

CHINA PUBLIC PROCUREMENT LIMITED

中國公共採購有限公司

(incorporated in Bermuda with limited liability)

(Stock code: 1094)

**ENVIRONMENTAL, SOCIAL AND
GOVERNANCE REPORT
2021/22**



Environmental, Social and Governance Report

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ABOUT THE GROUP

China Public Procurement Limited (the “**Company**”, together with its subsidiaries, collectively the “**Group**” or “**we**”) is a leading provider of electronic platform integration services in the Chinese public procurement sector, providing a series of value-added services such as system design, software development, operation management, entrusted agency procurement, and other services for the electronic platform of public procurement in the People’s Republic of China (the “**PRC**”).

The Company has been listed on the Main Board of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) since 2002 to meet its development needs. We are committed to be a one-stop electronic trading platform and value-added service leader in the global public procurement sector.

The products and software developed by the Group have been certified by several certifications, including but not limited to:

- Software Certificate (Electronic Procurement Platform in Colleges and Universities V1.0)
- Software Certificate (Government Procurement Transaction Platform V1.0)
- Electronic Tendering System Certificate (電子招標投標系統認證證書)
- Software Certificate (State-owned Enterprises Purchasing Electronic Platform V3.0)
- High Technology Enterprise Certificate
- CMMI DEV V2.0 Maturity Level 3

ABOUT THIS REPORT

China Public Procurement Limited is pleased to present its fifth Environmental, Social and Governance (“**ESG**”) Report (the “**Report**”) to illustrate and disclose the Group’s sustainability performance, including related policies, management systems and our corporate social responsibility.

Scope and Reporting Period

Given the change of the financial year end date of the Company, the Report covers the period from 1 January 2021 to 31 March 2022 (the “**Reporting Period**”). Considering the Group’s main business, the Report covers the Group’s key business segments in the PRC, including information technology, system integration services, development and operations of internet-based electronic platforms for the procurement of goods and services (“**e-procurement**”), trading and properties leasing. These business segments include the operation of offices in the following regions:

- Hong Kong Special Administration Region (“**Hong Kong**”)
- Beijing
- Shanghai²
- Shenzhen of Guangdong Province
- Jining City of Shandong Province¹
- Weihai City of Shandong Province
- Xining City of Qinghai Province
- Wuhan of Hubei Province

Notes:

1. The company in Jining City ceased operation in August 2021.
2. The scope of the Report includes two new companies in Shanghai, which have started operation since June 2021 and July 2021, respectively.

Environmental, Social and Governance Report

Reporting Standard

The Report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide in Appendix 27 of the Listing Rules of the Main Board of the Stock Exchange, and in full compliance with the mandatory disclosure requirements and the “comply or explain” provisions.

Reporting Principles

The following reporting principles underpin the preparation of the Report:

- **Materiality:** The Group has identified material ESG issues through Board discussions and communication with stakeholders, and disclosed the material issues in the Report.
- **Quantitative:** The Group has calculated and disclosed key performance indicators (“**KPI**”) quantitatively, where applicable, in the Report with reference to Appendices II and III of How to Prepare an ESG Report, published by the Stock Exchange. These KPIs will form the basis of setting future ESG targets.
- **Consistency:** The Report uses consistent data collection and calculation methodologies that allow for meaningful comparisons of KPIs. Should there be any changes in the scope of the Report or data calculation methods, they should be explained for stakeholders’ reference.

Access to the Report

The Report is available in both English and Chinese and has been uploaded to the website of the Stock Exchange and the Company’s website (<http://www.cpphk1094.cn/>). In case of any discrepancies between the two versions, the Chinese version shall prevail.

SUSTAINABILITY GOVERNANCE

The Group’s sustainability strategies, policies and reporting are governed by the Company’s Board of Directors (the “**Board**”). The Board supervises management in collecting relevant information and data for the preparation of the Report. The Board also discusses with management in meetings from time to time to identify and assess ESG-related risks and materiality issues in light of the Company’s development and operations. The Board is also responsible for formulating policies to address the corresponding ESG risks, overseeing the management and target setting of ESG issues, and evaluating the effectiveness of various measures and the progress of relevant targets.

We constantly refine our ESG performance and incorporate sustainability elements into our management strategy. As the Group’s business is primarily focused on information technology, most of the emissions involved are derived from the use of electricity. Therefore, reduction of electricity consumption has become our primary focus. The Group has also engaged Riskory Consultancy Limited as an independent ESG consultant to assist the Group in preparing the Report and providing ESG-related advisory services.

For other information on the Group’s corporate governance, please refer to the “Corporate Governance Report” section of the Annual Report.

STAKEHOLDER ENGAGEMENT

The Group emphasizes two-way communication with stakeholders to understand their opinion and expectations, as well as to identify sustainability-related risks and opportunities. Therefore, we have established various effective channels for stakeholders to express their recommendations and requests.

Key stakeholders	Expectations and concerns	Engagement channels
Customers	<ul style="list-style-type: none"> • Service quality • Corporate reputation • Data Privacy • Business integrity 	<ul style="list-style-type: none"> • Daily operations • Business visits and meetings • Email and calls
Employees	<ul style="list-style-type: none"> • Health and Safety • Remuneration and welfare • Training and development • Equal opportunities • Corporate culture 	<ul style="list-style-type: none"> • Training and seminars • Regular performance reviews • Company notices • Enquiry and complaint handling mechanism
Shareholders and investors	<ul style="list-style-type: none"> • Financial performance and position • Corporate governance • Sustainable development 	<ul style="list-style-type: none"> • Annual and interim reports • Announcements and circulars • Annual General Meeting • Company website and email
Suppliers and business partners	<ul style="list-style-type: none"> • Corporate reputation • Fairness and ethics • Long-term relationship 	<ul style="list-style-type: none"> • Procurement and tendering process • Business visits and meetings • Email and calls
Regulatory bodies	<ul style="list-style-type: none"> • Compliance • Corporate governance 	<ul style="list-style-type: none"> • Compliance reporting • Consultation • Meetings
Community	<ul style="list-style-type: none"> • Environmental responsibilities • Community participation 	<ul style="list-style-type: none"> • Participation in charitable activities • Community investment • Company website

Stakeholders' Feedback

The Group welcomes comments and feedback from stakeholders regarding our ESG performance and reporting. Stakeholders can contact us by email (cpp@cphk.com.hk).

MATERIALITY ASSESSMENT

Through discussions between the Board and management, as well as taking our peer groups' materiality assessment and the nature of the industry into considerations, we have identified the following 23 ESG issues, and assessed their importance.

Materiality issues	Importance
Environmental	
Waste management	Important
Energy efficiency	
Use of other resources (including paper)	
Exhaust gas and greenhouse gas emissions management	Relevant
Water use management	
Impact of business activities on the environment	
Climate change-related risks	
Social	
Fair and open tendering process	Most important
Supply chain management	
Product quality	
Service responsibility	
Customer satisfaction	
Protection of intellectual property rights	
Protection of customers' privacy	
Recruitment, promotion and welfare of employees	Important
Green procurement	
Anti-corruption system	
Occupational health and safety	Relevant
Diversity, equal opportunities and anti-discrimination	
Training and development	
Prevention of child and forced labour	
Participation in charitable activities	
Charity donations	

ENVIRONMENT

As the Group's primary business is e-procurement and trading, and the majority of operation is conducted in an office environment, our operation does not significantly impact the environment. However, we understand that environmental protection is one of our corporate responsibilities. Therefore, the Group implements various policies and measures to reduce our emissions and wastes. We also comply with all laws and regulations in Hong Kong and the PRC relating to the air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous wastes, including but not limited to:

- Environmental Protection Law of the People's Republic of China
- Atmospheric Pollution Prevention and Control Law of the People's Republic of China
- Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Waste
- Waste Disposal Ordinance (Cap. 354 of the Laws of Hong Kong).

During the Reporting Period, the Group was not involved in any material non-compliance with environmental laws and regulations nor subject to any penalties.

Emissions

Air and Greenhouse Gas Emissions

To reduce the Group's exhaust and greenhouse gas emissions, we adopt different policies internally to promote energy efficiency, manage all levels of business operations in an environmentally friendly manner, and raise employees' awareness of environmental protection.

Environmental, Social and Governance Report

Given the nature of the Group's business, our exhaust and greenhouse gas emissions are mainly attributed to the electricity consumption in offices and the use of petrol in vehicles. The Group's emission data during the Reporting Period is as follows:

Sources of emission	Unit	2021 ¹	2020
Exhaust gas			
Sulphur oxides (SO _x)	Kg	0.05	0.05
Nitrogen oxides (NO _x)	Kg	4.83	N/A ²
Particulate matter (PM)	Kg	0.36	
Greenhouse gas			
Scope 1 (direct emission) Vehicle fuel consumption	Tonnes CO ₂ e	9.31	7.62
Scope 2 (energy indirect emission) Purchased electricity	Tonnes CO ₂ e	95.82	97.07
Total greenhouse gas emission	Tonnes CO ₂ e	105.13	104.69
Intensity	Tonnes CO ₂ e/m ² gross floor area	0.03	0.04

Notes:

¹ The Reporting Period is from 1 January 2021 to 31 March 2022.

² The Group disclosed the data of NO_x and PM since the Reporting Period.

To reduce air and greenhouse gas emissions, the Group has implemented the policy to encourage employees in each business unit to conserve electricity, including the following measures:

- Use energy-saving lighting;
- Turn off the lighting, computers, electronic appliances and equipment that are not in use;
- Encourage the use of public transport; and
- Use phone or video conference as an alternative to business travel.

By implementing the above measures, the Group aims to achieve the goal of continuous reduction of air and greenhouse gas emissions.

Hazardous and Non-hazardous Waste

Due to the nature of our business, the Group did not generate significant hazardous waste during the Reporting Period. The main non-hazardous waste generated by the Group is waste from office operation. The Group's non-hazardous waste data during the Reporting Period is as follows:

Waste	Unit	2021 ¹	2020
Total non-hazardous waste	Tonnes	0.51	2.09
Intensity	Kg/number of employees	3.78	17.27

Note:

¹ The Reporting Period is from 1 January 2021 to 31 March 2022.

The Group aims to reduce the amount of waste generated continuously, so a number of measures have been implemented, such as encouraging staff to put recyclable waste (e.g. waste paper, plastic bottles and aluminium cans, etc.) into the recycling bins.

Use of Resources

Resources consumed by the Group during the Reporting Period were mainly petrol used in vehicles, electricity, paper and water. Our electricity consumption primarily comes from lighting, air conditioning, electronic appliances and other office equipment. As our business does not involve the production of products, we did not consume any packaging materials during the Reporting Period.

The Group's energy data during the Reporting Period is as follows:

Energy consumption	Unit	2021 ¹	2020
Direct energy (petrol) ²	MWh	31.87	29.40
Indirect energy (purchased electricity)	MWh	153.79	112.59
Total energy consumption	MWh	185.66	141.99
Intensity	MWh/m ² gross floor area	0.05	0.06

Notes:

¹ The Reporting Period is from 1 January 2021 to 31 March 2022.

² The unit of measurement used in 2020 data has been adjusted to improve the reference and comparability.

Environmental, Social and Governance Report

The Group implements a series of measures to ensure the appropriate use of resources, as well as to enhance energy efficiency and reduce waste, such as:

- | | |
|-------------------------|---|
| Use of vehicle fuel | <ul style="list-style-type: none">• Encourage employees to take public transportation;• Arrange regular maintenance for vehicles to ensure that they operate most efficiently; and• Encourage the use of electric vehicles in the future. |
| Electricity consumption | <ul style="list-style-type: none">• Use energy-saving lighting; and• Turn off air conditioners, lighting and equipment that are not in use. |
| Paper usage | <ul style="list-style-type: none">• Encourage staff to sort and recycle waste paper, use double-sided printing and actively replace paper with digital technology. |

Taking advantage of the above management measures, the Group aims to continue to improve the efficiency of resource use and reduce resource consumption in the future.

Water Consumption

Given our business' s nature and geographical location, we did not encounter any material issues in sourcing water that is fit for purpose in the Reporting Period. The Group's water consumption is mainly from the daily usage of employees in offices. The relevant data of Beijing, Weihai and Hong Kong offices were not available as the water use is managed by the property management companies. We will continue to optimise our data collection procedures and disclose pertinent data in the future where appropriate.

The Group's water consumption data during the Reporting Period is as follows:

Consumption	Unit	2021 ¹	2020
Water consumption	m ³	1,366	755.07
Intensity	m ³ /number of employees	10.12	6.24

Note:

¹ The reporting period is from 1 January 2021 to 31 March 2022.

In 2020, the operation of our offices was briefly suspended due to the impact of the pandemic. As the pandemic was subdued in the Reporting Period, our offices resumed regular operation, contributing to the increase in water consumption. We will monitor our water consumption data regularly to improve water efficiency and aim to reduce unnecessary water use in the future.

Environment and Natural Resources

The Group's business is mainly the operation of the electronic platform and does not involve production segment. Our business is primarily carried out in the office. Therefore, we do not have significant emissions of pollutants or other significant impacts on the environment.

We have established various policies and implemented effective measures in air and greenhouse gas emissions, use of resources and waste management to minimize our adverse impact on the environment. The Group will continue to operate sustainably to conserve the environment and natural resources in the future.

Climate Change

Issues arising from climate change are of concern globally, and the Group has been closely monitoring the risks and opportunities it may bring.

As the Group primarily operates electronic platforms, our business is not materially affected by the physical or transition risks induced from climate change. However, we recognize that extreme weather events such as typhoons and heavy rains caused by climate change may affect or disrupt the operation of the Group's offices. To address this risk, we have established an emergency plan concerning work arrangements under extreme weather, such as employees are arranged to work from home.

In addition, we have also actively implemented several policies and measures to achieve the goal of energy conservation and emission reduction, as to reduce our greenhouse gas emissions and thus mitigate global warming and climate change.

SOCIAL

Employment

We attach great importance to the development and opinions of each employee as they are the cornerstone of the Group's quality service. We understand that human resources are the key to sustainable development and the maintenance of service quality, so the Group is committed to providing a healthy, joyful and harmonious working environment, as well as safeguarding the rights and welfare of employees. The Group has established policies to ensure equal opportunities for recruitment, training, development and promotion of employees.

Environmental, Social and Governance Report

The Human Resources Department strictly adheres to the Group's guidelines on the recruitment process and recruits candidates according to the position requirements and the expectations from candidates. The Group complies with all applicable laws and regulations in Hong Kong and the PRC relating to employment, child labour and forced labour, including but not limited to:

- Labour Law of the People's Republic of China
- Labour Contract Law of the People's Republic of China
- Employment Promotion Law of the People's Republic of China
- Employment Ordinance (Cap. 57 of the Laws of Hong Kong)
- Minimum Wage Ordinance (Cap. 608 of the Laws of Hong Kong).
- Mandatory Provident Fund Schemes Ordinance (Cap. 485 of the Laws of Hong Kong)

During the Reporting Period, the Group was not involved in any material non-compliance with employment-related laws and regulations. There were no incidences of strikes, labour disputes, litigations, claims, administrative actions or arbitrations against the Group.

As at 31 March 2022, the Group had a total of 135 employees (2020: 121), and the distribution was as follows:

Employee group	Number of employees
By gender	
Male	83
Female	52
By geographical region	
Hong Kong	3
The PRC	132
By age group	
18–25	18
26–35	62
36–45	36
46–55	15
56 or above	4
By employment type	
Full-time	123
Part-time/contract	12

Environmental, Social and Governance Report

During the Reporting Period, the Group's employee turnover data was as follows:

Employee group	Turnover rate ¹
By gender	
Male	47%
Female	25%
By geographical region	
Hong Kong	100% ¹
The PRC	37%
By age group	
18–25	72%
26–35	40%
36–45	28%
46–55	20%
56 or above	25%

Note:

- ¹ The turnover rate is calculated as (number of employees who left employment during the Reporting Period/total number of employees as at March 31 2022 x 100%)

Employee Welfare

To maintain the stability of the Group's human resources, our employees are provided with competitive remuneration and welfare packages, as well as a variety of additional benefits such as medical insurance, internal and external training, education subsidy, meal allowance, and performance bonus.

We value communication with our employees to maintain team cohesion and their sense of belonging to the Group. We organized different team-building activities, such as barbecue, during the Reporting Period to facilitate mutual interaction.

Labour Standards

The Group strictly prohibits child labour and forced labour, and adheres to the relevant laws and regulations of Hong Kong and the PRC, including but not limited to the Labour Law of the People's Republic of China. Our Human Resources and Administrative Departments are responsible for monitoring the employment process and ensuring that no child and forced labour are hired. The Human Resources Department will examine candidates' identification documents at the recruitment stage to ensure that the personal data collected is authentic.

If any child or forced labour is found, we will handle the case according to the relevant laws and regulations and enhance the recruitment process.

During the Reporting Period, no child or forced labour was reported and the Group was not involved in any material non-compliance with the relevant laws and regulations.

Occupational Health and Safety

The Group emphasizes the health and safety of our employees and complies with the laws and regulations of Hong Kong and the PRC relating to occupational health and safety, including but not limited to:

- Fire Control Law of the People's Republic of China
- Occupational Safety and Health Ordinance (Cap. 509 of the Laws of Hong Kong).
- Employees' Compensation Ordinance (Cap. 282 of the Laws of Hong Kong).

We have established health and safety guidelines in accordance with the relevant laws and regulations in the PRC and Hong Kong and delivered them to our employees clearly to ensure a safe working environment. We also actively arranged training on safety and health. For example, we invited firemen to provide seminars in relation to fire apparatus, evacuation skills, etc.

The Group did not have any work-related fatalities or work injuries in the past three years, including the Reporting Period, and therefore, no lost days due to work injury were reported.

During the Reporting Period, the Group was not involved in any material non-compliance with laws and regulations relating to occupational health and safety.

Development and Training

The Group encourages employees to pursue lifelong learning and perform well in their work through providing internal and external training and continuing education subsidies. We conduct performance appraisals annually and adjust employees' salaries according to their work performance, experience and qualifications to recognize and reward their contribution.

Environmental, Social and Governance Report

During the Reporting Period, diversified trainings are provided to our employees, including:

- Induction training
- System operation and maintenance and after-sales services training
- ISO certification system training
- Front-end technology development training
- Presentation skills training

The training data of the Group for the Reporting Period is as follows:

Employee group	Percentage of employees trained	Average training hours (hours) per employee
By gender		
Male	51%	12
Female	52%	16
By employee category		
General staff	53%	15
Management	37%	7

The Group also provides training and learning materials to Directors, including but not limited to the Listing Rules; and seminars and in-house briefings relating to Director's responsibilities, notifiable and connected transaction, and updates on the Listing Rules regarding the core shareholder protection standards. Directors also attended briefings on the potential amendments to the Listing Rules relating to the share schemes of listed issuers.

Supply Chain Management

Suppliers are one of the fundamentals of the Group's services. We emphasize the proper management of our supply chain, especially for centralized procurement business. We ensure that the supplier selection process is honest, competitive and transparent. We also attach importance to establishing long-term partnerships with suppliers, as to enhance our business processes and improve quality service.

There are two main categories of the Group's suppliers, suppliers of goods for the centralized procurement business and service providers for our electronic platforms. For centralized procurement business, we evaluate and select suitable suppliers based on the needs of our customers and the terms of trade.

Factors including tender terms, product quality, price stability, delivery arrangement, customer service quality and payment terms, etc, are considered during the selection of suppliers. The Group's policy requires suppliers who are interested in joining our e-procurement platform to register and provide relevant business information, such as their business licenses, addresses and legal representatives, before they are granted a website security certificate listed on our e-procurement platforms. The Group assesses suppliers' social and environmental performance and updates the supplier list regularly. All suppliers have to pass our quality assurance and testing procedures before engagement.

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During the process of maintaining, developing and upgrading the government procurement platform, the Group adopts the most advanced technologies of service providers, including information encryption technology, audio and video collection technology, image processing and facial recognition technology, interface AI technology, etc., to strengthen the technical capabilities of our procurement platforms.

The service providers of our electronic platforms are all “specialized and innovative” and national high-tech enterprises with lower energy consumption, less impact on the environment, as well as lower risks of climate change and emission reduction. For suppliers with higher greenhouse gas emissions, such as those for our centralized procurement business, the Group will leverage our professional strengths and apply different technologies to achieve a green supply chain. We also encourage our suppliers to use more environmentally friendly materials and will consider whether they have environmental certification in the selection process.

During the Reporting Period, our list had a total of 24 approved suppliers, and their geographical distribution was as follows:

Geographical region	Number of suppliers
Hong Kong	7
The PRC	17

The Group conducted assessments for all major suppliers during the Reporting Period.

Product Responsibility

Quality Assurance

The Group is committed to providing responsible and quality services to our customers and complying with all applicable laws and regulations relating to product responsibility, including but not limited to:

- Anti-Unfair Competition Law of the People’s Republic of China
- Cybersecurity Law of the People’s Republic of China
- The Bidding Law of the People’s Republic of China
- Government Procurement Law of the People’s Republic of China

Quality guarantee deposit is offered to our e-procurement customers for after-sales service quality assurance. In addition, we also provide system training and technical support on customer needs.

We have obtained GB/T 19001–2016/ISO 9001:2015 Quality Management System certification and ISO/IEC 20000–1:2018 Information Technology Service Management certification.

During the Reporting Period, the Group was not involved in any material non-compliance with laws and regulations relating to product responsibility.

Customer Opinion

A customer service hotline is put into place to collect feedback and opinions from customers. If complaints in relation to the quality of service are received, we will review the relevant service procedures and improve promptly.

During the Reporting Period, we did not receive any complaints about the quality of our services.

Protection of Intellectual Property Rights

The Group adheres to regulations relating to intellectual property rights. The Group has registered our corporate logos and domain names as they are essential to brand and corporate image. We have taken all reasonable steps to prevent any infringement of our own and third parties' intellectual property rights.

During the Reporting Period, the Group did not involve in any material infringement of intellectual property rights.

Customer Data Protection and Privacy

The Group complies with the Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong) and strictly follows the regulations on the collection, disclosure, use, retention and storage of information to ensure the integrity and confidentiality of the information.

The Group's code of conduct sets out the requirements for data and privacy protection to ensure that all personal information, trade secrets and patent information of all customers, suppliers and business partners accessed or collected are protected. We have also obtained GB/T 22080-2016/ISO/IEC 27001:2013 Information Security Management certification.

Anti-corruption

The Group strictly complies with anti-corruption laws and regulations, including but not limited to:

- Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong)
- Anti-Unfair Competition Law of the People's Republic of China
- Criminal Law of the People's Republic of China

Environmental, Social and Governance Report

We uphold rigorous corporate ethics and integrity in our operations. Our code of conduct stipulates that all employees (including the Board) must comply with applicable laws and regulations relating to corruption, extortion and fraudulent activities and conflicts of interest. The Board and employees shall not provide, solicit, or accept any gifts of material value to/from their colleagues, customers, suppliers or competitors of the Group to ensure that the Group's business is conducted honestly and fairly. Employees are distributed a copy of the Group's code of conduct to understand their obligation to comply with the Group's standards of conduct. During the Reporting Period, there were not any concluded legal cases regarding corruption filed against the Group or our employees.

The Group has established a whistle-blowing mechanism to encourage employees to report suspected corruption, fraud, misconduct, conflicts of interest, malpractice, coercion or harassment. The audit committee will investigate all suspected fraud cases under a high degree of confidentiality. Punitive action, including but not limited to dismissal, may be taken once such cases are proven.

In addition, the Group organized anti-corruption training in 2021 to enhance the anti-corruption awareness of our employees and directors.

During the Reporting Period, the Group was not involved in any material non-compliance with laws and regulations relating to anti-corruption.

Community Investment

The sustainable development of the community has a significant impact on our growth. We are always looking for opportunities for community engagement and look forward to fulfilling our corporate social responsibilities. During the Reporting Period, the Group invested in epidemic prevention work in the community, with a total of six employees volunteering to assist the Wuhan Neighborhood Committee in Hubei Province (湖北省武漢市社區居委會) and participate in the organization and promotion of community nucleic acid testing during the epidemic prevention and control period.

In the future, the Group will continue to pay attention to the community's needs and actively engage in events that can help vulnerable groups, as well as promote the sustainable development of the community.

ESG REPORTING GUIDE CONTENT INDEX

Subject Areas	Content	Section
Mandatory Disclosure Requirements		
Governance Structure	A statement from the board containing the following elements: (i) a disclosure of the board’s oversight of ESG issues; (ii) the board’s ESG management approach and strategy, including the process used to evaluate, prioritise and manage material ESG-related issues (including risks to the issuer’s business); and (iii) how the board reviews progress made against ESG-related goals and targets with an explanation of how they relate to the issuer’s businesses.	Sustainability Governance
Reporting Principles	A description of, or an explanation on, the application of the Reporting Principles (Materiality, Quantitative and Consistency) in the preparation of the ESG report.	Reporting Principles
Reporting Boundary	A narrative explaining the reporting boundaries of the ESG report and describing the process used to identify which entities or operations are included in the ESG report.	Scope and Reporting Period
“Comply or Explain” Provisions		
A. Environmental		
A1. Emissions		
General Disclosure	Information on (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	Emissions
KPI A1.1	The types of emissions and respective emissions data.	Air and Greenhouse Gas Emissions
KPI A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions and intensity.	
KPI A1.3	Total hazardous waste produced and intensity.	The Group’s business nature does not involve the production of hazardous waste.
KPI A1.4	Total non-hazardous waste produced and intensity.	Hazardous and Non-hazardous Waste

Subject Areas	Content	Section
KPI A1.5	Description of emissions target(s) set and steps taken to achieve them.	Exhaust Gas and Greenhouse Gas Emissions
KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them.	Hazardous and Non-hazardous Waste
A2. Use of Resources		
General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials.	Use of Resources
KPI A2.1	Direct and/or indirect energy consumption by type in total and intensity.	
KPI A2.2	Water consumption in total and intensity.	Water Consumption
KPI A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	Use of Resources
KPI A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them.	Water Consumption
KPI A2.5	Total packaging material used for finished products and with reference to per unit produced.	The Group's business nature does not involve the consumption of packaging materials.
A3. The Environment and Natural Resources		
General Disclosure	Policies on minimizing the issuer's significant impact on the environment and natural resources.	Environment and Natural Resources
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	
A4. Climate Change		
General Disclosure	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	Climate Change
KPI A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	

Subject Areas	Content	Section
B. Social		
Employment and Labour Practices		
B1. Employment		
General Disclosure	Information on (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	Employment
KPI B1.1	Total workforce by gender, employment type, age group and geographical region.	
KPI B1.2	Employee turnover rate by gender, age group and geographical region.	
B2. Health and Safety		
General Disclosure	Information on (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.	Occupational Health and Safety
KPI B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	
KPI B2.2	Lost days due to work injury.	
KPI B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored.	
B3. Development and Training		
General Disclosure	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	Development and Training
KPI B3.1	The percentage of employees trained by gender and employee category.	
KPI B3.2	The average training hours completed per employee by gender and employee category.	

Subject Areas	Content	Section
B4. Labour Standards		
General Disclosure	Information on (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.	Labour Standards
KPI B4.1	Description of measures to review employment practices to avoid child and forced labour.	
KPI B4.2	Description of steps taken to eliminate such practices when discovered.	
Operating Practices		
B5. Supply Chain Management		
General Disclosure	Policies on managing environmental and social risks of the supply chain.	Supply Chain Management
KPI B5.1	Number of suppliers by geographical region.	
KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored.	
KPI B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	
KPI B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	
B6. Product Responsibility		
General Disclosure	Information on (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling, and privacy matters relating to products and services provided and methods of redress.	Product Responsibility
KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	The Group's business nature does not involve the recalls of products.

Subject Areas	Content	Section
KPI B6.2	Number of products and service related complaints received and how they are dealt with.	Customer Opinion
KPI B6.3	Description of practices relating to observing and protecting intellectual property rights.	Protection of Intellectual Property Rights
KPI B6.4	Description of quality assurance process and recall procedures.	Quality Assurance
KPI B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored.	Customer Data Protection and Privacy
B7. Anti-corruption		
General Disclosure	Information on (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	Anti-corruption
KPI B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases.	
KPI B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.	
KPI B7.3	Description of anti-corruption training provided to directors and staff.	
Community		
B8. Community Investment		
General Disclosure	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests.	Community Investment
KPI B8.1	Focus areas of contribution.	
KPI B8.2	Resources contributed to the focus area.	