



中國油氣控股有限公司 SINO OIL AND GAS HOLDINGS LIMITED

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

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2021

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

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Environmental, Social and Governance Report

I. PREAMBLE

Oil and gas have long been the crucial components of the global energy system and are widely used over the world. Yet, the exploitation process of oil and gas poses underlying impacts on a range of sustainability-related issues, including climate change, ecosystems, workers' health, and the wellbeing of the local communities, which are commonly recognised to be accompanied by material environmental, social and governance ("ESG") risks in upstream infrastructure development and operations. Nowadays, an emerging topic along the entire oil and gas value chain is the action towards sustainability. It is of paramount importance for the private sector to integrate sustainable concepts and strategies into business operations, as well as leveraging its inherent strength in the value chain to facilitate collaboration and collective actions in changing towards sustainability.

In China, a thriving civilisation call for good eco-environment has been attached with greater importance under the vision of the cultivation of a global community of shared future and the ambition to accelerate its green transformation and low-carbon development in economic and social aspect. Under the overarching guidance of the "Outline of the 14th Five-Year Plan for National Economic and Social Development and Vision 2035 of the People's Republic of China" and "Energy Production and Consumption Transition Strategy", national energy green reform and clean energy are highlighted to be the key to attain sustainable development and support the ever-growing energy demand. During the 14th Five-Year Plan period, Shanxi Province published the "14th Five-Year New Technology Plan of Shanxi Province", laying emphasis on the chemical research on unconventional natural gas technology, co-production of "three gases" (三氣共採), deep coalbed methane ("CBM") exploration and development, combined mining of multiple coalbeds, and graded utilisation of coalbed methane. Sino Oil and Gas Holdings Limited (the "Company") and its subsidiaries (collectively, the "Group") deeply understands its pivotal role to play in strengthening core technology research and incorporating ESG principles into the way it operates and develops, and keeps putting forward sustainable solutions for minimising its environmental impacts and enlarging its social contributions, while maintaining a growing momentum in business development.

I. 引言

長期以來，石油和天然氣一直是全球能源系統的重要組成部分，並被全世界廣泛使用。然而，石油和天然氣的開採過程對包括氣候變化、生態系統、員工健康和當地社區的福祉等一系列與可持續性相關領域帶來潛在影響，人們普遍認為上游基礎設施的開發和營運伴隨著重大的環境、社會和管治（「ESG」）風險。如今，為實現可持續發展而採取行動是整個石油和天然氣價值鏈中的一個新興話題，而對於私營機構而言，將可持續發展理念和實踐融入商業營運，以及利用其在價值鏈中的固有優勢促進合作和集體行動，從而邁向可持續發展是至關重要的。

在中國，「生態興則文明興」在樹立人類命運共同體理念和加速經濟社會發展向綠色低碳轉型中不斷得到重視。在《中華人民共和國國民經濟和社會發展第十四個五年規劃和2035年遠景目標綱要》和《能源生產和消費革命戰略》的總綱領下，國家能源綠色改革和清潔能源的使用被強調為實現可持續發展及支撐不斷增長的能源需求的關鍵。在「十四五」規劃期間，山西省發布了《山西省「十四五」新技術計劃》，重點關注非常規天然氣技術的化學研究、「三氣共採」、深層煤層氣勘探開發、多煤層聯合開採以及煤層氣分級利用等。中國油氣控股有限公司（「本公司」）及其子公司（統稱「本集團」）深知其在加強核心技術研究中的關鍵作用，將ESG原則納入經營和發展方式，在保持業務發展的同時不斷提升並實踐可持續的解決方案，減少對環境的影響，提高對社會的貢獻。

II. REPORTING BOUNDARY & PRINCIPLES

In strict compliance with the requirements under Appendix 27 – ESG Reporting Guide (“ESG Guide”) of Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“Stock Exchange”), the Group is pleased to present its sixth ESG Report for the year ended 31 December 2021 (“FY2021”), which demonstrates the Group’s approach and performance in terms of ESG management and corporate sustainable development for FY2021. For corporate governance section, please refer to pages 24 to 38 of the Company’s 2021 Annual Report.

The ESG Report has been prepared in both English and Chinese Language. If there is any conflict or inconsistency, the English version shall prevail.

Boundary Setting

In consideration of the business nature of the Group, the boundary of this ESG report remains consistent with the previous years, which covers the performance and management policies of the Group’s business operations in Mainland China including Raw Coal Washing Project and CBM Business in Shanxi Province.

The coal washing plant is located at the Qinshui Basin, Shanxi Province. The washing process involves separation of coal from soil and rock into graded sized chunks through centrifugation, magnetism and flotation technologies. In FY2021, the coal washing operations recorded a total sale of refined coal approximately 90,000 tonnes (FY2020: 160,000 tonnes).

II. 報告範圍及原則

本集團嚴格遵守香港聯合交易所有限公司（「聯交所」）證券上市規則附錄27—環境、社會及管治報告指引的規定，欣然呈列其第六份截至2021年12月31日止年度（「2021財年」）環境、社會及管治報告，用以展示本集團於2021財年在ESG管理和企業可持續發展方面的方針及表現。有關企業管治部分，請參閱本公司2021年年報第24至38頁。

本ESG報告以英文及中文編制。如有任何爭議或差異，應以英文版本為準。

範圍設定

鑑於本集團的業務性質，本ESG報告的範圍與去年保持一致，涵蓋了本集團在中國內地包括山西省原煤洗選項目和煤層氣業務的表現和管理政策。

洗煤廠位於山西省沁水盆地。洗選過程包括通過離心分離、磁力與浮選技術，將煤炭從泥沙石礫中分離成大小分級的煤塊。於2021財年，洗煤業務共錄得精煤銷售約9萬噸（2020財年：16萬噸）。

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Sanjiao CBM Project is located at the Ordos Basin in Shanxi and Shaanxi Provinces. It involves continuous extraction, compression and distribution of CBM. In FY2021, there was 30 (FY2020: 18) new wells in Sanjiao CBM Project which has completed a total of 170 (FY2020: 140) wells, comprising 118 (FY2020: 88) multilateral horizontal wells and 52 (FY2020: 52) vertical wells. Out of the total 170 wells, 140 wells were in the normal dewatering and gas producing stage, of which 140 wells accessed to a gas collection pipeline network. In FY2021, the Sanjiao CBM Project recorded CBM production of approximately 128.06 million m³ (FY2020: 101.75 million m³). The Project uses three designated CBM pipelines in the Sanjiao block and its surrounding areas, built by the Shanxi provincial government as its major sales channels, including (1) the CBM pipeline from Sanjiao to Linxian for gas supply for residential, commercial and industrial use, as well as heating in winter; (2) the designated CBM pipeline of the Sanjiao CBM block for gas supply to Senze Coal & Aluminium Group, a local coal processor and aluminium manufacturer; and (3) the CBM pipeline from Sanjiao to Luliang (for gas supply to Xiaoyi and central Shanxi).

Reporting Principles

The ESG Report has been prepared with reference to the Reporting Principles set forth in the ESG Guide of the Stock Exchange. As the reporting principles underpin the preparation of the ESG report, the main ESG performance of the Group in FY2021 of the ESG report has been determined and disclosed under the principles of Materiality, Quantitative, Balance and Consistency.

Materiality

In FY2021, the Group performed an annual materiality assessment of the ESG-related topics through conducting surveys with its key stakeholders. Both internal and external stakeholder representatives were invited in the survey and the outcome enabled the Group to prioritise and thus identify the relevant ESG issues material to the Group in its ESG management and journey towards sustainability. More details can be found in the section Materiality Assessment.

三交煤層氣項目位於山西省和陝西省的鄂爾多斯盆地，項目涉及煤層氣的持續排採、壓縮和分銷。於2021財年，三交煤層氣項目新增30口井（2020財年：18），累計完成170口井（2020財年：140），包括118口多分支水平井（2020財年：88）和52口直井（2020財年：52）。在所有170口井中，有140口井為正常排採井，接入集氣管網的井為140口。於2021財年，三交煤層氣項目錄得煤層氣產量約為12,806萬立方米（2020財年：10,175萬立方米）。項目以三交區域內及其周邊地區由省政府規劃的三條已建成煤層氣專用管線作為主要銷售渠道，包括：(1)三交至臨縣煤層氣輸氣管道，供應臨縣城市居民、工商業用氣及冬季取暖用氣；(2)三交區塊專用煤層氣管道，向一間當地的煤鋁生產企業—森澤煤鋁集團供氣；以及(3)三交至呂梁煤層氣輸氣管道，供應孝義及山西省中部天然氣管網。

匯報原則

本ESG報告是根據聯交所發佈的《環境、社會及管治報告指引》中所載的匯報原則編制。匯報原則是作為ESG報告編制的基礎，本ESG報告嚴格遵循「重要性」、「量化」、「平衡」和「一致性」的原則確定和披露其2021財年的主要ESG表現。

重要性

於2021財年，本集團透過對其主要持份者進行調查，對ESG相關議題進行年度重要性評估。內部和外部持份者代表均受邀參與調查。該評估結果有助本集團進行優先排序從而確定對本集團在其ESG管理和可持續發展之旅中具有重要意義的相關ESG事宜。更多細節請參閱「重要性評估」章節。

Quantitative

The Group collected and presented its performance in terms of various environmental and social Key Performance Indicators (“KPIs”) in the corresponding performance tables, under which assumptions, emission factors and calculation methods used are clearly footnoted.

Balance

An unbiased picture of the Group's environmental and social performance as well as its impacts on the environment and natural resources (both positive and negative) was described in the ESG Report.

Consistency

The application of principle of Consistency was reflected in the boundary setting process and reporting framework that the Group based in generating the ESG Report. In particular, the Group adhered to the procedures set forth in “How to Prepare an ESG Report? – Appendix 2: Reporting Guidance on Environmental KPIs and Appendix 3: Reporting Guidance on Social KPIs” issued by the Stock Exchange in collating statistics and presenting its ESG performance. Any significant changes in disclosure or relevant factors that may affect a meaningful comparison in the ESG Report will be explained clearly. Given the application of the principle of Materiality, the Group only disclosed Scope 1 and Scope 2 greenhouse gas emissions, as its Scope 3 emissions were insignificant when compared to the overall emission of the Group during FY2020 and FY2021.

量化

本集團收集並將環境及社會層面的關鍵績效指標 (KPIs) 於相應的績效表中披露，當中明確註明使用的假設、排放因子和計算方法。

平衡

本ESG報告中不偏不倚地描述了本集團的環境和社會績效，以及其對環境和自然資源的影響 (包括正面和負面)。

一致性

一致性原則的應用體現在本集團編制本ESG報告所依據的範圍設定過程和報告框架中。具體而言，本集團遵守聯交所發佈的「如何編備環境、社會及管治報告—附錄二：環境關鍵績效指標匯報指引和附錄三：社會關鍵績效指標匯報指引」中規定的程序，整理統計數據並展示其ESG表現。任何可能影響ESG報告中有意義比較的披露或相關因素的重大變化都將得到明確解釋。由於本集團溫室氣體範圍三的排放量與2020財年和2021財年的總溫室氣體排放量相比微不足道，因此，鑑於重要性原則的應用，本集團於本報告中僅對其範圍一與範圍二的溫室氣體排放量進行披露。

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III. MESSAGE FROM THE BOARD

Dear Valued Stakeholders,

In 2021, the continuous outbreak of COVID-19 Pandemic (the “Pandemic”) has continued to bring unprecedented uncertainties and challenges to various businesses and posed threats on human health and the society harmony, as well as severely affecting the economy and financial markets. Despite this backdrop, we continue to embed ESG across our strategy such that we can be more resilient across a wide range of scenarios under heightened global uncertainty and energy security concerns.

Sustainability at the Core of Business

Adhering to the corporate value of “People Oriented, Effective Use of Resources, Bring Harmony with Great Virtue”, we have relentlessly been committed to optimizing our ESG management system and strives to become a professional international oil and gas explorer and producer who fully respects its people, the ecosystem and the welfare of a wider society simultaneously. As the global energy structure heavily relies on oil and gas, it is crucial to spark all industry players’ attention on the broad environmental and social issues engendered by exploration and production processes that are manifested at both local and global levels. Being an enterprise with principal businesses in CBM exploration and extraction, as well as raw coal washing operations, we are dedicated to maintaining our focus on keeping energy flowing today while transforming ourselves to deliver more reliable, affordable and clean energy the nation and world need in the future.

As one of the many industries that are energy- and carbon-intensive, the oil and gas sector undoubtedly needs to refine its business strategy and shift its operation towards cleaner and more eco-friendly manner. In response to China’s ambitious plan, which proposes to peak the carbon emissions before 2030 and attain carbon neutrality before 2060, we unceasingly review our operations and prepare our energy strategy to improve our performance in GHG emissions with the leadership of the Board and by building cross-functional accountability. Meanwhile, we continue to make good track on our energy performance through metrics from a Group level down to our major business segments and projects.

III. 董事會序言

尊敬的各持份者：

2021年，新冠疫情大流行（「疫情」）的持續蔓延繼續為各個行業帶來前所未有的不確定性和挑戰，亦一直對人類健康及社會和諧構成威脅，並不斷影響着經濟和金融市場。儘管如此，我們仍堅持將ESG概念融合到我們的發展戰略當中，以使我們即使在全球不確定性和能源安全問題加劇的情況下，仍能更具彈性地應對各種狀況。

核心業務的可持續發展

本集團秉承「以人為本，善用資源，厚德載物」的企業價值觀，堅持不懈地優化其ESG管理體系。本集團致力於成為一家專業的國際化油氣勘探和生產企業，同時充分尊重員工、生態系統和社會福祉。由於全球能源結構過於依賴石油和天然氣，因此帶動所有行業參與者關注勘探和生產過程中所產生的一系列在本地和全球範圍內均體現出的環境和社會問題至關重要。作為一家以煤層氣勘探和開採以及原煤洗選為主要業務的企業，我們致力於維持現今能源穩定的供應，同時積極轉型，以提供國家和世界未來所需的更可靠、可負擔和清潔的能源。

石油和天然氣行業作為能源和碳密集型的眾多行業之一，其無疑需要完善其自身業務戰略，並向更清潔和環保的營運模式邁進。為響應中國提出在2030年前實現碳達峰及在2060年前實現碳中和的宏觀計劃，本集團在董事會的領導下，通過建立跨職能部門的問責制，不斷審查其業務並為其能源戰略做準備，以提高我們的溫室氣體排放績效。與此同時，本集團繼續通過從集團層面到主要業務板塊和項目所建立的指標，對其能源表現進行有效追蹤。

Sustainability in Action

As we have seen the world's and the nation's sustainable development and low carbon ambitions gather momentum, we have been in action across these focus areas. In 2021, for the first time we aligned ourselves with the United Nation's Sustainable Development Goals (SDGs) as well as formulating specific environmental targets regarding our emissions and resources consumption. Meanwhile, as one of the many industries that are most exposed to climate-related risks, we are paying special attention to our assessment and management of climate-related risks and opportunities. During the year under review, we performed a preliminary desktop analysis on our potential risks and opportunities faced under the increasing intense concerns of climate change. More details can be found in the following chapters "**Stakeholder Engagement**" and "**Environmental Sustainability**".

In the meantime, regarding the formulation of business-related ESG goals and targets, as well as the corresponding reviewing method, we are also building our understanding of what is needed, and what methodologies and structures will best enable us to deliver our actions.

Looking Ahead

As we navigate the changing times ahead, we will put forward and implement practical measures to improve our ESG management and performance, as well as our ESG-related goals and targets setting. We will continue to incorporate the concept of green development into our business strategies and operation, while striving to become a truly purpose-led responsible organisation.

On behalf of the Board, I would like to express my sincere gratitude to our stakeholders for their continuous support, which has been vital for us. We look forward to charting a course to realise the sustainable future with our stakeholders' continuous backing, and hereby present our FY2021 ESG Report.

Dai Xiaobing

Chairman

Hong Kong, 31 May 2022

可持續發展行動

隨著各個國家以至全球的可持續發展目標逐步明確，我們已經在以下的重點範疇採取行動。在2021年，我們首次與聯合國可持續發展目標(SDGs)保持一致，並首度針對排放物和資源消耗，制定具體的環境目標。同時，作為受氣候相關風險影響較大的眾多行業之一，我們特別重視對氣候相關風險和機遇的評估和管理。於回顧年度內，我們通過桌面分析，初步了解在氣候變化下我們所面臨的潛在風險和機遇。更多細節請參閱「**持份者的參與**」和「**環境可持續發展**」章節。

另外，有關於在制定與業務相關的ESG目標、指標以及相應的審核方法方面，我們亦正在建立對需要什麼以及哪些方法和結構最能幫助我們實施行動的理解。

展望未來

隨著時代的變化，我們將提出並採取切實可行的措施以改善我們的ESG管理和績效，並將設定我們的ESG相關目標和指標。我們將繼續在我們的業務戰略和營運中融入綠色發展的理念，努力成為真正以目標為導向的負責任的組織。

我謹代表董事會向我們的持份者表示衷心感謝，他們的持續支持對我們而言至關重要。我們期待在持份者的持續支持下制定並實現可持續未來的道路。我在此提呈我們的2021財年ESG報告。

戴小兵

主席

香港，2022年5月31日

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IV. ESG MANAGEMENT STRATEGY

The core component of the Group's ESG management approach is a sustainability commitment signalled from the top that has inherently been evolved from the Group's business principle – “Equal Emphasis on Business and Capital, Equal Attention to Resources and Talent”. As part of its governance structure, the Board of Directors of the Group (the “Board”) has shouldered the responsibility of taking the lead on and is responsible for the oversight of the planning, implementation and reporting of the Group's progress in coping with ESG-related issues. The robust governance, resourceful and dedicated management teams together with diligent employees are the Group's key to unlocking its potential to constantly overcome challenges and navigate through the complex market environment to achieve sustainability.

To identify, evaluate and prioritise material ESG-related issues of the Group, the Group has cooperated with external ESG consultants to conduct an annual materiality assessment and analysis, in which stakeholders' concerns and expectations are analysed and then reviewed by the Board. Informed by the results, the Board further understands the Group's material ESG issues including associated risks, thereby allowing the Board to formulate corresponding ESG management approaches and strategies. The Group's ESG management approach primarily focuses on two pillars, namely environmental commitment and employees' wellbeing. To acquire material ESG information including potential ESG-related risks that may have significant impacts on the Group, designated staff is assigned to collect and communicate ESG-related issues within the Group, while efficient communication between the management team and the frontline operators has also been taken as one of the useful ways for ESG integration within the Group.

IV. ESG管理策略

本集團ESG管理方法的核心始於集團高層對可持續發展的承諾，作為本集團商業原則「資源與人才並舉，實業與資本並重」的延伸。作為其管治架構的一部分，本集團董事會（「董事會」）肩負著領導及監督本集團在可持續發展方面的規劃、實施和進程報告的職責。健全的管治、靈活且敬業的管理團隊及勤奮的員工是本集團發揮潛力、不斷克服挑戰並能在複雜的市場環境中實現可持續發展的關鍵。

為識別、評估和優先考慮本集團的重大ESG相關議題，本集團已與外部ESG顧問合作進行年度重要性評估，以分析持份者的關注和期望，並交由董事會審閱。董事會根據評估結果，進一步了解本集團的重大ESG事宜以及相關風險，從而使董事會能夠制定相應的ESG管理方法和策略。本集團的ESG管理方法主要專注於兩大領域，即環境承諾和員工福祉。為獲取重要的ESG資訊，包括可能對本集團產生重大影響的潛在ESG相關風險，本集團委任專責人員收集本集團內部ESG相關問題的並進行溝通，而管理團隊與前線營運員工之間的高效溝通被視作本集團ESG整合的有效方法。

To better incorporate sustainability into its governance, the Group is committed to strengthening the management to build a wider governance structure and practices so as to reinforce its ESG work done over the years. In addition to the environmental targets set in this reporting year, which are discussed in the coming sections, the Group is planning to develop further ESG-related goals and targets that associated with its businesses, while the Board is committed to reviewing the progress made against the Group's ESG commitment through regular reporting in the future.

為更好地將可持續發展納入其管治之中，本集團致力於加強管理，建立更廣泛的管治架構和慣例，以強化其多年來對ESG所作出的貢獻。除了本報告年度所設定的環境目標（將在接下來的章節中討論）外，本集團正計劃進一步為其業務制定ESG相關目標和指標。未來，董事會將致力通過定期報告來審查本集團在ESG承諾方面取得的進展。

V. STAKEHOLDER ENGAGEMENT

V. 持份者的參與



The Group has been committed to maintaining a sound and solid relationship with its stakeholders in a proactive manner, and regularly involved their representatives in expressing their opinions in terms of the Group's sustainable development. Meanwhile, the Group has been maintaining effective communication with its main stakeholders in order to identify their concerns about the Group's ESG development on a continuous basis through the channels highlighted below.

本集團一直積極地與持份者保持良好穩定的關係，並定期讓持份者代表就本集團的可持續發展發表意見。同時，本集團一直通過以下渠道與主要持份者保持有效溝通，以持續識別他們對本集團ESG發展的關注。

Environmental, Social and Governance Report

Communication with Key Stakeholders

與關鍵持份者的溝通

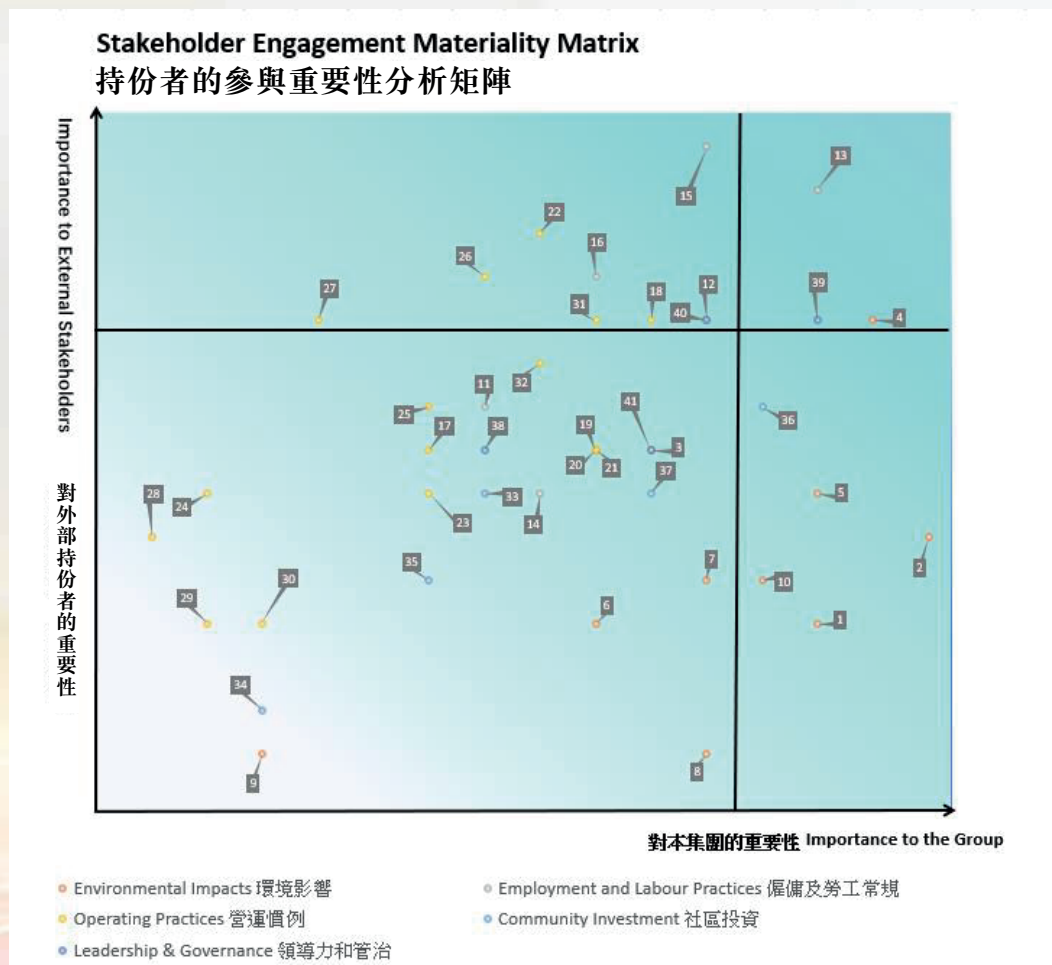
Stakeholders 持份者	Expectations and Concerns 期望與關切	Communication Channels 溝通渠道
Government and regulatory authorities 政府和監管機構	<ul style="list-style-type: none"> Law and regulation compliance Anti-corruption policies Occupational health and safety 遵守法律法規 反腐敗政策 職業健康與安全 	<ul style="list-style-type: none"> Supervision on the compliance with local laws and regulations Routine reports and tax payments 遵守當地法律法規的監管 常規報告和支付稅項
Shareholders 股東	<ul style="list-style-type: none"> Return on investments Corporate governance Law and regulation compliance 投資回報 企業管治 法律法規的合規性 	<ul style="list-style-type: none"> Regular reports Announcements Annual general meetings 定期報告 公告 年度股東大會
Employees 僱員	<ul style="list-style-type: none"> Employees' remuneration and benefits Career development Training opportunities Occupational Health and Safety GHG emissions reduction 僱員的薪酬和福利 職業發展 培訓機會 職業健康和安全 溫室氣體減排 	<ul style="list-style-type: none"> Performance appraisal Training courses Written comments via emails, notice boards, telephone calls Workshops 表現評估 培訓課程 通過電郵的書面建議、通告版和電話 研討會
General public 公眾	<ul style="list-style-type: none"> Involvement in communities Environmental, social and economic impacts of the Group's investments Employment opportunities 社區參與 本集團投資的環境、社會及經濟影響 僱傭機會 	<ul style="list-style-type: none"> Responses to enquiries Corporate website Social media platforms 對問詢的回應 公司網站 社交媒體平台
Professional organisation 專業組織	<ul style="list-style-type: none"> ESG awareness building Stakeholder inclusiveness Keeping pace with the times 培養ESG意識 持份者的參與 順應時代潮流 	<ul style="list-style-type: none"> Written comments/responses Meetings 書面建議／回應 會議

Materiality Assessment

As ESG risks and opportunities vary among stakeholders of the Group involving different backgrounds, principal activities and business/operating models, the Group goes through a series of steps to identify the material ESG topics, including conducting a materiality assessment survey with its selected stakeholder representatives in FY2021. Specifically, the Group engages the selected stakeholders including the general employees, senior management, customers, suppliers and professional organisation in an online survey to gain a better understanding of their views and material interests on a list of ESG issue of the Group developed through desk-top analysis. The survey contained well-designed questions, which were believed to be material and relevant to the Group's business development and strategies from stakeholders' standpoint. The organised and decision-useful materiality assessment allowed the Group to prioritise its ESG issues after mapping the results of the survey into a materiality matrix as shown below.

重要性評估

鑒於本集團持份者涉及不同背景、主要活動和業務／營運模式，其面臨的ESG風險和機遇各不相同。因此，本集團通過一系列步驟識別其重大ESG議題，包括於2021財年與其選定的持份者代表進行重要性評估調查。具體而言，本集團通過桌面分析制定ESG議題清單，選定及邀請包括一般員工、高級管理人員、客戶、供應商和專業組織在內的持份者參與在線調查，以更好地瞭解他們對本集團ESG議題的看法和重大關注。此次在線調查包含精心設計的問題，從持份者的角度而言被認為對本集團的業務發展和戰略具有重要意義。該有組織且對決策有用的重要性評估有助本集團對其ESG事宜進行重要性優先排序。相關分析結果已繪製成如下所示的重要性矩陣。



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1	GHG Emissions 溫室氣體排放	15	Preventing Child and Forced Labour 杜絕僱傭童工和強制勞工	29	Product Design and Lifecycle Management 產品設計及生命週期管理
2	Air Pollution 空氣污染	16	Labour Practices 勞工權益	30	Access and Affordability 產品／服務獲取和可負擔性
3	Energy Management 能源管理	17	Green Procurement 綠色採購	31	Business Ethics and Anti-corruption 商業道德和反腐敗
4	Water and Wastewater Management 水資源和廢水管理	18	Communication and Engagement with Suppliers 與供應商的良好溝通及參與	32	Internal Communication and Grievance Mechanism 內部溝通和申訴機制
5	Solid Waste Stewardship 固體廢棄物管理	19	Environmental Risk (e.g. pollution) Management of Supply Chain 供應鏈的環境風險管理(如環境污染)	33	Community Engagement 與當地社區的交流和聯繫
6	Materials Management 原材料使用管理	20	Social Risk (e.g. human rights or corruption) Management of Supply Chain 供應鏈的社會風險管理(如人權和腐敗)	34	Participation in Philanthropy 公益慈善活動的參與
7	Land Use, Ecosystem and Biodiversity 土地使用、生態系統和生物多樣性	21	Supply Chain Materials Sourcing and Efficiency 供應鏈物料採購及效益	35	Cultivation of Local Employment 促進當地就業
8	Climate Change Mitigation and Adaptation 氣候變化緩解和適應	22	Health and Safety Relating to Products/Services 產品／服務健康和 safety	36	Local Environmental Protection 本地環保
9	Packaging Material Management 包裝材料管理	23	Customers Welfare 顧客福祉	37	Support of Local Economic Development 支持本地經濟發展
10	Renewable and Clean Energy 可再生和清潔能源	24	Marketing and Promotion 營銷和推廣	38	Business Model Adaptation and Resilience to Environmental, Social, Political and Economic Risks and Opportunities 商業模型對環境、社會、政治和經濟風險和機遇的適應性和恢復力
11	Diversity and Equal Opportunity 多元化和平等機遇	25	Intellectual Property Rights 保護知識產權	39	Management of the Legal and Regulatory Environment (regulation-compliance management) 法律監管環境變化的應對和管理(法律合規管理)
12	Employee Remuneration and Benefits 僱員薪酬和福利	26	Product Quality 產品質量	40	Critical Incident Risk Responsiveness 突發事件應急風險應對能力
13	Occupational Health and Safety 職業健康與安全	27	Customer Privacy and Data Security 顧客私隱保護和數據安全	41	Systemic Risk Management (e.g. Financial Crisis) 系統化風險管理(例如·金融危機)
14	Employee Development and Training 僱員發展及培訓	28	Labelling Relating to Products/Services 與產品／服務相關的標籤問題		

Through the materiality analysis, the Group identified “Water and Wastewater Management”, “Occupational Health and Safety”, “Management of the Legal and Regulatory Environment” as the ESG issues that were of great importance to the Group’s sustainable development.

Sustainable Development Goals (SDGs)

In order to keep align with the sustainability development trend of global initiatives, the Group has actively responded to the call of United Nations and engaged its stakeholders in the analysis about their concerned United Nation Sustainable Development Goals. According to the survey results, the Group regarded Goal 3 and Goal 7 as the key concerns in the progress of the Group’s future sustainability development, and as the cornerstone of the realisation of the Group’s corporate vision.

- Goal 3: Good health and well-being – “Ensure healthy lives and promote well-being for all at all ages.”
- Goal 7: Affordable and clean energy – “Ensure universal access to affordable, reliable and modern energy.”

Stakeholders’ Feedback

As the Group strives for excellence, the Group welcomes its stakeholders’ feedback and advice on the improvement of its corporate ESG approach and performance, especially the ESG issues identified as the most important ones in the materiality assessment of the Group. Readers are also welcomed to share their views on the ESG matters with the Group at contact@sino-oilgas.hk.

通過此次重要性分析，本集團將「水資源和廢水管理」、「職業健康與安全」及「法律監管環境變化的應對和管理（法律合規管理）」確定為對本集團可持續發展具有重要意義的ESG議題。

可持續發展目標

為順應全球倡議的可持續發展趨勢，本集團積極響應聯合國的號召，讓其持份者參與調查並分析其關注的聯合國可持續發展目標。根據調查結果，本集團將目標3及目標7視為本集團未來可持續發展進程中的重點關注目標，並以此建立集團企業願景的基石。

- 目標3：良好的健康與福祉－「確保各年齡段人群的健康生活方式，促進他們的福祉」
- 目標7：經濟適用的清潔能源－「確保人人獲得負擔得起的、可靠和可持續的現代能源」

持份者的反饋

本集團追求卓越，積極歡迎其持份者對於其企業ESG方法和表現提高的反饋與意見，尤其是在重要性評估中被本集團識別為最重要的ESG事宜的反饋。本集團歡迎讀者透過contact@sino-oilgas.hk與我們分享關於ESG問題的看法。

Environmental, Social and Governance Report

VI. ENVIRONMENTAL SUSTAINABILITY

During the first year of the 14th Five-Year Plan, the Chinese government attaches greater importance on establishing a green and low-carbon society and promoting energy reform in both supply and consumption. In order to seek long-term sustainability of the environment and community in which it operates, the Group strives to minimise its potential environmental impact via emission control and resource management during its daily operations. The Group strictly complied with relevant environmental laws and regulations in the People's Republic of China ("PRC") in FY2021, including but not limited to:

- Environmental Protection Law of the People's Republic of China;
- Environmental Impact Assessment Law of the People's Republic of China;
- Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution;
- Law of the People's Republic of China on Prevention and Control of Water Pollution;
- Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes;
- Law of the People's Republic of China on the Prevention and Control of Pollution from Environmental Noise;
- Energy Conservation Law of the People's Republic of China;
- Mineral Resources Law of the People's Republic of China; and
- Shanxi Province Coalbed Methane Exploration and Exploitation Management Measures.

VI. 環境可持續發展

於「十四五」的開局之年，中國政府尤其重視綠色低碳社會的建設，及推進能源供給和消耗兩方面的改革。為尋求其經營所在地的環境及社區長遠可持續發展，本集團在日常營運中致力將潛在的環境影響降至最低。於2021財年，本集團嚴格遵守中華人民共和國（「中國」）相關環境法律法規，包括但不限於：

- 《中華人民共和國環境保護法》；
- 《中華人民共和國環境影響評價法》；
- 《中華人民共和國大氣污染防治法》；
- 《中華人民共和國水污染防治法》；
- 《中華人民共和國固體廢物污染環境防治法》；
- 《中華人民共和國環境噪聲污染防治法》；
- 《中華人民共和國節約能源法》；
- 《中華人民共和國礦產資源法》；以及
- 《山西省煤層氣勘查開採管理辦法》。

This section primarily discloses the Group's policies, practices and quantitative data on emissions, use of resources, the environment and natural resources, as well as climate change in FY2021.

Emissions

In FY2021, the Group was not aware of any violation of laws and regulations in relation to air and GHG emissions, discharges into water and land, generation of hazardous and non-hazardous waste, and noise that have a significant impact on the Group. Given the business nature, the Group's air emissions mainly came from the fuel combustion for machinery operations and transportation. In FY2021, the air emissions of sulphur oxides ("SO_x"), nitrogen oxides ("NO_x") and particulate matter ("PM") amounted to 147 kg, 7,126 kg and 871 kg respectively. In response to the national facilitation on the construction of "Peak the Carbon Dioxide Emissions" (碳達峰) and "Carbon Neutrality" (碳中和), the Group has devoted itself into diminishing its carbon footprint throughout its operation. In FY2021, the GHG emissions from the Group were primarily due to the combustion of fossil fuels for transportation and the purchase and consumption of electricity. Specifically, the Group's total GHG emissions were 15,613 tonnes CO₂e, with an intensity of 0.07 tonnes CO₂e/m² floor area. During the year under review, the Group's non-hazardous solid wastes amounted to approximately 343,683 tonnes, including 0.1 tonnes of waste barrel, which were mainly from the Raw Coal Washing plant. In FY2021, the Group generated 6 tonnes of waste lubricating oil (HW08). The Group's total emissions in FY2021 were summarised in Table 1 in the Appendix.

本節主要披露本集團於2021財年有關排放物、資源使用、環境及天然資源以及氣候變化的政策、常規慣例及量化數據。

排放物

於2021財年，本集團並未違反任何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及噪音等對本集團有重大影響的法律法規。鑒於其業務性質，本集團的廢氣排放主要來自機械營運和運輸過程中燃料燃燒產生的污染物。於2021財年，硫氧化物（「SO_x」）、氮氧化物（「NO_x」）及顆粒物（「PM」）的排放量分別為147千克、7,126千克及871千克。為響應國家推進「碳達峰」和「碳中和」的願景，本集團致力於在整個經營過程中減少碳足跡。2021財年，本集團的溫室氣體排放主要源於運輸所燃燒的化石燃料以及電力的購買和使用。具體而言，本集團溫室氣體排放總量為15,613噸二氧化碳當量，強度為0.07噸二氧化碳當量／平方米。於回顧年度內，本集團的無害固體廢棄物主要來自洗煤廠，共約343,683噸，包括0.1噸廢棄包裝桶。2021財年，本集團產生6噸廢機油(HW08)。附錄表一概述了本集團2021財年的排放總量。

Environmental, Social and Governance Report

Air and GHG Emissions

Climate change is widely recognised to be caused by anthropogenic GHG emissions, mainly from transportation, industry, and agriculture. Given the business nature, the Group is deeply aware of its air and GHG emissions and has targeted at slashing its air and carbon emissions. The Group has been strictly monitoring and improving its energy efficiency and resource consumption in its business operations during FY2021.

During the year under review, the Group's air emissions mainly came from daily operation of the Raw Coal Washing plant and the consumption of fossil fuels for the onsite facilities in CBM Project including the use of light trucks and various machineries. The Group's SO_x, NO_x, and PM emissions in FY2021 decreased by 35 kg, 1,364 kg and 209 kg respectively as compared with those in FY2020 as a result of reducing the consumption of diesel for transportation.

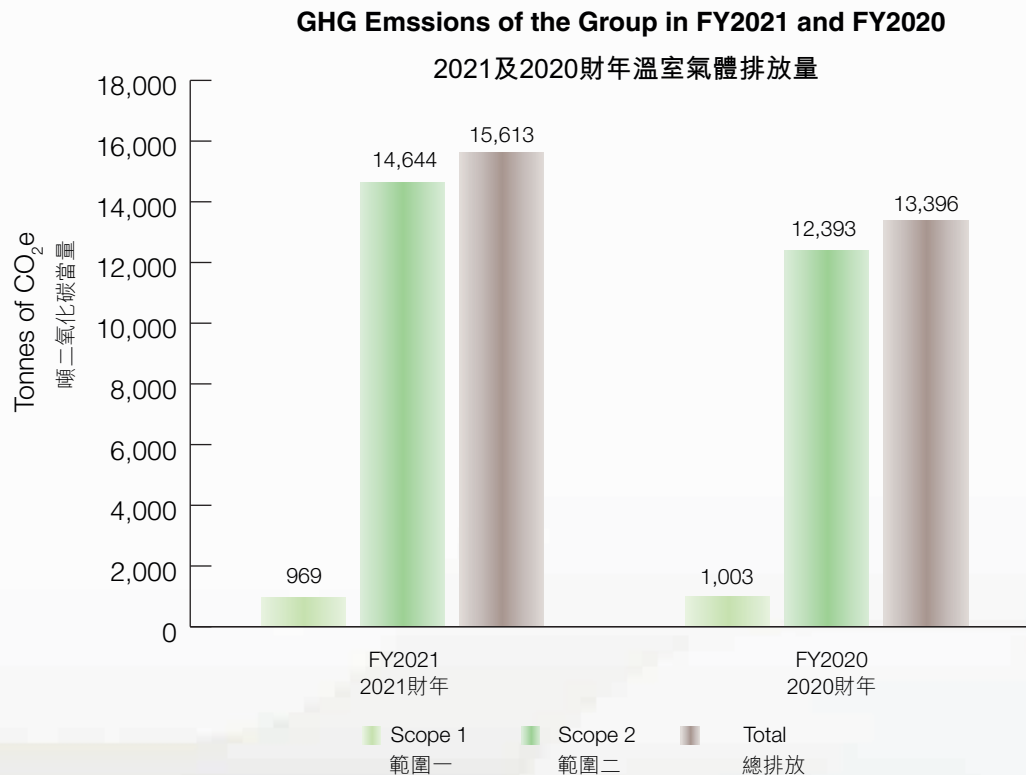
In FY2021, the air emissions in Raw Coal Washing business were monitored strictly by the environmental monitoring institution, while in the CBM business segment, regular maintenance of the equipment was conducted to ensure the minimal air emissions. In terms of the Group's CBM Project, air emissions generated from its operations normally include industrial exhaust gas from boiler chimneys and unorganised gas at industrial boundary. To control the emission of air pollutants, the Group has replaced coal-fired boilers with gas-fired ones since 2020 according to the instructions of the local government, leading to a significant reduction in NO_x emission. Meanwhile, the Group followed its monitoring plan during the year under review, entrusting a qualified third-party organisation to carry out monitoring work during operations. In terms of the control of unorganised gas at industrial boundary, air pollutants emitted mainly consisted of the CBM vented in the well site and station under emergency, which are burned in compliance with the requirements of the environmental assessments.

廢氣及溫室氣體排放

包括交通、工業和農業在內的人類活動所產生的溫室氣體排放被廣泛認為是引起氣候變化的主要成因。本集團深知其廢氣及溫室氣體排放的影響，並以削減廢氣及碳排放量為目標。本集團於2021財年一直嚴格監控和改善其業務營運中的能源效率和資源消耗。

於回顧年度內，本集團的廢氣排放主要來自洗煤廠的日常營運及煤層氣項目現場設施的化石燃料消耗，包括輕型貨車及各種機械的使用。於2021財年，本集團在運輸過程中減少了柴油的使用，因此，本集團SO_x、NO_x及PM的排放量分別比2020財年減少了35千克、1,364千克和209千克。

於2021財年，本集團原煤洗選業務的廢氣排放受到環境監測機構的嚴格監測。為確保將本集團營運中的廢氣排放降至最低，本集團對煤層氣業務板塊的設備進行定期維護。在本集團的煤層氣項目中，營運期間的廢氣排放通常包括鍋爐煙囪排放的工業廢氣和工業氣體排放。為控制大氣污染物排放，本集團根據當地政府的指示，自2020年起將燃煤鍋爐改為燃氣鍋爐，顯著降低了NO_x的排放量。同時，本集團於回顧年度內按照監控計劃，委託第三方有專業資格的機構開展營運期間的監測工作。在工業氣體治理方面，大氣污染物排放主要是來自應急情況下在井場和站場放空的煤層氣，本集團按環評要求對其進行燃燒處理。



In FY2021, the Scope 1 and Scope 2 emissions were 969 and 14,644 tonnes CO₂e respectively. The Scope 1 emission remained at a similar level as compared with that in FY2020, while the Scope 2 emission increased moderately by 18% as compared to the previous year which was attributable to the increase in the production and sales volume of CBM in FY2021 to approximately 128.06 million m³ (FY2020: 101.75 million m³) and 127.03 million m³ (FY2020: 96.37 million m³) respectively, resulting in a modest increase in electricity consumption for CBM Project in FY2021. The Group deeply understands that its air and GHG emissions are inherently linked to its consumption practices of fossil fuels and energies. Therefore, the Group has established its internal policies in relation to energy efficiency, which will be further described in the next subsection under “**Electricity**” and “**Other Energy Resources**”.

於2021財年，本集團範圍一和範圍二的排放量分別為969噸和14,644噸二氧化碳當量。與2020財年相比，範圍一的排放量維持在相近水平，而範圍二的排放量與上一年相比略增長了18%，主要是由於2021財年煤層氣項目的煤層氣產量和銷售量分別增加至約12,806萬立方米（2020財年：10,175萬立方米）和約12,703萬立方米（2020財年：9,637萬立方米），致使用電量有所上升。本集團深知其廢氣排放和溫室氣體排放與其化石燃料和能源的消耗習慣緊密相關。因此，本集團制定了能源效率相關的內部政策，這將在以下「**電力**」和「**其他能源資源**」小節中進一步描述。

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Wastewater

The wastewater discharged by the Group was mainly the industrial sewage from exploration, utilisation and production process and other commercial wastewater during operations. In order to practise the concept of “Circular Economy” (循環經濟), the Group fully implemented water management plans as part of its internal environmental system. All industrial wastewater must be processed scientifically and meet the standard of “Integrated Wastewater Discharge Standard (GB 8978-1996)” (污水綜合排放標準) and requirements of environmental assessments before being discharged. The Group has built professional teams that manage and monitor the execution of water management plans, track the performance of water efficiency as well as the conformance with relevant laws and regulations.

In FY2021, the Group generated a total of 77,850 m³ of wastewater with an intensity of 0.4 m³/m² floor area, where the amount of wastewater increased slightly by 6% as compared to that in FY2020. Since the amount of wastewater highly depends on the amount of water that has been used, the Group has adopted specific measures and aims to proactively explore effective ways to save water, which are further described in the next subsection headed “**Water and Other Resources**”, to improve its water efficiency.

Solid Waste

The solid waste generated in the Group's daily operation were mainly soil, rock, dehydrated and compressed coal ash, waste rock, coal gangue, as well as other hazardous and non-hazardous materials. Meanwhile, the commercial solid waste generated by its employees which mainly comprised of paper, glass and plastic-made products in the office were normally well-sorted, recycled and handled by qualified municipal departments. In FY2021, the non-hazardous solid waste amounted to 343,683 tonnes with an intensity of 1.6 tonnes/m² floor area, which increased by 15% as compared to that in FY2020.

廢水

本集團排放的廢水主要為勘探、開採和生產過程中產生的工業污水和其他營運過程中產生的商業廢水。為踐行「循環經濟」的理念，本集團全面實施水資源管理計劃，作為其內部環境體系的一部分。所有工業廢水必須經過科學處理，達到《污水綜合排放標準》(GB 8978-1996)標準和環評要求後方可排放。本集團組建了專業團隊，負責管理和監督水資源管理計劃的執行，跟蹤用水效率的表現以及對相關法律法規的遵守情況。

於2021財年，本集團共產生廢水77,850立方米，強度為0.4立方米／平方米，廢水量較2020財年稍微增加了6%。由於廢水量在很大程度上取決於用水量，本集團已採取具體措施，積極探索有效的節水方法，改善其用水效率。這將在以下「**水與其他資源**」小節中進一步描述。

固體廢棄物

本集團日常經營產生的固體廢棄物主要為土壤、石頭、經脫水及壓縮煤灰、廢石、煤矸石以及其他有害和無害材料。同時，公司員工在辦公室主要棄置紙張、玻璃和塑料製品等商業固體廢物，並通常由有專業資格的市政部門在分類後進行回收和處理。於2021財年，本集團共產生無害固體廢棄物343,683噸，強度為1.6噸／平方米，較2020財年增長15%。

As responsible and safe waste stewardship is an important component of its sustainable development, the Group has set up and implemented effective internal policies in regulating the storage, management and disposal of solid waste in its operations. In FY2021, waste lubricating oil (HW08) was the only hazardous waste from the Group and the Group has reported to the local Environmental Protection Department (“EPD”) in accordance with the local laws and regulations. Meanwhile, the Group entrusted to a licensed chemical waste collectors for transferral and disposal of the hazardous waste. To better manage the hazardous waste, the Group has formulated its internal hazardous waste management plan in accordance with the requirements of local environmental agencies including “Guidelines for the Development of Management Plans for Hazardous Waste Producers” (危險廢物產生單位管理計畫制定指南), to record and report its treatment and data of hazardous waste timely. The Group advocates on the incubation of “Circular Economy” concept in its operations, collecting and giving compressed coal powder cakes to nearby villagers as burning fuels for free.

Noise

In FY2021, noise emissions of the Group mainly came from operations of machinery in CBM Project and Raw Coal Washing plant. In strict compliance with national and local regulations in terms of noise emissions such as the “Emission Standards for Industrial Enterprises Noise at Boundary” (GB12348-2008) (工業企業廠界環境噪聲排放標準), various noise-reducing facilities and measures has been adopted by the Group to mitigate the impact of noise on the surroundings. Low-noise equipment with better performance in noise control is always taken into considerations in equipment selection during procurement.

本集團視負責任和安全的廢棄物管理為可持續發展的重要組成部分，因此，本集團已制定並實施有效的內部政策，以規範其營運中的固體廢棄物的儲存、管理和處置。於2021財年，本集團唯一的有害廢棄物是機油(HW08)，本集團已根據當地法律法規向當地環境保護部門報告。同時，本集團委託持牌化學廢料收集商進行有害廢棄物的轉移和處置。為更好地管理有害廢棄物，本集團根據《危險廢物產生單位管理計畫制定指南》等當地環保部門的要求，制定了內部有害廢棄物管理計畫，並及時上報有害廢棄物的處理情況和數據。本集團在營運中十分注重對「循環經濟」理念的孵化，為此本集團收集經壓製的煤粉餅並免費贈送給附近村民用作燃料。

噪音

於2021財年，本集團的噪音排放主要來自煤層氣項目和洗煤廠的機械運行。本集團嚴格執行國家和地方有關噪聲排放的規定，如《工業企業廠界環境噪聲排放標準》(GB12348-2008)等，採用了各種降噪設施和措施以減輕噪音對周圍環境的影響。本集團在採購設備過程中，始終將噪聲控制性能較好的低噪聲設備納入考量範圍。

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Energy and Resources

In FY2021, the primary resources consumed by the Group were electricity, petrol, diesel, water and paper. Table 2 in the Appendix illustrates the amounts of different resources used by the Group in FY2021. Given the business nature, the Group did not consume any packaging materials during the year under review.

Electricity

The electricity consumed by the Group mainly came from its operations in Raw Coal Washing plant and CBM Project. In FY2021, the electricity consumption of the Group in FY2021 was 24,002 thousand kWh with an intensity of 0.1 thousand kWh/m² floor area. The Group's electricity consumption was 18% higher than that in FY2020 due to the increase in production and sales volume of CBM in FY2021, leading to the surge in electricity consumed in the operation of CBM Project.

In view of this, the Group is committed to improving its energy efficiency in terms of electricity usage. The Group has integrated the idea of "Saving Electricity" into its business strategy and operations. For instance, the Group's CBM business segment has used LED lights for all its projects so far, and selected inverter equipment to lower power consumption. In addition, the Group's offices specifically implemented the following practices during the year under review:

- Turned off all lights, electronic device and other power-consuming equipment at the end of the day;
- Switched off all idle lights and air conditioners; and
- Placed "Save electricity and turn off the light when you leave please" stickers to encourage employees to conserve energy.

能源與資源

於2021財年，本集團消耗的主要資源為電力、汽油、柴油、水和紙張。附錄中表二列明本集團於2021財年所使用不同資源的數量。鑑於其業務性質，本集團於回顧年度內並無消耗任何包裝材料。

電力

本集團消耗的電力主要來自洗煤廠及煤層氣項目的營運。於2021財年，本集團的用電量為24,002千個千瓦時，強度為0.1千個千瓦時／平方米。本集團的用電量較2020財年增加了18%，主要由於煤層氣項目的煤層氣產量和銷售量增加，致使營運中的用電量大幅增加。

有見及此，本集團致力於提升其在用電方面的能源效率，並將「節電」理念融入到企業經營策略和營運中。例如，本集團煤層氣業務板塊迄今已在所有項目中使用LED燈，並選擇變頻設備以降低能耗。此外，本集團各辦事處於回顧年度內具體實施了以下做法：

- 在一天結束時關掉所有的燈、電子設備和其他耗電設備；
- 關閉所有閒置的燈和空調；以及
- 張貼「節約用電，離開時請關燈」貼紙，鼓勵員工節約能源。

Other Energy Resources

In FY2021, the Group consumed petrol and diesel as its primary energy resources for transportation and industrial operations. During the year under review, the amount of petrol and diesel consumed by the Group were 82,466 Litres and 244,230 Litres respectively. As compared to that of FY2020, the use of petrol rose slightly by 5%, while the consumption of diesel declined by 19% in the reporting year. Nevertheless, the Group has adopted effective measures and focused on the measurement of energy performance with efficient monitoring system and against well-defined metrics to further manage the emissions and operating costs associated with the use of fossil fuels.

Water and Other Resources

The Group understands that oil and gas exploitation, processing and production may pose potential health risks to nearby communities through the contamination of drinking water sources, and large volumes of fresh water used in operations may also raise water-scarcity concerns, the Group has put forward various practical solutions to lower its water footprint. In FY2021, the Group did not face any problem in sourcing water fit for its purpose. During the year under review, the Group consumed a total of 77,850 m³ water in operations which increased slightly by 6% as compared to that in FY2020. To this end, the Group has implemented internal policies to promote smart water use. For instance, in the Raw Coal Washing plant, the rainwater collection system has been installed and the collected water was reused in the washing process. In addition, the Group has reinforced its recycling efforts throughout the daily operation and in FY2021, nearly all wastewater was reused internally. In order to improve the utilisation efficiency of water resources, the Group has further adopted the following practices in its office operations:

- Fixed dripping taps timely to avoid further leakage of the water supply system;
- Strengthened the maintenance and repair on water taps, water pipelines and water storage; and
- Enhanced the awareness of water conservation among employees.

其他能源資源

於2021財年，本集團主要使用汽油和柴油作為其運輸及工業營運的能源。於回顧年度內，本集團汽油及柴油消耗量分別為82,466升及244,230升。與2020財年相比，報告年度內使用的汽油量稍微上升了5%，而柴油的消耗量則下降了19%。儘管如此，為進一步管理與使用化石燃料相關的排放和營運成本，本集團已採取有效措施，並透過良好的監控系統和明確的指標，專注對能源績效進行測量。

水與其他資源

本集團深知石油和天然氣的開採、加工及生產可能會污染飲用水源，從而對附近社區造成潛在的健康風險，同時營運中使用大量淡水也可能引發水資源短缺問題。為此，本集團已提出各種實際可行的解決方案，以降低其水足跡。於2021財年，本集團並未在求取其合適水源方面發現任何問題。於回顧年度內，本集團在營運中的總用水量為77,850立方米，較2020財年輕微增加6%。為此，本集團已實施內部政策以促進智慧用水。例如，在洗煤廠安裝雨水收集系統，收集的雨水在洗煤過程中重複使用。此外，本集團在日常營運中加強了回收重用工作。於2021財年，本集團在內部重複使用了幾乎所有收集到的廢水。為提高水資源的利用效率，本集團在辦公室營運中進一步採取了以下做法：

- 及時修理滴水的水龍頭，避免供水系統進一步漏水；
- 加強對水龍頭、輸水管道和蓄水池的保養和維修；以及
- 提高員工的節水意識。

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Furthermore, the Group has long been incorporating the concept of “Paperless Office” and “Office Automation” in its office operations and encouraging its employees to use less paper in the workplace:

- Promoted office automation and disseminated messages by electronic means (i.e. emails or e-bulletin boards) as much as possible;
- Set duplex printing as the default mode for most of the network printers; and
- Encouraged all staff to reuse one-side printed papers as draft paper.

Environment and Natural Resources

Given the business nature, the Group unavoidably consumes significant amounts of natural resources, including petrol, diesel and water, and generates various emissions to the environment in its daily operation. Therefore, the Group has integrated sustainability mindset into its business strategy. The Group believes that a thorough and ongoing evaluation of business impacts on the environment and exploitation of natural resources is crucial and key for the Group to identify and manage its exposure to potential environmental risks.

In FY2021, the Group’s major environmental impacts lay on air emissions, GHG emissions, water usage and noise. To minimise the impacts, the Group has strictly abided by the local laws and regulations regarding protection of environment and natural resources, and adopted effective measures, such as organising various business departments to carry out risk assessments on an annual basis, implementing different management approaches in accordance with risk categories and building professional teams to supervise the action implementation, so as to control the actual environmental risks that the Group may face or impose during operation. Besides, the Group has implemented various control measures on air and GHG emissions, and entrusted a qualified third-party company to carry out monitoring work during operations. Specific measures taken by the Group to eliminate its air and GHG emissions are highlighted as follows:

此外，本集團長期以來一直將「無紙化辦公」和「辦公自動化」理念融入辦公室營運中，並鼓勵員工在工作場所減少用紙：

- 推廣辦公自動化以及盡可能以電子方式（即電子郵件或電子公告板）傳遞信息；
- 將雙面打印設置為大多數網絡打印機的默認模式；以及
- 鼓勵所有員工重複使用單面打印紙作為草稿紙。

環境和自然資源

鑑於其業務性質，本集團在日常營運中不可避免地消耗大量天然資源，包括汽油、柴油及水，並產生多種環境排放物。因此，本集團已將可持續發展理念融入其業務戰略中。本集團深信徹底和持續地評估其業務對環境及自然資源開發的影響是十分必要的，而這也是本集團識別和管理其潛在環境風險的關鍵。

於2021財年，本集團的主要環境影響為廢氣排放、溫室氣體排放、用水和噪音。為將其對環境的影響降至最低，本集團嚴格遵守當地有關保護環境和自然資源的法律法規，並採取有效措施，如組織各業務部門每年進行風險評估。同時本集團根據風險的類別，落實不同的管理方法，並組建專業團隊監督行動的實施情況，以控制本集團在經營過程中可能面臨或促成的實際環境風險。此外，本集團對廢氣排放和溫室氣體排放實施各項控制措施，並委託有專業資格的第三方機構展開營運期間的監測工作。本集團為降低其廢氣排放和溫室氣體排放而採取的具體措施如下：

- Encouraged the engagement of its employees in green activities (e.g. tree planting);
- Raised the awareness of emission reduction among its employees through education;
- Established a scientific and standardised system to monitor and review the emission reduction progress;
- Installed exhaust filters in vehicles and machinery; and
- Maintained and repaired its facilities on a regular basis to keep their high working efficiency.
- 鼓勵員工參與綠色活動，如植樹；
- 通過教育提高員工的減排意識；
- 建立科學及標準化的系統以監督及檢測減排的進程；
- 為汽車及器械安裝廢氣排放控制裝置；以及
- 定期為設備進行保養及維修以保持設備的工作效率。

Targets and Actions

目標與行動

Areas 範疇	Targets 目標	Actions 行動
Air and GHG Emissions 廢氣排放及溫室氣體排放	Taking FY2021 as the baseline year, the Group targets to maintain the intensity of air and GHG emissions in FY2022 within the same scope at the same level. 以2021財年為基準年，本集團目標是於2022財年相同範圍內的廢氣排放強度及溫室氣體排放強度維持在相同水平。	The Group will establish a scientific and standardized system to monitor and review the emissions. Besides, the Group will conduct regular maintenance on the machineries and replace the machinery with the latest model in accordance with national regulation. 本集團將持續改進其科學及標準化的系統以監督及檢測減排的進程。 此外，本集團將對機器進行定期維護，並按照國家規定，將機器升級為最新型號。
Solid Wastes 固體廢棄物	Taking FY2021 as the baseline year, the Group targets to maintain the intensity of the non-hazardous solid waste disposed in FY2022 within the same scope at the same level. 以2021財年為基準年，本集團目標是於2022財年相同範圍內的固體廢棄物棄置強度維持在相同水平。	The Group will continue with its commitment in collecting, sorting and recycling the non-hazardous solid waste throughout its operation. 本集團將繼續致力於收集、分類和回收其營運過程中的無害固體廢棄物。
Electricity 電力	Taking FY2021 as the baseline year, the Group targets to maintain the intensity of electricity consumption in FY2022 within the same scope at the same level. 以2021財年為基準年，本集團目標是於2022財年相同範圍內的用電強度維持在相同水平。	Besides electricity saving measures, the Group will raise the awareness of energy conservation among its employees 除了節電措施外，本集團還將繼續提高員工的節能意識。

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Areas 範疇	Targets 目標	Actions 行動
Other Energy Resources 其他能源資源	Taking FY2021 as the baseline year, the Group targets to maintain the intensity of petrol and diesel consumption in FY2022 within the same scope at the same level. 以2021財年為基準年，本集團目標是於2022財年相同範圍內的汽油消耗強度及柴油消耗強度維持在相同水平。	The Group will control the consumption of fossil fuels via giving priority to energy efficient machinery during procurement selection. 為控制化石燃料的消耗，本集團將在採購器械時優先考慮更高能源效益的型號。
Water 水	Taking FY2021 as the baseline year, the Group targets to maintain the intensity of water consumption in FY2022 within the same scope at the same level. 以2021財年為基準年，本集團目標是於2022財年相同範圍內的用水強度維持在相同水平。	In order to achieve the target, the Group will continue utilising rainwater collection system and reusing the wastewater collected as common ways in its business operations for water conservation. 為達致目標，本集團將在其日常營運中，繼續善用雨水收集系統，並將重複使用收集的廢水，以節約用水。

Climate Change

Climate Change has been a mutual challenge for all industry, leading to increasingly frequent and devastating extreme weather, harsher operating risks and subsequently higher operating cost. While the natural disasters such as flood in China in the previous years have sparked the Group's concern, the Chinese government's ambition in peaking the carbon dioxide emissions by 2030 and attaining carbon neutrality by 2060 also raise the Group's attention to take proactive action in coping with its climate-related risks.

The Group understands that gas and oil exploitation industries are especially vulnerable to extreme weather events, as such, the Group has performed an analysis of its exposure to potential climate-related risks, and are formulating mitigation and adaptation plans for resilience building. With reference to the guidance of the Task Force on Climate-Related Financial Disclosures (TCFD) framework, the Group has assessed and identified the impact of climate change on itself and summarised its climate-related risks and opportunities as follows:

氣候變化

氣候變化是各行各業均需共同面臨的一個挑戰。氣候變化不但帶來日益頻繁且愈加嚴重的極端天氣，更嚴苛的營運風險更會增加企業的營運成本。在過去數年間於中國發生的洪水等自然災害已引起本集團的高度關注，同時中國政府訂立在2030年前實現碳达峰並在2060年前實現碳中和的目標亦提醒本集團應主動採取措施應對氣候相關的風險。

本集團深知油氣開採行業特別容易受到極端天氣事件的影響，因此，本集團已對其面臨的潛在氣候相關風險進行了分析，並正在制定緩解和適應計劃以增強抵禦能力。參照氣候相關財務信息披露工作組(TCFD)框架的指導，本集團評估並識別了氣候變化對自身業務的影響，並將其與氣候相關的風險和機遇總結如下：

Transition Risks

轉型風險

Policy and Legal Risk 政策和法律風險

Under the implementation of the “dual carbon goals” and the introduction of carbon pricing, the Group’s business which primarily associated with coal may be constrained which hinders the Group’s business development.

在「雙碳目標」的實行和引入碳定價的前提下，本集團與煤炭相關的主要業務可能受到限制，從而導致本集團的業務發展受阻。

Market Risk 市場風險

With the increasing trend and preference of clean energy, it is assumed that in the long run, the market demand on the coal may decline, which will in turn negatively impact the Group’s business.

隨着社會日益傾向清潔能源的趨勢，從長遠來看，煤炭的市場需求可能會下降，並對本集團的煤炭業務產生負面影響。

Physical Risk

實體風險

Acute Risk 即時風險

Increasingly frequent extreme weather events caused by climate change, such as typhoons, rainstorms, floods and heatwaves, are expected to be threatening the Group’s operations in various ways regarding the health and safety of staff and the maintenance of facilities etc. These urges the Group to reinforce the protection of employees’ health and safety, and may induce higher operating cost due to the potential postponement caused by the extreme weather events, and extra expenditure for the employees such as insurance.

由於氣候變化導致颱風、暴雨、洪水和熱浪等極端天氣事件日益頻繁，將可能對本集團的營運、員工的健康和安全、設施維護等多方面造成威脅。這促使本集團加強對員工健康和安全的保障。同時愈加頻繁的極端天氣事件可能導致的項目延期而額外增加本集團的營運成本，以及員工的保險支出。

Opportunity

機遇

Product and Service 產品與服務

In respond to the “dual carbon goal”, clean energy will gradually become the mainstream of the future energy structure. The CBM Project of the Group primarily focuses on the coalbed methane, which is a cleaner fuel, will become a competitive segment that benefits the Group business development.

為實現「雙碳目標」，清潔能源將逐漸成為未來能源結構的主流。本集團的煤層氣項目主要專注於煤層氣，而這是一種更清潔的燃料。煤層氣項目將成為一個具競爭力的業務板塊，並有利於本集團業務發展。

At present, the Group is still in its preliminary stage in formulating specific mitigation plans coping with climate-related risks. Yet, the Group endeavours to formulate and disclose relevant climate-risks management plans with reference to the industrial best practices and the guidance of the TCFD framework in the future.

目前，本集團在仍處於制定應對氣候相關風險具體緩解方案的初步階段。然而，本集團未來將參考行業最佳實踐及TCFD框架的指引，致力制定和披露更完善的氣候風險相關管理計劃。

Environmental, Social and Governance Report

VII. SOCIAL SUSTAINABILITY

EMPLOYMENT AND LABOUR PRACTICES

Employment

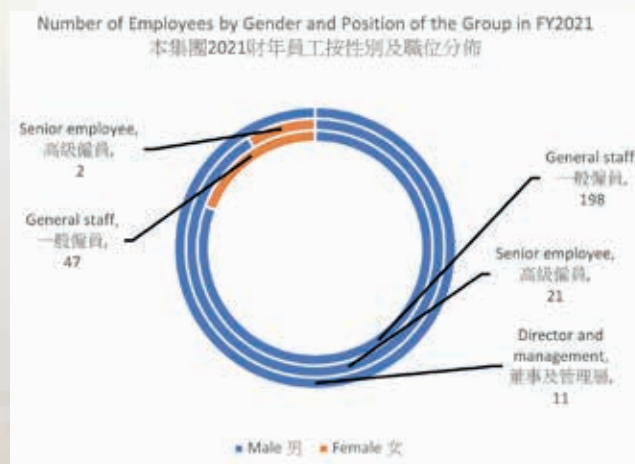
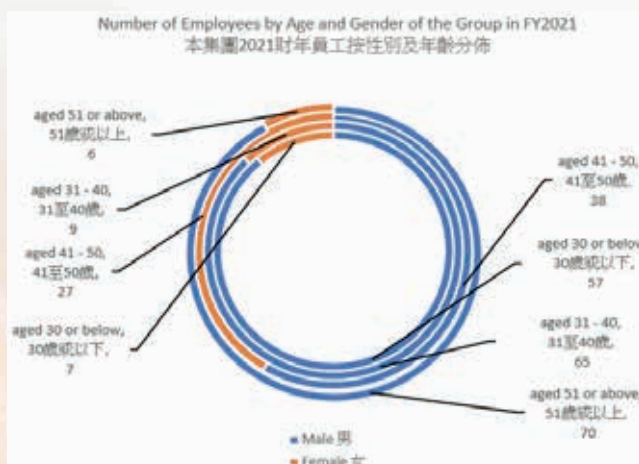
As part of its corporate sustainability strategy, the Group commits to creating an inclusive corporate culture with mutual respect and care for its employees. The Group values its employees' talent and endeavours to providing its employees with a suitable platform and working environment for their professional development. As of 31 December 2021, the total number of employees of the Group was 279 (including only the operations within the reporting scope). In particular, the Raw Coal Washing business segment and CBM business segment had 111 and 168 full time employees respectively in mainland China. The breakdown of the Group's workforce in terms of age, gender and position levels is detailed in Table 3 in the Appendix.

VII. 社會可持續發展

僱傭及勞工常規

僱傭

作為企業可持續發展戰略的一部分，本集團致力於營造一種相互尊重和關心員工的具有包容性的企業文化。本集團珍惜員工的才能，致力為員工提供適合其職業發展的平台和工作環境。截至2021年12月31日，本集團員工總數為279人（僅包含報告範圍內的業務）。其中，原煤洗選業務板塊和煤層氣業務板塊分別在中國大陸擁有111名和168名全職員工。本集團按年齡、性別和職位劃分的詳情載於附錄表三。



Law compliance

The Group's human capital management policies are regularly reviewed and updated by the Human Resources Department in strict compliance with the local laws and regulations. In FY2021, the Group's employment policies and practices abided by the relevant laws and regulations, including the following:

- Labour Law of the People's Republic of China;
- Law of the People's Republic of China on Promotion of Employment;
- Insurance Law of the People's Republic of China;
- Labour Contract Law of the People's Republic of China;
- Minimum Wage Regulations; and
- Regulations on the Supervision of Labour Security.

Recruitment and promotion

The Group's employment practice is in strict compliance with its "Staff Handbook" (員工手冊) and associated internal policies, which serve as the foundation for maintaining a respectful, inclusive and safe working environment within the Group. Besides, the Group has formulated and strictly followed its internal policies in the recruitment process and the employee management, including "Recruitment Management Measures" (招聘管理辦法) and "Annual Recruitment Plan" (年度招聘計劃), that cover the procedures from demand verification to on-board process. The Group offers fair and competitive remuneration and benefits in accordance with the applicants' educational backgrounds, personal attributes, job experiences and career aspirations to attract candidates. The Group refers to market benchmarks in relation to staff promotion and provides equal opportunities of promotion and development for eligible employees who have shown outstanding performance and potential in their positions.

遵守法律

本集團的相關人力資源管理政策嚴格遵守當地法律法規，並由人力資源部定期檢討及更新。於2021財年，本集團的僱傭政策和實踐均遵守相關法律法規，包括：

- 《中華人民共和國勞動法》；
- 《中華人民共和國就業促進法》；
- 《中華人民共和國社會保險法》；
- 《中華人民共和國勞動合同法》；
- 《最低工資規定》；以及
- 《勞動保障監察條例》。

招聘和晉升

本集團的僱傭實踐嚴格遵守其內部僱傭政策，如「員工手冊」等，而這是集團內部保持尊重、包容和安全工作環境的基礎。此外，本集團在招聘過程和員工管理方面制定並嚴格執行包括「招聘管理辦法」和「年度招聘計劃」等內部政策，涵蓋從需求確認到入職的全過程。本集團根據應聘者的教育背景、個人特質、工作經驗及職業抱負，提供公平及具競爭力的薪酬及福利，以吸引應聘者。本集團參照與員工晉升有關的市場基準，為在其職位上表現突出且有潛力的合資格僱員提供平等的晉升和發展機會。

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Compensation and dismissal

The Group regularly reviews its compensation packages and performs appraisals of its employees to ensure that all employees can be recognised and compensated by the Group appropriately with respect to their capability, efforts and contributions. In order to attract, retain and incentivize the employees of the Group, competitive salary packages and benefit policy have been formulated and implemented. For instance, the Group offered stock option plan to its key management personnel under which all outstanding options were unexercised and lapsed upon expiration of the exercise period on 5 December 2021. The Group strictly prohibits any kind of unfair or illegitimate dismissal, thereby implementing stringent policies regulating the procedures of dismissal, including verbal warning, warning in writing and termination of employment contracts if necessary. In FY2021, the employee turnover rate of the Group was 10.4%. The breakdown of the Group's employee turnover in terms of age, gender and geographical locations is detailed in Table 4 in the Appendix.

Working hours and rest periods

The Group has formulated and stringently implemented its internal policies, such as "Staff Handbook" (員工手冊), "Staff Attendance Management Measures" (員工考勤管理辦法) and "Staff Leaves Management Regulation" (員工休假管理規定), in accordance to the local employment laws and regulations, including Labour Law of the People's Republic of China (中華人民共和國勞動法), Legal Protection of the Rights and Benefits of the Peasant Workers (勞動保障監察條例) and Provisions of the State Council on Employees' Working Hours (國務院關於職工工作時間的規定). In addition, the Group has established a clock-in system to monitor the working hours and rest periods for its employees and provided extra pay or additional day off for the employees who have worked overtime. The Group respects the rights of employees for rest and in addition to basic annual leave and statutory holidays, the employees of the Group are also entitled to extra leave benefits, such as marriage leave, maternity leave, paternity leave, compassionate leave as well as study and examination leave.

薪酬及解僱

本集團定期檢討其薪酬待遇並對員工進行評估，以確保所有員工的能力、努力和貢獻都能得到本集團合理的認可和補償。為吸引、留住和激勵本集團員工，本集團已制定並實施具有競爭力的薪酬福利政策。例如，本集團曾設有購股權計劃以鼓勵主要管理人員，惟所有按購股權計劃授出而未行使的購股權已於2021年12月5日因行使期限屆滿而失效。本集團嚴格禁止任何形式的不公平或非法解僱，因此本集團實施嚴格的政策來規範解僱程序，包括口頭警告、書面警告和在必要時終止僱傭合同。於2021財年，本集團員工流失率為10.4%。本集團按年齡、性別和地域劃分的員工流失率詳見附錄表四。

工作時數和假期

本集團根據《中華人民共和國勞動法》、《勞動保障監察條例》和《國務院關於職工工作時間的規定》等當地就業法律法規，制定並嚴格執行「員工手冊」、「員工考勤管理辦法」、「員工休假管理規定」等內部政策。此外，本集團已建立打卡系統以監控員工的工作時間和休息時間，並為加班的員工提供額外的工資或額外的休息日。本集團尊重員工的休息權利，除基本年假和法定假期外，本集團員工還享有額外的休假福利，例如婚假、產假、陪產假、體恤假、學習假和考試假。

Equal opportunity, diversity and anti-discrimination

As an equal opportunity employer, the Group has been committed to creating a fair, respectful and diverse working environment in all its human resources and employment decisions and prohibits any kinds of discrimination. The Group strictly complies with applicable anti-discrimination laws and regulations, including the Anti-Employment Discrimination Law of the People's Republic of China (中華人民共和國反就業歧視法). The Group makes decisions in hiring, training, promotion opportunities, dismissal and retirement policies based on factors irrespective of its employees' age, sex, marital status, pregnancy, family status, disability, race, colour, descent, national or ethnic origins, nationality, religion or any other non-job-related factors. The Group has zero tolerance in relation to any workplace discrimination, harassment, or vilification in accordance with local ordinances and regulations. Employees are encouraged to report any incidents involving discrimination to the Human Resources Department of the Group, which takes the responsibility for assessing, dealing with, recording and taking any necessary disciplinary actions in relation to the substantiated cases.

Other benefits and welfare

The Group's employees are entitled to benefits including life insurance, medical insurance with hospitalisation coverage, communal and personal accident insurance, maternity insurance, unemployment insurance, compensation, mobile phone fee allowance, gifts during festivals, marriage gift, maternity gift, well-equipped staff dormitories, special holiday, housing allowance and annual body check-up in specific aspects of respirable particles, noise exposure and chemical exposure. In FY2021, due to the social distancing rules of epidemic prevention and control work, the Group did not arrange activities for its employees.

In FY2021, the Group was not in violation with the relevant laws and regulations in relation to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, welfare and other benefits that have a significant impact on the Group.

平等機會、多元化和反歧視

作為一名平等機會僱主，本集團一直致力於在其所有人力資源和僱傭決策中創造一個公平、相互尊重和多元化的工作環境，同時禁止任何形式的歧視。本集團嚴格遵守包括《中華人民共和國反就業歧視法》等反歧視法律法規。本集團聘用、培訓、晉升機會、解僱和退休政策的決定並非以員工的年齡、性別、婚姻狀況、懷孕、家庭狀況、殘疾、種族、膚色、血統、名族或族裔、國籍、宗教或任何其他與工作無關的因素為基準。根據當地法令和法規，本集團對任何工作場所的歧視、騷擾或誹謗採取零容忍態度。本集團鼓勵員工向本集團人力資源部報告任何涉及歧視的事件，人力資源部負責對事件進行評估、處理、記錄和採取任何必要的紀律處分。

其他待遇和福利

本集團員工享有的福利包括人壽保險、醫療保險（連住院保障）、因公或因私意外保險、生育保險、失業保險、補貼金、手機費津貼、節日賀禮、結婚賀禮、分娩賀禮、設備齊全的員工宿舍、特殊假期、住房補貼以及就可吸入粉塵、噪音及化學品等特定方面進行每年體檢。2021年財年，由於疫情防控工作的社交距離規定，本集團沒有為員工安排活動。

於2021財年，本集團並未違反對本集團有重大影響的薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及福利和其他待遇方面的相關法律及規例。

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Health and Safety

In FY2021, the Group complied with the relevant laws and regulations in relation to health and safety protection, including the following:

- Production Safety Law of the People's Republic of China;
- Law of the People's Republic of China on Prevention and Control of Occupational Diseases;
- Fire Control Law of the People's Republic of China;
- Special Equipment Safety Law of the People's Republic of China;
- Regulation on Work-Related Injury Insurance; and
- Regulations on the Reporting, Investigation and Disposition of Work Safety Accidents.

The Group values the physical and mental health of its employees and thus it has implemented the occupational health system, in which the Group provides regular physical examinations for the employees and buys commercial insurance and employee's safety insurance. In addition, the Group has established and implemented strict internal safety and health policies, including "Health, Safety Environment (HSE) Management Systems" (健康安全環境管理制度), "Occupational Hazard Prevention System" (職業危害預防制度), "Health, Safety Environment (HSE) Management Reward and Punishment System" (健康安全環境(HSE)管理獎懲管理辦法), "Hazardous Sources Management Measures" (危險源管理辦法), "Personal Protective Equipment Management Measures" (個人防護用品管理辦法) and "Measures for the Safety Management of Hot Work" (動火作業安全管理辦法). Meanwhile, the Group has summarised all the relevant policies and procedures that guide the Group's employees to minimise their exposure to underlying occupational risk in "Compilation of Health, Safety Environment (HSE) Management Systems" (健康安全環境管理制度彙編).

健康與安全

於2021財年，本集團遵守與健康和安全管理相關的法律法規，包括如下：

- 《華人民共和國安全生產法》；
- 《中華人民共和國職業病防治法》；
- 《中華人民共和國消防法》；
- 《中華人民共和國特種設備安全法》；
- 《工傷保險條例》；以及
- 《生產安全事故報告和調查處理條例》。

本集團重視員工的身心健康，因此實施了職業健康制度，為員工提供定期體檢，並購買商業保險和員工安全保險。此外，本集團制定了包括「健康安全環境管理制度」、「職業危害預防制度」、「健康安全環境(HSE)管理獎懲管理辦法」、「危險源管理辦法」、「個人防護用品管理辦法」、「動火作業安全管理辦法」等內部安全和健康政策並嚴格實施。同時，本集團在「健康安全環境管理制度彙編」中總括了指導集團員工將潛在職業風險降至最低的所有相關政策和程序。

The Group has been dedicated to strengthening the management on health and safety risk, the Group's Safety Environment Department (安全環保部) is responsible for formulating and implementing the management system, monitoring and providing guidance on workplace safety. Besides, the Group has set up an HSE Management Committee and professional teams that are responsible for regularly reviewing and overseeing the Group's HSE policies, procedures, measures, documentation and effectiveness of implementation. Meanwhile, the Group updates its health and safety related policies and process that are aligned with its business objectives and targets, as well as in compliance with relevant laws and regulations. Adhering to the principle of "Safety Management Is Prerequisite of Work Management" (管工作必須管安全), the Group requires all business managers to supervise and monitor the implementation of the Group's safety policies.

The Group considers noise as the major occupational risk posed on its employees. To this end, the Group's employees are provided with suitable personal protective equipment including masks, earplugs, protective clothing, etc. The Group is also well-equipped with other occupational disease protection facilities such as the equipment for effective noise reduction and emergency rescue.

In FY2021, the Group launched "Occupational Hazard Training Programme" covering the topics including the interpretation of "Production Safety Law" and relevant laws, the Group's occupational health and safety management system and operating procedures, internal emergency response plans for occupational hazard accidents, the concept and prevention principles of occupational diseases, the major hazards and preventive measures of occupational disease factors (dust, noise, etc.) during operations and case studies. To further improve the emergency response capability of employees and evaluate the practicability and reliability of emergency response plans for fire accidents, the Group conducted fire drills and organized training in relation to fire safety policy, aiming at enhancing its workers' knowledge and awareness of safety protection.

本集團一直致力於加強健康安全風險管理，本集團安全環保部負責制定和實施管理體系，對安全生產進行監督和指導。此外，本集團亦成立了HSE管理委員會和專業團隊，負責定期審查和監督本集團的HSE政策、程序、措施、文件和實施的有效性。同時，本集團按照業務目標以及以遵守相關法律法規為基準，更新其健康與安全相關政策和流程。本集團堅持「管工作必須管安全」的原則，要求各業務經理對本集團安全政策的執行情況進行指導和監督。

本集團將噪音視為其僱員面對的主要職業風險。因此，本集團為員工配備了合適的個人防護用品，包括口罩、耳塞、防護服等。本集團還配備了有效降噪、支持應急救援的各類職業病防護設備。

於2021財年，本集團開展了「職業危害培訓計劃」，內容涵蓋《安全生產法》及相關法律的解讀、本集團職業健康安全管理体系及操作規程、職業危害意外的內部緊急應變預案、職業病概念和預防原則、作業中職業病因素（粉塵、噪聲等）的主要危害和預防措施以及案例分析。為進一步提高員工緊急應變能力，及評估火災事故緊急應變預案的實用性和可靠性，本集團開展消防演練，組織消防安全政策培訓，提升員工安全防護知識和意識。

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Benefiting from the Group's unremitting endeavours, there were zero work-related fatalities recorded in the past three years (including the reporting year). During the year under review, the Group recorded zero work-related injuries and thus the related working days lost during the year under review was zero.

Response to the COVID-19 Pandemic

In 2021, with the alleviation of the Pandemic, the economic and the livelihood began to recover. Nevertheless, the Group continued to take actions to protect the health and safety of its people by formulating the Epidemic Prevention and Control Leadership Team and strictly implementing its internal guidelines and policies, including the "Epidemic Emergency Plan" (新型冠狀病毒肺炎應急預案). In response to the call of national and local governments, the Group imposed rigorous requirements as follows:

- General Management Department is responsible for monitoring the body temperature of the staff on duty every morning and evening, keeping records and checking the body temperature of outside personnel;
- Production Departments (Ground Engineering Department, Production Operation Department) should reduce the number of people going out. If they need to go out for work, the personnel or inspectors must wear masks after the approval by the leader and avoid going to crowded places;
- All departments shall efficiently manage the issuance of masks and other personal protective equipment for employees, strengthen temperature monitoring and establish a ledger to keep records; and
- The Group has appointed Emergency Leadership Team and emergency office to execute the instructions from the local government and the Group.

During the year under review, the Group was not in violation of material relevant laws and regulations in relation to providing a safe working environment and protecting its employees from occupational hazards that may have a significant impact on the Group.

經過本集團上下的不懈努力，過去三年（包括報告年度）的工傷事故為零。於回顧年度內，本集團錄得零工傷，因工傷損失工作總日數為零天。

應對新冠疫情

於2021年，隨着疫情的緩解，經濟和民生開始復蘇。儘管如此，本集團依然積極採取行動，透過制定疫情防控領導小組，並嚴格執行其內部方針和政策，包括「新型冠狀病毒肺炎應急預案」，以保護其員工的健康和安全，為了響應國家和地方政府的呼籲，本集團對以下方面做出嚴格要求：

- 綜合管理部負責每天早晚對工作人員進行體溫監測，做好記錄，並對外來人員進行體溫檢測；
- 生產部門（地面工程部、生產營運部）減少外出人數。人員或巡查員如需外出工作，須經領導批准並佩戴口罩，避免前往人員密集場所；
- 各部門要做好員工口罩等個人防護用品的發放管理工作，加強體溫監測，建立台賬留存記錄；以及
- 本集團已委任應急領導小組和應急辦公室執行當地政府和本集團下達的指示。

於回顧年度內，本集團並無違反任何有關提供安全的工作環境及保護僱員免受職業危害且對本集團有重大影響的相關法律及法規。

Development and Training

The Group upholds the belief of “Training Is the Greatest Wealth that an Enterprise Gives to Its Employees, While the Greatest Value-added Space for an Enterprise Is the Development of Its Human Capital”. As such, the Group encourages and supports its employees with corporate management training to further improve and develop their job-related skills and knowledge for career development. In particular, the Human Resources Department is responsible for establishing and managing the Group’s training policies and plans, including investigating and analysing on the needs of employees, formulating annual and monthly training proposal, implementing the training and examinations for employees, and reviewing the training performance for improving the quality of training in the future.

For the newly hired staff, the Group designs and provides sound induction training programmes, introducing the Group’s business segment, employee’s code of conduct and relevant knowledge, in accordance with the “New Staff Management Regulation” (新員工管理規定). The Human Resources Department strictly complies with the Group’s internal policies, including “Training File Management Measures” (培訓檔案管理辦法), to establish training files for the new employees. In the meantime, employees are required to fill in an attendance sheet for record keeping. Aiming to eliminate potential risks that may cause accidents and strengthen the emergency response capabilities of all employees, the Group has also formulated safety training focusing the equipment operation and pandemic control training. In FY2021, the training courses held by the Group for its employees included “Hazardous Factor Identification and Risks Assessment” (危害因素辨識和風險評價), “Training and Implementation of New Production Safety Law of the People’s Republic of China” (新安全生產法培訓宣貫), “Occupational Health and Safety Training” (職業健康安全培訓) and “Winter Ten Prevention Safety Training” (冬季「十防」安全培訓).

發展及培訓

本集團秉承「培訓是企業給予員工最大的財富，企業最大的增值空間是人力資本增值」信念，鼓勵及支持僱員接受企業管理培訓，以進一步提升及發展與工作相關的技能及知識，促進職業發展。具體而言，人力資源部負責制定和管理本集團的培訓政策和計劃，包括調查和分析員工的需求，制定年度和月度培訓計劃，實施員工培訓和考試，並對培訓績效進行評估，以提高未來的培訓質量。

對於新入職員工，本集團根據「新員工管理規定」設計並提供完善的入職培訓方案，以介紹本集團的業務板塊、員工守則及相關知識。人力資源部嚴格按照「培訓檔案管理辦法」等內部政策，為新員工建立培訓檔案。同時，本集團要求員工填寫考勤表以保存記錄。為消除任何可能引發事故的潛在風險，增強全體員工的緊急應變能力，本集團還制定了以設備操作和疫情防控為重點的安全培訓。於2021財年，本集團為員工舉辦的培訓課程包括「危害因素辨識和風險評價」、「新安全生產法培訓宣貫」、「職業健康安全培訓」及「冬季「十防」安全培訓」。

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Meanwhile, the Group encourages employees to take external training and professional examinations to improve their competitiveness and capabilities, through providing subsidies for the employees who are enrolled in the external training.

In FY2021, the Group provided a total of 11,715 hour of training for 214 employees including general staff, senior employees, management and directors. The breakdown of the Group's training information in terms of gender, employee category and training hours is detailed in Table 6 and 7 in the Appendix.

Labour Standards

Being a socially responsible enterprise, the Group has been committed to respecting and protecting labour rights. In FY2021, the Group abided by the relevant laws and regulations including the Provisions on the Prohibition of Using Child Labour (禁止使用童工規定), the Labour Law of the People's Republic of China (中華人民共和國勞動法) and other relevant labour laws and regulations to prohibit any child and forced labour employment. To combat illegal employment on child labour, underage workers and forced labour, job applicants are required to provide valid identity documents and material such as academic transcript, qualification/professional certificate and photos, photocopy of identity card in recruitment process. The Human Resources Department of the Group is responsible for checking the alignment of the appearance of job applicants with their ID card and double-confirming the age of the applicants, so as to ensure that they are lawfully employable prior to the confirmation of the employment. All applicants are required to fill in the "Job Registration Form" issued by the Group. The Human Resources Department of the Group strictly controls the recruitment in accordance with the Business Social Compliance Initiative standards, and monitors and keeps the compliance of corporate policies and practices under relevant laws that prohibit child labour and forced labour. Once the Group finds any cases against labour standards, the Group will immediately terminate the relevant employment and a report will be made to the police.

同時，本集團大力鼓勵其員工參加專業資格考試和外部培訓計劃，以提昇彼等競爭力和專業能力，並報銷其參加專業資格考試和外部培訓的費用。

於2021財年，本集團為包括普通員工、高級員工、管理層和董事在內的214名員工提供了共計11,715小時的培訓。本集團培訓資料按性別、員工類別及培訓時數的分類詳列於附錄表六與表七。

勞工準則

作為一家有社會責任感的企業，本集團一直致力於尊重和保護勞工權利。於2021財年，本集團遵守《禁止使用童工規定》、《中華人民共和國勞動法》及其他相關勞動法等相關法律法規，禁止僱用任何童工及強制勞工。為打擊非法僱傭童工、未成年工人和強迫勞工，所有求職者在招聘過程中必須提供有效的身份證件及資歷證明文件，如學歷、資格／專業證書和照片、身份證複印件。本集團人力資源部負責核對求職者的面容是否與身份證一致，並再三確認求職者年齡，確保在聘用前合法就業。所有應聘者均須填寫本集團出具的「工作登記表」。本集團人力資源部按照商業社會責任倡議標準，嚴格監管招聘過程，並監督和保持公司政策和慣例遵守禁止童工和強迫勞工的相關法律。一旦發現任何違反勞工標準的情況，本集團將向警方報案，並立即終止僱傭關係。

In FY2021, the Group was not in violation of any relevant laws and regulations, in relation to the prevention of child and forced labour that have a significant impact on the Group.

OPERATING PRACTICES

Supply Chain Management

In order to effectively identify and address potential environmental and social risks in the Group's supply chain, the Group has established a series of standard procedures for supply chain management and implemented its internal policies in controlling and monitoring the quality of incoming goods and supplier management.

Supplier Engagement

In the selection of the suppliers, the Group's Procurement Department performs due diligence of candidates via on-site visits and collects samples for tests. Once the suppliers are selected, the Procurement Department is responsible for monitoring the quality of incoming goods. Meanwhile, the Financial Department is responsible for archiving such information as coal supply record, onsite weighting record and coal quality sampling record. To strive for open and fair procurement, for general procurement of any single procurement item that costs of USD100,000 or above, a tender process is launched for the evaluation and selection of suitable suppliers, whilst for products below USD100,000 in value, at least 3 different suppliers are selected for comparison in terms of product quality and cost.

於2021財年，本集團在防止童工或強制勞工方面，並無違反任何對本集團有重大影響的相關法律。

營運操作

供應鏈管理

為有效識別和應對本集團供應鏈中潛在的環境和社會風險，本集團制定了一系列供應鏈管理的標準程序，並實施內部政策以控制進貨質量及管理其供應商。

供應商聘用

在供應商的篩選上，本集團採購部通過實地考察的方式對候選人進行盡職調查，並採集樣品進行測試。確定供應商後，採購部負責監控進貨質量。同時，煤炭供應記錄、現場稱重記錄、煤質抽樣記錄等所有信息均由財務部存檔。為達至公開、公平採購，對單項10萬美元及以上的採購項目，招標程序將被啟動，以評估和選擇合適的供應商。對於價值低於10萬美元的產品，本集團至少選擇3個不同的供應商對產品質量和成本進行比較。

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During the operational phase, the Group makes use of calls, video conferences, on-site technical exchange to create an ongoing communication within its supply chain. Besides, the Group verifies its suppliers' business legality on a regular basis, where the suppliers are required to provide company policies, proof of responsible operations and to demonstrate their commitment and actions in protecting their employees' health and safety in the workplace. For the suppliers who are found to perform any illegal practice, the Business Department of the Group is responsible for taking corrective actions in accordance with the Group's internal policies, including "Contractor Management Measures" (承包商管理辦法), evaluating the consequences that may occur, summarising the experience learned from incidents and reinforcing the management of corresponding contractors in the future. In particular, the CBM business segment of the Group has set up and implemented "Business Department Management Measures" (商務部管理辦法) that defines the duties of each party in the project and systemises the procedures of projects from project approval, implementation, to order management and documentation.

Supply Chain Risk Management

In order to identify and avoid the potential environmental and social risk in the supply chain, the Group attaches great importance on its suppliers' reputation, industry qualifications and certificates, as well as their compliance to laws and regulations. To effectively control the underlying environmental and social risk in the supply chain, the Group has implemented the following practices:

於營運階段，本集團通過電話、視頻會議、現場技術交流等方式在其供應鏈中建立持續的溝通。此外，本集團定期確認其供應商的業務合法性，要求供應商提供公司政策、負責任的營運證明，並要求供應商展示其在工作場所保護員工健康和安全方面的承諾和行動。如發現供應商存在違法違規行為，本集團商務部應按照「承包商管理辦法」的規定採取整改措施，評估可能發生的後果，總結事故經驗，並在未來加強對相關承包商的管理。具體而言，本集團煤層氣業務板塊制定並實施了「商務部管理辦法」，其明確了項目各方的職責，將項目從項目審批、實施、訂單管理到文件編制等流程系統化。

供應鏈風險管理

為識別和規避供應鏈中潛在的環境和社會風險，本集團高度重視供應商的聲譽、行業資質、證書以及其對法律法規的遵守情況。為有效控制供應鏈中的潛在環境和社會風險，本集團實施了以下措施：

- Perform interviews with suppliers, through which the Group assesses its suppliers' environmental performance and compliance, especially focusing on their significant environmental hazards in operations;
- Evaluate the candidate suppliers' legality, technical level, production capacity, quality assurance and industry certificates regularly;
- Pay attention to the suppliers' progress in improving the performance of abiding by labour standards, human rights, code of conduct, anti-corruption policies, and health and safety-related standards;
- Strengthen internal collaboration and participation in supplier selection and management;
- Implement differentiated management strategies for suppliers;
- Provide regular quality management training and management suggestions for the suppliers;
- Require its supplier to provide internationally recognised certification such as environmental management system as well as occupational health and safety management system; and
- Set out the requirements for environmental protection in the commercial agreement.
- 與供應商進行面談，評估其環境表現、合規性及了解其營運過程中是否存在重大環境危害；
- 定期評估候選供應商的合法性、技術水平、生產能力、質量保證和行業證書；
- 跟進供應商在提高遵守勞工標準、人權、行為準則、反腐敗政策以及健康和安全相關標準方面的進展；
- 提高內部於供應商選擇和管理方面的協作和參與；
- 對供應商實施差異化管理策略；
- 定期為供應商提供質量管理培訓和管理建議；
- 要求其供應商提供國際認證如環境管理系統、職業健康安全系統；以及
- 在商業協議中明確提出對環保方面的要求。

To safeguard the quality of the Group's supply chain, the Group conducts supplier evaluation every year regarding the suppliers' compliances with the Group's standards, while the Quality Management Department performs random inspections on the incoming materials. For those who fail in compliance with the Group's practices and the local laws and regulations will be blacklisted. Only the suppliers being reviewed and approved by the Procurement Department will be listed on the "List of Qualified Suppliers" (合格供方名錄).

為保障本集團供應鏈的質素，本集團每年對供應商是否符合集團標準進行評估，同時質量管理部對來貨進行抽查。對於未能遵守集團規例和當地法律法規的供應商，將被本集團列入黑名單。只有經採購部審核批准的供應商才會列入「合格供方名錄」。

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Green Procurement

Following the principle of green procurement, the environmental-protection concept is incorporated into the Group's decision-making process during the selection of suppliers. The Group gives priority to the local suppliers during the procurement and requires its suppliers to submit environmental-related certificates, qualifications, and test reports for their goods. During the year under review, the Group's green supplier policy covered 100% of its key suppliers.

In FY2021, the Group was in stable cooperation with 73 suppliers all located in China, which provide the Group with supplies on raw coal, hardware and electrical machinery. 58% of the Group's key suppliers are covered under the aforementioned supplier engagement and management policies, with the implementation of all measures being monitored by the corresponding Business Department.

Product Responsibility

In FY2021, the Group abided by the applicable national laws and regulations that have a significant impact on the Group with regard to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress, including but not limited to the following:

- Product Quality Law of the People's Republic of China;
- Production Safety Law of the People's Republic of China;
- Intellectual Property Law of the People's Republic of China;
- Law of the People's Republic of China on the Protection of Consumer Rights and Interests;
- Regulations on the Prevention and Control of Environmental Pollution by Tailings;
- Rules for the Implementation of the Mineral Resources Law of the People's Republic of China;
- Standardisation Law of the People's Republic of China; and
- Coal Industry Law of the People's Republic of China.
- 《中華人民共和國產品質量法》;
- 《中華人民共和國安全生產法》;
- 《中華人民共和國知識產權法》;
- 《中華人民共和國消費者權益保護法》;
- 《防治尾礦污染環境管理規定》;
- 《中華人民共和國礦產資源法實施細則》;
- 《中華人民共和國標準化法》; 以及
- 《中華人民共和國煤炭法》。

綠色採購

遵循綠色採購原則，本集團將環保理念融入供應商的篩選過程。本集團在採購過程中優先考慮當地供應商，並要求供應商提交其貨物的環境相關證書、質量檢測報告。於回顧年度內，本集團的綠色供應商政策涵蓋100%的主要供應商。

於2021財年，本集團與73家位於中國的供應商穩定合作，為本集團提供原煤、五金及電機等供應。上述供應商聘用和管理政策覆蓋了本集團58%的主要供應商，各項措施的執行情況由相應的業務部門監控。

產品責任

於2021財政年度，本集團遵守有關其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對本集團有重大影響的相關條例、法規和標準，包括但不限於：

Given the Group's business nature and the principle of Materiality, the recall procedures and labelling-related issues are not significant to the Group, thereby not being discussed in this section.

Quality Control & Safety

The Group strictly adheres to the principle of "People-oriented, Compliance and Discipline, Risk Forecast and Control, Sustainable Development, Occupational Hazards Control and Create a Green Environment" (以人為本、遵規守紀、風險預控、持續發展、控制職業危害、營造綠色環境) throughout its operation. In order to uphold and improve its product quality, the Group has formulated and implemented its internal policies, including standardising internal testing procedures, conducting regular inspections on product quality, and entrusting qualified external organisations for quality tests on the product of the Group. Given the business nature, the Group considers recall procedures not applicable to its business and has no recall procedures. In FY2021, the Group did not recall products for health and safety reasons.

Data and Customer Privacy

The Group attaches great importance on the protection of customer privacy. In order to prevent any breaches of customers' personal information or confidential document to external parties without the authorisation from the Group's senior management and its customers, the Group has established a series of internal instructions and procedures to safeguard the information security and customer' right. The Group has established access authority and only authorized employees are allowed to access to customers' personal information. Besides, the relevant employees are required by the Group to sign and execute the confidentiality agreement for implementing confidentiality of the daily work. The information collected by the Group from its customers would be used only for the purpose for which it has been collected. The above measures are implemented and monitored by the corresponding business department.

鑑於本集團的業務性質和重要性原則，召回程序和標籤相關問題對本集團並不重要，因此不在本節討論。

質量控制與安全

在其營運過程中，本集團嚴格遵循「以人為本、遵規守紀、風險預控、持續發展、控制職業危害、營造綠色環境」的原則。為維護和提高產品質量，本集團已制定並實施其內部政策，包括將內部測試程序標準化、定期檢查產品質量、委託有資質的外部機構對本集團產品進行質量檢測。鑑於業務性質，本集團認為召回程序不適用於其業務，因此並無設立召回程序。於2021財年，本集團未曾因健康和 safety 原因而召回產品。

數據和客戶隱私

本集團非常重視保護客戶隱私。為防止客戶個人資料或機密檔案在未經本集團高層管理人員及客戶授權的情況下外洩，本集團已建立一系列內部指引及程序以保障資訊安全及客戶權益。本集團已建立訪問權限，僅允許授權員工訪問客戶的個人信息。此外，本集團要求相關員工簽署保密協議，在日常工作中對機密資料進行保密工作。本集團從其客戶收集的信息僅用於收集時承諾的目的。上述措施將由相應的業務部門實施並監督。

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During the year under review, the Group abided by applicable laws and regulations regarding customer privacy and there were no substantiated complaints received by the Group concerning the breaches of customer privacy and losses of customer data.

Complaints Handling

The Group strives to improving its product quality, and the Group welcomes and values customers' feedback. Customers can lodge their complaints or comments regarding the product or service of the Group via telephone hotline or fax. The Group also set up specific department to collect customers' feedback. Once a complaint is received, the staff or product being complained will be investigated according to the internal guidelines, and relevant departments will immediately implement "Improved Control Procedures" (改進控制程序). Customers will be noticed with the progress or handling results within a certain time. In order to prevent similar cases from happening again in the future, the complaints and their handling results will be announced within the Group to alert the other employees, and corrective and preventive measures will be formulated. During the year under review the Group did not receive any substantive complaints in relation to the product quality of the Group.

Advertising & Marketing

To ensure the compliance of the advertising materials to the applicable local laws and regulations, including Advertising Law of the People's Republic of China, the Group has established its internal policies named "Sales and Management System" (銷售與管理制度) to strictly prohibit any false or exaggeration publicity. The Legal Department of the Group is responsible for monitoring and reviewing on the sale and marketing materials. Immediate corrective measures will be adopted to rectify the misrepresentation or exaggerated marketing materials, once the advertising materials are found to be in violation with the Group's internal policies.

於回顧年度內，本集團遵守有關客戶隱私的法律法規，本集團並無接獲有關侵犯客戶隱私或客戶資料丟失的實質性投訴。

投訴處理

本集團致力提升產品品質，本集團歡迎及重視客戶的反饋。客戶可通過電話熱線或傳真對本集團的產品或服務提出投訴或意見。本集團亦另設專責部門收集客戶意見。一旦收到投訴，將根據內部準則對被投訴的員工或產品進行調查，相關部門將立即執行「改進控制程序」，客戶將在一定時間內收到處理進度或處理結果的通知。為防止日後再次發生類似案件，投訴及其處理結果將於集團內公佈，以警惕員工，並在事後制定糾正和預防措施。於回顧年度內，本集團並無接獲任何有關本集團產品質量的實質性投訴。

廣告與營銷

為確保廣告材料符合當地的相關法律法規，包括《中華人民共和國廣告法》，本集團制定了名為「銷售與管理制度」的內部政策，嚴禁任何虛假或誇大宣傳。本集團法務部負責監察及審閱銷售及營銷材料。一旦發現廣告材料違反本集團內部政策，將立即採取糾正措施糾正虛假陳述或誇大的營銷材料。

Intellectual Property Rights

The Group is dedicated to protecting its intellectual property right by implementing a set of internal regulations, including applying for appropriate intellectual property rights of its new trademarks and technological innovations, requiring employees to keep confidential business secrets and other proprietary intellectual property rights, and signing confidentiality agreement with its employees and distributors on the commercial and technical intellectual property rights. In order to further protect its intellectual property rights, the Group hires legal advisors, and arranges internal legal personnel for acquiring their legal advice against theft or infringement upon the Group's intellectual property rights.

Technological Innovation

In order to maximise the gas production via advancement in technology, the Group has made an investment in technological innovation with approximately RMB1.05 million in its Sanjiao block of CBM business. The Group designed an integrated health index for the progressive cavity pump and invented a monitoring system to have an efficient and real-time fault detection of the progressive cavity pump. The advancement eliminates the risk of production downtime due to progressive cavity pump failure, as well as reduces the probability of missed or false alarm of progressive cavity pump. Besides, the Group established a differential well production system to maximise the potential gas production of a single well. The system also help solve the problem of quantitative optimization of wells which are newly put into production with horizontal multi-branch in Sanjiao block.

知識產權

本集團致力於通過實施一套內部法規來保護其知識產權，包括為其新商標和技術創新申請適當的知識產權，要求員工保守商業祕密和其他專有知識產權，並與員工和經銷商簽署關於商業和技術知識產權的保密協定。為進一步保護其知識產權，本集團聘請了法律顧問，並安排內部法律人員就竊盜或侵犯本集團知識產權的行為提供法律意見。

技術創新

本集團致力於通過技術創新，以最大限度地提高煤層氣產量，為此，本集團投資了約人民幣105萬在三交區塊煤層氣業務的技術創新上。本集團設計了螺桿泵井健康狀態綜合評估指標及監控系統，對螺桿泵進行高效、實時的故障檢測。該設計消除了由於螺桿泵故障而導致器械停機的風險，並降低了螺桿泵故障漏報或誤報的可能性。此外，本集團建立了新井差異化排採制度，最大限度地提高單井的潛在產量，該系統還有助於解決三交區塊水平多分支新投產井的定量優化問題。

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Anti-corruption

The Group has been committed to maintaining a fair, ethical and efficient working environment by minimising its exposure to bribery, extortion, fraud and money laundering, and any other risks in relation to the code of business conduct. During the year under review, the Group abided by the local laws and regulations relating to corruption and bribery, including:

- Law of the People's Republic of China on Anti-Money Laundering;
- Article 274 of the Criminal Law of the People's Republic of China (on extortion and fraud);
- Article 387 of the Criminal Law of the People's Republic of China (on illegal acceptance of other's property);
- Interim Provisions on Banning Commercial Bribery;
- Anti-Unfair Competition Law of the People's Republic of China;
- Anti-Corruption Law of the People's Republic of China; and
- Law of the People's Republic of China on Tenders and Bids.

反貪污

本集團一直致力於將其賄賂、腐敗、利益衝突以及有悖於商業行為守則的任何風險降至最低，以維持一個公平、道德和高效的工作環境。於回顧年度內，本集團遵守當地有關反腐敗和賄賂的法律法規，包括：

- 《中華人民共和國反洗錢法》；
- 《中華人民共和國刑法第二百七十四條（關於敲詐勒索）》；
- 《中華人民共和國刑法第三百八十七條（關於非法收受他人財物）》；
- 《關於禁止商業賄賂行為的暫行規定》；
- 《中華人民共和國反不正當競爭法》；
- 《中華人民共和國反腐敗法》；以及
- 《中華人民共和國招標投標法》。

Aiming to provide its employees with an ethical and fair working environment, the Group conducts regular internal monitoring on bribery and corruption issues to prohibit all form of corruption practices in accordance with its internal Anti-corruption Policy. Besides, the Group has formulated and strictly implemented a reward and punishment system, which is based on a scoring system and managed under joint liability. The Group has strictly implemented “Off-office Audit Management Measures” (離任審計管理辦法) to proceed audit on the outgoing employees and anyone who is found to be associated with corrupt practices will be transferred to the judicial authority for handling. Furthermore, the Group strictly implemented its tendering process in accordance with the Law of the People’s Republic of China on Bid Invitation and Bidding, where anyone is found to be violating the law and regulation will be transferred to the judicial authority for handling. For the sake of preventing the Group’s employees from being involved in crimes during raw coal procurement, the payment method is clearly written in the contract with the suppliers. To supervise and ensure its internal policies regarding ethical business behaviours are implemented effectively across the organisation, the Group has formulated the Inspection Team, which is responsible for regulating and monitoring the operation practices in relation to bribery, extortion, fraud or money-laundering in the Group.

The Group has set up an effective Whistleblowing Policy. Whistle-blowers can report in writing to the Audit Committee of the Company for any suspected misconduct with full details of the incident and supporting evidence. The Audit Committee of the Company is responsible for reviewing and carrying out investigations against any suspected or illegal behaviours to protect the Group’s interests. The Whistleblowing Policy also protects whistle-blowers from unfair dismissal or victimisation. Subject to the severity of the reported matter, professional companies may be engaged to undertake further investigation and a report will be submitted promptly to relevant regulators or law enforcement authorities when the management of the Group considers it necessary.

為向員工提供一個合乎道德和公平的工作環境，根據其內部反腐敗政策，本集團定期對賄賂和腐敗問題進行內部監控以禁止一切形式的腐敗行為。此外，本集團制定並嚴格執行以計分實行的獎懲制度，並在共同責任下管理。本集團嚴格執行「離任審計管理辦法」，對離職員工進行審計，將發現有腐敗行為的人員移送至司法機關處理。此外，本集團嚴格按照《中華人民共和國招標投標法》執行招標程序，將發現有違反相關法律法規行為的人員移送至司法機關處理。為防止本集團員工在原煤採購過程中捲入任何犯罪活動，與供應商的合同中須明確支付方式。為監督和確保本集團道德商業行為相關的內部政策在整個組織內得到有效實施，本集團已成立監察組，負責監管及監察本集團有關賄賂、勒索、欺詐或洗錢的行為。

本集團已建立有效的舉報政策，舉報人可以書面向本公司審核委員會報告任何可疑的不當行為，並附上事件的全部細節和支持證據。本公司審核委員會將負責對任何涉嫌或違法行為進行審查和調查，以保護本集團的利益。舉報政策亦保護舉報人免遭不公平解僱或受害。視乎舉報事項的嚴重程度，本集團可能會聘請專業機構進行進一步調查，並在本集團管理層認為有必要時，及時向相關監管機構或執法機關提交報告。

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To raise the employees' awareness on anti-corruption practices and to promote the Group's determination of prohibiting all forms of bribery and corruption within the organisation, the Group held a 2-hour training workshop in relation to anti-corruption for its employees during the year under review. 53 staff members, including directors and management, senior employees and general staff participated in the training to strengthen their awareness of anti-corruption. In FY2021, there were no concluded legal cases regarding corrupt practices brought against the Group or its employees. In FY2021, the Group was not in violation of the relevant laws and regulations in relation to bribery, extortion, fraud, and money laundering that have a significant impact on the Group.

Community Investment

Since its inception, the Group has been dedicated to engaging with community groups and supporting the development of local communities by minimising its impacts during operations on nearby residents and leveraging its strength to cope with urgent social challenges and livelihood issues. In particular, the Group has attached greater importance on promoting local employment, harnessing unconventional clean energy resources, connecting with local citizens, assisting members in the society to fight against the Pandemic and facilitating the education development.

Promoting local employment

In order to promote the employment of the community in which the Group operates, the Group has actively responded to the local government's policy of employment, and provided different local job opportunities such as mining and line inspection workers.

Harnessing unconventional clean energy resources

In response to the national call of green development and constructing "Beautiful China", the Group has been unceasingly intensifying the exploration and development of CBM, leveraging all its strength and making a significant amount of investment to tackle key technical bottlenecks in exploitation and development.

為提高員工對反腐敗實踐的認知，並決心禁止本集團內一切形式的賄賂和腐敗，本集團於回顧年度內為員工舉辦了一場兩小時的反腐敗培訓研討會。包括董事和管理層、高級員工和一般員工在內的53名僱員參加了培訓，以加強他們的反腐敗意識。於2021財年，未有任何就本集團或其員工有關貪污行為的已結案訴訟案件。本集團於2021財年沒有違反對本集團有重大影響的有關賄賂、敲詐勒索、欺詐及洗黑錢的相關法律法規。

社區投資

自成立以來，本集團一直致力於與社區團體合作，通過盡量減少營運對附近居民的影響，以及利用自身優勢解決嚴峻的社會挑戰和民生問題，支持當地社區的發展。具體而言，本集團專注於促進當地就業、利用非常規清潔能源、與當地居民的聯繫、協助社會成員抗擊疫情以及促進教育發展。

促進當地就業

為促進本集團經營所在社區的就業，本集團積極響應地方政府的就業政策，為地方提供了如排採工及巡綫工等多種就業崗位。

利用非常規清潔能源

為響應國家綠色發展及建設「美麗中國」的號召，本集團不斷加大煤層氣勘探開發力度，並透過加大投資金額，著力攻克勘探和開發煤層氣的關鍵技術瓶頸。

Assisting members in the society to fight against the Pandemic

During the Pandemic, the Group not only attached importance on its employees' health, but also made efforts to assist the underprivileged and people in need to tide over such difficult times. The Group donated masks to local frontline health workers and daily necessities and groceries to the impoverished villages.

Facilitating the education development

The Group deeply understands the importance of education and places attention to promote the education development, the Group has donated RMB100,000 to the Education Promotion Association of Linjiaping Town, Lin County to facilitate the learning opportunities for the local community.

協助社會成員抗擊疫情

疫情期間，本集團不僅重視員工健康，更努力幫助弱勢群體和有需要的人渡過難關。本集團向當地前線衛防疫人員捐贈口罩以及向貧困村捐贈生活必需品及食品雜貨。

促進教育發展

本集團深知教育的重要性，致力於推動教育發展，本集團已向臨縣臨家坪鎮教育促進會捐贈人民幣10萬元，為當地社區提供更多學習機會。

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VIII.APPENDIX

Table 1 The Group's Total Emissions by Category in FY2021 and FY2020 ⁷

Emission Category	Key Performance Indicator (KPI)	Unit	Amount in FY2021	Intensity ¹ (Unit/m ² Floor Area) in FY2021	Amount in FY2020 ²	Intensity ² (Unit/m ² Floor Area) in FY2020
排放種類	關鍵績效指標	單位	2021財年 排放量	2021財年強度 ¹ (單位/平方米)	2020財年 排放量 ²	2020財年強度 ² (單位/平方米)
Air Emissions 廢氣排放	SO _x 硫氧化物	Kg 千克	147	-	182	-
	NO _x 氮氧化物	Kg 千克	7,126	-	8,490	-
	PM 顆粒物	Kg 千克	871	-	1,080	-
GHG Emissions 溫室氣體排放	Scope 1 (Direct Emissions) ³ 範圍一(直接排放) ³	Tonnes of CO ₂ e 噸二氧化碳當量	969	0.004	1,003	0.005
	Scope 2 (Energy Indirect Emissions) ⁴ 範圍二(能源間接排放) ⁴	Tonnes of CO ₂ e 噸二氧化碳當量	14,644	0.07	12,393	0.06
	Total (Scope 1 & 2) ⁵ 總排放(範圍一及範圍二) ⁵	Tonnes of CO ₂ e 噸二氧化碳當量	15,613	0.07	13,396	0.06
Non-hazardous Waste 無害廢棄物	Solid Wastes 固體廢棄物	Tonnes 噸	343,683	1.6	299,293	1.4
	Wastewater ⁶ 廢水 ⁶	m ³ 立方米	77,850	0.4	73,237	0.3
Hazardous Waste 有害廢棄物	Solid Wastes 固體廢棄物	Tonnes 噸	6	2.7 × 10 ⁻⁵	-	-

- ¹ Intensity for FY2021 was calculated by dividing the amount of air, GHG and other emissions respectively by the Group's floor areas of operations in FY2021, which was around 220,978 m²;
- ² The amount and intensity in FY2020 were extracted from the data in the ESG report for FY2020;
- ³ The Group's Scope 1 (Direct Emissions) only included the emissions arose from the mobile consumption of petrol and diesel;
- ⁴ The Group's Scope 2 (Energy Indirect Emissions) only included the emissions arose from the electricity consumption;
- ⁵ The amount of GHG emissions in FY2020 was adjusted according to the updated standards for consistency;

VIII.附錄

表一 2021和2020財年本集團總排放分類⁷

- ¹ 2021財年的強度是按本集團2021財年所產生廢氣、溫室氣體或其他排放量分別除以本集團2021財年的營運面積220,978平方米得出；
- ² 2020財年的排放量和強度分別來自2020財年ESG報告中的數據；
- ³ 本集團範圍一(直接排放)僅包含來自機動車輛汽油和柴油的使用所產生的排放；
- ⁴ 本集團範圍二(能源間接排放)僅包含來自電力消耗所產生的排放；
- ⁵ 基於一致性原則，2020財年的溫室氣體排放總量根據更新後的標準進行調整；

- ⁶ The total amount of wastewater generated by the Group was primarily based on the appropriate estimations assuming 100% of the fresh water consumed by the Group will enter the sewage system in areas where an accurate recording of the amount of wastewater was hard to obtain; and
- ⁷ The methodology adopted for reporting on GHG emissions set out above was based on “How to Prepare an ESG Report? — Appendix 2: Reporting Guidance on Environmental KPIs” issued by the Stock Exchange, Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong and the 2006 IPCC (Intergovernmental Panel on Climate Change) Guidelines for National Greenhouse Gas Inventories.

- ⁶ 集團產生的廢水總量主要基於對難以準確記錄廢水量的區域進行假設消耗的淡水將全部進入污水系統的合理估算；以及
- ⁷ 上述溫室氣體排放報告採用的方法基於由香港交易及結算所有限公司發行的「如何編備環境、社會及管治報告—附錄二：環境關鍵績效指標匯報指引」、 「香港建築物（商業、住宅或公共用途）的溫室氣體排放及減除的核算和報告指引」以及「2006年IPCC國家溫室氣體清單指南目錄」。

Table 2 Total Resource Consumption in FY2021 and FY2020

表二 2021和2020財年資源使用總量

Use of Resources	Key Performance Indicator (KPI)	Unit	Amount in FY2021	Intensity ¹ (Unit/m ² Floor Area) in FY2021 2021財年強度 ¹ (單位/平方米)	Amount in FY2020 ² 2020財年總量 ²	Intensity ² (Unit/m ² Floor Area) in FY2020 2020財年強度 ² (單位/平方米)
資源使用	關鍵績效指標	單位	2021財年總量			
Energy 能源	Electricity 電力	kWh*000 千個千瓦時	24,002	0.1	20,312	0.1
	Petrol 汽油	L 升	82,466	0.4	78,884	0.4
	Diesel 柴油	L 升	244,230	1.1	303,089	1.4
	TOTAL ENERGY AFTER CONVERSION ³ 轉換後的總量 ³	kWh*000 千個千瓦時	27,415	0.1	24,321	0.1
Water 水	Water 水	m ³ 立方米	77,850 ⁴	0.4	73,237	0.3

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- ¹ Intensity for FY2021 was calculated by dividing the amounts of resources the Group has consumed in FY2021 by the Group's floor areas of operations in FY2021, which was around 220,978 m²;
- ² The amount and intensity in FY2020 were extracted from the data in the ESG report for FY2020 and divided by the Group's floor areas of operations in FY2020, which was around 220,978 m²;
- ³ The methodology adopted for energy conversion and calculation conversion factors set out above was based on "How to Prepare an ESG Report? — Appendix 2: Reporting Guidance on Environmental KPIs" issued by the Stock Exchange; and
- ⁴ For Raw Coal Washing business segment, the water consumption was 66,123 m³, while for CBM business segment, the water consumption was 11,727 m³.

- ¹ 2021財年的強度按本集團2021財年所消耗的資源量分別除以本集團2021財年的營運面積220,978平方米得出；
- ² 2020財年的使用量和強度分別來自2020財年ESG報告中的數據以及按除以本集團2020財年的營運面積220,978平方米得出；
- ³ 上述能量轉換和計算所採用的方法是基於由聯交所發佈的《如何準備環境、社會及管治報告—附錄二：環境關鍵績效指標匯報指引》；以及
- ⁴ 原煤洗選業務板塊的用水量為66,123立方米，煤層氣業務板塊的用水量11,727立方米。

Table 3 Number of Employees by Age Group, Gender, Employment Type and Geographical Locations of the Group in FY2021¹

表三 2021財年本集團僱員按年齡、性別、職位及地理位置分佈¹

Unit : Number of employees 單位：員工人數		Age group 年齡組別			
Gender 性別	Aged 30 or below 30歲或以下	Aged between 31 and 40 31至40歲	Aged between 41 and 50 41至50歲	Aged 51 or above 51歲或以上	Total 總數
Male 男	57	65	38	70	230
Female 女	7	9	27	6	49
Total 總數	64	74	65	76	279

Position Level 職位				
Gender 性別	General staff 一般僱員	Senior employee 高級僱員	Director and management 董事及管理層	Total 總數
Male 男	198	21	11	230
Female 女	47	2	0	49
Total 總數	245	23	11	279

Employment type 僱傭類型			
Full time 全職	Part time 兼職		Total 總數
279	0		279

Geographical Locations 地理位置		
Mainland China 中國內地	Hong Kong 香港	Total 總數
278	1	279

¹ The employment data in headcount was obtained from the Group's Human Resources Department based on the employment contracts entered into between the Group and its employees. The data covered employees engaged in a direct employment relationship with the Group according to relevant local laws and workers whose work and/or workplace was controlled by the Group within the reporting boundary. The methodology adopted for reporting on employment data set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

¹ 員工數據是根據本集團與其僱員之間訂立的僱傭合同，從本集團的人力資源部獲得。此數據涵蓋根據當地有關法律與本集團有直接僱傭關係的僱員以及其工作和／或工作場所受本集團控制的員工。上述員工數據報告所採用的方法乃基於由聯交所發佈的《如何準備環境、社會及管治報告？—附錄3：社會關鍵績效指標報告指南》。

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Table 4 Employee Turnover Rate by Age Group, Gender and Geographical Locations in FY2021¹

表四 2021財政年度按年齡、性別和地理位置分佈的員工流失率¹

Unit : Number of employees 單位：員工人數		Age group 年齡組別			
Gender 性別	Aged 30 or below 30歲或以下	Aged between 31 and 40 31至40歲	Aged between 41 and 50 41至50歲	Aged 51 or above 51歲或以上	Total 總數
Male 男	11	10	5	2	28
Employee turnover rate 僱員流失率(百分比)	19.3%	15.4%	13.2%	2.9%	12.2%
Female 女	0	1	0	0	1
Employee turnover rate 僱員流失率(百分比)	0%	11.1%	0%	0%	2.0%
Total 總數	11	11	5	2	29
Total employee turnover rate 總僱員流失率(百分比)	17.2%	14.9%	7.7%	2.6%	10.4%

Geographical locations 地理位置		
Locations 地域	Employee turnover 僱員流失人數	Employee turnover rate 僱員流失率(百分比)
Mainland China 中國內地	29	10.4%

¹ The turnover data in headcount was obtained from the Group's Human Resources Department based on the employment contracts entered into between the Group and its employees within the reporting boundary. Turnover rate was calculated by dividing the number of employees who left in FY2021 by the number of employees in FY2021. The methodology adopted for reporting on turnover data set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

¹ 員工流失數據是根據本集團與其僱員之間訂立的僱傭合同，從本集團的人力資源部獲得。流失率是通過2021財政年度內員工離職數除以2021財政年度的員工人數計算得出。上述報告員工流失數據所採用的方法是基於由聯交所發佈的《如何準備環境、社會及管治報告？—附錄3：社會關鍵績效指標報告指南》。

Table 5 Number and Rate of Work-related Fatalities of the Group in Past Three Financial Years¹

表五 本集團過去三個財政年度與工作相關的死亡人數和死亡率¹

Year 年份	FY2019 2019財年	FY2020 2020財年	FY2021 2021財年
Number of work-related fatalities 工作相關的死亡人數	0	0	0
Rate of fatalities (per hundred workers) 死亡率(每一百名員工)	0	0	0
Lost days due to work injuries 因工傷損失的天數	0	0	0

¹ The injury and fatality information was obtained from the Group's Human Resources Department. The methodology adopted for reporting the number and rate of work-related fatalities set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

¹ 因工傷亡數據從本集團的人力資源部獲得。上述報告員工因工死亡人數和死亡率所採用的方法乃基於聯交所發佈的《如何準備環境、社會及管治報告？—附錄3：社會關鍵績效指標報告指南》。

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Table 6 Number and Percentage of Employees Trained in the Group by Gender and Position Level in FY2021¹

表六 2021財年本集團按性別和職位劃分的受訓人數及百分比¹

Total number of employees 員工總數	279
Total number of employees trained 員工受訓總數	214
Total percentage of employees trained 受訓員工百分比	76.7%

Unit : Number of employees 單位：員工人數	Position Level 職位			
Gender 性別	General staff 一般僱員	Senior employees 高級僱員	Director and management 董事及管理層	Total 總數
Male 男	161	22	6	189
Percentage of employees trained 受訓員工百分比	75.2%	10.3%	2.8%	88.3%
Female 女	24	1	0	25
Percentage of employees trained 受訓員工百分比	11.2%	0.5%	0%	11.7%
Total 總數	185	23	6	
Percentage of employees trained 受訓員工百分比	86.4%	10.8%	2.8%	

¹ The training information was obtained from the Group's Human Resources Department. Training refers to the vocational training that the Group's employees attended in FY2021. The methodology adopted for reporting on the number and percentage of employees trained set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

¹ 員工培訓數據從本集團的人力資源部獲得。培訓是指本集團員工在2021財政年度參加的職業培訓。上述報告員工受訓人數和百分比數據所採用的方法是基於由聯交所發佈的《如何準備環境、社會及管治報告？—附錄3：社會關鍵績效指標報告指南》。

Table 7 Training Hours Completed in the Group by Gender and Position Level in FY2021¹

表七 2021財政年度本集團按性別和職位類別劃分的已完成培訓時數¹

Unit : Training Hours 單位：培訓時數		Position Level 職位類別		
Gender 性別	General staff 一般僱員	Senior employees 高級僱員	Director and management 董事及管理層	Total 總數
Male 男性	8,844	1,879	296	11,019
Average training hours 平均培訓時數	44.7	89.5	26.9	47.9
Female 女性	672	24	0	696
Average training hours 平均培訓時數	14.3	12	0	14.2
Total 總數	9,516	1,903	296	11,715
Average training hours 平均培訓時數	38.8	82.7	26.9	42.0

¹ The training information was obtained from the Group's Human Resources Department. The methodology adopted for reporting training hours set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

¹ 員工培訓數據從本集團的人力資源部獲得。上述報告員工受訓時數數據所採用的方法是基於由聯交所發佈的《如何準備環境、社會及管治報告？—附錄3：社會關鍵績效指標報告指南》：