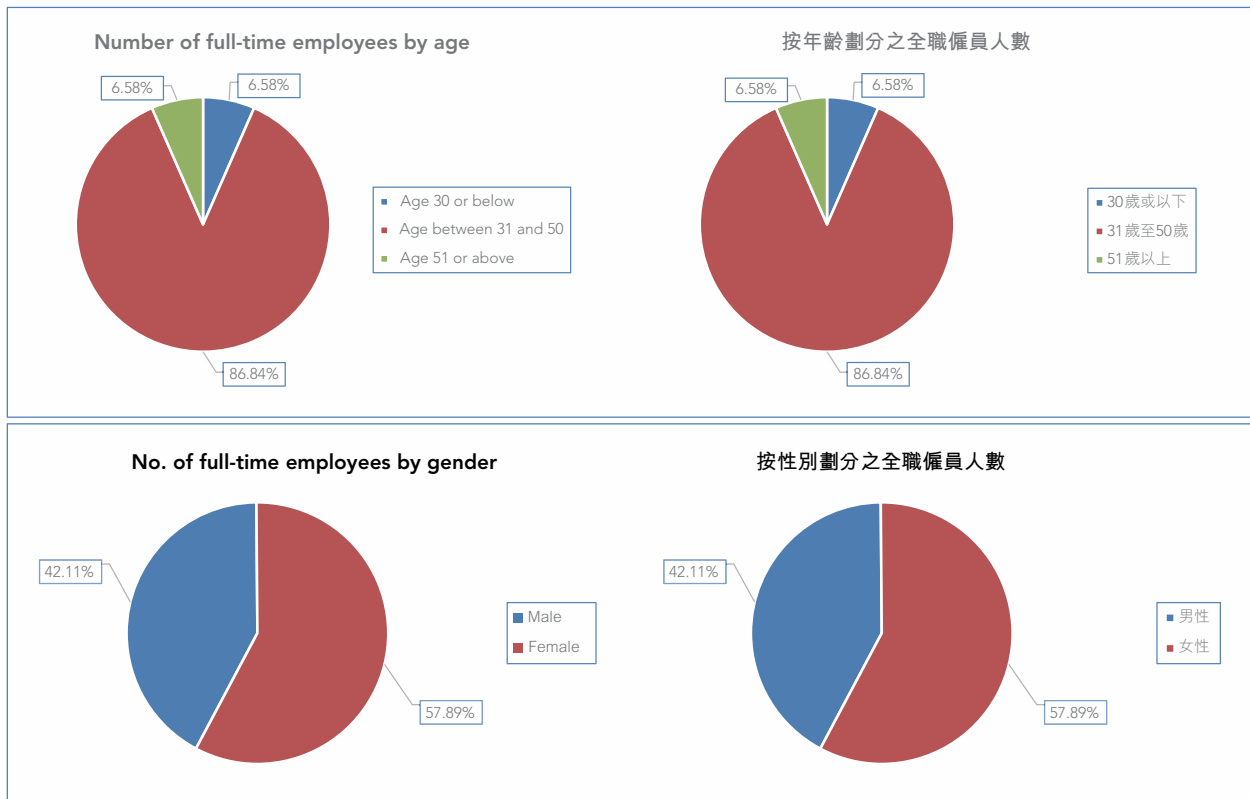
B. 社會 (續)

B1. 僱傭 (續)

一般披露 (續)

由於本集團位於石家莊恩健的辦公室已關閉，因此位於該處之員工已全部按照《中華人民共和國勞動合同法》被遣散並得到相關賠償。本集團於石家莊恩健之業務營運轉移至深圳繼續營運；而本集團位於中山市和香港的辦公室則繼續正常營運。

截至二零一九年六月三十日，本集團有76名全職僱員，而僱員年齡佔比共分為三個類別：(i)30歲及以下的僱員人數佔6.58%；(ii)31歲至50歲佔86.84%；及(iii)51歲以上佔6.58%。本集團的男女組合比率約為1：1.4。下圖顯示僱員的多樣性：



Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B1. Employment (Continued)

Compensation and Benefits

The Group has developed a complete and complete human resources management system. In this system, the relevant requirements and operational specifications of the Group in the recruitment process, such as interviews, evaluations, background checks, admission notices, etc., are clearly defined. In the recruitment process, the recruitment principle will also be standardized, and the appointment principle of excellent morality, knowledge, ability and experience will be suitable for the position, and the principles of fairness, fairness and openness will be adhered to, so as to attract and attract outstanding talents.

The Group has clear basis and procedures for the promotion, transfer and downgrade management of its employees, and regulates the termination process to protect the interests of both employees and the Company. Any employment, promotion or dismissal will be based on the "Employee Management System" or related employment contracts. The Group prohibits any form of illegal or illegal dismissal.

Recruitment, Promotion and Dismissal

The Group has formulated and implemented the "Code of Conduct for Employees" to comprehensively regulate the behaviors of all employees of the Group in their daily activities, so as to meet the needs of modern enterprises. In addition to complying with the "Labor Law of the People's Republic of China", the "Labor Contract Law of the People's Republic of China" and the "Regulations on Industrial Injury Insurance of the People's Republic of China", the Group has regulations on working hours, holidays, remuneration, benefits and retirement. The Group provides competitive compensation and benefits to employees and adjusts their compensation and treatment levels in a timely manner based on current market conditions to attract and retain talent and enhance employees' sense of belonging.

B. 社會 (續)

B1. 僱傭 (續)

薪酬福利

本集團制定了一套齊全而又完善的人力資源管理制度。在此制度中明確規定了本集團在人員招聘過程中面試、評測、背景調查、錄取通知書等相關要求及操作規範。在招聘過程中亦會規範招聘原則，堅持品德優秀、學識、能力和經驗適合於所任崗位的聘任原則，堅持公正、公平及公開原則，從而不斷吸引和招攬優秀人才。

本集團對員工有明確人員晉升、調動和降級管理的依據及流程，規範離職流程，以保護員工和本公司雙方的利益。任何僱傭、晉升或解僱均將基於《員工管理制度》或相關的僱傭合約。本集團禁止任何形式的違法或非法解僱。

招聘、晉升及解聘

本集團已制定並執行《員工行為規範》為全面規範本集團全體僱員於日常活動中的言行舉止，從而達到現代化企業需求。除遵守《中華人民共和國勞動法》、《中華人民共和國勞動合同法》及《中華人民共和國工傷保險條例》外，本集團就工作時數、假期、薪酬、福利和退休等方面作出管理規定。本集團為僱員提供具有競爭力的薪金及福利待遇，並根據現行市況變動及時調整薪金及待遇水平，以吸引及保留人才，並提升僱員的歸屬感。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B1. Employment (Continued)

Equal Opportunity and Anti-discrimination

The Group strictly abides by the national and local government regulations, adopts a fair, just and open recruitment process, and has developed relevant institutional documents to prevent discrimination in the recruitment process, regardless of race, gender, skin color, age, family background and ethnic tradition, religion, physical fitness and nationality, allowing employees to enjoy fair treatment at all stages of recruitment, remuneration, training and promotion, in an effort to bring professionals with different backgrounds to join the group. The Group has zero tolerance for any workplace discrimination, harassment or infringement in accordance with relevant government legislation, regulations and rules.

Work-life Balance

The Group attaches great importance to maintaining the healthy lifestyle and work-life balance of its employees, and actively promotes social activities in which employees are engaged in work and life balance. We value the maintenance of a healthy lifestyle and work-life balance. The Group organizes employee gatherings every year to enhance the sense of belonging of employees and create a friendly and harmonious working environment.

B. 社會 (續)

B1. 僱傭 (續)

平等機會及反歧視

本集團嚴格遵守國家及地方政府各項法規，採取公平、公正及公開的招聘流程，制定了相關制度文件以杜絕招聘過程中的歧視現象，不因種族、性別、膚色、年齡、家庭背景、民族傳統、宗教、身體素質和國籍等因素歧視任何一位員工，讓員工在招聘、薪酬、培訓和晉升等各個階段享受公平待遇，以盡力羅致不同背景的專才加入本集團。本集團根據相關政府立法、條例及規則對任何工作場所歧視、騷擾或侵害行為零容忍。

工作與生活平衡

本集團重視維護員工的健康生活方式及工作與生活平衡，並積極推動員工投入各項工作與生活平衡的社會活動。我們重視維護員工的健康生活方式及工作與生活平衡。本集團每年舉辦僱員聚餐，從而提升僱員歸屬感，打造一個友好和諧的工作環境。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B2. Health and Safety

General Disclosure

The Group attaches great importance to the health and safety of its employees and is committed to providing employees with a healthy, safe and comfortable working environment. We strive to eliminate potential workplace health and safety hazards, and do a good job in the safety management of all aspects to protect the personal safety and health of employees during their work. We strictly enforce the related laws and regulations such as "Labor Law of the People's Republic of China", The "Law on the Prevention and Control of Occupational Diseases of the People's Republic of China", the "Fire Prevention of the People's Republic of China", and the Hong Kong "Occupational Safety and Health Ordinance". In FY2019, the Group was not aware of any material non-compliance with respect to the relevant laws and regulations that provide a safe working environment and protect employees from the occupational hazards of the Group. In addition, in FY2019, there were no large fines or sanctions for failing to comply with relevant laws and regulations.

Health and Safety Management

The Group provides employees with a comprehensive free health checkup each year. The health checkup is conducted by the Health Management Center of the Bethune International Peace Hospital of the Chinese People's Liberation Army.

The Group develops and implements the "Safety Management Regulations", including but not limited to:

- Employees comply with national safety production rules and regulations and improve employee safety awareness;
- Improve safety measures and do a good job in safety and security;
- When employees leave the post, they will be responsible for the prevention work in the responsible work area, such as fire prevention and security; and
- Set up specific staff, conduct regular safety inspections and supervision, and train employees to create a stable and safe working environment.

B. 社會(續)

B2. 健康與安全

一般披露

本集團高度重視員工的健康與安全，致力為員工提供健康、安全和舒適的工作環境。我們努力消除潛在工作場所健康及安全危害，並做好各環節的安全管理工作，以保障員工在工作期間的人身安全及健康。我們嚴格執行《中華人民共和國勞動法》、《中華人民共和國職業病防治法》、《中華人民共和國消防法》、香港《職業安全及健康條例》等相關法律法規。於二零一九年度，本集團並不知悉有關對提供安全工作環境及保護僱員免受本集團職業危害產生重大影響之有關法律法規的任何重大違規情況。此外，二零一九年度亦沒有因未遵守有關法律及法規而遭受大額罰款或制裁。

健康與安全管理

本集團每年為員工提供一次全面免費健康體檢，該健康體檢由中國人民解放軍白求恩國際和平醫院健康管理中心進行。

本集團制定並執行《安全管理規定》，包括但不限於：

- 員工遵守國家安全生產規章制度，提高員工安全意識；
- 完善安全措施，做好安全保衛工作；
- 員工下班離崗時各自做好負責的工作區域內之防範工作，如防火防盜；及
- 設立專職人員，定期進行安全檢查和監督，對員工進行培訓，營造一個穩定安全的工作環境。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B3. Development and Training

General Disclosure

Employee training is the top priority of the Group's management. We adopt a diversified training model to meet the different needs of employees at all levels, enhance staff skills, help the Group achieve sustainable development goals, and enable employees to grow. And development. The Group develops and implements the "Employee Training Policy" to provide appropriate training and development opportunities to employees to achieve training and achieve business objectives. The details of the Group's internal training program will be displayed on the bulletin board to provide training updates to employees from time to time.

Training Management and Courses

The Group continues to arrange customized training programs for employees of different levels and departments throughout the Group. The Group provides on-the-job training programs for new employees to help them adapt to the new work environment. In FY2019, the Group provided a variety of practical training programs for its employees, including:

- Legal knowledge training on contract terms;
- Market development positioning training;
- Training of operating procedures in various departments;
- Appropriate internal communication guidelines;
- Customer communication skills training; and
- Makeup training and related etiquette training.

B. 社會(續)

B3. 發展及培訓

一般披露

人事培訓為本集團管理工作的重中之重，我們通過多元化培訓模式來滿足各級各類員工的不同需求，提升員工技能，幫助本集團達致可持續發展的目標，同時讓員工得以成長及發展。本集團制定並執行《員工培訓政策》，提供適當的培訓和發展機會給予員工，從而達到培訓及實現業務目標。本集團之內部培訓計劃的詳細內容會顯示在公告欄並不時向員工提供培訓更新信息。

培訓管理及課程

本集團持續為整個本集團的不同層級及各部門的員工安排定制培訓計劃。本集團為新員工提供入職培訓計劃，幫助彼等適應新工作環境。於二零一九年度，本集團為僱員提供各類具實用性的培訓計劃，其中內容包括：

- 合同條款法律知識培訓；
- 市場開發定位培訓；
- 各部門的操作程序培訓；
- 適當的內部溝通指引；
- 客戶溝通技巧培訓；及
- 化妝培訓及相關的禮儀培訓。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B3. Development and Training (Continued)

Training Management and Courses (Continued)

In addition, the Group will arrange for new recruits to participate in the induction training courses to provide information about the Group, including but not limited to:

- The structure and mission of the Group;
- The importance of the contribution of employees to the success of the Group;
- Training of operating procedures in various departments;
- The relationship between the employee's own department and other departments;
- Office procedures; and
- Visit different departments.

B. 社會(續)

B3. 發展及培訓(續)

培訓管理及課程(續)

另外，本集團會安排新入職員工參加入職培訓課程，提供有關本集團之資料，包括但不限於：

- 本集團的結構和使命；
- 員工之貢獻對本集團成功的重要性；
- 各部門的操作程序培訓；
- 員工自身部門與其他部門的關係；
- 辦公室程序；及
- 走訪不同部門。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B4. Labour Standards

General Disclosure

Prevent Child Labor and Forced Labor

The Group has complied with the “Labor Law of the People’s Republic of China” and the “Regulations on the Prohibition of Child Labor of the People’s Republic of China” for the employment of young people under the age of 16 and their legal rights. The Group also requires its suppliers to comply with the International Labor Organization’s “Declaration on Fundamental Principles and Rights at Work” and the “UN Guiding Principles on Business and Human Rights”, and the “Employment Ordinance” in Hong Kong. The Group strictly abides by these regulations and does not violate the principles of freedom of association, collective bargaining, children labor elimination, the abolition of all types of forced or compulsory labor or workplace discrimination and other relevant principles.

The Group strictly prohibits the employment of any children labor and compulsory labor in its business. The Group requires new employees to provide true and accurate personal information when they join the company. Recruiters will strictly review the entry information including medical certificate, academic certificate, ID card, account and other information. It is also regularly reviewed and inspected to prevent any children labor or forced labor in the operation.

In FY2019, the Group did not find any major issues that violated laws and regulations related to the prevention of children labor or forced labor. In addition, in FY2019, there were no large fines or sanctions for failing to comply with relevant laws and regulations.

B. 社會(續)

B4. 勞工準則

一般披露

防止童工及強制勞工

本集團已遵守有關僱用16歲以下青少年及其法律權益的《中華人民共和國勞動法》及《中華人民共和國禁止使用童工規定》。本集團亦要求其供應商須遵守國際勞工組織《關於工作基本原則和權利宣言》及聯合國《工商企業與人權指導原則》，及香港《僱傭條例》等。本集團嚴格遵守此等條例，並沒有違反包括結社自由、集體談判權、杜絕使用童工、廢除所有類型的強迫或強制勞動或職場歧視及其他有關原則。

本集團嚴格禁止其業務僱用任何童工及強制勞工。本集團要求新員工入職時提供真實準確的個人資料，招聘人員會嚴格審查入職資料包括體檢合格證明、學歷證明、身份證、戶口等資料。另外亦定期進行審查及檢查，以防止營運中存在的任何童工或強制勞動。

於二零一九年度，本集團並未發現任何違反防止童工或強制勞工相關的法律法規的重大事宜。此外，二零一九年度亦沒有因未遵守有關法律法規而遭受大額罰款或制裁。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B5. Supply Chain Management

General Disclosure

The Group strictly selects suppliers and selects suitable advertising production suppliers in accordance with relevant regulations and policy. The Group regards suppliers as business strategy partners and contributors and is committed to building long-term relationships with suppliers of the same value of the Group. As a company that abides by the basic principles of sustainable development and fulfills its social responsibilities, maintaining and managing a reliable supply chain that considers environmental and social impacts is of utmost importance to the Group. This also requires the Group to be efficient and strict. The regular monitoring system of the supply chain.

Supplier Management

The Group encourages suppliers, business partners and their associates to follow the same standards of integrity and transparency when conducting business with the Group. The Group is very concerned about the quality of the suppliers' production and is one of the important conditions when selecting suppliers. In addition, in addition to considering the technical capabilities, delivery time and price competitiveness of business partners, the Group also pays attention to environmental and social performance in the supply chain, and from time to time requires business partners to pay close attention to sustainable development issues.

B. 社會 (續)

B5. 供應鏈管理

一般披露

本集團嚴格選取供應商，並按照相關的條例和制度選出合適之廣告制作供應商。本集團視供應商為業務策略夥伴及貢獻者，並致力與本集團具相同價值觀的供應商建立長期關係。作為一家遵守可持續發展基本原則，同時履行社會責任的企業，維持一個可靠的考慮環境和社會影響的供應鏈，並對其進行管理，對本集團至關重要，這也要求本集團有高效、嚴格的供應鏈常規監控制度。

供應商管理

本集團鼓勵供應商、業務夥伴及其聯繫人在與本集團進行業務時遵循相同的誠信及透明度標準。本集團非常關注供應商之制作質量，是其選擇供應商時的重要條件之一。另外，除了考慮業務夥伴的技術能力、交付時間和價格競爭力等因素之外，本集團同樣關注供應鏈中的環境及社會績效，不時要求業務合作夥伴密切關注可持續發展議題。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B5. Supply Chain Management (Continued)

Supplier Management (Continued)

To ensure that suppliers and subcontractors meet the requirements of customers and the Group in terms of quality, environmental and safety standards, the Group has established standards and strict procedures for the selection of suppliers and subcontractors. The environmental and social performance of suppliers and subcontractors is seen as the selection criteria for long-term relationships. Our project managers have a list of approved suppliers and subcontractors. The project manager and managing director will regularly evaluate suppliers and subcontractors. Materials purchased from suppliers and works performed by subcontractors are also regularly inspected and regulated. If the supplier or subcontractor fails to meet our standards, it may be temporarily or officially removed from the approved list. If the supplier is in serious breach of any environmental and labour laws and regulations, the supplier relationship may be terminated. Supplier performance is reviewed periodically.

B6. Product Responsibilities

General Disclosure

For the Group's product health and safety, advertising, labeling and privacy issues, the Group strictly abides by the relevant rules and regulations of the People's Republic of China and the Hong Kong Government. We strictly abide by relevant laws and regulations, including but not limited to the "Consumer Protection Law of the People's Republic of China", "Advertising Law of the People's Republic of China", "Interim Measures for Internet Advertising Management", "Product Quality Law of the People's Republic of China", "Trade Description Ordinance" in Hong Kong of the laws and regulations related to consumer protection such as the Regulations.

In FY2019, the Group was not aware of any material non-compliance with respect to the relevant laws and regulations regarding the product's health and safety, advertising, labeling and privacy rights and the significant impact of remedies. In addition, there were no major fines in FY2019.

B. 社會 (續)

B5. 供應鏈管理 (續)

供應商管理 (續)

為確保供應商及分包商符合客戶及本集團在質量、環境及安全標準方面的要求，本集團已制定有關甄選供應商及分包商的標準及嚴格程序。供應商及分包商的環境及社會表現被視為建立長遠關係的甄選準則。我們的項目主管備有認可供應商及分包商的名單。項目主管及董事總經理會定期對供應商及分包商進行評估。向供應商採購的材料及由分包商進行的工程亦會定期接受檢查及監管。倘供應商或分包商未能符合我們的標準，則可能會暫時或正式從認可名單上除名。倘供應商嚴重違反任何環境及勞工法例及規例，可能會導致供應商關係終止。供應商的表現會定期接受審查。

B6. 產品責任

一般披露

對於本集團的產品健康與安全、廣告、標籤和隱私問題，本集團嚴格遵守中華人民共和國和香港政府規定的相關規章制度。我們嚴格遵守相關法律法規，包括但不限於《中華人民共和國消費者權益保護法》、《中華人民共和國廣告法》、《互聯網廣告管理暫行辦法》、《中華人民共和國產品質量法》、香港的《商品說明條例》等消費者保護相關法律法規的規定。

於二零一九年度，本集團並不知悉有關本集團提供的產品健康及安全、廣告、標籤及私隱權方面以及補救方法產生的重大影響之有關法律及法規的任何重大違規情況。此外，二零一九年度概沒有任何重大罰款。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B6. Product Responsibilities (Continued)

Quality Management

The Group's advertising business is mainly engaged in the design, production and distribution of single-deck buses, double-deck buses and bus stations in China. It is responsible for the daily maintenance and maintenance of advertising media and advertising screens to ensure its integrity and cleanliness, ensuring that the images are not obvious fading. During the advertising period, if the government has relevant requirements for the location and size of the advertisements, the Group will implement it in accordance with its requirements, so as to try its best to meet the requirements of customers. The Group also places great emphasis on its TV advertising business, event management and marketing services. In FY2019, the Group has selected a seafood supplier in Hong Kong and the Chinese market. We select high quality and affordable seafood suppliers in the market to provide a stable and high quality seafood supply to our customers. The Group has no new money lending of money lending business in FY2019. We meet the requirements of the "Money Lenders Ordinance" at this business level. We hold a money lender license and will renew the license to provide customers with stable and secure services.

Customer Service

The Group highly valued the importance of customer service and believes that customer satisfaction is one of the key factors in the sustainable development of the Group's production and business. Each year, the Group conducts satisfaction survey reports on key customers, focusing on the satisfaction of new customers and customers with bulk purchases. The Group will also review all complaints from customers, suppliers and partners and take appropriate follow-up actions in accordance with internal procedures and guidelines. If applicable, the Group will conduct relevant investigations and resolve them and make improvements as needed.

B. 社會(續)

B6. 產品責任(續)

品質管理

本集團的廣告業務主要在中國經營設計、製作及發佈單層巴士、雙層巴士及巴士站的廣告全面負責廣告媒體和廣告畫面的日常維護和保養，以確保其完整和清潔，保證畫面無明顯褪色。廣告發佈期內，如因政府對廣告畫面上刊的位置、尺寸有相關要求，本集團會按照其要求執行，務求儘力配合客戶之要求。本集團亦十分注重其電視廣告業務、活動管理及市場推廣服務。本集團於二零一九年度新增海鮮貿易業務，為香港及中國市場之食肆提供香港之海鮮供應商，我們於市場上挑選高品質及價錢適宜之海鮮供應商，務求為客戶提供穩定供應及高品質水準之海鮮供應。本集團於放債業務方面在二零一九年度並沒有新的放債，我們於此業務層面中符合《放債人條例》的要求，持有放債人牌照並會為牌照續期，為客戶提供穩定且有保障的服務。

客戶服務

本集團極為重視客戶服務的重要性，深信客戶的滿意是本集團生產及業務可持續發展的關鍵因素之一。本集團每年都會對重點客戶進行滿意度調查報告，重點分析新客戶及購買量大的客戶對產品的滿意度。本集團亦會根據內部程序及指引審議所有來自客戶、供應商及合作夥伴的投訴並採取相應跟進措施。如適用，本集團將進行相關調查並解決，並於需要時作出改進。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B6. Product Responsibilities (Continued)

Protection of Consumer Data and Privacy

For the personal data and confidential documents of the customers, the Group will properly keep the documents and strictly abide by the “Personal Data (Privacy) Ordinance” in Hong Kong and the “Company Law of the People’s Republic of China”. In FY2019, the Group did not receive any complaints of breach of customer privacy or loss of customer information.

Advertising and Labelling

Before the advertisement is released, the Group requires the client to check whether the certification documents and advertisement artwork submitted by the customer are in compliance with the “Advertising Law of the People’s Republic of China”. The advertising agency business of the Group relies on the concession agreements entered into which the advertising rights of bus stops and double-decker buses are granted. According to the nature of the business of the Group, the Group’s business does not involve any label-related activities. Therefore, the Group’s business operations do not involve significant label-related risks.

B. 社會 (續)

B6. 產品責任 (續)

保護消費者資料及私隱

就客戶的個人資料及機密文件而言，本集團會妥善保存文件，並嚴格遵守香港《個人資料(私隱)條例》及《中華人民共和國公司法》。於二零一九年度，本集團並無接獲任何違反客戶私隱或遺失客戶資料的投訴。

廣告及標籤

本集團在廣告發佈前要求客戶查驗客戶所提交之證明文件和廣告圖稿是否符合《中華人民共和國廣告法》。本集團之廣告代理業務依賴所訂立之特許權協議，該等協議授出於巴士站及雙層巴士之廣告經營權。根據本集團的業務性質，本集團業務並不涉及任何標籤相關之活動。因此，本集團的業務營運不涉及重大標籤相關風險。

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環境、社會及管治報告

B. SOCIAL (Continued)

B7. Anti-corruption

General Disclosure

The Group believes that an integrity corporate culture is the key to our continued success. Therefore, we attach great importance to anti-corruption work and system building, and are committed to building a clean and transparent corporate culture. The Group adopts a zero tolerance attitude towards corruption and bribery and formulates anti-corruption measures. The definitions, consequences, and treatment of various types of violations are detailed in our Employee Handbook.

The Group strictly abides by the State's "Criminal Law of the People's Republic of China", the "Company Law of the People's Republic of China", the "Tendering and Bidding Law of the People's Republic of China", the "Interim Provisions on the Prohibition of Commercial Bribery" and the "Prevention of Bribery Ordinance" in Hong Kong. Any employee who uses his or her position to bribe, extort, defraud, claim or illegally accept other people's property, and crack down on any use of public or private accounts or means to have money laundering, to prevent the company from corruption and bribery. In FY2019, we are not aware of any irregularities related to bribery, extortion, fraud and money laundering that have a significant impact on the Group.

Whistle-blowing Mechanism

The Group has set up a Complaints Unit with a dedicated hotline and e-mail to allow insiders to report any illegal or fraudulent conduct to the Complaints Department in a confidential form and the person making the report will be protected. The report-specific emails are posted on the Group's website at www.it-holdings.com.hk.

B. 社會(續)

B7. 反貪污

一般披露

本集團相信廉潔的企業文化是我們持續成功的關鍵，所以我們極為重視反腐倡廉的工作及制度建設，致力於建設廉潔公開透明的企業文化。本集團對貪污賄賂採取零容忍態度，制定反貪腐措施。我們的《員工手冊》中已詳細列明各類違紀的定義、後果及處理方式。

本集團嚴格遵從國家的《中華人民共和國刑法》、《中華人民共和國公司法》、《中華人民共和國招標投標法》、《關於禁止商業賄賂行為的暫行規定》及香港法例《防止賄賂條例》，嚴禁任何員工利用職務上的便利，向他人進行賄賂、勒索、欺詐、索取或非法收受他人財物，並打擊任何利用公私帳戶或手段洗黑錢的行為，以防止公司出現貪污受賄的情況。於二零一九年度，我們並不知悉任何與賄賂、勒索、欺詐及洗黑錢相關，且對本集團造成重大影響的違規事件。

舉報制度

本集團已設立投訴組，並設有專用的熱線及電郵，讓知情人士以保密形式向投訴部門舉報任何非法或欺詐的行為，而作出舉報的人士將受到保護。舉報專用電郵刊載於本集團的網站www.it-holdings.com.hk。

Environmental, Social and Governance Report

環境、社會及管治報告

B. SOCIAL (Continued)

B8. Community Investment

General Disclosure

Corporate Social Responsibility

The Group considers local cultural, environmental and community priorities in the process of publishing and designing advertisements to help creating a harmonious and vibrant living environment in the communities in which we operate. The Group maintains an appropriate level of community involvement, supports community activities, and encourages employees to participate in charitable activities, volunteer activities and environmental activities to contribute to society. The Group believes that by participating in these contributing community activities, employees will be able to build positive values and become responsible social citizens.

B. 社會 (續)

B8. 社區投資

一般披露

企業社會責任

本集團在發佈及設計廣告過程中考慮當地文化、環境及社區優先事項，務求協助我們營運所在社區創造和諧、富有活力的宜居環境。本集團維持適當水平的社區參與度，支持社區活動，並鼓勵僱員參與慈善活動、義工活動以及環保活動，為社會作出貢獻。本集團相信透過親身參與這些貢獻社區的活動，員工將得以建立積極的價值觀並成為負責任的社會公民。

Environmental, Social and Governance Report

環境、社會及管治報告

Contents index of the Environmental, Social and Governance Reporting Guide of The Stock Exchange of Hong Kong Limited

香港聯合交易所有限公司的《環境、社會及管治報告指引》內容索引表

Aspect, General Disclosure and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Statement 章節／聲明
Aspect A1: Emissions		
層面 A1：排放物		
General Disclosure	On emissions of exhaust gases and GHG, discharges into water and land, generation of hazardous and non-hazardous wastes, etc.:	Emissions
一般披露	(a) policy; and (b) comply with the relevant laws and regulations that have a significant impact on the issuer. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的：	排放物
KPI A1.1 ("Non-Compliance in explained")	Emissions categories and associated emissions data.	Emissions — Exhaust Gas Emissions, GHG Emissions, Domestic Sewage, Waste Management
關鍵績效指標 A1.1 〔不遵守就解釋〕	排放物種類及相關排放數據。	排放物 — 廢氣排放、溫室氣體排放、生活污水、廢棄物管理
KPI A1.2 ("Non-Compliance is explained")	Total GHG emissions (in tonnes) and intensity.	Emissions — Exhaust Gas Emissions, GHG Emissions
關鍵績效指標 A1.2 〔不遵守就解釋〕	溫室氣體總排放量(以噸計算)及密度。	排放物 — 廢氣排放、溫室氣體排放
KPI A1.3 ("Non-Compliance is explained")	The total amount of hazardous waste (in tonnes) and intensity.	Emissions — Waste Management (Not applicable — explained)
關鍵績效指標 A1.3 〔不遵守就解釋〕	所產生有害廢棄物總量(以噸計算)及密度。	排放物 — 廢棄物管理(不適用 — 已解釋)

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Aspect, General Disclosure and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Statement 章節/聲明
KPI A1.4 ("Non-Compliance is explained") 關鍵績效指標 A1.4 (「不遵守就解釋」)	The total amount of non-hazardous waste (in tonnes) and intensity. 所產生無害廢棄物總量(以噸計算)及密度。	Emissions — Waste Management 排放物 — 廢棄物管理
KPI A1.5 ("Non-Compliance is explained") 關鍵績效指標 A1.5 (「不遵守就解釋」)	Describes measures to reduce emissions and the results achieved. 描述減低排放量的措施及所得成果。	Emissions — Exhaust Gas Emissions, GHG Emissions 排放物 — 廢氣排放、溫室氣體排放
KPI A1.6 ("Non-Compliance is explained") 關鍵績效指標 A1.6 (「不遵守就解釋」)	Describes methods for dealing with hazardous and non-hazardous waste, measures to reduce production, and results achieved. 描述處理有害及無害廢棄物的方法、減低產生量的措施及所得成果。	Emissions — Waste Management 排放物 — 廢棄物管理
Aspect A2: Resource Usage		
層面 A2：資源使用		
General Disclosure 一般披露	Policies for the effective use of resources (including energy, water and other raw materials) 有效使用資源(包括能源、水及其他原材料)的政策。	Use of Resource 資源使用
KPI A2.1 ("Non-Compliance is explained") 關鍵績效指標 A2.1 (「不遵守就解釋」)	The total direct and/or indirect energy consumption and intensity by type. 按類型劃分的直接及/或間接能源總耗量及密度。	Use of Resource — Energy Management 資源使用 — 能源管理
KPI A2.2 ("Non-Compliance is explained") 關鍵績效指標 A2.2 (「不遵守就解釋」)	Total water consumption and intensity. 總耗水量及密度。	Use of Resource — Water Consumption 資源使用 — 水源消耗
KPI A2.3 ("Non-Compliance is explained") 關鍵績效指標 A2.3 (「不遵守就解釋」)	Describes the energy use efficiency plan and the results achieved. 描述能源使用效益計劃及所得成果。	Use of resource — Energy Management 資源使用 — 能源管理

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Aspect, General Disclosure and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Statement 章節/聲明
KPI A2.4 ("Non-Compliance is explained") 關鍵績效指標 A2.4 (「不遵守就解釋」)	Describes any problems that can arise from the application of water sources, as well as improved water efficiency plans and results achieved. 描述求取適用水源上可有任何問題，以及提升用水效益計劃及所得成果。	Use of Resource — Water Consumption (not applicable — explained) 資源使用 — 水源消耗 (不適用 — 已解釋)
KPI A2.5 ("Non-Compliance is explained") 關鍵績效指標 A2.5 (「不遵守就解釋」)	The total amount of packaging materials used in finished products (in tonnes) and the amount of production per unit of production. 製成品所用包裝材料的總量 (以噸計算) 及每生產單位佔量。	Use of Resources — Packaging Materials Use (not applicable — explained) 資源使用 — 包裝材料使用 (不適用 — 已解釋)
Aspect A3: The Environment and natural resources		
層面 A3：環境及天然資源		
General disclosure 一般披露	Policies that reduce the issuer's significant impact on the environment and natural resources 減低發行人對環境及天然資源造成重大影響的政策。	The Environment and Natural Resources 環境及天然資源
KPI A3.1 ("Non-Compliance is explained") 關鍵績效指標 A3.1 (「不遵守就解釋」)	Describes the significant impact of business activities on the environment and natural resources and actions that have been taken to manage the impact. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	The Environment and Natural Resources — Indoor Air Quality 環境及天然資源 — 室內空氣質量

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Aspect, General Disclosure and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Statement 章節/聲明
Aspect B1: Employment		
層面 B1：僱傭		
General Disclosure	Remuneration and Dismissal, Recruitment and Promotion, Hours of Work, Holidays, Equal Opportunities, Diversity, Anti-Discrimination and Other Benefits and Benefits:	Employment
一般披露	(a) policy; and (b) comply with the relevant laws and regulations that have a significant impact on the issuer. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的：	僱傭
	(a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	
Aspect B2: Health and Safety		
層面 B2：健康與安全		
General Disclosure	Providing a safe working environment and protecting employees from occupational hazards:	Health and Safety
一般披露	(a) policy; and (b) comply with the relevant laws and regulations that have a significant impact on the issuer. 有關提供安全工作環境及保障僱員避免職業性危害的：	健康與安全
	(a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	

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Aspect, General Disclosure and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Statement 章節／聲明
Aspect B3: Development and Training		
層面 B3：發展及培訓		
General Disclosure 一般披露	Policy for enhancing the knowledge and skills of employees in performing their job duties. Describe training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	Development and Training 發展與培訓
Aspect B4: Labor Standards		
層面 B4：勞工準則		
General Disclosure 一般披露	Regarding the prevention of child labor or forced labor: (a) policy; and (b) comply with the relevant laws and regulations that have a significant impact on the issuer. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Labor Standards 勞工準則
Aspect B5: Supply Chain Management		
層面 B5：供應鏈管理		
General Disclosure 一般披露	Manage the environmental and social risk policies of the supply chain. 管理供應鏈的環境及社會風險政策。	Supply Chain Management 供應鏈管理

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Aspect, General Disclosure and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Statement 章節/聲明
Aspect B6: Product Responsibilities		
層面 B6：產品責任		
General Disclosure 一般披露	Regarding the health and safety, advertising, labeling and privacy issues and remedies of the products and services provided: (a) policy; and (b) comply with the relevant laws and regulations that have a significant impact on the issuer. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Product Responsibilities 產品責任
Aspect B7: Anti-corruption		
層面 B7：反貪污		
General Disclosure 一般披露	Regarding the prevention of bribery, extortion, fraud and money laundering: (a) policy; and (b) comply with the relevant laws and regulations that have a significant impact on the issuer. 有關防止賄賂、勒索、欺詐及洗黑錢的：	Anti-corruption 反貪污

Environmental, Social and Governance Report

環境、社會及管治報告

Aspect, General Disclosure and KPIs	Description	Section/Statement
層面、一般披露及關鍵績效指標	描述	章節／聲明
Aspect B8: Community Investment		
層面 B8：社區投資		
General Disclosure	Policies for community involvement to understand the needs of the communities in which they operate and to ensure that their business activities take into account the interests of the community.	Community Investment
一般披露	有關以社區參與來瞭解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	社區投資

