



Eco-Tek Holdings Limited

(Incorporated in the Cayman Islands with limited liability)

Stock Code : 8169

Healthy Environment Quality Living

2021 ENVIRONMENTAL, SOCIAL
AND GOVERNANCE REPORT



Environmental, Social and Governance Report

TABLE OF CONTENT

	Page
I About this Report	
1. Reporting Boundary and Scope	2
2. Reporting Principles	2
3. Statement of the Board	3
4. Stakeholders Engagement	3
5. Materiality Assessment	4
6. Environmental Commitment and directional targets	4
II Environmental Protection	
1. Management of emissions	5
2. Management of Resources Utilization	6
3. The Environment and Natural Business	7
4. Climate Change	7
III Employment and Labor Practices	
1. Recruitments	8
2. Labor Standards	8
3. Remuneration and Welfare	8
4. Training and Development	8
5. Health and Safety	8
IV Operating Practices	
1. Supply Chain Management	9
2. Product Responsibility	9
3. Anticorruption policy	9
4. Protection Data Privacy	9
V Community Investment	10
VI Environmental Performance Data Summary	10
VII Social Performance Data Summary	12
VIII Environmental, Social and Governance Reporting Guide index	13

Environmental, Social and Governance Report

I ABOUT THIS REPORT

This Environmental, Social and Governance report (the “**ESG Report**”) summarized the efforts and achievements made by Eco-Tek Holdings Limited and its subsidiaries (collectively the “**Group**” or “**we**”) in corporate social responsibility and sustainable development. The ESG Report not only delivers the sustainability strategies, managements approaches and performance of the Group with the stakeholders but also strengthen the Group’s understanding towards its ongoing activities in sustainable development of the ecological environment and society.

The Group hopes to develop its business objectives and creates shareholder/investor value, while at the same time protects the ecological environment by fully utilizing resources and minimizing the emission of pollutants during operations. We, as a responsible and visionary corporate, have to balance the relationship between operations and environment by continuously optimizing operations management, business strategies and policies on environmental protection, training and development, and community investments and contribute towards the sustainable development of the globe, human being and our business.

1. Reporting Boundary and Scope

The ESG Report covers the Group’s main businesses namely the environment-friendly products business and water supply plant business (together as the “**Main Business**”), and presents the Group’s strategic approach to sustainability and performance in the environmental and social aspects in the Main Business for the year ended 31 October 2021 (i.e. from 1 November 2020 to 31 October 2021) (the “**Year 20/21**” or “**Reporting Period**”) and the comparative figures for the year ended 31 October 2020 (i.e. from 1 November 2019 to 31 October 2020) (the “**Year 19/20**” or “**Previous Period**”) consistently. A summary of the environmental indicators and the performance date are listed out at the section of “Environmental Performance Data Summary”.

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

2. Reporting Principles

The Group adheres to the four fundamental reporting principles set out in the ESG Reporting Guide for the preparation of this report:

Materiality: The Group acknowledge the importance of material issues that may have a significant impact on its stakeholders and operations. Material environmental and social issues were identified through Materiality Assessment annually. Material issues identified during the Reporting Period are similar to the material issues identified in the Previous Period. Results were presented to the Board for validation of the material ESG issues for the year.

Quantitative: The Group records and discloses the key performance indicators in quantitative terms as appropriate for evaluation and validation of the effectiveness of ESG policies and measures.

Consistency: As far as practicable and unless stated otherwise, the Group applies consistent measurement methodology to allow for meaningful comparison of the ESG performance over time.

Balance: The report discloses information in an objective manner, providing stakeholders with an unbiased picture of the Group’s overall ESG performance.

Environmental, Social and Governance Report

3. Statement of the Board

The Group recognizes the significance of ESG issues to build long-lasting business success and has established a ESG governance structure to strengthen our management of environmental, social and governance issues. The structure consists of three parts: decision-making level, organization level and executive level.

— *Decision making level — The Board of the Company*

The Board is the highest decision-making level of the Group and is fully responsible for ESG decision-making and reporting. The Board monitors the sustainable development performance and progress of the Group, and reviews and approves the ESG management policies, strategies, objectives and annual work of the Group, including the evaluation, prioritization and management of important ESG issues, risks and opportunities. The Board also regularly reviews the ESG performance of the Group and its progress in achieving relevant objectives

— *Organization level — ESG Committee*

The ESG Committee of the Group is the second level of the governance structure which is authorized by the Board and led by executive directors under the help of senior management. The ESG Committee is responsible to advise and assist the Board to review and address sustainability practices and objectives. All works and relevant suggestions will be reported to the Board on regular basis.

— *Executive — Relevant departments of the Group*

The executive level is the third level of the governance structure, including the heads of relevant departments of the Group. This level is responsible for organizing, promoting and implementing various ESG related tasks according to the ESG management policies and strategies of the Group. The heads of relevant department of the Group will regularly report ESG matters to the ESG Committee.

The Board sets the overall direction of the Group 's environmental, social and governance strategy by benchmarking against the suggestions of the ESG Committee and the ESG data generated from the executive level in daily operations, guides the consistent improvement of ESG management through target splitting, and ensures the effectiveness of the environmental, social and governance mechanism.

4. Stakeholders Engagement

The Group keeps refining its communication mechanism and maintains active communication with internal and external stakeholders. We value the opinions of stakeholders, including employee, customers, suppliers, shareholders, regulators and the community through daily contacts with them. Through stakeholder engagement, we improve our sustainability performance and strive for improvements. We actively engage and maintain relationship with our internal and external stakeholders through a huge variety of communication channels, including but not limited to Annual General Meetings, ESG reports, company website, company activities and business meeting etc. to collect their views.

Environmental, Social and Governance Report

5. Materiality Assessment

The Group perform materiality analysis annually to identify the key ESG issues that are material to our business operations. ESG issues were identified and considered as relevant to the Group with reference to the ESG Guide and peer benchmarking results. The result of peer benchmarking and stakeholder engagement exercise were analyzed and consolidated in terms of their importance to stakeholders and the Group's business developments to derive the overall materiality level to each ESG issues. The results were then reviewed and approved by the Board.

ESG issues that are considered material to our stakeholders and the Group are listed in the following table:

Aspects	ESG issues
Environment	Emissions Use of resources Wastes management
Employment and labor practices	Occupational health and safety Training and development Recruitment and retention
Operating practices	Supply chain management Product/service quality and safety Protection Data Privacy Anti-corruption
Community	Community investment

6. Environmental Commitment and directional targets

Our goal is to become a highly efficient business with relatively less consumption of natural resources.

As water is the major natural resources consumed by the Group, we have set target to reduce or maintain the intensity of consumption of water not more than that for the Year 20/21 by 2022 to demonstrate our steadfast commitment to improving our environmental performance. The target will be achieved through implementation of water saving measures including more regular checks of water facilities to prevent wasting water and timely repairs as well as recycle water from sedimentation tanks and sludge dewatering equipment.

Environmental, Social and Governance Report

II ENVIRONMENTAL PROTECTION

1. Management of emissions

The Group puts great effort in environmental management of our Main Business and we fully aware of the greenhouse gas and various wastes are generated during operation. Our emission of air pollutants, which include Nitrogen Oxides (“**NOx**”), Sulphur Oxides (“**SOx**”) and Respiratory Suspended Particles (“**Particles**”) are mainly generated by usage of motor vehicles for transportation and indirect emission from electricity consumption.

Management of greenhouse gas emission

The greenhouse gas emissions by the Group are mainly released from fossil fuel consumption and electricity consumption. We monitor the environmental performance of our operation in a regulated systematic manner and formulated a set of policies and procedures to monitor the emission of greenhouse gas and waste, and to ensure that all operations are in compliance with the national and local environmental standards. We also identify updates to the related environmental laws and regulations from time to time, and provide training to all the related staff to ensure their operation is in full compliance. As one of the critical steps of our Group’s management of greenhouse gas emission, aged fossil fuel vehicles will be gradually replaced by electric cars in order to reduce our Group’s fossil fuel consumption and our intensity of greenhouse gas emission.

Management of sewage and solid waste

To counter sewage and sludge generated from our water supply plant’s operation, we have adopted several sewage and sludge reduction measures to monitor the wastewater and pollutants generated during our water supply plant’s operation and take appropriate measures, so as to comply with the environmental regulations and standards of the PRC. We have built our own waste and sludge sedimentation tanks to collect wastewater generated from during our water supply plant’s operation, in which the liquid supernatant from the sedimentation tank will be reused as raw water in the operation and sediment (sludge) will be air dried in the sludge drying bed then it would be disposed of in accordance with the instructions of the relevant environmental departments.

Our business operations only generate non-hazardous solid waste like sludge and recycle wastes. In order to lighten the load of landfills, we adopt a responsible waste management policy, including wastes avoidance, reducing waste from its sources and reuse, recycling and responsible disposal of waste. Our office posts memos and notices everywhere, encouraging the employees to reduce the production of waste and we have introduced waste separation measures from the start.

Compliance

During the Reporting Period, there were no confirmed non-compliance incidents in relation to environmental protection that have a significant impact on the Group.

Environmental, Social and Governance Report

2. Management of Resources Utilization

For the purpose of effectively managing the use of resources, we promote green practices to boost the environmental awareness among employee. We have introduced energy efficient equipment at our offices to raise energy efficiency. The level of energy consumption is reviewed and assessed regularly, and the corresponding measures will be taken in the case of excessive consumption or wastage.

Conservation of Energy

The Group emphasizes on saving electricity. We strictly select energy-efficient equipment and electrical appliances for use in operation and office areas. Electrical equipment, including lightning, air conditioners and electric fans, etc. are turned on according to need during office hours, and staff are encouraged to have monitor electricity consumption. On office floors, LED lighting and natural light are deployed in large extent. The Group controls the use of energy and improves resource usage efficiency through daily management and monitoring of energy consumption.

During the Year 20/21, the Group's Main business consumed approximately 2,868,579 kilowatt hours (Year 19/20: 2,287,684 kilowatt hours) of electricity, approximately 11,729 liters (Year 19/20: 9,448 liters) of diesels, 44,487 liters (Year 19/20: 33,833 liters) of gasoline. The increase in the electricity consumption was due to increase of our water supply plant's operation since the completion of our phase two water supply facilities. The consumption of diesels and gasoline increased in Year 20/21 while their consumption in last year (Year 19/20) was reduced by the travel suspension under COVID-19 but there was no such travel suspension in Year 20/21. Moreover, as our water supply plant has started to supply processed water to rural area near Jing-Jin New City, Baodi District of Tianjin City in Year 20/21, usage of motor vehicles to access those remote areas became more frequent in Year 20/21 which resulted in increase in diesels and gasoline consumption. With reference to the guidelines of the Greenhouse Gas Protocol and the regional emission factors, greenhouse gas emissions are calculated from the above-mentioned data. For total carbon dioxide emission during the Year 20/21, Scope 1 emission and Scope 2 emission were approximately 136 tonnes (Year 19/20: 105 tonnes) and 1,814 tonnes (Year 19/20: 1,449 tonnes) respectively.

Conservation of Water

We hope every staff can make the best use of water resources and reduce wastage. We have checked regularly the water facilities, pipes and taps to prevent wasting water, especially for our water supply plant business. We also enhance our staff's awareness in water conservation. Once damaged pipes or valves or water leakage is found, the staff shall inform relevant department to repair them in a timely manner. Effective water-saving production methods and instruments are adopted. During the Year 20/21, the Group's main business consumed approximately 411,796 tonnes (Year 19/20: 271,700 tonnes) of water. The increase of consumption of water in the Year 20/21 were mainly due to increase of our water supply plant's operation since completion of the phase two water supply facilities, and the Group has started to supply processed water to rural area near Jing-Jin New City, Baodi District of Tianjin City to replace their underground water usage in the Year 20/21.

Conservation of Packaging Material

We promote saving packaging material and avoid wastage. We encourage reuse packaging materials including paper and wooden boxes, especially for our environment-friendly products business. During the Year 20/21, the Group's Main Business consumed approximately 12,665 kg of packaging materials which was 17% less than that of last year (Year 19/20: 15,185 kg).

Compliance

During the Reporting Period, the Group did not identify any matters in respect of material breaches of relevant laws and regulations that have a material impact to the Group.

Environmental, Social and Governance Report

3. The Environment and Natural Business

The Group believes that corporate development should not come at the expense of the environment. We care for and protect the nature and hope that every staff take part in it and build a beautiful world together. We continue to adopt various policies, measures, and actions in reducing carbon footprint, and to minimize the impact to the environment from daily lives and business activities to let our staff know the importance of our environmental impact. Growing business without depleting natural resources can only be sustained when all stakeholders including employee, suppliers and customers work hand in hand to alleviate climate change together.

4. Climate Change

Policies on identification and mitigation of significant climate-related issues

The Group has considered the potential climate Change related issues in respect of the recommendation of the Task Force on Climate related Financial Disclosure, which potential physical risk and transition risk from climate change may pose adverse financial impacts on the Group's business. The Group has formulated working mechanisms and relevant policies to identify and mitigate climate change issues that may have a significant impact.

The Group has considered the potential climate-related risks which brings along both potential physical risk and transition risk to the Group's business. Physical risk can arise from extreme weather conditions such as flooding and storms and chronic physical risk can rise from sustained high temperature, while transition risk may result from the change in environmental-related regulations or change in customer preferences.

Upon evaluation of the potential physical risk that may cause disruption to our operations and supply network, our offices do not locate in high-risk flood areas and that the Group maintain an appropriate supplier base so we can source from alternative suppliers in the event of our suppliers being affected by extreme weather conditions. While sustained high temperature may result in an elevation of electricity consumption, the Group has adopted energy conservation measures in managing such risk, which are detailed in the above sub-section headed "Conservation of Energy".

As for the potential transition risk, the Group continues to monitor the regulatory environment and the product market to ensure that our products and services meet customers and regulatory demand and expectations.

It is expected that potential extreme weather condition, sustained high temperature, change in environmental-related regulations and customer preference do not have a material impact on the Group's operations. Nevertheless, the Group continues to monitor the climate-related risks and implement relevant measures to minimize the potential physical and transition risks.

Environmental, Social and Governance Report

III EMPLOYMENT AND LABOR PRACTICES

Employee is an important asset of the Company, we care about their well-being, respect their personal traits, make sure that all employees are subject to legislative protection and have equal opportunity in their career path, also, we strive to increase their sense of belonging.

1. **Recruitments**

During staff recruitments, knowledge, ability, morality, physical fitness and job requirements are used as the selection standards, and they are not discriminated against because of their age, sex, sexual orientation, race, disability, marital status, pregnancy, religion and political factions, so as to maintain employment equality. We provide equal opportunities to employees in providing benefits, promotion, performance appraisal, training and career development.

2. **Labor Standards**

The Group strictly prohibits any unethical hiring practices, including child labor and forced labor in the workplace. Policies and procedures are established to comply with the relevant labor laws and regulation. During the recruitment process, we review the identity documents of the applicants and never hire any applicant below the legal working age.

3. **Remuneration and Welfare**

We have established a clear remuneration and welfare policy based on the principles of equal opportunity and anti-discrimination that complies with statutory requirements in the PRC and Hong Kong. The Group regularly examines staff salary levels to ensure it is up to standard. The Group collects up-to-date remuneration data within their industry and strives to establish a fair, reasonable and competitive remuneration scheme. Staff salaries are set according to their knowledge, skills, experiences and educational background against their corresponding work requirements. We protect their rights of rest days and holidays.

4. **Training and Development**

The Group adopts structured training and development approaches to ensure employees receiving continuous training and skills required at work. To align the staff career development with the long-term corporate business plan, we establish a comprehensive staff training programme aiming at building an excellent, professional, well-trained and responsible corporate team. This can raise our employee quality and ability, and can also enhance their team cohesion, thereby increasing the work efficiency. The Group conducts performance evaluation every year, and provided appropriate training to staffs based on the assessment result.

5. **Health and Safety**

The Group consistently implements the principle of safe production and occupational health. We have established various policies and procedures to strengthen our management to make sure a safe, joyful and healthful working environment for our employees and to comply with the relevant laws and regulations. We also provide frequent trainings to our staff for their awareness, knowledge and techniques of safety. Employees are provided with necessary protective supplies in accordance with the national requirements so that they can work under safe and hygienic conditions and to reduce the risk of accidents.

To ensure equipment and facilities are kept in good condition and to control risks and prevent safety incidents from happening, we inspect production equipment and facilities on a regular basis, report abnormalities for immediate repair arrangement and keep proper regular inspection and repair and maintenance record. We give a lot of attention to safety in our plant and offices as well as established guidelines in this area. Owing to the Group's effort in protecting the health and safety of its employees, the Group did not suffer any losses in working days from work-related injuries and the number of work-related fatalities remains 0 in the each of the past three recorded years.

Compliance

During the Reporting Period, the Group did not identify any matters in respect of material breaches of relevant laws and regulations that have a material impact to the Group.

Environmental, Social and Governance Report

IV OPERATING PRACTICES

1. Supply Chain Management

The Group believes that sustainable supply chain can benefit all stakeholders. We are dedicated to developing and maintaining long-term relationships with our suppliers, looking forward to forming long-term partnerships with them. We will take a fair and open principle on procurement of materials and services. We will only cooperate with the suppliers that share common moral values and standards with us with sound environmental and social responsibility managements. We also encourage our suppliers to promote efficient use of resources and environmental protection and fulfill their corporate social responsibilities during our purchasing process. The Group advocates the principle of fair and open competition, and based on mutual trust. All suppliers are carefully selected based on their price, quality, suitability, experience, environmental and social responsibility managements. We support and encourage our suppliers to consider the usage of accredited environmental preferable products and equipment of all types to further minimize environmental impact.

2. Product Responsibility

The Group is committed to ensuring its products safety in compliance with regulation in relation to the health and safety standards, and regulatory requirements. Under our water supply plant business, we maintain high water quality standard, through various quality inspection and test during operations as well as comprehensive periodic review by on-site inspection and sampling. Concerning our environment-friendly products business, majority of our suppliers implement effective quality management systems to enhance quality management through maintaining and continuously monitoring their products' quality. In the event that parts identified to be defective and a recall is necessary to be initiated, we will notify each customer directly in a timely manner. Subject to the severity of the identified defect, we may send staff directly to customer's premises or may assist our customers to ship back product to us for repair or changes of parts. No products sold or shipped subjected to recalls for safety and health reasons. There was no complaint about the products and services related to health and safety issues received during the Reporting Period.

Compliance

During the Reporting Period, the Group did not identify any matters in respect of material breaches of relevant laws and regulations that have a material impact to the Group.

3. Anticorruption policy

The Group is committed to maintaining the highest standard of corporate governance, morality and integrity in all aspect. We have established a sound internal controls system in order to prevent fraud and corruption from occurring, comply with the code of business conduct under the relevant anti-corruption laws in Hong Kong and other regions and countries, and prohibit any senior officers, employees and suppliers of the Group from giving or offering to give benefits or anything of value to government officials parties or organizations. The Group has implemented the whistleblowing policy for encouraging staff to report to the Board if there is any money laundering, bribery and irregularities. Anti-corruption trainings were provided to the Group's staff and management regularly to raise their awareness towards anti-bribery. There was no concluded legal cases regarding corrupt practices brought against the Group or its employee during the Reporting Period.

Compliance

During the Reporting Period, the Group did not identify any matters in respect of material breaches of relevant laws and regulations that have a material impact to the Group.

4. Protection Data Privacy

The Group collects information from customers for different purposes and takes appropriate procedures to ensure that the information collected are solely for lawful and relevant purposes. It also strictly complies with the relevant laws and regulations in relation to the handling of sensitive information.

Compliance

During the Reporting Period, the Group did not identify any matters in respect of material breaches of relevant laws and regulations that have a material impact to the Group.

Environmental, Social and Governance Report

V COMMUNITY INVESTMENT

We are a responsible taxpayer and offer job opportunities to ease the local employment pressure. We have maintained good operations, actively promoting environmental protection and to achieve good development order, and to some certain extent, we have contributed to social stability and building a harmonious community. We show active concerns for the society and community, and also encourage our stakeholders including the staffs to actively participate in different volunteer activities to care the underprivileged, with the aim of contributing to the society and community. We direct a majority of our community engagement resources towards the focus area of aided family and the elderly. During the Reporting period, the Group donated 800 liters disinfectant to the elderly and people who need assistance in certain rural areas with the Baodi District of Tianjin City in China to help them fight with the pandemic.

VI ENVIRONMENTAL PERFORMANCE DATA SUMMARY

The following table presents the Group's environmental performance data during the Reporting Period

Aspect	Unit	Year 20/21	Year 19/20
A. Environment			
A1 Emission			
Greenhouse gas:			
Scope 1:			
Total	Tonnes	136	105
Intensity	Tonnes (per HKD'000*)	<0.01[#]	<0.01 [#]
Scope 2:			
Total	Tonnes	1,814	1,449
Intensity	Tonnes (per HKD'000*)	0.02	0.02
Air emissions:			
Nitrogen oxides	Tonnes	0.05	0.04
Sulphur oxides	Tonnes	<0.01[#]	<0.01 [#]
Particulates	Tonnes	<0.01[#]	<0.01 [#]
Non-hazardous wastes:			
Total	Tonnes	6,730	5,428
Intensity	Tonnes (per HKD'000*)	0.057	0.059
Packaging materials used			
Total	kg	12,665	15,185
Intensity	kg (per HKD'000*)	0.11	0.16

* calculated on the basis of the total revenue of the Group for the year ended 31 October 2021 which amounted to HKD118,520,000 (2020: HKD92,638,000)

[#] figures are less than 0.01

Environmental, Social and Governance Report

Aspect	Unit	Year 20/21	Year 19/20
A2. Use of Resources			
Electricity:			
Total	KWh	2,868,579	2,287,684
Intensity	KWh (per HKD'000 [^])	91.79	102.41
Water			
Total	Tonnes	411,796	271,700
Intensity	Tonnes (per HKD'000 [^])	13.18	12.16
Gasoline			
Total	Liter	44,487	33,833
Intensity	Liter (per HKD'000 [*])	0.38	0.37
Diesel			
Total	Liter	11,729	9,448
Intensity	Liter (per HKD'000 [*])	0.10	0.10

* calculated on the basis of the total revenue of the Group for the year ended 31 October 2021 which amounted to HKD118,520,000 (2020: HKD92,638,000).

[^] calculated on the basis of the revenue of the Group's water supply plant business for the year ended 31 October 2021 which amounted to HKD31,252,000 (2020: HKD22,339,000).

Environmental, Social and Governance Report

VII SOCIAL PERFORMANCE DATA SUMMARY

The following table presents the Group's social performance data during the reporting periods:

Employee Profile	Unit	Year 20/21	Year 19/20
Total workforce	No. of people	77	70
Total workforce by gender			
Female	No. of people	19	16
Male	No. of people	58	54
Total workforce by age			
Under 30	No. of people	7	6
30–50	No. of people	48	46
Above 50	No. of people	22	18
Total workforce by employment type			
Full-time	No. of people	77	70
Part-time	No. of people	0	0

Employee Profile	Unit	Year 20/21	Year 19/20
Average training hours per employees by employee category			
Senior management	Hours/employees	24	18
Middle management	Hours/employees	27	19
General Staff	Hours/employees	32	27
Employees trained by gender			
Female	Hours/employees	20	19
Male	Hours/employees	31	21

During the reporting period, there was no material number of employees resigned and therefore no relevant employee turnover indicator.

Supply chain management	Unit	Year 20/21	Year 19/20
Number of key suppliers by geographic location			
Asia	Numbers	5	5
Europe	Numbers	3	3

The definition of "Key suppliers" refers top suppliers of products/services to the Group exceed HKD500,000.

Environmental, Social and Governance Report

VIII ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE INDEX

Key Performance Indicators ("KPIs")	Reporting Guideline	Page
A Environmental		
Aspect A1	Emissions	
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouses gas emissions discharges into water and land, and greenhouse hazardous and on hazardous waste.	5
KPI A1.1	The types of emissions and respective emissions data	5
KPI A1.2	Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity	10
KPI A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity	N/A
KPI A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity	10
KPI A1.5	Description of measures to mitigate emissions and results	5
KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved	5
Aspect A2	Use of Resources	
General Disclosure	Policies on the efficient use of resources, including energy water and other raw materials	6
KPI A2.1	Direct and/or indirect energy consumption by type including energy, water and other raw materials and intensity	11
KPI A2.2	Water consumption in total and intensity	6
KPI A2.3	Description of energy use efficiency initiatives and results achieved	6
KPI A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved.	6
KPI A2.5	Total packaging material used for finished products	6
Aspect A3	The Environmental and Natural Resources	
General Disclosure	Policies on minimizing the issuer's significant impact on the environment and natural resources	7
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them	7
Aspect A4	Climate Change	
General Disclosure	Policies to find out and cope with the significant climate-related issues that have affected and may affect the issuers.	7
KPI A4.1	Description of the significant climate-related issues that have affected and may affect the issuers, and actions taken to manage them.	7

Environmental, Social and Governance Report

Key Performance Indicators ("KPIs")	Reporting Guideline	Page
B Social		
Aspect B1	Employment and Labor Practices	
General Disclosure	Information on: (a) the policies, and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare	8
KPI B1.1	Total workforce by gender, employment type, age group and geographical region	12
KPI B1.2	Employee turnover rate by gender, age group and geographical region	12
Aspect B2	Health and Safety	
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards	8
KPI B2.1	Number and rate of work-related fatalities	8
KPI B2.2	Lost days due to work injury	8
KPI B2.3	Description of occupational health and safety measures adopted, How they are implemented and monitored	8
Aspect B3	Development and Training	
	Policies on improving employee's knowledge and skills for discharging duties at work, Description of training activities	8
KPI B3.1	The percentage of employees trained by gender and employee category	12
KPI B3.2	The average training hours completed per employee by gender and employee category	12
Aspect B4	Labor Standards	
General Disclosure	Information on: (a) the policies, and (b) compliance with relevant laws and regulations that have a significant impact on the issuer a significant impact on the issuer relating to preventing child and forced labor	8
KPI B4.1	Description of measures to review employment practices to avoid child and forced labour	8
KPI B4.2	Description of steps taken to eliminate child and forced labour practices when discovered	8

Environmental, Social and Governance Report

Key Performance Indicators ("KPIs")	Reporting Guideline	Page
Aspect B5	Supply Chain Management	
General Disclosure	Policies on managing environmental and social risks of the supply chain	9
KPI B5.1	Number of suppliers by geographical region	12
KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers, where the practices are being implemented, how they are implemented and monitored	9
Aspect B6	Product Responsibility	
	Information on:	9
	(a) the policies; and	
	(b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress	
KPI B6.1	Percentage of total products sold or shipped subject to recall for safety and health reasons	9
KPI B6.2	Number of products and services related complaints received and how they are dealt with	9
KPI B6.3	Description of practices relating to observing and protecting intellectual property rights	9
KPI B6.4	Description of quality assurance process and recall procedures	9
KPI B6.5	Description of customer data protection and privacy policies, how they are implemented and monitored	9
Aspect B7	Anti-corruption	
General Disclosure	Information on:	9
	(a) the policies; and	
	(b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	
KPI B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employee during the year and the outcome of the case	9
KPI B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored	9
Aspect B8	Community Investment	
General Disclosure	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests	10
KPI B8.1	Focus of areas of contribution	10
KPI B8.2	Resources contributed to the focus areas	10