

Veeko®

Veeko International Holdings Limited

威高國際控股有限公司

Stock Code 股份代號 : 1173

環境、社會及管治報告書 2022

**Environmental, Social and
Governance Report 2022**

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Incorporated in the Cayman Islands with limited liability 於開曼群島註冊成立之有限公司



關於本報告

About this Report

威高國際控股有限公司(「本公司」)發表的第六份《環境、社會及管治報告書》(「本報告」)，將繼續透過匯報本公司及其附屬公司(統稱為「本集團」)在環境、社會及管治(或「ESG」)方面的政策、措施及績效，以實現本集團的承諾，並讓各持份者瞭解本集團於ESG議題的進程和發展方向。本報告以中、英文編寫，並遵守香港聯合交易所有限公司(「聯交所」)證券上市規則附錄二十七《環境、社會及管治報告指引》(「《指引》」)的相關規定，現已上載至聯交所及本公司網站(<http://www.irasia.com/listco/hk/veeko/index.htm>)。

報告範圍

本報告涵蓋香港和澳門之各化妝品和時裝業務的各零售店舖、相關辦公室及倉庫，以及位於汕頭之服裝生產廠房(統稱「各營運點」)，報告範圍與上一財政年度一致。本報告最後一章附有完整索引，以便讀者按《指引》閱讀本報告。

報告期間

本報告公佈的資料涵蓋自二零二一年四月一日至二零二二年三月三十一日(「本年度」)的營運。其與本集團截至二零二二年三月三十一日止年度年報涵蓋的財政年度一致。

確認及批准

本報告引用的所有資料均來自本集團的內部文件和統計數據。本報告已於二零二二年八月獲本公司董事會(「董事會」)確認及批准。

The sixth Environmental, Social and Governance Report (the “Report”) published by Veeko International Holdings Limited (the “Company”) embodies the fulfilment of the commitment of the Group by continuing to report on the policies, measures and performances of the Company and its subsidiaries (collectively referred to as the “Group”) in environmental, social and governance (or “ESG”) aspects, while enabling various stakeholders to understand the progress and development direction of the Group with regard to ESG issues. This report is prepared in both Chinese and English, and complies with the relevant provisions of the Environmental, Social and Governance Reporting Guide (the “Guide”) set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”), and has been uploaded to the website of the Stock Exchange and the Company’s website at <http://www.irasia.com/listco/hk/veeko/index.htm>.

Reporting Scope

The Report covers the retail stores, relevant offices and warehouses of the cosmetics and the fashion business in Hong Kong and Macau, as well as the garment production plants located in Shantou (hereinafter referred to as the “Operation Points”, and each an “Operation Point”), and the scope of which is the same as that of last financial year’s Report. A complete index is enclosed in the last chapter for the reader’s easy reference to the Guide when reading the Report.

Reporting Period

The information disclosed in this Report covers the operations from 1st April, 2021 to 31st March, 2022 (the “Year”), the same as the financial year covered by the annual report of the Group for the year ended 31st March, 2022.

Confirmation and Approval

Information being disclosed in this Report is sourced from internal documents and statistics of the Group. The Report has been confirmed and approved by the board of directors (the “Board”) of the Company in August 2022.

關於本報告

About this Report

報告原則

重要性：本集團已通過重要性評估識別對環境和社會構成重大影響以及對持份者而言重要的環境、社會及管治方面議題，並由董事會審視及確認。

量化：本集團對量化資料進行統計，並在可行的情況下與過往績效進行比較，以助持份者瞭解本集團在環境、社會及管治方面取得的績效和進展。

平衡：本集團在報告中全面匯報環境、社會及管治表現，避免發放偏頗的信息。

一致性：除另有指明外，本報告就關鍵績效指標使用一致的統計方法及呈報形式以編製及呈列環境、社會及管治數據。

意見反饋

持分者的意見有助本集團建立更仔細及更健全的ESG策略。如閣下對本報告的內容或匯報形式有任何疑問或建議，歡迎透過以下方式與本集團聯絡：

地址：香港葵涌大連排道192-200號
偉倫中心2期10樓
電郵：contact@veeko.com.hk
電話：852-2887 0888
傳真：852-2310 9017

Reporting Principles

Materiality: The Group has identified environmental, social and governance issues that have significant impact on the environment and society and are important to stakeholders through materiality assessment, and have been reviewed and confirmed by the Board.

Quantitative: The Group collected quantitative data and compared with previous performance where practicable to help stakeholders understand the Group's performance and progress in environmental, social and governance aspects.

Balance: The Group covered the entire scope of its ESG performance in the Report to avoid giving biased information.

Consistency: Unless otherwise specified, the consistent statistical methodologies and presentation were used in this Report for key performance indicators to prepare and present the ESG data.

Opinion and Feedback

The opinions of stakeholders can help the Group to establish more detailed and robust ESG strategies. If you have any questions or suggestions regarding the content or format of the Report, please contact the Group via the following channels:

Address: 10th Floor, Wyler Centre Phase II, 192-200 Tai Lin Pai Road,
Kwai Chung, New Territories, Hong Kong.
Email: contact@veeko.com.hk
Tel.: 852-2887 0888
Fax: 852-2310 9017

環境、社會及管治

Environmental, Social and Governance

董事會聲明

本集團關注可持續發展相關議題。董事會明白可持續發展對本集團的長遠發展至關重要，並重視提升其營運的可持續發展表現及應對氣候變化。

本集團由ESG工作小組負責統籌和監督各個業務分部在可持續發展領域的工作，包括制定及檢討ESG政策，持續監管可持續發展議題上的政策、措施及績效等。董事會對可持續發展管理方針及策略、風險管理和匯報作最終決定並承擔全部責任。

可持續發展風險及機遇

本集團已經成立風險工作小組，負責通過檢視風險清單，制定緩解措施，以及作出評估和跟進，從而持續監督本集團面對的風險。與此同時，董事會負責領導風險管理工作，並評估風險管理的有效性。

隨著社會對可持續發展日益重視，管理可持續發展風險及機遇對企業而言至為重要。本集團會致力加強風險管理，積極應對可持續發展相關事宜，把可持續發展的考量納入風險管理體系和企業策略當中，提升應對氣候變化等可持續發展風險的復原力。此外，董事會對本集團業務相關的可持續風險優次排列，以便識別並管理最重要的風險，亦會把握可持續發展帶來的機遇，確保能適時化風險為機遇。

可持續發展目標

本集團明白訂立相關可持續發展目標能適時檢視其可持續發展表現。因此，董事會決定在本年度透過檢視現有的環境管理措施及包括碳評估在內的關鍵績效指標數據，訂立方向性環境目標。展望未來，本集團將定期檢視目標的進度及成效，建立相應的策略來減少碳足跡及環境影響，確保其營運在環境方面有所改進。

Statement of the Board of Directors

The Group concerns sustainable development related issues. The Board understands that sustainable development is crucial to the long-term development of the Group and attaches great importance to enhancing the sustainable development performance of its operations and addressing climate change.

The Group's ESG working group is responsible for coordinating and supervising the work of each business unit relating to sustainable development, including formulating and reviewing ESG policies, and monitoring policies, measures and performance on sustainable development issues constantly. The Board makes final decisions and assumes full responsibility for sustainable development management policies and strategies, risk management and reporting.

Risks and Opportunities in Sustainability

The Group had set up a Risk Management Taskforce, which is responsible for reviewing the risk register, formulating remedial measures and making assessment and further action so as to monitor the risks involved in the Group on an on-going basis. At the same time, the Board of Directors is responsible for leading the work of risk management, and evaluates the effectiveness of risk management.

With the increasing awareness on sustainability, managing sustainability risks and opportunities is essential for businesses. The Group strikes to strengthen risk management, proactively address sustainability issues, and integrate sustainability considerations into its risk management system and corporate strategies, so as to enhance resilience to sustainability risks such as climate change. In addition, the Board prioritizes the sustainability risks associated with the Group's operations in order to identify and manage the utmost important risks, and seizes the opportunities arising from sustainability development to ensure that risks are timely transformed into opportunities.

Sustainability Targets

The Group acknowledges that the setting of relevant sustainability targets allows it to monitor its sustainability performance in due course. The Board therefore decided to set directional environmental targets for the Year by reviewing existing environmental management practices and key performance indicators (KPIs) data, including carbon assessments. Looking ahead, the Group will regularly review the progress and effectiveness of its targets, develop strategies to reduce its carbon footprint and environmental impact, and ensure environmental improvements in its operations.

環境、社會及管治

Environmental, Social and Governance

環境、社會及管治管理架構

本集團相信優良的企業管治可為可持續發展策略奠下穩固基石。本集團已建立由董事會領導的ESG治理架構，董事會負責監督及檢討本集團管治及營運表現，確認及批核本集團ESG政策以及ESG報告。於2016/2017年度本集團已成立ESG工作小組，成員包括來自不同部門的管理層，負責統籌ESG報告，制定及檢討ESG政策，持續監管可持續發展議題上的政策、措施及績效，並向董事會作出匯報。

ESG Management Framework

The Group believes that sound corporate governance lays a solid foundation for the sustainable development strategies. The Group has established an ESG governance structure led by the Board, which is responsible for monitoring and reviewing the Group's governance and operational performance, affirming and approving the Group's ESG policies and ESG reports. In 2016/2017, the Group established an ESG working group with members from the management of different departments, which is responsible for coordinating ESG report, formulating and reviewing ESG policies, monitoring the policies, measures and performance of the issues of sustainability on an on-going basis as well as reporting to the Board of Directors.



環境、社會及管治風險管理

隨著「新冠肺炎」疫情持續、全球氣候危機加劇，儘早部署應對ESG相關因素特別是氣候變化帶來的潛在風險，提升對氣候變化不利影響的適應能力，在本集團的業務策略及企業風險管理中正顯得愈來愈重要。本集團已設立及維持有效的風險管理及內部監控系統，以識別和管理業務風險。同時本公司董事會負責領導風險管理工作，並透過審核委員會評估風險管理的有效性。另外，本公司設有風險工作小組，負責檢視風險清單、制定緩解措施，以及持續監督集團面對的風險，作出評估和跟進。風險工作小組每年舉行至少兩次會議，並通過審核委員會向董事會作出匯報。於本年度，風險工作小組曾舉行兩次會議。

ESG Risk Management

As the COVID-19 pandemic continues and the global climate crisis intensifies, early deployment to address potential risks arising from ESG-related factors, especially climate change, and to enhance resilience to the adverse impacts of climate change are becoming increasingly important in the Group's business strategy and enterprise risk management. The Group has established and maintained an effective risk management and internal control system to identify and manage business risks. At the same time, the Board of Directors of the Company is responsible for leading the work of risk management, and evaluates the effectiveness of risk management through the audit committee. In addition, the Company has set up a Risk Taskforce Team, which is responsible for reviewing the risk register, formulating remedial measures and monitoring the risks involved in the Group on an on-going basis for assessment and further action. Members of the Risk Management Taskforce meet at least twice a year and report to the Board of Directors through the audit committee. During the year, the Risk Management Taskforce has held two meetings.

環境、社會及管治

Environmental, Social and Governance

風險管理流程圖

Risk Management Process Chart



本年度本集團通過專業顧問以問卷形式展開利益相關方調研，對與行業及本集團業務運營相關的重大ESG風險進行了識別，其中包括之重大風險有：

During the Year, the Group conducted a stakeholder survey in the form of questionnaires through professional consultants to identify significant ESG risks related to the industry and the Group’s business operations, including:

重大風險 Significant risks	本報告應對的章節 Corresponding sections in this Report
能否吸引、培養及挽留人才 Whether we can attract, develop and retain talents	<ul style="list-style-type: none"> 僱傭及勞工準則 Employment and Labour Standards 健康及安全 Health and Safety 發展及培訓 Development and Training
產品品質、服務質素是否達標 Whether Product and service quality meets standard	<ul style="list-style-type: none"> 供應鏈管理 Supply Chain Management 產品責任 Product Responsibility
合規風險因素 Compliance risk factors	<ul style="list-style-type: none"> 風險管理 Risk Management 僱傭及勞工準則 Employment and Labour Standards 健康及安全 Health and Safety 反貪污 Anti-corruption
浪費地球資源 Waste of resources on earth	<ul style="list-style-type: none"> 環境保護 Protecting the Environment
氣候變化對本集團產生的影響 The impact of climate change on the Group	<ul style="list-style-type: none"> 應對氣候變化 Tackling of climate change

針對以上重大風險，本集團已檢視相關政策舉措的有效性，並制定改善計劃。未來，本集團將繼續不時檢討其企業管治常規以便及時識別風險、確定應對方案、持續跟進落實，以提升企業管治水平、符合日益嚴格之監管要求，並達致投資者等持份者之更高期望。

In response to these significant risks, the Group has reviewed the effectiveness of the relevant policies and measures and formulated improvement plans. Looking ahead, the Group will continue to review its corporate governance practices from time to time for promptly identifying risks, working out corresponding solutions and following up its implementations, with an aim to enhance corporate governance level, comply with increasingly stringent regulatory requirements and fulfill heightened expectations of our shareholders and investors.

僱傭及社區

Employment and Community

本集團長期之業務成功與員工的共同努力及貢獻密不可分。為此，本集團重視人力資源，透過各項政策及措施，展現對員工的關愛與包容，營造安全之工作環境，讓員工感到被重視及尊重。與此同時，員工亦經常有學習及獲得新技能的機會，達至個人成長和持續發展。

本集團已制定《僱傭及勞工常規政策聲明》、以及一系列僱傭政策及措施，就有關僱傭及勞工準則、健康及安全，以及發展及培訓方面作出承諾及提供有關指引，為僱員提供健康安全的工作環境及各種職業發展的機會。本集團亦致力遵守所有相關法律和法規，包括招聘、職業健康和安​​全，以及員工的權利和福利等。

僱傭及勞工準則

本集團深信完善僱傭制度為本集團有效營運的基石，致力為所有僱員提供沒有任何歧視和騷擾，以及多元化的工作環境，令每一位僱員均得以發揮所長和發展潛能。為建立一個良好的工作環境及健全的僱員管理制度，本集團已制訂《僱員手冊》及《人事行政管理制度》，就有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視、其他待遇及福利方面訂立政策及措施。本集團亦設有意見及投訴機制，處理和回應僱員對僱傭相關的建議及投訴。

The Group's long-term business success is inextricably linked to the concerted efforts and contributions of its employees. To this end, the Group values its human resources and demonstrates its care and tolerance for its employees through various policies and measures, creating a safe working environment where employees feel valued and respected. At the same time, employees are always given opportunities to learn and acquire new skills for personal growth and sustainable development.

The Group has formulated the "Employment and Labour Practice Policy Statement" and a series of employment policies and measures, making commitment and providing guidelines with regard to employment and labour standards, health and safety and development and training, and providing a healthy and safe working environment and various career development opportunities for employees. We are also committed to complying with all relevant laws and regulations, including recruitment, occupational health and safety as well as employees' rights and benefits.

Employment and Labour Standards

The Group believes that a well-developed employment system is the cornerstone of the Group's effective operations, and is committed to providing all employees with a work environment free from discrimination and harassment, as well as a diverse work environment in which each employee can develop his/her talents and potential. To establish a good working environment and a sound employee management system, the Group has established policies and measures relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare, which are set out in "Employee Handbook" and "Human Resources Administration Management System". The Group has also set up an opinion and complaint mechanism to handle and respond to employment-related suggestions and complaints.

僱傭及社區

Employment and Community

以下是一些本年度已實行的僱傭措施：

The Group has introduced the following employment practices during the Year:

僱傭範疇 Employment aspect	政策措施內容 Contents of policies and measures
<p>招聘、晉升及解僱 Recruitment, promotion and dismissal</p>	<ul style="list-style-type: none"> 在進行招聘時，採用劃一甄選準則和中立的措辭刊登招聘廣告 Adopt uniform selection criteria during recruitment and use neutral wordings when publishing recruitment advertisement 尊重僱員的權利，透過訂立僱傭合同確定與僱員之僱傭關係，以及有關離職及解僱的僱傭條款 Respect the rights of the employees, establish the employer-employee relationship and define the employment terms in relation to termination and dismissal of employment through entering into employment contracts
<p>薪酬、工作時數、假期及福利 Compensation, working hours, rest periods and welfare</p>	<ul style="list-style-type: none"> 於《僱員手冊》載列有關考勤管理和假期的制度 Attendance management and holidays policy are set out in the "Employee Handbook" 為已通過試用期的僱員提供醫療保險 Provide employees who completed probation with medical insurance 店舖員工兼職福利：服務大獎賞 Benefits for part-time in-store employees: Service Excellent Awards 店舖員工全職福利：為僱員提供跨島車資津貼、勤工獎金 Benefits for full-time in-store employees: Cross-harbour travel allowance, attendance bonus 員工購物折扣優惠 Staff purchase discount privilege
<p>平等機會、多元化及反歧視 Equal opportunity, diversity and anti-discrimination</p>	<ul style="list-style-type: none"> 建立工作評核制度，確保僱員在晉升、調職、培訓、職業發展及解僱等方面均得到平等待遇，不受歧視 Establish a performance appraisal system to ensure that employees are treated equally in relation to promotion, redesignation, training, career development and dismissal and not discriminated against 透過內部通訊向僱員推廣與平等機會、反歧視和騷擾相關的訊息，並提供相關的內部指引 Through internal communications, promote messages related to equal opportunities, anti-discrimination and harassment to employees and provide relevant internal guidance 不時審查評核準則，確保所採用的準則不含歧視成份 Review assessment criteria from time to time in order to ensure adopted criteria is not discriminatory
<p>勞工準則 Labour Standards</p>	<ul style="list-style-type: none"> 聘用任何僱員前，檢查與應聘者年齡相關的身份證明文件，核實其年齡和身份，避免聘用童工、強迫、擔保(包括負債擔保)或契約勞工、非自願獄中勞役、被拐賣勞工或奴隸勞工 Inspect identity documents related to the age of an applicant, verify the age and identify before the hiring of any employee to avoid the hiring of child labour, forced labour, guaranteed (including guarantees for loans) or indentured labour, involuntary prison labour, human trafficked labour or slave labour



僱傭及社區

Employment and Community

薪酬委員會之主要職能包括就檢討本公司對全體董事及高級管理人員之薪酬政策及架構以及所有董事及高級管理人員之薪酬待遇，向董事會提出建議。薪酬委員會亦負責建立正規而具透明度之程序以制定該等薪酬政策與架構，確保概無董事或其任何聯繫人士參與決定其個人薪酬，而薪酬將參照個人及公司表現與市場慣例及情況而釐定。

本公司亦已採納一項董事會成員多元化政策，當中載有達致董事會多元化的方法。本公司認同並深信多元化的董事會裨益良多，並視董事會層面日益多元化是維持本公司競爭優勢的關鍵元素。就檢討及評估董事會的組成，提名委員會致力於所有層面達致多元化，並將考慮多個方面，包括但不限於性別、年齡、文化及教育背景、專業資格、技能、知識以及區域及行業經驗。

The principal functions of the Remuneration Committee include reviewing and making recommendations to the Board on the Company's policy and structure of all directors and senior management remuneration and on the remuneration packages of all directors and senior management. The Remuneration Committee is also responsible for establishing formal and transparent procedures for developing such remuneration policy and structure to ensure that no director or any of his/her associates will participate in deciding his/her own remuneration, which remuneration will be determined by reference to the performance of the individual and the Company as well as market practice and conditions.

The Company has adopted a Board Diversity Policy which sets out the approach to achieve diversity of the Board. The Company recognises and embraces the benefits of having a diverse Board and sees increasing diversity at the Board level as an essential element in maintaining the Company's competitive advantage. In relation to reviewing and assessing the Board composition, the Nomination Committee is committed to diversity at all levels and will consider a number of aspects, including but not limited to gender, age, cultural and educational background, professional qualifications, skills, knowledge and regional and industry experience.

僱傭及社區

Employment and Community

僱傭數字

Number of employees

截至二零二二年三月三十一日，本集團位於香港、澳門及汕頭的營運點共有904名僱員。以下為員工人數詳情。

As of 31st March, 2022, the Group had a total of 904 employees at the Operation Points located in Hong Kong, Macau and Shantou. Details of the number of employees are set out below.

劃分類別 Category	香港及澳門 Hong Kong and Macau	汕頭 Shantou	總計 Total
按僱傭類型 By employment type			
全職 Full-time	459	297	756
兼職 Part-time	142	6	148
按性別 By gender			
男性 Male	49	82	131
女性 Female	552	221	773
按年齡組別 By age			
30歲以下 Below 30	85	14	99
31-50歲 31-50	381	198	579
50歲以上 Above 50	135	91	226
按地區 By region			
香港 Hong Kong	537	–	537
中國內地 Mainland China	–	303	303
澳門 Macau	64	–	64
員工總數 Total workforce	601	303	904

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流失員工人數 Number of turnover employees	香港及澳門 Hong Kong and Macau		汕頭 Shantou		總計 Total	
	全職 Full-time	兼職 Part-time	全職 Full-time	兼職 Part-time	全職 Full-time	兼職 Part-time
按性別 By gender						
男性 Male	17	3	22	–	39 (22.5%)	3 (1.7%)
女性 Female	329	247	44	–	373 (26.8%)	247 (17.7%)
按年齡組別 By age						
30歲以下 Below 30	68	75	4	–	72 (29.3%)	75 (30.5%)
31-50歲 31-50	257	151	43	–	300 (29.1%)	151 (14.7%)
50歲以上 Above 50	21	24	19	–	40 (13.8%)	24 (8.3%)
按地區 By region						
香港 Hong Kong	318	234	–	–	318 (29.2%)	234 (21.5%)
中國內地 Mainland China	–	–	66	–	66 (17.9%)	–
澳門 Macau	28	16	–	–	28 (25.9%)	16 (14.8%)
流失員工人數及比率 ¹ Number and rate of turnover employees ¹	346	250	66	–	412 (26.3%)	250 (16.0%)

¹ 特定類別僱員流失員工比率=特定類別員工流失人數/特定類別員工總人數+特定類別流失總人數

¹ Employee turnover rate of specified employee type = employee turnover of specified type/total number of employee of specified type + total number of turnover employee of specified type

僱傭及社區

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健康及安全

本集團將保障僱員的安全與健康視為業務營運成功的關鍵。為確保有效管理職業安全 and 健康，本集團已制定一系列措施及政策，並於《職業健康與安全管理制度》管理系統承諾致力為僱員打造一個良好及安全的工作環境。本集團亦建立了風險評估流程識別健康與安全的風險，更新健康與安全措施，確保業務營運符合安全水平。

Health and Safety

The Group recognizes that safeguarding the safety and health of employees is essential for the success of its business operations. To ensure effective management of occupational safety and health, the Group has formulated a series of measures and policies, and set out its commitments in the “Occupational Health and Safety Management System” to create a good and safe working environment for its employees. The Group also has established a risk assessment process to identify health and safety risks and update its health and safety measures to ensure its business operations comply with safety standards.

與健康及安全有關的措施 Measures in relation to occupational health and safety	
職業健康安全管理小組 Occupational health and safety management team	<ul style="list-style-type: none"> 生產廠房設有健康與安全工作小組，按照已制定的職業健康安全制度，協調及監察相關措施落實情況，確保切實執行 A health and safety working group has been set up in the production plants to coordinate and monitor the implementation of relevant measures in accordance with the established occupational health and safety system to ensure effective implementation.
安全作業的流程和指引 Safe operation procedures and guidelines	<ul style="list-style-type: none"> 訂立有關場地整潔、防火、用電安全及正確體力處理的操作程序等職業安全須知 Compile occupational safety guidance notes in relation to site housekeeping, fire prevention, safe use of electricity, and procedures for correct manual handling operation 於僱員手冊提供健康與安全指引 Provide health and safety guidelines in the “Employee Handbook” 為生產廠房的僱員提供合適、充足的個人防護裝備 Provide suitable and adequate protective equipment for individual employee working in the production plants 制定生產崗位的工作制度，確保安全生產 Develop a working system for employees working at production positions to ensure safe production 定期進行安全檢查，對潛在隱患進行改善措施 Conduct regular safety inspections and take corrective measures against potential hazards

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與健康及安全有關的措施 Measures in relation to occupational health and safety	
宣傳、教育及培訓 Publicity, education and training	<ul style="list-style-type: none"> 以公告欄和內部通訊等方式向僱員提供職業安全須知及健康衛生資訊 Provide occupational safety instructions and health information to employees through bulletin boards and internal communications 為生產廠房的僱員提供上崗前和在崗期間的職業衛生培訓 Provide occupational health training for employees working in the production plants before and during employment 為僱員提供正確使用防護設備指引及培訓 Provide guidelines and training to employees in relation to proper use of protective equipment
針對「新冠肺炎」為僱員提供安全措施 Safety measures provided for employees with regard to COVID-19	<ul style="list-style-type: none"> 要求僱員在上班前量度體溫及正確配戴口罩 Require employees to measure body temperature before going to work and wear masks properly 為僱員提供酒精搓手液，定期為辦公室及各零售店舖進行日常消毒工作 Provide employees with alcohol-based handrub and conduct routine disinfection of offices and retail stores on a regular basis 特別針對疫情，為部份員工提供彈性上班安排 Flexitime arrangement is available for certain staff members amid the pandemic

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於報告期間，本集團有關職業健康及安全管理常規並無重大變動。

There were no major changes in the Group's management practice in relation to occupational health and safety during the Reporting Period.

健康與安全 Health and safety	香港及澳門 Hong Kong and Macau			汕頭 Shantou			總計 Total		
	2022	2021	2020	2022	2021	2020	2022	2021	2020
年份 Year									
因工亡故人數 Number of work-related fatalities	-	-	-	-	-	-	-	-	-
因工亡故的比率 Percentage of work-related fatalities	-	-	-	-	-	-	-	-	-
因工傷損失工作日數 Lost days due to work injury	624	369	245	-	-	-	624	369	245

本集團將繼續提醒僱員保持個人健康衛生，並會制定一系列抗疫手冊，為僱員提供指引。展望未來，本集團亦將持續監控員工職業健康健全政策措施的有效性，強化風險管理，確保員工安全。

The Group will continue to remind its employees to maintain personal health and hygiene. A series of anti-pandemic manuals will also be prepared to serve as a guideline for employees. Looking forward, the Group will also continue to monitor the effectiveness of the policies and measures that improve occupational health and safety of employees, and strengthen risk management to ensure the safety of our staff members.

發展及培訓

本集團高度重視員工之個人發展，致力培育人才和提高僱員的生產力，為僱員提供專業在職培訓是重要的一環。除了為所有新入職僱員提供基本訓練課程外，本集團亦按各部門職能需要定期提供不同類型的內部培訓，提升僱員的專業水平並鼓勵他們利用專業知識去創新，以提升本集團的競爭力。本集團鼓勵僱員報讀相關的外部培訓課程，亦提供學費資助(倘適用)。本集團為零售員工提供一系列的服務獎金、跨島車資津貼及員工購物折扣優惠，以吸引更多人才。此外，本集團進行工作表現評核及透過「神秘人計劃」評估店舖同事的服務質素及工作績效。

Development and Training

The Group attaches great importance to the personal development of employees and is committed to developing competent workforce and enhancing employees' productivity. Therefore, professional on-the-job training is vital for our employees. In addition to induction training offered to all newcomers, the Group has regularly provided a variety of internal training for the need of each department in order to elevate the level of professionalism of our employees and encourage them to catalyze innovation with their expertise, heightening the Group's competitiveness. The Group encourages its employees to attend relevant external training courses and also provides tuition fee subsidy (if applicable). The Group has provided its in-store employees with service incentives, cross-harbour travel allowance and staff purchase discount privilege to attract and retain more talents. In addition, the Group conducts performance appraisals and evaluates the service quality and performance of its shop staff through the "Mystery Shoppers Programme".

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於報告期間，各性別及僱員類別(包括未接受培訓或已離開本集團的僱員)的培訓比例及平均培訓時數如下：

The percentage of employees trained and average training hours per gender and employee category (inclusive of employees who did not receive training or have left the Group) during the Reporting Period are as follows:

培訓及發展 Training and development	總計 Total	
培訓人數及比率 Number and percentage of employees trained		
按性別 By gender		
男性 Male	10	3.9%
女性 Female	244	96.1%
按職級 By rank		
高級管理人員 Senior management	4	1.6%
管理人員 Management	10	3.9%
一般員工 General staff	240	94.5%
培訓總人數及比率 ² Total number and percentage of employees trained ²	254 (28.1%)	
平均培訓時數 Average training hours		
按性別 By gender		
男性 Male	9.7	
女性 Female	6.9	
按職級 By rank		
高級管理人員 Senior management	26.5	
管理人員 Management	6.4	
一般員工 General staff	6.7	
培訓總時數 Total training hours	1,770	
每名員工平均培訓時數 ³ Average training hours per employee ³	2.0	

² 特定類別僱員培訓比率=特定類別僱員受訓人數/特定類別僱員人數

³ 特定類別僱員平均受訓時數=特定類別僱員平均受訓時數/特定類別的僱員人數

² Training rate of specified employee type = number of employees trained of specified type/number of employee of specified type

³ Average training hours of specified employee type = average training hours of employees of specified type/number of employee of specified type

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社區投資

本集團致力履行企業責任，為我們營運所在社區作出貢獻，為社會及環境創造價值。本集團鼓勵僱員參與義工服務及慈善活動，並致力於業務所在的社區發揮積極影響。在本年度，本集團舉辦了兩次衣物捐贈活動，向救世軍捐贈員工的衣物。本集團已訂立《社區投資政策聲明》，承諾倡導負責任的企業文化，回饋社會，為社區可持續發展盡一分力。另外，於新冠疫情初期及口罩供應緊張期間，本集團化妝品店舖有出售口罩及防疫產品，為顧客和市民提供保護及解決燃眉之急。

本集團將定期檢視及更新社區投資政策，為社會發展帶來正面影響。

Community Investment

The Group has been committed to fulfilling its corporate responsibility to contribute to the communities in which we operate and to create value for society and the environment. The Group encouraged our staff members to participate in volunteer services and charity activities with an aim to make positive impacts on the community where we operate in. During the Year, the Group held two clothing donation events to donate employees' clothes to the Salvation Army. The Group has established its "Policy Statement for Community Investment" which is our commitment to become a responsible enterprise by giving back to our society, playing our role in sustainability of the community. In addition, our cosmetics stores offered to sell face masks and protective products against COVID-19 to the general public during the initial period of the pandemic and the periods of mask shortages for their safety and urgent needs.

The Group will regularly review and update its community investment policy in order to contribute positive impacts to the development of society.

營運管理

Operation Management

為顧客提供優質產品及服務是本集團的業務持續發展的核心目標。本集團已制定一系列有關供應鏈管理、產品責任和反貪污的措施，務求集團的營運及產品能滿足顧客的期望。

供應鏈管理

本集團重視供應鏈管理和產品質量。與此同時，與供應商建立長久及友好關係是本集團長遠策略之一。本集團已制定《供應鏈管理、產品責任及反貪污政策聲明》，就有關篩選、聘用、評估、管理及監察供應商的程序提供指引。

為確保原材料供應穩定及符合質量要求及安全標準，本集團透過嚴謹的供應商評核標準，定期為供應商進行評估。本集團亦會向生產自家化妝品品牌的供應商提供必須避免或限制的有害成分的最新清單。為減少供應鏈對環境的影響，新訂立的《氣候變化政策》上增設了本集團對採購過程中納入環保因素的承諾。於此同時，本集團的時裝生產廠房要求供應商在提供服裝原材料及輔料時附上符合國家環保規定的合格檢測報告，確保產品符合環保要求。本集團亦與供應商建立良好的溝通渠道，以提供適當的支援。此外，本集團設有供應鏈申訴機制，處理及回應對供應商的投訴及意見。

展望未來，因疫情持續帶來的不確定性，本集團未來面臨的供應鏈風險可能會增加。為加強供應鏈管理，本集團計劃建立風險評估流程，識別供應鏈的環境及社會風險，並制定相應政策及措施，與時並進，盡量減低供應鏈所產生的風險。

Provision of quality products and services to customers is the essential goal of the on-going development of the Group's business. The Group has developed a series of measures in supply chain management, product liability and anti-corruption so as to ensure that our operation and products fulfill the expectations of our customers.

Supply Chain Management

The Group places emphasis on supply chain management and product quality. Meanwhile, establishing long lasting and amicable relationship with suppliers is one of our long-term strategies. The Group has established the "Supply Chain Management, Product Liability and Anti-Corruption Policy Statement" to set out guidelines on screening, hiring, evaluating, managing and supervising suppliers.

To ensure the stable supply of raw materials and compliance with quality requirements and safety standards, the Group conducts regular evaluation of suppliers through stringent supplier assessment standards. The Group will also provide its suppliers with the latest list of hazardous ingredients that must be avoided or restricted in producing cosmetics under our own brands. To reduce the impact of the supply chain on the environment, the Group's commitment to incorporate environmental factors in procurement has been added to the newly established "Climate Change Policy". At the same time, the Group's garment production plants require suppliers to provide apparel raw materials and accessories with qualified inspection reports that comply with national environmental protection requirements to ensure that the products meet environmental protection requirements. The Group has also established good communication channels with its suppliers to provide appropriate support. In addition, the Group has a supply chain complaint mechanism in place to handle and respond to complaints and comments on suppliers.

Looking ahead, the supply chain risks faced by the Group may increase in the future due to the uncertainty caused by the continued pandemic. To strengthen our supply chain management, the Group plans to establish a risk assessment process to identify environmental and social risks along the supply chain as well as frame corresponding policies and measures with an aim to minimize supply chain risks in a timely manner.

營運管理

Operation Management

供應鏈數目 Number of Supply Chain	總計 Total
位於香港的供應商 Suppliers in Hong Kong	143
位於中國內地的供應商 Suppliers in Mainland China	84
位於亞洲(不包括香港及中國內地)的供應商 Suppliers in Asia (excluding Hong Kong and Mainland China)	32
位於其他地區的供應商 Suppliers in other regions	17
供應商總數 Total number of suppliers	276
執行供應商篩選慣例的比例 Proportion of suppliers subject to supplier screening practices	61.6%

產品責任

本集團致力為顧客提供優質的產品以及稱心滿意的購物體驗。本集團根據《供應鏈管理、產品責任及反貪污政策聲明》推行各項產品責任的措施，以確保所出售的產品符合品質及安全的要求。

本集團要求化妝品供應商需簽署承諾書，並需要提供產品資料，證明產品不含任何有害物質或化學物質(包括任何此類受鹿特丹公約或斯德哥爾摩公約規定的化學物質)或任何對人體有害的物質或化學物質，以作評估；此外，本集團亦會定期檢討現有供應商的表現，以考慮是否繼續選用該等供應商。

Product Responsibility

The Group is committed to providing customer with quality products and satisfactory shopping experience. The Group launches various product responsibility measures in accordance with the “Supply Chain Management, Product Responsibility and Anti-Corruption Policy Statement”, to ensure products sold meet quality and safety requirements.

The Group requires cosmetic suppliers to sign an undertaking and provide product information that the products do not contain any harmful substances or chemicals (including any such chemicals regulated under the Rotterdam Convention or Stockholm Convention) or any substances or chemicals harmful to humans for evaluation purposes. In addition, the Group regularly reviews the performance of existing suppliers to consider whether to continue to use them.

營運管理

Operation Management

與產品責任有關的措施 Measures in relation to product responsibilities	
產品和服務的健康與安全 Health and safety of products and services	<ul style="list-style-type: none"> 產品的健康與安全相關的條款 Provisions relating to health and safety of the products 產品售後服務承諾 Product after-sales service commitments
質量檢定 Quality inspection	<ul style="list-style-type: none"> 產品質量檢查體系及生產廠房產品質量檢定流程 Product quality inspection system and quality assurance process in production plants 內部質量監控標準或流程 Internal quality control standard or process 貨倉驗貨程序 Acceptance procedures in warehouses
廣告和標籤 Advertising and labelling	<ul style="list-style-type: none"> 廣告媒介及廣告內容的標準 Standard for advertising media and advertisement content 在各營銷傳播途徑(包括產品標籤以及任何廣告內),向顧客提供持平、準確、誠實、公正的資訊 Provide balanced, accurate, honest and fair information to customers in various marketing channels (including product label and any advertisement)
顧客私隱 Customer privacy	<ul style="list-style-type: none"> 保障個人資料收集方式的透明度 Safeguard the transparency of personal data collection methods 在資料提供者知悉及獲同意的情況下收集個人資料 Collection of personal data with the knowledge and consent of the data provider 採取資料保安措施,防止未經授權或意外存取、轉移、刪除、遺失或使用個人資料 Adopt data security measures to prevent unauthorised or accidental access, transfer, erasure, loss or use of personal data 訂立處理商業秘密的內部指引 Establishment of internal guidelines on the handling of trade secrets

營運管理

Operation Management

與產品責任有關的措施 Measures in relation to product responsibilities	
顧客意見及投訴處理 Customer's opinions and complaint handling	<ul style="list-style-type: none"> 客戶投訴處理及應對機制 Customer complaint handling and response mechanism 進行客戶滿意度調查，並按調查結果作出檢討及跟進 Conduct customer satisfaction surveys, and review and follow up on the results of these surveys
知識產權 Intellectual property	<ul style="list-style-type: none"> 在合同中加入與知識產權相關的條款 Include intellectual property-related clauses in contracts 採取保護知識產權的措施，避免使用或分銷侵犯版權的複製品或仿冒產品 Adopt intellectual property rights protection measures and prevent using or distributing copies or counterfeits violating copyright

而疫情期間，消費模式亦從線下轉移至線上，由於消費者花更多時間使用網購平台，電子商務的角色變得愈發重要，故此除了實體零售店舖外，集團亦會繼續積極透過與知名電子商貿平台合作，例如天貓國際、京東、微信小程序等，同時專注於線上及線下業務，繼續拓展客戶群及增加營業額。本集團會確保向網購平台的顧客提供準確的產品資訊和售後服務，令顧客稱心滿意。本集團的零售店舖均已推行一系列的防疫措施，包括為顧客量度體溫，提供酒精搓手液，要求顧客配戴口罩及試用產品前消毒雙手，務求顧客能夠在一個安全衛生的環境選購產品。

During the period of COVID-19 pandemic, consumption patterns have also shifted from offline to online. Since consumers spend more time using online shopping platforms, the role of e-commerce has become increasingly important. Therefore, in addition to physical retail stores, the Group will continue to collaborate with well-known e-commerce platforms, such as Tmall Global, JD, WeChat Mini Program, etc., and focus on both online and offline businesses to expand its customer base and increase turnover. The Group will make sure product information and after-sales service provided to our online customers are accurate, leaving our customers completely satisfied. The retail stores of the Group have implemented a series of anti-epidemic measures, including temperature checks for customers, providing alcohol-based handrub, requesting customers to wear masks and sanitize their hands before trying products, so that customers can be able to purchase products in a safe and hygienic environment.

營運管理

Operation Management

本集團非常重視每一位客戶，致力透過持續提升本集團產品和服務的質素，妥善管理供應鏈，為客戶提供滿意的產品，保障客戶權益。於本年度，本集團收到170項有關產品質量以及服務態度等的投訴。

The Group attaches great importance to each and every one of its customers and is committed to protecting their interests by continuously improving the quality of products and services and properly managing the supply chain to provide customers with satisfactory products. During the Year, the Group received 170 complaints relating to product quality, and service attitude, etc.

投訴類別 Complaint Category	個案數目 Number of Cases
健康與安全 Health and safety	0
產品質量 Product quality	73
廣告或銷售說明 Advertising or sales description	0
產品標籤 Product label	0
服務條款 Service terms	21
銷售手法 Sales practices	6
客戶資料及私隱 Customer information and privacy	0
知識產權 Intellectual property	0
服務態度 Service attitude	70
總計 Total	170

本集團一直鼓勵顧客透過店舖、電郵及服務熱線等不同渠道提供反饋及意見，並致力於作出迅速回覆及探索改進空間。

The Group has been encouraging customers to provide feedback and opinions through various channels such as stores, emails and service hotline, and is committed to providing prompt responses and exploring room for improvement.

營運管理

Operation Management

反貪污

本集團堅持誠信及商業道德至上的精神。本集團嚴格遵守相關法律及規例，對各種貪污、賄賂、勒索、詐騙及洗黑錢情況採取零容忍政策，嚴厲打擊任何利益衝突事件。

Anti-corruption

The Group upholds the spirit of integrity and prioritising business ethics. Strictly abiding by relevant laws and regulations, the Group adopts a zero-tolerance policy for all forms of corruption, bribery, extortion, fraud and money laundering, and handle any conflicts of interest seriously.

與反貪污有關的措施 Measures in relation to anti-corruption	
<ul style="list-style-type: none"> 在《僱員手冊》中加入與反貪污相關的條款，要求僱員遵守 	<p>Corruption-related provisions have been incorporated into the “Employees Handbook” for the compliance by the employees</p>
<ul style="list-style-type: none"> 設有《僱員舉報政策》及投訴機制，及時處理和回應與貪污相關的投訴及建議 	<p>An “Whistleblowing Policy for Employees” and complaint mechanism is in place to timely handle and respond to complaints and suggestions relating to corruption</p>
<ul style="list-style-type: none"> 制訂懷疑貪污個案的調查程序 	<p>Establish the investigation procedure for cases of suspected corruption</p>
<ul style="list-style-type: none"> 生產廠房舉辦反貪污及反腐敗培訓 	<p>Production plants conduct anti-corruption training</p>
<ul style="list-style-type: none"> 生產廠房成立反貪污工作小組，負責協調反貪污措施的落實情況 	<p>Forming an anti-corruption working team for its factories to coordinate the implementation of anti-corruption measures</p>

本集團已有安排本公司僱員以保密方式提出對本集團財務匯報、內部監控或其他事宜可能有不恰當情況之關注。就處理及發佈內幕消息而言，董事會自2013年8月起已採納披露政策，旨在向本公司董事、管理人員、高級管理人員及有相關僱員提供一般指引，以按適用法律及規則處理機密資料及／或監察信息披露。

Arrangements are in place to facilitate employees of the Company to raise, in confidential way, concerns about the possible improprieties in financial reporting, internal control or other matters of the Group. For the handling and dissemination of inside information, a Disclosure Policy has been adopted by the Board since August 2013 with an aim to provide a general guide to the directors, officers, senior management and relevant employees of the Company in handling of confidential information and/or monitoring of information disclosure pursuant to applicable laws and regulations.

展望未來，本集團將定期審視及更新反貪污政策，並為董事及僱員安排在下一個財政年度提供新一輪反貪污培訓，防止貪污行為發生。

Looking forward, the Group will regularly review and update its anti-corruption policy and provide a new round of anti-corruption training for directors and employees in the next financial year to prevent the occurrence of corrupt behavior.

本年度內沒有出現任何有關企業或僱員涉及貪污行為的法律訴訟。

During the Year, there was no litigation in relation to corrupt conduct of the Company or its employees.

合規管理

Compliance Management

本集團致力確保業務營運符合當地法律法規要求。本集團已識別以下有相關法律及規例：

The Group is committed to ensuring that its business operations comply with the requirements of local laws and regulations. The Group has identified the following relevant laws and regulations:

層面 Aspect	對本集團相關法律及規例 Laws and regulations relevant to the Group
<p>排放物 Emissions</p>	<p>中國內地 <u>Mainland China</u></p> <ul style="list-style-type: none"> • 《中華人民共和國環境保護法》 the Environmental Protection Law of the People's Republic of China • 《水資源保護法》 the Water Resources Protection Law
<p>僱傭及勞工準則 Employment and Labour Standards</p>	<p>香港 <u>Hong Kong</u></p> <ul style="list-style-type: none"> • 《僱傭條例》 the Employment Ordinance <p>澳門 <u>Macau</u></p> <ul style="list-style-type: none"> • 《勞動關係法》 the Labour Relations Law <p>中國內地 <u>Mainland China</u></p> <ul style="list-style-type: none"> • 《中華人民共和國勞動合同法》 the Labour Contract Law of the People's Republic of China

合規管理

Compliance Management

層面 Aspect	對本集團相關法律及規例 Laws and regulations relevant to the Group
<p>健康與安全 Health and Safety</p>	<p><u>香港</u> Hong Kong</p> <ul style="list-style-type: none"> 《職業安全及健康條例》 the Occupational Safety and Health Ordinance <p><u>澳門</u> Macau</p> <ul style="list-style-type: none"> 《商業場所、辦事處場所及勞務場所之衛生與安全總規章》 the General Regulation of Working Safety and Hygiene of Office, Service and Commercial Establishment <p><u>中國內地</u> Mainland China</p> <ul style="list-style-type: none"> 《中華人民共和國安全生產法》 the Work Safety Law of the People's Republic of China
<p>產品責任 Product Responsibility</p>	<p><u>香港</u> Hong Kong</p> <ul style="list-style-type: none"> 《商品說明條例》 the Trade Descriptions Ordinance 《消費品安全條例》 the Consumer Goods Safety Ordinance 《貨品售賣條例》 the Sale of Goods Ordinance <p><u>澳門</u> Macau</p> <ul style="list-style-type: none"> 《商法典》 the Commercial Code <p><u>中國內地</u> Mainland China</p> <ul style="list-style-type: none"> 《中華人民共和國產品質量法》 the Product Quality Law of The People's Republic of China

合規管理

Compliance Management

層面 Aspect	對本集團相關法律及規例 Laws and regulations relevant to the Group
反貪污 Anti-corruption	<p>香港 <u>Hong Kong</u></p> <ul style="list-style-type: none"> • 《防止賄賂條例》 the Prevention of Bribery Ordinance <p>澳門 <u>Macau</u></p> <ul style="list-style-type: none"> • 《刑法典》 the Criminal Code • 《預防及遏止私營部門賄賂法律》 the Law for Prevention and Suppression of Bribery in the Private Sector <p>中國內地 <u>Mainland China</u></p> <ul style="list-style-type: none"> • 《中華人民共和國刑法》 the Criminal Law of the People's Republic of China

本年度，本集團並沒有違反相關法律及規例。

為遵守上述法律法規，本集團定期檢視及更新現行合規管理制度，並加強監督，確保本集團日常營運按照相關法律法規要求。同時，本集團亦定期向僱員提供相關培訓，提升僱員對合規的認知及意識。

Throughout the Year, the Group did not violate relevant laws and regulations.

In order to comply with the above laws and regulations, the Group regularly reviews and updates its existing compliance management system and strengthens its supervision to ensure the daily operations of the Group comply with the requirements of relevant laws and regulations. At the same time, the Group also provides relevant training to its employees on a regular basis to enhance their knowledge and awareness of compliance.

環境保護

Protecting the Environment

氣候變化是目前全球最關注的議題之一。為確保符合本集團的可持續發展策略以及配合全球氣候變化議題的最新發展，本集團在本年度訂立了《氣候變化政策》，承諾致力管理因氣候變化帶來的風險及機遇，提升應對氣候變化的復原力，和建立相應的策略來減少碳足跡。為此，ESG工作小組會適時檢討此政策。

同時，本集團深明保護環境及資源是企業實現可持續發展的重要一環，因此已制定《環境保護政策聲明》，涵蓋本集團對排放物、資源使用，以及保護環境及天然資源的承諾及方針。為了有效防範可能出現的惡劣極端天氣帶來的各種自然災害，生產廠房已設立了《極端天氣應急處理制度》，盡量減少各類損失。同時，本集團的兩間服裝生產廠房亦設有環境保護工作小組，主要負責在生產過程中協調及落實環保措施。本集團已定期審視和更新環保政策，並設有投訴機制，回應有關環境保護的意見及建議。本集團致力削減溫室氣體排放，強化企業應對氣候變化的能力。同時，兩間生產廠房已按照《節能減排責任書》制訂各項減排措施。

排放物

本集團於本年度繼續委託獨立專業顧問公司按照香港環保署和機電工程署編製的指引⁴、中華人民共和國國家發展和改革委員會發佈的指南⁵，以及溫室氣體核算體系⁶等國際標準進行碳評估，監測與量度溫室氣體排放量，並披露碳足跡。

Climate change is one of the most concerned issues in the world today. In order to ensure compliance with the Group's sustainable development strategy and the latest development of global climate change issues, the Group formulated the "Climate Change Policy" this year, committing to manage the risks and opportunities brought about by climate change, enhance resilience to climate change, and establish corresponding strategies to reduce carbon footprint. To this end, the ESG Working Group will review this policy in due course.

At the same time, the Group understands that the protection of the environment and resources is an important part of the sustainable development of the enterprise, so it has formulated the "Environmental Protection Policy Statement", which covers the Group's commitments and policies on emissions, the use of resources, and protection of the environment and natural resources. In order to effectively prevent natural disasters caused by potential extreme weather, our factories has "Contingency Plan for Extreme Weather" in place to minimize all kinds of losses. At the same time, environmental protection working groups have been set up in the Group's two garment production plants, which are mainly responsible for coordinating and implementing environmental protection measures in the production process. The Group has regularly reviewed and updated its environmental protection policies, and has established a complaint mechanism to respond to comments and suggestions on environmental protection. The Group is committed to reduce greenhouse gas emissions and improve its climate resilience. Meanwhile, the two production plants have formulated measures to reduce emissions in agreement with the "Energy Saving and Emission Reduction Responsibility Statement".

Emissions

During the Year, the Group continued to appoint an independent professional consultancy firm to conduct carbon assessment, monitor and measure greenhouse gas emissions and disclose carbon footprint based on Guidelines of the Environmental Protection Department and the Electrical and Mechanical Services Department of Hong Kong⁴, the guidelines issued by the National Development and Reform Commission of the People's Republic of China⁵, and international standards such as the GHG Protocol⁶.

⁴ 《香港建築物(商業、住宅或公共用途)的溫室氣體排放及減除的核算和報告指引》

⁵ 《工業其他行業企業溫室氣體排放核算方法與報告指南(試行)》

⁶ 《溫室氣體核算體系：企業核算與報告標準》

⁴ Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong

⁵ Guidelines for Calculation Methods and Reporting of Greenhouse Gas Emissions from Industrial and Other Industrial Enterprises (Trial)

⁶ The GHG Protocol: A Corporate Accounting and Reporting Standard

環境保護

Protecting the Environment

溫室氣體排放 Greenhouse gas emissions				
範圍 Scope	排放量 (公噸二氧化碳當量) Emissions (tonne of CO ₂ equivalent)			總排放量 (公噸二氧化碳當量) Total emissions (tonne of CO ₂ equivalent)
	香港 (零售店舖、 相關辦公室 及倉庫) Hong Kong (retail stores, relevant offices and warehouses)	澳門 (零售店舖) Macau (retail stores)	汕頭 (生產廠房) Shantou (production plants)	
範圍1：直接溫室氣體排放 Scope 1: Direct greenhouse gas emissions	87.8	0	3.1	90.9
範圍2：能源間接溫室氣體排放 ⁷ Scope 2: Indirect energy-based greenhouse gas emissions ⁷	1,579.9	316.8	798.1	2,694.8
範圍3：其他間接溫室氣體排放 Scope 3: Other indirect greenhouse gas emissions	5.9	0	0	5.9
溫室氣體排放總量 Greenhouse gas emissions in total	1,990.4		801.2	2,791.6
溫室氣體密度 Intensity of greenhouse gas emissions	3.98 公噸二氧化碳當量/ 百萬港元營業額 tonne of CO ₂ equivalent/ million HK\$ turnover		1.48 公噸二氧化碳 當量/ 千件產品 tonne of CO ₂ equivalent/ thousand product units	不適用 Not applicable

⁷ 為反映實際排放量，本年度溫室氣體排放量數據已包含處理食水及污水時所消耗的電力。

⁷ To reflect actual emission, greenhouse gas emissions data for the Year includes electricity consumed for treating water and sewage.

環境保護

Protecting the Environment

本年度溫室氣體排放最主要來自範圍2(能源間接溫室氣體排放)之外購能源使用，佔總溫室氣體排放的97%。本年度溫室氣體排放較上一年度減少約19%，主要原因是由於店舖數目及營業時間減少導致範圍2電力消耗所產生的溫室氣體排放減少所致。溫室氣體密度方面，香港和澳門按營業額計算的溫室氣體密度較上一年度下跌12%，而廠房每千件產品產生的溫室氣體密度較上一年度減少12%。

除空氣污染物及溫室氣體排放外，《環境保護政策聲明》亦已承諾本集團會妥善處理有害及無害廢棄物，部份營運點已實施的措施包括：

- 避免使用即棄產品，並向僱員提供減廢及廢物回收指引
- 設置回收箱，實施垃圾分類回收
- 委托回收商定期收集回收物料
- 使用環保的清潔產品，減少在污水中的有害物質
- 控制及紀錄有害化學品使用，妥善處理廢棄化學品
- 監測廢物產生量及回收量，以及污水排放情況，避免排放超標

Greenhouse gas emissions for the Year derive mainly from the use of externally purchased electricity within Scope 2 (Indirect energy-based greenhouse gas emissions), representing 97% of total greenhouse gas emissions. Greenhouse gas emissions for the Year decreased by approximately 19% as compared with last year, mainly due to the decrease in greenhouse gas emissions from electricity consumption within Scope 2 due to the decrease in the number of stores and opening hours. For greenhouse gas intensity, the greenhouse gas intensity of our Hong Kong and Macau operations (per unit of turnover) decreased by 12% as compared with the last year, while the greenhouse gas intensity per 1,000 units of products produced in our plants decreased by 12% as compared with the last year.

In addition to air pollutants and greenhouse gas emissions, commitment is also made in the “Environmental Protection Policy Statement” that the Group will properly handle hazardous and non-hazardous wastes. Measures that are implemented in some Operation Points include:

- Avoiding the use of disposable products and providing guidance to employees on waste reduction and recycling
- Provision of recycling bins for waste separation and recycling
- Commissioning recyclers to collect recycled materials on a regular basis
- Using environmental friendly cleaning products to reduce harmful substances in sewage
- Controlling and recording the use of hazardous chemicals and proper disposal of waste chemicals
- Monitoring of waste generation and recycling, and sewage discharge to avoid excessive discharge



環境保護

Protecting the Environment

此外，在本年度新訂立的《氣候變化政策》中，本集團已做出減碳承諾：

- 訂立並定期檢視減碳目標，致力減少溫室氣體排放
- 善用創新科技，提高營運業務時的能源效益，並同時減少生產過程中用的天然資源
- 支持採用可再生能源，減少生產過程中產生的碳足跡
- 遵守所有與氣候變化議題相關的法律、法規和標準
- 與持份者（包括僱員、供應商等）保持溝通，鼓勵他們在日常營運中節約能源，減少碳排放

In addition, in the newly formulated “Climate Change Policy” this year, the Group has made carbon reduction commitments:

- Set and regularly review carbon reduction targets to reduce greenhouse gas emissions
- Leverage innovative technologies to improve energy efficiency in operating business while reducing the use of natural resources in production
- Support the adoption of renewable energy to reduce the carbon footprint in production
- Comply with all laws, regulations and standards related to climate change issues
- Maintain communication with stakeholders (including employees, suppliers, etc.) to encourage them to save energy and reduce carbon emissions in their daily operations

環境保護

Protecting the Environment

資源使用

本集團的營運過程中使用能源、水及紙張等資源。本年度，本集團主要的能源消耗為營運中所消耗的外購電力，以及車輛消耗的汽油和柴油。本年度能源總耗量為6,022.9兆瓦時，其中電力消耗佔總能源消耗的96.5%。

Use of Resources

The Group uses resources such as energy, water and paper in its operation process. During the Year, the Group's major energy consumption was purchased electricity consumed in its operations and petrol and diesel consumed by vehicles. The total energy consumption for the Year was 6,022.9 MWh, of which electricity consumption accounted for 96.5% of the total energy consumption.

能源消耗量 Energy consumption			
類別 Category	2022年 Year 2022	2021年 Year 2021	單位 Unit
直接能源 Direct energy			
汽油 Petrol	43.2	44.9	兆瓦時 MWh
柴油 Diesel	299.4	308.7	兆瓦時 MWh
間接能源 Indirect energy			
電力 Electricity	5,680.3	6,677.5	兆瓦時 MWh
能源總耗量 Total energy consumption	6,022.9	7,031.0	兆瓦時 MWh
能源密度(香港及澳門，以營業額計算) Intensity of energy consumption (Hong Kong and Macau, in turnover)	9.3	10.09	兆瓦時／百萬港元 MWh/million HK\$
能源密度(汕頭生產廠房，以產量計算) Intensity of energy consumption (Shantou production plants, in production volume)	2.6	2.8	兆瓦時／千件產品 MWh/thousand products

本年度總能源消耗下降了14%，主要原因是因香港店舖數目減少11間(由126間減至115間)以及整體營業時間較上年度略少。

Total energy consumption for the year decreased by 14%, mainly due to the decrease in the number of stores in Hong Kong by 11 (from 126 to 115) and the fact that the overall operating hours were slightly shorter than those of the previous year.

環境保護

Protecting the Environment

在水資源方面，本集團於本年度內共耗水23,589立方米，比上年度下降27%。主要原因是零售店舖和倉庫的總建築面積減少。本年度，香港及澳門的耗水密度比上年度高43%，主要原因是調查後發現其中一間位於元朗之街舖水閘故障所致，店舖已在第一時間完成維修。為避免再有浪費水資源的風險，本集團會在營運點定期檢查取水及用水設施，及時識別漏水情況。

In terms of water resources, the Group consumed a total of 23,589 m³ of water during the year, representing a decrease of 27% over the previous year. It was mainly due to the decrease in the total gross floor area of retail stores and warehouses. During the year, the intensity of water consumption in Hong Kong and Macau was 43% higher than that of the previous year. It was mainly due to the failure of the sluice gate at one of the street shops in Yuen Long found in the investigation, and repairs were completed immediately. In order to avoid the risk of wasting water resources again, the Group will regularly inspect the water intake and water use facilities at the operating points to identify water leakage in a timely manner.

指標 Indicator	2022年 Year 2022	2021年 Year 2021	單位 Unit
總耗水量 Water consumption in total	23,589	32,323	立方米 m ³
耗水密度(香港及澳門，以面積計算) Intensity of water consumption (Hong Kong and Macau, in area)	54.5	38.0	立方米／千平方米 m ³ /thousand m ²
耗水密度(汕頭生產廠房，以產量計算) Intensity of water consumption (Shantou production plants, in production volume)	23.2	35.9	立方米／千平方米 m ³ /thousand m ²

本集團明白，每個營運過程中決定均可對環境帶來正面影響。本集團致力鼓勵僱員減少使用、重複使用及循環再造，實踐節約能源、用水和紙張等措施，以減少資源消耗。

The Group acknowledges each of its decision on operation processes may make positive impacts on the environment. The Group has endeavored to encourage its employees to reuse, recycle and minimize use of resources as well as put measures, among others, to conserve energy, water and paper into practice so as to reduce resource consumption.

本集團已製作內部環境保護指引並正計劃向僱員提供減廢及廢物回收指引，透過內部通訊向僱員推廣環保訊息。

The Group has developed its internal guidelines on environmental protection and has been planning to set out a set of guidelines on waste reduction and recycling for its employees with an aim to promote environmental awareness among staff members via internal communication.

另外，本集團於香港的化妝品及時裝零售店舖亦成為中電消費券計劃綠色夥伴，支持節能約章：

In addition, the cosmetics and fashion retail stores of the Group have participated into the CLP Retail and Catering Coupons Programme as one of the green partners in Hong Kong, giving our support in the following respects for Energy Saving Charter:

- 在夏季期間，將平均室內溫度維持在攝氏24-26度之間
- 關掉不使用的電器及系統，並且採購具能源效益的產品及系統
- 與員工共同實踐以上節約能源措施
- To maintain an average indoor temperature between 24-26°C during the summer months
- To switch off electrical appliances and systems when not in use and procure energy efficient electrical appliances and systems
- To engage staff to adopt the above energy saving practices together

此外，本集團於香港之化妝品零售店舖在本年度參與了中銀香港推出的「商戶無付款存根計劃」，使顧客在進行任何電子交易付款時，可省掉列印實體付款存根的步驟，從而減少用紙，共同實踐綠色消費。

In addition, the Group's cosmetics retail stores in Hong Kong participated in the "Merchant Payment Without Paper Receipt Programme" launched by Bank of China (Hong Kong) during the Year, which enables customers to skip the step of printing physical payment receipts when making any electronic transaction payment, thereby reducing paper usage, and jointly practicing green consumption.

環境保護

Protecting the Environment

<p>類別 Category</p>	<p>與資源使用有關的措施 Measures in relation to use of resources</p>
<p>能源 Energy</p>	<p><u>電腦</u> <u>Computer</u></p> <ul style="list-style-type: none"> • 更改電腦設置，若長時間無操作電腦，電腦將啟動待命或休眠等省電模式 Change computer settings. Computer will enter an energy saving mode such as the standby or sleep mode if left unused for a long period of time • 在午飯時或離開工作地方時關掉電腦顯示屏 Turn off monitor displays of computers during lunch time or when leaving the work place • 在非辦公時間關掉電腦及非必要的伺服器 Switch off computers and non-essential servers during non-office hours • 調節顯示屏至合適的亮度 Tune the brightness of monitor displays properly • 伺服器設有獨立空調，保持伺服器有關設備附近的空氣流通，並監察伺服器室的溫度(例如使用恆溫器)，以免將溫度調得過低 A separate air conditioning system is installed in server room to keep air circulating around the server-related equipment and monitor the temperature in the server room (e.g. use a thermostat) to avoid turning the temperature down too low

環境保護

Protecting the Environment

類別 Category	與資源使用有關的措施 Measures in relation to use of resources
能源 Energy	<p data-bbox="611 480 655 504"><u>空調</u></p> <p data-bbox="611 510 783 534"><u>Air-conditioning</u></p> <ul style="list-style-type: none"> <li data-bbox="611 577 1433 670"> <p data-bbox="611 577 1082 603">• 於午膳時和非辦公時間關掉部分空調裝置</p> <p data-bbox="683 610 1433 670">Turn off some of the air conditioners during lunch time and non-office hours</p> <li data-bbox="611 713 1433 871"> <p data-bbox="611 713 1433 774">• 會議室在有人使用時才開動空調，不得提早開動；在離開會議室時隨即關掉空調</p> <p data-bbox="683 780 1433 871">Turn on the air conditioning only when the meeting room is occupied and no prior turning on is allowed; turning off the air conditioning when leaving the meeting room</p> <li data-bbox="611 914 1433 1006"> <p data-bbox="611 914 1090 940">• 把生產廠房的空調溫度設定為攝氏24-26度</p> <p data-bbox="683 948 1433 1006">Set the air conditioning temperature in the production plants to 24-26 degrees Celsius</p> <li data-bbox="611 1049 1433 1142"> <p data-bbox="611 1049 1169 1075">• 於生產廠房利用風扇配合空調使用，增強清涼效果</p> <p data-bbox="683 1084 1433 1142">In the production plants, fans are used in conjunction with air conditioners to enhance the cooling effect</p> <li data-bbox="611 1185 1433 1278"> <p data-bbox="611 1185 1281 1211">• 於生產廠房放下百葉簾或窗簾，減少陽光直接照射生產廠房內</p> <p data-bbox="683 1220 1433 1278">Lower the venetian blinds or draw the curtains in the production plants to reduce direct sunlight shining into the plants</p> <li data-bbox="611 1321 1433 1414"> <p data-bbox="611 1321 1345 1347">• 定期清洗隔塵網及盤管式風機，並定期維修空調系統，確保高效運作</p> <p data-bbox="683 1356 1433 1414">Clean the dust filters and fan coil units regularly and maintaining the air conditioning system regularly to ensure efficient operation</p>

環境保護

Protecting the Environment

類別 Category	與資源使用有關的措施 Measures in relation to use of resources
<p>能源 Energy</p>	<p><u>照明</u> <u>Lighting</u></p> <ul style="list-style-type: none"> • 安裝具能源效益的照明系統 Install energy-efficient lighting systems • 安排最後離開的僱員關閉所有照明裝置 Make arrangement for the last employee who leaves the office to turn off all lighting devices • 在燈掣附近貼上「節約能源」標貼以作提示 Place “Conserve Energy” labels next to light switches as a reminder • 劃分區域，靈活控制個別照明系統 Establish zoning for the flexibility in the control of individual lighting systems • 當日光足夠照亮生產廠房的室內地方時，關掉部分照明 Turn off some of the lights when there is sufficient daylight to illuminate the interior of the production plants • 辦公室牆身及天花採用淺色，以減少燈光需要 Use light colors for office walls and ceilings to reduce the need for lighting
<p>用水 Water</p>	<ul style="list-style-type: none"> • 定期檢查水管及水龍頭，如發現出現漏水情況，將安排及時維修 Inspect water pipes and faucets regularly and arrange for timely repairs if water leakages are found • 監測生產及日常用水量，減少浪費用水的機會 Monitor production and daily water consumption to reduce water waste • 為提醒同事們節約用水，在水龍頭旁邊張貼了珍惜用水的提示 A reminder is posted next to the water faucets to remind our staff to conserve water

環境保護

Protecting the Environment

類別 Category	與資源使用有關的措施 Measures in relation to use of resources
紙張 Paper	<ul style="list-style-type: none"> • 鼓勵採用雙面印刷，並將影印機預設為雙面打印模式 Preset printers and photocopiers to double-sided printing mode • 使用紙張未用過的一面，作草擬、列印及接收傳真用途 Use the clean side of paper for drafting, printing and print-out of incoming fax • 循環使用信封和檔案夾，發送內部文件及書信 Recycle envelopes and folders for internal mail and correspondence • 採用電子通訊及電子存檔作日常工作溝通 Adopt electronic communications and electronic filing for daily working communication • 推動無須列印實體付款存根的電子消費，推動綠色消費 Promote electronic consumption without printing physical payment receipts to encourage green consumption

環境合規

本集團全面遵守所有適用的環境法例及規例。於本年度內，本集團未有收到任何違規報告。

Environmental Compliance

The Group has been fully in compliance with all applicable laws and regulations in environmental protection. During the Year, the Group did not receive any report on non-compliance.

應對氣候變化

本集團深明氣候變化對全球經濟社會發展的各個領域都將產生廣泛而深遠的影響。本集團將會全力配合香港特區政府政府早前制定的《香港氣候行動藍圖2050》和中國政府的「3060」雙碳目標，積極探討在自身業務運營中如何提高對氣候風險的抵禦能力並減少碳排放。

Tackling Climate Change

The Group understands that climate change will have extensive and far-reaching impacts on all aspects of global economic and social development. The Group will fully cooperate with the “Hong Kong Climate Action Plan 2050” previously formulated by the HKSAR Government and the “3060” dual-carbon goals of the Chinese government, and actively explore how to improve the resilience to climate risks and reduce carbon emissions in its business operations.

本集團已制定《氣候變化政策》，當中列明以三大導向，包括減緩、適應及披露，作為氣候變化的應對措施。政策提及本集團會將氣候風險評估納入本集團的企業風險管理框架，制定適當的風險管理計劃以應對與氣候相關的風險和機遇，並會定期檢視。

The Group has formulated the “Climate Change Policy”, which sets out three major orientations, namely mitigation, adaptation and disclosure, as the response measures to climate change. The policy mentions that the Group will incorporate climate risk assessment into the Group’s enterprise risk management framework, develop appropriate risk management scheme to address climate-related risks and opportunities, and review them regularly.

環境保護

Protecting the Environment

在本年度，本集團已啟動初步氣候風險評估，並確定可能立即受到影響的物理風險：

During the Year, the Group has initiated a preliminary climate risk assessment and identified physical risks that may have immediate impacts:

	風險 Risk	應對措施 Response
實體風險 Physical risks	暴風、水災、火災等天氣相關事件，可能損毀生產廠房設施／店舖／寫字樓及倉庫，而影響日常運作 Weather-related events such as storm, flood and fire, may damage production plant facilities/shops/offices and warehouses and impact daily operations	臨街的店舖會盡量做好防風防洪的保護措施(例如部分處於低窪地區的澳門店舖已安裝防洪閘) Street-front shops will be protected against wind and flooding as far as possible (e.g. shops in low-lying areas in Macau have been installed flood gates)

展望未來，本集團將探究氣候變化對其營運的影響，包括實體風險和過渡風險，並制定相關應對行動。

Looking ahead, the Group will explore the impacts of climate change on its operations, including physical risks and transition risks, and formulate relevant response actions.

廢棄物排放

本集團營運點所產生的生活垃圾均為無害廢棄物，並無產生有害廢棄物。無害廢棄物交由相關市政部門清運。本年度，營運點共生產了22.8公噸無害廢棄物，主要來自員工廚房產生廚餘垃圾。

Waste Emissions

All domestic wastes produced from the Group's Operation Points are non-hazardous waste, with no hazardous waste generated. The non-hazardous wastes are collected by the relevant municipal authorities for disposal. During the Year, a total of 22.8 tonnes of non-hazardous wastes were generated at the Operation Sites, mainly kitchen waste from staff kitchens.

指標 Index	2022年 Year 2022	單位 Unit
無害廢棄物總量 Total non-hazardous waste	22.8	公噸 tonnes
無害廢棄物密度 Hazardous waste intensity	0.04	公噸／千平方米 tonnes/thousand sq.m.

展望未來，本集團致力減少廢物的產生並最大限度地減少其營運送往垃圾堆填區的廢棄物，旨在促進再利用和回收，探索提高回收率的方法。

Looking ahead, the Group is committed to reducing waste generation and minimising the waste sent from its operations to landfills, with the aim of promoting reuse and recycle and exploring ways to improve recycling rate.

環境保護

Protecting the Environment

環境及天然資源

基於本集團的業務性質，本集團日常營運不涉及對環境及天然資源造成重大影響的活動。然而，本集團在作出重大商業決策時會考慮業務活動對周邊環境及氣候變化的影響。本集團的生產廠房定期識別和評估業務活動對生物多樣性和生態系統所造成的潛在影響，並採取保護水土的措施，減少日常營運對周邊環境的影響。

化妝品業務方面，自2018年起，本集團已落實自家品牌的生產商淘汰含有微膠珠的磨砂及清潔產品。本集團深明部分的面部清潔和磨砂產品所含有微膠珠難以被分解，當微膠珠經排水道流入海洋，對海洋環境及生態鏈造成負面影響。

本集團將繼續監察碳排放量及其他環境數據，並檢討現行措施成效，希望盡量節約能源使用，提升環境績效。本報告最後一章附有索引，提供環境績效指標相關數據。

Environment and Natural Resources

In light of the nature of the Group's business, the Group's daily operations do not involve activities that have a significant impact on the environment and natural resources. However, the Group considers the impact of its business activities on the surrounding environment and climate change when making major business decisions. The Group's production plants regularly identify and assess the potential impacts of their business activities on biodiversity and ecosystems, and adopt measures to protect soil and water so as to reduce the impact of their daily operations on the surrounding environment.

For the cosmetics business, the Group has introduced a policy to ban the use of microbeads in cleansing and exfoliating products under its own brands by manufacturers since 2018. The Group has been well aware of the low decomposability of the microbeads used in certain facial exfoliating and cleaning products. The release of microbeads into the oceans through drainage system will cause negative impacts on marine environment and ecological chain.

The Group will continue to monitor its carbon emissions and other environmental data and review the effectiveness of its existing measures in order to maximize energy efficiency and enhance environmental performance. An index providing relevant data on environmental performance indicators is incorporated in the final chapter of this report.

展望未來

Looking Forward

為配合全球氣候變化議題的最新發展，應對持份者的期望及監管機構的要求，本集團承諾定期檢視報告匯報水平，並會繼續與各方緊密協作，適時訂立措施，有效管理氣候風險。在嚴格遵從國際及國家標準的同時努力革新，提高生產效率並將能源消耗和環境污染的影響減至最低。閣下的意見均有助本集團制訂各項未來業務發展計劃及可持續發展策略，以提升可持續發展績效。

如閣下對本報告有任何疑問或建議，歡迎電郵至 contact@veeko.com.hk。

In line with the latest developments of the global climate change issue, the Group is committed to regularly reviewing the level of reporting in response to stakeholders' expectations and regulatory requirements. Moreover, the Group will continue to work closely with all parties to develop measures in a timely manner, in order to effectively manage climate risks. The Group will strive to innovate, improve production efficiency and minimise the impact of energy consumption and environmental pollution while strictly complying with international and national standards. The Group welcomes feedbacks from all parties, which are conducive for formulating its future business development plans and sustainability strategies, with an aim to enhance the performance on sustainable development.

Should you have any questions or suggestions regarding the Report, please feel free to contact us through contact@veeko.com.hk.

環境關鍵績效指標總覽及《環境、社會及管治報告指引》內容索引

Environmental KPI Summary and Content Index to the ESG Reporting Guide

主要範疇 Subject areas	內容 Content	2022年 Year 2022	2021年 Year 2021	頁碼索引 Page
A. 環境 A. Environmental				
A1 排放物 A1 Emissions				
一般披露 General Disclosure	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： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 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.	—	—	22
A1.1	排放物種類及相關排放數據 The types of emissions and respective emissions data			
	氮氧化物(千克) Nitrogen oxides (kg)	491.6	494.5	
	硫氧化物(千克) Sulphur oxides (kg)	0.7	0.7	
	可吸入懸浮粒子(千克) Respirable suspended particles (kg)	34.7	36.2	

環境關鍵績效指標總覽及《環境、社會及管治報告指引》內容索引

Environmental KPI Summary and Content Index to the ESG Reporting Guide

主要範疇 Subject areas	內容 Content	2022年 Year 2022	2021年 Year 2021	頁碼索引 Page
A1.2	溫室氣體總排放量(公噸二氧化碳當量) Greenhouse gas emissions in total (Tonne of CO ₂ equivalent)	2,791.6	3,436.6	
	溫室氣體排放密度－香港及澳門(公噸二氧化碳當量/ 百萬港元營業額) Intensity of greenhouse gas emissions – Hong Kong and Macau (tonne of CO ₂ equivalent/million HK\$ turnover)	4.0	4.5	
	溫室氣體排放密度－汕頭生產廠房(公噸二氧化碳當量/ 千件產品) Intensity of greenhouse gas emissions – Shantou production plants (tonne of CO ₂ equivalent/thousand product units)	1.5	1.7	
A1.3	所產生有害廢棄物總量(公噸) Total hazardous waste produced (in tonnes)	0	0	
	所產生有害廢棄物的密度－汕頭華南迪高廠房(公噸/ 百萬件產品) Intensity of hazardous waste produced – Shantou Huanan Digao production plant (tonnes/million product units)	不適用 N/A	不適用 N/A	
A1.4	所產生無害廢棄物總量(公噸) Total non-hazardous waste produced (in tonnes)	22.8	13.6	
	所產生無害廢棄物的密度－汕頭生產廠房(公噸/ 千件產品) Intensity of non-hazardous waste produced – Shantou production plants (tonnes/thousand product units)	0.04	0.02	
A1.5	描述減低排放量的措施及所得成果 Description of measures to mitigate emissions and results achieved	–	–	
A1.6	描述處理有害及無害廢棄物的方法、減低產生量的措施 及所得成果 Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved	–	–	

環境關鍵績效指標總覽及《環境、社會及管治報告指引》內容索引

Environmental KPI Summary and Content Index to the ESG Reporting Guide

主要範疇 Subject areas	內容 Content	2022年 Year 2022	2021年 Year 2021	頁碼索引 Page
A2 資源使用 A2 Use of Resources				
一般披露 General Disclosure	有效使用資源(包括能源、水及其他原材料)的政策 Policies on the efficient use of resources, including energy, water and other raw materials.	–	–	29-34
A2.1	能源耗量 Energy consumption			
	直接能源(兆瓦時) Direct energy (MWh)	342.6	353.6	
	間接能源(兆瓦時) Indirect energy (MWh)	5,680.3	6,677.5	
	能源密度－香港及澳門(兆瓦時/百萬港元營業額) Intensity of energy consumption – Hong Kong and Macau (MWh equivalent/million HK\$ turnover)	9.3	10.1	
	能源密度－汕頭生產廠房(兆瓦時/千件產品) Intensity of energy consumption – Shantou production plants (MWh equivalent/thousand product units)	2.6	2.8	
A2.2	總耗水量(立方米) Water consumption in total (m ³)	23,589	32,323	
	耗水密度－香港及澳門(立方米/千平方呎面積) Intensity of water consumption – Hong Kong and Macau (m ³ /thousand sq. ft. area)	54.5	38.0	
	耗水密度－汕頭生產廠房(立方米/千件產品) Intensity of water consumption – Shantou production plants (m ³ /thousand product unit)	23.2	35.9	
A2.3	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 Description of energy use efficiency target(s) set and steps taken to achieve them	–	–	27-28

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A2.4	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採取的步驟 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	–	–	30
A2.5	製成品所用包裝材料的質量及每生產單位佔量 Quality of packaging material used for finished products and packaging material used for finished products per unit produced			
	製成品所用包裝材料的總量(公噸) Total packaging material used for finished products (in tonnes)	49.2	59.0	–
	製成品所用包裝材料的每生產單位佔量－香港及澳門(公噸/百萬港元營業額) Packaging material used for finished products per unit produced – Hong Kong and Macau (tonne/million HK\$ turnover)	0.04	0.05	–
	製成品所用包裝材料的每生產單位佔量－汕頭生產廠房(公噸/千件產品) Packaging material used for finished products per unit produced – Shantou production plants (tonnes/thousand product units)	0.05	0.05	–
A3 環境及天然資源 A3 The Environment and Natural Resources				
一般披露 General Disclosure	減低發行人對環境及天然資源造成重大影響的政策 Policies on minimising the issuer's significant impact on the environment and natural resources	–	–	36
A3.1	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 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them	–	–	36

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層面A4：氣候變化 Aspect A4: Climate Change				
一般披露 General Disclosure	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 Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.			34-35
A4.1	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 Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.			34-35
B. 社會 B. Social				
B1 僱傭 B1 Employment				
一般披露 General Disclosure	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： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	—	—	6-8, 22
B1.1	按性別、僱傭類型（如全職或兼職）、年齡組別及地區劃分的僱員總數 Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region.			9
B1.2	按性別、年齡組別及地區劃分的僱員流失比率 Employee turnover rate by gender, age group and geographical region.			10

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B2 健康與安全 B2 Health and Safety				
一般披露 General Disclosure	有關提供安全工作環境及保障僱員避免職業性危害的： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 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.	—	—	11-12, 22
B2.1	過去三年（包括匯報年度）每年因工亡故的人數及比率 Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.			13
B2.2	因工傷損失工作日數 Lost days due to work injury.			13
B2.3	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 Description of occupational health and safety measures adopted, and how they are implemented and monitored.			11-13
B3 發展及培訓 B3 Development and Training				
一般披露 General Disclosure	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 Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	—	—	13
B3.1	按性別及僱員類別（如高級管理層、中級管理層）劃分的受訓僱員百分比 The percentage of employees trained by gender and employee category (e.g. senior management, middle management).			14
B3.2	按性別及僱員類別劃分，每名僱員完成受訓的平均時數 The average training hours completed per employee by gender and employee category.			14

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B4 勞工準則 B4 Labour Standards				
一般披露 General Disclosure	有關防止童工或強制勞工的： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.	–	–	6-7, 21
B4.1	描述檢討招聘慣例的措施以避免童工及強制勞工 Description of measures to review employment practices to avoid child and forced labour.			7
B4.2	描述在發現違規情況時消除有關情況所採取的步驟 Description of steps taken to eliminate such practices when discovered.			6
B5 供應鏈管理 B5 Supply Chain Management				
一般披露 General Disclosure	管理供應鏈的環境及社會風險政策 Policies on managing environmental and social risks of the supply chain.	–	–	16
B5.1	按地區劃分的供應商數目 Number of suppliers by geographical region.			17
B5.2	描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及相關執行及監察方法 Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored.			17
B5.3	描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法 Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.			16-17

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B5.4	描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法 Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.			17
B6 產品責任 B6 Product Responsibility				
一般披露 General Disclosure	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： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 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.	—	—	17-19, 23
B6.1	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 Percentage of total products sold or shipped subject to recalls for safety and health reasons.	0	0	
B6.2	接獲關於產品及服務的投訴數目以及應對方法 Number of products and service related complaints received and how they are dealt with.			20
B6.3	描述與維護及保障知識產權有關的慣例 Description of practices relating to observing and protecting intellectual property rights.			19
B6.4	描述質量檢定過程及產品回收程序 Description of quality assurance process and recall procedures.			18
B6.5	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 Description of consumer data protection and privacy policies, and how they are implemented and monitored.			18

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B7 反貪污 B7 Anti-corruption				
一般披露 General Disclosure	有關防止賄賂、勒索、欺詐及洗黑錢的： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	—	—	21
B7.1	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 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.			21
B7.2	描述防範措施及舉報程序，以及相關執行及監察方法 Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.			21
B7.3	描述向董事及員工提供的反貪污培訓 Description of anti-corruption training provided to directors and staff.			21

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B8 社區投資 B8 Community				
一般披露 General Disclosure	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 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.	–	–	15
B8.1	專注貢獻範疇（如教育、環境事宜、勞工需求、健康、文化、體育） Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).			15
B8.2	在專注範疇所動用資源（如金錢或時間） Resources contributed (e.g. money or time) to the focus area.			15

Veeko®

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