



AFFLUENT PARTNERS HOLDINGS LIMITED  
錢唐控股有限公司\*



# 2022

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT  
環境、社會及管治報告

(Incorporated in the Cayman Islands with limited liability)  
(開曼群島註冊成立之有限公司)  
Stock Code 股份代號: 1466

\* For identification purposes only 僅供識別

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# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### ABOUT AFFLUENT PARTNERS

Affluent Partners Holdings Limited (the “**Company**”) and the subsidiaries that under the Company (collectively referred to as the “**Group**” or “**We**”) are mainly focus on two business segments as below:

- i. Purchasing, processing, designing, production and wholesale distribution of pearls and jewellery products (the “**Pearls and Jewellery Segment**”): and
- ii. Operation of strategic investment and financial services segment (the “**Strategic Investment and Financial Services Segment**”), with the objective to include investments in real estate agency business and real estate investment funds and other potential investment opportunities.

The Group was listed on the Main Board of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) on 17 October 2014 (stock code: 1466) to meet the needs for future development.

### ABOUT THE REPORT

The Group is pleased to present its sixth Environmental, Social and Governance (“**ESG**”) Report (the “**Report**”) to show the Group’s progress and development direction regarding on operation and sustainable development to our stakeholders.

### Reporting Scope and Period

The Report covers the Group’s overall ESG performance and key performance indicators (the “**KPIs**”) from 1 April 2021 to 31 March 2022 (the “**Reporting Period**”). In addition, the scope of the Report covers our core business segments, which are consistent with the Group’s fifth ESG report published in last year:

- i. “**Pearls and Jewellery Segment**” in Hong Kong and Mainland China: and
- ii. “**Strategic Investment and Financial Services Segment**” in Hong Kong.

### Reporting Basis

The Report is prepared in accordance with disclosure obligations under the mandatory disclosure requirement and the “comply or explain” provisions in the “Environmental, Social and Governance Reporting Guide” (the “**ESG Guide**”) as set out in Appendix 27 to the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited (the “**Listing Rules**”).

### 關於錢唐控股

錢唐控股有限公司(「**本公司**」)及本公司旗下附屬公司(以下統稱「**本集團**」或「**我們**」)主要從事以下兩個業務：

- i. 珍珠及珠寶產品之採購、加工、設計、生產及批發分銷(「**珍珠及珠寶業務**」)；及
- ii. 策略投資及財務服務業務之營運(「**策略投資及財務服務業務**」)，其目標包括投資於房地產代理業務及房地產投資基金以及其他潛在投資機會。

本集團於2014年10月17日在香港聯合交易所有限公司(「**聯交所**」)主板上市(股份代號：1466)，以滿足未來發展需求。

### 關於本報告

本集團欣然呈其第六份環境、社會及管治報告(「**本報告**」)，向持份者展示本集團在營運及可持續發展方面的進展及發展方向。

### 報告範圍及期間

本報告涵蓋本集團由2021年4月1日至2022年3月31日(「**報告期間**」)的整體環境、社會及管治表現及關鍵績效指標。此外，本報告範圍涵蓋我們的核心業務分部，與本集團於去年發佈的第五份環境、社會及管治報告一致：

- i. 香港及中國內地的「**珍珠及珠寶業務**」；及
- ii. 香港的「**策略投資及財務服務業務**」。

### 報告基準

本報告乃根據香港聯合交易所有限公司證券上市規則(「**上市規則**」)附錄27「環境、社會及管治報告指引」(「**指引**」)所載的強制披露規定及「不遵守就解釋」條文項下的披露責任編製。

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### Reporting Principle

The following reporting principles underpinned the preparation of the Report:

<b>Materiality</b>	Identify the environmental and social issues with higher materiality and disclose material issues through analysing the opinions of the stakeholders.
<b>Quantitative</b>	Calculate and disclose KPIs quantitatively, where applicable, 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.
<b>Consistency</b>	Use consistent statistical methodologies to allow for meaningful comparisons of ESG data over time. If there are changes in the methods used and reporting scope, the Group will explain through notes as reference for stakeholders.

### Confirmation And Approval

The information contained herein is sourced from official documents and statistics of the Group, and management and operation information collected in accordance with the Group's policies. This Report has been confirmed and approved by the Board of the Company.

### Reporting Form

This Report shall be published both in Chinese and English on the website of the Stock Exchange and the official website of Company website ([www.affluent-partners.com](http://www.affluent-partners.com)). In the event of any conflict or inconsistency between the Chinese and English versions, the English version shall prevail.

### 匯報原則

以下為編製本報告的報告原則：

<b>重要性</b>	識別較高重要性的環境及社會議題，以及透過分析持份者意見披露重要議題。
<b>量化</b>	參考聯交所頒佈的《如何編備環境、社會及管治報告》附錄2及3計算及披露量化的關鍵績效指標（如適用）。該等關鍵績效指標將構成設定未來環境、社會及管治目標的基準。
<b>一致性</b>	使用一致的統計方法，以進行有意義的環境、社會及管治數據比較。倘所用的方法及報告範圍有變更，本集團將通過附註解釋，供持份者參考。

### 確認及批准

本報告所載資料均來自本集團正式文件、統計資料，及根據本集團政策收集的管理及營運資料。本報告經本公司董事會確認及批准。

### 報告形式

本報告將以中英文版本刊發，並上載至聯交所網站及本公司官方網站([www.affluent-partners.com](http://www.affluent-partners.com))。如中、英文版本有任何抵觸或不相符之處，概以英文版本為準。

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### MESSAGE FROM THE BOARD

The Group is pleased to present our sixth ESG Report. On behalf of the Board, I would like to take this opportunity to express my heartfelt gratitude to all our stakeholders for their long-term attention and support to the Group over the years. I would also like to thank the senior management team and all the staffs of the Group for their dedication, hard work and contributions to the Group during the past year.

Since the outbreak of the COVID-19 pandemic, many countries have implemented a series of measures and quarantine requirements of travelers to safeguard the public health. Unavoidably, these measures and requirements weakened consumer sentiment in the world. Meantime, the unstable global economics brought uncertainties and challenge to our business operation environment. Fortunately, there is a sign that COVID-19 pandemic in stable trend. As the Group expects relatively business friendly prospects in 2022, we will strive to maintain a cost-effective operation.

We recognize our corporate social responsibility and the importance of the global sustainable development. We believe the essential of adopting sustainable consumption and production model. Being overall guiding principles to raise the quality of people's lives, sustainable consumption and production are also simultaneously minimizing the negative impacts on environment created by the consumption and production system. In addition, we aim to promote effective use of resources and build the culture of energy and resources saving through establishing a set of office guidelines for environmental protection for our staff's reference and helping the staff form good habits.

Meanwhile, we strive to establish sustainable supply chains and to fulfill our product responsibility. The safety and health of our consumers and employees are prioritized and several precautionary measures are implemented after the outbreak. Besides, we will continue to encourage and foster professional development for all employees.

It is significant of operating our business with honesty and integrity. To continuously to eliminate the risk of corruption, we established mechanism to all employees to ensure that they are faithful and self-disciplined.

### 董事會致辭

本集團欣然提呈我們的第六份環境、社會及管治報告。本人代表董事會謹此衷心感謝所有持份者多年來對本集團鼎力支持。同時，本人亦對本集團高級管理團隊及所有員工於過去一年之付出、努力及對本集團作出的貢獻深表感謝。

自COVID-19疫情爆發以來，許多國家實施一系列措施和旅客檢疫要求以保障公眾健康。該等措施和要求不可避免地削弱全球的消費意欲。同時，全球經濟不穩亦為我們的業務營運環境帶來不確定因素及挑戰。所幸有跡象表明COVID-19疫情已趨穩定。本集團預期2022年的業務前景相對有利，因此我們將努力維持具成本效益的營運。

我們深明我們的企業社會責任和全球可持續發展的重要。我們相信採用可持續消費及生產模式至關重要。作為提高人們生活品質的指標，可持續消費及生產同時也將消費和生產系統對環境造成的負面影響降至最低。此外，我們矢志通過建立一套環保辦公指引供員工參考及幫助彼等培養良好習慣，促進資源有效使用，建立節約能源和資源的文化。

同時，我們致力建立可持續供應鏈及履行產品責任。我們將消費者和員工的安全和健康放在首位，並在疫情爆發後採取多項預防措施。此外，我們將繼續鼓勵及提升所有員工的專業發展。

誠信經營對我們業務具有重要意義。為了持續消除貪污風險，我們設立相關機制以確保全體僱員忠誠及自律。

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Last but not least, we will continue to dedicate resources to minimize the impacts on environment caused by the operation, review and strengthen risk management in ESG issues, as well as grasp the opportunities brought by sustainable development.

In the future, I believe that all members of the Group will dedicate their best efforts to drive business growth and to deliver enhanced returns to shareholders. In addition, the Group will insist on improving environmental and social performance and lead the industry to a future where development is more sustainable.

By order of the Board  
**Cheng Chi Kin**  
*Chairman*

最後，我們將繼續投入資源減少營運對環境造成的影響，檢討並加強對環境、社會及管治事宜的風險管理，同時把握可持續發展帶來的機遇。

未來，我相信本集團所有成員將竭盡全力推動業務增長，致力為股東帶來更高回報。本集團同時將持續提升環境及社會表現，帶領行業邁向更符合可持續發展之未來。

承董事會命  
**鄭子堅**  
主席

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### SUSTAINABILITY GOVERNANCE

We recognise the importance of fulfilling environmental and social responsibilities, and we view these responsibilities as our core commitment to the environment, workplace, and community. We also believe that it is an integral part of the Group's practice to create value for stakeholders.


The Board of Directors (the "Board") has overall responsibility for the Group's ESG strategy and reporting. The Board is responsible for identifying, evaluating and determining the Group's ESG-related risks and opportunities, as well as ensuring that appropriate and effective ESG risk management and internal control systems are in place.

We adopt the strategy to fulfil the Group's environmental and social responsibilities through achieving environmental and social objectives during operations and complying with all relevant legal requirements. In addition, we have engaged Riskory Consultancy Limited as an independent ESG consultant to assist the Group in the ESG reporting and provide ESG related advisory services.

For other information of the Group's governance section, please refer to the Corporate Governance Report in the Company's Annual Report 2022.

### STAKEHOLDER ENGAGEMENT

Stakeholders' expectations and concerns are significant for us to formulate our environmental and social strategy, defining our objectives, assessing materiality, and establishing policies. Accordingly, we communicate with our key stakeholders through different channels to understand their views and expectations. The communication channels of our major stakeholders and their concerns are illustrated as below:

Stakeholders 持份者	Channels of Communication 溝通渠道	Expectations 期望
Customers 客戶  	<ul style="list-style-type: none"> <li>Email and customer service hotline 電郵及客戶服務熱線</li> <li>Feedback and report 反饋及報告</li> <li>Regular meetings 定期會議</li> <li>International certification 國際認證</li> <li>Company website, brochures, interim reports, annual reports, announcements 公司網站、小冊子、中期報告、年報、公告</li> </ul>	<ul style="list-style-type: none"> <li>Safe and high-quality products 安全及優質產品</li> <li>Stable relationship 穩定關係</li> <li>Information transparency 資訊透明</li> <li>Integrity 誠信</li> <li>Business ethics 商業道德</li> </ul>

### 可持續發展管治

我們深知履行環境及社會責任的重要性，我們將該等責任視為對環境、工作場所和社區的核心承諾。我們亦深信為持份者創造價值是本集團實踐的一部分。

董事會對本集團的環境、社會及管治策略及報告負有整體責任。董事會負責識別、評估及確定本集團的環境、社會及管治相關風險及機會，並確保實行適當和有效的環境、社會及管治風險管理及內部控制系統。

我們通過在運營過程中實現環境及社會目標及遵守所有相關法律規定，履行本集團的環境及社會責任。此外，我們委聘 Riskory Consultancy Limited 作為獨立環境、社會及管治顧問，協助本集團籌備環境、社會及管治報告，並提供相關諮詢服務。

有關本集團管治的其他資料，請參閱本公司 2022 年年報的企業管治報告。

### 持份者參與

持份者的期望和關注對於我們制定環境及社會策略、確定目標、評估重要性及制定政策極為重要。因此，我們通過不同渠道與主要持份者溝通，以瞭解他們的意見及期望。我們主要持份者的溝通渠道及他們的關注事項呈列如下：

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Stakeholders 持份者	Channels of Communication 溝通渠道	Expectations 期望
Shareholders and Investors 股東及投資者 	<ul style="list-style-type: none"> <li>Annual general meeting and other shareholders meetings 股東週年大會及其他股東大會</li> <li>Interim reports, annual reports, and announcements 中期報告、年報及公告</li> <li>Meetings with investors and analysts 與投資者及分析師的會議</li> <li>Company website 公司網站</li> </ul>	<ul style="list-style-type: none"> <li>Return on investment 投資回報</li> <li>Information disclosure and transparency 資訊披露及透明度</li> <li>Protection of interests and fair treatment of shareholders 保障股東權益及公平對待股東</li> <li>Business risk management 業務風險管理</li> </ul>
Employees 僱員 	<ul style="list-style-type: none"> <li>Regular meetings 例會</li> <li>Intranet and emails 內聯網及電郵</li> <li>Training, seminars and briefing sessions 培訓、研討會及簡介會</li> <li>Performance appraisal 績效評估</li> </ul>	<ul style="list-style-type: none"> <li>Safeguarding rights and interests of employees 保障僱員權利及權益</li> <li>Working environment 工作環境</li> <li>Career development opportunities 職業發展機會</li> <li>Health and safety 健康與安全</li> <li>Self-actualization 自我實現</li> </ul>
Suppliers and Business Partners 供應商及業務夥伴 	<ul style="list-style-type: none"> <li>Business meetings, supplier conferences, phone calls and interviews 商務會議、供應商會議、電話及訪談</li> <li>Review and assessment 審查及評估</li> <li>Tendering process 招標過程</li> <li>Email, circulars 電郵、通函</li> <li>Company website 公司網站</li> </ul>	<ul style="list-style-type: none"> <li>Long-term partnership 長期合作關係</li> <li>Honest cooperation 誠實合作</li> <li>Fair and open 公平開放</li> <li>Information resources sharing for material customization 就物料定制而言，共享資訊資源</li> <li>Risk aversion 風險規避</li> </ul>
Government and Market Regulators 政府及市場監管部門 	<ul style="list-style-type: none"> <li>Information disclosure 信息披露</li> <li>Reports 報告</li> <li>Inspections 巡查</li> <li>Company Website 公司網站</li> </ul>	<ul style="list-style-type: none"> <li>Compliance with the law and regulations 遵守法律法規</li> <li>Information disclosures 資訊披露</li> </ul>



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Stakeholders 持份者	Channels of Communication 溝通渠道	Expectations 期望
Peer/Industry associations 同業／行業協會 	<ul style="list-style-type: none"> <li>Industry conferences 行業會議</li> <li>Site visit 實地視察</li> <li>Publicity of standards 宣傳標準</li> <li>Trainings 培訓</li> <li>Seminars 研討會</li> </ul>	<ul style="list-style-type: none"> <li>Experience sharing 經驗分享</li> <li>Cooperation 合作</li> <li>Fair competition 公平競爭</li> </ul>
Public and communities 公眾及社區 	<ul style="list-style-type: none"> <li>Voluntary works 義務工作</li> <li>Charity and social investment 慈善及社會投資</li> <li>Company website 公司網站</li> </ul>	<ul style="list-style-type: none"> <li>Community involvement 社區參與</li> <li>Social responsibilities 社會責任</li> <li>Employment promotion 促進就業</li> <li>Transparent information 資訊透明</li> </ul>

### Feedback from Stakeholders

The stakeholders' opinion is valuable to the Group. If you are in any doubt or have any opinion or recommendation about the content or form of reporting of the Report, you are welcome to contact us through:

Postal Address: Room 906, 9/F, Wings Building, 110–116 Queen's Road Central, Central, Hong Kong

Tel: (852) 3611 2188

Fax: (852) 3594 6110

Email: [ir@affluent-partners.com](mailto:ir@affluent-partners.com)

### 持份者反饋

本集團認為持份者的意見非常有價值。如果閣下對本報告的內容或報告形式有任何疑問，或有任何意見或建議，歡迎通過以下方式聯絡我們：

郵寄地址：香港中環皇后大道中110–116號永恆商業大廈9樓906室

電話：(852) 3611 2188

傳真：(852) 3594 6110

電郵：[ir@affluent-partners.com](mailto:ir@affluent-partners.com)

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### MATERIALITY ASSESSMENT

We have identified 21 ESG issues through stakeholder engagement and discussions between the Board and management. The following table shows the results of materiality assessment, and the prioritized environmental and social issues will be highlighted in the Report.

### 重要性評估

我們通過持份者參與及與董事會和管理層的討論，識別了21個環境、社會及管治議題。下表呈列重要性評估結果，較高重要性的環境及社會議題將在本報告中作重點披露。

ESG Material Issues	環境、社會及管治重要議題	Materiality 重要性
<b>Environmental</b>	<b>環境</b>	
Greenhouse gases and air pollutants Climate change	溫室氣體及廢氣 氣候變化	Most important 最重要
Waste Management Efficient use of resources (e.g., energy, water)	廢物管理 有效資源使用(如能源、水)	More important 較重要
<b>Social</b>	<b>社會</b>	
Occupational health and safety Prevention of child labour and forced labour Corporate governance Compliance operation and risk management system Anti-corruption Product quality and safety Quality customer services Customer privacy and information security Protection of intellectual property rights	職業健康及安全 防止童工或強迫勞工 企業管治 合規營運及風險管理系統 反貪污 產品質量及安全 優質客戶服務 客戶私隱及資料安全 保護知識產權	Most important 最重要
Employee training and development Employee engagement, diversity, inclusion, and equality Sustainable supply chain management and green procurement Material sourcing and efficiency Creativity in jewellery design Advertising and labelling	僱員培訓及發展 僱員參與、多元化、包容及平等 可持續供應鏈管理及綠色採購 物料採購及效率 珠寶設計創意 廣告及標籤	More important 較重要
Community development Social welfare and charity voluntary service	社區發展 社會福利及慈善義務服務	Important 重要

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### SOCIAL ASPECT

#### EMPLOYMENT

Employees are our most important and valuable assets. The Group highly emphasizes the protection of the legitimate rights and interests of all employees. The Group has strictly complied with applicable labour legislations and regulations in Hong Kong and Mainland China, including but not limited to Employment Ordinance (Cap. 57 of the Laws of Hong Kong), the Labour Law of the People's Republic of China, the Labour Contract Law of the People's Republic of China, and the Social Insurance Law of the People's Republic of China.

We strive to provide a healthy working environment to our employees. The Group's staff handbook clearly states the standards for compensation and dismissal, promotion, and salary review, working hours, rest periods, equal opportunity and other benefits and welfare.

During the Reporting Period, the Group was not aware of any material non-compliance with employment laws and regulation that have a significant impact on the Group.

#### Workforce

As at 31 March 2022, the Group had a total of 47 employees (31 March 2021: 49 employees), all of them are full-time employees. The employee demographic as follows:

### 社會層面

#### 僱傭

員工為我們最重要及最寶貴的財富。本集團高度重視保障所有員工的合法權益。本集團嚴格遵守香港和中國內地適用的勞動法律及法規，包括但不限於《僱傭條例》(香港法例第57章)、《中華人民共和國勞動法》、《中華人民共和國勞動合同法》和《中華人民共和國社會保險法》。

我們努力為員工提供健康的工作環境。本集團的員工手冊明確列明薪酬和解僱、晉升及薪金檢討、工作時間、假期、平等機會以及其他福利和待遇的標準。

於報告期間，本集團並無發現任何嚴重違反僱傭法律及法規，且對本集團有重大影響的情況。

#### 員工

於2022年3月31日，本集團共有47名僱員(2021年3月31日：49名僱員)，彼等均為全職僱員。僱員結構如下：

	Unit 單位	2022 2022年
<b>By gender</b> 按性別劃分		
Male 男性	Person 人	21
Female 女性	Person 人	26
<b>By age group</b> 按年齡組別劃分		
Below 30 30歲以下	Person 人	0
31-40 31-40歲	Person 人	10
41-50 41-50歲	Person 人	24
Above 50 50歲以上	Person 人	13
<b>By region</b> 按地區劃分		
Hong Kong 香港	Person 人	18
Mainland China 中國內地	Person 人	29

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### Recruitment and Promotion

Employee is essential to our corporate operation and business development. We have formulated a fair and equitable talent selection system. The optimization for talent recruitment will be undergone by the system periodically. To recruit our employees, we place advertisements in the open market with reference to factors such as experience, qualifications and expertise required for our business operations. A separate employment contract is signed between the Group and each employee in accordance with the applicable labour laws of Hong Kong and Mainland China. Regarding the probation period, Hong Kong staff and Mainland China staff are generally subject to three months or six months starting on board respectively. Employee's remuneration is determined based on their qualifications, position, seniority, and remuneration policies.

In order to maintain good relationship with our employees, we have formulated an appraisal system to assess the performance of employees. The system forms the basis of our decisions with respect to the salary adjustments, bonus, and promotions of staff.

### Remuneration and Benefits

We offer reasonable and competitive salary and benefits to retain talents. Therefore, we provide salary adjustment, bonus, and promotion to our employees based on their job performance, progress achievement and the results of performance appraisal.

The Group strictly complies with the Social Insurance Law of the People's Republic of China and the Labour Law of the People's Republic of China, and make timely contribution to social insurances (五險一金) which includes:

- Pension,
- Medical insurance,
- Unemployment insurance,
- Maternity insurance,
- Occupational injury insurance; and
- The housing fund.

Besides, we also contribute to mandatory provident fund and employees' compensation insurance timely in accordance with Mandatory Provident Fund Schemes Ordinance (Cap.485 of the Laws of Hong Kong) and Employees' Compensation Ordinance (Cap.282 of the Laws of Hong Kong).

In addition, the Group also offers medical insurances, the share option scheme, and the retirement benefits scheme to staff.

### 招聘及晉升

員工對我們的企業經營和業務發展至關重要。我們制定了公平及公正的人才選拔制度。該制度將定期優化人才招聘過程。我們在公開市場上發佈廣告招募員工，並參考業務運營所需的經驗、資格和專業知識等因素。本集團根據香港和中國內地的適用勞動法例與每位員工簽訂獨立的僱傭合約。在試用期方面，香港員工和中國內地員工一般於入職起計，分別有三個月或六個月的試用期。員工的薪酬根據其資質、職位、資歷及薪酬政策釐定。

為了保持與員工的良好關係，我們制定員工表現評估系統。該系統乃我們對員工的薪酬調整、花紅及晉升的決策依據。

### 薪酬及福利

我們提供合理和具競爭力的薪酬和福利，以挽留人才。因此，我們根據員工的工作表現、進步成果和績效評估結果，決定彼等的薪酬調整、獎金和晉升。

本集團嚴格遵守《中華人民共和國社會保險法》和《中華人民共和國勞動法》，並及時繳納社會保險(五險一金)，其中包括：

- 養老保險，
- 醫療保險，
- 失業保險，
- 生育保險，
- 工傷保險；及
- 住房公積金。

此外，我們根據《強制性公積金計劃條例》(香港法例第485章)和《僱員補償條例》(香港法例第282章)規定，及時繳納強制性公積金和僱員補償保險。

此外，本集團還為員工提供醫療保險、購股權計劃及退休福利計劃。

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### Dismissal

We have established the dismissal policy to ensure the process is in accordance with applicable laws and regulations. If an employee has committed serious misconduct and fails to improve after repeated warnings, the supervisor and the senior management of the Company will have a thorough internal discussion and allow the employee to answer and explain before the dismissal is announced. The reasons for the dismissal will be conveyed to the employee clearly.

During the Reporting Period, the turnover rate as follows:

### 解僱

我們制定解僱政策，確保解僱過程符合適用法律法規。倘員工有嚴重不當行為，並在多次警告後仍未改善，本公司主管和高級管理層將進行全面的內部討論，並在宣佈解僱前准許員工回應和解釋。解僱原因將清楚地傳達給員工。

於報告期間，員工離職率如下：

	Unit 單位	2022 2022年
<b>By gender</b> 按性別劃分		
Male 男性	Percentage 百分比	4.8
Female 女性	Percentage 百分比	11.5
<b>By age group</b> 按年齡組別劃分		
Below 30 30歲以下	Percentage 百分比	0
31-40 31-40歲	Percentage 百分比	30.0
41-50 41-50歲	Percentage 百分比	0
Above 50 50歲以上	Percentage 百分比	7.7
<b>By region</b> 按地區劃分		
Hong Kong 香港	Percentage 百分比	5.6
Mainland China 中國內地	Percentage 百分比	10.3

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### Equal Opportunities and Diversity

To ensure all individuals are treated equally in every aspect of their work or employment, we strive to build a fair and equitable workplace. Both of candidates and employees have equal opportunities to employment, remuneration and promotion. We take zero tolerance to any discrimination or harassment against individuals due to age, gender, race, marital status, religion, healthy status, or any legally protected ground or on any other ground which we consider inappropriate and unacceptable.

To achieve gender equality, we also emphasize on career development of female employees and ensures that they have the same promotion opportunities as male staff. We are compliant with the requirements of the Law of the People's Republic of China on the Protection of Women's Rights and Interests, which stipulates that female employee are entitled to basic salary and their employment contracts will not be released or terminated, without cause, during their pregnancy, maternity leave, or breastfeeding period.

### Working Hours and Rest Periods

In accordance with local labour laws including the Provisions of the State Council on Employees' Working Hours (國務院關於職工工作時間的規定), we have formulated the relevant policies to determine working hours and rest periods for our employees. The attendance management system has been installed to monitor the working hours of our employee. Employee who works overtime will be compensated with extra pay or additional days off. In addition to basic paid annual leave and statutory holidays, the employees are also entitled to leave benefits such as marriage leave, maternity leave and compassionate leave.

### Communication with Employees

To better understand employees' views and needs, we value the communication with them and strive to establish a close relationship with them. Employee orientations are provided to new joiners to introduce corporate system, culture, and other information. In addition, quarterly meeting with the management is held to provide the opportunities to staff to communicate with the managements directly. Besides, a mechanism has been established by the Group to handle the advice and complaints from staff.

### 平等機會及多元化

為了讓所有人就其於工作或僱傭的各方面獲平等對待，我們致力於建立一個公平及平等的工作環境。求職者及僱員均擁有平等的就業、薪酬及晉升機會。我們杜絕以年齡、性別、種族、婚姻狀況、宗教、健康狀況或任何受法律保障的理由或任何其他我們認為不恰當及不可接受的理由對個人進行歧視或騷擾。

為達到性別平等，我們亦重視女性僱員的職業發展，確保其與男性僱員享有相同晉升機會。我們遵守中華人民共和國婦女權益保護法的規定，當中訂明女性僱員於懷孕、產假或授乳期均有權享有基本工資，且不得無故解除或終止其僱傭合約。

### 工作時間及假期

根據當地勞動法(包括國務院關於職工工作時間的規定)，我們制定相關政策，以釐定僱員的工作時間及休息期。我們已安裝考勤管理系統，以監察僱員的工作時間。本集團將向加班的僱員補償額外薪金或額外假期。除基本有薪年假及法定假日外，僱員亦有權享有休假福利，如婚假、產假及恩恤假。

### 與僱員溝通

為了更好地瞭解員工的意見和需求，我們重視與員工的溝通，致力與他們建立密切的關係。我們為新入職的員工提供迎新活動，介紹公司制度、文化和其他資料。此外，我們每季度召開一次管理層會議，為員工提供與管理層直接溝通的機會。此外，本集團亦設有處理員工建議和投訴的機制。

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### OCCUPATIONAL HEALTH AND SAFETY

As a responsible enterprise, we prioritize the health and safety of staff in daily operation. We are committed to providing a sound and safe working environment to prevent injury and illness for our employees. We also comply with the laws and regulations in relation to occupational health and safety, including but not limited to Law of the People's Republic of China on the Prevention and Control of Occupational Diseases, Fire Control Law of the People's Republic of China, Occupational Safety and Health Ordinance (Cap. 509 of the laws of the Hong Kong) and Fire Services Ordinance (Cap. 95 of the laws of the Hong Kong).

To achieve a zero-incident working environment, we strive for the highest standards of safety and health performance by taking into consideration of all possible precautionary measures and incorporate the health and safety policy. Several measures have been implemented in order to provide healthy and safe working environment to staff:

- Emergency Management Procedure,
- Chemical Products Management Program,
- Hazardous Energy Control Policy,
- Health and Safety Management Policy; and
- Expectant Mothers and Pregnant Employees Risk Assessment Program

The safety of electrical equipment is another key issue to the group. We conduct safety checks regularly and arrange maintenance. To ensure major production equipment functioning properly, we have formulated safety operation procedures and maintenance guidelines to staff. In addition, regular safety monitoring and risk assessment have been carried out to identify the potential hazards during the assessment and ensure that effective control will be implemented for safety improvement.

We aim to inculcate safety information in our staff to increase and keep their safety awareness through education and training. Different safety training programmes has been designed and provided to staff at all levels. For instance, staff are required to receive trainings of chemical handling before using the chemical. Assessment is conducted after training. Staff has to pass the assessment before carrying out the chemical related tasks. In addition, to ensure that staff can take prompt and appropriate action in case of fire, all of them shall attend the regular fire drills.

There were no work-related fatalities in the past three year (including the Reporting Period). No lost days due to work injury was recorded by the Group during the Reporting Period.

### 職業健康與安全

作為一家負責任的企業，我們在日常營運中將員工的健康與安全放在首位。我們致力於為員工打造一個良好及安全的工作環境，以防止員工受傷和生病。我們亦遵守有關職業健康與安全的法律及法規，包括但不限於《中華人民共和國職業病防治法》、《中華人民共和國消防法》、《職業安全及健康條例》(香港法律第509章)及《消防條例》(香港法律第95章)。

為達至零意外工作環境，我們透過考慮一切可能預防措施及制定健康與安全政策，力求訂立最高安全及健康表現的標準。我們實施多項措施為員工提供健康與安全的工作環境：

- 緊急管理程序；
- 化學產品管理計劃；
- 有害能源監控政策；
- 健康及安全管理政策；及
- 準媽媽及懷孕僱員風險評估計劃

電子設備的安全是集團的另一個關鍵事宜。我們定期進行安全檢查並安排維護。為確保主要生產設備正常運作，本公司已為員工制定安全操作程序及維養指引。此外，我們亦開展定期安全監測和風險評估，在評估過程中識別潛在危害，確保就安全改進實施有效監控。

我們矢志透過教育及培訓，向員工灌輸安全資訊，以提高及保持彼等的安全意識。我們已為各級別員工設計及提供不同的安全培訓項目。例如，員工在使用化學品前必須接受化學品處理的培訓，並於培訓後進行考核。員工必須通過考核後方能執行化學品相關工作。此外，為確保員工在火警發生時能採取迅速及適當的行動，全體員工均須參與定期火警演習。

過去三年(包括報告期間)內，概無工傷死亡事故。本集團於報告期間並無因工傷而損失工作天數。

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### Anti-pandemic Measures

To cope with the outbreak of COVID-19, we have implemented a series of precautionary measures according to the requirement of the government, including but not limited to:

- adopt work-from-home arrangement;
- provide masks to staff;
- require staff and visitors to take body temperature and sterilize hands before entering working area;
- require staff and visitors to wear masks during working hour; and
- sterilize the working area all the time.

We will continue to foster greater safety awareness amongst our employees through on-the-job training.

During the Reporting Period, the Group was not aware of any material non-compliance with laws and regulations in relation to occupational health and safety that have a significant impact on the Group.

### 抗疫措施

為應對冠狀病毒病(COVID-19)的爆發，我們已根據政府要求實施一系列的預防措施，包括但不限於：

- 採取居家辦公安排；
- 為員工提供口罩；
- 要求員工及訪客在進入工作區域前測量體溫及消毒雙手；
- 要求員工及訪客在工作時間內佩戴口罩；及
- 保持對工作區域進行消毒工作。

我們將繼續透過在職培訓提高僱員的安全意識。

於報告期間，本集團並不知悉任何嚴重違反與職業健康與安全相關法律及法規，且對本集團有重大影響的情況。



# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### DEVELOPMENT AND TRAINING

We place high values to the development and training of our employees. We encourage our staff proactively identify their training needs and seek development opportunities to fulfill their personal and career aspirations. To enhance the professional skills of employees and meet the Group's development goal, a complete training package are designed and provided to employees based on corporate and individual needs. For instance, induction training is provided to new staff to introduce the corporate culture, organizational structure and occupational health and safety, while experienced staff is provided with non-scheduled profession-oriented courses.

We have established "2017 Training Guideline (the PRC)" to conduct periodic training to our employees regarding the requirements of their job duties. All employees must comply with the codes and policies and obtain required knowledge and techniques for their positions, as well as pass the examinations after the trainings.

### 發展及培訓

我們非常重視僱員的發展及培訓。我們鼓勵員工積極識別培訓需要，並尋求發展機會，以實現其個人及職業理想。為了提高僱員的專業技術及實現本集團的發展目標，本集團根據公司及個人需要為僱員設計並提供一套完整的培訓計劃。例如，為新員工提供入職培訓，介紹公司文化、組織架構及職業健康與安全，同時為有經驗員工提供非定期專業為本課程。

我們已制定「2017年培訓指引(中國)」為僱員定期進行有關其職責需要的培訓。所有僱員須遵守守則及政策，透過培訓學習其職位所需的知識及技術，以及於培訓後通過測驗。

Target Team 目標團隊	Head of Each Department 各部門主管	Quality Control Team 品質監控團隊
Leadership 領導人員	Factory Management Representative 廠房管理代表	Quality Management Team 品質管理團隊
Training Contents 培訓內容	<ol style="list-style-type: none"> <li>Corporate Management Fundamental Concepts 企業管理基本概念</li> <li>Job Positions and Duties 職位及職責</li> <li>ISO9001:2008 Operation and Control ISO9001:2008 營運及監控</li> <li>Quality Awareness 品質意識</li> <li>Factory Quality Standards and Targets 廠房品質標準及目標</li> <li>Continuous Improvement of Corporate Mindset 持續改善企業思維模式</li> <li>Safety Management Knowledge 安全管理知識</li> <li>BSCI Behavior Codes BSCI行為守則</li> </ol>	<ol style="list-style-type: none"> <li>Job Duties 職責</li> <li>ISO9001:2008 Basic Knowledge ISO9001:2008 基礎知識</li> <li>Quality Awareness 品質意識</li> <li>Calculation and Examination of Basic Knowledge 計算及測驗基礎知識</li> <li>Form Report 表格報告</li> <li>Factory Quality Standards and Targets 廠房品質標準及目標</li> <li>Continuous Improvement of Concepts 持續改善概念</li> <li>Safety Management knowledge regarding Quality Control 有關品質控制的安全管理知識</li> <li>BSCI Behavior Codes BSCI行為守則</li> </ol>

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

During the Reporting Period, the training data as follows:

於報告期間，培訓數據如下：

	Unit 單位	2022 2022年
<b>Percentage of staff trained</b> 受訓僱員百分比		
<b>By gender</b> 按性別劃分		
Male 男性	Percentage 百分比	81
Female 女性	Percentage 百分比	69
<b>By employee category</b> 按僱員類別劃分		
General Staff 一般員工	Percentage 百分比	66
Middle Management 中級管理層	Percentage 百分比	86
Senior Management 高級管理層	Percentage 百分比	100
<b>Average training hour per employee</b> 每名僱員平均培訓時數		
<b>By gender</b> 按性別劃分		
Male 男性	Hour 小時	31
Female 女性	Hour 小時	34
<b>By employee category</b> 按僱員類別劃分		
General Staff 一般員工	Hour 小時	34
Middle Management 中級管理層	Hour 小時	39
Senior Management 高級管理層	Hour 小時	22

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### LABOUR STANDARDS

Without doubt, child labour and forced labour would violate fundamental human rights and pose threat to sustainable social and economic development. We comply with relevant laws and regulations, including but not limited to the Labour Law of the People's Republic of China and Employment Ordinance (Cap. 57 of the Laws of Hong Kong). Employment contracts and other records of the employees (including age) are managed properly for verification by relevant statutory bodies upon request.

To prohibit unlawful acts such as squeezing the labour for their interest or forcing them to work by any forms of threat, we issued "Prohibition of Forced Labour Policy Procedure". We also communicated with our suppliers and other business partners to follow the same standards of labour practices while working with us.

To support effective abolition of child, we established and practiced "Child Labour Rescue Procedure". All candidates to be employed must be aged 18 or above. To prevent child labour recruitment, candidates are required to provide their identity proof for verification during recruitment process. If there is any mistakenly hired child labour, his/her work will immediately be suspended by the Group, and his/her parents or legal guardians will be informed. In addition, the Group will return him/her to his/her residence and bear all the costs incurred.

During the Reporting Period, the Group was not aware of any material non-compliance with laws and regulations in relation to preventing child and forced labour that have a significant impact on the Group.

### 勞工準則

毫無疑問，童工及強制勞工侵犯基本人權，並對可持續社會及經濟發展構成威脅。我們遵守相關法律及法規，包括但不限於《中華人民共和國勞動法》及《僱傭條例》(香港法例第57章)。僱員的僱傭合約及其他記錄(包括年齡)會被妥善保存，以供相關法定機構按要求核實。

我們頒佈「禁止強迫勞工政策程序」以禁止非法行為。例如為利益而壓榨員工或以任何形式之威脅強迫員工工作。我們亦與供應商及其他業務夥伴進行溝通，以於與我們合作時遵循相同的勞工慣例標準。

我們制定及踐行「童工救助程序」以支持有效廢除童工。所有應徵者須為18歲或以上方可獲聘。為防止招聘童工，應徵者須在招聘過程中提供身份證明以供核實。如發現誤請童工，本集團會立即停止該童工的工作，並聯絡其父母或法定監護人。此外，本集團會安排將該童工送回原居住地，及承擔所有相關開支。

於報告期間，本集團並不知悉任何嚴重違反有關防止童工及強迫勞工的法律及法規，且對本集團有重大影響的情況。

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### SUPPLY CHAIN MANAGEMENT

We deeply understand the importance of supply chain management and work closely with the suppliers who are committed to high quality, environmental, health and safety standards. We have formulated internal policies and guidelines for selection of external suppliers in order to fulfill our commitment to environmental protection, product quality and social responsibility.

During the Reporting Period, we had a total of 65 suppliers. The supplier distribution is as follows:

Region	地區	No. of suppliers 供應商數目
Hong Kong	香港	32
Mainland China	中國內地	2
Other regions	其他地區	31

To ensure healthy and sustainable relationship with suppliers, we have established stringent supplier selection process and management approach. Multiple selection criteria and supplier assessment are taken into account when accessing suppliers' profile and principles, including but not limited to product quality, labour standards, environmental and quality management and ethical business conduct. Only the suppliers who share the same principles with us will be selected and cooperated. In addition, the environmental and social risks are also identified and controlled. The suppliers providing environmentally preferable are preferred in the selection process according to our Green Purchasing Policy. During the Reporting Period, all the suppliers have been reviewed.

During the Reporting Period, the Group was not aware of any significant environmental and social risks for our management decision on supply chain management.

### 供應鏈管理

我們深知供應鏈管理的重要性，並與致力於高品質、環境、健康和安全的供應商緊密合作。我們已制定內部政策及指引來篩選外部供應商，以履行我們對環境保護、產品品質及社會責任的承諾。

於報告期間，我們共有65名供應商。供應商分佈如下：

為確保與供應商保持健康及可持續的關係，我們已制定嚴格的供應商甄選程序及管理方法。我們於取覽供應商的背景及原則時會考慮多項甄選準則及供應商評估，包括但不限於產品品質、勞工準則、環境及品質管理以及商業道德操守。我們只會甄選與我們秉持相同原則的供應商合作。此外，我們亦會識別及控制環境及社會風險。我們根據綠色採購政策會優先考慮提供促進環保產品及服務的供應商。於報告期間，我們已審查所有供應商。

於報告期間，本集團並不知悉供應鏈管理的管理決策有任何重大環境及社會風險。

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### PRODUCT RESPONSIBILITY

Providing quality products and services is one of our top priorities. We strictly comply with the laws and regulations, including the Product Quality Law of the People's Republic of China and the Hong Kong Personal Data (Privacy) Ordinance (Cap.486 of the Laws of Hong Kong). Policies about product quality and safety as well as compliance with laws and regulations have also been clearly stated to the employees and suppliers.

During the Reporting Period, the Group was not aware of any material non-compliance with laws and regulations in relation to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress that have a significant impact on the Group.

#### Quality Assurance

Ensuring customer satisfaction with our products and services is one of the priorities of the Group. To achieve sustainable growth of our business, we strive to improve our product quality, attract new customers and strengthen the relationship with existing customers. The Group has obtained ISO 9001:2008 quality management system accreditation for the production of pearls and jewellery products.

Being one of the world's largest merchants, purchasers and processors of pearls and jewellery products, the Group recognize quality control is an important aspect of business operations. A comprehensive quality assurance system has been established and the "Quality Assurance Manual" has been implemented to monitor the entire production process of pearls and jewellery products. As different customers have customized requirements on each product, the quality assurance procedures are required to ensure the product quality meets our internal standards and customers' satisfaction.

All products would undergo quality testing throughout the production process: upon taking initial samples, during processing, and before loading material for transportation. The information of product quality is recorded to check the performance meets the standards or not.

### 產品責任

提供優質產品和服務是我們的首要任務之一。我們嚴格遵守法律及法規，包括《中華人民共和國產品質量法》和《個人資料(私隱)條例》(香港法例第486章)。我們已向員工和供應商清晰傳遞有關產品質量和安全與遵守法律及法規的政策。

於報告期間，本集團並不知悉任何嚴重違反有關所提供產品及服務的健康和安全、廣告、標籤及私隱事宜以及補救方法的法律及法規，且對本集團有重大影響的情況。

#### 品質保證

確保客戶滿意我們的產品和服務是本集團的首要任務之一。為實現業務可持續增長，我們致力提高產品質量，吸引新客戶並加強與現有客戶的關係。本集團已就生產珍珠和珠寶產品獲得ISO 9001:2008質量管理體系認證。

作為世界最大的珍珠和珠寶產品商家、採購商及加工商之一，本集團認為品質控制是業務營運的重要因素。我們已建立全面的質量保證體系及實施「品質保證手冊」，以監察珍珠及珠寶產品之整個生產過程。由於不同客戶對各產品都有特定要求，因此我們必須進行質量保證程序，以確保產品質量符合內部標準及令客戶滿意。

所有產品都會在整個生產過程中進行質量檢測：於抽取原始樣本時、於加工過程內及於裝載物料以進行運輸前。我們記錄產品質量資訊，以檢查其表現是否符合標準。

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### Pearls

Both seawater and freshwater pearls must present smooth surfaces with minor polishing.

Pearls with the following are prohibited from using:

- Artificial coating
- Damages, thin or peeled seawater pearls
- Dark spots
- Obvious gap or hole
- Redundant parts or not aligned with the hole
- Glue remnant

Size Error Acceptable Range:

- The actual pearl sizes can be 0.5 mm over the size indicated in the purchase order.
- Any error that is over this range is not allowed.



### 珍珠

海水及淡水珍珠均須展現光滑的表面，並經輕微拋光。

禁止使用涉及下列各項的珍珠：

- 使用人造塗料
- 受損、薄或去除外層的海水珍珠
- 有黑點
- 有明顯裂痕或有孔
- 有多餘的部分或未對準的珠孔
- 有膠水殘留

可接受之尺寸誤差範圍：

- 珍珠的實際尺寸可超出採購訂單所示的尺寸0.5毫米。
- 不容許任何超出該範圍的誤差。



### Crystal

- The cutting shall not exhibit any error that over the allowed range.
- Cutting shall be symmetrical and evenly proportioned.
- It should present the best possible color and brilliance in the stone.
- For multi-stone designs, stones with same characteristic in terms of external form, cutting type, size, height and/or length must have a ratio that matches the cutting requirement.
- If the supplier can anticipate the color variation during production process, the client can ask the supplier to provide a set of stones that demonstrate the range of color variations.



### 水晶

- 切割不得顯露任何超出容許範圍的誤差。
- 切割須為對稱及均衡分佈。
- 應盡可能展現晶石的最佳顏色及光澤。
- 就多晶石設計而言，在外形、切割類型、大小、高度及／或長度方面具備相同特點的晶石的比率須符合切割要求。
- 倘供應商可於生產過程中預測顏色變化，客戶可要求供應商提供一系列展現顏色變化範圍的晶石。

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### Size requirements:

- Under any circumstance, the size of cutting stone shall not be smaller than the size indicated in the purchase order.
- Buyers own rights to adjust the size of stone.

During the Reporting Period, no complaints from clients was received and no products to be recalled for safety and health reasons was recorded.

### Privacy Protection

We emphasize on protecting the privacy issues of our clients, internal employees, data, and external partners and suppliers. To demonstrate our firm commitment to privacy issue, confidentiality guidelines have been established and the privacy protection policy has been stated in the staff handbook to restrict staff's behavior regarding privacy protection.

The clients' information should not be revealed to anyone other than staff who are in the normal course of conducting duties and responsibilities. Disclosure of clients' confidential information to unauthorized personnel is prohibited and could result in disciplinary action, up to and including termination of employment.

### Intellectual Property Rights

The Group views intellectual property rights as our important assets. The intellectual property rights clause has been clearly stated in contract signed with clients, such as owner of the intellectual property rights, forbidden to share product design data to third party and use the same design for third party.

### 尺寸要求：

- 於任何情況下，經切割的晶石尺寸不得小於採購訂單所示的尺寸。
- 買家有權調整晶石尺寸。

於報告期間，概無接獲客戶投訴，亦無因安全及健康原因而召回產品。

### 私隱保障

我們重視保障客戶、內部員工、數據及外部夥伴和供應商的私隱事宜。為證明我們對私隱事宜的堅定承諾，我們已制定保密指引，以及在員工手冊中列明私隱保障政策，限制員工在私隱保障方面的行為。

客戶資料不應向於正常履行職責及責任過程中的員工以外之任何人士披露。我們嚴禁向未獲授權人士披露客戶保密資料，其可能導致紀律處分，最嚴重者可能遭終止僱用。

### 知識產權

本集團視知識產權為我們的重要資產。我們已在與客戶簽訂的合約內明確訂明知識產權條款。例如知識產權的擁有人，禁止與第三方分享產品設計數據及為第三方使用相同設計。

# Environmental, Social and Governance Report 2022

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### ANTI-CORRUPTION

Integrity and honesty are viewed as the critical to our business operation and development. We strictly comply with national or regional laws and regulations, including but not limited to Anti-Money Laundering Law of the People's Republic of China and the Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong). During the Reporting Period, no concluded legal cases regarding corruption was filed against the Group or our employees.

We are committed to preventing all forms of corrupt practices. The "Code of Conduct" has been formulated and implemented with reference to applicable laws and regulations. Our employees have the responsibility to conduct perform their duties in an ethical and proper manner. Payments or acceptance of any kickbacks from external parties is strictly prohibited. Disciplinary action will be taken to combat against any violation of the Group's regulation. Besides our employees, we also have the same expectations for our suppliers and other business partners.

We will continue to provide anti-corruption training to our directors and staff to promote integrity and honesty as well as to enhance their awareness of anti-corruption.

### Whistle-blowing Policy

To raise employees' concerns about suspected misconduct, malpractice, or irregularities in confidence, we have established a mechanism to handle the advice and complaints from staff. All reported cases would be promptly and thoroughly investigated by the designated personnel while the confidentiality would be respected to protect individuals. If there is sufficient evidence to illustrate that a case of possible corruption exists, the case will be reported to the relevant local authorities.

During the Reporting Period, the Group was not aware of any non-compliance with the laws and regulations relating to corruption, bribery, extortion, fraud, and money laundering that have a significant impact on the Group.

### 反貪污

誠信被視為我們業務營運和發展的關鍵。我們嚴格遵守國家或地區的法律及法規，包括但不限於《中華人民共和國反洗錢法》及《防止賄賂條例》(香港法例第201章)。於報告期間，並無任何對本集團或我們員工提出並已審結的貪污訴訟案件。

我們致力防止一切形式的貪污行為，並已參考適用法律及法規制定及實施「行為守則」。員工有責任以道德和適當方式履行其職責。我們嚴禁支付或接受外部各方的任何回扣。為打擊任何違反本集團規定的行為，我們將採取紀律處分。除員工外，我們對供應商和其他商業夥伴亦持有同樣的期望。

我們將繼續為董事和員工提供反貪污培訓，以宣揚誠信，並提高彼等反貪污意識。

### 舉報政策

為提高員工對可疑不當行為、瀆職行為或違規行為的關注，我們已建立機制處理員工的意見和投訴。指定人員將對所有舉報的個案進行迅速及徹底調查，同時著重保密性，以保障舉報人。倘有足夠證據表明存在可能的貪污個案，則向相關地方機關報告有關個案。

於報告期間，本集團並不知悉任何違反與貪污、賄賂、勒索、欺詐及洗黑錢有關的法律及法規，且對本集團有重大影響的事件。



# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### COMMUNITY INVESTMENT

The Group upholds concept of “Taking from society, giving back to society” and strive to fulfil our corporate social responsibility. We are committed to developing long-term relationship with our stakeholders and seek to make contributions to programmes that have a positive impact on community development.

With reference to SA8000 Standard, we have established “Corporate Social Responsibility System” to help identify the risks related to social responsibilities that may affect the reputation and the image of the Group. Besides, the system provides a framework for us to initiate various socially responsible measures in areas including labour standard, employment and health and safety. Internal control procedures have been implemented to review the system regularly to ensure the corporate social responsibility system aligns with the SA8000 Standard.

We will continue to be a socially responsible company while taking effort to contribute to the community.

### ENVIRONMENTAL ASPECT

#### EMISSIONS

To protect our environment and natural resources for future generations, we strive to incorporate the concept of sustainable development into our business. The Group recognizes our desire for clean environment and our responsibility as corporate citizen.

We strictly comply with the applicable national and local environment laws and regulations, including but not limited to Environmental Protection Law of the People’s Republic of China, Waste Disposal Ordinance (Cap. 354 of the Laws of Hong Kong) and other applicable environment laws and regulations.

To demonstrate the Group’s commitment to sustainable development, we are constantly striving to innovate and reduce the impact on the natural environment. We have established following emission reduction policies:

#### Green Purchasing Policy

- Regulate daily purchasing.
- Require purchasing energy-efficient office equipment and energy-efficient air conditioners.

### 社區投資

本集團秉承「取諸社會，用諸社會」的理念，致力履行企業社會責任。我們致力與持份者建立長期關係，並尋求對社區發展有積極影響的項目作出貢獻。

我們已參考SA8000標準制定「企業社會責任制度」，有助識別可能影響本集團聲譽及形象的社會責任相關風險。此外，該制度為我們開展各項範疇（包括勞工準則、僱傭及健康與安全）的社會責任措施提供框架。我們已實施內部控制程序，定期檢討該制度，以確保企業社會責任制度符合SA8000標準。

我們將繼續作為一間肩負社會責任的公司，並同時致力貢獻社區。

### 環境層面

#### 排放物

我們致力將可持續發展理念融入業務之中，從而為下一代保護環境及天然資源。本集團深明我們對清潔環境的渴求及作為企業公民的責任。

我們嚴格遵守適用的國家及地方環境法律法規，包括但不限於《中華人民共和國環境保護法》、《廢物處理條例》（香港法例第354章）及其他適用的環境法律法規。

為體現本集團對可持續發展的承諾，我們一直致力創新，減少對自然環境的影響。我們已制定以下減排政策：

#### 綠色採購政策

- 規管日常採購。
- 規定購買節能辦公設備及節能冷氣機。

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### 3Rs (Reduce, Reuse, Recycle) Policy

- Regulate sources of waste.
- Encourage the reuse of printed paper and the use of recycled paper for printing and build a paperless office.

### Green Operation Policy

- Regulate facility operation.
- Advocate the employees to turn off the lights and air conditioners when rooms are not in use.
- Try to reduce business trips and meetings by using telephone or video conferences.

During the Reporting Period, the Group was not aware of any material non-compliance with the laws and regulations relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste that have a significant impact on the Group.

### Air Emissions

The exhaust air emission of the Group is mainly from the vehicle's fuels use in the Pearls and Jewellery Segment.

During the Reporting Period, the air emissions data is as follows:

Types of Air Emissions 排放物類別	Unit 單位	2022 2022年	2021 2021年
Sulphur Oxides (SO <sub>x</sub> ) 硫氧化物 (SO <sub>x</sub> )	Kg 公斤	0.11	0.09
Nitrogen Oxides (NO <sub>x</sub> ) 氮氧化物 (NO <sub>x</sub> )	Kg 公斤	5.44	4.71
Particulate Matter (PM) 懸浮顆粒 (PM)	Kg 公斤	0.40	0.35

We strive to reduce the exhaust air emission through reminding our employees to consider environmental impact in their commuting decisions and encouraging them to select fuel-efficient vehicles as well as take public transportation as often as possible.

### 3Rs (減少使用、物盡其用、循環再造) 政策

- 管理廢棄物來源。
- 鼓勵重複使用打印紙、再生紙打印及建立無紙辦公室。

### 綠色營運政策

- 管理設施運作。
- 提倡員工在房間不使用時關閉電燈及冷氣機。
- 儘量使用電話或視頻會議以減少商務差旅及實體會議。

報告期間，本集團概無發現任何嚴重違反有關廢氣及溫室氣體排放、向水及土地排放、以及有害及無害廢棄物產生等的法律及法規，且對本集團有重大影響的情況。

### 廢氣排放

本集團的廢氣排放主要來自珍珠及珠寶業務的車輛燃料使用。

報告期間，廢氣排放數據如下：

我們致力減少廢氣排放，提醒員工選擇交通工具時考慮環境影響，並鼓勵他們選用節油車輛，以及盡量乘坐公共交通工具。

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### Greenhouse Gas Emissions

The greenhouse gas ("GHG") emission of the Group mainly attributes to the consumption of gasoline and electricity for transportation and operations respectively.

During the Reporting Period, the GHG emissions data is as follows:

Types of emissions 排放類別	Unit 單位	2022 2022年	2021 2021年
Scope 1 (Direct Emission) 範圍1 (直接排放)	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	19.15	16.88
Scope 2 (Energy Indirect Emission) 範圍2 (能源間接排放)	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	6.18	56.44
Total 總計	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	25.33	73.32
Intensity 密度	Tonnes CO <sub>2</sub> e/Revenue in HK\$ million 噸二氧化碳當量/百萬港元收入	0.40	1.69

The GHG emissions of the Group has been reduced by around 65% in the Reporting Period due to increase in production outsourcing ratio and the suspension of the factory induced by the outbreak of COVID-19.

To further reduce the GHG emission, we have established and implemented energy saving policies in relation to the procedures of energy conservation:

- Upgrade the lighting bulbs to LED;
- Install motion sensors in meeting room, corridors, staircases; and
- Switch off electrical appliances when they are not in use.

In addition, we continue to encourage the employees to have conference calls or video conferences instead of face-to-face meetings to reduce any unnecessary travel. We also optimize our production process and improve machines to reduce emissions.

### 溫室氣體排放

本集團的溫室氣體排放主要歸因於運輸及營運所消耗的汽油及電力。

報告期間，溫室氣體排放數據如下：

Types of emissions 排放類別	Unit 單位	2022 2022年	2021 2021年
Scope 1 (Direct Emission) 範圍1 (直接排放)	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	19.15	16.88
Scope 2 (Energy Indirect Emission) 範圍2 (能源間接排放)	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	6.18	56.44
Total 總計	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	25.33	73.32
Intensity 密度	Tonnes CO <sub>2</sub> e/Revenue in HK\$ million 噸二氧化碳當量/百萬港元收入	0.40	1.69

報告期間，由於提高外包生產比率及因COVID-19疫情導致的工廠停工，本集團的溫室氣體排放量減少約65%。

為了進一步減少溫室氣體排放，我們已就節能程序制定及實施節能政策：

- 將燈泡升級至LED；
- 於會議室、走廊及樓梯安裝動作感應燈；
- 於不使用時關掉電器。

此外，我們繼續鼓勵員工以電話會議或視頻會議代替實體會議，減少任何不必要的差旅。我們亦優化生產流程及改良機器，以減少排放。

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### Waste Management

The Group adopts Restriction of Hazardous Substance Directive 2002/95/EC (the "RoHS") during the operation. Due to our business nature, no hazardous waste was generated during the Reporting Period. The primary waste was non-hazardous waste generated by office activities in the daily operation, such as paper/cardboard waste and plastic waste.

During the Reporting Period, the relevant data was as follows:

	Unit 單位	2022 2022年	2021 2021年
Total amount of waste generated 廢棄物產生總量	Tonnes 噸	0.12	0.40
Intensity 密度	Tonnes/Revenue in HK\$ million 噸/百萬港元收入	0.002	0.009

As there was an increase in production outsourcing ratio and the suspension of the factory induced by the outbreak of COVID-19, the amount of the non-hazardous waste generated has been reduced by approximately 70% in the Reporting Period.

Meantime, several strategies have been implemented to manage waste during our operations.

We have placed clearly marked bins to collect paper/cardboard waste, plastic waste and other general waste in each floor of the building and thus, our staff can accordingly dispose of items what they have used. The waste would be classified before being disposed and centralized processed harmlessly. All clean paper/cardboard and plastic types can be separated from other types of waste to be recycled rather than landfilled.

In addition, several strategies have been adopted during operation to reduce waste. For example, our employees are encouraged to use electronic documents, both-side printing and recycled papers in daily operation.

### 廢棄物管理

本集團在營運過程中採納有害物質限制指令 2002/95/EC (「RoHS」)。由於我們的業務性質，報告期間概無產生有害廢棄物。主要的廢棄物為日常辦公活動中產生的無害廢棄物，例如紙張／卡紙廢棄物及塑膠廢棄物。

報告期間，相關數據如下：

報告期間，由於提高外包生產比率及因 COVID-19 疫情導致工廠的停工，無害廢棄物數量減少約 70%。

同時，我們已在營運過程中實施若干策略以管理廢棄物。

我們已於大樓各層提供具有清晰標記的垃圾箱以放置紙張／卡紙、塑膠及一般廢棄物，讓員工能分類棄置使用過的物品。該等廢棄物在棄置前會先作分類，並集中進行無害處理。所有清潔紙張／卡紙及塑膠類別可與其他類別的廢棄物分隔開，使其可作回收，避免堆填。

此外，我們已於營運過程中採取若干策略以減少廢物，例如鼓勵員工在日常工作中使用電子文件、雙面打印及循環再造紙。

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### USE OF RESOURCES

The Group greatly emphasizes the efficient use of resources. The major resources used by the Group are electricity, petrol, water, and paper. The Group strives to improve the efficient use of natural resources through minimizing waste/emissions and implementing an effective recycling program.

We will keep recording the resource consumption for reviewing effectiveness of our conservation measures. We will also formulate more specific improvement measures and objectives in the future.

During the Reporting Period, the energy consumption data is as follows:

Types of energy 能源類別	Unit 單位	2022 2022年	2021 2021年
Direct Energy Consumption (Petrol) <sup>1</sup> 直接能源耗量(汽油) <sup>1</sup>	MWh 兆瓦時	65.56	56.75
Indirect Consumption (Purchased Electricity) 間接耗量(外購電力)	MWh 兆瓦時	10.00	107.12
Total Energy Consumption 能源總耗量	MWh 兆瓦時	75.56	163.87
Intensity 密度	MWh/Revenue in HK\$ million 兆瓦時/百萬港元收入	1.21	3.78

Note:

- The unit of measurement used in 2021 data has been adjusted for reference and enhancement of the comparability.

### 資源使用

本集團高度重視有效使用資源。本集團使用的主要資源為電力、汽油、水及紙張。本集團致力改善自然資源的有效使用，例如盡量減少廢棄物/排放物，並實施有效的回收計劃。

我們將繼續記錄資源消耗情況，以審查節能措施的成效。我們日後亦會制定更具體的改進措施及目標。

報告期間，能源消耗數據如下：

附註：

- 2021年度數據所使用的計量單位已作調整，以提高參考性及可比性。

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### Electricity

The Group recognizes the importance of electricity and energy-saving. Due to increase in production outsourcing ratio and the suspension of the factory induced by the outbreak of COVID-19, the electricity consumption of the Group has been reduced by nearly 91% in the Reporting Period.

As reduction of electricity consumption will indirectly reduce greenhouse gas emission, the Group adopts various energy-saving measures in the office and production operations, including but not limited to:

### 電力

本集團明白節省電力及能源的重要性。由於提高外包生產比率及因COVID-19疫情導致的工廠停工，本集團於報告期間的用電量減少近91%。

由於減少電力消耗將間接減少溫室氣體排放，本集團已在辦公室及生產營運中採取多項節能措施，包括但不限於：



**Office area**  
辦公室區域



**Production area**  
生產區域

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>• Upgrade the lighting bulbs to LED<br/>將燈泡升級至LED</li> <li>• Install motion sensors in meeting room, corridors and staircases<br/>於會議室、走廊及樓梯安裝動作感應燈</li> <li>• Green Purchasing Policy for newly purchased laptop, TV, projector, printer etc with energy star certification on Grade 1 energy label<br/>採用綠色採購政策，以購買具有能源之星證明的一級能源標籤的新手提電腦、電視、投影機、打印機等</li> <li>• Set new and existing computers, photocopiers and printers in energy saving mode<br/>將新購及現有電腦、影印機及打印機設定為節能模式</li> <li>• Switch off electrical appliances when they are not in use<br/>於不使用時關掉電器</li> <li>• Set the temperature of air-conditioners at 25.5 degrees Celsius<br/>將冷氣機溫度設定為攝氏25.5度</li> <li>• Set time control for office lighting to make the light switch off automatically after 18:30 and staffs who work overtime can switch on manually<br/>將辦公室照明設備的時間控制設定為於下午六時三十分後自動關掉，加班的員工可手動開啟照明設備</li> <li>• Post electricity saving slogan on the working area<br/>於工作區域張貼省電標語</li> </ul> | <ul style="list-style-type: none"> <li>• Upgrade the lighting bulbs to LED<br/>將燈泡升級至LED</li> <li>• Install motion sensors in all corridors and restrooms<br/>於所有走廊及洗手間安裝動作感應燈</li> <li>• Provide training to new staff on how to use manufacture equipment efficiently<br/>為新員工提供如何有效使用製造設備的培訓</li> <li>• Periodically commissions manufacture equipment<br/>定期調試製造設備</li> <li>• Post electricity saving slogan on production area<br/>於生產區域張貼省電標語</li> </ul> |
|--|--|

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### Water

The Group deeply aware of the importance of water conservation. During the Reporting Period, there is no issue in sourcing water and the water consumption of the Group is as follows:

	Unit 單位	2022 2022年	2021 2021年
Total Water Consumption 總耗水量	m <sup>3</sup> 立方米	2,700	2,200
Intensity 密度	m <sup>3</sup> /Revenue in HK\$ million 立方米／百萬港元收入	43.10	50.78

The Group strives to reduce the water consumption through implementation of several measures. Water-saving tips have been posted in the restroom and pantry to remind staff of their water use behaviors. We have also replaced old facilities with water conservation equipment.

### Paper

To reduce paper consumption and indirectly reduce the overall GHG emission, we have been promoting the concept of "Paperless Office" through taking several measures:

- Go digital
- Print internal documents on both sides of a page and in reduced format
- Reuse single-side paper for internal staff documents
- Replace printers which cannot printing documents on both sides of a page and in reduced format

### 水

本集團深刻認識到節約用水的重要性。於報告期間，本集團於求取水源上並無問題，其耗水量如下：

本集團致力通過實施若干措施減少用水。我們在洗手間及茶水間張貼節約用水的提示，提醒員工的用水行為。我們亦已用節水設備取代陳舊設施。

### 紙張

為減少紙張消耗及間接減少溫室氣體整體排放，我們一直通過多項措施倡導「無紙辦公室」概念：

- 數碼化
- 使用雙面並以縮小格式打印內部文件
- 對內部員工文件重用單面紙張
- 更換無法於雙面以縮小格式打印文件的打印機

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### Packaging Materials

We are committed to choosing green packaging materials that are harmless to human health, protective of the ecological environment and can be recycled and reused to protect the environment. Paper boxes and plastic bags were the main packaging material in our business.

During the Reporting Period, the amount of packaging material used by the Group is as follows:

	Unit 單位	2022 2022年	2021 2021年
Total Consumption of Packaging Materials 包裝物料總耗量	Tonnes 噸	0.02	0.26
Intensity 密度	Kg/Revenue in HK\$ million 公斤／百萬港元收入	0.32	6.00

### 包裝材料

為保護環境，我們堅持選擇對人體健康無害、保護生態環境、可循環再造及重用的綠色包裝物料。紙盒及膠袋為我們業務的主要包裝物料。

報告期間，本集團的包裝物料用量如下：

### THE ENVIRONMENT AND NATURAL RESOURCES

As a corporate citizen, we strictly comply with all applicable environmental laws and regulations, and deeply understand our responsibility and obligation, as well as maximize our efforts to reduce the consumption of resources and energy.

In addition, environmental risks incurred from operation are assessed by the Group regularly. We believe that the adverse impact to environment and natural resources caused by our business operation could be significantly reduced by reviewing environmental practices and adopting necessary preventive or improvement measures. For example, the "paperless office" concept and 3Rs (Reduce, Reuse, Recycle) policy have been promoted and adopted.

We continue to communicate with our suppliers and business partners to better understand their environmental policies and procedures and purchase more environmental-friendly equipment.

Leveraging on the policies mentioned in the sections headed "Emissions" and "Use of Resources" above, we will continue to implement environment-friendly practices in the Group's operations to enhance environmental sustainability.

### 環境及天然資源

作為企業公民，我們嚴格遵守所有適用的環境法律及法規，並深明我們的責任及義務，以及盡最大努力減少資源及能源消耗。

此外，本集團定期評估營運中產生的環境風險。我們相信，通過檢討環境實踐及採取必要的預防或改進措施，可大大減少業務營運對環境及天然資源造成的負面影響。例如，我們倡導「無紙辦公室」概念及實行3Rs（減少使用、物盡其用、循環再造）政策。

我們繼續與供應商及業務夥伴溝通，以更了解其環境政策及程序，並購買更多環保設備。

憑藉上文「排放物」及「資源使用」兩節所述之政策，我們將繼續於本集團的營運中實施環保措施，以提升環境可持續性。



# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### CLIMATE CHANGE

Climate change has become a potential threat that creates a significant impact on our communities and operations. The negative impact on human health caused by the climate change has already been significantly shown in recent years. We proactively address climate change and strive to manage and control related risks through consolidating our efforts.

We are committed to taking sustainable and implementing long-term actions to manage the carbon footprint of our operations. Besides, an emergency plan concerning work arrangements under extreme weather has been established to safeguard the safety of our employees. We will work together to develop contingency plans in case of supply chain disruption or other issues.

In addition, we will continue to keep track on the updates of relevant regulations that significantly impact our operations and environmental policies, as well as acquire new knowledge and technology that are instrumental to our environmental initiatives.

### 氣候變化

氣候變化已成為潛在威脅，對我們的社區及業務產生重大影響。近年來，氣候變化對人類健康造成的負面影響已顯然可見。我們積極應對氣候變化，並致力通過整合我們的資源來管理及控制相關風險。

我們致力於採取可持續及長期措施來管理業務的碳足跡。此外，我們亦制定關於極端天氣下工作安排的應急計劃，以保障員工安全。我們將共同制定應急計劃，以應對供應鏈中斷或其他問題。

此外，我們將繼續關注對我們的營運及環境政策有重大影響的相關法規的最新進展，並取得有助我們的環保措施的新知識及技術。

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

### INDEX OF “ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE”

### 環境、社會及管治報告指引之索引

BY THE STOCK EXCHANGE OF HONG KONG LIMITED

香港聯合交易所有限公司

Content 內容		Section in the ESG Report 環境、社會及管治報告 相關章節	Page no. 頁數
<b>Mandatory Disclosure Requirements</b>			
<b>強制披露規定</b>			
Governance Structure 管治架構	A statement from the board containing the following elements: 由董事會發出的聲明，當中載有下列內容：	SUSTAINABILITY GOVERNANCE 可持續發展管治	6
	(i) a disclosure of the board’s oversight of ESG issues; 披露董事會對環境、社會及管治事宜的監管；		
	(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 businesses); and 董事會的環境、社會及管治管理方針及策略，包括評估、優次排列及管理重要的環境、社會及管治相關事宜(包括對發行人業務的風險)的過程；及		
	(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. 董事會如何按環境、社會及管治相關目標檢討進度，並解釋它們如何與發行人業務有關連。		
Reporting Principles 匯報原則	Describe or explain how the following reporting principles were applied in the preparation of the ESG report: materiality, quantitative, and consistency. 描述或解釋在編備環境、社會及管治報告時如何應用下列匯報原則：重要性、量化及一致性	Reporting Principle 匯報原則	3
Reporting Boundary 匯報範圍	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. If there is a change in the scope, the issuer should explain the difference and reason for the change. 解釋環境、社會及管治報告的匯報範圍，及描述挑選哪些實體或業務納入環境、社會及管治報告的過程。若匯報範圍有所改變，發行人應解釋不同之處及變動原因。	Reporting Scope and Period 報告範圍及期間	2

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標		Section in the ESG Report 環境、社會及管治報告 相關章節	Page no. 頁數
<b>A. Environmental</b>			
<b>A. 環境</b>			
<b>A1 Emissions</b>			
<b>A1 排放物</b>			
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的：	EMISSIONS	24
	(a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。		
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A1.3	Total hazardous waste produced and intensity. 所產生有害廢棄物總量及密度。	Not applicable 不適用	Not applicable 不適用
A1.4	Total non-hazardous waste produced and intensity. 所產生無害廢棄物總量及密度。	Waste Management 廢棄物管理	27
A1.5	Description of emissions target(s) set, and steps taken to achieve them. 描述所訂立的排放量目標及為達到這些目標所採取的步驟。	EMISSIONS 排放物	24
A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set, and steps taken to achieve them. 描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	Waste Management 廢棄物管理	27

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<b>A2 資源使用</b>			
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A2.2	Water consumption in total and intensity.	Water	30
	總耗水量及密度。	水	
A2.3	Description of energy use efficiency targets(s) set, and steps taken to achieve them.	USE OF RESOURCES	28
	描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	資源使用	
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	30
	描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	水	
A2.5	Total packaging material used for finished products and if applicable, with reference to per unit produced.	Packaging Materials	31
	製成品所用包裝材料的總量及(如適用)每生產單位佔量。	包裝材料	
<b>A3 The Environment and Natural Resources</b>			
<b>A3 環境及天然資源</b>			
General Disclosure	Policies on minimising the issuer's significant impacts on the environment and natural resources.	THE ENVIRONMENT AND NATURAL RESOURCES	31
一般披露	減低發行人對環境及天然資源造成重大影響的政策。	環境及天然資源	
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	描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	環境及天然資源	

# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

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<b>A4 氣候變化</b>			
General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer. 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。	CLIMATE CHANGE 氣候變化	32
A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them. 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	CLIMATE CHANGE 氣候變化	32
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<b>B. 社會</b>			
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<b>僱傭及勞工常規</b>			
<b>B1 Employment</b>			
<b>B1 僱傭</b>			
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	EMPLOYMENT 僱傭	10
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B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。	Dismissal 解僱	12

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<b>B2 Health and Safety</b>			
<b>B2 健康與安全</b>			
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	OCCUPATIONAL HEALTH AND SAFETY  職業健康與安全	14
B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year. 過去三年(包括匯報年度)每年因工亡故的人數及比率。	OCCUPATIONAL HEALTH AND SAFETY 職業健康與安全	14
B2.2	Lost days due to work injury.  因工傷損失工作日數。	OCCUPATIONAL HEALTH AND SAFETY 職業健康與安全	14
B2.3	Description of occupational health and safety measures adopted, and how they are implemented and promoted. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	OCCUPATIONAL HEALTH AND SAFETY 職業健康與安全	14
<b>B3 Development and Training</b>			
<b>B3 發展及培訓</b>			
General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	DEVELOPMENT AND TRAINING 發展及培訓	16
B3.1	The percentage of employees trained by gender and employee category. 按性別及僱員類別劃分的受訓僱員百分比。	DEVELOPMENT AND TRAINING 發展及培訓	16
B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	DEVELOPMENT AND TRAINING 發展及培訓	16



# Environmental, Social and Governance Report 2022

## 2022環境、社會及管治報告

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標		Section in the ESG Report 環境、社會及管治報告 相關章節	Page no. 頁數
<b>B6 Product Responsibility</b>			
<b>B6 產品責任</b>			
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	PRODUCT RESPONSIBILITY  產品責任	20
B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全與健康理由而須回收的百分比。	Quality assurance 品質保證	20
B6.2	Number of product and service-related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	Quality assurance 品質保證	20
B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	Intellectual Property Rights 知識產權	22
B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	Quality assurance 品質保證	20
B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	Privacy Protection 私隱保障	22



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<b>B7 Anti-corruption</b>			
<b>B7 反貪污</b>			
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud, and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的：	ANTI-CORRUPTION  反貪污	23
B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases. 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	ANTI-CORRUPTION  反貪污	23
B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	Whistle-blowing Policy  舉報政策	23
B7.3	Description of anti-corruption training provided to directors and staff. 描述向董事及員工提供的反貪污培訓。	ANTI-CORRUPTION  反貪污	23
<b>Community</b>			
<b>社區</b>			
<b>B8 Community Investment</b>			
<b>B8 社區投資</b>			
General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration of the communities' interests. 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	COMMUNITY INVESTMENT  社區投資	24
B8.1	Focus areas of contribution. 專注貢獻範疇。	COMMUNITY INVESTMENT 社區投資	24
B8.2	Resources used on the focus area. 在專注範疇所動用資源。	COMMUNITY INVESTMENT 社區投資	24



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