



Green Leader Holdings Group Limited
綠領控股集團有限公司

(Incorporated in Bermuda with limited liability) (於百慕達註冊成立之有限公司)
Stock Code 股份代號 : 0061

2022

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



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ABOUT THIS REPORT

關於本報告

Green Leader Holdings Group Limited (the “Company”) is pleased to present this environmental, social and governance (“ESG”) report (the “Report”) which summarises the ESG policies, initiatives and performance for the Company and its subsidiaries (collectively, the “Group”) as well as demonstrates its commitment in achieving environmental and social sustainability for the year ended 31 December 2022 (“FY 2022”).

The objective of this Report is to highlight the Group’s ESG performance for the purpose of assisting all stakeholders in understanding the Group’s ESG concepts and practices in achieving sustainable development for the future.

The Group is principally engaged in the following business segments, (i) coal exploration and development, sale of coking coal, coal processing, sales of coal products and provision of coal related services; (ii) the development of cassava cultivation and deep processing business for the related ecological cycle industry chain; and (iii) the sale of information technology products, provision of system integration services, technology services, software development and solution services. The board (the “Board”) of directors (the “Directors”) of the Company acknowledged the responsibility for monitoring and managing ESG-related risks and the effectiveness of the ESG management system. The Board reviews and discusses the goals and targets under the ESG initiatives to optimise efficient use of resources and to minimise impact on the environment and natural resources from the Group’s operation on an annual basis.

綠領控股集團有限公司(「本公司」)欣然提呈本環境、社會及管治(「ESG」)報告(「報告」)，總結本公司及其附屬公司(統稱「本集團」)之ESG政策、措施及表現以及展現其於截至二零二二年十二月三十一日止年度(「二零二二年財政年度」)對達致環境及社會可持續發展之承擔。

本報告旨在強調本集團之ESG表現，以協助所有持份者了解本集團的ESG理念及常規，以實現未來的可持續發展。

本集團主要從事以下業務分類：(i)煤炭勘探及開發、銷售焦煤、煤炭加工、銷售煤炭產品及提供煤炭相關服務；(ii)開發木薯種植及相關生態循環產業鏈之深加工業務；及(iii)銷售資訊科技產品、提供系統集成服務、技術服務、軟件開發及解決方案服務。本公司董事(「董事」)會(「董事會」)確認監察及管理ESG相關風險以及ESG管理系統有效性的責任。董事會每年檢討及討論ESG措施下的目標及指標，以優化資源之有效利用，並盡量減少本集團營運對環境及天然資源的影響。

BOARD STATEMENT

董事會致辭

As a responsible corporate, the Group's ESG approach is to incorporate sustainability initiatives into the operations and management of its business. The Group holds corporate social responsibilities in high regard as the Group maintains high level of corporate governance standards and operates in a way to protect the environment, serve the community, promote social integration and support heritage conservation. With the objective of becoming the preferred choice of clients, investors and employees, the Group endeavors to establish a high reputation in the mining industry and promises to deliver a high standard of services to its clients.

In the past several years, the government of the People's Republic of China ("PRC") has emphasised the environmental protection over the country. It established clear guidelines on the safety and environment standards for the coal mines in Shanxi Province ("Shanxi"), PRC. To implement the national safety protocols for coal mines, the coal regulatory authorities in Shanxi applied more stringent policies and regulations on safety, environmental protection and production control. Major technical renovations were carried out and security checks on workers and environmental measures were strengthened in line with policies and regulatory requirements for the Group's coal mines.

The Board bears ultimate responsibility for the ESG management of the Group and supervises the ESG work of the Group. The Board of Directors has fully implemented the Group's ESG governance in accordance with the ESG Guide, reviewed the establishment and implementation of ESG objectives, and the effectiveness of the ESG risk management and internal control systems.

The Board believes that a sound environmental, social and governance structure is vital for continued sustainability and development of the Group's activities. The Group is willing to take more responsibilities for the society but with a view to balancing the shareholders' interests and the society's benefits. The Group will continue to strengthen the efforts in information collection for better performance in the ESG areas and broader disclosure of related information in sustainable development.

作為負責任之企業，本集團之ESG方針為於業務營運及管理方面融合可持續措施。本集團重視企業社會責任，維持高水平企業管治標準及採取保護環境、服務社區、推動社會融合及支持文物保育之營運方式。本集團以成為客戶、投資者及僱員之優先選擇為目標，致力於礦業建立優良聲譽，並承諾為客戶提供高水平服務。

過去數年，中華人民共和國（「中國」）政府一直在強調全國性的環境保護，就中國山西省（「山西」）煤礦的安全和環境標準制定了明確的指導方針。為執行國家煤礦安全規程，山西煤炭監管部門對安全、環保及生產控制採取了更加嚴格的政策法規。我們根據本集團煤礦的政策和法規要求進行重大技術改造，並加強對工人的安全檢查及環保措施。

董事會對本集團ESG管理負有最終責任，監督本集團ESG事宜。董事會已根據ESG指引全面落实本集團ESG管治，審閱ESG目標的設立及落實情況與ESG風險管理及內部監控系統的有效性。

董事會認為，良好的環境、社會及管治架構對本集團業務之可持續性及發展至關重要。本集團樂意肩負更多社會責任，務求於股東權益與社會利益之間取得平衡。本集團將繼續加強資料收集工作，以在ESG方面取得更佳表現，並擴大可持續發展相關資料的披露。

ESG GOVERNANCE STRUCTURE

ESG管治架構

The Group has established a three-tier structure conducts a top-down management approach concerning its ESG issues. The ESG governance structure is comprised of the Board, the senior management and the ESG Committee consisting of major departments of the Group, with their respective functions clearly defined, to achieve top-down ESG supervision and ensure the effectiveness of the Group's ESG work.

The Board assumes full responsibility for the Group's ESG strategy and reporting. The Board is responsible for formulating ESG management strategies, priorities and objectives; reviewing and approving the ESG risks and opportunities evaluated by senior management, as well as the ESG management policies; ensuring appropriate and effective ESG risk management and internal control systems to fit the actual business situation; regularly reviewing the Group's ESG performance against objectives; and approving the disclosures in this report.

The senior management is responsible for evaluating and identifying the ESG risks of the Group, formulating ESG management policies of the Group, ensuring the effectiveness of the ESG risk management and internal control system of the Group, and reporting these to the Board.

The ESG Committee is responsible for implementing ESG management policies approved by senior management, carrying out the ESG management and reporting work, and presenting the working progress of ESG management and reporting to senior management. The ESG Committee also reviews the Group's ESG performance through key performance indicators ("KPIs") from various ESG aspects, including environmental, labour practices, in order to review progress made against ESG-related goals and targets. By conducting regular materiality assessment, it assists the Board to evaluate, prioritise and manage material ESG-related issues. For further details, please refer to the sections headed "STAKEHOLDER ENGAGEMENT" and "MATERIALITY ASSESSMENT". During the reporting period, the senior management had a special meeting with the ESG working group to discuss the Group's ESG management plan and progress.

本集團已建立一個三層結構，對其ESG議題採取由上而下的管理方法。ESG管治結構由董事會、高級管理層及由本集團主要部門組成的ESG委員會組成，並明確各自的職能，以實現由上而下的ESG監督，確保本集團ESG工作的有效性。

董事會對本集團的ESG策略及匯報承擔全部責任。董事會負責制訂ESG管理策略、優次及目標；審查並批准高級管理層所評估的ESG風險及機遇，以及ESG管理方針；確保設有適當及有效、符合實際業務情況的ESG風險管理及內部監控系統；就相關目標定期檢討本集團的ESG表現；審批本報告內的披露資料。

高級管理層負責評估及釐定本集團的ESG風險，制定ESG管理方針，確保本集團的ESG風險管理及內部控制系統有效運行，並向董事會匯報。

ESG委員會負責實施由高級管理層批准的ESG管理方針，進行ESG管理及匯報工作，並向高級管理層呈報ESG管理的工作進度及作出匯報。ESG委員會亦通過關鍵績效指標（「關鍵績效指標」），從多個ESG方面（包括環境、勞工慣例）審查本集團的ESG表現，以審查與ESG相關目標及指標的進度。通過進行定期重要性評估，協助董事會評估、優先考慮及管理重大的ESG相關議題。就進一步詳情，請參閱「持份者參與」及「重要性評估」章節。於報告期內，高級管理層已與ESG工作小組舉行一次特別會議，討論本集團ESG管理計劃及進度。

REPORTING STANDARD AND PRINCIPLES

報告標準及原則

This Report is prepared in accordance with Appendix 27 to the Main Board Listing Rules – “Environmental, Social and Governance Reporting Guide” and has complied with “comply or explain” provision in the Listing Rules.

本報告乃根據主板上市規則附錄27 – 「環境、社會及管治報告指引」編製，並已遵守上市規則「不遵守就解釋」條文。

The Group has prepared this Report in accordance with the following reporting principles:

本集團根據以下報告原則編製本報告：

- **Materiality:** Important and relevant information to stakeholders on different ESG aspects is covered in the Report. A materiality assessment was conducted to determine material ESG issues with results approved by the Board.
 - **Quantitative:** The relevant standards, methodologies and assumptions used to prepare the quantitative information is disclosed, as appropriate. Quantitative information is provided with narrative and comparative figures, where possible.
 - **Consistency:** The preparation approach of this ESG Report was substantially consistent with the previous year, and explanations were provided regarding data with changes in the scope of disclosure and calculation methodologies.
 - **Balance:** The information is presented without the inappropriate use of selections, omissions or other forms of manipulation that would influence a decision or judgment by the reader.
- **重要性：** 本報告涵蓋於各ESG方面對持份者而言屬重要且相關的資料。我們已進行重要性評估以釐定重要ESG事宜，且結果已獲董事會批准。
 - **量化：** 已披露用於編製量化資料的相關標準、方法及假設(如適用)。在可能情況下，通過敘述及比較數字提供量化資料。
 - **一致性：** 本ESG報告的編製方法與上年基本一致，對披露範圍及計算方法發生變化的數據會進行說明。
 - **平衡：** 所呈列的資料並無不恰當使用可能影響讀者決策或判斷的選擇、遺漏或其他形式的操控。

REPORTING PERIOD AND BOUNDARY

報告期間及範疇

This Report demonstrates our sustainability initiatives during the reporting period from 1 January 2022 to 31 December 2022. There was no material change to the methods or KPIs used by the Group compared with the previous years. The reporting boundary covers the Group’s principal business of mining and coal operation and the scope of reporting covers the Group’s ESG performance with environmental and social data of the Group’s operation site in Hong Kong and PRC.

本報告載列我們於二零二二年一月一日至二零二二年十二月三十一日報告期間的可持續發展措施。本集團使用的方法或關鍵績效指標與過往年度相比並無重大變動。報告範疇涵蓋本集團採礦及煤炭的主要業務，而報告範圍涵蓋本集團的ESG表現以及本集團於香港及中國營運地點的環境及社會數據。

STAKEHOLDER ENGAGEMENT

持份者參與

The Group values the expectations of all stakeholders, understands through a variety of effective channels their ESG expectations and appeals that serve as indispensable references to the development of the ESG strategies, and takes practical response measures.

本集團重視所有持份者的期望，透過不同有效渠道了解其對ESG之期望及要求，以此為發展ESG策略不可或缺之依據，並採用實際方法回應。

Stakeholders 持份者	Expectations and concerns 期望及關注	Communication Channels 溝通渠道
Management 管理層	<ul style="list-style-type: none"> - Regular meetings - 定期會議 	<ul style="list-style-type: none"> - Financial results - Sustainability business development - 財務業績 - 可持續業務發展
Employees 僱員	<ul style="list-style-type: none"> - Regular performance appraisals - Frequent meetings - Training programs - 定期業績評核 - 頻繁會議 - 培訓計劃 	<ul style="list-style-type: none"> - Career development - Health and safety - Remuneration and benefits - Sustainability development - 職業發展 - 健康與安全 - 薪酬及福利 - 可持續發展
Government and regulatory authorities 政府及監管機構	<ul style="list-style-type: none"> - Compliance with laws and regulations - Sustainable development - Proper tax payment - 遵守法律法規 - 可持續發展 - 妥善繳稅 	<ul style="list-style-type: none"> - Supervision on complying with local laws and regulations - Regular reports and taxes paid - 監管當地法律法規的遵守情況 - 常規報告和支付稅項
Customers 客戶	<ul style="list-style-type: none"> - High quality products and services - Protect customers rights - 高質量產品及服務 - 保障客戶權益 	<ul style="list-style-type: none"> - Business relationship - Customer satisfaction survey and feedback - Customer service hotline and email enquiry - 業務關係 - 客戶滿意度調查及反饋 - 客戶服務熱線及電子郵件查詢

STAKEHOLDER ENGAGEMENT (Continued)

持份者參與(續)

Stakeholders 持份者	Expectations and concerns 期望及關注	Communication Channels 溝通渠道
Shareholders/Investors 股東／投資者	<ul style="list-style-type: none"> - General meetings - Annual reports - Direct communication - Group website - 股東大會 - 年度報告 - 直接通訊 - 集團網址 	<ul style="list-style-type: none"> - Financial results - Sustainability business development - Environmental responsibility - Company transparency - 財務業績 - 可持續業務發展 - 環境責任 - 公司透明度
Suppliers 供應商	<ul style="list-style-type: none"> - Close communication - Order/contract execution - 密切溝通 - 履行指令／合約 	<ul style="list-style-type: none"> - Corporate contribution - Product quality - Environmental responsibility - 企業貢獻 - 產品質量 - 環境責任
General public 公眾	<ul style="list-style-type: none"> - Involvement in communities - Business compliance - Environmental protection awareness - 社區投入 - 業務合規 - 環境保護意識 	<ul style="list-style-type: none"> - Media conferences and responses - Public welfare activities - Face-to-face interview - 記者會及回應質詢 - 公益活動 - 面對面訪談

Through general communication with stakeholders, the Group understands the expectations and concerns from stakeholders. The feedbacks obtained allow the Group to make more informed decisions, and to better assess and manage the resulting impact.

透過與持份者的一般溝通，本集團可了解持份者的期望及關注。獲得的反饋使本集團能夠作出更明智的決策，並更好地評估及管理由此產生的影響。

MATERIALITY ASSESSMENT

重要性評估

The Group believes that sound ESG performance is important to the Group's sustainable development and community. The Group is committed to protecting and improving the ecological environment and society and minimizing the impact of its activities on the environment. Throughout the materiality assessment exercise, the ESG Committee has assisted the Board to review its operations, identify key ESG issues and assess the importance of these issues to its businesses and stakeholders. It is the Group's policy to promote green operations, thereby gradually achieving the coordinated development of the Group, the environment and the society.

Identifying the material ESG issues that matter the most to the Group is a prerequisite for setting the framework for the ESG Report and formulation of ESG management strategies. To identify potential material topics for disclosure in the Report, the Group took reference to the ESG Reporting Guide under The Stock Exchange of Hong Kong Limited (the "HKEX") and set possible topics for assessment. All material ESG issues listed below have been disclosed in this Report.

本集團認為，良好的ESG表現對本集團可持續發展及社區而言至關重要。本集團致力保障及改善生態環境及社會，並盡量減低其業務對環境的影響。通過重要性評估活動，ESG委員會已協助董事會檢討其營運，辨識主要的ESG議題，並評估該等議題對其業務及持份者的重要性。本集團的政策為推動綠色營運，從而逐步實現本集團、環境及社會的協調發展。

確定對本集團最重要的重大ESG事宜是制定ESG報告框架和制定ESG管理策略的前提。為確認於報告中披露潛在重大議題，本集團參考香港聯合交易所有限公司(「聯交所」) ESG報告指引，並設定潛在的評估議題。以下列出的所有重大ESG議題均已於本報告中披露。

The ESG Reporting Guide	Material ESG aspects of the Group
ESG報告指引	本集團重大ESG議題
A1. Emissions A1. 排放物	Greenhouse Gas Emissions Waste Management 溫室氣體排放量 廢棄物管理
A2. Use of Resources A2. 資源使用	Energy Consumption 能源消耗
A3. The Environment and Natural Resources A3. 環境及天然資源	Indoor Air Quality 室內空氣質素
A4. Climate Change A4. 氣候變化	Climate Change 氣候變化
B1. Employment B1. 僱傭	Employment and Labour Diversity and Equal Opportunities 僱傭及勞工 多元化及平等機會
B2. Health and Safety B2. 健康與安全	Workplace Safety 工作環境安全
B3. Development and Training B3. 發展及培訓	Employee Development and Training 僱員發展及培訓
B4. Labour Standards B4. 勞工準則	Prevention of Child and Forced Labour 防止童工及強制勞工
B7. Anti-corruption B7. 反貪污	Corporate Governance 企業管治

STAKEHOLDER FEEDBACK

The Group welcomes stakeholders' feedback on this Report for our sustainability initiatives. Please contact us by email to info@greenleader.hk.

持份者反饋

本集團歡迎持份者就本報告的可持續措施提供反饋。請透過電郵info@greenleader.hk與我們聯繫。

A ENVIRONMENTAL SUSTAINABILITY

環境可持續性

As a responsible corporate, the Group is committed to protecting the environment by reducing carbon emissions. The Group carefully monitors and mitigates the environmental impacts by integrating environmental considerations into all aspects of business operations. Environmental management was developed based on respective local requirements and environmental standards. In response to the community's power saving and waste-reduction demand, the Group has also adopted procedures in relation to waste reduction, water conservation, energy conservation and solid waste recycling.

This section primarily discloses the policies and practices of the Group along with the quantitative data on emissions, use of resources, the environment and natural resources during FY2022.

A1. EMISSIONS

The emissions of the Group are wastewater, solid wastes, air emissions and greenhouse gas ("GHG") emissions. The Group strictly adheres to emission related laws and regulations in Hong Kong and PRC. In FY2022, the Group found no violation with laws and regulations relating to air emission, GHG emission, discharges into water and land and generation of hazardous and non-hazardous wastes.

Air Emissions

The Group's air emission mainly comes from the use of vehicles. The air emissions generated from vehicles use of the Group are mainly sulphur oxides ("SO_x") and nitrogen oxides ("NO_x"). For detailed data, please refer to Table 1.

Greenhouse Gases Emissions

The GHG emissions of the Group mainly come from the direct emissions from vehicles use ("Scope 1") and the indirect emission from electricity consumption ("Scope 2"). For the detailed emission data of each scope, please refer to Table 1. Due to the GHG emissions being closely related to energy and electricity consumption, the Group takes measures to reduce these two consumptions in daily operations, which are further explained in the subsection headed "Energy" under section "A2 Use of Resources" of this Report.

作為負責任之企業，本集團致力透過減低碳排放量保護環境。本集團於業務營運各方面考慮環保事宜，謹慎監察及減低對環境造成之影響。本集團基於相關當地規定及環境標準制定環境管理方法。鑒於社區節能及減廢要求，本集團亦採用有關減廢、節約用水、節能及固體廢物回收之程序。

本節主要披露本集團於二零二二年財政年度的政策及常規以及有關排放物、資源使用、環境及天然資源的量化數據。

A1. 排放物

本集團的排放物為廢水、固體廢物、廢氣排放及溫室氣體（「溫室氣體」）排放。本集團嚴格遵守香港及中國的排放物相關法律法規。於二零二二年財政年度，本集團並無違反與廢氣排放、溫室氣體排放、水及土地的排污以及產生有害及無害廢棄物有關的法律法規。

廢氣排放

本集團的廢氣排放主要產生自車輛使用。本集團使用車輛所產生的廢氣排放物主要為硫氧化物（「SO_x」）及氮氧化物（「NO_x」）。有關詳情，請參閱表一。

溫室氣體排放

本集團的溫室氣體排放主要來自使用車輛產生的直接排放（「範圍一」）和用電產生的間接排放（「範圍二」）。有關各範圍的詳細排放數據，請參閱表一。由於溫室氣體排放與能源及電力消耗密切相關，本集團採取措施減少日常營運中的該兩種消耗。詳情載於本報告「A2資源使用」一節項下「能源」分節。

A ENVIRONMENTAL SUSTAINABILITY (Continued)

環境可持續性(續)

A1.EMISSIONS (CONTINUED)

Wastewater

Wastewater produced in the offices mainly comes from the daily use from the staff and is discharged to municipal sewage treatment plant through drainage pipes. Wastewater is normally handled by the property management company in a unified way. Other than that, the Group has generated 53,246 m³ wastewater in FY2022 in the coal mining operation. No hazardous wastewater is generated by the Group during daily operations. As the amount of wastewater generated is closely related to water consumption, the Group takes measures to reduce water consumption, which are further explained in the subsection headed “Water” under section “A2 Use of Resources” of this Report.

Solid waste

The solid wastes normally generated from the Group comes from the domestic waste from daily operation, there is a slightly increase of the solid waste due to the resumption of working hours after the recovery of COVID-19 in FY2022. These wastes contain no hazardous material. The Group continuously separates and collects solid wastes to ensure the reuse of recyclable waste. The unrecyclable wastes are handled by local waste treatment plant. The solid wastes in offices are managed by the property management company of the buildings.

A1.排放物(續)

廢水

辦公室產生的廢水主要來自員工的日常用水，並通過排水管排入市政污水處理廠。廢水通常由物業管理公司統一處理。除此之外，本集團於二零二二年財政年度於煤炭採礦業務中產生53,246立方米廢水。本集團於日常營運中不會產生有害廢水。由於所產生的廢水量與用水量密切相關，本集團已採取措施以減少用水量。詳情載於本報告「A2資源使用」一節項下「用水」分節。

固體廢物

本集團一般產生的固體廢物來自日常營運所產生的生活廢物，由於二零二二年財政年度，COVID-19減退後工時回復正常，故固體廢物輕微增加。這些垃圾都是無害物質。本集團持續分離及收集固體廢物，以確保可回收廢物的再利用。不可回收廢物由當地廢物處理廠處理。辦公室固體廢物由大廈的物業管理公司處理。

A ENVIRONMENTAL SUSTAINABILITY (Continued)

環境可持續性(續)

A1.EMISSIONS (CONTINUED)

A1.排放物(續)

Table 1 – The amounts of the different types of emissions in FY2022 and FY2021

表一 – 二零二二年財政年度及二零二一年財政年度的各類排放物的排放量

Items 項目	Type of emissions 排放物類別	Units 單位	FY2022 二零二二年財政年度		FY2021 二零二一年財政年度	
			Amount 排放量	Intensity ¹ 密度 ¹ (Per employee) (每名僱員)	Amount 排放量	Intensity 密度 (Per employee) (每名僱員)
Air emissions 廢氣排放	Sulphur oxide (SO _x) 硫氧化物(SO _x)	g 克	1,118	0.996	1,084	0.88
	Nitrogen oxide (NO _x) 氮氧化物(NO _x)	g 克	110,978	98.91	72,551	58.70
	PM 顆粒物	g 克	6,425	5.73	5,953	4.82
GHG emissions² 溫室氣體排放 ²	Scope 1 範圍一	Tonnes CO ₂ e 噸二氧化碳當量	202	0.18	194	0.16
	Scope 2 範圍二	Tonnes CO ₂ e 噸二氧化碳當量	46,459	41.41	34,196	27.67
Wastes 廢物	Non-hazardous Wastewater 無害廢水	m ³ 立方米	53,246	47.46	52,414	42.41
	Non-hazardous Waste 無害廢物	Tonnes 噸	31	0.03	34	0.03

The Group aims to reduce or maintain the current level of different types of emissions at the stable level in the next 3 years in the future compared the baseline FY2021. During the year, the Group merely achieved the target set due to the business development, more vehicles have been purchased and are in used during the FY2022 to fit for the business operation. The Group will continue to maintain or reduce the GHG emissions.

與二零二一年財政年度基線相比，本集團旨在於未來三年將不同類型排放物的現有水平降低或維持在穩定水平。於二零二二年財政年度，由於業務發展，本集團購買更多車輛並投入使用，以滿足業務營運需要，因此，本集團於年內僅僅實現設定的目標。本集團將繼續維持或減少溫室氣體排放。

- As of 31 December 2022, the Group had a total of 1,122 employees (31 December 2021: 1,236 employees). The data is also used for calculating other intensity data.
- GHG emission data is presented in terms of carbon dioxide equivalent and are based on, but not limited to, "The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standards" issued by the World Resources Institute and the World Business Council for Sustainable Development, "How to prepare an ESG Report – Appendix 2: Reporting Guidance on Environmental KPIs" issued by the HKEX, and Hong Kong Electric Investments "Sustainability Report 2021".

- 截至二零二二年十二月三十一日，本集團擁有合共1,122名僱員(二零二一年十二月三十一日：1,236名僱員)。該數據亦用於計算其他密度數據。
- 溫室氣體排放數據乃按二氧化碳當量呈列，並基於(但不限於)由世界資源研究所及世界可持續發展商業理事會發佈的「溫室氣體議定書：企業會計報告準則」、聯交所發佈的「如何編備ESG報告 – 附錄二：環境關鍵績效指標報告指引」，以及港燈電力投資的「二零二一年度可持續發展報告」。

A ENVIRONMENTAL SUSTAINABILITY (Continued)

環境可持續性(續)

A2.USE OF RESOURCES

The Group complied with the relevant laws and regulations in relation to use of resources during the year under review. Resources used by the Group mainly include energy, water and paper.

Energy

The energy used by the Group in FY2022 mainly included electricity, and gasoline and diesel consumed by vehicles. The Group consumed 72,835 litres gasoline and 2,937 litres diesel in FY2022. All the electricity consumption by the Group comes directly from regular operation. The Group keeps a detailed record of electricity consumption. The total electricity consumption of the Group amounted to 49,328,275kWh in FY2022. To ensure the effective use of electricity, the Group has formulated the internal regulation, which all subsidiaries of the Group should stringently comply with to save energy. The energy saving policies are included but not limited as followings:

- Employees must set the computer to sleep mode when leaving office for a short time during working hours, and turn off the power switch of computers, copy machines and drinking fountains after work; Place “Saving Water Resource” posters in prominent places to encourage water conservation;
- Educate and promote energy conservation among staff within the Group;
- Adapt advanced technology to increase recycling rate;
- Use energy-saving lighting throughout the office area and divide office lighting area reasonably; Reduce the number of lights used in places where natural light is sufficient and turn off the lighting system after working hours;
- Purchase energy-saving equipment;
- Prohibit the purchasing of energy-intensive equipment; and
- Optimise the total electricity consumption of the production line according to the production demand.

A2.資源使用

本集團於回顧年度內遵守有關資源使用的相關法律法規。本集團所使用的主要資源為能源、用水及紙張。

能源

本集團於二零二二年財政年度所使用的能源主要包括電力及車輛所用的汽油及柴油。於二零二二年財政年度，本集團消耗72,835升汽油及2,937升柴油。本集團的所有電力消耗均直接來自正常營運。本集團保留詳細的用電量記錄。於二零二二年財政年度，本集團的總用電量為49,328,275千瓦特小時。為確保電力的有效使用，本集團已制定所有本集團附屬公司均應嚴格遵守的內部規章以節約能源，包括但不限於以下節能政策：

- 員工於工作時間內暫時離開辦公室時須將電腦設置為休眠模式，及下班時須關掉電腦、影印機及飲水機的電源；並在當眼地方張貼「節約水資源」海報，鼓勵節約用水；
- 於本集團內部對員工進行節能教育及促進節能意識；
- 採用先進技術提高回收率；
- 於整個辦公區域使用節能照明設備，並合理地將辦公照明範圍區分；減少於自然光充足的地方使用的燈具數量，並在工作時間後關閉照明系統；
- 購買節能設備；
- 禁止購買高耗能設備；及
- 根據生產需求優化生產線總用電量。

A ENVIRONMENTAL SUSTAINABILITY (Continued)

環境可持續性(續)

A2.USE OF RESOURCES (CONTINUED)

Water

Water consumption by the Group's offices are mainly comes from the domestic use by the staff. Wastewater is normally handled by the property management company in a unified way. Other than that, the total water consumption of the Group was 53,246 m³ in FY2022 are mainly generated in the coal mining operations. No hazardous wastewater is generated by the Group during daily operations. To improve the utilisation efficiency of water resources, the Group has formulated the internal guidelines. The guidelines help the Group's employees to be fully aware of the importance of water conservation, including but not limited to the followings:

- Require employees to strictly abide by the principle of water conservation in their daily work;
- Run leakproof test for taps regularly, and test the water supply system to avoid other failures;
- Use of surface and ground water is strictly controlled and managed in the process of coal mining operations; and
- Implement the recycling methods to optimise the efficient use of waste water.

Paper

Paper is one of the major natural resources consumed by the Group. The total paper consumption of the Group in FY2022 amounted to 3,178 kg. Paper consumption mainly comes from the operations of the offices. To reduce the consumption of paper, the Group has adopted the following practices:

- Keep a record on monthly consumption of paper by each department, centralised purchase once a month according to the needs, and adjust monthly;
- Promote the double-sided and black-and-white printing for unimportant files and set print permissions;
- Advocate the recycling of secondary paper, and try to reuse paper on drafts, semi-finished and non-formal documents as much as possible; and
- Use office automation systems and the electronic communication to shareholders to promote the delivery of paperless electronic documents.

A2.資源使用(續)

用水

本集團辦公室的用水主要來自各地員工的用水。廢水通常由物業管理公司統一處理。除此之外，本集團於二零二二年財政年度主要於煤炭採礦業務產生的總用水量為53,246立方米。本集團於日常營運中不會產生有害廢水。為提高水資源利用效率，本集團已制定內部指引。該等指引有助本集團員工充分意識到節約用水的重要，包括但不限於以下各項：

- 要求員工在日常工作中嚴格遵守節水原則；
- 定期對水龍頭進行防漏測試，並測試供水系統以避免其他故障；
- 於煤炭採礦業務過程中嚴格控制及管理使用地表水及地下水；及
- 實施回收方法以優化廢水的有效利用。

紙張

紙張為本集團所使用的主要自然資源之一。本集團於二零二二年財政年度的紙張總使用量為3,178公斤。紙張使用主要來自辦公室運作。為減少紙張消耗，本集團已採取以下做法：

- 記錄各部門每月的用紙量，按需要每月一次集中採購並按月調整；
- 提倡雙面及黑白打印非重要文件並設置打印權限；
- 提倡回收二次紙，及盡量重複使用草稿、半成品及非正規文件所用的紙張；及
- 應用自動化辦公系統及股東電子通訊，以促進無紙化電子文檔的傳遞。

A ENVIRONMENTAL SUSTAINABILITY (Continued)

環境可持續性(續)

A2.USE OF RESOURCES (CONTINUED)

A2.資源使用(續)

Table 2 - Total resource consumption of the Group by category in FY2022 and FY2021

表二 - 本集團於二零二二年財政年度及二零二一年財政年度按類別劃分的總資源消耗量

Type of resources 資源類別	Units 單位	FY2022 二零二二年財政年度		FY2021 二零二一年財政年度	
		Amount 數量	Intensity 密度	Amount 數量	Intensity 密度
Energy consumption 能源消耗					
Gasoline (Petrol) 汽油(電油)	litre 升	72,835	64.92	67,160	54.34
Diesel 柴油	litre 升	2,937	2.62	6,015	4.87
Purchased Electricity 購買電力	kWh 千瓦特小時	49,328,275	43,964.59	36,308,769	29,376.03
Water 用水					
Consumption 消耗	m ³ 立方米	53,246	47.46	52,414	42.41
Packaging materials 包裝材料					
Paper 用紙	kg 公斤	3,178	2.83	4,421	3.58

The Group aims to reduce or maintain the current level of resource consumption at the stable level in the next 3 years in the future compared to the baseline FY2021. The target is merely achieved due to the resumption of business operation after the affection of COVID-19.

與二零二一年財政年度基線相比，本集團旨在於未來三年將資源消耗的現有水平降低或維持在穩定水平。由於受COVID-19影響後回復業務營運，本集團僅僅實現設定的目標。

A ENVIRONMENTAL SUSTAINABILITY (Continued)

環境可持續性(續)

A3.THE ENVIRONMENT AND NATURAL RESOURCES

The Group values saving natural resources, improving natural resources efficiency and reducing the environmental impacts of the daily operations. The Group was in strict compliance with the laws and regulations in relation to the environment and the use of natural resources during the year under review. For the environmental impacts from routine operation process, the Group exerts no detrimental influence on surroundings. The air emissions, GHG, wastewater, solid waste and other environmental impacts from the operation process of the Group are in conformity with environmental laws and regulations. To alleviate the environmental impacts, the Group has taken multiple measures, including implementing 5S management system in offices, arranging the commissioner to regularly inspect the office environment to maintain a clean and healthy working environment. The Group will continue to adhere to the safety, harmony and green development concept and make unremitting efforts to create an image of resource saving and environmentally-friendly corporation.

A3.環境及天然資源

本集團重視節約自然資源、提高自然資源使用效率及減少日常營運對環境的影響。於回顧年度，本集團嚴格遵守有關環境及自然資源使用的法律法規。於日常營運過程中產生的環境影響方面，本集團對周圍環境並無造成不利影響。本集團營運過程中產生的廢氣、溫室氣體、廢水、固體廢物及其他環境影響符合環境法律法規。為減輕環境影響，本集團已採取多項措施，包括在辦公室實施5S管理系統，安排專員定期檢查辦公室環境以保持清潔及健康的工作環境。本集團將繼續秉承安全、和諧及綠色發展的理念，努力打造資源節約型及環境友好型企業形象。

A ENVIRONMENTAL SUSTAINABILITY (Continued)

環境可持續性(續)

A4.CLIMATE CHANGE

The Group is aware of the threat posed by climate change and is adamant in doing its part by offsetting its carbon footprint. The Group recognises the importance of the identification and mitigation of significant climate-related issues, therefore closely monitors the potential impact of climate change on our business and operations and is committed to managing the potential climate-related risks which may impact the Group's business activities. In accordance with the reporting framework developed by the Task Force on Climate-related Financial Disclosures, there are two major categories of climate-related risks, physical and transition risks. The Group has implemented risk management exercise in identifying and mitigating climate-related risks.

Physical Risks

The increasing frequency and severity of extreme weather events such as extreme cold or extreme heat, storms, rainstorms and typhoons, could lead to an increased risk of power shortages, interrupt the operation chain and damage the Group's assets. Taking into account the risk of business interruption related to extreme weather events, the Group will remain alert of significant policy changes, and is committed to reducing its environmental impact to minimize the impact of any potential tightening of environmental regulations on the Group's business operations.

Transition Risks

The Group keeps on monitoring changes in regulatory, technological and market landscape due to climate change, including the tightening of national policies and listing rules. The Group has been taking comprehensive measures to deal with changing situation.

A4.氣候變化

本集團了解氣候變化所帶來的威脅，並堅決通過抵消其碳足跡來履行自己的責任。本集團深明識別及緩解重大氣候相關事宜的重要，因此密切監察氣候變化對我們業務及營運的潛在影響，並致力管理可能影響本集團業務活動的潛在氣候相關風險。根據氣候相關財務資料披露工作小組制定的報告框架，氣候相關風險主要有兩大類，即實體風險及過渡風險。本集團已實施風險管理措施，以識別及減輕氣候相關風險。

實體風險

極端天氣事件(如極端寒冷或酷熱、風暴、暴雨及颱風)的頻率及嚴重程度日益增加，可能導致電力短缺、中斷營運鏈及損害本集團資產的風險增加。考慮到與極端天氣事件有關的業務中斷風險，本集團將對重大政策變動保持警覺，並致力減少對環境的影響，以盡量減少任何潛在環境法規收緊對本集團業務營運的影響。

過渡風險

本集團持續監察氣候變化導致的監管、技術及市場格局的變化(包括收緊國家政策及上市規則)。本集團一直採取全面措施應對不斷變化的情況。

B SOCIAL SUSTAINABILITY

社會可持續性

EMPLOYMENT AND LABOUR PRACTICES

僱傭及勞工慣例

B1. EMPLOYMENT

B1. 僱傭

The Group highly values its employees, as the workforce is not only the most valuable asset of the Group but is also the solid foundation of sustainable development. A team of engaged and well-trained staff is the key contributing factor to building customer loyalty and making us to be the preferred choice for our customers.

本集團高度重視員工，因為員工不僅為本集團最寶貴的資產，亦為可持續發展的基石。一支敬業且訓練有素的員工團隊是建立客戶忠誠度並使我們成為客戶首選的關鍵因素。

Our Workforce

我們的員工

As at 31 December 2022, the Group had a total of 1,122 employees. The workforce categorised by gender, age groups, employment type, and geographical region are depicted below:

於二零二二年十二月三十一日，本集團共有1,122名員工。以下為按性別、年齡組別、僱傭類型及地理區域分類的員工：

Employee Structure	員工結構	FY2022	FY2021
		二零二二年財政年度 Amount 數量	二零二一年財政年度 Amount 數量
Total number of employees	員工總數	1,122	1,236
By gender	按性別劃分		
Male	男性	961	1,092
Female	女性	161	144
By age	按年齡劃分		
30 years old or below	30歲或以下	170	165
31-40 years old	31至40歲	288	331
41-50 years old	41至50歲	329	404
51 years old or above	51歲或以上	335	336
By location	按地區劃分		
Hong Kong	香港	12	11
PRC	中國	1,110	1,225
By employment type	按僱傭種類劃分		
Full time	全職	1,099	1,217
Part Time	兼職	23	19
By employment category	按僱傭類別劃分		
General	一般員工	875	989
Middle management	中級管理層	195	191
Senior management	高級管理層	52	56

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

EMPLOYMENT AND LABOUR PRACTICES (CONTINUED)

僱傭及勞工慣例(續)

B1. EMPLOYMENT (continued)

B1. 僱傭(續)

The employee turnover rate was 18.92% for FY2022. The employee turnover rates categorised by gender, age groups and location during FY2022 are depicted below:

二零二二年財政年度的員工流失率為18.92%。於二零二二年財政年度，按性別、年齡組別及地區劃分的員工流失率如下：

Employment Structure	僱傭結構	Units	FY2022	FY2021
		單位	二零二二年財政年度	二零二一年財政年度
By gender	按性別劃分			
- Male	- 男性	%	20.31	3.42
- Female	- 女性	%	9.36	6.92
By age group	按年齡組別劃分			
- 30 years old or below	- 30歲或以下	%	19.10	10.53
- 31-40 years old	- 31至40歲	%	24.14	4.46
- 41-50 years old	- 41至50歲	%	26.65	3.24
- 51 years old or above	- 51歲或以上	%	4.17	0.77
By location	按地區劃分			
- Hong Kong	- 香港	%	8.70	45.45
- PRC	- 中國	%	18.59	3.41

As a responsible employer, the Group is devoted to shape a non-discriminating, diverse, fair and harmonious workplace disregard of the number of employees. The Group is committed to providing equal opportunities to every single staff regardless of their gender, marital status, race, religion, age, nationality, sexual orientation, etc. The Group enforces zero tolerance on differential treatment and harassment on grounds of race, disability, sex and family status. A comprehensive framework with detailed human resources management policies are embedded in the staff handbook, which also provides information and guidelines to staff in Hong Kong office and PRC office in the areas of working conditions, equal employee recruitment and promotion, reasonable remuneration and employee benefits, dismissal and retirement and labour contract, training and development as well as health and safety, and undergoes regular review in light of new legal and regulatory requirements, and the best employment practices. Through the policy, the Group standardises and monitors employees' labour rights and obligations, promotion and welfare so that employees are entitled to legitimate rights and interests. During the process of recruitment of both professional and general staff, the Group considers the applicants of expatriates and ethnic minorities to consistence the employee diversity.

作為負責任僱主，本集團不論僱員人數多少，亦致力營造無歧視、多元、公平及和諧之工作環境。本集團致力為每一名僱員提供平等機會，而不論其性別、婚姻狀況、種族、宗教、年齡、國籍、性取向等。本集團強調，絕不容忍因種族、殘疾、性別及家庭狀況而受到不同待遇及滋擾。員工手冊包含完善框架，詳述人力資源管理政策，向香港辦公室及中國辦公室員工提供有關工作環境、公平僱員招聘與晉升、合理薪酬與僱員福利、解僱與退休及勞工合約、培訓與發展以及健康與安全方面之資料及指引，亦定期審視新法例及監管規定以及最佳僱傭常規。透過有關政策，本集團統一及監察僱員之勞工權利與義務、晉升及福利，讓僱員有權獲得合法權利及權益。招募專業人士及一般員工過程中，本集團會考慮外籍人士及少數族裔申請人，貫徹實行僱員多元化。

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

EMPLOYMENT AND LABOUR PRACTICES (CONTINUED)

B1. EMPLOYMENT (continued)

Law compliance

The human resources policies of the Group strictly adhere to the applicable employment laws and regulations in Hong Kong and PRC, including the Employment Ordinance (Chapter 57 of the laws of Hong Kong), the Labour Law of the PRC* (中華人民共和國勞動法) and the Labour Contract Law of the PRC* (中華人民共和國勞動合同法). The Group has also complied with the laws and regulations in respect to the employees' social security schemes that are enforced by the local governments in the operating regions, including endowment insurance, medical insurance, unemployment insurance, occupational injury insurance, maternity insurance, and housing subsidiary in PRC, mandatory provident fund scheme and medical insurance in Hong Kong, and so on. The Human Resources Department of the Group reviews and updates the relevant company policies regularly in accordance with the latest laws and regulations.

Recruitment and promotion

To attract high-calibre candidates, the Group offers fair, competitive remuneration and benefits based on employee's performance, personal attributes, job experiences and career aspiration. The Group also references market standards in determining remuneration and benefit policies. Meanwhile, the Group has adopted a set of clear and transparent procedures to achieve "Openness, Fairness, Transparency and Standardisation" at each stage of recruitment and recruit outstanding talents according to the planned job requirements. The Group attracts candidates through various measures such as posting recruitment advertisement on the Internet and hiring headhunting companies. The Group ensures that all employees are equal during recruitment and employment, and all employees have an opportunity to be developed and promoted appropriately.

僱傭及勞工慣例(續)

B1. 僱傭(續)

遵守法律

本集團的人力資源政策嚴格遵守香港及中國的適用僱傭法律法規，包括香港法例第57章《僱傭條例》、《中華人民共和國勞動法》及《中華人民共和國勞動合同法》。本集團亦遵守營運所在地區當地政府實施的僱員社會保障計劃的有關法律法規，包括中國的養老保險、醫療保險、失業保險、工傷保險、生育保險及住房補貼、香港的強制性公積金計劃和醫療保險等。本集團人力資源部會根據最新法律法規定期審查並更新公司相關政策。

招聘及晉升

為吸引高素質人才，本集團根據員工的績效、個人能力、工作經驗及職業理想提供公平及具競爭力的薪酬與福利。本集團於釐定薪酬及福利政策時亦參考市場標準。同時，本集團已採納一套清晰透明的程序，以在招聘的每個階段實現「公開、公平、透明及標準化」，並根據擬定的職位要求招聘優秀人才。本集團通過各種措施吸引人才，例如在互聯網上發佈招聘廣告及聘用獵頭公司。本集團確保在招聘及僱用期間所有員工獲平等對待，且所有員工都有機會獲得適當發展及晉升。

* For identification purpose only

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

EMPLOYMENT AND LABOUR PRACTICES (CONTINUED)

B1. EMPLOYMENT (continued)

Remuneration and dismissal

The Group decides the remuneration and benefits of employees according to the personal qualities, past performance, market standards, and other relating aspects. The Group conducts annual assessments based on factors such as working ability, performance, market salary levels and internal budget of the employees to encourage outstanding staff with bonuses. The Group also sets up a share option scheme as a long-term incentive for key management staff. Meanwhile, any recruitments, promotions or terminations of employment contract would be based on reasonable and lawful grounds. The Group strictly prohibits any kinds of unfair or unreasonable dismissals to protect employee's rights.

Working hours and holiday

The Group has established internal policies which according to the local employment laws for determining working hours and rest period for employees and keeps monitoring employees' working hours. Meanwhile, employees who work at non-office hours can receive appropriate overtime payment or compensation leave. In addition to basic paid annual leave and statutory holidays stipulated by the employment laws of the local governments, employees may also be given to additional leave entitlements such as marriage leave, maternity leave, paternity leave, sick leave and others.

僱傭及勞工慣例(續)

B1. 僱傭(續)

薪酬及解僱

本集團根據個人素質、過往表現、市場標準及其他相關方面釐定僱員的薪酬福利。本集團根據員工的工作能力、績效、市場薪金水平及內部預算等因素進行年度評估，用獎金鼓勵優秀員工。本集團亦設立一項購股權計劃，作為對主要管理人員的長期激勵。同時，任何招聘、晉升或終止僱傭合同均應基於合理合法的依據。為保障僱員權利，本集團嚴格禁止任何不公平或不合理的解僱。

工作時數及假日

本集團已根據當地僱傭法例制定內部政策，確定員工的工作時數及假期，並持續監控員工的工作時數。同時，於非辦公時間工作的員工可以獲得適當的加班費或補假。除當地政府勞動法規定的基本帶薪年假及法定假日外，僱員亦享有額外休假權利，如婚假、產假、侍產假、病假及其他假期。

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

EMPLOYMENT AND LABOUR PRACTICES (CONTINUED)

B1. EMPLOYMENT (continued)

Equal-opportunity and anti-discrimination

As an equal opportunity employer, the Group is committed to creating a fair, respectful and diverse working environment by promoting anti-discrimination and equal opportunity in all human resources and employment decisions, respecting all employees and has established “Equal Employment Policy”. For instance, training and promotion opportunities, dismissals and retirement policies are based on factors irrespective of the employees’ age, gender, marital status, pregnancy, family status, disability, race, colour, descent, nationality, religion or any other non-job related factors in all business units of the Group. The equal opportunity policy allows zero tolerance in relation to any workplace discrimination, harassment or vilification in accordance with local ordinances and regulations, such as Disability Discrimination Ordinance (Chapter 487 of laws of Hong Kong) and Sex Discrimination Ordinance (Chapter 480 of laws of Hong Kong). Employees are encouraged to report any incidents involving discrimination and sexual harassment to the Human Resources Department of the Group. The Group will take responsibility for assessing, dealing with, recording and taking any necessary disciplinary actions in relation to such incidents.

Other benefits and welfare

To meet employees’ need, the Group provides annual physical examinations, work meals, uniforms and well-equipped dorms. In terms of internal communication, effective two-way communication between the general staff and managerial staff is highly encouraged within the Group. The employees maintain a proper and smooth communication with the management through different channels. Interactive communication system plays an advantageous role in the decision-making process of the Group, and maintaining an approachability labour relationship helps to create a productive and pleasant working environment.

During FY2022, the Group was in compliance with relevant laws and regulations in relation to remuneration and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, welfare and other benefits that have a significant impact on the Group.

僱傭及勞工慣例(續)

B1. 僱傭(續)

平等機會及反歧視

作為一個願意提供平等機會的僱主，本集團致力於所有人力資源及僱傭決定上推動反歧視及平等機會理念，以營造公平、互相尊重及多元化的工作環境，尊重全體員工並制定「平等就業政策」。例如，本集團所有業務部門的培訓及晉升機會、解僱及退休政策不會以僱員的年齡、性別、婚姻狀況、懷孕、家庭狀況、殘疾、種族、膚色、血統、民族、宗教信仰或任何與工作無關的因素為依據。根據《殘疾歧視條例》(香港法例第487章)和《性別歧視條例》(香港法例第480章)等當地法令及法規制定的平等機會政策對任何工作場所的歧視、騷擾或污衊實施零容忍。我們積極鼓勵僱員向本集團人力資源部舉報任何涉嫌歧視及性騷擾的事件。本集團將負責對有關事件進行評估、處理、記錄及採取任何必要的紀律處分。

其他待遇及福利

為滿足員工之需求，本集團提供年度身體檢查、工作膳食、工作服及設備齊全的宿舍住宿。就內部溝通而言，本集團內部大力鼓勵一般員工與管理人員之間進行有效的雙向溝通。員工透過不同渠道與管理層保持適當而順暢的溝通。交互式通信系統於本集團的決策過程中發揮了有利的作用，維持平易近人的勞資關係有助於創造高效及舒適的工作環境。

於二零二二年財政年度，本集團在薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視、福利及其他待遇方面，已遵守對本集團有重大影響的相關法律法規。

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

EMPLOYMENT AND LABOUR PRACTICES (CONTINUED)

B2. HEALTH AND SAFETY

It is the Group's basic responsibility to maintain the occupational health and safety of employees. Policies in relation to occupational health and safety are formulated in accordance with various laws and regulations stipulated by the State Council of PRC and the Government of the Hong Kong. The specific laws and regulations included are the Occupational Safety and Health Ordinance (Chapter 509 of the laws of Hong Kong), 《中華人民共和國安全生產法》(the Work Safety Law of PRC*), 《中華人民共和國職業病防治法》(the Prevention and Control of Occupational Diseases Law of PRC*), 《工傷保險條例》(Regulation on Work-Related Injury Insurances*). Relevant policies, standards and procedures are reviewed on a regular basis to ensure that hazards of safety are removed or reduced to minimal.

The Group is committed to maintaining a healthy and safe work environment and minimising any adverse health and safety impacts arising from our operations care. The Group adopted an integrated approach to health and safety, where prevention of illness and injury forms part of the management practice. Employees are expected to exercise reasonable care and attention and avoid their subjection to risks that might lead to any accident or injury. There are evacuation procedures in case of fire in the offices and working areas. Corresponding administration and operation areas are also in place to assist employees in taking sensible immediate actions. All employees are expected to show their unconditional support to maintain a healthy and smoke-free working environment. Smoking is strictly prohibited in the office, toilets and stairwell areas. Apart from the abovementioned, the Group also provides employees with occupational safety training programs to mitigate work-related risks. There was no work-related fatal for the past three years and no lost days due to work injury during the reporting period.

僱傭及勞工慣例(續)

B2. 健康與安全

維持僱員職業健康與安全是本集團之基本責任。有關職業健康與安全的政策根據中國國務院及香港政府所制定的各項法律法規編製。具體法律法規包括《職業安全及健康條例》(香港法例第509章)、《中華人民共和國安全生產法》、《中華人民共和國職業病防治法》及《工傷保險條例》。定期審查相關政策、準則及程序，以確保消除安全隱患或將安全隱患降至最低。

本集團致力維持健康安全的工作環境，並盡量減少業務營運所產生任何不利健康與安全的影響。本集團採納一套綜合健康與安全方針，而預防疾病及受傷乃管理常規的一部分。本集團預期僱員會合理審慎避免面臨可能導致任何意外或受傷的風險。本集團已為辦公室及工作場所設立火災疏散程序，並制訂相應行政及操作區域，協助僱員即時採取明智行動。本集團期望全體僱員能無條件支持維持健康及無煙工作環境。辦公室、衛生間及樓梯井範圍均嚴禁吸煙。除上述者外，本集團亦為僱員提供職業安全培訓計劃，減低工作相關風險。過去三年並無發生因工亡故的情況，且於報告期間並無因工傷損失工作日數。

* For identification purpose only

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

EMPLOYMENT AND LABOUR PRACTICES (CONTINUED)

僱傭及勞工慣例(續)

B3. DEVELOPMENT AND TRAINING

B3. 發展及培訓

The Group encourages diversified learning at all employee levels as the contributions of its employees are critical to its success. Training programmes are constantly updated and their contents are reviewed and improved based on the feedback from staff and management. The Group organised various training programmes, including soft skills training, on-job practical training and language classes. The programmes aim to equip the Group's employees to become more efficient. In FY2022, a total of about 39,757 training hours covering a variety of training courses have been attended.

本集團鼓勵所有僱員多元學習，乃由於僱員貢獻為本集團成功關鍵。培訓計劃不斷更新，並根據員工及管理層的反饋檢討並改進計劃內容。本集團曾舉辦多項培訓計劃，當中包括軟性技巧培訓、在職培訓及語言課程。該等計劃旨在提升本集團僱員能力，使彼等更具效率。於二零二二年財政年度，僱員合共出席約39,757小時培訓，當中涵蓋各類培訓課程。

The training details during the FY2022 and FY2021 were as follows:

於二零二二年財政年度及二零二一年財政年度，培訓詳情如下：

The percentage of employees trained by gender	按性別劃分的受訓僱員百分比	FY2022 二零二二年財政年度	FY2021 ³ 二零二一年財政年度 ³
Male	男性	90.99%	86.10%
Female	女性	9.01%	13.90%

The percentage of employees trained by employment category	按僱傭類別劃分的受訓僱員百分比	FY2022 二零二二年財政年度	FY2021 二零二一年財政年度
General	一般員工	84.01%	77.04%
Middle management	中級管理層	10.46%	17.22%
Senior management	高級管理層	5.53%	5.74%

Average training hours for employees by gender	按性別劃分的僱員受訓平均時數	FY2022 二零二二年財政年度	FY2021 二零二一年財政年度
Male	男性	39.01	16.43
Female	女性	14.12	18.40

Average training hours for employees by employment category	按僱傭類別劃分的僱員受訓平均時數	FY2022 二零二二年財政年度	FY2021 二零二一年財政年度
General	一般員工	39.60	20.48
Middle management	中級管理層	17.60	15.14
Senior management	高級管理層	32.29	16.74

³ The FY2021 average training hours by category has been restated by applying the following formula:

total no. of training hours for employees in the specified category during the year/no. of employees in the specified category at the end of the year

³ 按類別劃分的二零二一年財政年度受訓平均時數乃應用以下方程重述：

年內於特定類別中僱員受訓總時數／年末特定類別中僱員人數

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

EMPLOYMENT AND LABOUR PRACTICES (CONTINUED)

B4. LABOUR STANDARDS

Child and forced labour are strictly prohibited during the recruitment process as defined by laws and regulations. The Group strictly complies with local laws and prohibits any child and forced labour employment. The Group's human resources and administration department is responsible for monitoring and ensuring compliance with the latest and relevant laws and regulations that prohibit child labour and forced labour. Also, ensure identity documents are carefully checked. If the violation is involved, it will be dealt with in the light of circumstances.

During the reporting period, the Group was not aware of any material non-compliance with child and forced labour-related laws and regulations that would have a significant impact on the Group. Such laws and regulations include but are not limited to the Employment Ordinance (Chapter 57 of the laws of Hong Kong), 《中華人民共和國勞動法》(the Labour Law of the PRC*), 《中華人民共和國勞動合同法》(the Law of the PRC on Employment Contracts*) and other related labour laws and regulations.

僱傭及勞工慣例(續)

B4. 勞工準則

誠如法律法規所界定，在招聘過程中我們嚴格禁止僱用童工及強制勞工。本集團嚴格遵守當地法律，禁止僱用任何童工及強制勞工。本集團人力資源及行政部負責監察及確保遵守禁止童工及強制勞工的最新及相關法律法規，並確保仔細檢查身份證明文件。倘涉及違規，則將按情況處理。

於報告期內，本集團並不知悉任何嚴重違反童工或強制勞工相關法律法規而會對本集團造成重大影響的情況。該等法律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》及其他相關勞動法律及法規。

* For identification purpose only

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

OPERATING PRACTICES

B5. SUPPLY CHAIN MANAGEMENT

As a social responsible corporate, it is critical and vital for the Group to maintain and manage a sustainable and reliable supply chain makes minimal negative impacts on the environment and society. The Group has strict control over the suppliers and focuses on social and environmental responsibilities in order to maintain a good and long-term relationship with the suppliers.

Coal mining business

The major suppliers of this business segment of the Group are the facilities manufacturers and distributors. The raw materials of this business segment include equipment and accessories for mining operation and materials for production. The mining sites formulate the procurement plan for approval by the relevant departments of the Company. According to the procurement value, the external corporate agent is entrusted by the Company to conduct open tenders or competitive negotiations (as the case may be). During the selection of suppliers, the Company carries out an examination on the eligibility of candidates, including the verification of suppliers' business license, status on the list of dishonest persons and whether any lawbreaking exists during operations in the past. Moreover, given the business nature of the Company, the quality of equipment in terms of explosion-proof performance is one of the most important factors the Company considers in its procurement of certain types of equipment. Specifically, the Company requires its candidates to provide relevant certification of explosion-proof qualification and explosionproof labels for the equipment that will be operated in the pit. During FY2022, the Group has 23 suppliers in China and 2 suppliers in Hong Kong respectively.

At the office level, supply chains cover procurement for headquarter office and are mainly focused on routine office items such as stationery, toner and paper. Apart from product quality, the quality of employees is also a crucial element of the Group's quality assurance framework. Through comprehensive recruitment process, the Group ensures employees are sufficiently qualified and experienced. Also, as mentioned previously in the section "B3. Development and training", the Group provides numerous trainings to the employees to ensure that they have the latest product knowledge and the soft skills required to serve our customers well. As also mentioned previously in the section "B1. Employment", the Group retains employees through rewarding the best employees through appraisal program, regular salary reviews, and promotion and internal transfer opportunities.

營運慣例

B5. 供應鏈管理

作為一間有社會責任的企業，維持及管理可持續及可靠的供應鏈從而將對環境及社會造成的負面影響降至最低是對本集團而言至關重要的。本集團對供應商有嚴格控制，並注重社會及環境責任，以與供應商保持長期良好的關係。

煤炭採礦業務

本集團此業務分部的主要供應商為設施製造商及分銷商。此業務分部的原材料包括採礦業務所用設備及配件以及生產所用材料。採礦場制定採購計劃，以供本公司相關部門批准。根據採購額，本公司委託外部代理公司進行公開招標或競爭性磋商(視情況而定)。在篩選供應商過程中，本公司對候選人的資格進行審查，包括對供應商營業執照、於失信人員名單上的狀態及於過往的營運中是否存在任何違法行為的核實。此外，鑒於本公司的業務性質，設備在防爆性能方面的質量是本公司在其採購若干類型設備時考慮的最主要因素之一。具體而言，本公司要求其候選人提供相關防爆資格證書並就將於礦井中運作的設備提供防爆標籤。於二零二二年財政年度，本集團於中國及香港分別有23名及2名供應商。

就辦公室而言，供應鏈涵蓋總部辦公室採購，主要集中於日常辦公用品，例如文具、碳粉及紙張。除產品品質外，僱員質素亦為本集團品質保證框架一個關鍵要素。透過全面的招聘流程，本集團可確保僱員具備足夠資格及經驗。此外，誠如上文「B3. 發展及培訓」一節所述，本集團為僱員提供眾多培訓，以確保彼等具備最新產品知識及服務客戶所需軟性技能。此外，上文「B1. 僱傭」一節亦提述，本集團透過評估計劃、定期薪酬檢討、晉升及內部調遷機會獎勵最優秀僱員，藉此留住僱員。

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

OPERATING PRACTICES (CONTINUED)

B5. SUPPLY CHAIN MANAGEMENT (continued)

Green Sourcing

The Group integrates sustainability into supply chain by procuring products that cause minimal impacts on the environment, including eco-friendly stationery, reusable items and energy efficient appliances with energy labels.

B6. PRODUCT RESPONSIBILITY

Product quality

The Group has a Quality Control Department that specializes in the quality inspection and control of material samples and product samples. All finished products are inspected by the Quality Control Department, and inspection reports are issued to ensure that the finished product quality meets the relevant national standards. The finished products are stored in shaded, sealed and dry places at all times, which aims to make sure that quality is not affected during storage. Meanwhile, the Group's production lines and process are all in line with industry standards. The Group also established quality inspection management standards and procedures for finished products, which are graded according to the specifications. In FY2022, the Group has no recall due to quality issues.

Protection of Customer Information

The Group takes a close attention to customer's privacy and ensures the customers' rights are under strict protection according to relevant laws and regulations to safeguard the data security of our customers. All commercial documents and personal information of our customers are stored properly in accordance to the government law. The Group pays extra attention to customer data management and no substantiated complaint regarding leakage of customer privacy or loss of customer data were reported in FY2022. A set of clear customer data privacy policies has been formulated to instruct our employees on managing the data which they have access to. Data privacy training is available for employees in the orientation and refresher programme.

For instance, all customers' information and business document are held and stocked in strictly secure place. The historical records are packed in boxes and stored properly. The Group will keep the service quality through implementing written policies and reviewing guests' feedback on a timely basis.

營運慣例(續)

B5. 供應鏈管理(續)

綠色採購

本集團透過採購對環境影響最小的產品(包括環保文具、可重複使用物品及附有能源標籤的節能電器)，將可持續發展融入供應鏈。

B6. 產品責任

產品質量

本集團設有質量控制部門，專門從事材料樣品及產品樣品的質量檢查及控制。所有成品由質量控制部門檢查，並出具檢查報告，以確保成品質量符合相關的國家標準。成品始終存放在陰涼、密封及乾燥的地方，以確保在儲存過程中質量不受影響。同時，本集團的生產線及流程均符合行業標準。本集團亦制定成品的質量檢驗管理標準及流程，並根據規格進行分級。於二零二二年財政年度，本集團並無因質量事宜進行回收。

保障客戶資料

本集團密切關注客戶的私隱，並根據相關法律法規確保對客戶的權利進行嚴格保護，以保障客戶的數據安全。根據政府法律，客戶的所有商業文件及個人資料均須妥善儲存。本集團特別關注客戶資料管理，於二零二二年財政年度中並無有關客戶私隱洩露或客戶資料遺失的投訴查明屬實。我們已明確制定一套客戶私隱政策，為僱員管理可查閱數據提供指引。僱員於入職及進修課程期間會接受有關私隱的培訓。

舉例而言，所有客戶資料及商業文件均存放於嚴密地點。歷史記錄妥善裝箱保存。本集團將透過實施書面政策及適時審查賓客的反饋保持服務質素。

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

OPERATING PRACTICES (CONTINUED)

B6. PRODUCT RESPONSIBILITY (continued)

Intellectual property

The Group hire legal advisors to provide legal advice for the protection of intellectual property rights and engage legal executive to view and prevent intellectual property infringement.

The Group classifies the data and filing room which filed the trade secrets as a restrict area, isolates the area from the ordinary areas in the office, and stipulates that irrelevant staff are not allowed to enter, thereby reducing employee to access to the trade secrets of the Group. The Group requires relevant technical employees to sign a confidential agreement to implement daily confidentially technical work. The Group needs to sign a confidential agreement or privacy policy during external business activities or when entering a commercial contract if necessary.

B7. ANTI-CORRUPTION

The Group maintains the highest standards of openness, uprightness and accountability and all our employees are expected to observe the highest standards of ethical, personal and professional conduct. The Group does not tolerate corruption, bribery, extortion, money laundering and other fraudulent activities in connection with any of the Group's operations.

As part of an ongoing process of directors' training, the directors are updated with the latest developments regarding the Listing Rules and other applicable regulatory requirements from time to time to ensure compliance by all directors. All directors are encouraged to attend external forums or training courses on relevant topics which may count towards continuous professional development training. During the reporting period, all directors participated in appropriate continuous professional development activities by attending training courses on topics related to corporate governance and regulations or by reading materials relevant to the Company's business or their duties and responsibilities. The Group will provide training to our directors and employees on anti-corruption practices in the ensuing fiscal years.

During the reporting period, the Group was not aware of any breaches of relevant laws and regulations relating to bribery, extortion, fraud and money laundering and the Group confirmed that no concluded legal cases regarding corrupt practices brought against the Group and the employees. The Group maintains the highest standards of openness.

營運慣例(續)

B6. 產品責任(續)

知識產權

本集團聘請法律顧問就知識產權保護提供法律意見，並聘用法律執行人員查看及防止侵犯知識產權。

本集團將歸檔商業機密的數據及檔案室分類為受限制區域，將該區域與辦公室的普通區域進行隔離，並規定不准無關人員進入，從而減少員工獲取本集團商業秘密的機會。為實施日常的保密技術工作，本集團要求相關技術人員簽署保密協議。必要時，本集團需於進行對外業務活動期間或訂立商業合約時簽署保密協議或私隱政策。

B7. 反貪污

本集團維持最高標準的開放、正直態度及問責制度，並預期全體員工遵守最高道德、個人及專業操守的標準。本集團絕不姑息任何涉及本集團業務營運的貪污、賄賂、勒索、洗錢及其他欺詐行為。

作為董事持續培訓的一部分，董事不時獲提供有關上市規則及其他適用監管規定之最新發展情況，以確保全體董事遵守有關規定。我們鼓勵全體董事出席外界舉辦有關主題的論壇或培訓課程作為持續專業發展培訓的一部分。於報告期間，全體董事通過參加與企業管治及法規相關主題的培訓課程，或閱讀與本公司業務或其職責及責任的相關材料，參與適當的持續專業發展活動。本集團將於接下來的財政年度，為我們的董事及僱員提供反貪污實踐培訓。

於報告期間，本集團概不知悉任何違反有關賄賂、勒索、欺詐及洗錢的相關法律法規的行為，且本集團確認亦無針對本集團及我們僱員涉及貪污行為的已完結法律案件。本集團維持最高的公開標準。

B SOCIAL SUSTAINABILITY (Continued)

社會可持續性(續)

OPERATING PRACTICES (CONTINUED)

營運慣例(續)

B7. ANTI-CORRUPTION (continued)

B7. 反貪污(續)

Whistle-blowing Mechanism

舉報機制

The Group's have formulated Fraud Detection and Whistleblowing Policy that provide a dedicated confidential reporting channel for all staff members to report both observed and suspected noncompliance and questionable practices. No matter the allegations are being proven, employee will not be at risk of suffering from any form of retaliation.

本集團已制定欺詐檢測及舉報政策，為全體員工提供專用的保密舉報渠道，以舉報觀察到及懷疑的不合規及可疑行為。無論指控是否屬實，員工將不會面臨遭受任何形式報復的風險。

COMMUNITY

社區

B8. COMMUNITY INVESTMENT

B8. 社區投資

The Group understands well of the importance for making positive contribution to the community where it operates, and considers community benefits as one of its social responsibility. The Group considers that enterprises and communities are inseparable as a whole. Enterprise development has played a leading role in the economic and social development of the community, such as providing employment opportunities and increasing taxes. At the same time, enterprise development is also inseparable from community's support and help. In order to better fulfil its social responsibilities, the Group is very concerned about environmental and health issues and sponsors relevant activities or organisations when necessary.

本集團深知對營運所在社區做出積極貢獻的重要，並將社區利益視為其社會責任之一。本集團認為企業和社區整體上是密不可分的。企業發展在社區的經濟和社會發展中發揮了主導作用，例如提供就業機會和增加稅收。同時，企業發展亦離不開社區的支持及協助。為更好地履行其社會責任，本集團非常關注環境與健康問題，並在有需要時贊助相關活動或組織。

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環境、社會及管治報告索引

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主要範疇、層面、一般披露及關鍵績效指標		章節	頁碼
A. Environmental			
A. 環境			
A1: Emissions			
A1 : 排放物			
General Disclosure		“Environmental Sustainability”	9-10
一般披露		「環境可持續性」	9至10
KPI A1.1	The types of emissions and respective emissions data	“Emission – Air Emissions”	9
關鍵績效指標A1.1	排放物種類及相關排放資料	「排放物 – 廢氣排放」	9
KPI A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity	“Emissions – Greenhouse Gas Emissions”	9
關鍵績效指標A1.2	直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度	「排放物 – 溫室氣體排放」	9
KPI A1.3	Total hazardous waste produced and, where appropriate, intensity	Not applicable – The Group generates no hazardous waste	–
關鍵績效指標A1.3	所產生有害廢棄物總量及(如適用)密度	不適用 – 本集團不產生有害廢物	–
KPI A1.4	Total non-hazardous waste produced and, where appropriate, intensity	“Emissions – Wastewater” “Emissions – Solid Wastes”	10
關鍵績效指標A1.4	所產生無害廢棄物總量及(如適用)密度	「排放物 – 廢水」 「排放物 – 固體廢物」	10
KPI A1.5	Description of emissions target(s) set and steps taken to achieve them	“Emissions – Air Emissions” “Emissions – Greenhouse Gas Emissions”	9 and 11
關鍵績效指標A1.5	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	「排放物 – 廢氣排放」 「排放物 – 溫室氣體排放」	9及11
KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them	“Emissions – Wastewater” “Emissions – Solid Wastes”	10-11
關鍵績效指標A1.6	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	「排放物 – 廢水」 「排放物 – 固體廢物」	10至11

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A2: Use of Resources			
A2：資源使用			
General Disclosure		“Use of Resources”	12-13
一般披露		「資源使用」	12至13
KPI A2.1	Direct and/or indirect energy consumption by type in total and intensity	“Use of Resources – Energy”	12 and 14
關鍵績效指標A2.1	按類型劃分的直接及／或間接能源總耗量及密度	「資源使用 – 能源」	12及14
KPI A2.2	Water consumption in total and intensity	“Use of Resources – Water”	13-14
關鍵績效指標A2.2	總耗水量及密度	「資源使用 – 用水」	13至14
KPI A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them	“Use of Resources – Energy”	12 and 14
關鍵績效指標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	「資源使用 – 能源」	12及14
KPI A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them	“Use of Resources – Water” There is no issue in sourcing water fit for purpose	13-14
關鍵績效指標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所採取的步驟	「資源使用 – 用水」 求取適用水源上沒有問題	13至14
KPI A2.5	Total packaging material used for finished products and, if applicable, with reference to per unit produced	“Use of Resources – Paper”	13-14
關鍵績效指標A2.5	製成品所用包裝材料的總量及每件生產單位數量(如適用)	「資源使用 – 紙張」	13至14

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環境、社會及管治報告索引(續)

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A3: The Environment and Natural Resources			
A3：環境及天然資源			
General Disclosure		“The Environment and Natural Resources”	15
一般披露		「環境及天然資源」	15
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them	“The Environment and Natural Resources”	15
關鍵績效指標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有關管理行動	「環境及天然資源」	15
A4: Climate Change			
A4：氣候變化			
General Disclosure		“Climate Change”	16
一般披露		「氣候變化」	16
KPI A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them	“Climate Change”	16
關鍵績效指標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，以及應對行動	「氣候變化」	16

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B. Social			
B. 社會			
Employment and Labour Practices			
僱傭及勞工常規			
B1: Employment			
B1 : 僱傭			
General Disclosure		“Employment”	17-21
一般披露		「僱傭」	17至21
KPI B1.1	Total workforce by gender, employment type, age group and geographical region	“Our Workforce”	17
關鍵績效指標B1.1	按性別、僱傭類型、年齡組別及地區劃分的僱員總數	「我們的員工」	17
KPI B1.2	Employee turnover rate by gender, age group and geographical region	“Our Workforce”	18
關鍵績效指標B1.2	按性別、年齡組別及地區劃分的僱員流失比率	「我們的員工」	18
B2: Health and safety			
B2 : 健康與安全			
General Disclosure		“Health and Safety”	22
一般披露		「健康與安全」	22
KPI B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year	No work-related fatalities occurred	-
關鍵績效指標B2.1	過去三年(包括報告年度)每年因工亡故的人數及比率	並無發生因工亡故事件	-
KPI B2.2	Lost days due to work injury	No lost days due to work injury	-
關鍵績效指標B2.2	因工傷損失工作日數	並無因工傷損失工作日數	-
KPI B2.3	Description of occupational health and safety measures adopted and how they are implemented and monitored	“Health and Safety”	22
關鍵績效指標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	「健康與安全」	22

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B3: Development and Training			
B3 : 發展及培訓			
General Disclosure		“Development and Training”	23
一般披露		「發展及培訓」	23
KPI B3.1	The percentage of employees trained by gender and employee category	“Development and Training”	23
關鍵績效指標B3.1	按性別及僱員類別劃分的受訓僱員百分比	「發展及培訓」	23
KPI B3.2	The average training hours completed per employee by gender and employee category	“Development and Training”	23
關鍵績效指標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	「發展及培訓」	23
B4: Labour Standards			
B4 : 勞工準則			
General Disclosure		“Labour Standards”	24
一般披露		「勞工準則」	24
KPI B4.1	Description of measures to review employment practices to avoid child and forced labour	“Labour Standards”	24
關鍵績效指標B4.1	描述檢討招聘慣例的措施以避免童工及強制勞工	「勞工準則」	24
KPI B4.2	Description of steps taken to eliminate such practices when discovered	“Labour Standards”	24
關鍵績效指標B4.2	描述在發現違規情況時消除有關情況所採取的步驟	「勞工準則」	24

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B5: Operating Practices			
B5 : 營運慣例			
B5.1 Supply Chain Management			
B5.1 供應鏈管理			
General Disclosure		“Supply Chain Management”	25-26
一般披露		「供應鏈管理」	25至26
KPI B5.1	Number of suppliers by geographical region	“Supply Chain Management”	25
關鍵績效指標B5.1	按地區劃分的供應商數目	「供應鏈管理」	25
KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored	“Supply Chain Management”	25
關鍵績效指標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	「供應鏈管理」	25
KPI B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored	“Supply Chain Management”	25
關鍵績效指標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	「供應鏈管理」	25
KPI B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored	“Supply Chain Management”	26
關鍵績效指標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	「供應鏈管理」	26

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING INDEX (Continued)

環境、社會及管治報告索引(續)

Subject areas, aspects, general disclosures and Key Performance Indicators (KPIs)		Section	Pages
主要範疇、層面、一般披露及關鍵績效指標		章節	頁碼
B6: Product Responsibility			
B6：產品責任			
General Disclosure		“Product Responsibility”	26-27
一般披露		「產品責任」	26至27
KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons	No product sold or shipped subject to recalls for safety and health reasons	-
關鍵績效指標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	並無售或已運送產品因安全與健康理由而須召回	-
KPI B6.2	Number of products and services related complaints received and how they are dealt with	No product and service related complaints received	-
關鍵績效指標B6.2	接獲關於產品及服務的投訴數目以及應對方法	並無接獲有關產品及服務的投訴	-
KPI B6.3	Description of practices relating to observing and protecting intellectual property rights	“Product Responsibility”	27
關鍵績效指標B6.3	描述與維護及保障知識產權有關的慣例	「產品責任」	27
KPI B6.4	Description of quality assurance process and recall procedures	Not applicable to the Group's business	-
關鍵績效指標B6.4	描述質量檢定過程及產品回收程序	不適用於本集團業務	-
KPI B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored	“Product Responsibility”	26
關鍵績效指標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	「產品責任」	26

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING INDEX (Continued)

環境、社會及管治報告索引(續)

Subject areas, aspects, general disclosures and Key Performance Indicators (KPIs)		Section	Pages
主要範疇、層面、一般披露及關鍵績效指標		章節	頁碼
B7: Anti-corruption			
B7：反貪污			
General Disclosure		“Anti-corruption”	27-28
一般披露		「反貪污」	27至28
KPI B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases	No concluded legal case regarding corrupt practices was noted	–
關鍵績效指標B7.1	於報告期間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	概無發現有關貪污行為的已審結法律案件	–
KPI B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored	“Anti-corruption”	27-28
關鍵績效指標B7.2	描述防範措施及舉報程序，以及相關執行及監察方法	「反貪污」	27至28
KPI B7.3	Description of anti-corruption training provided to directors and staff	“Anti-corruption”	27
關鍵績效指標B7.3	描述向董事及員工提供的反貪污培訓	「反貪污」	27

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING INDEX (Continued)

環境、社會及管治報告索引(續)

Subject areas, aspects, general disclosures and Key Performance Indicators (KPIs)		Section	Pages
主要範疇、層面、一般披露及關鍵績效指標		章節	頁碼
C. Community			
C. 社區			
B8: Community Investment			
B8：社區投資			
General Disclosure		“Community Investment”	28
一般披露		「社區投資」	28
KPI B8.1	Focus areas of contribution	Community Investment	28
關鍵績效指標B8.1	專注貢獻範疇	社區投資	28
KPI B8.2	Resources contributed to the focus area	–	–
關鍵績效指標B8.2	在專注範疇所動用資源	–	–



Green Leader Holdings Group Limited
綠領控股集團有限公司

Incorporated in Bermuda with limited liability 於百慕達註冊成立之有限公司

Stock Code 股份代號 : 0061

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