

百德國際有限公司  
**Pak Tak International Limited**

(Incorporated in Bermuda with limited liability)  
Stock Code: 2668



# 2023

ENVIRONMENTAL, SOCIAL AND  
GOVERNANCE REPORT





## INTRODUCTION

This environmental, social and governance report (the “**ESG Report**”) provides an overview of the related Environmental, Social and Governance (“**ESG**”) initiatives, plans, performance and various measures of Pak Tak International Limited (the “**Company**”) and its subsidiaries (collectively, the “**Group**” or “**we**”), and demonstrates our commitment towards sustainable development. We are aware that our ESG policies have a significant impact on our sustainable development, and therefore this ESG Report will elaborate on our ESG philosophy, initiatives and performance as well as plans.

## ABOUT THE GROUP

### OUR BUSINESS

The Group is listed on the Main Board of The Stock Exchange of Hong Kong Limited (“**HKEx**”). For the year ended 31 December 2023 (“**2023**” or the “**Reporting Period**”), the Group is principally engaged in the supply chain business, hotel management and catering services, property investment and other business included the leasing business, money lending business and securities investment.

### OUR VISION

Provide maximum value for our customers whilst maintaining a competitive advantage in the market.

### OUR GOALS

Put the best effort to expand our core business in the People’s Republic of China (the “**PRC**”), and create values for our shareholders and investors.

## SUSTAINABILITY APPROACH

The Group believes sustainability is one of the cornerstones for achieving continuous success. Therefore, we are continuously monitoring the risks and exploring potential opportunities. We have also adopted the following sustainability strategies at all levels of the Group in a top-down approach:

- To achieve environmental sustainability;
- To establish long-term partnerships with suppliers and customers;
- To provide solutions and quality product to end-users;
- To respect human rights and social culture for all level of staff;
- To engage with stakeholders through open dialogue; and
- To sustain local communities.

With the aim of striking a balance between business needs, social demands and environmental impacts, we are committed to working with our stakeholders so as to develop a mutually beneficial relationships to enhance our ESG performance, and to deliver greater value for the wider community.





## BOARD STATEMENT

Dear stakeholders,

The board of directors (the “**Board**”) is committed to driving sustainable development in the Group’s business operations. The Board has overall responsibility for the Group’s ESG strategy and reporting, while both the members of the Board and senior management supervise the ESG issues of the Group. The Board continuously monitors and reviews the key risks affecting the sustainability of the Group’s business. The risk management and internal control frameworks provide a structured approach for the Board to formulate policies and ensure effective execution. Where appropriate, external advisors would be engaged to provide expertise and professional advice for the ESG management process. More information about the Group’s governance structure is stated in the section headed “GOVERNANCE FOR SUSTAINABILITY”.

The Group continuously communicates with its stakeholders to understand their concerns and fulfill their expectations. In order to identify and assess the material concerns of the Group’s stakeholders, the Group has conducted materiality assessment surveys through stakeholder engagement. The assessment helped the Group determine the factors that have material impacts on the Group’s sustainable growth, which were incorporated in the development of its ESG strategies and targets.

The Group has set various ESG-related goals and targets. The environmental targets were approved by the Board and the progress is reviewed by the representatives from business and functional departments annually. The business and functional departments make full use of the available ESG data to compare the performance between different years and report to the Board at least once per year. Aiming to achieve the targets, the Group is committed to implementing various measures, which will be mentioned in this ESG Report. The Board believes the ESG-related targets can raise employees’ awareness of ESG, drive behavioural changes and facilitate the incorporation of ESG initiatives into the Group’s operational strategy.

On behalf of the Board, I would like to express my gratitude to my fellow directors, the management team, all employees and stakeholders for their contributions to the Group’s sustainable development.

**Liao Nangang**

*Chairman*

Hong Kong, 28 March 2024

## GOVERNANCE FOR SUSTAINABILITY

The Group considers ESG as part of its fiduciary duty and strives to embed ESG considerations into daily operations and management. The Board holds the overall responsibility for the Group's ESG strategy and reporting, as well as overseeing and managing the Group's ESG-related issues. The Board discusses and reviews the Group's ESG-related risks and opportunities, performance, progress, goals and targets at least once per year with the assistance of the Group's business and functional departments. The Board also ensures the effectiveness of ESG risk management and internal control mechanism.

The Group's representatives from business and functional departments facilitates the Board's oversight of ESG-related issues and has the responsibility for collecting and analysing ESG data, monitoring and evaluating the Group's ESG performance, ensuring compliance with ESG-related laws and regulations and preparing ESG Reports. The management arranges meetings at least once per year to discuss and review the Group's ESG-related issues including, but not limited to, ESG-related policies and procedures, ESG-related performance, as well as the progress made against ESG-related goals and targets, and reports the results to the Board.





## ABOUT THE ESG REPORT

### REPORTING SCOPE

Unless stated otherwise, the scope of the ESG Report covers the Group's efforts and contributions to the environment and society, which include the Group's key business and operational activities in the PRC and Hong Kong. The Group will continue to access the major ESG aspects of different businesses and extend the scope of disclosures when and where applicable.

### REPORTING FRAMEWORK

The ESG Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the "**ESG Reporting Guide**") as set out in Appendix 27 of the Rules Governing the Listing Securities on the Main Board of HKEx.

For information relating to the Group's corporate governance practices, please refer to the section headed "Corporate Governance Report" in the Group's Annual Report 2023 ("**Annual Report**").

Data and information used for preparing this ESG Report are referenced from our archived documents, records, statistics and research. Financial data is extracted from or calculated based on the Group's audited Annual Financial Statements for 2023.

The Group attaches great importance to materiality, quantitative, balance, and consistency during the preparation for this ESG Report, the Group has applied the following reporting principles in the ESG Reporting Guide as the following:

**Materiality:** Materiality assessment has been conducted to identify material ESG issues, thereby adopting the confirmed material issues as the focus of the ESG Report. The materiality of ESG issues was reviewed and confirmed by the Board and the designated personnel from various departments. Please refer to the sections headed "STAKEHOLDER ENGAGEMENT" and "MATERIALITY ASSESSMENT" for further details.

**Quantitative:** The standards and methodologies as well as the applicable assumptions used in the calculation of key performance indicators ("**KPIs**" or individually a "**KPI**") in the ESG Report were supplemented by explanatory notes.

**Balance:** This ESG Report was prepared based on an objective and impartial manner to ensure that the information disclosed faithfully reflects the overall ESG performance of the Group.

**Consistency:** The statistical methodologies applied to this ESG Report, unless otherwise specified, were substantially consistent with 2022 to allow for meaningful comparisons.

### REPORTING PERIOD

The ESG Report describes the ESG activities, challenges faced and measures taken in 2023.

## STAKEHOLDER ENGAGEMENT

The Group values communication with stakeholders and their opinions on its business and ESG matters and is committed to balancing the interests of all parties so as to draw a blueprint for long-term prosperity. The Group actively strives to better understand and engage its stakeholders to ensure continuous improvements. We strongly believe that our stakeholders play a crucial role in sustaining the success of our business in the challenging market. To understand, respond to and address core concerns of different stakeholders, we continuously integrate their expectations into our operations and ESG strategies through the utilization of various communication channels to engage our stakeholders. Communication channels between the Group and stakeholders together with their expectations and concerns are as follows:

Types of stakeholders	Communication channels	Expectations and concerns
HKEx	<ul style="list-style-type: none"> <li>Website updates</li> <li>Announcements</li> </ul>	<ul style="list-style-type: none"> <li>Compliance with listing rules</li> <li>Timely and accurate announcements</li> </ul>
Regulatory authorities and government bodies	<ul style="list-style-type: none"> <li>Interactions and visits</li> <li>Government inspections</li> <li>Tax returns and other information</li> <li>Websites</li> <li>Meetings</li> <li>Email and telephone calls</li> </ul>	<ul style="list-style-type: none"> <li>Compliance with laws and regulations</li> <li>Prevention of tax evasion</li> <li>Social welfare</li> </ul>
Suppliers	<ul style="list-style-type: none"> <li>Emails and telephone calls</li> <li>Site visits</li> <li>Surveys</li> <li>Appraisals</li> </ul>	<ul style="list-style-type: none"> <li>Payment schedule</li> <li>Stable demand</li> </ul>
Shareholders and investors	<ul style="list-style-type: none"> <li>Shareholders' meetings</li> <li>Financial reports</li> </ul>	<ul style="list-style-type: none"> <li>Corporate governance system</li> <li>Business strategies and performance</li> <li>Investment returns</li> </ul>
The community, non-governmental organizations and media	<ul style="list-style-type: none"> <li>Issue of newsletters on the Company's website</li> <li>ESG reports</li> <li>Press releases and announcements</li> <li>Financial reports</li> </ul>	<ul style="list-style-type: none"> <li>Corporate governance</li> <li>Environmental protection</li> <li>Human rights</li> </ul>
Customers	<ul style="list-style-type: none"> <li>Customer service hotline</li> <li>Emails and telephone calls</li> <li>Customer meetings</li> <li>Site visits</li> </ul>	<ul style="list-style-type: none"> <li>Product quality</li> <li>Delivery times</li> <li>Reasonable prices</li> <li>Service value</li> <li>After-sales services</li> </ul>
Employees	<ul style="list-style-type: none"> <li>Staff appraisals</li> <li>Regular meetings</li> <li>Emails and telephone calls</li> <li>Employee handbooks</li> <li>Customized training</li> <li>Anonymous communication channels</li> </ul>	<ul style="list-style-type: none"> <li>Rights and benefits</li> <li>Employee compensation</li> <li>Training and development</li> <li>Working hours</li> <li>Working environment</li> <li>Labor protection</li> <li>Work safety</li> </ul>

The Group is committed to working with our stakeholders to improve the Group's ESG performance and to continue to create greater value for our community and society.







# MATERIALITY ASSESSMENT

The Group’s management and staff in major functions are responsible for the preparation of the ESG Report so as to assist the Group in reviewing its operations and identifying the relevant ESG issues and assess the importance of relevant matters to our business and stakeholders. A survey has been compiled in accordance with the identified material ESG issues to collect information from relevant departments, business units and stakeholders of the Group. The Group’s material ESG matters are summarized as follows:

Low priority	Mid priority	High priority
<ul style="list-style-type: none"> <li>Emissions Control</li> <li>Waste Management</li> <li>Water Management</li> <li>Energy Management</li> <li>Environmental Impact Management</li> <li>Responding Actions to Climate Change</li> </ul>	<ul style="list-style-type: none"> <li>Employment Practices</li> <li>Employee Health and Safety</li> <li>Preventing Child and Forced Labor</li> <li>Employee Development and Training</li> <li>Corporate Social Responsibility</li> </ul>	<ul style="list-style-type: none"> <li>Supply Chain Management</li> <li>Service Quality and Standards</li> <li>Anti-corruption</li> </ul>

During the Reporting Period, the Group confirms that it has established appropriate and effective management policies and monitoring systems relating to ESG issues, and that contents disclosed in the ESG Report comply with the requirements of the ESG Reporting Guide.

## CONTACT US

The Group welcomes comments and suggestions from stakeholders. You can provide any opinions in respect of the ESG Report or the Group’s performance in sustainable development by email to [info@paktakintl.com](mailto:info@paktakintl.com).

### A1. EMISSIONS

The Group attaches great importance to ensuring long-term sustainability in the environment and community where the Group operates. We recognize our responsibilities towards the potential environmental impacts associated with our business operations and integrate environmental considerations into our decision-making processes. In respect of the Group's business operations, the Group is committed to providing the best products and fine experiences to its customers while facilitating low-carbon operation adaptation.

As one of our guiding principles, we strive to minimize the environmental impacts brought by our operations. The culture of environmental protection is widely adopted throughout the Group, especially in pollution alleviation. Due to our business nature, we recognize that our business operations will either directly or indirectly affect the environment. Therefore, we have formulated the Environmental, Social and Governance Policy ("**ESG Policy**") to protect and improve the environment and to promote the sustainability of our business. We continue to maintain environmental protection and emissions reduction as our top priorities, and have adopted related environmental policies and delivered the contents to our employees. Within our policy framework, we continually look for different opportunities to pursue environmentally friendly initiatives and to enhance our environmental performance by reducing energy and the use of other resources.

During the Reporting Period, the Group was not aware of any material non-compliance with environmental-related laws and regulations in relation to exhaust gas and greenhouse gas ("**GHG**") emissions, water and land discharge, and the generation of hazardous and non-hazardous waste that would have a significant impact on the Group. Such laws and regulations include, but are not limited to, the Environmental Protection Law of the PRC and Waste Disposal Ordinance of Hong Kong.

#### Emissions Control

##### *Air Pollutants Emissions*

The Group's emissions of air pollutants, which include nitrogen oxides ("**NO<sub>x</sub>**"), sulphur oxides ("**SO<sub>x</sub>**") and particulate matter ("**PM**"), are mainly generated from fuel consumption by vehicles and activities relating to hotel management and catering services.

During the Reporting Period, NO<sub>x</sub>, SO<sub>x</sub> and PM generated by Group<sup>1</sup> were approximately 4.49 kg, approximately 0.07 kg and approximately 0.33 kg respectively.

Note:

1. The air pollutants emissions calculations are based on the emissions factors in "How to prepare an ESG Report — Appendix 2: Reporting Guidance on Environmental KPIs" issued by HKEx.

In respect of such sources of emissions, we have actively taken the following emissions reduction measures to reduce the adverse impacts of emissions on the environment and the risk of illnesses caused by air pollution in the community:

- Educate employees to turn off idling vehicle engines;
- Encourage the use of public transportation for travels;
- Encourage telephone calls and video conferences to replace unnecessary travels; and
- Actively take other emissions reduction measures, as described in the section headed "GHG Emissions" of this aspect.





## A. ENVIRONMENTAL

As the Group does not have a significant amount of air pollutants emissions, no air pollutants emissions targets were in place during the Reporting Period. Looking ahead, we would continuously monitor our emissions performance so that any deficiencies can be detected and remedial actions can be taken on a timely basis.

### GHG Emissions

The Group's GHG emissions mainly consist of direct GHG emissions generated from fuel consumption (Scope 1) by vehicles and activities relating to hotel management and catering services, energy indirect GHG emissions (Scope 2) generated from purchased electricity, and other indirect GHG emissions (Scope 3) generated from paper waste disposal to landfills. The Group has set a target of maintaining or reducing the total GHG emission intensity in the year ending 31 December 2024 ("2024"), using approximately 5.530 tonnes of carbon dioxide equivalent ("tCO<sub>2</sub>e")/revenue in million in 2023 as the baseline. To strive to achieve the target, the Group actively adopts energy-saving measures to reduce GHG emissions, including strict control on the use of electrical appliances. Specific measures will be further described in the section headed "Energy Management" in aspect A2. Furthermore, the Group will also prevent long-distance face-to-face meetings by means of utilizing methods such as telephone calls and video conferences to reduce carbon emissions from travels. During the Reporting Period, the Group's total GHG emissions intensity increased significantly year-on-year to approximately 5.530 tCO<sub>2</sub>e/revenue in million (2022: 2.266 tCO<sub>2</sub>e/revenue in million). Most of the GHG Emissions of the Group generated from hotel management and catering services segment. The increase in the total GHG emissions intensity because full year emissions data (2022: only nine-months emission data) are recorded from hotel management and catering services in 2023 as the Group acquired Foresight Industrial Group Limited and its subsidiaries ("**Foresight Industrial Group**") from 1 April 2022 (Detail refer to Note 29 of Annual Report). Besides, the proportion of revenue from hotel management and catering services increased to 28.8% (2022: 12.0%) over Group's total revenue.

The table below summarizes the Group's GHG emissions performances:

Indicators <sup>1</sup>	Units	2023	2022
Direct GHG emissions (Scope 1)	tCO <sub>2</sub> e	<b>547.31</b>	498.12
Energy indirect GHG emissions (Scope 2)	tCO <sub>2</sub> e	<b>1,780.89</b>	1,138.97
Other indirect GHG emissions (Scope 3)	tCO <sub>2</sub> e	<b>8.40</b>	8.83
Total GHG emissions	tCO <sub>2</sub> e	<b>2,336.60</b>	1,645.92
Intensity <sup>2</sup>	tCO <sub>2</sub> e/revenue in million	<b>5.530</b>	2.266

Notes:

- GHG emissions data are presented in terms of tCO<sub>2</sub>e, with reference to, including, but not limited to, the reporting requirements of the "GHG Protocol: A Corporate Accounting and Reporting Standard" issued by the World Resources Institute and the World Business Council for Sustainable Development, "How to prepare on ESG Report – Appendix 2: Reporting Guidance on Environmental KPIs" issued by HKEx, the "Notice on Carrying out Work in Reporting and Management of Greenhouse Gas Emissions of Enterprises in the Power Generation Industry from 2023 to 2025" issued by the Ministry of Ecological Environment of the PRC, "Global Warming Potential Values" from the IPCC Fifth Assessment Report and the Sustainability Report 2022 published by HK Electric Investments and HK Electric Investments Limited.
- During the Reporting Period, the Group had recorded a revenue of approximately HKD422.5 million (2022: approximately HKD726.5 million). These data are also used for the calculation of other intensity data.

### *Sewage Discharge*

Since the Group's business activities do not consume a significant volume of water during its daily operations, it did not generate a material portion of sewage. As the sewage discharged by the Group will be discharged into the municipal sewage pipe network to the regional water purification plant, the water consumed by the Group is therefore considered as sewage discharged.

### **Waste Management**

The Group is committed to proper handling and disposal of all waste generated in its business activities. The Group strongly advocates the idea of reuse and recycle. In addition, we encourage our employees to use recycled paper or double-sided for printing and recycle used cans as well as plastic bottles in order to reduce the burden on waste disposal. The Group has set up collection boxes, and designated personnel to dispose of waste in a timely manner while maintaining the environmental sanitation around collection boxes. All our waste management practices comply with relevant environmental laws and regulations.

### *Hazardous Waste*

Due to the Group's business nature, it did not generate a significant amount of hazardous waste during the Reporting Period. However, the Group is committed to waste reduction and has established guidelines on the regulation and disposal of hazardous waste. In case any hazardous waste were generated, we must engage qualified chemical waste collectors to dispose of the waste in accordance with relevant environmental regulations and rules.

### *Non-hazardous Waste*

Non-hazardous waste generated by the Group mainly composed of paper. To minimize the environmental impacts of non-hazardous waste generated by our business operations, various measures have been implemented to handle relevant waste. Furthermore, the Group is committed to educating employees on the importance of sustainable development to establish the concept of environmental protection, actively support employees to enhance their skills and knowledge in sustainable development, and expect to share the responsibility of waste disposal with our employees.

The Group has set a target of maintaining or reducing the total non-hazardous waste intensity in 2024, using approximately 0.0041 tonnes/revenue in million in 2023 as the baseline. To strive to achieve the target, the Group has adopted the following practices to reduce the production of non-hazardous waste:

- Adopt good practices for inventory management to avoid purchasing unnecessary materials;
- Uphold the principles of reduce, reuse, replace and recycle;
- Encourage hotel guests to reduce food waste;
- Place recycling bins and appropriate signage at the Group's hotel to encourage recycling; and
- Use double-sided printing and photocopying where appropriate.

In addition, the Group has adopted the separation method in domestic waste management. Non-hazardous waste was carefully sorted, so recyclable waste could be recycled. The Group also encourages employees to bring their lunch boxes instead of ordering takeaway food to avoid the generation of food waste and food packaging waste.

During the Reporting Period, the Group's total non-hazardous waste intensity increased year-on-year to approximately 0.0041 tonnes/revenue in million (2022: 0.0025 tonnes/revenue in million). The increase in the total non-hazardous waste intensity was mainly due to the decrease in total revenue of the Group compared to last year.





## A. ENVIRONMENTAL

The table below summarizes the Group's non-hazardous waste disposal performances:

Types of non-hazardous waste	Units	2023	2022
Total non-hazardous waste	tonnes	<b>1.75</b>	1.84
• Paper waste Intensity	tonnes/revenue in million	<b>0.0041</b>	0.0025

## A2. USE OF RESOURCES

The Group attaches great importance to the optimization of resource usage in its business operations and has adopted proactive measures to promote resource efficiency and implemented series of eco-friendly approaches in our operations. The Group has formulated the ESG Policy to govern energy consumption and the potential environmental impacts brought by the consumption of other natural resources, such as water. Relevant policies and initiatives are also implemented so as to minimize such impacts.

### Energy Management

The Group actively implements the concept of energy-saving and emissions reduction to fulfill its corporate social responsibility for energy-saving and to build a green and environmentally friendly operating site. In addition to reducing the use of unnecessary electricity, the Group also actively reduces electricity consumption by managing lighting facilities and other electrical appliances to further strengthen energy-saving. To reinforce the Group's commitment to reduce energy consumption, it has set a target of maintaining or reducing the total energy consumption intensity in 2024, using approximately 13.76 MWh/revenue in million in 2023 as the baseline. To strive to achieve the target, the Group has formulated energy management measures including, but not limited to:

- Turn off all electrical equipment after work where appropriate;
- Identify and apply feasible clean technology such as energy-saving light bulbs in the Group's offices;
- Set air conditioners in the Group's offices to maintain at around 25 degrees Celsius; and
- Set office computers to power-saving mode at work.

Besides, the Group's responsible personnel performs daily checking over the air-conditioning system, lighting, and other appliances to ensure energy consumption performance. Unexpected high consumption of energy will be investigated to find out the root cause and corresponding preventative measures will be taken. During the Reporting Period, the Group's total energy consumption intensity increased year-on-year to approximately 13.76 MWh/revenue in million (2022: 6.12 MWh/revenue in million). The increase in total energy consumption intensity was mainly because full year consumption data (2022: only nine-months consumption data) are recorded from hotel management and catering services in 2023 as the Group acquired Foresight Industrial Group from 1 April 2022 (Detail refer to Note 29 of Annual Report). Besides, the proportion of revenue from hotel management and catering services increased to 28.8% (2022: 12%) over Group's total revenue.

The table below summarizes the Group's energy consumption performances:

Types of energy <sup>1</sup>	Units	2023	2022
Direct energy consumption	MWh	<b>2,691.93</b>	2,451.75
• Diesel			
• Petrol			
• Natural gas			
Indirect energy consumption	MWh	<b>3,121.59</b>	1,995.90
• Purchased electricity			
Total energy consumption	MWh	<b>5,813.52</b>	4,447.65
Intensity	MWh/revenue in million	<b>13.76</b>	6.12

Notes:

- The unit conversion calculation was based on the conversion factors in "How to prepare an ESG Report – Appendix 2: Reporting Guidance on Environmental KPIs" issued by HKEx.

### Water Management

Water consumed by the Group is mainly used for the daily needs of employees and to fulfill basic business operations. In 2023, the Group's total water consumption was approximately 37,944 m<sup>3</sup>. In 2023, the Group's total water consumption intensity was approximately 89.81 m<sup>3</sup>/revenue in million.

The Group has set a target of maintaining or reducing the total water consumption intensity in 2024, using approximately 89.81 m<sup>3</sup>/revenue in million in 2023 as the baseline. To strive to achieve the target, the Group proactively implements water-saving measures. The Group endeavors to drive behavioral change and encourages its employees to adopt the habit of water conservation. Furthermore, we have also implemented the following measures to encourage water conservation:

- Use water-efficient faucets and showerheads;
- Repair leaking appliances in time;
- Post water-saving reminders; and
- Turn off the faucet in time when applying the hand sanitizer.

Due to the geographical location of the Group's operations, it does not have any problems in sourcing water that is fit for purposes. During the Reporting Period, the Group's total water consumption intensity increased year-on-year to approximately 89.81 MWh/revenue in million (2022: 44.62 MWh/revenue in million). The increase in total water consumption intensity because full year consumption data (2022: only nine-months consumption data) are recorded from hotel management and catering services in 2023 as the Group acquired Foresight Industrial Group from 1 April 2022 (Detail refer to Note 29 of Annual Report). Besides, the proportion of revenue from hotel management and catering services increased to 28.8% (2022: 12.0%) over Group's total revenue.

### Use of Packaging Materials

Due to the Group's business nature, the use of packaging material is not considered to be a material ESG aspect to the Group.





### A3. ENVIRONMENT AND NATURAL RESOURCES

#### Environmental Impact Management

As a responsible and committed enterprise, the Group is aware of the potential environmental risks of its business and therefore attaches great importance to the impact of the Group's business on the environment and natural resources. The Group has formulated the ESG Policy to strike a balance between economic development and social and environmental development. To achieve sustainability, all aspects should be considered thoroughly without compromising each other, and that all parties, including suppliers, customers, and different stakeholders should work hand in hand towards this long-term goal.

The Group attaches great importance to adopting the industry's best practices and regularly assesses the environmental risks of its business, adopts preventive measures to reduce potential risks, and ensures compliance with relevant laws and regulations. Looking forward, the Group will continue to motivate itself to dedicate further effort to protect the environment. We will continue to monitor our impacts on the environment so that any meaningful acts can be taken to sustain not only our operations but also our beautiful environment.

### A4. CLIMATE CHANGE

#### Responding Actions to Climate Change

Over recent years, climate change has become one of the most discussed topics across different sectors, and has gradually emerged to pose risks against the operations and development of corporates. In response to the community's concern on climate changes and related issues, the Group has formulated the Climate Change Policy, which outlines the Group's management approach on climate-related issues and commitment to climate mitigation, adaptation and resilience across its operations and along the value chain. The Group identified the material impacts on the Group's business arising from the following 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 impacts 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. Under the threat of climate change, the public is having higher environmental awareness over time. As a result, consumer may not consider products or services that are harmful to the environment, the corporate which provides the relevant products or services may face market risk. The Group strives to reduce the market risks associated with climate change by putting effort into environmental protection. For example, the Group strives to minimize the use of single-use items and encourages staff to recycle waste resources.

### B1. EMPLOYMENT

The Group firmly believes that its success lies in the devotion of its passionate professional teams and committed employees and that talents are not only the core of the Group's important assets and competitive advantages, but also the cornerstone of constant innovation and development. We value our employees' contribution and dedication to our business development, and respect and protect the legitimate interests of every employee. In order to retain and attract employees, we created a harmonious and joyous working environment and offered competitive packages and fringe benefits to employees. Furthermore, we have formulated the Employee Handbook to regulate labor employment, protect the occupational health and safety of employees and safeguard the vital interests of employees.

During the Reporting Period, the Group was not aware of any material non-compliance with employment-related laws and regulations that would have a significant impact on the Group. Such laws and regulations include but are not limited to the Labor Contract Law of the PRC, the Labor Law of the PRC and the Employment Ordinance of Hong Kong.

#### Employment Practices

##### *Recruitment, Promotion and Dismissal*

The Group abides by an open, fair and just principle and adopts a robust recruitment process based on merits selection against the job criteria, potentials and performance and without regard to age, race, nationality, marital status or ethnic background during recruitment. The recruitment process is supported by the Recruitment Management Policy that details the recruitment process and sets out the responsibilities of respective personnel in ensuring that the selection process is just and standardized.

To motivate employees to continuously enhance personal growth and strive for excellence, the management regularly conducts assessments and discussions with employees on their work performance. Outstanding employees are eligible for promotion upon satisfactory performance.

Besides, the Group does not tolerate the dismissal of employees on any unreasonable basis. Any termination of the employment contract would be based on reasonable and lawful grounds supported by internal policies of the Group.

##### *Diversity, Equal Opportunities, and Anti-discrimination*

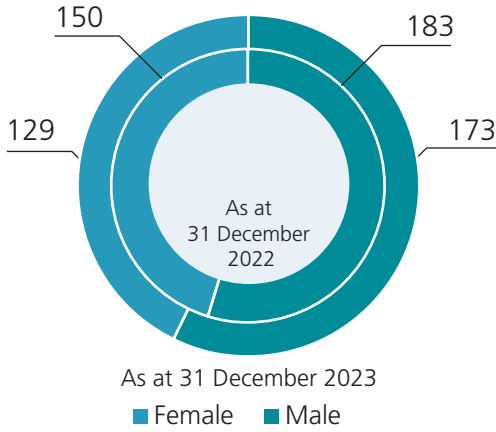
The Group attaches great importance to the promotion of non-discrimination in the workplace. For any discrimination faced or discovered, our employees are welcome to report the issue to the officers, department heads, or even the management directly. The management will investigate the issue immediately and follow-up actions will be taken if necessary. The identity of the whistle-blower will be protected, and anonymous reporting is also encouraged.



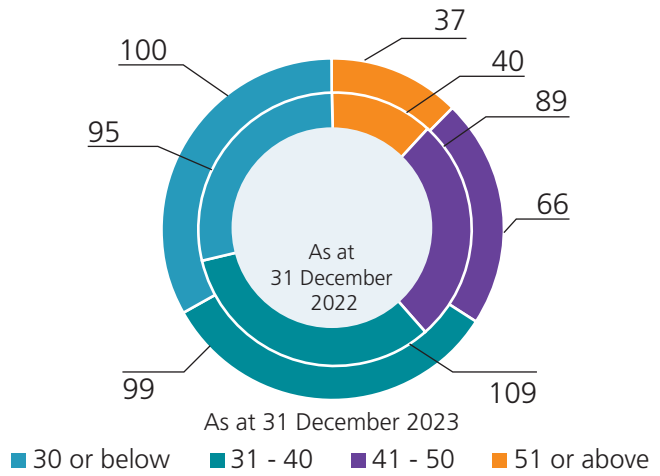


As at 31 December 2023, the Group had 302 employees in total (as at 31 December 2022: 333 employees), of which all of them are full-time employees. The distribution of employees according to gender, age group, geographical region and employment type is as follows:

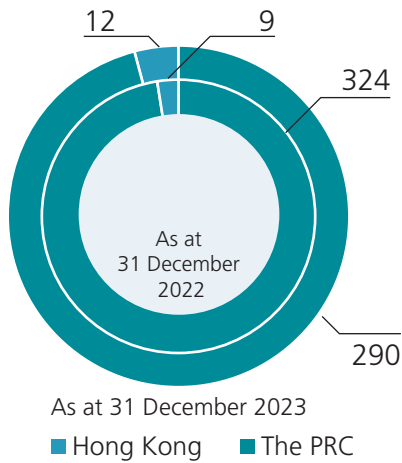
**Employee by Gender**



**Employee by Age Group**



**Employee by Geographic Region**



**Employee by Employment Type**



*Remuneration and Benefits*

The Group understands that a competitive remuneration package together with good benefits and welfare encourage retention and foster a sense of belonging. The Group has adopted a Remuneration Policy which is documented in the Employee Handbook and has established a fair, reasonable and competitive compensation system for salary payments to employees based on competitiveness, incentives, fairness, economy, post value, personal ability and individual performance. The Group's employees' compensation included, but are not limited to, basic salary, on-the-job training, year-end bonus, medical insurance and employees' compensation insurance.

In the Hong Kong office, we abided closely with the Labor Department and bought employees' compensation insurance with sufficient coverage for all employees and pay for their mandatory provident fund. In the Group's operating sites in the PRC, we monitored the number of headcounts regularly and made contributions to social insurance and housing provident fund for all employees. In addition, the Group provided a wide range of leaves other than statutory holidays, such as marital leave, maternity leave, paternity leave, breastfeeding leave, and compassionate leave, to its employees for satisfying their family and social needs.

Through the systematic approach to effective talent management practices, we recorded approximately 64.85% turnover rate during the Reporting Period (2022: approximately 49.91%). The employee turnover rate by gender, age group and geographical region are as follows:

Indicators	Unit	2023	2022
Overall turnover rate <sup>1</sup>	%	<b>64.85</b>	49.91
<b>By gender<sup>2</sup></b>			
Female	%	<b>63.77</b>	48.98
Male	%	<b>65.71</b>	50.69
<b>By age group<sup>2</sup></b>			
30 or below	%	<b>79.79</b>	56.89
31-40	%	<b>46.53</b>	44.59
41-50	%	<b>68.83</b>	50.32
51 or above	%	<b>67.57</b>	42.86
<b>By geographical region<sup>2</sup></b>			
Hong Kong	%	<b>9.52</b>	10.00
PRC	%	<b>65.47</b>	50.67

Notes:

1. The calculation method of the overall turnover rate: (the total number of departures in the year ÷ the average number of employees in the year) × 100%.
2. The calculation method of the employee turnover rate by category: (the number of departures in the category in the year ÷ the average number of employees in the category in the year) × 100%.

#### *Employees' Communication*

We believed that connectedness is one of the most important elements to have in the workplace. By organizing gathering events, we hoped to help employees to achieve work-life balance and develop a sense of belonging to the Group. Most importantly, it was about bonding with all levels of employees. During the Reporting Period, we organized various events, such as Spring Festival Gala Dinner and cash or coupons as birthday gifts for the PRC employees, creating a more harmonious working environment.



## B2. HEALTH AND SAFETY

### Employee Health and Safety

The Group attaches great importance to employees' health and safety and understands that preventive measures are way more essential than the reactive measures. We are committed to providing employees with a healthy, safe, and comfortable working environment, and have formulated relevant safety management systems and procedures to regulate potential health and safety hazards in the workplace to protect the safety and health of the employees. In addition, a detailed escape route and layout of the Group's operating sites were posted in a noticeable area to train for employees' preparedness towards hazardous situations. Our operating sites have also equipped with adequate fire-fighting equipment and first-aid boxes, which are checked regularly to prevent malfunction. The management is responsible for monitoring the relevant safety management systems and procedures in the workplace.

During the Reporting Period, the Group has not recorded any lost days due to work injury (2022: Nil). There were no work-related fatalities that occurred in each of the past three years including 2023. Furthermore, the Group was not aware of any material non-compliance with health and safety-related laws and regulations that would have a significant impact on the Group. Such laws and regulations include but are not limited to the Occupational Safety and Health Act of the PRC and the Occupational Safety and Health Ordinance of Hong Kong.

## B3. DEVELOPMENT AND TRAINING

### Employee Development and Training

The Group's success is largely dependent on the skills, ability, and dedication of its employees, and therefore the Group attaches great importance to the professional development of its employees. For the sake of standardizing management on employee training, the Group has included a training-related section in the Employee Handbook to regulate the training management of employees.

The Group provides a wide range of training to its employees to equip them with work-related skills. Induction training is provided to all newly recruited employees, while regular on-job training is provided to all employees of the Group. The Group also encourages its employees to attend external vocational trainings and enrich themselves through acquiring higher professional skills and qualifications.

The breakdown of employees trained by gender and employment type are as follows:

Indicators	Unit	2023	2022
<b>By gender<sup>1</sup></b>			
Percentage of female employees trained	%	<b>97.67</b>	100.00
Percentage of male employees trained	%	<b>94.80</b>	77.05
<b>By employment type<sup>1</sup></b>			
Percentage of management level employees (composed of senior and middle management) trained	%	<b>40.00</b>	57.14
Percentage of front-line employees trained	%	<b>88.65</b>	100.00

Note:

- The calculation method of the percentage of employees trained by category in the year: (the number of employees trained in the category in the year ÷ the number of employees in the category at the end of the year) × 100%.

The breakdown of the average training hours completed per employee by gender and employee category are as follows:

Indicators	Unit	2023	2022
<b>By gender<sup>1</sup></b>			
Average training hours completed per female employees	hours	<b>14.05</b>	18.63
Average training hours completed per male employees	hours	<b>16.78</b>	9.39
<b>By employment type<sup>1</sup></b>			
Average training hours completed per management level (composed of senior and middle management) employee	hours	<b>8.40</b>	0.71
Average training hours completed per front-line employee	hours	<b>16.70</b>	14.12

Note:

1. The calculation method of the average number of training hours of employees by category in the year: the training hours of employees in the category in the year ÷ the number of employees in the category at the end of the year.

## B4. LABOR STANDARDS

### Preventing Child and Forced Labor

Child and forced labor 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 labor employment. The Group's human resources department (the "**Human Resources Department**") is responsible for monitoring and ensuring compliance with the latest and relevant laws and regulations that prohibit child labor and forced labor.

We have developed and implemented relevant policies to regulate and ensure the control procedures for recruitment processes are sufficient for preventing the recruitment of child labor and forced labor. The Human Resources Department is responsible for checking the applicants' identification documents and other supporting documents such as academic certificates and reference letters from previous employers to prevent potential forced labor and child labor. In case child labor or forced labor is discovered, our employees are encouraged to voice out the issue immediately, the management will take prompt investigations of the suspected cases and follow-up actions will be carried out immediately.

Furthermore, the Group encourages employees to complete their work duties within the working hours, and discourages overtime work unless it is absolutely necessary. In case the employees need to work overtime, the Group will provide overtime meal and disbursement on travel and relevant expenses. The Group also prohibits any punitive measures, management methods, and behaviors including, but not limited to, verbal abuse, physical punishment, violence, mental oppression, or sexual harassment against its employees for any reason. At the same time, the Group also refrains from appointing sellers and contractors who are aware of employing child labor or forced labor in their operations to provide administrative supplies and services for the Group.

During the Reporting Period, the Group was not aware of any material non-compliance with labor-related laws and regulations that would have a significant impact on the Group. Such laws and regulations include but are not limited to the Labor Law of the PRC, the Underage Workers Special Protection Provisions and the Provisions on the Prohibition of Using Child Labor of the PRC and the Employment Ordinance of Hong Kong.





## B5. SUPPLY CHAIN MANAGEMENT

The Group strives to establish and maintain a close business relationship with our suppliers and business partners. Our suppliers are mainly composed of non-ferrous metals suppliers, construction materials suppliers and food and beverage suppliers. During the Reporting Period, we have engaged a total of approximately 250 suppliers and all of the suppliers were located in the PRC (2022: approximately 400 suppliers). The decrease in the total suppliers was mainly due to the downturn of supply chain business and sub-leasing arrangements and close for certain underperforming restaurants and coffee shops.

### Supply Chain Management

The Group is aware that the selection of suppliers can have a significant impact on its business operations. The Group has therefore established a comprehensive supply chain management system to strictly select suppliers. We select our suppliers based on a number of factors, including product quality, ability to deliver on time, and price. The Group has also formulated relevant policies and procedures to ensure that the quotation process is conducted in a transparent, fair and just manner, and shall not differentiate or discriminate any certain suppliers. The Group has delegated its Purchase Department to strictly monitor the performance of suppliers and the management is responsible for reviewing the supplier's performance based on criteria, including their product quality, ability to deliver on time and price, periodically. Underperforming suppliers would be excluded from our approved vendor list instantly.

We also take measures to prevent all kinds of business bribery and conflict of interest, such as avoiding the use of suppliers which are owned by employees directly or in-directly or avoiding suppliers to favor employees' personal interest directly or indirectly. We will only select suppliers and partners who have a good track record in the past and those who do not have any material violations or breaches on compliance with relevant laws and regulations and business ethics.

The Group reviews its supply chain periodically with regard to the suppliers' performance and environmental and social standards. Compliance with the relevant environmental and social laws and regulations is one of the Group expectations of its suppliers. While the Group continuously evaluates the environmental and social performance of its suppliers, it may terminate contracts if the suppliers refuse to comply with the relevant environmental and social laws and regulations.

The Group gives priority to suppliers who have established a sound environmental management system. While the Group continuously evaluates the environmental and social performance of its suppliers, it may terminate contracts if the suppliers refuse to address situations that seriously harm the environment.

## B6. PRODUCT RESPONSIBILITY

Achieving and maintaining a high-quality standard is of utmost importance for the sustainable growth of the Group. The Group believes that meeting or exceeding our client's requirements is crucial for job references and future business opportunities. The Group adopted policies including the Product Quality Inspection Procedure to regularly control and monitor the processes of operations to ensure that it delivers high-quality services and sustainable projects.

During the Reporting Period, the Group was not aware of any non-compliance with laws and regulations concerning health and safety, advertising, labeling and privacy matters relating to products and services and methods of redress that would have a significant impact on the Group. Such laws and regulations include, but are not limited to, the Law of the PRC on the Protection of Consumer Rights and Interests, the Law of the PRC on Product Quality, the Trademark Law of the PRC, the Patent Law of the PRC, the Copyright Law of the PRC and the Personal Data (Privacy) Ordinance of Hong Kong.

### Product Quality and Safety

The Group is committed to providing services and products with high standards of quality and reliability. All our products strictly comply with the requirements stipulated in the relevant laws and regulations in the PRC, such as the State Environmental Protection Administration of the PRC. The Group has also established the Product Quality Inspection Procedure to govern and standardize the quality assurance process so as to ensure products delivered to clients are of the highest standards. The Group does not manufacture its products. The products sold by the Group are sourced from multiple suppliers. If there are quality issues with the products sold by the Group, the Group will liaise between the relevant customers and suppliers and assist with the investigation of the quality issues to facilitate the recall of the defective products. During the Reporting Period, there was no product recalls for safety and health reasons (2022: Nil).

### Protection of Intellectual Property Rights

To protect the Group's intellectual property rights, the Group is entitled to apply for patents for all inventions, creations, technical innovations, products or formulas.

On the other hand, the Group does not infringe other companies' intellectual property rights. If any infringement is discovered, the relevant personnel would be subject to disciplinary actions.

### Service Quality and Standards

#### *Customer Services*

The Group believes that support from its customers is a very important element for supporting the growth and success of business and we are committed to providing efficient and excellent services to maximize customer value. To understand customers' needs and provide services that meet their expectations and standards, the Group maintains ongoing communication with its customers by utilizing various channels including, but not limited to, online platforms, emails and hotlines for customers to express their opinions and feedbacks. Besides, the operations department is responsible for responding to inquiries and compliant and carry out follow-up actions on received complaint cases if necessary. During the Reporting Period, the Group received 122 products and service related complaints (2022: 101). All complaints have been resolved by relevant departments and reviewed thoroughly. After the Group receives a complaint, the Group will analyze the information about the complaint and strive to prevent similar situations in the future.

#### *Privacy Protection*

The Group spares no effort in protecting its customers' data and privacy. The Group strives to protect confidential data by controlling the number of need-to-know employees to the smallest practical amount. In addition, our employees are required to sign a non-disclosure agreement and would be strictly penalized if they disclosed confidential information directly or indirectly to any third parties without proper authorization from the owner of the information. During the Reporting Period, the Group was not aware of any cases of unauthorized use or access to confidential information (2022: Nil). The relevant personnel regularly reviews the effectiveness of the Group's practices to protect its customers' data and privacy to meet the Group's obligation.

### Advertising and Labelling

As the Group's operational process does not involve advertising and labeling practices, the disclosure of information relating to advertising and labeling does not apply to the Group.





## B7. ANTI-CORRUPTION

The Group stands firmly against corruption, fraud and all other unethical violations. We continue to uphold integrity, honesty, and fairness in the way we conduct business while expecting all employees to comply with relevant laws and regulations.

During the Reporting Period, there was no concluded legal case regarding corrupt practices brought against the Group or its employees (2022: Nil). The Group was also not aware of any non-compliance with the relevant laws and regulations concerning bribery, extortion, fraud and money laundering that would have a significant impact on the Group. Such laws and regulations include but are not limited to the Criminal Law of the PRC, the Company Law of the PRC, the Tendering and Bidding Law of the PRC, the Anti-Unfair Competition Law of the PRC, the Interim Provisions on Banning Commercial Bribery of the PRC and the Prevention of Bribery Ordinance of Hong Kong.

### Anti-corruption

The Group has zero-tolerance for any forms of bribery, extortion, fraud and money laundering. Bribery and corruption are strictly prohibited as stated in the Group's Anti-Bribery and Corruption and Anti-money Laundry Policy, for which it applies to all employees at all levels. The Group has also clearly stated the circumstances in which the employee may accept said courtesies and gratuities. The Group provides anti-corruption training, which covers legal knowledge on anti-corruption and integrity behavior in the workplace, to the Group's employees at least once every year. Anti-corruption training can help to enable employees to be strict with themselves and perform their duties with due diligence.

Besides, the Group's employees and Directors are required to declare any conflicts of interest if necessary. A Whistleblowing Policy is also in place to encourage our employees to report suspected misconduct of colleagues, subordinates, senior management, or even suppliers. Our employees are welcomed to express their concerns through meetings, emails, or hotline. Our management would investigate every single possible misconduct case and carry out follow-up actions if necessary. For any employees being ascertained to be involved in the misconduct, depending on the seriousness, they may face the punishment of termination of employment or being reported to local legal authorities. The use and effectiveness of the Whistleblowing Policy will be monitored and reviewed regularly by the relevant personnel.

## B8. COMMUNITY INVESTMENT

### Corporate Social Responsibility

The Group believes that taking part in social activities and making a contribution to society is a form of corporate citizenship. Therefore, as part of its strategic development, the Group follows its ESG Policy to encourage and support its employees to actively participate in volunteer activities to strengthen the relationship with local communities in an effort to build a sustainable and harmonious society.

We believe that participation in activities that contribute to communities will increase civic awareness and establish correct values for our employees and assist in setting up correct values for them. As stated in the ESG Policy, the Group's community initiatives focus on areas including education, medical, health and elderly care. The Group has actively considered investing money or time in the future to give back to the community.

# CONTENT INDEX OF THE ESG REPORTING GUIDE OF THE HKEX

Mandatory Disclosure Requirements	Sections
Governance Structure	BOARD STATEMENT; GOVERNANCE FOR SUSTAINABILITY
Reporting Principles	ABOUT THE ESG REPORT – REPORTING FRAMEWORK
Reporting Boundary	ABOUT THE ESG REPORT – REPORTING SCOPE

## “Comply or explain” Provision

Aspects, General Disclosures and KPIs	Descriptions	Sections/Statements
<b>Aspect A1: Emissions</b>		
General Disclosure	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	A1. EMISSIONS
KPI A1.1	The types of emissions and respective emissions data.	A1. EMISSIONS – Air Pollutants Emissions
KPI A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	A1. EMISSIONS – GHG Emissions
KPI A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	A1. EMISSIONS – Hazardous Waste (Not applicable and explained)
KPI A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	A1. EMISSIONS – Non-hazardous Waste
KPI A1.5	Description of emission target(s) set and steps taken to achieve them.	A1. EMISSIONS – Air Pollutants Emissions; A1. EMISSIONS – GHG Emissions
KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them.	A1. EMISSIONS – Hazardous Waste; A1. EMISSIONS – Non-hazardous Waste





**“Comply or explain” Provision**

Aspects, General Disclosures and KPIs	Descriptions	Sections/Statements
<b>Aspect A2: Use of Resources</b>		
General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials.	A2. USE OF RESOURCES
KPI A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility).	A2. USE OF RESOURCES – Energy Management
KPI A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	A2. USE OF RESOURCES – Water Management
KPI A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	A2. USE OF RESOURCES – Energy Management
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.	A2. USE OF RESOURCES – Water Management
KPI A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	A2. USE OF RESOURCES – Use of Packaging Materials (Not applicable and explained)
<b>Aspect A3: The Environment and Natural Resources</b>		
General Disclosure	Policies on minimising the issuer’s significant impacts on the environment and natural resources.	A3. ENVIRONMENT AND NATURAL RESOURCES
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	A3. ENVIRONMENT AND NATURAL RESOURCES – Environmental Impact Management
<b>Aspect A4: Climate Change</b>		
General Disclosure	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	A4. CLIMATE CHANGE
KPI A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	A4. CLIMATE CHANGE – Physical Risks; A4. CLIMATE CHANGE – Transition Risks

**“Comply or explain” Provision**

Aspects, General Disclosures and KPIs	Descriptions	Sections/Statements
<b>Aspect B1: Employment</b>		
General Disclosure	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	B1. EMPLOYMENT
KPI B1.1	Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region.	B1. EMPLOYMENT – Diversity, Equal Opportunities and Antidiscrimination
KPI B1.2	Employee turnover rate by gender, age group and geographical region.	B1. EMPLOYMENT – Remuneration and Benefits
<b>Aspect B2: Health and Safety</b>		
General Disclosure	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to providing a safe working environment and protecting employees from occupational hazards.	B2. HEALTH AND SAFETY
KPI B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	B2. HEALTH AND SAFETY – Employee Health and Safety
KPI B2.2	Lost days due to work injury.	B2. HEALTH AND SAFETY – Employee Health and Safety
KPI B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored.	B2. HEALTH AND SAFETY – Employee Health and Safety



**“Comply or explain” Provision**

Aspects, General Disclosures and KPIs	Descriptions	Sections/Statements
<b>Aspect B3: Development and Training</b>		
General Disclosure	Policies on improving employees’ knowledge and skills for discharging duties at work. Description of training activities.	B3. DEVELOPMENT AND TRAINING
KPI B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	B3. DEVELOPMENT AND TRAINING – Employee Development and Training
KPI B3.2	The average training hours completed per employee by gender and employee category.	B3. DEVELOPMENT AND TRAINING – Employee Development and Training
<b>Aspect B4: Labour Standards</b>		
General Disclosure	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to preventing child and forced labour.	B4. LABOR STANDARDS
KPI B4.1	Description of measures to review employment practices to avoid child and forced labour.	B4. LABOR STANDARDS – Preventing Child and Forced Labor
KPI B4.2	Description of steps taken to eliminate such practices when discovered.	B4. LABOR STANDARDS – Preventing Child and Forced Labor
<b>Aspect B5: SUPPLY CHAIN MANAGEMENT</b>		
General Disclosure	Policies on managing environmental and social risks of the supply chain.	B5. SUPPLY CHAIN MANAGEMENT
KPI B5.1	Number of suppliers by geographical region.	B5. SUPPLY CHAIN MANAGEMENT
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.	B5. SUPPLY CHAIN MANAGEMENT – Supply Chain Management

**“Comply or explain” Provision**

Aspects, General Disclosures and KPIs	Descriptions	Sections/Statements
KPI B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	B5. SUPPLY CHAIN MANAGEMENT – Supply Chain Management
KPI B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	B5. SUPPLY CHAIN MANAGEMENT – Supply Chain Management
<b>Aspect B6: Product Responsibility</b>		
General Disclosure	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.	B6. PRODUCT RESPONSIBILITY
KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	B6. PRODUCT RESPONSIBILITY – Product Quality and Safety
KPI B6.2	Number of products and service related complaints received and how they are dealt with.	B6. PRODUCT RESPONSIBILITY – Customer Services
KPI B6.3	Description of practices relating to observing and protecting intellectual property rights.	B6. PRODUCT RESPONSIBILITY – Protection of Intellectual Property Rights
KPI B6.4	Description of quality assurance process and recall procedures.	B6. PRODUCT RESPONSIBILITY – Product Quality and Safety
KPI B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored.	B6. PRODUCT RESPONSIBILITY – Privacy Protection



**“Comply or explain” Provision**

Aspects, General Disclosures and KPIs	Descriptions	Sections/Statements
<b>Aspect B7: Anti-corruption</b>		
General Disclosure	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to bribery, extortion, fraud and money laundering.	B7. ANTI-CORRUPTION
KPI B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases.	B7. ANTI-CORRUPTION
KPI B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.	B7. ANTI-CORRUPTION – Anti-corruption
KPI B7.3	Description of anti-corruption training provided to directors and staff.	B7. ANTI-CORRUPTION – Anti-corruption
<b>Aspect B8: Community Investment</b>		
General Disclosure	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities’ interests.	B8. COMMUNITY INVESTMENT – Corporate Social Responsibility
KPI B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	B8. COMMUNITY INVESTMENT – Corporate Social Responsibility
KPI B8.2	Resources contributed (e.g. money or time) to the focus area.	B8. COMMUNITY INVESTMENT – Corporate Social Responsibility