



ALTUS.

Altus Holdings Limited

incorporated in the Cayman Islands with limited liability

Stock Code : 8149

ENVIRONMENTAL AND SOCIAL GOVERNANCE REPORT FY2020



CONTENTS

MESSAGE FROM OUR CHAIRMAN	1
ABOUT THE ESG REPORT	4
About the Group	4
Scope of the ESG Report	4
Reporting guidelines	4
Information and feedback	4
ESG GOVERNANCE	5
Communication with stakeholders	5
WE PROTECT OUR ENVIRONMENT	7
Emissions	7
Resources conservation	7
Waste management	8
Green operation	9
Response to climate change	9
WE VALUE OUR EMPLOYEES	10
Recruitment	10
Employees benefits	11
Occupation health and safety	11
Response to outbreak of COVID-19	11
Employee development	12
Employee training	12
WE RESPECT OUR CLIENTS AND COOPERATIVE PARTNERS	13
Client protection principle	13
Complaint handling	13
Protection of intellectual property	13
Anti-corruption	14
Supply chain management	14
WE ASSIST IN CREATING VALUE FOR THE COMMUNITY	15
KEY PERFORMANCE INDICATORS	16

MESSAGE FROM OUR CHAIRMAN

Dear Stakeholders,

We at Altus work to pursue financial returns, and to promote social, environmental and economic sustainability, for our colleagues, shareholders and the communities around us. The past financial year has demonstrated to us the relationship and interaction between uncertainties and chaos on the one hand, and longer term sustainability on the other.

At the beginning of the financial year, back in the first half of 2019, it would not have been possible to have anticipated, not even to the smallest extent, what has happened since – social unrests, followed by a worldwide pandemic which is still ongoing. The events have tested, to the extreme, the sustainability of our business model, and of our community's way of life.

As people, businesses, and communities around us cope with the disruptions, they learn to adapt and change, accelerating changes which are inevitable and already in the making – such as wide adoption of the internet for all types of activities, from shopping, meeting, daily communication, to group activities such as on-line classes and education. As ever, long term changes stem from efforts to overcome short term challenges. Long run sustainability and stability lies in shorter term disruptions and volatility.

At Altus, we have made many changes to cope with the situation, and a significant number of these are likely to last.

Our key strategy is to ensure we maintain a stable and active team of professionals. This has been achieved notwithstanding the significant slowdown in business transactions, thanks to a combination of everyone's hard work, our business model which provides a steady stream of investment rental income, and of senior management and shareholders lowering their expectations on short term financial returns. As always, we consider stability of the team to be critical for long term growth – it enables us to provide all rounded business training to our colleagues, and a dependable platform for the development of a new generation of finance professionals.

We have adopted work-from-home arrangements, in conjunction with increased use of upgraded digital conferencing facilities. The increased use of such facilities, and flexibility of working from home, will continue because, if appropriately used, they are not only efficient, but also environmentally friendly.

Travelling outside of Hong Kong has been necessarily halted for the longest period we can remember. This has affected our ability to monitor our investment portfolio in Japan, or to review potential investments there. It has been difficult to discard the established habit of travelling to attend physical meetings. However, it has been an opportunity forced upon us to learn and adopt an environmentally friendly new norm of internet meetings and exchanges. On a much wider level, this is conducive to a cleaner and more sustainable environment – by allowing nature to rest undisturbed for a while. We appreciate this natural reminder to contribute to a cleaner environment. Eventually when business travel resumes, we will consider and more frequently adopt alternatives to air travel whenever practicable.

MESSAGE FROM OUR CHAIRMAN

In this year, we have continued our collaboration with a non-governmental organisation (“NGO”) in Sapporo city, Japan, to complete the construction of an additional residential group home, expanding our portfolio of similar care homes to three in total. These homes are operated by NGOs to provide accommodation to the ailing and handicapped. We shall continue to expand our network with similar operators with a view to increasing our investment in this area.

We are committed to achieving a balance between financial returns, and positive social and environmental impact, and to producing meaningful and sustainable returns for our investors and stakeholders.

Yours truly,

Arnold Ip Tin Chee

Chairman and Executive Director

25 September 2020

ABOUT THE ESG REPORT

Altus Holdings Limited (the “Company”) and its subsidiaries (collectively referred to as the “Group” and “we”) are pleased to present the Environmental, Social and Governance (“ESG”) Report (the “ESG Report”) for the financial year ended 31 March 2020 (“FY2020”). The ESG Report mainly summarises the Group’s social and environmental performance and describes the Group’s continual efforts in the area of sustainable development for FY2020. For further information on our corporate governance structure and practices, please refer to the Corporate Governance Report in our FY2020 Annual Report.

ABOUT THE GROUP

The Group focuses on corporate finance and property investments. In respect of corporate finance, the Group primarily offers sponsorship, financial advisory and compliance advisory services to its clients. For property investment, the Group invests in real estate in Japan and Hong Kong and derives rental income therefrom.

The Group has put in place compliance and risk management policies and procedures for compliance with all significant legal and regulatory requirements. It has also been committed to building an environmentally friendly corporation by paying close attention to reducing the consumption of energy and natural resources. Meanwhile, the Group strives to establish a capable and all-rounded team through regular training programs and cultivating camaraderie among its advisory team members. Apart from bringing economic benefits to the society, the Group also highlights the beneficial social impacts brought by its “impact investing” in offering accommodation to the aged and the less fortunate in Japan through organisations which provide care and services for them.

SCOPE OF THE ESG REPORT

For reporting purposes and disclosure of key performance indicators, the ESG Report focuses mainly on the Group’s business operations in Hong Kong, as well as its performance in relation to the environmental and social aspects of its businesses in FY2020.

REPORTING GUIDELINES

The ESG Report has been prepared in accordance with the “Environmental, Social and Governance Reporting Guide”, as set out in Appendix 20 to the Rules Governing the Listing of Securities on GEM of The Stock Exchange of Hong Kong Limited.

INFORMATION AND FEEDBACK

For detailed information about the Group, please refer to our Company’s website (www.altus.com.hk). Your opinions are highly valued. Should you have any advice or suggestions, please feel free to contact us at:

Tel: (852) 2522-6122

Fax: (852) 2522-6992

Email: co.sec@altus.com.hk

ESG GOVERNANCE

The Group believes that good ESG governance is the key to corporate sustainable development, thereby leading to its long-term success. The board of Directors (the “**Board**”) takes full responsibility for the supervision of the Group’s ESG governance and risk management. To effectively put its sustainable development strategies into practice, the Board delegates authority to the management of functional departments in the formulation and execution of ESG policies and measures.

COMMUNICATION WITH STAKEHOLDERS

Our management and employees were actively involved in assisting us in understanding and analysing our sustainability performance. The data collected not only reflects the performance of the Group’s sustainable initiatives in FY2020, but also sets the direction for improving the Group’s sustainability approach.

The Group is fully aware of the importance of stakeholders’ opinions of its continual success. Therefore, it strives to effectively communicate with its stakeholders through various channels to build a trustful and supportive relationship with them, so as to understand and respond to their expectations and needs.

Stakeholders	Expectations and Needs	Means of Communication and Response
Government and Regulators	<ul style="list-style-type: none"> • Compliance with government policies, laws and regulations • Supporting local economic growth • Driving local employment • Paying tax in full and on time 	<ul style="list-style-type: none"> • Timely information reporting • Dedicated reports • Responding to surveys from regulators and authorities
Shareholders	<ul style="list-style-type: none"> • Returns • Compliant operation • Rise in company value • Transparent information and effective communication 	<ul style="list-style-type: none"> • Email and company website • Dedicated reports • Formulation of suitable dividend policy • Responding to questions from investors in general meetings • Regular marketing meetings with potential investors, journalists, analysts and stockbrokers • Issuance of voluntary announcements • Continuous enhancement of company website • Quarterly reporting
Partners	<ul style="list-style-type: none"> • Operational integrity • Equal rivalry • Performance of contracts • Mutual benefit and win-win result 	<ul style="list-style-type: none"> • Regular meetings with valuers, bankers and other professional parties • Business communications and calls • Discussions and exchange of opinions • Engagement and cooperation
Customers	<ul style="list-style-type: none"> • Outstanding products and services • Performance of contracts • Operational integrity 	<ul style="list-style-type: none"> • Close communication with customers and responding to feedback

ESG GOVERNANCE

Stakeholders	Expectations and Needs	Means of Communication and Response
Environment	<ul style="list-style-type: none"> • Energy saving and emission reduction 	<ul style="list-style-type: none"> • Implementation of environmental protection measures • Paperless office
Industry	<ul style="list-style-type: none"> • Compliance with industry standards 	<ul style="list-style-type: none"> • Comply with rules and regulations of the Securities and Futures Commission • Comply with the relevant listing rules of The Stock Exchange of Hong Kong Limited
Employees	<ul style="list-style-type: none"> • Protection of rights • Remunerations and benefits • Career development 	<ul style="list-style-type: none"> • Employees communication meetings • Training and workshops • Regular employee team building activities
Community and the Public	<ul style="list-style-type: none"> • Transparent information 	<ul style="list-style-type: none"> • Continuous enhancement of company website • Timely announcements and reporting

The Group will continue to enhance stakeholders' participation and engagement to collect their constructive feedback and valuable opinions.

WE PROTECT OUR ENVIRONMENT

The Group spares no effort in environmental protection and attaches great importance to implementing different policies that regulate emission, resources conservation and waste management. The Group does not engage in business activity that would cause a notable impact on the environmental and natural resources.

EMISSIONS

Being an environmentally friendly corporation, the Group makes conscious efforts to reduce greenhouse gas (“GHG”) emissions. The Group acts in strict compliance with laws and regulations relating to emission control, including but not limited to the Air Pollution Control Ordinance. As an entity focusing on providing corporate finance services in Hong Kong, we operate our business mainly in office premises. In FY2020, the Group’s GHG emissions were mainly contributed by business air travel as well as electricity, water and paper consumption at our office premises. The Group’s business operation did not generate any significant air and water pollutants in FY2020 due to its business nature.

The increasing economic, environmental and social incentives drive us to develop sustainably in the corporate finance industry. We believe implementing sustainable solutions, such as encouraging energy conservation by using energy efficient utilities and travelling in groups, will help reduce overall energy consumption and reduce carbon footprints. Measures taken to reduce GHG emissions will be further described under sections “Resources conservation” and “Green operation” in the ESG Report.

RESOURCES CONSERVATION

While enhancing operational efficiency, the Group is committed to protecting the environment, reducing energy and water consumption, as well as the utilisation of office equipment.

Although the Group does not operate a water-intensive business, it still actively integrates the concept of water conservation into its daily operation. The major wastewater generated by the Group is domestic sewage, which is discharged into and further treated by municipal drainage system. The Group strictly abides by the laws and regulations regarding energy conservation and water management, such as the Water Pollution Control Ordinance. During FY2020, the Group did not encounter any issue in sourcing water.

WE PROTECT OUR ENVIRONMENT

The initiatives we have taken to reduce energy consumption in our office premises are set out as follows.

Energy Conservation

- Maximise the use of natural light
- Divide the office into different light zones with independent lighting switches
- Adopt energy efficient lighting
- Apply anti-ultraviolet films on windows to reduce heat gain
- Clean light fixtures and filters of the air conditioning system regularly
- Switch off lights, air conditioners and electronic equipment when not in use

Water Conservation

- Install automatic faucets
- Fix dripping taps immediately
- Check water meter readings and hidden water pipes periodically to prevent water leakage
- Put up water-saving signs in the pantry and lavatories
- Ensure faucets are turned off

WASTE MANAGEMENT

The Group strictly complies with the laws and regulations relating to waste disposal, such as the Waste Disposal Ordinance and Product Eco-responsibility Ordinance of Hong Kong. As the Group's principal business operations are mainly based in the office premises, generation of solid waste such as paper and general waste is inevitable. Non-hazardous waste produced by the Group mainly includes general waste, which is sent to landfills.

We have adopted the "3Rs" principle – "Reduce, Reuse and Recycle" as our waste management strategy. Employees' participation is crucial for putting the Group's internal environmental policy into practice. Therefore, we encourage our employees to adopt double-sided printing and copying, as well as to use electronic communication as far as possible. The Group also promotes effective use of resources where it encourages its employees to reuse envelopes, folders, file cards and other stationery, to reduce the use of disposable and non-recyclable products and to evaluate the usage of material to avoid overstocking. Furthermore, office automation system is implemented to substitute traditional paper-based office administration system to further reduce paper waste. Recycling bins are in place to collect waste paper, which will be collected by qualified recycling companies. We also carry out monthly paper volume surveys to monitor paper consumption and make appropriate improvement.

Apart from non-hazardous waste generation, the Group also generates a minimum amount of hazardous waste during its daily operation, mainly being toner cartridges. Responsible personnel are arranged to collect the hazardous waste, which will be handled by qualified units afterwards. During FY2020, the Group had donated its old computers and equipment to charity, therefore no additional hazardous waste is generated.

WE PROTECT OUR ENVIRONMENT

GREEN OPERATION

Being a corporate citizen, the Group continues to work on reducing its carbon footprints in its effort to combat climate change. Employees are encouraged to adopt the following measures to reduce indirect carbon emissions:

- Encourage duplex copying;
- Set computers and printers to default duplex and economical modes;
- Disseminate information by electronic means wherever possible;
- Use video conferencing to avoid unnecessary overseas business travel;
- Choose direct flights for unavoidable business trips;
- Encourage to take public transport during local and cross-border business travel; and
- Organise the Group's activities at locations easily accessible by public transportation.

RESPONSE TO CLIMATE CHANGE

Climate change is one of the major global issues in recent years. The extreme weather events caused by climate change have become more severe, which have negatively affected economic activities. The Group is concerned about climate change and its related events, and is committed to reducing greenhouse gas emissions.

To protect the safety of employees, the Group has established an internal guideline on working arrangement when weather warning signals including the Black Rainstorm Signal and Typhoon Signal No.8 are hoisted. The Group would stay alert to any announcements by the local governments on weather condition and prepare for emergency actions.

In view of the outbreak of COVID-19 pandemic, the Group has adopted work-from-home arrangement when in need. Information and documents are mostly distributed by electronic means. These measures facilitate the reduction of carbon footprint and in turns contribute to the sustainability of the ecosystems of the planet.

WE VALUE OUR EMPLOYEES

The Group believes that its competitive strengths come from its experienced and capable employees. The Group places great importance on the rights and interests of employees and abides by the relevant laws and regulations. The Group invests in its employees by offering career opportunities and appropriate training.

RECRUITMENT

We are committed to providing a workplace free of discrimination and harassment, and employees are expected to be treated with respect and dignity. The Group acts in strict compliance with the relevant labour laws and regulations, including but not limited to the Employment Ordinance, Employment of Children Regulations and Employment of Young Persons (Industry) Regulations of Hong Kong. As an equal opportunities employer, the Group strives to eliminate discrimination within workplace. Vacancies are opened to all applicants who meet the basic entry requirements. All candidates receive fair treatment and are assessed qualitatively during the interview process, irrespective of their gender, sexual orientation, marital status and race.

We carry out identification check during our recruitment process to verify the identity and age of the applicants, so as to avoid child or illegal labour. Given the time sensitivity in our line of work, occasional overtime work is inevitable. Under such circumstances, overtime work shall be consensual and compensated by discretionary bonuses in line with market practice. Meal and travelling expenses appropriately incurred are reimbursed. Prior to commencement of employment, employees are required to enter into an employment contract with job descriptions, duties and responsibilities clearly stipulated to prevent any form of forced labour.

The Group also provides new employees with orientation training, which allows them to familiarise with information such as housekeeping rules, work etiquette, leave application procedures to help newcomers adapt more easily to the new working environment. We also provide newcomers with our operations and compliance manual to help them understand the modus operandi procedures and policies of the Group.

During FY2020, no violation of laws and regulations relating to employment and labour practice, avoiding child labour and forced labour had been identified by the Group.

In FY2020, there were 26 full-time employees, all of whom were from Hong Kong. Detailed employment data of the Group during FY2020 is as follows.

Employment Indicators	Number of employees	
	FY2020	FY 2019
By gender		
Male	16	20
Female	10	11
By age group		
Aged below 30	13	19
Aged 30 to 50	9	8
Aged above 50	4	4

WE VALUE OUR EMPLOYEES

EMPLOYEE BENEFITS

We care about the well-being and interests of our employees. The Group abides by the Employment Ordinance of Hong Kong and other relevant labour laws and regulations regarding working hours, medical leave and annual leave. Our competitive and merit-based remuneration package, which is subject to annual review, ensure retention and attraction of high-calibre employees. Apart from monthly fixed salary, we offer discretionary bonus and share awards based on employees' individual performance and the Group's financial performance.

The success of the Group relies on the continual support from employees, and the Group listens and responds to their needs and suggestions. On top of statutory holidays provided in accordance with the relevant regulations, employees are entitled to different types of leaves, including annual leave, medical leave, study and examination leave and maternity and paternity leave. Long service award is also offered as an appreciation for the contribution and dedication of long-serving employees. In order to foster team spirit and promote the concept of work-life balance, we had organised a variety of recreational activities during FY2020, including annual company retreat to Taipei and Christmas party.

We implement a self-reflective employee termination policy. Upon receiving a letter of resignation, an exit interview would be arranged on or before the last working day of the departing employee to understand the employees' reasons of leaving. Improvement may be made based on constructive feedback. The salary of the final working month will be made on the last working day of the departing employee.

OCCUPATIONAL HEALTH AND SAFETY

The Group attaches great importance to the work safety of its employees. We strictly abide by the laws and regulations regarding the occupation health and safety, including but not limited to the Occupational Safety and Health Ordinance of Hong Kong. We seek to create a pleasant and comfortable workplace for our employees by carrying out various measures, including easy access to office supplies, regular maintenance or replacement of office equipment, and the provision of adjustable and ergonomically designed working chairs and sufficient storage space in a more spacious desk area. Also, all employees are covered by medical insurance arranged by the Group.

During FY2020, no violation of laws and regulations relating to occupational health and safety had been identified by the Group, and no safety accident was observed during its operation.

RESPONSE TO OUTBREAK OF COVID-19

The COVID-19 pandemic has been a major health issue. To protect our employees from infection, we have adopted flexible working arrangement (including work-from-home arrangement), required employees to wear mask in the office and the use of video conference to substitute physical meetings. The management closely monitors the situation of the COVID-19 pandemic and timely adjusts our working arrangement accordingly.

WE VALUE OUR EMPLOYEES

EMPLOYEE DEVELOPMENT

Our employees are our most valuable assets and we are mindful of their career development. We are committed to offering the opportunity of merit-based promotion and a stable working environment to our employees in their career pursuit. Our promotion is conducted on a fair and open basis and we adopt a zero tolerance approach regarding any form of discrimination. When conducting promotion evaluation of employees, thorough consideration is given to each employee's personal quality, ability, performance at work, self-development, client facing ability, work management, technical knowledge and professional judgement. The assessment results would act as the basis of employees' salary adjustment. Competent employees will be considered for promotion in recognition of their efforts and contributions.

We believe that two-way communication is essential for strengthening bonding among employees, which will in turn improve employee retention. Morning briefings are held at the beginning of each working day to ensure effective work allocation amongst employees. In order to closely monitor employees' performance whilst maximising their job satisfaction, the Group conducts annual performance appraisals and informal interim meetings throughout the year to provide an opportunity for employees to communicate with the management. In order to evaluate the performance of employees in the annual appraisals, the management will conduct a two-fold assessment, in which the management will conduct face-to-face meetings with relevant individual and subsequently consult his/her supervisors and peers for their comments on the employee's general performance. Employees are also encouraged to provide their opinions on the management and suggestions for their own career development. Therefore, the Group while valuing employees' performance, caters also to employees' career development needs.

EMPLOYEE TRAINING

Employees are the foundation of our success. We provide career advancement opportunities with the aim to realise their full potential. To establish and manage a professional team with strong technical expertise as well as acute business acumen, much effort has been made in offering comprehensive training on all fronts. New employees are provided with orientation training with a focus on work etiquette and business ethics. Operation and compliance manuals are provided to new employee as a reference to the Group's policies.

In order to ensure that our service is comparable with industry standards, compulsory Continuous Professional Training for licensed representatives as required under the Securities and Futures Ordinance of Hong Kong are organised regularly for our employees, which includes regulatory updates, compliance advisory and sessions conducted by industry experts. In addition to professional knowledge, training on communication and management skills are provided as appropriate. Furthermore, all corporate finance members receive on-the-job training through direct supervision of either Responsible Officers or senior team members. The Group offers employees tuition reimbursement, education allowance, study and examination leave as an incentive for our employees to strengthen their abilities through continuous learning and professional qualifications.

During FY2020, all employees had received training, with an average of 22 training hours per employee.

WE RESPECT OUR CLIENTS AND COOPERATIVE PARTNERS

As the Group is principally engaged in property investment and provision of corporate finance services, its success depends highly on market reputation and clients' satisfaction. We aim to provide our clients with quality services and adhere to a high standard of business ethics.

CLIENT PROTECTION PRINCIPLE

The Group places great emphasis on protecting clients' privacy and ensuring confidentiality. We strictly abide by the laws and regulations regarding privacy, including but not limited to the Personal Data (Privacy) Ordinance of Hong Kong. In addition, rigorous policies and procedures are implemented to protect confidentiality and privacy during the process of collecting, processing and using clients' data. Both the Group and its business partners are required to comply with the terms of confidentiality stated in the contracts. Access to confidential information or documents is restricted and granted only on a need-to-know basis. To ensure all employees are familiar with the Group's policy towards confidential information, such content is stipulated in the contract of employment of all employees. Employees are not allowed to disclose any confidential information of the Group without authorisation during and after their employment. Apart from firewall installation, anti-virus protection is enabled on all servers and computers in the Group to ensure adequate network security. Virus signatures, malicious code definitions as well as their detection and repair engines are updated regularly and whenever necessary. Employees are forbidden to store media and files from unknown sources onto the Group's main server unless the media and files have been scanned and had the computer viruses and malicious codes removed. We also regularly assess the risks and evaluate the need for protective measures against cyber-attacks to protect clients' information.

COMPLAINT HANDLING

Clients' opinions are vital for optimising the Group's business strategies. We are committed to improving the quality of our services to clients, and enhancing client satisfaction. We have established policies and procedures for the handling of client complaints. Complaints relating to regulated activities under the Securities and Futures Ordinance of Hong Kong are handled by a director or responsible officer who is not directly involved in the matter. We investigate and respond promptly to all client complaints. During FY2020, the Group had not received any complaints.

PROTECTION OF INTELLECTUAL PROPERTY

The Group respects and protects intellectual property. We strictly abide by the laws and regulations regarding intellectual property, including but not limited to the Copyright Ordinance. A software licensing policy is implemented to ensure that all the software used by the Group is in compliance with the licensing agreement. Before the installation of any software, request has to be made to the Group to prevent the infringement of intellectual property. Advertising activities are not applicable to our business operations.

WE RESPECT OUR CLIENTS AND COOPERATIVE PARTNERS

ANTI-CORRUPTION

With our uncompromising commitment to integrity and justice, we strictly abide by the relevant laws and regulations on anti-corruption, including but not limited to the Prevention of Bribery Ordinance, Anti-Money Laundering and Counter-Terrorist Financing Ordinance, the Securities and Futures Commission Guideline on Anti-Money Laundering and Counter-Financing of Terrorism, the Companies Registry Guidelines on Additional Licensing Conditions of Money Lenders License and other relevant laws and regulations of Hong Kong regarding anti-corruption, bribery, extortion, fraudulent behaviour and money-laundering. Anti-money laundering policy is implemented to detect and prevent money laundering and terrorist financing. Employees are required to fully understand the background of potential clients through documentation and communication in accordance with relevant procedures set out in our operation and compliance manual before formal engagements by clients. To protect our business from unintentional money laundering activities, cash transaction with clients is strictly prohibited. All payments from clients should be made through bank transfer or cheque. Employees are to take all reasonable efforts to avoid situations giving rise to any conflicts of interest, and are prohibited from receiving anything of significant value from any parties related to the Group's businesses.

The Group is committed to the highest possible standards of openness, probity and accountability, and has established a whistle-blowing policy. Our employees, clients, suppliers and other stakeholders are encouraged to voice their concerns on any suspected misconduct or malpractice. The Group will investigate the reported misconduct or malpractice and take corresponding remedial measures against the irregularities. Whistleblowers are assured of protection against unfair dismissal, victimisation or unwarranted disciplinary action. Employees breaching the Group's anti-corruption policy will face disciplinary action, which could result in dismissal for gross misconduct. Apart from the whistle-blowing policy, we also organise talks and internal trainings to ensure our employees have full understanding of the anti-corruption laws in relation to our business.

During FY2020, no violation of laws and regulations relating to anti-corruption had been identified by the Group.

SUPPLY CHAIN MANAGEMENT

Due to the nature of the Group's corporate finance services business, we have no significant suppliers. The Group requires merely utilities and general daily supplies such as electricity, water and stationery for our administrative operations. To this end, in order to integrate the concept of sustainability into the procurement of office utilities and supplies, priority is given to environmentally friendly products and refillable products, such as refillable ballpoint pens, mechanical pencils, and recyclable paper. The Group often makes bulk purchases online in order to minimise carbon footprints. During FY2020, all our suppliers for office utilities were located in Hong Kong, in line with our principle of proximity during procurement.

WE ASSIST IN CREATING VALUE FOR THE COMMUNITY

Under our corporate finance segment, the Group renders its services with a vision to create long-term value for our investors and stakeholders. In this respect, the Group aims to contribute to the growth and development of Hong Kong as one of Asia's leading financial hubs by undertaking our business with integrity, in a responsible manner and serving as the quintessential training ground for young aspiring corporate financiers seeking to further their careers and in turn, sustain our, as well as, the market's long-term growth.

Concurrently, the Group seeks investment opportunities in properties that bring reliable returns as well as positive social impacts. To this end, the Group, through "impact investing" by leasing part of its property portfolio in Japan in supporting "kaigo" or nursing care and support services, will continue bringing measurable beneficial social impacts alongside satisfactory financial returns. Also, the Group has focused on community activity and encourages its employees to participate in volunteering works and charitable events. The Group strives to maintain close relationships with the society amid its business development.

KEY PERFORMANCE INDICATORS

Environmental Indicators	FY2020	FY2019
Emissions		
Total Greenhouse Gas Emissions (tonnes CO ₂ equivalent)	107	148
GHG Emission Intensity (tonnes CO ₂ equivalent/employee)	4.13	4.76
Total Non-hazardous Waste (kg)	8,204	8,330
Non-hazardous Waste Intensity (kg/employee)	315.55	268.70
Total Hazardous Waste by Category (pieces)		
– Toner Cartridges	7	10
– Desktop Computers	0	1
Use of Resources		
Total Energy Consumption (MWh)	102	105
Energy Consumption Intensity (MWh/employee)	3.91	3.40
Total Water Consumption (m ³)	102	111
Water Consumption Intensity (m ³ /employee)	3.92	3.58