

China General Education Group Limited 中国通才教育集团有限公司

(Incorporated in the Cayman Islands with limited liability)

Stock Code : 2175



2022

Environmental, Social and
Governance Report

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About this Report

SUMMARY

China General Education Group Limited (the “**Company**”), together with its subsidiaries and consolidated affiliated entities (collectively the “**Group**” or “**we**”, “**us**” or “**our**”), is a leading provider of private higher education in Shanxi Province, the PRC. The Group is delighted to present our 2022 Environmental, Social and Governance Report (the “**ESG Report**” or “**this report**”), which summarizes our initiatives, strategies and objectives relating to the environmental, social and governance issues and describes our visions and commitments to actualizing the sustainable development concept and performing our corporate social responsibility. This report will be published on the website of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and the Group’s website. The Environmental, Social and Governance Report will be published annually.

REPORTING STANDARDS

This report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “**ESG Reporting Guide**”) set out in Appendix 27 (currently known as Appendix C2) to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”). The contents of this report comply with the “**comply or explain**” provisions and the four reporting principles (materiality, quantitative, balance and consistency) of the ESG Reporting Guide.

SCOPE OF THIS REPORT

The data and information quoted in this report have been obtained from various questionnaires, records, statistics and research filed by the Group. This report describes the overall performance of the Group on the sustainable development policy relating to its core business and the fulfilment of our corporate social responsibility from 1 September 2021 to 31 August 2022 (the “**Year**” or the “**Reporting Period**”) which is consistent with the period covered by the 2022 annual report.

The policies, statements and information in this report cover the Group, and the key environmental performance indicators cover one school of the Group, namely, Shanxi Technology and Business College, located in Taiyuan City, Shanxi Province, the PRC.

REPORTING LANGUAGES

This report is published in traditional Chinese and English. In case of any discrepancy, the traditional Chinese version shall prevail.

APPROVAL OF THIS REPORT

This report was approved by the board of directors of the Company (the “**Board**”) on 7 June 2024.

REPORT FEEDBACK

We attach high importance to your opinions and feedbacks on this report. If you have any queries or suggestions, please feel free to contact us through the following channels:

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- Telephone: 0351-5278 995
- Email: jinstbu@a.chinageg.cn
- Website: <http://chinageg.cn>

Group Profile

We are a leading provider of private higher education in Shanxi Province, the PRC. In the 2021/2022 school year, we ranked first among all private higher education institutions in Shanxi Province in terms of total full-time student enrollment, with a market share of 16.1%. We focus on providing application-oriented education to equip our students with practical skills relevant to careers. We continue to optimize our course offerings and practical training programs to provide our students with the practical and readily applicable skills. We have built a diverse and extensive range of course offerings from which our students can select according to their own interests and concentrations, comprising more than 1,000 courses and a total of 44 different majors and concentrations for the 2021/2022 school year. The Group believes that by focusing on the development of advanced, career-focused skills, we can make our students more attractive to potential employers.

ESG Governance Structure

The Group has established an ESG governance structure that embraces the concept of sustainable development in its daily work. The structure consists of three components: the decision-making level, the organizational level (the “ESG Committee”) and the executive level.

- **Decision-making level – the Company’s Board:** The Board is the highest decision-making level of the Group and has overall responsibility for ESG decision-making and reporting. The Board monitors the Group’s sustainability performance and progress, and also reviews and approves the Group’s ESG management policies, strategies, objectives and annual work, including the assessment, prioritization and management of key ESG issues, risks and opportunities. The Board also regularly reviews the Group’s ESG performance and progress in achieving related objectives.
- **Organizational level – the ESG Committee:** The Group’s ESG Committee is the second level of the governance structure. The ESG Committee is delegated by the Board and is led by the Executive Directors and senior management. Other members include representatives from various departments. The ESG Committee is responsible for developing and driving the implementation of ESG management policies, strategies, objectives and annual activities, as well as identifying, evaluating, reviewing and managing key ESG issues, risks and opportunities. All work and related recommendations will be reported to the Group’s Board on a regular basis.
- **Executive level – relevant Group departments:** The executive level is the third level of the governance structure and includes all relevant departments of the Group. This level is responsible for organizing, driving and implementing various ESG-related tasks in accordance with the Group’s ESG management policies and strategies. The executive level reports regularly to the ESG Committee on all matters.

Identification and Communication with Stakeholders

While managing school and advancing business affairs, the Group also pays attention to the major issues of interest to shareholders, investors, staff, students, parents, governments, regulatory authorities, and communities (“Stakeholders”). The Group opens up multiple channels of communication and, through the continuous communication with the Stakeholders, is able to develop thorough understanding of the needs of different Stakeholders and provide appropriate solutions. At the same time, the Group believes that listening to the opinions of Stakeholders will help the Group to improve its environmental, social and governance performance comprehensively and objectively so as to better address the needs of different Stakeholders.

STAKEHOLDER GROUPS AND METHODS OF ENGAGEMENT

Major Stakeholders	Expectations and Demands	Main Methods for Communication
Shareholders/Investors	<ul style="list-style-type: none"> • Investment returns • Business growth • Robust operation 	<ul style="list-style-type: none"> • Annual general meeting and other general meetings • Interim and annual reports • Corporate communication • Results announcement • Shareholder visits • Investor meetings • Environmental, social and governance (ESG) meetings
Staff	<ul style="list-style-type: none"> • Teaching quality • Career development • Compensation and benefit packages • Healthy and safe working environment • Fair treatment 	<ul style="list-style-type: none"> • Survey on employees’ views • Channels for employees to express their views (forms, suggestion boxes, etc.) • Work performance appraisals and interviews • Group discussions • Meetings and interviews • Seminars/workshops/lectures • Volunteer activities
Students and Parents	<ul style="list-style-type: none"> • Teaching quality • Robust operation • Healthy and safe campus • Student privacy protection • Employment rate 	<ul style="list-style-type: none"> • Feedback in class • Satisfaction questionnaire • Regular visits • Parent meetings • Online platforms • Phone calls • Mailboxes
Government and Regulatory authorities	<ul style="list-style-type: none"> • Compliant and rational operation • Business growth • Teaching quality • Information transparency 	<ul style="list-style-type: none"> • Meetings • Consulting • Lectures
Community	<ul style="list-style-type: none"> • Facilitating community development • Participating in public welfare and charity • Environmental protection 	<ul style="list-style-type: none"> • Community activities • Volunteer activities • Donations • Education funds/scholarships • Seminars/lectures/workshops • Meetings
Public	<ul style="list-style-type: none"> • Teaching quality • Teacher qualifications • Information transparency 	<ul style="list-style-type: none"> • School website • School activities • Media reports • WeChat official accounts

Materiality Assessment

The Group is committed to improving its corporate governance, teaching strategies and actively implementing the Group's sustainability initiatives, taking into account the views and expectations of internal and external Stakeholders.

In its daily operations, the Group has prioritized 25 key ESG issues, including 6 highly important issues, 11 moderately important issues and 8 generally important issues, through the feedback collected by the Teaching Quality Monitoring and Evaluation Centre and the consolidation of student feedback. The Board has confirmed and approved the significance results.

Highly Important Issues	ESG Report Corresponding Sections
1. Student Employment Rate	Operating Practices
2. Environmental Education	Environment
3. Student Health and Safety	Employment and Labor Standards
4. Teacher Qualifications and Staff Professionalism	Employment and Labor Standards
5. Employment Rights and Welfare Protection	Employment and Labor Standards
6. Compliance Operation	Operating Practices
Moderately Important Issues	ESG Report Corresponding Sections
7. Anti-corruption	Operating Practices
8. Staff Diversity and Equal Opportunities	Employment and Labor Standards
9. Staff Health and Safety	Employment and Labor Standards
10. Green Campus and Offices	Environment
11. Pollutant Discharge and Management	Environment
12. Greenhouse Gas Emissions and Management	Environment
13. Teaching Quality Control	Operating Practices
14. Waste Management	Environment
15. Water Management	Environment
16. Supply Chain Management	Operating Practices
17. Intellectual Property Protection	Operating Practices
Generally Important Issues	ESG Report Corresponding Sections
18. Climate Change	Environment
19. Energy Management	Environment
20. Material Management	Environment
21. Brand Promotion Management	Operating Practices
22. Community Investment and Engagement	Community Investment
23. Protection of Private Information	Operating Practices
24. Staff Development and Training	Employment and Labor Standards
25. Compliance and Response Mechanism	Operating Practices

Environmental, Social and Governance Report

I. Environment

Strictly complying with relevant national environmental laws and regulations, such as “Law of the People’s Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes”, “Environmental Protection Law of the People’s Republic of China”, “Law of the People’s Republic of China on Appraising of Environment Impacts”, and “Regulations on the Administration of City Appearance and Environmental Sanitation”, the Group ensures that the daily operations of subordinate school do not have a significant impact on the environment and natural resources. The Group effectively promotes energy conservation and emission reduction, and strives to reduce the consumption of water, electricity, natural gas and the emission of other pollutants such as exhaust gas and waste of the school under the Group, to achieve effective and rational use of energy, and to promote the construction of energy-saving campus. During the Reporting Period, the Group did not have any illegal incidents that violated relevant laws and regulations, nor received any complaints about emissions of exhaust gas, greenhouse gas, or pollutants.

Emissions

The Group is principally engaged in education services, does not carry out any industrial production activities in the ordinary course of business, and outsources the campus canteens to third-party suppliers. As such, the Group does not generate a significant amount of emissions through the combustion of any fuel. During the Reporting Period, the Group’s emissions were mainly derived from the gas emissions from the Group’s self-owned vehicles and the emissions from the use of natural gas in canteens. The major types and data of emissions are shown in the table below:

Air Pollutant Emissions	Unit	2022
Nitrogen oxides (NO _x)	kg	924.0
Sulphur oxides (SO _x)	kg	0.9
Particulate matter (PM)	kg	71.7

The Group’s direct greenhouse gas (GHG) emissions are mainly from the tailpipe of the Group’s own vehicle fuel combustion; and the indirect GHG emissions are from electricity generation, heating and cooling, or waste paper by the Group. During the Reporting Period, the Group actively advocated green travel for all staff and students, strived to reduce greenhouse gas emissions, and reduced the demand for vehicles through rational planning, thereby reducing exhaust emissions from the combustion of its own vehicles, and successfully completed the emission reduction plan formulated in the previous reporting period. The Group’s emissions of major GHG are as below:

Greenhouse Gas Emissions	Unit	2022
Direct greenhouse gas emissions (Range 1)	Tonnes of CO ₂ equivalent	182.90
Greenhouse gas abatement (Range 1)	Tonnes of CO ₂ equivalent	1.22
Indirect greenhouse gas emissions (Range 2)	Tonnes of CO ₂ equivalent	6,097.42
Total greenhouse gas emissions (range 1 and 2)	Tonnes of CO ₂ equivalent	6,279.10
Greenhouse gas emission intensity (Range 1 and 2)	Tonnes of CO ₂ equivalent per person	0.32

Environmental, Social and Governance Report

Hazardous waste which includes waste from our infirmaries and laboratory waste generated by the Food Quality and Safety major, such as waste acid, waste alkali, heavy metal inorganic waste liquid, organic solvents (ethers, aldehydes, phenol, acetone, etc.), as well as disposable equipment contaminated with the above substances, is treated by qualified third parties commissioned by us. In particular, the waste from our infirmaries is required to be cleared and transported every 48 hours by qualified third-parties. During the Reporting Period, the Group generated a total of 0.1 tonnes of hazardous waste.

Non-hazardous waste which includes domestic waste from daily operation, such as office supplies waste and food residues. The Group prohibits the use of disposable tableware and advocates the use of environmental protection bags. Students are required to separate their domestic waste every day and empty the separated waste into the corresponding bins, and the food waste generated will be cleaned up by a professional disposal company. At the same time, each window of the canteen is also required to be equipped with an oil fume purifier. During the Reporting Period, the Group generated a total of 12,000 tonnes of domestic waste, all of which were well collected and disposed by the professional treatment company.

During the Reporting Period, there was no significant change in the Group's treatment measures regarding non-hazardous waste compared with those in previous years. At the same time, the Group successfully reduced the impact of pollution emissions by improving combustion efficiency through upgrading the boiler. The Group will proactively implement programs and measures to reduce emissions and the discharge of non-hazardous waste and hazardous waste in order to maintain or reduce the intensity of emissions and waste generation. The Group planned and achieved the goal of reducing non-hazardous waste emissions by 5% in fiscal year 2022 compared to fiscal year 2021.

Use of Resources

The Group implements plans for promoting the rational use of water, electricity, natural gas and other energy and resources, and advocates students to cultivate good habits of resource usage to prevent unnecessary waste. During the Reporting Period, the main energy consumption of the Group are as follows:

Energy Consumption	Unit	2022
Total electricity consumption	MWh	9,994.14
Total electricity consumption intensity (per m ²)	MWh/m ²	0.02
Total electricity consumption intensity (per employee and student)	MWh/number of employee and student	0.51
Total water consumption	tonnes	374,283.49
Total water consumption intensity (per m ²)	tonnes/m ²	0.78
Total water consumption intensity (per employee and student)	tonnes/number of employee and student	19.00
Total natural gas consumption	m ³	2,410,000.00
Total natural gas consumption intensity (per m ²)	m ³ /m ²	5.01
Total natural gas consumption intensity (per employee and student)	m ³ /number of employee and student	122.32
Total gasoline consumption	litres	10,245
Total gasoline consumption intensity (per employee and student)	litres/number of employee and student	0.52
Total diesel consumption	litres	53,787
Total diesel consumption intensity (per employee and student)	litres/number of employee and student	2.73

Environmental, Social and Governance Report

The Group promotes paperless office. All departments and units of the school are required to strengthen the training, learning, and use of the “digital campus” collaborative office system on the school’s intranet to enhance digital collaborating capabilities and improve work efficiency. The Group also issued the “Regulations on A4 Printing Paper Consumption” and the “Notice of Paper Saving”, which stipulated the upper limit of the annual consumption of various types of paper used by secondary colleges and administrative departments, promoted the reduction of paper consumption by all school staff and established a paper register to regulate the amount of paper used. During the Reporting Period, the Group used three types of paper, namely A4, A3, and 8K, with a total consumption of 3,635.4 kg.

The Group does not encounter the problem of obtaining suitable water sources. The Group obtains water through Taiyuan Water Supply Group Co., Ltd. and Beige Centralized Service Station in Xiaodian District, Taiyuan City. The Group implemented the transformation of the school’s water supply network, by replacing water-saving devices with induction valves, solenoid valves, and constructing pilot projects for water reuse in the school, thereby increasing the school’s water reuse rate. The school carried out the publicity week activities of “World Water Day” and “China Water Week”, by posting water-saving signs, water-saving posters, and water-saving banners in conspicuous locations to promote good practices in water conservation.

During the Reporting Period, the total consumption of electricity of the Group was 9,994.14 MWh, and the electricity consumption intensity was 0.51 MWh per employee and student. The total consumption of gasoline is 10,245 liters, and the gasoline consumption intensity is 0.52 liters per employee and student. In terms of saving electricity, the Group offers energy-saving education to enhance students’ awareness of saving electricity, avoid unnecessary use of lights in classrooms and dormitories, and reduce the possibility of waste of electricity.

Since the Group does not manufacture any products, the packaging material used for finished products is not applicable to the business of the Group. In addition, the Group reduced material consumption and unnecessary use of packaging materials by using waste plates to transform into wardrobes, using old pipes to weld carts, repairing damaged water pumps, and repairing school tables and chairs with old materials.

The Group will continue to actively implement programs and measures to conserve water, electricity and materials to maintain or reduce the use of resources, and in future will develop more specific quantitative environmental targets and implementation measures to protect the environment and cherish the use of natural resources.

Environmental Protection Issues	Target
Energy Saving	The Group will actively implement electricity saving plans and measures to maintain or reduce electricity consumption intensity.
Water Saving	The Group will actively implement water conservation plans and measures to maintain or reduce water intensity.
Waste Reduction	The Group will actively implement material conservation programs and measures to maintain or reduce the intensity of waste generation.
Greenhouse Gas Emissions	The Group will actively implement low carbon travel scheme and electricity saving programs and measures to maintain or reduce the intensity of greenhouse gas emissions.

Environmental, Social and Governance Report

Environment and Natural Resources

The Group does not have any significant impact on the environment and natural resources during daily operation. The Group advocates “low-carbon traveling” to minimize the emission of air pollutions and GHG from vehicles. In the meantime, the Group constantly monitors the emission of pollutants and the energy consumption of water, electricity and natural gas to ensure that the Group’s daily operation has the lowest impact on the surrounding environment and natural resources. In addition, in order to reduce the potential threat to natural resources caused by the heavy use of paper, the Group has issued the “Regulations on A4 Printing Paper Consumption” and the “Notice of Paper Saving” to rationalize the use of paper and vigorously promote a paperless office environment to reduce paper consumption as far as possible, ensure the effective use of paper and eliminate paper wastage. In addition, the Group continued to implement greening activities. During the Reporting Period, the Group planted a total of 53 trees, and through tree planting activities, we endeavored to establish the awareness of environmental protection and climate change into the minds of every teacher and student.

Climate Change

Climate change has resulted in frequent extreme weather events and has had a significant impact on day-to-day operations. As such, the Group has developed working mechanisms and related policies to identify and mitigate climate change issues that may have a significant impact. At the same time, the Group proactively adjusted the use of resources and energy, and enhanced the disaster response capabilities of staff and students through training so as to enhance their ability to respond to disasters and incidents caused by extreme weather. The Group recognizes that typhoons, heavy rainfall, flooding, extreme hot and extreme cold weather can cause potential hazards such as damage to documents, equipment and buildings, and extreme temperatures can increase the risk of work-related injuries such as heat stroke and frostbite to staff working outdoors. The Group has put in place emergency measures in advance to deal with extreme weather conditions caused by climate change. We are committed to protecting the lives of our staff and students as well as the safety of our campus property.

II. Employment and Labor Standards

The Group has established a sound human resource management system in accordance with national laws, regulations and local policies, and has formulated corresponding systems in five aspects: talent introduction, talent management, talent service, talent assessment, and talent exchange. It contains specific rules for recruitment, salary, retirement, etc., so that the distribution of working time for each position is reasonable, and provides staff with equal opportunities for training, development and promotion.

Employment

The Group strictly abides by “Labor Law of the People’s Republic of China”, “Employment Promotion Law of the People’s Republic of China”, “Education Law of the People’s Republic of China”, “Civil Code of the People’s Republic of China”, “Social Insurance Law of the People’s Republic of China”, “Special Provisions on Labor Protection of Female Employees”, “Education Law of the People’s Republic of China”, “Teachers Law of the People’s Republic of China”, “Law of People’s Republic of China on Labor-dispute Mediation and Arbitration”, and local labor laws and regulations in Shanxi Province in hiring teachers and staff. During the Reporting Period, the Group complied with all applicable employment laws and regulations, and did not violate laws and regulations related to recruitment and promotion, salary and dismissal, working hours, holidays, equal opportunities, diversification, anti-discrimination, and other welfare. There are no punitive incidents such as warnings, fines, or penalties due to violations of laws and regulations.

During the Reporting Period, there were no major changes in the Group’s human resources policies and related employment procedures. Recruitment and employment work were carried out in strict compliance with the provisions of the “Compendium of Human Resources Management Systems”, regardless of candidate’s gender, age, or ethnicity, providing teachers and staffs with fair promotion opportunities and a harmonious working environment.

In terms of teacher recruitment, before officially hiring teachers, the Group requires candidates to participate in comprehensive written examinations and conduct strict interviews. The Group generally considers candidates’ teaching experience, academic performance and degrees, as well as their written examination and interview performance. The Group may also require candidates to deliver a lecture on the spot as part of the hiring process. Before being formally hired, the Group will require candidates to pass a one-week observation period and a three-to six-month probation period which helps to ensure that newly recruited teachers can get used to the culture and teaching methods of the Group.

In terms of teaching qualification assessment, to ensure that the Group continues to provide high-quality education to students, the Group monitors the overall teaching quality of each semester through regular inspections. Staff of the Group’s Academic Affairs Office and Teaching Quality Monitoring and Evaluation Center participate in classes from time to time without prior notice to assess teaching quality, including the implementation and progress of teaching plans, teachers’ attitudes, teaching methods and effectiveness of classroom instructions. In addition, through questionnaire surveys and in-person discussions, teachers are evaluated by students participating in the class and by peers in the teacher’s department. When making decisions about the salary and promotion of teachers in our college, the Group will take the results of teachers’ assessment into consideration.

Environmental, Social and Governance Report

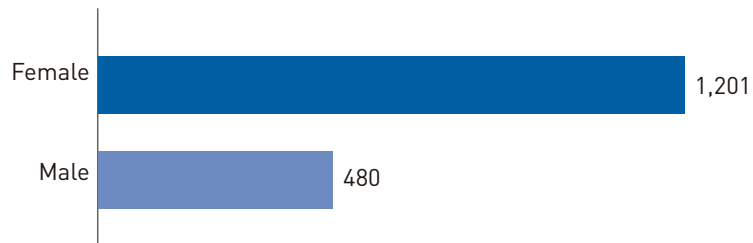
In terms of compensation and welfare, the Group provides competitive salary and welfare to retain, recruit and attract high-quality teachers. The Group strictly follows the “Interim Regulations on Wage Payment”, “Regulations on the Management of Housing Provident Funds”, “Regulations on Paid Annual Leave for Employees” and other laws and regulations to ensure that employees enjoy various statutory welfare. The Group also assists in the handling of pension insurance, medical insurance, maternity insurance, unemployment insurance, work-related injury insurance and other social insurance plans for the on-the-job employees who meet the requirements for handling social insurance. In addition, the Group strictly abides by the provisions of the Labor Law to ensure that employees enjoy various vocations, such as public holidays, paid annual leave, sick leave, wedding leave, maternity leave, etc. During major Chinese traditional holidays, the Group also provides employees with relevant benefits. The Group has also formulated relatively complete welfare systems such as the “Welfare Management System”, “Staff Teaching Age Award Distribution Measures”, “Annuity Management Measures” and other relatively complete welfare systems to effectively guarantee the welfare of staff.

In terms of promotion assessment, the Group maintains a well-established promotion system so that our teachers can see their potential for success in the college and the fact that their contributions and dedication are highly valued and recognized. The Group places great importance on providing its employees with a platform to have equal career development prospects, and treats every employee fairly in terms of employment, assessment, promotion, training, etc., and does not allow the occurrence of discriminatory incidents due to religion, gender, age, race, etc. During the Reporting Period, the Group did not have any incidents of discrimination.

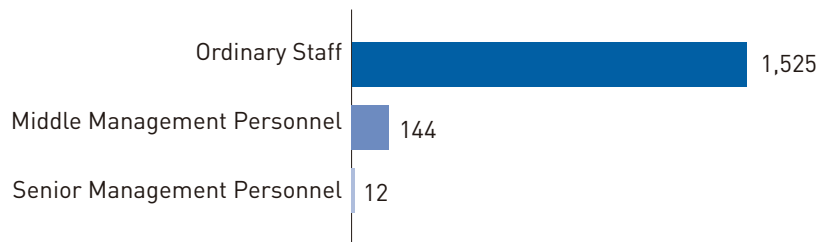
By the end of the Reporting Period, the Group had a total of 1,681 employees, of which the proportions of male and female were 28.6% and 71.4%, respectively. Due to the characteristics of the education industry, the proportion of female employees of the Group is relatively high. The Group provides female employees with statutory benefits including maternity leave, marriage leave, and breastfeeding leave in accordance with the law to ensure that they are not discriminated against or insulted. During the Reporting Period, the overall employee turnover rate of the Group was 6.84%, a significant decrease compared to that of the previous year. The turnover rate of male employees and female employees were 1.78% and 5.06%, respectively. From the perspective of the age distribution of lost employees, the turnover rate of employees aged 30 and below is 2.62%, the turnover rate of employees aged 31 to 40 is 2.32%, the turnover rate of employees aged 41 to 50 is 0.30%, and the turnover rate of employees aged 51 to 60 is 1.25%, and the turnover rate of employees over 60 years old is 0.36%.

EMPLOYMENT INDICATORS

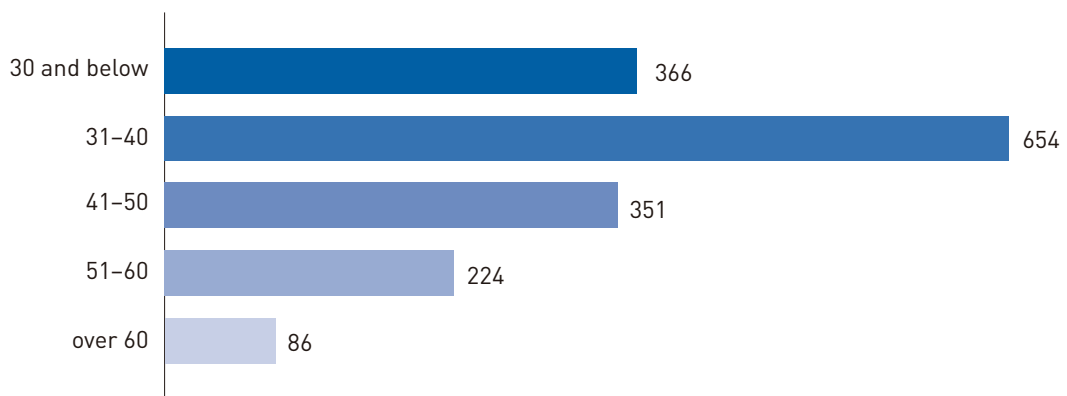
Staff by Gender in 2022



Staff by Employment Type in 2022



Staff by Age in 2022



Environmental, Social and Governance Report

Health and Safety

The Group strictly abides by “Food Safety Law of the People’s Republic of China”, “the Hygienic Management Regulations for Student Canteens and Group Meals for Students”, “the Public Sanitation Management Regulations”, “Law of the People’s Republic of China on the Prevention and Control of Infectious Diseases”, “Fire Law of the People’s Republic of China” and other relevant laws and regulations in the PRC. During the Reporting Period, there were no punitive incidents such as warnings, fines, or penalties, etc. due to violations of relevant laws and regulations, and no work-related fatalities and loss of working days due to work-related injuries. The school has never had any major accidents during years of operation. It has been awarded as an advanced school for the establishment of a “safe campus” in Shanxi Province for 11 consecutive years, and has won a good social reputation.

The Group attaches great importance to the health and safety issues of school employees and students during their stay at school, and has established strict safety management regulations and guidelines for fire safety, sanitation management, facility and equipment management, and smoking bans, such as “Commuter Vehicle Safety Management Regulations”, “College Vehicle Management Regulations” and “Safety Work Management Regulations”, etc. At the same time, safety training, AIDS prevention and control, infectious disease prevention and control, fire drills and other related trainings were carried out, which effectively provide teachers and students with a healthy and safe working and learning environment.

Prevention and Control of COVID-19: Since the outbreak of the COVID-19 epidemic, the Group has actively assumed its social responsibilities, strictly followed the national and local government’s epidemic control requirements, and actively carried out epidemic prevention work during the epidemic without disturbing daily teaching practices in academic semester. The Group has issued a number of measures and systems for the prevention and control of the COVID-19 epidemic, including the “Emergency Plan for the COVID-19 Epidemic”, the “Staggered Meal Plan for Epidemic Prevention and Control” and the “Epidemic Prevention Materials and Epidemic Reporting System for Catering Service Centers”. Meanwhile, the Group established an anti-epidemic working group, implemented the principal responsibility system, formulated anti-epidemic work plans before and after the beginning of academic year, thoroughly disinfected offices and school buildings as soon as possible, prepared various anti-epidemic materials, and provided anti-epidemic training for employees to make the most adequate preparation for the formal start of academic year. With regard to student management and staff management, the specific epidemic prevention measures of the Group include:

- **Student Management:** Strictly follow the requirements of the education authorities to postpone the start of academic year, and conduct a general survey of students’ home isolation. The Group organizes all teachers to use WeChat, phone call, online classrooms, etc. to popularize epidemic prevention knowledge to students. The school under the Group utilized online teaching resources and ensured daily teaching activities for students during the epidemic through live-streaming, recorded video, and offline interaction.

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- **Staff Management:** During the period of the epidemic, the Group put forward the “no salary reduction” policy and made arrangements for epidemic prevention work to ensure the health of employees. The Group popularized epidemic prevention knowledge among employees, urged middle-level management personnel of the group to communicate with employees in a timely manner via telephone, WeChat, etc., and conducted a general survey on the isolation of employees at home in accordance with the requirements of superior authorities. During the normal operation of the school, the Group actively organized regular virus testing for relevant staff and conducted health code checks in important workplaces to ensure the hygiene and safety of staff and teaching venues.



Prevention and Control of COVID-19

- **Fire Management:** The Group incorporates fire safety work into its daily management, including holding regular meetings every month and organizing fire safety lectures and drills to provide employees training on fire and electricity safety. These include training of staff in the proper use of electrical safety equipment and strict requirements that electrical equipment with metal casings must be earthed or zero-connected. In addition, the Group also specifically provides emergency management, hazardous material handling, occupational health and safety related training for employees. Moreover, the Group holds fire drills and emergency escape drills every semester to promote the awareness of fire safety and at the same time exercise teachers and students’ ability to respond to emergencies. The Group organize fire drills every year, inviting local firemen to the school to promote fire safety knowledge to teachers, employees and students.
- **Campus Hygiene Management:** In order to improve the health of students, the Group has established and improved policies and systems related to hygiene management, confirmed the responsible persons and established a regular work system and has been continuously improving disease prevention and control systems, infectious disease isolation systems, physical examination systems, and health file management systems.

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In terms of food hygiene and safety, the Group has established an inspection system, regular health certification verification system, food quality quick inspection room, canteen hygiene inspection system and other means to improve the hygiene management level of the campus in an all-round way to provide a health and safe campus food hygiene environment for students and teachers. During the COVID-19 epidemic, the Group has carried out non-dead-angle disinfection and sterilization in the public area and regular disinfection measures to ensure that it provides students and employees with a learning, working and dining environment that is health and safe.

In addition, the Group has also formulated detailed management systems for commonly used equipment such as air conditioners. Through regular inspection and maintenance of equipment on campus, safety dangers are reduced. Regarding air-conditioning systems and indoor carpets and other equipment that are prone to accumulate dust and other harmful substances to the human body, regular cleaning, disinfection and sterilization work are carried out to effectively protect the lives of students and employees.

Furthermore, the daily safety and health inspection systems established by the Group also include: campus security inspection system, non-staff personnel registration system, commuter vehicle safety management regulations, student vehicle management regulations, apartment safety management system, property safety system, etc. The Group requires all units to make relevant records and conduct regular inspections to ensure that safety work is in place.

During the Reporting Period, the Group had no work-related injuries or deaths.



Safety Theme Educational Seminar



Laboratory Safety Inspection and "Safe Campus" Reporting Session

Environmental, Social and Governance Report

Development and Training

The Group is well aware that the quality of school's teaching services and management standards are the most important reference indicators for students to choose a school. Therefore, the Group provides a variety of trainings for teachers and management staff, including ideological and political education for all teachers and management staff, management training for young management talents, and professional capacity enhancement for all teachers. The Group has developed three types of training, with a total of 28 projects, organized and implemented training courses, and assessed and verified the effectiveness of the training.

For newly recruited teachers, the Group has set up a series of training courses, which cover the improvement of teaching skills, professional literacy training, basic teaching skills training, teaching practice, the management policies and culture of the Group. The Group also continues to provide teachers with special training courses such as professional development and curriculum construction to help them improve their personal career development and teaching quality, and keep abreast of the latest changes in new teaching theories and methods.

In order to encourage and guide staff to learn about the development and construction needs of the school, the Group will award certificates of completion and select outstanding trainees, and apply the training results in the assessment of management staff, the selection and appointment of young staff, the ranking of staff and the annual assessment, so as to strengthen the implementation of the learning effect.

During the Reporting Period, the Group reduced training activities for non-essential staff due to the need to protect the health and safety of staff on campus in line with the outbreak prevention and control policy. The Group organized a total of 24 training activities, and a total of 433 people completed relevant training. During the COVID-19 epidemic, the Group actively carried out epidemic prevention training, popularized anti-epidemic knowledge, and improved the public health and safety awareness of employees and students.

Training Types	Contents
Ideological and political education	Ideological and political theory study, ideological and political teaching skills training for teachers in higher education.
Management training	Practical teaching management, systematic construction on teaching work.
Summer camp	2022 summer training for divisional officers, higher education reform and development trend, targeted improvement of teaching skills, etc.
Teaching basic skills training	Business skills and competencies cultivation for staff, basic skills of organizing teaching, basic skills of teaching guidance and inspiration, etc.
Teacher workshop	Domestic visiting sharing session for key teachers, aesthetic education elements in curriculum aesthetic education, etc.

Environmental, Social and Governance Report



Employee Training

Labor Standards

The Group has strictly complied with “Labor Law of the People’s Republic of China”, “Law of the People’s Republic of China on the Protection of Minors”, “Provisions on Prohibition of Child Labor”, “Teachers Law of the People’s Republic of China”, and other relevant laws and regulations in the PRC in recruiting and hiring teachers and employees, and protecting their legal rights and interests.

The Group resolutely resists and opposes any form of child labor and forced labor practices, including forced labor, improper punitive measures, etc. The Group has clearly stipulated that child labor and forced labor are not to be employed in the recruitment system and procedures. The Group strictly implements the recruitment and employment procedures in the “Compendium of Human Resources Management Systems”, carefully checking the identity information of candidates before being officially hired, to ensure that personal information is true and effective.

During the Reporting Period, the Group did not have any form of forced labor or child labor incidents and related complaints, since the minimum requirement of the Group’s talent introduction is master degree. If any violations were to be detected, the Group would immediately cease any labor activities. Any false documents would be considered fraudulent and the Group would have the right to terminate the labor contract immediately.

III. Operating Practices

Supply Chain Management

During the Reporting Period, the Group formulated the “Material Procurement Management System” and “Supplier Information Database and Access and Exit Management Measures” to standardize the material supply procedures and strengthen the supervision of suppliers, and to make every effort to create a safe, hygienic and comfortable teaching and living environment for teachers and students.

The materials purchased by the Group are mainly office supplies, electronic equipment, teaching materials, software, technical services, uniforms, etc. During the Reporting Period, the Group had a total of 312 suppliers with whom we co-operated in accordance with our supplier and procurement management system and implemented unified management. Our qualified suppliers come from various provinces and cities in China, of which 239 were from Shanxi Province, and the remaining 73 were from provinces or cities such as Beijing, Shanghai, Hebei, Sichuan and Jiangsu.

The Group strictly complies with the “Material Procurement Management System” to purchase and distribute materials required for daily operations. At the same time, in order to standardize material supply procedures, improve work efficiency, complete material supply with high quality and efficiency, and strengthen the monitoring and management of cooperative suppliers, the Group has formulated the “Supplier Information Database and Access and Exit Management Measures” for the Group to conduct scientific management, including strict regulations on five aspects that are supplier classification, ranking, numbering, access mechanism, and exit mechanism. When selecting suppliers, in addition to factors such as quality, reputation, and qualifications, we also fully consider the suppliers’ environmental and social risk factors. For example, it is required to check the qualification certificates provided by suppliers when purchasing daily necessities and teaching equipment, including environmental, occupational safety and health certificates. At the same time, according to the list of energy-saving and environmentally-friendly items and certification issued by the State Administration of Market Supervision, priority is given to purchasing products that meet environmental and energy-saving requirements.

The Group has established a complete monitoring system for the suppliers and material procurement, and also attaches great importance to the credit quality of suppliers. During the review and supply period, the temporary suppliers with bad credit records, poor social reputation, and suppliers who have deceived the product quality and service they supply and refuse to rectify, the Group enforces the return procedure to ensure the safety and stability of the school in daily operations.

Service Responsibility

The Group strictly complies with “Safe Production Law of the People’s Republic of China”, “Labor Law of the People’s Republic of China”, “Taiyuan City Health Education and Health Promotion Work Regulations”, “Taiyuan City Safety Production Accidents Inspection and Management Supervision and Management Measures”, “Fire Safety Management of Higher Education Institutions”, “Regulations on Fire Safety Management of Colleges and Universities”, “Notice on Further Promoting Water Conservation in Colleges and Universities”, and relevant national laws and regulations applicable to schools at all levels to provide education services for students. The Group has introduced many systems, policies and activities to improve the quality of teaching services.

Environmental, Social and Governance Report

The Group has established a teaching quality monitoring and evaluation center, a two-level teaching quality monitoring system by the college and relevant departments, and a preliminary teaching quality assurance system composed of six subsystems, including a decision-making command system, a quality target system, a resource allocation system, a process management system, a monitoring and evaluation system, and a feedback improvement system. The Group set up a teaching quality monitoring team composed of teaching management personnel, teaching supervisors and student information officers, further revised and improved the teaching management system by formulating quality standards and evaluation methods for each teaching steps, and extensively carried out teaching supervision activities in which the classroom teaching, examination papers, and graduation thesis were inspected and supervised.

The Group understands that student employment rate is an important indicator for parents and students to monitor the quality of teaching and learning, and emphasizes on the efficient combination of theoretical learning and practical training in the curriculum. The Group has also formed extensive collaboration with business community to provide practical and effective opportunities and platforms for its students to pursue their careers through both on-campus and off-campus training. At the same time, the Group has actively encouraged our teachers and students to participate in national innovation and entrepreneurship competitions. In the “Innovation, Creativity and Entrepreneurship Cross-border E-Commerce Competition for National University Students”, our student teams won two Grand Prizes, two First Prizes, four Second Prizes and two Third Prizes. Our teachers guided the student teams to participate in the “2022 Shanxi Higher Education Innovation and Entrepreneurship Training Program for University Students”. The Group planned to set up 64 projects, of which 10 projects have been selected as key projects (national-level innovative projects) and 27 projects at the provincial and university levels. In the 8th China International “Internet+ Innovation and Entrepreneurship Competition for University Students”, our projects won 4 gold awards, 23 silver awards, and more than 90 bronze awards and merit awards at the provincial level. Three of these projects have successfully entered the National Competition. With the active initiative of the Group and the joint efforts of teachers and students, the graduation placement rate of 2022 was 91.76%, and the Group ranked the first in the province in terms of graduation placement rate. This was a satisfactory result to the students and parents.

The Group also organizes and implements on-campus self-assessments, and conducts special evaluations of teaching units, undergraduate majors and courses. At the same time, relevant management measures have been formulated to standardize data acquisition and reporting, so as to strengthen data analysis and the practical application of data. The management cadres send instructions with the findings from data to guided relevant departments to improve their work, which also provided a basis for the Group’s scientific decision-making, deployment and control. In addition, the Group organizes annual student satisfaction surveys to systematically and routinely monitor teaching work.

In accordance with the Group’s teaching management system, the Group’s School Academic Affairs Office has issued the corresponding accountability and handling system, including “Quality Standards for Major Teaching Links of Shanxi Technology and Business College”, “Shanxi Technology and Business College Teachers’ Teaching Log Filling Standards”, “Shanxi Technology and Business College Test Paper Review Standards”, “Measures for Evaluation and Management of Normal Performances”, “Working Regulations for Teaching Management of Shanxi Technology and Business College” and other management systems, and issued corresponding responsibilities investigation systems, such as “Measures for the Identification and Handling of Teaching Accidents of Shanxi Technology and Business College”, “Measures for Identification and Handling of Examination Violations of Shanxi Technology and Business College”.

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The Group adopts reasonable and effective marketing strategies to attract students and parents. The main marketing channels include the school's official website, the school's official WeChat platform to promote the school's enrollment strategy. In addition, the school under the Group also publicizes and explains the admission policy to the college entrance examination candidates through channels such as the Shanxi Traffic Broadcasting. During the Reporting Period, the Group's marketing and promotion activities were in compliance with legal requirements such as the Advertising Law.

Intellectual Property Rights

The Group understands the importance of maintaining intellectual property rights. In order to promote the intellectual property culture awareness, the school under the Group only uses teaching materials ordered from authorized publishers. In order to strengthen the protection of the Group's intellectual property rights and standardize the management of intellectual property rights, the Group has formulated "Management Measures for Intellectual Property Rights" in strict accordance with the "Copyright Law of the People's Republic of China". The Group also provides training on intellectual property rights to all employees to help them better understand the boundaries of patent rights and technical secrets, trademark rights, commercial secrets, copyright, and other intellectual property rights protected by national laws. During the Reporting Period, the Group did not have any violations of intellectual property rights and related complaints.

Privacy Protection

The Group is committed to protecting the privacy of students and parents, and strictly abides by the "Confidentiality Law of the People's Republic of China" and various confidentiality systems stipulated by the state. In accordance with the "Cybersecurity Law of the People's Republic of China" and the relevant requirements set out in the documents issued by the competent education authorities, the Group strictly complies with the relevant national laws and regulations on the protection of personal information in its daily teaching, enrolment and employment, as well as rewards and punishments and subsidies. The Group also formulated the "Personal Information and Data Security Management System", and "Teacher and Student Data Security and Privacy Monitoring Methods" and issued "Notice on Strengthening Information Security and Privacy Protection" for the privacy of students and parents. The confidential security measures include but are not limited to: desensitization of personal sensitive information; signing data confidentiality agreement whenever is necessary. During the reporting period, the Group did not have any breaches of data privacy.

Anti-corruption

The Group strictly abides by "Criminal Law of the People's Republic of China", "Company law of the People's Republic of China", "Interim Provisions on Prohibition of Commercial Bribery", "Anti-Money Laundering Law of the People's Republic of China", "Civil Code of the People's Republic of China", "Anti-Unfair Competition Law of the People's Republic of China", and relevant national laws and regulations applicable to schools at all levels to prevent any corruption, such as bribery, extortion, fraud, and money laundering.

In order to regulate the professional conduct of all employees, the Group strictly abides by relevant laws, industry norms and standards, professional ethics, and the Company's rules and regulations. At the same time, the Group has also established the disciplinary inspection committee to prevent bribery, extortion, fraud and money laundering and other frauds.

Environmental, Social and Governance Report

During the Reporting Period, there were no significant changes to the monitoring measures formulated by the Group against corruption. Major measures are as follows:

- Set up a disciplinary inspection committee, whose main responsibilities are to assist the management in strengthening the construction and development of anti-corruption work; supervise and inspect the implementation of the anti-corruption system and the integrity and self-discipline of leading cadres;
- Set up a disciplinary inspection committee monitoring office, whose main responsibilities are to accept, investigate and deal with school administrative organizations and administrative staff's violations of bribery, extortion, fraud, money laundering and other fraudulent activities;
- Set up a disciplinary inspection committee inspection office, whose main responsibilities are to summarize and compile common, typical, and tendentious problems in school daily operations and give feedback to the management in a timely manner; supervise the implementation of school projects and prohibit fraud;
- Set up a complaints and proposals administration open up channels for teachers and students to put forward opinions and suggestions, so that teachers and students can raise their own questions according to the process of submitting initial letters, accepting letters and interviews, and handling cases (requesting a reply); in the case of a report, denunciation, or indictment, the relevant department will be required to analyze the details of the report mentioned in the letter and interview to make clear the nature of the problem and to implement corrective measures.

In addition, the Group regularly organizes the "Integrity and Diligence Education Week" every year to further strengthen the construction of teacher ethics creating a clean and upright education atmosphere. The board of directors and management are required to participate in relevant anti-corruption education propaganda and training to cultivate anti-bribery, anti-extortion, anti-fraud and anti-money laundering awareness. During the Reporting Period, the Group held a special "Clean School Launching Meeting" to actively follow the work plan of the Shanxi Provincial Committee, the Provincial Discipline Inspection Commission, the Provincial Education Work Committee and the Provincial Education Department in building a "Clean Shanxi".

During the Reporting Period, the Group did not have any fraud cases such as bribery, extortion, fraud and money laundering.



The Kick-off Meeting of "Anti-corruption School" Activity

IV. Community Investment

The Group actively fulfills its corporate social responsibilities and devotes itself to public welfare and community construction and development, and organizes teachers and students to carry out activities to support community education, humanistic care, culture and art, and urban construction.

On the other hand, the Group fully embodies staff care and provides diversified training and promotion opportunities in addition to employment opportunities and a favorable office environment. In addition, the Group attaches great importance to the moral education of students and strive to cultivate students with high moral character and strong sense of social responsibility. At the same time, we regularly communicate with parents to exchange education methods and create a harmonious family environment.

During the Reporting Period, the Group actively assumed social responsibilities through various channels and methods. The Group actively engages in voluntary services and public welfare volunteer activities, has been continuously improving the awareness of social responsibility and encourages employees and students to participate in public welfare activities, making contributions to improving society and people's livelihood and actively fulfilling its corporate social responsibility.

Environmental, Social and Governance Report

Public Welfare Volunteer Activities

The school under the Group made full use of their strengths to carry out a number of voluntary activities during the Reporting Period. Compared with previous years, as affected by the nationwide epidemic prevention and control of the COVID-19 epidemic and to comply with the national epidemic prevention policy and to protect the health and lives of teachers and students, the Group actively participated in charity volunteering activities within the limits of our control and assumed social responsibility. During the Reporting Period, the main public welfare volunteer activities organized by the school of the Group include:

School	Public Welfare Volunteer Activities
Shanxi Technology and Business College	<ul style="list-style-type: none">➤ On 2 September 2021, volunteers from the School of Accountancy helped to relocate Sanniu College, enhancing students' labor education and promoting the spirit of volunteerism through this activity.➤ On 8 October 2021, more than 80 volunteers from the School of Media went to Taiyuan Botanical Garden for a 7-day volunteer service activity, and used their practical actions to win glory for the school and our country.➤ On 5 November 2021, the School of Computer and Information Engineering organized a teaching activity for the volunteers at Xiaobeige Primary School. The program was designed to develop the children's mathematical and logical thinking skills, and to inspire their love and pursuit of new things. The volunteers used their professional knowledge to teach the children how to manipulate the robot in details and deepened their impression of programming through games.➤ On 11 November 2021, the School of Pre-school Education launched a donation activity. The volunteers designed and produced posters, drew publicity boards and promoted the event, calling students to donate clothes, sports and school supplies, and to spread kindness and warmth.➤ On 1 December 2021, volunteers from the School of Nursing launched a World AIDS Day campaign to raise awareness of HIV prevention and self-protection among university students and the community, and to create a positive social atmosphere for HIV prevention.➤ On 2 April 2022, dozens of volunteers from the school participated in the "We Are Together" event to provide valuable volunteer services to the children with special needs.➤ From 1 to 8 July 2022, young volunteers from the School of Architecture and Engineering went to the countryside to help revitalize villages during the summer. The program aims to guide young students to actively contribute to the construction of villages, help villagers, and enhance their personal qualities.➤ From 24 to 30 July 2022, the 24th CUBA China University Basketball League Men's National Final was held in our school. We arranged 100 volunteers to serve in this basketball league.

Environmental, Social and Governance Report



Public Welfare Volunteer Activities

Environmental, Social and Governance Report

Social Donation

The Group actively participated in social care activities; such as the “Donate Love, Warm Children’s Hearts” donation activity organized and participated by students of its second-level colleges. During the event, the students of our school took the initiative to send books and stationaries to the children in need, providing assistance and blessings for the children’s strong growth. These items will not only broaden the children’s horizons, but also enrich their hearts.



Social Donation

Staff Care

Teachers and staff are an important asset of an educational service organization. The Group has always paid great attention to the care of its staff. The Group provides assistance in the form of funds, materials, manpower and spiritual condolences to teachers and staff who have encountered difficulties in life. During the Reporting Period, the Group paid a total of RMB785,493.5 to teachers and staff for economic assistance or benefits.

The Group provides welfare to staff during holidays such as Women’s Day, Mid-Autumn Festival, and Spring Festival every year. The Group also carries out a variety of spiritual and cultural activities for staff every year to fully meet their diverse needs. During the Reporting Period, the main staff care activities organized by the Group include:

School	Staff care activities
Shanxi Technology and Business College	<ul style="list-style-type: none"> ➢ On 18 September 2021, the School Staff Union granted mid-autumn benefits to all staff members. ➢ On 10 January 2022, the School Staff Union granted Spring Festival benefits to staff members to enhance their sense of achievement, happiness and belonging. ➢ On 14 January 2022, the school leaders visited a teacher of the School of Foreign Languages, to send him warm care and greetings for the Chinese New Year. ➢ On 8 March 2022, the school gave out “Women’s Day” benefits to all female staff members, conveying the school’s care for its staff members.

Environmental, Social and Governance Report



Staff Care Program

Awards and Honors

In the past fiscal year, the Group's school and all its teachers and students has actively participated in community construction and has played a leading role in their respective communities. During the Reporting Period, the Group's school was awarded medals and titles of "Demonstration Point of Socialist Core Values" by the Publicity Department of the Shanxi Provincial Committee of the Communist Party of China ("CPC") and the Civilization Office of Shanxi Province ("Civilization Office"), while over 80 students of the Group's school won various provincial-level volunteer service awards in Shanxi Province. During the Reporting Period, students of the Group's school were honored with the following major public service awards:

Awards and Honors	Awarding Agency	Number of Awardees
United Nations Food Summit Youth Volunteering Certificate of Honor	China Biodiversity Conservation and Green Development Foundation (CBCGDF)	26 Students
China Red Cross Volunteer Certificate	Shanxi Red Cross Volunteer Association	55 Students
The 24th China University Basketball Association(CUBA) Volunteer Certificate	China University Basketball Association Organizing Committee	5 Students
Certificate of Volunteer for the Shanxi Summer Social Practice Activity for University Students "Returning to Their Home Towns"	Shanxi Provincial Committee of the Communist Youth League of China	1 Student

Appendix I. Key Performance Indicators

CHART 1: AIR POLLUTANT EMISSIONS

Air Pollutant Emissions	Unit	2022
Nitrogen oxides (NO _x)	Kg	924.0
Sulphur oxides (SO _x)	Kg	0.9
Particulate matter (PM)	Kg	71.7

CHART 2: GREENHOUSE GAS EMISSIONS

Greenhouse Gas Emissions	Unit	2022
Direct greenhouse gas emissions (Range 1)	Tonnes of CO ₂ equivalent	182.90
Greenhouse gas abatement (Range 1)	Tonnes of CO ₂ equivalent	1.22
Indirect greenhouse gas emissions (Range 2)	Tonnes of CO ₂ equivalent	6,097.42
Total greenhouse gas emissions (range 1 and 2)	Tonnes of CO ₂ equivalent	6,279.10
Greenhouse gas emission intensity (Range 1 and 2)	Tonnes of CO ₂ equivalent per person	0.32

CHART 3: ENERGY CONSUMPTION

Energy Consumption	Unit	2022
Total electricity consumption	MWh	9,994.14
Total electricity consumption intensity (per m ²)	MWh/m ²	0.02
Total electricity consumption intensity (per employee and student)	MWh/number of employee and student	0.51
Total water consumption	tonnes	374,283.49
Total water consumption intensity (per m ²)	tonnes /m ²	0.78
Total water consumption intensity (per employee and student)	tonnes /number of employee and student	19.00
Total natural gas consumption	m ³	2,410,000
Total natural gas consumption intensity (per m ²)	m ³ /m ²	5.01
Total natural gas consumption intensity (per employee and student)	m ³ /number of employee and student	122.32
Total gasoline consumption	liters	10,245
Total gasoline consumption intensity (per employee and student)	liters/number of employee and student	0.52
Total diesel consumption	liters	53,787
Total diesel consumption intensity (per employee and student)	liters/number of employee and student	2.73

Appendix I. Key Performance Indicators

CHART 4: WASTE

Waste	Unit	2022
Hazardous waste	tonnes	0.1
Hazardous waste intensity (per employee and student)	kg/number of employee and student	0.01
Non-hazardous waste	tonnes	12,000
Non-hazardous waste intensity (per employee and student)	tonnes/number of employee and student	0.61

CHART 5: PAPER CONSUMPTION

Paper Consumption	Unit	2022
Total paper consumption	kg	3,635.4
A3	kg	52.4
A4	kg	3,573.0
8K	kg	10.0

CHART 6: ALL EMPLOYEES

Employees	Unit	2022
Total number of employees	person	1,681
Total number of employees (by gender)		
Female employees	person	1,201
Male employees	person	480
Total number of employees (by age group)		
Below 30	person	366
31-40	person	654
41-50	person	351
51-60	person	224
Above 60	person	86

Appendix I. Key Performance Indicators

Employees	Unit	2022
Total number of employees (by type of employment)		
Ordinary staff	person	1,525
Middle management personnel	person	144
Senior management personnel	person	12
Total number of employees (by region)		
Shanxi Province	person	1,681
Turnover rate (by gender)		
Female employees	%	5.06
Male employees	%	1.78
Turnover rate (by age group)		
Below 30	%	2.62
31-40	%	2.32
41-50	%	0.30
51-60	%	1.25
Above 60	%	0.36
Turnover rate (by region)		
Shanxi Province	%	6.84

Appendix I. Key Performance Indicators

CHART 7: OCCUPATIONAL HEALTH AND SAFETY

Occupational Health and Safety	Unit	2022
Number of work-related fatalities in 2022	person	0
Number of work-related fatalities in 2021	person	0
Number of work-related fatalities in 2020	person	0
Lost days due to work injury	day	0

CHART 8: DEVELOPMENT AND TRAINING

Occupational Training	Unit	2022
Cumulative number of trainees	person	433
Cumulative number of training sessions	number	24
Percentage of Trained Staff (by gender)		
Female employees	%	71.45
Male employees	%	28.55
Percentage of Trained Staff (by type of employment)		
Ordinary staff	%	90.72
Middle management personnel	%	8.57
Senior management personnel	%	0.71
Average Training Hours per Staff (by gender)		
Female employees	Hour	50
Male employees	Hour	50
Average Training Hours per Staff (by type of employment)		
Ordinary staff	Hour	50
Middle management personnel	Hour	50
Senior management personnel	Hour	50

Appendix I. Key Performance Indicators

CHART 9: LABOR STANDARDS

Labor Standards	Unit	2022
Number of child labor	person	0
Number of forced labors	person	0

CHART 10: ANTI-CORRUPTION

Anti-corruption	Unit	2022
Number of concluded corruption-related litigation cases against the Group or employees	Case	0

Appendix II. Environmental, Social and Governance Reporting Guide Index

Contents of Indicators			Relevant Section
A. Environmental Category			
A1: Emissions	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 GHG emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	I. Environment
	A1.1	The types of emissions and respective emissions data.	I. Environment – Emissions Appendix I: Key Performance Indicators
	A1.2	Total greenhouse gas emissions and intensity.	I. Environment – Emissions Appendix I: Key Performance Indicators
	A1.3	Total hazardous waste produced and intensity.	I. Environment – Emissions Appendix I: Key Performance Indicators
	A1.4	Total non-hazardous waste produced and intensity.	I. Environment – Emissions Appendix I: Key Performance Indicators
	A1.5	Description of measures to mitigate emissions and results achieved.	I. Environment – Emissions
	A1.6	Description of how hazardous and non-hazardous waste are handled, reduction initiatives and results achieved	I. Environment – Emissions

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Contents of Indicators		Relevant Section
A2: Use of resources	General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials. I. Environment – Use of Resources
	A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total and intensity. I. Environment – Use of Resources Appendix I: Key Performance Indicators
	A2.2	Water consumption in total and intensity. I. Environment – Use of Resources Appendix I: Key Performance Indicators
	A2.3	Description of energy use efficiency initiatives and results achieved. I. Environment – Use of Resources
	A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved. I. Environment – Use of Resources
	A2.5	Total packaging material used for finished products and with reference to per unit produced. Not applicable to the business of the Group
A3: Environment and natural resources	General Disclosure	Policies on minimizing the issuer's significant impact on the environment and natural resources. I. Environment – Environment and Natural Resources
	A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. I. Environment – Environment and natural resources
A4: Climate Change	General Disclosure	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer. I. Environment – Climate Change
	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. I. Environment – Climate Change

Appendix II. Environmental, Social and Governance Reporting Guide Index

Contents of Indicators			Relevant Section
B. Social			
B1: Employments	General Disclosure	Information on the policies and 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.	II. Employment and Labor standards
	B1.1	Total workforce by gender, employment type, age group and geographical region.	II. Employment and Labor standards – Employment Appendix I: Key Performance Indicators
	B1.2	Employee turnover rate by gender, age group and geographical region.	II. Employment and Labor standards – Employment
B2: Health and safety	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.	II. Employment and Labor standards – Health and Safety
	B2.1	Number and rate of work-related fatalities.	II. Employment and Labor standards – Health and Safety
	B2.2	Lost days due to work injury.	II. Employment and Labor standards – Health and Safety
	B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored.	II. Employment and Labor standards – Health and Safety

Appendix II. Environmental, Social and Governance Reporting Guide Index

Contents of Indicators			Relevant Section
B3: Development and training	General Disclosure	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	II. Employment and Labor standards – Development and Training
	B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	II. Employment and Labor standards – Development and Training Appendix I: Key Performance Indicators
	B3.2	The average training hours completed per employee by gender and employee category.	II. Employment and Labor standards – Development and Training Appendix I: Key Performance Indicators
B4: Labor standards	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 labor.	II. Employment and Labor standards – Labor Standards
	B4.1	Description of measures to review employment practices to avoid child and forced labor.	II. Employment and Labor standards – Labor Standards
	B4.2	Description of steps taken to eliminate such practices when discovered.	II. Employment and Labor standards – Labor Standards
B5: Supply chain management	General disclosure	Policies on managing environmental and social risks of the supply chain.	III. Operating Practices
	B5.1	Number of suppliers by geographical region.	III. Operating Practices – Supply Chain Management
	B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	III. Operating Practices – Supply Chain Management

Appendix II. Environmental, Social and Governance Reporting Guide Index

Contents of Indicators		Relevant Section
B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	III. Operating Practices – Supply Chain Management
B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	III. Operating Practices – Supply Chain Management
B6: Product responsibility	General disclosure	III. Operating Practices – Service Responsibility and Privacy Protection
B6.1	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.	III. Operating Practices – Service Responsibility and Privacy Protection
B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	Not applicable to the business of the Group
B6.2	Number of products and service-related complaints received and how they are dealt with.	III. Operating Practices – Service Responsibility
B6.3	Description of practices relating to observing and protecting intellectual property rights.	III. Operating Practices – Intellectual Property Rights
B6.4	Description of quality assurance process and recall procedures.	Not applicable to the business of the Group
B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored.	III. Operating Practices – Privacy Protection

Appendix II. Environmental, Social and Governance Reporting Guide Index

Contents of Indicators		Relevant Section	
B7: Anti-corruption	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.	III. Operating Practices – Anti-corruption
	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.	III. Operating Practices – Anti-corruption
	B7.2	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.	III. Operating Practices – Anti-corruption
	B7.3	Description of anti-corruption training provided to directors and staff.	III. Operating Practices – Anti-corruption
B8: Community investment	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.	IV. Community investment
	B8.1	Focus areas of contribution (e.g. education, environmental concerns, labor needs, health, culture, sport).	IV. Community investment – Public Welfare Volunteer Activities
	B8.2	Resources contributed (e.g. money or time) to the focus area.	IV. Community investment