



英皇文化產業集團有限公司
Emperor Culture Group Limited

Incorporated in Bermuda with limited liability (Stock Code: 491)
於百慕達註冊成立之有限公司（股份代號：491）

Environmental,
Social And
Governance Report

環境、社會及管治報告

2020/2021

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1. ABOUT THIS REPORT 關於本報告

Emperor Culture Group Limited (the “Company”) and its subsidiaries (collectively referred to as the “Group”) principally engages in entertainment, media and cultural development businesses. It acknowledges the significance of effective environmental, social and governance (“ESG”) initiatives at operational level. By adopting environmental and social initiatives into its business operations, the Group can enhance its cost efficiency and risk management, and make informed decisions by engaging with the stakeholders of the Group. By so doing, the Group can operate in a responsible and sustainable manner.

This report describes the ESG values and initiatives of the Group for the financial year ended 30 June 2021 (the “Year”). The contents of this report provide its stakeholders with an overview of the Group’s efforts regarding ESG impacts arising from its daily operations. This report complies with the provision of the ESG Reporting Guide as set out in Appendix 27 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited. It is recommended that this report is read in conjunction with the Company’s Annual Report 2020/2021, in particular the Corporate Governance Report and Directors’ Report sections therein.

This report is available on the website of the Company (<https://www.empculture.com>) and Hong Kong Exchanges and Clearing Limited (“HKEX”) news website (<https://www.hkexnews.hk>).

英皇文化產業集團有限公司(「本公司」)及其附屬公司(統稱為「本集團」)主要從事娛樂、媒體及文化發展業務。其深明有效的環境、社會及管治舉措在經營層面的重要性。通過於業務營運實施環境和社會舉措，本集團將可提升其成本效益及風險管理，並透過與本集團利益持份者溝通以作出明智決策。藉此，本集團將可以負責任及可持續的方式營運。

本報告闡述本集團於截至2021年6月30日止財政年度(「本年度」)的環境、社會及管治價值及措施。本報告的內容為其持份者概述本集團在日常營運對環境、社會及管治方面的影響所作出的努力。本報告符合香港聯合交易所有限公司證券上市規則附錄27所載《環境、社會及管治報告指引》的條文。建議閣下將本報告與本公司2020/2021年報一併閱讀，尤其是其中的企業管治報告及董事會報告部分。

本報告可於本公司的網站(<https://www.empculture.com>)及香港交易及結算所有限公司(「港交所」)的披露易網站(<https://www.hkexnews.hk>)查閱。

BOARD STATEMENT

The board of directors of the Company (the “Board”) has overall responsibility for the effectiveness of the Company’s ESG strategy and reporting, in order to ensure the Group is operating its cinema operation and films and cultural investment businesses in a responsible and sustainable manner.

The Board has adopted the ESG Policy and has delegated the Executive Committee of the Company (“Executive Committee”) and ESG Work Team to handle all ESG-related matters covering operations, legal and compliance, internal control, human resources, as well as marketing and communications.

The Executive Committee is responsible for (a) identifying ESG-related risks and issues in relation to the Group’s businesses and making recommendations to the Board on setting ESG-related goals in relation to the Group’s businesses as well as management approach and strategy; (b) overseeing the formulation and implementation of action plans by the ESG Work Team; and (c) monitoring and evaluating the effectiveness of such action plans for achieving the ESG-related goals related to the Group’s businesses by reviewing the key performance indicators of each action plan.

The ESG Work Team is mainly responsible for formulating the action plans and ensuring their execution by respective teams, to achieve the ESG-related goals set by the Board and Executive Committee. The ESG Work Team will report at least once per year to the Executive Committee on the progress of such action plan.

The Board will review the progress made towards achieving the ESG-related goals related to the Group’s businesses as well as the effectiveness of the management approach and strategy based on the report submitted by the Executive Committee.

董事會聲明

本公司董事會(「董事會」)全面負責本公司環境、社會及管治策略和報告的有效性，確保本集團以負責任和可持續的方式營運戲院以及電影和文化投資業務。

董事會已採納環境、社會及管治政策並授權本公司執行委員會(「執行委員會」)和環境、社會及管治工作小組處理所有與環境、社會及管治相關的事務，包括營運、法律合規、內部監控、人力資源以及營銷和通訊。

執行委員會負責(a)識別與本集團業務有關的環境、社會及管治相關風險和議題，並就本集團業務的環境、社會及管治相關目標的設定，以及管理方式和策略向董事會提出建議；(b)監督由環境、社會及管治工作小組制定及實施的執行計劃；及(c)通過審查每項執行計劃的關鍵績效指標，監測和評估執行計劃在實現與本集團業務有關的環境、社會及管治相關目標方面的成效。

環境、社會及管治工作小組主要負責制定執行計劃並確保各團隊執行，以達致董事會和執行委員會制定的環境、社會及管治相關目標。環境、社會及管治工作小組將至少每年向執行委員會報告一次相關執行計劃的進展情況。

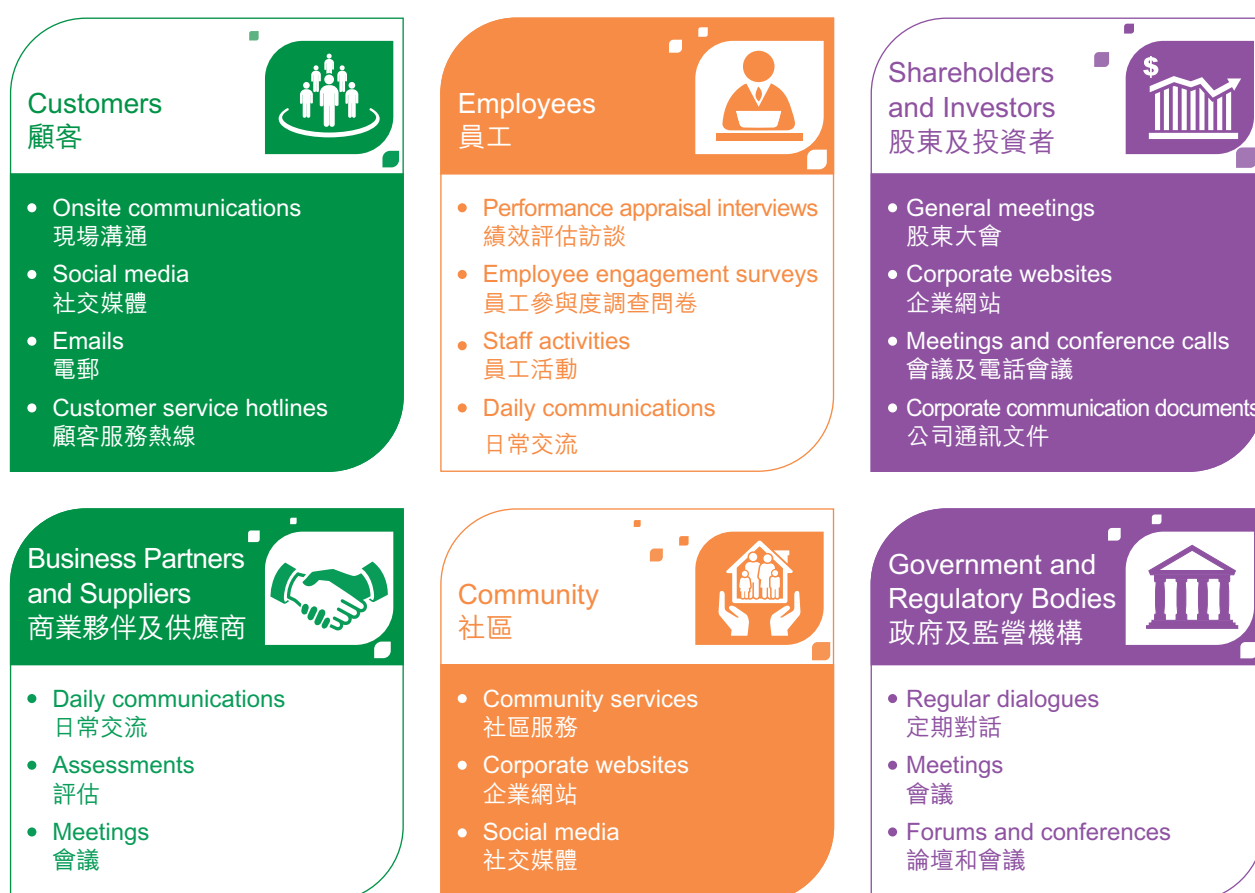
董事會將根據執行委員會提交的報告，審閱與本集團業務有關的環境、社會及管治相關目標的進展情況，以及管理方式和策略的成效。

1.1 Stakeholders Engagement and Materiality Assessment 持份者之參與及重要性評估

The Group is committed to making proactive efforts to continuously interact with key stakeholder groups. The Group maintains active engagement with its stakeholders, and collects their feedback through various communication channels to understand and address their concerns in order to improve the Group's operation and practices correspondingly.

本集團致力與主要持份者群組進行持續互動。本集團與其持份者保持緊密聯繫，並透過各種溝通渠道收集其反饋意見，了解與回應其關注點，從而改善本集團的營運和實踐。

Major Communication Channels 主要溝通渠道



Based on the stakeholders' feedback, the material issues were identified as follows. The Group's performance regarding these issues are discussed in this report.

根據持份者的意見，以下為已識別之重要議題。本集團就該等議題的表現將於本報告內討論。

Material Topics 重要議題	
Environment 環境 <ul style="list-style-type: none"> • Energy conservation 能源節約 • Waste management 廢物管理 • Waste recycling 廢物循環利用 	Workplace 工作場所 <ul style="list-style-type: none"> • Employment and labour practices 僱傭及勞工慣例 • Diversity and equal opportunities 多元共融和平等機會 • Training and development 培訓和發展 • Occupational health and safety 職業健康與安全 • Work-life balance 工作與生活平衡
Operating Practices 經營常規 <ul style="list-style-type: none"> • Supply chain management 供應鏈管理 • Products and services quality 產品及服務質素 • Customer privacy protection 客戶私隱保護 • Anti-corruption 反貪污 • Compliance with laws and regulations 遵守法例及法規 	Community 社區 <ul style="list-style-type: none"> • Employee volunteering 員工志願服務 • Community fundraising 社區籌款

2. ENVIRONMENTAL PROTECTION

環境保護

2.1 Environmental Policies 環境政策

During the Year, the Group continued making its best endeavours to protect the environment in its business activities and workplace. The Group also educates its employees on their awareness of promoting a green environment. The Group seeks to identify and manage environmental impacts attributable to its operations, in order to minimise these impacts if possible. Various measures have been adopted to reduce energy and other resource use, minimise waste and increase recycling, and promote environmental protection in its supply chain and marketplace. These measures are discussed in section 2.2 "Use of Resources" of this report.

於本年度，本集團繼續致力在業務活動及工作場所實踐環境保護。本集團亦教育其僱員提升對綠色環境的意識。本集團努力辨識及管理其業務對環境造成之影響，務求將該等影響盡可能減至最低。本集團已採取多項措施以降低能源及其他資源消耗、減廢及增加循環再用，並在其供應鏈及市場中推行環保。該等措施載於本報告第2.2「資源使用」章節。

2.2 Use of Resources 資源使用

2.2.1 Energy Saving

Global warming and climate change are among the major environmental concerns in every part of the world. In an effort to reduce carbon footprint and mitigate emissions, the Group actively promotes efficient use of energy and adopts green technologies in its office at Emperor Group Centre, 288 Hennessy Road, Wan Chai, Hong Kong (the "Hong Kong Office").

At the Hong Kong Office, energy saving LED fluorescent tubes are fully used. The staff are encouraged to switch off their lights when they leave their office for more than one hour. Staff are also required to turn off the lights and air-conditioning in their zones after work. Besides, some passenger lifts are switched off after office hours.

In some of the Group's cinemas, LED energy-saving lamps are used. The cinemas' electricity consumption is strictly monitored, and light switch on/off time are set; while projection equipment is regularly maintained. The Group has also posted "Saving Water" signs in the toilets of certain cinemas, to remind staff and customers to conserve water. To raise their energy saving awareness, the Group conducts energy saving training for its staff on a regular basis.

2.2.1 能源節約

全球暖化及氣候變化已成為全球各地關注的主要環境議題。為減少碳足跡及減少排放，本集團在其位於香港灣仔軒尼詩道288號英皇集團中心的辦公室（「香港辦公室」）積極推行節能並採納綠色科技。

香港辦公室已全部採用節能的LED光管。本集團鼓勵員工，倘離開辦公室超過一小時，則關掉辦公室的照明。同事下班後並需關閉各自區域的燈光及空調。此外，於辦公時間後關掉部分乘客升降機。

本集團的部分戲院使用了LED節能燈。嚴格監管戲院耗電量，制定燈光開關時間，並定期維護放映設備。本集團還在部分戲院的洗手間貼有「節約用水」標識，提醒員工及顧客節約用水。為提高其節能意識，本集團定期為員工進行節能培訓。

2.2.2 Waste Reduction and Management

The Group engages employees in their waste behaviours and encourages recycling practices in the workplace. In the office building, the building's property management company has appointed recycling contractor to collect and recycle used papers, plastic bottles, aluminium, glasses, fluorescent tubes and computer equipment. Recycled bags are also put in the Hong Kong office to collect waste papers for recycling.

In the Group's cinemas, eco-friendly straws, instead of plastic straws, are provided to customers to reduce the environmental damage.

2.2.2 減少及管理廢物

本集團讓員工參與廢物處理，並鼓勵他們在工作場所進行回收。在辦公大樓，大廈之物業管理公司已委聘回收承包商收集及回收使用過的紙張、塑膠瓶、鋁、玻璃、光管以及電腦設備。香港辦公室並放置了回收袋以收集廢紙作循環利用。

本集團的戲院向顧客提供環保吸管而非塑料吸管，以減少對環境的破壞。



2.2.3 Paper Reduction

In an effort to reduce the use of paper, admission by QR code scanning has been adopted in some of the Group's cinemas. A QR code is provided for each online ticketing transaction, and customers may present the QR code at the entrance for admission without the need to print the tickets.

The Group continues to encourage a paperless working environment which not only reduces environmental damage but also fits commercial goals, as it can save physical space, facilitate information sharing via IT networks, and reduce complicated documentation procedures. In recent years, the Group has implemented paperless internal human resources processing such as employee time sheets, payrolls, leave applications, surveys, assessment papers, inspection forms and many more. Moreover, duplex printing and copying has become the norm within the Group, greatly reducing paper consumption and saving costs. Usage data of office printing machines is regularly collected and assessed for monitoring the efficiency of the paperless environment.

2.2.3 減少用紙

為了減少紙張的使用，二維碼掃描入場已在本集團的一些電影院採用。每項網上票務交易均提供二維碼，顧客在入場處出示二維碼即可入場，無需打印戲票。

本集團繼續鼓勵無紙化的工作環境，不僅可減少對環境的破壞，亦具有多重商業裨益，包括節省空間、促進資訊科技網絡信息共享及減省繁複的文書程序等。近年來，本集團已實行內部人力資源無紙化流程，例如僱員工時表、糧單、假期申請、意見調查、評估報告及檢查表格等。另外，雙面列印及複印已成為本集團內部慣例，大大減少紙張消耗及節省成本。本集團定期收集及評估辦公室打印機使用數據，以監控無紙化環境之成效。

Partnering with its printing solutions provider, the Group has adopted “Follow You” print solution in the Hong Kong Office, helping the Group becoming more cost efficient through smarter printing. The print solution enables the Group to achieve environmental objectives by reducing unclaimed printing, as printing is released only upon presentation of a staff card from that particular staff who gives the printing instruction.

本集團與列印方案供應商合作，在香港辦公室處採用「Follow You」列印方案，透過智能列印促使本集團達致更佳的成本效益。由於作出列印指示的指定員工於打印時需要出示員工證方能進行打印，因此可減少無人認領列印的情況，從而使本集團達到環保目的。

**THINK
BEFORE YOU
PRINT**



The Company strongly recommends shareholders to access its corporate communications, including financial reports, through the websites of the HKEX and the Company, instead of receiving printed form. By introducing electronic means of corporate communications to shareholders, the quantity of printed materials has been considerably reduced. This paperless practice thus helps to protect the environment, as well as save costs for stationery, printing and administrative charges, etc.

本公司極力推薦股東利用港交所及本公司網站獲取公司通訊(包括財務報告)而非收取印刷文件。通過向股東引入電子版公司通訊，印刷量大幅減少。此無紙化的做法既可保護環境，亦可節約文儀用品、印刷及行政費用等。

2.3 Climate Change Impact 氣候變化影響

The world's climate has changed significantly in the past decades — global temperatures have increased and extreme weather events are becoming more frequent and severe, which may cause disruptions to business operations globally, and in turn poses adverse effects to the macro economy.

世界氣候在過去數十年發生了重大變化——全球氣溫上升，極端天氣事件越趨頻繁及嚴重，這可能擾亂全球業務營運，從而對宏觀經濟構成不利影響。

The Group is mainly engaged in cinema operation which does not involve large scale production. The increase in temperature may lead to an increase in the energy consumption of the Group's cinemas. The Group will continue to monitor the potential risks of climate change and its impacts on the Group's operations and customers, and devise and implement preventive and emergency measures accordingly. Besides, the Group will continue its efforts to control energy consumption and carbon emissions.

本集團主要從事戲院營運，並不涉及大規模生產。氣溫上升可能會使本集團戲院的能源消耗有所提升。本集團將繼續監察氣候變化的潛在風險及對本集團的營運和客戶的影響，並制定及推行相應的預防和緊急應對措施。此外，本集團亦會繼續致力於控制能源消耗及碳排放。

2.4 Environmental Performance Summary 環境保護績效概要

During the Year, all of the Group's revenue was derived from cinema operations. Emperor Cinemas Beijing, located in the Group's headquarters in mainland China, Emperor Group Centre Beijing, covers an area of approximately 6,800 square metres. It is the first cinema with a laser IMAX screen in Chaoyang District and one of the Group's flagship cinemas in the mainland China. To illustrate its sustainability performance, the Group continued to collect quantitative data from Emperor Cinemas Beijing with the same methodology as the previous year. The operation teams were required to submit key performance indicators data periodically, which were being calculated according to standardised formulas. The relevant data is as follows:

於本年度，本集團之收入全部來自電影院業務。北京英皇電影城位於本集團在中國內地的總部－北京英皇集團中心，佔地約6,800平方米，為朝陽區第一家擁有鐳射IMAX幕的影院，並是本集團在中國內地其中一間旗艦電影城。本集團繼續於北京英皇電影城並以上一年度同樣之方式收集量化數據，以展示其可持續表現。運營團隊按要求定時提交關鍵績效指標，並根據統一之公式進行計算。相關數據如下：

Indicators 指標	FY2019/20年度	FY2020/21年度
GHG Emissions 溫室氣體排放		
Scope 1 GHG emissions (kgCO ₂ e) 範疇1溫室氣體排放(每公斤二氧化碳當量排放)	N/A 不適用	N/A 不適用
Scope 2 GHG emissions (kgCO ₂ e) 範疇2溫室氣體排放(每公斤二氧化碳當量排放)	347,451	501,794
Scope 3 GHG emissions (kgCO ₂ e) 範疇3溫室氣體排放(每公斤二氧化碳當量排放)	912	1,200
Total (Scope 1, 2 & 3) GHG emissions (kgCO ₂ e) 溫室氣體排放總量(範疇1、2及3)(每公斤二氧化碳當量排放)	348,363	502,994
GHG emissions intensity (kg/m ²) 溫室氣體排放強度(公斤／平方米)	51	78
Energy Consumption 能源消耗		
Direct energy consumption (GJ) 直接能源消耗(千兆焦耳)	N/A 不適用	N/A 不適用
Indirect energy consumption (GJ) 間接能源消耗(千兆焦耳)	993	1,865
Total energy consumption (GJ) 能源消耗總量(千兆焦耳)	993	1,865
Energy consumption intensity (GJ/m ²) 能源消耗強度(千兆焦耳／平方米)	0.2	0.3

Indicators 指標	FY2019/20年度	FY2020/21年度
Waste Management 廢物處理		
General refuse disposed to landfills (kg) 棄置於堆填區的一般廢物(公斤)	21,822	20,659
General refuse intensity (kg/m ²) 一般廢物密度(公斤／平方米)	3	3
Total recycled waste (kg) 回收廢物總量(公斤)	570	260
Recycled waste intensity (kg/m ²) 回收廢物密度(公斤／平方米)	0.1	0.04
Water Consumption 耗水量		
Water consumption (m ³) 耗水量(立方米)	2,847	3,600
Water consumption intensity (m ³ /m ²) 耗水量密度(立方米／平方米)	0.4	0.6

The operation of Emperor Cinemas Beijing was suspended for a certain period in FY2019/2020 due to Covid-19, therefore the energy consumption during the said financial year remained at a relatively low level. With the operation of Emperor Cinemas Beijing resumed normal in FY2020/2021, the energy consumption bounced back accordingly.

由於新冠病毒疫情，北京英皇電影城於2019/2020年度有一段時間曾暫停營運，因此能源消耗於該財政年度維持在相對較低水平。隨著北京英皇電影城的營運於2020/2021年度恢復正常，能源消耗亦有所反彈。

The Group has set a target to reduce energy consumption by 5% in the above cinema by FY2025/2026 or before, with FY2020/2021 as the baseline.

本集團已訂立了目標，以2020/2021年度為基準，於2025/2026年度或之前在北京英皇電影城減少能源消耗5%。

3. WORKPLACE QUALITY 工作場所質素

3.1 Workforce Distribution and Diversity 員工分佈及職場多元化

The Group believes that a motivated and balanced workforce is crucial for building a sustainable business model and delivering long-term returns.

本集團深信，積極主動且具均衡比例之員工團隊，是建立可持續經營模式及帶來長遠回報的關鍵元素。

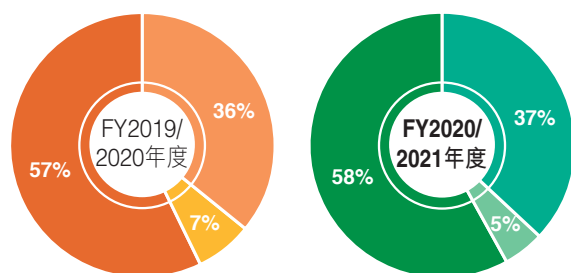
As at 30 June 2021, the full time and part time employees of the Group totalled 436 (2020: 502), working in mainland China, Hong Kong and Malaysia.

於2021年6月30日，本集團合共僱有436 (2020年：502)名全職及兼職僱員，於中國內地、香港及馬來西亞任職。

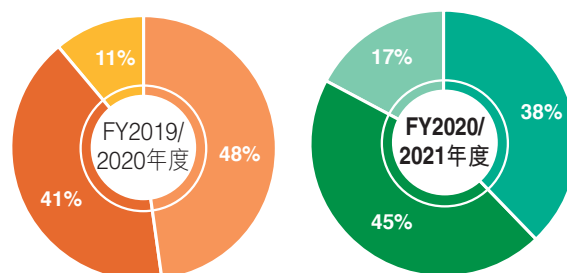
The demographics of the Group's workforce as at 30 June 2021 are summarised below:

於2021年6月30日，本集團之員工分佈資料概述如下：

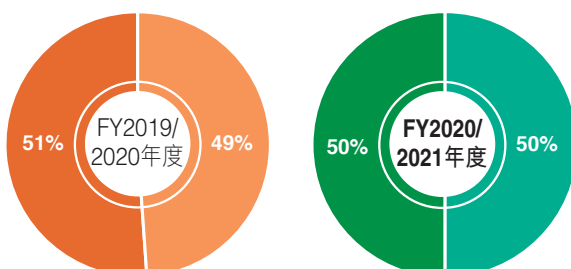
By Region
按地區



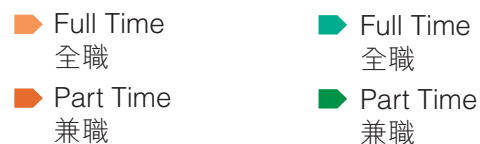
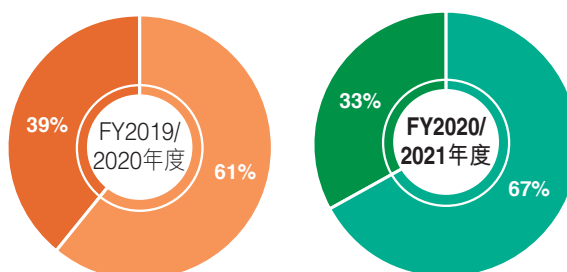
By Age
按年齡



By Gender
按性別



By Employment Type
按僱傭類別



The Group has a diverse workforce in terms of gender and age, providing a variety of ideas and levels of competencies that contribute to the Group's success. The Group is firmly committed to gender equality, and particularly encourages female participation in the Board, and at managerial and operational levels.

The management believes that employees are important assets of the Group, and remains committed to attracting and retaining talent with diverse backgrounds for achieving sustainable growth and maintaining a stable turnover rate. The turnover rates of the Group's workforce as at 30 June 2021 are as below:

本集團的員工團隊來自不同年齡層及性別，提供多元化的觀點及各種程度的技能，為本集團的成功作出貢獻。本集團一直堅守兩性平等原則，尤其支持女性在董事會、管理及營運層面之參與。

管理層相信，員工乃本集團之重要資產，致力吸引並挽留不同背景的人才，以達致可持續增長及維持穩定的流失率。於2021年6月30日，本集團之員工流失率如下：

By Gender 按性別		By Age 按年齡		By Region 按地區	
Female 女	41%	≥36	3%	Malaysia 馬來西亞	4%
Male 男	42%	26-35	25%	Hong Kong 香港	34%
		≤25	52%	Mainland China 中國內地	52%

3.2 Labour Standard 勞工標準

The Group strictly complies with 中華人民共和國勞動合同法, Employment Ordinance (Cap. 57, Laws of Hong Kong), Employment Act (Act 265, Laws of Malaysia) and other statutory requirements regarding employment and labour practices. The Group is dedicated to providing equal opportunities in all aspects of employment and ensure the workplace is free from discrimination. The Group ensures employees receive fair and competitive remuneration packages in accordance with their experience, qualifications, performance and market rates, and are being reviewed on a regular basis. To attract and retain talent, comprehensive benefits are provided by the Group, such as employer's voluntary MPF contributions, medical coverage, life insurance and extra paid annual leave. Part of the employees are also entitled to one day of birthday leave, providing them with an additional day off in lieu of a birthday gift.

To ensure the staff clearly understand their rights and obligations, the employee handbook and other policies and guidelines are in place covering the areas of compensation and dismissal, recruitment, working hours, rest periods, equal opportunity, anti-discrimination and other fringe benefits, etc. The Group has been reviewing its related policies from time to time to ensure the Group complies with the latest statutory requirements. To create a stronger bond between the Group and its staff, the Human Resources Department invited colleagues to participate in an anonymous employee engagement survey, so that the Group can identify the key areas for creating a happier and more productive working environment for its staff. Also, a set of grievance procedures is also in place, to provide staff with a channel to confidentially escalate complaints and concerns to the Human Resources Department.

The Group fully complies with relevant laws and regulations in related regions concerning prevention of child or forced labour. In the recruitment process, the Group implements appropriate procedures to ensure that employment adheres to minimum age provisions of applicable laws. The Group also prohibits any form of child or forced labour. The age and identity of its employees are verified and employment contracts are entered into with each of its employees.

The Group values workplace wellness practices that support employees' health and well-being. The Group encourages breastfeeding and provides a designated private space in the office building to support breastfeeding female employees to express breastmilk according to their schedule during working hours. These "Breastfeeding Friendly Workplace" measures demonstrate the Group's commitment to the well-being of its employees and their families.

本集團嚴格遵守中華人民共和國勞動合同法、《僱傭條例》(香港法例第57章)、Employment Act (Act 265, Laws of Malaysia)及其他有關僱傭及勞工慣例的法定規定。本集團致力於在就業的各方面提供平等機會，並確保工作場所不存在歧視。本集團確保僱員基於其經驗、資歷、表現及市場工資水平獲得公平及具競爭力的薪酬待遇，並定期檢討有關待遇。為吸引和挽留人才，本集團提供全面的福利，例如僱主的自願性強積金供款、醫療保險、人壽保險及額外有薪年假。部分員工並可享有一日生日假期，為他們提供了額外的休息日以代替生日禮物。

為確保員工清楚了解自己的權利和義務，員工手冊及其他政策及指引，涵蓋薪酬及解僱、招聘、工作時間、休息時間、平等機會、反歧視以及其他額外福利等範疇。本集團不時檢討其相關政策，以確保本集團符合最新法定要求。為了在本集團和員工之間建立更緊密的聯繫，人力資源部邀請同事們參加員工參與度匿名調查問卷，以便本集團能夠識別為員工創造更快樂和更有成效的工作環境的關鍵領域。另外，已制定申訴程序，為員工提供渠道，使員工可以保密方式向人力資源部提出投訴和關注事項。

本集團嚴格遵守在相關地區有關防止童工或強迫勞動的法律及法規。在招聘過程中，本集團實施適當程序以確保受僱員工符合適用法律的最低年齡規定。本集團亦禁止任何形式的童工或強迫勞動。其僱員的年齡和身份均得到核實，並與每個僱員簽訂了僱傭合同。

本集團注重健康的工作場所，使員工體魄強健。本集團鼓勵母乳餵哺，並於辦公大樓提供特定具私隱的空間，以支援女性員工在工作時間內按照其時間表擠母乳。該等「母乳餵哺友善工作間」措施兌現本集團維護僱員及其家庭成員福祉的承諾。



3.3 Occupational Health and Safety 職業健康及安全

The Group prides itself on providing a safe, effective and congenial work environment for its staff. Health and safety training is provided to employees on induction. Workshops and seminars on different topics are regularly held, to present the latest information and raise awareness of occupational health and safety issues for employees.

The Group enhances emergency preparedness and ensures there are well-stocked first-aid kits in the office to protect the health and safety of employees, in the event that they are injured at work. An automated external defibrillator (“AED”) has been placed in the office building to rescue potential victims of sudden cardiac arrest. During the Year, an AED awareness training course was held for the staff, to reinforce their techniques in the resuscitation processes. Besides, the Group has arranged staff who had received the Standard First Aid Certificate from the Hong Kong Red Cross to provide First Aid treatment to colleagues in the Hong Kong office whenever needed. The cinemas are also equipped with first aid and medical supplies.

本集團致力為員工提供安全、高效及舒適之工作環境，並引以為豪。於入職時，員工需接受健康及安全培訓。本集團定期舉辦不同主題的學習工作坊及研討會，以呈列最新資訊，及加強僱員對職業健康及安全方面的意識。

本集團提升應急準備能力及確保辦公室內配備充足的急救箱，以於員工發生工傷時能保障員工的健康及安全。自動體外心臟去顫器(「AED」)已放置在辦公大樓，以供潛在心臟病患者在病發時進行救助。於本年度，本集團已為員工舉辦AED意識培訓課程，以加強其急救技巧。此外，本集團安排了已獲香港紅十字會急救證書之員工於需要時在香港辦公室為其他員工提供急救治療。戲院內亦配備了急救及醫療用品。



Every case of injury, if any, is required to be reported to the Human Resources Department and be individually assessed under the internal guideline procedures. During the Year, there were 78 (2020: 4) days lost due to work injuries. No critical incident was reported.

每宗工傷事故(如有)需彙報至人力資源部，以根據內部指引程序進行獨立評估。於本年度，因工傷損失工作日數為78(2020年：4)天。概無接獲重大事故的報告。

Number and rate of work-related fatalities 因工亡故的人數及比率

Item項目	FY2018/2019年度	FY2019/2020年度	FY2020/2021年度
Number of work-related fatalities 因工亡故的人數	0	0	0
Rate of work-related fatalities 因工亡故的比率	0	0	0



In May 2021, the Hong Kong Office, along with many other units of the Emperor Group Centre, were awarded an “Indoor Air Quality Certification – Good Class” by the Environmental Protection Department, under its voluntary Indoor Air Quality Certification Scheme for Offices and Public Places.

於2021年5月，環境保護署根據其自願性辦公室及公眾場所室內空氣質素檢定計劃向香港辦公室連同英皇集團中心內其他眾多單位頒發「室內空氣質素檢定證書－良好級」。

Precautions Against Covid-19 新冠病毒疫情預防措施

The Group prioritises its staff and customers at all times. In response to Covid-19, the Group has specially established a committee and formulated contingency plans with the involvement of the senior management team. Human resources issues have been discussed, and precautionary measures have been put in place.

本集團一直將其員工及顧客放在首位。面對新冠病毒疫情，本集團在高級管理團隊的參與下，專門成立了一個委員會並制定了應變計劃，已就人力資源問題作出討論，並確保設有妥善的預防措施。



During the Year, all of the Group's local Emperor Cinemas were thoroughly cleaned by staff every day including lobbies, theatres, concierge areas, self-service ticket machines, kiosks, escalators, washrooms, stair handrails, etc. The Group also conducted deep cleaning using GERMAGIC™ Thyme, which can effectively eliminate bacteria and viruses, including Covid-19, in order to provide a better and safer environment to its customers.

於本年度，員工每天均全面地清洗本地所有英皇戲院，包括大堂、放映院、禮賓部、自助購票機、小賣部、電梯、洗手間及樓梯扶手等。本集團亦安排了使用GERMAGIC™長效消毒劑進行徹底清潔，該消毒劑可有效消滅細菌和病毒，包括新冠病毒，為其顧客提供更好、更安全的環境。



Besides, the Group actively monitored the preventive measures taken by the office building's property management company, including posting health advice posters at eye-catching locations in the office building, and installing infrared temperature sensors in the lobby to check the body temperatures of everyone entering and leaving the building, to reduce the chance of infected persons entering the office building. The Group also further strengthened the disinfection and cleaning of the workplace, including meeting room facilities, table tops, and door handles, to maintain good environmental hygiene.

此外，本集團積極監察辦公大樓之物業管理公司的防疫工作，包括在辦公大樓當眼處貼上健康指引海報、於辦公大樓大堂設置紅外線體溫探測儀器，以對出入大廈的所有人士探測體溫，減低染疫人士進入辦公大樓的機會。本集團亦進一步加強工作場所之消毒及清潔工作，包括會議室設施、桌面、門柄等，以保持良好的環境衛生。



During the Year, the Group specially purchased and placed more air purifier in various locations in the Hong Kong office to keep the workplace clean and safe. The Group has also purchased disinfectant coating sprayers to disinfect the Hong Kong office on a regular basis. When the pandemic was most severe, the Group took further measures and arranged for its staff to work from home according to the operational needs.

In December 2020, a confirmed Covid-19 case was identified in the office building. The Group promptly arranged a deep cleaning and thorough disinfection in the Hong Kong office, to ensure a safe work environment for its staff.

In order to further contain the pandemic, the government has extended the Covid-19 vaccination program to multiple age groups. The Group encourages employees to receive the vaccinations, and understanding that the employees may need more rest after the vaccinations, the management has specially granted two leave days for each employee after receiving the vaccination to show its care for its employee.

於本年度，本集團特意購買更多空氣淨化器並放置於香港辦公室的多個位置，以確保工作場所清潔及安全。本集團並購置了消毒塗層噴霧機，定期為香港辦公室進行消毒。在疫情最嚴峻的時候，本集團採取了進一步的措施，根據業務需要安排員工在家工作。

於2020年12月，於本辦公大樓發現一個新冠病毒確診個案。本集團迅速在香港辦公室安排了深層清潔和徹底消毒，以確保其員工享有安全的工作環境。

為了盡一步控制疫情，政府把新冠病毒疫苗接種計劃範圍擴大至多個年齡層。本集團鼓勵員工接種疫苗，管理層理解員工在接種疫苗後可能需要更多的休息，因此特別為每位接種了疫苗的員工提供兩天假期，以表示對員工的關懷。

3.4 Work-life Balance 工作與生活的平衡

The Group believes that maintaining work-life balance is essential for sustainability and a sound body and mind for every employee.

本集團相信，維持工作與生活的平衡對每位員工的可持續發展及身心健康至為重要。

Mid-Autumn Festival Delicacies

佳餚美饌賀中秋

September 2020

2020年9月



As a token of appreciation and to celebrate the Mid-Autumn Festival, mooncakes provided by The Emperor Hotel were given to and shared among employees in Hong Kong, while employees in mainland China received a Mid-Autumn gift bag which included a mooncake, drinks and other food.

為表達本集團的心意及慶祝中秋節，香港員工獲贈並一同分享由英皇駿景酒店所提供的月餅，國內員工則獲贈包括月餅、飲品及其他食品等的中秋禮包。

Christmas Lucky Draw

聖誕大抽獎

December 2020

2020年12月



The Group arranged a Christmas Lucky Draw for its staff in mainland China, so they could celebrate this joyful festival together.

本集團為國內的員工安排了一個聖誕幸運大抽獎，讓他們可以一起慶祝這個歡樂的節日。

International Women's Day 國際婦女節

March 2021
2021年3月

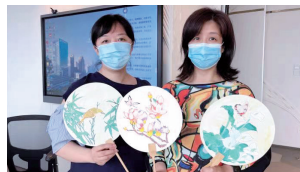


In the mainland China office, each female employee was given a gift box of towels on International Women's Day, as a token of appreciation for their contribution to the company.

在國內辦公室，本集團特別於國際婦女節當天贈送毛巾禮盒予每位女員工，以就她們對公司作出的貢獻表達感謝。

Dragon Boat Festival 端午節活動

June 2021
2021年6月



The Group arranged some activities for its mainland China staff such as fan painting, DIY wallet, dragon boat online race, etc, and gave each staff member a rice dumpling to celebrate the Dragon Boat Festival.

本集團為國內員工安排了一些活動如畫扇面、DIY錢包以及線上龍舟比賽等，並且贈送了一份五芳齋粽子予各員工，以慶祝端午節。

3.5 Development and Training 發展及培訓

Recognising the importance of skilled and professionally trained employees, the Group offers comprehensive training to enhance the knowledge, skills and work capability of its staff. The Group encourages and provides subsidies to employees at all levels to pursue educational or training opportunities that achieve personal growth and professional development. A policy on External Training Subsidy is in place, allowing every staff member to develop and maintain job-related skills for full performance.

本集團明白技能熟練及經專業培訓的員工之重要性，因此提供全面的培訓以提升員工的知識、技能及工作能力。本集團鼓勵並資助各級員工進修或參與培訓，以實現其個人成長及專業發展。本集團設外間進修資助政策，讓每個員工能發展及維持工作技能，發揮最佳表現。

The Group conducted various trainings covering occupational safety, customer servicing skills and management skills, etc.

本集團舉辦各種培訓，內容涵蓋職業安全、客戶服務技巧及管理技能等。

Fire Drill 消防演習

In order to raise the awareness of fire safety among staff and enhance their knowledge regarding evacuation, as well as to familiarise them with the fire escape routes and evacuation procedures, the Group has arranged fire evacuation and fire-fighting drills for mainland China staff, with firemen explaining fire safety knowledge and demonstrating fire-fighting equipment, etc.

為了提高員工之消防安全意識及提升逃生疏散知識，以及熟悉消防逃生路線及疏散程式，本集團為國內員工安排了消防疏散及滅火演習，並由消防員講解消防安全知識及演示滅火器材等。

November 2020
2020年11月



The Group adopts a zero-tolerance approach towards all forms of corruption and bribery. This is clearly stipulated in all employees' contracts which prohibits staff from accepting advantages, gifts or entertainment from all business partners. These policies are explained during induction training and freely accessible on the Group's intranet. To maintain vigilance against corruption risks, the Group also offers internal refresher training such as talks or seminars on business ethics on a regular basis, delivered by the Independent Commission Against Corruption.

During the Year, the number of training hours of the staff of the Group as below. The decrease in the number of hours is mainly due to the delay of training as a result of Covid-19.

本集團對一切形式的貪污和賄賂採取零容忍的態度。這在所有僱傭合同中均有明確規定，禁止員工接受所有商業夥伴的好處、禮物或娛樂。這些政策已在入職培訓時作出解釋，並可在本集團內部網上自由查閱。為了保持對貪污風險的警惕性，本集團還定期提供內部進修培訓，如由廉政公署舉辦的商業道德講座或研討會。

於本年度，本集團員工的培訓時數如下。培訓時間減少主要是由於新冠病毒疫情導致培訓延遲舉行。

Training Hours 培訓時數

Item 項目	FY2019/2020年度	FY2020/2021年度
Total training hours 總培訓時數	18,099	16,859
Average training hours per employee 每名員工平均培訓時數	36	39

4. OPERATING PRACTICE 經營常規

4.1 Supply Chain Management 供應鏈管理

The Group has established solid relationships with a number of cinema exhibition equipment and services providers in mainland China and Hong Kong who maintain high levels of quality control and service standards.

The selection of suppliers is based on criteria such as quality, supplier's capability and experience. The Group has stringent requirements for suppliers in respect of environmental protection. The Group examines certificates provided by suppliers and checks whether their products have already complied with the environmental protection requirements. The Group has also implemented a stringent goods inspection process, to assess whether the goods conform to the specifications. Preference is given to suppliers who demonstrate their environmental commitment.

本集團與多家維持嚴謹品質監控及高服務水平的中國內地和香港電影院展示設備商及服務商建立穩固的合作關係。

供應商之甄選乃根據其質素、實力及經驗等準則進行。本集團對供應商在環境保護方面有嚴格的要求。本集團將審核供應商提供的證書，以及檢視其產品是否已符合環境保護要求。本集團並實施嚴謹的驗貨流程，嚴格檢驗每項貨物是否符合規範。若能履行環保責任的供應商可獲優先考慮。

4.2 Product Responsibility and Customer Services 產品責任及客戶服務

The state-of-the-art cinemas under the Group offer premium viewing experience for audiences. The theatres are designed to provide an unparalleled and luxurious visual, audio and sensory experience, resulting in enhanced customer satisfaction. Some of its cinemas possess various advanced technologies and facilities such as IMAX theatre system, Screen X, 4DX or MX4D motion systems, D-Box seats and Dolby Atmos sound system.

The Group believes in recognising the support and loyalty of its customers. To appreciate these valuable relationships, the Group has established an exclusive loyalty program for rewarding loyal customers with unmatched privileges and special offers. The Group has also enhanced customer engagement by increasing the use of social media and launching more promotional activities.

Complaints from the customers are independently investigated and handled according to its internal guidelines. During the Year, 3 customer complaints were received. The complaints were diligently assessed and addressed in a timely manner.

本集團旗下先進的電影院為觀眾提供高品質的觀賞體驗。電影廳提供無與倫比及奢華的視覺、聽覺及感觀之體驗，顧客滿意度因而獲提升。其部分電影院配備不同領先的科技及設施，如IMAX影院系統、Screen X、4DX或MX4D動感系統、D-Box動感座椅及杜比全景聲音效系統。

本集團對一直給予支持及忠誠的客戶心存感謝。為了感謝彼此重要的關係，本集團已設立尊貴的忠誠會員計劃，以特別的禮遇及優惠回饋忠誠客戶。本集團並通過增加社交媒體的使用和推出更多的推廣活動增強客戶參與度。

客戶投訴均按照內部指引作獨立調查及處理。於本年度，共接獲3宗顧客投訴。投訴已獲仔細評估及即時處理。

4.3 Protection of Data 資料保護

The Group places the utmost importance on protecting the privacy of its customers, partners and staff in the collection, handling, safekeeping, use and retention of their personal data. The Group adheres to the applicable data protection regulations and ensures appropriate technical measures are in place to protect personal data against unauthorised use or access. The Group also ensures

本集團在收集、處理、保管、使用及保存客戶、合作夥伴及員工的個人資料過程中，對保障彼等的私隱給予最高度的重視。本集團嚴格依循適用的資料保護法例並確保設立適當之技術措施，保障個人資料免被未經授權挪用或存取。本

that customers' personal data is securely stored, and processed only for the purpose for which it has been collected. Relevant staff are provided with adequate training in compliance with applicable laws on data privacy protection, to strengthen their awareness and to protect personal data against loss, unauthorised access, use, modification or disclosure. In addition, access to the customer database is limited to authorised staff, whilst authentication is required before accessing the data. To reduce the risk of identity theft, the Group takes appropriate measures to dispose of documents that contain customer information.

集團亦確保客戶個人資料獲安全妥善地儲存，並只會按收集時指定的用途處理。本集團根據資料私隱保護適用法律向相關員工提供充足培訓，以加強彼等的意識及保障個人資料，防止遺失、未經授權獲取、使用、修改或披露。此外，客戶資料庫只容許經授權員工存取，在存取資料前亦須進行驗證。為減低身份盜竊的風險，本集團於處置含有客戶資料的文件方面採取適當措施。

4.4 Protection of Intellectual Property 保護知識產權

The Group protects its intellectual property rights by prolonged use and registration of domain names and various trademarks. The Group's trademarks and domain names are constantly monitored, and renewed prior to their expiration.

本集團透過持續使用及登記域名與各類商標保障其知識產權。本集團商標及域名會獲持續監控及於屆滿時續期。

“英皇” has been recognised as well-known to the relevant public in mainland China and has obtained cross-class protection from the National Intellectual Property Administration, affirming the Group's wide acknowledgement in China and its brand value.

國家知識產權局已正式認定「英皇」在中國內地已為相關公眾所熟知，並獲得馳名商標的保護，印證其於中國廣泛的認可性和品牌價值。

4.5 Anti-corruption/Anti-money Laundering 反貪污／反洗錢

In order to enhance ethical corporate culture and practices, the Group has established policies and procedures for anti-corruption, anti-money laundering and counter-terrorist financing.

為提升企業道德文化及常規，本集團已建立反貪污、打擊洗錢及恐怖分子資金籌集之政策及程序。

It is essential for the Group's employees to acquire a better understanding of bribery, extortion, corruption and related acts. In addressing and mitigating corruption risks, a set of guidelines in giving and receiving gifts, or offer in the form of meals, accommodation and entertainment, as well as interacting with government officials, was established to outline acceptable and unacceptable conduct in employees' daily business activities. It targets to ensure every employee adheres to applicable legal requirements and make ethical business decisions. Special care must additionally be taken to ensure that all business dealings with government officials are conducted in a context that is free from any form of corrupt practices.

本集團之員工必須對賄賂、勒索、貪污及相關行為加深了解。為了針對及減低貪污之風險，本集團已就贈送及收受禮物、或提供用餐、住宿及娛樂，以及與政府官員交涉制訂一套指引，列明員工日常業務活動中可接受及不可接受的行為。這旨在確保每位員工遵從適用的法律規定及作出合乎道德之商業決定。此外，還必須特別注意確保所有與政府官員進行的所有業務往來在不涉及任何形式的舞弊行為的情況下進行。

The Group has long adopted an Anti-money Laundering and Counter-Terrorist Financing Policy and Procedure (“AML Policy”). The AML Policy establishes the general framework for combating potential money laundering and financing of terrorism, and provides guidelines for preventing the Group's employees and clients, customers, suppliers, vendors and contractors from being misused for money laundering, terrorist financing or other financial crimes. The AML Policy indicates the kind of potentially suspicious transactions or activities that employees should look out for.

本集團多年來一直採納打擊洗錢及恐怖分子資金籌集政策及程序（「打擊洗錢政策」）。打擊洗錢政策確立了打擊潛在洗錢及恐怖主義資金籌集罪行的一般框架，並提供指引防止本集團的員工及客戶、顧客、供應商、賣方及承建商被濫用於洗錢、資助恐怖主義或其他金融罪行。打擊洗錢政策已列出部分潛在可疑交易或活動的指標，供員工參考。

The Group has set out the key provisions relating to anti-corruption legislation. The Group has also adopted a whistleblowing policy and procedures for all levels and operation under the Group, so staff can raise concerns — in confidence — about possible improprieties such as misconduct and malpractice in any matter related to the Group. These policies and procedures together with the code of conduct can be found in the employee handbook.

During the Year, no legal case regarding corrupt practices was brought against the Group or its employees. Also, no whistleblowing concerning a criminal offence or misconduct was reported.

本集團已制定防止貪污法例之主要條文。本集團亦採納一套檢舉政策及程序，讓本集團所有層面及業務之員工可在保密的情況下就任何可能影響本集團之不當事宜(如不當及不法行為)進行舉報。該等政策及程序連同行為守則可於員工手冊內查閱。

於本年度，本集團或其員工並無面對任何有關貪污行為之法律起訴案件。同時，亦無涉及刑事罪行或不當行為之個案被舉報。

4.6 Compliance with Relevant Laws and Regulations 遵守相關法律及法規

The Corporate Governance Committee is delegated by the Board to review and monitor the policies and practices on compliance with legal and regulatory requirements, including but not limited to the following ordinances which have significant impact on the Group:

董事會委派企業管治委員會檢視及監察有關法例及法規要求之政策及慣例，包括但不限於以下對本集團有重大影響的法例：

- 《電影管理條例》
- 《電影產業促進法》
- 《外商投資電影院暫行規定》及補充規定
- 《數字電影發行放映管理辦法(試行)》
- 《電影院建築設計規範》
- 《食品經營許可管理辦法》
- 《公共場所衛生管理條例》及其細則
- 《中華人民共和國消防法》
- 《中華人民共和國勞動合同法》及其實施條例
- 《環境保護法》
- 《中華人民共和國環境影響評價法》
- 《反不正當競爭法》
- 《中華人民共和國食品安全法》
- 《中華人民共和國外商投資法》
- 《中華人民共和國民法典》
- Amusement Rides (Safety) Ordinance (Cap. 449, Laws of Hong Kong)
- Anti-Money Laundering and Counter-Terrorist Financing Ordinance (Cap. 615, Laws of Hong Kong)
- Companies Ordinance (Cap. 622, Laws of Hong Kong)
- Competition Ordinance (Cap. 619, Laws of Hong Kong)
- Employment Ordinance (Cap. 57, Laws of Hong Kong)
- Film Censorship Ordinance (Cap. 392, Laws of Hong Kong)
- 《電影管理條例》
- 《電影產業促進法》
- 《外商投資電影院暫行規定》及補充規定
- 《數字電影發行放映管理辦法(試行)》
- 《電影院建築設計規範》
- 《食品經營許可管理辦法》
- 《公共場所衛生管理條例》及其細則
- 《中華人民共和國消防法》
- 《中華人民共和國勞動合同法》及其實施條例
- 《環境保護法》
- 《中華人民共和國環境影響評價法》
- 《反不正當競爭法》
- 《中華人民共和國食品安全法》
- 《中華人民共和國外商投資法》
- 《中華人民共和國民法典》
- 《機動遊戲機(安全)條例》(香港法例第449章)
- 《打擊洗錢及恐怖分子資金籌集條例》(香港法例第615章)
- 《公司條例》(香港法例第622章)
- 《競爭條例》(香港法例第619章)
- 《僱傭條例》(香港法例第57章)
- 《電影檢查條例》(香港法例第392章)

- Fire Services (Installations and Equipment) Regulation (Cap. 95B, Laws of Hong Kong)
- Inland Revenue Ordinance (Cap. 112, Laws of Hong Kong)
- Personal Data (Privacy) Ordinance (Cap. 486, Laws of Hong Kong)
- Places of Public Entertainment Ordinance (Cap. 172, Laws of Hong Kong)
- Prevention of Bribery Ordinance (Cap. 201, Laws of Hong Kong)
- Public Health and Municipal Services Ordinance (Cap. 132, Laws of Hong Kong)
- Preventive measures for the crimes of money laundering and financing of terrorism (Administrative Regulation No. 7/2006, Laws of Macau)
- Anti-Money Laundering, Anti-Terrorism Financing and Proceeds of Unlawful Activities Act (Act 613, Laws of Malaysia)
- Company Act (Act 777, Laws of Malaysia)
- Competition Act (Act 712, Laws of Malaysia)
- Employment Act (Act 265, Laws of Malaysia)
- Entertainments Duty Act (Act 103, Laws of Malaysia)
- Fire Services Act (Act 341, Laws of Malaysia)
- The Personal Data Protection Act (Act 709, Laws of Malaysia)
- 《消防(裝置及設備)規例》(香港法例第95B章)
- 《稅務條例》(香港法例第112章)
- 《個人資料(私隱)條例》(香港法例第486章)
- 《公眾娛樂場所條例》(香港法例第172章)
- 《防止賄賂條例》(香港法例第201章)
- 《公眾衛生及市政條例》(香港法例第132章)
- 《清洗黑錢及資助恐怖主義犯罪的預防措施》(澳門法例第7/2006號行政法規)
- Anti-Money Laundering, Anti-terrorism Financing and Proceeds of Unlawful Activities Act (Act 613, Laws of Malaysia)
- Company Act (Act 777, Laws of Malaysia)
- Competition Act (Act 712, Laws of Malaysia)
- Employment Act (Act 265, Laws of Malaysia)
- Entertainments Duty Act (Act 103, Laws of Malaysia)
- Fire Services Act (Act 341, Laws of Malaysia)
- The Personal Data Protection Act (Act 709, Laws of Malaysia)

Details on the work of the Corporate Governance Committee can be found on page 42 of the Corporate Governance Report in the Company's Annual Report 2020/2021.

企業管治委員會之工作詳情載於本公司2020/2021年度全年報告企業管治報告第42頁。

The Legal Department works to provide an in-house legal and compliance service that effectively supports various operation units in their duties and day-to-day operation to comply with all applicable laws, rules and regulations.

法律部旨在提供內部法務及合規服務，有效支援多個營運單位於其職責及日常營運方面遵守所有適用法律、規則及法規。

Updates to the relevant applicable laws, rules and regulations are brought to the attention of relevant employees and relevant operation units from time to time. The management must ensure that business is conducted in accordance with the relevant applicable laws and regulations.

相關員工及相關經營單位不時獲悉之相關適用法律、規則及法規之更新資訊。管理層須確保所從事業務乃符合適用之相關法律及法規。

5. COMMUNITY INVOLVEMENT

參與社區活動

Embracing the mission “From the Community, To the Community”, the Group actively promotes diverse community campaigns spanning elderly welfare, underprivileged communities and environmental conservation initiatives. The Group’s management team also plays an important role in mobilizing staff to join all these activities, which are held in tandem with its commitment to sustainable development.

以「取諸社會，用諸社會」為使命，本集團積極推廣多種社區活動，涵蓋長者福利、弱勢社群及環保行動。該等活動與本集團可持續發展之承諾相輔相承，而本集團管理層團隊在動員參與該等活動方面亦擔任重要角色。

5.1 Charitable Sponsorship and Donations 慈善贊助及捐贈

The Group mobilises its staff to participate in fundraising campaigns to help underprivileged people in the community. Major charity donation and fundraising campaigns during the Year include:

本集團推動員工參與籌款活動，幫助社區弱勢群體。於本年度，主要慈善捐贈及籌款活動包括：

Donation of LED Desk Lamps to Hoops for Hope Basketball Asia 捐贈LED座枱燈予希望種子籃球亞洲

September 2020
2020年9月



Emperor Foundation donated a number of multi-purpose LED desk lamps to Hoops for Hope Basketball Asia, which were distributed to trainees from its Tin Shui Wai and Sham Shui Po branches, as well as children in need at the Children’s Home.

英皇慈善基金捐贈多台多功能LED座枱燈予希望種子籃球亞洲，並派發給其位於天水圍及深水埗分部的學員，以及兒童之家的有需要學童。

Mooncake Donation Campaign 愛心月餅募捐大行動

September 2020
2020年9月

During the Mid-Autumn Festival, excess mooncakes were collected by the Group from staff and donated to a subsidiary of Pok Oi Hospital. The mooncakes were then given to people from ethnic minorities at Tin Shui Wai, to share the joy and celebrate the Mid-Autumn Festival with them.

於中秋節期間，本集團向同事們收集過剩月餅，捐贈至博愛醫院屬下機構，然後轉贈天水圍的弱勢社群，與他們分享喜悅，共渡中秋佳節。



Dress Casual Day

公益金便服日



October 2020

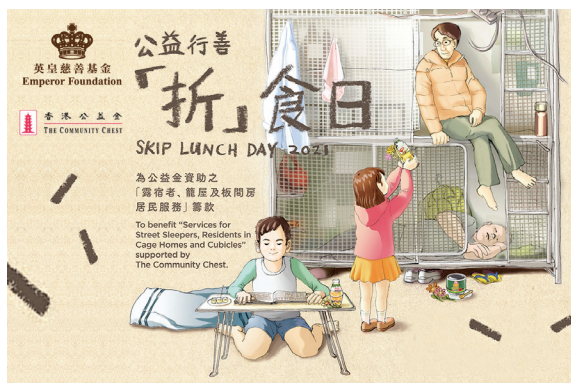
2020年10月

This year's theme was "We We Wear Wear". Participating staff members each donated HK\$70 or more to The Community Chest of Hong Kong, and put on casual wear for dress casual day. Employees joined the campaign and showed their support.

本年主題為「We We Wear Wear」，每位參與同事均捐出70港元或以上予香港公益金，便可於便服日穿上便服。員工一同參與活動以示支持。

Skip Lunch Bay

公益行善折食日



March 2021

2021年3月

By making a donation of HK\$35 or more, each donor would receive a Skip Lunch Day coupon as a token of appreciation. Coupon holder could redeem designated items at any Hung Fook Tong outlets in Hong Kong in a specified period. The donation were used to support The Community Chest and its member agencies, to improve the lives of street sleepers, and people living in cage homes and cubicles.

凡捐款港幣35元或以上，每位捐款者即可獲得「折」食愛心券一張。持券者可於指定期間於全港鴻福堂門市換領指定產品。捐款用以支持公益金及其轄下會員機構，幫助露宿者、籠屋及板間房居民改善生活。

Movie Tickets Donation for Covid-19 Vaccination Lucky Draw

戲票捐贈予新冠病毒疫苗接種大抽獎

In order to encourage the public to receive vaccinations to safeguard the health of Hong Kong people, the Group donated 20,000 movie tickets applicable to Emperor Cinemas in Hong Kong to the Hong Kong General Chamber of Commerce, for giving away via lucky draws.

為鼓勵市民接種疫苗以保障香港市民健康，本集團共捐贈20,000張適用於香港之英皇戲院之戲票予香港總商會以抽獎形式送出。

June 2021

2021年6月



5.2 Environmental Conservation 環境保護

The Group is dedicated to promoting environmental awareness 本集團致力通過綠色教育宣傳環保意識。 through green education.

Earth Hour

地球一小時

March 2021

2021年3月



The Group's Hong Kong office joined the millions of people around the globe and turned off its office lights in support of WWF's Earth Hour, an annual event to raise awareness of climate change.

為響應世界自然基金會一年一度的「地球一小時」活動，本集團香港辦公室與全球數百萬人一同參與關閉辦公室照明燈。活動旨在提高人們對氣候變化的意識。

6. APPENDIX: HKEX ESG REPORTING GUIDE CONTENT INDEX

附錄：港交所環境、社會及管治報告指引內容索引

Subject areas 主要範疇	Description 描述	Section 章節
A. Environmental A. 環境		
Aspect A1: Emissions 層面A1：排放物		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	2.1
KPI A1.1 指標A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	2.4
KPI A1.2 指標A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	2.4
KPI A1.3 指標A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	Not applicable 不適用 <i>In view of its business nature, the Group does not directly generate any hazardous waste.</i> 基於其業務性質，本集團不會直接產生大量有害廢棄物。
KPI A1.4 指標A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	2.4
KPI A1.5 指標A1.5	Description of emissions target(s) set and steps taken to achieve them. 描述所訂立的排放量目標及為達到這些目標所採取的步驟。	2.2, 2.4
KPI A1.6 指標A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them. 描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	2.2, 2.4

Subject areas 主要範疇	Description 描述	Section 章節
Aspect A2: Use of Resources 層面A2：資源使用		
General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源(包括能源、水及其他原材料)的政策。	2.1, 2.2
KPI A2.1 指標A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility). 按類型劃分的直接及／或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	2.4
KPI A2.2 指標A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度(如以每產量單位、每項設施計算)。	2.4
KPI A2.3 指標A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them. 描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	2.2, 2.4
KPI A2.4 指標A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them. 描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	Not applicable 不適用 <i>The Group did not encounter any problems in sourcing water for its daily operations.</i> 本集團在日常營運中，在覓水源方面並無遇到任何問題。
KPI A2.5 指標A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量。	Not applicable 不適用
Aspect A3: The Environment and Natural Resources 層面A3：環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	2.1, 2.2
KPI A3.1 指標A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	2.2

Subject areas 主要範疇	Description 描述	Section 章節
Aspect A4: Climate Change 層面A4：氣候變化		
KPI A4.1 指標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. 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	2.3
B. Social B. 社會		
Employment and Labour Practices 僱傭及勞工常規		
Aspect B1: Employment 層面B1：僱傭		
General Disclosure 一般披露	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, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	3.2
KPI B1.1 指標B1.1	Total workforce by gender, employment type (for example, full-or part-time), age group and geographical region. 按性別、僱傭類型(如全職或兼職)、年齡組別及地區劃分的僱員總數。	3.1
KPI B1.2 指標B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。	3.1 Briefly discussed 已概括說明

Subject areas 主要範疇	Description 描述	Section 章節
Aspect B2: Health and Safety 層面B2：健康與安全		
General Disclosure 一般披露	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. 有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	3.3
KPI B2.1 指標B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year. 過去三年(包括匯報年度)每年因工亡故的人數及比率。	3.3
KPI B2.2 指標B2.2	Lost days due to work injury. 因工傷損失工作日數。	3.3 Briefly discussed 已概括說明
KPI B2.3 指標B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	3.3
Aspect B3: Development and Training 層面B3：發展及培訓		
General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	3.5
KPI B3.1 指標B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management). 按性別及僱員類別(如高級管理層、中級管理層等)劃分的受訓僱員百分比。	3.5 Briefly discussed 已概括說明
KPI B3.2 指標B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	3.5 Briefly discussed 已概括說明

Subject areas 主要範疇	Description 描述	Section 章節
Aspect B4: Labour Standards 層面B4：勞工準則		
General Disclosure 一般披露	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 labour. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	3.2
KPI B4.1 指標B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	3.2
KPI B4.2 指標B4.2	Description of steps taken to eliminate such practices when discovered. 描述在發現違規情況時消除有關情況所採取的步驟。	3.2 Briefly discussed 已概括說明
Operating Practices 營運慣例		
Aspect B5: Supply Chain Management 層面B5：供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	4.1
KPI B5.1 指標B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	4.1 Briefly discussed 已概括說明
KPI B5.2 指標B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目、以及有關慣例的執行及監察方法。	4.1 Briefly discussed 已概括說明
KPI B5.3 指標B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored. 描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	4.1
KPI B5.4 指標B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored. 描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	4.1

Subject areas 主要範疇	Description 描述	Section 章節
Aspect B6: Product Responsibility 層面B6：產品責任		
General Disclosure 一般披露	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, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.2
KPI B6.1 指標B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全與健康理由而須回收的百分比。	Not applicable 不適用
KPI B6.2 指標B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	4.2 Briefly discussed 已概括說明
KPI B6.3 指標B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	4.4
KPI B6.4 指標B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	4.2 Briefly discussed 已概括說明
KPI B6.5 指標B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	4.3

Subject areas 主要範疇	Description 描述	Section 章節
Aspect B7: Anti-Corruption 層面B7：反貪污		
General Disclosure 一般披露	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. 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.5
KPI B7.1 指標B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases. 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	4.5
KPI B7.2 指標B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	4.5
KPI B7.3 指標B7.3	Description of anti-corruption training provided to directors and staff. 描述向董事及員工提供的反貪污培訓。	3.5
Community 社區		
Aspect B8: Community Investment 層面B8：社區投資		
General Disclosure 一般披露	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. 有關以社區參與來了解發行人營運所在社區需要和確保其業務活動會考慮社區利益的政策。	5
KPI B8.1 指標B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). 專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	5
KPI B8.2 指標B8.2	Resources contributed (e.g. money or time) to the focus area. 在專注範疇所動用資源(如金錢或時間)。	5