

2019 環境、社會及管治報告 ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

天泓文創國際集團有限公司

Icon Culture Global Company Limited

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立的有限公司) Stock code 股份代號:8500

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

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1. INTRODUCTION

This is the Environmental, Social and Governance Report (this "**Report**") of Icon Culture Global Company Limited for the year-ended 31 December 2019, compiled in accordance with the Environmental, Social and Governance Reporting Guide published by The Stock Exchange of Hong Kong Limited ("**SEHK**"). This Report aims to disclose relevant environmental, social and governance ("**ESG**") information, including information on the policies and compliance with relevant laws and regulations that have a significant impact on the group, as well as key performance indicators ("**KPIs**"), to the stakeholders of Icon Culture Global Company Limited and its subsidiaries.

Reporting Specification

To improve readability, Icon Culture Global Company Limited will be referred to as "**the Company**" or "**Icon Global**", the indirectly wholly-owned subsidiary, Guangzhou Icon Culture Media Investment Co., Ltd.* (廣州天泓文化傳媒投資有限 公司), will be referred to as "**Icon Media**", the Company and its subsidiaries will be collectively referred to as "**the Group**".

Reporting Standard

This Report is prepared:

- in accordance with Appendix 20, Environmental, Social and Governance Reporting Guide, of the Rules Governing the Listing of Securities on the Growth Enterprise Market of SEHK ("**the GEM Listing Rules**"); and
 - with reference to the Global Reporting Initiative Standards published by the Global Reporting Initiative.

1. 報告簡介

此為天泓文創國際集團有限公司根 據香港聯合交易所有限公司(「**聯交 所**」)發佈的《環境、社會及管治報告 指引》而編制之截至二零一九年十二 月三十一日止年度的環境、社會及 管治報告(「本報告」)。本報告向天 泓文創國際集團有限公司及其附屬 公司的持份者披露環境、社會及管 治相關資料,包括政策及遵守對本 集團有重大影響的相關法律及規則, 以及關鍵績效指標(「**關鍵績效指** 標」)。

報告稱謂説明

為方便表述,天泓文創國際集團有限公司下稱「本公司」或「天泓文創 國際」,本公司的間接全資擁有附屬 公司廣州天泓文化傳媒投資有限公 司下稱「天泓傳媒」,而本公司及其 附屬公司則共同下稱「本集團」。

報告標準

本報告的編寫:

- 依照聯交所GEM證券上市規則 (「GEM上市規則」)附錄二十《環 境、社會及管治報告指引》;及
 - 參考全球報告倡議組織發佈的 《GRI標準》。

The official name is in Chinese, the English translation of the name is for reference only

Reporting Boundary

The scope of this Report mainly includes the operation in the People's Republic of China (the "**PRC**") of Icon Media.

Reporting Period

The reporting period of this Report is from 1 January 2019 to 31 December 2019, which is the same as the annual report of the Company.

Reporting Cycle

This Report is to be published annually.

Access to the Report

The English and Chinese versions of this Report can be browsed or downloaded from:

- the Company's official website: http://www.iconspace.com
- HKEXnews website by Hong Kong Exchanges and Clearing Limited: http://www.hkexnews.hk

Contact Us

If you have any opinions regarding this Report, please contact our ESG reporting team via email.

Email address: info@iconspace.com

報告涵蓋範圍

本報告涵蓋範圍主要包括天泓傳媒 位於中華人民共和國(「**中國**」)之業 務。

報吿涵蓋期間

本報告涵蓋期間為二零一九年一月 一日至二零一九年十二月三十一日, 與本公司年報內容涵蓋時間相同。

報告周期

本報告為年度報告。

報吿獲取

閣下可以在以下網站瀏覽或下載本 報告中英文版:

- 本公司官方網站: http://www.iconspace.com
- 香港交易所的披露易網站:

http://www.hkexnews.hk

聯絡

閣下如對本報告有任何意見,歡迎 以電郵方式聯絡本公司的環境、社 會及管治工作小組。 電郵地址:info@iconspace.com

2. PREFACE

This is the ESG Report of the Group for the year-ended 31 December 2019, which is prepared in accordance with the GEM Listing Rules. The Group continues to monitor the public's expectation of sustainable development and disclosure of ESG information. Stakeholders, including government, stock exchange, investors, suppliers, customers, employees and other social groups, expect to understand the Group's ESG policies and non-financial risks more thoroughly. The Group is committed to contributing to the sustainability of the environment and is committed to becoming an environmentally friendly corporation.

To prepare and compile this Report, the Group has specifically formed a reporting team consisting of the management and external consultant, which updates the directors of the Company (the "**Directors**") on a regular basis regarding the reporting progress.

In order to quantify the effectiveness of our ESG policies and management systems of non-financial risks, and to meet the increasing demand of information disclosure in relation to the social aspect, the Group has measured and reported on various environmental and social KPIs. The measurement and reporting of KPIs is an ongoing and consistent process, allowing for meaningful comparisons of ESG data in subsequent ESG reports.

When preparing and compiling this Report, the Group has reviewed its existing policies and achieved a better understanding of the values of ESG reporting. During the reporting process through the approach of measurement, management and changes, the Group hopes to drive improvement and innovation while minimizing the Group's non-financial risks.

2. 前言

此為本集團依照《GEM上市規則》而 編制之截至二零一九年十二月 三十一日止年度的環境環境、社會 及管治報告。本集團持續關注社會 及管治資料披露的期望。持份者如 政府、證券交易所、投資者、供會 及管治政策及引動開之環境、 社會及管治政策及非財務風險。本 集團致力於推動環境的可持續性及 成為環境友好企業。

為籌備及編寫本報告,本集團專門 成立了報告小組,成員包括管理層 及外部顧問,並定期向本公司董事 (「**董事**」)匯報工作進度。

為了量化環境、社會及管治政策和 非財務風險管理系統的有效性,及 滿足與社會方面相關的日益增長的 信息披露需求,本集團已計量及報 告各種社會及環境關鍵績效指標。 關鍵績效指標的計量和報告是一個 持續和一致的過程,使日後的環境、 社會及管治報告可對環境、社會及 管治數據作有意義的比較。

於籌備及編寫本報告期間,本集團 已審視現有政策及更進一步了解環 境、社會及管治報告的價值。於報 告過程中透過衡量、管理和變革, 本集團希望能推動改進和創新,同 時最小化本集團的非財務風險。 The Group understands a better future depends on everyone's participation and contribution. It has encouraged employees, customers, suppliers and other stakeholders to participate in environmental and social activities which benefit the community as a whole.

The board of directors of the Company (the "Board") is pleased to present the 2019 ESG Report for the period from 1 January 2019 to 31 December 2019, which outlines the Group's policies and performance in four areas which are environmental, employment and labour practices, operating practices and community investment.

3. **STAKEHOLDER ENGAGEMENT & MATERIALITY** ASSESSMENT

Communications is an important aspect of our daily operations. Stakeholder engagement and communications are crucial in understanding the expectations and priorities of our stakeholders. The Group values the opinion of our stakeholders and has thus set up and maintained various communication channels for different stakeholder groups. Comments and suggestions are welcomed as they represent opportunities to improve the Group and its services. Apart from regular communication channels, the Group has also conducted an environmental, social and governance survey to collect opinion from employees, management and external stakeholders, so that the Group can better assess the materiality of various environmental, social and governance aspects.

本集團明白有賴所有人的參與及貢 獻才能成就美好將來,亦因此鼓勵 僱員、客戶、供應商及其他持份者 參與環境及社會活動,惠及整個社 品。

就本集團於二零一九年一月一日至 二零一九年十二月三十一日期間於 環境、僱傭及勞工常規、營運慣例 及社區參與四個範疇之政策及表現, 本公司董事會(「董事會」)在此欣然 提呈本集團二零一九年環境、社會 及管治報告。

持份者參與及重要性評估 3.

溝通是我們日常營運的重要一環。 持份者參與及溝通是了解持份者期 望及優先事項的關鍵。本集團重視 持份者的意見,因此已為不同持份 者組別建立及保持多個溝通渠道。 我們歡迎各種意見及建議,作為改 善本集團及其服務的契機。除定期 的溝通渠道外,本集團亦進行了環 境、社會及管治問卷調查,以收集 員工、管理層和外部持份者的意見, 以便本集團可以更好地評估環境、 社會及管治各個方面的重要性。

Stakeholder 持份者	Key Communication Channels 主要溝通渠道
Shareholders 股東	 Announcements and circulars 公告及通函 Interim and annual reports 中期報告及年報 Shareholders' meetings 股東大會 Company website 公司網站
Customers 顧客	 Customer hotline 顧客意見熱線 Regular debriefing sessions with frontline staff to collect customer feedback 前線員工定期匯報顧客意見
Employees 僱員	 Correspondences, suggestion box 信函、意見箱 Annual performance appraisal 年度表現評估
Suppliers and subcontractors 供應商及分包商	 Business correspondences 商務信函 Procurement contracts and letters of undertaking 採購合約及承諾函 Performance appraisals 表現評估
Government and regulatory authorities 政府及監管機構	 Compliance inspections 合規檢查 Due submissions 盡職呈報 Conferences and seminars 會議及研討會
Community and public 社區及公眾	 Press releases and news 新聞發佈及消息

Through the main communication channels and surveys, the Group has learned that stakeholders are more concerned about the social and governance aspects. The most concerned topics are as follows:

- policies and compliance relating to employment and welfare;
- policies and compliance relating to providing a safe working environment and protecting employees from occupational hazards;
- implementation and monitoring method relating to occupational health and safety measures; and
- policies and compliance relating to anti-corruption.

4. ENVIRONMENTAL

Icon Global is an investment holding company and its subsidiary, Icon Media, is mainly engaged in provision of integrated multimedia advertising and marketing solution services based in Guangzhou, the PRC and offer advertising and marketing solutions covering: (i) traditional offline media including both out-of-home and indoor advertising platforms; (ii) online media; and (iii) public relations, marketing campaigns and other services to our customers comprising brand owners, state-owned entities in the PRC, advertising agencies and government authorities.

Our integrated multimedia advertising and marketing solution service primarily focuses on the formulation of advertising strategies for our customers, and identifying and sourcing the most appropriate advertising resources and formats to maximise the effectiveness of our customers' advertisements.

The Group's business activities were mainly tertiary production, hence there were no major impact on the environment. During the year, the Group did not receive any complaints regarding to air pollution, water pollution, noise or other environmental pollution. The Group will continue to monitor its air emissions, solid waste generation, water discharge and noise level to minimize its impact on the environment and to create a healthy environment for its employees. 通過主要溝通渠道及問卷調查,本 集團了解到持份者對社會和管治方 面比較關注。最受關注的議題如下:

- · 有關僱傭及福利的政策及合規;
- 有關提供安全工作環境及保障 僱員避免職業性危害的政策及 合規;
- 有關職業健康與安全措施,以
 及相關執行及監察方法;及
- 有關反貪污的政策及合規。

4. 環境

天泓文創國際為一間投資控股公司, 其附屬公司天泓傳媒主要於中國廣 州從事綜合多媒體廣告及營銷解決 方案服務供應,向我們的客戶(包括 品牌擁有人、中國國有實體、廣告 代理商及政府機構等)提供廣告及營 銷解決方案,包括:(i)傳統線下媒 體,包括戶外及室內廣告平台:(ii) 互聯網媒體;及(iii)公關、營銷活動 及其他服務。

我們的綜合多媒體廣告及營銷解決 方案服務主要專注於為客戶制定廣 告策略、識別及採購最合適的廣告 資源及方式,以使我們客戶的廣告 效果達至最大化。

本集團的業務活動主要是第三產業, 因此對環境沒有重大影響。於本年 度內,本集團未接獲任何有關空氣 污染,水污染,噪音或其他環境污 染的投訴。本集團將繼續監察其廢 氣排放,固體廢物產生,水排放及 噪音水平,以盡量減少對環境的影 響並為僱員營造健康的環境。 During the year, the Group has complied with relevant laws and regulations relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste, that have a significant impact on the Group.

4.1 Policies and Use of Resources

As an enterprise with social responsibility, the Group encourages its employees to use their best endeavours to reduce waste and emissions, with a view to contributing to the community and the environment, despite the fact that the amount of emission is very limited due to its business nature and the Group is in a relatively passive position in reducing waste and emissions. Regarding emission policies, all emissions are handled by relevant government agencies or property management, in ways that are in accordance with local laws and regulations. In addition, the Group considers the efficient use of resources, such as electricity and water, is of equal importance to emission policies. Efficient use of resources not only can reduce waste and emissions from the sources, but also reduce operating expenses, which is mutually beneficial to Group and the environment.

Policies relating to reduction of waste and emissions, and efficient use of resources include:

- encourage employees to use their best endeavours to take public transport during business trip;
- encourage employees to reduce unnecessary overseas business trip, thus reducing indirect carbon emissions;
- consider energy efficient products when procuring and replacing equipment, e.g. replacing incandescent lighting with LED lighting;
- turn off electrical appliances or switch them to standby mode when they are not in use, thus reducing the amount of electricity used;

於本年度內本集團已遵守對本集團 有重大影響的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相關法律及 規例。

4.1 政策及資源使用

有關減排減廢和有效使用資源 的措施包括:

- 鼓勵僱員公幹時盡量乘搭
 公共交通工具;
- 鼓勵僱員減少非必要海外 公幹,從而減少間接碳排 放;
- 更換及購買設備時考慮選 擇較節能產品,例如以 LED燈取代傳統燈泡;
- 無需使用時,將電器用品 關掉或調節到休眠狀態, 以減低用電量;

- use duplex printing, recycle papers and use electronic means to reduce paper usage;
- reuse office stationaries (e.g. envelopes and folders);
- turn off all unnecessary lighting, air conditioning and electrical appliances before leaving the office;
- encourage employees to recycle equipment such as computers and communication devices; and
- implement waste classification according to relevant local waste management regulations.

4.2 Air and Greenhouse Gas Emissions

During the year, the source of direct air and greenhouse gas emissions from gaseous fuel consumption of the Group is from the private cars. The air emissions of the private cars included 2,026 grams of nitrogen oxides (NO_x), 74 grams of sulphur oxides (SO_x) and 149 grams of respiratory suspended particles.

While the greenhouse gas emissions of the private cars included carbon dioxide (CO₂), methane (CH₄) and nitrous oxide (N₂O), with a total of 13,586 kilograms of carbon dioxide (CO₂) equivalent emission of greenhouse gas.

Other major direct greenhouse gas emissions were hydrofluorocarbons (HFC) and perfluorocarbons (PFC), which are resulted from the use of air conditioning equipment in the office. The central air conditioning was provided by the property management company, therefore such emission data was not available for collection.

- 使用雙面打印,節約用 紙,並循環使用紙張及盡 可能以電子方法取代用 紙;
- 重用辦公室文具用品(例 如信封、公文袋、檔案夾 等);
- 離開辦公室前,關掉所有 非必要照明、空調及器 材;
- 鼓勵僱員回收設備如電腦
 和通訊產品等;及
- 跟據當地相關垃圾管理條 例進行垃圾分類。

4.2 廢氣及溫室氣體排放

本集團於本年度內直接透過氣 體燃料消耗排放廢氣及溫室氣 體的來源為私家車。本年度內 私家車的廢氣排放包括:氮氧 化物(NO,) 2,026克;硫氧化物 (SO,) 74克;及懸浮顆粒149克。

而本年度內私家車的溫室氣體 排放包括二氧化碳(CO₂)、甲烷 (CH₄)及氧化亞氮(N₂O),溫室氣 體的二氧化碳(CO₂)當量排放一 共為13,586千克。

其他主要直接溫室氣體排放為 使用辦公室之空調時釋放的氫 氟碳化物(HFC)及全氟化碳 (PFC)。由於中央空調由物業管 理公司提供,所以未能收集有 關排放數據。 The main source of indirect greenhouse gas emissions was from electricity purchased in the office, and the carbon dioxide (CO₂) generated during the electricity production process was 30,612 kilograms.

Other minor and indirect greenhouse gas emissions sources were: 1,733 kilograms of carbon dioxide (CO₂) equivalent emission resulted from office waste paper; carbon dioxide (CO₂) emissions resulted from disposal of office solid waste at landfills; and carbon dioxide (CO₂) emissions resulted from the electricity used for processing fresh water and sewage. The processing of fresh water, sewage and solid waste were handled by the property management company or relevant local government departments, therefore such emission data was not available for collection. The Group always reminds its staff to save water and they are willing to follow.

During the year, the total carbon dioxide (CO_2) equivalent emission of the Group was 45,932 kilograms, its carbon dioxide (CO_2) equivalent emissions intensity was 0.31 kilogram/thousand renminbi revenue.

4.3 Discharge into Water and Land, and Generation of Hazardous and non-Hazardous Waste

During the year, the major source of discharge into water of the Group was from use of water in the office and the amount of discharge is relatively limited. As the sewage of the entire office building was collected by the property management company in a centralized manner, specific data could not be obtained.

Due to its business nature, there was no generation of hazardous waste.

The major source of non-hazardous waste was from the solid waste of the office, of which the amount of office waste paper was 361 kilograms.

其主要間接溫室氣體排放來源 為辦公室購買的電力,其用電 生產過程中產生的二氧化碳 (CO₂),本年度排放量為30,612 千克。

其他次要的間接溫室氣體排放 來源為:辦公室廢紙二氧化碳 (CO₂)當量排放1,733千克;棄置 到堆填區的辦公室固廢所產生 的二氧化碳(CO₂)排放;及處理 辦公室食水及污水而消耗的。 方之二氧化碳(CO₂)排放。辦公 室食水、污水及固廢均由物業 管理公司或相關政府部門處 據。集團常提醒員工節約用水 且員工亦樂意遵循。

本年度內本集團二氧化碳(CO₂) 當量排放總量為45,932千克, 而二氧化碳(CO₂)當量排放強度 為0.31千克/千人民幣收益。

4.3 向水及土地的排污、有害及 無害廢棄物的產生

本集團於本年度內主要向水的 排放為辦公室生活污水,排放 量相對有限。因整棟寫字樓的 污水由物業管理公司統一集中 收集,所以未能獲取具體數據。

因為業務性質關係,並沒有有 害廢棄物產生。

其主要無害廢棄物產生來源為 辦公室固廢,其中辦公室廢紙 用量為361千克。

4.4 Energy Consumption and Intensity

During the year, the direct and indirect energy consumption of the Group included 48,667 kilowatt hours of energy consumption by private car and 56,465 kilowatt hours of energy consumption from purchased electricity.

The total energy consumption was 105,132 kilowatt hours and the energy consumption intensity was 0.7 kilowatt hour/thousand renminbi revenue.

Due to the nature of the business, the company does not use the packaging materials for the finished products.

5. SOCIAL

5.1 Social — Employment and Labour Practices

The Group recognises employees as one of the valuable assets of the Group and the Group strictly complies with the labour laws and regulations in Hong Kong, PRC and other relevant jurisdictions and regularly reviews the existing staff benefits for improvement. By regular communication through different channels, the employees are encouraged to express their opinions on the policies relating to employment and labour practices.

5.1.1 Employment

The Group's policies on human resources comply with applicable legislation on labour, including the Labour Law of the People's Republic of China and Labour Contract Law of the People's Republic of China. During the year, the Group has complied with relevant laws and regulations relating to employment, that have a significant impact on the Group.

4.4 能源耗量及強度

本集團於本年度內按類型劃分 的直接及間接能源耗量包括私 家車能源耗量48,667千瓦時及 購買電力能源耗量56,465千瓦 時。

能源總耗量為105,132千瓦時, 能源耗量強度為0.7千瓦時/人 民幣收益。

因為業務性質的關係,公司並 沒有使用製成品所需的包裝材 料。

5. 社會

5.1 社會一僱傭及勞工常規

本集團視僱員為本集團的寶貴 資源之一,本集團嚴格遵守香 港、中國及其他相關司法權區 勞動相關法律及法規,並定期 審查現有員工福利以期改善。 透過不同的渠道定期溝通,鼓 勵僱員就僱傭及勞工常規政策 發表意見。

5.1.1僱傭

本集團人力資源政策遵守 經營所在國家適用的勞動 法規,包括《中華人民共 和國勞動法》和《中華人民 共和國勞動合同法》。於本 年度內,本集團已遵守對 本集團有重大影響的僱傭 相關法律及規例。 In order to attract and retain talents, enhance the sense of belong of employees, increase work enthusiasm, and reflect the corporate culture of the Group's human-oriented management, the Group has formulated employment-related policies and benefits including:

- employees' remuneration is determined based on their responsibilities, qualifications, performance, experience and seniority;
- the company recruits new employees according to the established hiring process and comprehensively examine whether the candidate is consistent with the employment standards;
 - employees' standard remuneration package may include salary, discretionary bonus, benefits in kind and incentive. The remuneration policy and package of the employees are periodically reviewed;
 - compensation of key executives of the Group is reviewed by the Company's remuneration committee which is based on the Group's performance and the executives' respective contributions to the Group;
 - the remuneration of Directors and members of senior management is determined based on the duties, responsibilities, experience, skills and time commitment, as well as the performance of the Group;
 - the Company has formulated "performance appraisal management regulations", including reasonable key performance indicators and selection criteria for outstanding employees. The promotion of employees will be evaluated according to the appraisal results;

為了引進與留住人才,增 強員工的歸屬感,提高工 作積極性,體現本集團人 性化管理的企業文化,本 集團已制定僱傭相關政策 及福利包括:

- 僱員薪酬根據彼等的 職責、資格、表現、 經驗及資歷釐定;
- 公司依據已設置的聘 用流程招聘新僱員, 全面考察候選者與用 人標準是否一致;

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- 僱員標準薪酬組合可 能包括薪金、酌情花 紅、 實物 福利及 獎 勵。僱員的薪酬政策 及組合獲定期檢討:
- 主要行政人員的酬金 由本公司薪酬委員會 根據本集團業績及行 政人員各自對本集團 的貢獻進行檢討;

董事及高級管理層成 員酬金根據彼等職 責、責任、經驗、技 能及時間奉獻,以及 本集團業績釐定;

公司制定了《績效考 核管理規定》,其中 包括合理的關鍵績效 指標及優秀員工評選 標準,僱員的晉升將 根據考核結果進行評 定;

- the Group has implemented five-day work scheme with working hours of about 40 hours per week; the Group encourages employees to maintain a work-life balance and avoid unnecessary overtime;
- provide overtime allowance and compensatory rest arrangements for employees;
- provide employees with statutory holidays of about 15 days and group employee welfare holidays of about 5 days;
- in addition to the statutory annual leave, employees are entitled to additional corporate annual leave based on the cumulative years of employment in the Group;
- provide employees with sick leave, marriage leave, maternity leave and etc, in accordance with local labour regulations;
 - provide employees with benefits required by the local laws and regulations includes '5 insurances and 1 fund': social endowment insurance, unemployment insurance, work injury insurance, maternity insurance, medical insurance and housing accumulation fund. These benefits are paid according to relevant local regulations, which are paid monthly;
 - adopt policies relating to equal opportunities which aim to eliminate discrimination of sex, family status and disability in workplace; and
 - dismissal or voluntary termination of employees' contracts shall be enforced in accordance with the local laws and relevant contracts.

- 實行五天工作制,一 周約工作40小時;本 集團鼓勵僱員於工作 及生活兩者取得平 衡,減少非必要的加 班;
- 為僱員提供加班津貼 及補休安排;
- 為僱員提供法定節假 日約15天,集團員工 福利假日約5天;
- 除了法定年假外,僱 員跟據在本集團在職 累計年期享有額外公 司年假;
- 為僱員提供符合當地 勞動法規的病假、婚 假及產假等;
 - 為僱員提供法定福利 包含五險一金:社會 養老保險、失業保 險、、醫療保險、生 房公積金。法定福 的繳稅定按月予以辦 理;
 - 採納平等機會相關政 策,致力消除職場上 的性別、家庭狀況及 殘疾歧視;及
 - 解僱或僱員離職時依 當地法例及相關合同 執行。

The Company has adopted a share option scheme on 11 December 2019 as incentive to Directors and eligible employees, details of the scheme are set out in the section headed "Share Option Scheme" in the Company's 2019 Annual Report.

Composition of the Workforce at a Glance

(This refers to employees as at 31 December 2019, all of whom were working in Guangzhou, the PRC)



Employee Turnover Rate

For the period from 1 January 2019 to 31 December 2019, there were 23 employees left the Group, with a total turnover rate of 52%, all of whom were working in Guangzhou, the PRC. During 2019, the Group was in the exploration stage of business transformation, therefore when exploring new areas, it was inevitable that the change of relevant personnel would be more frequent. 本公司於二零一九年十二 月十一日已採納購股權計 劃作為對董事及合資格僱 員的激勵,計劃詳情載於 本公司二零一九年年報[購 股權計劃]一節。

僱員組成概況

(指於二零一九年十二月 三十一日的在職僱員,彼等 均位於中國廣州)

By Age Group



僱員流失率

於二零一九年一月一日至 二零一九年十二月三十一 日期間本集團流失僱員23 名,總流失率為52%,彼 等均位於中國廣州。於二 零一九年期間本集團處與 業務轉型的摸索階段,所 以在開拓新領域的時候, 難免相關人員的轉換比較 頻密。 Employee Turnover Rate by Gender:

- Female: 42%
- Male: 67%

Employee Turnover Rate by Employment Type:

- Management: 20%
- Office Staff: 62%

Employee Turnover Rate by Age Group:

- Age 30 or below: 77%
- Age 31 to 40: 37%
- Age 41 to 50: 57%

5.1.2 Health and Safety

The Group is committed to provide employees a safe working environment to protect them from occupational hazards. The Group also provides employees with labour insurances in accordance with the local laws, which include social endowment insurance, unemployment insurance, work injury insurance, maternity insurance and medical insurance.

The Group has formulated the "Office Management Regulations" for employees' reference to make the internal affairs management more standardized and institutionalized, thus helping to ensure a safe working environment. In addition to reminding employees to use office equipment safely, the Group has also implemented smoke-free office measures. 按性別劃分的僱員流失率:

- 女性:42%
- 男性:67%

按僱傭類別劃分的僱員流 失率:

- 管理層:20%
- 辦公室員工:62%

按年齡組別劃分的僱員流 失率:

- 30歲及以下:77%
- 31至40歲:37%
- 41至50歲:57%

5.1.2健康與安全

本集團致力為所有僱員提 供安全的工作環境,保障 他們避免職業性危害。本 集團亦為僱員提供符合當 地法例的勞工保險,包括 社會養老保險、失業保 險、工傷保險、生育保險 及醫療保險。

本集團已訂立《辦公室管 理規定》供僱員參考,使 內務管理更加標準化和制 度化,從而有助確保工作 環境安全。除了提醒僱員 要安全使用辦公室的設 備,本集團亦實行無煙辦 公室措施。 Due to employees' prolonged use of computer, the Group has provided employees with desks of suitable height and task chairs of adjustable height, and encourages them to pay attention to their usual sitting posture, take breaks and do stretching exercises regularly, thus reducing occupational strain. Employees are also reminded to take safety precautions and use suitable tools when lifting heavy goods or reaching items at height.

During the year, there were no workplace injury or work-related fatalities incidents in the Group.

During the reporting period, the Group did not lose working days due to work injury.

During the year, the Group has complied with relevant laws and regulations relating to health and safety, that have a significant impact on the Group.

5.1.3 Development and Training

The Group values employees' development of skills and knowledge, believing that talent retention can drive innovations and business development. The Group expects to grow and create values together with its employees.

Regarding new employee orientation, the human resources department will first provide basic training in relation to the Group's policies and guidelines. Employee will be introduced to the department head, and the head and members of the department will be responsible for the training of new employee. The Group's "Management System Compilation", which includes the Group's systems in relation to administration, human resource, finance and legal, are issued to the employees.

於本年度內,本集團並沒 有發生工傷或因工作關係 而死亡的事故。

於匯報期內,本集團並無 工傷導致工作日損失。

於本年度內本集團已遵守 對本集團有重大影響的健 康與安全相關的法律及規 例。

5.1.3 發展及培訓

本集團重視僱員的知識及 技能發展,並相信挽留人 材能推動創新及業務發 展,故希望僱員和企業能 一起成長,共同增值。

On the subject of employees' career prospects, if vacancies or new positions are available, the Group shall consider internal promotion or transfer, thus encouraging upward mobility of employees.

In order to implement the Group's development strategy, promote corporate culture, create a good corporate atmosphere, and cultivate and shape the sense of honour and mission of all employees, the Group has held the selection of outstanding employees during the reporting period. The selected outstanding employees were awarded with preferential promotion opportunities and bonuses.

Regarding the development and training of the Company's Directors, Directors shall keep abreast of regulatory developments and changes in order to effectively perform their responsibilities and to ensure that their contribution to the Board remains informed and relevant.

Every newly appointed Director has received a formal, comprehensive and tailored induction on the first occasion of his/her appointment to ensure appropriate understanding of the business and operations of the Company and full awareness of Director's responsibilities and obligations under the GEM Listing Rules and relevant statutory requirements.

Our Directors attended training sessions conducted by the Hong Kong legal advisers of our Company on 31 May 2019 on on-going obligations and duties of directors of a listed company, including among others, sessions on connected transactions, codes of corporate governance, dealing in securities, disclosure of inside information and notifiable transactions. 就僱員的職業前境方面, 本集團內部若有空缺或新 增職位時,可由內部晉升 或崗位調整,鼓勵僱員向 上流動。

為了貫徹落實集團發展戰 略,弘揚企業文化,營 之業氛圍,培養和 塑造全體重重任在肩的使 舉辦優秀員工評選,當 部勝優秀員工評選,當 的優秀員工獲得優先晉升 機會及獎金。

就本公司的董事之發展及 培訓方面,董事應不斷了 解監管發展及變動,以便 有效履行其職責,並確保 對董事會作出適切貢獻。

每名新獲委任的董事於首 次獲委任時均會獲得正 式、全面及定制的入職介 紹,以確保其對本公司的 業務及運作有適當了解, 並完全知悉其在GEM上市 規則及相關法定規定下的 職責及責任。

本公司的董事於二零一九 年五月三十一日出席本公 司香港法律顧問就上市公 司董事之持續責任及職 責任及職 中包括)與關連交易、企 業管治守則、證券交易、 內幕消息披露及須予公佈 交易有關的課程。 Subsequent to the listing date, the Company shall organize training sessions on directors' duties and responsibilities conducted by the legal advisers for all Directors. The training sessions shall cover a wide range of relevant topics including directors' duties and responsibilities, corporate governance and regulatory updates. In addition, relevant reading materials including compliance manual and legal and regulatory updates shall be provided to the Directors for their reference and studying.

During the year, the company secretary of the Company undertook no less than 15 hours of relevant professional training.

5.1.4 Labour Standards

The Group strictly adheres to the Labour Law of the People's Republic of China, the Labour Contract Law of the People's Republic of China, Provisions on the Prohibition of Child Labour and the Law of Protection of Minors of the People's Republic of China to prohibit child and forced labour. All operating units have to ensure no child or forced labour are employed. During the recruitment process, the human resources department requires candidate to provide identification document to check if the age of candidate complies with the laws. In case that any unlawful labour was identified, the Group would immediately assist relevant employees and cooperate with relevant labour authorities.

During the year, the Group has complied with relevant laws and regulations relating to labour standards, that have a significant impact on the Group. 上市日期後,本公司將為 全體董事組織有關董事職 務及職責的培訓課程,有 關課程相顧問進行。 歸課程將涵蓋爭個相關 範,包括董爭個相職 ,包括董予及將獲見 調 ,此外,董事啟務更 , 相關 助 ,以供 彼等 參考及研讀。

於本年度期間,本公司秘 書已接受不少於十五個小 時的相關專業培訓。

5.1.4勞工準則

本集團嚴格遵守《中華人 民共和國勞動法》、《中華 人民共和國勞動合同法》、 《禁止使用童工規定》及《中 華人民共和國未成年人保 護法》,禁止童工及強迫勞 工,並要求所有營運單位 保證不會僱用未成年勞工 或強制勞工。於招聘時人 事部會要求應聘者提供身 份證明文件,並檢查應聘 者年齡是否符合法律規 定。如發現任何非法勞 工,本集團將立即協助有 關僱員並與有關勞工當局 合作。

於本年度內,本集團已遵 守對本集團有重大影響的 勞工準則相關的法律及規 例。

5.2 Social — Operating Practices

5.2.1 Supply Chain Management

The Group continues to monitor closely on its daily operation and encourages suppliers and contractors to join force in promoting performance of sustainable development. Suppliers and contractors are bound by contracts and the local laws and regulations, ensuring their compliance with laws and regulation relating to environmental and social policies. For instances, they are forbidden to employ under-age labour and the products supplied must meet environmental standards. During procurement, the procurement manager is responsible for selecting and reviewing suppliers. More environmental friendly products or services should be procured when it is feasible, with a view to minimizing negative impacts to the environment and human health, and also conserving natural resources.

5.2.2 Product Responsibility

The Group has formulated regulations relating to software security, network security and privacy, to ensure its products are safe and responsible.

To protect confidential information, privacy and interests of the Group and its stakeholder, employees must strictly abide by the "Office Management Regulations", "Visitor Management Regulations", "Confidentiality Agreements" and "Brand Management Regulations" formulated by the Group, the highlights are:

> update the operating system and anti-virus software on a prompt and regular basis, thus fixing security vulnerabilities;

5.2 社會一營運慣例

5.2.1 供應鏈管理

本集團續嚴密監控日常運 作, 並鼓勵供應商和承包 商攜手提升可持續發展績 效。供應商及承包商受合 約、當地法律及規例約 束, 確保其於環境及社會 政策方面合法合規,例如 不可僱用未成年勞工及其 供應之產品合乎環保要 求。於採購時,採購主管 負責選擇和評審供應商, 並於可行情況下,採購更 為環保的產品及服務,以 盡量減低對環境及人體健 康造成的負面影響,同時 保護天然資源。

5.2.2產品責任

- 本集團就軟件安全、網絡 安全及私隱事宜方面均制 定了相關管理規定,確保 其產品安全及責任。
- 為保障本集團及其持份者 的私隱及利益,僱員需嚴 格遵守本集團制定的《辦 公室管理規定》、《訪客管 理規定》、《保密協定》及 《品牌管理規定》,其重點 包括:
 - 定期及時更新作業系 統及防毒軟件,修補 保安漏洞;

- backup employees' computers and servers on a regular basis, hence protecting possible data loss (including the data in relation to intellectual property rights and consumer data and privacy) caused by hardware or software failures;
- when computers or servers showing signs of anomaly, promptly notify the management, and conduct quarantine and inspection based on relevant protocols, so as to minimize potential risks of data leakage;
- to avoid potential leak of information involving clients data and privacy, meeting with clients and visitors should be carried out in conference room, instead of in working area of the office;
- disclosure of Group's information relating to strategies, researches, technologies, financial, clients and other confidential information, to unrelated third parties or employees, is prohibited;
- employees will have to keep such information and data (including those related to intellectual property rights and consumer data and privacy) confidential after resignation;
- reading other employees' working information, computer and personal items without consent is prohibited;
- permissions must be granted before entry to the finance office or server room with confidential information;

- 定期備份僱員電腦及 伺服器數據,防範因 硬件或軟件問題有可 能產生的數據損失 (包括與知識產權、 消費者資料及私隱有 關的數據);
 - 若發現電腦或伺服器 有異常現象時須及時 通報管理層,並根據 相關指引進行隔離和 檢查,確保將數據外 洩潛在風險減到最 低;
- 應盡量避免在辦公區 域內接待客戶或訪 者,應安排在會議室 洽談,以防止涉及客 戶資料及私隱的資料 有機會外洩;
- 不得洩露與本集團有 關策略、研究、技 術、財務、客戶及其 他機密資料予外界人 士或與此等資料無關 的員工;
- 僱員離職後仍需對有 關資料及數據(包括 與知識產權及消費者 資料及私隱有關者) 保密:
- 未經許可,不得翻動 他人的工作資料、電 腦及個人物品;
- 不得隨意進入有機密 資料的財務室及服務 器機房;

- proper networking and server permissions are configured to avoid employee accessing clients' information and private information that is unrelated to his work;
- use of brand or intellectual property of the Group or other companies requires authorization; and
- handle personal information in accordance with Personal Data (Privacy) Ordinance.

During the year, the Group's percentage of total products sold or shipped subject to recalls for safety and health reasons was zero, and the number of products and service related complaints received was zero.

The CSM Media Research, the largest market research institution in China, will monitor the advertisements placed by the Company to confirm the effectiveness of the advertisements. In addition, public relations execution activities will arrange experienced employees to participate and provide guidance. The Company strives to strengthen internal and customer communication in order to improve services. Due to the limitation of the Company's business, we could not recall the advertising services provided. For public relations execution activities, the partially produced materials will be reused to reduce wastes when feasible.

During the year, the Group has complied with relevant laws and regulations relating to product responsibility, that have a significant impact on the Group.

- 適當設置網絡及伺服 器權限,防止僱員接 觸與其工作無關的客 戶資料及私人資料;
- 使用本集團或其他公 司的品牌或知識產權 須獲得授權;及
- 處理個人資料時需遵 守營業當地的相關私 隱條例。

於本年度內本集團已售或 已運送產品總數中因安全 與健康理由而須回收的百 分比為零,而接獲關於產 品及服務的投訴數目為零。

於本年度內,本集團已遵 守對本集團有重大影響的 產品責任相關的法律及規 例。

5.2.3 Anti-corruption

The Group considers ethical conduct is of utmost importance in corporate sustainable development and long-term success. Employees must comply with relevant local laws and regulations, prohibiting individual and commercial bribery, extortion, fraud and money laundering. In order to enhance corporate governance and comply with regulatory requirements, the Company has issued "Business Ethics Training Materials for Listed Companies" produced by the Independent Commission Against Corruption of Hong Kong to the Directors and management.

The Group has established a complete complaint mechanism. If an employee discovers illegal activities within the company, he/she can report it to the administrative department or his/her senior. If the reply to the complaint is not satisfactory or if the employee does not want the complaint to be handled by the administrative department nor his/her senior, he/she can report it directly to the general manager. All complaints filed are confidential and the Group is responsible for protecting the legitimate rights and interests of the whistle blower.

If any corruption, bribery, blackmail, fraud and money laundering incidents are discovered, Group will take necessary legal actions to protect the rights and interests of the Company and its stakeholders.

The number of concluded legal cases regarding corrupt practices brought against the Group or its employees during the year was zero.

During the year, the Group has complied with relevant laws and regulations relating to anticorruption, that have a significant impact on the Group.

5.2.3反貪污

如發現任何貪腐、賄賂、 勒索、欺詐及洗黑錢事 件,本集團均會採取必要 的法律行動,以保障公司 及其持份者權益。

於本年度內對本集團或其 僱員提出並已審結的貪污 訴訟案件的數目為零。

本集團於本年度已遵守對 本集團有重大影響的反貪 污相關的法律及規例。

5.3 Social — Community

5.3 社會一社區

5.3.1 Community Investment

The Group is committed to create a positive impact on the communities in which it operates. Employees are encouraged to participate in community projects and activities. The Group does not have any specific policies in relation to community engagement and donation during the reporting period. In the coming year, the management shall review policies relating to community investment and explore the feasibility of increasing community investment activities.

6. SUMMARY OF KEY PERFORMANCE INDICATORS

Subject Area A Environmental

The Group continually improves by managing, monitoring and reporting its KPIs. The tables below present a quantitative overview of our 2019 performance.

5.3.1 社區投資

本集團致力為營運所在社 區締造正面影響,鼓勵僱 員參與社區項目或活動。 本集團於本年度內沒有關 於社區。管理層將於來年檢 視社區投資有關政策,探 討增加社區投資活動之可 行性。

6. 關鍵績效指標總匯

本集團透過管理、監察和匯報其關 鍵績效指標不斷求進。以下各表為 我們2019年的表現作定量概述。

主要範疇A.環境				
KPI A1.1: The types of emissions and respective emissions data 關鍵績效指標 A1.1:排放物種類及相關排放數據				
ltem	Unit	2019		
	單位	二零一九年		
Private cars NO _x emissions	g	2,026		
私家車氮氧化物(NO,)排放量	克			
Private cars SO _x emissions	g	74		
私家車硫氧化物(SO _x)排放量	克			
Private cars RSP emissions	g	149		
私家車懸浮顆粒排放	克			

KPI A1.2: Greenhouse gas emissions in total and, where appropriate, intensity 關鍵績效指標 A1.2: 溫室氣體總排放量及(如適用)密度

開裝線双拍除AI-2·血主米痘総併放重及(如適用)	公 反	
Item 項目	Unit 單位	2019 二零一九年
Scope 1 — Direct emissions		
範圍1一直接溫室氣體排放		
CO ₂ equivalent emissions from private cars	kg	13,568
私家車二氧化碳(CO2)當量排放	千克	
Scope 2 — Energy indirect emissions		
範圍2一間接能源溫室氣體排放		
CO ₂ equivalent emissions from purchased electricity	kg	30,612
購買電力二氧化碳(CO ₂)當量排放	千克	
Scope 3 — Other indirect emissions		
範圍3一 其他間接溫室氣體排放		
CO ₂ equivalent emissions from paper waste	kg	1,733
廢紙二氧化碳(CO₂)當量排放	千克	
Total CO ₂ equivalent emissions	kg	45,932
二氧化碳(CO ₂)當量排放總量	千克	
Revenue	RMB'000	150,099
收益	千人民幣	
CO ₂ equivalent emissions intensity	kg/RMB'000	0.31
二氧化碳(CO ₂)當量排放強度	千克/千人民幣	

KPI A2.1: Direct and/or indirect energy consumption by type in total and intensity 關鍵績效指標 A2.1:按類型劃分的直接及/或間接能源總耗量及強度

Item 項目	Unit 單位	2019 二零一九年
Energy consumption by private cars 私家車能源耗量	kWh 千瓦時	48,667
Energy consumption by purchased electricity 購買電力能源耗量	kWh 千瓦時	56,465
新夏電力記述電 Total energy consumption 能源總耗量	kWh 千瓦時	105,132
Revenue 收益	RMB'000 千人民幣	150,099
收益 Energy consumption intensity 能源耗量強度	十八氏帝 kWh/RMB'000 千瓦時/千人民幣	0.7

Subject Area B. Social

主要範疇**B.**社會

KPI B1.1: Total workforce by gender, employment type, age group and geographical region 關鍵績效指標 B1.1:按性別、僱傭類別、年齡組別及地區劃分的僱員總數

			2019 二零一九年
		Number	Percentage
Category	類別	數目	百分比
Total workforce	全體僱員	43	100%
Gender	性別		
Male	男性	16	37%
Female	女性	27	63%
Employment Type	僱傭類別		
Senior management	高級管理層	4	9%
Management	管理層	5	12%
Office Staff	辦公室員工	34	79%
Age Group	年齡組別		
≤30	≤30	12	28%
31–40	31–40	24	56%
41-50	41–50	7	16%
≥51	≥51	0	0%
Geographical Region	地區		
China	中國	43	100%

		Number	Turnover Rate
Category	類別	數目	流失比率
Total workforce	全體僱員	23	52%
Gender	性別		
Male	男性	12	67%
Female	女性	11	42%
Employment Type	僱傭類別		
Senior management	高級管理層	0	0%
Management	管理層	1	20%
Office Staff	辦公室員工	22	62%
Age Group	年齡組別		
≤30	≤30	10	77%
31–40	31–40	9	37%
41–50	41–50	4	57%
≥51	≥51	0	0%
Geographical Region	地區		
China	中國	23	100%

KPI B1.2: Employee turnover rate by gender, age group and geographical region

KPI B2.1: Number and rate of work-related fatalities

關鍵績效指標B2.1:因工作關係而死亡的人數及比率

			2019 二零一九年
Category	類別	Number 數目	Percentage 百分比
Work-related fatalities	因工作關係而死亡	0	0%
KPI B2.2: Lost days due to work 關鍵績效指標 B2.2:因工傷損約			
			2019 二零一九年
Category	類別		Number 數目
Lost days due to work injury	因工傷損失工作日數		0

關鍵績效指標B1.2:按性別、年齡組別及地區劃分的僱員流失比率

2019 ᆂᄹ ____

KPI B6.1: Percentage of total products sold or shipped subject to recalls for safety and health reasons 關鍵績效指標 B6.1:已售或已運送產品總數中因安全與健康理由而須回收的百分比

		2019
		二零一九年
		Percentage
Category	類別	百分比
Percentage of total products sold or shipped subject to recalls for safety and health reasons	已售或已運送產品總數中因安全 與健康理由而須回收的百分比	0%

KPI B6.2: Number of products and service related complaints received and how they are dealt with 關鍵績效指標 B6.2:接獲關於產品及服務的投訴數目以及應對方法

		2019 二零一九年
Category	類別	Number 數目
Number of products and service related complaints received and how they are dealt with	接獲關於產品及服務的投訴數目 以及應對方法	0

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

關鍵績效指標B7.1:於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果

二零一九年

		Number
Category	類別	數目
Number of concluded legal cases regarding	於匯報期內對發行人或其僱員	0
corrupt practices brought against the issuer or	提出並已審結的貪污訴訟	
its employees during the reporting period and	案件的數目及訴訟結果	
the outcomes of the cases		

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•	tion of hazardous and non-hazardous waste.	
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a) 政策;及		
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Community 社區		
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and to ensure its activities 一般披露	take into consideration the communities' interests.	
有關以社區參與來瞭解	發行人營運所在社區的需要和確保其業務活動會考慮社區利益的政策。	
KPI B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour	Data collection started
	needs, health, culture, sport).	in year 2020, and will b disclosed next year
朝鍵績效指標B8.1	專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	數據於二零二零年 開始收集,將於 下年度披露
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關鍵績效指標B8.2	在專注範疇所動用資源(如金錢或時間)。	disclosed next year 數據於二零二零年 開始收集,將於 下年度披露

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