



GLORY 國瑞

GUORUI PROPERTIES LIMITED
國瑞置業有限公司



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

2021

(於開曼群島以「Glory Land Company Limited (國瑞置業有限公司)」的名稱註冊成立的有限公司，並以「Guorui Properties Limited」的名稱在香港經營業務)

(Incorporated in the Cayman Islands with limited liability under the name of "Glory Land Company Limited (國瑞置業有限公司)" and carrying on business in Hong Kong as "Guorui Properties Limited")

香港聯合交易所股份代號 Stock Code : 2329

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1. About this Report

Guorui Properties Limited and its subsidiaries (“**Guorui Properties**”, “**the Group**” or “**we**”) disclose the policies, initiatives and key performance indicators (KPIs) of the related subject in the environmental and social areas for the period from 1 January 2021 to 31 December 2021 (the “**Reporting Period**” or the “**Year**”) through this Environmental, Social and Governance (“**ESG**”) Report (the “**Report**”), demonstrating to stakeholders our principles and philosophy on sustainable development so as to fulfilling our corporate social responsibilities.

REPORTING STANDARDS

The Report was prepared based on the “Environmental, Social and Governance Reporting Guide” (the “**Guide**”) under Appendix 27 of the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited. The content of the report is in compliance with the disclosure obligations of “Comply or Explain” provisions under the Guide, and the four reporting principles (materiality, quantitative, balance and consistency). Readers may refer to the last section headed “Appendix 2: Content Index of Hong Kong Stock Exchange ESG Reporting Guide” for quick reference. You may access the 2021 Environmental, Social and Governance Report by clicking “Financial Report” under “Investor Relations” on the Company’s website or browsing through the HKExnews website. For detailed information on corporate governance of the Group, please refer to the section headed “Corporate Governance Report” in the 2021 annual report and the official website of the Group (www.glorypty.com/).

Materiality	We have identified and disclosed the process and the criteria for identifying material environmental, social and governance issues in the Report, as well as a description of material stakeholders and the process and results of stakeholder engagement.
Quantitative	We have disclosed the statistical standards, methodologies, assumptions and/or calculation tools used, and source of conversion factors used, for the reporting of KPIs.
Balance	The Report provides an unbiased picture of our positive and negative information.
Consistency	We use a consistent approach to statistical disclosure in the Report. If there are any changes to the statistical methods or KPIs or any other relevant factors that affect meaningful comparison, we will make clear explanation in the Report.

REPORTING SCOPE

As the Group is engaged in property development business, we collected environmental KPIs of 20 offices and 16 site projects during the Year. Unless otherwise specified, the social KPIs disclose the Group’s performance.

REPORTING LANGUAGE

This Report is published in Traditional Chinese and English versions. In case of discrepancies, the Traditional Chinese version shall prevail.

APPROVAL OF THE REPORT

This Report was approved by the board of directors on 31 May 2022 after being confirmed by the management.

FEEDBACK ON THE REPORT

We value your views on this Report. If you have any inquiries or suggestions, please feel free to contact us by email: ir@glorypty.com.

2. About Guorui Properties

Guorui Properties was consecutively included in the Hang Seng Composite Index for the third year, becoming one of the 516 listed companies. The involvement in Hang Seng Composite Index indicates the stable development of the Group in the capital markets. Leveraging the high-quality development of Guorui Properties, Shenyang Guorui • Xiyue project of the Group was awarded as the “Happiness and Power” (“幸福•力量”) innovative residential project by Tencent for the Year. In the future, the Group will be committed to continuously upgrading products of Guorui Properties and improving the living quality of people, as fulfilling the development needs of the era.



3. Sustainable Development Strategy

3.1 BOARD STATEMENT

The Group views ESG management as part of our responsibility. As the highest decision-making body of the Group, the board of directors is collectively responsible for ESG matters of the Group, by approving ESG strategies, risk management, materiality assessment, prioritization of ESG issues and management of ESG matters, and determining the setting of environmental goals and regularly reviewing the progress of environmental goals, with an aim to ensure that the management approach is effective in minimising the environmental impact of the Group's operations. The specific responsibilities are as follows:

- Taking full responsibility for ESG strategy and reporting;
- Resolving and approving the ESG management approaches, strategies, goals and annual work, including assessment, prioritization and management of major ESG issues, risks and opportunities;
- Establishing and monitoring ESG risk management and internal control systems;
- Reviewing and monitoring ESG performance and progress of achievement of targets on a regular basis; and
- Considering and approving the content of the annual ESG report.

3.2 COMMUNICATIONS WITH STAKEHOLDERS

We attach great importance to the opinions of various stakeholders, continue to communicate and exchange with different stakeholders, and understand their areas of concern from various channels. Through the following major communication methods, we absorb the opinions of various stakeholders, continuously improve our business performance, and explore future opportunities in sustainable development.

Stakeholders	Major communication channels
Customers	<ul style="list-style-type: none">• Customer satisfaction surveys• Customer advisory team• Customer service center• Daily operations/interactions• Online service platforms• Phone calls and emails
Employees	<ul style="list-style-type: none">• Employee surveys• Performance assessments• Work performance appraisals• Business presentations• Seminars/workshops/talks• Publications (e.g. employee newsletter)• Employee intranet

3. Sustainable Development Strategy

Stakeholders	Major communication channels
Shareholders/investors	<ul style="list-style-type: none">• Results announcement• Senior management meetings, face-to-face meetings• Annual general meetings and other general meetings• Interim and annual reports• Corporate newsletters, e.g. letters/circulars and meeting notices to shareholders
Suppliers	<ul style="list-style-type: none">• Supplier management system• Assessment system of suppliers/contractors• Meetings• Site visits
Business partners	<ul style="list-style-type: none">• Reports• Meetings• Visits and talks
Peers	<ul style="list-style-type: none">• Industry forums and interaction activities
Community/non-governmental organizations	<ul style="list-style-type: none">• Seminars/talks/workshops
Media	<ul style="list-style-type: none">• Press conferences• Press releases• Senior management interviews• Results announcements• Gathering with media
Regulatory authorities	<ul style="list-style-type: none">• Compliance reports• Written responses to public consultation and meetings

3. Sustainable Development Strategy

3.3 MATERIALITY ASSESSMENT

The Group has made reference to extensive standards and guidelines, including the Guide of Hong Kong Stock Exchange, the Sustainability Accounting Standards Board (“SASB”) materiality issue database and peers’ examples, in order to more truly reflect the environmental and social issues of concern to stakeholders. As the strategic direction of the Group and the business development of its operations had not significantly changed during the Year, upon considering the mutual importance of various ESG issues to stakeholders and the impact on the Group’s business operations, the Group continues to use the 22 issues identified in 2020, which have been finally confirmed by the management, and disclosed in the Report.

**Environmental, Social and
Governance Reporting Guide****Material ESG issues**

A1: Emissions	<ul style="list-style-type: none">• Air pollutant emissions
A2: Use of resources	<ul style="list-style-type: none">• Waste management• Energy management
A3: Environment and natural resources	<ul style="list-style-type: none">• Use of natural resources
A4: Climate change	<ul style="list-style-type: none">• Green buildings
B1: Employment	<ul style="list-style-type: none">• Talents acquisition• Employee welfare
B2: Health and safety	<ul style="list-style-type: none">• Employee health and safety
B3: Development and training	<ul style="list-style-type: none">• Employee training and development
B4: Labour standards	<ul style="list-style-type: none">• Employee rights/labour standard
B5: Supply chain management	<ul style="list-style-type: none">• Procurement and supply chain management• Green procurement and usage

Environmental, Social and Governance Reporting Guide	Material ESG issues
B6: Product Liability	<ul style="list-style-type: none">• Responsible marketing and promoting• Guarantee of product/service health and safety• Quality control• Customers' satisfaction and handling of complaints• Protection of customers' privacy
B7: Anti-corruption	<ul style="list-style-type: none">• Anti-corruption• Anti-competitive• Responsible governance• Compliance operations
B8: Community investment	<ul style="list-style-type: none">• Community charity

4. Building a Green Environment

Guorui Properties is committed to building a green living environment, and actively optimizing its property construction projects by integrating more elements of green buildings, thus enhancing energy efficiency and livability. Meanwhile, we also endeavor to minimise the impact of business operations on the environment, and strictly supervise the emissions of air, wastes, sewage and noise level during the stages of construction and operation of our projects to ensure the compliance with regulatory requirements. The Group strictly abides by laws and regulations on environmental protection, including the Environmental Protection Law of the People's Republic of China (《中華人民共和國環境保護法》), the Pollution Prevention and Control Law of the People's Republic of China (《中華人民共和國污染防治法》) and the Regulations on the Administration of Construction Project Environmental Protection (《建設項目環境保護管理條例》). In the Year, there were no cases of violations that caused severe impacts on the Group.

In order to effectively promote its environmental performance, the Group has established preliminary directional targets during the Year to practice environmental sustainability of its business.

Environmental aspect	Target
Greenhouse gas emissions	According to the Group's energy conservation initiatives, which is being actively pursued, the intensity of greenhouse gas emissions will be maintained or progressively reduced in the future at a similar level of operation.
Energy consumption efficiency	In accordance with the Group's energy conservation initiatives, which is being actively pursued, the intensity of electricity consumption will be maintained or progressively reduced in the future at a similar level of operation.
Water use efficiency	In accordance with the Group's water conservation initiatives, which is being actively pursued, the intensity of water consumption will be maintained or progressively reduced in the future at a similar level of operation.
Waste reduction	In accordance with the Group's material conservation initiatives, which is being actively pursued, the intensity of waste generation will be maintained or progressively reduced in the future at a similar level of operation.

4.1 GREENHOUSE GASES EMISSIONS

The Group deeply understands that the management of greenhouse gas emissions is an important part of our environmental responsibility. To effectively manage our carbon footprint, we have identified the sources of carbon emissions during the course of our business operations and regularly collect data for monitoring to control carbon emissions.

4. Building a Green Environment

The scope of environmental data in the Report during the Year covers 20 offices and 16 construction site projects of the Group. We took reference from the Greenhouse Gas Protocol developed by World Resources Institute and World Business Council for Sustainable Development and ISO 14064-1 established by International Organization for Standardization for calculation of our carbon emissions. After inspection, the greenhouse gases (GHG) emissions of the Group are mainly derived from the fuel consumption of the fixed equipment and vehicles of the Group, as well as the electricity consumption in construction and operation of projects. As the scope of environmental KPIs during the Year was different with that in the previous year and the numbers of offices and site projects covered were not the same, the data is incomparable to that in the previous year. During the Year, the Group's total GHG emissions were 110,814.3 tonnes of CO₂e. The summary of GHG emissions is as follows:

GHG emission performance	Unit	2021
GHG emissions		
Direct GHG emissions (Scope 1) ¹	Tonnes of CO ₂ equivalent (CO ₂ e)	104,862.0
GHG offset (Scope 1) ²	Tonnes of CO ₂ e	31.8
Indirect GHG emissions (Scope 2)	Tonnes of CO ₂ e	5,984.1
Total GHG emissions (Scope 1 & 2)	Tonnes of CO ₂ e	110,814.3
Intensity of GHG emissions		
Per 1,000 square meters of area	Tonnes of CO ₂ e/1,000 m ²	30.9

Scope 1: The direct GHG emissions generated from sources owned and controlled by the Group.

Scope 2: GHG emissions indirectly generated by electricity generation, heating and cooling or steam purchased by the Group.

We identify that the projects or offices produce the following emissions when using vehicles, and the emission data for the Year is as follows:

Emission type	Unit	2021 ³
Nitrogen oxides (NO _x)	kg	3,748.7
Sulphur oxides (SO _x)	kg	21.7
Particulate Matter (PM)	kg	38.2

¹ Fuel consumption by generators, lawn mowers, herbicides and sweepers that are used in garden areas is collected in project sites during operation.

² GHG removals derived from emission reduction by trees planted in relevant buildings.

³ The fuel consumption and vehicle mileage of some collection areas are only provided by estimation. Therefore, the calculated emission data does not fully represent the scope of the collection of environmental KPIs.

4. Building a Green Environment

The scope of environmental KPIs for the Year was different with that in the previous year and the numbers of offices and site projects covered were not the same. Also, the numbers of vehicles and types of vehicles changed in the Year. Thus, the data is incomparable to that in the previous year.

The Group deeply understands that the management of GHG emissions is crucial to mitigating risks of climate change. We make our best efforts to minimise the carbon footprint generated during the course of our operations, and practice low-carbon transportation to reduce carbon emissions based on the above sources of GHG emissions. Employees are encouraged to give priority to public transportation. If it is necessary to use vehicles of the Company, we will prioritize environmentally friendly vehicles, such as electric or hybrid vehicles, and phase out vehicles of low efficiency and high fuel consumption. Meanwhile, we will also conduct maintenance for the Company's motorcade; require drivers to plan their driving routes in advance to avoid waste of fuel due to unnecessary miles travelled; and encourage turning off of engines when not in use, to prevent running of engines on idling vehicles.

4.2 GREEN OPERATIONS

With an aim to mitigate the potential impact of the Group on the environment, we comprehensively manage various aspects, including energy, water resources, waste and green buildings, and implement various environmental protection measures in offices and construction projects.

Energy Saving

We have identified that the Group's major sources of energy consumption are derived from the use of electricity in offices and construction projects. In the Year, the total consumption of electricity of the Group was 9,808.5 MWh, and the total energy consumption intensity was 2.7 MWh per 1,000 square meters of floor area. As the scope of environmental KPIs during the Year was different with that in the previous year and the numbers of offices and site projects covered were not the same, the data is incomparable to that in the previous year.

We have implemented a series of energy-saving measures in terms of lighting system and air-conditioning system to reduce the use of electricity and carbon emissions:

In terms of lighting systems, we continue to monitor the use of electricity in office areas and construction sites, analyze abnormal power consumption and formulate targeted measures for improvement. We encourage employees to make good use of sunlight and cultivate the habit of turning off lights when leaving the room. The office adopts glass and high light transmittance design, and has independent lighting switches to enable flexible control of lighting in different areas. We also seek to maximize the energy efficiency of lighting systems, consider energy efficiency when purchasing and replacing lamps or other equipment, and clean lighting equipment and lamps.

In terms of air-conditioning system, we conduct regular cleaning, maintenance and repairing for air-conditioning system to enable timely resolution of problems once discovered; reduce unnecessary power consumption by using a variable speed drive that allows adjustment of water pump and fan system; and allow control of wind flow and temperature according to practical needs to ensure high efficiency of the air conditioning system.

Water Saving

We have identified that the water consumption of the Group is mainly derived from office operation and construction projects, with municipal water as the major water source. There is no issue in sourcing water. During the Year, the Group has a total water consumption of 362,468.8 tonnes, with water consumption intensity being 101.2 tonnes per 1,000 square meters. As the scope of environmental KPIs for the Year was different with that in the previous year and the numbers of offices and site projects covered were not the same, the data is incomparable to that in the previous year.

In order to ensure the proper use of water resources, we continue to monitor the water consumption by regular leakage tests on concealed water pipes and checks water tanks and meters to avoid water leakage, and timely repairing of dripping faucets, so as to avoid waste. In addition, we also actively cultivate employees' awareness of water conservation by sticking reminders on water conservation in washrooms and pantries, to remind them of turning off faucets when not in use.

Paper Saving

We gradually digitalize work to replace paper records, and encourage our employees to reduce the use of paper by communicating via electronic technologies. We regularly monitor paper usage and printing amount and remind employees to reduce printing when necessary. To reduce the use of paper, we encourage double-sided printing by displaying conspicuous reminders near the printer. The Group also encourage the setting of smaller font size and line spacing when printing documents and promote the recycling of resources such as the collection of single-side used paper for reusing, reuse of envelopes, folders, file cards and other stationery items.

In this Year, the Group has consumed a total of 17,326.7 kg of paper, with an average of 31.8 kg of paper consumption per employee. As the numbers of office and site under the scope of environmental KPIs was different with that in the previous year, the data is incomparable to that in the previous year.

Waste Management

We have identified that our waste primarily comprises of daily office waste and construction waste generated from site projects. In this Year, we generated an estimated total of 1,018.5 tonnes of non-hazardous waste, with an intensity of 1.9 tonnes per employee. We also generated an estimated total of 70.6 kg of hazardous waste, with an intensity of 0.1 kg per employee. As the numbers of office and site under the scope of environmental KPIs was different with that in the previous year, the data is incomparable to that in the previous year.

The Group strictly monitors the waste disposal in all construction activities and areas and requires all projects to hand over construction waste to licensed recycling companies for disposal in accordance with the requirements of the "Environmental Acceptance Checklist on the Completion of Construction Project" (《建設項目竣工環境保護驗收意見表》) and the "Review Report on the Environmental Supervision during Construction Period" (《施工期環境監理回顧性報告》) so as to reduce pollution in construction sites. The daily waste generated from projects during operation was handled by the way of "disposing waste every day" (「日產日清」). Designated recycling channels have been set up for our hazardous waste such as cartridges/toner cartridges, batteries and computers, which will be handed over to licensed recycling companies for disposal.

4. Building a Green Environment

4.3 GREEN BUILDINGS

Guorui Properties has actively developed sustainable green spaces to realize the architectural concept of harmonious co-existence between humans and nature. From project planning, construction and operations, we have explored feasibility of green management and adopted green smart technologies to enhance our environmental performances in energy efficiency, resources utilization and waste management, and thereby incorporating more innovative environmental protection elements into our development projects.

During the design stage, we are committed to reducing environmental impacts by selecting locations that have no material impact on the environment to protect the ecological environment. We also value energy efficiency of projects and complete the environmental impact assessment via third party in accordance with the requirements of the Environmental Protection Law of the People's Republic of China (《中華人民共和國環境保護法》) to ensure the energy efficiency is up to standard.

During the construction stage, we are devoted to lessening the potential environmental impacts from construction by periodically assessing environmental performance, arranging regular inspection and adjusting the construction of projects accordingly to ensure that all emissions meet regional standards. Proper management of air quality, noise and wastewater is in place, which requires covering equipment or materials that are likely to generate dust and rinsing inbound and outbound vehicles and ground; prohibiting high-noise work during the restricted periods and installing sound-proof boards; setting up separate rainwater and sewage treatment systems to divide rainwater and sewage and discharging the waste water after three levels of sedimentation at construction sites.

Upon the completion of construction projects, we are dedicated to mitigating unavoidable environmental impacts and require projects to obtain the Environmental Acceptance and Monitoring Report on the Completion of Construction Project (《建設項目竣工環保驗收監測報告表》) or the Environmental Acceptance and Study Report on the Completion of Construction Project (《建設項目竣工環保驗收調查報告表》) before operation. Strict inspections are performed and relevant mitigation and compensation measures are put in place to assess their effectiveness.

4.4 CLIMATE CHANGE MANAGEMENT

Keeping in pace with the national policy, Guorui Properties actively ties in with the national carbon reduction target of hitting peak emissions before 2030 and achieving carbon neutrality by 2060. The Group recognizes its corporate responsibility for lowering greenhouse gas emissions and reacts proactively to initiatives to reduce greenhouse gas emissions and identifies and manages climate change risks. We have identified the physical risks posed by climate change, and closely follow the relevant extreme weather guidelines issued by the government, as well as implement flexible working arrangements in response to climate change.

In addition, to address the legislative and regulatory risks of energy-efficient buildings, the Group will exploit possibilities of green building development, pay close attention to the revision of relevant policies, regulations and building standards and strictly follow the building energy codes. Furthermore, we are also committed to contributing to global warming mitigation by promoting innovative technologies to reduce the impact on the environment, increasing market supply of energy-efficient buildings and incorporating climate-resistant buildings and service designs to manage market risks.

5. Compliant Operation

With the pursuit of the values of “pragmatism as foundation to establishment” (「務實為立足之本」), Guorui Properties is dedicated to building a positive corporate culture and maintaining a fair and equitable business environment to ensure compliant operations.

5.1 OUTSTANDING QUALITY

Guorui Properties has a customer-centric approach and pragmatically provides quality properties and considerate services to customers. The Group has established various management procedures to safeguard the rights and interests of customers and protect their health and safety, covering aspects such as customer service and data privacy, acceptance procedures, and project quality. In this Year, the Group did not violate relevant laws and regulations with respect to the health and safety, advertising, labelling and privacy and remedies of the products and services provided, which had a material impact on the Group.

Project Quality Control

The Group strictly abides by the Construction Law of the People’s Republic of China (《中華人民共和國建築法》) and prepares acceptance criteria and procedures such as the “Project Engineering Management” (《項目工程管理》) and the “Engineering Quality and Safety Control Requirements” (《工程質量和安全控制要求》) for each project.

To ensure material and construction quality, we have formulated the “Guidelines for the Acceptance of Materials and Equipment” (《材料設備進場驗收指引》) to regulate the examination of building materials and the storage and utilization of materials in each procedure. Engineering Department is routinely assigned to perform on-site inspections to monitor if the progress is on track, examine project quality, ensure the safety and civilized construction, and conduct evaluation and issue warning if necessary. Our operation and engineering management center also strengthens the process control on project engineering management. The Engineering Department of the regional companies must oversee the weekly review meeting to comprehend the supervisory work of each department.

We constantly monitor the quality of construction and prohibit the delivery of quality certificate or acceptance as qualified projects for unqualified construction projects to ensure the safety of property. Regional companies perform inspection on quality of properties based on the standards under the “Project Engineering Management” (《項目工程管理》), and properties can only be delivered for use after passing the acceptance procedure. A material inspection team has been formed to oversee non-conforming products that do not meet the contract terms, prototypes or current specifications. If any defective products are found, we will reject the acceptance on defective goods and request for rectification or replacement within specified period.

Upon the project delivery, in the event that there are any complaints regarding developers and quality of housing, relevant personnel will be assigned for site visits. Besides, regarding complaints related to external environment, public facilities in non-jurisdictional areas and so on, we will investigate them in the form of special reports and announce the handling results. Customer service personnel will report to the customers with the handling status and outcomes in a timely manner when the handling of complaints is completed and verified.

In this Year, no products and services of the Group are subject to recalls for safety and health reasons.

5. Compliant Operation

5.2 CUSTOMER SERVICE

To enhance service quality, the Group actively responds to the requirements and opinions of customers and consistently improves customer satisfaction. We have formulated the “Customer Complaints Handling Guidelines” (《顧客投訴處理作業指導書》) to classify common complaints, stipulate procedures for handling complaints and allow follow-up statistical analysis. Detailed, accurate and objective description will be recorded on the “Customer Compliant Handling Record” (《顧客投訴處理記錄表》) for complaints concerning mismanagement of properties and will be referred to relevant departments for timely handling. To guarantee that complaints are handled appropriately, we will analyze each complaint and its cause and record the handling method and deadline of completion. Customer service personnel will inform the customers of the results once the corresponding investigation and follow-up procedures are completed and verify and track the results based on the handling process written by the relevant department. In this Year, we did not receive any complaints about our products and services and our customers’ satisfaction level is at 80%.

In addition, the Group manages its marketing and advertising activities in a responsible manner and strictly complies with the Advertising Law of the People’s Republic of China (《中華人民共和國廣告法》). In advertising and promoting completed residential properties, we ensure that the description and promotional material provided are not misleading and are abided by the relevant regulations and guidelines. We raise employees’ awareness of the validity of information, introduce our projects to our sales personnel and examine that there is no fraud or misleading information in the sales brochures and other promotional materials to avoid delivery of inaccurate information to customers.

The Group adopts a customer-oriented approach, listens carefully to the needs of customers and integrates innovative technologies into our products and service quality where appropriate. We have launched an online housing sales platform “Fangyun (房雲)” to allow our customers the inspection of housing without leaving their home under the COVID-19 pandemic via Virtual Reality photography, video streaming, online consultation, etc., and thereby guiding real estate business towards a smart development.

5.3 INFORMATION AND PRIVACY MANAGEMENT

Guorui Properties sees customer data as our confidential data and is devoted to protecting the data security and customer privacy. With the principle of “Prevention at Core, Integrated with System and Technological Defense” (「預防為主、制度防範與技術防範相結合」), we have formulated the “Information Management System” (《信息化管理制度》) to regulate the management of system information protection and data privacy.

To prevent data leakage, we have adopted information rights management and centralized the management of shared business information at department head. Confidential documents and important information files could only be accessed with authorization. We regulate the operation and use of electronic systems by employees when they access customer information and require the computer system management and operation personnel shall strictly adhere the security and confidentiality system and shall not steal, leak, or alter important work-related information without permission. The electronic office system account of resigned employees will be removed within one day. Suppliers and contractors are required to strictly follow the legal procedures stated in the contract when processing customer information. Furthermore, we have installed anti-virus software on each computer and keep the virus database up to date to avoid data leakage due to cyber-attacks. Electronic equipment such as computers, print and magnetic media is disposed in accordance with relevant national regulations.

During the Reporting Period, the Group did not have any complaints or litigations regarding data protection and privacy protection.

In terms of intellectual property, the Group complies with national policies, laws and regulations on intellectual property, including but not limited to the Patent Law of the People’s Republic of China (《中華人民共和國專利法》).

5.4 ANTI-CORRUPTION

Guorui Properties adheres to the principle of operating with integrity and strictly abides by the “Criminal Law of the People’s Republic of China” (《中華人民共和國刑法》), the “Anti-Unfair Competition Law of the People’s Republic of China” (《中華人民共和國反不正當競爭法》) and the “Anti-Monopoly Law of the People’s Republic of China” (《中華人民共和國反壟斷法》).

We remain vigilant about compliance risks. The audit committee is responsible for reviewing compliance procedures, internal controls, and risk management systems, and overseeing the compliance of the Company from the top to the bottom of the governance structure. The Group will also monitor and regularly examine the accounts and disclose the financial position of the Company on an annual basis to avoid money laundering. In this Year, anti-corruption trainings are provided to employees and directors to build up the integrity of the Group.

We adopt a zero-tolerance attitude towards any sort of corruption and fraud and stipulate that no employee could accept any hospitality, benefits, or gifts from customers, suppliers and contractors. If a conflict of interest occurs, employees must declare in advance and act in accordance with the Group’s instructions. Guorui Properties has established a comprehensive reporting mechanism and formulated the “Management Measures on the Group’s Litigation and Arbitration Cases” (《集團訴訟、仲裁案件管理辦法》) to prohibit corruption and fraud. Employees at all levels are encouraged to report suspicious cases to the Company in a timely manner through established reporting procedures, and the identities of employees will be kept confidential during the investigation process. All relevant information will be archived. If any violations are found, the Group will review the seriousness of the case and impose appropriate punishments and report to the law enforcement agencies when necessary.

In this Year, the Group did not have any litigation cases involving corruption or violate laws and regulations that have a significant impact on the operation of the Group.

5.5 SUPPLY CHAIN MANAGEMENT

Guorui Properties is dedicated to achieving a sustainable supply chain and formulates the “Supplier Management and Operation Guidelines” (《供方管理操作指引》). We conduct three steps during the bidding and procurement process, which includes “pre-qualification and inspection”, “supplier storage” and “supplier performance evaluation”.

We will consider factors such as qualifications, service quality, cost-effectiveness and social responsibility fulfillment of suppliers and suppliers that can deliver environmentally friendly materials and services are preferred. Suppliers’ compliance with governance, labor and environment standard will also be reviewed.

To effectively manage sustainability risks of suppliers, we will sign the “Integrity and Responsibility Letter” (《廉政責任書》) with the suppliers to communicate to them our requirement on anti-corruption and clarify that no corruption, bribery, and other illegal acts may occur. In addition, we constantly monitor the service quality of our suppliers and regularly evaluate their performance of contracts. If the requirements were not met, the supplier shall propose a rectification plan upon satisfaction. We will also update the name database according to the business needs and the supplier performance to ensure that products and services provided by all suppliers meet the Group’s environmental and social standards.

In this Year, the Group had a total of 1,153 major suppliers in the construction category and has implemented the relevant supplier practices.

Regions	Beijing	Foshan	Hainan	Shenzhen	Yongqing	Xi’an	Zhengzhou	Shenyang	Shantou	Suzhou	Shanghai	Tongren
Major suppliers	200	189	94	20	80	33	38	157	75	170	47	50

6. High-quality Employee Team

Guorui Properties regards employees as the main driving force for our continuous growth. We are committed to creating a “people-oriented” (“以人為本”) working environment and building core competitiveness with high-quality human resources.

In this Year, the Group had 582 employees. The breakdowns are as follows:

Indicator	Unit	2021
Total employees by gender		
Female employees	No. of people	265
Male employees	No. of people	317
Total employees by employment type		
Full time junior employees	No. of people	182
Full time intermediate management	No. of people	355
Full time senior management	No. of people	45
Total employees by age group		
Employees below 30	No. of people	143
Employees of 30-50	No. of people	402
Employees above 50	No. of people	37
Total employees by geographical region		
Employees in Northern China	No. of people	141
Employees in Northeastern China	No. of people	33
Employees in Eastern China	No. of people	30
Employees in Central China	No. of people	54
Employees in Northwestern China	No. of people	29
Employees in Southern China	No. of people	290
Other employees (including Hong Kong, Macao and Taiwan)	No. of people	5

6. High-quality Employee Team

The turnover rate of the Group this Year are as follows:

Indicator	Unit	2021
Total turnover rate⁴	%	26.6
Turnover rate by gender		
Female employees	%	60.8
Male employees	%	0.0
Turnover rate by age group		
Employees below 30	%	10.5
Employees of 30-50	%	33.8
Employees above 50	%	10.8
Turnover rate by geographical region		
Employees in Northern China	%	38.3
Employees in Northeastern China	%	0.0
Employees in Eastern China	%	0.0
Employees in Central China	%	70.4
Employees in Northwestern China	%	0.0
Employees in Southern China	%	35.9
Other employees (including Hong Kong, Macao and Taiwan)	%	20.0

⁴ Calculation method of turnover rate: (Number of employees lost in the category ÷ total number of employees in the category) × 100%

6. High-quality Employee Team

6.1 LABOR RIGHTS

Guorui Properties is committed to providing a fair working environment for employees to do their best. We abide by the “Labor Law of the People’s Republic of China” (《中華人民共和國勞動法》), the “Labor Contract Law of the People’s Republic of China” (《中華人民共和國勞動合同法》), the “Law on the Protection of Minors of the People’s Republic of China” (《中華人民共和國未成年人保護法》), the “Provisions on the Prohibition of Using Child Labor” (《禁止使用童工規定》) and other laws and regulations related to employment standards. In order to protect the rights of employees, the “Employee Handbook” (《員工手冊》) and “Human Resource Management System” (《人力資源管理制度》) clearly stipulate the rights and interests of employees, salary and benefits, performance training arrangements, etc. The Group also sets out the group’s expectations and codes of conduct for employees, including work discipline, anti-corruption, and internal information processing such standards allow transparently employees to understand their rights and obligations.

Recruitment and Resignation

The Group is committed to maintaining employment equality and advocating a diverse and inclusive corporate culture. We have established the “Human Resource Management System” (《人力資源管理制度》) for the principles of selecting candidates. We select candidates based on the factors such as the resume, qualifications, work experience, and the degree of matching with the job, prohibiting discrimination based on age, gender, race, religion, health status and other factors. We also strictly prohibit any unethical recruitment practices, including child labor and forced labor. During the process of recruitment, we will review the applicants’ identification documents to ensure that the applicants meet the legal age of adulthood, and we will also provide guidelines regarding employees’ working hours in the employee handbook to prevent forced labor. In order to protect the rights of employees, we will also sign a “Labor Contract” (《勞動合同書》) with the employees in accordance with the provisions of the “Labor Contract Law of the People’s Republic of China” (《中華人民共和國勞動合同法》). If the cases of violations of child labor and forced labor are found, the Group will closely cooperate with the government’s investigation. During the Year, we did not find any cases of child labor or forced labor.

We are open-minded towards resignation of employees, and we will confirm the last working day with employees to complete the handover. When an employee makes a resignation request, the human resource center will meet him/her to understand the reason for his resignation, and timely identify the resignation situation related to management, and try to retain the talents.

6.2. SALARY AND BENEFITS

We are committed to creating an employee-oriented corporate culture. We review the salary level of its employees every year, and try our best to provide a competitive salary plan that closely follows the market level and tries to gather the talents. In addition, we praise employees with outstanding performance at work to reward employees for their efforts.

We also provide market-competitive remuneration and welfare packages to attract and retain employees. In addition to the basic salary, statutory holidays, five social insurances and one housing fund contributions, in terms of holidays, we also provide annual leave, sick leave, personal leave, funeral leave, marriage leave, maternity leave and other holidays; in terms of welfare, we provide holiday bonus, employee's meal, gift voucher, money for funeral, birthday present, consolation money and annual body check etc.

Performance and Promotion

The Group has established a scientific performance management system, which is divided into four parts, covering performance planning, performance coaching, performance evaluation, performance results application. The management system systematically encourages the continuous improvement of employees through work goal setting, feedback and guidance, and performance evaluation. Establishing the work goals regularly allows employees to be clear about their work direction in the coming year and the Company's expectations. The goal setting will also be in line with the Company's long-term strategy setting and allow the employees to develop their strengths according to business needs. At the same time, we encourage internal promotion, reward outstanding employees, and try to retain talent.

6. High-quality Employee Team

Caring for Employees

We value every single employee and are committed to creating a healthy workplace environment for both physical and mental health. We take the opportunity of festivals to carry out employee condolence activities and promote a positive, healthy and harmonious atmosphere. We regularly carry out employee networking activities to promote the connection between colleagues and increase the sense of belonging of employees:



Organizing team building



The "8th March Women's Day" Event



Badminton fitness activities



Employees clearing snow in front of the door of the Company

6.3. VOCATIONAL TRAINING

We focus on the growth and development of talents, provide a broad career development platform, and provide organizational guarantee and talent support for the innovation and upgrading and high-quality development of the Group. We keep abreast of the latest trends and have provided various types of trainings during the year.



Internal communication training



New employee induction training



Marketing training



Each project company participating in the training organized by the headquarters through video connection

6. High-quality Employee Team

The followings are the KPIs related to development and training during the Reporting Period:

Indicator		Average training hours (hour)	Ratio of employees trained ⁵
By gender	Female employees	8.0	100.0%
	Male employees	9.0	100.0%
By employee category	Full-time junior employees	11.0	100.0%
	Full-time intermediate management	9.0	100.0%
	Full-time senior management	7.0	100.0%

6.4 HEALTH AND SAFETY SYSTEM

We deeply care about the health and safety of our employees. We strictly complied with the “Law on Prevention and Control of Occupational Diseases of the People’s Republic of China” (《中華人民共和國職業病防治法》), the “Law on Production Safety of the People’s Republic of China” (《中華人民共和國安全生產法》), the “Provisions on the Supervision and Administration of Occupational Health at Work Sites” (《工作場所職業衛生監督管理規定》), the “Regulation on Work-Related Injury Insurances” (《工傷保險條例》), the “Fire Protection Law of the People’s Republic of China” (《中華人民共和國消防法》) and other relevant laws and regulations. We make every effort to create a healthy and safe environment for the offices and construction sites.

We have established safety protection measures and established a safety management team to coordinate safety-related management and preventive measures, which help to identify the safety risks at construction sites as early as possible. We regularly review identified potential security risks, which must be rectified within a limited time with follow-up inspections thereafter. In addition, we have also established a safety early warning system to communicate with employees on dangers, injuries and diseases regularly, so that they are always alerted and will avoid accidents as much as possible. We have established the “Safety Production Accident Plan” (《安全生產事故預案》) to standardize the handling and procedures after occupational accidents, and to deal with the accident in accordance with the corresponding contingency procedures to minimise the potential impact.

Our projects’ “Occupational Safety and Health Management Plan” (《職業安全健康管理方案》) stipulates that corresponding safety signs should be set up around hazardous areas to remind employees to stay alert. We highly emphasize safety training, firmly establish the “safety first” ideology, and improve employees’ safety awareness. Before starting the construction projects, we educate employees on fire protection knowledge in accordance with fire protection requirements, enhance their awareness of prevention, and prevent fire accidents.

During the reporting period, the loss of working days of the Group due to work-related injuries were nil. For the past three years (including the Year), there were no cases of work-related fatalities.

⁵ Number of trained employees for such category ÷ number of employees for such category at the end of the Year × 100%

7. Contribution to the Community

Guorui Properties has been interpreting social responsibility with practical actions, actively listening to and responding to the needs of the community. With the COVID-19 pandemic entering a normalized prevention and control situation, we strictly sanitize commercial office areas and community public areas, and gather together anti-epidemic forces.



Checking green code and itinerary code



Enhanced disinfection and cleaning during the pandemic

Appendix 1: Sustainability Data Statements

Environmental ⁶	Unit	2021
Emissions		
Nitrogen oxides (NO _x)	kg	3,748.7
Sulphur oxides (SO _x)	kg	21.7
Particulate Matter (PM)	kg	38.2
GHG emissions		
Direct GHG emissions (Scope 1)	Tonnes of CO ₂ e	104,862.0
GHG removal (Scope 1)	Tonnes of CO ₂ e	31.8
Indirect GHG emissions (Scope 2)	Tonnes of CO ₂ e	5,984.1
Total GHG emissions (Scope 1 and 2)	Tonnes of CO ₂ e	110,814.3
GHG Emissions Intensity (Scope 1 and 2)	Tonnes of CO ₂ e/1,000 m ²	30.9
Electricity consumption		
Total electricity consumption	MWh	9,808.5
Intensity of electricity consumption (per 1,000 square meters of area)	MWh/1,000 m ²	2.7
Natural gas consumption	m ³	13,389.0
Liquefied petroleum gas consumption	Liter	135,120.0
Gasoline consumption	Liter	280,141.8
Diesel oil consumption	Liter	60,000.0
Water consumption		
Total water consumption	Tonnes	362,468.8
Intensity of water consumption (per 1,000 square meters of area)	Tonnes/1,000 m ²	101.2
Hazardous waste produced		
Total hazardous waste produced	kg	70.6
Intensity of hazardous waste produced (per employee)	kg/employee	0.1
Non-hazardous waste produced		
Total non-hazardous waste produced	Tonnes	1,018.5
Intensity of non-hazardous waste produced (per employee)	Tonnes/employee	1.9
Paper consumption		
Total paper consumption	kg	17,326.7
Intensity of paper consumption (per employee)	kg/employee	31.8

⁶ The KPIs of the environmental aspect include: 20 offices and 16 construction projects

Appendix 1: Sustainability Data Statements

Social aspect ⁷	Unit	2021
Total employees	No. of people	582
Total employees by gender		
Female employees	No. of people	265
Male employees	No. of people	317
Total employees by employment type		
Full-time junior employees	No. of people	182
Full-time intermediate management	No. of people	355
Full-time senior management	No. of people	45
Total employees by age group		
Employees below 30	No. of people	143
Employees of 30-50	No. of people	402
Employees above 50	No. of people	37
Total workforce by geographical region		
Employees in Northern China	No. of people	141
Employees in Northeastern China	No. of people	33
Employees in Eastern China	No. of people	30
Employees in Central China	No. of people	54
Employees in Northwestern China	No. of people	29
Employees in the Southern China	No. of people	290
Other employees (including Hong Kong, Macao and Taiwan)	No. of people	5

⁷ The disclosure of social KPIs include the data of the Group

Appendix 1: Sustainability Data Statements

Social aspect ⁷	Unit	2021
Employee turnover rate⁸		
Turnover rate	%	26.6
Employee turnover rate by gender		
Female employees	%	60.8
Male employees	%	0.0
Employee turnover rate by age group		
Employees below 30	%	10.5
Employees of 30-50	%	33.8
Employees above 50	%	10.8
Employee turnover rate by geographical region		
Employees in Northern China	%	38.3
Employees in Northeastern China	%	0.0
Employees in Eastern China	%	0.0
Employees in Central China	%	70.4
Employees in Northwestern China	%	0.0
Employees in the Southern China	%	35.9
Other employees (including Hong Kong, Macao and Taiwan)	%	20.0
Percentage of employees trained⁹		
Percentage of employees trained by gender		
Female employees	%	100.0
Male employees	%	100.0

⁸ Calculation method of turnover rate: (Number of employees lost ÷ number of employees at the end of the Year) × 100%

⁹ Number of trained employees for such category ÷ number of employees for such category at the end of the Year × 100%

Appendix 1: Sustainability Data Statements

Social aspect ⁷	Unit	2021
Percentage of employees trained by employee category		
Full-time junior employees	%	100.0
Full-time intermediate management	%	100.0
Full-time senior management	%	100.0
Average training hours completed per employee by gender		
Female employees	Hour	8.0
Male employees	Hour	9.0
Average training hours completed per employee by employee category		
Full-time junior employees	Hour	11.0
Full-time intermediate management	Hour	9.0
Full-time senior management	Hour	7.0
Occupational health and safety		
Number of work-related fatalities occurred in each of the past three years including the Year	No. of people	0
Rate of work-related fatalities occurred in each of the past three years including the Year	%	0.0
Lost days due to work injury	Day	0
Labor Standards		
Number of child labors found	Case	0
Number of forced labors found	Case	0

Appendix 2: Index of Hong Kong Stock Exchange ESG Reporting Guide

Indicator		Related Chapter	
A. Environmental			
A1: Emissions	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	4. Building a Green Environment
	A1.1	The types of emissions and respective emissions data.	4.1 Greenhouse Gases Emissions Appendix 1: Sustainability Data Statements
	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).	4.1 Greenhouse Gases Emissions Appendix 1: Sustainability Data Statements
	A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	4.2 Green Operations Appendix 1: Sustainability Data Statements
	A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	4.2 Green Operations Appendix 1: Sustainability Data Statements
	A1.5	Description of emissions target(s) set and steps taken to achieve them.	4. Building a Green Environment
	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.	4.2 Green Operations
A2: Use of Resources	General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials.	4.2 Green Operations
	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).	4.2 Green Operations
	A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	4.2 Green Operations
	A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	4. Building a Green Environment
	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.	4.2 Green Operations
	A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	Not applicable, our Group's business does not involve packaging materials

Appendix 2: Index of Hong Kong Stock Exchange ESG Reporting Guide

Indicator			Related Chapter
A3: The Environment and Natural Resources	General Disclosure	Policies on minimising the issuer’s significant impact on the environment and natural resources.	4.2 Green Operations 4.3. Green Buildings
	A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	4.2 Green Operations 4.3. Green Buildings
A4: Climate Change	General Disclosure	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	4.4 Climate Change Management
	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.	4.4 Climate Change Management
B. Social			
B1: Employment	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	6.1 Labor Rights
	B1.1	Total workforce by gender, employment type (for example, full – or part – time), age group and geographical region.	6. High-quality Employee Team Appendix 1: Sustainability Data Statements
	B1.2	Employee turnover rate by gender, age group and geographical region.	6. High-quality Employee Team Appendix 1: Sustainability Data Statements
B2: Health and Safety	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.	6.4 Health and Safety System
	B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	6.4 Health and Safety System Appendix 1: Sustainability Data Statements
	B2.2	Lost days due to work injury.	6.4 Health and Safety System Appendix 1: Sustainability Data Statements
	B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored.	6.4 Health and Safety System

Appendix 2: Index of Hong Kong Stock Exchange ESG Reporting Guide

Indicator			Related Chapter
B3: Development and training	General Disclosure	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	6.3. Vocational Training
	B3.1	The percentage of employees trained by gender and employee category (Such as senior management, middle management, etc.).	6.3. Vocational Training Appendix 1: Sustainability Data Statements
	B3.2	The average training hours completed per employee, by gender and employee category.	6.3. Vocational Training Appendix 1: Sustainability Data Statements
B4: Labour Standards	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labor.	6.1 Labor Rights
	B4.1	Description of measures to review employment practices to avoid child and forced labor.	6.1 Labor Rights
	B4.2	Description of steps taken to eliminate such practices when discovered.	6.1 Labor Rights
B5: Supply Chain Management	General Disclosure	Policies on managing environmental and social risks of the supply chain.	5.5 Supply Chain Management
	B5.1	Number of suppliers by geographical region.	5.5 Supply Chain Management
	B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	5.5 Supply Chain Management
	B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	5.5 Supply Chain Management
	B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	5.5 Supply Chain Management

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Indicator		Related Chapter
B6: Product Responsibility	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 5.1 Outstanding Quality 5.2 Customer Services
	B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 5.1 Outstanding Quality Appendix 1: Sustainability Data Statements
	B6.2	Number of products and service related complaints received and how they are dealt with. 5.1 Outstanding Quality 5.2 Customer Service
	B6.3	Description of practices relating to observing and protecting intellectual property rights. 5.3 Information and Privacy Management
	B6.4	Description of quality assurance process and recall procedures. 5.1 Outstanding Quality
	B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored. 5.3 Information and Privacy Management
B7: Anti- corruption	General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have significant impact on the issuer relating to bribery, extortion, fraud and money laundering. 5.4 Anti-corruption
	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. 5.4 Anti-corruption
	B7.2	Description of preventive measures and whistleblowing procedures, how they are implemented and monitored. 5.4 Anti-corruption
	B7.3	Description of anti-corruption training provided to directors and staff. 5.4 Anti-corruption
B8: Community Investment	General Disclosure	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities interests. 7. Contribution to the Community
	B8.1	Focus areas of contribution (Such as education, environment issues, labor needs, health, culture, sports, etc.). 7. Contribution to the Community
	B8.2	Resources contributed to the focus area. 7. Contribution to the Community



GLORY 国瑞

GUORUI PROPERTIES LIMITED
國瑞置業有限公司