



# 中國科培教育集團有限公司

## China Kepei Education Group Limited

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

Stock Code 股份代號：1890

# 2020

## Environmental, Social & Governance Report

## 環境、社會及管治報告



# Contents

3	About this Report
3	Introduction to this Report
3	Basis for Preparation
3	Scope of this Report
4	Source and Reliability Statement
4	Confirmation and Approval
4	Publication Method of this Report
4	Channels for Response to this Report
5	Sustainable Development Management
5	Responsibility Management System
5	Stakeholder Engagement
8	Materiality Assessment
11	Advanced Educational Philosophy
11	Diversified Profession-Oriented Education
11	Exceptional Teaching Management
13	Pursuing Teaching Innovations
13	Building a Caring Campus
14	Occupational Health and Safety
18	Sustained and Steady Development
18	Adhering to Compliant Operation
19	Comprehensive Supply Chain Management
20	Clean and Honest Operation



21	Harmonious Employee Team
21	Employee Distribution Overview
22	Rights and Interests of Employees
24	Employee Care
25	Staff Training and Development
27	Creating a Green Campus Together
27	Green Campus
29	Green Education
30	Responding to Climate Change
31	Environmental Performance
34	Promoting Social Welfare
34	Contribute to the Epidemic Prevention and Control
35	Summer Social Practice of Students
36	Unpaid Blood Donation Activities
37	Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards





# About this Report

## INTRODUCTION TO THIS REPORT

China Kepei Education Group Limited (The Stock Exchange of Hong Kong Limited stock code: 1890) (the “Company”), together with its subsidiaries (the “Group” or “we”), is pleased to present our third environmental, social and governance (“ESG”) report (“this Report”). This Report covers the Group’s ESG policies, measures and performance to enhance the understanding and confidence of all stakeholders in the sustainable development of the Group, and responds to the expectations and needs of all parties.

## BASIS FOR PREPARATION

This Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “ESG Reporting Guide”) set out in Appendix 27 to the Main Board Listing Rules on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”), and with reference to the GRI Sustainability Reporting Standards issued by the Global Reporting Initiative (the “GRI”). The Group has followed the four reporting principles set out in the ESG Reporting Guide, being materiality, quantitative, balance and consistency, and has strictly complied with the “comply or explain” provisions in order to fully present the Group’s policies, strategies, relevant materiality and objectives in ESG areas.

In the process of preparing this report, the reporting principles of the ESG Reporting Guide applied by the Group are as follows:

- Materiality: adopting a materiality assessment to identify the Group’s material topics during the Reporting Period, and compiling this Report based on these material topics;
- Quantitative: disclosing the standards and methods used in this Report to calculate relevant data, and disclosing applicable assumptions;
- Consistency: the method adopted for the preparation of this Report is basically the same as last year, and the data involving changes in the scope of disclosure and calculation methods are explained.

## SCOPE OF THIS REPORT

Unless otherwise specified, the reporting period for this Report is from 1 January 2020 to 31 December 2020 (the “Reporting Period”), with appropriate forward and backward extensions for certain contents. The contents of this Report (including the relevant policy documents, statements and data, etc.) mainly cover Guangdong Polytechnic College and Zhaoqing Science and Technology Secondary Vocational School (“Zhaoqing School”) under the Group. For details of the business of the Group, please refer to the 2020 Annual Report of the Group.

Unless otherwise defined herein, all capitalized terms used in this Report shall have the same meanings as those defined in the 2020 Annual Report of the Group published on 30 April 2021.



## About this Report



## SOURCE AND RELIABILITY STATEMENT

All information and cases disclosed in this Report are derived from the Group's internal documents, statistics reports and relevant public information. The Group warrants that this Report contains no false statements, misleading statements or material omissions and is responsible for the truthfulness, accuracy and completeness of the contents of this Report.

## CONFIRMATION AND APPROVAL

This Report had been confirmed by management of the Group and was approved by the board of directors (the "Board") of the Company on 30 April 2021.

## PUBLICATION METHOD OF THIS REPORT

This Report is prepared in traditional Chinese and English. If there is any discrepancy between the English and Chinese versions of this Report, the traditional Chinese version shall prevail. The electronic version of this Report may be accessed and downloaded from the HKEXnews website of the Stock Exchange ([www.hkexnews.hk](http://www.hkexnews.hk)) and the official website of the Group ([www.chinakepeiedu.com](http://www.chinakepeiedu.com)).

## CHANNELS FOR RESPONSE TO THIS REPORT

The valuable opinions of stakeholders are critical to our continued progress in ESG areas and the realization of sustainable development. Should you have any comments or suggestions on the ESG Report or the relevant work of the Group, please feel free to contact the Group through the following:

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Tel: +86-0758-8387888

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# Sustainable Development Management

## RESPONSIBILITY MANAGEMENT SYSTEM

Good corporate governance is of paramount significance to the Group to increase corporate value, formulate business strategies and policies. The Group strives to maintain corporate governance of high standard, has adopted the provisions of the Corporate Governance Code (the “CG Code”) set out in Appendix 14 of the Listing Rules of the Stock Exchange and has complied with all the applicable code provisions of the CG Code during the Reporting Period. The Board is responsible for the overall leadership of the Group, oversees the Group’s strategic decisions and monitors business and performance. At the same time, the Board has established three committees, namely, the Audit Committee, the Remuneration Committee and the Nomination Committee to oversee particular aspects of the Company’s affairs.

Effective risk management and internal control systems are essential in maintaining high-level corporate governance. The Group has established an appropriate risk management and internal control system<sup>1</sup>. The Board reviews the effectiveness of the system every year. The management is responsible for designing, operating and maintaining the risk management and internal control systems. The heads of the main operating units or departments manage the risks by confirming and mitigating the identified risks in accordance with the internal guidelines approved by the Board and the Audit Committee. The Group also actively responds to ESG risks, takes ESG matters into consideration when formulating its own development strategy, and the Board is responsible for the ESG strategies and reporting of the Group. The Board is also responsible for assessing and determining ESG risks and ensuring the effectiveness of ESG risk management and internal control systems.

In order to carry out the ESG work of the Group effectively and systematically and manage it, the Group has formed a multi-level ESG management system composed of the Company’s management, various functional departments and various schools, with clear responsibilities. In the future, the Group will invite external consulting agencies to provide opinions and further improve the ESG management system in accordance with the requirements of the Stock Exchange on ESG matters and the actual situation of the Group.

## STAKEHOLDER ENGAGEMENT

The Group’s sustainable development is closely related to its stakeholders. We are committed to listening attentively to the needs of all stakeholders in the process of business operation and understanding their expectations and opinions on the ESG areas of the Group, which will serve as an important basis for the Group to improve ESG work standard. We have established the following diversified communication channels, actively keep in close contact with internal and external stakeholders, and continue to improve the Group’s sustainable development strategy and plan in order to create a better future together.

<sup>1</sup> For details about the risk management and internal control systems of the Group, please refer to the section of Corporate Governance Report in the 2020 Annual Report.

# Sustainable Development Management



Stakeholder group	Expectations and demands	Communication methods	Communication frequency	The Group's actions
<b>Government and Regulatory Bodies</b>	<ul style="list-style-type: none"> <li>Compliant operation</li> <li>Campus safety</li> <li>Payment of taxes according to the law</li> <li>Promotion of local education</li> </ul>	<ul style="list-style-type: none"> <li>Information submission</li> <li>Dialogue with regulatory bodies</li> </ul>	<ul style="list-style-type: none"> <li>Regular</li> <li>Regular</li> </ul>	<ul style="list-style-type: none"> <li>Strict compliance with laws and regulations</li> <li>Payment of taxes according to the law</li> </ul>
<b>Shareholders/ Investors</b>	<ul style="list-style-type: none"> <li>Investment returns</li> <li>Business development</li> <li>Compliant operation</li> <li>ESG governance</li> <li>Corporate image</li> </ul>	<ul style="list-style-type: none"> <li>Announcements</li> <li>Shareholders' meetings</li> <li>Site visits</li> <li>Regular reporting</li> <li>Communication meetings</li> </ul>	<ul style="list-style-type: none"> <li>From time to time</li> <li>Regular</li> <li>From time to time</li> <li>Regular</li> <li>From time to time</li> </ul>	<ul style="list-style-type: none"> <li>Disclosure of information on the Group as required</li> <li>Provision of effective communication</li> </ul>
<b>Suppliers/Partners</b>	<ul style="list-style-type: none"> <li>Lawful operation and quality standards of suppliers</li> <li>Fair and reasonable treatment to business partners</li> <li>Operation in compliance with laws and regulations</li> <li>Service quality</li> </ul>	<ul style="list-style-type: none"> <li>Supplier meetings</li> <li>Online surveys</li> <li>Review and assessment</li> <li>Bidding activities</li> </ul>	<ul style="list-style-type: none"> <li>Regular</li> <li>From time to time</li> <li>From time to time</li> <li>From time to time</li> </ul>	<ul style="list-style-type: none"> <li>Strict compliance with bidding requirements</li> <li>Establishment of equal partnership with mutual benefits</li> </ul>



## Sustainable Development Management

Stakeholder group	Expectations and demands	Communication methods	Communication frequency	The Group's actions
<b>Employees</b>	<ul style="list-style-type: none"> <li>• Remuneration and benefits of employees</li> <li>• Health and safety of employees</li> <li>• Employment in compliance with laws and regulations</li> <li>• Training and education of employees</li> <li>• Working environment</li> </ul>	<ul style="list-style-type: none"> <li>• Staff representative assembly</li> <li>• Group activities</li> <li>• Petitions</li> <li>• Suggestion box</li> </ul>	<ul style="list-style-type: none"> <li>• Regular</li> <li>• From time to time</li> <li>• From time to time</li> <li>• From time to time</li> </ul>	<ul style="list-style-type: none"> <li>• Provision of a healthy and safe working environment</li> <li>• Provision of career training and a fair promotion mechanism</li> </ul>
<b>Students and Parents</b>	<ul style="list-style-type: none"> <li>• Teaching quality</li> <li>• Protection of student's information</li> <li>• Caring for student's life</li> <li>• Health and safety protection</li> </ul>	<ul style="list-style-type: none"> <li>• Parent meetings</li> <li>• Lectures and drills</li> <li>• Student satisfaction surveys</li> </ul>	<ul style="list-style-type: none"> <li>• Regular</li> <li>• From time to time</li> <li>• From time to time</li> </ul>	<ul style="list-style-type: none"> <li>• Establishment of parent committee</li> <li>• Organization of student safety training</li> <li>• Carrying out student surveys</li> </ul>
<b>Community</b>	<ul style="list-style-type: none"> <li>• Community environment</li> <li>• Charity and public welfare</li> <li>• Community contribution</li> <li>• Compliant operation</li> </ul>	<ul style="list-style-type: none"> <li>• Community communication meetings</li> <li>• Visits and surveys</li> <li>• Press releases/ announcements</li> </ul>	<ul style="list-style-type: none"> <li>• From time to time</li> <li>• From time to time</li> <li>• From time to time</li> </ul>	<ul style="list-style-type: none"> <li>• Giving priority to local employment</li> <li>• Providing education with local characteristics</li> <li>• Organizing community activities</li> </ul>





## MATERIALITY ASSESSMENT

Over the years, the Group has been striving to understand the expectations and opinions of all stakeholders in order to improve our management and strategy and promote the implementation of the sustainable development strategy of the Group. To further promote the sustainable development of the Group, we conducted a materiality assessment and survey during the Reporting Period, determined the material issues during the Reporting Period by identifying major stakeholders and ESG issues of concern to major internal and external stakeholders. The Company commissioned a professional consulting company to collect feedback on the questionnaires from 1,960 people from the Company's management, government and regulatory agencies, shareholders/investors, suppliers/partners, employees, students and parents, communities and other internal and external stakeholders, in order to ensure the accuracy and objectiveness of the assessment results.

The process for the Company to identify material issues during the Reporting Period is as follows:



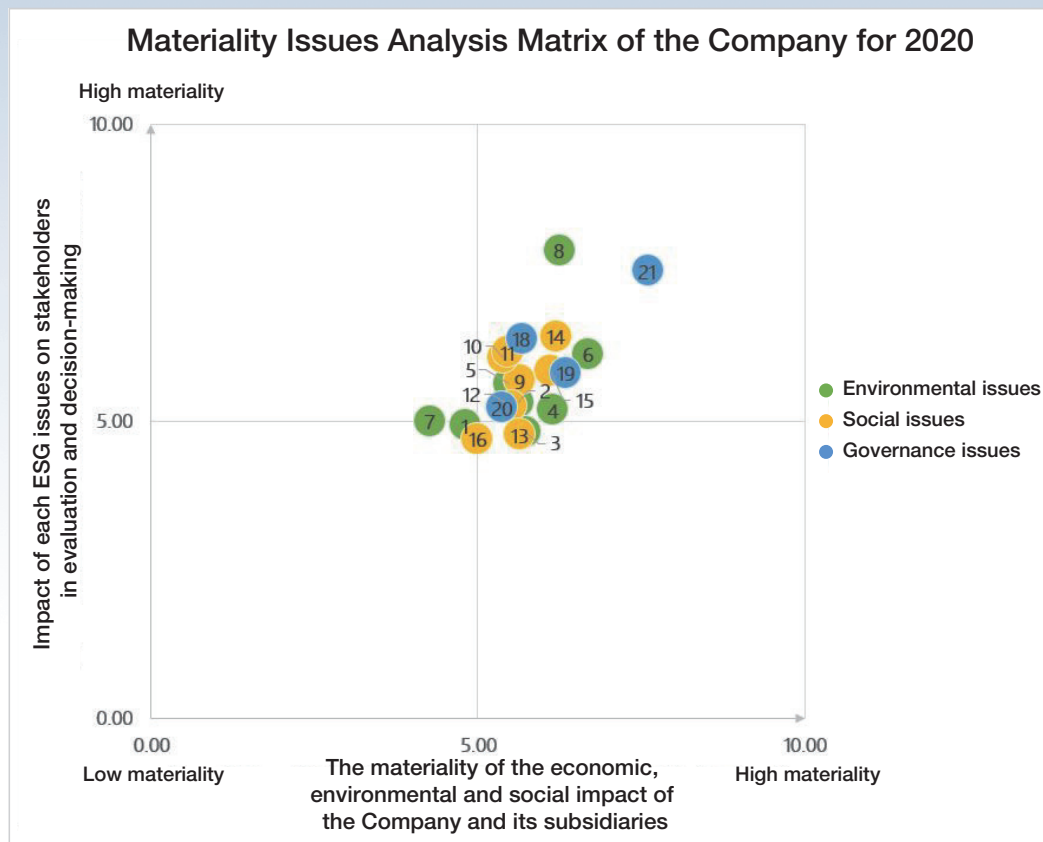
The Company analyzed 21 ESG issues from the two aspects: the importance of the Group's economic, environmental and social impacts and the impact of each ESG issues on the evaluation and decision-making of stakeholders, and identified a total of 16 important issues. The Company finally confirmed the material issues based on the reasonableness and completeness of these issues and of the actual situation of the Group, as well as the economic, environmental and social impacts of the Group on various important issues. In response to the concerns of stakeholders, in this Report, the Company will elaborate on the Group's policies, measures and performance relating to material issues during the Reporting Period. At the same time, the Company will also review the Group's sustainable development governance policy in the future, and adjust such policy according to material issues to meet the expectations of stakeholders.



# Sustainable Development Management

## Materiality Matrix

The following is a materiality matrix and 2020 Materiality Issues<sup>2</sup> established by the Group based on materiality assessment and survey:



<sup>2</sup> The materiality issues of this year are shown in bold.

# Sustainable Development Management



Environmental issues		Social issues		Governance issues	
1	Air emissions and management	9	Talent employment and diversification	18	Anti-corruption
2	<b>Wastewater discharge and management</b>	10	Occupational health and safety	19	Financial performance and the interests of investors
3	Solid waste discharge and management	11	Career development and training	20	Corporate information disclosure
4	<b>GHG emissions and efficiency</b>	12	Labor standard	21	Compliance with laws and regulations
5	<b>Energy usage and efficiency</b>	13	Supply chain management and procurement practices		
6	<b>Water usage and efficiency</b>	14	<b>Guarantee the quality of teaching</b>		
7	Response to climate change	15	<b>Privacy and information data security of students and parents</b>		
8	<b>Ecological environment and natural resources protection</b>	16	Marketing and enrollment		
		17	<b>Community investment and participation</b>		



# Advanced Educational Philosophy

“It takes ten years to grow a tree and a hundred years to bring up a generation of good men”. As a leader of the private higher education service provider, the Group has been sticking to our educational philosophy of “benevolence, truth-seeking, perseverance and innovation” in providing students with high-quality and diversified profession-oriented education to strengthen their ability to adapt to the changing society and business market.

## DIVERSIFIED PROFESSION-ORIENTED EDUCATION

Deeply rooted in the Pearl River Delta region, the Group provides students with education on engineering majors and applied science to cater to the demand for talents arising from the rapid industrial development in the PRC. To promote the all-around development of students, we also offer courses in economics, management, education and arts.

We strive to train specialized talents with practical skills. To this end, in addition to providing students with characteristic courses on engineering majors, we also work together with a number of research institutions and enterprises to provide a variety of profession-oriented training and internship opportunities for students. We are committed to strengthening students’ market competitiveness and practical skills in order to prepare them for the business market in the future and increase their employment opportunities.

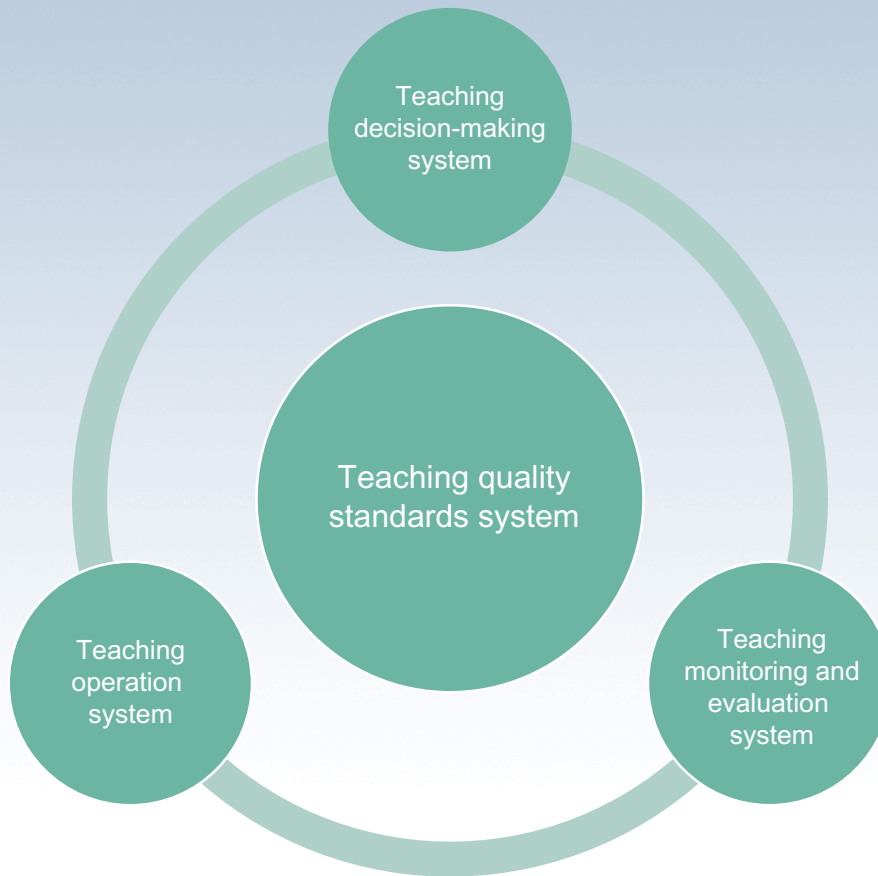
## EXCEPTIONAL TEACHING MANAGEMENT

We are committed to training talents. With 20 years of experience in operating higher education institutions in China, the Group has become a leading private higher education service provider in China. The Group is providing students with high-quality education through comprehensive and effective teaching quality management. While strictly abiding by the Education Law of the PRC, the Compulsory Education Law of the PRC, the Law for Promoting Private Education of the PRC and other relevant national laws and regulations applicable to schools at all levels, the Group has also established a sound teaching quality assurance system to promote the development of good teaching and learning atmosphere through high-quality teaching management.

To maintain an effective teaching quality system of the Group, we have established the following teaching quality management and monitoring systems, including teaching decision-making system, teaching operation system, teaching monitoring and evaluation system and teaching quality standard system. At the core of the teaching quality management and monitoring system, we have formulated quality standards according to the “Basic Requirements for Talent Training” set out in the teaching decision-making system, which serve as the purpose of the teaching operation system and the basis for the teaching monitoring and evaluation system and connect each link in the system for more comprehensive teaching quality management.



## Advanced Educational Philosophy



To further ensure teaching quality, the Group continues to improve the teaching management team and refine the two-level teaching supervision system at the college-wide level and the department-level, and implements a student informant system for teaching and a teaching evaluation system for students, in order to strengthen the interaction and communication among schools, teachers and students about teaching information. Through regular teaching evaluation, feedback from student informants, student forums and surveys, we fully understand students' opinions on the courses and continuously improve teaching according to their feedback.

For teaching quality monitoring, at the beginning of each semester, we require the educational supervision office to develop and issue an educational work calendar, setting out clear standardized requirements and quality standards for each task in the teaching process. We have also arranged full-time and part-time supervisors in the teaching supervision organizations to strengthen the guidance for and supervision of all stages of teaching. We arrange class patrols and inspections from time to time to give full play to the guiding and monitoring role of the educational supervision office in teaching activities.



## Advanced Educational Philosophy

In order to further optimize teaching quality management, the Group continues to adhere to the policies of “promoting development, reform and management with assessment, combination of assessment and development, focusing on development” and has established an effective teaching quality improvement system and operation mechanism. We conduct special teaching inspections at the beginning, middle and end of each semester to ensure teaching quality through reviewing exam papers and teaching plans. In addition, we require students to give scores online to their teachers each semester in terms of teaching attitudes, teaching contents, teaching methods and teaching results through the “System for Students’ Assessment of Teachers”, in order to improve teaching quality. We also organize regular student forums to learn about their opinions and suggestions, and have set up QQ groups, suggestion box, telephone and other instant communication platforms to receive and process feedback from students at any time.

## PURSuing TEACHING INNOVATIONS

Over the years, the Group has been committed to providing high-quality education for students. We strive to keep pace with the times and continue to improve the teaching model and courses of the Group. During the Reporting Period, the Group actively sought innovations by carrying out a teaching reform of theory and practice integration to strengthen the connection between theory and practice as well the application and continuity of knowledge and to improve students’ learning efficiency. Moreover, we continue to improve the infrastructure of each school and improve teaching results. Furthermore, We also introduced a “Credit Teaching Management Model” for certain courses, in the hope of promoting students’ active learning and active participation in community activities, volunteer activities and competitions in the learning process, as well as improving their quality in an all-round way. In addition, the Group actively carries out school-enterprise cooperation and strives to promote the reform of school operation model and talent training model, and has established a school-enterprise cooperation model which combines production with teaching and integrates schools and enterprises to provide students with a good platform for employment and development.

## BUILDING A CARING CAMPUS

The Group attaches great importance to the safety and health of students and employees. As such, the Group has established key safety management systems for fire safety, food safety, mental health and disease prevention to protect the safety of all students and employees of the Group. During the Reporting Period, the Group had not received any complaints or litigations regarding violation of laws relating to fire safety and food safety, nor had it experienced any work-related fatality cases.



## OCCUPATIONAL HEALTH AND SAFETY

Indicator	Unit	Value in 2020
Number of work-related fatalities <sup>3</sup>	person	0
Lost days due to work injury	day	0
Number of work-related injury	person	0
Percentage of employees participating in safety training	%	99.5
Total hours for safety training	hour	4,793

### Fire safety

Comprehensive fire safety management is essential to ensure the safety of the lives of teachers and students and school assets, and is also a key area for comprehensive management of the schools and the Group. In order to regulate fire safety of schools, the Group has established safety management systems relating to fire safety including the Fire Safety Emergency Evacuation Proposal, the Fire Safety and Training System of Guangdong Polytechnic College and the Fire Safety Inspection System of Guangdong Polytechnic College in accordance with the relevant laws and regulations such as the Fire Prevention and Control Law of the PRC. The Group aims at “leaving no area or corner uninspected, daily inspection of key locations” and makes unremitting efforts to this end, we have assigned two full-time fire safety management employees on campus, who patrol the campus on a daily basis, sign in at every key locations for fire prevention and carry out regular double checking together with fire safety departments.

In order to strengthen our students' and employees' awareness of fire safety, we carry out a variety of diversified fire safety education activities on campus from time to time. We also conduct at least one fire evacuation drill each school year to further strengthen our students' and employees' awareness of fire safety and self-rescue ability through firefighting, emergency evacuation, self-rescue and escape drills.



School Fire Drill

<sup>3</sup> The Group also had no work-related fatalities in 2018 and 2019.





## Advanced Educational Philosophy

### Campus security

The Group places great importance on and is committed to ensuring the safety of school personnel as they learn, live and work on campus. In order to effectively prevent, timely control and properly handle terrorist incidents in school, improve the rapid response and emergency response capabilities of schools, ensure the safety of people who are learning, living and teaching in school and the order of work, ensure the sound study, work, and lives of all the teachers, students and staff of schools, promote the smooth progress of school work and effectively reduce and control the hazards of safety accidents, the Group has formulated the School Emergency Response Drill Plan 《學校應急處置演練方案》 based on the actual situation of each school, and strengthened campus security through regular meetings and related preventive drills.



Security Drill

### Food safety

Food safety of schools is an important guarantee for the Group to promote the healthy growth of students. To this end, the two Schools under the Group have been in strict compliance with the School Food Safety and Nutritional Health Management Rules jointly issued by the Ministry of Education of the PRC, the State Administration for Market Regulation and the National Health Commission of the PRC, and have formulated a series of management rules and work requirements such as the Rules for Comprehensive Food Safety Inspection and the Rules for Food Equipment and Facilities Management. We have prepared a canteen hygiene inspection plan in accordance with the relevant rules and conducted comprehensive inspections, spot checks and self-examinations to identify all food safety hazards. In addition, the “Sunny Kitchen” construction for all canteens of the Group has been completed. Video surveillance equipments have been installed in all areas including warehouses, processing rooms, cooking rooms, food preparation rooms and dining rooms, with live surveillance video shown to teachers and students. In order to have a more comprehensive understanding of the feedback from teachers and students on canteen services, we have also set up an open complaint hotline.



## Advanced Educational Philosophy



To further ensure the hygiene of the canteens, we have set out the requirements for personal hygiene of canteen employees in guidelines such as the Health Management System for employees. All canteen employees must undergo health checkups, attend training on food safety knowledge and pass the relevant examinations before taking up the positions. We have also established a food safety management team and appointed full-time food safety management employees to manage food safety in schools in a more systematic way.



Certificate of “Excellent Canteen” awarded by Department of Education of Guangdong Province



Food safety information bulletin board in school canteens

## Mental health

The mental health of teachers and students is also a key concern for the Group. Guangdong Polytechnic College under the Group has set up a mental health education and counseling center (the “Counseling Center”) to provide free psychological counseling services on an individual or group basis for all teachers and students in the school. Individual counseling aims to promote students’ personal development, covering areas of self-awareness, study, emotion management, interpersonal communication, sexual psychology and love psychology, employment and career choice psychology, and personal adaptation and development. For group counseling, the service mainly targets groups of different needs and leverages the groups’ power to solve common issues encountered by students in their adaption and development and promote students’ self-growth and self-esteem. In addition, the Counseling Center also holds mental health education activities in the form of salon, lecture and psychological movie show on a regular basis. To further promote students’ mental health, the Counseling Center is also responsible for guiding and assisting psychological counseling teachers in the school in carrying out psychological counseling, conducting mental health surveys, creating psychological archives for students, identifying students with potential mental health issues and providing them with assistance as soon as practicable.



## Advanced Educational Philosophy

### Disease prevention

The Group has adopted a series of measures to prevent and control infectious diseases and protect the health of all employees and students. We have formulated internal systems and guidelines including the Infectious Disease Prevention and Control System, the Reporting System for Infectious Diseases, Epidemic and Public Health Emergency and the Student Health Management System in the two Schools. In the Infectious Disease Prevention and Control System, we set out the responsible units and their responsibilities for infectious disease prevention and control in the schools, morning inspection requirement and the mechanism for tracking students and teachers absent from class due to illness, so as to realize “early identification, reporting, diagnosis and treatment” for infectious diseases and protect the health of teachers and students.

In addition, the Group also attaches great importance to the education about infectious diseases and continues to carry out educational activities on tuberculosis, dengue fever and AIDS. During the Reporting Period, we partnered with a chronic disease prevention and control station to give a lecture on “taking actions to end tuberculosis and build a healthy China together”, and carried out online knowledge promotion and quizzes through platforms including school website and official WeChat account to expand students’ knowledge of tuberculosis prevention and control. To strengthen students’ understanding of AIDS prevention and sexual health, we also disseminated the relevant information on AIDS prevention through the official WeChat accounts of our schools and carried out surveys on AIDS knowledge to further improve the relevant education work.

# Sustained and Steady Development



As a responsible education institution, the Group operates on the principles of honesty, ethics and integrity and adheres to the principles of sustainable development, working hand in hand with partners to create value for society.

## ADHERING TO COMPLIANT OPERATION

The Group adheres to compliant operation. In publishing public information such as advertisements and enrollment brochures, the Group strictly complies with the relevant laws and regulations including the Advertising Law of the PRC and the Law for Promoting Private Education of the PRC, submits the information to the relevant authorities for prior approval and undertakes not to use any false information for promotion.

The Group respects intellectual property rights. Our schools use teaching materials ordered from qualified publishers and purchase genuine software and teaching resource website accounts for teachers to ensure that our schools use licensed educational and software resources. In order to further improve our intellectual property right protection mechanism, the Group has also formulated the Reform Measures for Scientific Research System and Mechanism of Guangdong Polytechnic College, the Incentive Measures for the Application of Scientific and Technological Achievements for Employees of Guangdong Polytechnic College and other relevant management measures to ensure that the intellectual property rights and patents granted to teachers and students of our schools are protected. If any investigation reveals any plagiarism, theft, tampering, illegal possession, counterfeiting or other forms of infringement of intellectual property rights, the Group will punish the persons involved in accordance with the relevant mechanism, take legal actions when necessary, and assist the relevant authorities in handling the incidents according to the law.

In accordance with the relevant laws and regulations including the Law of the PRC on the Protection of Minors and the Tort Liability Law of the PRC, the Group has developed the rules for the protection of confidential information such as student information and business secrets, including the scope and confidentiality level of confidential information as well as the handling procedures and accountability mechanism in case of reveal or leak of secrets. To ensure the integrity and security of student information, we have formulated a student information spreadsheet and set permissions for it to impose restrictions on employees' access to and prevent the leak of student information. In case of any leak of the privacy of the Group or our students, the Group will immediately take remedial measures in accordance with the established procedures and punish the leaker according to the severity of the leak.

During the Reporting Period, the Group had not received any complaints or litigations regarding violation of laws relating to advertising, labeling and privacy.





## Sustained and Steady Development

### COMPREHENSIVE SUPPLY CHAIN MANAGEMENT

To effectively manage procurement, the Group continues to improve the Procurement Management System to reduce the environmental and social risks involved in procurement while striving to control procurement costs and strengthen procurement performance. In the Procurement Management System, we have clearly stipulated the duties and responsibilities of the procurement department of the Group and the procurement center of our schools, as well as the procurement procedures including procurement application and bidding requirements, to ensure compliant and standardized procurement.

In order to ensure that the products or services procured meet the requirements of the Group and the laws and regulations relating to environment and society, the Group has also developed the System of the Procurement Center for Review and Management of Suppliers and carries out continuous evaluation in the procurement process:

Types of review	Contents of review
Admission review	Prepare the requirements for admission of suppliers, establish a list of approved suppliers, and review suppliers in terms of operation conditions, production capacity, quality management system, product quality and delivery period based on procurement information such as the types, acceptance criteria, specifications and models of purchased goods.
Process review	Obtain information on the use of purchased goods by the relevant departments on a regular basis, review and record the information reported by them, and provide timely feedback to suppliers to ensure that the purchased goods continuously meet the requirements for use.
Evaluation and management	Develop a supplier evaluation form, conduct a comprehensive evaluation of suppliers by analyzing their product quality, technical capability, delivery ability and product pass rate, and consider removing suppliers with inferior performance.

In order to manage the product quality of suppliers in a more comprehensive manner, the procurement center of the Group completes the supplier evaluation form each semester based on the quality of the products delivered by suppliers and their environmental compliance, and determines the levels and scores assigned to each supplier with reference to the standards set out in the form, which will serve as the basis for inclusion in the list of approved suppliers. Subject to the approval of the head of the procurement center, the suppliers which have obtained the ISO 9001 quality system certification or product quality certification may be directly included in the list of approved suppliers.



## Sustained and Steady Development



## CLEAN AND HONEST OPERATION

The Group operates on the principles of honesty, ethics and integrity and firmly resists illegal acts such as bribery, extortion, fraud and money laundering. The Group has been in strict compliance with national and local laws and regulations relating to anti-corruption, such as the Criminal Law of the PRC, the Anti-Money Laundering Law of the PRC, the Criminal Procedure Law of the PRC, the Supervision Law of the PRC and has formulated the internal management policies and documents such as the Certain Regulations on Monitoring Work, the Regulations on Monitoring Professional Ethics of Teaching Staff and the Regulations on Handling Teacher Misconduct of Teaching Staff. We have explicitly prohibited all employees from bribery, extortion, fraud, money laundering and other illegal acts and stipulated the relevant professional ethics and code of conduct to prevent fraud.

To put an end to all illegal acts such as corruption and fraud, the Group has adopted internal corruption reporting procedures, which stipulate in detail how to deal with reports, complaints and appeals. The supervision department of the Group has set up a mailbox and an email for complaints to receive reporting letters from employees and students. Upon receiving reports, the supervision department will conduct an investigation according to the procedures. If the allegation is proven to be true, it will impose corresponding punishment pursuant to the relevant guidelines.

Meanwhile, the Group has set out the main responsibilities, powers and authorities of the supervision department and how to deal with violations of different degrees in the Certain Provisions on Supervision Work to further regulate various tasks of discipline inspection and supervision. The Certain Provisions on Supervision Work stipulate the principles and procedures to be followed when conducting investigations and require the staff at the supervision department to adhere to the principle of seeking truth from facts, to act based on facts and in accordance with national laws and school rules, and to take investigations and evidence seriously. Furthermore, in order to protect the whistleblowers from retaliation, in the relevant rules, we also require the staff at the supervision department to strictly protect the information on petitioners, visitors and whistleblowers and not to forward any letters or reports to the persons reported.

During the Reporting Period, the Group had not received any malpractice cases including corruption, bribery, extortion, fraud and money laundering involving the Group or our employees.



# Harmonious Employee Team

The hard work and dedication of the faculty team supports the continuous development of the business of the Group. As such, we continue to allocate resources to attract and retain talents and are committed to providing employees with diversified training and development opportunities, as well as competitive salaries and benefits. Through continuous optimization of our human resource management system, we endeavor to create a friendly and healthy working environment for employees, so that they can show their strengths and develop their potential.

## EMPLOYEE DISTRIBUTION OVERVIEW

During the Reporting Period, the Group had a total of 2,722 employees<sup>4</sup>, with details as follows:

Indicator	Existing Employees			
	Data for 2020		Data for 2019	
<b>Gender</b>	<b>Number</b>	<b>Percentage</b>	<b>Number</b>	<b>Percentage</b>
Male	1,355	49.8%	1,180	51.6%
Female	1,367	50.2%	1,109	48.4%
<b>Work Area</b>	<b>Number</b>	<b>Percentage</b>	<b>Number</b>	<b>Percentage</b>
Mainland China	2,722	100.0%	2,289	100.0%
<b>Age</b>	<b>Number</b>	<b>Percentage</b>	<b>Number</b>	<b>Percentage</b>
Under 30	730	26.8%	550	24.0%
30-50	1,498	55.0%	1,337	58.4%
50 above	494	18.2%	402	17.6%
<b>Job Title</b>	<b>Number</b>	<b>Percentage</b>	<b>Number</b>	<b>Percentage</b>
Senior management (vice president and above)	22	0.8%	22	1.0%
Mid-level management (deputy head and above)	91	3.3%	91	4.0%
General employees	2,609	95.9%	2,176	95.0%

<sup>4</sup> All are full-time employees.

## Harmonious Employee Team



Employee Turnover				
Indicator	Data for 2020		Data for 2019	
<b>Gender</b>	<b>Number</b>	<b>Percentage</b>	<b>Gender</b>	<b>Number</b>
Male	63	4.6%	111	9.4%
Female	65	4.8%	126	11.4%
<b>Work Area</b>	<b>Number</b>	<b>Percentage</b>	<b>Gender</b>	<b>Number</b>
Mainland China	128	4.7%	237	10.4%
<b>Age</b>	<b>Number</b>	<b>Percentage</b>	<b>Gender</b>	<b>Number</b>
Under 30	68	9.3%	67	12.2%
30-50	53	3.5%	112	17.5%
50 above	7	1.4%	58	14.4%

## RIGHTS AND INTERESTS OF EMPLOYEES

The Group strives to recruit talents with a scientific, fair and mature talent selection system. We have been in strict compliance with the Labor Law of the PRC, the Labor Contract Law of the PRC, the Implementing Regulations of the Labor Contract Law of the PRC, the Employment Promotion Law of the PRC, the Social Insurance Law of the PRC, the Law of the PRC on the Protection of Rights and Interests of Women, the Law of the PRC on the Protection of Disabled Persons, the Regulation on the Employment of the Disabled, the Education Law of the PRC, the Teacher Law of the PRC, the Labor Dispute Mediation and Arbitration Law of the PRC, the Regulation on Public Holidays for National Annual Festivals and Memorial Days, and the Regulation on Paid Annual Leave for Employees and other laws and regulations related to salary and dismissal, recruitment and promotion, working hours, holidays, equal opportunities, diversity, anti-discrimination, and other benefits and benefit regulations, and we are committed to promoting the establishment and development of the teachers team of schools through a comprehensive recruitment management system. In the process of recruitment and dismissal, we treat every job applicant equally regardless of gender, nationality and age. In order to further regulate the recruitment, we have also formulated internal management policies and documents such as the Rules and Regulations on Personnel Management (人事管理規章制度匯編), Personnel Management System (人事管理制度), Faculty and Staff Attendance Management Measures (教職工考勤管理辦法) and School Calendar (學校校曆), setting out the requirements for recruitment, compensation, dismissal, promotion, performance assessment, working hours, holidays, equal opportunities, diversity and anti-discrimination.



## Harmonious Employee Team

In addition, the Compendium of Personnel Management Rules and Regulations and the Personnel Management System of the Group also set out the requirements for the selection criteria and process for full-time teachers, administration staff, teaching support staff, instructors and logistics staff including educational background, professional title and comprehensive quality. In accordance with the foregoing provisions and by adhering to the principle of fair and impartial recruitment, the human resource department of the Group conducts strict review of job applicants and invites qualified applicants to undergo ability assessment organized by the employing unit. Each employing unit arranges assessment for job applicants, including written exams, interviews, trial lectures and assessment of practical operation ability of laboratory technicians, depending on their practical needs, and advises the human resource department based on the assessment results. By taking into account the assessment results and the recommendations from the employing unit, the human resource department selects suitable candidates based on merits, which will be considered at the dean's office meeting to determine successful candidates.

The Group strictly prohibits the use of child labor or forced labor and has been in strict compliance with the relevant laws and regulations including the Law of the PRC on the Protection of Minors, the Provisions on the Prohibition against the Use of Child Labor, the Regulations of the PRC on the Implementation of the Employment Contracts, and the Rules of the State Council on Working Hours of Employees. To protect the rights and interests of both employers and employees, the Group expressly provides in the labor contract that the Group and our employees have equal legal status to ensure that neither party will impose its will on the other party by force. Our recruitment system will screen out job applicants under the age of 16, and we will conduct strict examination of their identification documents to ensure that all employees have reached the legal age of employment and are qualified for employment. If any job applicant is found to have used false documents, the Group will immediately terminate his/her employment and reserve the right to rescind his/her labor contract. In order to completely eliminate the use of illegal workers, all product and service suppliers of the Group are required to strictly abide by the aforesaid provisions.

During the Reporting Period, the Group had not received any complaints or litigations regarding the violation of the laws relating to recruitment, compensation, dismissal, promotion, performance appraisal, working hours, holidays, equal opportunity, diversity, anti-discrimination and other areas of recruitment, nor had we violated any laws and regulations relating to child labor and forced labor.



## Harmonious Employee Team



### EMPLOYEE CARE

The Group actively retains capable talents through reasonable and competitive remuneration and benefits to jointly promote the sustainable development of the Group. We are determined to safeguard the legitimate rights and interests of employees and provide transparent policies for remuneration and benefit payment, which explicitly set out the responsibilities and authority for remuneration and benefit management, the structure of remuneration and benefit system, the calculation, payment, adjustment and assessment of remuneration, etc.

The Group advocates work-life balance and strictly abide by the Labor Law of the PRC and the Law of the PRC on the Prevention and Control of Occupational Diseases and other relevant laws and regulations, encourage staff to combine work and rest, maintain a good attitude, and teach and educate students with a positive and healthy mindset. We organize all kinds of recreational activities through trade unions on a regular basis, including concerts, sports games, dinners, traveling and outdoor activities, in order to enable employees to release pressure in spare time and increase team cohesion. During the Reporting Period, we organized a series of colorful activities for employees, such as Teachers' Day celebrations, autumn outing, employee sports games and festival celebrations.



Staff New Year's Day party



Staff social activities



Staff "Chung Yeung Festival" activities



Staff congress



## Harmonious Employee Team

### STAFF TRAINING AND DEVELOPMENT

The teaching quality, management standard and school image are closely related to the development and management of employees. In order to enable the staff to continuously improve their personal abilities and develop together with the Group development, the Group provides diversified training programs for employees to actively improve the level and quality of teachers. The Group has organized and launched a series of training programs, including new teacher training, continuous education for professional and technical personnel and external training. Moreover, the Group also arranges management training for the school leadership and management to further strengthen their comprehensive management competence.

For new teacher training, the Group formulates annual training plans according to the guidelines and requirements of the relevant authorities. The training covers various areas, including basic professional standards for teachers, teacher experience sharing and basic skills for teachers, and is aimed to enable new teachers in the relevant school year to develop correct professional ethics, learn about the positioning and culture of our schools, initially master teaching standards and skills, and adapt to the teaching requirements of our schools as soon as practicable.

Meanwhile, the Group also lays great stress on improving the teaching and research ability of existing employees. To this end, we have formulated the Management Measures for the Appraisal of Junior and Intermediate Titles, setting out detailed requirements for the conditions for grant of junior and intermediate titles and professional and technical work experience, to promote career development of employees.



Orientation training for new teachers



## Harmonious Employee Team



During the Reporting Period, a total of 2,651 employees of the Group participated in the training programs organized by the Group.

Training indicators by gender and type of employee			
Gender	Number	Percentage	Average hours of training
Male	1,331	50.2%	59
Female	1,320	49.8%	58
Job Title	Number	Percentage	Average hours of training
Senior management (vice president and above)	7	0.3%	71
Mid-level management (deputy head and above)	46	1.7%	73
General employees	2,598	98.0%	60



# Creating a Green Campus Together

A green home depends on the joint efforts of all sectors of society. As a responsible educational institution, the Group is committed to building a green campus with practical actions and introducing green elements into campus construction, educational programs and after-school activities. We hope to extend the concept of sustainable development to daily life and promote the common sustainable development of campus and society through a series of green activities and measures.

While the two Schools of the Group have not had any significant impacts on the environment and natural resources in their daily operation, we have been in strict compliance with the laws and regulations related to exhaust gas and greenhouse gas emissions, pollution discharged to water and land, generation of hazardous and non-hazardous waste, and reduction of significant impacts on the environment and natural resources, including the Environmental Protection Law of the PRC, the Air Pollution Prevention and Control Law of the PRC, the Water Pollution Prevention and Control Law of the PRC, the Environmental Noise Pollution Prevention and Control Law, the Solid Waste Pollution Prevention and Control Law of the PRC and the Energy Conservation Law of the PRC in the school operation, and strive to minimize any potential impacts on the environment.

During the Reporting Period, the Group had not received any complaints and litigations regarding violation of laws relating to environmental protection.

## GREEN CAMPUS

As an enterprise in the education industry, the Group's environmental impacts mainly represent the resource consumption and emissions in the office area and teaching area of the two Schools, and the impact on the environment is relatively small. Nevertheless, the Group actively identifies our major emissions and resources consumed in the operation, and develop corresponding management measures. The Group has formulated guidelines including the Management Measures for Use of Water and Electricity, the Management Rules for Use of Air Conditioners, the Management Measures for Campus Lamps and Fountains, the Management Rules for Safe Use of Electricity in Student Dormitories and the Circular on Carrying out Publicity and Education for Water and Electricity Saving, which are required to be strictly complied with by all students and employees, and at the same time, we are committed to improving the efficiency of energy and water use, reducing resource consumption, and achieving the goal of reducing air pollutants, greenhouse gases emissions and waste discharge and saving resources. The Group have adopted the following series of measures to improve the management of emissions and resource consumption (energy, water resources, etc.) in business operation.



## Creating a Green Campus Together



### Energy saving and emission reduction

- All teaching and dormitory buildings have strictly met the requirements of existing national and provincial mandatory provisions for energy saving of buildings, such as the Design Standard for Energy Efficiency of Public Buildings (GB50189-2015);
- We have set up energy management positions and appointed energy management personnel to effectively and comprehensively implement various energy-saving measures;
- We have established an energy saving and consumption reduction leading team, which is responsible for researching and planning for energy saving on a regular basis;
- LED lamps with high energy efficiency are installed in teaching buildings, dormitory buildings, sports fields and other public areas in the schools;
- For certain areas in the campus, induction lamps or solar energy lamps are installed, which will be automatically turned off when no one is in close proximity;
- We work together with professional environmental protection companies and use solar energy to generate electricity on campus, with the aim of “self-generation and self-consumption of electricity, with excess electricity delivered to national grid”;
- An electricity consumption and energy saving management system has been installed in student dormitories and teacher dormitories. Energy-saving and low-consumption air energy water heaters have been adopted for the water heating system, and the supply of hot water is limited to be available only in specified hours to further reduce energy consumption;
- We also adopt energy-saving and low-consumption equipment in canteens and use natural gas which is more energy-saving and environment-friendly; and
- We have formulated the Vehicle Use and Management System, which requires that all uses of vehicles must be approved by the schools in advance in order to reduce emissions associated with excessive use of vehicles.



## Creating a Green Campus Together

### Waste disposal

- We have placed trash cans of different types in the campus and conducted extensive publicity and education for garbage separation through the student office, the youth league committee and other departments to encourage students to carry out garbage separation;
- We require the cleaning staff to examine sorted garbage in collecting garbage to ensure that recyclable garbage and non-recyclable garbage are correctly separated;
- Hazardous waste, such as waste batteries and waste ink cartridges, and other electronic waste are delivered to the property management center for disposal on a centralized basis, with detailed records kept; and
- Professional institutions are engaged to recycle and dispose of kitchen waste generated in the canteens.

### Resources saving

- We have formulated the Management Measures for Use of Water and Electricity to provide guidance for teachers and students on the saving of electricity and water; and
- The logistics departments of our schools check the use of water and other equipment on campus on a regular basis to prevent the decrease in service efficiency due to equipment ageing or failure.

## GREEN EDUCATION

The Group actively implements green concept college education and is committed to advocating the concept of low carbon emissions and building a green campus. As an educational institution focusing on science, the Group actively leverages our existing teachers, equipment and other teaching resources and introduces environmental protection and green development into formal courses in order to strengthen students' understanding of current situation of environment, ecology and resources in the PRC. We list and explain the methods and measures for environmental protection for students as well as compare the environmental protection measures of other countries in the relevant courses, and conduct in-depth discussion and research to pass on green ideas to students.

## Creating a Green Campus Together



During the Reporting Period, the two Schools under the Group organized a series of publicity and education activities on energy saving and emission reduction, and promoted the awareness of saving of energy and resources among students through channels including theme class meetings, bulletin boards, campus radio and official school WeChat accounts. In addition, we put up slogans and notices regarding energy saving in many places on campus, which remind students to cherish the precious resources on earth all the time.



Campus garbage separation publicity event

## RESPONDING TO CLIMATE CHANGE

The Group is committed to reducing carbon emissions to actively respond to climate change. As part of the carbon reduction action of the Group, we hope to reduce carbon emissions in daily operations through measures such as improving system efficiency, optimizing resource usage, and exploring innovative solutions, so as to further alleviate the impacts arising in the operation of schools. In response to the transformational risks of climate change, with the assistance of external professional consultants, we identified and sorted out the risks and opportunities related to climate change from the operation of schools, closely observed potential policy changes and market changes, recorded and calculated the usage and emissions of various resource every year, and conducted data comparison and analysis, so as to continuously optimize the environmental management of the schools under the Group. In response to the physical risks of climate change, the schools under the Group have formulated corresponding emergency response procedures to deal with different types of climate disturbances caused by extreme weather due to climate change, such as floods, heavy rains and other extreme weather conditions.

The Group supports the vision and initiatives of the Chinese government to reduce carbon emission. We, according to our own conditions and within our capacity, contribute to the response to climate change challenges in the region through energy conservation and emission reduction.





## Creating a Green Campus Together

### ENVIRONMENTAL PERFORMANCE<sup>5</sup>

Indicator	Emissions <sup>6</sup>		
	Unit	Data for 2020	Data for 2019
Carbon monoxide (CO) emissions	kg	253.35	274.59
Nitrogen oxide (NOx) emissions	kg	401.31	359.13
Sulfur oxide (SOx) emissions	kg	0.48	0.70
Suspended Particulate matters PM <sub>2.5</sub> emissions	kg	6.96	6.16
Suspended Particulate matters PM <sub>10</sub> emissions	kg	7.65	6.72

Indicator	Greenhouse Gas		
	Unit	Data for 2020	Data for 2019
Scope 1 Greenhouse Gas emissions <sup>7</sup>	tonne of CO <sub>2</sub> equivalent	74.93	110.96
Scope 2 Greenhouse Gas emissions <sup>8</sup>	tonne of CO <sub>2</sub> equivalent	8,416.61	15,036.35
Scope 3 Greenhouse Gas emissions <sup>9</sup>	tonne of CO <sub>2</sub> equivalent	27.46	N/A
Total greenhouse gas emissions	tonne of CO <sub>2</sub> equivalent	8,519.00	15,147.31
Total greenhouse gas emission intensity	tonne of CO <sub>2</sub> equivalent/ annual revenue of RMB million	9.82	21.21

<sup>5</sup> The data is presented with two decimal places. Due to the impact of the COVID-19 epidemic, in some months of the first half of 2020, the offline teaching work of the schools under the Group was changed to be carried out online. Therefore, some environmental performance has changed significantly compared with that in 2019.

<sup>6</sup> The pollution emissions of the Group are mainly air pollutants generated during the use of vehicles. The related emission data are calculated with reference to the Technical Guidelines for the Compilation of Road Motor Vehicle Emission Inventories (Trial) (道路機動車排放清單編製技術指南(試行)) issued by the Ministry of Ecology and Environment of the PRC.

<sup>7</sup> The calculation of Scope 1 greenhouse gas emissions is made with reference to the Guidelines for Accounting Methods and Reporting of Greenhouse Gas Emissions by Land Transport Enterprises (Trial) (陸上交通運輸企業溫室氣體排放核算方法與報告指南(試行)) issued by the Ministry of Ecology and Environment of the PRC.

<sup>8</sup> The calculation of Scope 2 greenhouse gas emissions is made with reference to the average emission factor of the national grid in 2015 issued by the Ministry of Ecology and Environment of the PRC.

<sup>9</sup> This item is a new indicator during the Reporting Period. The calculation of Scope 3 greenhouse gas emissions is made with reference to the Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong.



## Creating a Green Campus Together



Non-hazardous waste			
Indicator	Unit	Data for 2020	Data for 2019
Domestic garbage generation	tonne	3,740.00	7,330.00
Waste paper	tonne	5.72	N/A
Total generation of non-hazardous waste	tonne	3,745.72	7,330.00
Non-hazardous waste generation intensity	tonne/ annual revenue of RMB million	4.32	10.26

Hazardous waste <sup>10</sup>			
Indicator	Unit	Data for 2020	Data for 2019
Waste cartridge generation	tonne	0.083	0.10
Waste fluorescent lamp generation	tonne	1.073	1.14
Waste battery generation	tonne	0.079	0.075
Total generation of hazardous waste	tonne	1.23	1.31
Hazardous waste generation intensity	tonne/ annual revenue of RMB million	0.0014	0.0018

<sup>10</sup> The data is calculated in tonnes, and the data for 2019 is also recalculated on this basis.



## Creating a Green Campus Together

Resource Consumption			
Indicator	Unit	Data for 2020	Data for 2019
<b>Water consumption</b>			
Municipal water consumption	tonne	1,280,511.00	1,825,274.00
<b>Total water consumption</b>			
Total water consumption <sup>11</sup>	tonne	1,280,511.00	1,825,274.00
Water consumption intensity	tonne/ annual revenue of RMB million	1,476.52	2,555.64
<b>Indirect energy</b>			
External electricity consumption	mWh	13,795.47	24,645.72
Total electricity consumption	mWh	13,795.47	24,645.72
Total indirect energy consumption	mWh	13,795.47	24,645.72
<b>Direct energy<sup>12</sup></b>			
Diesel	mWh	96.33	N/A
Gasoline	mWh	214.47	449.19
Total direct energy consumption <sup>13</sup>	mWh	310.80	449.19
<b>Total energy consumption</b>			
Total energy consumption	mWh	14,106.27	25,094.91
Energy consumption intensity	mWh/ annual revenue of RMB million	16.27	35.14
<b>Total other resources consumption</b>			
Total paper consumption	kg	5,720.58	7,920.00
Paper consumption intensity	kg/annual revenue of RMB million	6.60	11.09

11 The Guangdong Polytechnic College and Zhaoqing School under the Group are both located in Guangdong Province, China (according to the World Resources Institute, as of the end of the Reporting Period, the baseline water pressure score of the province is 0.43, which is the lowest level of baseline water pressure). In addition, all the water used by the Group are municipal water. In summary, the Group has not encountered difficulties in obtaining suitable water sources.

12 The unit conversion and calculation of direct energy consumption is made with reference to the Energy Statistics Manual issued by the International Energy Agency and the Appendix 2: Reporting Guidance on Environmental KPIs of the Stock Exchange.

13 The direct energy consumption of the Group is mainly from the use of vehicles. As of the end of the Reporting Period, the Group had a total of 12 vehicles.

# Promoting Social Welfare

While focusing on our own development, the Group always adheres to the cooperation with the community. We have actively devoted our resources and advantages as an education enterprise to public welfare undertakings including caring for children and the elderly and charitable donations, and have set an example by personally taking part in supporting the development of social welfare. The Group makes donations to and supports poverty-stricken areas each year. In order to encourage students to actively participate in community public welfare activities, we have formulated the Implementation Plan for School and Community Public Welfare Activities, in the hope of making the life of students more substantial and meaningful and promoting the growth and all-round development of students.

During the Reporting Period, Guangdong Polytechnic College under the Group actively supported teachers and students to participate in community activities. The College invested RMB27,832 in the poverty alleviation fund in Guangdong Province, RMB24,000 in party member volunteer activities, and RMB20,000 in volunteer activities for young college students. In addition, the Group sponsored 12 key school-level teams to carry out related activities in “Visiting Countryside” social practice service by college students during the summer vacation, with a total investment of RMB80,000.

## CONTRIBUTE TO THE EPIDEMIC PREVENTION AND CONTROL

2020 is at the critical stage for the prevention and control of the COVID-19 epidemic. In response to the phenomenon of poor awareness of epidemic prevention and control among people in some areas, during the Reporting Period, the Guangdong Polytechnic College under the Group selected Tangjia Town, Leizhou City, Zhanjiang City, Guangdong Province as a site for practice for the “Visiting Countryside” activity. Guangdong Polytechnic College organized a public welfare activity with the theme of epidemic prevention and control knowledge promotion. It is hoped that this activity can effectively enhance the awareness of epidemic prevention and control of local people and promote the overall improvement of the level of local epidemic prevention and control and the level of healthy environment.





## Promoting Social Welfare



## SUMMER SOCIAL PRACTICE OF STUDENTS

In order to increase students' attention to rural development and support the construction of rural areas, during the Reporting Period, the Guangdong Polytechnic College under the Group organized faculty and students to carry out "Visiting Countryside" educational practice activity with a theme of "Youth Helping Alleviate Poverty, Achieving a Happy and Well-off Society (青春助力脱贫，共奔幸福小康)" during the summer vocation. The team went to Dongwei Village, Shanwei City, Guangdong Province to conduct site visits to understand the history of the revolution, and witness the development of rural areas.





## Promoting Social Welfare

### UNPAID BLOOD DONATION ACTIVITIES

In order to convey the love of contemporary college students, promote the spirit of dedication, promote the construction of social spiritual civilization and show the pioneering role of young people in caring for and serving the society, the Guangdong Polytechnic College under the Group organized the fifth unpaid blood donation activity during this semester. The unpaid blood donation activity is a social welfare activity with positive significance, which demonstrates the spirit of helping each other and selfless dedication of the students.





# Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards

Applicable contents of the Environmental, Social and Governance Reporting Guide of the Stock Exchange			Applicable contents of GRI Sustainability Reporting Standards	Related Section(s)/Remark
Aspects	Indicator	Description		
<b>A. Environmental</b>				
A1 Emissions	General disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to exhaust and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	GRI 103 : Disclosures on Management Approach 103-2 GRI 305 : Emissions: Management Approach GRI 307 : Disclosures on Environmental Compliance 307-1	Creating a Green Campus Together Green Campus
	A1.1	The types of emissions and respective emissions data.	GRI 305 : Disclosures on Emissions 305-1, 305-2, 305-3, 305-6 and 305-7	Environmental Performance
	A1.2	Direct (scope 1) and indirect energy (scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	GRI 305 : Disclosures on Emissions 305-1, 305-2, 305-3 and 305-4	Environmental Performance
	A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	GRI 306 : Disclosures on Effluents and Waste 306-2 (a)	Environmental Performance
	A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	GRI 306 : Disclosures on Effluents and Waste 306-2 (b)	Environmental Performance
	A1.5	Description of the emissions goals established and the steps taken to achieve these goals.	GRI 103 : Disclosures on Management Approach 103-2 GRI 305 : Emission reporting requirements 1.2 and Disclosures 305-5	Creating a Green Campus Together
	A1.6	Description of how hazardous and non-hazardous wastes are handled, and description of the waste reduction goals established and the steps taken to achieve these goals.	GRI 103 : Disclosures on Management Approach 103-2 GRI 306 : Disclosures on Effluents and Waste 306-2 and 306-4	Green Campus

# Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards



Applicable contents of the Environmental, Social and Governance Reporting Guide of the Stock Exchange			Applicable contents of GRI Sustainability Reporting Standards	Related Section(s)/Remark
Aspects	Key Performance Indicator	Description		
A2 Use of Resources	General disclosure	Policies on the efficient use of resources, including energy, water and other raw materials.	GRI 103 : Disclosures on Management Approach 103-2	Green Campus Green Education
	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).	GRI 302 : Disclosures on Energy 302-1 and 302-3	Environmental Performance
	A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	GRI 303 : Disclosures on Water 303-1	Environmental Performance
	A2.3	Description of the energy use efficiency goals established, and the steps taken to achieve these goals.	GRI 103 : Disclosures on Management Approach 103-2 GRI 302 : Disclosures on Energy 302-4 and 302-5	Green Campus
	A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, and the water efficiency goals established and the steps taken to achieve these goals.	GRI 103 : Disclosures on Management Approach 103-2 GRI 303 : Disclosures on Water 303-3	Green Campus Environmental Performance
	A2.5	Total packaging materials used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	GRI 301 : Disclosures on Materials 301-1	Not applicable to the business of the Group
A3 Environment and Natural Resources	General disclosure	Policies on minimizing the issuer's significant impacts on the environment and natural resources.	GRI 103 : Disclosures on Management Approach 103-2	Green Campus Green Education
	A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	GRI 103 : Disclosures on Management Approach 103-1 and 103-2 GRI 303 : Disclosures on Water 303-2 GRI 304 : Disclosures on Biodiversity 304-2 GRI 306 : Effluents and Waste 306-3 (c) and 306-5	Green Campus Green Education
A4 Climate Change	General Disclosures	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	GRI 103 : Disclosures on Management Approach 103-2	Responding to climate change
	A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	GRI Sustainability Reporting Standards does not contain this indicator	Responding to climate change



# Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards

Applicable contents of the Environmental, Social and Governance Reporting Guide of the Stock Exchange			Applicable contents of GRI Sustainability Reporting Standards	Related Section(s)/ Remark
Aspects	Indicator	Description		
<b>B. Social</b>				
<b>Employment and Labor Practices</b>				
B1 Employment	General disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, holidays, equal opportunity, diversity, antidiscrimination, and other benefits and welfare.	GRI 103 : Disclosures on Management Approach 103-2 GRI 419 : Disclosures on Socioeconomic Compliance 419-1	Rights and Interests of Employees Employee Care
	B1.1	Total workforce by gender, employment type (full-time or part-time), age group and geographical region.	GRI 102 : General Disclosures 102-8 (a), 102-8 (b) and 102-8 (c) GRI 405 : Disclosures on Diversity and Equal Opportunity 405-1 (b-ii)	Employee Distribution Overview
	B1.2	Employee turnover rate by gender, age group and geographical region.	GRI 401 : Disclosures on Employment 401-1 (b)	Employee Distribution Overview
B2 Health and Safety	General disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.	GRI 103 : Disclosures on Management Approach 103-2 GRI 419 : Disclosures on Socioeconomic Compliance 419-1	Building a Caring Campus
	B2.1	Number and rate of work-related fatalities in last three years (including reporting years).	GRI 403 : Disclosures on Occupational Health and Safety 403-2	Building a Caring Campus
	B2.2	Lost days due to work injury.	GRI 403 : Disclosures on Occupational Health and Safety 403-2	Building a Caring Campus
	B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored.	GRI 103 : Disclosures on Management Approach 103-2 and 103-3	Building a Caring Campus



# Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards



Applicable contents of the Environmental, Social and Governance Reporting Guide of the Stock Exchange			Applicable contents of GRI Sustainability Reporting Standards	Related Section(s)/ Remark
Aspects	Indicator	Description		
B3 Development and Training	General disclosure	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	GRI 103 : Disclosures on Management Approach 103-2 GRI 404 : Disclosures on Training and Education 404-2 (a)	Staff Training and Development
	B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	GRI Sustainability Reporting Standards does not contain this indicator	Staff Training and Development
	B3.2	The average training hours completed per employee by gender and employee category.	GRI 404 : Disclosures on Training and Education 404-1	Staff Training and Development
B4 Labor Standards	General disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labor.	GRI 103 : Disclosures on Management Approach 103-2 GRI 419 : Disclosures on Socioeconomic Compliance 419-1	Rights and Interests of Employees
	B4.1	Description of measures to review employment practices to avoid child and forced labor.	GRI 103 : Disclosures on Management Approach 103-2 GRI 408 : Disclosures on Child Labor 408-1 (c) GRI 409 : Disclosures on Forced or Compulsory Labor 409-1 (b)	Rights and Interests of Employees
	B4.2	Description of steps taken to eliminate such practices when discovered.	GRI 103 : Disclosures on Management Approach 103-2 GRI 408 : Disclosures on Child Labor 408-1 (c) GRI 409 : Disclosures on Forced or Compulsory Labor 409-1 (b)	Rights and Interests of Employees



# Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards

Applicable contents of the Environmental, Social and Governance Reporting Guide of the Stock Exchange			Applicable contents of GRI Sustainability Reporting Standards	Related Section(s)/ Remark
Aspects	Key Performance Indicator	Description		
<b>Operating Practices</b>				
B5 Supply Chain Management	General disclosure	Policies on managing environmental and social risks of the supply chain.	GRI 103 : Disclosures on Management Approach 103-2	Comprehensive Supply Chain Management
	B5.1	Number of suppliers by geographical region.	GRI 102 : General Disclosures 102-9	No relevant information is available at the moment. The Group will continue to improve the data collection process and will consider disclosing such data in future reports
	B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	GRI 103 : Disclosures on Management Approach 103-2 GRI 308 : Disclosures on Supplier Environmental Assessment 308-1 and 308-2 GRI 414 : Disclosures on Supplier Social Assessment 414-1 and 414-2	Comprehensive Supply Chain Management No relevant information is available at the moment. The Group will continue to improve the data collection process and will consider disclosing the data involved in this item in future reports
	B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	GRI 414 : Disclosures on Supplier Social Assessment 414-1 and 414-2	Comprehensive Supply Chain Management
	B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	GRI Sustainability Reporting Standards does not contain this indicator	Comprehensive Supply Chain Management

# Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards



Applicable contents of the Environmental, Social and Governance Reporting Guide of the Stock Exchange			Applicable contents of GRI Sustainability Reporting Standards	Related Section(s)/ Remark
Aspects	Indicator	Description		
B6 Product Responsibility	General disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labeling and privacy matters relating to products and services provided and methods of redress.	GRI 103 : Disclosures on Management Approach 103-2 GRI 416 : Disclosures on Customer Health and Safety 416-2 GRI 417 : Disclosures on Marketing and Labeling 417-2 and 417-3 GRI 418 : Disclosures on Customer Privacy 418-1 GRI 419 : Disclosures on Socioeconomic Compliance 419-1	Building a Caring Campus Adhering to Compliant Operation
	B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	GRI Sustainability Reporting Standards does not contain this indicator	Not applicable to the business of the Group
	B6.2	Number of products and service-related complaints received and how they are dealt with.	GRI 102 : General Disclosures 102-43 and 102-44 GRI 103 : Disclosures on Management Approach 103-2 GRI 418 : Disclosures on Customer Privacy 418-1	Exceptional Teaching Management No relevant information is available at the moment. The Group will continue to improve the data collection process and will consider disclosing the number of such products and service-related complaints in future reports
	B6.3	Description of practices relating to observing and protecting intellectual property rights.	GRI Sustainability Reporting Standards does not contain this indicator	Adhering to Compliant Operation
	B6.4	Description of quality assurance process and recall procedures.	GRI Sustainability Reporting Standards does not contain this indicator	Not applicable to the business of the Group
	B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored.	GRI 103 : Disclosures on Management Approach 103-2 and 103-3	Adhering to Compliant Operation





## Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards

Applicable contents of the Environmental, Social and Governance Reporting Guide of the Stock Exchange			Applicable contents of GRI Sustainability Reporting Standards	Related Section(s)/ Remark
Aspects	Indicator	Description		
B7 Anti-corruption	General disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	GRI 103 : Disclosures on Management Approach 103-2 GRI 205 : Disclosures on Anti-corruption 205-3 GRI 419 : Disclosures on Socioeconomic Compliance 419-1	Clean and Honest Operation
	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.	GRI 205 : Disclosures on Anti-corruption 205-3	Clean and Honest Operation
	B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored.	GRI 102 : General Disclosures 102-17 GRI 103 : Disclosures on Management Approach 103-2 and 103-3	Clean and Honest Operation
	B7.3	Description of anti-corruption training provided to directors and staff.	GRI Sustainability Reporting Standards does not contain this indicator	No relevant information is available at the moment. The Group will continue to improve the data collection process and will consider disclosing relevant information in future reports

# Content Index of the Environmental, Social and Governance Reporting Guide of the Stock Exchange and GRI Sustainability Reporting Standards



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Key Performance				
Aspects	Indicator	Description		
<b>Community</b>				
B8 Community Investment	General disclosure	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests.	GRI 103 : Disclosures on Management Approach 103-2	Promoting Social Welfare
	B8.1	Focus areas of contribution (e.g. education, environmental concerns, labor needs, health, culture, sport).	GRI 203 : Disclosures on Indirect Economic Impacts 203-1 (a)	Promoting Social Welfare
	B8.2	Resources contributed (e.g. money or time) to the focus area.	GRI 201 : Disclosures on Economic Performance 201-1 (a-ii)	Promoting Social Welfare



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