



浙江世寶股份有限公司

ZHEJIANG SHIBAO COMPANY LIMITED*

(a joint stock company incorporated in the People's Republic of China with limited liability)

Stock Code : 1057

STEERING the FUTURE

2017 Environmental, Social and Governance Report



* For identification purposes only

2017 Environmental, Social and Governance Report

ABOUT THE REPORT

This is the second Environmental, Social and Governance Report (the **"Report"**) of Zhejiang Shibao Company Limited (the **"Company"** or **"we"**) and its subsidiaries (collectively referred to as the **"Group"**). The Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide as contained in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the **"Hong Kong Stock Exchange"** or **"HKEx"**), which describes the Group's comprehensive implementation of various work on the sustainable development principle and its performance in environmental, social and governance aspects for the year from 1 January 2017 to 31 December 2017 (the **"Year"**). For more information about the Group's corporate governance, please refer to the "Corporate Governance Report" on pages 34 to 40 of the Company's 2017 Annual Report.

The below section is the discussion on the Group's key business — manufacture of automotive steering gears and other key components and parts of steering system — in environmental and social aspects. Hangzhou Shibao Auto Steering Gear Co., Ltd. (**"Hangzhou Shibao"**), Hangzhou New Shibao Electric Power Steering Co., Ltd. (**"Hangzhou New Shibao"**) and Siping Steering Gear Co., Ltd. (**"Siping Steering"**) are the principal operating subsidiaries of the Company in the PRC, and almost 80% of the Group's income is derived from such three subsidiaries in both 2016 and 2017. As such, the discussion below mainly covers Hangzhou Shibao, Hangzhou New Shibao and Siping Steering.

During the Year, the Company has complied with the "comply or explain" provisions as set out in the Environmental, Social and Governance Reporting Guide.

COMPANY OVERVIEW

The Group has devoted itself to the research and development of automotive steering gear related technologies and products, and mainly engaged in the develop, design, manufacture and sales of automotive steering gears and other key components and parts of steering system, with extensive experience in China's industry. As an early domestic enterprise having built the capacity of independent mechanical-electrical integration technologies and volume production of electric power steering (EPS) system, the Company lives up to its role of enhancing safety and comfortability for driving and is committed to providing world leading automakers with safe, energy-saving, light-weighted and new energy automotive steering system.

Scientific and technological innovation is the eternal theme of the Company's development. The Company attaches great importance to the research and development of products. In order to guarantee the smooth progress of research and development of new products and technological innovation, the Company's annual research and development investment exceeds 3% of its sales revenue. The Company has provincial-level technology centres, provincial-level research institutes and provincial post-doctoral workstations. It gathers a group of experts, outstanding technical talents and consultants in the field of automobile steering systems in China and is committed to the reserve and development of mainstream technology and smart steering system technology for existing automotive power steering systems. The Company's strategic objective is to provide intelligent driving solutions to world leading automakers.

During the Year, the Company was granted 19 patents and 14 of which were invention patents.

ENVIRONMENTAL POLICIES AND PERFORMANCE

In our manufacturing activities, the Group consumes water, timber and other natural resources, and discharges waste water, waste gas, waste dregs and other pollutants which affect and damage the surrounding ecological environment. The Group's sustainable impact on the ecological environment and natural resources is to conduct its manufacturing activities and pursue a maximum green profit under the premise of not causing deterioration of ecological environment and reducing the consumption of natural resources as much as possible.

The Company discharged its responsibility in environmental protection through technical and performance upgrade of its products, production process optimisation, and enhancement in management standard.

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We minimised the impact on the environment caused by our operations under the following principles:

- Due consideration on consumption of water, power, raw materials and other natural resources had been given by the Company during the whole production process in various aspects including process design, equipment procurement, facilities construction and field management etc., so that the consumption of non-recyclable and non-renewable resources could be minimised.
- The Company invested in the construction of environmental protection facilities in order to meet the requirements of the local environmental protection authority on the treatments in waste water, waste gas and waste materials.
- The Company established Internal Control Department, Quality Management Department, and Internal Audit Department. By virtue of the integrated trans-department risk management system, the Company actively conducted risk assessment on business modules of sales, research and development, procurement, etc., and timely raised reasonable suggestions for preventing and coping with risks.

SUBJECT AREA A ENVIRONMENTAL

A1 Emissions

During the production process of the Group, the main emissions are waste water, waste gas and waste materials. Production sewage is mainly produced from fine processing and heat treatment. Vehicle emission is not the main source of air pollution for the Group, with no significant environmental impact caused by its emission of exhaust gas. The waste gas emissions during the Group's operation cause no material impact on the environment. However, the Group will closely control and monitor any air pollutants which may be produced in our production and transportation process. The Group's greenhouse gas emissions mainly come from the consumption of purchased electricity and steam by production equipment in our production process.

The Group developed emissions management system and relevant policies, such as the Policy on Waste Water Discharge, Policy on Waste Gas Emission, and Policy on Hazardous and Non-hazardous Waste Discharge, and invested in the construction of environmental protection facilities, in an effort to make the treatment of waste water, waste gas and waste materials comply with the requirements of the local environmental protection authority. We were in strict compliance with the national environmental laws and regulations to ensure our emission and waste treatment meet the national standard.

According to the type of waste produced by each department and related workplace, different bins labeled with the names of respective wastes are put at that department and related workplace in different areas. Harmless and non-recyclable domestic waste and office waste are gathered by the city management department in a trash car for unified treatment on a daily basis. Waste paperboard and waste wooden board are recycled by relevant companies engaged. Hazardous wastes mainly include waste tubes, waste batteries, waste ink cartridges, waste toner cartridges, waste emulsions, waste oil rags, waste chemical containers, waste paint residue, paint buckets, precipitated sludge, etc., which will be treated by qualified hazardous waste treatment units as designated by the environmental protection authority. Leakage and other emergencies arising from the treatment of hazardous wastes will be properly handled according to the Procedures for Emergency Preparation and Response.

Hangzhou Shibao, a subsidiary of the Company, has obtained ISO14001 environmental management system certification. The Company plans to promote related certifications to other subsidiaries gradually.

During the Year, the Group invested in the reconstruction of the sewage treatment tank equipment and waste gas treatment equipment and other environmental projects. During the Year, the Group's emissions management satisfied the requirements of the local environmental protection authority in China.

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A2 Use of Resources

In our manufacturing activities, the Group consumes water, electricity, raw materials for production (such as steel and blanks), auxiliary materials (such as cardboards, timber and other packaging materials), and other energies and resources. As such, the Group has duly considered the consumption of water, electricity, raw materials and other natural resources during the production process in various aspects including process design, equipment procurement, facilities construction and field management etc., so that the consumption of non-recyclable and non-renewable resources could be minimised; formulated the Management Regulations on Use of Energies and Resources for the procurement and consumption of all energies and resources, with an aim to make reasonable and effective use of energies and resources, reduce costs, and improve its environmental efficiency; put energy saving measures in place, such as using production equipment with low energy consumption and sensor-switched lights to reduce energy consumption during production; adopted recyclable and degradable packaging materials for product packaging. The Group promotes the concept of paperless office and will introduce Ding Talk System, a multi-channel platform for enhancing communication and coordination within the office, aiming to accelerate and informatize the procedure in office, to increase efficiency of staff and to save cost for the Group.

In respect of resource recycling, recyclable components and parts in waste raw materials and inferior products will be reused on a collective basis; water will be in cyclic use; and food waste will be recycled and delivered to fattening farms.

The table below sets out the consumption of various energies and water by Hangzhou Shibao, Hangzhou New Shibao and Siping Steering during the Year:

Type	Total consumption
Electricity	20,283,900 kWh
Steam	7,758 KJ
Fuel oil	25,633 liter
Water (Note)	124,757m ³

Note : In 2017, the water consumption arising from production, recycled water consumption and waste water discharge amounted to 124,757m³, 23,168m³ and 101,589m³, respectively. The water consumed was mainly from the municipal water supply.

A3 The Environment and Natural Resources

In order to minimise tail gas emissions and air pollution, the Chinese government has introduced corresponding laws and regulations on reducing energy consumption of automobiles and developing new energy automobiles. As a listed company in China's automotive component industry, the Company performs our environment responsibility by product and technological innovation. We have recently launched the EPS system products. The EPS system is powered by rechargeable batteries and, with dynamo as its power generating unit, is capable of operating separately from the automobile engine, and its fuel consumption drawn from the engine can be close to none. With its electronic mode of control, the EPS system almost does not cause any pollution problem to the environment and achieves further decrease in fuel consumption. It can also provide solutions to power steering for various new energy automobiles given its capability of operating separately from the automobile engine.

The Company insists on the principle of unification of economic benefits and environmental benefits, and actively uses low-toxic, low-harmful, non-toxic and harmless raw materials in process design, and adopts energy-saving and low-noise equipment and new technologies that are less polluting and pollution-free to minimise the production of pollutants in the production process.

Moreover, due consideration on consumption of water, power, raw materials and other natural resources has been given by the Group during the whole production process in various aspects including process design, equipment procurement, facilities construction and field management etc., so that the consumption of non-recyclable and non-renewable resources could be minimised.

As stated above, in the production process and operation of the Group, the main emissions are waste water, waste gas and waste materials. The Group has established emissions management system and relevant policies and invested in the construction of environmental protection facilities. During the Year, the Group invested more than RMB1 million in the reconstruction of sewage treatment tank equipment and the reconstruction of waste gas treatment equipment in the painting workshop. The discharged sewage and waste gas all met the requirements of the local environmental protection authority.

The selected locations of the Group's plants are within the planned general industrial zones, and all the major construction projects have received the environmental impact assessment approval as required.

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SUBJECT AREA B SOCIAL

B1 Employment

The Company adopted the “people-oriented” philosophy in all the production and operation management systems. We created a harmonious working environment for the employees, refused any discrimination against race, religion, disability, gender or education background, definitely protested against child labour, and refused forced labour.

The Company developed the Human Resources Management System covering recruitment, employment, assessment, promotion and dismissal, aiming at attracting talents, setting up a high-quality workforce, and providing human resource guarantee for its development. The Company’s Human Resources Department is responsible for regularly reviewing the Human Resources Management System and relevant recruiting measures as well as monitoring recruitment in order to ensure fully compliance with relevant regulations, including laws and regulations regarding child labour or forced labour. According to the Human Resources Management System, the Company established the employee remuneration and assessment system in line with its operation and development needs. It provided substantial salary and benefits for employees according to market practices, and offered retirement benefits according to relevant regulations of China. Also, the Company provided clear promotion path and clear ranks for employees, and promoted them based on their annual performance assessment results. For deficiencies of employees, the Company will arrange them to attend expatriate training or invite external experts to provide skills training for them.

Meanwhile, the Company attached great importance to skills training and echelon cultivation of employees, so as to ensure the Company’s personnel reserves meet its development needs. We insisted on the principle of “with internal cultivation as the core and supplemented by external introduction” for talent reserve and echelon cultivation, established and improved our talent cultivation mechanism, sought and cultivated talent reserves through developing an effective plan for selection of candidates for key posts and talent reserves to set up a talent team, thereby providing human resource support to the sustainable development of the Company.

The Company’s other employee benefits included distributing birthday benefits to employees whose birthday is in the current month; distributing gifts to female employees on Women’s Day; distributing festival benefits on traditional Chinese festivals such as the Dragon Boat Festival and the Spring Festival; and organizing dinner parties for employees at the end of a year, etc. We also held regular activities for employees, such as basketball match, sports meeting and organizing them to participate in community activities.

We were in strict compliance with the Labour Law of the People’s Republic of China, the Labour Contract Law of the People’s Republic of China and other laws and regulations relating to employees. We also purchased social insurance, including basic endowment insurance, unemployment insurance, maternity insurance, occupational injury insurance and basic medical insurance, for our employees in accordance with the Regulations of the People’s Republic of China on Occupational Injury Insurance, the Regulations of the People’s Republic of China on Unemployment Insurance, and the Provisional Measures for Maternity Insurance for Enterprise’s Employees. During the Year, we did not receive any complaints about violation of the laws and regulations relating to remuneration, dismissal, recruitment, promotion, working hours, rest periods, equal opportunities, diversity, anti-discrimination, etc.

B2 Health and Safety

Production management philosophy:
Anti-violation, potential hazards removal, safety assurance,
and production improvement

On the basis of the working policy of “Safety First, Precaution Crucial”, the Company endeavoured to improve its occupational health and safety management level by means of systematic management and hardware facilities.

The Company continued to improve its occupational health and safety through the following management systems:

- Guidelines and specifications on production safety — The Company implemented the procedures for operation safety of all posts according to the System for the Company’s Employees at All Posts, and mainly organised external safety training for key posts and arranged all first-line operators to learn operation safety manual. The guidelines and specifications were well implemented in the production and operation.

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- Raising safety awareness — The Company conducted safety management training and education, and three-tier safety education for new employees, put various safety warning signs at the sites, organised regular team meetings to investigate potential site risks, and its management department conducted an overall check on a monthly basis.
- A delegated supervisory department for production safety — The Company set up an integrated management department as the supervisory department for production safety, to supervise employees in executing various procedures for operation safety according to the Company's regulations. Under the leadership of the deputy general manager, the leader of the management department and safety managers took charge of specific implementation of site supervision and management mainly in the form of daily check and monthly general check and notices. The integrated management department was also responsible for organizing routine trainings on safety awareness and behaviours, such as arranging employees to learn the Production Safety Law of the People's Republic of China and to learn how to use fire extinguisher, as well as organizing fire drills.
- Emergency plans — The Group formulated emergency plans, such as the Emergency Plan for Fire and Emergency Plan for Chemicals, to cope with fire, chemicals accidents, emergent environment issues, power and water failure, etc.

The Company reduced the employees' contact with occupational hazard factors by using hardware facilities for ventilation, dust removal and noise reduction for workshops, regularly distributing labour protection products (such as goggles and earplugs) to employees, and providing them with occupational disease check each year.

In December 2014, the Company passed the certification of the Level Three Enterprise for Standardisation of Production Safety. In addition, Hangzhou Shibao, a subsidiary of the Company, has obtained the certification of OHSAS 18001 occupational health and safety management system. The Company plans to promote related certifications to other subsidiaries gradually.

We were in strict compliance with the Production Safety Law of the People's Republic of China, the Law of the People's Republic of China on Prevention and Control of Occupational Disease, the Regulations on Production Safety of Zhejiang Province, the Fire Regulations of Zhejiang Province and other laws and regulations relating to production and safety. During the Year, there was no material accident or production safety accident or disaster within the Company.

B3 Development and Training

The Company's Human Resources Department is responsible for making the employee training plans, providing job skills training (such as on working principle of steering gears) for general employees, and comprehensive training for new employees, and management training (such as on leadership and strategy) for senior management members, mainly in the form of in-house training, which accounts for approximately 85% of the total training hours. Meanwhile, we invite external experts and professors to give trainings according to needs, and provide expatriate training opportunities for employees. The Company also carries out team building and quality development training activities every year to build up team spirit and intensify the employee cohesion.

B4 Labour Standards

The Group's Employment Standards and Retirement System specifies the minimum age of employees. In order to protect the personal freedom of employees and ensure all employees are employed on a voluntary basis, the Group has formulated the Regulations on Prohibiting Forced Labour, pursuant to which if an employee feels forced to work, he/she can report such matter to the leader of the department or employee representative or put it in the "Opinion Box" in written form, and the integrated management department will investigate and handle it. Upon verification of the matter, an employee representatives meeting may be convened, and solutions and notifications may be made at the meeting.

According to the Regulations on Prohibiting Forced Labour, we required our suppliers to provide a letter of undertaking and their relevant regulations.

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B5 Supply Chain Management

Adhering to the policy of “Developing the Market with Quality”, the Company has carried out the certification of TS16949 quality system, and developed an overall quality assurance system in respect of quality design at preliminary product research and development stage, review of potential suppliers, quality evaluation and management of suppliers, quality review of production preparation engineering, quality control in production process, quality management of all employees, field quality management, quick response mechanism for after-sale services, after-sale product quality analysis engineering, etc.

Product quality is the lifeline of the Company, for which the quality of suppliers plays a critical role. Through continuous innovation and practice, the Company has established a unique supplier management system, achieved the three-level supplier access certification mechanism and the whole procurement process management, implemented the on-site review of suppliers, and checked the plants of new and existing suppliers at least four and two times a year, respectively, to jointly accomplish the conformance control over product quality.

We required our suppliers to obtain TS16949:2009 certification. Furthermore, we also required them to enhance the response speed continuously during the design and research and development phase, and continually improve the quality of their products.

B6 Product Responsibility

Product quality commitments:

Technological innovation, continuous improvement, customer satisfaction,
and pursuit of zero defects

The Company provided the quality warranty commitments and after-sale service parts for the products according to the requirements of customers and relevant national laws, regulations and standards. In respect of quality, the Group was mainly required to obey the Labour Law of the People's Republic of China, the Production Safety Law of the People's Republic of China, the Environmental Protection Law of the People's Republic of China, the Contract Law of the People's Republic of China, etc.

The Company fulfilled its product quality commitments mainly through the following systems and procedures:

- The Company's product quality was mainly monitored by the Management Procedures for Product Inspection, the System for First, In-process and Final Inspection, the Control Procedures for Unqualified Products, the Management System for Appraisal/Disposal of Unqualified Products, the Services Control Procedures, the Control Procedures for Monitoring and Measuring Equipment, the Product Monitoring and Measurement, the Control Procedures for Product and Process Safety, the processing and operation guidelines for each procedure of each product as well as relevant inspection regulations, to ensure production process of products and quality monitoring and measurement process were guaranteed, and to prevent the manufacture and outflow of unqualified products.
- The Company sorted out quality issues each month based on the monthly quality report, and convened quality meetings to cope with major issues, and reduced the loss of industrial wastes by process optimisation, improvement in equipment capacity and in site management.
- The Company developed the Control Procedures for Continuous Improvement, for the improvement in product design and manufacture, process, service and quality; developed the Administrative Measures for Sold Parts in the Market, for the disassembling analysis of sold parts; and also developed the Control Procedures for Labeling and Traceability, for the tracing management of products.
- The Company developed the Control Procedures for Customer Satisfaction, for the collection of and statistics on customer's satisfaction to our products and services, as well as timely monitoring of market dynamics; and developed the Services Control Procedures, for coping with and handling customer complaints and relevant matters. As our products and services are well received by our customers, the Company has been accredited as “Excellent Supplier” by many automakers for consecutive years, as well as one of the 19 “Core Suppliers” of Faw Car Co., Ltd.

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To maintain and protect customer privacy and intellectual property rights, the Company has developed the Control Procedures for Project Development and the Control Procedures for Contracts, Agreements and Requirements, to keep confidential the customer information (including technical information) and other related information, as well as their products and technologies; and also developed the Control Procedures for File Record, to regulate the management requirements on internal information and external information, as well as customer data.

As the Group does not sell products directly to end customers, we need not promote our products and services by advertisement, which shall be conducted by our customers.

B7 Anti-corruption

In respect of anti-corruption, we resolutely adopt a zero tolerance approach to any bribery, extortion, fraud, money laundering and other improper behaviours made by our employees, suppliers, customers, and all business partners.

The Company conducts an employee satisfaction survey at least once a year, and sets up a Chairman's letter box to collect our employees' feedback and reveal improper behaviours.

In addition, to promote our sustainable and healthy development, the Company has drafted and revised the Regulations on Employee's Code of Conduct and Punishment, to help employees who violate the regulations rectify their behaviours, encourage and stimulate them to consciously obey the rules and regulations, and advise them to rectify their shortcomings and mistakes and to regulate their behaviours.

B8 Community Investment

We paid attention to community activities, and encouraged our employees to participate in all kinds of volunteer services, welfare activities, and cultural and sports activities.

During the Year, we contributed to the society through the following activities:

- We participated in community safety patrol and conducted it once a week in 2017 to check various potential safety hazards in the community, and achieved remarkable results.
- Our employees made donations, including money and goods, with the community to children in poor mountainous area.
- We donated instruments and measuring tools to Sunshine Primary School in Hangzhou Economic Development Area.

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COMPANY PERFORMANCE AND DATA

The table below presents the Company's environmental performance data and social indicators during the Year:

Environmental Performance Data

Item	HKEx Key performance indicator	Unit	2017
Greenhouse gas	A1.2		
Direct emissions (Scope 1)		tCO ₂ e	61
Greenhouse gas reduction (Scope 1)		tCO ₂ e	1
Indirect emissions (Scope 2)		tCO ₂ e	16,402
Direct and indirect emissions (Scope 1&2)			
— in total (Scope 1&2)		tCO ₂ e	16,462
— in density (Scope 1&2)		tCO ₂ e/RMB10,000 revenue	0.1426
Hazardous wastes	A1.3		
— in total		tonnes	47
— in density		tonnes/RMB10,000 revenue	0.0004
Non-hazardous wastes	A1.4		
— in total		tonnes	231
— in density		tonnes/RMB10,000 revenue	0.002
Energy consumption	A2.1		
Purchased electricity		kWh	20,283,900
Fuel consumption		kWh	97,458
— in total		kWh	20,381,358
— in density		kWh/RMB10,000 revenue	176.575
Water consumption	A2.2		
— in total		m ³	124,757
— in density		m ³ /RMB10,000 revenue	1.081
Packing materials	A2.5		
— in total		tonnes	678
— in density		tonnes/RMB10,000 revenue	0.006

Note: In 2017, the Group's sales revenue was RMB1,154,260,000.

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Social Indicators

Item	HKEx Key performance indicator	2017
Employees	B1.1	
Total workforce		1,103
By gender		
Male		948
Female		155
By employment type		
Full-time workers		1,102
Part-time workers		1
Temporary/contracted workers		0
By employee category		
Senior management		39
Middle management		123
General and technical staff		941
By age group		
30 and below		486
31-40		342
41-50		187
51 and above		88
By geographical region		
Mainland China		1,103
Other regions		0
Health and Safety		
Number and rate of work-related fatalities	B2.1	0
Lost days due to work injury	B2.2	60

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Key Performance Indicators (“KPI”) of HKEx

Aspect	Disclosure		Reference and explanation
A. Environmental A1: Emissions	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to emissions of waste gas and greenhouse gas, discharge into water and land, generation of hazardous and non-hazardous waste.	Pages 1 to 2
	KPI A1.1	The types of emissions and respective emissions data.	The waste gas emissions during the Group's operation have no significant impacts on the environment.
	KPI A1.2	Greenhouse gas emissions in total and intensity.	Environmental Performance Data
	KPI A1.3	Total hazardous waste produced and intensity.	Environmental Performance Data
	KPI A1.4	Total non-hazardous waste produced and intensity.	Environmental Performance Data
	KPI A1.5	Description of measures to mitigate emissions and results achieved.	Page 2
	KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved.	Page 2
A2: Use of Resources	General Disclosure	Policies on effective use of resources (including energy, water and other raw materials). Note: Resources can be used for production, storage, transportation, buildings and electronic equipment.	Pages 1 to 3
	KPI A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility).	Environmental Performance Data
	KPI A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	Environmental Performance Data
	KPI A2.3	Description of energy use efficiency initiatives and results achieved.	Page 3
	KPI A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved.	Only consume water from the water company.
	KPI A2.5	Total packaging material used for finished products.	Environmental Performance Data
A3: The Environment and Natural Resources	General Disclosure	Policies on minimizing the significant impact of the issuer on the environment and natural resources.	The business activities of the Group have no significant negative impacts on the environment and natural resources; Pages 1 to 3.
	KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	The business activities of the Group have no significant negative impacts on the environment and natural resources; Page 3.

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Aspect	Disclosure		Reference and explanation
B. Social			
Employment and Labour Standards			
B1: Employment	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to remuneration and dismissal, recruitment and promotion, working hours, rest periods, equal opportunities, diversity, anti-discrimination and other treatments and benefits.	Page 4
	KPI B1.1	Total workforce by gender, employment type, age group and geographical region.	Social Indicators
	KPI B1.2	Employee turnover rate by gender, age group and geographical region.	Not disclosed during the Year
B2: Health and Safety	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to provision of a safe working environment and protection of employees from occupational hazards.	Pages 4 to 5
	KPI B2.1	Number and rate of work-related fatalities.	Social Indicators
	KPI B2.2	Lost days due to work injury.	Social Indicators
	KPI B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored.	Pages 4 to 5
B3: Development and Training	General Disclosure	Policies on enhancing the knowledges and skills of employees to perform duties. Describe training activities.	Page 5
	KPI B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	Not disclosed during the Year
	KPI B3.2	The average training hours completed per employee by gender and employee category.	Not disclosed during the Year
B4: Labour Standards	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to prevention of child labour or forced labour.	Pages 4 to 5
	KPI B4.1	Description of measures to review employment practices to avoid child and forced labour.	Pages 4 to 5
	KPI B4.2	Description of steps taken to eliminate such practices when discovered.	Page 5

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Aspect	Disclosure		Reference and explanation
Operating Practices B5: Supply Chain Management	General Disclosure	Policies on managing environmental and social risks of the supply chain.	Page 6
	KPI B5.1	Number of suppliers by geographical region.	Not disclosed during the Year
	KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	Not disclosed during the Year
B6: Product Responsibility	General Disclosure	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, labeling and privacy matters relating to products and services provided and methods of redress.	Pages 6 to 7
	KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	Not disclosed during the Year
	KPI B6.2	Number of products and services related complaints received and how they are dealt with.	Not disclosed during the Year
	KPI B6.3	Description of practices relating to observing and protecting intellectual property rights.	Pages 6 to 7
	KPI B6.4	Description of quality assurance process and recall procedures.	Pages 6 to 7; Not disclosed during the Year regarding recall procedures.
	KPI B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored.	Pages 6 to 7
B7: Anti-corruption	General Disclosure	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.	Page 7
	KPI B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the Year and the outcomes of the cases.	There was no legal case regarding corrupt practices brought against the Group or its employees during the Year.
	KPI B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored.	Not disclosed during the Year

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Aspect	Disclosure		Reference and explanation
Community B8: Community Investment	General Disclosure	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.	Page 7
	KPI B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	Page 7
	KPI B8.2	Resources (e.g. money or time) contributed to the focus area.	Not disclosed during the Year