

# CWT International Limited

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**商界展關懷**  
**caringcompany** 2016-20<sup>®</sup>  
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香港社會服務聯會頒發

# 2019

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





# CONTENTS 目錄

About the Report	關於本報告	2
Reporting Period	報告期	2
Reporting Scope	報告範圍	2
Basis of Report Preparation	報告編製基準	3
Application of Reporting Principles	報告原則的應用	3
Access to this Report	獲取本報告	5
Feedback	意見反饋	5
About the Group	關於本集團	6
Message from the Co-Chairmen	聯席主席寄語	8
Our Governance	我們的管治	10
Governance Structure	管治架構	11
Risk Management	風險管理	15
Our Communication	我們的溝通	16
Materiality Assessment	重要性評估	19
Assessment Method	評估方式	19
Materiality Matrix	重要性矩陣	20
Responding to Material Issues	回應重要議題	22
Our Workforce	我們的僱員	23
Policy and Welfare	政策及福利	24
Training and Development	培訓與發展	28
Respecting Rights	尊重權利	30
Work Safety	工作安全	32
Our Operation	我們的營運	34
Compliant Operation	合規經營	36
Supply Chain Management	供應鏈管理	38
Delivering Excellent Services	提供卓越服務	40
Providing Reliable Services	提供可靠服務	41
Enhancing Customer Satisfaction	提升客戶滿意度	44
Our Environment	我們的環境	45
Environmental Management	環境管理	46
Our Community	我們的社區	50
Delivering Values to Communities	向社區傳遞價值	50
Appendix I The List of Laws and Regulations	附錄一 法律法規列表	56
Appendix II Key Performance Indicators	附錄二 關鍵績效指標	59
Appendix III HKEX ESG Reporting Guide Index	附錄三 聯交所環境、社會及管治報告指引索引	69



## ABOUT THE REPORT

### 關於本報告

This is the fourth Environmental, Social and Governance (“**ESG**”) Report (this “**Report**”) published by CWT International Limited (the “**Company**”, together with its subsidiaries, collectively referred to as the “**Group**”, “**CWT**” or “**we**”). We believe delivering reports with clarity and transparency is the key to corporate sustainability management. Therefore, our significant strategies and performances on ESG areas are continuously disclosed to stakeholders on an annual basis.

This Report should be read in conjunction with the Company’s 2019 Annual Report (in particular the Corporate Governance Report contained therein) to provide a comprehensive understanding of the Company’s performance.

The board (the “**Board**”) of directors (the “**Directors**” and each a “**Director**”) is fully responsible for the Company’s environmental and social strategies and reporting, and has reviewed and approved this Report. The information disclosed in this Report is mainly derived from the internal documents and public information of the Group. The Board undertakes that there are no false records, misleading statements or material omissions in the content of this Report.

### REPORTING PERIOD

Unless otherwise specified, this Report covers the period from 1 January 2019 to 31 December 2019 (the “**Reporting Period**”). The information presented in this Report includes the Group’s specific ESG policies and performance. Due to data continuity and comparability, the timeframes of some of the contents have been adjusted where necessary.

### REPORTING SCOPE

Unless otherwise stated, the scope of the Report covers our core businesses and operations, including the headquarters in both Hong Kong and Singapore, logistics services business in Singapore, commodity marketing businesses in Singapore and Switzerland.

The Group disposed the operation of sports and leisure-related facilities business in People’s Republic of China (“**PRC**”) in January 2020, which was already classified as discontinued operations since the first half of 2019. Therefore, we excluded the operation of sports and leisure-related facilities business from the reporting scope this year.

本報告為CWT International Limited(「本公司」，連同其附屬公司統稱「本集團」、「CWT」或「我們」)發表的第四份環境、社會及管治(「環境、社會及管治」)報告(「本報告」)。我們相信清晰透明的報告是企業可持續發展管理的關鍵。因此，我們每年持續向持份者披露本公司在環境、社會及管治方面的重要策略與表現。

本報告應與本公司二零一九年年報(特別是當中所載的企業管治報告)一併閱讀，以全面了解本公司的表現。

董事(「董事」及各自為「董事」)會(「董事會」)全面負責本公司的環境及社會策略及報告，並已審閱及批准本報告。本報告內所披露的資料主要來源於本集團內部文件及公開資料。董事會承諾本報告內容不存在任何虛假記錄、誤導性陳述或重大遺漏。

### 報告期

除另有指明外，本報告涵蓋二零一九年一月一日至二零一九年十二月三十一日期間(「報告期」)。本報告呈列的資料包括本集團的特定環境、社會及管治政策及表現。由於數據的連續性及可比性，部分內容的時間框架已於必要時進行調整。

### 報告範圍

除另有說明外，本報告範圍涵蓋我們的核心業務及營運，包括香港及新加坡總部、新加坡物流服務業務、新加坡及瑞士商品貿易業務。

本集團於二零二零年一月出售於中華人民共和國(「中國」)的體育及休閒相關設施營運業務，該業務已自二零一九年上半年起分類為已終止業務。因此，我們於本年度將體育及休閒相關設施營運業務排除在報告範圍之外。

## 關於本報告 ABOUT THE REPORT

## BASIS OF REPORT PREPARATION

This Report was prepared in accordance with the *Environmental, Social and Governance Reporting Guide* (the “**ESG Reporting Guide**”) contained in Appendix 27 to the *Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited* (“**SEHK**”) (the “**Listing Rules**”). Moreover, the selection of information for disclosure was also based on the result of the materiality assessment. This Report complies with the “comply or explain” provisions of the ESG Reporting Guide. Please refer to the Content Index on Appendix III in this Report for details of the corresponding sections of the provisions.

## 報告編製基準

本報告乃根據香港聯合交易所有限公司(「聯交所」)證券上市規則(「上市規則」)附錄27所載環境、社會及管治報告指引(「環境、社會及管治報告指引」)編製。此外，重要性評估的結果亦作為選擇披露資料的基準。本報告遵守環境、社會及管治報告指引的「不遵守就解釋」條文。有關條文相應章節的詳情，請參閱本報告附錄三的內容索引。

## APPLICATION OF REPORTING PRINCIPLES

The reporting principles (of Materiality, Quantitative, Balance, and Consistency) outlined in the ESG Reporting Guide have been adopted in the course of this Report’s preparation. Please refer to the following table for our application of these reporting principles.

## 報告原則的應用

環境、社會及管治報告指引概述的報告原則(重要性、量化、平衡及一致性)已於本報告編製過程中採納。有關我們應用該等報告原則的詳情，請參閱下表。

Reporting Principle 報告原則	Description in the ESG Reporting Guide 環境、社會及管治報告指引的描述	Our Application of Reporting Principle 我們如何應用報告原則
Materiality  重要性	Materiality is the threshold at which ESG issues become sufficiently important to investors and other stakeholders that they should be reported.  重要性指當有關環境、社會及管治議題會對投資者及其他持份者產生重要影響時，應作出匯報。	During the preparation of this Report, a materiality assessment has been conducted to identify the material issues that are of paramount importance to both CWT and its major stakeholders. Then, the relevant information of the material issues has been collected and disclosed in a targeted manner.  於編製本報告期間，已進行重要性評估，以識別對CWT及其主要持份者而言至關重要的重大議題。其後，重大議題的相關資料已被收集並針對性地作出披露。
Quantitative  量化	KPIs need to be measurable. Targets can be set to reduce a particular impact. In this way the effectiveness of ESG policies and management systems can be evaluated and validated. Quantitative information should be accompanied by a narrative, explaining its purpose, impacts, and giving comparative data where appropriate.  關鍵績效指標須可予計量。應訂下減少個別影響的目標。這樣，環境、社會及管治政策及管理系統的效益可被評估及驗證。量化資料應附帶說明，闡述其目的及影響，並在適當的情況下提供比較數據。	Comparative and quantitative information with explanation was provided in this Report.  本報告提供比較及量化資料，並附帶說明。



## ABOUT THE REPORT 關於本報告

Reporting Principle 報告原則	Description in the ESG Reporting Guide 環境、社會及管治報告指引的描述	Our Application of Reporting Principle 我們如何應用報告原則
Balance  平衡	<p>The ESG report should provide an unbiased picture of the issuer's performance. The report should avoid selections, omissions, or presentation formats that may inappropriately influence a decision or judgment by the report reader.</p> <p>環境、社會及管治報告應當不偏不倚地呈報發行人的表現，避免可能會不恰當地影響報告讀者決策或判斷的選擇、遺漏或呈報格式。</p>	<p>Both achievements and challenges were disclosed, reflecting its ESG performance in an objective manner.</p> <p>已披露成就及挑戰，以客觀的方式反映其環境、社會及管治表現。</p>
Consistency  一致性	<p>The issuer should use consistent methodologies to allow for meaningful comparisons of ESG data over time. The issuer should disclose in the ESG report any changes to the methods used or any other relevant factors affecting a meaningful comparison.</p> <p>發行人應使用一致的方法，令環境、社會及管治數據日後可作有意義的比較。發行人應在環境、社會及管治報告中披露所採用方法的任何變更或任何其他影響有意義比較的相關因素。</p>	<p>Consistent methodology was used in the Report with necessary explanation on any changes to the methods used as compared to the previous year.</p> <p>本報告所採用的方法與去年所採用的方法一致，並已就該等方法任何變動作出必要說明。</p>

## 關於本報告 ABOUT THE REPORT

## ACCESS TO THIS REPORT

Available in both Chinese and English, the Report has been uploaded to the websites of Hong Kong Exchanges and Clearing Limited ("HKEX") and the Company. In the event of any inconsistency, the English version shall prevail.

Electronic copies are available in the following websites:

- HKEX news: <http://www.hkexnews.hk/>
- CWT's website: <http://www.cwtinternational.com/>

## FEEDBACK

We highly appreciate the opinions of our stakeholders. Joining hands towards sustainable development, you are always welcome to give us suggestions on this Report and/or our sustainability performances. You may reach us through the following methods:

Address: 10th Floor, Everbright Centre, 108 Gloucester Road,  
Wanchai, Hong Kong  
Tel: (852) 2558-1580  
Email: [cosec@cwtinternational.com](mailto:cosec@cwtinternational.com)

## 獲取本報告

本報告以中、英文編寫，並已上載至香港交易及結算所有限公司（「香港交易所」）及本公司網站。如有任何不一致的情況，應以英文版本為準。

電子版本可在以下網站查閱：

- 披露易：<http://www.hkexnews.hk/>
- CWT網站：<http://www.cwtinternational.com/>

## 意見反饋

我們非常重視持份者的意見。歡迎就本報告及／或我們的可持續發展表現提供建議，與我們攜手實現可持續發展。請透過以下方式聯絡我們：

地址：香港灣仔告士打道108號光大中心  
10樓  
電話：(852) 2558-1580  
電郵：[cosec@cwtinternational.com](mailto:cosec@cwtinternational.com)



## ABOUT THE GROUP

### 關於本集團

CWT is a Hong Kong-based investment holding company engaging in diverse businesses. Such businesses are operated under its main subsidiary, CWT Pte. Limited (“**CWT SG**”). The principal activities of the Group are shown as below:

CWT為一間從事多元化業務的香港投資控股公司。有關業務由其主要附屬公司CWT Pte. Limited (「**CWT SG**」)經營。本集團的主要業務如下：

Logistics Services	CWT SG was incorporated in 1970 as a private arm of the Port of Singapore Authority to provide warehousing and container trucking services in support of the onset of container terminal operations. Its key logistics services include warehousing and inventory management, land transport and distribution, cargo management and unpacking. CWT SG provides integrated logistics solutions to virtually all key industry sectors, with a focus on niche market verticals such as commodities, chemicals, food and wine, industrials, oil & gas and shipping; and value-adding within each vertical.
物流服務	CWT SG於一九七零年註冊成立為新加坡港務局的私人機構，提供倉儲及集裝箱貨運服務，以支持開啟集裝箱碼頭業務。其主要物流服務包括倉儲及存貨管理、陸路運輸及配送、貨物管理及拆箱。CWT SG為幾乎所有主要行業提供綜合物流解決方案，專注於商品、化學品、食品及酒類、工業品、油氣及航運等特定市場以及各市場的增值服務。
Commodity Marketing	CWT SG set up commodity marketing division after the completion of the acquisition of MRI Trading AG in 2011.
商品貿易	<p>The commodity marketing arm provides supply chain management of metals and minerals, specializing in commodity marketing of non-ferrous ores (primarily copper, lead and zinc), concentrates, refines and precious metals and their related by-products for mainly global smelting and processing customer bases.</p> <p>CWT SG於二零一一年完成收購MRI Trading AG後設立商品貿易部門。</p> <p>商品貿易部門提供金屬及礦石的供應鏈管理服務，專門從事有色金屬礦石（主要為銅、鉛及鋅）、精礦、精煉及貴金屬及其相關副產品的商品貿易，主要面向全球冶煉及加工客戶群。</p>

## 關於本集團 ABOUT THE GROUP

Financial Services	CWT SG stepped into financial services industry through Straits Financial Services Pte Ltd which it founded in 2010. It provides brokerage services and structured trade finance services to key clients such as equity funds.
金融服務	CWT SG透過其於二零一零年成立的Straits Financial Services Pte Ltd踏足金融服務行業。其向主要客戶(如股權基金)提供經紀服務及結構性貿易融資服務。
Engineering Services	<p>After the acquisition of Indeco Engineers (Pte) Ltd in 2006, CWT SG expanded its business regime to engineering services sector. It further expanded into property management in 2010 and stepped into design and build services for logistics properties in 2011.</p> <p>Its engineering services mainly provide services including property management, facilities management and maintenance, vehicles and equipment, fleet management and maintenance, supply and installation of engineering products, and design and build for logistics properties.</p>
工程服務	<p>於二零零六年收購Indeco Engineers (Pte) Ltd後，CWT SG將其業務擴展至工程服務行業。其業務於二零一零年進一步擴展至物業管理，並於二零一一年踏足物流物業的設計與建造服務。</p> <p>其工程服務主要包括提供物業管理、設施管理及維護、車輛及設備、車隊管理及維護、工程產品的供應及安裝以及物流物業的設計與建造服務。</p>



## MESSAGE FROM THE CO-CHAIRMEN

### 聯席主席寄語

We are pleased to present the ESG Report 2019 of the Group to our stakeholders, demonstrating how we strive to increase values for our stakeholders in environmental and social aspects. With well-established principal businesses, we recognize that we have a commensurately larger responsibility to future generations. This is why we attach importance to delivering a sustainable growth. This mission carries two important messages: while we understand the importance of business development, we are also accountable for our impacts on the environment and society.

In 2019, we experienced an extraordinary difficult business and operating environment, where the global economy had been fluctuating and full of uncertainties. Despite the Company having failed to pay accrued interests and certain fees in April 2019, the Company successfully reached an agreement on the loan extension with the lenders in the following months. Our operation of sports and leisure-related facilities business, which had been classified as discontinued operations since first half of 2019, was disposed in January 2020. The disposal increases the liquidity and cash position of the Company to repay the outstanding debt and enhance the general working capital of the Company. On that note, we have excluded operation of sports and leisure-related facilities business from this report. Our strategy to divest non-core business has enabled us to focus on the management of our current businesses, especially in the environmental and social aspects.

Our commitment to sustainability gives our business the competitive edge and we strive to continue to contribute to the communities where we live and work. We proactively listen to and respond to the expectations from the society, as we believe it enables all parties to actively resolve potential conflicts and work together to build a sustainable community. In 2019, as part of our continued corporate social responsibility efforts, we established our internal charity group – CWT HOPE. We look forward to adding value to social contribution.

Sustainable development is inseparable from a safe environment. The 2019 Novel Coronavirus (“**Covid-19**”) has had a significant global impact. To fulfil our corporate social responsibility, the Group has taken precautionary measures to deal with the Covid-19 outbreak in accordance with guidelines provided by the authorities (including the ESG matters) in the respective countries where the Group operates.

我們欣然向持份者呈報本集團的二零一九年環境、社會及管治報告，說明我們如何努力提升持份者於環境及社會層面的價值。由於主要業務發展成熟，我們意識到我們對未來世代的責任相應更大。因此，我們重視實現可持續增長。此使命包含兩個重要訊息：在我們了解商務發展重要性的同時，我們亦為我們對環境及社會的影響負責。

於二零一九年，全球經濟波動且充滿不確定性，我們經歷了非常困難的業務及經營環境。儘管本公司未能於二零一九年四月支付應計利息及若干費用，本公司於其後數月成功與貸款人達成貸款延期協議。自二零一九年上半年起分類為已終止業務之體育及休閒相關設施營運業務於二零二零年一月出售。出售事項提升本公司的流動性及現金狀況，以償還未償還債務及增加本公司的一般營運資金。因此，本報告並無計入體育及休閒相關設施營運業務。我們出售非核心業務的策略使我們得以專注於管理現有業務，尤其是環境及社會層面。

我們對可持續發展的承諾令業務取得競爭優勢，並將致力繼續為生活及工作的社區作出貢獻。我們積極聆聽及回應社會的期望，因為我們相信此舉可讓各方積極解決潛在衝突，攜手合作建立可持續發展的社區。作為持續履行企業社會責任努力的一部分，我們於二零一九年成立內部的慈善小組 – CWT HOPE。我們期待為社區貢獻持續增值。

可持續發展與安全環境的關係密不可分。二零一九年新型冠狀病毒(「**新型冠狀病毒**」)對全球影響巨大。為履行我們的企業社會責任，本集團已根據本集團經營所在相關國家的當局提供的指引(包括環境、社會及管治事宜)採取預防措施應對新型冠狀病毒疫情。

## 聯席主席寄語 MESSAGE FROM THE CO-CHAIRMEN

In addition, we also note from the recent amendments on the Listing Rules regarding ESG matters, which will take effect on the ESG Report of the Company for the year 2021. The Company will work towards meeting the new compliance requirements for its ESG Report 2021.

Despite the aforesaid difficulties which we have overcome, we believe the Group is on its way to a brighter future with our best endeavours and efforts. We will keep looking for ways to sustain our growth and to deliver value to our stakeholders and the society.

此外，我們亦注意到近期上市規則有關環境、社會及管治事宜的修訂，其將對本公司二零二一年的環境、社會及管治報告生效。本公司將開展工作，使其二零二一年環境、社會及管治報告符合該等新的合規要求。

儘管存在上述我們已克服的困境，我們仍然相信，悉力以赴之後，本集團定將迎接更美好未來。我們將繼續尋求方法以維持增長並為持份者及社會創造價值。

**Zhu Weijun**

朱衛軍

*Co-Chairman*

聯席主席

**Li Neng**

李能

*Co-Chairman*

聯席主席



## OUR GOVERNANCE

### 我們的管治

CWT attaches great importance to creating values for its stakeholders as well as progressing to sustainable development. We are committed to sustainable development that satisfies our current needs without compromising the ability of future generations to meet their own needs.

CWT continuously improves the governance mechanism to actively respond to the sustainability-related risks and to seize business opportunities from therein. We have formulated the *Environmental, Social and Governance Policy* ("**ESG Policy**"), which sets forth our standards in the areas of environmental protection, employment and labour practices, operating practices and community contribution. Our ESG Policy guides CWT in our efforts to incorporate environmental, social and governance considerations into the planning and operation of our core businesses, actively manage the environmental and social impacts of our operations to the benefit of all our stakeholders and be an active and responsible participant in the community in which we operate.

CWT非常重視為其持份者創造價值及推動可持續發展。我們致力於實現可持續發展，在滿足我們當前需求的同時不影響未來世代滿足自身需求的能力。

CWT不斷改善管治機制以積極應對可持續發展相關風險並把握當中的商機。我們已制定環境、社會及管治政策（「**環境、社會及管治政策**」），其中載列我們在環境保護、僱傭和勞工常規、營運慣例及社區貢獻方面的標準。我們的環境、社會及管治政策指導CWT努力將環境、社會及管治考慮因素納入我們核心業務的規劃及營運中，積極管理我們營運的環境及社會影響，讓所有持份者受益，並成為積極參與我們經營所在社區的負責任參與者。

#### The ESG Policy – Management Principles

We are committed to sustainable development that satisfies our current needs without compromising the ability of future generations to meet their own needs. Our ESG Policy guides CWT in our efforts to:

- incorporate environmental, social and governance considerations into the planning and operation of our core businesses
- actively manage the environmental and social impacts of our operations to the benefit of all our stakeholders
- be an active and responsible participant in the community in which we operate

#### 環境、社會及管治政策 – 管理原則

我們致力追求一種既切合我們當前所需，亦無損後代滿足其需求的可持續發展。我們的環境、社會及管治政策指引CWT：

- 在規劃及經營我們的核心業務時考慮環境、社會及管治因素
- 積極控制我們業務的環境及社會影響，從而使我們所有持份者受惠
- 積極投入於我們業務經營所在的社區並有所承擔

## 我們的管治 OUR GOVERNANCE

CWT strictly abides by the laws and regulations in the locations of operation, requirements of regulatory authorities, its own governance policies and codes of practice. The Company operates honestly and legally and attaches importance to risk management and internal control. The Company also monitors the operations of its subsidiaries through the implementation of policies and systems to ensure their compliance with laws and regulations, consummation of business operations, and management of risks and opportunities. Through robust corporate governance, the Company ensures the compliance of business processes and continues to promote its sustainable development.

If you would like to know more about the Company's information on corporate governance, please refer to the *Corporate Governance Report* in its 2019 Annual Report.

### GOVERNANCE STRUCTURE

CWT strictly complies with the provisions and requirements of the Listing Rules and executes its governance policies, such as the *Articles of Association*, the *Nomination Policy*, and the *Board Diversity Policy*. CWT has developed a comprehensive governance structure, which includes the Board, the Executive Committee, the Audit Committee, the Nomination Committee, the Remuneration Committee, the Investment Committee, the Asset Management Committee, and the senior management. Improving the level of the Company's governance and regulating the Company's operation ensures that all decisions are made on the principles of accountability and fairness and are announced in a transparent manner to protect the interests of all shareholders and other stakeholders.

The Group formulates ESG-related controls to address significant ESG risk, and those controls are operated effectively at appropriate business level. The Board oversees the ESG matters and ensures long term values could be delivered to our stakeholders with the assistance of an ESG Working Group (the “**ESG Working Group**”).

CWT嚴格遵守經營所在地的法律法規、監管機構規定、自身的管治政策及常規守則。本公司誠信合法經營，重視風險管理及內部控制。本公司亦透過實施政策及系統監察其附屬公司的營運，以確保其遵守法律法規、完成業務營運及管理風險及機會。通過穩健的企業管治，本公司確保業務流程合規，並持續促進其可持續發展。

如閣下希望了解更多有關本公司企業管治的資訊，請參閱本公司二零一九年年報內的企業管治報告。

### 管治架構

CWT嚴格遵守上市規則的條文及規定，並執行其管治政策，如組織章程細則、提名政策及董事會多元化政策。CWT已建立全面的管治架構，包括董事會、執行委員會、審核委員會、提名委員會、薪酬委員會、投資委員會、資產管理委員會及高級管理層。提高本公司的管治水平及規範本公司營運，確保所有決策均按問責及公平原則作出，並以透明方式公佈，以保障全體股東及其他持份者的利益。

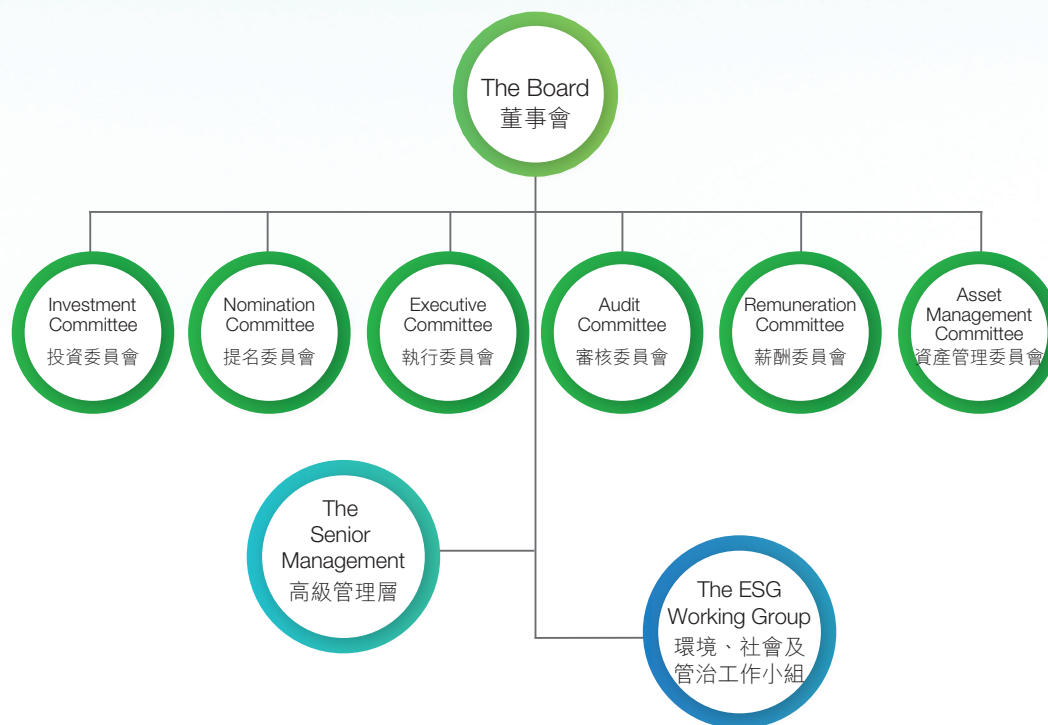
本集團制定環境、社會及管治相關控制措施以應對重大環境、社會及管治風險，該等控制措施在適當的業務層面有效運作。董事會監督環境、社會及管治事宜，並確保在環境、社會及管治工作小組（「環境、社會及管治工作小組」）的協助下，為持份者帶來長期價值。



## OUR GOVERNANCE 我們的管治

## CWT GOVERNANCE STRUCTURE

## CWT管治架構



## THE BOARD

The Board is the operational decision-making body of the Company, accountable to the shareholders of CWT. The management of the business of the Company shall be vested in the Board. As of 31 December 2019, the Board comprised a total of ten members, with six executive directors ("EDs") and four independent non-executive directors ("INEDs"). The resumes of all directors have been published in the Company's annual report.

The Board has established six committees, namely the Executive Committee, the Audit Committee, the Nomination Committee, the Remuneration Committee, the Investment Committee, and the Asset Management Committee. They were each established with specific written terms of reference which clearly set out their respective authorities and responsibilities. Details can be found at the relevant terms of reference, and certain terms of reference have been uploaded to the websites of HKEX and the Company as requested under the Listing Rules.

## 董事會

董事會為本公司的營運決策機構，向CWT股東負責。本公司的業務由董事會管理。於二零一九年十二月三十一日，董事會由合共十名成員組成，包括六名執行董事（「執行董事」）及四名獨立非執行董事（「獨立非執行董事」）。所有董事的簡歷已刊載於本公司年報內。

董事會已成立六個委員會，即執行委員會、審核委員會、提名委員會、薪酬委員會、投資委員會及資產管理委員會。彼等各自訂有具體書面職權範圍，當中清楚載列彼等各自的權力及責任。詳情可參閱相關職權範圍，而若干職權範圍已按上市規則規定上載至香港交易所及本公司網站。

## 我們的管治 OUR GOVERNANCE

## THE COMMITTEES

## 委員會

Executive Committee	The Executive Committee is responsible for, amongst other things, developing and reviewing the Company's policies and practices on corporate governance and making recommendations to the Board as well as reviewing and monitoring the training and continuous professional development of Directors and senior management. The Company's compliance with the Corporate Governance Code and disclosure in the corporate governance report shall be reviewed by the Executive Committee.	4 EDs
執行委員會	執行委員會負責(其中包括)制定及檢討本公司的企業管治政策及常規，並向董事會提出建議，以及檢討及監察董事及高級管理層的培訓及持續專業發展。執行委員會須檢討本公司遵守企業管治守則的情況及企業管治報告內的披露。	四名執行董事
Audit Committee	The principal duties of the Audit Committee include, amongst other things, overseeing the relationship with the Company's auditor, reviewing the interim and annual financial statements, and reviewing the Company's financial reporting system, risk management and internal control procedures.	3 INEDs
審核委員會	審核委員會之主要職責包括(其中包括)監察與本公司核數師之關係、審閱中期及年度財務報表，以及檢討本公司之財務申報制度、風險管理及內部監控程序。	三名獨立非執行董事
Nomination Committee	The Nomination Committee reviews the structure, size and composition of the Board and makes recommendations on any proposed changes to the Board to complement the Company's corporate strategy. The duties of the Nomination Committee also include identifying individuals suitably qualified to become Board members and selecting or making recommendations to the Board as well as making recommendations to the Board on the appointment or re-appointment of Directors and succession planning for Directors.	1 ED 3 INEDs
提名委員會	提名委員會檢討董事會的架構、人數及組成，並就任何為配合本公司的企業策略而擬對董事會作出的變動提出建議。提名委員會的職責亦包括物色具備合適資格可擔任董事會成員的人士，並甄選有關人士出任董事或就此向董事會提出建議，以及就董事委任或重新委任以及董事繼任計劃向董事會提出建議。	一名執行董事 三名獨立非執行董事

## OUR GOVERNANCE 我們的管治

Remuneration Committee	The Remuneration Committee is responsible for making recommendations to the Board on the Company's policy and structure for all remuneration of Directors and senior management of the Group. The Remuneration Committee reviews and approves the management's remuneration proposals with reference to the Company's goals and objectives and ensures that no Director or any of his/her associates is involved in deciding his/her own remuneration.	1 ED 3 INEDs
薪酬委員會	薪酬委員會負責就本公司有關董事及本集團高級管理層的所有薪酬政策及架構向董事會提出建議。薪酬委員會參考本公司的目標及目的檢討及批准管理層的薪酬建議，並確保概無董事或其任何聯繫人參與釐定其本身的薪酬。	一名執行董事 三名獨立非執行董事
Investment Committee	The Investment Committee is responsible for formulating investment policies and making investments for the Group for the funds that are not used for specific purposes and are not reserved to meet the short-term working capital needs of the Group, which are known as surplus funds. Such surplus funds can be effectively managed and bring satisfactory financial returns under the premise of meeting the Group's strategy.	3 EDs 2 INEDs
投資委員會	投資委員會負責為本集團制定投資政策及進行投資，該等資金並非作特定用途，亦不會保留以應付本集團之短期營運資金需求，即盈餘資金。該等盈餘資金可在符合本集團策略的前提下被有效管理及帶來令人滿意的財務回報。	三名執行董事 兩名獨立非執行董事
Asset Management Committee	The Asset Management Committee is responsible for reviewing and researching of the disposal plan of the Company's fixed assets.	1 ED 1 senior management 1 from financial advisor (plus one alternate)
資產管理委員會	資產管理委員會負責審閱及研究本公司固定資產的出售計劃。	一名執行董事 一名高級管理層 一名財務顧問(加一名候補)



## 我們的管治 OUR GOVERNANCE

**THE ESG WORKING GROUP**

The ESG working group is responsible for overseeing and implementing a consistent and strategic approach to environmental and social initiatives, and publicly reporting its performance. The ESG Working Group consists of representatives from major functional departments of the Group and is chaired by a representative of the management team. Members of the ESG Working Group meet annually to review performance of material aspects.

**RISK MANAGEMENT**

The Board is responsible for ensuring, maintaining and overseeing the overall internal control and risk management systems of the Group. The Executive Committee assists the Board in discharging its responsibilities of ensuring and maintaining sound internal control and risk management functions by continuously reviewing and monitoring the internal control and risk management systems and processes so as to ensure that they can provide reasonable assurance against material errors and potential risk of the Group.

The internal control and risk management systems are embedded within the business processes and function as an integral part of the overall operations of the Group. The systems comprise a comprehensive organisation structure with assignment of definite accountabilities and delegation of the corresponding authorities to each post. Based on the organisation structure, an accountability system has been developed, which includes a reporting system from division head of each principal business unit to the Executive Committee.

Business plans and budgets are prepared by the division head of each principal business unit annually. In preparing the business plans and budgets, the management identifies and evaluates any potential risks. Measures will be put in place with an aim to ultimately managing, controlling or lessening such risks.

**環境、社會及管治工作小組**

環境、社會及管治工作小組負責監督及執行本集團在環境及社會舉措方面貫徹一致的策略方針，並向公眾匯報其工作成果。環境、社會及管治工作小組由本集團各主要職能部門的代表組成，並由管理層代表擔任主席。環境、社會及管治工作小組的成員每年召開一次會議，以檢討各重要範疇的表現。

**風險管理**

董事會負責確保、維持及監管本集團整體的內部監控及風險管理制度。執行委員會透過持續檢討及監察內部監控及風險管理制度及程序，協助董事會履行其確保及維持健全內部監控及風險管理職能的責任，以確保彼等可就本集團的重大錯誤及潛在風險提供合理保證。

內部監控及風險管理制度已內嵌於業務程序中，成為本集團整體營運中不可分割的一部份。該等制度包括一個全面的組織架構，當中每個崗位都委以明確的責任，並授予相應的權力。本集團已根據組織架構建立了問責制度，當中包括每個主要業務單位的部門主管向執行委員會匯報的制度。

每個主要業務單位的部門主管須每年編製業務計劃及預算。在編製業務計劃及預算時，管理層會辨識及評估任何潛在風險。對應的措施將予實施，務求最終能管理、控制或降低該等風險。

## OUR COMMUNICATION

### 我們的溝通

CWT attaches great importance to the expectations of its stakeholders, and communicates transparently with the major stakeholders to understand the sustainability issues they are most concerned about in order to maintain a good relationship with them. As our business covers different aspects, we have to engage with different types of stakeholders, including shareholders, business partners, customers, investors, governments and regulators, the public, employees, suppliers, and the media. CWT regularly communicates with major stakeholders through various channels to understand and respond to their comments and requests.

CWT非常重視其持份者的期望，並與主要持份者進行具透明度的溝通，以了解彼等最關注的可持續發展議題，從而與彼等維持良好關係。由於我們的業務涵蓋不同層面，我們須與不同類型的持份者(包括股東、業務夥伴、客戶、投資者、政府及監管機構、公眾、僱員、供應商及媒體)溝通。CWT定期透過各種渠道與主要持份者溝通，以了解及回應彼等的意見及要求。

Stakeholder Types 持份者類型	Channels 渠道	Matters of Concern 關注事項	The Group's Responses 本集團的回應
Substantial Shareholders/ Investors  主要股東／投資者	<ul style="list-style-type: none"> <li>Shareholders' meetings</li> <li>Annual reports, financial statements and announcements</li> <li>The Group and its subsidiaries' websites</li> <li>Social media</li> </ul>	<ul style="list-style-type: none"> <li>Good business performance</li> <li>Good corporate governance</li> <li>Risk control and integrity</li> <li>The Company's strategic direction</li> <li>Sufficient disclosure</li> </ul>	<ul style="list-style-type: none"> <li>Improving corporate governance</li> <li>Corporate strategy meeting investors' expectations</li> <li>Factual and sufficient disclosure</li> </ul>
Business Partners  業務夥伴	<ul style="list-style-type: none"> <li>Daily communication between business representatives</li> <li>Management-level meetings</li> </ul>	<ul style="list-style-type: none"> <li>Mutual benefits</li> <li>Promotion and innovation of management</li> </ul>	<ul style="list-style-type: none"> <li>Enhancing communication</li> </ul>
	<ul style="list-style-type: none"> <li>業務代表之間的日常溝通</li> <li>管理層會議</li> </ul>	<ul style="list-style-type: none"> <li>互惠互利</li> <li>管理推廣與創新</li> </ul>	<ul style="list-style-type: none"> <li>加強溝通</li> </ul>

## 我們的溝通 OUR COMMUNICATION

Stakeholder Types 持份者類型	Channels 渠道	Matters of Concern 關注事項	The Group's Responses 本集團的回應
Customers  客戶	<ul style="list-style-type: none"> <li>Business communication</li> <li>Meetings</li> <li>Customer service hotline</li> </ul> <ul style="list-style-type: none"> <li>商業通訊</li> <li>會議</li> <li>客戶服務熱線</li> </ul>	<ul style="list-style-type: none"> <li>Service quality</li> <li>Privacy</li> </ul> <ul style="list-style-type: none"> <li>服務質素</li> <li>私隱</li> </ul>	<ul style="list-style-type: none"> <li>Improving service quality</li> <li>Strengthening data security</li> </ul> <ul style="list-style-type: none"> <li>提升服務質素</li> <li>加強資料安全</li> </ul>
Government Authorities  政府部門	<ul style="list-style-type: none"> <li>Information submission</li> <li>Social media</li> <li>The Group and its subsidiaries' websites</li> </ul> <ul style="list-style-type: none"> <li>資料提交</li> <li>社交媒體</li> <li>本集團及其附屬公司網站</li> </ul>	<ul style="list-style-type: none"> <li>Operating in compliance</li> </ul> <ul style="list-style-type: none"> <li>合規經營</li> </ul>	<ul style="list-style-type: none"> <li>Maintaining compliance with laws and regulations</li> </ul> <ul style="list-style-type: none"> <li>秉持遵守法律法規</li> </ul>
Local Community  當地社區	<ul style="list-style-type: none"> <li>Charitable activities</li> <li>Social media</li> <li>The Group and its subsidiaries' websites</li> </ul> <ul style="list-style-type: none"> <li>慈善活動</li> <li>社交媒體</li> <li>本集團及其附屬公司網站</li> </ul>	<ul style="list-style-type: none"> <li>Charity investment</li> <li>Safety and environmental protection</li> </ul> <ul style="list-style-type: none"> <li>慈善投資</li> <li>安全及環境保護</li> </ul>	<ul style="list-style-type: none"> <li>Increasing community investment</li> <li>Maintaining work safety</li> <li>Enhancing environmental protection</li> </ul> <ul style="list-style-type: none"> <li>增加社區投資</li> <li>維護工作安全</li> <li>加強環境保護</li> </ul>



## OUR COMMUNICATION 我們的溝通

Stakeholder Types 持份者類型	Channels 渠道	Matters of Concern 關注事項	The Group's Responses 本集團的回應
Employees  僱員	<ul style="list-style-type: none"> <li>Internal communication system</li> <li>Meetings</li> <li>Annual appraisal</li> <li>Company activities</li> <li>Social media</li> </ul> <ul style="list-style-type: none"> <li>內部通訊系統</li> <li>會議</li> <li>年度評核</li> <li>公司活動</li> <li>社交媒體</li> </ul>	<ul style="list-style-type: none"> <li>Sound welfare</li> <li>Good career development</li> <li>Comfortable working environment</li> </ul> <ul style="list-style-type: none"> <li>福利良好</li> <li>良好事業發展</li> <li>舒適工作環境</li> </ul>	<ul style="list-style-type: none"> <li>Providing diverse employee activities</li> <li>Providing training</li> </ul> <ul style="list-style-type: none"> <li>提供多元化的僱員活動</li> <li>提供培訓</li> </ul>
Suppliers  供應商	<ul style="list-style-type: none"> <li>Business communication</li> <li>Meetings</li> </ul> <ul style="list-style-type: none"> <li>商業通訊</li> <li>會議</li> </ul>	<ul style="list-style-type: none"> <li>Win-win cooperation</li> </ul> <ul style="list-style-type: none"> <li>合作共贏</li> </ul>	<ul style="list-style-type: none"> <li>Increasing investment, being open and transparent</li> </ul> <ul style="list-style-type: none"> <li>增加投資，公開透明</li> </ul>
Potential Investor or Financial Institution  潛在投資者或金融機構	<ul style="list-style-type: none"> <li>Information disclosures</li> <li>Briefings for investors</li> <li>Roadshows</li> <li>Briefings for analysts</li> </ul> <ul style="list-style-type: none"> <li>資料披露</li> <li>投資者簡報</li> <li>路演</li> <li>分析員簡報會</li> </ul>	<ul style="list-style-type: none"> <li>Disclosing information timely and accurately</li> </ul> <ul style="list-style-type: none"> <li>及時準確披露資料</li> </ul>	<ul style="list-style-type: none"> <li>Disclosing information timely and accurately</li> </ul> <ul style="list-style-type: none"> <li>及時準確披露資料</li> </ul>

## 我們的溝通 OUR COMMUNICATION

## MATERIALITY ASSESSMENT

CWT conducted its materiality assessment for its sustainability issues with the help of an independent third-party consultant. The process includes issue identification, issue ranking, survey result analysis, and issue validation.

## ASSESSMENT METHOD

The procedures and steps of the Group's materiality assessment are as follows:

### The First Step: Identification of the Sustainability Issues Related to the Group's Business

By making reference to the ESG Reporting Guide and conducting a comparative study of the concerns of peers, we screened a total of 20 sustainability issues related to CWT's business, and created a pool of sustainability issues applicable to CWT. Sustainability issues are mainly divided into environmental issues and social issues.

### The Second Step: Prioritization of the Sustainability Issues

We invited major internal and external stakeholder groups to participate in the online survey and ranked CWT's 6 environmental issues and 14 social issues according to their levels of materiality. The survey received a total of 86 valid responses from internal and external stakeholders. After statistical analysis of data, we examined the materiality of the sustainability issues from both internal and external stakeholders, to determine the materiality of issues of all aspects to CWT. The issues that were ranked at 5 or above (the maximum score being 10) at both dimensions were considered material. CWT considers the material issues to be the sustainability issues that are important to both the Group and its stakeholders. A total of 8 social issues was obtained, and are displayed in a matrix diagram.

### The Third Step: Validation of the Materiality of Sustainability Issues

The management of CWT confirmed the materiality of the issues identified and validated the 8 social issues as its material issues of 2019.

## 重要性評估

CWT在獨立第三方顧問的協助下對其可持續發展議題進行了重要性評估。該程序包括議題識別、議題排序、調查結果分析及議題驗證。

## 評估方式

本集團重要性評估的程序及步驟如下：

### 第一步：識別與本集團業務有關的可持續發展議題

經參考環境、社會及管治報告指引及對同業關注事項進行比較研究，我們篩選出合共20項與CWT業務有關的可持續發展議題，並創建了一組適用於CWT的可持續發展議題。可持續發展議題主要分為環境議題及社會議題。

### 第二步：可持續發展議題的優先順序

我們邀請內部及外部主要持份者團體參與網上調查，並根據其重要性水平對CWT的6項環境議題及14項社會議題進行排名。本次調查共收到內部及外部持份者的有效回覆86份。經過統計數據分析，我們審查了來自內部及外部持份者的可持續發展議題的重要性，以確定所有層面議題對CWT的重要性。於兩個維度得分為5或以上(最高得分為10分)的議題均被視為重要。CWT認為重要議題為對本集團及其持份者而言均屬重要的可持續發展議題。由此共獲得8個社會議題，並以矩陣圖顯示。

### 第三步：確認可持續發展議題的重要性

CWT的管理層確認所識別議題的重要性，並確認8項社會議題為其二零一九年的重要議題。

## OUR COMMUNICATION 我們的溝通

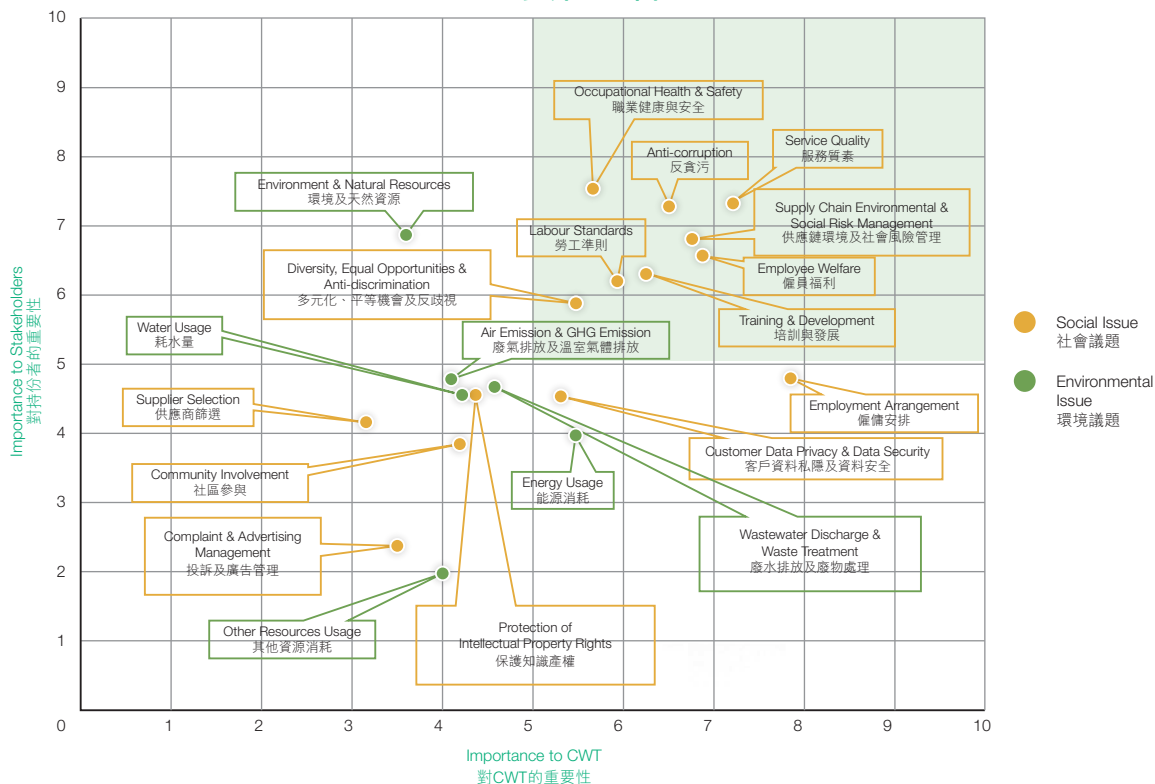
## MATERIALITY MATRIX

CWT reviewed the sustainability issues in two dimensions – the “Importance to Stakeholders” and the “Importance to CWT”. We assumed that the opinions of all stakeholders in each dimension are of equal importance. The matrix was sorted according to the levels of materiality of the issues from low to high, and from left to right on the horizontal axis; from bottom to top on the vertical axis. This Report discloses relevant information of the 8 social issues that are considered material by both internal and external stakeholders in the subsequent sections. We will disclose the work and progress made in various aspects, and will place emphasis to material issues in our long-term operations, formulate corresponding strategies, improve policies and set long-term goals.

## 重要性矩陣

CWT從「對持份者的重要性」及「對CWT的重要性」兩個維度檢討可持續發展議題。我們假設各維度中所有持份者的意見同等重要。該矩陣根據議題的重要性程度排列，水平軸從左到右的重要性程度遞增，垂直軸從底部到頂部的重要性水平遞增。本報告於隨後章節披露內部及外部持份者均認為重要的8項社會議題的相關資料。我們將披露各層面的工作及進展，並將重點放在長期營運中的重要問題上，制定相應策略，完善政策及設定長期目標。

CWT Materiality Matrix  
CWT重要性矩陣





## 我們的溝通 OUR COMMUNICATION

## SUSTAINABILITY ISSUE PRIORITIZATION

The ranking is based on the sum of the scores in the “Importance to Stakeholders” and the “Importance to CWT” dimensions. The material issues are highlighted in the table below.

## 可持續發展議題優先次序

排名乃根據「對持份者的重要性」及「對CWT的重要性」維度的分數總和。重要議題於下表概述。

1. Service Quality	2. Anti-corruption	3. Supply Chain Environmental & Social Risk Management	4. Employee Welfare
1. 服務質素	2. 反貪污	3. 供應鏈環境及社會風險管理	4. 僱員福利
5. Occupational Health & Safety	6. Employment Arrangement	7. Training & Development	8. Labour Standards
5. 職業健康與安全	6. 僱傭安排	7. 培訓與發展	8. 勞工準則
9. Diversity, Equal Opportunities & Anti-discrimination	10. Environment & Natural Resources	11. Customer Data Privacy & Data Security	12. Energy Usage
9. 多元化、平等機會及反歧視	10. 環境及天然資源	11. 客戶資料私隱及資料安全	12. 能源耗用
13. Wastewater Discharge & Waste Treatment	14. Protection of Intellectual Property Rights	15. Air Emission & GHG Emission	16. Water Usage
13. 廢水排放及廢物處理	14. 保護知識產權	15. 廢氣排放及溫室氣體排放	16. 耗水量
17. Community Involvement	18. Supplier Selection	19. Other Resources Usage	20. Complaint & Advertising Management
17. 社區參與	18. 供應商篩選	19. 其他資源消耗	20. 投訴及廣告管理

## OUR COMMUNICATION 我們的溝通

## RESPONDING TO MATERIAL ISSUES

By analyzing the results of the survey, we identified 8 material issues and disclosed these issues in detail in this Report. In the future, we will continue to improve our communication with stakeholders. The 8 material issues identified through materiality assessment and the corresponding sections of responses are as follows:

## 回應重要議題

通過分析調查結果，我們識別出8項重要議題，並在本報告中詳細披露這些議題。日後，我們將繼續加強與持份者的溝通。透過重要性評估識別的8項重要議題及相應的回應章節如下：

Aspect 層面	Material Issues 重要議題	Corresponding Response Sections 相應回應章節
Social 社會	Service Quality 服務質素	Our Operation – Delivering Excellent Services 我們的營運 – 提供卓越服務
	Anti-corruption 反貪污	Our Operation – Compliant Operation 我們的營運 – 合規經營
	Supply Chain Environmental & Social Risk Management 供應鏈環境及社會風險管理	Our Operation – Supply Chain Management 我們的營運 – 供應鏈管理
	Employee Welfare 僱員福利	Our Workforce – Policy and Welfare 我們的僱員 – 政策及福利
	Occupational Health & Safety 職業健康與安全	Our Operation – Work Safety 我們的營運 – 工作安全
	Training & Development 培訓與發展	Our Workforce – Training and Development 我們的僱員 – 培訓與發展
	Labour Standards 勞工準則	Our Workforce – Respecting Rights 我們的僱員 – 尊重權利
	Diversity, Equal Opportunities & Anti-discrimination 多元化、平等機會及反歧視	Our Workforce – Respecting Rights 我們的僱員 – 尊重權利

## OUR WORKFORCE 我們的僱員

CWT is committed to creating a warm and rewarding workplace to attract, retain, and develop talents. We consider employees an important component of our core competitiveness as well as the main driver of our sustainable development. CWT strives to develop and improve human resources-related policies, creating an inclusive and harmonious working environment for employees. Through building a career development platform and caring for employees' health and happiness, the Group helps employees to develop and improve.

CWT致力於打造一個溫暖及有回報的工作場所，以吸引、挽留及培養人才。我們認為僱員是我們核心競爭力的重要組成部份，亦是我們可持續發展的主要動力。CWT致力制定及完善人力資源相關政策，為僱員創造包容及和諧的工作環境。本集團通過搭建職業發展平台及關愛僱員的健康幸福，幫助僱員成長與提升。

### The ESG Policy – Employment and Labour Practices

CWT is committed to providing employees a motivating, rewarding and diversified working environment, where each employee is valued and respected, enabling them to fully participate in its employment experience.

To meet the commitment, including but not limited to, we shall:

- ensure employees perform work for the Group based on an employment relationship and provide employees with labour protection regarding compensation and dismissal, working hours, rest periods and other benefits and welfare;
- provide equal opportunity in employment, training and career development regardless of gender, age, nationality, race, color, religion, mental or physical disability, family status, family composition, sexual orientation, political beliefs or social status;
- maintain transparency with respect to the career progression and mobility for all employees;
- provide employees a discrimination-free and harassment-free work environment; and
- embrace and encourage our employees' differences in order to foster and cultivate a culture of diversity and inclusion at workplace.

### 環境、社會及管治政策 – 僱傭及勞工常規

CWT致力為員工提供一個氣氛積極、有成就感且多元化的工作環境，令每位員工均獲珍視及尊重，讓員工全身心投入於工作中。

為此，我們(包括但不限於)：

- 確保員工基於僱傭關係為本集團服務，並在賠償及解僱、工時、休假及其他利益及福利方面為員工提供勞工保障；
- 在招聘、培訓及職業發展方面提供平等機會，而不論性別、年齡、國籍、種族、膚色、宗教、精神或身體殘疾、家庭狀況、家庭成員、性取向、政治信仰或社會地位；
- 關於全體員工的晉升及調遣維持清晰透明；
- 為員工提供一個不受歧視及騷擾的工作環境；及
- 包容並鼓勵我們員工求同存異，藉以培養及營造一種多元及包容的企業文化。

The material issues – “Employee Welfare”, “Training & Development” “Labour Standards”, and “Diversity, Equal Opportunities & Anti-discrimination” identified in the materiality assessment are particularly addressed in this section of this Report.

重要性評估中發現的重要議題 –「僱員福利」、「培訓與發展」、「勞工準則」及「多元化、平等機會及反歧視」於本報告本節中特別處理。



## OUR WORKFORCE 我們的僱員

The Group strictly abides by relevant laws and regulations, and established policies to ensure compliant operation. The Company has developed and implemented the *Employee Handbook*, and its subsidiaries have also developed and executed employee-related policies in line with the location-specific requirements, clarifying employee-related rights and codes of practice. For more details, please refer to Appendix I of this Report.

### POLICY AND WELFARE

The establishment of a sound policy not only protects the rights and interests of employees, but also attracts and retains talents, further enhancing CWT's competitiveness. The Group regulates its recruitment, compensation, promotion, dismissal, working hours, holidays, benefits, etc. by implementing its human resources-related policies, such as *Employee Handbook*.

The Group's competitive edge depends on its capability to strengthen our workforce. We continue to focus on identifying diverse channels as well as leveraging strategic partnership to attract and recruit talents. Our talent recruitment channels include internal recruitment, job agencies, campus recruitment, local newspapers, referrals, online job posting and etc. We do not employ any person under the local legal minimum employment age. The signing and dismissal of employment contracts are strictly conducted in accordance with the relevant local laws and regulations in the locations that the Group operates in to fully protect the rights and obligations of both employees and the Group.

We are committed to providing fair market remuneration in terms of form and value in our remuneration policy to attract, retain, and motivate employees. The remuneration of the employees of CWT includes basic salaries and discretionary bonuses.

Concurrently, CWT is committed to improving its' employee performance appraisal mechanism, using the individual work performance of employees as the basis for salary and rank adjustment, motivating employees and encouraging employees to realize their own values. The Group provides diversified career development channels to enable employees to develop their strengths in suitable jobs.

The Group also develops a comprehensive and effective welfare system for employees, providing statutory holidays and other leaves. In addition to sick leave, we provide medical insurance that meets the requirements of our business operating locations, to effectively protect the lives of employees. We ensure all employees' work-life balance by stating the normal working hours clearly in our policy.

本集團嚴格遵守相關法律法規，並制定政策確保合規經營。本公司已制定並實施員工手冊，其附屬公司亦已制定並執行符合地區特定要求的僱員相關政策，明確僱員相關權利及行為準則。有關更多詳情，請參閱本報告附錄一。

### 政策及福利

建立完善的政策不僅保障僱員的權利及權益，亦吸引及挽留人才，進一步提升CWT的競爭力。本集團透過實施其人力資源相關政策(如員工手冊)規管其招聘、薪酬、晉升、解僱、工作時間、假期、福利等。

本集團的競爭優勢取決於其加強僱員團隊的能力。我們繼續專注於物色多元化渠道及利用戰略夥伴關係吸引及招聘人才。我們的人才招聘渠道包括內部招聘、職業中介、校園招聘、本地報刊、推薦、網上招聘等。我們絕不僱用未滿本地法定最低僱傭年齡的任何人士。僱傭合約的簽署及解除均嚴格按照本集團經營所在地的相關法律法規進行，以充分保障僱員及本集團的權利及責任。

我們致力於在薪酬政策中提供形式及價值方面的公平市場薪酬，以吸引、挽留及激勵僱員。CWT僱員的薪酬包括基本薪金及酌情花紅。

同時，CWT致力於完善僱員績效評核機制，以僱員的個人工作表現作為薪金及職級調整的依據，激勵並鼓勵僱員實現自身價值。本集團提供多元化的事業發展渠道，讓僱員在合適的崗位上發揮所長。

本集團亦為僱員建立全面有效的福利制度，提供法定假期及其他假期。除病假外，我們亦提供符合業務營運地點規定的醫療保險，以有效保障僱員的生活。我們在政策中清楚列明正常工作時間，以確保所有僱員的工作與生活平衡。

## 我們的僱員 OUR WORKFORCE

## CWT'S WELFARE AT A GLANCE

## CWT的福利概覽

Our Welfare at a Glance 我們的福利概覽				
Statutory Social Benefits 法定社會福利	Complementary Medical Insurance 補充醫療保險	Medical Check-up 體檢	Leaves 假期	Rental Tax Efficiency 租賃稅效益
<ul style="list-style-type: none"> <li>Mandatory Provident Fund</li> </ul>	<p>CWT provides medical insurance for employees, their spouse and children to protect their basic needs.</p>	<p>CWT provides annual medical examination reimbursement for employees who completed their probationary.</p> <p>The expenses will be borne by CWT but subject to the maximum reimbursement amount determined by CWT.</p>	<p>In addition to statutory holidays, CWT provides employees with different types of leaves to meet their needs.</p>	<p>Upon employees' completion of probationary period or upon commencement of employment, the Company invites its employees to participate in the Company's rental tax efficiency scheme.</p>
<ul style="list-style-type: none"> <li>強制性公積金</li> </ul>	<p>CWT為僱員、其配偶及子女提供醫療保險，以保障彼等的基本需求。</p>	<p>CWT為通過試用期的僱員提供年度體檢報銷。</p> <p>開支將由CWT承擔，惟受限於CWT釐定的最高報銷金額。</p>	<p>除法定假期外，CWT為僱員提供不同類型的假期以滿足其需求。</p>	<p>於僱員通過試用期或開始受僱後，本公司邀請其僱員參與本公司的租賃稅效益計劃。</p>

OUR WORKFORCE 我們的僱員

HIGHLIGHTS OF CWT'S EMPLOYEES ACTIVITIES

CWT僱員活動摘要

**Hong Kong Head Office**  
香港總部辦公室



**Women's Day Celebration**  
婦女節慶祝活動



**Hiking Activity**  
遠足活動



## 我們的僱員 OUR WORKFORCE

**Singapore Head Office**  
新加坡總部辦公室**Employees' Health Checks**  
僱員體檢**Employees' Welfare Seminar**  
僱員福利講座

## OUR WORKFORCE 我們的僱員

## TRAINING AND DEVELOPMENT

The training and development among enterprises are critical to market competitiveness for talents. Therefore, CWT attaches importance to the cultivation and development of employees. Through continuous and effective training, the sufficiency and depth of the talent nurturing system are ensured. At the same time, we have been continuously expanding our internal vacancy to present career development opportunities to our employees, including providing overseas posting for our employees.

CWT formulates employee training and development programs, and encourages its employees to participate in targeted training courses and seminars to enhance their skills, so as to improve their working capability and facilitate their career developments. The Group provides various types of trainings to satisfy the needs of employees at different stages of their career. In addition to the training assigned by the Group, employees can apply a tuition sponsorship for training courses and reimbursement of examination fees organized by authorized organizations so as to improve their professional quality and ability.

## 培訓與發展

企業間的培訓與發展乃人才市場競爭力的關鍵。因此，CWT重視僱員的培養及發展。通過持續有效的培訓，確保人才培養制度的充分性及深度。同時，我們不斷拓展內部空缺，為僱員展示事業發展機會，包括為僱員提供海外職位。

CWT制定僱員培訓及發展課程，並鼓勵其僱員參加針對性的培訓課程及研討會以提升其技能，從而提高其工作能力及促進其事業發展。本集團提供不同類型培訓，以滿足僱員在不同事業階段的需求。除本集團指派的培訓外，僱員可就獲授權機構舉辦的培訓課程申請學費資助及報銷考試費用，以提升其專業質素及能力。

我們的僱員

OUR WORKFORCE

CWT’S TRAINING TYPES

CWT的培訓類型

Training Type 培訓類型		
Orientation Training 入職培訓	On-the-job Training 在職培訓	Management Training 管理培訓
Training Method 培訓方式		
Courses 課程	Seminars 研討會	Sponsored External Training 資助外部培訓



Safety Training  
安全培訓



## OUR WORKFORCE 我們的僱員

## CWT'S HIGHLIGHTS OF EMPLOYEE ENGAGEMENT

## CWT的僱員參與摘要

Logistics Services	物流服務
We engage with employees daily through a variety of internal communication channels. Within our logistics services team, we further create individual problem-solving teams, specific task teams, and work improvement teams. We believe that these collaborative activities provide best learning opportunities for all employees. Employees are strongly encouraged to participate in formal and informal team activities.	我們透過各種內部通訊渠道與僱員進行日常溝通。在我們的物流服務團隊中，我們進一步成立個別的解難團隊、特定任務團隊及工作改進團隊。我們相信，該等協作活動為所有僱員提供最佳學習機會。我們十分鼓勵僱員參與正式及非正式的團隊活動。

## RESPECTING RIGHTS

CWT resists any acts of disregard or abuse of human rights and respects its employees' rights and dignity. The Group strives to safeguard the employees' rights, and fully considers the impacts of the policies to the employees in the policies development process. Concurrently, the Group incorporates the principles of equal opportunity, diversity, and anti-discrimination into its policies and daily operation. The Group is also committed to enriching the Group's employee composition and establishing a team of personnel with diverse ethnicities, educational backgrounds, work experience, nationalities, and expertise.

The strict compliance with relevant laws and regulations on employment practice, as well as the formulation and execution of relevant policies in accordance with laws and regulation, is an important cornerstone for protecting the rights and interests of employees. On the basis of compliance with the relevant local laws and regulations on employment, CWT ensures that all employees enjoy their entitled rights and interests and all employees receive fair and equitable treatment in accordance with the laws. Moreover, CWT provides equal opportunity in employment, training, and career development regardless of gender, age, nationality, ethnicity, colour, religion, mental or physical disability, family status, family composition, sexual orientation, political beliefs or social status.

## 尊重權利

CWT抵制任何無視或濫用人權的行為，並尊重其僱員的權利及尊嚴。本集團致力保障僱員權益，並於政策制定過程中充分考慮政策對僱員的影響。同時，本集團將平等機會、多元化及反歧視原則納入其政策及日常營運。本集團亦致力豐富本集團的僱員組合，並建立一支由不同種族、教育背景、工作經驗、國籍及專業知識的人員組成的團隊。

嚴格遵守有關僱傭常規的法律法規以及依法制定並執行相關政策是保障僱員權利及權益的重要基石。在遵守有關僱傭的相關當地法律法規的前提下，CWT確保所有僱員享有其應有的權利及權益，且所有僱員均依法享有公平公正的待遇。此外，CWT在僱傭、培訓與職業發展方面提供平等機會，而不論性別、年齡、國籍、種族、膚色、宗教、精神或身體殘疾、家庭狀況、家庭構成、性取向、政見或社會狀況。

## 我們的僱員 OUR WORKFORCE

## THE RESPONSES OF CWT TO THE FOLLOWING MATTERS

## CWT對以下事項的回應

<b>Anti-discrimination</b> 反歧視	<b>Personal Privacy</b> 個人私隱	<b>Equal Opportunity</b> 平等機會
<p>CWT protects the values, beliefs and privacy of its employees with different nationalities, races, genders, and cultural backgrounds from violation.</p> <p>Whatever form the harassment takes, the Group will not permit any individual to harass other colleagues or others with whom he or she has business interactions, including, but not limited to other employees, customers and vendors. This applies to not only in the workplace but in any work-related setting including business travel and business-related social events.</p> <p>CWT保護不同國籍、種族、性別及文化背景的僱員的價值觀、信念及私隱免受侵犯。</p> <p>本集團絕不允許任何個人以任何形式騷擾其他同事或與彼有業務往來的其他人士，包括但不限於其他僱員、客戶及供應商。這不僅適用於工作場所，亦適用於任何與工作相關的環境，包括商務差旅及商務相關社交活動。</p>	<p>The Group promises to process the personal data of all employees in accordance with laws and regulations, and also states clearly that the personal data is only used for employment-related purposes.</p> <p>At the same time, the Group treats employees' personal data as confidential information, and will only provide or transfer such information to other persons for any lawful purpose relating to their employment.</p> <p>本集團承諾根據法律法規處理所有僱員的個人資料，並清楚列明個人資料僅用於僱傭相關用途。</p> <p>同時，本集團視僱員的個人資料為機密資料，並僅向其他人士提供或轉送有關資料以作與彼等僱傭有關的任何合法用途。</p>	<p>A grievance procedure is available if the Group's employees feel that they have received unfair treatment which breaches any of the Company's equal opportunities policies. Employees should state at the outset that the grievance relates to equal opportunities and the procedure will be carried out in the strictest confidence.</p> <p>倘本集團僱員認為彼等受到不公平待遇而違反本公司任何平等機會政策，則可進行申訴程序。僱員應首先聲明，申訴涉及平等機會，且程序將絕對保密。</p>

## OUR WORKFORCE 我們的僱員

## WORK SAFETY

To ensure the safety of its employees, CWT regards employees' health and safety as the focus in daily operation. Strictly complying with the requirements of the local laws and regulations on production safety and occupational disease prevention in the locations of operation, the Group has taken a systematic and comprehensive approach to the identification of risks associated with health and safety issue across different businesses and to reviewing of work practices when circumstances change or new hazards arise. Clear standards and measurable indicators are set for overseeing performance and ensuring continuous improvement.

In logistics services, CWT's *Environment, Health, and Safety* ("EHS") Policy sets out the guiding principles for the management system and lays the foundation for a robust health and safety management systems to provide a framework for continuous improvements in risk reduction and mitigation. In addition, we have established emergency preparedness and response teams to address workplace accidents, including mitigating or cleaning up any chemical spillage from stored chemical drums.

## 工作安全

為確保僱員安全，CWT視僱員健康與安全為日常營運的重點。本集團嚴格遵守經營所在地有關安全生產及預防職業病的當地法律法規的規定，採取系統化及全面的方法，以識別不同業務中與健康與安全議題有關的風險，並於情況發生變化或出現新的危險時檢討工作常規。為監督績效及確保持續改進，我們制定了明確的標準及可計量指標。

在物流服務方面，CWT的環境、健康及安全（「環境、健康及安全」）政策載列管理制度的指導原則，並為健全的健康與安全管理制度奠定基礎，為減少及緩解風險的持續改善提供框架。此外，我們已成立緊急事件準備及應對團隊以處理工作場所事故，包括減輕或清理儲存化學品桶中的任何化學品洩漏。



## 我們的僱員 OUR WORKFORCE

## CWT'S HIGHLIGHTS OF SAFETY MANAGEMENT IN LOGISTICS SERVICES

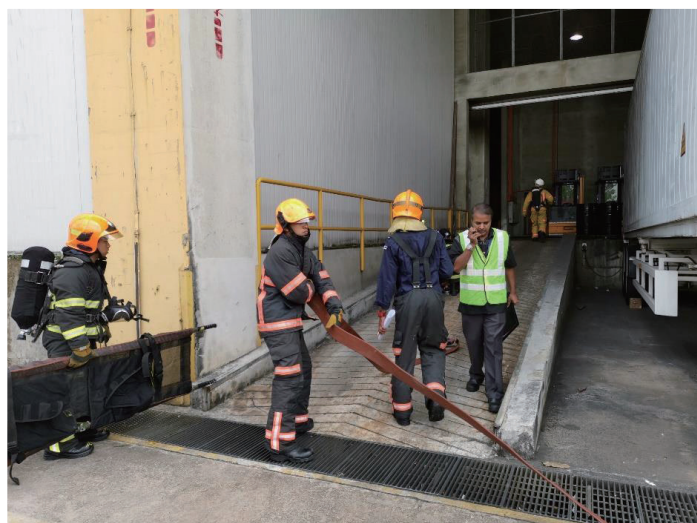
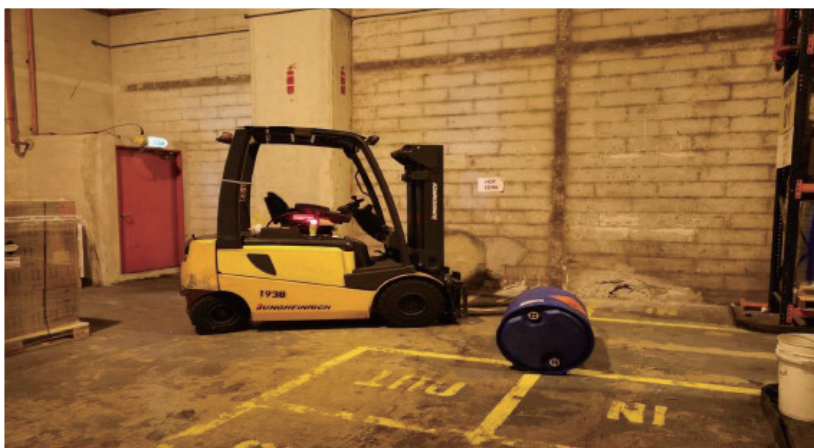
## CWT的物流服務安全管理摘要

**Company Emergency Response Team ("CERT") Audit at Chemical Hub**

During the Reporting Period, the CERT Audit members have visited our Chemical Hub to oversee how we have prepared for emergency. We demonstrated our ability through conducting drill. The drill scenario is based on an unconscious forklift driver caused by a flammable drum punctured and spillage. Apart from our internally assigned emergency responders, the Singapore Civil Defence Force also participated in the drill. The drill reflects the cooperative relationship between the parties, which are all determined to safeguard the community.

**公司應急小組(「公司應急小組」)在化學中心進行審核**

於報告期，公司應急小組審核成員到訪我們的化學中心，以監督我們如何為緊急情況做好準備。我們透過進行演習展示我們的能力。演習場景乃基於由易燃滾筒穿刺及溢出，導致叉車司機失去意識。除我們內部指派的應急人員外，新加坡民防部隊亦參與演習。是次演習反映各方的合作關係，各方均決意保衛社區。



## OUR OPERATION

### 我們的營運

One of the important considerations of CWT in sustainable development is its economic performance and the indirect economic impacts brought forth by the development process. Our corporate mission is to ensure continuous value creation for various stakeholders. Therefore, we always pay close attention to our business and establish strategic goals and business strategies, leading CWT and its stakeholders towards sustainable development. CWT upholds honesty, maintains the highest standards of market conduct, and requires all employees to comply with the Group's relevant policies and systems in conducting business activities, strictly preventing operating risks, and adhering to high ethical standards. We will continuously strengthen cooperation with stakeholders, establish long-term mutual trust and cooperation, and jointly create greater value.

CWT在可持續發展方面的重要考慮因素之一為其經濟表現及發展過程帶來的間接經濟影響。我們的企業使命是確保為各持份者持續創造價值。因此，我們一直密切關注我們的業務，並制定策略目標及業務策略，帶領CWT及其持份者邁向可持續發展。CWT秉持誠實守信，保持市場操守的最高標準，並要求所有僱員在開展業務活動時遵守本集團的相關政策及制度，嚴格防範營運風險，並遵守高道德標準。我們將繼續加強與持份者合作，建立長期互信合作，共同創造更大的價值。

#### The ESG Policy – Operating Practices

##### Anti-corruption

CWT takes a zero tolerance approach to bribery or corruption in connection with business activities. We require our employees to uphold the virtues and principles of honesty, integrity, respect, trust, humility, responsibility and citizenship, when communicating with customers, suppliers, communities and shareholders. Instructions in respect of accepting gifts are available in the *Employee Handbook*. We endeavour to:

- take adequate precautions to prevent bribery, extortion, fraud and money laundering in daily operations; and
- enhance employees' anti-corruption awareness.

##### Supply Chain Management

CWT acknowledges its responsibility in managing environmental and social risk associated with our supply chain. We aim to extend our commitment to good corporate citizenship and sustainability of our supply chain. We shall:

- identify, select and purchase products (i.e. goods and services) with significantly less adverse environmental and social impacts;
- include environmental and social performance in the assessment criteria for our suppliers; and
- ensure continuous communication with suppliers and provide timely support to enhance their environmental and social performance.

#### 環境、社會及管治政策 – 營運慣例

##### 反貪污

CWT對業務活動中的賄賂或貪污一貫零容忍。我們要求員工在與客戶、供應商、社區及股東溝通時堅守誠信、清廉、尊重、信任、謙遜、負責及公民意識的美德及原則。*員工手冊*內載有關於接受餽贈的指引。我們致力：

- 採取適當措施預防日常營運中可能出現的賄賂、敲詐、舞弊及洗黑錢行為；及
- 增強員工的反貪污意識。

##### 供應鏈管理

CWT明白我們有責任管理與我們供應鏈有關的環境及社會風險。我們旨在做好一個良好企業公民及維持我們供應鏈的可持續發展。我們：

- 物色、篩選及採購對環境及社會的不利影響較低的产品(即貨品及服務)；
- 在評核供應商的標準中計及環境及社會表現；及
- 確保與供應商持續保持溝通，並及時提供支援以提高彼等的環境及社會表現。

## 我們的營運 OUR OPERATION

**Product Responsibility**

CWT is committed to providing safe and high-quality products and services to our customers. Our commitment to product responsibility goes beyond regulatory compliance and strives to meet the current and future needs of our customers. To meet this commitment, including but not limited to, we shall:

- take all reasonable steps to ensure the health and safety of our customers;
- provide sufficient information of our products and services, including advertising and information materials, to customers in an accurate and open way; and
- respect the statutory privacy rights when collecting, storing, using and transmitting client's personal information.

**Work Safety**

CWT is committed to providing employees a motivating, rewarding and diversified working environment, where each employee is valued and respected, enabling them to fully participate in our employment experience.

To meet the commitment, including but not limited to, we shall:

- provide and maintain a high standard of health and safety in all business activities;
- provide adequate safety information, instruction, training and personal protective equipment for all employees; and
- provide training regarding arrangements for the safe use, handling, storage and transportation of substances that may be a risk to health.

**產品責任**

CWT致力為我們的客戶提供安全優質的產品及服務。我們在產品責任方面的要求，不僅僅是遵規，更致力於滿足我們客戶的當前及未來所需。憑此信念，我們(包括但不限於)：

- 採取所有合理步驟以保障我們客戶的健康安全；
- 以準確公開的方式向客戶提供有關產品及服務的充分資料，包括廣告及資訊材料；及
- 在收集、存儲、使用和傳輸客戶的個人信息時尊重其法定隱私權。

**工作安全**

CWT致力為員工提供一個氣氛積極、有成就感且多元化的工作環境，令每位員工均獲珍視及尊重，讓員工全身心投入於工作中。

為此，我們(包括但不限於)：

- 就所有業務活動中均制定及維持高水平的健康與安全標準；
- 為全體員工提供足夠的安全資訊、指示、培訓及個人保護裝備；及
- 就安全使用、處理、儲存及運輸可能危害健康的材料的各項安排提供培訓。



## OUR OPERATION 我們的營運

The material issues – “Service Quality”, “Anti-corruption”, “Supply Chain Environmental & Social Risk Management” and “Occupational Health & Safety” identified in the materiality assessment are particularly addressed in this section of this Report.

The Group strictly abides by relevant laws and regulations, and established policies to ensure compliant operation. For more details, please refer to Appendix I of this Report.

### COMPLIANT OPERATION

Compliant operation is an important foundation for CWT’s corporate sustainable development. In order to ensure operational compliance, we strictly implement anti-corruption policies internally and adhere to high ethical standards, while abiding by all laws, regulations, and listing requirements of operating locations to fulfil our corporate responsibilities.

Our business footprint spans multiple countries or regions, and in our daily operations management, we strictly comply with applicable laws and regulations related to the protection of privacy and information security, as well as trademarks, patents and intellectual property.

重要性評估中識別的重要議題 –「服務質素」、「反貪污」、「供應鏈環境及社會風險管理」及「職業健康與安全」於本報告本節中特別處理。

本集團嚴格遵守相關法律法規，並制定政策確保合規經營。有關更多詳情，請參閱本報告附錄一。

### 合規經營

合規經營是CWT企業可持續發展的重要基礎。為確保合規經營，我們在內部嚴格執行反貪污政策，堅持高道德標準，同時遵守經營所在地的所有法律、法規及上市規定，以履行我們的企業責任。

我們的業務足跡遍佈多個國家或地區，在日常營運管理中，我們嚴格遵守有關保護私隱及資料安全以及商標、專利及知識產權的適用法律法規。



## 我們的營運 OUR OPERATION

## CWT'S RESPONSES TO THE FOLLOWING MATTERS

## CWT對以下事項的回應

Protecting Intellectual Properties 保護知識產權	Safeguarding Confidential Information 保障機密資料	Anti-corruption 反貪污
<p>The Group truly respects others' intellectual properties and determinedly protects its own intellectual properties.</p> <p>The definition of intellectual property is provided in our <i>Employee Handbook</i>, and we stress on protecting intellectual properties. Our policy covers the aspects of compensation, disclosure, third-party rights, etc.</p> <p>We attach significance to respecting others' intellectual property. Particularly, our operation in Singapore follows ISO8001 and ISO9001 standards, and we conduct regular audit for IT systems. Our <i>Software Copyright Policy</i> is formulated to prohibit any use or installation of pirated or illegal software which might affect our data protection work.</p>	<p>The Group treats customers data with complete confidentiality and handles such data with due care.</p> <p>In our <i>Employee Handbook</i>, we provide the definition of confidential information to facilitate the understandings of and acknowledge the importance of confidential information among the employees. The obligations of employees regarding confidential information are also stated and informed clearly during orientation. In addition, the obligations cover post-employment.</p>	<p>To prevent the occurrence of money laundering, extortion, fraud, and bribery, an internal audit is conducted by internal auditors where the audit plan is approved by the Group's Audit Committee. Our <i>Whistleblowing Policy</i> and reporting channels are in place to facilitate employees and vendors to report malpractices and misconduct in the workplace. We have established a confidential line of communication for our employees and vendors to report concerns about possible improprieties to the management and to ensure the independent investigation of and follow-up of such matters.</p> <p>We will treat all information received confidentially and protect the identity of all whistle-blowers. Anonymous reporting will be accepted and anonymity honoured. Employees who have acted in good faith will be protected from reprisal.</p>
<p>本集團真正尊重他人的知識產權，並致力保護其自身的知識產權。</p> <p>知識產權的定義載於我們的員工手冊，我們重視保護知識產權。我們的政策涵蓋薪酬、披露資料、第三方權利等層面。</p> <p>我們重視尊重他人的知識產權。具體而言，我們於新加坡的業務遵循ISO8001及ISO9001標準，且我們定期審核資訊科技系統。我們制定軟件版權政策以禁止使用或安裝任何可能影響我們數據保護工作的盜版或非法軟件。</p>	<p>本集團以完全保密的方式處理客戶資料，並謹慎處理有關資料。</p> <p>在我們的員工手冊中，我們提供機密資料的定義，以便僱員了解及知悉機密資料的重要性。我們亦於僱員進行入職培訓時清楚說明及告知其有關機密資料的責任。此外，責任涵蓋離職後。</p>	<p>為防止發生洗黑錢、勒索、欺詐及賄賂，內部核數師會進行內部審核，而審核計劃由本集團審核委員會批准。我們設有舉報政策及匯報渠道，以便僱員及供應商舉報工作場所的失職及不當行為。我們已建立保密的溝通渠道，讓僱員及供應商向管理層舉報有關可能不當行為，並確保就有關事宜進行獨立調查及跟進。</p> <p>我們以保密方式處理所有收到的資料，並保護所有舉報人的身份。我們接受匿名舉報並保持匿名。善意行事的僱員將受到保護，免遭報復。</p>

## OUR OPERATION 我們的營運

**Case Study: Data Protection Policy for the Commodity Marketing Segment****案例：商品貿易分部資料保護政策**

MRI Trading AG has formulated the *Data Protection Policy* to set out how it processes personal data. The policy seeks to ensure that customers are clear about how personal data is processed, stored, and transferred by MRI Trading AG. The policy also protects MRI Trading AG from risks of personal data breaches. For customers to have a better understanding of how it handles personal data, MRI Trading AG has also assigned a data protection officer to answer any enquiries raised.

MRI Trading AG已制定資料保護政策，以載列其如何處理個人資料。該政策旨在確保客戶清楚了解MRI Trading AG是如何處理、儲存及轉移個人資料。該政策亦保護MRI Trading AG免受侵犯個人資料的風險。為讓客戶更了解MRI Trading AG處理個人資料的方式，其亦已指派資料保護主任回應提出的任何查詢。

**SUPPLY CHAIN MANAGEMENT**

CWT recognizes the importance of supply chain management to its operation. We maintain a close relationship with suppliers and contractors and look forward to enhancing our performance of sustainable development with them together. We not just expressly require our suppliers and contractors to abide by and implement applicable laws and regulations in their operation, but also establish relevant environmental and social requirements in our supply chain management to ensure our suppliers conform with our standards. Our requirements cover ethical conduct, health and safety, employment practices, human rights protection, and environmental sustainability. We regularly converse with our suppliers to share knowledge and experience on good industry practices and exchange ideas to improve the overall sustainability performance in our supply chain.

**供應鏈管理**

CWT明白供應鏈管理對其營運的重要性。我們與供應商及承包商維持緊密關係，並期望與彼等共同提升可持續發展表現。我們不僅明確要求我們的供應商及承包商在其營運過程中遵守及實施適用的法律法規，亦在我們的供應鏈管理中制定相關的環境及社會要求，以確保供應商符合我們的標準。我們的要求涵蓋道德操守、健康與安全、僱傭慣例、人權保障及環境可持續發展。我們定期與供應商交流，分享有關良好行業慣例的知識及經驗，並交流意見，以改善供應鏈的整體可持續發展績效。

## 我們的營運 OUR OPERATION

## CWT'S HIGHLIGHTS OF SUPPLY CHAIN MANAGEMENT

## CWT的供應鏈管理摘要

**Conflict Minerals Policy of Our Commodity Marketing Business****針對我們商品貿易業務的衝突礦產政策**

Our commodity marketing business is run under the brand name of MRI of which we trade metals and minerals products. In response to current legislation, compliance and company due diligence requirement relevant and necessary to the sourcing of the minerals in or from conflict and high risk areas, we have formulated the *Conflict Minerals Policy* with part of the content incorporated model policy described and advised within the *Organisation for Economic Cooperation and Development (OECD) Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict Affected and High-Risk Areas* document. We conduct due diligence on our suppliers, origination or minerals, supply chain (including logistics provider, counter and dealer) and receivers where applicable. We only work with suppliers who are approved by The ITRI (Industrial Technology Research Institute) Tin Supply Chain Initiative (iTSCi) to ensure all materials would be traceable by the mine tag or equivalent. We also conduct regular meetings with suppliers and carry out site visits to keep ourselves updated with the information on the supply chain of our suppliers.

我們的商品貿易業務以MRI品牌經營，我們買賣金屬及礦產產品。針對現行法例、合規性及採購於或來自自有衝突及高風險地區的礦產的相關及必要公司盡職調查規定，我們已制定衝突礦產政策，其部分內容包括經濟合作暨發展組織(OECD)受衝突影響或高風險地區礦產的負責任供應鏈盡職調查指南內所述及建議的示範政策。我們對供應商、起源或礦產、供應鏈(包括物流供應商、櫃檯及經銷商)及接收方(如適用)進行盡職調查。我們僅與ITRI(工業技術研究所)錫供應鏈倡議(iTSCi)認可的供應商合作，以確保所有材料都可通過礦標籤或同等方式進行追溯。我們亦定期與供應商會面並進行實地考察，了解供應商供應鏈的最新相關資訊。

**Selecting Suppliers/Contractors for Our Logistics Business****為我們的物流業務挑選供應商／承包商**

In our logistics business, we expect that the selected suppliers and contractors operate in compliance with existing environmental and social regulations set by local authorities. The selected suppliers' and contractors' operation are regularly monitored, and their performance are the basis for our evaluation.

在我們的物流業務中，我們預計所挑選的供應商及承包商營運時將遵守當地機關的現行環境及社會法規。我們定期監察所挑選的供應商及承包商營運情況，並以其表現作為我們評估的基準。



## OUR OPERATION 我們的營運

## DELIVERING EXCELLENT SERVICES

CWT is committed to delivering excellent services to its customers by accomplishing their orders in an efficient manner. CWT continuously improves customer experience by obtaining relevant qualification, providing reliable services, and giving accurate information.

CWT's Qualification Obtained for Logistics Services in Singapore:

## 提供卓越服務

CWT致力為客戶提供卓越服務，有效完成訂單。CWT通過取得相關資格、提供可靠服務及提供準確資料不斷提升客戶體驗。

CWT取得新加坡物流服務的資格：

ISO 9001:2015	OHSAS 18001:2007	ISO 22000:2005
<p>We have obtained ISO 9001:2015 for the following activities: Logistics Process and Information Management, Freight Management Trade and Shipping Documentation, General and Bonded Warehousing and Land Transportation for Hazardous and Non-Hazardous Products including Inventory Management, Handling and Storage of Fine Wines, and Handling and Storage of Frozen Products.</p> <p>我們已就以下活動取得ISO 9001:2015：物流流程及資訊管理、貨運管理貿易及船務文件、有害及無害產品的一般及保稅倉儲和陸路運輸，包括存貨管理、精品葡萄酒的處理和儲存以及冷凍產品的處理和儲存。</p>	<p>We have obtained OHSAS 18001:2007 for the following activities: Provision of road transportation, distribution and warehousing services, including storage of hazardous substances within Singapore, including storage, maintenance, repairs and refurbishment of dry van, refrigerated and ISO tank containers.</p> <p>我們已就以下活動取得OHSAS 18001:2007：提供道路運輸、配送和倉儲服務(包括在新加坡境內儲存有害物質，包括乾貨車、冷藏箱和ISO集裝罐的儲存、維護、修理和翻新)。</p>	<p>We have obtained ISO 22000:2005 for the following activities: Handling and Storage of Fine Wine and Frozen Food Products.</p> <p>我們已就以下活動取得ISO 22000:2005：精品葡萄酒和冷凍食品的處理和儲存。</p>

## 我們的營運 OUR OPERATION

HACCP	ISO/PAS 22399:2007	ISO 28000:2007	Halal certification 清真認證
We have obtained HACCP for the following activities: Handling and Storage of Fine Wine and Frozen Food Products.	We have obtained ISO/PAS 22399:2007 for the following activities: Storage and Handling of Frozen, Chilled and Ambient Temperature Goods.	We have obtained ISO 28000:2007 for the following activities: Provision of Services for distribution, storage, and management of disposal of hazardous chemicals.	We have obtained Halal certification for our frozen, chiller and dry chamber to certify that the specified facilities are free from any non-Halal items or other elements of impurities according to the Islamic Law.
我們已就以下活動取得 HACCP：精品葡萄酒和冷凍食品的處理和儲存。	我們已就以下活動取得 ISO/PAS 22399:2007：冷凍、冷藏和室溫商品的儲存和處理。	我們亦已就以下活動取得 ISO 28000:2007：提供有害化學品處置的配送、儲存和管理服務。	我們已就冷凍、冷藏及乾燥室取得清真認證，證明指定的設施不含任何非清真產品或其他雜質元素，符合伊斯蘭法律。

## PROVIDING RELIABLE SERVICES

## SPECIALIZING IN COMMODITY RISK MANAGEMENT

Risk is an inherent part of our commodity marketing segment, therefore risk management is a core competence of CWT. MRI Trading AG, a subsidiary of CWT that principally engaged in physical trading and supply chain management of non-ferrous base metal concentrates, has adopted tight internal control systems in order to ensure that risk is significantly minimized or eliminated. Leveraging on its extensive lines of credit, structuring and project finance capabilities, use of advanced financial instruments and insurance facilities, MRI Trading AG constantly extends to its customers tailor made solutions to mitigate price risk and volatility in today's commodities markets.

## 提供可靠服務

## 專注於商品風險管理

風險為商品貿易分部的固有部分，因此風險管理為CWT的核心競爭優勢。CWT的附屬公司MRI Trading AG(主要從事有色卑金屬精礦的實物交易及供應鏈管理)已採納嚴格的內部監控制度，以確保風險大幅降低或消除。憑藉其廣泛的信貸額度、結構及項目融資能力、使用先進的金融工具及保險設施，MRI Trading AG不斷擴展其為客戶量身定制的解決方案，以減輕當前商品市場的價格風險及波動。

## OUR OPERATION 我們的營運

## ENSURING WAREHOUSE AND TRANSPORT SAFETY

CWT provides integrated logistics services to its customers, which include warehousing and inventory management, land transport and distribution, cargo management and unpacking. We employ proper means during product warehousing and transporting to protect the goods of our customers.

## 確保倉儲及運輸安全

CWT向其客戶提供綜合物流服務，包括倉儲及存貨管理、陸路運輸及配送、貨物管理及拆箱。我們在產品倉儲及運輸過程中採用適當方式保護客戶的貨物。

## Warehouse Safety

CWT provides integrated logistics solutions to virtually all key industry sectors, with a focus on serving niche market segments. We provide specialised warehousing including:

- London Metals Exchange (LME) approved warehousing for LME metals;
- Intercontinental Exchange and London International Financial Futures and Options approved warehousing for soft commodities;
- Dangerous Goods warehousing for chemicals/ petrochemicals;
- Cold chain/multi-temperature controlled warehousing for food and wine;
- Bonded warehousing for customs-approved and duty-free goods.

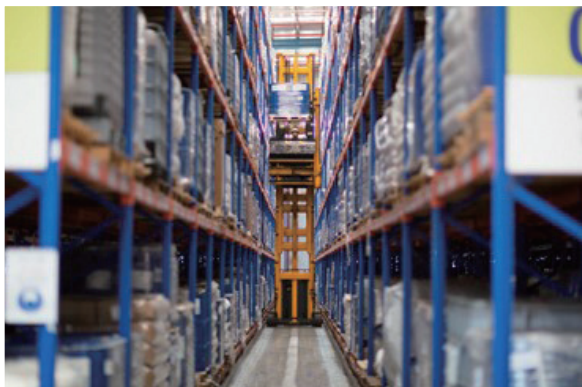
CWT pays extra care to protecting the products that are more susceptible to damage. For instance, CWT employs suitable facilities and assigns qualified employees for the storage and handling of chemicals to ensure a safe environment. In the event of any leakage of chemicals from customer's goods, those chemicals, which are classified as hazardous waste, will be handled in accordance to the laws and regulations. Internal guidelines and trainings have been provided to our employees for hazardous waste handling. Only qualified third-party collectors will be engaged for transfer of chemical.

## 倉儲安全

CWT為幾乎所有主要行業提供綜合物流解決方案，專注於服務細分市場。我們提供專門倉儲服務，包括：

- LME核准LME金屬倉儲；
- 洲際交易所及倫敦國際金融期貨及期權認可的軟性商品倉儲；
- 化學品／石化品危險品倉儲；
- 食品及葡萄酒的冷鏈／多溫控倉儲；
- 海關批准及免稅商品的保稅倉儲。

CWT尤其謹慎保護較易受損的產品。例如，CWT使用合適的設施並指派合資格僱員儲存及處理化學品，以確保安全的環境。倘客戶貨物的化學品洩漏，分類為有害廢棄物的化學品將根據法律法規處理。我們已就有害廢棄物處理向僱員提供內部指引及培訓。僅委聘合資格第三方收集商轉移化學品。





## 我們的營運 OUR OPERATION

## Transport Safety

CWT owns one of the largest container trucking fleets of different chassis configurations in Singapore and is Fire Safety Bureau licensed to transport and handle inflammable goods, recognizing its ability to prevent fire or explosion risk.

We count on our team of drivers to maintain road safety and to transport customers goods in a safe and timely manner. Drivers are required to report to the control room every day and conduct drug and alcohol test to make sure they are physically fit for work. We equip our drivers with a portable gadget which is installed with our internally invented communication system. The system allows them to receive notification for real-time traffic condition and also facilitate communication between depot, warehouse and port which significantly help us to respond to disruptions and unforeseeable events quickly and effectively. Each portable gadget is equipped with a GPS system for real-time vehicle location monitoring and driving speed detection, allowing our control room operator to monitor the fleet of vehicles in an efficient manner.

With a dedicated control room of integrated systems linked to the IT systems of our customers, vendors and relevant government statutory boards, we provide customers with optimum route planning and inform them the delivery status, ensuring a secure and reliable delivery.

## 運輸安全

CWT擁有新加坡最大的集裝箱貨運車隊之一，車隊有不同底盤配置，並獲消防安全局許可運輸及處理易燃貨物，即認可其防止火災或爆炸風險的能力。

我們依賴司機團隊維持道路安全並安全及時地運送客戶貨物。司機須每日向控制室報告，並進行藥物及酒精測試，以確保彼等身體情況適合工作。我們為司機配備便攜式小工具箱，並安裝我們內部發明的通訊系統。該系統可讓彼等接收實時交通狀況的通知，亦促進車站、倉庫及港口之間的溝通，極大地幫助我們快速有效地應對干擾和不可預見的事件。每個便攜式小工具箱配備GPS系統，以實時監控車輛位置及檢測車速，讓我們的控制室操作員能有效監控車隊。

我們設有專門的集成系統控制室，連接客戶、供應商及相關政府法定機構的資訊科技系統，為客戶提供最佳路線規劃並告知彼等交付狀態，確保交付安全可靠。



## OUR OPERATION 我們的營運

### ENHANCING CUSTOMER SATISFACTION

CWT focuses on enhancing customer satisfaction and reducing grievances.

#### UNDERSTANDING CUSTOMERS' NEEDS

Understanding customers' needs and expectations is at the centre of CWT's business. CWT uses a proactive approach to communicate with customers on a daily basis to improve customer experience.

#### GIVING FULL AND ACCURATE INFORMATION

It is our Group policy to provide sufficient information of our products and services, including advertising and information materials through company website, social media and direct communication, to our potential and existing customers in an accurate, transparent and open manner. CWT also makes sure its employees are knowledgeable about the products and services and do not provide any misleading information.

### 提升客戶滿意度

CWT專注於提升客戶滿意度及減少投訴。

#### 了解客戶需求

了解客戶需求及期望乃CWT業務的核心。CWT採用積極的方式每日與客戶溝通，以改善客戶體驗。

#### 提供全面及準確的資料

本集團的政策為以準確、透明及開放的方式向潛在及現有客戶充分提供有關我們的產品及服務的資料，包括透過公司網站、社交媒體及直接溝通傳達廣告及資訊材料。CWT亦確保其僱員了解產品及服務，且不提供任何誤導性資料。

## OUR ENVIRONMENT 我們的環境

CWT recognizes the importance of protecting the environment. Among the current business of CWT, commodity marketing, financial services, and engineering services basically involve clerical work and business meetings only, with appropriate measures in offices covering electricity saving and wastes reduction, the impacts on the environment and natural capital are therefore limited. In comparison, CWT's logistics services, involving warehousing and inventory management, land transport and distribution, cargo management and unpacking, may have potential impact to the environment if not managed properly. The impacts include air and greenhouse gas ("GHG") emissions, wastewater discharge, solid waste generation, and energy and water usage.

We are committed to minimizing the impacts of our daily operations on the environment while maintaining effective corporate operations, and actively promote the concepts of energy saving, emissions reduction, low-carbon, and environmental protection in the workplace to raise employees' environmental awareness.

CWT明白保護環境的重要性。在CWT的現有業務中，商品貿易、金融服務及工程服務基本上僅涉及文書工作及商務會議，加上辦公室採取涵蓋節約用電及減少廢物的適當措施，因此對環境及天然資源的影響有限。相對而言，CWT的物流服務涉及倉儲及存貨管理、陸路運輸及配送、貨物管理及拆箱，倘管理不善，可能對環境造成潛在影響。有關影響包括廢氣及溫室氣體排放、廢水排放、固體廢物產生以及耗用能源及水。

我們致力在維持有效企業營運的同時，盡量減少日常營運對環境的影響，並在工作場所積極推廣節能減排、低碳環保的理念，以提高僱員的環保意識。

### The ESG Policy – Environmental

CWT is committed to minimizing the impact of its business activities to the environment whilst addressing other business challenges. We recognize not only the important role that our core business as a supply chain management business can play in minimizing possible adverse environmental impact of our operations, but also our potential in reducing GHG emissions and our ability to help enabling innovation and positive changes in the areas of sustainability.

To meet the commitment, including but not limited to, we shall:

- measure, minimize and manage our air and GHG emissions;
- properly handle and reduce and hazardous and non-hazardous waste generated in business operations, in line with the industry's best practices standards;
- prevent and minimize discharges into land and water;
- enhance the usage efficiency of energy, paper, water and other raw materials during the business operations; and
- identify, assess and minimize any potential adverse impacts of our activities on the environment and natural resources.

### 環境、社會及管治政策 – 環境

CWT在努力解決業務難題時，亦竭力減低其業務活動對環境的影響。我們不單意識到我們的核心業務－供應鏈管理業務在減低我們業務對環境可能造成的不利影響方面能發揮重要作用，更清楚我們在減少溫室氣體排放方面的潛力及在推動可持續發展領域開創性及有利轉變方面的能力。

為此，我們(包括但不限於)：

- 計量、減低及控制我們的廢氣及溫室氣體排放；
- 妥善處理及減少業務營運過程中產生的有害及無害廢物，以符合行業最佳慣例標準；
- 預防及減少向土地及水域排放廢物；
- 提高業務營運過程中電力、紙張、水及其他原材料的使用效益；及
- 識別、評估及減低我們業務活動對環境及天然資源的任何潛在不利影響。

The Group strictly abides by relevant laws and regulations, and established policies to ensure compliant operation. For more details, please refer to Appendix I of this Report.

本集團嚴格遵守相關法律法規，並制定政策確保合規經營。有關更多詳情，請參閱本報告附錄一。



## OUR ENVIRONMENT 我們的環境

## ENVIRONMENTAL MANAGEMENT

CWT strictly complies with the environment-related laws and regulations in the operating locations, always maintains effective communication with relevant government departments, continuously monitors environmental performance, and reduces its environmental impacts through implementation of environmental management systems and policies and enhancement of green technology innovation. The Group recognizes that its own businesses have different impacts on the local environment and residents, and therefore proactively stresses the importance of environmental protection among its subsidiaries. Moreover, the Group requires its subsidiaries to meet the requirements and provisions on environmental protection requested by the local government departments. We strive to strike a balance between business development and environmental protection through our dedication and well established management system.

We have no significant harvest and consumption of raw materials from the natural environment. There are no issues regarding water sourcing in our businesses.

## 環境管理

CWT嚴格遵守營運所在地的環境相關法律法規，始終與相關政府部門保持有效溝通，持續監測環境績效，並通過實施環境管理制度及政策以及加強綠色技術創新來減少其對環境的影響。本集團明白自身業務對當地環境及居民有不同影響，因此積極在其附屬公司中強調環境保護的重要性。此外，本集團要求其附屬公司符合當地政府部門要求的環保要求及條文。我們致力透過專注及完善的管理制度，在業務發展與環境保護之間取得平衡。

我們並無從天然環境中大量收割及消耗原材料。我們的業務並無有關水源的問題。

## CWT'S ENVIRONMENTAL IMPACTS OF THE LOGISTICS BUSINESS

## CWT物流業務的環境影響

Warehousing Services	倉儲服務
Our air and direct GHG emissions originate from diesel fuelled trucking fleet and material handling equipment, such as laden reach stacker and chassis stacker, while indirect GHG emissions come from electricity consumed for warehouse operation. Waste packaging materials are generated during operation.	我們的廢氣及直接溫室氣體排放來自柴油燃料卡車運輸車隊及物料搬運設備(如裝載貨物堆垛機和底盤堆垛機)，而間接溫室氣體排放則來自倉庫營運所耗用的電力。營運中產生廢棄包裝材料。
Container Logistics Services	集裝箱物流服務
Our container logistics services include storage, maintenance and repair for general purpose container, reefer container and ISO tank. Wastewater is generated at ISO tank cleaning station, and waste paper, plastics, and wooden pallets are generated during operation.	我們的集裝箱物流服務包括通用集裝箱、冷藏集裝箱及ISO集裝罐的存儲、維護及維修。ISO集裝罐清潔站會產生廢水，而營運中產生廢紙、塑膠及木製貨盤。

## 我們的環境 OUR ENVIRONMENT

## CWT'S HIGHLIGHTS OF MANAGEMENT

## CWT的管理摘要

Logistics Services	物流服務
<p>An environmental committee and a safety committee, both chaired by senior management, are in place to promote cooperation in achieving and maintaining environmentally friendly, safe, and healthy working conditions in the workshops, warehouses, and open storage areas. From time to time, inspections are carried out and relevant measures deemed necessary are implemented.</p> <p>To further enhance the management in logistics services, the <i>Collection, Handling and Disposal of Hazardous Waste Policy</i> has been formulated. The procedures for control, use, and movement of hazardous substance can also be found in our <i>HSE Manual</i> for warehousing.</p>	<p>已設立環境委員會及安全委員會(均由高級管理層擔任主席)，以促進合作，在車間、倉庫及露天儲存區實現及維持環境友善、安全與健康的工作環境。我們會不時進行檢查，並實施被視為必要的相關措施。</p> <p>為進一步加強物流服務的管理，我們已制定有害廢棄物收集、處理及處置政策。有關控制、使用及移動有害物質的程序亦載於倉庫的《健康、安全及環境手冊》。</p>

## THE RESPONSES OF CWT TO THE FOLLOWING IMPACTS CWT對以下影響的回應

Logistics	物流
<p><b>Air and GHG Emissions</b></p> <p>We regularly upgrade and renew our fleet in accordance with the latest Euro emission standards, in which most of our prime movers and lorries are Euro IV and V. They are also tested annually by the Land Transport Authority under <i>The Road Traffic Act</i> (Chapter 276) of Singapore to ensure the emission is up to standard.</p>	<p><b>廢氣及溫室氣體排放</b></p> <p>我們根據最新的歐盟排放標準定期升級及更新我們的車隊，其中我們的大多數原動機和卡車均為歐盟四期及五期，並且經由陸路交通管理局根據新加坡道路交通法(第276章)每年進行測試，確保排放達標。</p>
<p><b>Wastewater Discharge</b></p> <p>Our container logistics services include storage, maintenance and repair for general purpose container, reefer container and ISO tank. Wastewater is generated at ISO tank cleaning station. Prior to discharge, wastewater is treated with our in-house wastewater treatment system, which is designed in full cooperation with the United Kingdom's Atomic Energy Agency Technology. The tank cleanout station engages nano filtration and reverse osmosis as the filtration media. This high capacity, automated facility features hot, cold or steam wash with spinners, programmed wash formulas, refined ventilation system as well as toxic scrubber. In compliance to <i>The Water Pollution Control and Drainage Act</i> (Chapter 348), written discharge permission is obtained from Singapore National Environment Agency. We perform real-time monitoring on the effluent quality, as well as engage qualified third-party for monthly water analysis before discharging to the watercourse.</p>	<p><b>廢水排放</b></p> <p>我們的集裝箱物流服務包括通用集裝箱、冷藏集裝箱及ISO集裝罐的存儲、維護及維修。ISO集裝罐清潔站會產生廢水。於排放前，廢水經由我們的內部廢水處理系統處理，該系統乃與英國原子能機構技術全面合作設計。集裝罐清洗站採用納米過濾和反滲透作為過濾介質。該高容量的自動化設施具有熱、冷或蒸汽洗滌功能，帶有旋轉器、程序化洗滌配方、精製通風系統以及毒性洗滌器。根據水污染控制及排水法(第348章)，已向新加坡國家環境局獲得書面排放許可。我們實時監測出水水質，並聘請合資格第三方在排放到水道之前進行月度水質分析。</p>

## OUR ENVIRONMENT 我們的環境

**Solid Waste Generation**

In our warehousing operation, all hazardous wastes such as damaged chemical drums or spilt contents are handled by government-approved waste collectors, and non-hazardous wastes are handled in accordance to *Environmental Public Health Act* of Singapore. Recyclable wastes, such as carton, plastic wrap and strap, are segregated and stored separately from other non-recyclable refuse.

An internally invented integrated logistics solution system is adopted to help reduce wastepaper. Documents are dispatched from control room to truck drivers electronically; electronic proof-of-delivery is supported; rapid adoption to industry standards is aided through electronic platform; documents are shared electronically on the server for all relevant parties and electronic approval and invoicing are allowed.

**固體廢物產生**

在我們的倉儲業務中，所有有害廢棄物如受損化學桶或洩漏物由政府批准的廢棄物收集商處理，而無害廢棄物則按照新加坡環境公共衛生法處理。可回收的廢棄物(例如紙皮、塑膠膜和捆紮帶)予以隔離並與其他不可回收的垃圾分開存放。

我們採用內部發明的綜合物流解決方案系統以幫助減少廢紙。控制室以電子方式向卡車司機發送文件；支援電子交付憑證；透過電子平台迅速採用行業標準；允許所有相關人士於伺服器上以電子方式共享文件，並允許電子審批及發票。

**Warehousing****Energy and Water Usage**

Three of our warehouses have been rewarded with the Singapore BCA Green Mark Building Award over the years, in which the warehouse Mega Hub obtained the highest rating of Platinum in the year 2017.

Some of the green features in Mega Hub:

- Energy efficient chilled water mechanical ventilation and air conditioning system;
- Variable-frequency drive water pumps and cooling tower fans;
- Energy efficient LED lighting system;
- CO sensors to regulate carpark area ventilation;
- Use of solar energy that offsets 5% of annual energy consumption;
- Cool roof design; and
- Rainwater harvesting.

Our installed solar panel system generated 881,885 kWh of energy during the Reporting Period.

**倉儲****能源及水的耗用**

多年來，我們有三個倉庫獲得新加坡BCA綠色標誌建築獎，其中Mega Hub於二零一七年獲得最高的白金評級。

Mega Hub的部分環保措施：

- 節能冷水機械通風及空調系統；
- 變頻驅動水泵及冷卻塔風機；
- 節能LED照明系統；
- CO感應器，可調節停車場區域通風；
- 使用太陽能，抵銷每年能源耗量的5%；
- 冷屋頂設計；及
- 雨水收集。

於報告期，我們安裝的太陽能電池板系統產生881,885千瓦時的能源。



## 我們的環境 OUR ENVIRONMENT

**Refrigeration System in Cold Chain Logistics**

CWT's cold chain logistics business has a proven record of delivering warehousing and logistics solutions for the food industry in Singapore. Our featured multi-temperature-controlled logistics facility includes freezer, air-conditioned and ambient storage.

To conserve energy from refrigeration, we adopt various energy saving features such as well insulated freezer storage, foam wall for better thermal insulation, conveyor system for loading pallet in and out of the freezer to reduce cold air lost, temperature monitoring and tracking system. Moreover, ammonia gas, an environmentally friendly refrigerant, is employed in our larger cold room.

**Reducing and Recycling Packaging Materials**

In our warehousing service, waste packaging materials are generated during operation. We aim to reduce and recycle as far as possible through the following measures:

- Purchase packaging materials for daily use by way of replenishment i.e. consider current stock levels against expected customer demand in the short term; and
- Recycle certain packaging materials received via inbound shipments that are found usable, so as to reduce the need to order such materials.

**冷鏈物流中的製冷系統**

CWT的冷鏈物流業務在為新加坡食品行業提供倉儲和物流解決方案方面有良好往績。我們的特色多溫控物流設施包括冷凍庫、空調及常溫儲存。

為了節約製冷能源，我們採用各種節能設施，例如隔熱良好的冷凍庫、泡沫牆(以提高隔熱效果)、輸送系統(將貨盤裝入和裝出冷凍庫以減少冷空氣流失)、溫度監控及追蹤系統。此外，我們較大的冷藏室會使用氨氣(一種環保製冷劑)。

**減少及回收包裝物料**

在我們的倉儲服務中，營運期間產生廢棄包裝物料。我們的目標是透過以下措施盡量將其減少及回收：

- 以補貨方式採購日用的包裝物料，即考慮現有存貨水平及短期內的預計客戶需求；及
- 回收入庫貨件中收到可用的若干包裝物料，從而減少訂購有關物料的需要。

## OUR COMMUNITY

### 我們的社區

The development of CWT cannot be separated from the participation and support from the communities, and in return it can have a positive impact on the Group by contributing to the community. We proactively listen to and respond to the expectations from the society at the operation locations, as we believe it enables all parties to actively resolve potential conflicts and work together to build a sustainable community. CWT is willing to take the role of corporate citizenship actively, and proactively promotes its subsidiaries to respond to the concerns of the community and other major stakeholders with actions to fulfil their commitments.

CWT的發展無法與社區的參與及支持分開，而透過貢獻社區，反過來亦可對本集團產生正面影響。我們積極聆聽及回應營運所在地的社會期望，因為我們相信此舉可讓各方主動解決潛在衝突，攜手合作建立可持續發展的社區。CWT願意承擔企業公民的角色，並積極推動其附屬公司以行動回應社區及其他主要持份者的關注，以履行彼等的承諾。

#### The ESG Policy – Community

CWT is committed to fulfilling its corporate responsibility by contributing to the communities in which we operate, and by creating value for society and the environment. It is our objectives to support the community through a diverse range of initiatives such as providing sponsorships and offering volunteer services. To meet our objectives, we endeavor to

- pay attention to the social concerns to understand the needs of the community in which we operate;
- sponsor and contribute to programs and activities that have a positive impact on social development;
- encourage and arrange staff participation in volunteer services and charitable activities; and
- continue to look for new opportunities to expand its community involvement efforts.

#### 環境、社會及管治政策 – 社區

CWT竭誠履行企業責任，為我們營運所在的社區做出貢獻，為社會及環境創造價值。我們的目標是通過提供贊助及義工服務等多元化的方式回饋社區。為此，我們致力：

- 關注社會訴求以了解我們營運所在社區的需求；
- 贊助及支持對社會發展有正面影響的項目及活動；
- 鼓勵及安排員工參與義工服務及慈善活動；及
- 繼續物色新機會以加大對社區的參與。

## DELIVERING VALUES TO COMMUNITIES

CWT attaches great importance to promoting community co-development. In 2019, as part of our continued corporate social responsibility efforts, we established our internal charity group – CWT HOPE. We look forward to adding value to social contribution.

## 向社區傳遞價值

CWT非常重視促進社區共同發展。作為持續履行企業社會責任努力的一部分，我們於二零一九年成立內部的慈善小組 – CWT HOPE。我們期待為社區貢獻持續增值。

THE MEANING OF CWT HOPE

CWT HOPE的涵義



H	O	P	E
Happiness 快樂	Opportunity 機會	Passion 熱情	Energy 活力

During the Reporting Period, we cooperated with various charitable organizations to jointly organize activities, helping the others and delivering the message of volunteering among the employees.

We have our corporate development as a logistics and warehousing services provider over the years in the communities, and the accumulated capacity and experience provide us with the essence of giving back to the communities. CWT will continue to look for new opportunities to expand its community involvement efforts.

於報告期，我們與多間慈善組織合作，合辦活動，幫助他人，並向僱員傳遞義務工作的訊息。

多年來，我們公司在社區發展為物流及倉儲服務供應商，累積的能力及經驗為我們提供回饋社區的基礎。CWT將繼續尋求新機遇以擴大其社區參與力度。

## OUR COMMUNITY 我們的社區

## CWT'S FOCUS OF COMMUNITY INVOLVEMENTS

## CWT的社區參與重點

<b>"Hair for Hope" Fundraising Campaign 「散髮希望」籌款活動</b>	<b>Supporting Charitable Organizations 支持慈善組織</b>	<b>Voluntary Activities 義工活動</b>	<b>Fostering the growth of Industry 促進行業發展</b>
We provide annual provision of transportation logistics for the "Hair for Hope" fundraising campaign held by Children's Cancer Foundation in support of children patients.	CWT supports charitable organizations which regard the less privileged, young children and the needy as beneficiaries.	Our employees participated in various activities to promote healthy living and donated their time through volunteer and outreach activities.	CWT takes an active role in industry associations including Singapore Logistics Association, Singapore Chemical Industry Council and Container Depot Association Singapore.
我們每年為兒童癌症基金會為支持兒童患者舉辦的「散髮希望」籌款活動提供運輸物流服務。	CWT支持讓弱勢群體、幼童和有需要人士受益的慈善組織。	我們的僱員參與各種活動，以促進健康的生活，並為義工及外展活動獻出自己的時間。	CWT積極參與行業協會，包括新加坡物流協會、新加坡化學工業協會及新加坡集裝箱堆放場協會。

During the Reporting Period, CWT contributed to the following events: 於報告期，CWT為以下活動作出貢獻：

<b>Event 活動</b>	<b>Host 主辦機構</b>	<b>Purpose 目的</b>	<b>Our Involvement 我們的參與</b>
Caritas Second-hand Recycling Programme  明愛二手物品回收計劃	Caritas Hong Kong  香港明愛	Supporting unemployed disadvantaged groups such as persons with disabilities, new arrivals and single mothers  支持失業弱勢社群，如殘疾人士、新移民及單親媽媽	By donating recyclable items  捐贈可回收項目
Caritas La Vie Bakery Charity Sale  明愛天糧包餅工房慈善義賣	Caritas Hong Kong  香港明愛	Supporting persons with mental illness and other disabilities  支持精神病患者及殘疾人士	By donating 1,206 HKD  捐贈港幣1,206元



## 我們的社區 OUR COMMUNITY

Event 活動	Host 主辦機構	Purpose 目的	Our Involvement 我們的參與
Caritas Harold H. W. Lee Care and Attention Home Visit  明愛利孝和護理安老院探 訪	Caritas Hong Kong  香港明愛	Supporting elderly in residential care home  支持護老院長者	By participating in voluntary work  參與義務工作
“Hair for Hope” 2019  二零一九年「散髮希望」	Children’s Cancer Foundation  兒童癌症基金會	Supporting children cancer patients  支持兒童癌症患者	By providing transport logistics support  提供運輸物流支持
Children for Children 2019  二零一九年兒童歡慶兒童 節	The Business Times Budding Artists Fund and The Rice Company  商業時報綠苗藝術家基金 及The Rice Company	Supporting children from financially disadvantaged backgrounds  支持經濟困難的兒童	By donating 86,814 HKD  捐贈港幣86,814元
The Enabling Fund Gala 2019  二零一九年賦能基金盛會	Mediacorp Enable Fund and iC2PrepHouse  Mediacorp Enable Fund及 iC2PrepHouse	Supporting visually impaired persons and their families  支持視障人士及其家庭	By donating 28,938 HKD  捐贈港幣28,938元
Happy Seed 2nd Annual Fundraising Dinner  Happy Seed第二屆年度慈 善晚宴	Happy Seed  Happy Seed	Supporting of less fortunate children and disadvantaged people  支持弱勢兒童及弱勢社群	By donating 11,575.2 HKD  捐贈港幣11,575.2元

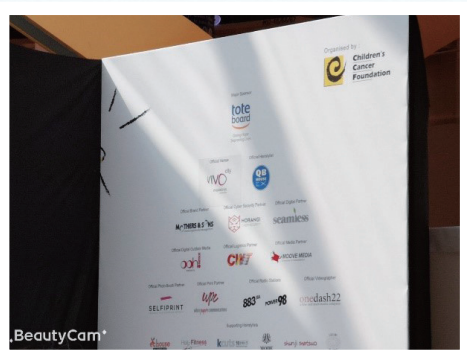
OUR COMMUNITY 我們的社區



We cooperated with Caritas Hong Kong to organize an elderly home visit. A mock tea house was set up and that the elderlies could enjoy tea tasting and dim-sums within the elderly home. Members of CWT HOPE also chatted with the elderlies during the activity.

我們與香港明愛合作組織護老院探訪活動，更設置模擬茶樓，讓長者在護老院內享用茗茶及點心。CWT HOPE的成員亦於活動中與長者傾談。

## 我們的社區 OUR COMMUNITY



“Hair for Hope” is Children’s Cancer Foundation’s signature fundraising event – the only head-shaving event in Singapore that serves to raise funds and awareness of childhood cancer. We provide support to the event by offering manpower and trucks for free order deliveries and collections for event materials.

「散髮希望」是兒童癌症基金會的標誌性籌款活動 – 新加坡唯一一個籌款及提高兒童癌症意識的剃髮活動。我們提供人力及貨車免費交付及收集活動物資，以支持活動。

## APPENDIX I THE MATERIAL LAWS AND REGULATIONS THAT THE GROUP COMPLIED WITH DURING THE REPORTING PERIOD

## 附錄一 報告期內本集團遵守的重大法律法規

ESG Aspects 環境、社會及 管治層面	Laws and Regulations 法律法規			Performance 績效
	Singapore 新加坡	Hong Kong 香港	European Union 歐盟	
Environmental  環境	<i>Environmental Protection &amp; Management Act</i>  <i>Environment Public Health Act</i>  <i>Environmental Protection and Management (Hazardous Substances) Regulations</i>  <i>Road Traffic Act</i>  環境保護及管理法  環境公共衛生法  環境保護及管理(有害物質)規例  道路交通法	<i>Cap.311 Air Pollution Control Ordinance</i>  <i>Cap.354 Waste Disposal Ordinance</i>   第311章《空氣污染管制條例》  第354章《廢物處置條例》	<i>The Waste Framework Directive</i>   廢物框架指令	During the Reporting Period, the Group did not notice any violation of laws and regulations relating to the Group's air emissions and GHG emissions, discharges into water and land, waste generation and disposal that had a significant impact on the Group.  於報告期，本集團並無發現任何違反有關本集團廢氣及溫室氣體排放、向水及土地的排污、廢物產生及處置且對本集團有重大影響的法律法規的情況。
Employment and Labour Standards  僱傭及勞工準則	<i>Employment Act</i>   僱傭法	<i>Cap. 57 Employment Ordinance</i>  <i>Cap. 480 Sex Discrimination Ordinance</i>  <i>Cap. 487 Disability Discrimination Ordinance</i>  <i>Cap. 602 Race Discrimination Ordinance</i>  第57章《僱傭條例》  第480章《性別歧視條例》  第487章《殘疾歧視條例》  第602章《種族歧視條例》	<i>Labour Law</i>  <i>Employment Equality Framework Directive</i>   勞動法  僱傭平等框架指令	During the Reporting Period, the Group did not notice any violations of laws and regulations that have a significant impact on the Group and are related to employment.  於報告期，本集團並無發現任何違反僱傭有關且對本集團有重大影響的法律法規的情況。



附錄一 報告期內本集團遵守的重大法律法規 APPENDIX I THE MATERIAL LAWS AND REGULATIONS THAT THE GROUP COMPLIED WITH DURING THE REPORTING PERIOD

ESG Aspects 環境、社會及 管治層面	Laws and Regulations 法律法規			Performance 績效
	Singapore 新加坡	Hong Kong 香港	European Union 歐盟	
Health and Safety  健康與安全	Workplace Safety and Health Act  Fire Safety Act  工作場所安全與健康法  消防安全法	Cap. 509 Occupational Safety and Health Ordinance  Cap. 282 Employees' Compensation Ordinance  第509章《職業安全與健康條例》  第282章《僱員補償條例》	Occupational Safety and Health (OSH) Strategic Framework  職業安全與健康戰略框架	During the Reporting Period, the Group did not notice any violations of laws and regulations that have a significant impact on the Group and are related to work safety.  於報告期，本集團並無發現任何違反有關工作安全且對本集團有重大影響的法律法規的情況。
Product Responsibility  產品責任	Personal Data Protection Act 2012  Personal Data Protection Regulations 2014  二零一二年個人資料保護法  二零一四年個人資料保護規例	Cap. 362 Trade Descriptions Ordinance  Cap. 486 Personal Data (Privacy) Ordinance  第362章《商品說明條例》  第486章《個人資料(私隱)條例》	General Data Protection Regulation  一般資料保護規例	During the Reporting Period, the Group was not aware of any incidents of non-compliance with regulations and voluntary codes concerning the provision and use of the Group's products and services, which cover product and service information and labelling, marketing communications including advertising, promotion and sponsorship, and property rights including intellectual property rights that had a significant impact on the Group.  於報告期，本集團並不知悉任何違反有關提供及使用本集團產品及服務的法規及自願守則(涵蓋產品及服務資料及標籤、市場推廣通訊(包括廣告、宣傳及贊助)及產權(包括知識產權))並對本集團造成重大影響的事件。

APPENDIX I THE MATERIAL LAWS AND REGULATIONS 附錄一 報告期內本集團遵守的重大法律法規  
THAT THE GROUP COMPLIED WITH DURING THE REPORTING PERIOD

ESG Aspects 環境、社會及 管治層面	Laws and Regulations 法律法規			Performance 績效
	Singapore 新加坡	Hong Kong 香港	European Union 歐盟	
Anti-corruption	<i>Competition Act</i>	<i>Cap. 201 Prevention of Bribery Ordinance</i>  <i>Cap. 622 Companies Ordinance</i>	<i>Anti-Money Laundering Directive</i>	During the Reporting Period, the Group did not notice any violations of laws and regulations that have a significant impact on the Group and are related to bribery extortion, fraud, and money laundering, and did not receive any case relating to internal employees involved in bribery, extortion, and money laundering.
反貪污	競爭法	第201章《防止賄賂條例》  第622章《公司條例》	反洗黑錢指令	於報告期，本集團並無發現任何違反有關賄賂、勒索、欺詐及洗黑錢且對本集團有重大影響的法律法規的情況，亦無接獲任何有關內部僱員涉及賄賂、勒索及洗黑錢的案件。

## APPENDIX II KEY PERFORMANCE INDICATORS

### 附錄二 關鍵績效指標

2018 and 2019 Social and Environmental Related Key Performance Indicators ("KPIs"):

二零一八年及二零一九年社會及環境相關關鍵績效指標(「關鍵績效指標」):

#### SOCIAL ASPECT

#### 社會層面

##### IN-SERVICE EMPLOYEES<sup>1</sup>

##### 在職僱員<sup>1</sup>

Indicator 指標	Unit 單位	2018 二零一八年	2019 二零一九年
<b>In-service Employees<sup>1</sup></b> 在職僱員 <sup>1</sup>			
<b>Number of In-service Employees by Business</b> 按業務劃分的在職僱員人數			
Total Work Force 僱員總數	No. of people 人數	922	840
Hong Kong Head Office 香港總部辦公室	No. of people 人數	55	33
Logistics Business 物流業務	No. of people 人數	863	748
Commodity Marketing Business 商品貿易業務	No. of people 人數	74	59

<sup>1</sup> In order to maintain a meaningful comparison, the workforce data of the operation of sports and leisure-related facilities business for 2018 was not provided to reflect the exclusion of the operation of sports and leisure-related facilities business in this year reporting scope.

<sup>1</sup> 為作有意義的比較，二零一八年的體育及休閒相關設施營運業務的僱員數據未有提供，以反映本年度報告範圍已不包括體育及休閒相關設施營運業務。

## APPENDIX II KEY PERFORMANCE INDICATORS 附錄二 關鍵績效指標

Indicator 指標	Unit 單位	2018 二零一八年		2019 二零一九年	
Number of In-service Employees by Employment Contract 按僱傭合約劃分的在職僱員人數					
		Permanent 長期	Other Contract Type 其他合約類型	Permanent 長期	Other Contract Type 其他合約類型
Hong Kong Head Office 香港總部辦公室	No. of people 人數	55	–	33	–
Logistics Business 物流業務	No. of people 人數	863	–	748	–
Commodity Marketing Business 商品貿易業務	No. of people 人數	67	7	52	7
Number of In-service Employees by Gender 按性別劃分的在職僱員人數					
		Male 男性	Female 女性	Male 男性	Female 女性
Hong Kong Head Office 香港總部辦公室	No. of people 人數	38	17	25	8
Logistics Business 物流業務	No. of people 人數	683	180	589	159
Commodity Marketing Business 商品貿易業務	No. of people 人數	39	35	31	28



## 附錄二 關鍵績效指標 APPENDIX II KEY PERFORMANCE INDICATORS

Indicator 指標	Unit 單位	2018 二零一八年			2019 二零一九年		
Number of In-service Employees by Age Group 按年齡組別劃分的在職僱員人數							
		Age 30 or below 30歲或以下	Age 31–50 31至50歲	Age above 50 50歲以上	Age 30 or below 30歲或以下	Age 31–50 31至50歲	Age above 50 50歲以上
Hong Kong Head Office 香港總部辦公室	No. of people 人數	20	33	2	7	24	2
Logistics Business 物流業務	No. of people 人數	160	476	227	132	396	220
Commodity Marketing Business 商品貿易業務	No. of people 人數	11	51	12	9	40	10
Number of In-service Employees by Employee Category 按僱員類別劃分的在職僱員人數							
		Non-executive 非主管	Executive 主管	Manager 經理	Non-executive 非主管	Executive 主管	Manager 經理
Hong Kong Head Office <sup>2</sup> 香港總部辦公室 <sup>2</sup>	No. of people 人數	38	13	4	16	—	11
Logistics Business 物流業務	No. of people 人數	613	170	80	531	149	68
Commodity Marketing Business 商品貿易業務	No. of people 人數	32	37	5	33	22	4

<sup>2</sup> The remaining 6 employees under permanent contract for 2019 are directors.

<sup>2</sup> 於二零一九年，餘下的6名長期合約僱員為董事。

## APPENDIX II KEY PERFORMANCE INDICATORS 附錄二 關鍵績效指標

## COMMUNITY INVESTMENT

## 社區投資

Indicator 指標	Unit 單位	2018 二零一八年	2019 二零一九年
Donation 捐贈	HKD 港幣元	151,000	127,327

ENVIRONMENTAL ASPECT<sup>3</sup>環境層面<sup>3</sup>

Indicator 指標	Unit 單位	2018 二零一八年	2019 二零一九年
<b>Air Emissions<sup>4</sup></b> 空氣排放物 <sup>4</sup>			
<b>Nitrogen Oxides (NOx)</b> 氮氧化物			
Logistics Business 物流業務	kg 千克	39,695.48	61,983.58 <sup>5</sup>
<b>Sulfur Oxides (SOx)</b> 硫氧化物			
Logistics Business 物流業務	kg 千克	106.44	45.16

<sup>3</sup> In order to maintain a meaningful comparison, the environmental data of operation of sports and leisure-related facilities business for 2018 was not provided to reflect the exclusion of the operation of sports and leisure-related facilities business in this year reporting scope.

<sup>3</sup> 為作有意義的比較，二零一八年的體育及休閒相關設施營運業務的環境數據未有提供，以反映本年度報告範圍已不包括體育及休閒相關設施營運業務。

<sup>4</sup> The references for estimation of air emissions are shown as below:

1. How to prepare an ESG Report? Appendix 2: Reporting Guidance on Environmental KPIs
2. Air quality in Singapore – Annex II: Summary of Abatement Measures (<https://www.nea.gov.sg/our-services/pollution-control/air-pollution/air-quality>)
3. Emission Standards for Off-road Diesel Engines with Effect from 1 JULY 2012 (<https://www.nea.gov.sg/docs/default-source/our-services/eu-stage-ii-us-tier-ii-or-japan-tier-i.pdf>)

<sup>4</sup> 估計空氣排放物的參考資料列示如下：

1. 《如何編製環境、社會及管治報告？附錄二：環境關鍵績效指標匯報指引》
2. 《新加坡的空氣質素 – 附錄二：減緩措施概述》(<https://www.nea.gov.sg/our-services/pollution-control/air-pollution/air-quality>)
3. 《自二零一二年七月一日生效的越野柴油引擎排放準則》(<https://www.nea.gov.sg/docs/default-source/our-services/eu-stage-ii-us-tier-ii-or-japan-tier-i.pdf>)

<sup>5</sup> Comparing to the air emission scope in 2018, the air emissions from machinery (reach stackers and forklifts for example) have been included in the scope of 2019.

<sup>5</sup> 相比二零一八年的空氣排放物範圍，二零一九年的範圍計入來自機器（如堆垛機及叉車）的空氣排放物。

## 附錄二 關鍵績效指標 APPENDIX II KEY PERFORMANCE INDICATORS

Particulate Matter (PM) 懸浮顆粒			
Logistics Business 物流業務	kg 千克	2,745.61	3,413.50
GHG Emissions <sup>6</sup> 溫室氣體排放 <sup>6</sup>			
Total GHG Emissions (Scope 1 & Scope 2) 溫室氣體總排放量(範圍1及範圍2)			
Hong Kong Head Office 香港總部辦公室	tonnes CO <sub>2</sub> e 公噸二氧化碳當量	45.93	40.62
Logistics Business <sup>7</sup> 物流業務 <sup>7</sup>	tonnes CO <sub>2</sub> e 公噸二氧化碳當量	32,031.32	33,397.74
Commodity Marketing Business 商品貿易業務	tonnes CO <sub>2</sub> e 公噸二氧化碳當量	18.37	15.76

<sup>6</sup> The references for estimation of GHG emissions are shown as below:

1. How to prepare an ESG Report? Appendix 2: Reporting Guidance on Environmental KPIs
2. The emission factors provided by Hong Kong Electric in their 2019 Sustainability Report
3. Energy Snapshot of Singapore 2019 issued by the Energy Market Authority of Singapore
4. 2018 Residual Mix Factors released by Association of Issuing Bodies
5. Global Warming Potential Values provided by Greenhouse Gas Protocol

<sup>6</sup> 估計溫室氣體排放量的參考資料列示如下：

1. 《如何編製環境、社會及管治報告？附錄二：環境關鍵績效指標匯報指引》
2. 港燈於其《二零一九年可持續發展報告》提供的排放因素
3. 新加坡能源市場管理局發佈的《二零一九年新加坡能源摘要》
4. 發行機構協會發佈的《二零一八年剩餘混合因素》
5. 《溫室氣體議定書》提供的《全球升溫潛能值》

<sup>7</sup> Electricity and its corresponding GHG (Scope 2) emission covered the whole warehouses (include areas leased to tenants), as data is not feasible to separately report.

<sup>7</sup> 電力及其相應的溫室氣體(範圍2)排放涵蓋整個倉庫(包括出租予租戶的區域)，因數據不可能單獨報告。

## APPENDIX II KEY PERFORMANCE INDICATORS 附錄二 關鍵績效指標

Direct GHG Emissions (Scope 1) 直接溫室氣體排放量(範圍1)			
Logistics Business 物流業務	tonnes CO <sub>2</sub> e 公噸二氧 化碳當量	8,449.77	8,156.33
Indirect GHG Emissions (Scope 2) 間接溫室氣體排放量(範圍2)			
Hong Kong Head Office 香港總部辦公室	tonnes CO <sub>2</sub> e 公噸二氧 化碳當量	45.93	40.62
Logistics Business <sup>7</sup> 物流業務 <sup>7</sup>	tonnes 公噸	23,597.10	25,219.81
Commodity Marketing Business 商品貿易業務	tonnes CO <sub>2</sub> e 公噸二氧 化碳當量	18.37	15.76
GHG removal – Tree planting (Scope 1) 溫室氣體減除 – 植樹(範圍1)			
Logistics Business 物流業務	tonnes 公噸	15.55	31.096



## 附錄二 關鍵績效指標 APPENDIX II KEY PERFORMANCE INDICATORS

GHG Emissions Intensity 溫室氣體排放密度			
Hong Kong Head Office 香港總部辦公室	tonnes CO <sub>2</sub> e/m <sup>2</sup> 公噸 二氧化碳 當量／ 平方米	0.068	0.042
Logistics Business 物流業務	tonnes CO <sub>2</sub> e/m <sup>2</sup> 公噸 二氧化碳 當量／ 平方米	0.035	0.059
Commodity Marketing Business 商品貿易業務	tonnes CO <sub>2</sub> e/m <sup>2</sup> 公噸 二氧化碳 當量／ 平方米	0.013	0.011

## APPENDIX II KEY PERFORMANCE INDICATORS 附錄二 關鍵績效指標

Waste <sup>8</sup> 廢棄物 <sup>8</sup>			
Total Non-hazardous Waste Generated and Disposed 無害廢棄物總產生量及處置量			
Hong Kong Head Office 香港總部辦公室	tonnes 公噸	2.82	0.795 <sup>9</sup>
Logistics Business 物流業務	tonnes 公噸	777.15	830
Commodity Marketing Business 商品貿易業務	tonnes 公噸	5.85	3.6 <sup>10</sup>
Intensity of Non-hazardous Waste Generated and Disposed 無害廢棄物產生及處置密度			
Hong Kong Head Office 香港總部辦公室	tonnes/ m <sup>2</sup> 公噸／ 平方米	0.004	0.001
Logistics Business 物流業務	tonnes/ m <sup>2</sup> 公噸／ 平方米	0.0009	0.0015
Commodity Marketing Business 商品貿易業務	tonnes/ m <sup>2</sup> 公噸／ 平方米	0.004	0.003

<sup>8</sup> The generation of hazardous waste has not been involved in CWT's business during the Reporting Period.

<sup>9</sup> The major non-hazardous wastes in the Hong Kong head office are food waste and paper waste; there was a significant drop in headcounts during the Reporting Period and the amount of food waste generated was reduced; electrical means within the organization have been gradually adopted, and the amount of paper waste generated was reduced.

<sup>10</sup> During the Reporting Period, the operation of one of the offices in Singapore was ceased, and the amount of non-hazardous waste was hence reduced.

<sup>8</sup> 於報告期，CWT的業務並不涉及產生有害廢棄物。

<sup>9</sup> 香港總部辦公室的主要無害廢棄物為食物廢棄物及廢紙；報告期內員工數量大幅減少，因此產生的食物廢棄物量有所減少；組織內部逐漸採用電子方式，因此產生的廢紙量有所減少。

<sup>10</sup> 於報告期，新加坡的其中一所辦公室停運，因此無害廢棄物量有所減少。

## 附錄二 關鍵績效指標 APPENDIX II KEY PERFORMANCE INDICATORS

<b>Energy</b> 能源			
<b>Total Energy Consumption</b> 能源總耗量			
Hong Kong Head Office 香港總部辦公室	MWh 兆瓦時	58.14	50.15
Logistics Business 物流業務	MWh 兆瓦時	87,455.24	89,326.88
Commodity Marketing Business 商品貿易業務	MWh 兆瓦時	145.73	139.00
<b>Diesel</b> 柴油			
Logistics Business 物流業務	MWh 兆瓦時	30,392.60	28,225.77
<b>Purchased Electricity</b> 外購電力			
Hong Kong Head Office 香港總部辦公室	MWh 兆瓦時	58.14	50.15
Logistics Business <sup>11</sup> 物流業務 <sup>11</sup>	MWh 兆瓦時	56,290.79	60,219.22
Commodity Marketing Business 商品貿易業務	MWh 兆瓦時	145.73	139.00

<sup>11</sup> Electricity and its corresponding GHG (Scope 2) emission covered the whole warehouses (include areas leased to tenants), as data is not feasible to separately report.

<sup>11</sup> 電力及其相應的溫室氣體(範圍2)排放涵蓋整個倉庫(包括出租予租戶的區域)，因數據不可能單獨報告。

## APPENDIX II KEY PERFORMANCE INDICATORS 附錄二 關鍵績效指標

<b>Solar Power</b> 太陽能			
Logistics Business 物流業務	MWh 兆瓦時	771.84	881.89
<b>Intensity of Total Energy Consumption</b> 能源總耗量密度			
Hong Kong Head Office 香港總部辦公室	MWh/m <sup>2</sup> 兆瓦時／平方米	0.087	0.052
Logistics Business 物流業務	MWh/m <sup>2</sup> 兆瓦時／平方米	0.10	0.16
Commodity Marketing Business 商品貿易業務	MWh/m <sup>2</sup> 兆瓦時／平方米	0.11	0.10
<b>Water<sup>12</sup></b> 水 <sup>12</sup>			
<b>Total Water Consumption</b> 耗水總量			
Logistics Business 物流業務	m <sup>3</sup> 立方米	200,213.64	203,245.83
<b>Intensity of Water Consumption</b> 耗水密度			
Logistics Business 物流業務	m <sup>3</sup> /m <sup>2</sup> 立方米／平方米	0.22	0.36

<sup>12</sup> Water supply in Hong Kong head office and commodity marketing business is controlled by building management and relevant data is not available to individual tenants; water consumption for logistics business covered the whole warehouses (include areas leased to tenants), as the data is not feasible to separately report.

<sup>12</sup> 香港總部辦公室及商品貿易業務的供水由大廈管理處控制，個別租戶無法獲得相關數據；物流業務耗水量涵蓋整個倉庫（包括出租予租戶的區域），因數據不可能單獨報告。



## APPENDIX III HKEX ESG REPORTING GUIDE INDEX

### 附錄三 聯交所環境、社會及管治報告指引索引

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標		
	“Comply or explain” Provisions 「不遵守就解釋」條文	Section 章節
<b>A. Environment</b> <b>A. 環境</b>		
Aspect A1: Emission 層面A1： 排放	<p>General Disclosure</p> <p>Information on:</p> <p>(a) the policies; and</p> <p>(b) compliance with relevant laws and regulations that have a significant impact on the issuer</p> <p>relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.</p> <p>Note: Air emissions include NO<sub>x</sub>, SO<sub>x</sub>, and other pollutants regulated under national laws and regulations.</p> <p>Greenhouse gases include carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons and sulphur hexafluoride.</p> <p>Hazardous wastes are those defined by national regulations.</p> <p>一般披露</p> <p>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：</p> <p>(a) 政策；及</p> <p>(b) 遵守對發行人有重大影響的相關法律及規例的資料。</p> <p>註：廢氣排放包括氮氧化物、硫氧化物及其他受國家法律及規例規管的污染物。</p> <p>溫室氣體包括二氧化碳、甲烷、氧化亞氮、氫氟碳化合物、全氟化碳及六氟化硫。</p> <p>有害廢棄物指國家規例所界定者。</p>	<p>Environmental Management</p> <p>Appendix I The Material Laws and Regulations that the Group Complied with during the Reporting Period</p> <p>環境管理</p> <p>附錄一 報告期內本集團遵守的重大法律法規</p>

## APPENDIX III HKEX ESG REPORTING GUIDE INDEX 附錄三 聯交所環境、社會及管治報告指引索引

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標			
	“Comply or explain” Provisions 「不遵守就解釋」條文		Section 章節
	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。	Appendix II Key Performance Indicators  附錄二 關鍵績效指標
	KPI A1.2 關鍵績效指標A1.2	Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 溫室氣體總排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	
	KPI A1.3 關鍵績效指標A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	The generation of hazardous waste has not been involved in CWT's business during the Reporting Period.  於報告期，CWT的業務並不涉及產生有害廢棄物。
	KPI A1.4 關鍵績效指標A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	Appendix II Key Performance Indicators  附錄二 關鍵績效指標
	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。	Environmental Management  環境管理
	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。	

## 附錄三 聯交所環境、社會及管治報告指引索引 APPENDIX III HKEX ESG REPORTING GUIDE INDEX

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標			
	“Comply or explain” Provisions 「不遵守就解釋」條文		Section 章節
Aspect A2: Use of Resources 層面A2： 資源使用	General Disclosure  Policies on the efficient use of resources, including energy, water and other raw materials.  Note: Resources may be used in production, in storage, transportation, in buildings, electronic equipment, etc.  一般披露  有效使用資源(包括能源、水及其他原材料)的政策。  註：資源可用於生產、儲存、運輸、樓宇、電子設備等。		Environmental Management 環境管理
	KPI A2.1  關鍵績效指標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). 按類型劃分的直接及／或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	Appendix II Key Performance Indicators  附錄二 關鍵績效指標
	KPI A2.2  關鍵績效指標A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度(如以每產量單位、每項設施計算)。	
	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。	Environmental Management 環境管理
	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。	
	KPI A2.5  關鍵績效指標A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位估量。	The usage of packaging materials is not involved in CWT's businesses during the Reporting Period.  於報告期，CWT的業務並不涉及使用包裝材料。

## APPENDIX III HKEX ESG REPORTING GUIDE INDEX 附錄三 聯交所環境、社會及管治報告指引索引

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標		
	“Comply or explain” Provisions 「不遵守就解釋」條文	Section 章節
Aspect A3: The Environment and Natural Resources 層面A3： 環境與天然資源	General Disclosure  Policies on minimising the issuer’s significant impact on the environment and natural resources.  一般披露  減低發行人對環境及天然資源造成重大影響的政策。	Environmental Management  環境管理
	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。	



## 附錄三 聯交所環境、社會及管治報告指引索引 | APPENDIX III HKEX ESG REPORTING GUIDE INDEX

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標				
	“Comply or explain” Provisions 「不遵守就解釋」條文	Recommended Disclosures 建議披露		Section 章節
B. Social B. 社會				
Employment and Labour Practices 僱傭及勞工常規				
Aspect B1: Employment 層面B1： 僱傭	General Disclosure  Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer			Policies and Welfare  Appendix I The Material Laws and Regulations that the Group Complied with during the Reporting Period  政策及福利  附錄一 報告期內本集團遵守的重大法律法規
	relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.  一般披露  有關薪酬及解僱、招聘及晉升、工作時數、假期、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。	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。	Appendix II Key Performance Indicators  附錄二 關鍵績效指標

## APPENDIX III HKEX ESG REPORTING GUIDE INDEX 附錄三 聯交所環境、社會及管治報告指引索引

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標				
	“Comply or explain” Provisions 「不遵守就解釋」條文	Recommended Disclosures 建議披露		Section 章節
Aspect B2: Health and Safety 層面B2： 健康與安全	General Disclosure  Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer			Work Safety  Appendix I The Material Laws and Regulations that the Group Complied with during the Reporting Period  工作安全  附錄一 報告期內本集團遵守的重大法律法規
	relating to providing a safe working environment and protecting employees from occupational hazards.  一般披露  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。	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及安全措施，以及相關執行及監察方法。	Work Safety  工作安全

## 附錄三 聯交所環境、社會及管治報告指引索引 | APPENDIX III HKEX ESG REPORTING GUIDE INDEX

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標			
	“Comply or explain” Provisions 「不遵守就解釋」條文	Recommended Disclosures 建議披露	Section 章節
Aspect B3: Development and Training 層面B3： 發展與培訓	<p>General Disclosure</p> <p>Policies on improving employee knowledge and skills for discharging duties at work. Description of training activities.</p> <p>Note: Training refers to vocational training. It may include internal and external courses paid by the employer.</p> <p>一般披露</p> <p>有關提升僱員履行工作職責的知識及技能的政策。說明培訓活動。</p> <p>註：培訓指職業培訓，可包括由僱主付費的內外部課程。</p>		<p>Training and Development</p> <p>培訓與發展</p>

## APPENDIX III HKEX ESG REPORTING GUIDE INDEX 附錄三 聯交所環境、社會及管治報告指引索引

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標			
	“Comply or explain” Provisions 「不遵守就解釋」條文	Recommended Disclosures 建議披露	Section 章節
Aspect B4: Labour Standards 層面B4： 勞工準則	<p>General Disclosure</p> <p>Information on:</p> <p>(a) the policies; and</p> <p>(b) compliance with relevant laws and regulations that have a significant impact on the issuer</p> <p>relating to preventing child and forced labour.</p> <p>一般披露</p> <p>有關防止童工或強制勞工的：</p> <p>(a) 政策；及</p> <p>(b) 遵守對發行人有重大影響的相關法律及規例的資料。</p>		<p>Respecting Rights</p> <p>Appendix I The Material Laws and Regulations that the Group Complied with during the Reporting Period</p> <p>尊重權利</p> <p>附錄一 報告期內本集團遵守的重大法律法規</p>



## 附錄三 聯交所環境、社會及管治報告指引索引 APPENDIX III HKEX ESG REPORTING GUIDE INDEX

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標				
	“Comply or explain” Provisions 「不遵守就解釋」條文	Recommended Disclosures 建議披露		Section 章節
Operating Practices 營運慣例				
Aspect B5: Supply Chain Management 層面B5： 供應鏈管理	General Disclosure  Policies on managing environmental and social risks of the supply chain.  一般披露  管理供應鏈的環境及社會風險 政策。			Supply Chain Management  供應鏈管理
		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。	Supply Chain Management  供應鏈管理

## APPENDIX III HKEX ESG REPORTING GUIDE INDEX 附錄三 聯交所環境、社會及管治報告指引索引

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標				
	“Comply or explain” Provisions 「不遵守就解釋」條文	Recommended Disclosures 建議披露		Section 章節
Aspect B6: Product Responsibility 層面B6： 產品責任	General Disclosure  Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer			Delivering Excellent Services  Appendix I The Material Laws and Regulations that the Group Complied with during the Reporting Period  提供卓越服務  附錄一 報告期內本集團遵守的重大法律法規
	relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.  一般披露  有關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。	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.  描述消費者資料保障及私隱政策，以及相關執行及監察方法。	Compliant Operation  合規經營

## 附錄三 聯交所環境、社會及管治報告指引索引 | APPENDIX III HKEX ESG REPORTING GUIDE INDEX

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標				
	“Comply or explain” Provisions 「不遵守就解釋」條文	Recommended Disclosures 建議披露		Section 章節
Aspect B7: Anti-corruption 層面B7： 反貪污	General Disclosure  Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer			Compliant Operation  Appendix I The Material Laws and Regulations that the Group Complied with during the Reporting Period  合規經營  附錄一 報告期內本集團遵守的重大法律法規
	relating to bribery, extortion, fraud and money laundering.  一般披露  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。	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.  於報告期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。	Appendix I The Material Laws and Regulations that the Group Complied with during the Reporting Period  附錄一 報告期內本集團遵守的重大法律法規

## APPENDIX III HKEX ESG REPORTING GUIDE INDEX 附錄三 聯交所環境、社會及管治報告指引索引

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標				
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Community 社區				
Aspect B8: Community Investment 層面B8： 社區投資	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.  一般披露  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。			Delivering Values to Communities  向社區傳遞價值
		KPI B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	Our Community  Appendix II Key Performance Indicators  我們的社區  附錄二 關鍵績效指標
		關鍵績效指標 B8.1	專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	
		KPI B8.2	Resources contributed (e.g. money or time) to the focus area.	
		關鍵績效指標 B8.2	在專注範疇所動用資源(如金錢或時間)。	





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