



# KAISUN HOLDINGS LIMITED

## 凱順控股有限公司\*

*(Incorporated in the Cayman Islands with limited liability)*

Stock Code : 8203



# 2019

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

\* For identification purpose only

## Table of Content

<b>1. ABOUT THE REPORT .....</b>	<b>2</b>
<b>2. COMMUNITY INVESTMENT .....</b>	<b>4</b>
<b>3. ENVIRONMENTAL PROTECTION .....</b>	<b>9</b>
3.1 ENERGY EFFICIENCY MANAGEMENT.....	9
3.2. NON-HAZARDOUS WASTE MANAGEMENT .....	9
3.3 ENVIRONMENTAL PERFORMANCE .....	11
<b>4. EMPLOYMENT AND LABOUR PRACTICES.....</b>	<b>13</b>
4.1 EMPLOYMENT AND LABOUR.....	13
4.2. TRAINING AND DEVELOPMENT .....	17
4.3 HEALTH AND WORK SAFETY .....	19
<b>5. OPERATING PRACTICES.....</b>	<b>22</b>
5.1 SUPPLY CHAIN MANAGEMENT .....	22
5.2 ANTI-CORRUPTION.....	21
<b>6. HKEX ESG GUIDE CONTENT INDEX .....</b>	<b>22</b>

## **1. ABOUT THE REPORT**

Kaisun Holdings Limited and its subsidiaries (the “Group”) is pleased to present our third Environmental, Social and Governance (“ESG”) Report (the “ESG Report”). The report involves environmental and social impacts, policies and initiatives of the Group to demonstrate our long-term commitment in ensuring that our activities, at all levels, are sustainable economically, socially and environmentally.

The scope of the ESG Report covers the environmental and social performances of the principal operating activities of the Group’s headquarters in Hong Kong and subsidiaries in the People’s Republic of China (the “PRC”), which include provision of supply chain management services for mineral business; and mining and metallurgical machineries production in Shangdong Province, the PRC. ESG work of our business operation conducted in other regions is planned to be discussed in future ESG Reports. The ESG Report mainly highlights our sustainability activities spanning over a period from 1 January 2019 to 31 December 2019.

The ESG Report is prepared according to the “Environmental, Social and Governance Reporting Guide” (the “ESG Reporting Guide”) under Appendix 27 of the Main Listing Rules Chapter 13.91 of The Hong Kong Exchanges and Clearing Limited. With reference to the definition stated in the ESG Reporting Guide, the presentation of our ESG Report will divide those aspects and key performance indicators (“KPI”), which are considered to be relevant and material to the Group’s businesses and operations, into four subject areas: Environmental Protection, Employment and Labour Practices, Operational Practices and Community Contribution. A complete list of in compliance with the ESG Reporting Guide is also available at the end of this Report for reference.

For relevant and material matter regarding sustainability to our business, we identify main issues that affects our stakeholders most in a continuous manner. We define our stakeholders as people who affect our business or who are affected by our business.

Our stakeholders include shareholders, employees, clients, suppliers, customers, environment and community. In our daily business, we actively exchange information with our stakeholders through our transparent platform while devoting to continuous improvement of our communication system. We are committed to maintaining a long-term partnership with our stakeholders and are actively engaged in addressing their concerns with timely follow-up actions. If you, as one of our stakeholders, have any questions about the content of the ESG Report or comments on the Group's sustainability issues, please contact us via [admin@kaisun.hk](mailto:admin@kaisun.hk)

## **2. COMMUNITY INVESTMENT**

We are one of the few pioneers of the Belt and Road initiative in Hong Kong, we contribute to establish a strong bond between Hong Kong and the Belt and Road countries through a series of exchange and sharing activities.

In order to enhance people's understanding on the Belt and Road policy and some of the countries in these frontier markets, the Group, together with different respectable establishments such as the Hong Kong Polytechnic University, Silk Road Economic Development Research Centre, China Hong Kong Economic Trading International Association, Hong Kong Energy, Mining and Commodities United Associations, collaboratively and regularly organize various conferences and seminars in relation to the Silk Road Strategy (First one in April 2015) Through these events, in addition to raising the awareness of the Belt and Road initiative to the public, we are also promoting cultural exchange between Belt and Road countries and Hong Kong.

### **2.1 Organizing and Participating in Belt and Road and Greater Bay Area Conference**

#### **“Greater Bay Area Conference – Inclusive Growth through Innovation and Sustainability” 2019**

“Greater Bay Area Conference - Inclusive Growth through Innovation and Sustainability” held on October 10, 2019 was co-organized by Silk Road Economic Development Research Centre and China Daily.

Keynote addresses were delivered by Mr. C Y Leung, GBM, GBS, JP, Vice Chairman, The National Committee of the Chinese People's Political Consultative Conference, and various distinguished speakers were invited for panel discussions.



Kaisun believed that Hong Kong is well positioned for tapping opportunities in Greater Bay Area. Through sharing and discussion by guests and attendees, potential opportunities in Greater Bay Area can be explored. During the conference, Mr. Joseph Chan, Kaisun’s Chairman gave the welcoming remarks.

**2.2 Mr. Joseph Chan, Kaisun’s Chairman, was invited by the University of Hong Kong as Guest Speaker on “The China Dream and the Belt and Road Initiative” (March 2019)**

On March 27, 2019, Mr. Joseph Chan, Kaisun’s Chairman was invited by Department of Politics and Public Administration, The University of Hong Kong, as guest speaker on “The China Dream and the Belt and Road Initiative”

Starting with the Coverage of Belt and Road and Greater Bay Area initiative, Mr. Chan went on insight discussions on energy and infrastructure including Notable Projects such as China-



Pakistan-Economic –Corridor and Sri-Lanka port. Furthermore, Mr. Chan shared his business experiences and challenges in Belt and Road countries.

### **2.3 Mr. Joseph Chan, Kaisun’s Chairman, joined “Hong Kong Business and Professional Delegation to Malaysia and Thailand” (November 2019)**

Mr. Joseph Chan, Kaisun’s Chairman, joined the business delegation led by Mr. Edward Yau Tang-wah, the Secretary for Commerce and Economic Development of the Hong Kong Government. Around 50 members of business and professionals from Hong Kong joined this visit to Malaysia and Thailand from November 25-29, 2019.



The delegation visited Kuala Lumpur (Malaysia) and Bangkok (Thailand) on November 25 and 27 respectively. On November 29, Hong Kong chief executive Carrie Lam joined the delegation and co-chaired the first meeting of the Hong Kong-Thailand High-Level Joint Committee (HJLC) in Bangkok together with Deputy Prime Minister Somkid Jatusripitak.

### **2.4 Supporting development of local ethnic minorities and enhancing multicultural exchange through co-organizing sports events**

#### **“Belt and Road” Friendly Basketball Tournament in 2019**



3<sup>rd</sup> “Belt and Road” Friendly Basketball Tournament held in April 2019



In 2019, eight participating teams comprises teams from ethnic minorities in Hong Kong and came from Belt and Road countries, secondary school and local social service organizations. The 8 teams were Team Pakistan, Team Philippines, Team Singapore, Team Malaysia, Team Nepal, Confucius Hall Secondary School, Team Hubei and Team New Home Association.





## 2.5 Kaisun was awarded outstanding award on Corporate Social Responsibility by “The Mirror Magazine 8<sup>th</sup> outstanding award”

Kaisun was awarded the outstanding award on Corporate Social Responsibility in recognition of our contributions on Corporate Social Responsibility, including areas such as organizing and participation in various Belt and Road forums and organizing Belt and Road friendly basketball tournament.



The Mirror Magazine 8th award on outstanding Corporate Social Responsibility was held on 28 October 2019. Mr. Joseph Chan, Kaisun’s Chairman (photo centre), received the award for Kaisun.

### **3. ENVIRONMENTAL PROTECTION**

The Group considers that a healthy environment is crucial to the well-being of human beings and every one of our society, through providing the foundation of a sustainable economy. Because of this, we, as part of the planet Earth, believe our planet deserves our best thinking and investment.

In accordance with our environmental vision, the Group is committed to upholding high environmental standards to fulfil relevant requirements under applicable laws and regulations during the operation of our business. The Group continued to manage our environmental footprint via reducing our resource consumption and carbon emissions at all business levels throughout our operation.

#### **3.1 Energy Efficiency Management**

Electricity consumption is one of the major contributions to our greenhouse gas emission and energy footprints. In 2018, the Group adopted a number of energy-saving initiatives and efficiency practices to reduce greenhouse gas emission and conserve energy usage, encompassing:

- indoor temperature is maintained at an optimal level for comfort;
- LED lighting system is set in the offices;
- employees are encouraged to turn off the computers, monitors and other personal electronic devices before they leave the office;
- office machines such as copiers and TV monitors are set to turn off automatically after office hours;
- telecommunication system is encouraged to avoid unnecessary travel arrangement;
- signages are put on at appropriate areas to raise the awareness of energy saving.

#### **3.2. Non-Hazardous Waste Management**

We are as committed as ever to conserving precious resources, believing that every small step will make a difference. Besides implementation of energy saving initiatives in the office, the Group also promotes other eco-friendly measures to reduce disposal of non-hazardous waste in our operation.

Contributing to our efforts to reduce paper usage, we have encouraged paperless solution for the operation. The electronic information system is encouraged for documents storage, material sharing or internal administrative documents. It considerably improves operational efficiency while helping create a paperless operation system, thereby contributing to waste reduction and resource conservation. When using paper, employees are encouraged to use double-sided paper, black and white or recycled papers when printing or photocopying documents.



During the reporting period, the Group has generated approximately 26.035 tons of non-hazardous waste.

### 3.3 Environmental Performance

Throughout our operation, we consider environmental stewardship as an essential component of our corporate responsibility and are therefore exceptionally committed to promoting environmental protection activities in harmony with economic development.

In accordance with the ESG Reporting Guide set out by the Hong Kong Stock Exchange, our environmental performance of “Energy Use and Emissions” and “Resource Use” during the reporting period are tabulated as below.

**Table 1 – Emissions and Resources**

<b>Energy Use and Emissions</b> 能源使用及排放	<b>Unit</b> 單位	<b>2019</b>
Electricity 電	kWh 千瓦特小時	134,224
Unleaded Petrol 無鉛汽油	L 升	34,298
Diesel 柴油	L 升	5,264
Greenhouse Gas Emissions 溫室氣體排放量	CO <sub>2</sub> e (kg) 二氧化碳當量 (千克)	219,158
Nitrogen Oxides 氮氧化物	g 克	91,262
Sulphur Oxides 二氧化硫	g 克	589

Particulate Matter 懸浮粒子	g 克	8,507
----------------------------	--------	-------

<b>Resource Use</b> 物料使用	<b>Unit</b>	<b>2019</b>
Paper 紙	Piece (kg) 張 (千克)	204,044 (1138)

In the future, the Group will continue to raise employees' awareness in environmental protection on an ongoing basis and perform our business with an environmentally conscious approach.

## **4. EMPLOYMENT AND LABOUR PRACTICES**

### **4.1 Employment and Labour**

At the Group, we owe much of our success to a team of dedicated and talented workforce. We recognise that our people essentially form the foundation on which we fulfil goals and continuously drive our business to new levels of milestone. We are determined to provide a desirable workplace, continuous training and prospective career opportunities to our staff-members, focusing on getting the very best from the staff-members and helping them achieve their goals throughout their career path.

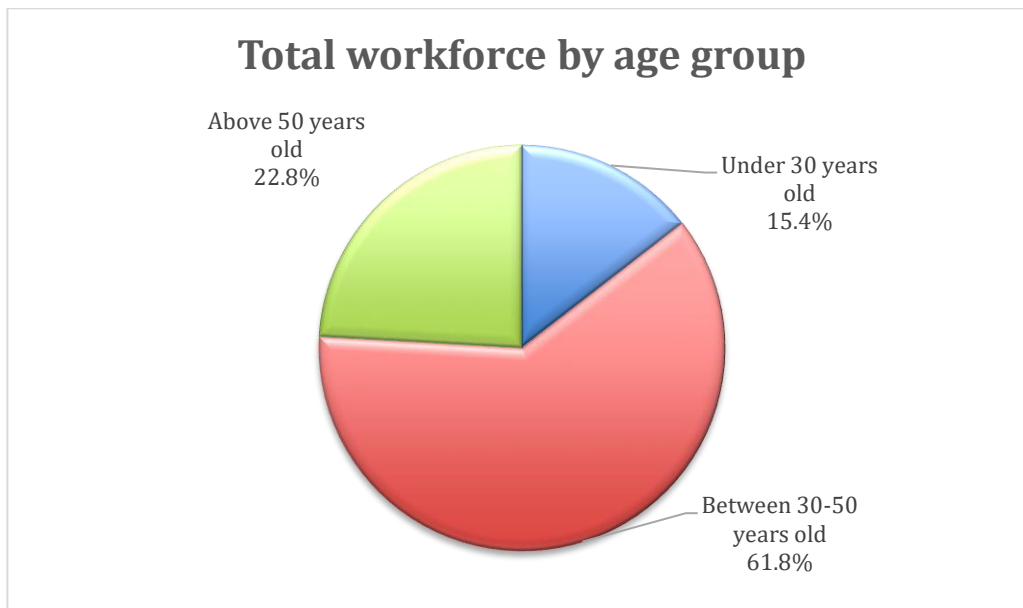
In our employee inclusion, we strictly follow the relevant laws and regulations and our employment policies to select candidates based on skillsets, experience and expertise. Equality and diversity is highly respected in our corporate philosophy during the process of employment, remuneration, promotion and termination.

Our employees are mainly located in Hong Kong and the PRC, we safeguard the rights of our employees by strictly complying with the requirements of the Labour Law of Hong Kong, Labour Law of the PRC and employment regulations related to compensation, welfare, working hours, rest periods, anti-child labour and anti-force labour. In 2017, we continue to participated in welfare schemes concerning pension insurance, unemployment insurance, maternity insurance, occupational injury insurance and medical insurance in accordance with the local regulations including the Regulations on the Administration of Housing Provident Funds and the Social Insurance Law of the PRC. In Hong Kong, we provide medical insurance, disability and invalidity coverage, maternity leave, Mandatory Provident Fund (MPF) Scheme, incentive and bonus to all our applicable full-time employees. In addition, we strive to provide an inclusive work environment free from harassment and discrimination.

In accordance with the ESG Reporting Guide set out by the Hong Kong Stock Exchange, the details of the workforce of the Group during the reporting period are tabulated as well as presented in graphs below.

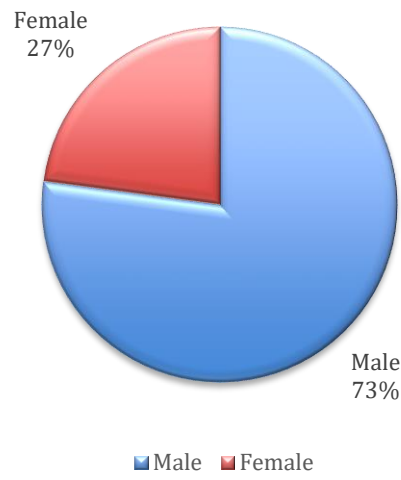
**Table 3 - Our Workforce**

KPI B1.1	2019
Total Workforce	123

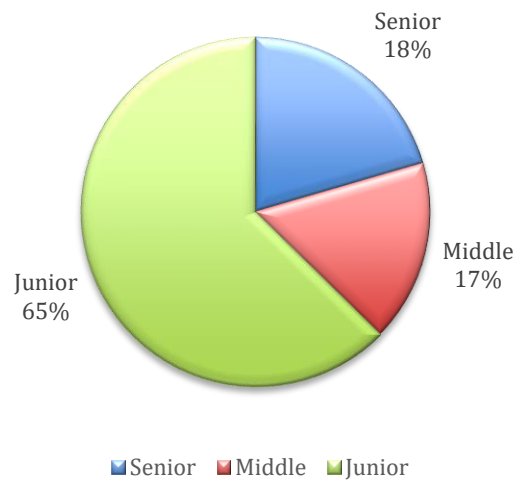




## Total workforce by gender



## Total workforce by employment type



<b>KPI B1.2 Turnover Rate</b>	
Overall	30.89%
<b>By Gender</b>	
Male	32.22%
Female	27.27%
<b>By Age Group</b>	
Below 30 Years Old	31.58%
Between 30 and 50 Years Old	30.26%
Over 50 Years Old	32.14%

<b>KPI B2.1 Number and Rate of Work-related Fatalities</b>	
Number of work-related fatalities	0
<b>KPI B2.2 Lost Days due to Work injury</b>	
Total no. of sick-leave days applied by employees due to work injury	0

## **4.2. Training and Development**

The Group see each of the position is of unique professional and technical needs. Thus, we ensure that our professional training and development programs continuously evolve and create a listening culture through support and coaching.

For every new joiner, we provide a proper orientation training and mentoring in order to help them adapt to the new working environment quickly. Continuous internal training is committed by the Group in different ways including comprehensive training for specific skill developments and professional training for relevant employees.

Furthermore, the Group offers continuous training programs to the employees. Many on- and off-the-job training courses and programs are provided to help employees develop and maintain consistency, proficiency and professionalism. Structured training programs including courses, seminars and workshops available for staff at all levels with an objective of grooming and unleashing their full potential as well as facilitating organisational development and team synergies. Employees are encouraged to actively participate in these programs so as to equip themselves with updated skill-sets and knowledge for expanded career opportunities within the Group.

We have not been able to improve our staff's Putonghua standard and knowledge of the Mainland where the bulk of our assets are located. Our 2020 objective is to improve our staff's Putonghua standard.

In accordance with the ESG Reporting Guide set out by the Hong Kong Stock Exchange, the details of the of training and development programs provided by the Group to employees of Hong Kong headquarter office during the reporting period of 2019 are tabulated.

<b>KPI B3.1 Percentage of Employees who received Training</b>	
Overall	78.05%
<b>By Employment Level</b>	
Senior	72.73%
Middle	80.95%
Junior	78.75%
<b>By Gender</b>	
Male	78.89%
Female	75.76%

<b>KPI B3.2 Average Training Hours Received by All Employees</b>	
Overall	20.39
<b>By Employment Level</b>	
Senior	30.73
Middle	18.95
Junior	18.08
<b>By Gender</b>	
Male	19.93
Female	22.02

Sense of belonging and morale of the employees drives the healthy growth of the Group. The Group constantly encourages open and direct communication between employees and management. The Group also organizes charitable and staff-friendly activities for employees, such as annual dinner and birthday gatherings, which are vital to strengthen staff relationship.

### **4.3 Health and Work Safety**

Bearing in mind that the operational efficiency of an enterprise and the maintenance of a healthy and safe working environment for all employees are closely related, the Group has been attaching great importance to a comfortable and safe working environment for our employees which protect them from any potential occupational hazards.

The Group has offered various facilities to address the health and safety needs of our employees, encompassing:

- installing air purifiers in areas where are relatively crowded such as conference and meeting rooms;
- ensuring ample space between workstations and clean and tidy common space such as corridors and pantry;
- maintaining sufficient ventilation and lighting system in the offices;
- offering adjustable chairs and monitor screens for eye protection at each individual workstation.

During the reporting period, the Group has achieved zero work-related fatalities and lost days due to work injury.

The Group understands that sense of belonging and morale of the employees are the key drivers of the healthy growth of every commercial organization. As a result, the Group is determined to promote open and direct communication between employees and management. Causal and festival gatherings such as Christmas and Chinese New Year dinners are organized to enhance the harmonious sprit throughout the Group.

### **4.4 Managing our work force to avoid outbreak of COVID-19 in our work place**

To avoid the outbreak of COVID -19 in our work place, we provided sufficient supplies of personal protective equipment for our staff, and preventive measures were taken to ensure the health and safety of our employees, such as taking body temperature before staff are allowed into work premises including our offices and factories.

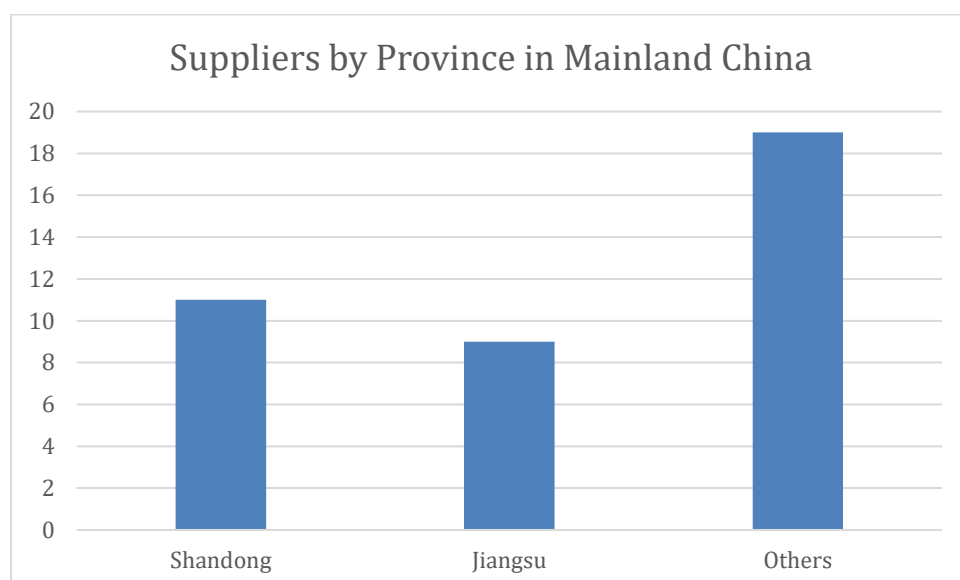
## 5 OPERATING PRACTICES

### 5.1 Supply Chain Management

As a responsible corporate citizen, one of our missions is to continuously integrate sustainability into our core business. In case we need to select our suppliers and contractors in the process of our business operation, we do not just consider economical and commercial factors in the tendering processes but whether they comply with all the applicable laws and regulations; safeguard workers' health and safety; and mitigate environmental impacts or not are also taken into account. In addition, the Group encourages all business partners to develop energy-saving and consumption-reducing policies in order to work together in our pursuit of sustainable development.

As the core of our business, our trading and supply chain management service team not only considers commercial benefits during the tendering processes, but also assess their track records in relation to compliance with legal, ethical and social aspects such as use of child and forced labour, workplace health and safety, hours of work, compensation, benefits and wages, mitigation of environmental impacts, workplace and product safety, protocols against sexual and gender discrimination, protocols against harassment and abuse.

During the reporting period, we have 39 suppliers in total and their breakdown by geographic region are presented in the chart below. We have developed a vendor and supplier selection mechanism in which we require our potential suppliers to comply with all the applicable laws and regulations and confirm their compliance with respect to safety, environment and social aspects. To maintain a good corporate control and governance, inspection and assessments may be conducted by the Group if deemed necessary.



## **5.2 Anti-corruption**

The Group is committed to upholding a high standard of business ethics and to standards to prohibit bribery and corrupt practices. The Group strictly observes relevant legal and ethical requirements. Its staff handbook contains provisions regarding work conduct, discipline and anti-corruption, which are consistently implemented in daily operations and employee management, in order to protect and maintain the interests of the Group.

The Group conducts periodic and systematic fraud risk assessments and will effectively communicate its anti-fraud policy and procedures to all levels of employees. The Group will monitor the effectiveness of its control related to mitigating fraud risk and remedy any deficiencies identified internally and by any external parties such as auditors in a timely manner.

During the reporting period, there was no corruption cases involving the Group or its employees.



## 6. HKEX ESG GUIDE CONTENT INDEX

聯交所《環境、社會及管治報告指引》內容索引

Aspects, General Disclosures and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Relevant Section in the ESG Report	Remarks
<b>Aspect A1: Emissions</b> 層面 A1: 排放物			
General Disclosure 一般披露	Information on:  (a) the policies; and  (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste  有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的：  (a) 政策；及  (b) 遵守對發行人有重大影響的相關法律及規例的資料	Environmental Protection	
KPI A1.1 關鍵績效指標 A1.1	Types of emissions and respective emissions data  排放物種類及相關排放數據	Environmental Protection	

KPI A1.2 關鍵績效指標 A1.2	Greenhouse gas emissions in total and, where appropriate, intensity 溫室氣體總排放量及(如適用)密度	Environmental Protection	
KPI A1.3 關鍵績效指標 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	-	The Group has not identified any hazardous waste was produced in our core business
KPI A1.4 關鍵績效指標 A1.4	Total non-hazardous waste produced and intensity 所產生無害廢棄物總量及密度	-	No significant non-hazardous waste was produced by our core business
KPI A1.5 關鍵績效指標 A1.5	Description of measures to mitigate emissions and results achieved 減低排放量的措施及所得成果的描述	Environmental Protection	
KPI A1.6 關鍵績效指標 A1.6	Description of how hazardous and non – hazardous wastes are handled, reduction initiatives and results achieved 處理有害及無害廢棄物的方法、減低產生量的措施及所得成果的描述	Environmental Protection	
<b>Aspect A2: Use of Resources</b> 層面 A2: 資源使用			

General Disclosure 一般披露	Policies on efficient use of resources including energy, water and other raw materials  有效使用資源(包括能源、水及其他原材料)的政策	Environmental Protection	
KPI A2.1 關鍵績效指標 A2.1	Direct and/or indirect energy consumption by type in total and intensity  按類型劃分的直接及／或間接能源總耗量及密度	Environmental Protection	
KPI A2.2 關鍵績效指標 A2.2	Water consumption in total and intensity  總耗水量及密度	-	The Group believes that our water consumption is mainly used for domestic purpose and no issues have been identified at this moment.
KPI A2.3 關鍵績效指標 A2.3	Description of energy use efficiency initiatives and results achieved  能源使用效益計劃及所得成果的描述	Environmental Protection	
KPI A2.4 關鍵績效指標 A2.4	Description of whether there is any issue in sourcing water, water efficiency initiatives and results achieved  求取適用水源上可有任何問題,以及提升用水效益計劃及所得成果的描述	-	The Group believes that our water consumption is mainly for domestic use and no issues have been identified at this moment.

KPI A2.5 關鍵績效指標 A2.5	Total packaging material used for finished products, and if applicable, with reference to per unit produced  製成品所用包裝材料的總量及(如適用)每生產單位估量	-	Use of packaging material is not applicable to our core business
<b>Aspect A3: The Environment and Natural Resources</b>  層面 A3:環境及天然資源			
General Disclosure 一般披露	Policies on minimizing the issuer's significant impact on the environment and natural resources  減低發行人對環境及天然資源造成重大影響的政策	Environmental Protection	
KPI A3.1 關鍵績效指標 A3.1	Description of the significant impacts of activities on the environment and natural resources and actions taken to manage them  業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動的描述	Environmental Protection	
<b>Aspect B1: Employment</b>  層面 B1:僱傭			
General Disclosure 一般披露	Information on:  (a) the policies; and	Employment and Labour Practices	

	<p>(b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti – discrimination, and other benefits and welfare</p> <p>有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的:</p> <p>(a) 政策;及</p> <p>(b) 遵守對發行人有重大影響的相關法律及規例的資料</p>		
<p>KPI B1.1</p> <p>關鍵績效指標 B1.1</p>	<p>Total workforce by gender, employment type, age group and geographical region</p> <p>按性別、僱傭類型、年齡組別及地區劃分的僱員總數</p>	<p>Employment and Labour Practices</p>	
<p>KPI B1.2</p> <p>關鍵績效指標 B1.2</p>	<p>Employee turnover rate by gender, age group and geographical region</p> <p>按性別、年齡組別及地區劃分的僱員流失比率</p>	<p>Employment and Labour Practices</p>	
<p><b>Aspect B2: Health and Safety</b></p> <p><b>層面 B2:健康與安全</b></p>			
<p>General Disclosure</p> <p>一般披露</p>	<p>Information on:</p> <p>(a) the policies; and</p>	<p>Employment and Labour Practices</p>	

	<p>(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</p> <p>有關提供安全工作環境及保障僱員避免職業性危害的: (a) 政策;及</p> <p>(b) 遵守對發行人有重大影響的相關法律及規例的資料</p>		
<p>KPI B2.1</p> <p>關鍵績效指標 B2.1</p>	<p>Number and rate of work-related fatalities</p> <p>因工作關係而死亡的人數及比率</p>	-	<p>No work-related fatalities were recorded during the reporting period.</p>
<p>KPI B2.2</p> <p>關鍵績效指標 B2.2</p>	<p>Lost days due to work injury</p> <p>因工傷損失工作日數</p>	-	<p>No lost days due to work injury were recorded during the reporting period</p>
<p>KPI B2.3</p> <p>關鍵績效指標 B2.3</p>	<p>Description of occupational health and safety measures adopted, how they are implemented and monitored</p> <p>所採納的職業健康與安全措施,以及相關執行及監察方法的描述</p>	<p>Employment and Labour Practices</p>	
<p><b>Aspect B3: Development and Training</b></p> <p><b>層面 B3:發展及培訓</b></p>			
<p>General Disclosure</p> <p>一般披露</p>	<p>Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities</p>	<p>Employment and Labour Practices</p>	

	有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動		
KPI B3.1 關鍵績效指標 B3.1	The percentage of employees trained by gender and employee category  按性別及僱員類別劃分的受訓僱員百分比	Employment and Labour Practices	
KPI B3.2 關鍵績效指標 B3.2	The average training hours completed per employee by gender and employee category  按性別及僱員類別劃分,每名僱員完成受訓的平均時數	Employment and Labour Practices	
<b>Aspect B4: Labour Standards</b>			
層面 B4: 勞工準則			
General Disclosure 一般披露	Information on:  (a) the policies; and  (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour  有關防止童工或強制勞工的:  (a) 政策;及  (b) 遵守對發行人有重大影響的相關法律及規例的資料	Employment and Labour Practices	



KPI B4.1 關鍵績效指標 B4.1	Description of measures to review employment practices to avoid child and forced labour  檢討招聘慣例的措施以避免童工及強制勞工的描述	Employment and Labour Practices	
KPI B4.2 關鍵績效指標 B4.2	Description of steps taken to eliminate child and forced labour practices when discovered  在發現違規情況時消除童工及強制勞工情況所採取的步驟的描述	-	No such incidents were reported during the reporting period. [SEP]
<b>Aspect B5: Supply Chain Management</b>			
<b>層面 B5: 供應鏈管理</b>			
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain  管理供應鏈的環境及社會風險政策	Operating Practices	
KPI B5.1 關鍵績效指標 B5.1	Number of suppliers by geographical region  按地區劃分的供應商數目	Operating Practices	
KPI B5.2 關鍵績效指標 B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored	Operating Practices	

	有關聘用供應商的慣例,向其執行有關慣例的供應商數目、以及有關慣例的執行及監察方法的描述		
<b>Aspect B6: Product Responsibility</b>			
<b>層面 B6:產品責任</b>			
General Disclosure 一般披露	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  有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的:  (a) 政策;及  (b) 遵守對發行人有重大影響的相關法律及規例的資料	-	Not identified as material aspect  不被定義為重大議題
KPI B6.1 關鍵績效指標 B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons  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	-	Not identified as material aspect  不被定義為重大議題

KPI B6.2 關鍵績效指標 B6.2	Number of products and service related complaints received and how they are dealt with  接獲關於產品及服務的投訴數目以及應對方法	-	Not identified as material aspect  不被定義為重大議題
KPI B6.3 關鍵績效指標 B6.3	Description of practices relating to observing and protecting intellectual property rights  與維護及保障知識產權有關的慣例的描述	-	Not identified as material aspect  不被定義為重大議題
KPI B6.4 關鍵績效指標 B6.4	Description of quality assurance process and recall procedures  質量檢定過程及產品回收程序的描述	-	Not identified as material aspect  不被定義為重大議題
KPI B6.5 關鍵績效指標 B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored  消費者資料保障及私隱政策,以及相關執行及監察方法的描述	-	Not identified as material aspect  不被定義為重大議題
<b>Aspect B7: Anti-corruption</b>			
<b>層面 B7:反貪污</b>			

<p>General Disclosure</p> <p>一般披露</p>	<p>Information on:</p> <p>(a) the policies; and</p> <p>(b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering</p> <p>有關防止賄賂、勒索、欺詐及洗黑錢的:</p> <p>(a) 政策;及</p> <p>(b) 遵守對發行人有重大影響的相關法律及規例的資料</p>	<p>Operating Practices</p>	
<p>KPI B7.1</p> <p>關鍵績效指標 B7.1</p>	<p>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</p> <p>於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果</p>	<p>-</p>	<p>No concluded legal cases regarding corrupt practices were brought against the issuer or its employees during the reporting cases.</p>
<p>KPI B7.2</p> <p>關鍵績效指標 B7.2</p>	<p>Description of preventive measures and whistle – blowing procedures, how they are implemented and monitored</p> <p>防範措施及舉報程序,以及相關執行及監察方法的描述</p>		<p>At this moment, the Group has no whistle-blowing procedure and is planning to review the feasibility and appropriateness of it in the coming years.</p>
<p><b>Aspect B8: Community Investment</b></p> <p>層面 B8:社區投資</p>			

<p>General Disclosure 一般披露</p>	<p>Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities takes into consideration communities' interests</p> <p>有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策</p>	<p>Community Investment</p>	
<p>KPI B8.1 關鍵績效指標 B8.1</p>	<p>Focus areas of contribution</p> <p>專注貢獻範疇</p>	<p>Community Investment</p>	
<p>KPI B8.2 關鍵績效指標 B8.2</p>	<p>Resources contributed to the focus areas</p> <p>在專注範疇所動用資源[06106]</p>	<p>Community Investment</p>	