

ROADSHOW HOLDINGS LIMITED

路訊通控股有限公司

STOCK CODE 股份代號：888

CREATING  
SUSTAINABLE  
*future*



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## ABOUT THIS REPORT

### 關於本報告

#### Scope of this Report

This is the first annual Environmental, Social and Governance Report of RoadShow Holdings Limited (“RoadShow” or the “Company”), describing the environmental, social and governance performance and initiatives of our head office and three major wholly-owned subsidiaries in Hong Kong, namely, RoadShow Media Limited, Bus Power Limited and Leader Force Limited. Our Hong Kong operations represent the majority of RoadShow’s investments, and our most significant environmental and social impacts and influence are from our media sales, design and management services, and advertising production. For more details of our businesses, please refer to the Operational Review on pages 8 to 11 of the 2016 Annual Report of the Company.

This report highlights our environmental, social and governance issues and performance, covering the period from 1 January 2016 to 31 December 2016, unless otherwise stated. This report should be read in conjunction with the Corporate Governance Report on pages 58 to 80 of the 2016 Annual Report of the Company.

#### Reporting Standards

This report is prepared in accordance with the updated Environmental, Social and Governance (ESG) Reporting Guide set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“HKEx ESG Reporting Guide”), as outlined in the Consultation Conclusions – Review of the Environmental, Social and Governance Reporting Guide issued in December 2015.

The Company has complied with the “comply or explain” provisions set out in the HKEx ESG Reporting Guide for the year ended 31 December 2016.

The HKEx ESG Guide Content Index that refers to the relevant information contained in this report is set out in the Appendix to this report on pages 17 to 23.

#### Feedback to this Report

If you have any feedback and suggestions about this report, please contact us at: [cosec@roadshow.com.hk](mailto:cosec@roadshow.com.hk).

#### 本報告的範圍

本報告為 RoadShow Holdings Limited (路訊通控股有限公司\*) (「路訊通」或「本公司」) 的首份年度環境、社會及管治報告，申述我們的總部及香港三間主要全資附屬公司 (即 RoadShow Media Limited、Bus Power Limited 及 Leader Force Limited) 的環境、社會及管治表現以及措施。我們的香港業務相當於路訊通的大部份投資，而我們對環境及社會的最重大影響源自媒體銷售、設計及管理服務，以及廣告製作。有關我們的業務的進一步詳情，請參閱載於本公司2016年年報第8頁至第11頁的業務回顧。

本報告集中討論我們的環境、社會及管治事宜及表現，除非另有註明，否則所涵蓋的期間為二零一六年一月一日至二零一六年十二月三十一日。本報告應與載於本公司2016年年報第58頁至第80頁的企業管治報告一併閱覽。

#### 報告準則

本報告乃按於二零一五年十二月刊發的有關檢討《環境、社會及管治報告指引》的諮詢總結所概述，《香港聯合交易所有限公司證券上市規則》附錄二十七所載的最新環境、社會及管治報告指引 (「港交所環境、社會及管治報告指引」) 編製。

於截至二零一六年十二月三十一日止年度，本公司已遵守港交所環境、社會及管治報告指引所載的「不遵守就解釋」條文。

港交所環境、社會及管治指引內容索引對照本報告所載相關資料，載於本報告第17頁至第23頁的附錄。

#### 對本報告的回應

如對本報告有任何回應及建議，請電郵至 [cosec@roadshow.com.hk](mailto:cosec@roadshow.com.hk) 以聯絡我們。

\* 僅供識別

## ESG MATERIALITY ASSESSMENT

### 環境、社會及管治重要性評估

#### Stakeholder Engagement

To further understand our stakeholders' concerns and expectations, and to focus this report on the most relevant ESG aspects of our operations, apart from communicating with a specific group via the regular communication channels, we engaged an independent consultant to conduct a materiality assessment. During the assessment, 98 internal and external stakeholders, including employees, customers, shareholders, business partners, industry associations, non-governmental organisations (NGOs) and local communities, were invited to evaluate a range of ESG issues in relation to our operations through questionnaire survey and interviews. The selection of stakeholders was based on the relevance to and understanding of our operations. This enables us to understand what our stakeholders consider material and discuss our future plan with them to strive for continuous improvement in our operations and performance.

#### Materiality Assessment

List of material issues:

ESG Aspects 環境、社會及管治層面	Issues 事宜
Operating practices 營運慣例	<ul style="list-style-type: none"><li>Protection of consumer data and privacy 保護消費者資料及私隱</li><li>Product/Service quality 產品／服務質量</li><li>Customer service 客戶服務</li></ul>
Employment and labour practices 僱傭及勞工常規	<ul style="list-style-type: none"><li>Labour standard 勞工準則</li><li>Workforce and turnover 僱員及僱員流失比率</li></ul>
Community 社會	<ul style="list-style-type: none"><li>Community investments 社區投資</li></ul>
Environmental 環境	<ul style="list-style-type: none"><li>Waste management and reduction initiatives 廢棄物管理及減低產生量的措施</li><li>Material use and efficiency 材料使用及使用效益</li></ul>

The above serves as a general overview of the ESG issues which are material to RoadShow's operations. Based on the responses from the stakeholders, Community and Operating Practices were considered material.

In this report, we have identified 16 material issues. The disclosure of our management and performance on these ESG issues will be reported in the relevant sections of this report.

#### 與持份者溝通

為了進一步瞭解持份者的關注及期望，以及令本報告聚焦於與我們的業務關係最為密切的環境、社會及管治層面，除透過常規溝通渠道與個別團體溝通外，我們亦已委聘獨立顧問進行重要性評估。在評估過程中邀請了98名內部及外部持份者（包括僱員、客戶、股東、業務夥伴、行業協會、非政府組織及地區社群）透過問卷調查及面談評估一系列與我們的業務有關的環境、社會及管治事宜。持份者的人選取決於與我們的業務的關連及對我們的業務的瞭解。此舉讓我們瞭解持份者認為重要的事宜，並與其討論我們的未來計劃，從而讓我們的業務及表現持續進步。

#### 重要性評估

重要事宜清單：

上文提供對路訊通業務重要的環境、社會及管治事宜的整體概覽。按照持份者的回應，社會及營運慣例被視為重要。

於本報告內，我們確認16項重要事宜。本報告的相關章節將呈報有關我們對該等環境、社會及管治事宜的管理以及相關表現的披露。



## MESSAGE FROM THE CHAIRMAN

### 主席的話

I am delighted to present our first Environmental, Social and Governance Report.

Our core objective aims at sustaining our business development and growth through value creation for our people, clients, consumers, community, supply chain and the environment across our corporate culture as a whole. At the same time, we are committed to creating value for stakeholders by offering advertising sales platforms and sales expertise. We help our clients market their products and services to reach the masses through our effective advertising medium while delivering high-quality programmes and infotainment for bus passengers every day.

The ongoing corporate development of RoadShow is a process that must take into account the views of our stakeholders. During the year, we conducted a stakeholder engagement exercise with internal and external stakeholders, to gain a fuller understanding of their perceptions and expectations on our ESG performance. Their feedback is reflected in this report which helps us formulate future strategic directions for enhancing our sustainability performance.

Our employees are the most valuable asset of the Group and the primary force in driving our business growth on a sustainable basis. We take care of our employees by maintaining a safe and healthy working environment. We will continue to enhance our workplace health and safety, and offer opportunities for our employees to grow.

Along the way, we aim not only at providing a better return to our clients and shareholders but also raising environmental and social awareness among the general public by utilising our business edge, such as producing and broadcasting corporate social responsibility programmes and initiatives.

Looking ahead, we will work tirelessly to give back to the communities that sustain our business. We will continue doing everything possible to support our partnering NGOs and charitable organisations in order to help the needy and make Hong Kong a better place for all.

**Dr John CHAN Cho Chak**  
*Chairman*

Hong Kong, 17 March 2017

本人欣然呈列我們的首份環境、社會及管治報告。

我們的核心目標是貫徹整體企業文化，透過為本公司員工、客戶、消費者、社會、供應鏈及環境締造價值，讓業務持續發展及增長。與此同時，我們致力為持份者創造價值，提供廣告銷售平台及銷售專業。我們協助客戶透過我們有效的廣告媒體向普羅大眾推廣產品及服務，同時每天為巴士乘客提供優質節目及娛樂資訊。

路訊通的企業發展一直考慮持份者的意見。於年內，我們與內部及外部持份者進行了溝通工作，進一步瞭解彼等對我們的環境、社會及管治表現的觀感及期望。本報告反映彼等的回應，有助我們制定未來戰略方針，提升可持續發展表現。

我們的僱員是本集團最寶貴的資產，乃推動我們的業務持續增長的主要動力。我們悉心照顧僱員，提供安全及健康的工作環境。我們將繼續提升工作環境的健康及安全水平，為僱員提供發展機會。

多年來，我們不但努力發揮業務優勢為客戶及股東提供更佳回報，亦矢志提高公眾的環境及社會意識，如製作及播放企業社會責任節目及措施。

展望未來，我們將不遺餘力地回饋我們業務所在的社區。我們將竭力支援非政府組織及慈善團體夥伴，幫助有需要人士，為香港締造更美好的將來。

**陳祖澤博士**  
*主席*

香港，二零一七年三月十七日

## ABOUT THE GROUP

### 關於本集團

#### Our Business

RoadShow is publicly listed in Hong Kong with a history of 16 years. Headquartered in Hong Kong, the Group is principally engaged in the provision of media sales, design services and advertising production for Multi-media On-Board ("BUS-TV"), transit vehicle exteriors ("BUS-BODY") and interiors ("IN-BUS"), online portal, mobile apps, shelters and outdoor signage advertising business. We also offer integrated marketing services covering these advertising platforms.

#### ESG Strategy and Policy

Our Group is committed to a high standard of corporate social responsibility (CSR). We focus on minimising the impact of our operations on the environment and promoting environmental awareness among employees and the public. We believe that RoadShow can play a positive role in the development of the local community through our community investment. At RoadShow, we treat all employees with fairness and respect, and facilitate their career development.

The following ESG policies guide the Group's business and operational decisions, and deliver our commitments:

- meeting all applicable legal and regulatory requirements on CSR matters
- pursuing good CSR practices in our operations
- minimising the Group's potential impact on the environment
- promoting environmental awareness among employees and the public and minimising its carbon footprints through efficient use of resources and employing green office initiatives
- providing a safe and healthy working environment to employees
- supporting our partnering NGOs and charitable organisations to help the needy
- engaging our stakeholders and taking into account their interests to achieve sustainable business growth

#### ESG Prospects

RoadShow as a group will continue to improve its CSR performance and actively pursue environmental sustainability. In particular, we will adopt new and innovative measures in handling material issues concerned by our stakeholders, including waste reduction and intellectual property rights protection.

We will keep up with our work to give back to the society, and continue supporting our partnering NGOs and charitable organisations to help those in need. Moreover, we understand the importance of communication in our approach towards sustainability. We will keep leveraging our business edge to promote social and environmental awareness.

#### 我們的業務

路訊通在香港上市已有十六年歷史，總部設於香港。本集團主要從事為流動多媒體（「巴士電視」）、客運車輛車身外部（「巴士車身」）及車廂內部（「巴士車廂」）、網站、手機應用程式、候車亭及戶外廣告牌提供媒體銷售、設計服務，以及廣告製作的業務。我們亦提供涵蓋此等廣告平台的綜合市場推廣服務。

#### 環境、社會及管治策略及政策

本集團致力於高水平的企業社會責任。我們力圖減低業務營運對環境帶來的影響，以及提高僱員及公眾的環保意識。我們相信，路訊通的社區投資，能為本地社區發展起到正面作用。在路訊通，我們以公平及尊重的態度對待全體僱員，並促進彼等的事業發展。

以下環境、社會及管治政策為本集團的商業及營運決策訂下指引，落實既定承諾：

- 符合有關企業社會責任事宜的一切適用法律及監管規定
- 推動業務營運的良好企業社會責任常規
- 盡量減低本集團對環境的潛在影響
- 提高僱員及公眾的環保意識，以及透過有效運用資源及採用綠色辦公室措施盡量減低其碳足印
- 為僱員提供安全及健康的工作環境
- 支持我們的非政府組織及慈善團體夥伴，幫助有需要人士
- 與持份者溝通，在實現可持續業務增長時考慮彼等的利益

#### 環境、社會及管治展望

路訊通將上下一心，不斷提升其企業社會責任表現，並積極追求環境的可持續發展。當中，我們將採納創新的措施，處理持份者關注的重要事宜，包括減廢及保護知識產權。

我們將不遺餘力繼續回饋社會，支持我們的非政府組織及慈善團體夥伴，幫助有需要人士。此外，我們深明溝通對達致可持續發展的重要性。我們將持續發揮業務優勢，推廣社會及環保意識。



## ESG HIGHLIGHTS IN 2016

### 二零一六年環境、社會及管治摘要

#### Environmental Initiatives and Awards

- Organised the ECO Star Awards 2016
- Launched an environmental protection programme called “Critical 18 years”
- In-house green office practices – World Green Organisation (WGO)’s United Nations Sustainable Development Goals – Green Office Awards Labelling Scheme
- Participated in WGO’s Less Waste, Let’s Do it<sup>2</sup> and Green Heroes 2016
- Participated in World Wide Fund (WWF)’s Earth Hour 2016
- Participated in Greeners Action’s Lai See Reuse and Recycling Programme

#### Social Initiatives and Awards

- Cooperated with The Salvation Army to organise a campaign called “The Circle of Goodness” and organised “The Circle of Goodness” Volunteer Activities, including:
  - Fun Day for the Elderly
  - DIY Workshop with Mentally Handicapped Persons
  - Family Day for Grass-roots Families
  - Fitness Training Fun Day with the Elderly
  - Big Bowl Feast for the Elderly
- Supported Suicide Prevention Services’ Actions For Love 2016
- Received Family-Friendly Employers Awards and Special Mention Award in 2015/16 Family-Friendly Employers Award Scheme

#### Our Industrial Participations

- Affiliated Member of the Association of Accredited Advertising Agencies of Hong Kong (HK4As)
- Participated as major sponsor of HK4As Kam Fan Awards to recognise the best advertising works in the market
- Membership in Sub-Committee on Promotion & Publicity of Volunteer Service for Volunteer Movement in the Social Welfare Department – Mr Thomas LO (Chief Operating Officer)
- Membership in Promotion and Fundraising Committee for Agency for Volunteer Service – Mr Larry YIP (Senior Vice President (Marketing & Projects))

#### 環境活動及獎項

- 舉辦綠星級環保大獎2016
- 推出名為「千鈞一八」的環保節目
- 內部綠色辦公室常規 – 世界綠色組織的聯合國可持續發展目標 – 綠色辦公室獎勵計劃
- 參與世界綠色組織的「減廢·由我起動<sup>2</sup>」及「綠行者聯盟2016」
- 參與世界自然基金會「地球一小時2016」
- 參與綠領行動「利是封回收重用大行動」

#### 社會活動及獎項

- 與救世軍合辦名為「好嘢大行動」活動，並舉辦「好嘢大行動」義工活動，包括：
  - 開幕禮暨長者同樂日
  - 關愛滿載工作坊
  - 家庭共融同樂日
  - 無限愛心獻長者
  - 閉幕禮暨愛心盆菜宴
- 支持生命熱線「死神休假企劃2016」
- 獲「2015/16年度家庭友善僱主獎勵計劃」評為「家庭友善僱主」及榮獲「特別嘉許獎」

#### 行業參與

- 香港廣告商會聯系會員
- 以主要贊助商身份參與香港廣告商會金帆廣告大獎，表揚市場上最優秀廣告作品
- 社會福利署義工運動義工服務推廣及宣傳小組委員 – 盧瑞盛先生（營運總裁）
- 義務工作發展局籌募及推廣委員會委員 – 葉松秀先生（高級副總裁（市務及項目策劃））





## OUR CORPORATE GOVERNANCE

### 我們的企業管治

#### Governance Structure

Our Group recognises the importance of good corporate governance practices in directing and guiding our Group using professional and ethical business practices. Our capable Board of Directors (the “Board”), effective risk management and internal controls, and dedication to accountability and transparency with our shareholders are core elements of our governance principles. We aim at achieving sustainable business development by taking into account the interests of our stakeholders while ensuring that our business is conducted in compliance with all applicable legal and regulatory requirements.

Our Board is responsible for the success and sustainable development of the Group. The Board provides direction and gives approval on matters concerning the Company’s business strategies, policies and plans, while the day-to-day business operations are delegated to the Managing Director and senior management.

In order to oversee various aspects of the Company’s affairs, the Board has established five Board Committees, namely, the Executive Committee, the Audit Committee, the Remuneration Committee, the Nomination Committee and the Risk Committee. For details of the Board and the Board Committees, please refer to the Corporate Governance Report on pages 58 to 80 of the 2016 Annual Report of the Company.

#### Code of Conduct

We set high standards of professionalism and ethicality for our Directors and employees in order to maintain our position as a top-performing media company in Hong Kong. Our Code of Conduct provides guidance on responsibility towards the Group’s shareholders, customers and the community. It sets out the rules and policies on conflicts of interest, procurement and tendering procedures, confidentiality of information, bribery and corrupt practices, and equality of employment opportunity.

All Directors and employees are required to abide by our professional standards and comply with our Code of Conduct. Any member in breach of the Code of Conduct is subject to disciplinary action.

#### Anti-corruption Measures

We are committed to providing a fair and efficient business and working environment for all of our employees. It is the Company’s policy to prohibit bribery and corrupt practices. RoadShow complies with the Prevention of Bribery Ordinance and will act without delay if legal case arises. Our Code of Conduct describes all types of anti-corruption practices, such as bribery and money laundering, in detail so as to avoid any misunderstanding by our employees and prepare them to react accordingly. It also recognises employee’s right and responsibility to report any related cases. During the year, there were no incidents of corruption reported within the Group.

#### 管治架構

本集團深明良好企業管治常規的重要性，利用專業及道德業務常規為本集團訂下方向及指引。我們卓越的董事會（「董事會」）、行之有效的風險管理及內部監控，以及竭誠盡心向股東問責及給予透明度，均為我們管治原則的核心元素。我們冀能兼顧持份者的利益，實現可持續業務發展，同時確保經營業務時遵從一切適用法律及監管規定。

董事會肩負帶領本集團邁向成功及可持續發展的責任。董事會制訂方向，審批有關本公司業務策略、政策及計劃的事宜，而日常業務運作則交由董事總經理及高級管理人員負責。

為監督本公司各面的事務，董事會已成立五個董事委員會，分別為行政委員會、審核委員會、薪酬委員會、提名委員會及風險委員會。有關董事會及董事委員會的詳情，請參閱載於本公司2016年年报第58頁至第80頁的企業管治報告。

#### 操守準則

我們為董事及僱員制訂高水平的專業及道德標準，以維持我們作為香港頂尖媒體公司的地位。我們的操守準則載有向本集團股東、顧客及社區所承擔責任的指引，載列有關利益衝突、採購及投標程序、資料保密、賄賂及貪污常規以及平等僱傭機會的規則及政策。

全體董事及僱員均須遵守我們的專業標準，並遵從操守準則。任何違反操守準則的成員須接受紀律處分。

#### 反貪污措施

我們致力為所有僱員提供公平而有效率的商業及工作環境。本公司的政策乃嚴禁賄賂及貪污行為。路訊通遵守《防止賄賂條例》，一旦發生法律案件，定當迅速採取行動。我們的操守準則詳述各類反貪污常規，例如賄賂及洗黑錢，以免僱員存有任何誤解，並使彼等能作出相應回應。此外，操守準則亦確立僱員報告任何相關案件的權利及責任。於年內，本集團內部並無接獲任何貪污事件的報告。





## OUR EMPLOYEES

### 我們的僱員

People are our most valuable asset. Our dedicated employees are the keys to success. RoadShow ensures that our employees are well taken care of through adopting policies that aim at developing their skills to maximum potential, maintaining their health and safety, upholding our equal opportunities principle, and maintaining a safe working environment for all.

#### People

We are an employer that provides equal employment opportunities. Employment, recruitment, training, terms of employment, benefits, promotions are offered regardless of the individual's race, sex, marital status, pregnancy, disability or family status. Our non-discrimination commitment is demonstrated by our Equal Employment Opportunity Policy to ensure employees are treated equally and fairly under all circumstances. Our policy is fully compliant with the Sex Discrimination Ordinance, Disability Discrimination Ordinance and Family Status Discrimination Ordinance. Complaints or cases of discrimination can be directly reported to the Head of Human Resources & Administration. A thorough investigation will be run, with appropriate follow-up actions to department head/immediate supervisor and the staff involved.

We also have a firm belief in providing a harassment-free working environment. As such, we have adopted the Elimination of Sexual Harassment Policy in accordance with the Sex Discrimination Ordinance.

Our emphasis on integrity is reflected in a firm commitment to uphold the Prevention of Bribery Ordinance, which specifies that neither employees nor Directors shall accept any advantages without the permission of the Company.

As a top player of the media industry, we devote ourselves to protecting the privacy of all staff, including their personal data, and treat all information in the strictest confidence.

With our clear policy and dedicated efforts, no cases of child or forced labour has been recorded in our operations.

員工乃我們最寶貴的資產。我們竭誠盡心的僱員乃成功關鍵。路訊通採納的政策旨在發展僱員的潛能，使彼等盡展所長，關心彼等的健康及安全，擁護平等機會原則，維持安全的工作環境，確保僱員得到妥善的照顧。

#### 員工

我們乃提供平等僱傭機會的僱主。僱用、招聘、培訓、僱用條款、福利、晉升等概不受個人種族、性別、婚姻狀況、懷孕、殘疾或家庭崗位影響。我們的不歧視承諾透過我們的平等僱傭機會政策落實，確保僱員在任何情況下均獲得公平公正的待遇。為進一步實踐承諾，我們的政策遵從《性別歧視條例》、《殘疾歧視條例》及《家庭崗位歧視條例》。涉及歧視的投訴或案件可直接向人力資源及行政部主管報告。其後會進行詳細調查，並向部門主管/直屬主管及涉事員工工作適當跟進行動。

此外，我們堅持提供無騷擾的工作環境。因此，我們已根據《性別歧視條例》採納消除性騷擾政策。

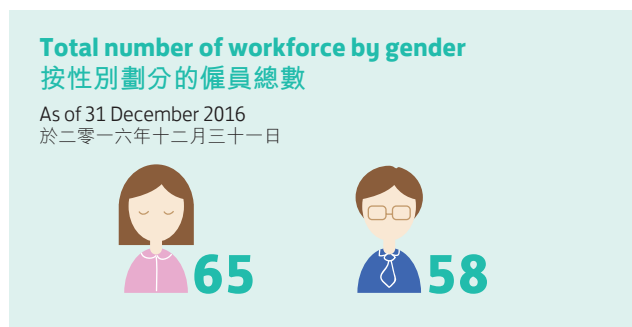
我們重視誠信，恪守《防止賄賂條例》，明確規定僱員及董事不應在未經本公司許可下收受任何好處。

作為媒體業的頂尖公司，我們致力保護全體員工的私隱，包括個人資料，並將所有資料高度保密。

在我們明確的政策及努力下，我們的業務營運並無任何童工或強制勞工案件紀錄。

At the end of 2016, the total headcount measured in full-time equivalent was 123. The breakdowns of the employee number are shown in the table below:

於二零一六年末，以全職計，僱員總人數為123名。僱員人數的明細於下表列示：



## Keeping Our People Healthy and Safe

### Occupational health and safety

We are committed to ensuring our staff's health and safety, as they are integral to our smooth operation. As part of our commitment, we provide a good and safe working environment for our staff, and comply with all occupational health and safety laws in Hong Kong that are relevant to us. In 2016, there were no records of work-related incidents causing fatalities or injuries, nor lost days due to work injury or occupational diseases.

### Sexual Harassment

Our staff are well-protected from all forms of sexual harassment with our policy. As stated under the Sex Discrimination Ordinance with which we are compliant, sexual harassment at work is unlawful and prohibited and have the right to complain or report any cases of workplace sexual harassment. Complaints or reports will be directed to the Head of Human Resources & Administration and will be followed by a thorough investigation and appropriate action. All cases will be treated in the strictest confidence, and the complainant will not be victimised or penalised. This demonstrates our motivation in providing a safe and favourable work environment for all.

## 保持員工健康及安全

### 職業健康及安全

員工乃業務暢順運作不可或缺的一環，因此我們致力保障員工健康及安全。我們的承諾之一，是為員工提供良好及安全的工作環境，遵守與我們相關的所有香港職業健康及安全法例。於二零一六年，概無任何導致傷亡的工作相關事件，亦無因工傷或職業性疾病而損失工作日數。

### 性騷擾

我們已制訂政策，保障員工免受任何形式的性騷擾。誠如我們遵從的《性別歧視條例》所述，工作間的性騷擾均屬違法並在禁止之列。我們的員工有權投訴或報告任何工作場所性騷擾的案件。投訴或報告將轉交人力資源及行政部主管處理，其後會進行詳細調查並作出適當行動。所有案件將會以最高規格保密，而投訴人將不會被危害或處罰。此舉展示我們為全體員工提供安全及良好的工作環境的決心。



## OUR EMPLOYEES 我們的僱員

### Keeping Our People Happy

#### Compensation and Benefits

Further to our commitment to staff's well-being, we ensure that they get sufficient leave as suggested by Hong Kong labour laws. They are entitled to one rest day every seven days, as required by the local laws. They also enjoy more holidays than those that are statutorily listed (i.e. 12 days).

In addition, we have special arrangements that enable our staff to leave work early on special occasions, such as Mid-Autumn Festival, Christmas Eve and Chinese New Year's Eve, allowing them to spend more time with their families and loved ones. Our newly married staff are also entitled to enjoy ten calendar days of leave.

By organising staff-friendly activities, we aim at promoting staff relationships and effective communication to foster a good working environment. Encouraged by the very promising results of previous events, we intend to continue holding such activities in the future.

#### Remuneration

We have a systematic process to ensure staff are paid in a timely and regular manner. Our pay structures aim at rewarding staff's abilities and performance. Our staff members are also eligible for the Mandatory Provident Fund Scheme (MPF), allowing them to make their own investment choices that would directly benefit them after retirement (after turning 65 or retiring after the age of 60).

### Keeping Our People Educated and Trained

#### Development and Training

We are committed to developing our staff and enhancing their skills and knowledge so that they contribute fully to our growth and success. We provide development opportunities and programmes which are challenging and participative in nature to hone our staff's professional and personal skills. During the year, a seminar on the Competition Ordinance was held to update our staff members on the latest changes to the Ordinance.

In 2016, all staff received a total of 260 hours of training through attending both internal and external training courses.

### 和諧共融

#### 賠償及福利

我們承諾為員工提供優厚福利，確保彼等享有香港勞工法例建議的足夠假日天數。按照本地法例規定，彼等每七天可享一天休息日。此外，彼等享有的假日較法定假日（即十二天）為多。

此外，我們設有特別安排，員工可於特別情況（例如中秋節、平安夜及農曆新年除夕）下提早休班，令彼等有更多時間與至愛親朋共聚天倫。新婚員工亦可享十個曆日的休假。

我們會舉辦不同的聯誼活動，增進員工之間的情誼及有效溝通，提高團隊精神及工作士氣。承接過去活動的成功經驗，我們在未來仍會舉辦不同活動。

#### 薪酬

我們設有系統化程序，確保員工適時定期獲支薪。我們的薪酬架構旨在獎勵員工的能力及表現。我們的員工亦合資格參與強制性公積金計劃，藉此作出個人投資選擇，在退休後（年屆65歲或於60歲後退休時）直接受惠。

### 提供進修及培訓

#### 發展及培訓

我們致力於員工的發展，提升彼等的技能及知識，使彼等能夠盡展所長，為我們的成長及成功發光發熱。我們提供富挑戰性及講求參與的發展機會及課程，鍛煉員工的專業及個人技能。年內，我們曾舉辦有關《競爭條例》的講座，向員工提供該條例最新修訂的資訊。

於二零一六年，通過出席內部及外部的培訓課程，全體員工已接受共260小時的培訓。

## OUR COMMUNITY

### 我們的社區

RoadShow believes it is important to proactively contribute to our local communities and maximise the effectiveness of our activities. We organised various activities throughout the year to reach out to as many groups of people as possible. As part of our inclusion and diversity principle, the nature of our activities differs one from the next, demonstrating our flexibility in organising such events, and our enthusiasm in learning more about the different and complex needs of our society.

#### Giving back to Our Local Community

Our active participation in positive community-wide activities demonstrates our commitment to being a socially responsible corporate citizen. We always try our best to properly address the community's needs through our events. In addition, we encourage our clients and their staff to be responsible citizens through organising a myriad of CSR initiatives, spreading our vision down the value chain. Some of the events organised or sponsored this year are as follows:

路訊通相信，主動為本地社區作出貢獻及令所舉辦活動發揮最大效益極為重要。我們於年內曾舉辦不同活動，盡可能接觸社會各個階層。作為多元化共融原則的一部份，我們所舉辦活動的性質各有不同，展現我們在舉辦活動方面的靈活性，以及在瞭解社會上種種複雜需要方面的熱誠。

#### 回饋社區

我們積極參與宣揚正面訊息的社區活動，充分體現我們的承諾 — 努力成為盡社會責任的企業公民。我們一直透過舉辦活動，盡力妥善回應社區的需要。此外，我們透過舉辦一系列多元化的企業社會責任活動，將理念傳達至集團內外，鼓勵客戶及其員工身體力行參與支持。我們於本年度舉辦或贊助的部份活動如下：

Name of the events 活動名稱	Date 日期	Help offered 支持方式
"Volunteer Work for Elderly Conference" and "Volunteer Work, Golden Years Seminar" 「年長人士義務工作研究」發佈會及「義務工作 — 照亮黃金歲月研討會」	22 March 2016 二零一六年三月二十二日	We supported by offering post-event coverage of the event's press conference. 我們在活動結束後報導了活動的記者招待會，以表支持。
20th anniversary charity performance for Suicide Prevention Services – Charity Children's Cantonese Opera Fragrance River 「生命熱線廿載愛 – 慈善兒童粵劇飄香江」 20 周年慈善演出	21 May 2016 二零一六年五月二十一日	We supported by offering post-event coverage of the event's press conference. 我們在活動結束後報導了活動的記者招待會，以表支持。
HK Givers Day 香港義行日	January 2016 二零一六年一月	The event was organised by the Outstanding Givers Association to encourage the general public to volunteer by serving the needy. We supported the event by covering the event's press conference. 活動由傑出生命計劃舉辦，旨在鼓勵公眾人士參與義工活動，為有需要人士服務。我們報導了活動的記者招待會，以表支持。

In 2016, we took part in a series of "The Circle of Goodness" volunteering activities such as Fun Day for the Elderly, DIY Workshop with Mentally Handicapped Persons, Family Day for the Grass-roots Families, Fitness Training Fun Day with the Elderly, Big Bowl Feast for the Elderly and more organised by The Salvation Army. Our participation contributed over 130 service hours.

我們於二零一六年與救世軍合辦了一系列「好嘢大行動」義工活動，包括「開幕禮暨長者同樂日」、「關愛滿載工作坊」、「家庭共融同樂日」、「無限愛心獻長者」、「閉幕禮暨愛心盆菜宴」及其他多個活動。我們的服務時數超過 130 小時。





## OUR ENVIRONMENT

### 我們的環境

RoadShow understands the implications of climate change for the entire world and our indirect impact on the environment through the services we provide to customers. We include principles of sustainable development in all aspects of our operations to reduce our impact on the planet as much as possible. Looking ahead, we are moving towards the direction of environmental sustainability in all aspects of our operations.

#### Natural Resources

RoadShow is committed to raising the public awareness of environmental conservation, while reducing our own footprint through various means. We are continuously looking for innovative ways to showcase the consequences of climate change, while keeping some of our more successful initiatives. We were deemed by the WGO as one of the pioneers in raising environmental awareness in the media industry. On top of that, we are constantly looking for ways to implement more sustainable practices in our offices to further reduce our overall environmental impact.

路訊通明瞭氣候變化對全球帶來的後果及我們透過向客戶提供服務而對環境造成的間接影響。我們在營運中各個層面奉行可持續發展原則，儘可能減低對地球造成的影響。展望將來，我們會在營運中各個層面朝著環保及可持續性的方向努力。

#### 天然資源

路訊通矢志提高公眾的環保意識，並透過多種途徑減少我們的足印。我們一直尋求創新方式展示氣候變化的後果，同時持續推行部份成效理想的措施。我們獲世界綠色組織認可為媒體行業內提高環保意識的先驅之一。除此之外，我們正繼續尋求在辦公室加強實踐更具可持續性的常規，進一步減少對環境的整體影響。

#### Advertising Sticker and Paper Usage 2016

##### 二零一六年廣告貼紙及紙張用量



116,049 kg/公斤

Sticker for BUS-BODY, IN-BUS and Billboards  
巴士車身、巴士車廂及廣告板貼紙



5,592 kg/公斤

Paper for Bus Shelter Poster  
巴士候車亭海報用紙

#### Emissions

We are acutely aware of the need to reduce our production of greenhouse gases. This prompts us to employ green office initiatives and use our resources efficiently. We will proactively explore different ways in reducing carbon emissions in the future. The conversion of the amount of greenhouse gas emissions from the use of electricity is around 119 tonnes<sup>1</sup>.

#### 排放物

我們深明減少產生溫室氣體的需要，這驅使我們實行綠色辦公室政策及善用資源。我們日後會積極探求不同方法減少碳排放。轉化用電的溫室氣體排放量約為 119 噸<sup>1</sup>。

##### Remark:

<sup>1</sup> GHG emissions data is presented in carbon dioxide equivalent and was based on the carbon emission factor for electricity purchased references information released by CLP in 2015.

##### 備註：

<sup>1</sup> GHG 排放數據以二氧化碳等量呈列，並以所購電力的二氧化碳排放系數（參考中電於二零一五年公佈的數據）為基礎。

## Recycling Our Waste

In order to minimise the amount of waste produced, RoadShow actively recycles paper, fluorescent light tubes, toner cartridges and electronic waste. The amount of recycled waste in 2016 was estimated as below:

		Recycled 已回收
Paper waste recycled	所回收廢棄紙張	1,056 kg/公斤
Fluorescent light tube waste recycled	所回收廢棄光管	48 pcs/支
Toner cartridge waste recycled	所回收廢棄碳粉盒	127 pcs/個
Electronic waste recycled	所回收電子廢棄物	19 computers/台電腦 7 printers/台打印機 15 monitors/個屏幕

## Conserving Our Energy and Water

We devote ourselves to energy conservation as is well-demonstrated by our use of more energy-efficient LED lights and our active participation in WWF Earth Hour 2016. Electricity consumption accounts for most of our energy use. We will continuously look for ways to improve our performance in energy efficiency.

## 回收廢棄物

為將所產生廢棄物數量減至最低，路訊通積極回收紙張、光管、碳粉盒及電子廢棄物。於二零一六年回收的廢棄物數量估計如下：

## 保護能源及水資源

我們致力保護能源，而這方面的努力亦體現在我們的措施中，包括使用更具能源效益的LED燈及積極參與世界自然基金會地球一小時2016。我們使用最多的能源是電力。我們將會繼續尋求可提高能源效益表現的方法。

Direct and/or indirect energy consumption by type	按類型劃分的直接及／或間接能源耗量	2016
Total electricity consumption (MWh)	總耗電量(兆瓦時)	220.61

Our motivation in environmental sustainability has driven us to continuously improve water efficiency and reduce water consumption.

我們積極推動環境可持續發展，因此會持續提升水資源效益，減少耗水。

Water consumption in total and intensity	總耗水量及密度	2016
Total water consumption (cubic metre)	總耗水量(立方米)	240.98



## OUR ENVIRONMENT 我們的環境

### Environmental Commitments

As part of our commitments, we regularly support events organised by environmental or social NGOs. Our support aims at enhancing awareness and allowing our employees to participate in these events.

#### • ECO Star Awards 2016

We are proud to organise the ECO Star Awards for the 5<sup>th</sup> successive year. The aim of these awards is to garner public support for environmental protection and more sustainable development. The Awards recognise and reward individuals who are making vital contributions to this end.

#### • WGO – Less Waste, Let's Do it<sup>2</sup>

We participated in WGO's "Less Waste, Let's Do it<sup>2</sup>" programme, raising environmental awareness among corporate sponsors, arousing public concern about waste reduction, and building a green society together.

#### • WWF – Earth Hour 2016

We are also active supporters in numerous meaningful local green events. In particular, we sponsored the WWF – Earth Hour airtime for promoting this internationally popular event, and showed post-event coverage of the occasion in our full-fleet buses for seven days. Additionally, the lights of our billboards at Hip Kee Godown No. 2, Cheong Wan Road, and Aberdeen Tunnel were switched off to show our support for the worthy cause.

#### • Greeners Action – Lai See Reuse and Recycling Programme 2016

We supported the programme organised by Greeners Action by sponsoring them with an advertisement placement on our BUS-TV platform.

#### • WGO – Green Office Awards

Apart from societal initiatives, we also play our part in environmental conservation within the RoadShow offices. Various green office practices and initiatives have been employed to raise awareness among our staff, and hence reduce our overall footprint. Our environmental efforts were honoured by the WGO's United Nations Sustainable Development Goals – Green Office Awards.

In addition to supporting events organised by environmental or social NGOs, our Group launched an environmental protection programme called "Critical 18 years" on our BUS-TV platform. The programme is intended to alert Hongkongers to the likely impact of global warming-related phenomena such as heatwaves, global famines, super typhoons and rain and snow storms between now and 2033.



### 環保承諾

作為環保承諾的一環，我們定期支持由環保或社會非政府組織舉辦的活動，鼓勵僱員透過參與環保活動提高環保意識。

#### • 綠星級環保大獎2016

我們很榮幸連續第五年籌辦「綠星級環保大獎」，活動目的為鼓勵大眾支持環保及持續環保發展。大獎表揚及嘉許為環保作出重大貢獻的個別人士。

#### • 世界綠色組織 – 減廢 • 由我起動<sup>2</sup>

我們參與了世界綠色組織的「減廢 • 由我起動<sup>2</sup>」計劃。計劃目的為加強企業贊助人的環保意識、提高公眾對減廢的關注及共同創建綠色社會。

#### • 世界自然基金會 – 地球一小時 2016

我們亦不遺餘力地支持本地無數別具意義的綠色活動。值得一提的是，我們贊助了世界自然基金會 – 地球一小時的廣告時段以推廣這件國際盛事，並於活動後連續七天在整個巴士車隊播放活動報導。此外，我們關上位於協記貨倉二號倉、暢運道及香港仔隧道的廣告板射燈，以行動支持這個意義重大的環保活動。

#### • 綠領行動 – 利是封回收重用大行動 2016

我們透過贊助綠領行動在巴士電視平台播放廣告，支持由該組織舉行的活動。

#### • 世界綠色組織 – 綠色辦公室獎

除參與坊間舉行的活動外，我們亦於路訊通辦公室內推行環保。為提高員工意識，減低整體足印，我們實行了多項綠色辦公室措施及政策，而這方面的努力使我們榮獲世界綠色組織的聯合國可持續發展目標 – 綠色辦公室獎。

除支持由環保或社會非政府組織舉辦的活動外，本集團亦於巴士電視平台上推出名為「千鈞一八」的環保節目，旨在警醒香港市民大眾，由現時起至二零三三年止，熱浪、全球饑荒、超級颱風、暴雨及暴風雪等全球暖化相關現象可能會造成的影響。

## OUR PRODUCTS AND SERVICES

### 我們的產品及服務

#### Responsible Procurement

We aim at keeping strict procurement practices so as to ensure the utmost quality of our supply chain and reduce any supply chain management risks. In 2016, we engaged a total of 395 suppliers solely from Hong Kong. By purchasing the products and services that we need locally, our Group reduces the carbon emissions associated with transport and shipping.

Our Group has established long-term and good relationship with the suppliers which ensures steady supply so as to provide high quality products and services to customers.

#### Supply Chain Management

##### Quality Assurance

Delivering top-quality service to customers is our number one priority. To improve our customers' satisfaction, we actively collect customer feedback and complaints. Complaints received would be investigated within 24 hours, followed by taking appropriate actions so as to continuously offer top-quality entertainment and comfort to our passengers.

##### Supply Chain Management

Effective supply chain management can help to increase our operational efficiency and minimise ESG risk. Maintaining an effective and compliant supply chain is part of our daily operations. We have a Billboard Services Procurement Procedure and Policy in communicating the standards we uphold to our suppliers and staff. In addition, our Contractor Performance Evaluation Guideline is published to constantly review services of our contractors.

#### 以負責任的方式採購

我們致力嚴謹地進行採購，確保供應鏈品質優良，減低供應鏈管理風險。我們於二零一六年聘用了合共 395 名供應商，全部來自香港。於本地採購所需產品及服務有助本集團減低與運輸及運送有關的碳排放。

本集團與一眾供應商建立了長遠而良好的關係，確保供應穩定，繼而能為客戶提供優質產品及服務。

#### 供應鏈管理

##### 質量檢定

為客戶提供卓越服務是我們的首要考慮。為使客戶更稱心滿意，我們積極地收集客戶意見及投訴。我們收到投訴後會於 24 小時內進行調查，其後採取適當行動，務求持續提供優質娛樂，使乘客可以享受舒適的旅程。

##### 供應鏈管理

有效的供應鏈管理有助我們提高營運效益及降低環境、社會及管治風險，而維持有效且合規的供應鏈是我們日常營運的一部份。我們設有《廣告板服務採購程序及政策》，向供應商及員工傳達我們恪守的標準。此外，我們亦已刊發《承包商表現評估指引》，以持續檢討承包商的服務。





## OUR PRODUCTS AND SERVICES

### 我們的產品及服務

#### Product/Service Quality

##### Customer privacy

We strive to build confidence in our customers, particularly through privacy and personal data protection. For our e-commerce app, Shop2gather, personal data of our online members are well-protected by our staff, as we constantly remind our people of the importance of information security. RoadShow also complies with the Personal Data (Privacy) Ordinance and the guidelines issued by the Office of the Privacy Commissioner for Personal Data to ensure our members' privacy are safeguarded.

##### Customer Service

RoadShow is not complacent. We are constantly seeking new ways to enhance our clients' satisfaction of our products and services. We have commissioned survey specialists, Nielsen, to assess the effectiveness of our BUS-BODY and BUS-TV campaigns for our clients since 2010, and more than 120 campaigns have been surveyed. The information is vital for us in understanding whether our services and products are adequate and effective. In 2016, there were no records of complaints received or recalled products due to safety and health reasons.

On the other hand, we respect and value intellectual property rights. We prevent the use of pirate software and infringement of copyrights.

#### 產品/服務質素

##### 客戶私隱

我們力求讓客戶建立信心，尤其注重私隱及個人資料保護。我們重複提醒員工有關資訊保安的重要性，已安排員工妥善保管我們所開發電子商貿應用程式 Shop2gather 內網上會員的個人資料。路訊通亦遵守《個人資料(私隱)條例》及個人資料私隱專員公署發出的指引，確保會員私隱得到保障。

##### 客戶服務

路訊通一直力臻完善，從不自滿。我們不斷尋求各種新方法，令客戶更欣賞我們的產品及服務。我們自二零一零年起已委聘調查專業機構尼爾森為客戶評估巴士車身及巴士電視活動的成效，目前已進行調查的活動超過 120 個。調查所得的資料對我們瞭解服務及產品是否足夠及有效而言至關重要。於二零一六年，我們並無因安全與健康理由而接獲任何投訴或回收任何產品。

另一方面，我們尊重並重視知識產權，避免使用盜版軟件及侵犯版權。

## APPENDIX

### 附錄

#### HKEx ESG Guide Content Index

#### 港交所環境、社會及管治指引內容索引

##### HKEx ESG Reporting Guide

##### 港交所環境、社會及管治報告指引

Aspects, General Disclosures and KPIs 層面、一般披露及關鍵績效指標	Descriptions 描述	Corresponding Chapter 相應章節
Aspect A1: Emissions 層面 A1：排放物		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to air and greenhouse gas emissions discharges into water and land, and generation of hazardous and non-hazardous waste. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	About the Group: ESG Strategy and Policy; Our Environment: Emissions; Conserving Our Energy and Water, Recycling Our Waste 關於本集團：環境、社會及管治策略及政策； 我們的環境：排放物；保護能源及水資源、回收廢棄物
KPI A1.1 關鍵績效指標 A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	Our Environment: Emissions 我們的環境：排放物
KPI A1.2 關鍵績效指標 A1.2	Greenhouse gas emissions in total and, where appropriate, intensity. 溫室氣體總排放量及（如適用）密度。	Our Environment: Emissions 我們的環境：排放物
KPI A1.3 關鍵績效指標 A1.3	Total hazardous waste produced and, where appropriate, intensity. 所產生有害廢棄物總量及（如適用）密度。	Our Environment: Recycling Our Waste 我們的環境：回收廢棄物
KPI A1.4 關鍵績效指標 A1.4	Total non-hazardous waste produced and, where appropriate, intensity. 所產生無害廢棄物總量及（如適用）密度。	Our Environment: Recycling Our Waste 我們的環境：回收廢棄物
KPI A1.5 關鍵績效指標 A1.5	Description of measures to mitigate emissions and results achieved. 描述減低排放量的措施及所得成果。	Our Environment: Environmental Commitments 我們的環境：環保承諾
KPI A1.6 關鍵績效指標 A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved. 描述處理有害及無害廢棄物的方法、減低產生量的措施及所得成果。	Our Environment: Recycling Our Waste 我們的環境：回收廢棄物



## APPENDIX

### 附錄

#### HKEx ESG Reporting Guide 港交所環境、社會及管治報告指引

Aspects, General Disclosures and KPIs 層面、一般披露及關鍵績效指標	Descriptions 描述	Corresponding Chapter 相應章節
<b>Aspect A2: Use of Resources</b> 層面 A2：資源使用		
General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源（包括能源、水及其他原材料）的政策。	About the Group: ESG Strategy and Policy; Our Environment: Recycling Our Waste; Conserving Our Energy and Water 關於本集團：環境、社會及管治策略及政策；我們的環境：回收廢棄物；保護能源及水資源
KPI A2.1 關鍵績效指標 A2.1	Direct and/or indirect energy consumption by type in total and intensity. 按類型劃分的直接及／或間接能源總耗量及密度	Our Environment: Conserving Our Energy and Water 我們的環境：保護能源及水資源
KPI A2.2 關鍵績效指標 A2.2	Water consumption in total and intensity. 總耗水量及密度。	Our Environment: Conserving Our Energy and Water 我們的環境：保護能源及水資源
KPI A2.3 關鍵績效指標 A2.3	Description of energy use efficiency initiatives and results achieved. 描述能源使用效益計劃及所得成果。	Our Environment: Conserving Our Energy and Water; Environmental Commitments 我們的環境：保護能源及水資源；環保承諾
KPI A2.4 關鍵績效指標 A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved. 描述求取適用水源上可有任何問題，以及提升用水效益計劃及所得成果。	Our Environment: Conserving Our Energy and Water 我們的環境：保護能源及水資源
KPI A2.5 關鍵績效指標 A2.5	Total packaging material used for finished products and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量及（如適用）每生產單位佔量。	Our Environment: Natural Resources 我們的環境：天然資源
<b>Aspect A3: The Environment and Natural Resources</b> 層面 A3：環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	About the Group: ESG Strategy and Policy; Our Environment: Natural Resources; Recycling Our Waste; Environmental Commitments 關於本集團：環境、社會及管治策略及政策；我們的環境：天然資源；回收廢棄物；環保承諾
KPI A3.1 關鍵績效指標 A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	Our Environment: Natural Resources; Recycling Our Waste; Environmental Commitments 我們的環境：天然資源；回收廢棄物；環保承諾

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Aspects, General Disclosures and KPIs 層面、一般披露及關鍵績效指標	Descriptions 描述	Corresponding Chapter 相應章節
Aspect B1: Employment 層面 B1：僱傭		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare 有關薪酬及解僱、招聘及晉升、工作時數、休假、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	Our Employees: Keeping Our People Happy Our Corporate Governance: Code of Conduct 我們的僱員：和諧共融 我們的企業管治：操守準則
KPI B1.1 關鍵績效指標 B1.1	Total workforce by gender, employment type, age group and geographical region. 按性別、僱傭類型、年齡組別及地區劃分的僱員總數。	Our Employees: People 我們的僱員：員工
KPI B1.2 關鍵績效指標 B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。	Our Employees: People 我們的僱員：員工





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<b>Aspect B2: Health and Safety</b> 層面 B2：健康與安全		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to providing a safe working environment and protecting employees from occupational hazards.  有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Our Employees: Keeping Our People Healthy and Safe 我們的僱員：保持員工健康及安全
KPI B2.1 關鍵績效指標 B2.1	Number and rate of work-related fatalities. 因工作關係而死亡的人數及比率。	Our Employees: Keeping Our People Healthy and Safe 我們的僱員：保持員工健康及安全
KPI B2.2 關鍵績效指標 B2.2	Lost days due to work injury. 因工傷損失工作日數。	Our Employees: Keeping Our People Healthy and Safe 我們的僱員：保持員工健康及安全
KPI B2.3 關鍵績效指標 B2.3	Description of occupational health and safety measures adopted; how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	Our Employees: Keeping Our People Healthy and Safe 我們的僱員：保持員工健康及安全
<b>Aspect B3: Development and Training</b> 層面 B3：發展及培訓		
General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	Our Employees: Keeping Our People Educated and Trained 我們的僱員：提供進修及培訓
KPI B3.1 關鍵績效指標 B3.1	The percentage of employees trained by gender and employee category. 按性別及僱員類別劃分的受訓僱員百分比。	Our Employees: Keeping Our People Educated and Trained 我們的僱員：提供進修及培訓
KPI B3.2 關鍵績效指標 B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	Our Employees: Keeping Our People Educated and Trained 我們的僱員：提供進修及培訓

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<b>Aspect B4: Labour Standards</b> 層面 B4：勞工準則		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to preventing child and forced labour. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Our Employees: People 我們的僱員：員工
KPI B4.1 關鍵績效指標 B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	Our Employees: People 我們的僱員：員工
KPI B4.2 關鍵績效指標 B4.2	Description of steps taken to eliminate such practices when discovered. 描述在發現違規情況時消除有關情況所採取的步驟。	Our Employees: People 我們的僱員：員工
<b>Aspect B5: Supply Chain Management</b> 層面 B5：供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	Our Products and Services: Responsible Procurement; Supply Chain Management 我們的產品及服務：以負責任的方式採購；供應鏈管理
KPI B5.1 關鍵績效指標 B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	Our Products and Services: Responsible Procurement 我們的產品及服務：以負責任的方式採購
KPI B5.2 關鍵績效指標 B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目、以及有關慣例的執行及監察方法。	Our Products and Services: Supply Chain Management 我們的產品及服務：供應鏈管理



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<b>Aspect B6: Product Responsibility</b> 層面 B6：產品責任		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.  有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Our Products and Services: Supply Chain Management; Product/Service Quality; Customer Service  我們的產品及服務： 供應鏈管理；產品／服務質素；客戶服務
KPI B6.1 關鍵績效指標 B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.  已售或已運送產品總數中因安全與健康理由而須回收的百分比。	Our Products and Services: Customer Service  我們的產品及服務：客戶服務
KPI B6.2 關鍵績效指標 B6.2	Number of products and service related complaints received and how they are dealt with.  接獲關於產品及服務的投訴數目以及應對方法。	Our Products and Services: Customer Service  我們的產品及服務：客戶服務
KPI B6.3 關鍵績效指標 B6.3	Description of practices relating to observing and protecting intellectual property rights.  描述與維護及保護知識產權有關的慣例。	Our Products and Services: Customer Service  我們的產品及服務：客戶服務
KPI B6.4 關鍵績效指標 B6.4	Description of quality assurance process and recall procedures.  描述質量檢定過程及產品回收程序。	Our Products and Services: Quality Assurance  我們的產品及服務：質量檢定
KPI B6.5 關鍵績效指標 B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored.  描述消費者資料保護及私隱政策，以及相關執行及監察方法。	Our Products and Services: Customer Privacy  我們的產品及服務：客戶私隱

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<b>Aspect B7: Anti-corruption</b> 層面 B7：反貪污		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to bribery, extortion, fraud and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Our Corporate Governance: Anti-corruption Measures 我們的企業管治：反貪污措施
KPI B7.1 關鍵績效指標 B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases. 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	Our Corporate Governance: Anti-corruption Measures 我們的企業管治：反貪污措施
KPI B7.2 關鍵績效指標 B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	Our Corporate Governance: Anti-corruption Measures 我們的企業管治：反貪污措施
<b>Aspect B8: Community Investment</b> 層面 B8：社區投資		
General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	Our Community: Giving Back to Our Local Community 我們的社區：回饋社區
KPI B8.1 關鍵績效指標 B8.1	Focus areas of contribution. 重點貢獻範圍。	Our Community: Giving Back to Our Local Community 我們的社區：回饋社區
KPI B8.2 關鍵績效指標 B8.2	Resources contributed to the focus area. 在重點範圍所動用資源。	Our Community: Giving Back to Our Local Community 我們的社區：回饋社區



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This Report is also available on our website:  
本報告亦可在本公司之網站下載：

[www.roadshow.com.hk](http://www.roadshow.com.hk)