

# 民生教育集团有限公司

Minsheng Education Group Company 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: 1569

## Environmental, Social and Governance Report

# 2020 環境、社會及管治報告

 民生在线大学  
MINSHENG ONLINE UNIVERSITY



重庆工商大学派斯学院  
Pase College of Chongqing Technology and Business University

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## SCOPE AND REPORTING PERIOD

This is the fifth Environmental, Social and Governance (the “**ESG**”) Report issued by Minsheng Education Group Company Limited (the “**Company**”, together with its subsidiaries, the “**Group**”), highlighting its ESG performance, with disclosure reference made to the ESG Reporting Guide (the “**ESG Reporting Guide**”) as described in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”).

The Group principally engages in providing private higher-level education in the People's Republic of China (the “**PRC**”). This ESG report covers the Group's overall performance in two subject areas, namely, the Environmental and Social performance of the key business operations of six schools in the PRC, which were all in full operation from 1 January 2020 to 31 December 2020 (the “**Reporting Period**”), unless otherwise stated. The business operations to be reported include:

- Chongqing College of Humanities, Science and Technology (“**CQ-CHST**”);
- Pass College of Chongqing Technology and Business University (“**CQ-PASS**”);
- Chongqing Vocational College of Applied Technology (“**CQ-VCAT**”);
- Inner Mongolia Fengzhou Vocational College, Qingcheng Branch (hereafter “**IM-FZVC**”);
- Chongqing Electronic Information College (“**CQ-EIC**”); and
- Dianchi College of Yunnan University (“**YN-DCYU**”).

## 範圍及報告期間

這是民生教育集團有限公司(「**本公司**」，連同其附屬公司統稱「**本集團**」)發出的第五份環境、社會及管治(「**環境、社會及管治**»)報告，著重匯報其於環境、社會及管治方面之表現，而當中之披露事項乃經參考香港聯合交易所有限公司證券上市規則(「**上市規則**»)附錄二十七所規定環境、社會及管治報告指引(「**《環境、社會及管治報告指引》**»)後作出。

本集團主要於中華人民共和國(「**中國**»)提供民辦高等教育。本環境、社會及管治報告涵蓋本集團在2020年1月1日至2020年12月31日期間(「**報告期間**»)均於中國全面營運的六所學校的主要業務營運在環境及社會表現兩個方面的整體表現，另有說明除外。報告將予呈報的業務營運包括：

- 重慶人文科技學院(「**重慶人文科技學院**»);
- 重慶工商大學派斯學院(「**重慶派斯學院**»);
- 重慶應用技術職業學院(「**重慶應用技術職業學院**»);
- 內蒙古豐州職業學院(青城分院)(「**內蒙古豐州職業學院**»);
- 重慶電信職業學院(「**重慶電信職業學院**»); 及
- 雲南大學滇池學院(「**雲南大學滇池學院**»)。

The scope of the Group had no major changes as most of the operations and locations remained the same as the previous reporting period from 1 January 2019 to 31 December 2019. No other major changes in the business model and operational locations have been made.

The board of directors of the Company (the “**Board**”) acknowledges that it has overall responsibility for the Group’s ESG strategy and reporting, and for evaluating and determining the Group’s ESG-related risks. The Group has complied with all the “comply or explain” provisions set out in the ESG Reporting Guide during the Reporting Period.

### THE GROUP’S COMMITMENT ON ESG

The Group is committed to achieving the best academic outcomes for students and endeavours to improve the quality of education offered at all schools under its operation. The Group continuously invests in upgrading facilities and allocating new resources to accommodate the needs of all employees and students, as well as providing them with the best study, work, and living environment. The Group actively seeks for opportunities to maximize the benefits of investors and stakeholders, while striking and maintaining a balance between the economic, social and environmental performances for the goal of sustainable development.

The Group understands that it is responsible for the environmental impacts arising from its business operations. The Group’s business model belongs primarily to the service industry. Therefore, no significant pollutants were generated. Adverse impact on the surrounding environment was also minimal. Meanwhile, the Group is deeply aware of the importance of promoting environmental protection, energy conservation, and green campus construction to its stakeholders. The Group continues to take measures to save energy, reduce direct and indirect emissions, as well as practice the reduce/reuse/recycle methodology in treating waste. The Group encourages students and staff to adopt energy saving behaviours, achieve a low-carbon lifestyle, and take initiatives in environmental protection.

由於大部分營運及地點仍與2019年1月1日至2019年12月31日的上一報告期間相同，故本集團範圍並無重大變動。業務模式及經營地點並無其他重大變動。

本公司董事會（「**董事會**」）確認其就本集團的環境、社會及管治策略及呈報以及評估及釐定本集團的環境、社會及管治相關風險負有整體責任。於報告期間，本集團已遵守《環境、社會及管治報告指引》載列的所有「不遵守就解釋」條文。

### 本集團就環境、社會及管治作出的承諾

本集團致力為學生提供最佳教學服務，並努力提升旗下所有學校提供的教育質量。本集團不斷斥資升級學校設施，並投入新資源滿足全體僱員及學生的需求，及為他們提供最佳的學習、工作及生活環境。本集團積極尋求機會最大化投資者及權益人利益，同時達致及維持經濟、社會及環境的均衡表現，以實現可持續發展。

本集團了解，應對其業務營運造成的環境影響負責。本集團的業務模式主要屬於服務行業，因此並無產生重大污染物，對周邊環境的不利影響亦甚微。此外，本集團深知促進環保、節能及綠色校園建設對其權益人的重要性，並繼續採取措施實現節能、減少直接和間接排放及於處理廢棄物時踐行減少／再用／循環利用方法。本集團鼓勵學生及員工注重節能、踐行低碳生活方式以及採取措施保護環境。

The Board is aware of the business risks associated with the ESG-related factors. It also recognizes its responsibility to ensure that appropriate internal control systems have been established.

董事會了解環境、社會及管治相關因素的有關業務風險，亦認識到其有責任確保設立適當的內部監控系統。

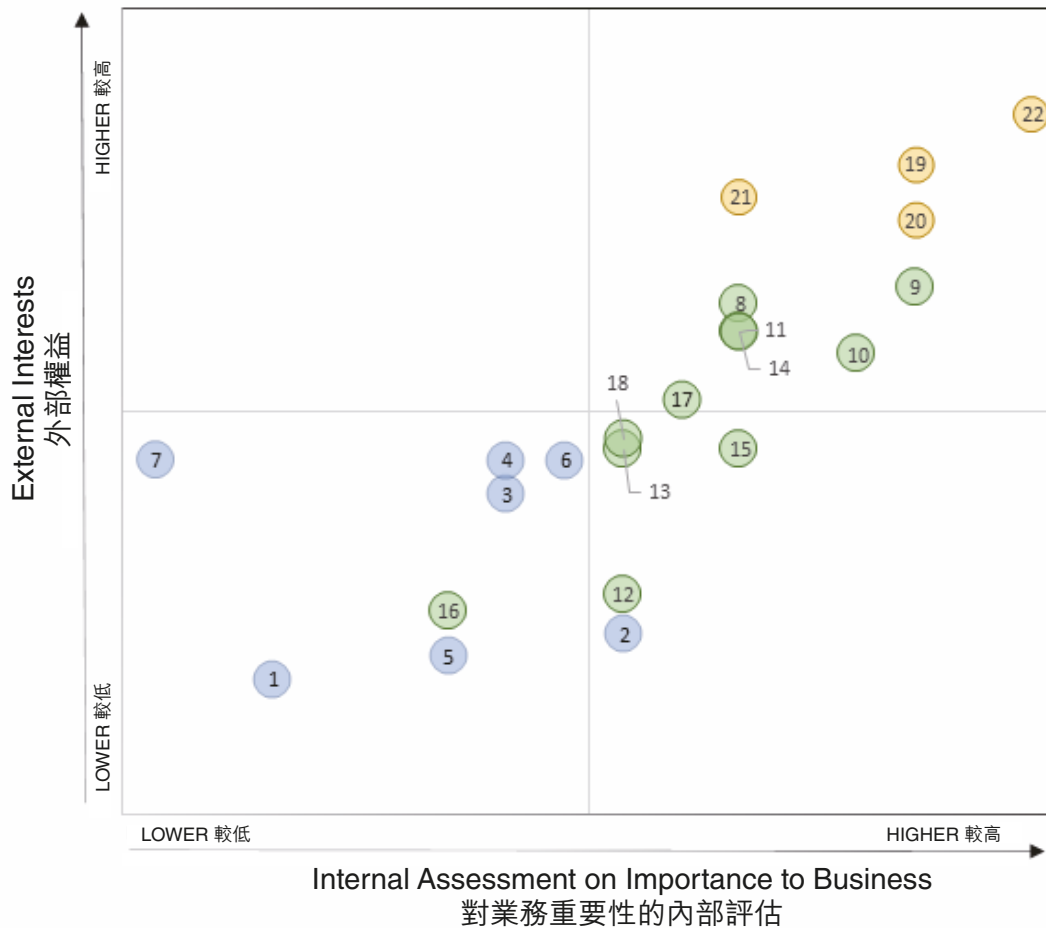
### STAKEHOLDER ENGAGEMENT AND MATERIALITY

The Group values input and feedback of its stakeholders as they bring potential impacts to the Group's business. To identify the most significant ESG aspects, the Group distributed quantitative surveys to stakeholders such as management, teachers and different department staff, and students to gain further insights on ESG material aspects and challenges in the Reporting Period. The Materiality Matrix below shows the result of the materiality assessment process:

### 權益人參與及重要性

本集團十分重視權益人的意見及反饋，因其會對本集團業務帶來潛在影響。為識別最為重要的環境、社會及管治範疇，本集團對管理層、教師及不同部門員工及學生等權益人進行定量調查，以期獲得對報告期間環境、社會及管治的重大範疇及挑戰的深入洞見。以下重要性矩陣展示重要性評估流程的結果：

Materiality of Different Topics from Stakeholder Engagement  
從權益人參與角度分析不同議題的重要性



Environmental 環境		Social 社會		Others 其他	
1	Energy 能源	8	Employment 僱傭	19	Staff and Student Safety 員工及學生安全
2	Water 水	9	Occupational Health and Safety 職業健康及安全	20	Campus Facilities 校園設施
3	Air Emission 廢氣排放	10	Development and Training 發展與培訓	21	Smart Campus 智能校園
4	Waste and Effluent 廢物及廢水	11	Labour Standards 勞工準則	22	Food Safety 食品安全
5	Other Raw Materials Consumption 其他原材料耗用	12	Supply Chain Management 供應鏈管理		
6	Environmental Protection Measures 環保措施	13	Intellectual Property 知識產權		
7	Climate Change 氣候變化	14	Data Protection 數據保護		
		15	Customer Service 客戶服務		
		16	Product/Service Quality 產品／服務質量		
		17	Anti-corruption 反貪污		
		18	Community Investment 社區投資		

Among the environmental and social aspects, the following were identified as the top material issues:

- Food Safety
- Staff and Student safety
- Campus Facilities
- Occupational Health and Safety
- Smart Campus

The Group complies with all relevant laws and regulations, such as Regulations on the Management of Food Safety and Labour Law of the PRC, and has established policies and initiatives to manage the concerned aspects, which can be found in the corresponding parts of this report.

The Group will continue to identify areas of improvement and aspects of concern, as well as keeping up its close communication with its stakeholders to share and exchange ideas for advancing the Group's ESG management.

### STAKEHOLDERS' FEEDBACK

The Group welcomes stakeholders' feedback on its environmental, social and governance approach and performance. Please give your suggestions or share your views with the Group via email at [msedu@minsheng.edu.com](mailto:msedu@minsheng.edu.com).

在眾多環境及社會範疇中，以下議題被視為至關重要：

- 食品安全
- 員工及學生安全
- 校園設施
- 職業健康及安全
- 智能校園

本集團遵守食品安全管理制度及中國《勞動法》等所有相關法律法規，並已制定政策及舉措以管理關注範疇，詳情載於本報告內相關部分。

本集團將繼續識別有待改善之處及關注範疇，並與權益人維持密切溝通，交流分享各種建議意見，提升本集團在環境、社會及管治方面的管理。

### 權益人的反饋

本集團歡迎權益人就我們在環境、社會及管治的方針及表現提供反饋。請發送電郵到 [msedu@minsheng.edu.com](mailto:msedu@minsheng.edu.com) 提供建議或分享閣下的意見。



## A. ENVIRONMENTAL

### A1. Emissions

The Group strictly complies with national and local laws and regulations that concern environmental protection and pollution control, including but not limited to the following:

- Environmental Protection Law of the PRC;
- Law of the PRC on the Prevention and Control of Environment Pollution Caused by Solid Wastes;
- Law of the PRC on the Prevention and Control of Atmospheric Pollution;
- Water Pollution Prevention and Control Law of the PRC; and
- Energy Conservation Law of the PRC.

No significant non-compliance with relevant laws and regulations that have an impact on the Group in relation to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste had been identified during the Reporting Period. See Sections A1.5 and A1.6 of this report for detailed information on policies implemented and actions taken in relation to mitigation of air and greenhouse gas emissions and waste reduction.

All emission data presented in this report was calculated with up-to-date emission factors available at the time of report preparation.

## A. 環境

### A1. 排放物

本集團嚴格遵守有關環保及污染防治的國家及地方法律法規，包括但不限於以下各項：

- 中國環境保護法；
- 中國固體廢物污染環境防治法；
- 中國大氣污染防治法；
- 中國水污染防治法；及
- 中國節約能源法。

於報告期間，並無發現嚴重違反有關廢氣及溫室氣體排放、向水及土地排污以及有害及無害廢棄物產生方面且對本集團造成影響的相關法律法規的情況。有關就減少廢氣及溫室氣體排放以及廢棄物減量所實施政策及所採取行動的詳細資料，請參閱本報告A1.5及A1.6節。

本報告呈列的所有排放數據乃根據編製報告時可取得的最新排放系數計算。

### A1.1 Air Emissions

During the Reporting Period, passenger cars and other mobile machinery operated on gasoline and diesel had been used for daily operations. Their combustion generated several air emissions including nitrogen oxides (“NO<sub>x</sub>”), sulphur oxides (“SO<sub>x</sub>”) and respiratory suspended particles (“PM”).

### A1.1 廢氣排放

於報告期間，汽油及柴油類汽車及其他移動機械用於日常運營。汽油及柴油燃燒產生若干廢氣排放，包括氮氧化物、硫氧化物及可吸入懸浮顆粒。

Automobile fuel source 汽車燃料來源		Air emissions (non-GHG) from the vehicle operations 車輛運作產生的廢氣排放 (非溫室氣體)		
		NO <sub>x</sub> (kg) 氮氧化物 (千克)	PM (kg) 懸浮顆粒 (千克)	SO <sub>x</sub> (kg) 硫氧化物 (千克)
Gasoline and diesel	汽油及柴油	1,592.85	18.80	10.72

Note: Emission factors for calculations on environmental parameters throughout this report made reference to Appendix 27 to the Listing Rules and their referred documentation as set out by the Hong Kong Exchanges and Clearing Limited, unless stated otherwise.

附註：除另有說明外，本報告中環境參數計算的排放系數乃參照上市規則附錄二十七及香港交易及結算所有限公司所提述參考文件而作出。

Natural gas was used in canteens and dormitories for staff and students.

天然氣用於員工及學生食堂及宿舍。

Stationary fuel source 固定燃料來源		Air emissions (non-GHG) from natural gas consumption in canteens and dormitories 食堂及宿舍天然氣耗用產生的廢氣排放 (非溫室氣體)		
		NO <sub>x</sub> (kg) 氮氧化物(千克)	SO <sub>x</sub> (kg) 硫氧化物(千克)	
Natural gas	天然氣	190.77	0.48	

### A1.2 Greenhouse Gas (“GHG”) Emissions

During the Reporting Period, there were 28,191.19 tonnes of carbon dioxide equivalent (CO<sub>2eq.</sub>) GHG (mainly carbon dioxide, methane and nitrous oxide) emitted from the Group’s operations, resulting in an overall intensity of 0.35 tCO<sub>2eq.</sub> per person (i.e. including all teachers, staff and students).

The GHG emissions reported included the following activities and scopes:

- Direct (scope 1) GHG emissions: stationary combustion of natural gas, and mobile combustion associated with road transportation;
- Energy Indirect (scope 2) GHG emissions: purchased electricity; and
- Other Indirect (scope 3) GHG emissions: municipal freshwater and sewage processing, and business air travel.

### A1.2 溫室氣體排放

於報告期間，本集團業務營運排放28,191.19噸二氧化碳當量溫室氣體(主要為二氧化碳、甲烷及氧化亞氮)，導致整體密度為每人0.35噸二氧化碳當量(即包括全體教職工及學生)。

呈報的溫室氣體排放包括以下活動及範圍：

- 直接(範圍一)溫室氣體排放：天然氣固定燃燒及道路交通工具相關移動燃燒；
- 能源間接(範圍二)溫室氣體排放：外購電力；及
- 其他間接(範圍三)溫室氣體排放：市政淡水及污水處理以及商務航空差旅。

Scope of GHG emissions 溫室氣體排放範圍	Emission sources 排放來源		GHG Emission 溫室氣體排放 (in tCO <sub>2eq.</sub> ) (噸二氧化碳當量)	Sub-total 小計 (in tCO <sub>2eq.</sub> ) (噸二氧化碳當量)	Total GHG emission 溫室氣體排放總量 (in percentage) (百分比)
<b>Scope 1 Direct emission</b> <sup>1</sup> 範圍一直接排放 <sup>1</sup>	Combustion of fuels in stationary sources 固定來源燃料燃燒	Natural gas 天然氣	2,536.54	4,434.47	15%
	Combustion of fuels in mobile sources 移動來源燃料燃燒	Diesel 柴油	418.86		
		Gasoline 汽油	399.76		
<b>Scope 2 Energy indirect emission</b> 範圍二能源間接排放	Purchased electricity <sup>2</sup> 外購電力 <sup>2</sup>		23,174.22	23,741.22	81%
<b>Scope 3 Other indirect emission</b> 範圍三其他間接排放	Business air travel by employees <sup>3</sup> 僱員商務航空差旅 <sup>3</sup>		44.14	1,094.82	4%
	Electricity used for processing fresh water by government departments/ third parties 政府部門/第三方淡水處理用電		789.87		
	Electricity used for processing sewage by government departments/ third parties 政府部門/第三方污水處理用電		260.81		
Total 總計				28,191.19	100%

Note 1: Emission factors were referred to Appendix 27 to the Listing Rules and their referred documentation as set out by the Hong Kong Exchanges and Clearing Limited, unless stated otherwise.

附註1：除另有說明外，排放系數乃參照上市規則附錄二十七及香港交易及結算有限公司所提述參考文件而作出。

Note 2: Combined margin emission factors of 0.603, 0.542 and 0.713 tCO<sub>2eq.</sub>/MWh were used for purchased electricity in Chongqing, Yunnan and Qingcheng, China, respectively.

附註2：中國重慶、雲南及青城的外購電力排放量分別採用合併邊際排放系數每兆瓦時0.603、0.542及0.713噸二氧化碳當量計算。

Note 3: Emissions were calculated using the online tool provided by International Civil Aviation Organisation.

附註3：排放量乃採用國際民用航空組織所提供在線工具計算得出。

### A1.3 Hazardous Waste

Due to the nature of the Group's operation, none of the schools generated any industrial hazardous waste during the Reporting Period.

### A1.3 有害廢棄物

由於本集團營運的性質，概無學校於報告期間產生任何工業有害廢棄物。

### A1.4 Non-hazardous Waste

Non-hazardous waste was generated primarily from the daily operations of schools. The amount of total non-hazardous waste was not recorded during the Reporting Period as appropriate measuring methods over multiple schools were not established and practiced. The Group will continue to review and explore systematic approach for collecting information of non-hazardous waste in the future.

### A1.4 無害廢棄物

無害廢棄物主要來自日常學校營運。由於多所學校並無制定及採用適當計量方法，報告期間未有記錄無害廢棄物總量。本集團將於日後繼續審視及探討系統性方法以收集無害廢棄物資料。

### A1.5 Measures to Mitigate Emissions

To control and reduce direct and indirect emissions from vehicles, the Group continues to implement and practice the Effective Vehicle Management System. Measures are also adopted as follows:

### A1.5 減排措施

為控制及減少直接及間接汽車排放，本集團繼續實施及實踐高效汽車管理制度。另外採納的措施如下：

- Conducting annual reviews of fuel consumption for vehicles;
- Tracking mileage data to benchmark the driving behaviours of drivers;
- Strengthening the driver's technical skills via training programs to enhance efficiency and conservation, as well as maximizing fuel economy;
- Carrying out daily maintenance for vehicles;
- Planning thoroughly before dispatching vehicles;

- 每年檢討汽車的燃油耗用量；
- 追蹤里程數據以衡量司機的駕駛行為；
- 舉辦培訓課程，強化司機技能，以期提高效率及節約能源，同時擴大油耗效益；
- 每日均須對汽車進行保養護理；
- 全面做好汽車調配規劃；



- Encouraging carpooling when schedule allows to reduce total fuel consumption;
  - Encouraging the use of public transport for non-urgent activities; and
  - Enforcing checking and maintaining pipelines to prevent leakage.
- 鼓勵於行程允許情況下進行拼車以減少燃料總消耗量；
  - 辦理非緊急事務時，鼓勵乘坐公共交通工具；及
  - 加強管道檢測及維護以防止滲漏。

#### A1.6 Wastes Handling and Reduction Initiatives

The Group's business did not generate a significant amount of hazardous and non-hazardous waste. The Group reuses non-hazardous materials whenever possible. Non-hazardous waste that are non-reusable were collected by qualified recycling companies for recycling. Other domestic waste was transported to the municipal waste treatment centres by professional waste compression trucks purchased by the schools or cleaning companies.

For daily operations, the Group encourages all teachers, staff and students to reduce, reuse, or recycle waste whenever applicable:

- Garbage recycling stations are set up in each campus of the schools, and garbage classification signs are set up around the garbage recycling stations to classify recyclable garbage, non-recyclable garbage, and hazardous garbage;
- School furniture and electronic products will be repaired by relevant school departments if they are damaged, and those that cannot be repaired will be scrapped and recycled by a qualified renewable energy company;

#### A1.6 廢物處理及減量措施

本集團業務並無產生大量有害及無害廢棄物。本集團盡可能循環利用無害材料。不可回收再用的無害廢棄物則由合資格回收公司進行回收處理。其他生活廢棄物由學校購置的專用廢棄物壓縮車或由清潔公司運送至市政廢棄物處理中心進行處理。

在日常營運中，本集團鼓勵全體教職工及學生盡量減少、再用或循環回收廢棄物：

- 各校園均設有垃圾回收場站，周圍設置垃圾分類標識，以便分類投放可回收垃圾、不可回收垃圾及有害垃圾；
- 學校傢俱及電器如若損壞，由相關學校部門維修，無法維修者將予報廢並由合資格可再生能源公司回收；

- All school canteens use reusable tableware, and it is forbidden to deliver meals to the schools from off-campus to reduce the waste generated by disposable meals;
  - Encourage teachers and students to practice strict economy and implement actions within the whole school so that the amount of kitchen waste generated is reduced;
  - Apply the OA system and multimedia teaching to encourage paperless office practices. If paper is needed, employees are encouraged to print on both sides of all documents;
  - Disseminate knowledge and measures related to waste reduction to teachers and students through the college publicity column;
  - Establish a campus environmental sanitation inspection mechanism.
- 所有學校食堂均採用可再用餐具，禁止校外送餐至學校，以減少一次性膳食所產生的廢棄物；
  - 鼓勵師生厲行節約並在全校開展行動，以減少廚餘垃圾產生量；
  - 採用辦公室自動化系統及多媒體教學，藉此鼓勵無紙化辦公。如需用紙，則鼓勵員工雙面打印所有文件；
  - 通過院校宣傳欄，向師生發佈減少廢棄物的相關知識及措施；
  - 建設校園環境衛生檢察機制。

The Group highly values the importance of education in sustainable behaviour. Waste management schemes, such as the Food Waste Management System in Canteens, are established, and the details are regularly publicized in billboards at various locations of each school to promote sustainable education amongst teachers, staff, workers, and students. In addition, the logistics department closely monitors the implementation of the waste management schemes mentioned above. During the Reporting Period, recycling activities were held in campuses, reducing the amount of waste while improving the awareness of staff and students.

本集團非常注重可持續行為教育，並制定廢物管理計劃，例如食堂食物渣滓管理制度，及定期在各校園多個地點宣傳欄刊載有關詳情，向教職工、工人及學生宣傳可持續教育。此外，後勤部門密切監控上述廢物管理計劃的實施。於報告期間，校園舉行回收活動，減少廢棄物數量的同時，增強員工及學生的相關意識。

## A2. Use of Resources

The Group strives to minimize its negative impact on the environment through optimizing the use of natural resources. To meet the Group's environmental commitments, various initiatives have been implemented for an efficient use of energy, water and packaging materials. Through actively monitoring and closely managing the use of resources, the Group aims to reduce operating costs as well as its environmental footprint. See Sections A2.3 and A2.4 of this report for detailed information on policies implemented and actions taken on the efficient use of energy and water.

### A2.1 Energy Consumption

During the Reporting Period, electricity consumption by the Group was 26,739,601 Kilowatt-hour (kWh). Other energy sources include gasoline, diesel and natural gas. The total energy consumption was 41,904,782 kWh, representing an energy intensity of 512.91 kWh/person. Detailed energy consumption is presented below:

Energy Consumption Sources 能源消耗來源	Direct consumption 直接消耗	Consumption (in kWh) 消耗(千瓦時)
Electricity 電力	26,739,601 kWh 26,739,601 千瓦時	26,739,601
Gasoline 汽油	150,237.15 L 150,237.15 升	1,331,349
Diesel 柴油	152,974.44 L 152,974.44 升	1,529,490
Natural gas 天然氣	1,245,116 m <sup>3</sup> 1,245,116 立方米	12,304,341
Total 總計		41,904,782
Total energy consumption intensity (per person) 總能源消耗密度(每人)		512.91

Note: Conversion factors made reference to IEA Energy Statistics Manual and 2006 IPCC Guidelines for National Greenhouse Gas Inventories.

## A2. 資源使用

本集團致力於透過優化天然資源的使用盡可能降低對環境的不利影響。為踐行本集團的環保承諾，我們實施多項措施，以實現能源、水資源及包裝物料的高效利用。透過積極監控及嚴格管理資源使用，本集團致力削減經營成本及減少環境影響。有關就能源及水資源的有效使用所實施政策及所採取行動的詳細資料，請參閱本報告A2.3及A2.4節。

### A2.1 能源消耗

於報告期間，本集團的用電量為26,739,601千瓦時。其他能源包括汽油、柴油及天然氣。能源消耗總量為41,904,782千瓦時，能源密度為每人512.91千瓦時。能源消耗詳情呈列如下：

附註：換算系數乃參照《國際能源署能源統計手冊》及《2006年IPCC國家溫室氣體清單指南》而作出。

## A2.2 Water Consumption

During the Reporting Period, the total water consumption for the Group was 1,862,911 m<sup>3</sup>, with an intensity of 22.80 m<sup>3</sup> per person. Fresh water was supplied by Municipal Water Supply Network. No issues on sourcing water were reported during the Reporting Period.

### *Wastewater*

The major sources of wastewater discharged during the Reporting Period were domestic sewage from campuses and wastewater from canteens. Wastewater was treated by an on-site septic system before discharged into central wastewater pipelines and properly treated in the municipal wastewater treatment plant.

## A2.3 Energy Use Efficiency Initiatives

The Group ensures rational use of energy resources. Many energy-saving schemes have been implemented by the Group as follows:

1. Implement the Management Rules for the Use of Air Conditioning for Students' Dormitories to encourage efficient use of air conditioning ("AC") system in the dormitories. In particular:
  - Switch on the AC system only during days with relatively high or low temperatures (higher than 30 degrees Celsius or lower than 10 degrees Celsius) and periods of days where student occupancy is sufficient;

## A2.2 水資源消耗

於報告期間，本集團的總用水量為1,862,911立方米，人均用水密度為22.80立方米。淡水由市政供水系統提供。於報告期間，在獲得水資源方面並無任何問題。

### *廢水*

報告期間排放的廢水主要來自校園的生活廢水及餐飲場所的廢水。廢水首先由校區化糞系統處理，然後排入中央廢水管道，再由市政廢水處理廠作適當處理。

## A2.3 能源使用效益措施

本集團確保合理使用能源資源。本集團已實施以下多項節能措施：

1. 實施《學生宿舍空調使用管理規定》以鼓勵善用宿舍空調（「空調」）系統，尤其：
  - 僅於相對高溫或低溫（高於攝氏30度或低於攝氏10度）日子及在學生住宿人數充足的情況下開啟空調系統；

- Setting the AC system at not lower than 26 degrees Celsius during summer and not higher than 18 degrees Celsius during winter to allow energy saving while maintaining a healthy and comfortable indoor environment;
  - Closing doors and windows when the AC system is operating; and
  - Encouraging staff and students to reduce the use of AC.
2. Establish campus rules, such as Management of Students' Daily Behaviour, Management of Air Conditioning in Dormitory, and Regulations on Accommodation Management to ensure the proper usage of electric appliances;
  3. Use solar energy collectors to heat water in selected dormitories;
  4. Using energy-efficient lightbulbs; and
  5. Maximize natural light in common areas.
- 夏季空調系統設定不低於攝氏26度，冬季空調系統設定不高於攝氏18度，以節約能源同時維持健康及舒適室內環境；
  - 空調系統運作時關閉門窗；及
  - 鼓勵員工及學生減少空調使用。
2. 制定校園規則，例如《學生日常行為管理》、《宿舍空調管理》及《住宿管理條例》，以確保恰當使用電器；
  3. 使用太陽能聚熱器為選定宿舍區提供熱水；
  4. 使用節能燈泡；及
  5. 於公共區域最大化自然光。

By implementing the various energy saving initiatives mentioned above, and due to the postponed commencement of courses in all schools under the Group as a result of the COVID-19 Pandemic, the amount of electricity purchased by the Group during the Reporting Period decreased compared to the previous reporting period.

透過採取上述各種節能措施及受疫情影響本集團旗下各校師生延遲開學，因此本集團於報告期間的購電量較上一報告期間減少。



#### A2.4 Water Use Efficiency Initiatives

The Group continuously makes a strong effort to conserve water resources. Several water-saving schemes have been implemented by the Group as follows:

- Displaying of water-saving slogans in various locations of the campus to increase students' awareness of water saving;
- Installing water-saving valves in toilets;
- Strengthening checking and maintenance to ensure there is no water leakage;
- Reusing grey water for planting; and
- Educating and facilitating students to establish good water-saving habits.

#### A2.5 Packaging Materials

As an higher-level education provider, the Group does not consume a significant amount of packaging materials, and thus, no relevant policies have been formulated for the quantity management of packaging materials. In contrast, the Group has established the Management of Food Safety and Safety Letter for Canteen Suppliers to ensure the safety and hygiene of various foods provided by the canteens in each campus.

### A3. The Environment and Natural Resources

During any construction and/or renovation projects, the Group strictly follows any applicable environmental protection laws to minimize the ecological disturbance caused by those projects. The Group also continues to implement and enforce various environmental management policies as required in corresponding sections to create a safe, healthy and comfortable campus environment.

#### A2.4 用水效益措施

本集團始終致力保護用水資源。本集團已實施以下若干節水措施：

- 在校園多個地方張貼節約用水標語以提高學生節水意識；
- 在洗手間安裝節水閥；
- 加強檢測及維護以防漏水；
- 將污水循環利用於淋植；及
- 教育及促進學生養成良好節水習慣。

#### A2.5 包裝材料

本集團作為一家高等教育提供商，並無消耗大量包裝材料，故並無製訂相關政策管理包裝材料數量。不過，本集團已設立《食品安全管理制度》及《食堂供應商食品安全責任書》，以確保各校園食堂所供應各類食品安全衛生。

### A3. 環境及天然資源

於任何施工及／或改造項目期間，本集團嚴格遵循任何適用環境保護法，盡量降低該等項目所引致的生態失衡。本集團亦繼續實施及強制執行相應章節所規定的多項環境管理政策，致力營造安全、健康及舒適的校園環境。

### A3.1 Significant Impacts of Activities on the Environment and Natural Resources

The Group's operations did not pose any significant adverse impacts on the environment and consumption of natural resources. The Group continuously monitors air emissions, wastewater discharge, and noise levels to ensure minimum disturbances on the surrounding environment and to create a healthier environment for its staff members. The Group did not receive any complaints from the surrounding community regarding air pollution, odor, noise, or light pollution.

To further promote and cultivate environmental awareness amongst staff and students, the schools offer courses relating to environment and natural resource conservation, including the energy conservation of buildings, landscape design, environment and resource protection laws, renewable energy, and low-carbon societies. Various activities were organized during the Reporting Period towards this purpose. For instance, recycling activities were held on campuses to recycle waste paper, disposal chopsticks, ring-pull cans and other wastes for reuse or reinvention as environmentally-friendly art work. The schools also organized a variety of activities such as campus greening management and short video contest under the theme of "Waste-less Cities • Green Lifestyle", providing opportunities for students to engage in the conservation of the natural environment.

### A3.1 業務活動對環境及天然資源的重大影響

本集團的營運並無對環境及天然資源耗用造成任何重大不利影響。本集團持續監控廢氣排放、廢水排放及噪音水平，確保盡量降低對周邊環境的干擾並為其員工營造更為健康的環境。本集團並無接獲周邊社區關於空氣污染、氣味、噪音或光污染的任何投訴。

為進一步促進及培養員工及學生的環保意識，學校提供有關環保及天然資源保護的課程，包括建築節能、園境設計、環境及資源保護法、可再生能源及低碳社會，並為此於報告期間組織各種活動，如開展校園回收活動，將回收的廢舊紙片、一次性筷子、易拉罐等進行充分的再利用、再創造，做成環保工藝品。學校亦組織校園綠化管護以及「無廢城市·綠色生活」短視頻大賽等活動，令學生有機會參與自然環境保護。

## B. SOCIAL

### I. Employment and Labour Practices

#### B1. Employment

The Group stringently complies with national and local laws and regulations concerning employment and labour practices, including but not limited to the following:

- Labour Law of the PRC;
- Labour Contract Law of the PRC;
- Law of the PRC on the Protection of Rights and Interests of Women;
- Law of the PRC on the Protection of Minors;
- Law of the PRC on the Protection of Disabled Persons;
- Trade Unions of the PRC; and
- Social insurance Law of the PRC.

No non-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 had been identified during the Reporting Period.

There were no major updates on the human resources policies and working procedures, which continue to provide guidance on the management of employment and labour-related practices during the Reporting Period. There were no major changes in policies relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunities, diversity and anti-discrimination for the Group.

## B. 社會

### I. 僱傭和勞工常規

#### B1. 僱傭

本集團嚴格遵守有關僱傭和勞工常規的國家及地方法律法規，包括但不限於以下內容：

- 中國《勞動法》;
- 中國《勞動合同法》;
- 中國《婦女權益保障法》;
- 中國《未成年人保護法》;
- 中國《殘疾人保障法》;
- 中國《工會法》; 及
- 中國《社會保險法》。

於報告期間，並無發現違反有關賠償及解僱、招聘及晉升、工作時間、休息時間、平等機會、多元化、反歧視以及其他利益及福利且對本集團影響重大的相關法律法規的情況。

於報告期間，人力資源政策及工作程序並無重大更新，繼續指導管理僱傭及勞動相關常規。本集團有關賠償及解僱、招聘及晉升、工作時間、休息時間、平等機會、多元化及反歧視的政策並無重大變化。

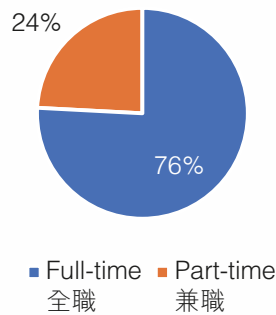
Workforce

The Group had a total number of 4,419 employees as of 31 December 2020. All employees were from various provinces of the PRC, except three from the United States, two from Japan, two from Taiwan, one from Germany, one from Thailand and one from Canada. The figures below present the detailed distribution of workforce.

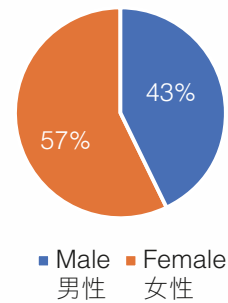
員工

於2020年12月31日，本集團共有4,419名僱員。除三名僱員來自美國、兩名來自日本、兩名來自台灣、一名來自德國、一名來自泰國及一名來自加拿大外，所有其他僱員均來自中國各省。下圖展示員工具體分佈情況。

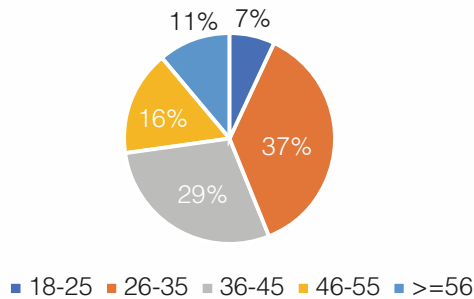
**Total Workforce by Employee Type**  
按僱員類型劃分的全體員工



**Total Workforce by Gender**  
按性別劃分的全體員工



**Total Workforce by Age Group**  
按年齡組別劃分的全體員工



### *Employee Benefits and Welfare*

The Group has established a competitive remuneration system for its employees according to the Labour Law of the PRC. Employees are entitled to basic salaries, statutory holidays, various types of paid leave, medical insurance, housing funds, and social insurance coverage. The benefits and welfare are clearly listed on the employment contract. Working hours and rest period are arranged in accordance with the national and local laws and the employees' job position, written cleanly on the employment contract.

### *Recruitment and Promotion*

The recruitment procedure is implemented according to the Labour Law of the PRC. All positions are filled based on objective criteria including professional qualifications, educational level, required skills and other miscellaneous factors (such as physical and mental conditions). Evaluation is conducted regularly, assessing the performance, the conduct, and professional ethics, and professional qualifications of employees.

The Group has established a mature mechanism for the promotion of employees. Every three to four years, the Group identifies potential leaders via a thorough internal competition process in which all employees participate. Vacancies will also be filled by new leaders who have achieved outstanding performance.

### *僱員利益及福利*

本集團根據中國《勞動法》為其僱員設立具競爭力的薪酬制度。僱員享有基本薪金、法定假期、各種帶薪假期、醫療保險、住房基金及社會保險保障。有關利益及福利於僱傭合約清楚列明。僱傭合約亦清晰列明，須根據國家及地方法律以及僱員工作崗位安排工作時間及休息時間。

### *招聘及晉升*

本集團根據中國《勞動法》進行招聘程序。所有崗位根據客觀標準招聘，包括專業資歷、教育程度、所需技能及其他各種因素(諸如身體及心理狀況)。本集團會定期進行評估，藉此評核僱員的表現、行為、職業操守及專業資歷。

本集團已建立一套成熟的僱員晉升機制。每三至四年，本集團透過所有僱員可參與的全面內部競爭程序物色潛在的領導。空缺職位亦將由表現出色的新領導填補。



### *Dismissal*

There are different types and categories of employment contract determination, such as resignation, dismissal, and termination under various situations. Any parties who want to terminate the contract shall follow the dismissal process outlined in the labour contract. The Group can dismiss an employee under certain circumstances, such as when the employee seriously violates the Group's rules and regulations. Employees can also terminate the labour contract on a voluntary basis, following a minimum notice period of 30 days.

### *Equal Opportunity*

The Group offers opportunities for employees to develop their career and challenge their potential. Although the Group has not established any formal policy regarding anti-discrimination, equal opportunities are given to employees in respect of recruitment, training and development, job advancement, and compensation and benefits. Employees are not discriminated against or deprived of opportunities based on gender, ethnic background, religion, color, sexual orientation, age, marital status, or family status. There was no material non-compliance with laws and regulations relating to equal opportunity, diversity and anti-discrimination during the Reporting Period.

### *解僱*

僱傭合約終止包括不同類型及類別，如辭任、解僱及根據多種情況終止僱傭。任何一方如欲終止合約須遵循勞動合約載述的解僱程序。本集團可在若干情況下解僱員工，如僱員嚴重違反本集團規則及條例。僱員亦可在發出至少30日的通知後自願終止勞動合約。

### *平等機會*

本集團為僱員提供職業發展機會，充分發揮他們的潛能。儘管本集團並無制定任何正式的反歧視政策，僱員在招聘、培訓與發展、升職以及賠償及福利方面均會給予平等機會。僱員概無因性別、種族背景、宗教信仰、膚色、性取向、年齡、婚姻狀況或家庭狀況而受到歧視或被剝奪機會。於報告期間，並無發現嚴重違反有關平等機會、多樣性及反歧視的法律法規的情況。

### *Communication*

The Group believes that effective communication is essential to everyone in the schools. During the Reporting Period, regular meetings and various activities are arranged to enhance communication among employees and students. The Group organized a variety of activities such as “Extending Caring and Love to Celebrate Spring Festival” and parent-child reading activities with the theme of “Chinese Traditional Festivals” to celebrate the Chinese New Year, International Women’s Day, National Day, Teacher’s Day, National Day and other festivals. Singing contest, track and field sports meeting, and commendation ceremony were also carried out to strengthen the bond between teachers and students.

## **B2. Employee Health and Safety**

The Group highly values the importance of providing a safe and accident-free environment for all employees and students. Each school strictly follows the listed rules, regulations, and various plans, including but not limited to:

- Regulations on the Management of Food Safety;
- Safety Letter for Canteen Suppliers;
- Regulations on the Management of Students Behaviour;
- Contingency Plan for Food Safety Accidents;
- Contingency Plan for Natural Disasters;
- Contingency Plan for Campus Emergent Events;
- Fire Safety Management System;
- Safety Education Management System; and

### *交流溝通*

本集團相信，有效溝通對學校內所有人員均至關重要。於報告期間，定期舉行會議及組織各種活動，以增加僱員及學生之間的交流溝通。本集團組織了「迎新春，送溫暖」、「走進中國傳統節日」親子閱讀會等活動慶祝農曆新年、國際婦女節、教師節、國慶節等節日。此外，本集團舉辦歌手大賽、田徑運動會及表彰大會等，以加強教師與學生的聯繫。

## **B2. 僱員健康與安全**

本集團高度注重為所有僱員及學生提供安全無事故的環境。各校嚴格遵守所列規則、法規及多項計劃，包括但不限於：

- 食品安全管理制度；
- 食堂供應商食品安全責任書；
- 學生行為管理規定；
- 食品安全事故應急處置預案；
- 自然災害事件預案；
- 校園突發事件預案；
- 消防安全管理制度；
- 安全教育管理制度；及

- Implementation Plan for Comprehensive Management of Electrical Fires.

Each campus regularly conducts various inspection work to eliminate potential safety risks, including water, electricity and gas safety inspection, road safety inspection, office and dormitory safety inspection. Fire drills in dormitory and teaching buildings are conducted at least once per year to familiarize all employees and students with the drill procedure. Free health check-up is provided to its employees.

In consideration of the COVID-19 Pandemic, the schools have taken several measures in efforts to prevent the spread of the disease. To begin, the schools issued documents such as the “Pandemic Prevention and Control Supervision Plan” and the “System for Approval Regarding Outgoing Travel in the Period of the Epidemic”. In addition, the Group hosted school-wide meetings regarding the “Control and Prevention of the Novel Coronavirus Infection”. The main three objectives of such measures were:

- To establish a leading group for prevention and control of campus spread;
- To actively coordinate the work of all relevant departments and enforce the functionality of the leading group to strengthen guards of different areas to implement strict measures to control the spread of the virus, such as personnel registration, body temperature monitoring, mandatory mask-wearing;
- Daily actions to prevent the spread of the disease, for instance, instant and terminal disinfection.

- 電氣火災綜合治理工作實施方案。

各校園定期開展多項檢查工作以消除安全隱患，包括水電及燃氣安全檢查、道路安全檢查、辦公室及宿舍安全檢查等。每年至少進行一次宿舍及教學樓消防演習，以令所有僱員及學生熟悉演習流程。本集團亦向其僱員提供免費健康體檢。

鑒於發生COVID-19疫情，學校努力採取多項措施，防止疫情傳播。為此，學校頒佈「疫情防控監督計劃」及「疫情期間外出旅行批准制度」等文件。此外，本集團舉辦有關「控制及預防感染新冠病毒」的全校會議。該等措施的三大目標如下：

- 建立領導小組，預防及控制病毒在校園傳播；
- 積極協調各相關部門的工作並發揮領導小組的職能，以加強各領域防護，實施嚴格措施，從而控制病毒傳播，例如進行個人登記、體溫監察、強制佩戴口罩；
- 開展日常行動以預防疾病傳播，例如做好隨時及終末消毒。

Additionally, during this period of time, the Group has organized uniform campus environment disinfection, conducted by the medical department, to ensure the health of staff and students. During times of shortages, the schools have also prepared masks, sanitizers, and thermometers, and any other necessities for their students and staff.

During the Reporting Period, there was no material non-compliance with the applicable laws and regulations relating to occupational health and safety that had a material impact on the Group.

### B3. Development and Training

The Group provides comprehensive career development and training to employees. Training needs are identified through two major mechanisms. Firstly, each department recommends outstanding candidates according to their performance review, the career development needs and other relevant criteria. Secondly, college determines the training needs and recommends relevant faculty and staff members to attend training sessions accordingly. Training categories are as follows:

1. Pre-job training: prior to the commencement of new semester each year, according to the unified arrangement of the local education authorities, new teachers and counselors to be recruited will be sent to the training school. In addition, the schools organize in-school training for the new teachers before commencement of work.
2. Network training: the school and the national college teacher network training center jointly build an online training platform that is open to the entire school's faculty and staff.

不僅如此，在此期間，本集團還組織醫療部門對校園環境進行統一消毒，以確保員工及學生的健康。物資短缺時期，學校亦為學生及員工籌備口罩、消毒液、體溫計以及所有其他必需品。

於報告期間，並無發現嚴重違反有關職業健康及安全且對本集團影響重大的相關法律法規的情況。

### B3. 發展與培訓

本集團為僱員提供全面的職業發展及培訓。培訓需要主要透過兩種機制確定。首先，各部門按員工的表現審查、職業發展需求及其他有關標準推薦表現出色人選。其次，院校確定培訓需要及推薦相關教職人員參加相應培訓課程。培訓類型如下：

1. 崗前培訓：每年新學年開始前，根據當地教育部門的統一安排，將新入職的教師、輔導員送至培訓學校接受培訓。另在新教師正式上崗前，學校亦在校內組織相關培訓。
2. 網絡培訓：學校和國家高校教師網絡培訓中心共同搭建起線上培訓平台，全校教職人員均可參與。

3. Business training: designed for the faculty and staff of the whole school, according to the needs of each department's own construction, relevant faculty and staff will be selected and sent to participate in the training.

Training is provided to those needed, and the determinants of training needs are as follows:

1. The schools recommend the best in each unit according to the training requirements.
2. According to the development needs of the department, secondary units recommend the faculty and staff of the department to participate in the latest relevant training.

Consequently training can effectively improve the capabilities of employees in the following ways:

1. Before sending staff to training, clarify the target of the training, analyze the existing quality and the focus of learning, and clearly state the goal of participating in the training.
2. After the training is over, the trainees are required to exchange and learn what they have learned, seen, and heard with other personnel in the department.

In 2020, there will be a large number of faculty and staff training on and off campus, covering counselor induction training, cadre training, new teacher pre-job training, new faculty induction training, and teacher ethics Teacher training, self-learning on the school network platform and other business training.

3. 業務培訓：面向全校教職人員，根據各部門自身建設需要，將選派相關教職人員參加培訓。

培訓將提供予有需要者，而任何人員是否需要培訓則視下列因素決定：

1. 學校根據培訓需要推薦各單位佼佼者參加。
2. 根據部門發展需要，次級單位推薦該部門教職人員參加最新的有關培訓。

因此，培訓可以下列方式有效提高僱員能力：

1. 派遣員工參加培訓之前，事先明確培訓目標、分析現有學習質素及學習重點，並說明參加培訓的目的。
2. 培訓結束之後，受訓者須與部門其他人員交流學習心得與見聞。

2020年，本集團將提供校園內外大量教職人員培訓，內容涵蓋輔導員入職培訓、幹部培訓、新教師崗前培訓、新教師入職培訓及教師道德培訓、學校網絡平台自學以及其他業務培訓。

#### B4. Labour Standards

The Group strictly observes relevant laws and regulations such as the Labour Law of the PRC, Labour Contract Law of the PRC, Provisions on the Prohibition of Using Child Labour. The Group has established policies to prevent child labour and forced labour.

The Group requires all applicants to provide true and accurate personal information. The Human Resources Department stringently verify their information with documents, including identity card and academic certificates, during the recruitment process to guard against child labour. During employment, the conduct and professional ethics of faculty staff are evaluated. The Group prohibits forced labour.

No child labour, nor forced labour was reported and/or identified during the Reporting Period. There are no major risks associated with incidents of child labour, forced or compulsory labour within the Group's business operation.

#### B4. 勞工準則

本集團嚴格遵守中國《勞動法》、中國《勞動合同法》及《禁止使用童工規定》等相關法律法規。本集團制定政策防止童工及強制勞工。

本集團要求所有應聘者提供真實準確的個人信息。在招聘過程中，人力資源部門根據身份證及畢業證書等文件嚴格核實有關信息，以杜絕誤用童工。於僱傭期間，亦會對教職員工的行為及職業操守加以評估。本集團禁止強迫勞工。

於報告期間，概無呈報及／或發現童工或強制勞工情況。本集團業務營運中不存在涉及童工、強迫或強制勞工事件的重大風險。



## II. Operating Practices

### B5. Supply Chain Management

The Group implements strict supplier and contractor selection process to ensure that suppliers deliver high quality work while maintaining satisfactory environmental and social performance. The Group also upholds a close relationship with the suppliers and contractors to guarantee a stable supply chain. In short, the standards that suppliers must meet are as follows:

1. The suppliers are required to provide effective qualification certificates;
2. The products provided by the suppliers shall meet the national, industry or local quality, safety and environmental protection requirements as well as other required standards in terms of quality, specification and other aspects;
3. No counterfeit or defect products;
4. The products provided by the suppliers shall be equipped with ISO or related quality assurance system certification;
5. The suppliers shall have a complete inspection report on the products provided; and
6. The suppliers shall have a complete supply system and after-sales service system.

## II. 營運常規

### B5. 供應鏈管理

本集團實行嚴格的供應商及承包商篩選程序，確保供應商在提供高質量工作的同時維持令人滿意的環境與社會表現。本集團亦與供應商及承包商保持密切關係，以保障供應鏈穩定。簡要而言，供應商須達致的標準如下：

1. 供應商必須提供有效的資質證件；
2. 供應商所提供的產品在質量、規格等方面必須符合國家、行業或地方的質量、安全環保及其他规范要求；
3. 無假冒偽劣產品；
4. 供應商提供產品必須擁有ISO或相關質量保證體系認證；
5. 供應商對提供的產品必須擁有完整的檢驗報告；及
6. 供應商設有完整的供應系統和售後服務系統。

The Group has established and implemented policies to monitor the procurement procedures. During the procurement process, the Group goes through an in-depth process to compare the price of at least 3 qualified supplies according to the anticipated expenditure. The Group also attaches great importance to the environmental indicators of the suppliers. For instance, when preparing the tendering documents, YN-DCYU follows the guidance of the “Notice on Adjusting and Optimizing the Implementation Mechanism for the Government Procurement of Energy-Saving Products and Environmental Labeling Products”, “Notice on Issuing the List of Environmental Labelling Products for the Government Procurement”, and “Notice on Issuing the List of Energy-Saving Products for Government Procurement” for setting specific indicators and requirements in relation to energy efficiency and environmental protection standards for suppliers.

Suppliers with remarkable product quality, internal organization management, cost-efficiency, and after-sales service will be selected for cooperation. The Group has formulated guarantee policies including the Policy on Return of Unqualified Food and Food Quality Undertaking System which require suppliers to take measures on quality control. The Group also conducts audits regularly, examining the performance of suppliers.

In the process of procurement of major materials for construction projects, suppliers must list the types, quantities, specifications and details of materials. Changes of major materials shall not exceed 10% after a project is approved. Otherwise, the project shall be resubmitted and reassess, with fully justified reasons for the discrepancy.

本集團已設立及實施採購流程監督政策。於採購過程中，本集團會根據預計開支對至少三種合格供應品價格進行深入比較。本集團亦重視供應商的環境指標，如，雲南大學滇池學院在編製招標文件時，按照《關於調整優化節能產品、環境標誌產品政府採購執行機制的通知》、《關於印發環境標誌產品政府採購品目清單的通知》及《關於印發節能產品政府採購品目清單的通知》的指引，對供應商設置能效及環保標準等特定的指標及規定。

本集團將選擇產品質量、內部組織管理、成本效益及售後服務卓越的供應商進行合作。本集團已制定《不合格食品退市制度》及《食品質量承諾制度》等保障政策，要求供應商採取質量控制措施。本集團亦定期進行審核，對供應商的表現予以核查。

於採購施工項目主要物資時，供應商須列明物資類型、數量、規格及詳情。項目一經批准，主要物資變更不得超過10%，否則項目須重新提交評估，並充分說明物資變更的理由。

## B6. Product Responsibility

### *Product Labelling, Health and Safety, and Advertising*

The Group continues to adopt effective marketing strategies to attract talents. The Group promotes its brand names via social media platforms including its web page, Weibo, QQ and WeChat. Detailed information on each school's program, facilities, teaching staff etc. can be easily accessed from the school websites. To strengthen the professional construction and talent team construction of our schools, promote the scientific spirit, and promote the healthy development of scientific research and academic development of our schools, in accordance with the relevant guidelines.

For any marketing and promotional activities and materials, the Group ensures that applicable laws and regulations, such as the Advertisement Law of the PRC, are observed. Materials shall be reviewed and approved by the Provincial Education Department. No false or misleading contents shall be included in the advertisement.

In 2020, due to the impact of the epidemic, no such publicity activities related to food nutrition safety were organized, but relevant knowledge was promoted through departmental websites, WeChat platform awareness, and bulletin board postings.

No non-compliance with relevant laws and regulations that have a significant impact on the Group relating to health and safety, advertising, and labelling relating to services provided had been identified during the Reporting Period.

## B6. 產品責任

### 產品標籤、健康與安全及廣告

本集團持續採用有效的市場營銷策略以吸引人才。本集團透過網頁、微博、QQ及微信等社交媒體平台對其品牌名稱進行宣傳。有關各學校課程、教學設施、教職人員等方面的詳細資料可參閱學校網站。根據有關指引，加強本集團學校的專業建設及人才隊伍建設、弘揚科學精神並促進學校科學研究及學術發展方面的健康發展。

就任何市場營銷及推廣活動及材料而言，本集團確保遵守《中華人民共和國廣告法》等適用法律法規。相關材料須經省教育廳審批。任何廣告中不得包含錯誤或誤導的內容。

2020年，由於疫情影響，並無舉辦有關食品營養安全的宣傳活動，但有關知識已通過部門網站、微信平台及公告牌貼示加以推廣。

於報告期間，並無發現違反有關提供服務所涉及健康與安全、廣告及標籤方面且對本集團影響重大的相關法律法規的情況。

### *Teaching Quality Assurance*

The Group actively monitors the teaching quality of each school. Regulation on Identification and Handling of Teaching Accidents give comprehensive advice on the assurance of teaching quality. For any verified cases for disqualified teaching, the college collects any written testimonies and relevant information from the students and any other parties concerned and holds a joint meeting with the responsible faculty member. The preliminary assessment is then drafted and submitted to the Dean's Office, which further discuss the case with the Academic Affairs Office to draw a conclusion.

### *Food Safety*

Food safety is of the top priority for the Group. It strictly observes the Food Safety Law of the PRC and ensures safe and hygienic conditions and practices during food preparation, processing, cooking, thawing, packaging, storage, and serving. The Group has also established Regulations on the Management of Food Safety which gives guidance on the standard operations in canteens to ensure food safety.

Canteen staff receives appropriate training in food hygiene. Standard washing, cleaning, sanitizing methods and procedures are also established to maintain high standards of hygiene in the canteens. Compliance checks are conducted regularly to guarantee food safety in canteens.

### *教學質量保證*

本集團積極監控各個學校的教學質量。《教學事故認定及處理條例》對教學質量保證給予全面的意見。不合格教學情況一經核實，學院自學生及任何其他有關人士收集任何書面證明及相關資料，並與負責教師舉行聯合會議。其後擬定初步評估，並提交院長辦公室。院長辦公室與教務處進一步討論有關情況以作出最終結論。

### *食品安全*

食品安全乃本集團最注重之事。本集團嚴格遵守《中華人民共和國食品安全法》，並確保食品在準備、加工、烹飪、解凍、包裝、儲存及提供時以符合安全衛生的條件進行操作。本集團亦設有《食品安全管理制度》，為餐飲場所的運作標準作出指引，以保證食品安全。

餐廳場所的僱員接受食品衛生方面的適當培訓。本集團亦建立標準的洗滌、清潔、消毒的方法及程序，以保持餐飲場所的高衛生標準。餐廳場所定期進行合規檢查以保證餐廳食品安全。

### *Student's health*

To improve student's health, the Group has established the Students Health Management System and Students Health Education and Promotion System to promote a healthy lifestyle among students. Health education and promotional activities, such as sports competitions and lectures on Tuberculosis and AIDS, are organized.

During the Reporting Period, the Group did not have any material non-compliance with the relevant laws and regulations regarding product or service safety and health.

### *Data Protection*

The Group ensures strict compliance with the statutory laws and regulations such as the Network Security Law of the PRC and Regulations of the PRC on Protecting the Safety of Computer Information Systems to meet a high standard of personal data privacy protection.

The Group has established a Network Security Management Method which provides guidelines on the information technology management within all campuses, to guarantee safe and effective use of network for the purpose of office work, teaching and other education-related activities. The Group has also issued the Management Method of Campus Network User, to advise on the proper behaviours of network users. All users need to register with their names when accessing the Internet. All office accounts are managed by the departments for central management. Regular sessions on Network Safety Education have been provided to students.

### *學生健康*

為提高學生健康水平，本集團已制定《學生健康管理制度》及《學生健康教育宣傳制度》，在學生中推行健康的生活方式。本集團還組織體育比賽以及肺結核及艾滋病講座等健康教育及宣傳活動。

於報告期間，本集團並無任何嚴重違反有關產品或服務安全及健康的相關法律法規的情況。

### *數據保護*

本集團確保嚴格遵守《中華人民共和國網絡安全法》及《中華人民共和國計算機信息系統安全保護條例》等法律法規，以符合高標準的個人資料私隱保障。

本集團已制定《網絡安全管理辦法》，為校園內信息技術管理提供指引，以保證辦公、教學及其他教育相關活動的網絡使用安全高效。本集團亦已頒佈《校園網用戶管理辦法》，為網絡用戶良好行為提供意見。所有用戶須實名註冊上網。所有辦公賬號由各部門集中管理。本集團定期為學生提供網絡安全教育課程。

Various schemes have been implemented for the use and management of hardware and software, network, server, security, and server rooms to ensure the stability of network. The Group requires use of genuine software and has installed anti-virus software to protect computer systems against viruses, spyware, malware, and other associated risks. Cyber security is regularly examined. If there are any problems identified, the emergency plan will be initiated, and technical measures will be implemented to eliminate risks. Investigation and evaluation of the incident will be conducted, and relevant notice will be disseminated to the public. Below are listed measures related to the protection of data:

1. Previously, our schools have established a main data center based on relational databases, and have unified the data in the existing systems to the data center through the hyper-converged system. Then, appropriate personnel will authorize the corresponding data to be used by different systems as needed. The Group implements the following means to achieve centralized protection of data:
  - Data are provided to external parties by adopting microservices or APIs and other modes, so as to minimize the direct exposure of database views.
  - Paying attention to the ownership of data. To ensure data security, the data generated by teachers and students in the university's business system must pass through the schools' approval process if a third party outside the schools desires to acquire or use the data.

為確保網絡穩定性，針對各硬件軟件、網絡、伺服器、安全及伺服器機房的使用與管理已實行多項計劃。本集團要求使用正版軟件，並安裝殺毒軟件以保護電腦系統不受病毒、間諜軟件、惡意軟件侵害及存在其他相關風險。本集團會定期檢查網絡安全。如發現任何問題，本集團將啟動應急計劃，並將執行技術措施以消除風險，同時就有關事件展開調查及評估，以及向公眾發佈相關通告。下文乃就數據保護列示的舉措：

1. 早前，本集團學校已依據關係數據庫建立主數據中心，並透過超融合系統將當前系統的數據合併至該數據中心，隨後適當人員會在需要時授權各系統使用相應數據。本集團通過以下方式對數據進行集中保護：
  - 採取微服務或者API等模式對外提供數據，盡量減少直接暴露數據庫視圖的方式。
  - 關注數據所有權。為確保數據安全，對於高校業務系統中師生所產生的數據，如有校外第三方欲取得或使用有關數據，必須經過學校批准流程方可。



- School data is stored according to classification, for example, a student's status data will be stored for a long time, and their information system' account number and other data related to book borrowing will be deleted by the professionals of the information center in accordance with the schools' related system procedures when the student leaves the campuses.
2. The school information center will regularly publicize relevant cyber security laws to various departments, which will alert the attention of leaders of various departments. At the same time, each business department tries not to collect unnecessary personal data when developing the docking system.
  3. When providing data to all units in the schools, in addition to the relevant procedures, the system is also required to be evaluated. Only when the evaluation is considered a pass and the system protection is determined to reach a certain level, the limited data is allowed to be used.
- 學校數據按類別儲存，舉例而言，學生學籍數據會長期儲存，而其信息系統的賬號及有關圖書借閱的其他數據將由信息中心專業人員按照學校相關制度流程在學生離校時予以刪除。
2. 學校信息中心將定期向各部門宣傳有關的網絡安全法，藉此提醒各部門領導注意。同時，各業務部門在開發對接系統時盡量不收集非必要的個人數據。
  3. 向學校所有單位提供數據時，除遵守相關程序外，還需作出系統評估。只有評估通過且系統保護確定達致一定水平，受限數據方獲准使用。

During the Reporting Period, there were no non-compliance with the relevant laws and regulations in relation to the Group's investment practices and data privacy that had a significant impact on the Group.

於報告期間，並無發現違反有關本集團投資常規及數據私隱方面且對本集團影響重大的相關法律法規的情況。

### *Intellectual Property*

As a think tank, the Group protects its intellectual property (“IP”) rights and strictly prohibits the third-party to use, sell or duplicate any IP materials illegally. The Group holds academic integrity in high regard and forbids any form of plagiarism by faculty, staff and students.

The Group has the following policies and practices for the protection of IP rights:

- Academic Code of Conduct;
- Provisions on Investigation and Punishment of Academic Misconduct; and
- Notice on Consolidation of Academic Integrity and Prevention of Academic Misconduct.

Without the consent of the patentee, no individual or unit shall use the work, design or information. If there is any infringement found, one can report to the patent administration or the people’s court for investigation to protect their legitimate rights and interests.

### **B7. Anti-corruption**

The Group strictly follows the Anti-Unfair Competition Law of the PRC, Criminal Law of the PRC, and other laws, regulations and regulatory documents related to commercial bribery.

Both Management of Material Procurement and Project Management of Logistics Service Centre regulate the discipline and professional conduct of employees to prevent any bribery, extortion, fraud, money laundering and gambling.

### 知識產權

作為一家學術機構，本集團致力保護其知識產權，並嚴禁第三方非法使用、出售或複製任何知識產權材料。本集團高度重視學術誠信，並禁止教師、職工及學生以任何方式進行抄襲。

本集團遵守以下政策及常規以保護知識產權：

- 學術規範；
- 關於查處學術不端行為的規定；及
- 關於進一步加強學術規範和防止學術不端行為的通知。

未經專利權所有人同意，任何個人或單位不得使用有關作品、設計或資料。如發現侵權行為，人們可以向專利管理部門或人民法院報告要求調查，以保護其合法權利及權益。

### **B7. 反貪污**

本集團嚴格遵守《中華人民共和國反不正當競爭法》、《中華人民共和國刑法》及其他與商業賄賂有關的法律法規及監管文件。

《物資採購管理辦法》及《後勤服務中心項目管理辦法》規範僱員紀律及專業操守，禁止任何賄賂、勒索、欺詐、洗錢及賭博行為。

The Group has a comprehensive whistleblowing system. Employees are encouraged to report any suspected cases of misconduct. Channels include oral means such as telephone calls, and written modes such as reports, fax, and email. Investigation will be conducted and recorded by personnel and supervisors.

Teaching staff are not allowed to arrange external private training and collect tuition fees, or accept any property from students, parents, and other parties. The tender procedures set out shall be strictly followed. Any abuse of authority or unfair assessment on students' work will lead to a serious violation against the Group's regulations, which may result in a written warning or disciplinary measures, including dismissal.

The Group has not aided, abetted, assisted or colluded with an individual who has committed, or conspired to commit any unlawful activities. No non-compliance with relevant laws and regulations that have a significant impact on the Group relating to corruption, bribery, extortion, fraud and money laundering had been identified during the Reporting Period. No legal case regarding corrupt practices was brought against the Group or the Group's employees during the Reporting Period.

## **B8. Community Investment**

The Group strives to fulfill its corporate social responsibility to the community and participates in many public welfare activities. Each school has established its own scholarships and grants to assist students with any financial burden and/or to reward students with outstanding academic achievement. The Group encourages students to participate in the "Going to the Countryside" initiative, which is a program where college students visit rural places to spread scientific knowledge, offer medical service, and serve the general public. During the Reporting Period, the Group has actively participated in following community engagement events:

本集團設立完善舉報系統，鼓勵僱員報告任何可疑不當行為事件。舉報渠道包括電話等口頭方式以及報告、傳真及電郵等書面形式。將有人員及督察員進行調查及記錄。

教師不得組織校外私人培訓並收取學費，亦不得收受來自學生、家長及其他人士的任何財物。所載招標程序須嚴格遵守。濫用職權或對學生的學業作出不公正評估，將導致嚴重違反本集團規定，從而或會招致書面警告或免職等紀律處分。

本集團並無援助、教唆、協助或勾結個人以從事或串謀從事任何非法活動。於報告期間，並無發現違反有關貪污、賄賂、勒索、欺詐及洗錢且對本集團影響重大的相關法律法規的情況。於報告期間，概無本集團或本集團僱員因貪污行為而捲入法律案件。

## **B8. 社區投資**

本集團努力踐行對社區的企業社會責任及參與多項公益事業。各學校自設獎學金及助學金，以幫助有任何財務負擔的學生及／或獎勵學習成績優異的學生。本集團鼓勵學生參加「三下乡」活動，組織大學生深入農村地區，傳播科學知識，提供醫療服務，造福廣大民眾。於報告期間，本集團已積極參與以下社區參與活動：

CQ-CHST  
重慶人文科技學院

- During the Reporting Period, this school donated RMB300,000 to Chongqing Education Development Foundation to support the poverty alleviation program in Tianyuan Village, Wuxi County, Chongqing City.  
於報告期間，該校向重慶市教育發展基金會捐款人民幣300,000元，用以支持重慶市巫溪縣天元鄉扶貧工作。
- In August 2020, this school organized a volunteer service team for the purpose of “offering education support for rural vitalization” and conducted a series of social practice activities extending love and caring to the elderly in the elderly homes at Fengdong Village, Qinjiang District, with an aim to strengthen the students’ sense of social responsibility and mission and promote rural vitalization and civilization development of rural areas.  
2020年8月，該校組織「鄉村振興，教育關愛」服務團，到黔江區蓬東鄉敬老院開展了一系列慰問和關愛老人的社會實踐活動以期增強大學生社會責任感和使命感，並促進鄉村振興與鄉村精神文明建設。
- In August 2020, this school organized a culture inheritance practice team for the purpose of “promoting the poetic beauty of Shaoxing in south of the Yangtze River”, which paid a visit to the science museum in Yuecheng District, Shaoxing City to conduct the “go to rural areas” program including on-site interview surveys and volunteer services, so as to gain a better understanding of the importance of technology application in the battle to alleviate poverty.  
2020年8月，該校組織「醉美江南，詩畫肇興」文化傳承實踐團，到肇興市越城區科技館進行親身體驗、實地採訪調研、志願服務等「三下乡」調研活動，更好地瞭解科技應用在扶貧攻堅中發揮的關鍵性作用。

## CQ-PASS

重慶派斯學院

- During the Reporting Period, this school donated RMB300,000 to Chongqing Education Development Foundation to support the poverty alleviation program in Tianyuan Village, Wuxi County, Chongqing City, and also donated China Education Daily with a worth of RMB28,800 to Fengjie County, Chongqing City.

於報告期間，該校向重慶市教育發展基金會捐款人民幣300,000元，用以支持重慶市巫溪縣天元鄉扶貧工作，及向重慶市奉節縣捐款價值人民幣28,800元的《中國教育報》。

- During the Reporting Period, this school organized three new-era civilization volunteer service teams and four hometown social practice service teams. Under the protection of scientific, accurate and effective prevention and control measures, the students participated in social practice activities such as local community prevention and control investigation, maintenance of sound social orders, convenience services to the public, caring for left-behind children, participation in production and labour and promotion of exemplary deeds. Meanwhile, they proactively participated in volunteer service activities such as promotion of scientific, healthy and civilized living concept and lifestyles and improvement public awareness regarding ecological and environmental protection.

於報告期間，該校組織了3支新時代文明志願實踐服務團隊，4支返家鄉社會實踐服務團隊。在科學精準有效的防控措施保障下，學生在當地參與社區防控排查、社會秩序維護、便民利民服務、關愛留守兒童、參加生產勞動、典型事跡宣講等社會實踐活動；同時，積極參與宣傳科學健康文明生活理念和生活方式，提高公眾生態環保意識等志願服務活動。

## CQ-VCAT

重慶應用技術職業學院

- During the summer holiday of 2020, the Faculty of Preschool Education of this school organized a group for the purpose of “assisting pandemic prevention and control and resumption of work and production”, which provided assistance to the local effort in pandemic prevention and control and carried out promotion of pandemic prevention and control, so as to resume work and production.

於2020年暑假，該校學前教育學院組織「助力疫情防控和復工復產」小隊，協助當地疫情防控工作，進行疫情防控宣傳，以恢復工作及生產。

CQ-EIC

重慶電信職業學院

- In September, 2020, the teacher and student representatives of this school paid a visit to Lianmeng Village, Yongchuan District, Chongqing City to gain first-hand understanding on the implementation of garbage sort-out program, and helped the local residents to clean their courtyards, tidy up their belongs and dredge drainage gutters.

於2020年9月，該校師生代表到重慶市永川區聯盟村，瞭解當地垃圾分類開展情況，並幫助當地居民打掃庭院衛生、整理物品擺放、水渠疏通等。

- In September, 2020, this school organized a team to return to hometown for social practice activities, which paid a visit to Shuangzhu Town, Chongqing to carry out practical activities such as caring for the empty-nest elderly.

於2020年9月，該校組織「返家鄉社會實踐團」，到重慶市雙竹鎮，開展關愛空巢老人等實踐活動。

YN-DCYU

雲南大學滇池學院

- During August 9 to 19, 2020, this school organized student volunteers to carry out poverty-alleviation volunteer service activities on the campus via self-media platforms, with an aim to contributing to poverty alleviation.

於2020年8月9日至19日，該校組織學生志願者在校園內通過自媒體平台進行扶貧志願服務活動，助力脫貧。

- During August 14 to 20, 2020, this school organized student volunteers to go to the ancient village of Luxichengzi, Luxi County, Honghe Prefecture, Yunnan Province, to conduct a key research and volunteer service activity for traditional ethnic architecture.

於2020年8月14日至20日，該校組織學生志願者赴雲南省紅河州瀘西縣瀘西城子古村落進行有關少數民族傳統建築的重要研究及志願服務活動。

- During August 15 to 16, 2020, this school organized student volunteers to go to Shigu Town, Lijiang City, Yunnan Province to hold a voluntary service activity to understand and promote Dongba culture and tribute to its old party members.

於2020年8月15日至16日，該校組織學生志願者赴雲南省麗江市石鼓鎮進行志願服務活動，瞭解及宣傳東巴文化並向老黨員致敬。





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