



CLSA Premium Limited

(於開曼群島註冊成立之有限公司)
(Incorporated in the Cayman Islands with limited liability)

股份代號 Stock Code: 6877

A large sailboat with white sails is sailing on a blue ocean under a blue sky with scattered clouds. The boat is moving from the bottom left towards the center, leaving a white wake. In the background, there are other smaller sailboats and a hilly coastline.

2020 年環境、社會和管治報告 2020 Environmental, Social and Governance Report

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ABOUT THIS REPORT

Objective

CLSA Premium Limited (“the Company” together with its subsidiaries shall be referred to as “the Group”, “CLSA Premium” or “We”) is pleased to present the Environmental, Social and Governance (“ESG”) report (the “Report”), which summarized the ESG initiatives and accomplishments for the financial year ended 31 December 2020. The Report serves the following purposes:

- communicate to all stakeholders the Group’s achievement in practicing corporate social responsibility;
- promote sustainable development; and
- focus on the environmental and social issues that may have impacts on stakeholders’ interests.

This Report has been 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 (“HKEx”), for the purpose of identifying and making disclosure of the material matters and key performance indicators in relation to the Group’s environmental, social and governance and promoting the full implementation of sustainable development and social responsibilities by the Group.

Participation of Board of Directors

The Group’s ESG philosophy is to create long-term value for its stakeholders that aligns with the strategic development and sustainability of its business. The Board of Directors (the “Board”) believes good corporate governance promotes and safeguards the interests of shareholders and other stakeholders. Hence, the Group is committed to maintaining a rigorous framework of corporate governance which upholds the Group’s credibility and reputation.

The Board endeavours to support the Group’s commitment to incorporating sustainable development into the business. The Board has overall responsibility for formulating strategies, monitoring and managing ESG-related risks as well as ensuring the effectiveness of ESG risk management and internal control systems.

關於本報告

目標

CLSA Premium Limited（「本公司」，連同其附屬公司統稱「本集團」、「CLSA Premium」或「我們」）欣然提呈截至2020年12月31日止財政年度之環境、社會及管治（「環境、社會及管治」）報告（「本報告」），概述本財政年度之環境、社會及管治措施及成果。本報告目的如下：

- 向全體股東傳達本集團履行企業社會責任的成果；
- 推動可持續發展；及
- 關注可能會影響持份者權益的環境及社會事宜。

本報告乃根據香港聯合交易所有限公司（「聯交所」）證券上市規則附錄27所載之環境、社會及管治報告指引（「環境、社會及管治報告指引」）編製，旨在識別並披露與本集團環境、社會及管治相關之重大事項及關鍵績效指標，以及推動本集團全面實施可持續發展及履行社會責任。

董事會參與

本集團之環境、社會及管治理念乃為其持份者創造長遠價值，以配合其業務的策略發展及可持續性。董事會（「董事會」）相信，優良的企業管治能夠增進並保障股東及其他持份者之利益。因此，本集團致力維持嚴謹的企業管治框架，以維護本集團之信譽及聲譽。

董事會竭力協助本集團兌現承諾，將可持續發展融入業務當中。董事會全權負責制訂策略、監察及管理環境、社會及管治相關風險，以及確保環境、社會及管治風險管理及內部監控系統之成效。

The Board has delegated the responsibilities to corporate governance committee including but not limited to (i) reviewing the Group's policies and practices on corporate governance and ESG; (ii) reviewing the Group's compliance with the Corporate Governance Code and disclosure in the Corporate Governance Report as required under the Listing Rules; and (iii) making any other recommendations to the Board as it deems appropriate on any area within its scope of duties where action or improvement is needed.

The Board will continuously review its business strategies to ensure that environmental and social impacts are reviewed and minimized.

SCOPE OF THIS REPORT

Report scope and boundaries

This Report covers the environmental and social impacts brought by the Group's business operation of leveraged foreign exchange and other trading business located in Hong Kong, New Zealand and Australia for the financial year ended 31 December 2020 (the "Reporting Period"). The source of data in preparing the ESG report is primarily based on the Group's internal policies and documents as well as information provided by various key stakeholders.

CLSA Premium will continue to optimise our data collection and reporting system over the three aspects - environmental management, social responsibility and governance, and gradually expand the disclosure scope to improve the quality and comprehensiveness of the ESG report in the long term.

董事會已將相關責任轉授予企業管治委員會，包括但不限於(i)檢討本集團之企業管治以及環境、社會及管治政策和慣例；(ii)檢討本集團遵守企業管治守則之情況，並根據上市規則之規定在企業管治報告內作出披露；及(iii)就其職責範圍內任何需要採取行動或改善之範疇，向董事會提出其認為合適之任何其他建議。

董事會將繼續審閱其業務策略以確保環境及社會影響得以檢討並減至最低。

本報告範圍

報告範圍及界限

本報告涵蓋本集團截至2020年12月31日止財政年度（「報告期間」）在香港、紐西蘭及澳洲經營槓桿式外匯及其他交易業務所帶來之環境及社會影響。編製環境、社會及管治報告所參考之資料來源主要為本集團內部政策及文件，以及各主要持份者所提供之資料。

長遠而言，CLSA Premium將繼續優化環境管理、社會責任及管治三大範疇之資料收集及報告體系，並逐步擴大披露範圍，從而編製更優質及全面之環境、社會及管治報告。



Reporting Principles

In the course of the Report's preparation, we have adhered to the following reporting principles set out in the ESG Reporting Guide:-

報告原則

於本報告編製過程中，我們遵循下列環境、社會及管治指引所載之報告原則：

Principle 原則	Context 內容	Our Action 我們的行動
Materiality 重要性	The Report should contain issues that reflect material ESG impact or substantially affect stakeholders. 本報告應包含反映重大環境、社會及管治影響或對持份者有重要影響之議題。	We communicated with our stakeholders to understand their concerns relating to issues that reflect material ESG impact and conducted materiality assessment to identify the material topics. 我們與持份者保持溝通，了解他們所關注反映重大環境、社會及管治影響之議題，並進行重要性評估以識別重大議題。
Quantitative 量化	The Report should disclose key performance indicators in ways that can be measured so that the effectiveness of ESG policies and management systems can be evaluated and validated. 本報告應以可計量方式披露關鍵績效指標，以便評估及證明環境、社會及管治政策和管理系統之成效。	We disclosed key performance indicators, quantitative information and the methodologies in collecting the data, where applicable. 我們披露適用的關鍵績效指標、量化資料及數據收集方法。
Balance 平衡	The Report should provide an unbiased picture of our performance. The Report should avoid selections, omissions, or presentation formats that may inappropriately influence a decision or judgment by the Report reader. 本報告應不偏不倚地呈報我們的表現。本報告應避免不恰當地影響本報告讀者決策或判斷之選擇、遺漏或呈報格式。	We kept the ESG report balanced and made fair disclosures on key ESG aspects. We disclosed both achievements and challenges in this Report. 我們維持環境、社會及管治報告之平衡度，並就關鍵環境、社會及管治層面作出公平披露。我們在本報告中披露所取得的成績及所面對的挑戰。
Consistency 一致性	The Report should use consistent methodologies of ESG data over time. Any changes to the methods used or any other relevant factors affecting the methodologies should be disclosed in the Report. 本報告應就日後的環境、社會及管治數據採用一致的方法。所採用方法之任何變動或影響方法的任何其他相關因素應在本報告中披露。	We reported in accordance with the ESG Reporting Guide and adopted consistent methodologies in this Report. 我們根據環境、社會及管治報告指引作出報告，本報告亦採用一致方法。

STAKEHOLDER ENGAGEMENT

CLSA Premium believes understanding and taking actions to address key stakeholders' concerns and meet with their expectations are essential to achieve sustainable development. As part of the business strategy, the Group actively communicates with key stakeholders in an open, honest and proactive way to make sure their comments and feedbacks could be effectively and timely addressed. The following table shows the expectations and concerns of the major stakeholders as identified by the Group, and the corresponding management responses.

持份者參與

CLSA Premium認為，了解主要持份者之關注事項，並採取行動以達致他們的期望，對實現可持續發展至關重要。作為業務策略之一部分，本集團以公開、誠實及積極的方式與主要持份者溝通，確保有效而及時處理他們的意見和反饋。下表列示本集團所識別主要持份者之期望及關注事項，以及管理層之相關回應。

Stakeholders 持份者	Communication channels 溝通渠道	Expectations and concerns 期望及關注事項	Management feedback 管理層之應對措施
Customers 客戶	<ul style="list-style-type: none"> Company website 本公司網頁 Direct communication 直接溝通 Complaint hotline 投訴熱線 	<ul style="list-style-type: none"> Service quality and response time 服務質素及回應時間 Operational integrity 經營誠信 	<ul style="list-style-type: none"> Services normalization and standardization; 服務規範及標準； Promptly respond to customer complaints; 迅速回應客戶投訴； Address customer feedback and opinions; 處理客戶反饋及意見； Uphold business ethics; and 秉持商業道德；及 Earnestly protect customer privacy. 切實保護客戶私隱。
Employees 僱員	<ul style="list-style-type: none"> Training and orientation 培訓及指導 Emails and opinion box 電郵及意見收集箱 Regular meetings 定期會議 Employee performance evaluation 僱員表現評核 Employee activities 僱員活動 	<ul style="list-style-type: none"> Compensation and benefits 補償及福利 Working environment 工作環境 Occupational health and safety 職業健康和安全 Training and career development 培訓及職業發展 Employee communication 僱員溝通 	<ul style="list-style-type: none"> Sound compensation system; 設立良好的補償體系； Provide fair promotion channels; 提供公平的晉升渠道； Provide a safe and healthy working environment; 提供安全健康的工作環境； Organize regular training programs; and 定期舉辦培訓課程；及 Ensure that employees' voices are heard through various communication channels. 透過不同溝通渠道確保了解僱員意見。

Stakeholders 持份者	Communication channels 溝通渠道	Expectations and concerns 期望及關注事項	Management feedback 管理層之應對措施
Shareholders 股東	<ul style="list-style-type: none"> Annual and interim reports 年度報告及中期報告 Annual general meeting and other shareholders meetings 股東週年大會及其他股東大會 Results announcements 業績公告 	<ul style="list-style-type: none"> Continuous stable returns 持續穩定回報 Transparent information disclosure 資料披露的透明度 Investor relationship 投資者關係 	<ul style="list-style-type: none"> Conduct general meetings; 舉行股東大會； Publish annual and interim reports; and 刊發年度報告及中期報告；及 Publish regular announcements in HKEx. 定期於聯交所刊發公告。
The Government and Regulators 政府及監管機關	<ul style="list-style-type: none"> Compliance reporting 合規報告 Enquiries and clarifications 查詢及澄清 Circulars and guidelines 通函及指引 	<ul style="list-style-type: none"> Legal and regulatory compliance 法律及監管合規情況 Proper tax payment 正當繳稅 	<ul style="list-style-type: none"> Abide by laws and regulations; 遵守法例及規例； Accept regulatory review; and 接受監管審查；及 File tax returns and pay tax in accordance with the laws. 按照相關法例報稅及繳稅。
Suppliers/Service Providers 貨品供應商／服務供應商	<ul style="list-style-type: none"> Performance assessments 表現評估 Procurement processes 採購程序 Visits and meetings 探訪及會議 	<ul style="list-style-type: none"> Corporate reputation 企業聲譽 Fair and transparent procurement process 採購程序的公平性及透明度 	<ul style="list-style-type: none"> Conduct vendor assessment regularly and/or prior the expiry of contract; 定期及／或於合約屆滿前進行供應商評估； Set up an open and transparent bid invitation system; and 設立公開透明的招標系統；及 Establish communication platform for vendors. 為供應商建立溝通平台。
The Community 社區	<ul style="list-style-type: none"> Emails 電郵 Company website 本公司網頁 	<ul style="list-style-type: none"> Contributions to the community 貢獻社區 Environmental protection 環境保護 	<ul style="list-style-type: none"> Encourage staff to participate in charitable events; and 鼓勵員工參與慈善活動；及 Implement eco-friendly measures to reduce, reuse and recycle resources to minimize environmental impact. 採取環保措施，以減少、重用及回收資源，盡量減低對環境的影響。

MATERIALITY ASSESSMENT

CLSA Premium conducts materiality assessment on ESG-related topics annually based on stakeholder engagement activities. Factors such as the Group's business strategies, objectives and internal policies, industry standards, legal and regulatory responsibilities, environmental protection, use of resources, employee protection, etc. were considered in order to identify the ESG issues and impacts relevant to and brought by the Group's business operations and stakeholders.

The procedures for the materiality assessment are as follow:

Step 1: Identification - With reference to the sustainability topics listed in the ESG Reporting Guide and the latest sustainability trends in the industry, 15 ESG issues were identified where they posed higher significance to both stakeholders and our business operations:-

重要性評估

CLSA Premium根據持份者參與活動，每年對環境、社會及管治相關議題進行重要性評估。本集團考慮其業務策略、目標及內部政策、行業標準、法例及監管責任、環境保護、資源使用、僱員保障等因素，以識別與本集團業務營運及持份者相關及所產生的環境、社會及管治議題及影響。

重要性評估之程序如下：

第1步：識別—參考環境、社會及管治報告指引所載列之可持續發展議題以及行業內可持續發展之最新趨勢，已識別15項對持份者及我們的業務營運具有較高重要性的環境、社會及管治議題：

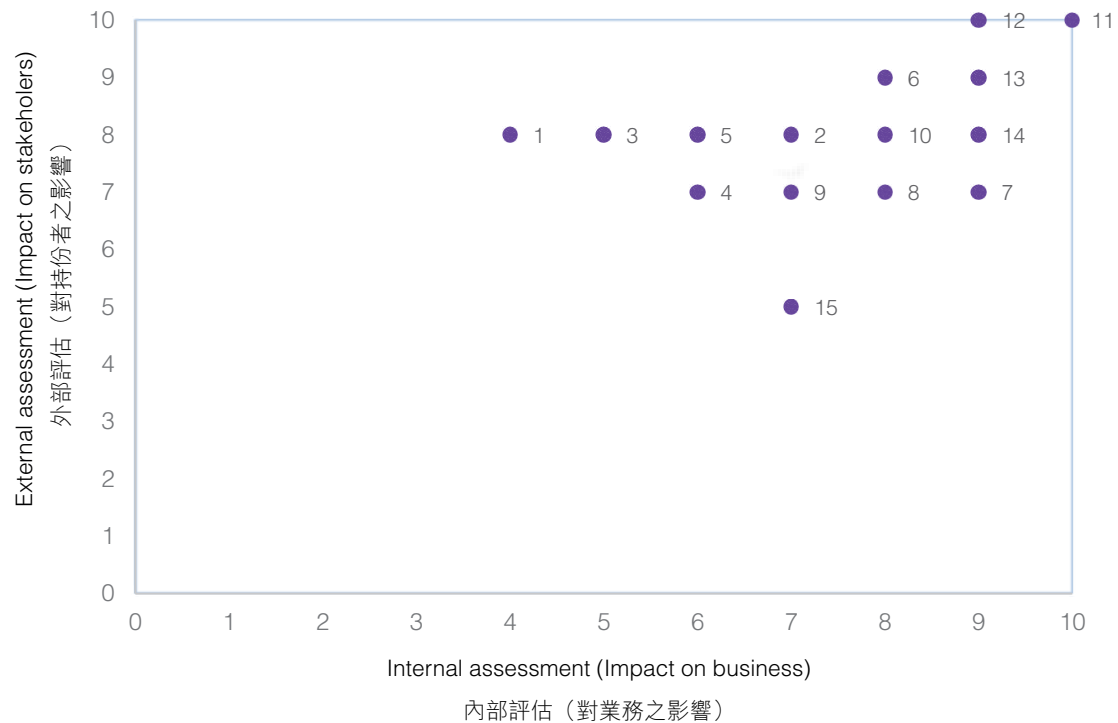
ESG Aspects 環境、社會及管治層面		No. 序號	ESG Issues 環境、社會及管治議題
A. Environmental A. 環境	A1: Emissions A1：排放物	1	Exhaust gas emissions 廢氣排放
	A2: Use of Resources A2：資源使用	2	Greenhouse gas emissions 溫室氣體排放
		3	Waste disposal 處置廢棄物
	A3: The Environment and Natural Resources A3：環境及天然資源	4	Energy and water consumptions 能源及水資源消耗
	A4: Climate Change A4：氣候變化	5	Climate-related issues 氣候相關議題

ESG Aspects 環境、社會及管治層面		No. 序號	ESG Issues 環境、社會及管治議題
B. Social B. 社會	B1: Employment B1 : 僱傭	6	Staff training and development 員工培訓及發展
	B2: Health and Safety B2 : 健康及安全	7	Occupational safety and health 職業安全及健康
	B3: Development and Training B3 : 發展及培訓	8	Employment relations 僱傭關係
	B4: Labour Standards B4 : 勞工準則	9	Child and forced labour 童工及強制勞工
	B5: Supply Chain Management B5 : 供應鏈管理	10	Supply chain management 供應鏈管理
	B6: Product Responsibility B6 : 產品責任	11	Customer privacy protection 保護客戶私隱
		12	Customer satisfaction 客戶滿意程度
		13	Handling of complaints 處理投訴
	B7: Anti-corruption B7 : 反貪污	14	Anti-corruption 反貪污
	B8: Community Investment B8 : 社區投資	15	Community investment 社區投資

Step 2: Prioritisation - To determine the materiality of the ESG issues, we have assessed and scored the relevance/importance of each of the ESG issues based on the views of our senior management and key stakeholders on a scale of 0 to 10 (0 is irrelevant and 10 is crucial). The 15 ESG issues were prioritized and plotted on the following materiality matrix according to their relative degree of importance in order to assess the materiality. Vertical axis of the below materiality matrix shows the result of external assessment (impact on stakeholders) and horizontal axis presents the internal assessment result (impact on business). The ESG issues that fall within top right-hand quadrant are of greatest importance.

第2步：優先次序—為釐定環境、社會及管治議題之重要性，我們根據高級管理層和主要持份者之意見，按0至10的等級（0為不相關，10為至關重要）對各項環境、社會及管治議題的相關程度／重要性進行評估及評分。該等15項環境、社會及管治議題乃根據相關重大程度於下列重要性矩陣內排列優先次序及標繪，以評估其重要性。以下重要性矩陣之縱軸顯示外部評估結果（對持份者之影響），橫軸則顯示內部評估結果（對業務之影響）。位於右上角象限之環境、社會及管治議題為至關重要。

Materiality Matrix 重要性矩陣



No.	ESG issues	序號	環境、社會及管治議題
11	Customer privacy protection	11	保護客戶私隱
12	Customer satisfaction	12	客戶滿意程度
13	Handling of complaints	13	處理投訴
14	Anti-corruption	14	反貪污
6	Staff training and development	6	員工培訓及發展
7	Occupational safety and health	7	職業安全及健康
10	Supply chain management	10	供應鏈管理
8	Employment relations	8	僱傭關係
2	Greenhouse gas emissions	2	溫室氣體排放
5	Climate-related issues	5	氣候相關議題
9	Child and forced labour	9	童工及強制勞工
3	Waste disposal	3	處置廢棄物
4	Energy and water consumption	4	能源及水資源消耗
1	Exhaust gas emissions	1	廢氣排放
15	Community investment	15	社區投資

Step 3: Application – According to the materiality matrix, “customer privacy protection”, “customer satisfaction”, “handling of complaints”, “anti-corruption” and “staff training and development” were identified as issues of higher importance. The results of this material assessment were used to guide our disclosure alignment, as well as strategic planning and risk management. CLSA premium’s responses to these important issues have been elaborated in more details in the following sections of this Report. In the future, the Group will continue to engage and maintain a communicative and collaborative relationship with our stakeholders to jointly contribute to sustainable development.

A. ENVIRONMENTAL

CLSA Premium’s business operations are office-based, in which significant emissions are mainly related to its electricity consumptions. Despite the insignificant environmental impact the Group’s operations has made to the environment, the Group actively integrates green protection concepts and implements a series of environmental protection measures into its daily office operations to achieve the goal of alleviating adverse impacts on the environment. The Group has spent significant effort in reducing its carbon footprint, and has taken initiatives to achieve long term sustainability of the environment.

A1. Emissions

As the Group is principally engaged in leveraged foreign exchange and other trading business, there is no massive air pollutant, such as nitrogen oxides, sulphur oxides and other pollutants generated, nor significant volume of hazardous waste produced during our office operations. The major emissions of the Group are the greenhouse gas emissions and solid non-hazardous wastes generated from its daily operations.

Greenhouse Gas (GHG) emissions

Electricity is the key source of energy of the Group’s business and its major source of GHG emissions. Other minor sources of emissions include the fuel consumed by the business air travels by our employees.

第3步：應用—根據重要性矩陣，我們將「保護客戶私隱」、「客戶滿意程度」、「處理投訴」、「反貪污」及「員工培訓及發展」識別為較重大之議題。我們以是次重要性評估結果作為披露調整，以及策略規劃和風險管理之指引。CLSA Premium對該等重大議題之應對措施已在本報告下列章節中詳細闡述。於日後，本集團將繼續與持份者保持溝通及合作關係，合力為可持續發展作出貢獻。

A. 環境

CLSA Premium之業務營運主要在辦公室內進行，當中大量排放物主要與電力消耗有關。儘管本集團營運對環境之影響並不重大，本集團積極引入綠色環保理念，在辦公室日常營運中實施一系列環保措施，旨在減低對環境之不利影響。本集團致力減少碳足跡，並已採取不同措施以達致長遠的環境可持續發展。

A1. 排放物

由於本集團主要從事槓桿式外匯及其他交易業務，我們的辦公室營運並無產生大量空氣排放物，如氮氧化物、硫氧化物及其他排放物；亦無產生大量有害廢棄物。本集團主要排放物為由其日常營運所產生的溫室氣體排放及固體無害廢棄物。

溫室氣體排放

電力為本集團業務之主要能源，亦為其主要溫室氣體排放來源。其他次要排放來源包括我們的僱員在商務航空差旅中所消耗之燃料。

Employees have been educated and encouraged to switch off lights when not in use or control with timers after work hours and print on both sides of paper. We also conduct regular inspections and maintenance on our IT equipment and electrical appliances to promote energy saving and efficiency. The Group also actively reduces the number of business air travels and uses alternative means of communication by teleconference or video conference to replace meetings and trainings which requires long travelling. To achieve the target of minimizing GHG emissions by 5%, we have stopped the use of vehicles this year and encouraged our employees to use public transportation instead. During the Reporting Period, we generated 73.28 tonnes of carbon dioxide equivalent emissions with an intensity of 2.09 tonnes per employee.

Wastes

Paper is the Group's major source of non-hazardous waste, which is disposed by either recycling or landfill. To minimize the waste of papers, the Group has made considerable efforts in controlling the consumption of papers during its daily operations. Employees are reminded to adopt two-sided printing, reuse single-side used paper, adopt electronic means of communications (such as email, mobile and website) and use e-version of documents. During the Reporting Period, the Group generated 0.41 tonnes of carbon dioxide equivalent emissions from the use of paper and targets to reduce 5% of consumption by promoting a paperless environment to both our clients and employees.

This year, we have improved our data collection method and collected the data of hazardous wastes generated from our group. The Group's major sources of hazardous wastes are batteries, fluorescent bulbs and waste toner cartridges which the Group consumed less than 0.01 tonnes in total during the Reporting Period. To ensure we comply with applicable local laws and regulations such as the Waste Disposal Ordinance of Hong Kong, Trade Waste Guidelines of the Act of Australia and Hazardous Substances and New Organisms Act of New Zealand, the hazardous wastes are disposed to the relevant recycle bins or handled by qualified third parties.

本集團已教導並鼓勵僱員於下班後關掉不使用的電燈或以定時器控制電源，以及雙面打印。我們亦定期檢查和保養資訊科技設備及電器，以促進節能並提高效能。本集團更積極減少商務航空差旅次數，並採用電話會議或視像會議等其他溝通方式，代替需要長途差旅的會議及培訓。為實現溫室氣體排放量減少5%之目標，本集團於本年度停止使用汽車，並鼓勵僱員乘坐公共交通工具。於報告期間，我們產生的排放量為73.28噸二氧化碳當量，每名僱員排放密度為2.09噸。

廢棄物

本集團無害廢棄物之主要來源為紙張，其通過回收或送往堆填區處理。為盡量減少浪費紙張，本集團在其日常營運過程中嚴控紙張消耗，並提醒僱員採用雙面打印、重用曾單面列印的紙張、採用電子通訊方式（如電郵、手機及網站）及使用電子文件。於報告期間，本集團因使用紙張而產生的排放量為0.41噸二氧化碳當量，目標為透過向客戶及僱員推廣無紙化工作環境，將耗紙量減少5%。

本年度，我們已改良數據收集方法，並已收集本集團所產生有害廢棄物之相關數據。於報告期間，本集團有害廢棄物之主要來源為電池、燈泡及廢棄碳粉匣，而本集團有害廢棄物的消耗總量少於0.01噸。為確保我們遵守香港《廢物處置條例》、澳洲《貿易廢物準則》及紐西蘭《有害物質與新生物體法》等適用地方例及規例，有害廢棄物均會棄置於相關回收箱或由合資格第三方處理。

A2. Use of Resources

Energy, water and other consumption

During the Reporting Period, the Group consumed 127.95 MWh of electricity with an intensity of 3.66 MWh per employee. We have proactively taken a series of energy-saving measures to achieve efficient use of resources, such as keeping the office temperature at 24 to 26 degrees Celsius, switching off unnecessary electric appliances, lights and IT equipment and deploying energy-efficient devices which carry energy efficiency label. In the future, we will replace lighting or equipment with automatic low power mode or energy-saving mode with the goal of diminishing energy consumption by 5%.

Owing to the business and operation nature, the Group only consumes fresh water for general office uses, and all its supplies are from the city central water supply network. Yet, the Group operates in leased office premises of which both water supply and discharge are solely controlled by the respective building management which considers the provision of water withdrawal and discharge data or sub-meter for individual occupant not feasible. We do not use or discharge significant amount of water due to our business nature. Even so, we encourage our employees to minimize water usage and build awareness of water conservation.

Besides, as the Group operates in leveraged foreign exchange and other trading business, packaging is not involved in the usual course of our business and therefore the use of packaging material during the Reporting Period is not applicable.

A2. 資源使用

能源、用水及其他消耗

於報告期間，本集團之耗電量為127.95兆瓦時，每名僱員耗電密度為3.66兆瓦時。我們已積極採取一系列節能措施，以達致有效使用資源，如將辦公室溫度維持在攝氏24至26度、關閉不必要的電器、燈光及資訊科技設備，以及採用貼有能源效益標籤的節能設備。於日後，我們將更換自動低功率模式或節能模式的電燈或設備，旨在將能源消耗量減少5%。

鑒於業務及營運性質，本集團僅為一般辦公用途而耗用食水，而所有用水均來自市內中央供水網絡。然而，本集團於租用辦公室物業營運，其供水和排水均由相關樓宇管理處全權控制，而有關管理處認為向各租戶提供用水及排水數據或用水分錶並不可行。鑑於我們的業務性質，我們並無使用或排放重大水量。儘管如此，我們鼓勵僱員盡量減少用水，並建立節約用水的意識。

此外，由於本集團經營槓桿式外匯及其他貿易業務，日常業務過程中並不涉及包裝，故於報告期間包裝物料使用量並不適用於本集團。

A3. The Environment and Natural Resources

As disclosed above, the environmental impacts brought by the Group include the emissions of GHG associated with business air travels, usage of electricity and the consumption of paper during our office operations, thus the Group's impacts on the environment and natural resources are limited. We will continue to assess the environmental risks of our business, review our environmental practices, adopt more resource-saving and environmentally-friendly measures to minimise our impacts on the natural environment as well as to comply with the laws and regulations applicable to the Group's emissions and use of resources.

A4. Climate Change

Climate change is gradually being concerned as it poses a risk to our business and adversely affects our daily life. The major contributor to climate change is the GHG which trapped heat on Earth and caused global warming. Although our business operations generate limited GHG, we understand that the issue of climate change could only be sufficiently addressed with wide participation from each entity and individual. Thus, the Group and its employees are committed to mitigating the effects of climate change by further lowering the energy consumption during our business operations.

A3. 環境及天然資源

誠如上文所披露，本集團對環境之影響包括有關商務航空差旅之溫室氣體排放、電力消耗及辦公室營運所消耗紙張，因此本集團對環境及天然資源之影響有限。我們將繼續評估業務之環境風險、檢討我們的環保措施、採取更多資源節約及環保慣例，以減少對自然環境之影響，並遵守適用於本集團排放物及資源使用之法例及規例。

A4. 氣候變化

由於氣候變化對我們的業務構成風險，並對我們的日常生活產生不利影響，因而逐漸受到關注。氣候變化的主因乃溫室氣體，其令地球積聚熱量而導致全球暖化。儘管我們業務營運僅產生有限的溫室氣體，我們明白，要充分解決氣候變化議題，必須由各實體及個人共同參與。因此，本集團及其僱員致力透過進一步減少業務營運中的能源消耗，以減低氣候變化的影響。

B. SOCIAL

In order to maintain competitiveness in the industry in the long run, CLSA Premium thrives to provide a competitive work environment for our employees. At the same time, the Group aims to fulfil its corporate social responsibility by constantly giving back to our employees and showing compassion to the society.

B1. Employment

Recruitment, promotion and dismissal: CLSA Premium believes that employee is the basis foundation of the Group's development. In accordance with the Employment Ordinance of Hong Kong, The Fair Work Act 2009 and National Employment Standards of Australia and Employment Relations Act 2000 of New Zealand, the Group has formulated the "Human Resources Standard Operating Procedures For Recruitment and Termination" and "Staff Handbook" to regulate the recruitment process and standards, promotion system and termination procedures to ensure fair and just recruitment and that the basic rights and interests of our employees are sufficiently protected.

Our recruitment and promotion procedures specify selection standard and job qualifications of each position, which specifically request the educational qualifications, relevant experience, skills competencies and potential for further development. Interview assessment criteria have also been developed based on different levels so as to ensure fairness of the interviewers.

To achieve and maintain standards of conduct and ensure consistent and fair treatment, the Group highlights education and takes punishment as a complementary measure to employees who violate disciplines. Formal verbal warnings would be given for unsatisfactory performance or breach of company rules and improvement is expected to occur in a specified period of time. If a further offence occur, a formal written warning would be issued, which specifies the reason of warning and improvement required. In cases of serious misconduct or recurring failure to meet the standards of performance, prior notices or payment in lieu of notice would be given to the employees involved concerning the termination of their employment contracts.

B. 社會

為維持於行內之長遠競爭力，CLSA Premium致力為僱員提供具競爭力的工作環境。同時，本集團透過持續回饋我們的僱員，並展示對社會之關懷，以履行其企業社會責任。

B1. 僱傭

招聘、晉升及解僱：CLSA Premium認為，僱員為本集團發展之基礎。本集團根據香港《僱傭條例》、澳洲《2009年公平工作法》(The Fair Work Act 2009)及《全國就業標準》(National Employment Standards)，以及紐西蘭《2000年僱傭關係法》(Employment Relations Act 2000)，制定「有關招聘及解僱的人力資源標準運作程序」及「員工手冊」以規範招聘程序及標準、晉升制度以及解僱程序，確保招聘過程公平公正，並充分保障僱員之基本權利及權益。

我們的招聘及晉升程序訂明各職位的挑選標準及任職資格，並列明有關學歷、相關經驗、技術能力及進一步發展潛力的具體要求。面試評核標準亦因應不同職級而制訂，以確保面試人員處事公正。

為達致並維持行為標準，確保貫徹公平一致的待遇，對於違反紀律的僱員，本集團秉持教化為主、懲處為輔的原則。僱員表現未如理想或違反公司規則，會給予正式的口頭警告，並要求在特定時間內改進。倘若再犯則會發出正式書面警告，並註明警告原因及有關改善的要求。如發現嚴重不當行為或屢次未能達到績效標準，本公司會發出事先通知或代通知金，終止相關僱員的僱傭合約。

Working hours and rest periods, compensation, benefits and welfare:

We make every effort to create a caring and inclusive culture to maintain a better work-life balance for our employees. We allocate our employees' responsibilities properly so that they can fulfil their duties within pre-defined working hours. When overtime work is needed, employees are provided with compensatory rest or overtime pay in accordance with the local laws and regulations, including the Minimum Wage Ordinance and Employment Ordinance of Hong Kong, The Fair Work Act 2009 and National Employment Standards of Australia and Employment Relations Act 2000 of New Zealand.

Apart from the statutory holidays, maternity/paternity leave and annual leave we offer to our employees in accordance with our "Staff Handbook" and the local laws and regulations, we also offer our employees paid marriage leave and bereavement/compassionate leave. The Group also makes various compensation and social insurance contributions for its employees in accordance with the Employees' Compensation Ordinance and Mandatory Provident Fund Scheme Ordinance of Hong Kong, Safe Work Australia Act 2008 of Australia and Employment Relations Act 2000 of New Zealand.

To strengthen the linkage between remuneration and performance and to ensure the employees' remuneration grows with the Group's performance, we implement the discretionary annual bonus scheme which aims at recognizing and rewarding employees for their excellent performance for the year. Share option scheme is also adopted by the Group so that outstanding employees may be awarded with shares of the Group to share the growth of the Group. Furthermore, we offer long-service awards to employees who have completed 5 years of services in order to reward their contributions to the Group's operations.

工時及休息時間、補償、待遇及福利：我們致力打造關愛包容的企業文化，令僱員在工作與生活之間取得平衡。我們妥善分配僱員職責，讓僱員在預定工時內完成工作。如需超時工作，我們會根據當地法律法規，包括香港《最低工資條例》及《僱傭條例》、澳洲《2009年公平工作法》(The Fair Work Act 2009)及《全國就業標準》(National Employment Standards)，以及紐西蘭《2000年僱傭關係法》(Employment Relations Act 2000)，為僱員提供補償休假或超時工作工資。

我們不但根據「員工手冊」及當地法律法規向僱員提供法定假期、產假／陪產假及年假，亦向僱員提供有薪婚假及喪假／恩恤假。本集團亦根據香港《僱員補償條例》及《強制性公積金計劃條例》、澳洲《2008年澳洲安全工作法》(Safe Work Australia Act 2008)及紐西蘭《2000年僱傭關係法》(Employment Relations Act 2000)，向僱員作出各項補償及社會保險供款。

為加強薪酬與績效之間的關連，並確保僱員薪酬與本集團業績同步增長，我們實施酌情年度花紅計劃，旨在表彰及獎勵於年內表現優異的僱員。本集團亦採用購股權計劃，向優秀僱員授出本集團股份，共享本集團的增長成果。此外，我們亦向服務年期達5年的僱員頒發長期服務獎，以獎勵其為本集團業務作出的貢獻。

Equal opportunity, diversity and anti-discrimination:

We are committed to ensuring that our workplaces embrace diversity and are free from discrimination on the basis of race, colour, religion, marital status, national origin, sex, physical disability or age. As a foundation level, we comply with applicable ordinances in Hong Kong, Australia and New Zealand regarding equal employment opportunities including the Discrimination Ordinances of Hong Kong and the Hong Kong Bill of Rights Ordinance, the Discrimination Acts of Australia and Employment Relations Act 2000 of New Zealand. We provide in the “Code of Conduct” and “Staff Handbook” that harassment or any form of conduct that may cause our employees to feel embarrassed or uncomfortable at work are strictly prohibited. Besides, our “Human Resources Standard Operating Procedures for Recruitment and Termination” guides us as we follow the principle of diversity and focus on the candidates’ and employees’ ability and individual quality and employees from all backgrounds are empowered to reach their full potential.

As at 31 December 2020, the total number of employees of the Group reached 35 where 12, 13 and 10 employees were situated in Hong Kong, Australia and New Zealand respectively.

平等機會、多元化及反歧視：我們致力確保多元化的工作場所，且免受有關種族、膚色、宗教、婚姻狀況、國籍、性別、身體殘疾或年齡的歧視。作為基本標準，我們遵守香港、澳洲及紐西蘭有關平等就業機會的適用法例，包括香港《歧視條例》及《香港人權法案條例》、澳洲《歧視法》(Discrimination Acts)及紐西蘭《2000年僱傭關係法》(Employment Relations Act 2000)。我們在「行為守則」及「員工手冊」中規定，嚴禁騷擾或任何可能使僱員在工作中感到尷尬或難堪的行為。此外，在「有關招聘及解僱的人力資源標準運作程序」的指引下，我們遵循多元化原則，注重應徵者及僱員的能力和個人質素，確保來自不同背景的僱員均能夠充分發揮潛能。

於2020年12月31日，本集團僱員總人數達35人，香港、澳洲及紐西蘭的僱員人數分別為12人、13人及10人。

B2. Health and Safety

CLSA Premium highly values occupational health and safety with an aim to provide a supportive, pleasant and healthy workplace for our employees. We fully abide by the Occupational Safety and Health Ordinance of Hong Kong, Work Health and Safety Act 2001 of Australia and The Health and Safety at Work Act 2015 of New Zealand. The Group's "Staff Handbook" sets out the procedures for handling accident, fire evacuation and emergency. Employees are expected to exercise reasonable care and attention and avoid taking any undue risk that might lead to an accident or injury. Safety leaflets are always available in the offices to provide our employees information and advice on occupational safety.

The Group has been highly concerned about the health and safety of its employees since the outbreak of the COVID-19 pandemic. In order to protect our employees from a possible virus infection in the workplaces, our employees are encouraged to pay attention to their personal hygiene and follow the health advice from the local government. The Group has actively sourced surgical masks for all our employees and provided alcohol-based hand sanitizers in all working areas. Any of our employees who has symptoms of fever or other respiratory symptoms are required to seek for medical advice and be refrained from entering the workplaces. We also arrange flexible working hours and implement work from home measures to avoid travelling during peak hours. We strive to take good care of our employees while maintaining business operations to the largest extent to uphold professional service.

Due to the nature of the Group's business operations of leveraged foreign exchange and other trading business, work related injuries and occupational health hazards are not considered as significant risk factors. During the Reporting Period, we achieved zero work-related fatalities and did not record any lost days due to work-related illness and injuries.

B2. 健康及安全

CLSA Premium極為重視職業健康及安全，致力為僱員提供一個互相支持、舒適和健康的工作場所。我們全面遵守香港《職業安全及健康條例》、澳洲《2001年職業健康及安全法》及紐西蘭《2015年職業健康及安全法》。本集團的「員工手冊」列明處理意外、火警疏散及緊急情況的程序。僱員應在合理範圍內保持小心謹慎，避免涉及任何可能導致意外或受傷的風險。本集團各辦公室均備有安全宣傳單張，為僱員提供有關職業安全的資訊及建議。

自新型冠狀病毒肺炎疫情爆發以來，本集團密切關注僱員的健康及安全。為保護僱員在工作場所免受感染病毒的潛在風險，我們鼓勵僱員注意個人衛生，並遵循當地政府的健康建議。本集團積極為全體僱員採購外科口罩，並在所有工作場所提供酒精搓手液。出現發燒或其他呼吸道感染症狀的僱員須徵詢醫生意見，且不得進入工作場所。我們亦設有彈性工時安排，並實施在家工作措施，避免在高峰期出差。在維持業務營運、秉持專業服務的同時，我們致力關懷員工。

鑑於本集團從事槓桿式外匯及其他交易業務的性質，工傷及職業健康危害並不屬於重大風險因素。於報告期間，本集團實現零宗因工死亡事故，亦無錄得任何因工傷損失工作日數。

B3. Development and Training

The Group has always been concerned about the growth of employees, therefore, we are committed to devote sufficient resources to employees training and help to maintain the competitiveness of employees. Our training policy is to enable our employees to attain the necessary skills and knowledge to sustain our business growth and help our employees to respond effectively to the ever changing environment of the financial service industry as well as to support our employees in career development.

We regularly review the learning and development needs of our employees and provide diverse internal training for our employees to acquire the latest knowledge and skills. During the Reporting Period, the Group organized more than 9 training events, which covered areas such as compliance and regulations updates, management skills improvement, quality control management and technical skills training. In addition, the Group also sponsors employees to pursue external training programme and apply for professional memberships that will boost their performance and support their career aspirations. During the Reporting Period, over 62% of our employees have been provided with training and a total of approximately 422 hours of training has been completed by our employees. CLSA Premium will continuously invest resources in providing various types of training to our employees in order to improve their professional competencies.

B3. 發展及培訓

本集團一直關注僱員的成長，因此，我們致力為僱員培訓投入充足資源，幫助僱員保持競爭力。我們的培訓政策旨在令僱員掌握必要技能及知識以維持業務增長，及幫助僱員有效應對金融服務業不斷變化的環境，以及支持僱員的職業發展。

我們定期檢視僱員的學習及發展需求，為僱員提供多元化的內部培訓，讓僱員掌握最新的知識及技能。於報告期間，本集團舉辦超過9次培訓活動，內容涵蓋合規及法規的最新資料、提升管理技能、質量控制管理以及技術及技能培訓等範疇。此外，本集團亦資助僱員參加外部培訓課程及申請專業會員資格，以提升僱員績效並推動他們的職業發展。於報告期間，我們超過62%的僱員已接受培訓，受訓時數合共約422小時。CLSA Premium將繼續投入資源為僱員提供各類培訓，以提升僱員的專業能力。

B4. Labour Standards

Human rights are considered fundamental rights and we fully agree that hiring child labour and forced labour violates the fundamental human rights protocol of international labour conventions. Thus, we place great emphasis on fairness and strictly prohibit child and forced labour in the Group in accordance with the applicable laws and regulations such as Employment Ordinance of Hong Kong, Modern Slavery Act 2018 of Australia and Employment Relations Act 2000 of New Zealand. In compliance with these laws and regulations, the Group's "Staff Handbook" requires our human resources department to verify the identification documents of newly recruited employees to ensure that they have reached the legal working age. In addition, we also set out provisions in the "Staff Handbook" on working hours, overtime work arrangements, leaves entitlement and remuneration policies to avoid forced labour.

B5. Supply Chain Management

CLSA Premium focuses on the importance of building a sustainable supply chain. The Group has a rigorous set of supplier selection criteria and procurement procedures to select vendors that uphold the highest quality in order to minimize impacts on the environment and society. Guided by the Group's "Outsourcing Policy", we perform strict selection and assessment procedures before engaging in business with our suppliers and service providers. In addition to financial and quality aspects, suppliers' and service providers' attitude towards the environment and society will also be a part of the assessment criteria. The Group does not consider suppliers or service providers who have been in bribery cases or have incurred material safety or environmental incidents. We also conduct periodic reviews on the performance of our suppliers and service providers with the objective of better control and assurance on our financial products and service quality. Besides, we will continue to strengthen our communication and cooperation with the suppliers and service providers in order to maintain a long term strategic relationship and promote sustainable development of the industry chain. During the Reporting Period, the Group worked with 43 suppliers in total.

B4. 勞工準則

人權乃基本權利，我們完全同意，聘用童工及強制勞工違反國際勞工公約之基本人權協議。因此，我們非常重視公平，並遵守適用法例及規例，如香港《僱傭條例》、澳洲《2018年現代奴役法》及紐西蘭《2000年僱傭關係法》，嚴禁在本集團內聘用任何童工及強制勞工。為遵守該等法律法規，本集團的「員工手冊」規定由人力資源部門核實新入職僱員的身份證明文件，以確保其已達到法定工作年齡。此外，我們亦在「員工手冊」中列明工作時間、超時工作安排、休假待遇及薪酬政策的條文，以避免強制勞工的情況。

B5. 供應鏈管理

CLSA Premium注重建立可持續發展供應鏈的重要性。本集團訂有一套嚴格的供應商挑選標準及採購程序，以挑選出秉持最高品質的供應商，減少對環境及社會的影響。在本集團「外判政策」的指引下，我們與貨品供應商及服務供應商進行業務前，均會進行嚴格的篩選及評估程序。除財務狀況及質量外，貨品供應商及服務供應商對環境及社會的態度亦為評估標準的一部分。本集團不會考慮曾參與賄賂事件或曾發生重大安全或環境事故的貨品供應商或服務供應商。我們亦定期審核貨品供應商及服務供應商的表現，旨在更有效地控制及確保旗下金融產品和服務的質素。此外，我們將繼續加強與貨品供應商及服務供應商的溝通和合作，保持長遠的策略關係，促進產業鏈的可持續發展。於報告期間，本集團與合共43間供應商合作。

B6. Product/Service Responsibility

With an aim to provide our clients with high-value financial products and high-quality investment services, the Group has implemented a series of controls to ensure all the products and services are value-added to our clients.

Licences and registrations: Our team of financial specialists holds the professional licenses that are required by local laws and regulations and dedicate to provide quality professional investment services over a wide range of financial products. In addition, we conduct standardised supervisory work to ensure our specialists are fit and proper according to our guidelines. For instance, they are mandated to undertake sufficient hours of continuous professional training per calendar year for each of the regulated activities. Training attendance records shall be submitted to our Compliance Officer, and when necessary, these records will be further examined by the regulatory bodies.

Know Your Client: The Group's establishment of the "Know Your Client" assessment prior to new client registration aims to provide the highest level of service to our clients. The assessment aims at understanding the identity, investment objective, risk tolerance level, investment experience, financial status, occupation and other relevant information of the clients, which requires relevant documents for identification proof. We also review our client profiles regularly to ensure all the client's information is up-to-date.

B6. 產品／服務責任

為向客戶提供高價值的金融產品及優質的投資服務，本集團實施一系列的監控措施，確保旗下所有產品及服務均能為客戶增值。

牌照和註冊：我們的金融專才團隊持有當地法例和規例要求的相關專業牌照，致力就各種金融產品提供優質專業的投資服務。此外，我們進行標準的監督工作，確保我們的專才團隊稱職合規，符合我們的指引。例如他們每年必須就每項受規管活動參加足夠時數的專業培訓，並須向合規主任提交培訓的出席紀錄，如有需要，相關紀錄將交由監管機構進一步審查。

認識你的客戶：新客戶開立賬戶前，本集團會進行「認識你的客戶」評估，旨在向客戶提供最高水平的服務。該評估乃為確認客戶身份、投資目標、風險承受能力、投資經驗、財務狀況、職業和其他相關資料，該等資料需要取得相關文件作為身份證明。我們亦會定期審查客戶資料，確保客戶的所有資料得以更新。

Financial products and services due diligence: Our team of specialists would thoroughly understand the investment objectives, risk appetite and other relevant facts of our clients before providing them with any financial advice and product recommendation. We offer services or products to our clients only when we have (1) the relevant license and expertise and (2) thorough and sufficient understanding of the product ourselves. We ensure our advice to clients is honest and fairly presented. We also record and retain the reasons for each product recommendation made to every client. Due to our business nature, no product could be recalled.

Secure and stable trading systems: In the view of high public concern over cybersecurity, our security of the application systems and networks are under all-rounded monitoring from our professionals to fulfil key stakeholders' expectation on information security. We also set up a set of IT-related policies, such as "Encryption Standard", "System Security Policy", "Cloud and Outsourcing Security Policy", "Network Security Policy", "Information Protection Policy", "Logging and Monitoring Policy", etc., to ensure the controls monitoring procedures over the trading process are in place.

Clients' assets protection: In order to provide greater assurance for our clients' assets, we maintain customers' funds in segregated bank accounts, and require prior written approval for any movements thereof. We also established an "Operating Manual" which enables us to take reasonable steps to track the movement of customers' funds.

金融產品及服務的盡職調查：向客戶提供任何財務建議及推薦產品前，我們的專才團隊會徹底了解客戶的投資目標、風險偏好及其他相關資料。我們僅在(1)擁有相關牌照及專業知識；及(2)充分了解產品的情況下，方會向客戶提供服務或產品。我們確保以誠實和公正的態度向客戶提供意見，亦會記錄及保存向每位客戶推薦各項產品的原因。鑑於我們的業務性質，並無任何產品可被召回。

安全而穩定的交易系統：鑑於公眾對網絡安全的密切關注，我們的應用系統及網絡安全乃由專業人員進行全方位監控，以滿足主要持份者對資料安全的期望。我們更制訂一套資訊科技相關政策，如「加密標準」、「系統安全政策」、「雲端及外判安全政策」、「網絡安全政策」、「資料保護政策」、「記錄及監控政策」等，以確保交易過程受到控制監控程序妥善保障。

客戶資產保護：為了更佳保障客戶資產。我們將客戶的資金存放於獨立的銀行賬戶，資金的任何調動須取得事先書面批准。我們亦制訂「操作手冊」，使我們能夠採取合理的步驟追蹤客戶資金的流向。

Confidentiality: The Group's "Confidentiality Policy" requires all our employees must protect clients' information in a professional and ethical manner to preserve the integrity of our relationships with clients and comply with relevant laws and regulation such as Personal Data (Privacy) Ordinance of Hong Kong, The Privacy Acts of Australia and Financial Markets Conduct Act of New Zealand. Confidential information may be subject to disclosure requirements according to the applicable laws and regulations and shall be exchanged internally and exclusively on the "need-to-know" basis. On the other hand, each employee is required to sign a confidentiality agreement to safeguard the company's confidential information. The department heads are responsible to review reports from employees and implement confidentiality measures. During the Reporting Period, there were no complaints received concerning breaches of customer privacy and loss of data.

Intellectual property rights: The Group respects all intellectual property rights and plagiarism is strictly prohibited as stated in our "Code of Conduct" and "Staff Handbook". To avoid infringement of intellectual property rights and to comply with relevant licensing terms, our employees are responsible to ensure that all the downloaded items do not breach any licensing or copyright laws such as the Copyright Ordinance of Hong Kong, Copyright Act 1968 of Australia and Copyright Act 1994 of New Zealand.

Complaint: We strictly follow the Group's "Complaint Handling and Dispute Resolution Policy", which detailed the procedures in handling complaints to ensure the complaints will be investigated and handled with due care. Employees are trained to handle client complaints in a prompt and courteous manner.

During the Reporting Period, the Group did not identify any incident of non-compliance with laws and regulations concerning the provision and use of products/services in relation to the Group.

保密：本集團的「保密政策」規定所有僱員必須以專業且合乎道德的方式保護客戶資料，以維護我們與客戶的誠信關係，以及遵守相關法例及規例，如香港《個人資料(隱私)條例》、澳洲《私隱法》(The Privacy Acts)及紐西蘭《金融市場行為法》(Financial Markets Conduct Act)。我們可能會根據適用法例和規例的要求披露機密資料，並只會在「需要知情」的基礎上作內部溝通。此外，每名僱員均必須簽署保密協議，以保障本公司的機密資料。各部門主管負責審核僱員的報告，並採取保密措施。於報告期間，並無收到關於違反客戶私隱和遺失數據的投訴。

知識產權：本集團重視一切知識產權，我們的「行為守則」及「員工手冊」規定嚴禁抄襲。為防止侵犯知識產權及遵守相關授權條款，我們的僱員有責任確保所有下載的項目並無違反任何授權或版權法例，如香港《版權條例》、澳洲《1968年版權法》(Copyright Act 1968)及紐西蘭《1994年版權法》(Copyright Act 1994)。

投訴：我們嚴格遵守本集團的「投訴處理及糾紛解決政策」，當中詳述處理投訴的程序，以確保妥善調查並處理投訴。僱員均經過培訓，能及時和有禮地處理客戶投訴。

於報告期間，本集團並無發現違反有關本集團提供及使用產品／服務的法例和規例的事件。

B7. Anti-corruption

Anti-money Laundering and Counter Financing of Terrorism: The Group is committed to conduct business with the highest level of business ethics and integrity. In order to protect the interests of our stakeholders and comply with applicable laws and regulations, including the Anti-Money Laundering and Counter-Terrorist Financing Ordinance of Hong Kong, Securities and Investments Commission Act, Corporations Act and Anti-Money Laundering and Counter-Terrorism Financing Act 2006 of Australia as well as Anti-Money Laundering and Countering Financing of Terrorism Act 2009 of New Zealand, we have established the “Anti-Money Laundering and Counter Terrorist Financing Policy” to ensure sufficient internal guidelines are in place to guide the anti-money laundering procedures, such as verification of clients’ identities, assessment of clients’ honesty, integrity, commercial ability and credit worthiness. We have also established internal reporting procedures to report any suspicious transactions. To avoid dealing with potential money launderers, terrorist financiers or handling funds derived from any criminal activity, we refuse operations of any accounts with regards to anonymous clients or whoever with obviously fictitious names.

Anti-corruption: Strictly abiding by the Prevention of Bribery Ordinance of Hong Kong, Integrity Commission Act 2018 of Australia and Independent Commission Against Corruption Act 1988 of New Zealand, we have formulated “Code of Conduct” and “Compliance Manual” that specify the requirements for preventing, detecting and reporting fraud, such as deception, bribery, extortion, corruption, embezzlement, misappropriation, false representation, collusion and money laundering. The Group also provides mandatory compliance and anti-money laundering training to our employees and directors regularly. The purpose of these trainings are to provide employees with necessary and updated knowledge to deal with money laundering and financing of terrorism. In addition, we share periodic circulars to all employees in order to introduce them the new techniques in handling money laundering or industry and regulatory updates.

B7. 反貪污

打擊洗錢及恐怖分子資金籌集：本集團致力以最高水平的商業道德及誠信進行業務。為保障持份者的利益，並遵守適用法例及規例，包括香港《打擊洗錢及恐怖分子資金籌集條例》、澳洲《證券及投資委員會法》(Securities and Investments Commission Act)、《企業法》(Corporations Act)、《2006年打擊洗錢及恐怖分子資金籌集法》(Corporations Act and Anti-Money Laundering and Counter-Terrorism Financing Act 2006)以及紐西蘭《2009年打擊洗錢及恐怖分子資金籌集法》(Anti-Money Laundering and Countering Financing of Terrorism Act 2009)，我們已制定「打擊洗錢及恐怖分子資金籌集政策」，確保就打擊洗錢程序制定完善的內部指引，例如驗證客戶身份、評估客戶誠信、營商能力和信譽。此外，我們亦已制訂內部通報程序以舉報任何可疑交易。為避免捲入潛在洗錢活動、恐怖分子融資或處理任何來自犯罪活動的資金，我們拒絕為客戶開立匿名或虛假賬戶。

反貪污：我們嚴格遵守香港《防止賄賂條例》、澳洲《2018年廉潔委員會法》(Integrity Commission Act 2018)及紐西蘭《1988年反腐敗獨立委員會法》(Independent Commission Against Corruption Act 1988)，制定「行為守則」及「合規手冊」，當中訂明防止、偵察及舉報欺騙、行賄、勒索、貪污、盜用公款、挪用、虛假陳述、串謀及洗黑錢等欺詐行為的規定。本集團亦定期為僱員及董事提供強制合規及打擊洗錢培訓。該等培訓旨在為僱員提供最新的必要知識，以應對洗錢及恐怖分子資金籌集。此外，我們亦定期向全體僱員發出通告，向他們介紹應對洗錢的新技術或行業及法規的最新資料。

Whistle-blowing: Our employees are encouraged to disclose information relevant to misconduct, malpractices or irregularities through written statement to the senior manager, compliance officer or human resources representative. All reported cases are handled by the Group with care and the concerns are investigated in a fair and proper manner. According to our “Whistle-blower Policy”, the identity of the whistle-blower would be protected, subject to legal or regulatory constraints. Internal reporting of suspicious transactions should be submitted to the compliance officer for immediate attention when necessary. The compliance officer shall conduct a thorough investigation and determine whether further action should be taken.

During the Reporting Period, there was no legal case regarding corrupt practices that has brought against the Group or its employees.

B8. Community Investment

As a corporate citizen, the Group understands the importance of the development of the society and therefore we are committed to foster a mutually beneficial relationship between the Group and its community. We encourage our employees to dedicate their time to support local communities by actively participating in charitable activities and voluntary services, such as blood donation or monetary support to charitable organizations. The Group will continuously support community and environmental programmes that align with the Group’s missions and values in the coming year.

舉報：我們鼓勵僱員以書面形式向高級經理、合規主管或人力資源代表披露有關行為不當、不良行為或違規的資料。本集團將嚴謹處理所有舉報案件，並以公平及妥當的方式進行調查。根據我們的「舉報政策」，舉報人的身份將受到法律或監管限制的保護。必要時應向合規主任呈報可疑交易的內部報告，以便立即處理。合規主任應徹查並決定應否採取進一步行動。

於報告期間，本集團或其僱員並無涉及關於貪污的法律檢控案件。

B8. 社區投資

作為企業公民，本集團深明社會發展的重要性，因此，我們致力促進本集團與社區之間的互利關係。我們鼓勵僱員積極參與慈善活動和義工服務，如捐血或向慈善機構捐款，以支持當地社區。於來年，本集團將繼續支持與其使命及價值觀一致的社區及環保計劃。

PERFORMANCE DATA SUMMARY

績效數據摘要

Environmental¹ 環境¹

KPIs 關鍵績效指標		Unit 單位	2020 2020年
A1.1: Emissions of air pollutants A1.1 : 空氣污染物排放	Nitrogen oxides (“NOx”) 氮氧化物 (「NOx」)	Kilogram (“kg”) 千克 (「千克」)	Nil 無
	Sulphur oxides (“SOx”) 硫氧化物 (「SOx」)	Kilogram (“kg”) 千克 (「千克」)	Nil 無
	Particulate matter (“PM”) 懸浮顆粒物 (「PM」)	Kilogram (“kg”) 千克 (「千克」)	Nil 無
A1.2: Greenhouse gas (“GHG”) emissions A1.2 : 溫室氣體排放	Scope 1 – Direct emissions 範圍一：直接排放		
	Total direct GHG emissions 直接溫室氣體排放總量	Carbon dioxide equivalent emission (in tonnes) 二氧化碳當量排放 (噸)	Nil 無
	Intensity of direct GHG emissions 直接溫室氣體排放密度	Carbon dioxide equivalent emission (in tonnes)/total number of employees 二氧化碳當量排放 (噸)／僱員總人數	Nil 無
	Scope 2 – Energy indirect emissions 範圍二：能源間接排放		
	Purchased electricity 購買電力	Carbon dioxide equivalent emission (in tonnes) 二氧化碳當量排放 (噸)	71.09
	Total energy indirect GHG emissions 能源間接溫室氣體排放總量	Carbon dioxide equivalent emission (in tonnes) 二氧化碳當量排放 (噸)	71.09
	Intensity of energy indirect GHG emissions 能源間接溫室氣體排放密度	Carbon dioxide equivalent emission (in tonnes)/total number of employees 二氧化碳當量排放 (噸)／僱員總人數	2.03

¹ Calculation of emission factors for environmental KPIs is based on the “How to prepare an ESG Report - Appendix 2: Reporting Guidance on Environmental KPIs” issued by HKEx, unless otherwise specified in this Report.

¹ 除非本報告另有訂明，環境關鍵績效指標的排放因子乃根據聯交所發佈的《如何編備環境、社會及管治報告附錄二－環境關鍵績效指標匯報指引》計算。

KPIs 關鍵績效指標		Unit 單位	2020 2020年
	Scope 3 – Other indirect emissions 範圍三：其他間接排放		
	Paper waste disposed at landfills 棄置於堆填區的廢紙	Carbon dioxide equivalent emission (in tonnes) 二氧化碳當量排放 (噸)	0.41
	Business air travel by employees 僱員商務航空差旅	Carbon dioxide equivalent emission (in tonnes) 二氧化碳當量排放 (噸)	1.79
	Total other indirect GHG emissions 其他間接溫室氣體排放總量	Carbon dioxide equivalent emission (in tonnes) 二氧化碳當量排放 (噸)	2.19
	Intensity of other indirect GHG emissions 其他間接溫室氣體排放密度	Carbon dioxide equivalent emission (in tonnes)/total number of employees 二氧化碳當量排放 (噸)／僱員 總人數	0.06
	Total GHG emissions 溫室氣體排放總量		
	Total GHG emissions 溫室氣體排放總量	Carbon dioxide equivalent emission (in tonnes) 二氧化碳當量排放 (噸)	73.28
	Intensity of GHG emissions 溫室氣體排放密度	Carbon dioxide equivalent emission (in tonnes)/total number of employees 二氧化碳當量排放 (噸)／僱員 總人數	2.09
A1.3: Hazardous waste A1.3 : 有害廢棄物	Total hazardous waste produced 有害廢棄物產生總量 Intensity of hazardous waste produced 有害廢棄物產生密度	Tonnes 噸 Tonnes/total number of employees 噸／僱員總人數	Less than 0.01 少於0.01 Less than 0.01 少於0.01

KPIs 關鍵績效指標		Unit 單位	2020 2020年
A1.4: Non-hazardous waste A1.4 : 無害廢棄物	Papers 紙張	Tonnes 噸	0.09
	Domestic wastes 家居垃圾	Tonnes 噸	Less than 0.01 少於0.01
	Total non-hazardous waste produced 無害廢棄物產生總量	Tonnes 噸	0.09
	Intensity of non-hazardous waste produced 無害廢棄物產生密度	Tonnes/total number of employees 噸／僱員總人數	Less than 0.01 少於0.01
A2.1: Energy consumption A2.1 : 能源消耗	Direct energy consumption 直接能源耗量		
	Total direct energy consumption 直接能源消耗總量	kWh 千瓦時	Nil 無
	Intensity of direct energy consumption 直接能源消耗密度	kWh/total number of employees 千瓦時／僱員總人數	Nil 無
	Indirect energy consumption 間接能源耗量		
	Purchased electricity 購買電力	kWh 千瓦時	127,950.86
	Total indirect energy consumption 間接能源消耗總量	kWh 千瓦時	127,950.86
	Intensity of indirect energy consumption 間接能源消耗密度	kWh/total number of employees 千瓦時／僱員總人數	3,665.74
	Total energy consumption 能源消耗總量		
	Total energy consumption 能源消耗總量	kWh 千瓦時	127,950.86
	Intensity of energy consumption 能源消耗密度	kWh/total number of employees 千瓦時／僱員總人數	3,665.74

KPIs 關鍵績效指標		Unit 單位	2020 2020年
A2.2: Water consumption A2.2 : 用水	Total water consumption 耗水總量	Cubic metre 立方米	N/A ² 不適用 ²
	Intensity of water consumption 耗水密度	Cubic metre/total number of employees 立方米／僱員總人數	
A2.5: Packaging material A2.5 : 包裝物料	Total packaging material used for finished goods 製成品所用包裝物料總量	Tonnes 噸	N/A ³ 不適用 ³
	Intensity of packaging material used for finished goods 製成品所用包裝物料密度	Tonnes/total number of employees 噸／僱員總人數	

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KPIs 關鍵績效指標		Unit 單位	2020 2020年
B1.1: Total workforce B1.1 : 僱員總數	Total workforce 僱員總數	Number of employees 僱員人數	35
	By employment type 按僱傭類型劃分		
	Full time 全職	Number of employees 僱員人數	35
	Part time 兼職	Number of employees 僱員人數	Nil 無
	By geographical region 按地區劃分		
	Hong Kong 香港	Number of employees 僱員人數	12
	Australia 澳洲	Number of employees 僱員人數	13
	New Zealand 紐西蘭	Number of employees 僱員人數	10

² The Group operates in leased office premises in which both the water supply and discharge are solely controlled by the building management offices which considers the provision of water withdrawal and discharge data or sub-meter for individual occupant not feasible.

² 本集團於租用辦公室物業營運，其供水和排水均由相關樓宇管理處全權控制，而有關管理處認為向各租戶提供用水及排水數據或用水分錶並不可行。

³ Not applicable to our business.

³ 並不適用於我們的業務。

KPIs 關鍵績效指標		Unit 單位	2020 2020年
	By gender 按性別劃分		
	Male 男性	Number of employees 僱員人數	25
	Female 女性	Number of employees 僱員人數	10
	By age 按年齡劃分		
	Below 30 30歲或以下	Number of employees 僱員人數	12
	31-40 31歲至40歲	Number of employees 僱員人數	16
	41-50 41歲至50歲	Number of employees 僱員人數	5
	Over 50 50歲以上	Number of employees 僱員人數	2
	B1.2: Employee turnover rate B1.2 : 僱員流失率	Employee turnover rate 僱員流失率	% 40
	By geographical region 按地區劃分		
	Hong Kong 香港	%	68
	Australia 澳洲	%	8
	New Zealand 紐西蘭	%	50

KPIs 關鍵績效指標		Unit 單位	2020 2020年
	By gender 按性別劃分		
	Male 男性	%	16
	Female 女性	%	100
	By age 按年齡劃分		
	Below 30 30歲或以下	%	42
	31-40 31歲至40歲	%	50
	41-50 41歲至50歲	%	20
	Over 50 50歲以上	%	Nil 無
	B2.1: Number and rate of work-related fatalities B2.1 : 因工作關係而死亡的人數及比率	Number of employees 僱員人數 %	Nil 無 Nil 無
	B2.2: Lost days due to work injury B2.2 : 因工傷損失工作日數	Lost days due to work injury 因工傷損失工作日數 Days 日	Nil 無

KPIs 關鍵績效指標		Unit 單位	2020 2020年
B3.1: Percentage of employees trained B3.1 : 受訓僱員百分比	Percentage of employees trained 受訓僱員百分比	%	63
	By gender 按性別劃分		
	Male 男性	%	77
	Female 女性	%	23
	By employee category 按僱員職級劃分		
	Senior management 高級管理人員	%	59
B3.2: Average training hours completed B3.2 : 完成受訓的平均時數	Middle management 中層管理人員	%	32
	General staff 一般員工	%	9
	Average training hours completed per employee 每名僱員完成受訓的平均時數	Hours 小時	12.07
	By gender 按性別劃分		
	Male 男性	Hours 小時	12.81
	Female 女性	Hours 小時	10.22
	By employee category 按僱員職級劃分		
	Senior management 高級管理人員	Hours 小時	14.47
	Middle management 中層管理人員	Hours 小時	8.89
	General staff 一般員工	Hours 小時	14.16

KPIs 關鍵績效指標		Unit 單位	2020 2020年
B5.1: Number of suppliers B5.1 : 供應商數目	Number of suppliers 供應商數目	Number of suppliers 供應商數目	43
	By geographical region 按地區劃分	Number of suppliers 供應商數目	18
	Hong Kong 香港	Number of suppliers 供應商數目	21
	Australia 澳洲	Number of suppliers 供應商數目	4
	New Zealand 紐西蘭	Number of suppliers 供應商數目	
B6.1: Percentage of total products sold or shipped subject to recalls for safety and health reasons B6.1 : 已售或已運送產品總數中因安全及健康理由而須回收的百分比	Percentage of total products sold or shipped subject to recalls for safety and health reasons 已售或已運送產品總數中因安全及健康理由而須回收的百分比	%	N/A ⁴ 不適用 ⁴
B6.2: Number of products and service related complaints received B6.2 : 接獲關於產品及服務的投訴宗數	Number of products and service related complaints received 接獲關於產品及服務的投訴數目	Number of complaints 投訴宗數	Nil 無
B7.1: Number of concluded legal cases regarding corrupt practices B7.1 : 已審結有關貪污的法律檢控案件	Number of concluded legal cases regarding corrupt practices brought against the Group or its employees 對本集團或其僱員提出並已審結有關貪污的法律檢控案件	Number of cases 案件宗數	Nil 無
B8.2: Resources contributed to the focus areas of contribution B8.2 : 在專注範疇所動用資源	Resources contributed to focus areas of contribution 在專注範疇所動用資源	Dollars/Hours 港元／小時	Nil 無

⁴ Not Applicable to our business.

⁴ 並不適用於我們的業務

REPORT DISCLOSURE INDEX

報告披露索引

Aspects 層面	General disclosures and KPIs 一般披露及關鍵績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
A1: Emissions A1：排放物	General Disclosure 一般披露	Information on: 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) the policies; and 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the Group relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 遵守對本集團有重大影響的相關法律及規例的資料。	Disclosed 已披露	A1. Emissions A1. 排放物
	A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity. 直接（範圍1）及能源間接（範圍2）溫室氣體排放量（以噸計算）及（如適用）密度。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity. 所產生有害廢棄物總量（以噸計算）及（如適用）密度。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity. 所產生無害廢棄物總量（以噸計算）及（如適用）密度。	Disclosed 已披露	Performance Data Summary 績效數據摘要

Aspects 層面	General disclosures and KPIs 一般披露及關鍵 績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
	A1.5	Description of emission target(s) set and steps taken to achieve them. 描述所訂立的排放量目標及為達到這些目標所採取的步驟。	Disclosed 已披露	A1. Emissions A1. 排放物
	A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them. 描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	Disclosed 已披露	A1. Emissions A1. 排放物
A2: Use of Resources A2：資源使用	General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源（包括能源、水及其他原材料）的政策。	Disclosed 已披露	A2. Use of Resources A2. 資源使用
	A2.1	Direct and/or indirect energy consumption by type in total (kWh in '000s) and intensity. 按類型劃分的直接及／或間接能源總耗量（以千個千瓦時計算）及密度。	Disclosed 已披露	Performance Data Summary 績效數據摘要

Aspects 層面	General disclosures and KPIs 一般披露及關鍵 績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
	A2.2	Water consumption in total and intensity. 耗水總量及密度。	Not disclosed 未有披露	The Group operates in leased office premises of which both water supply and discharge are solely controlled by the respective building management which considers the provision of water withdrawal and discharge data or sub-meter for individual occupant not feasible. 本集團於租用辦公室物業營運，其供水和排水均由相關樓宇管理處全權控制，而有關管理處認為向各租戶提供用水及排水數據或用水分錶並不可行。
	A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them. 描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	Disclosed 已披露	A2. Use of Resources A2. 資源使用
	A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them. 描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	Disclosed 已披露	A2. Use of Resources A2. 資源使用

Aspects 層面	General disclosures and KPIs 一般披露及關鍵 績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
	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）每生產單位佔量。	Not disclosed 未有披露	Not applicable to our business. 並不適用於我們的業務。
A3: The Environment and Natural Resources A3：環境及天然資源	General Disclosure 一般披露	Policies on minimizing the Group's significant impacts on the environment and natural resources. 減低本集團對環境及天然資源造成重大影響的政策。	Disclosed 已披露	A3. The Environment and Natural Resources A3. 環境及天然資源
	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。	Disclosed 已披露	A3. The Environment and Natural Resources A3. 環境及天然資源
A4: Climate Change A4：氣候變化	General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the Group. 識別及應對已經及可能會對本集團產生影響的重大氣候相關事宜的政策。	Disclosed 已披露	A4. Climate Change A4. 氣候變化
	A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the Group, and the actions taken to manage them. 描述已經及可能會對本集團產生影響的重大氣候相關事宜，及應對行動。	Disclosed 已披露	A4. Climate Change A4. 氣候變化

Aspects 層面	General disclosures and KPIs 一般披露及關鍵 績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
B1: Employment B1：僱傭	General Disclosure 一般披露	Information on: 有關薪酬及解僱、招聘及晉升、工時、 假期、平等機會、多元化、反歧視以及 其他待遇及福利的： (a) the policies; and 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the Group relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti- discrimination, and other benefits and welfare. 遵守對本集團有重大影響的相關法 律及規例的資料。	Disclosed 已披露	B1: Employment B1：僱傭
	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。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流 失比率。	Disclosed 已披露	Performance Data Summary 績效數據摘要

Aspects 層面	General disclosures and KPIs 一般披露及關鍵 績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
B2: Health and Safety B2：健康及安全	General Disclosure 一般披露	Information on: 有關提供安全工作環境及保障僱員避免 職業性危害的： (a) the policies; and 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards. 遵守對本集團有重大影響的相關法 律及規例的資料。	Disclosed 已披露	B2: Health and Safety B2. 健康及安全
	B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year. 過往三年（包括報告年度）每年因工亡故 的人數及比率。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	B2.2	Lost days due to work injury. 因工傷損失工作日數。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored. 描述所採納的職業健康與安全措施，以 及相關執行及監察方法。	Disclosed 已披露	B2: Health and Safety B2. 健康及安全

Aspects 層面	General disclosures and KPIs 一般披露及關鍵績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
B3: Development and Training B3：發展及培訓	General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	Disclosed 已披露	B3: Development and Training B3. 發展及培訓
	B3.1	The percentage of employees trained by gender and employee category. 按性別及僱員類別劃分的受訓僱員百分比。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	Disclosed 已披露	Performance Data Summary 績效數據摘要
B4: Labour Standards B4：勞工準則	General Disclosure 一般披露	Information on: 有關防止童工及強迫勞工的： (a) the policies; and 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the Group relating to preventing child and forced labour. 遵守對本集團有重大影響的相關法律及規例的資料。	Disclosed 已披露	B4. Labour Standards B4. 勞工準則
	B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強迫勞工。	Disclosed 已披露	B4. Labour Standards B4. 勞工準則
	B4.2	Description of steps taken to eliminate such practices when discovered. 描述在發現違規情況時消除有關情況所採取的步驟。	Disclosed 已披露	B4. Labour Standards B4. 勞工準則

Aspects 層面	General disclosures and KPIs 一般披露及關鍵 績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
B5: Supply Chain Management B5：供應鏈管理	General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	Disclosed 已披露	B5. Supply Chain Management B5. 供應鏈管理
	B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and 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，以及相關執行及監察方法。	Disclosed 已披露	B5. Supply Chain Management B5. 供應鏈管理
	B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored. 描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	Disclosed 已披露	B5. Supply Chain Management B5. 供應鏈管理
	B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored. 描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	Disclosed 已披露	B5. Supply Chain Management B5. 供應鏈管理

Aspects 層面	General disclosures and KPIs 一般披露及關鍵 績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
B6: Product Responsibility B6：產品責任	General Disclosure 一般披露	Information on: 有關所提供產品和服務的健康與安全、 廣告、標籤及私隱事宜以及補救方法 的： (a) the policies; and 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the Group relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 遵守對本集團有重大影響的相關法 律及規例的資料。	Disclosed 已披露	B6. Product Responsibility B6. 產品責任
	B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全及健康 理由而須回收的百分比。	Not disclosed 未有披露	Not applicable to our business. 並不適用於我們的 業務。
	B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應 對方法。	Disclosed 已披露	B6. Product Responsibility, Performance Data Summary B6.產品責任、績效 數據摘要

Aspects 層面	General disclosures and KPIs 一般披露及關鍵 績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
	B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	Disclosed 已披露	B6. Product Responsibility B6.產品責任
	B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	Disclosed 已披露	B6. Product Responsibility B6.產品責任
	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。	Disclosed 已披露	B6. Product Responsibility B6.產品責任
B7: Anti-corruption B7：反貪污	General Disclosure 一般披露	Information on: 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) the policies; and 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the Group relating to bribery, extortion, fraud and money laundering. 遵守對本集團有重大影響的相關法律及規例的資料。	Disclosed 已披露	B7. Anti-corruption B7. 反貪污

Aspects 層面	General disclosures and KPIs 一般披露及關鍵績效指標	Description 描述	Disclosure situation 披露狀況	Corresponding section 相關章節
	B7.1	Number of concluded legal cases regarding corrupt practices brought against the Group or its employees during the reporting period and the outcomes of the cases. 於報告期間對本集團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。	Disclosed 已披露	Performance Data Summary 績效數據摘要
	B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	Disclosed 已披露	B7. Anti-corruption B7.反貪污
	B7.3	Description of anti-corruption training provided to directors and staff. 描述向董事及員工提供的反貪污培訓。	Disclosed 已披露	B7. Anti-corruption B7. 反貪污
B8: Community Investment B8：社區投資	General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the Group operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	Disclosed 已披露	B8. Community Investment B8.社區投資
	B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). 專注貢獻範疇（如教育、環境關注議題、勞工需求、健康、文化及體育）。	Disclosed 已披露	B8. Community Investment B8.社區投資
	B8.2	Resources contributed (e.g. money or time) to the focus area. 在專注範疇所動用資源（如金錢及時間）。	Disclosed 已披露	Performance Data Summary 績效數據摘要



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