



CHINA WOOD INTERNATIONAL HOLDING CO., LIMITED
中木國際控股有限公司

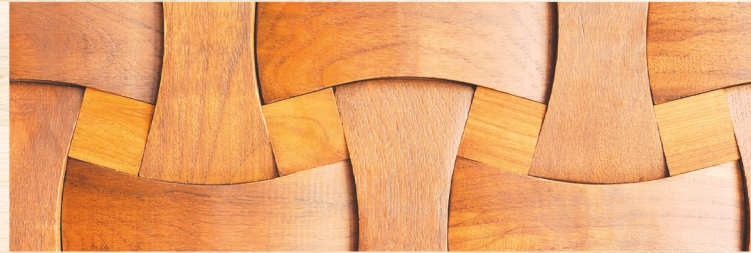
(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號 : 1822)

Environmental, Social and
Governance Report

環境、社會及管治報告

2023



Environmental, Social and Governance Report

環境、社會及管治報告

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ABOUT THIS REPORT

China Wood International Holding Co., Limited (the “**Company**”), together with its subsidiaries (collectively, the “**Group**”), is pleased to present this Environmental, Social and Governance (the “**ESG**”) Report (the “**Report**”) to provide an overview of the Group’s management of significant issues affecting the operation, including environmental, social and governance issues.

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 mainly engaged in three business lines including (i) wood-related business; (ii) car rental business; (iii) financial services and investment business. The Board of Directors (the “**Board**”) 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.

BOARD STATEMENT

The Report has been reviewed by the Board, which is responsible for the truth and validity of the information contained herein and has ensured that there are no false entries or misleading descriptions.

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.

關於本報告

中木國際控股有限公司(「**本公司**」)連同其附屬公司(統稱「**本集團**」)欣然提呈本環境、社會及管治(「**ESG**」)報告(「**本報告**」)，總結本集團對影響運營的重大問題(包括環境、社會和管治)的管理。

本報告旨在突出本集團的ESG表現，以協助所有持份者了解本集團的ESG理念和實踐，以實現未來的可持續發展。

本集團主要從事三項業務，包括(i)木材相關業務；(ii)汽車租賃業務；(iii)金融服務和投資業務。董事會(以下簡稱「**董事會**」)承認對ESG相關風險的監控和管理以及ESG管理體系的有效性的責任。董事會每年檢討及討論ESG措施下的目標及指標，以優化資源的有效利用，並儘量減少本集團營運對環境及自然資源的影響。

董事會聲明

本報告已經董事會審核，對其中所載資料的真實性及有效性負責，並確保其中沒有任何虛假條目或誤導性描述。

董事會相信，健全的環境、社會及管治架構對本集團活動的可持續性及發展至關重要。本集團願意為社會承擔更多責任，同時兼顧股東利益和社會利益。本集團將繼續加強資訊收集工作，以在ESG領域取得更好的表現，並在可持續發展方面更廣泛地披露相關資訊。

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ESG GOVERNANCE STRUCTURE

The Group has established a top-down management approach concerning its ESG issues. 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 senior management is also 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 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 will be reviewed annually. 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.

ESG管治架構

本集團已建立起一套自上而下的有關其ESG問題的管理辦法。董事會對本集團的ESG策略和報告承擔全部責任。董事會負責制定ESG管理策略、優先事項和目標；審核及批准高級管理層評估的ESG風險和機會，以及ESG管理政策；確保適當及有效的ESG風險管理及內部控制體系，以適應實際業務情況；定期檢討本集團的ESG表現與目標；並批准本報告的披露。

高級管理層負責評估及識別本集團的ESG風險，制定本集團的ESG管理政策，確保本集團ESG風險管理及內部控制體系的有效性，並向董事會報告。

高級管理層亦負責執行高級管理層批准的ESG管理政策，開展ESG管理及報告工作，並向高級管理層介紹ESG管理及報告的工作進展。本集團每年通過ESG各個方面（包括環境、勞工常規等）的關鍵績效指標（「**關鍵績效指標**」）檢討ESG相關目標及指標的進展情況，從而對其ESG表現進行檢討。通過定期進行重要性評估，協助董事會評估、優先處理及管理與ESG相關的重大問題。更多詳情，請參閱「持份者參與」及「重要性評估」等章節。於報告期間內，高級管理層與ESG工作小組舉行了一次特別會議，討論本集團的ESG管理計劃及進展。

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REPORTING STANDARD & PRINCIPLES

This Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (“**ESG Reporting Guide**”) as set out in Appendix C2 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) and has complied with “Mandatory Disclosure Requirements” and “comply or explain” provisions and reporting principles in the ESG Reporting Guide:

- **Materiality:**
重要性： 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.
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。
- **Quantitative:**
量化： 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.
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。
- **Consistency:**
一致性： Consistent methodologies are used to prepare and present ESG data in the Report, unless otherwise specified, to allow for meaningful comparisons.
除另有指明外，本報告使用一致的方法編製及呈列ESG數據，以便進行有意義的比較。
- **Balance:**
平衡： 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.
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。

報告標準及原則

本報告乃根據載列於香港聯合交易所有限公司證券上市規則(「**上市規則**」)附錄C2之《環境、社會及管治報告指引》(「**ESG報告指引**」)編製，並已遵守ESG報告指引「強制披露規定」及「不遵守就解釋」條文以及報告原則：

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REPORTING PERIOD AND BOUNDARY

This Report demonstrates our sustainability initiatives during reporting period from 1 January 2023 to 31 December 2023 (the “**Reporting Period**”). 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 car rental operation in Beijing and the Group’s Hong Kong headquarter, since these are the areas that represent the majority of the Group’s social, environmental and economic impacts. ESG data from our vendors or service providers is not included in this Report as it is difficult to verify with existing resources.

STAKEHOLDER ENGAGEMENT

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.

報告期間及範疇

本報告展示了我們自二零二三年一月一日至二零二三年十二月三十一日報告期間（「**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。報告範圍涵蓋本集團的主要業務，即北京汽車租賃業務和本集團香港總部，因為這些地區代表了本集團的大部分社會、環境和經濟影響。來自我們的供應商或服務提供者的ESG資料未包含在本報告中，因為難以用現有資源進行驗證。

持份者參與

本集團重視所有持份者的期望，通過多種有效管道了解其對ESG方面的期望和訴求，作為制定ESG策略不可或缺的參考，並採取切實可行的應對措施。

Stakeholders

持份者

Expectations and concerns

期望和關注

Communication Channels

溝通渠道

Management
管理層

- Regular meetings
- 定期會議

- Financial results
- 財務業績
- Sustainability business development
- 可持續發展業務

Employees
僱員

- Regular performance appraisals
- 定期績效評估
- Frequent meetings
- 頻繁會議
- Training programs
- 培訓計劃

- Career development
- 職業發展
- Health and safety
- 健康與安全
- Remuneration and benefits
- 薪酬及福利
- Sustainability development
- 可持續發展

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Stakeholders 持份者	Expectations and concerns 期望和關注	Communication Channels 溝通渠道
Government and regulatory authorities 政府及監管機構	<ul style="list-style-type: none"> - Compliance with laws and regulations - 遵守法律法規 - Sustainable development - 可持續發展 - Proper tax payment - 妥善繳稅 	<ul style="list-style-type: none"> - Supervision on complying with local laws and regulations - 監管當地法律法規的遵守情況 - Regular reports and taxes paid - 定期報告和支付稅項
Customers 客戶	<ul style="list-style-type: none"> - High quality products and services - 高品質的產品和服務 - Protect customers rights - 保護客戶權利 	<ul style="list-style-type: none"> - Business relationship - 業務關係 - Customer satisfaction survey and feedback - 客戶滿意度調研及反饋 - Customer service hotline and email enquiry - 客戶服務熱線及電子郵件查詢
Shareholders/Investors 股東／投資者	<ul style="list-style-type: none"> - General meetings - 股東大會 - Annual reports - 年度報告 - Direct communication - 直接通訊 - Group website - 集團網站 	<ul style="list-style-type: none"> - Financial results - 財務業績 - Sustainability business development - 可持續發展業務 - Environmental responsibility - 環境責任 - Company transparency - 公司透明度

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Stakeholders 持份者	Expectations and concerns 期望和關注	Communication Channels 溝通渠道
Suppliers 供應商	<ul style="list-style-type: none"> - Close communication - 密切溝通 - Order/contract execution - 履行指令／合約 	<ul style="list-style-type: none"> - Corporate contribution - 企業貢獻 - Product quality - 產品質量 - Environmental responsibility - 環境責任
General public 公眾	<ul style="list-style-type: none"> - Involvement in communities - 社區投入 - Business compliance - 業務合規 - Environmental protection awareness - 環境保護意識 	<ul style="list-style-type: none"> - Media conferences and responses - 記者會及回應質詢 - Public welfare activities - 公益活動 - Face-to-face interview - 面對面採訪

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。

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MATERIALITY ASSESSMENT

The Group have adopted the principle of materiality in the ESG reporting by understanding the key ESG issues that are important to the business of the Group. All the key ESG issues and KPIs are reported in the Report according to the recommendations of the ESG Reporting Guide.

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 and set possible topics for assessment. All material ESG issues listed below have been disclosed in this Report.

重要性評估

本集團已透過了解對本集團業務而言屬重要的關鍵ESG議題，於ESG報告中採納重要性原則。所有關鍵ESG議題及關鍵績效指標已根據ESG報告指引的建議，於本報告中作出匯報。

本集團認為，良好的ESG表現對於本集團的可持續發展及社區而言均非常重要。本集團致力於保護和改善生態環境和社會，儘量減少其活動對環境的影響。在整個重要性評估工作中，ESG委員會協助董事會審核其業務，確定關鍵的ESG問題，並評估該等問題對其業務及持份者的重要性。本集團的政策是推動綠色運營，從而逐步實現本集團、環境和社會的協調發展。

識別對本集團最重要的重大ESG議題是制定ESG報告架構和制定ESG管理策略的前提條件。為了確定報告中可能披露的重大議題，本集團參考了ESG報告指引，設定了可能的評估議題。以下所列的所有重大ESG議題均已於本報告中披露。

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The ESG Reporting Guide

ESG報告指引

A1. Emissions
A1. 排放物

A2. Use of Resources
A2. 資源使用

A3. The Environment and Natural Resources
A3. 環境及天然資源

A4. Climate Change
A4. 氣候變化

B1. Employment
B1. 僱傭

B2. Health and Safety
B2. 健康與安全

B3. Development and Training
B3. 發展及培訓

B4. Labour Standards
B4. 勞工準則

B7. Anti-corruption
B7. 反貪污

Material ESG aspects of the Group

本集團的重大ESG層面

Greenhouse Gas Emissions
溫室氣體排放

Waste Management
廢棄物管理

Energy Consumption
能源消耗

Indoor Air Quality
室內空氣質量

Climate Change
氣候變化

Employment and Labour
僱傭及勞工
Diversity and Equal Opportunities
多樣性及機會均等

Workplace Safety
工作場所安全

Employee Development and Training
僱員發展及培訓

Prevention of Child and Forced Labour
防止童工及強制勞工

Corporate Governance
企業管治

STAKEHOLDER FEEDBACK

The Group welcomes stakeholders' feedback on this Report for our sustainability initiatives. Suggestions can be sent to the Company's head office at 11th Floor, Tower 2, Admiralty Centre, 18 Harcourt Road, Admiralty, Hong Kong.

持份者反饋

本集團歡迎持份者就本報告對我們的可持續措施提出回饋意見。建議可發送至本公司總部，地址為香港金鐘夏慤道18號海富中心第2座11樓。

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A. ENVIRONMENTAL

The Group's car rental business is closely related to environmental protection and the usage of natural resources. The Group has implemented a number of environmental protection management policies, mechanisms and measures, in order to ensure the sustainable development and operation of the Group. The Group is committed to improve the efficiency of energy and resources usage, and also follows relevant local environmental regulations and international general practices, in the effort to conserve natural resources and protect the environment.

The Group's car rental subsidiary strictly abides by the regulation (“北京市租賃小客車數量配置暫行辦法”) of Beijing Transportation Bureau in the PRC. During the Reporting Period, the Group did not have any environmental-related penalties or serious non-compliance with relevant standards, rules and regulations.

A. 環境

本集團的汽車租賃業務與環境保護及自然資源利用密切相關。本集團實施了多項環保管理政策、機制和措施，以確保本集團的可持續發展和經營。本集團致力提高能源及資源的使用效率，並遵循當地相關環保法規及國際通行慣例，致力節約自然資源及保護環境。

本集團的汽車租賃子公司嚴格遵守中國北京市交通運輸局的《**北京市租賃小客車數量配置暫行辦法**》。於報告期間內，本集團不存在與環境相關的任何處罰或嚴重違反相關標準、規章制度的情況。

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A1. EMISSIONS

Air Pollutant Emissions

The source of air emissions mainly generates from private vehicles of car rental business. The amounts of air emissions are shown in the table below:

Type of air pollutants	氣體污染物類型	Unit 單位	2023 二零二三年	2022 二零二二年
Nitrogen oxides (NOx)	氮氧化物(NOx)	kg公斤	1,371.62	708.59
Sulphur oxides (SOx)	硫氧化物(SOx)	kg公斤	9.74	7.80
Particulate matter (PM)	顆粒物(PM)	kg公斤	100.99	52.17

The Group has considered vehicle emissions as a key issue in air pollution since it has a detrimental impact on people's health. Therefore, the Group actively seeks methods to save gasoline and protect the environment by prioritizing purchasing and using electric vehicles (EVs). By the end of 2023, the Group has 76 electric cars for car rental business (approximately 29.69% of the total 256 cars).

In addition, the Group has several car maintenances that keeping all vehicles in the best condition. We believe that routinely and high-quality vehicle maintenance can keep cars in top operating conditions, therefore lower the pollutant emissions.

A1. 排放物

氣體污染物排放

廢氣排放源主要來自汽車租賃業務的私家車。廢氣排放量如下表所示：

本集團將汽車排放物視為空氣污染的一個關鍵問題，因為它對人類的健康有不利影響。因此，本集團積極尋求節省汽油和保護環境的方法，優先購買和使用電動汽車。截至二零二三年底，本集團擁有76輛電動汽車用於汽車租賃業務（約佔256輛汽車總數的29.69%）。

此外，本集團有若干汽車保養，使所有車輛保持最佳狀態。我們相信，定期和高品質的汽車保養可以使汽車保持最佳運行狀態，從而降低污染物排放。

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Greenhouse Gas (“GHG”) Emissions

The major source of carbon emissions is the electricity consumption in the workplace. In order to reduce our carbon footprint, please refer to the “A2 Use of resources” section below for measures that we have implemented. The Group aims to reduce or maintain GHG emissions at the stable level in the next 3 years compared to the baseline year 2021. During the year, the Group is in the process of meeting the established targets, influenced by business expansion. Moving forward, the Group is committed to either maintaining the GHG emission or aiming for further reductions compared to the 2021 baseline year. As to the approximate amount of carbon dioxide (CO₂) generated from our electrical usage in Hong Kong and China regions, the figures are shown in the table below:

溫室氣體(「溫室氣體」)排放

碳排放的主要來源是工作場所的用電量。為了減少我們的碳足跡，請參閱下列「A2資源使用」部分，以了解我們已實施的措施。與基準年度二零二一年相比，本集團的目標是在未來三年內將溫室氣體排放減少或維持在穩定水準。於本年度，本集團正努力達成所設定的目標，而該目標受業務擴張影響。展望未來，本集團致力於維持溫室氣體排放量或相較於二零二一年基準年度進一步減少排放量。至於我們在香港及中國地區的電力使用所產生的二氧化碳(CO₂)的大致數量如下表所示：

Type of air pollutants ¹	氣體污染物類型 ¹	Unit ² 單位 ²	2023 二零二三年	2022 二零二二年
Scope 1	範圍一	tCO ₂ e	1,767.28	1,411.37
Scope 2	範圍二	tCO ₂ e	26.50	19.03
Total GHG emissions	溫室氣體總排放量	tCO ₂ e	1,793.77	1,430.40
GHG emissions intensity ³	溫室氣體排放強度 ³	tCO ₂ e/employee tCO ₂ e／僱員	36.61	22.35

Note:

- GHG emissions data is presented in terms of carbon dioxide equivalent and is 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 Stock Exchange, the latest released emission factors of China’s regional power grid basis.
- tCO₂e is defined as tonnes of carbon dioxide equivalent.
- As of 31 December 2023, the Group had a total of 49 employees (2022: 64 employees). The data is also used for calculating other intensity data.

附註：

- 溫室氣體排放資料以二氧化碳當量表示，基於但不限於世界資源研究所和世界可持續發展工商理事會發佈的「溫室氣體協議：企業會計和報告標準」、由聯交所發佈《如何準備環境、社會及管治報告附錄二：環境關鍵績效指標匯報指引》，最新公佈的中國區域電網基準排放因數。
- tCO₂e定義為噸二氧化碳當量。
- 於二零二三年十二月三十一日，本集團共有49名僱員(二零二二年：64名僱員)。該資料也用於計算其他強度資料。

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Hazardous and Non-hazardous Wastes

During the Reporting Period, no hazardous waste was noted in our business activities including the trading business of electronic materials. Our non-hazardous waste is mainly from our daily activities such as regular trash can waste, office paper consumption and some packaging waste. The major land waste is the paper used for job management and office documents. The Group has established environmental policies to reduce and handle the waste. Our non-hazardous waste is dealt with appropriately and is disposed of in a proper manner by waste disposal company in each region.

The Group aims to reduce or maintain the current hazardous and non-hazardous wastes at the stable level in the next 3 years in the future compared to the baseline year 2021. During the year, the Group achieved the target set and will continue to maintain or reduce the hazardous and non-hazardous wastes levels. The non-hazardous waste generated by the Group during the Reporting Period was as follows:

有害及無害廢物

於報告期間內，我們的業務活動（包括電子材料買賣業務）並未發現有害廢物。我們的無害廢棄物主要來自我們的日常活動，例如常規垃圾桶廢棄物、辦公用紙消耗和一些包裝廢棄物。主要的土地浪費是用於工作管理和辦公文件的紙張。本集團已制定環保政策以減少及處理廢物。我們的無害廢物得到妥善處理，並由各地區的廢物處理公司以適當的方式處理。

與基準年度二零二一年相比，本集團的目標是在未來三年內將當前有害廢物和無害廢物減少或維持在穩定水準。於本年度，本集團達成設定的目標並將繼續保持或減少有害及無害廢棄物排放量。於報告期內，本集團產生的無害廢棄物如下：

Type of waste	廢物類型	Unit 單位	2023 二零二三年	2022 二零二二年
Non-hazardous waste	無害廢物	tonnes 噸	0.99	1.31
Non-hazardous waste intensity ¹	無害廢物強度 ¹	tonnes/ employee 噸／僱員	0.02	0.02

Note:

1 As of 31 December 2023, the Group had a total of 49 employees (2022: 64 employees). The data is also used for calculating other intensity data.

附註：

1 於二零二三年十二月三十一日，本集團共有49名僱員（二零二二年：64名僱員）。該資料也用於計算其他強度資料。

A2. USE OF RESOURCES

The resources used by the Group are principally attributed to electricity, water and paper consumed at our offices.

A2. 資源使用

本集團使用的資源主要來自我們辦公室消耗的電力、水和紙張。

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Electricity

Electricity is consumed during daily business operations in our offices including the use of indoor lighting, air-conditioning, functioning of office equipment and equipment related to repair and maintenance etc. The amount of electricity consumption are shown in the table below:

Type of energy	能源類型	Unit 單位	2023 二零二三年	2022 二零二二年
Purchased electricity	已購買電力	MWh 兆瓦特小時	30.01	22.45
Petrol	汽油	MWh 兆瓦特小時	6,418.33	5,142.31
Total energy consumption	總能源消耗	MWh 兆瓦特小時	6,448.34	5,164.77
Total energy consumption intensity	總能源消耗強度	MWh/employee 兆瓦特小時/ 僱員	131.60	80.70

In order to enhance the environment protection and save energy consumption, the Group has established energy saving measures:

- The Group is using LED light in the office;
- Lighting should be switched off while staff are off duty;
- Staff are encouraged to switch off all nonessential items (e.g. photocopiers) during non-office hours.

The Group aims to reduce or maintain the current energy consumption at the stable level in the next 3 years in the future compared to the baseline year 2021. During the year, the Group is in the process of meeting the established targets, influenced by business expansion. Moving forward, the Group is committed to either maintaining the energy consumption or aiming for further reductions compared to the 2021 baseline year.

電力

辦公室日常業務運作所消耗的電力包括室內照明、空調、辦公設備的運作以及與維修和保養相關的設備等。電力消耗量如下表所示：

為加強環境保護，節約能源消耗，本集團制定了節能措施：

- 本集團在辦公室使用LED燈；
- 員工下班時應關閉照明；
- 鼓勵員工在非辦公時間關閉所有非必需設施（例如影印機）。

與基準年度二零二一年相比，本集團的目標是在未來三年內將當前能源消耗量降低或保持在穩定水準。於本年度，本集團正努力達成所設定的目標，而該目標受業務擴張影響。展望未來，本集團致力於維持溫室氣體排放量或相較於二零二一年基準年度進一步減少排放量。

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Water

Our business activities require water usage is relatively minimal through our business activities. The majority of our water usage comes from water supplies for our offices. The approximate amount of water usage are shown in the table below:

Type of waste	耗費類型	Unit 單位	2023 二零二三年	2022 二零二二年
Water consumption	耗水量	m ³ 立方米	3.36	4.08
Water consumption intensity	耗水量強度	m ³ /employee 立方米／僱員	0.07	0.06

Although the usage of water is small, we also encourage staff to be environmental-friendly by reminding them to turn off water taps after use. The Group aims to maintain the current water consumption at the stable level in the next 3 years in the future compared to the baseline year 2021. During the year, the Group achieved the target set and will continue to maintain or reduce the water consumption level. The Group has no issue in water sourcing.

Packing materials and paper usage

The major packing materials used in the Group are wooden boxes, which are provided and packed by supplier. The Group transfers good to customers from warehouse or supplier without unloading the packing. Therefore, there is no packing material needed to be disposed during the logistics process.

To reduce the amount of paper consumption, we encourage staff to be mindful when printing documents and make use of double-sided printing whenever possible. Non-essential items should be used in e-format. Any documents that are no longer in use should be shredded and recycled. The Group aims to maintain the current paper usage at the stable level in the next 3 years in the future compared to this Reporting Period.

用水

我們的業務活動需要的用水量相對較少。我們的大部分用水來自我們辦公室的供水。大致用水量如下表所示：

雖然用水量很少，但我們也鼓勵員工在使用後關掉水龍頭，以保護環境。與基準年度二零二一年相比，本集團的目標是在未來三年內將當前用水量維持在穩定水準。於本年度，本集團達成設定的目標並將繼續保持或減少耗水量。本集團在取水方面沒有問題。

包裝材料和紙張使用

本集團使用的主要包裝材料乃供應商提供及包裝的木箱。本集團自貨倉或供應商向客戶轉移商品且不卸下包裝。因此，物流程序並不需要處理任何包裝材料。

為減少用紙量，我們鼓勵員工在列印檔案時要留心，並盡可能使用雙面列印。非必需品應以電子格式使用。任何不再使用的檔案都應切碎並回收。與本報告期相比，本集團的目標是在未來三年內將當前紙張使用量維持在穩定水準。

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A3. ENVIRONMENT AND NATURAL RESOURCES

The Group actively manages the possible impacts of its operations on the environment, and continues to reduce our footprint. We closely monitored the use of natural resources in our operations and emissions. In addition to comply with all relevant laws and regulations concerning environmental protection, we are committed to incorporate environmental considerations into our business practices while raising awareness among our staff and customers.

In terms of reducing the environmental impact, we have mainly focused on the reduction of vehicle emissions and adopted above measures to protect the environment.

A4. CLIMATE CHANGE

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.

A3. 環境及天然資源

本集團積極管理其運營對環境的可能影響，並繼續減少我們的足跡。我們密切監控在我們的運營和排放中使用的自然資源。除了遵守有關環境保護的所有相關法律法規外，我們還致力於將環境因素納入我們的業務實踐，同時提高員工和客戶的意識。

在減少環境影響方面，我們主要以減少車輛排放為重點及採取上述措施保護環境。

A4. 氣候變化

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。

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B. SOCIAL

B1. EMPLOYMENT

The management is aware of the value of employees, as well as their impacts on the Group to achieve our missions and objectives.

To maintain a pleasant, healthy, safe, and productive working environment, we have implemented procedures and policies in all aspects of the Group's business operations and integrated in our employee handbook ("**Employee Handbook**") and human resources policy. The Group is also committed to provide a supportive office environment for employee, in order to promote a healthy work-life balance.

The Group complies with laws relating to compensation, dismissal, equal opportunity, antidiscrimination, rest periods, working hours, and other benefits and welfares.

In our Employee Handbook, we have outlined the Group's general procedures and practices regarding employment, compensation and benefits. The terms, which included compensation and dismissal, working hours, rest periods and other benefits and welfares, have been specified in our employment contract. We have established a reporting channel for our employees to express any concerns in good faith. It is ensured that concerns would be handled properly without any fear of reprisal or any negative impacts. During the Reporting Period, there were no non-compliance cases noted in relation to employment laws and regulations.

B. 社會

B1. 僱傭

管理層了解僱員的價值及其對本集團實現其使命和目標的影響。

為了維持一個愉快、健康、安全及高效的工作環境，我們在本集團業務運營的各個方面實施了程序和政策，並融入了我們的員工手冊（「**員工手冊**」）和人力資源政策。本集團亦致力為僱員提供支援性的辦公環境，以促進健康的工作與生活平衡。

本集團遵守與補償、解僱、平等機會、反歧視、休息時間、工作時間以及其他福利與待遇有關的法規。

在我們的員工手冊中，我們概述了本集團在僱傭、薪酬及福利方面的一般程序和做法。我們的僱傭合約已列明有關條款，包括補償及解僱、工作時間、休息時間以及其他福利與待遇。我們建立了一個通報渠道，讓我們的僱員能夠真誠地表達任何疑慮。確保問題得到妥善處理，無需擔心遭到報復或任何負面影響。於報告期間內，未發現與勞動法律法規相關的違規案例。

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We acknowledge that the foundation to our success is our employees, the Group continues to streamline the manpower to enhance the efficiency of the Group's operations. As at 31 December 2023, the Group had a total of 49 employees. The analysis of these employees by gender, age groups, employment type, and geographical region are depicted below:

我們確認，我們成功的基礎來自我們的僱員，本集團繼續精簡人事結構以提升本集團的營運效率。於二零二三年十二月三十一日，本集團共有僱員49人。按性別、年齡組別、僱傭類型和地區對這些僱員的分析如下：

Employee Structure	僱員結構	2023 二零二三年 No. of employee 僱員人數	2022 二零二二年 No. of employee 僱員人數
Total number of employees	僱員總數	49	64
By gender	按性別		
Female	女性	10	16
Male	男性	39	48
By age	按年齡		
30 and below	30歲及以下	23	37
31-40	31歲至40歲	10	13
41-50	41歲至50歲	10	4
51 and above	51歲及以上	6	10
By location	按地區		
Hong Kong	香港	10	8
PRC	中國	39	56
By employment type	按僱傭類型		
Full time	全職	30	63
Part Time	兼職	19	1
By employment category	按僱傭類別		
General	一般員工	21	35
Middle management	中層管理人員	12	13
Senior management	高級管理人員	16	16

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The employee turnover rate was 31% for the year ended 31 December 2023. The employee turnover rates categorised by gender, age groups, employment type, and geographical region are depicted below:

截至二零二三年十二月三十一日止年度的僱員流失比率為31%。按性別、年齡組別、僱傭類型和地區分類的僱員流失比率如下：

Employment	就業	Units 單位	2023 二零二三年	2022 二零二二年
By gender	按性別			
- Male	- 男性	%	26	-
- Female	- 女性	%	50	56
By age group	按年齡組別			
- 30 or below	- 30歲及以下	%	61	8
- 31-40	- 31歲至40歲	%	10	38
- 41-50	- 41歲至50歲	%	-	-
- 51 or above	- 51歲及以上	%	-	10
By location	按地區			
- Hong Kong	- 香港	%	10	-
- PRC	- 中國	%	36	16

B2. HEALTH AND SAFETY

The Group values the health and well-being of our employees. Therefore, the Group is dedicated to maintain a safe, hygienic and productive workplace by minimizing the potential risk of accidents, injuries and exposure in relation to health risks. We encourage our employees to keep the work place tidy to minimize accidental incidents. We have policies in place and are in compliance with the relevant laws pertaining to health and safety and providing a healthy safe work environment as well as protecting employees from occupational hazards.

The Group did not violate any health and safety laws and regulations of Hong Kong during the Reporting Period.

B2. 健康與安全

本集團重視僱員的健康與福祉。因此，本集團致力維持安全、衛生及高效的工作場所，將事故、傷害及與健康風險相關的潛在風險降至最低。我們鼓勵僱員保持工作場所整潔，以儘量減少意外事件。我們制定了政策並遵守與健康和安全的有關的相關法律，提供健康安全的工作環境以及保護僱員免受職業危害。

於報告期間內，本集團沒有違反香港任何健康安全法律法規。

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B3. DEVELOPMENT AND TRAINING

Continuous development and training opportunities are important for the growth of our employees. The Group has provided professional and high-quality orientations to all new employees, which new joiners are required to complete. It also includes the general safety and specific department training, so that all employees are equipped with the skill set for their individual role.

The Group also provides our employees with adequate developments and trainings to ensure that they maintain a high level of competency to stay competitive in today's fast-changing world. In addition, we encourage employees to participate in external trainings to acquire necessary professional skills and enhance team spirit. Employees are encouraged to pursue growth and continuous learning and training. Training allowance, as one of our compensation benefits, are offered to employees who will attend examinations organized by professional bodies or academic institutions.

During the Reporting Period, our employees have participated in programmes or seminar(s) organized by the Group or other qualified professional bodies or regulatory authorities in areas of, including but not limited to, prevention of bribery and inside information. Relevant training development materials would be provided, in order to keep employees informed of the latest updates in the market, as well as the latest changes in the legal and regulatory field.

B3. 發展及培訓

持續的發展和培訓機會對我們僱員的成長非常重要。本集團為所有新入職僱員提供專業、優質的培訓，新入職人員需完成培訓。此外，還包括一般安全培訓和特定部門培訓，以便所有僱員都具備適合其個人角色的技能。

本集團亦為僱員提供充分的發展和培訓，以確保他們在當今快速變化的世界中保持高水準的競爭力。此外，我們鼓勵僱員參加外部培訓，以獲得必要的專業技能，增強團隊精神。鼓勵僱員追求成長，不斷學習和培訓。培訓津貼是我們提供給參加專業團體或學術機構舉辦的考試的僱員的薪酬福利之一。

於報告期間內，我們的僱員參加了本集團或其他具有資格的專業機構或監管機構在包括但不限於防止賄賂及內幕消息等領域舉辦的專案或研討會。將提供相關的培訓發展材料，以使僱員了解市場的最新動態，以及法律和監管領域的最新變化。

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The training details during the Reporting Period was as follows:

於報告期間內的培訓詳情如下：

The percentage of employees trained by gender	按性別劃分的受培訓的僱員百分比	2023 二零二三年	2022 二零二二年
Male	男性	25%	76%
Female	女性	75%	24%
The percentage of employees trained by employment category	按就業類別劃分的受培訓的僱員百分比		
General	一般員工	75%	50%
Middle management	中層管理人員	-	22%
Senior management	高級管理人員	25%	28%
Average training hours for employees by gender	按性別劃分的僱員平均培訓時間		
Male	男性	2.05 hr 2.05小時	6.08 hr 6.08小時
Female	女性	7 hr 7小時	4.13 hr 4.13小時
Average training hours for employees by employment category	按就業類別劃分的僱員平均培訓時間		
General	一般員工	3.33 hr 3.33小時	7 hr 7小時
Middle management	中層管理人員	-	5 hr 5小時
Senior management	高級管理人員	5 hr 5小時	3 hr 3小時

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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 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.

B4. 勞工準則

在招聘過程中，按法律法規的規定嚴格禁止使用童工及強迫勞工。本集團嚴格遵守當地法律，禁止僱用任何童工及強迫勞動。本集團的人力資源及行政部門負責監督及確保遵守禁止童工及強迫勞動的最新及相關法律法規。亦確保身份證件受到仔細檢查。如果涉及違規，本集團將根據相關情況進行處理。

於報告期間內，本集團並無發現有任何重大的不遵守與童工及強迫勞工有關的法律法規而對本集團產生重大影響的情況。這些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》以及其他相關的勞動法律法規。

* For identification purposes only

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B5. SUPPLY CHAIN MANAGEMENT

We review and evaluate suppliers regularly to ensure that the quality of our products and quality control procedures are in line with our Group's requirements and expectations of our customers. In the future, we will incorporate sustainability considerations into our sourcing practices including procurement of other office equipment and communicate with suppliers on their environmental and social responsibilities to identify opportunities to improve their current environmental and social practices. During the Reporting Period, the Group had a total of 28 suppliers in China.

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

We have developed measures, procedures and policies to address the issue of vehicle quality, in order to ensure that all vehicles that supplied to our customers meet our requirements for product safety and quality. Before leasing to customers, we have ensured all vehicles are in good conditions with completed vehicles quality checking label registry under Beijing Transportation Bureau (“**北京市交通委員會運輸管理局**”). A background assessment and a product quality check will be performed by the Group before any suppliers admitted as qualified. In 2023, the Group has no recall due to quality issues.

B5. 供應鏈管理

我們定期審查和評估供應商，以確保我們的產品品質和品質控制程序符合本集團對客戶的要求和期望。未來，我們將把可持續發展考慮納入我們的採購流程，包括採購其他辦公設備，並與供應商就他們的環境和社會責任進行溝通，以確認改進其當前環境和社會實踐的機會。於報告期間內，本集團在中國共有28家供應商。

綠色採購

本集團將可持續發展融入供應鏈，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。

B6. 產品責任

我們制定了解決車輛品質問題的措施、程序和政策，以確保提供給我們客戶的所有車輛都符合我們對產品安全和品質的要求。在向客戶出租前，我們已確保所有車輛狀況良好，並已完成北京市交通委員會運輸管理局（「**北京市交通委員會運輸管理局**」）的車輛品質檢查標籤登記。本集團將在任何供應商獲接納為合格之前進行背景評估及產品品質檢查。於二零二三年，本集團沒有因品質問題遭召回。

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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 Year, 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.

B7. 反貪污

本集團保持最高標準的公開性、正直性及問責制，我們的所有員工均應遵守最高標準的道德、個人及職業行為。本集團絕不容忍與本集團任何業務有關的貪污、賄賂、敲詐、洗錢及其他欺詐活動。

作為持續進行的董事培訓過程的一部分，董事不時了解有關上市規則及其他適用監管要求的最新發展，以確保所有董事均遵守有關規定。我們鼓勵所有董事參加相關主題的外部論壇或培訓課程，這可被視作持續專業發展培訓。於年內，所有董事均參加了適當的持續專業發展活動，即參加了與企業治理及法規有關的主題培訓課程，或閱讀了與本公司業務或其職責及責任有關的材料。本集團將在下個財政年度為董事及員工提供反貪污實踐培訓。

於報告期間內，本集團並無發現任何違反有關賄賂、敲詐、欺詐及洗錢的相關法律法規的行為，且本集團確認，並無任何針對本集團及員工的貪腐行為的法律案件結案。本集團保持最高的公開標準。

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Whistle-blowing Mechanism

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.

B8. COMMUNITY INVESTMENT

As a socially responsible corporation, we assess local needs, promote community engagement, and share the well-being of the community that we serve. We also believe that our business will only prosper within a sustainable community. We encourage and support our employees' engagement in volunteering to benefit local communities. Moving forward, the Group is committed to promote and support long-term community investment in the future.

舉報機制

本集團已制定欺詐偵查及舉報政策，為所有員工提供了專門的保密舉報渠道，以舉報觀察到及懷疑的不合規行為及有問題的做法。無論指控是否被證實，員工均不會有遭受任何形式報復的風險。

B8. 社區投資

作為一家具有社會責任感的公司，我們評估當地需求，促進社區參與，並分享我們所服務社區的福祉。我們還相信，我們的業務只會在可持續發展的社區中繁榮發展。我們鼓勵和支援我們的僱員參與志願服務以造福當地社區。展望未來，本集團致力推動及支持未來的長期社區投資。

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KPI A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity 直接(範圍1)及能源間接(範圍2)溫室氣體排放總量(以噸計算)及(如適用)密度	"Emissions – Greenhouse Gas Emissions" 「排放物－溫室氣體排放」	12
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KPI A1.3	Total hazardous waste produced and, where appropriate, intensity 所產生有害廢棄物總量及(如適用)密度	Not applicable – The Group generates no hazardous waste 不適用－本集團不產生有害廢物	13
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KPI A1.4	Total non-hazardous waste produced and, where appropriate, intensity 所產生無害廢棄物總量及(如適用)密度	"Emissions – Hazardous and Non-hazardous Wastes" 「排放物－有害及無害廢物」	13
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KPI A1.5	Description of emissions target(s) set and steps taken to achieve them. 描述所訂立的排放量目標及為達到這些目標所採取的步驟	"Emissions – Air Pollutant Emissions" "Emissions – Greenhouse Gas Emissions" 「排放物－氣體污染物排放」 「排放物－溫室氣體排放」	11-12
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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. 「資源使用－用水」 求取適用水源上沒有問題	15
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KPI B1.2	Employee turnover rate by gender, age group and geographical region	"Employment"	19
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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)每年與工作有關的死亡事件數量及比率	並無發生與工作有關的死亡事件	
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	
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KPI B4.2	Description of steps taken to eliminate such practices when discovered	No such practice was discovered	22
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	未有發現違規情況	

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KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored 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	"Supply Chain Management" 「供應鏈管理」	23
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KPI B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored 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	"Supply Chain Management" 「供應鏈管理」	23
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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	並無已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 and practices relating to observing and protecting intellectual property rights	"Product Responsibility"	23
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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, how they are implemented and monitored	"Product Responsibility"	23
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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 case	No concluded legal case regarding corrupt practices was noted.	–
關鍵績效指標 B7.1	於報告期間內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果	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, how they are implemented and monitored	"Anti-corruption" 「反貪污」	24-25
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