# Hyfusin Group Holdings Limited 凱富善集團控股有限公司

(Incorporated in the Cayman Islands with limited liability)

Stock Code : 8512

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2023

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# **REPORTING PRINCIPLES AND SCOPE OF THE REPORT**

# **1 ABOUT THE REPORT**

Hyfusin Group Holdings Limited (the "Company") and its subsidiaries (collectively referred to as the "Group" or "we") persistently strives to operate its business in an economically, socially and environmentally sustainable manner.

The Group is one of the leading candle maker in Asia equipped with a specialized laboratory and innovative machinery. Its qualified chemists test, develop and design proprietary formulas and materials.

The Group is pleased to present the Environmental, Social and Governance (the "ESG") Report (the "ESG Report"), which aims to demonstrate its efforts towards sustainability developments to both internal and external stakeholders.

This report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide (the "ESG Reporting Guide") as set out in Appendix C2 to the Rules Governing the Listing of Securities on GEM of The Stock Exchange of Hong Kong Limited. This report outlines the Group's policies and practices as well as certain major subsidiaries' policies and practices regards to four environmental aspects and eight social aspects in accordance with ESG Reporting Guide for the year ended 31 December 2023 (the "Year" or "2023").

Unless otherwise specified, the reporting boundary of this report covers the principal businesses of the Group. We regularly review the scope of the ESG Report to ensure that significant impacts to the Group's overall business portfolio are covered.

The Group is committed to the long-term sustainability of its business, as well as supporting environmental protection and the communities in which it operates. Quality products and services are delivered to customers, and their business is managed prudently under sound decision-making processes by the Group. Dialogue is maintained with stakeholders such as shareholders, customers, employees, suppliers, creditors, regulators and the general public. The Group seeks to balance the views and interests of these stakeholders through constructive conversation with a view to setting the course for long-term prosperity. The board of directors of the Company (the "Board") is responsible for evaluating and determining the ESG risks of the Group, and ensuring that relevant risk management and internal control systems are in place and operate effectively.

Fleming International Vietnam Limited ("Fleming Vietnam") is principally engaged in the manufacturing and sale of candle products comprising daily-use candles, scented candles and decorative candles. Fleming Vietnam's wholly-owned factories are located in Ho Chi Minh City, Vietnam, at a scale of approximately 33,000 square meters which offers a one-stop manufacturing solution.

For both environmental and social aspects, this report will focus on Fleming Vietnam, which is a material operating segment of the Group and the Group's head office located in Hong Kong (the "HK Office").



# **1 ABOUT THE REPORT (CONTINUED)**

The basis of reporting principles:

#### • Materiality:

The Group determines material ESG issues by stakeholder engagement and materiality assessment.

#### • Quantitative:

Information is supported by quantitative measure, whenever feasible, including information on the standards, methodologies, assumptions used and provision of comparative data. In particular, we have presented our ESG performance with the aid of environmental and social key performance indicators, as per the ESG Reporting Guide.

#### • Consistency:

The report will use consistent methodologies for meaningful comparisons in the past years unless improvements in methodology are identified.

#### • Balance:

The report is presented in a fair and impartial manner. Both positive and negative sustainability performances are presented objectively.

# 2 BOARD STATEMENT

We recognise our corporate social responsibility to society. We are committed to incorporating the ESG mindset into business operations by balancing financial performance with how we treat our communities, how we uphold our values as a business and how we look after the environment we rely upon.

The Board oversees ESG of the Group issues with the support of the ESG management team. Information on ESG issues is reported to the ESG management team by an ESG working group comprising of principal leaders from various functional departments.

The ESG management team is delegated by the Board to execute the Group's ESG policies, identify, evaluate, prioritise, manage and mitigate material ESG-related issues that might adversely affect our business. ESG management team formulates effective strategies to balance the environmental and social objectives with our business targets and compare our outcomes with these targets.

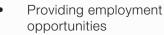
The ESG management team is also responsible for assisting and advising the Board on developing, implementing, and reviewing, sustainability-related policies, practices and initiatives, assessing sustainability risks and making recommendations to the Board on matters concerning the Group's sustainability development.

# **3 STAKEHOLDER ENGAGEMENT**

Stakeholder engagement plays a core role in the sustainability of the Group. The Group fully appreciates the needs to build both online and offline communication channels and to provide stakeholders with timely reports on strategic planning and performance of the Group in order to establish a continuing communication mechanism with the stakeholders. In addition, the Group consults the stakeholders on their recommendations and propositions to ensure its business practices can meet the expectations of the stakeholders.

The stakeholders include the shareholders/investors, governments and regulatory bodies, employees, customers, suppliers and the public. The Group discusses with the stakeholders through various channels for their expectations and relevant feedback of the Group as below:

Stakeholders	Expectations	Communication and feedback
Shareholders/ Investors	<ul><li>Financial performance</li><li>Corporate governance</li><li>Risk management</li></ul>	<ul> <li>Annual general meetings/general meetings</li> <li>Corporate reports and announcements</li> <li>Optimising risk management and internal control</li> </ul>
Government and regulatory bodies	<ul><li>Taxation compliance</li><li>Regulatory compliance</li><li>Business ethics</li></ul>	<ul><li>Compliance operation</li><li>Tax payment in full and on time</li></ul>
Employee	<ul> <li>Career development platform</li> <li>Salary and benefits</li> <li>Safe working environment</li> <li>Occupational health and safety</li> </ul>	<ul> <li>Promotion systems</li> <li>Competitive salary and employee benefits</li> <li>Providing trainings for employees and strengthening awareness on safety protocols</li> </ul>
Customers	<ul> <li>Logistics and delivery service standards</li> <li>Customer information security</li> <li>Protection of Customer rights and interests</li> </ul>	<ul> <li>Getting delivery status through product tracking system</li> <li>Customer privacy protection</li> <li>Compliance marketing</li> </ul>
Suppliers	<ul><li>Integrity cooperation</li><li>Business ethics and credibility</li></ul>	<ul> <li>Building a responsible supply chain</li> <li>Performing the contract according to law</li> </ul>
Community	<ul> <li>Community involvement</li> <li>Social responsibilities</li> <li>Environmental protection</li> <li>Employment opportunities</li> </ul>	<ul> <li>Volunteer work</li> <li>Charity and social investment</li> <li>Putting environmental protection and energy saving equipment into use</li> <li>Providing employment</li> </ul>



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# 4 FEEDBACK

For details on the ESG performance, corporate governance as well as financial performance, please visit the Company's website at www.hyfusingroup.com and the annual reports. The Group treasures any feedback and comments on its sustainability performance. Please send the feedback and enquiries to info@hyfusingroup.com.

# 5 MATERIALITY MATRIX

During the Year, the Group has evaluated a number of environmental, social and operation related issues, and assessed their importance to stakeholders and the Group through various channels. This assessment helps to ensure the Group's business development is in line with the expectations and requirements of its stakeholders. The Group's and its stakeholders' points of concern are presented in the following materiality matrix:

		In	nportance to the Group	
Importance to Stakeholders		Low	Medium	High
	High	<ul> <li>Anti-discrimination</li> <li>Protecting labour rights</li> </ul>	<ul> <li>Talent management</li> <li>Staff training and promotion opportunities</li> <li>Staff compensation and welfare policies</li> </ul>	<ul> <li>Customers' satisfaction</li> <li>Anti-corruption</li> <li>Product quality and safety</li> <li>Suppliers management</li> <li>Occupational health and workplace safety</li> </ul>
	Medium	<ul> <li>Community involvement</li> </ul>	♦ Use of resources	<ul> <li>Operational compliance</li> <li>Protecting customers' privacy</li> <li>Air emissions</li> </ul>
	Low	<ul> <li>Preventive measures for child and forced labour</li> </ul>	Non-hazardous wastes produced	<ul><li>♦ Use of raw materials</li><li>♦ Hazardous wastes produced</li></ul>

♦ Environmental ♦ Employee ➤ Operation

# 5 MATERIALITY MATRIX (CONTINUED)

The table below sets out the relevant ESG matters assessed by and were deemed material to the Group during the Year, as per the ESG Reporting Guide.

ESG Aspects as set forth in the	
ESG Reporting Guide	Material ESG issues for the Group
(A) Environmental	
A1 Emissions	Emission from town gas, electricity or vehicle
A2 Use of Resources	Use of energy and paper
A3 Environment and Natural Resources	
A4 Climate Change	
(B) Social	
B1 Employment and Labour Practices	Labour practices
B2 Health and Safety	Workplace health and safety
B3 Development and Training	Employee development and training
B4 Labour Standards	Anti-child and forced labour
B5 Supply Chain Management	Supply chain management
B6 Product Responsibility	Product responsibility
B7 Anti-corruption	Anti-corruption, fraud prevention and anti-money
	laundering
B8 Community Involvement	Community programs, employee volunteering and
	donation



# **ENVIRONMENTAL**

# A. ENVIRONMENTAL

Environmental protection is one of the core values of the Group. The Group has proactively looked for and implemented new technology at various stages of production in order to minimise its impact on the environment. Over the years, the Group has introduced energy-efficient equipment and streamlined operation processes to reduce fuel, electricity and water consumption, enhanced the efficiency of utilizing resources and explored new areas for environmental conservation.

#### A1.1. Emissions Data from Gaseous Fuel Consumption

For environmental protection and treatment of waste, the Group has implemented procedures for treatment of waste, and conducted environmental inspections regularly to ensure emission restrictions are put into practice and requirements are fulfilled.

A specialized chemical spill containment trench is built at the center of The Group's fragrance-storing warehouse. This ensures all leakage of fragrance is securely contained for proper treatment, and prevents contamination of the rain water drainage system.



# A. ENVIRONMENTAL (CONTINUED)

The Group has been investing in electric forklifts and reach trucks to replace all diesel-powered models. They are not only faster and more efficient at lifting and moving heavy loads, they also produce zero carbon emissions during operation, leaving no impact on the air quality of working areas. On average, 1 diesel-powered forklift consumes 2,573 litres of diesel per year. As of 2023, 50% of the Group's diesel-powered forklifts have been replaced with electric forklifts, cutting down carbon dioxide emissions by 56 tons.





# A. ENVIRONMENTAL (CONTINUED)

In order to minimise the energy consumption and waste paper of the factory, various measures have been enforced to address environmental responsibilities within normal operating procedures, including but not limited to (i) installing as many compact fluorescent lamps as possible in the factory; (ii) encouraging staff to switch off electronic devices, lights and air-conditioners after the use of a room or when the office is not in use (e.g., during lunch hours); (iii) replacing air-conditioners with low efficiency or malfunction regularly; (iv) keeping refrigerators away from sunlight; (v) displaying notices and posters of water consumption at office, and inspecting taps regularly and repairing any dipping promptly; and (vi) encouraging staff to print only when necessary, presetting double-sided and black and white printing and prioritizing use of recycled paper for printing as far as is practicable.

Other air pollutants to be considered include nitrogen oxides ("NOx"), sulphur oxides ("SOx") and particulate matters ("PM"), which have adverse effects on climate, ecosystems, air quality, habitats, agriculture, and human and animal health. The most notable source of these pollutants generated by the Group arises from the use of motor vehicles.

a) Data relating to emissions arising from consumption of town fuel and town gas of the Group during the Year is set out below:

Key performance indicator ("KPI")					
	2023 Unit				
NOx	86,400	Kilogram ("Kg")	99.5%		
SOx	432	Kg	0.5%		
Total	86,832	Kg	100%		

b) The Group routinely utilized motor vehicles during the Year. Data on vehicle emissions are set out below:

	KPI		
	2023	Unit	%
NOx	117.3	Kg	90.7%
SOx	0.6	Kg	0.5%
PM	11.4	Kg	8.8%
Total	129.3	Kg	100%

The Group has recorded approximately 0.15 kg (2022: 0.21 kg ) of air emissions per million of revenue.

Going forward, the Group will continue improving the efficiency of routine vehicle use by planning travel routes that further limit air emissions.

# A. ENVIRONMENTAL (CONTINUED)

#### A1.2. Greenhouse Gas Emission

Greenhouse gas emissions are the main contributors to global warming, leading to climate changes and threatening the ecosystem of the world. As a socially responsible enterprise, the Group embraces green practices in their day-to-day operations in order to minimize greenhouse gas emissions.

	KPI		
	2023	Unit	%
Scope 1 Direct Emission	494.1	tonnes	11.8%
Scope 2 Indirect Emission	3,619.3	tonnes	86.2%
Scope 3 Other indirect Emission	83.9	tonnes	2.0%
Total	4,197.3	tonnes	100%

Scope 1: It mainly represents the towngas, liquefied petroleum gas and diesel oil from consumption of motor vehicles.

Scope 2: It mainly represents the electricity purchased from power suppliers.

Scope 3: It mainly represents the paper waste disposed at landfills and water used.

During the Year, 4,197.3 (2022: 3,801.1) tonnes of carbon dioxide (" $CO_2$ ") equivalent to greenhouse gases (mainly the usage of vehicles for transportation of petrol and gasoline) were released from the Group's operations.

The Group recorded approximately 4.92 (2022: 5.55) tonnes of greenhouse gas emissions per million of revenue during the Year.

Throughout the Year, the greenhouse gas reduction data for newly planted trees of the Group is as follows:

	KPI			
		2023	Unit	
Extra trees planted Carbon dioxide reduced		18 <b>414</b>	Trees Kg of CO <sub>2</sub>	

The roofs of The Group's second and third factories are constructed with the intention of maximizing surface area for solar panel installation, and also bearing the full weights of the solar panels, which will cover a total of 10,000 sqm. Once government policies are finalised, 32.5% of both factories' total energy needs will be renewable, cutting carbon dioxide emissions by 1,009 tonnes per year.

# A. ENVIRONMENTAL (CONTINUED)

The Group had set a goal to keep GHG emissions below 4,539 (2022: 4,585) tonnes for the Year. This target has been met.



In 2023, The Group installed a steam boiler in their second factory for the purpose of melting wax. This has resulted in savings totalling 9.8 tonnes of diesel oil relative to using an oil boiler. This translates to a reduction of 27 tonnes of  $CO_2$  emissions per year, which is akin to planting 1,179 mature trees. The Group intends to further invest in a steam boiler for their third factory and eventually replace the oil boiler at their first factory.



# A. ENVIRONMENTAL (CONTINUED)

#### Compliance with Relevant Laws and Regulations:

The Group is not aware of any material non-compliance with the relevant laws and regulations that had a significant impact relating to air and greenhouse gas emissions, discharges into water and land, generation of hazardous and non-hazardous wastes of the Group during the Year. In addition, no significant fines or non-monetary sanctions for non-compliance with relevant laws and regulations had been reported in the Year.

#### A1.3. Hazardous Waste and Non-hazardous Waste

#### **Hazardous Waste**

The business operations of the Group produced an insignificant amount of hazardous chemical waste, during the Year.

#### Non-hazardous Waste

Non-hazardous waste produced by the Group are mainly byproducts of manufacturing candle products, diffusers and home spray products. Approximately 1,301 (2022: 722) tonnes (average of 1.26 (2022: 1.05) tonnes) of non-hazardous waste was produced per million of revenue during the Year. The Group strives to reduce waste created in the working environment going forward.

For 2023, The Group had set a target of 1.28 (2022:1.29) tonnes of non-hazardous waste produced per million of revenue which decreased by 1% of last year's target. The Group did not achieve the target during the Year. The increment of non-hazardous waste increased in line with the revenue during the Year. The Group will intensify efforts to reduce the non-hazardous waste going forward.

Wastes produced by Fleming Vietnam during production were passed to a qualified recycler. Details are as follows:

#### Waste

Qualified recycles

Hazardous waste Non-hazardous waste Thanh Tung 2 Co., Limited Thanh Tung 2 Co., Limited



# A. ENVIRONMENTAL (CONTINUED)

#### **A2. Use of Resources**

Regarding measures to mitigate emissions, the Group closely monitors the level of energy consumption, greenhouse gas emissions and wastes disposed of by its factory. Every year, the factory is required to set energy and carbon reduction targets and come up with feasible measures to achieve them. The details and results achieved are as follows:

Projects	Details and results achieved		
Compact fluorescent lamp	Compact fluorescent lamps have been installed in the factory, saving more electricity compared to incandescent light lamp.		
Water conservation	While cleaning within the factory, the cleaner strictly controlled the usage of water and frequency of cleaning, reducing consumption of water. No issue was found in sourcing water fit for this purpose.		
Air-conditioners	Highly efficient air conditioners were selected for use, reducing consumption of electricity.		
Recycling of raw materials	The scrap wax created from the production process has been collected by the qualified suppliers. The factory invested their best effort in minimising environmental impact by using recyclable raw materials or supplementary materials in the production process.		
Non-hazardous waste	Non-hazardous waste from the factory includes packaging materials of product, paper for office use and kitchen waste. The factory promotes separation of waste such as cartons and plastic bottles, which were placed in certain areas assigned to recycled suppliers for collection.		

# A. ENVIRONMENTAL (CONTINUED)

The summary of the resources consumed are set out below:

		KPI			
	2023	2022	Unit	(decrease)	
Electricity consumed	6,681,448	5,766,538	MWh	15.9%	
Water consumed	105,081	68,424	Cubic meter	53.6%	
			("M <sup>3</sup> ")		
Packing material consumed	2,512,451	2,039,405	Kg	23.2%	

During the Year, the Group had set targets to decrease their consumption of electricity, water, and packing material by 1%, relative to their 2022 target. Their target was unachieved, as supported by the figures below:

	Target KPI			
	2023	2022	Unit	Result
Electricity consumed	6,860,700	6,930,000	MWh	Achieved
Water consumed	93,110	94,050	M <sup>3</sup>	Unachieved
Packing material consumed	3,234,330	3,267,000	Kg	Achieved

The target KPI of water consumption was unachieved due to more staff being hired during the Year. Additionally, an organic garden was established at the Group's second factory in 2023, yielding fruits and vegetables used for cooking healthy canteen meals.

Resources consumed per million of revenue are summarized below:

		KPI		
	2023	2022	Unit	% increase/ (decrease)
Revenue	854	685	million of revenue	25%
Electricity consumed	7,828	8,418	MWh/million of revenue	(7%)
Water consumed	123	100	M <sup>3</sup> /million of revenue	23%
Packing material consumed	2,943	2,977	Kg/million of revenue	(1%)

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# A. ENVIRONMENTAL (CONTINUED)

#### **A3. Environmental and Natural Resources**

Protecting the environment and ensuring responsible use of natural resources are important considerations in the industry of candle manufacturing. The Group has established a series of policies, protocols and measures on environmental protection and natural resource conservation to ensure the sustainable development and operation of the Group. The Group strives to improve efficiency in the usage of energy, water and materials and ensure compliance with relevant local environmental regulations and international general practices. The actions taken are aligned with international standards. These include greenhouse gas emission inspections, reduction and classification, recycling of wastes, and consultations on energy conservation and carbon reduction in factories with high energy consumption levels.

The Group encourages all employees to proactively recycle and minimise the excessive use of natural resources. The Group has actively introduced environmental protection measures in office spaces, including (i) prioritising use of energy-saving lighting and electrical appliances; (ii) turning off electric equipment and lighting during non-office hours; and (iii) reusing of papers and gradually paving a way to a paperless office. In addition, the Group also encourages its employees to save resources, cherish food and avoid preventable creation of wastes.

To limit the amount of waste associated with packaging, the factory has substituted polystyrene foam boxes with recycled paper pulp trays. Bubble wrap has been replaced with recyclable material that serves the same purpose. As of 2023, all sample packaging is confirmed to be made of 100% recycled, biodegradable materials.

# A. ENVIRONMENTAL (CONTINUED)

During the Year, the group's operations in the Vietnam factories and HK office had no significant impact on the environment and natural resources.

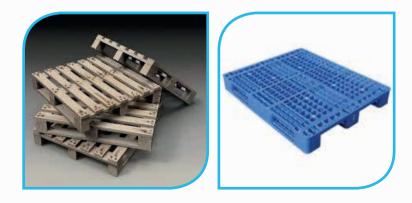


100% recycled, biodegradable paper pulp tray



Fully recyclable bubble wrap substitute and paper tape

In The Group's second factory, 4000 pieces of plastic pallets are currently in use. The Group eventually plans to replace all remaining wooden pallets with plastic pallets which are more durable (lasting up to 8 years in contrast to wooden pallets lasting 1 year on average) and built to bear more weight, reducing safety hazards that may come with pallets breaking. The supplier of plastic pallets commits itself to sourcing fully recyclable material – in the event of breakage, the broken plastic pallets will be collected by the supplier and recycled. Using plastic pallets in the place of wooden pallets will also save a significant number of trees in the long-run.







# A. ENVIRONMENTAL (CONTINUED)

#### A4. Climate change

The Group, as a responsible enterprise, is committed to implementing stringent measures to reduce greenhouse gas emissions from business operations, acknowledging that climate change may also impact the business operations of the Group.

In the event of adverse weather conditions, the Group will take precautionary and protective measures including home office arrangements, and work schedule adjustments in strict accordance with relevant government policies and guidelines ensuring the safety of employees and the assets of the Group, while minimizing interruptions to the Group's business processes to avoid any losses.

The Group acknowledges that air pollution is an active contributor to the rise in extreme weather conditions. The Group is committed to keeping greenhouse gas emissions from business operations minimal, and looking for improvements in their processes that could help mitigate global warming and climate change.

In 2022 and 2023, together with several news media organizations, a delegation of 50 people from the Eco-Industrial Park Project initiated by the United Nations Industrial Development Organization (UNIDO), Economic Affairs Department of Swiss Federal (SECO), the Ministry of Finance, Ministry of Planning and Investment, and Ministry of Science and Technology of Vietnam have visited Fleming's new production facility in AMATA Industrial Park.



Schweizerische Eidgenossenschaft Confédération suisse Confederazione Svizzera Confederazion svizra

Swiss Confederation

Federal Department of Economic Alfairs, Education and Research EAER State Secretariat for Economic Alfairs SECO

# A. ENVIRONMENTAL (CONTINUED)

The project is an initiative for Sustainable Industrial Zones in Vietnam, beginning in 2014. The purpose of the visit is for an update on the Project implementation, achievements, and benefits, alongside exchanging expertise on cleaner production and resource-efficient solutions.



Fleming is one of only two companies in Vietnam that has been selected by the project in 2022 and 2023 as a model factory.







# SOCIAL

# **B. SOCIAL**

The Group believes that sustainable business success relies on the contribution and support of its talented employees. The Group treats its employees as its most valuable asset, especially the front-line employees. The contributions of the employees drive the Group's achievement of corporate goals and continuous development. The Group therefore places significant emphasis on developing human capital and providing competitive remuneration and welfare packages. The human resources policies and procedures, including recruitment, probation, termination, promotion, retirement, transfer, appraisal, working hours, salary, bonus, entitled leave and medical benefits, fully comply with the relevant legislation.

#### **B1. Employment and Labour Practices**

#### **Employee Benefits**

The Group is committed to providing a working environment free of any form of discrimination on the basis of ethnicity, gender, religion, age, disability or sexual orientation. The Group provides equal opportunities for all personnel in respect of hiring, pay rates, training and development, promotion and other terms of employment.

The Group has an employees' handbook that strictly complies with relevant labour laws and regulations, ensuring all employees are treated equally. To encourage a transparent working environment, the Group has a whistle-blowing policy in place allowing employees to raise their concerns and report allegations of suspected misconduct or breach of law.

The Group has also introduced a hotline for employees to anonymously report any incidences of harassment, grievances, theft, and security issues.

	RGENCY PHONE NUI		
NỘI BỘ NHÀ MÁY	Số ĐIỆN THOẠI	Số NỘI BỘ	
Ms. Nhi	0939671673	116/888	
Mr. Đồng	0961694018	136 105	
Ms. Ngọc	0906066214		
Ó ĐIỆN THOẠI CƠ	QUAN HÀNH CHÁ	NH NHÀ NƯỚ	
INERGENCY PHONE NUMBE	00 01	N THOẠI N CẤP PCCC: 114	

# **B. SOCIAL (CONTINUED)**

The Group seeks to attract and retain talented employees through providing fair compensation packages, and upholding the values of respect and integrity. Compensation packages are competitive, and promotion opportunities and rewards available to employees are benchmarked against their individual performance, experience and prevailing market conditions. The Group implements a set of comprehensive policies to maximise the development of effective human resource management, supporting the needs of employees while ensuring that the goals of the Group are achieved.

The Group appreciates the hard work and contribution of every employee. Therefore, all employees are offered a comprehensive benefits and rewards package, which takes into account the individual performances of staff and existing market practices.

The Group performs annual staff performance appraisals ,assessing employee performance to determine year-end bonus eligibility. Factors considered include but are not limited to the employees' attendance, capability, attitude, and contributions to the Group. With reference to appraisal on the employees, staff promotion and salary increment are rewarded to the contributing and improving employees.

In recognition of the loyalty and commitment of long serving employees at their Hong Kong office, the Group awards gold bullions to employees who has served the Group for over 10 years.



In addition, the Group contributes to the employees' social insurance and housing funds with reference to the Labour Laws of Vietnam.

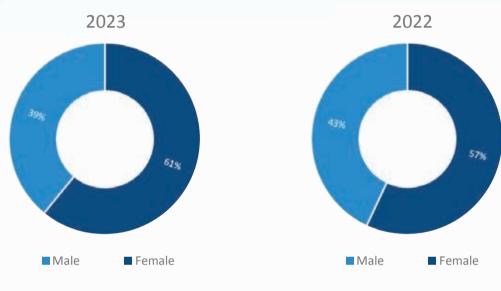


# **B. SOCIAL (CONTINUED)**

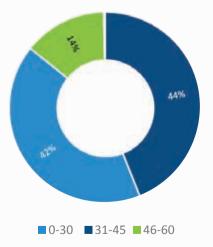
#### **Staff Composition**

As at 31 December 2023, the Group employed a total of 1,270 (2022: 1,069) staff. The Group believes that championing diversity, equity, and inclusion is integral to its long-term success. None of the Group's staff operates on a part time basis. The distribution of full time employees categorized by age, gender, geography and education levels are as follows:

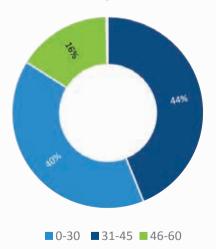
## a) Age and Gender Distribution of Employees









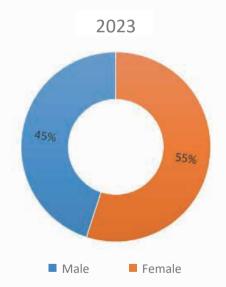


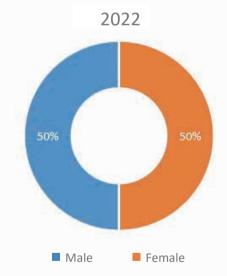
# **B. SOCIAL (CONTINUED)**

b) Employee's Geographical Distribution

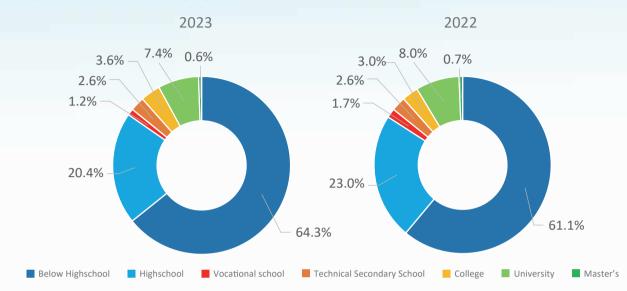


#### c) Managerial and supervisor level employee's Gender Distribution









# B. SOCIAL (CONTINUED)



All Vietnam-based employees from production floor workers to Deputy General Manager have been fully localized since 2012. This ensures that all major business decisions can be made locally to improve responsiveness, flexibility, and efficiency.

There are no restrictions imposed on local staff to stay confined to the staff or floor level. Having access to equal opportunities for career growth, upward mobility and job stability as overseas staff motivates local staff to develop long-term commitment to the Group and its objectives. The Group prides itself in its strong ties to the local community, strongly valuing the input of local staff. This practice is atypical among many FDI companies.

#### Below are outstanding examples of how staff have progressed over the years:



Ms. Vu Nguyen Quynh Nhi joined the Group in January 2016 as a member of the Administrative Staff. By November 2016, she was promoted to Administrative Supervisor. In 2017, she was promoted to Deputy Administrative Manager. Since 2018, Nhi has taken on the role of Administrative & HR Manager, reporting to the CEO.



Mr. Tran Quang joined the Group in September 2017 as Accounting & Finance Manager. Since 2020, he has been promoted to Deputy General Manager cum Accounting & Finance Manager, reporting to the Group's CEO. Deputy General Manager is the highest position in the Group's Vietnam factories and offices.



Ms. Nguyen Thi Quyen Quyen joined the Group in February 2005 as an Accounting Clerk. In 2007, she was promoted to Cashier and in 2013, she was promoted to General Accountant. Since 2016, she has been designated the role of Chief Accountant.



Mr. Khuong Van Thu joined the Group in January 2007 as a Production Worker. In June 2007, he was promoted to Deputy Line leader and in 2009, he was promoted to Line Leader. Since 2017, he has taken on the role of Production Supervisor, overseeing up to 500 workers in all 9 filling lines of second factory of the Group.



# **B. SOCIAL (CONTINUED)**

#### e) Turnover Rate by Gender, Age Group and Geographical Distribution

During the year, the overall turnover rate is 9% (2022:66%). The distribution of employee turnover rates are set out below:

	Turnover rate by Gender, Age Group and Geographical Distribution								
	2023		2023		2023				
Male	45%	>31	56%	Hong Kong	2%				
Female	55%	31 – 45	40%	Vietnam	98%				
		46 - 60	4%						
Total	100%		100%		100%				
Total	100 /0		,.						
TULAI		or Age Group an		ical Distribution					
Total	Turnover rate by Gende 2022	er, Age Group an		ical Distribution	2022				
Total	Turnover rate by Gende	er, Age Group an	d Geograph	ical Distribution	2022				
Male	Turnover rate by Gende	e <b>r, Age Group an</b> >31	d Geograph		<b>2022</b> 4%				
	Turnover rate by Gende 2022		d Geograph 2022	i <b>cal Distribution</b> Hong Kong Vietnam					
Male	Turnover rate by Gende 2022 58%	>31	d Geograph 2022 56%	Hong Kong	4%				

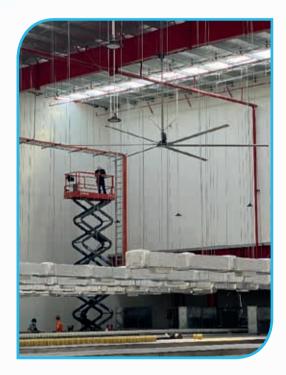
The Group is not aware of any material non-compliance with the Employment Ordinance of Hong Kong, Employees' Compensation Ordinance of Hong Kong, Labour Law of the Vietnam and other applicable laws and regulations that had a significant impact on the Group relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination and other benefits and welfare during the Year.

# **B. SOCIAL (CONTINUED)**

## **B2. Employee Health and Safety**

The Group adopts non-discriminatory employment practices and maintains a safe and sanitary workplace in the factory and HK office. The Group is subject to and complies with regulations in Hong Kong and Vietnam that govern occupational health and safety issues.

The Group's second factory has 12– to 14-meter-high ceilings, designed to optimise ventilation. Waterline Big Fans of the TORQ+ Series are installed on the factory ceilings. With diameters of 7.5 meters, the energy-efficient ceiling fans provide effective cooling and temperature regulation while consuming less power compared to other types of fans. The fans not only provide cooling, they are also designed to operate quietly, creating a comfortable environment for workers on the production floor.



In combination with the ceiling fans, 8 units of evaporative air coolers, which cool air by chilled water, have also been installed in second factory's production floor.



# **B. SOCIAL (CONTINUED)**



These investments combined allow the production floor to maintain an internal temperature  $4-7^{\circ}$  C cooler than outside.

Increased natural lights on the ceiling of production floors and warehouses reduces the need for artificial lighting, improving energy efficiency, boosting mood and productivity among employees.



# **B. SOCIAL (CONTINUED)**

The Group complies with the "Law of the Vietnam on the Prevention and Treatment of Occupational Diseases" by execution of health and safety polices to prevent occupational diseases. As a result, the Group can effectively protect the health and safety of its workers while meeting their goals and sustaining economic development.

Automated External Defibrillators (AED) are available at the reception of all sites. A registered nurse is available on-site to operate AEDs, should cardiac arrest occur.



Additionally, The Group plans to invest in LifeVac – an airway clearance device designed to suction out any substance lodged in the throat in the event of choking. These effective, non-invasive devices will be made available throughout all work sites in designated areas such as The Group's in-house clinic, canteen, and office spaces.



# **B. SOCIAL (CONTINUED)**

Fire extinguishers, fire alarms and evacuation route are available for the employees working in the factories and the HK Office. To minimize fire and health hazards, smoking is strictly prohibited.



Besides the regular fire drill practice, The Group participated in the Fire Drill competition held for the purpose of promoting fire-fighting awareness by the fire department of Dong Nai province in the factory industrial zone and was awarded third place prize in 2023.

# **B. SOCIAL (CONTINUED)**

To establish work-life balance, increase morale and strengthen sense of community, the Group encourages employees to take part in recreational and community service activities. These include organizing various cultural events, employee outings, community volunteering and supporting charitable organisations.

The Group hosted a sports festival, encouraging employees to partake in a variety of sporting activities, inspiring team spirit and boosting stamina.



Sport Festival of Fleming Vietnam



Fleming Vietnam Tug of War



# **B. SOCIAL (CONTINUED)**



Taking into consideration the physical and emotional wellbeing of employees, the Group has designed a spacious, leisurely environment in the factory.



Garden of Factory 2

The factory garden creates a green area and nurtures a wide variety of all-organic vegetables and fruits harvested for healthy canteen meals. As of 2023, 1.2 tonnes of vegetables were harvested altogether. The Group plans to double their harvest in the upcoming year.

# SOCIAL (CONTINUED) B. SOCIAL (CONTINUED)



The "WOW Station" pictured above was established in The Group's second factory, offering an extensive selection of boba teas and popular soft beverages to employees at a discounted price, further upgrading the catering experience.

In addition to taking care to our employee's physical health, the Group also devotes substantial attention to the emotional wellness of their staff.



Staff workshops centered on enriching leadership and interpersonal skills



# **B. SOCIAL (CONTINUED)**



Workshops focused on empowering female employees through exchanging expertise on how to build independence and gain financial autonomy were held and led by the Group's Accounting and Finance Manager.

The Group has put together many festive activities for employees to celebrate traditions and create fun memories together.



# **B. SOCIAL (CONTINUED)**

The Group has obtained all requisite permits, licenses and approvals for business operations in Vietnam as shown in the table below.

Permit/Licence	Issuing authority
Lot 103/2 – Road 5: Decision on approval of Environment impact assessment report (DTM) No: 21/QĐ-KCNĐN	Dong Nai Industrial Zone Authority (DIZA)
Lot 236 – Amata Road: Decision on approval of Environment impact assessment report (DTM) No: 364/QĐ-KCNĐN	Dong Nai Industrial Zone Authority (DIZA)
Certificate of approval on fire prevention and fire-fighting No. 147/TD-PCCC	Police Department of Dong Nai Province
Certificate of approval on fire prevention and fire-fighting No. 186/NT-PCCC – Lot 236	Police Department of Dong Nai Province
Certificate of design approval for fire prevention and fighting No. 03/TD-PCCC – Lot 236	Police Department of Dong Nai Province
Register of owner of hazardous waste generation No. 382/SDK-CCBVMT	Environmental Protection Agency of Dong Nai Province
Acceptance minute of fire safety	Police Department of Dong Nai Province
Environmental permit No.152/GPMT/KCNĐN – Lot 236	Dong Nai Industrial Zone Authority (DIZA)

# **Occupational Health and Safety Data**

The statistics on work accident incidences from 2021-2023 are set out below:

	20	23	20	22	202	21
Health and Safety	Male	Female	Male	Female	Male	Female
Number of work-related fatalities	_	_	_	_	_	-
Rate of work-related fatalities	-	-	-	_	-	_
Lost days due to work injury	-	-	_	_	-	_

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# **B. SOCIAL (CONTINUED)**

Traditionally, pallet movers have been manually operated, requiring workers to lift and pull heavy loads. This taxing process required considerable amounts of physical assertion and increased risk of sustaining musculoskeletal injuries. To directly address these safety concerns, The Group has invested in power-assisted electric pallet movers that automate the pulling and lifting process. They also come with built-in safety features such as stability control systems, automatic braking, and operator restraint systems.



Industrial floor scrubbing machines are operated, routinely removing all slipping hazards such as wax buildup from the production floor, and maintaining a clean, tidy working environment.



The Group is not aware of any material non-compliance with the Occupational Safety and Health Ordinance of Hong Kong, Prevention and Control of Disease Ordinance of Hong Kong, Law on Occupational Safety and Health of Vietnam and other applicable laws and regulations that had a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards during the Year.

## **B. SOCIAL (CONTINUED)**

## **B3.** Development and Training

The Group is committed to providing employees adequate training to do their job safely and competently. Employees in different positions and roles are offered diverse training and development programs relevant to their required skills and knowledge.



All employees are encouraged to enhance their skills and knowledge in order to perform their duties more efficiently and effectively. During the Year, the Group provided approximately 427 hours of training to its employees.

The total training hours received by the employees of the Group by gender and position type in the Year are set out below:

2	023		
	Total	Total	
	Training	Training	
	Hours	Hours	
Position	(Male)	(Female)	Total
Senior management	37	_	37
Middle management	28	122	150
Junior level	140	100	240
Total	205	222	427

## **B. SOCIAL (CONTINUED)**

2023		
	Percentage of employees	Percentage of employees
Position	trained (Male)	trained (Female)
Senior management	3%	0%
Middle management	2%	10%
Junior level	11%	8%
Total	16%	17%
Average training hours per employee (hours)	0.41	0.29

The Group encourages employees to strike a balance between work and life. All employees are encouraged to participate in recreational activities in order to enhance the team spirit, employee's sense of belonging and morale.

### B4. Labour Standard

The Group strictly complies with all laws and regulations against child and forced labour. Internal policies are in place to ensure that no person who is underage or under coercion is hired and, if any such case is identified during the recruitment process, it will be reported to the relevant authorities.

Employees are entitled to various fringe benefits, such as annual leave, marriage leave, compassionate leave and medical coverage, in accordance with local regulations. With the well-established benefit and support systems in place, the Group strives to retain talents and encourage the growth of its employees.

The Group is not aware of any material non-compliance with the Employment Ordinance of Hong Kong, Employment of Children Regulations of Hong Kong, Labour Law of the Vietnam, Provisions on the Prohibition of Using Child Labour of the Vietnam, Protection of Minors of the Vietnam and other applicable laws and regulations that had a significant impact on the Group relating to preventing child or forced labour during the Year.

## **B. SOCIAL (CONTINUED)**

#### **B5.** Supply Chain Management

The Group deeply acknowledges all the laws and regulations that govern its business. The Group always adheres to international best practices and conducts fair and unbiased tender processes when dealing with suppliers.

The Group adheres to the principle of transparency and implements honesty, integrity and fairness in its supply chain management. The Group's procurement procedures provide directions and guidelines on evaluation and engagement when dealing with suppliers of goods and services to ensure business is conducted with legally, financially and technically-sound entities.

In addition, approval procedures are in place to ensure that supplier engagements are monitored and approved by the appropriate level of management. During the selection process of suppliers, the Group takes into account factors such as quality of services and products, past performance, financial standing, marketing assessment and green supplier selection.

The Group expects its major suppliers to implement the same environmental, social responsibility, health and safety, and governance policies in their operating practices as those adopted by the Group. Procurement teams are trained to take into account each and every aspect of such policies when assessing suppliers and tendering procedures are carefully and thoroughly communicated to suppliers.



## **B. SOCIAL (CONTINUED)**

Since 2010, the Group has joined Round Table on Sustainable Palm Oil ("RSPO") - a non-profit organization established in 2004 with a mission of promoting the production and use of sustainable palm oil. The RSPO unites various stakeholders from the palm oil industry, including palm oil producers, processors, traders, consumer goods manufacturers, retailers, and environmental and social NGOs in addressing environmental and social issues associated with palm oil cultivation, advocating for the responsible sourcing of palm oil by businesses worldwide. All suppliers of the Group are RSPO members.



Mass balance palm oil is a certification system created by RSPO that allows companies to mix certified sustainable palm oil with conventional palm oil during processing and manufacturing while ensuring that an equivalent amount of sustainable palm oil is purchased and used. This system enables companies to support sustainable palm oil production without needing to physically separate sustainable and conventional palm oil throughout the supply chain. It provides a flexible and cost-effective option for businesses to transition towards more sustainable palm oil sourcing practices while ensuring transparency and accountability in the supply chain. The Group obtained the Mass Balance Certification in 2015.



## **B. SOCIAL (CONTINUED)**

The Group subsequently intensified their efforts to embed sustainability in their supply chain, gaining RSPO's Segregated palm oil certification in 2022. continuously growing sustainability practices The Group went on to obtain.

RSPO's Segregated palm oil certification in 2022. Segregated palm oil is a certification system that ensures the physical separation of certified sustainable palm oil from conventional palm oil throughout the entire supply chain. By using segregated palm oil, the Group can guarantee that all palm oil sourced comes from sustainable and responsible sources that meet specific environmental, social, and ethical standards.



The Group has also been developing products featuring shea butter as a major ingredient. Sourcing shea secures a stable, year-round source of income for women in West Africa who are tasked with collecting the nuts. Harvesting shea nuts has been found to have no negative impact on the parklands in which shea trees naturally grow. By sourcing shea, The Group supports sustainable agriculture and financial autonomy of women in rural communities of Africa.



## **B. SOCIAL (CONTINUED)**

The Group has obtained satisfactory status in different audits relating to social compliance and sustainability in the supply chain including:



- Business Social Compliance Imitative ("BSCI") on employee's health and safety compliance; and environmental protection.



- The Higg Index, the sustainable Apparel Coalition on social and environment performance of value chain sustainability.



- Sedex Members Ethical Trade Audit, the social audit on the standards of labour, health and safety, environment and business ethics.



 The Supplier Compliance Audit Network (SCAN) is an industry trade association that provides a systematic approach whereby mutually acceptable global compliance standards are achieved in reducing audit and operational redundancy for common supply chain stakeholders while maintaining confidentiality.

### **B. SOCIAL (CONTINUED)**

 Kosher Certificate recognizes the products produced in Vietnam are under the supervision of KOSHER VIETNAM and passed the Kosher audit and certification and compliance program.



Fair Trade is an award-winning, globally recognized sustainable sourcing model. Fair Trade Certification is awarded to organizations that meet specific social, economic, and environmental standards, ensuring fair wages, safe working conditions, and eco-friendly practices in production processes. To achieve this certification, the Group had satisfied all standards on supply chain transparency, fair wages for workers, child labour prohibition, and environmental sustainability. The Group did not require a consultant to advise them on how to meet those standards. In contrast to the 4-12 months of preparation in a typical factory, only 1 month was required by The Group in ensuring standards were met. Across Vietnam, only 42 factories were granted certification. Globally, 128 factories across 16 countries are fair trade certified. Fair Trade certification attests that The Group is a strong advocate for improving livelihoods, environmental protection, and community development.

Branded organizations contribute 1-2% of their purchases of Fleming's Fair Trade certified products to the Fair Trade Fund. Proceeds are deposited into a collective bank account shared by workers. Workers have the autonomy to utilize these funds for their personal needs. At the start of each year, workers collaboratively discuss and conduct a needs assessment survey to identify and prioritise projects aimed at enhancing their quality of life, which they wish to support using the fund.





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## **B. SOCIAL (CONTINUED)**

The Group fully understands the importance of environmental protection and eco-friendly practices. The Group undertakes social responsibilities and cooperates with its stakeholders including suppliers and customers to make contributions to the conservation of the environment. The Group implements stringent controls on all manufacturing procedures covering product design, purchase of raw materials, production and delivery. The Group ensures fulfillment of worldwide regulations and customer requisitions, satisfying Fleming Vietnam's requirements for quality and environmental standards.

In 2023, the Group maintained stable business relationships with all suppliers. During the year, the Group had 135 suppliers. The geographical distribution of those suppliers are set out below:

By location	No. of suppliers
Hong Kong China	13 21
Vietnam USA	21 70 6
Other countries	25
Total	135

#### **B6.** Product Responsibility

The quality of products is dependent on the effectiveness of The Group's quality control system, which in turn depends on a number of factors, including the design of the system and the ability to ensure that the staff adhere to all relevant policies and guidelines.

The Group is subject to various code of conduct relating to occupational health and safety and environmental conditions.

The Group takes the quality of its products seriously. Therefore, it embraces procedures that enhance the quality control of its products and sales management, and offering products of the highest quality to its customers.

The Group has routinely handled important, confidential and price-sensitive information related to its customers. Securing customers' information is one of the most essential elements for maintaining good corporate governance and building long-term trust with customers.

Moreover, as the Group understands the significance of protecting customers' information, it has formulated a mechanism on information confidentiality. No documents should be taken away from its office by any staff, without the prior consent from the department heads. In the employment contract, staff are not allowed to disclose any confidential information in relation to either the Group or its customers to a third party. Meanwhile, it is committed to intellectual property protection by using licensed computer software.

## **B. SOCIAL (CONTINUED)**

The Group requires its staff to comply with the Hong Kong and Vietnam governmental and regulatory laws, rules, codes and regulations. To ensure product quality and safety, the Group has regular meetings with internal technical staff reviewing all feedback from customers. Policies about product quality and safety and compliance with laws and regulations are published on the Group's intranet and are clearly communicated to its employees.



Certified with ISO 9001:2015

The Group is not aware of any material non-compliance with the Law of the Vietnam on Product Quality, Patent Law of the Vietnam, Law of Socialist Republic of Vietnam and other applicable laws and regulations that had a significant impact on the Group relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress during the Year.

During the Year, a customer of the Group had two alerts initiated by a regulatory department in USA requiring a recall of around 7.1 million units of glass jar candles supplied by the Group for exclusive sale by the customer. The customer requested a claim for compensation for the recall from the Group.

The safety concerns surrounding the 7.1 million units of glass jar candles were part of an ongoing product program shipped over a period of 4 years with a customer, involving three minor injury cases likely resulting from misuse by end customers. Once a delivered product is found to have serious quality problem or health and safety hazards, the Group will immediately initiate the recall procedure to recall the defective products as soon as possible.

Outside of the aforementioned recall, the Group did not have any other instances of recalled products, significant fines incurred, nor have they received any other customer complaint regarding its quality of service or products. The Group has not had non-compliance cases regarding violations of relevant laws and regulations on product responsibility and data privacy.

No significant fines were incurred during the Year except for the recall mentioned above.



## **B. SOCIAL (CONTINUED)**

#### **B7.** Anti-corruption

The Group takes anti-corruption responsibilities very seriously. The Group's anti-corruption policies set out the standards of conduct to which all employees are required to adhere to. The Group has a designated email address (ethics@fleming-int.com) for relevant stakeholders to report, in confidence, any illegal or fraudulent behaviours to the Board.

Employees making such reports are assured of protection. The designated hotlines and emails are available on the Company's website at http://www.hyfusingroup.com. The Group has also established a regular review of its business practices, anti-corruption measures and guidelines, and investigation of reported improprieties.

The Group has established an effective whistle-blowing policy for reporting suspected irregularities, fraud and corruption via specified channels. The Group also continuously updates its internal control and monitoring system. If any irregularities are identified, the Group takes immediate action and adopts a zero-tolerance approach to corruption.

As a measure against corruption, all payments for the employees' payroll have been made digitally since 2006, improving security and ensuring that all financial transactions are fully traceable. Unauthorised under-the-table transactions and illicit underpayment of staff are strictly deterred as a result.

The Group is not aware of any material non-compliance with the Prevention of Bribery Ordinance of Hong Kong, Law on Competition of Vietnam and other applicable laws and regulations that had a significant impact on the Group relating to bribery, extortion, fraud and money laundering during the Year.

During the Year, the Group provided approximately 5 hours of training in relation to anti-corruption to its employees and directors.

No legal case concerning corruption were brought against the Group or its employees during the Year.

#### **B8.** Community Involvement

The Group is committed to securing long-term social and economic benefits for all stakeholders, maintaining tight-knit relationships with interest groups relevant to business operations. This is realised firstly by meeting the needs of the employees and then further extending care and services to their families and to the surrounding community.

During the Year, the Group had arranged various community service activities and donation of food and resources to the public, donations to charity organisations made by the Group amounted to HK\$271,000. The Group also participated in an internship program and job fair in collaboration with a university in Vietnam, offering job training and paid work experience to students. Official job offers are granted after the internship period if performance is outstanding.

## **B. SOCIAL (CONTINUED)**



Participation in Tree planting day in Amata Industrial Park in Vietnam



Donating computers to local elementary schools



Internship program and Job Fair in collaboration with university in Vietnam



# **B. SOCIAL (CONTINUED)**



Participation in Amata Happy Run to support funding of children's education across Vietnam



Participation in a blood donation program in Vietnam

**B. SOCIAL (CONTINUED)** 



"Sharing Is Caring" is an activity held by the Group with a mission to help workers in difficult circumstances. Activities include home visits, donating resources and funding to assist them in overcoming difficulties faced.



