



金山能源集團有限公司  
KING STONE ENERGY GROUP LIMITED

(Incorporated in Hong Kong with limited liability)

(Stock Code: 00663)

2016  
ENVIRONMENTAL, SOCIAL  
AND GOVERNANCE  
REPORT



# *2016 ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT*

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## ABOUT THIS REPORT

King Stone Energy Group Limited (the “Company” together with its subsidiaries as the “Group”) is pleased to present the first Environmental, Social and Governance Report (the “Report”) to provide an overview of the Group’s management of significant issues affecting the operation, including environmental, social and governance issues. This Report is prepared by the Group with the professional assistance of APAC Compliance Consultancy and Internal Control Services Limited.

## PREPARATION BASIS AND SCOPE

This Report is prepared in accordance with Appendix 27 to the Rules (the “Listing Rules”) Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Hong Kong Stock Exchange”) – “Environmental, Social and Governance Reporting Guide” and has complied with “comply or explain” provision in the Listing Rules.

This Report summarizes the performance of the Group in respect of corporate social responsibility in 2016, covering its operation which is considered as material by the Group –(i) mining and sale of silver in the People’s Republic of China (the “PRC”); (ii) oil and gas extraction, production and sale in the United States of America (the “US”); and (iii) provision of asset financing services in the PRC. In view of this Report being the first publication of its kind by the Company, only general disclosure of required aspects is disclosed. The Group will continue to optimize and improve the disclosure requirements. This Report shall be published both in Chinese and English. Should there be any discrepancy between the Chinese and the English versions, the English version shall prevail.

## REPORTING PERIOD

This Report demonstrates our sustainability initiatives during the reporting period from 1 January 2016 to 31 December 2016.

## CONTACT INFORMATION

The Group welcomes your feedback on this Report for our sustainability initiatives. Please contact us by email to [enquiry@663hk.com](mailto:enquiry@663hk.com).

## INTRODUCTION

The Group recognises that in order to continue its success in attracting affordable capital, retaining a loyal workforce and sustainable customer base, the Group needs to protect and enhance its reputation as an ethical, profitable and responsible brand.

The Group is committed to maintaining its operation in a responsible and value-optimizing manner and value creation for stakeholders and community by integrating environmental and social factors into management considerations. Sustainability strategy is based on the compliance with the legal requirements in the area in which we operate and opinions from stakeholders. It is crucial for the Group's growth in order to achieve business excellence and to build capabilities for long-term competitiveness. The Group has established and implemented various policies to manage and monitor the risks related to environment, employment, operating practices and community. Details of the management approaches to sustainable development of different areas are illustrated in this Report.

## STAKEHOLDERS ENGAGEMENT

The Group acknowledges the importance of intelligence gained from the stakeholders' insights, inquiries and continuous interest in the Group's business activities. Effective communication with our stakeholders is important to our continued success and we have made this integral to our operating approach for decades. We have established various methods for communicating with local stakeholders that emphasize two-way dialogue. The following table provides an overview of the Group's key stakeholders and various platforms and methods of communication used to reach, listen and respond to them.

Stakeholders	Issue of concern	Engagement channel
<b>Government and Market Regulators</b>	<ul style="list-style-type: none"> <li>– Compliance</li> <li>– Proper tax payment</li> <li>– Promote regional economic development and employment</li> </ul>	<ul style="list-style-type: none"> <li>– On-site inspections and checks,</li> <li>– Research and discussion through work conferences, work reports preparation and submission for approval</li> </ul>
<b>Shareholders and Investors</b>	<ul style="list-style-type: none"> <li>– Return on the investment</li> <li>– Information disclosure and transparency</li> <li>– Protection of interests and fair treatment of shareholders</li> </ul>	<ul style="list-style-type: none"> <li>– Annual general meeting and other shareholder meetings</li> <li>– Annual reports, announcements and website</li> <li>– Meeting with investors and analysts</li> </ul>
<b>Employees</b>	<ul style="list-style-type: none"> <li>– Safeguard the rights and interests of employees</li> <li>– Career development opportunities</li> <li>– Health and safety</li> </ul>	<ul style="list-style-type: none"> <li>– Conference</li> <li>– Training, seminars, briefing sessions</li> <li>– Cultural and sport activities</li> <li>– Intranet and emails</li> </ul>

Stakeholders	Issue of concern	Engagement channel
<b>Customers</b>	<ul style="list-style-type: none"> <li>– Safe and high-quality products</li> <li>– Stable relationship</li> <li>– Information transparency</li> <li>– Business ethics</li> </ul>	<ul style="list-style-type: none"> <li>– Website, brochures, annual reports</li> <li>– Email and customer service hotline</li> <li>– Feedback forms</li> <li>– Visits and meetings</li> </ul>
<b>Suppliers/Partners</b>	<ul style="list-style-type: none"> <li>– Long-term partnership</li> <li>– Honest cooperation</li> <li>– Fair, open</li> <li>– Risk reduction</li> </ul>	<ul style="list-style-type: none"> <li>– Business meetings, supplier conferences, phone calls, interviews</li> <li>– Regular meeting</li> <li>– Review and assessment</li> <li>– Tendering process</li> </ul>
<b>Peer/Industry Associations</b>	<ul style="list-style-type: none"> <li>– Experience sharing and corporations</li> <li>– Fair competition</li> </ul>	<ul style="list-style-type: none"> <li>– Industry conference</li> <li>– Site visit</li> </ul>
<b>Public and Communities</b>	<ul style="list-style-type: none"> <li>– Community involvement</li> <li>– Social responsibilities</li> </ul>	<ul style="list-style-type: none"> <li>– Volunteering</li> <li>– Charity and social investment</li> </ul>

## ENVIRONMENTAL ASPECTS

### EMISSIONS

Operations of our projects can have an impact on the environment, including the land, air, water and other important resources that we share with others. This is why the Group is committed to minimizing and mitigating our impacts on the environment in the first place, and where they do occur, to put in place appropriate reclamation and remediation.

The Group's objectives on environmental protection are to reduce emission of air pollutants, wastewater and hazardous wastes. In pursuing these objectives, the Group has established the "Environmental Facilities Operation and Management System" and implemented corresponding procedures. It defines the responsibilities of organisations and employees at all levels in respect of reduction of pollutants and use of resources and to serve as guidelines for planning, prevention, governance and statistical analysis of environmental protection activities. Specific personnel are appointed to monitor the environmental performance of the operations and check if the emission meets the relevant national standards. We design facilities and conduct our operations in ways that control emissions. All operations have air control plans and activities in accordance with local laws, regulations, and permit requirements. We also believe in supporting voluntary initiatives to innovate and advance emissions control rather than waiting for regulatory requirements to drive our actions.

The Group was in strict compliance with the local related laws and regulations, including but not limited to the Environmental Protection Law of the PRC, the National Environmental Policy Act in the US and had no material non-compliance regarding environmental issues during the reporting period.

#### Air Pollutants

The normal operation of fuel combustion and processing equipment as well as flaring activities result in emissions of nitrogen oxides and sulphur dioxide. The Group selects and uses equipment compliant with national emission standards in a reasonable fashion, and switches off equipment not running for a long time in a timely manner, so as to reduce its off-gas emissions. Besides, they are controlled by the use of filters, scrubbers and other pollution control devices.

Dust is the most common air emission at mine sites in general. We suppress dust emissions from roads, crushers and conveyor belt systems through the application of water to roads, the operation of mist sprays and dust collection systems at point sources, and the application of natural or synthetic dust suppression products where suitable.

#### Greenhouse Gases Emission

The risks associated with climate change are real and warrant action. Increasing carbon emissions in the atmosphere are having a warming effect. There is broad scientific and policy consensus that actions must be taken to further quantify and assess the risks. The Group shares the same concerns on how to provide the world with the energy it needs while reducing greenhouse gas emissions. We are committed to taking positive action to tackle climate change and are dedicated to reducing the risk in the most efficient way for society. The Group is taking action by reducing greenhouse gas emissions in its operations. For example, we have adopted the use of video conference equipment in order to reduce the frequencies of business trips and accordingly reducing the related greenhouse gas emission. Other energy saving initiatives are mentioned in the section "Use of resources".

#### Wastewater

In the operation of wells, we use fresh water in our drilling, hydraulic fracturing, upstream production refining and petrochemicals. We also use non-fresh water, such as seawater, to support upstream oil and gas production, and treat municipal wastewater at some of our refineries. Our operations manage significant volumes of wastewater, which are created, for example, when using water to test vessels or pipelines and from cooling water. We also manage what is known as produced water, which comes to the surface during the production of oil and gas. This water is either treated and then returned to the environment, re-injected back into the oil or gas reservoir or disposed of through other permitted means.

In the operation of mines, the water pollution is caused by mine water and domestic sewage. The Group has established mine water and domestic sewage treatment systems to prevent direct discharge of untreated sewage. Effluents are regularly tested to ensure national environmental standards are met.

### Wastes

Our operations generate a variety of waste streams, including waste specific to drilling and production operations. Wastes are managed according to the waste management plan specific to each location in which we operate. Waste management plans are designed to comply with all applicable regulatory requirements and to protect human health and the environment. As outlined in the plans, our locations are expected to apply our waste minimization principles of "Remove, Reduce, Reuse, Recycle, Recover, Treat and Dispose" – with disposal being the least preferred option.

Mine tailings, drill cuttings are the major wastes generated from our facilities. The solid waste which cannot be reused is stored at a designated site. The Group will carry out land reclamation and greening work when appropriate so as to improve the ecological environment. We engage qualified third parties to help recycle and treat waste oil. For some recyclables such as fluorescent lamps, compact fluorescent lamps, toner, rechargeable batteries, etc., we wrap them up properly in a safe and environmentally friendly manner before putting them into the recycling bins.

Domestic waste emitted from the accommodation area will be buried after treatment in septic tanks if it is perishable, or removed to the refuse depot for disposition if it is non-perishable. The Group promotes waste sorting and forbids employees to throw away or burn domestic waste at will. We avoid using disposable utensils, cut down on take away food and avoid taking disposable cutlery and donate waste electrical and electronic equipment (such as computer, printer, photocopier, kettle or microwave, etc.) to charity organisations or send them to recyclers for processing.

### USE OF RESOURCES

The Group's operations use energy in the form of electricity, liquid petroleum gas, propane or natural gas and liquid fossil fuels. Most of our electricity is purchased from utilities or other generators or from regional and national grids.

The Group has adopted policies and guidelines to improve the efficiency in resource consumption, including the "Energy Resource Control Procedure". In view of the scarcity of resources, the Group advocates policies and procedures on efficient use of resources. We consistently seek ways to improve energy efficiency and lower electricity usage in our facilities. The Group also motivates all its employees to participate in resources conservation activities and encourages them to save water, power and paper. Internal security staff also patrol the offices after the employees finish duty to ensure there is no wastage of power.

### THE ENVIRONMENT AND NATURAL RESOURCES

Building a new site or significantly expanding an existing project is an increasingly complex undertaking, due to more stringent regulations and a more inclusive and transparent process involving significantly more stakeholders. We welcome this as it can help ensure broader and more sustained support for our operations.

For any possible incident that will cause pollution to the environment, the Group and its subsidiaries have clarified the management responsibilities of each post and taken measures to protect the local ecological environment and avoid the occurrence of environmental pollution and ecological damage on the affected sites as stipulated in the "Pollution Accident Management" section of the "Environmental Facilities Operation and Management System". If there is any accident of pollution, emergency plan will be formulated immediately and the case is reported to the environmental department in order to protect the safety of people and the ecological environment.

## SOCIAL ASPECTS

### EMPLOYMENT AND LABOUR PRACTICES

#### EMPLOYMENT

The Group has established and implemented a set of human resources management policies and procedures in place with the aim to provide good and safe working environment to its staff in order to comply with local employment laws and regulations, such as the Labor Law of the PRC and the Fair Labor Standards Act in the US. It sets out the Group's standards for compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare and these standards have complied with all the relevant laws and regulations that have significant impact on the Group in the reporting period. The remuneration management aims to attract potential employees and motivate current staff. Employees receive social welfare benefits and other benefits. All employees are treated equally and their employment, remuneration and promotion opportunities will not be affected by their nationality, race, age, religion and marital status. Also, the Group provides different activities for employees so as to promote physical and mental health of employees. During the reporting period, no concluded cases regarding employment brought against the issuer or its employees were noted.

#### HEALTH AND SAFETY

Mining, oil and gas drilling activities can be dangerous. Exposure to different types of equipment, harsh weather conditions, loud noises, potential rock falls, dangerous chemicals, confined spaces, slips, trips and operator error can all contribute to workplace injuries. Therefore, the Group has always placed great significance on health and safety in the course of its business. The Group is committed to achieving a zero-incident work environment with a safety culture based on teamwork and leadership. Nothing is more important than the safety, health, and wellbeing of our workers and their families.

The Group's "Safety, Health and Environment Policy Statement" is the primary tool that guides our efforts to achieve zero incidents. They require safety and occupational health evaluation, planning and design to be integrated into our business development strategies. Safe production is always our goal, and these guidelines and procedures help sites stay committed to continuous improvement in safety performance.

We have implemented key safety and health programs and activities, training for all employees, special training for emergency response teams, performance measurement, risk-assessment processes, recognition programs for safety achievement, and a steady flow of information to keep people focused on continuous safety improvement. Regular corporate assurance reviews at our operations help identify safety and occupational health hazards and that effective controls are in place and are monitored for continued improvement and effectiveness. When safety and health assurance reviews identify deficiencies, we identify the root causes underlying these deficiencies so that effective corrective actions can be implemented.

The Group has complied with related health and safety laws and regulations, such as the Mine Safety Law, the PRC Law on the Prevention and Treatment of Occupational Diseases, the Occupational Safety and Health Act in the US and other relevant laws and regulations. During the reporting period, no concluded cases regarding health and safety brought against the issuer or its employees were noted.



## DEVELOPMENT AND TRAINING

The Group continues to provide comprehensive training to employees to promote a learning culture based on the Group's "Training System" and other related internal policies. The Group provides diversified on-the-job training to employees, particularly safety training, which is our top priority. Generally, there are both internal and external trainings for employees.

### 1. Internal Training

It includes orientation training for new employees and skill and attitude training. Orientation training allows new employees to familiarize themselves with the corporate culture and the background of the company. Skill and attitude trainings are offered to employees depending on their job duties and the development of the company. Continuous assessment is conducted to keep track on the performance of the employees.

### 2. External Training

It includes field trips for management staff or professional personnel. The expense is subsidized by the Company.

The training covers a wide variety of topics in order to cater to the needs of employees from different departments. For example, there have been in the past trainings on topics such as emergency procedures, safety management system, corporate strategies analysis, global energy market trends.

The Group believes that the professional and person development of employees are crucial to the sustainable development of a business, therefore it will continue to enhance the training system in order to improve the professional and personal development of its employees.

## LABOUR STANDARDS

The Group is committed to ensuring that our employees respect human rights, including providing training on recognizing and reporting human rights violations. We are also committed to upholding the elimination of all forms of forced and compulsory labor, and to supporting the effective abolition of child labor. These objectives are reflected in the Group's "Prohibition of Child Labor Recruitment and Remedies Procedures". The Group strictly complies with the Labor Law of PRC, the Provisions on the Prohibition of Using Child Labor, the Fair Labor Standards Act in the US and other relevant laws and regulations. Recruitment guideline clearly states that person under 16 is not allowed to work in the Group and the Group has zero tolerance to child labor and forced labor. If there is any case discovered, the following measures are implemented:

1. Stop the child employee from working
2. Report to the local labor authority and provide medical check for him/her. If any disease is discovered, medical treatment should be arranged and the expense is covered by the Group
3. Contact the parents or guardian of the employee immediately and bring him/her back to home. Travel expense is covered by the company
4. An investigation will be carried out to find out the parties that introduce child employee to the Group

During the reporting period, the Group was not involved in any lawsuit related to child labor or forced labor or subject to any punishment by the government.

## OPERATING PRACTICES

### SUPPLY CHAIN MANAGEMENT

The Group recognizes that the conduct and behavior of our suppliers, vendors and contractors can affect – both positively and negatively – the quality of our workplace and the environment, the lives of people in local communities, as well as our reputation and ability to operate effectively. We expect and demand that our supply chain partners uphold the Group's principles of ethical business conduct and respect for human rights. We strive to do business only with those suppliers who share these principles

The Group's "Suppliers/Distributors Social Responsibilities Control Procedure" strengthens the management of the social and environmental risks of suppliers. The procurement department is responsible for monitoring and evaluating the social responsibility performance of suppliers. Suppliers are required to sign a social responsibility agreement to confirm that it has complied with all local laws and regulations and agree to have on-site inspection. If any serious cases of non-compliance are discovered during the on-site inspection for a supplier, we will terminate the contract with it. The Group maintains a long-term relationship with suppliers based on the result from supplier assessment.

### PRODUCT RESPONSIBILITY

Maintaining safety and high-quality product and providing efficient and safe service to customers are the utmost concern for the Group. The Group has related policies and procedures to control the quality and safety of the services. During the reporting period, the Group was in strict compliance with related laws and regulations that have a significant impact on the Company relating to health and safety, advertising, labelling and privacy matters relating to products and service provided and methods of redress, including the Production Safety Law of the PRC and was not subject to any disputes relating to or punishment by the government and was not involved in any lawsuit related to product responsibility.

#### Quality Control

The Group closely monitors its various production processes to ensure that the quality of its products meets the standard for acceptance by customers. Therefore, the Group has established a comprehensive quality management system to monitor the entire production process. The Group conducts quality testing for all products several times throughout the production process: upon taking initial samples from blasting, during processing, and before loading material for transportation. The information of the quality of products are recorded and analyzed to see if the performance meets the target.

#### Customer Information Protection

The Group places utmost importance on protecting the privacy of its customers, partners and staff in the collection, processing and use of their personal data. As stipulated in Group's "Confidentiality Regulation", the Group adheres to the applicable data protection regulations and ensures appropriate technical measures are in place to protect personal data against unauthorized use or access. The Group also ensures that customers' personal data is securely kept and processed only for the purpose for which it has been collected. Confidential documents are securely stored with access restricted to only authorized personnel.

## ANTI-CORRUPTION

The Group believes that the integrity of business is a foundation of corporate social responsibility, as well as a fundamental element of a business's competitive advantage and sustainability. For these reasons, we have systematically incorporated anti-corruption management principles into our operations, promoted a fair and just commercial competition to achieve win-win situation with external partners and adhered to transparent and open mechanisms for internal management as stipulated in the "Anti-corruption and Anti-Fraud Management System". The Group has assigned a specific department to oversee all the issues related to bribery. It is responsible for handling corruption cases. All crucial staff are required to sign an agreement related to receiving gifts. Besides, we open up communication channels for others to report cases by phone. The effectiveness of the anti-corruption system is one of the key criteria in the annual performance appraisal. Investigation will be carried out once the case is reported in order to identify the root cause. All these practical actions not only win the trust of customers, but also enhance the sense of belonging and fair play among our employees. During the reporting period, the Group was in strict compliance with the relevant laws and regulations that have significant impact on the Group relating to bribery, extortion, fraud and money laundering, including the Anti-Unfair Competition Law of the PRC, the Anti-Money Laundering Law of the PRC, the Foreign Corrupt Practices Act in the US and there were no cases of corruption litigation against the Group and its employees.

## COMMUNITY

### COMMUNITY INVESTMENT

As a socially responsible company, the Group is committed to understanding the needs of the communities in which we operate. The Group has adopted the "Community Investment Policy", which aims to build trust and stable relationship with our stakeholders. The Group strives to contribute to the society by focusing on four areas including living standard of the community, culture, education and development and labour cooperation.

#### 1. Living Standard of Community

We improve the living standard of the community by serving the underprivileged locals. For example, we provide to them development opportunities, health care and sport activities

#### 2. Culture Projects

The Group has recognized culture is a key part of our heritage and history. We support high quality cultural projects, which can both enhance the living standards of the members of the community and encourage creativity.

#### 3. Education and Development

The Group believes that education and development can help equip the future leaders with skills and knowledge and support all the trainings and skill developments related to the Group's business. It is because education, professional employees and creativity are the main driving force for sustainable development.

#### 4. Labour Cooperation

The Group respects the freedom of association and the right of collective bargaining of employees. We encourage communication between management team and employees by establishment of a channel for employee feedback.

The Group will continue to contribute to the sustainable development of the community by building a healthy and dynamic community.

## THE STOCK EXCHANGE OF HONG KONG LIMITED'S ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE

Indicator	Descriptions	Section	Page
Environmental			
A1 – Emissions			
A1	General Disclosure	"Emissions" Not aware of any material non-compliance	4-6
A1.1	The types of emissions and respective emissions data.	–	–
A1.2	Greenhouse gas emissions in total and, where appropriate, intensity	–	–
A1.3	Total hazardous waste produced and, where appropriate, intensity	–	–
A1.4	Total non-hazardous waste produced and, where appropriate, intensity	–	–
A1.5	Description of measures to mitigate emissions and results achieved	–	–
A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved	–	–
A2- Use of Resources			
A2	General Disclosure	"Use of Resources"	6
A2.1	Direct and/or indirect energy consumption by type in total and intensity	–	–
A2.2	Water consumption in total and intensity	–	–
A2.3	Description of energy use efficiency initiatives and results achieved	–	–
A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved	–	–
A2.5	Total packaging material used for finished products and, if applicable, with reference to per unit produced	It's not applicable to the Group's business	–
A3 The Environment and Natural Resources			
A3	General Disclosure	"The Environment and Natural Resources"	6
A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	–	–

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Indicator	Descriptions	Section	Page
Social			
B1 Employment			
B1	General Disclosure	"Employment" Not aware of any material non-compliance	7
B1.1	Total workforce by gender, employment type, age group and geographical region.	–	–
B1.2	Employee turnover rate by gender, age group and geographical region.	–	–
B2 Health and Safety			
B2	General Disclosure	"Health and Safety" Not aware of any material non-compliance	7
B2.1	Number and rate of work-related fatalities	–	–
B2.2	Lost days due to work injury	–	–
B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored	"Health and Safety"	7
B3 Development and Training			
B3	General Disclosure	"Development and Training"	8
B3.1	The percentage of employees trained by gender and employee category	–	–
B3.2	The average training hours completed per employee by gender and employee category	–	–
B4 Labour Standards			
B4	General Disclosure	"Labour Standards" Not aware of any material non-compliance	8
B 4.1	Description of measures to review employment practices to avoid child and forced labour	"Labour Standards"	8
B 4.2	Description of steps taken to eliminate such practices when discovered	"Labour Standards"	8

Indicator	Descriptions	Section	Page
B5 Supply Chain Management			
B5	General Disclosure	"Supply Chain Management"	9
B5.1	Number of suppliers by geographical region	–	–
B5.2	Description of practices relating to engaging supplies, number of supplies where the practices are being implemented, how they are implemented and monitored	"Supply Chain Management"	9
B6 Product Responsibility			
B6	General Disclosure	"Product Responsibility" Not aware of any material non-compliance	9
B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons	–	–
B6.2	Number of products and service related complaints received and how they are dealt with	–	–
B6.3	Description of practices relating to observing and protecting intellectual property rights	–	–
B6.4	Description of quality assurance process and recall procedures	"Product Responsibility – Quality Control"	9
B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored	"Product Responsibility – Customer Information Protection"	9
B7 Anti-corruption			
B7	General Disclosure	"Anti-corruption" Not aware of any material non-compliance	10
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	No concluded cases	10
B7.2	Description of preventive measures and whistleblowing procedures, how they are implemented and monitored	"Anti-corruption"	10
B8 Community Investment			
B8	General Disclosure	"Community Investment"	10
B8.1	Focus areas of contribution (e.g. education, environmental concerns, labor needs, health, culture, sport)	–	–
B8.2	Resources contributed (e.g. money or time) to the focus area	–	–