



**美亞娛樂資訊集團有限公司**  
**MEI AH ENTERTAINMENT GROUP LTD.**

股份代號 Stock Code: 391

2017

Environmental, Social and Governance Report  
環境、社會及管治報告

# ENVIRONMENT, SOCIAL AND GOVERNANCE REPORT (“ESG REPORT”) 環境、社會及管治報告(「環境、社會及管治報告」)

## INTRODUCTION

This report covers the environmental, social and governance initiatives of Mei Ah Entertainment Group Limited (the “Company”, together with its subsidiaries, the “Group”) for the year ended 31 March 2017.

## REPORT SCOPE

The ESG Report mainly covers the environmental and social performance of the Group’s principal activities.

## ENVIRONMENTAL

The Group recognises its corporate responsibility to promote environmental sustainability and puts a high value on environmental protection. We have incorporated measures such as energy conservation and pollution protection into our daily operations, and we strive to maintain the sustainable development of the environment while at the time developing our business.

### (a) Emissions

The Group is committed to reducing its carbon footprint and waste through efficient operations with a view to minimizing its environmental impacts.

We make effort to optimize the use of energy and resources to reduce air and greenhouse gas emissions. We continuously promote energy saving initiatives and encouraging staff to turn off unnecessary lights and air conditioners when they leave the office. We take energy efficiency and emission performance into consideration when selecting and purchasing vehicles.

We also actively make use of digital technology for maintenance of our film library and digitalization of internal workflow to reduce carbon emission.

## 緒言

本報告涵蓋美亞娛樂資訊集團有限公司(「本公司」, 連同其附屬公司統稱「本集團」)截至二零一七年三月三十一日止年度的環境、社會及管治舉措。

## 報告範疇

本環境、社會及管治報告主要涵蓋本集團主要活動的環境及社會表現。

## 環境

本集團認識到其提倡環境可持續發展的企業責任, 並高度重視環境保護。我們已將節能和防止污染等措施應用於日常營運當中, 在發展業務的同時, 力求維護環境的可持續發展。

### (a) 排放物

本集團致力於透過有效業務營運, 減少碳足跡及廢棄物, 務求減輕其對環境造成的影響。

我們竭盡所能優化能源及資源使用, 以減少廢氣及溫室氣體排放。我們持續提倡節能舉措, 並鼓勵員工於離開辦公室時關掉不必要的照明與空調。我們在選購車輛時, 會將能源效益及排放表現納入考量。

我們亦積極使用數位化科技經營電影片庫, 並數位化內部工作流程, 以減低碳排放量。

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## ENVIRONMENTAL (Continued)

### (b) Use of resources

The Group strictly complies with the relevant laws and regulations in respect of air and water pollution and controls. Employees are encouraged to save water resources and minimize the waste of water. Water facilities such as pipes and faucets are checked on a regular basis in order to repair water leaks promptly. We promote two-sided printing in our office and launched intranet system to digitize internal communications and facilitate a paperless workflow system. We also utilize online platform in advertising and promotion.

### (c) The environment and natural resources

As part of its commitment to environmental protection, the Group will regularly review and improve its business operations with its staff members and business stakeholders with the objective to reduce environmental impacts.

## SOCIAL

### (a) Employment and labour practices

The employees of the Group are one of our key stakeholders. The Group believes that maintaining harmonious employment relationships are the cornerstone for facilitation of the healthy and steady development of the enterprise. Therefore the Group values its staff members as an important asset and puts strong emphasis on recruitment, training and development of the employees.

The Group recruits mainly through social recruitment, regardless of nationality, gender, age or religion, and strictly prohibits discrimination of any kind.

The Group's staff handbook sets out the Group's working hours, rest periods, holidays, leave entitlements as well as termination of employment and compensation matters.

## 環境(續)

### (b) 資源使用

本集團嚴格遵守空氣及水污染及防治的相關法律及法規。我們鼓勵僱員節約使用水資源及盡量減少水資源浪費。我們定期檢查管道及水龍頭等供水設施，務求及時維修漏水問題。我們在辦公室內提倡雙面打印、啟動內聯網系統以數位化內部通訊，並推行無紙化工作流程系統。我們亦利用線上平台進行廣告及市場推廣。

### (c) 環境及自然資源

作為本集團環保承諾的一部分，本集團將連同其員工及業務持份者定期檢討及改善其業務營運，力求減低對環境的影響。

## 社會

### (a) 僱傭及勞工慣例

本集團的僱員為我們的主要持份者之一。本集團相信，維繫和諧的僱傭關係乃促成企業健全及穩健發展的基石。故此，本集團視員工為重要資產，並高度重视僱員招聘、培訓及發展。

本集團主要透過社會招聘進行招聘，無關乎國籍、性別、年齡或宗教信仰，並嚴格禁止任何類型的歧視。

本集團的職員手冊載列本集團的工時、休息時間、假期、休假權利及終止僱傭及賠償事宜。

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## **SOCIAL** (Continued)

### **(a) Employment and labour practices** (Continued)

The Group provides competitive remuneration packages, which is determined on market trend, responsibility and complexity of the job, and the appraisal results of the employees. The Group also commits to contribute social securities, such as medical insurance, pension for employees based on respective local regulations. In addition, employees are entitled to annual leaves, maternity leaves and marriage leaves as well as other occasion leaves.

During the year, there was no material non-compliance with the relevant laws and regulations that have 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.

### **(b) Health and safety**

Ensuring health and safety of our employees is one of our prime responsibilities. We strive to provide with our employees a safe working environment and reinforce their safety awareness by sharing safety information.

During the year, there was no material non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards.

### **(c) Development and training**

The training system of the Group is designed to facilitate its business development objective. We provide on-the-job training at all levels, who are also recommended to participate in various training courses, forums and seminars. We also provide employees with various levels of educational subsidies, and encourage the employees to participate in continued education and practice life-long learning.

## **社會** (續)

### **(a) 僱傭及勞工慣例** (續)

本集團提供具有競爭力的薪酬。薪酬乃根據市場趨勢、職位的責任及複雜程度以及僱員考評結果所決定。本集團亦根據各別當地法規要求，為僱員繳納社會保險，例如醫療保險及養老金等。此外，僱員有權享有年假、產假、婚嫁及其它事假。

年內，就賠償、解僱、招聘、升遷、工時、休息時間、平等機會、多元化、反歧視及其它權益與福利而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

### **(b) 健康及安全**

確保我們僱員的健康與安全是我們的主要責任之一。我們竭力於向僱員提供安全的工作環境，並藉由分享安全資訊加強彼等的安全意識。

年內，就提供安全的工作環境及保護僱員免受職業危害而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

### **(c) 發展及培訓**

為配合本集團的業務發展目標，我們特別制定培訓制度。我們為各層級員工提供在職培訓。我們亦鼓勵員工參與各種培訓課程、論壇及研討會。我們亦為僱員提供各種層級的教育補助金，並鼓勵僱員參與持續教育及力行終身學習。

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## **SOCIAL** (Continued)

### **(d) Labour standards**

The Group prohibits the employment of child or forced labour.

During the year, there was no material non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to preventing child and forced labour.

### **(e) Supply chain management**

The Group’s suppliers have been carefully selected. We have stringent approval criteria which take into account the track record, supply capacity, product quality and quality control capability as well as service standard of the suppliers.

### **(f) Product responsibility**

We provide superior entertainment experiences for our customers. Taking advantage of our film library and experience in the industry, we deliver a wide range of high-quality and customised contents for our customers.

To offer the best experience and services for our customers, we strive for excellence in every aspect of our operations. We provide customers with diverse options and sourcing or creating different types of contents, which allows us to reach out to a broader customer base and create value for our brand and business.

During the year, there was no material non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to health and safety, advertising, labeling and privacy matters relating to products and services provided and methods of redress.

## **社會** (續)

### **(d) 勞工準則**

本集團嚴禁僱用童工或強迫勞動。

年內，就防範童工及強迫勞動而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

### **(e) 供應鏈管理**

本集團的供應商乃經過精心挑選後選出。我們設有嚴格的審核標準，將供應商的往績紀錄、供應能力、產品品質、質量管控能力及服務水平納入考量。

### **(f) 產品責任**

我們為客戶提供卓越的娛樂體驗。借助於本集團的電影片庫及行業經驗，我們可為客戶提供多樣優質及客製化的節目內容。

為了向客戶提供最佳體驗及服務，我們在業務營運各個方面力求盡善盡美。我們為客戶提供各式各樣的選擇，並物色或創作不同類型的節目內容，有助我們擴大客戶群，並為我們的品牌及業務締造價值。

年內，就所提供產品及服務的健康與安全、廣告、標籤及私隱事宜以及補救方法而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

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## **SOCIAL** (Continued)

### **(g) Anti-corruption**

The Group explicitly prohibits engaging in bribery and corruption in any form, fraud and money laundering and reminds its employees to avoid any acts which may cause conflicts of interest from time to time. Code of conduct in relation to anti-corruption has been set out in the staff handbook and has been signed by employees for acknowledgement.

During the year, there was no material non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to bribery, extortion, fraud and money laundering.

### **(h) Community investment**

The Group pursues sustainable development of our community by assessing and managing the social impact of our operations on the marketplace and by supporting initiatives that create effective and lasting benefits to communities in our operating boundaries.

The Group encourages staff to take part in community welfare and voluntary work.

## **社會** (續)

### **(g) 反貪污**

本集團明確禁止從事任何形式的賄賂及貪污、欺詐及洗黑錢的活動，並不時提醒僱員避免可能導致利益衝突的任何行為。有關反貪污的行為守則載列於職員手冊，並由僱員簽署，以作確認。

年內，就賄賂、勒索、欺詐及洗黑錢而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

### **(h) 社區投資**

本集團透過評估及管理我們營運對市場的社會影響，並支持能為我們營運所在範圍內創造實際及長遠利益的舉措，從而實現我們社區的可持續發展。

本集團鼓勵員工參與社區福利及志願工作。



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