



# Aurum Pacific (China) Group Limited 奧栢中國集團有限公司

(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 : 8148

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 2022

## 環境、社會及管治報告



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

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# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### ABOUT THIS REPORT

Aurum Pacific (China) Group Limited (the “Company”) and its subsidiaries (collectively referred to as the “Group” or “we”) are principally engaged in the software platform business and the mobile games and applications business in Hong Kong of the People’s Republic of China (the “PRC”).

This is the Environmental, Social and Governance (“ESG”) Report (the “ESG Report”) published by Aurum Pacific (China) Group Limited to the stakeholders of the Company and its subsidiaries, aiming to summarize the policies, measures and performance in relation to the sustainable development of the Group.

### *Reporting Scope and Period*

The ESG Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “ESG 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 (the “Stock Exchange”) (the “GEM Listing Rules”). The ESG Report describes the sustainability efforts made by the Group during the period from 1 January 2022 to 31 December 2022 (the “Reporting Period” or the “Year”).

The Group is committed to creating sustainable values for our stakeholders by continuously enhancing our business practices to reduce environmental impacts created by our daily operations. The Group believes that adequate ESG governance strategies and practices are crucial to long-term sustainable development, enhancing the Group’s investment value and returns.

### 有關本報告

奧栢中國集團有限公司(「本公司」)及其附屬公司(統稱「本集團」或「我們」)主要從事中華人民共和國(「中國」)香港之軟件平台業務及手機遊戲及應用業務。

本環境、社會及管治(「環境、社會及管治」)報告(「環境、社會及管治報告」)由奧栢中國集團有限公司向本公司及其附屬公司持份者發表，旨在概述本集團可持續發展之政策、措施及績效。

### *報告範疇及期間*

環境、社會及管治報告乃根據香港聯合交易所有限公司(「聯交所」)GEM證券上市規則(「GEM上市規則」)附錄20所載之環境、社會及管治報告指引(「環境、社會及管治報告指引」)編製。環境、社會及管治報告闡述本集團於二零二二年一月一日至二零二二年十二月三十一日期間(「報告期」或「本年度」)之可持續發展工作。

本集團致力持續強化我們的業務實踐，減少日常營運對環境的影響，為我們的持份者創造可持續發展價值。本集團相信，適當的環境、社會及管治策略和實踐對長期可持續發展至關重要，以提升本集團的投資價值和回報。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### **Reporting Principles**

In preparing this ESG Report, the Group is based on the following four reporting principles as specified in the ESG Reporting Guide:

1. **Materiality:** The ESG Report shall disclose the issues which have significant impacts caused by the Group on the economy, environment and society, or the scope of assessments and decisions of stakeholders being influenced.
2. **Quantitative:** The ESG Report shall disclose the measurement of the key performance indicators and ensure the Group's ESG policies and management systems are evaluated and explained effectively.
3. **Balance:** The ESG Report shall present the impacts of the business operations of the Group objectively, to reflect a comprehensive picture of the sustainability performance of the Group, including both positive and negative information.
4. **Consistency:** The ESG Report shall adopt methods used in the previous year(s), state the revised reporting methods and illustrate other relevant factors that will affect meaningful comparisons.

For the corporate governance practices of the Group, please refer to the "Corporate Governance Report" in the Group's Annual Report 2022.

### **Feedback**

We are convinced that the valuable opinions of our stakeholders are critical to the development of the Group. Should you have any questions or suggestions, please email us at [inform.8148@gmail.com](mailto:inform.8148@gmail.com) to provide your opinions on improving the Group's ESG performance.

### **報告原則**

本集團根據環境、社會及管治報告指引中規定之以下四項報告原則編製本環境、社會及管治報告：

1. **重要性：**披露本集團對經濟、環境及社會有重大影響之議題，或影響持份者評估及決定之範疇。
2. **量化：**環境、社會及管治報告應披露披露關鍵績效指標之計量，以及確保以有效方式評估和闡明本集團之環境、社會及管治政策及管理體系。
3. **平衡：**環境、社會及管治報告應客觀呈列本集團業務經營之影響，以全面反映本集團之可持續發展表現，包括正負面資訊。
4. **一致性：**環境、社會及管治報告應採用過往年度採納之方法，註明經修訂呈報方法，及說明將影響有意義對比之其他相關因素。

有關本集團之企業管治常規，請參閱本集團二零二二年年報所載之「企業管治報告」。

### **反饋**

我們深信，持份者的寶貴意見對本集團之發展至關重要。倘閣下有任何問題或建議，請發送電子郵件至 [inform.8148@gmail.com](mailto:inform.8148@gmail.com)，為改善本集團之環境、社會及管治表現提供意見。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### BOARD STATEMENT OF ESG GOVERNANCE

The Board of Directors (the “Board”) of the Group understands the importance of ensuring the effectiveness of the Group’s ESG-related policies. The Board has overall responsibility for the Group’s ESG strategy and reporting and has included sustainable development as an integral part of strategic planning. The Board will be responsible to identify and monitor the Group’s ESG-related issues that may affect the Group’s business and operations and its execution progress, including ESG-related laws and regulations, as well as policies and measures. The Board assesses the materiality of topics to identify and evaluate material ESG issues that may affect the Group’s business and operations. It is integral for the Group to formulate and implement policies and measures according to the materiality of different ESG issues.

The Board will lead and participate in the continuous review and decision-making of material ESG-related issues, including identifying ESG risks, developing management plans and policies, setting ESG management strategy and approach, and reviewing annual ESG Reports. The Board is responsible for overseeing the identification of material ESG issues and the progress made against ESG-related goals to ensure the integration of ESG concepts, corporate strategy and corporate actions. The Board regularly inspects and reviews management effectiveness, including reviewing the Group’s ESG performance and adjusting corresponding action plans. The Board will also seek opportunities to develop clearer ESG objectives and targets for the Group.

### 董事會關於環境、社會及管治的聲明

本集團董事會（「董事會」）明白確保本集團環境、社會及管治相關政策有效性的重要性。董事會全面負責本集團的環境、社會及管治策略和報告，並將可持續發展作為戰略規劃的一個不可分割的部分。董事會將負責識別和監控可能影響本集團業務運營的本集團環境、社會及管治相關問題及其執行進度，包括環境、社會及管治相關法律法規及政策措施等。董事會評估議題的重要性，以識別和評估可能影響本集團業務運營的重大環境、社會及管治問題。根據不同環境、社會及管治問題的重要性制定和實施政策和措施是本集團不可或缺的一部分。

董事會將領導和參與重大環境、社會及管治相關問題的持續審查和決策，包括識別環境、社會及管治風險、制定管理計劃和政策、制定環境、社會及管治管理戰略和方法及審查環境、社會及管治年度報告。董事會負責監督重大環境、社會及管治問題的識別以及針對環境、社會及管治相關目標所取得的進展，以確保環境、社會及管治概念、企業戰略和企業行動的整合。董事會定期檢查及檢討管理成效，包括檢討本集團的環境、社會及管治績效及調整相應的行動計劃。董事會亦將尋求機會為本集團發展更清晰的環境、社會及管治目的及目標。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### BOARD STATEMENT OF ESG GOVERNANCE (CONTINUED)

To maintain excellent ESG governance, the Board delegates authority to the senior management for the formulation and execution of ESG policies and measures. The senior management is responsible for reviewing and evaluating the effectiveness of the Group's sustainable development framework and managing ESG performance and ESG issues that are important to the Group. All performance and relevant recommendations will be reported to the Board on a regular basis. The Board regularly reviews the Group's overall ESG performances and monitors the Group's ESG-related activities.

The Group endeavours to ensure its risk management and internal control systems are appropriate and effective for identifying and assessing ESG and climate-related risks and opportunities and responding to the challenges and impacts of different times.

### STAKEHOLDER ENGAGEMENT

Understanding and meeting the needs of our stakeholders is of paramount importance for the Group to move forward on the path towards sustainability. The feedback eventually leads the Group to identify material ESG issues and manage relevant risks and opportunities.

Stakeholders are those who have a considerable influence on our business, and on whom our business has a significant impact. The Group engages our key stakeholders via multiple channels to gather their feedback. Meetings, emails, announcements and other communicative events are held across daily operations for internal and external stakeholder groups.

### 董事會關於環境、社會及管治 的聲明(續)

為維持卓越的環境、社會及管治治理，董事會授權高級管理層制定及執行環境、社會及管治政策及措施。高級管理層負責審閱與評估本集團可持續發展架構的有效性並管理對本集團重要的環境、社會及管治表現及環境、社會及管治問題。所有工作情況及相關建議將定期向董事會報告。董事會定期檢討本集團的整體環境、社會及管治表現及監督本集團的環境、社會及管治相關活動。

本集團致力確保其風險管理及內部監控系統適合及有效識別及評估環境、社會及管治及氣候相關風險及機遇，並應對不同時期的挑戰及影響。

### 持份者參與

在朝著可持續發展方向邁進的過程中，了解及滿足持份者需求對本集團而言至關重要。持份者的反饋最終能令本集團識別重大環境、社會及管治問題及管理相關風險及機遇。

持份者指與我們的業務具有重大相互影響者，本集團透過多種渠道促進主要持份者參與，以收集彼等之反饋。我們會在日常營運過程中為內部及外部持份者團體舉行會議、電子郵件、公告及其他交際活動。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

Stakeholders 持份者	Expectations and Requirements 期望及要求	Communication Channels 溝通渠道
<b>Stock Exchange, Government and Regulatory Authorities</b>  聯交所、政府及監管機構	<ul style="list-style-type: none"> <li>Compliance with laws and regulations</li> <li>Compliance with GEM Listing Rules</li> <li>Timely and accurate announcements</li> </ul> <ul style="list-style-type: none"> <li>遵守法律及法規</li> <li>遵守GEM上市規則</li> <li>及時準確公告</li> </ul>	<ul style="list-style-type: none"> <li>Government inspections</li> <li>Emails</li> <li>Seminars</li> <li>Website updates</li> <li>Announcements</li> <li>政府檢查</li> <li>電子郵件</li> <li>研討會</li> <li>網站更新</li> <li>公告</li> </ul>
<b>Employees</b>  僱員	<ul style="list-style-type: none"> <li>Attractive employee remuneration</li> <li>Rights and benefits</li> <li>Promote occupational health</li> <li>Career development and opportunities</li> <li>Improve working environment</li> <li>有吸引力的僱員薪酬</li> <li>權利及福利</li> <li>促進職業健康</li> <li>職業發展及機會</li> <li>改善工作環境</li> </ul>	<ul style="list-style-type: none"> <li>Regular internal meetings</li> <li>Training and seminars</li> <li>Performance appraisal</li> <li>Emails</li> <li>Employee handbooks</li> <li>定期內部會議</li> <li>培訓及研討會</li> <li>績效評估</li> <li>電子郵件</li> <li>僱員手冊</li> </ul>
<b>Shareholders and Investors</b>  股東及投資者	<ul style="list-style-type: none"> <li>Return on investments</li> <li>Corporate governance</li> <li>Compliance with laws and regulations</li> <li>投資回報</li> <li>企業管治</li> <li>遵守法律法規</li> </ul>	<ul style="list-style-type: none"> <li>Company's website</li> <li>Shareholders' meetings</li> <li>Financial reports, announcements and circulars and other publicly available information</li> <li>公司網站</li> <li>股東大會</li> <li>財務報告、公告及通函以及其他公開資料</li> </ul>



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

Stakeholders 持份者	Expectations and Requirements 期望及要求	Communication Channels 溝通渠道
<b>Suppliers and Partners</b> 供應商及合作夥伴	<ul style="list-style-type: none"><li>• Product rights and interest</li><li>• Fair and honest procurements</li><li>• 產品權利及權益</li><li>• 公平及誠實的採購</li></ul>	<ul style="list-style-type: none"><li>• Frequent communication via e-mails or telephone</li><li>• 透過電子郵件或電話經常溝通</li></ul>
<b>Customers</b> 客戶	<ul style="list-style-type: none"><li>• Achieve win-win cooperation</li><li>• Quality of products and services</li><li>• Prompt handling time</li><li>• Safeguard sensitive customer information</li><li>• 實現合作共贏</li><li>• 產品及服務質量</li><li>• 迅速的處理時間</li><li>• 保障客戶敏感資料</li></ul>	<ul style="list-style-type: none"><li>• Meetings</li><li>• Site visit</li><li>• Customers service hotline and e-mails</li><li>• 會議</li><li>• 現場考察</li><li>• 客戶服務熱線及電子郵件</li></ul>
<b>Community</b> 社區	<ul style="list-style-type: none"><li>• Involvement in community welfare</li><li>• Increase the awareness of environmental production</li><li>• Community development</li><li>• 參與社區福利</li><li>• 提高環保生產意識</li><li>• 社區發展</li></ul>	<ul style="list-style-type: none"><li>• Donations and sponsorships</li><li>• Participation in community activities</li><li>• 捐贈及贊助</li><li>• 參與社區活動</li></ul>





# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### MATERIALITY ASSESSMENT

To identify material issues of our sustainable development, the Group has conducted a materiality assessment survey. This assessment set priority and sequence for issues identified through the survey and identified the areas of concern in relation to environmental and social issues of the Group and the stakeholders. The three aspects with high priority are Employment, Product Responsibility and Anti-corruption.

### 重要性評估

本集團已進行重要性評估調查，以識別我們的可持續發展重大議題。該評估為調查中發現之議題進行優先排序，確立本集團及持份者關注之環境及社會議題。三項重大問題為：僱傭、產品責任及反貪污。

#### Aspects

#### 範疇

#### Material ESG Issues

#### 重大環境、社會及管治議題

#### B. Social Aspect

#### B. 社會範疇

#### B1. Employment

- Employee welfare
- Recruitment, remuneration and promotion
- 僱員福利
- 招聘、薪酬及晉升

#### B1. 僱傭

#### B6. Product Responsibility

- project quality control
- Protection of intellectual property rights
- Protection of customer privacy
- 項目質量控制
- 保護知識產權
- 保護客戶私隱

#### B6. 產品責任

#### B7. Anti-corruption

- Corporate governance
- Anti-corruption
- 企業管治
- 反貪污

#### B7. 反貪污

### ENVIRONMENTAL ASPECTS

Given the increased awareness about how climate change affects corporations, stakeholders have shown concerns about how companies have struck balance between business development and environmental protection. The Group is committed to carrying out its responsibility in a proactive manner, we have actively promoted green practices and educated our employees on the importance of their contribution to building an environmentally friendly workplace together. The Group takes various environmental protection measures in its operations to reduce air emissions and save energy, so as to enhance our sustainable business development.

### 環境方面

隨著人們對氣候變化如何影響企業之意識不斷提高，持份者關注各公司如何在業務發展與環境保護之間取得平衡。本集團致力主動履行責任，積極推動綠色實踐，並向僱員提倡共同參與建立環保工作環境之重要性。本集團經營時採取各種環保措施，減少氣體排放，節約能源，繼而促進業務之可持續發展。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

During the Reporting Period, there was no material non-compliance issue with relevant laws and regulations related to the environment. The relevant laws and regulations include but are not limited to the Air Pollution Control Ordinance, Water Pollution Control Ordinance and Waste Disposal Ordinance of Hong Kong.

### **Emissions**

#### *Air Emissions*

The Group's air emissions mostly came from the exhaust of motor vehicles. Air emissions consist of sulfur oxides ("SO<sub>x</sub>"), nitrogen oxides ("NO<sub>x</sub>"), and particulate matter ("PM"). Since there were no operating motor vehicles or machinery owned by the Group, the air emissions are immaterial to the Group.

Even though air emissions are immaterial to the Group, the Group encourages employees to lessen the usage of private motor vehicles during daily commuting, optimize route planning and perform regular vehicle maintenance to enhance energy efficiency.

#### *Greenhouse Gas Emissions*

The Group's day-to-day business operations are mainly office-based. Thus, the indirect greenhouse gas emissions came from the electricity usage for our offices (Scope 2 emissions) and the paper waste disposal at landfill (Scope 3 emissions). The water consumption of the Group is minimal and was included in the management fee and therefore the figures were not available for the calculation of the greenhouse gas emission.

Although the emissions generated were not material in creating a great impact on the environment, the Group aims to review our current practices periodically and enhance our green business operations as needed. The Group has initiated a target of 5% emission reduction in term of intensity by 2027, compared with the baseline year of 2022.

於報告期，概無發生重大環境違法違規情況。相關法律及法規包括但不限於香港空氣污染管制條例、水污染管制條例及廢物處置條例。

### **排放**

#### *氣體排放*

本集團之氣體排放主要來自汽車排放。氣體排放包括二氧化硫(「一氧化硫」)、一氧化氮(「一氧化氮」)以及懸浮粒子(「懸浮粒子」)。由於本集團並無營運中的汽車或機械，因此氣體排放對本集團而言並不重大。

儘管氣體排放對本集團而言並不重大，但本集團鼓勵僱員在日常通勤中盡量減少使用私家車，優化路線規劃，以及定期進行汽車保養以提高能源效率。

#### *溫室氣體排放*

本集團日常業務經營以辦公室為主。因此，間接溫室氣體排放來自辦公室耗電量(範圍2排放)及堆填區的廢紙棄置(範圍3排放)。本集團的耗水量並不重大且計入管理費，因此有關數據不適用於計算溫室氣體排放。

儘管所產生的排放物對環境影響不重大，本集團旨在定期檢討我們目前的行為措施，並在需要時加強我們的綠色業務營運。與基準年二零二二年相比，本集團已制定到二零二七年減排5%的目標。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### *Waste Management*

As the Group mainly focuses on software platform business and the mobile games and applications business, therefore, no handling of hazardous wastes or packaging material is involved in our daily operation. Thus, the non-hazardous wastes of the Group are mainly paper waste and general waste collected from daily operations in offices. The solid waste generated from the daily operating activities in offices is immaterial due to the avocation of the “3R Rules”, including recycling, reuse and reduce.

During the Reporting Period, our waste management practice complies with laws and regulations related to environmental protection. The following measures have been adopted to reduce paper waste:

- Encourage double-sided printing as well as recycling and reuse of papers are recommended;
- Place boxes and trays next to photocopiers to collect single-sided paper for reuse and recycling;
- Implement a paperless office automation system where emails and documents are read, edited and shared online;
- Encourage employees to bring their own cutleries to reduce waste produced from disposable paper utensils.

The Group’s business activities did not have any significant impact on the environmental and natural resources during the Reporting Period. During the Reporting Period, the Group has established reduction targets for the generation of the non-hazardous waste. We aim at reducing non-hazardous waste intensity in our operations by 5% by 2027 against the 2022 baseline. With the adaption of the above measures, it is believed that the objective of reducing waste can be achieved.

### *廢物管理*

由於本集團主要專注於軟件平台業務及手機遊戲及應用業務，因此，日常營運並不涉及處理任何有害廢物或包裝材料，故本集團無害廢物主要為廢紙及辦公室日常營運所產生之廢物。由於奉行「3R規則」(包括回收、重用及減少)，故辦公室日常經營活動所產生之固體廢物並不重大。

於報告期，我們之廢物管理實踐乃符合環保相關法律及法規。為減少產生廢紙，我們已實施下列措施：

- 鼓勵雙面印刷以及建議回收和重用紙張；
- 於影印機旁放置箱及托盤用以收集單面印刷紙張以作重用及回收；
- 實施無紙化辦公自動化系統，線上閱覽、編輯和共享電郵及文件；
- 鼓勵僱員自帶餐具，減少一次性紙製餐具產生之廢物。

本集團於本年度之業務活動概無對環境及自然資源產生重大影響。於報告期，本集團已就產生無害廢物設定減廢目標。我們旨在於二零二七年前實現較二零二二年基準線降低營運產生的無害廢物強度5%。藉由實施上述措施，我們相信可達致減廢之目標。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### *Use of Resources*

To promote environmental friendliness and consume resources more responsibly, the Group is committed to reviewing and enhancing its operating practices to better utilize the resource attained. The Group strives to minimize its environmental impact by reducing energy and paper consumption and encourages the habit of recycling office supplies and other materials.

In order to utilize the paper resources, the Group encourages the employees to utilize recycled paper, 2-sided printing and multiple-page setting for drafts and general printing. It is also encouraged that the reuse of envelopes, folders and carton in office in order to reduce paper usage. All employee should use e-mail as the company's internal and external communication media.

### *Energy Consumption*

The Group pledges to reduce energy consumption for both software platform business and the mobile games and applications business. Several measures were implemented during the Reporting Period:

- Encourage employees to switch off lights and idle equipment before leaving the office or when they are not in use;
- Office printers are set into energy-saving mode by default; sleeping mode will also be activated when necessary;
- Keep the air conditioner of the office at 25° C to maintain an optimal and comfortable temperature;
- Prioritize the use of energy-saving light bulbs instead of traditional light bulbs; and
- Perform regular inspection and maintenance of office equipment to ensure they are operating efficiently.

With the above measures, the Group has set a reduction target for energy consumption and aims to achieve a 5% reduction in the overall intensity of energy consumption by 2027, with the baseline year as 2022.

### *資源使用*

為推動環保，更負責任地消耗資源，本集團致力檢討及改善其營運方式，以更有效運用所獲得的資源。本集團致力透過減低能源消耗及紙張耗用量，以盡量減輕對環境造成的影響，並鼓勵養成回收辦公物資及其他材料的習慣。

為善用紙張資源，本集團鼓勵雇員使用再生紙、雙面打印及多頁設定草稿及一般打印。亦鼓勵在辦公室重用信封、文件夾及紙箱，以減少紙張使用。全體僱員應使用電子郵件作為公司內部和外部的溝通媒介。

### *能源消耗*

本集團承諾在軟件平台業務及手機遊戲及應用業務減少能源消耗，並於報告期實施多項措施：

- 鼓勵僱員在離開辦公室前或不使用辦公室設施時關閉燈及閒置設備；
- 辦公室影印機預設為節能模式；必要時亦將會啟用睡眠模式；
- 將辦公室之空調室溫設定為25° C，以保持最佳舒適之溫度；
- 優先使用節能燈泡，而非傳統燈泡；及
- 定期檢查及保養辦公設備，確保該等設備有效運作。

藉由實施上述措施，本集團設定減少能源消耗目標，致力於二零二七年前實現較二零二二年基準線降低能源消耗整體強度5%。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### *Water Consumption*

Our key water usage arises from daily consumption in the office, including toilet flushing, tap water and drinking water. All employees are encouraged to increase awareness of conserving water by posting reminders in washrooms. We will contact the property management office immediately when there is a leakage of water discovered at our offices. During the Reporting Period, we did not encounter any issues in sourcing water and the water supply is controlled by the property management. While the Group has not set any targets for water consumption reduction due to its minimal impacts, the Group nonetheless promotes reasonable water use initiatives and water saving measures among its employees.

With the adaption of the above measures, it is believed that the objectives of saving energy and preserving the environment can be achieved.

### *Packaging Materials*

Due to the nature of the industry, our business does not use any packaging material in our finished products. Therefore, the relevant key performance indicators were not applicable.

### ***The Environment and Natural Resources***

The Group's business operation does not involve the use of natural resources, and hence there was no material impact on the environment in this aspect during the Reporting Period. By taking the above-mentioned green initiatives on saving electricity, water, petrol and paper, the Group will continue its commitment to protecting the environment. We will maintain our practices in penetrating the concept of environmental production into our daily operations and advocate the concept of building a green office together with the involvement of all employees.

### *水消耗*

我們每天之用水量主要來自辦公室，包括沖廁水、自來水及飲用水。我們於洗手間張貼提示，藉此鼓勵全體僱員提高彼等之節約用水理念。倘發現辦公室有漏水情況，我們亦會立即通知管理處。於報告期，我們在獲得水源方面概無任何問題，供水由管理處控制。由於影響微乎其微，本集團並無訂立任何減少水消耗的目標，本集團仍向其雇員推廣合理用水措施及節水措施。

藉由實施上述措施，我們相信可達致節約能源及保護環境之目標。

### *包裝材料*

由於行業的性質，我們的業務對成品不使用任何包裝材料。因此，相關的關鍵績效指標並不適用。

### ***環境及自然資源***

本集團之業務經營並不涉及使用自然資源，故於報告期在此方面概無對環境造成重大影響。透過採取上述節約電力、水、汽油及紙張之綠色措施，本集團將繼續致力保護環境。我們將繼續於日常營運秉承環保理念，提倡全員參與、共同打造綠色辦公室之理念。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### *Climate Change*

Climate change is the most pressing global challenge in recent years. It leads to frequent extreme weather conditions, which have a significant impact on business operations. Under the prevalence of global climate actions, The Group has developed working mechanisms and related policies to identify and mitigate climate change issues that may have significant impacts. Management are responsible for the continual identification and subsequent reporting of material risks taking into account the current and expected future environment. Material climate risk has the potential to negatively impact the business by affecting financial performance, reputation or other damage to the business by the way the Group operates.

In the meantime, the Group has taken energy-saving measures to reduce greenhouse gas emissions. We have identified climate change risks during the Reporting Period, including physical risks like flooding, super typhoons, etc. If the Group is affected by extreme weather, we will actively respond to the relevant policies of the local government and make emergency plans to ensure the safety of employees. The Group has established the adverse weather arrangement and notified the employees its arrangement to safeguard their safety.

On the other hand, the nature of the Group's business does not involve large-scale production activities and does not consume a lot of energy or generate a large amount of emissions. Climate change generally has a little significant impact on our operations. The Group is committed to minimising energy and material consumption and adopted various other measures to save resources.

The Group expects that the laws and regulations related to climate change will be more stringent. For example, local governments may adopt more aggressive policies and measures to limit greenhouse gas emissions. Therefore, the Group might be exposed to legal risks and may need to bear higher operating costs to comply with regulatory changes. In responses, the Group regularly reviews changes in regulations and ensuring compliance and ensures staff are trained in new or changed regulations.

### *氣候變化*

氣候變化是近年來最緊迫的全球挑戰，導致極端天氣狀況頻發，對企業經營產生重大影響。在全球氣候行動盛行的情況下，本集團制定了工作機制和相關政策，以識別和緩解可能產生重大影響的氣候變化問題。考慮到當前和預期的未來環境，管理層負責持續識別並於隨後報告重大風險。重大氣候風險有可能通過影響財務業績、聲譽或本集團運營方式對業務造成的其他損害，而對業務產生負面影響。

同時，本集團採取節能措施減少溫室氣體排放。報告期內，我們已識別出氣候變化風險，包括洪水、超強颱風等物理風險。如果本集團受到極端天氣的影響，我們將積極響應本地政府的相關政策，制定應急預案，確保員工的安全。本集團已制定惡劣天氣安排，並通知僱員其安排以保障彼等安全。

另一方面，本集團的業務性質不涉及大規模生產活動，不消耗大量能源或產生大量排放。氣候變化通常對我們的運營影響不大。本集團致力盡量減少能源及物料消耗，並採取多項其他措施節約資源。

就本集團預期氣候變化相關的法律及法規將更加嚴格，例如各地政府有可能採取更進取的政策及措施來限制溫室氣體排放。因此，本集團可能面臨法律風險，並可能需要承擔更高的營運成本以遵守監管變動。為應對可能出現的法律風險，本集團定期審查法規的變化，確保合規，並確保員工接受新的或變化的法規培訓。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

The Group continues to monitor the climate-related risks regularly and implement relevant measures to minimise the potential impact of climate change. Currently, it is expected that potential extreme weather conditions and changes in environmental regulations will not directly impose a material threat to the Group's operations.

### SOCIAL ASPECTS

#### *Employment and Labour Practices*

##### *Employment*

The Group values its employees and is committed to providing them with a fair and equitable working environment. Various policies and procedures are adopted by the Group with regard to employment, health and safety, development and training, and labour standards. Recruitment standards, remuneration, work periods, rest periods, as well as the termination of employment and compensation matters are clearly stated in the Group's employee handbook.

All staff are required to comply with the employee handbook. The Group has taken reference from applicable labour laws and regulations to reassure that the established rules stated inside the handbook comply with legal employment. The relevant labour laws and regulations include, but are not limited to the followings:

- The Employment Ordinance (Chapter 57 of the Laws of Hong Kong); and
- The Mandatory Provident Fund Schemes Ordinance (Chapter 485 of the Laws of Hong Kong).

##### *Remunerations and Benefits*

A remuneration package provides various welfare according to the provisions of the abovementioned laws and regulations, aiming to attract and retain talent. Employees' salaries are mainly composed of salaries, bonuses and benefits. The Group also provides medical scheme which covers both hospitalization and surgical benefits and out-patient benefits.

本集團繼續定期監測氣候相關風險，並採取相關措施將氣候變化的潛在影響降至最低。目前，預計潛在的極端天氣條件和環境相關法規的變化不會直接對本集團的運營構成重大威脅。

### 社會方面

#### *僱傭及勞工常規*

##### *僱傭*

本集團重視僱員，致力為僱員提供公平公正之工作環境。本集團在僱傭、健康及安全、發展及培訓以及勞工標準方面採納各種政策及程序。本集團的僱員手冊中已明確規定招聘標準、薪酬、工作期、休息期以及終止僱傭及補償事宜。

全體員工均必須遵守僱員手冊之規定。本集團已參考適用之勞工法律及法規，以確保僱員手冊既定規則符合合法僱用。相關勞工法律及法規包括但不限於以下各項：

- 僱傭條例(香港法例第57章)；及
- 強制性公積金計劃條例(香港法例第485章)。

##### *薪酬及福利*

薪酬待遇乃根據上述法律及法規之條文提供各種福利，旨在吸引及挽留人才。僱員薪金主要由薪金、獎金及福利組成。本集團亦提供醫療計劃，包括住院及手術福利以及門診福利。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

To increase the employees' sense of belonging, the Group offers various welfare incentives to employees such as medical subsidy schemes. The Group also provides employees with various paid leaves and non-wage compensation. Furthermore, the Group organized a series of events for employees, such as lunch gatherings for the celebration of Chinese New Year, Mid-Autumn Festival and Christmas, etc. These activities can strengthen the cohesion among employees and build up a positive corporate culture for the Group.

### Promotion and Employee Recruitment

The staff recruitment and promotion process is conducted transparently and openly. The Group assesses candidates based on a wide range of factors including his/her academic records, past working experience, character and competence. Remunerations and benefits of the employees of the Group are determined with reference to the prevailing market standard as well as the candidate's performance. Moreover, the Group maintains a zero-tolerance attitude toward any discrimination, such as those on the grounds of gender, age, marital status, family status, race, religion or disability, during the recruitment process or any circumstances.

The Group regularly reviews promotion opportunities by conducting regular performance appraisals for the staff and makes necessary adjustments to conform to the market standard in order to retain talents. In addition, the appraisal assessment will be conducted through a two-way discussion process so as to enhance the objectivity of the assessment.

### Equal Opportunity and Anti-Discrimination

The Group is committed to being a fair opportunity employer. Our employment practices are diversified and do not discriminate on grounds of gender, disability, pregnancy, family status, race, colour, religion, age, sexual orientation, nationality, trade union membership or other factors. An employee, regardless of his/her sex, nationality, marital status, disability and religious belief, is entitled to same benefits and treatment being offered and applied to all other employees.

為加強僱員歸屬感，本集團為僱員提供各種福利獎勵，如醫療津貼計劃。本集團亦為僱員提供各種帶薪休假和非工資補償。此外，本集團為僱員舉辦一系列活動，例如歡慶農曆新年、中秋節及聖誕節等節日午間聚餐。該等活動有助提高僱員之間的凝聚力，為本集團建立積極正面之企業文化。

### 晉升及僱員招聘

僱員招聘及晉升過程以透明及公開方式進行。本集團基於廣泛考量因素(包括彼等之學術成績、過往工作經驗、品格及能力)評估人選。本集團僱員之薪酬及福利參考當前市場狀況及候選人之表現釐定。此外，本集團於招聘過程中或任何情況下均絕不容許任何歧視，如性別、年齡、婚姻狀況、家庭狀況、種族、宗教或殘障歧視。

本集團藉由定期僱員績效評估定期審閱晉升機會，以及為留聘人才作出符合市場標準之必要調整。此外，績效評估將以雙方討論形式進行，務求提高評估之客觀性。

### 平等機會及反歧視

本集團致力成為提供公平機會之僱主。我們之僱傭方式多元化，概不存在基於性別、殘疾、懷孕、家庭狀況、種族、膚色、宗教、年齡、性取向、國籍、工會成員或其他因素之歧視。任何員工，無論其性別、國籍、婚姻狀況、殘疾與宗教信仰如何，均有權享受與所有其他員工相同的福利和待遇。





# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

During the Reporting Period, we did not aware of any material non-compliance with relevant laws and regulations relating to recruitment and promotion, compensation and dismissal, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare that have a significant impact on the Group.

### *Health and Safety*

The Group's business does not involve any harmful procedures or processes. Employees are stationed in the office so that the risk to physical health and safety is not a significant concern for the Company. Nonetheless, the Group provides a healthy and safe workplace to its employee by implementing the following key measures:

- Employees are encouraged to attend the fire drill held by the property management company;
- Smoking and drinking alcohol are not allowed in all indoor areas inside the offices;
- Specific instructions in respect of fire occurring in certain buildings or installations are appropriately to assist employees to take sensible immediate action when discovering a fire;
- Employees are encouraged to attend occupational health and safety training; and
- First-aid kits are kept inside offices.

During the past three years, including the Reporting Period, the Group did not record any accidents that resulted in death or serious physical injury and did not identify any material non-compliance with laws and regulations relevant to the health and safety of employees, such as the Occupational Safety and Health Ordinance (Chapter 509 of the Laws of Hong Kong), that have a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards for the Reporting Period.

於報告期，我們並不知悉有任何關於違反招聘及晉升、補償及解僱、工時、休息期、平等機會、多元化、反歧視以及其他利益及福利之相關法律及法規，而對本集團構成重大影響之情況。

### *健康及安全*

本集團業務並不涉及任何有害程序或過程。僱員在辦公室工作，故對身體健康及安全之風險並非本公司之重大關注事項。儘管如此，本集團藉由實施以下主要措施，致力為僱員提供健康安全之工作環境：

- 呼籲僱員參與由物業管理公司安排之消防演習；
- 嚴禁在辦公室所有室內區域吸煙及飲酒；
- 就於若干樓宇或設施中發生火災的情況妥善作出明確指示，協助僱員在發現火災時立即採取明智的行為；
- 鼓勵僱員出席職業健康及安全培訓；及
- 於辦公室配備急救箱。

於過去三年內(包括報告期)，本集團概無錄得任何導致死亡或嚴重人身傷害的事故，亦無發現任何嚴重違反職業安全及健康條例(香港法例第509章)等與僱員健康及安全相關的法律及法規的情況，而對本集團於報告期就提供安全工作環境及保障僱員免受職業傷害造成重大影響。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### *Development and Training*

The Group recognizes the importance of the continuity and development of the employees. Growing together with its employees and providing them with opportunities to improve themselves are important to the Group.

The Group believes that the expertise of its employees is the crucial factor to its business success. Nowadays, market trends change constantly. Employees are expected to enrich their knowledge and improve their skills and abilities in order to remain competitive in the market. Therefore, the Group provides eligible employees with paid study and examination leaves.

The Group encourages employees to participate in on-the-job training and continuous education to get familiar with their job posts. In addition, the Group also encourages employees to take designated job-related courses and programs to enhance their competitiveness and broaden their horizons.

Furthermore, the Group arranged training for the directors and management, through webcasts, webinars and courses in relation to updates on the GEM Listing Rules, corporate governance and other relevant laws and regulations in order to maintain continuing professional development.

### *Labour Standards*

The Group is committed to following strictly the laws and regulations, including the Employment Ordinance (Chapter 57 of the Laws of Hong Kong) and other related labour laws and regulations in Hong Kong to prohibit any employment of child and/or forced labour. These laws and regulations are set up to prohibit child and forced labour within the Group. At the first line of defence, all newly recruited employees are required to provide valid identification documents to ensure no underage labour is employed. If any illegal issues are discovered, the Group will immediately terminate the employment and report to the relevant government authorities promptly.

During the Reporting Period, no material non-compliance with the laws and regulations related to the prevention of child labour or forced labour has been found by the Group.

### *發展及培訓*

本集團認識到僱員連續性及發展之重要性。本集團重視與僱員共同成長，為僱員提供自我增值機會。

本集團認為，僱員之專業知識是企業成功之關鍵因素。現今市場之趨勢不斷變化。為保持市場競爭力，僱員需要不斷豐富自己的知識，提高技能及能力。因此，本集團向合資格僱員提供有薪進修及考試假期。

本集團鼓勵僱員參與在職培訓及持續學習，以熟諳自己之職務。此外，本集團亦鼓勵僱員參加指定工作相關課程及計劃，以加強競爭力及擴闊視野。

此外，本集團安排董事及管理層參加有關GEM上市規則、企業管治以及其他相關法律及法規的更新資料的線上網絡直播、網絡研討會及課程等培訓，以維持持續專業發展。

### *勞工準則*

本集團致力嚴格遵守法律及法規，包括僱傭條例(香港法例第57章)以及香港的其他相關勞工法律及法規，禁止僱用任何童工及／或強迫勞工。制定該等法律及法規旨在禁止在本集團內使用童工及強迫勞工。作為第一道防線，所有新入職僱員均須提供有效身份證明文件，以確保概無僱用未成年勞工。倘發現任何違法事宜，本集團將即時終止僱傭，並適時通知相關政府部門。

於報告期，本集團概無發現按相關法律及法規，與防止童工或強迫勞工有關之重大違規情況。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### ***Operating Practices and Social Investment***

#### *Supply Chain Management*

The Group's main suppliers come from the software platform business and the mobile games and applications business. For a new supplier, an all-rounded assessment will be conducted to shortlist suitable suppliers. The selection criteria include their reputation, quality of products, business size, technical capabilities, compliance with laws and regulations, payment terms, delivery and after-sale services before the Group decides on which supplier to go for business with. Preference is also given to environmentally and socially responsible suppliers, such as contractors who prioritise the purchase of reusable and renewable products or adopt low-emission production processes, etc.

Managing a sustainable supply chain is essential for the Group to minimise the adverse impact brought to the environment and society. The Group is strict in evaluating the supply chain, managing the products and services from our suppliers and observing relevant statutory requirements in both environmental and social aspects. To minimise the environmental footprint, interviews with suppliers were conducted on various aspects of environmental pollution and corresponding measures to deal with pollution made during operation.

In addition, we require our potential suppliers to comply with all the applicable environmental and social laws and regulations and stick to their corporate ethics during operations. During the Year, the Group maintained a stable and reliable relationship with current suppliers, therefore, the suppliers of the Group did not provide any unsatisfactory service.

During the Reporting Period, no material breach of the relevant environmental laws and regulations by any of the suppliers the Group engaged has been found. In addition, no significant environmental and social risks in the provision of their services under the respective procurement contracts have been found.

### ***經營實踐及社會投資***

#### *供應鏈管理*

本集團之主要供應商來自軟件平台業務以及手機遊戲及應用業務。本集團將針對新供應商進行全面評估，以甄選合適的供應商。本集團決定與供應商合作前將考慮甄選標準，包括供應商的信譽、產品品質、業務規模、技術能力、依法合規、支付條款、交付及售後服務。本集團亦會盡可能選擇承擔環境及社會責任的供應商，例如聘任優先選購可重用或再生產品、採用低排放建設過程的承包商等。

對本集團而言，管理可持續的供應鏈是將對環境及社會不利影響減至最低的關鍵。本集團嚴格評估供應鏈、管理供應商提供的產品及服務，並遵守環境及社會方面的相關法定要求。為盡量減少環境足跡，本集團與供應商就環境污染的各個方面進行面談，並採取相應措施處理營運過程中產生的污染。

此外，我們要求潛在供應商遵守所有適用的環境及社會法律法規，並在經營期間恪守企業道德。於本年度，由於本集團與現有供應商已建立穩定可靠的關係，故此本集團供應商並無提供任何未如理想之服務。

於報告期，概無發現本集團委聘的供應商有重大違反相關環保法律及法規的情況。此外，概無發現其根據相關採購合約提供服務時存在重大環境及社會風險。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### *Product Responsibility*

#### Data Privacy Protection

Being a service provider, the Group could access important corporate or client personal information. Therefore, ensuring the privacy of clients' data is one of the critical issues the Group cares about the most. Employees are not allowed to disclose, exploit or use directly or indirectly confidential information regarding the Group to which they have access as a result of their employment.

During the Reporting Period, the Group was in stringent compliance with the Six Data Protection Principles and the requirements of the Personal Data (Privacy) Ordinance (Cap. 486, Laws of Hong Kong) (the "PDPO") to ensure customers' privacy was protected in a careful manner and information received was only used for its intended purposes. The following procedures have been implemented to prevent the leakage of customers' information, such as:

- Only designated employees can have access to the client's data;
- No disclosure of customer information to any third party without the approval from customers;
- Requiring employees to sign a confidentiality agreement to acknowledge their responsibilities to keep client information confidential;
- Separation between the usage of office and commercial networks has been set; and
- Ensuring customer files are kept in a locked cabinet.

### *產品責任*

#### 資料私隱保障

本集團為一家服務提供商，會接觸重要的公司或客戶之個人資訊。因此，保障客戶資料私隱是本集團最為關注的其中一項重要事宜。僱員不得直接或間接披露、利用或使用彼等因受僱而接觸到的有關本集團的機密信息。

於報告期，本集團嚴格遵守六項保障資料原則及香港法例第486章個人資料(私隱)條例(「個人資料(私隱)條例」)之規定，以確保嚴密保障客戶私隱，而收到的資料僅供用作擬定用途。本公司已採取以下措施以防止客戶資料洩漏：

- 僅指定的僱員才可存取客戶資料；
- 未經客戶批准，不得向任何第三方披露客戶資料；
- 要求僱員簽署保密協議以確認彼等有責任保密客戶資料；
- 在辦公室及商業網絡之間已設置阻隔；及
- 確保客戶檔案保存於鎖櫃中。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

On the other hand, the Group provides the communication software platform and software-related services and engages in developing and marketing patented server-based technology. The project team uses emails and telephone calls to maintain smooth communication with its customers by assessing the progress and resolving any problems which may arise during the ordinary course of business.

The Group was not aware of any non-compliance with relevant laws and regulations that have a significant impact on the Group relating to health and safety, advertising, labelling and privacy matters related to services offered during the Reporting Period.

### Advertising

Information that has been disclosed by the Group is required to be factual, accurate and unbiased, which should strictly comply with the relevant laws and regulations. All of the advertisements contain a telephone hotline for handling complaints from clients. Before the publication of advertisement, the final draft must be reviewed and approved by the management to avoid misleading statements.

During the Reporting Period, no material non-compliance regarding health and safety, advertising, labelling and privacy matters relating to services provided as required by relevant laws and regulations have been found. The Group was not aware of any loss of information leakage of customer privacy or other service and product problems, nor received any material complaints and claims from customers due to quality of the service and product.

另一方面，本集團提供通訊軟件平台及軟件相關服務及從事開發及營銷以伺服器為基礎之專利技術。項目團隊透過電郵及電話與客戶保持通信順暢，評估進度及解決於日常業務過程中可能產生之任何問題。

於報告期，本集團概無發現任何關於違反與提供服務之健康與安全、廣告、標籤及私隱問題之相關法律法規，而對本集團造成重大影響之情況。

### 廣告

本集團所披露的資料必須真實、準確、公正，並應嚴格遵守相關法律及法規。所有廣告包含處理客戶投訴之熱線電話。廣告發佈前，最終版本必須經管理層審核及批准，以避免出現誤導性陳述。

於報告期，本集團概無發現按相關法律法規的規定，與提供服務之健康與安全、廣告、標籤及私隱問題有關的任何重大不合規事件。本集團並不知悉有任何客戶私隱資料洩露或其他服務及產品問題，亦並無收到客戶因服務及產品品質問題而提出的任何重大投訴及索償。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### Anti-Corruption

The Group is committed to the highest possible standards of openness, probity and accountability. To embrace business integrity, the Group does not tolerate any forms of corruption, including bribery, extortion, fraud and money laundering. In order to prevent corruption, all employees and management of the Group are required to strictly abide with the Employee Code of Conduct mentioned in the Employee Handbook, especially norms to regulate unethical behaviors, including but not limited to the following:

- Employees shall not offer, solicit or accept any benefits that are beyond common business hospitality, or without prior approval from head of department or chief executive;
- No offering of bribes is allowed to retain or obtain business;
- Employees should avoid involving in conflicts of interest; and
- Employees should make a full disclosure for potential conflict of interest to the management immediately.

The Group has further reinforced its policies and manuals to specify the procedures customer due diligence, reporting of suspicious transactions, record-keeping and employee training, in order to provide the guidelines for the employee in preventing and detecting money laundering and terrorist financing.

### Whistle-blowing Policy

The whistle-blowing policy provides a guidance for employees to report any misconduct or malpractice including corruption within the Group. Whistle-blowers may anonymously report any suspicious event of corruption to their senior management verbally or in writing with full details and supporting evidence. Whistle-blowers are assured of protection against unfair dismissal, victimisation or unwarranted disciplinary action, even if the concerns turn out to be unsubstantiated.

### 反貪污

本集團致力秉持最高的開放、廉潔及責任標準。為體現商業誠信，本集團絕不容忍任何形式的貪污行為，包括賄賂、勒索、欺詐及洗黑錢。為防止貪污，本集團所有僱員及管理層均須嚴格遵守僱員手冊所述僱員行為準則，尤其是不道德行為之規範，包括但不限於以下事項：

- 僱員不得提供、誘使或收受一般業務招待以外的福利待遇，或未經部門主管或主要行政人員事先批准，不得擅自收受福利待遇；
- 不得行賄以保留或獲取業務；
- 僱員應避免涉及利益衝突；及
- 僱員應立即向管理層全面披露可能存在的利益衝突。

本集團已進一步加強其政策及手冊，列明客戶盡職審查、報告可疑交易、保存記錄及僱員培訓在內之程序，為僱員提供防止及偵測洗錢及恐怖分子集資活動之指引。

### 舉報政策

舉報政策為僱員提供舉報本集團內任何不當或瀆職行為(包括貪污)之指引。舉報者可以口頭或書面方式向高級管理層匿名舉報任何可疑貪污事件連同所有詳情及證據。本集團保證，即使相關舉報被證明為無根據，仍會保護舉報者不受不公正的解職、受害或未經授權的紀律處分。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

The Board's audit committee has overall responsibility for the whistle-blowing policy, but has delegated day-to-day responsibility for overseeing and implementing it to the Company Secretary. Responsibility for monitoring and reviewing the operation of the policy and any recommendations for action resulting from investigation into complaints lies with the audit committee.

The management will promptly conduct investigation against any suspicious or misconduct behavior to protect the Group's interest. As part of the Group's commitments to protecting whistle-blowers from detriment, harassment and retaliation, the identity of whistle-blowers will be kept confidential without their prior consent unless it is a legal obligation to reveal their identities to the authorities.

Although we were unable to hold relevant training sessions during the Reporting Period due to the limitations on physical gatherings under the COVID-19 pandemic, the Group recorded zero corrupted cases nor breach of any anti-corruption laws during the Reporting Period, due to our daily anti-corruption methods and internal policies.

During the Reporting Period, the management did not receive any suspicious events reported by employees. The Group was not in breach of any relevant laws and regulations in the matter related to bribery, extortion, fraud and money laundering.

### *Community Investment*

Being a socially responsible enterprise, the Group actively presents a positive image in the communities where it operates. Maintaining close communication and interaction with the local communities and contributing to the development of these communities is a goal of the Group. Employees are also encouraged to participate voluntarily in various local community activities and events in their leisure time. Due to the affect of the COVID-19, no social activities were held during the Reporting Period.

董事會審核委員會全面負責舉報政策，惟已將監督及實施該政策的日常責任下放至公司秘書。審核委員會負責監督及檢討政策的運作及對投訴進行調查產生的任何行為建議。

管理層隨即就任何可疑或不當行為進行調查，以維護本集團利益。本集團承諾保護舉報者不受傷害、騷擾及報復，除非有法律義務向當局披露舉報者身份，否則未經舉報者事先同意，舉報者的身份將被保密。

儘管因COVID-19疫情限制人群聚集導致我們於報告期無法舉辦相關的培訓，然而由於我們在日常業務過程中推行反貪污措施及內部政策，本集團於報告期內錄得零貪污個案，亦無違反任何反貪污法律。

於報告期，管理層並無接獲由僱員呈報之任何可疑事件。本集團概無違反任何有關賄賂、勒索、欺詐及洗黑錢之相關法律及法規。

### *社區投資*

本集團為一家有社會責任感之企業，積極在經營所在社區樹立正面形象。本集團目標為與當地社區保持密切的溝通和互動，並為社區發展做出貢獻。本集團亦鼓勵僱員在業餘時間自發參與當地社區的各種活動及項目。受到COVID-19的影響，於報告期並未舉辦任何社會活動。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### SUMMARY OF KEY PERFORMANCE INDICATORS 關鍵績效指標概要

Environmental Aspects 環境範疇	2022 二零二二年	2021 二零二一年	2020 二零二零年	Unit 單位
<b>Aspect A1: Emissions</b>				
<b>A1範疇：排放</b>				
<b>A1.2 Greenhouse gas emissions in total and intensity</b>				
<b>溫室氣體排放總量及強度</b>				
Scope 1 emissions 範圍1排放	-	-	1.7	tonnes CO <sub>2</sub> -e 公噸二氧化碳當量
Scope 2 emissions 範圍2排放	<b>40.6</b>	43.6	51.3	tonnes CO <sub>2</sub> -e 公噸二氧化碳當量
Scope 3 emissions 範圍3排放	<b>1.0</b>	-	-	tonnes CO <sub>2</sub> -e 公噸二氧化碳當量
Total greenhouse gas emissions 溫室氣體排放總量	<b>41.6</b>	43.6	53.0	tonnes CO <sub>2</sub> -e 公噸二氧化碳當量
Intensity (by employee) 強度(按僱員)	<b>0.80</b>	0.95	0.91	tonnes CO <sub>2</sub> -e/ employee 公噸二氧化碳當量 ／僱員
<b>A1.4 Non-hazardous waste</b>				
<b>無害廢物</b>				
Total non-hazardous waste produced 所產生無害廢棄物總量	<b>0.205</b>	0.012	0.024	tonnes 公噸
Intensity (by employee) 強度(按僱員)	<b>3.93</b>	0.25	0.43	kg/employee 公斤／僱員



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

Environmental Aspects	2022	2021	2020	Unit
環境範疇	二零二二年	二零二一年	二零二零年	單位
<b>Aspect A2: Use of Resources</b>				
<b>A2範疇：資源使用</b>				
<b>A2.1 Direct and/or indirect energy consumption by type</b>				
<b>直接及／或間接能源消耗(按類別)</b>				
Direct energy consumption	-	-	20.2	GJ
直接能源消耗				吉焦
Indirect energy consumption	58.7	61.3	72.3	MWh
間接能源消耗				兆瓦時
Total energy consumption	58.7	61.3	77.9	MWh-e
能源消耗總量				兆瓦時當量
Intensity (by employee)	1.13	1.28	1.39	MWh-e/employee
強度(按僱員)				兆瓦時當量／僱員
<b>A2.2 Water consumption in total and intensity<sup>1</sup></b>				
<b>水消耗總量及強度</b>				
Total water consumption	-	0	0	m <sup>3</sup>
水消耗總量				立方米
Intensity (by employee)	-	0	0	m <sup>3</sup> /employee
強度(按僱員)				立方米／僱員
<b>Paper usage in total and intensity</b>				
<b>用紙總量及強度</b>				
Total paper usage	204.6	175.1	327.7	kg
用紙總量				公斤
Intensity (by employee)	3.93	3.65	5.85	kg/employee
強度(按僱員)				公斤／僱員

<sup>1</sup> As the management fee for the offices which includes the usage of water consumption is under the control of the property management company, it is not feasible for the Group to obtain the water consumption data of these offices. The same condition applies to the leased properties owned by the Group as the water consumption from the leased unit was borne by the lessee. The water consumption and intensity for the offices were immaterial.

<sup>1</sup> 由於辦公室之管理費已包括用水量，其由物業管理公司控制，故本集團無法取得該等辦公室之用水量數據。相同條件亦適用於本集團擁有之租賃物業，即租賃單位之用水量由租戶承擔。辦公室之用水量及耗水密度並不重大。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

Social Aspects 環境範疇	2022 二零二二年	2021 二零二一年	2020 二零二零年	Unit 單位
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### Aspect B1: Employment

#### B1範疇：僱傭

#### B1.1 Total workforce

##### 僱員總數

Total number of employees 僱員總數		<b>52</b>	48	56	employee 人
By gender 按性別	Female 女性	<b>14</b>	13	17	employee 人
	Male 男性	<b>38</b>	35	39	employee 人
By employment type 按僱傭類型	Full-time 全職	<b>49</b>	48	55	employee 人
	Part-time 兼職	<b>3</b>	0	1	employee 人
By age group 按年齡組別	Under 30 years old 30歲以下	<b>11</b>	10	14	employee 人
	30-50 years old 30至50歲	<b>37</b>	35	41	employee 人
	Over 50 years old 50歲以上	<b>4</b>	3	1	employee 人
By employee category 按僱員類別	Senior management 高級管理層	<b>11</b>	8	6	employee 人
	Middle management 中級管理層	<b>6</b>	8	11	employee 人
	Technical employee 技術員工	<b>25</b>	23	24	employee 人
	General employee 一般員工	<b>10</b>	9	12	employee 人
By geographical region 按地區	Hong Kong 香港	<b>52</b>	-	-	employee 人

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

Social Aspects	2022	2021	2020	Unit
環境範疇	二零二二年	二零二一年	二零二零年	單位

### B1.2 Employee turnover rate<sup>2</sup>

#### 員工流失率<sup>2</sup>

Total employee turnover rate		4%	–	–	%
僱員總流失率					
By gender	Female	9%	53%	6%	%
按性別	女性				
	Male	2%	27%	22%	%
	男性				
By employment type	Full-time	4%	–	–	%
按僱傭類型	全職				
	Part-time	0%	–	–	%
	兼職				
By age group	Under 30 years old	12%	67%	20%	%
按年齡組別	30歲以下				
	30-50 years old	2%	26%	12%	%
	30至50歲				
	Over 50 years old	0%	0%	200%	%
	50歲以上				
By employee category	Senior management	0%	–	–	%
按僱員類別	高級管理層				
	Middle management	7%	–	–	%
	中級管理層				
	Technical employee	5%	–	–	%
	技術員工				
	General employee	3%	–	–	%
	一般員工				
By geographical region	Hong Kong	4%	–	–	%
按地區	香港				

<sup>2</sup> Turnover rate calculation: (number of employees turnover ÷ (( number of employees at the beginning of the year + number of employees at the end of the year) ÷ 2 )) x 100%

<sup>2</sup> 流失率計算方法：(僱員的離職人數 ÷ ((僱員年初總數+僱員年末總數) ÷ 2)) × 100%



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

Social Aspects	2022	2021	2020	Unit
環境範疇	二零二二年	二零二一年	二零二零年	單位

### Aspect B2: Health and Safety

#### B2範疇：健康與安全

<b>B2.1</b>	<b>Number of work-related fatalities</b>	<b>0</b>	0	0	no.
	因工死亡人數				人
	Rate of work-related fatalities	<b>0%</b>	0%	0%	%
	因工死亡比率				
<b>B2.2</b>	<b>Lost days due to work injury</b>	<b>0</b>	0	0	day
	因工傷損失工作日數				天

### Aspect B3: Development and Training

#### B3範疇：發展與培訓

<b>B3.1</b>	<b>Percentage of trained employees</b>				
	受訓僱員百分比				
	Percentage of total employees trained	<b>0%</b>	–	–	%
	受訓僱員總人數百分比				
	By gender				
	Female	<b>0%</b>	0%	12%	%
	按性別				
	Female	<b>0%</b>	0%	12%	%
	女性				
	Male	<b>0%</b>	0%	3%	%
	按性別				
	Male	<b>0%</b>	0%	3%	%
	男性				
	By employee category				
	Senior management	<b>0%</b>	0%	17%	%
	按僱員類型				
	Senior management	<b>0%</b>	0%	17%	%
	高級管理層				
	Middle management	<b>0%</b>	0%	18%	%
	按僱員類型				
	Middle management	<b>0%</b>	0%	18%	%
	中級管理層				
	Technical employee	<b>0%</b>	0%	0%	%
	按僱員類型				
	Technical employee	<b>0%</b>	0%	0%	%
	技術員工				
	General employee	<b>0%</b>	0%	0%	%
	按僱員類型				
	General employee	<b>0%</b>	0%	0%	%
	一般員工				

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

Social Aspects		2022	2021	2020	Unit
環境範疇		二零二二年	二零二一年	二零二零年	單位
<b>B3.2</b>	<b>Average training hours completed</b>				
	完成受訓的平均時數				
	Average training hours per employee	0	0	-	hour/employee
	每名僱員完成受訓的平均時數				小時/人
	By gender				
	Female	0	0	0.71	hour/employee
	按性別				小時/人
	Male	0	0	0.05	hour/employee
	按性別				小時/人
	By employee category				
	Senior management	0	0	0.82	hour/employee
	高級管理層				小時/人
	Middle management	0	0	0.83	hour/employee
	中級管理層				小時/人
	Technical employee	0	0	0	hour/employee
	技術員工				小時/人
	General employee	0	0	0	hour/employee
	一般員工				小時/人

### Aspect B5: Supply Chain Management

#### B5範疇：供應鏈管理

<b>B5.1</b>	<b>Number of suppliers by geographical region</b>				
	按地區劃分的供應商數目				
	Total number of suppliers	22	-	-	supplier
	供應商總數				供應商
	By geographical region				
	Hong Kong	21	-	-	supplier
	按地區				供應商
	Netherlands	1	-	-	supplier
	荷蘭				供應商



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Social Aspects	2022	2021	2020	Unit
環境範疇	二零二二年	二零二一年	二零二零年	單位

### Aspect B6: Product Responsibility

#### B6範疇：產品責任

B6.2	Number of products and service-related complaints received	0	-	-	no.
	接獲關於產品及服務的投訴數目				項

### Aspect B7: Anti-corruption

#### B7範疇：反貪污

B7.1	Number of concluded legal cases regarding corruption	0	-	-	case
	已審結關於腐敗的案件數目				件

**Aurum Pacific (China) Group Limited**  
奧栢中國集團有限公司