



添利工業國際(集團)有限公司\*

**Termbray Industries International (Holdings) Limited**

*(Incorporated in Bermuda with limited liability)*

Stock Code : 00093



**2023**

**ENVIRONMENTAL,  
SOCIAL AND  
GOVERNANCE REPORT**

\* For identification purpose only



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## ABOUT THIS REPORT

We are an investment holding company and the group's principal businesses are property development and investment, and money lending business of providing mortgage and personal loan financing services. Termbray Industries International (Holdings) Limited (hereafter the "**Company**" or "**Termbray**") with its subsidiaries (collectively the "**Group**" or "**we**" or "**us**") as listed in Scope of Report is pleased to publish the 2023 environmental, social, and governance ("**ESG**") report (the "**Report**"), summarising our policies, approaches and performance of ESG-related topics and issues.

### Scope of Report

This ESG Report covers the ESG management approaches, environmental, and social performance of the Group during the period from 1 January 2023 to 31 December 2023 (the "**Reporting Period**" or "**2023**"). The scope of our core operations is the same as that in the annual report of the Group, including the business of property investment and money lending services of providing mortgage and personal loan financing to customers in Hong Kong, and property development in the Mainland China.

### Reporting Standard

The Report has been prepared in accordance with the ESG Reporting Guide under Appendix C2 to the Rules Governing the Listing of Securities ("**ESG Reporting Guide**") on The Stock Exchange of Hong Kong Limited ("**HKEx**"). The Report has been reviewed and approved by the board of directors (the "**Board**") of the Company.



## Reporting Principles

During the preparation process, the Group adheres to the fundamental reporting principles, namely materiality, quantitative, balance and consistency, as outlined in the HKEx ESG Reporting Guide.

### 1. Materiality

We performed a materiality assessment to determine the material ESG issues and focus of this Report. The materiality matrix and details of stakeholder engagement are illustrated in the later section of this Report.

### 2. Balance

All disclosed information, environmental, and social key performance indicators (“KPI(s)”) were organized and calculated according to HKEx ESG Reporting Guide and standardized methodologies. The assumption and calculation principles are illustrated in the relevant sections.

### 3. Quantitative

The Board has acknowledged its responsibility to oversee the Company’s sustainable development and review the truthfulness, accuracy, and completeness of this report. This report has been prepared carefully with reference to the ESG Reporting Guide with a fair view.

### 4. Consistency

Unless otherwise specified, this Report has been prepared in the same way in terms of the methodologies, standards, and reporting scope when compared to those in the previous years. We adopted consistent environmental and social data management approaches to allow a fair comparison of our performance over time.

## Contact & Feedback

The Group values your feedback and opinion on the Report. Please feel free to contact us with the following contact information:

### **Termbray Industries International (Holdings) Limited**

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Company website: [www.termbray.com.hk](http://www.termbray.com.hk)



# ESG MANAGEMENT APPROACH





## ESG Governance Structure

Termbray is always devoted to implementing effective environmental protection and social policies, with the goal of enhancing well-being of the community and achieving long-term sustainability. With a strong belief that the sustainable development of our business operations goes hand-in-hand with the well-being of the community in which we operate, the Group consistently adopts a comprehensive strategic approach that integrates ESG values and considerations into every aspect of our business practices.

The Group has integrated environmental sustainability principles into its operations by implementing ESG policies. Our ESG policies serve as a guidance to address key areas such as community engagement, business practices, and environmental concerns to align with our sustainable goals. This strategic alignment empowers the Group to navigate a sustainable pathway, ensuring our operations make positive contributions not only to our business but also to the society and the environment as a whole.

## Group ESG Policies

The Group has implemented two key ESG policies, the Group Sustainable Development Policy and the Group Environmental Protection Policy, to integrate environmental protection and social responsibility into our operational procedures. The Group Sustainable Development Policy outlines our dedication to the following areas:

- To comply with all relevant sustainable laws, regulations, and other requirements to achieve the goals of environmental protection and to grow with the community
- To optimize the use of all resources, including water and electricity, and minimize carbon emissions and pollution
- To incorporate our environmental and social principles into supply chain management by promoting quality green and responsible products
- To provide a healthy, safe, caring, and equal working environment while supporting diverse employee development
- To ensure the Group operates with integrity, free from corruption, bribery, and fraud, fostering a transparent and efficient workplace
- To sufficiently communicate the Group's environmental targets and KPIs to employees to ensure they are fully aware and contribute to meet the goals
- To enhance the quality of life in the community by maintaining a good relationship with different stakeholders and understand their opinions



The Group Environmental Protection Policy established comprehensive and specific guidelines encompassing initiative and measures across both our office and construction site operations. By adhering to this policy, we diligently comply with all relevant laws and regulations while striving to minimize resource consumption, waste generation and greenhouse gas emissions, and implement responsible waste management practices. Additionally, we actively promote the use of environmentally friendly products through green procurement initiatives, reinforcing our dedication to maintain a sustainable supply chain.

The Board plays a crucial role in overseeing the effective implementation of the ESG management system across the Group. To support the Board in achieving the ESG objectives, an ESG Working Group has been formed. Comprising executives and members from various departments, this cross-functional team works collaboratively to develop and implement ESG policies and initiatives.

To address environmental challenges and uphold compliance with all relevant environmental laws and policies, we have implemented an effective Environmental Management System (“**EMS**”) led by our Chief Executive Officer (“**CEO**”). The EMS is supported by a dedicated team from various departments and the management, which is outlined in the Environmental Management Handbook. Ultimately, our CEO ensures smooth implementation of the EMS while making certain that it is fully aligned with our corporate objectives, industry environment, and regulatory requirements.

The key responsibilities of the respective personnel are as follows:



## ESG Risks Management

Recognising the significance of potential impacts arising from ESG risks within our business operations, the Group has implemented a comprehensive set of risk management controls to provide safeguards against these risks. An example of our proactive approach is the establishment of the Environmental Risk Management and Structure Policy, which outlines clear risk management procedures and the corresponding staff responsibilities. To ensure the effectiveness of our risk management procedures, the ESG Working Group diligently oversees and assesses the implementation of the measures. This ensures that management at all levels possess a thorough understanding of their roles in relation to the Group's ESG objectives. Consequently, this enables effective identification and evaluation of potential ESG risks, as well as the potential impacts and likelihood associated with the risk in order to develop and implement mitigation strategies accordingly.



Externally, we have engaged an independent consultant to conduct an ESG risk assessment during the Reporting Period. Risks deemed to have a significant impact and a high possibility of occurrence have been added to our risk management framework. Mitigation measures have been devised and integrated into our operational practices. The following list provides an overview of the impact of identified ESG risks and the corresponding mitigation measures employed.

## Risk identified

## Potential impacts

### Climate Related Risks (Physical)

Climate change is an ever-evolving concern, and recent instances of extreme weather events have demonstrated the substantial damages experienced worldwide. Both operational facilities and supply chains are vulnerable to such events and the changing climate patterns. To address these challenges, we have implemented a Climate Change Policy and associated measures. These initiatives include regular assessments of flood risks, the effectiveness of preventive measures, alignment with international standards, and the integration of climate change considerations into decision-making processes. For more detailed information, please refer to the “ESG Management Approach” section.

### IT Security and Access Risk

In today’s digital world, data security has become a paramount concern as reliance on technology, home networks, and Virtual Private Networks (“**VPN(s)**”) has significantly increased. Insufficient protection of data can lead to severe consequences for businesses, including financial losses, damage to reputation, and potential legal liabilities. All employees are obligated to adhere to the Group’s Personal and Business Data Policy, which strictly prohibits the disclosure of any confidential information pertaining to the Group, its clients, and business partners. This policy ensures the protection of privacy and confidentiality. For more detailed information, please refer to the “Privacy Protection” section.

## STAKEHOLDER ENGAGEMENT

The Group believes that fostering effective communication and engagement with stakeholders, particularly those who hold influence over or being affected by our operations, is crucial for achieving sustainable business development. We place great importance on maintaining regular dialogues with our stakeholders to gain valuable insights into their priorities, expectations and concerns, with a specific focus on our ESG approach. Our annual stakeholder engagement process plays a pivotal role in obtaining a comprehensive understanding of their perspectives. Through this process, we assess and analyse their feedback to identify issues that are of utmost importance to them. These insights are then integrated into our materiality matrix, and thereby guiding our decision-making and planning. By incorporating stakeholder perspectives and priorities into our ESG strategies, we can continuously strengthen our ESG performance and ensure that our sustainability efforts are aligned with the concerns and expectations of our stakeholders.

As demonstrated in the table below, we routinely communicate with these stakeholders through the channels shown below:

### Investors and shareholders

- Company website
- Company's publications
- Hotline and email
- Annual general meeting and special general meeting
- Annual and interim reports

### Customers

- Company website
- Customer direct communication
- Customer feedback and complaints

### Employees

- Training
- Orientation
- Email
- Regular meetings

### Suppliers and business partners

- Selection assessment
- Procurement process
- Performance assessment
- Regular communication with business partners (e.g. email, meetings, on-site visit etc.)

### Community and the public

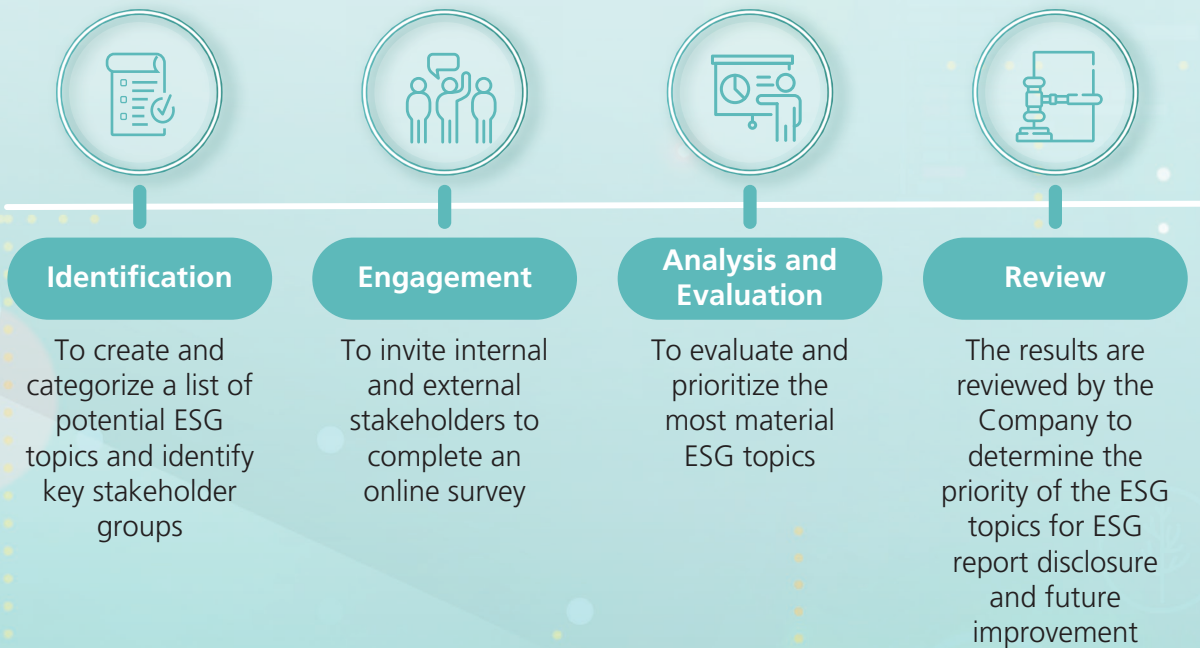
- Company website
- Company's publications
- Community activities

## MATERIALITY ASSESSMENT

The Group has implemented the materiality assessment to identify and address the most significant ESG topics that matter to our stakeholders. Materiality refers to factors that has a present or future impact on our ability to fulfil our ESG commitments. We have commissioned an independent consultant to conduct an online questionnaire to gather insights from our internal and external stakeholders (such as staff, clients, and board members).

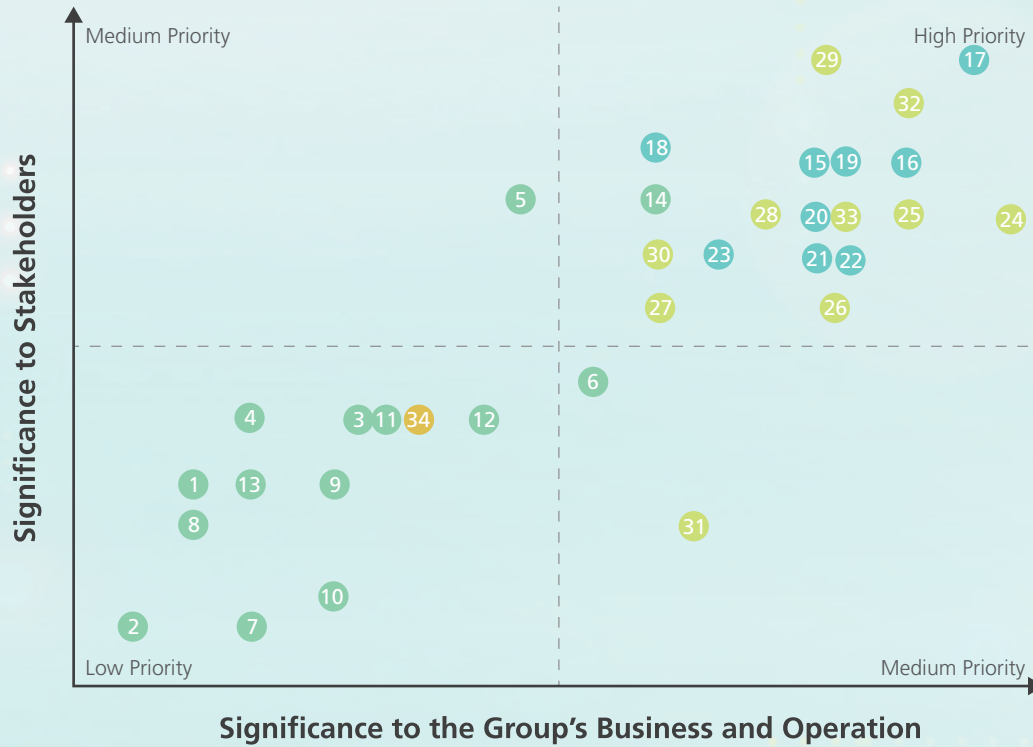
Following the assessment, our stakeholders have rated 34 ESG concerns, considering the significance and relevance to both our business operations and the stakeholders themselves. They have considered some topics in environment, employment, operation, and community material after overseeing our business nature and performing desktop research. By understanding the significance of the topics perceived by the Group and our stakeholders, it facilitates us in identifying the disparities between the Group’s trajectory and stakeholder expectation. Consequently, we can take steps to align our Group’s development direction more closely with the expectation of our stakeholders.

The ESG topics have been categorized into three levels – High, Medium, and Low. This categorization provides a framework for developing effective strategic plans and resource allocation accordingly, which enables us to prioritize our efforts and focus on areas that have the highest significance and impact. This supports the Group to continuously enhance our ESG performance, governance and policies.





The materiality matrix below shows the priorities of ESG issues based on how important each of them is as determined by the stakeholders. The topics that fell in the upper right corner of the matrix were identified as the ones with the greatest impact on the business operations of the Group and those our stakeholders found the most significant.



Environment	Social	
	Employment	Operation
1. Air emission	15. Labour rights	24. Customer satisfaction
2. Greenhouse gas emission	16. Labour-management relations	25. Customer service quality and complaints handling
3. Decarbonisation	17. Employee retention	26. Customer health and safety
4. Conservation of ecosystem	18. Diversity and equal opportunity	27. Marketing and product and service labelling compliance
5. Nature-related risk and opportunity management	19. Non-discrimination	28. Intellectual property
6. Circular economy	20. Occupational health and safety	29. Customer privacy and data protection
7. Environmental data management	21. Employee training	30. Responsible supply chain management
8. Climate change mitigation	22. Employee development	31. Fair operating practice on supplier
9. Climate risk management	23. Prevention of child labour and forced labour	32. Business ethics
10. Energy efficiency		33. Socio-economic compliance
11. Water and effluents		<b>Community</b>
12. Use of materials		34. Community involvement
13. Waste management		
14. Environmental compliance		

Based on the materiality matrix, the Group has identified operation as the key area where more focus and efforts are needed. In response, the Group has formulated a comprehensive set of ESG policies, measures and targets specifically to address concerning areas with the ultimate objective to drive continuous improvement in our ESG performance over time.

**Key concerns from stakeholders**

**Our responses**

**Section**

**Customer privacy and data protection**

Staff are subject to the Personal and Business Data Policy of the Group, which prohibits them from exposing any private information about the Group, including that of its clients and business partners.

Privacy Protection

**Marketing and product and service labeling compliance**

Providing the best quality services and products is essential to improving the Group’s reputation and financial success. The Group is committed to providing the best products and services in order to guarantee total client satisfaction.

Services and Product Excellence

**Customer satisfaction**

We value the feedback and opinions of our clients and are willing to hear their suggestions and criticisms through various platforms. Our Customer Compliance Policy ensures that every complaint is handled and followed up on by the relevant department. The instances will be entered into a database and the received replies will be examined and compiled for further action.

Services and Product Excellence



**Key concerns from stakeholders**

**Ethical business**

**Our responses**

The Group is devoted to promoting an ethical work environment and adhering to anti-money laundering laws. It has implemented an Employee Handbook and Code of Conduct (“**Code**”) to ensure every staff is aware of professional ethics and upholds the Company’s reputation. The Anti-bribery, Extortion, Fraud, and Money Laundering Policy is one of its rigorous policies. The management group and every employee are also forbidden from physically disposing of any money obtained through illicit activity. Every new employee is expected to complete anti-bribery training.

**Section**

Ethical Business

**Socio-economic compliance**

We comply with all legislation commitments that are pertinent to our business. The Group was not aware of any non-compliance with applicable laws and regulations in 2023.

All Relevant Sections

## CARE FOR OUR EMPLOYEES

Termbay places a constant emphasis on the well-being of our employees, especially in health and safety. We allocate our resources efficiently to ensure sustained physical, mental and financial wellness of our workforce, while also fostering their career development. This commitment is evident through our continuous effort on maintaining high employment standards and cultivating an environment that encourages innovation and diversity within workplace. The quality of our work environment is also enhanced through the implementation of robust standards and policies to mitigate health and safety risks. Through these efforts, we strive to create a supportive and thriving workplace for our employees.

As of the end of Reporting Period, the total number of employees was 62. The figures of the employment as at the end of the Reporting Period are shown below:

		2023	2022
<b>Total Number of Employees<sup>1</sup></b>		62	51
<b>By gender</b>	Male	60.29%	61.22%
	Female	39.71%	38.78%
<b>By age group</b>	Below 30	10.29%	10.21%
	30 to 50	66.18%	59.18%
	Over 50	23.53%	30.61%
<b>By geographical region</b>	Hong Kong	73.53%	53.06%
	Mainland China	26.47%	46.94%
<b>By employment type</b>	Senior Management	8.82%	6.12%
	Middle Management	20.59%	18.37%
	General Staff	70.59%	75.51%

<sup>1</sup> The number excludes Directors.

## Talent Attraction and Retention

The workforce plays a vital role in the development and success of our Group. We have strived to create an environment that fosters mutual growth by establishing a motivational framework that links rewards to performance. Employees are expected to meet the Company's standards and comply with all rules and regulations. To recognize and incentivize their efforts in terms of business conduct and work performance, we offer attractive and motivating remuneration packages based on criteria such as performance, experience, and qualifications. The Board regularly reviews the Group's policies regarding remuneration, compensation, dismissal, recruitment, and working instructions.

In addition to statutory holidays and annual leaves, employees are entitled to extra paid vacations to address diverse needs such as sick leave, marital leave, maternity leave, compassionate leave, and jury service/witness leaves. We acknowledge the importance of providing these additional benefits to support our employees during various circumstances, ensuring their well-being and work-life balance.

During the Reporting Period, the employee turnover rate was 51.47%. The detailed breakdown is presented in the table below:

Employee Turnover Rate <sup>2</sup>		2023	2022
<b>Total</b>		51.47%	50.98%
<b>By gender</b>	Male	52.38%	56.00%
	Female	47.37%	46.15%
<b>By geographical region</b>	Hong Kong	60.00%	70.00%
	Mainland China	14.29%	23.81%
<b>By age group</b>	Below 30	80.00%	80.00%
	30 to 50	60.00%	60.00%
	Over 50	25.00%	25.00%

<sup>2</sup> The turnover rate of each category was calculated by dividing the number of employees who left the Company during the Reporting Period by the number of employees as at 31 December 2023 and 31 December 2022.



## Healthy and Safe Workplace

Ensuring the well-being and safety of our employees is a core focus of our employee management approach. We are dedicated to continuously enhancing our Occupational Health and Safety System, aiming to create a secure, civilized, comfortable, and healthy environment that aligns with our objective of “Safety First, Prevention as Main Focus and Complemented with Controls”.

The Group has implemented the Occupational Health and Safety Policy, which serves as a comprehensive framework for managing health and safety risks effectively. This policy outlines the necessary measures to safeguard the well-being of employees in the workplace. These measures encompass the identification and evaluation of potential hazards, the implementation of preventive actions to minimize or eliminate employees’ exposure to unsafe environments, and the development of contingency plans to address safety concerns.

The Safety Management Department plays a crucial role in the occupational safety management system through close collaboration with relevant operational departments. They conduct annual fire inspections to identify potential fire hazards and promptly implement preventive measures to mitigate risks. All firefighting equipment within the workplace are checked to ensure that they are diligently maintained and readily accessible for immediate use. An annual fire drill has been organized to prepare employees for emergencies. Concurrently, training sessions are arranged to enhance the level of safety knowledge and skills among employees. Additionally, the department conducts occupational risk assessments for different job categories within the Group to ensure that appropriate personal protective equipment is provided based on the associated risks. To promote awareness and accountability, occupational health and safety target indicators are established and regularly communicated to employees to ensure they are informed and understand their roles in maintaining a safe work environment.

Furthermore, the Equipment Maintenance Department is responsible for maintaining smooth and safe operation in the workplace by conducting regular inspections and necessary repairs ensure all equipment are in proper working condition, preventing the exposure to relevant potential hazards.



In the unfortunate event of a fatal work-related accident, it is compulsory to maintain comprehensive records detailing the incident and the health status of individuals involved in the work-related incident report. This practice serves not only as a means of record-keeping, but also as further analysis to improve our occupational safety measures for preventing similar incidents from occurrence in the future. Employees who suffer from injuries are entitled to paid sick leave and a sickness allowance, receiving necessary support and compensation during their recovery period. These measures exemplify our commitment in maintaining a safe working environment and ensuring sufficient support is in place for employees, especially those who are impacted by work-related incidents.



### Fire Safety Inspection

During the Reporting Period, the Group was not aware of any material breach of relevant laws and regulations in Hong Kong pertaining to the provision of a safe working environment and protection of employees from occupational hazards, such as Occupational Safety and Health Ordinance (Cap. 509) and Employees' Compensation Ordinance (Cap. 282).

	2023	2022	2021
Number of work-related incidents	0	0	1
Number of lost day due to work-related injuries	0	0	46
Number of work-related fatalities	0	0	0

## Equal Employment and Promotion

The Group always strives to foster inclusivity within our workplace, enabling the incorporation of diverse perspectives in our decision-making process. It is our mission to uphold the principles of equality, fairness, diversity, and transparency at every stage of our employment procedure. Our employment decisions are based solely on objective criteria, such as the applicant's abilities, past accomplishments, qualifications, and experience, and is strictly in compliance with relevant laws and regulations. We prohibit any forms of unfavourable treatment, discrimination, or harassment based on age, colour, race, ethnicity, nationality, disability, gender, marital status, religious beliefs, or sexual orientation in our employment environment.

Our unwavering commitment extends to cultivating a work environment that values fairness and fosters collaborative development. We have implemented a regular performance evaluation system that serves to emphasize employees' responsibilities and supports them in setting and achieving long-term career objectives. The Group acknowledges and rewards employees who have completed accredited training, demonstrated exceptional performance and made significant contributions to the success of the organization. The efforts of those individuals are duly recognized by providing them with promotions, training opportunities, and incentives.

During the Reporting Period, the Group was not aware of any material breaches of relevant laws and regulations in the Mainland China and Hong Kong, including among others The Labour Law of the People's Republic of China and the Law on the Employment Ordinance (Cap. 57) of Hong Kong, that have a significant impact on the Group relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunities, diversity, anti-discrimination, and other benefits and welfare.

## Child and Forced Labour

We are fully committed to safeguarding the labour rights of our staff and job applicants while adhering to the standards set forth by the Labour Law. Any forms of child labour and forced labour are strictly forbidden within our operations. To ensure strict adherence to this commitment, we have implemented comprehensive policies designed to prevent and eliminate any child and forced labour practices. The Human Resources Department fully complies with the recruitment guidelines outlined in the Recruitment and Human Resource Policy and the policy is regularly reviewed by the department to ensure compliance with the latest rules and regulations. As part of our employment procedure, all job applicants must undergo identity and background checks to verify their legal working age. Pre-employment and annual medical examinations are also arranged for new and existing employees. In any event that child labour or forced labour is discovered, designated staff members are required to take swift actions for rectification. This may include arranging health examinations, terminating and safely return the child to original place of residence, and providing necessary education support until they reach the appropriate age for employment. It is important to note that our anti-child labour and forced labour rules also extend to our suppliers.





During the Reporting Period, the Group was not aware of any material non-compliance with laws and regulations in the Mainland China and Hong Kong, including among others The Labour Law of the People's Republic of China, Law on the Protection of Minors of the Mainland China, Provisions on the Prohibition of Using Child Labour and the Employment Ordinance (Cap. 57) of Hong Kong, relating to child and forced labour.

## Development and Training

The Group strives to unveil the full potential of our employees to bolster the overall competitive strength of our organization while fostering individual career aspirations of our employees. We consistently allocate resources towards establishing comprehensive staff training programs aimed at elevating the overall skill level of our employees to equip with the most recent expertise and professional skills, and knowledge of market trends. To ensure effective implementation, we have developed a Training and Management Policy that outlines our employee training initiatives.

Tailored training plans are developed annually by each department in collaboration with the Human Resources Department. These plans take into account the department's specific business nature, individual job responsibilities, past performance records, and employee's needs for continuous development. The Human Resources Department plays a crucial role in understanding and evaluating these demands by engaging in discussions with each department and conducting regular training surveys. Employees are provided with diverse opportunities for skills training, including regular on-the-job training, professional development trainings, and external seminars and training programs. The Group supports employees' engagement in external training by subsidising the associated expenses, such as workshop fees, seminar costs, or course charges.

Furthermore, mandatory onboarding training sessions are designed for new employees. These training sessions ensure that new joiners acquire a comprehensive understanding of the company's objectives and values, occupational health and safety protocols, corporate social responsibility, job-specific knowledge and responsibilities, as well as the importance of maintaining a culture of integrity and adhering to anti-corruption measures. These onboarding training sessions play a vital role in ensuring the effective functioning of the company's operations. During the Reporting Period, we offered 50.25 hours of training to the employees.

2023	Percentage of employees trained <sup>3</sup>	Average Training Hours (Hours)
Training	71.43%	0.80
By gender		
Male	67.57%	0.71
Female	76.92%	0.92
By employment category		
Senior Management	50.00%	1.00
Management/Supervisor	92.31%	1.37
General Staff	66.67%	0.64

## Relationship with Employees

Fostering effective communication between management and employees is vital for enhancing employee motivation. Through our annual staff assessment, we actively seek feedback from our workforce to address their needs and concerns.

In recognition of exceptional performance and dedication, we present the Employee Recognition and Appreciation Award to deserving employees who have contributed immensely to the Group. To honour their efforts, we presented three awards at this year's Annual Dinner: Employee of the Year, 5-Year Excellence Award, and 10-Year Excellence Award. Recipients were granted bonuses and gifts in recognition of their service. Their achievements set a remarkable example for the rest of our team as we all strive for continued excellence. Additionally, we are committed to strengthening team cohesion by organising diverse social activities to cultivate team spirit and support the mental well-being of our staff. This year, we initiated various activities, including "Walk Ten Thousand Steps", Mid-Autumn Festival Events, Christmas Party, and Annual Dinner. These events were organized with the dual purpose of fostering enhanced collegial interaction and also a sense of communal celebration.

<sup>3</sup> Percentage of employees who received training is calculated by dividing the number of trained employees of each category by total employees of that category.

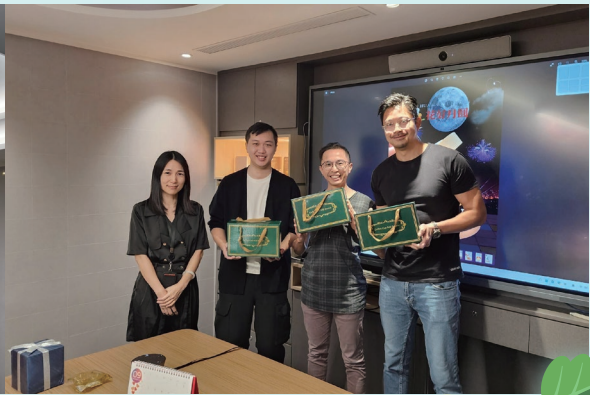




5-Year Excellence Award



Employees of the Year



Employee Team Building Activities



## SERVICE AND PRODUCT RESPONSIBILITY

Ensuring customer satisfaction is a core principle for our Company and a key differentiator that drives our success. We are committed to meeting the expectations and requirements of our clients by cultivating long-term, sustainable partnerships with our business partners and stakeholders. We thoroughly assess and review the qualifications of our suppliers in a yearly basis to identify suppliers that align with our goals of improving our products and services while minimising our environmental footprint. This unwavering commitment enables us to consistently deliver quality service while prioritising environmental responsibility.

### Supply Chain Management

The Group acknowledges the significance of maintaining a dependable and efficient supply chain management system to facilitate smooth operations and deliver high-quality products and services to our valued clients. To uphold these standards, we have implemented the Supply Chain Management Policy, which outlines our supplier selection procedures and the criteria for evaluating and managing our existing suppliers. We are unwavering in our commitment to ensuring fairness and impartiality during the procurement and bidding processes by engaging all relevant departments with effective communication. Compliance with relevant laws and regulations is expected from all our vendors, contractors, and suppliers. Suppliers were evaluated and rated annually by our Logistics Department through supplier assessments to ensure suppliers meet our high standards on area such as collaboration with our Company, product quality, timeliness of deliveries, cost control practices, and fulfilment of corporate social responsibilities.

We are dedicated to foster strong and enduring relationships with qualified suppliers to establish sustainable collaboration that guarantee stability and quality of our supply chain. During the Reporting Period, we collaborated with 47 suppliers, of which 40 came from Hong Kong and 7 came from Mainland China.

### Green Procurement

To reduce the environmental impact of our supply chain and promote environmentally friendly corporate operations, we prioritize sourcing greener items. In our purchasing process, we do not only consider price and quality, but we also incorporate ESG factors in our decision-making process. Aligned with the Group's Environmental Protection Policy, we have implemented the green procurement principles to encourage sustainable procurement through the selection of eco-friendly goods. We prioritize the purchase and use of materials, products, and services with lower environmental impacts, considering factors such as resource efficiency, clean production processes, energy efficiency, compliance with environmental regulations, safe disposal, and recyclability. Additionally, we prioritize suppliers who uphold ethical business practices and demonstrate a commitment to sustainable development. By adhering to these guidelines, we aim to advance our commitment to sustainability and contribute to a low-carbon future.





## Services and Product Excellence

On the other end of supply, the Group places great importance on the provision of products and services with exceptional quality beyond customer expectation to maintain its reputation and success. To ensure that customers are satisfied, we value feedback from our clients and actively seek their input and concerns regarding the quality and performance of our offerings.

Through various communication channels such as our website, hotline, and surveys, we engage with customers to understand their requirements and expectations better. Our Customer Compliance Policy includes procedures for handling complaints, ensuring that each complaint is addressed by the relevant department through the appropriate channels. The gathered feedbacks were effectively analysed and used to prevent any recurring issues and for constant improvement.

During the Reporting Period, no product and service-related complaint was received and we were not aware of any material breach of relevant laws and regulations relating to health and product safety. No product sold or shipped by us was subject to recalls for safety and health reasons in 2023.

## Privacy Protection

We highly value the personal data of our customers, suppliers, contractors, and companies, and prioritize protecting their privacy. In compliance with relevant laws, such as the Hong Kong Personal Data (Privacy) Ordinance, we have developed a Personal and Business Data Policy that outlines our approach to data protection. We take measures to securely store all data and ensure that it cannot be accessed by external parties without the explicit permission of the individuals involved. Safeguarding data privacy is a top priority for us.

## Advertising Ethics and Use of Product Label

The Group is fully committed to providing factual and reliable product information in our marketing and advertising publications, ensuring that our customers are well informed when making purchasing decisions. We strictly prohibit the use of misleading documents or any practices that may compromise the accuracy of product information. Our aim is to prevent the improper use of products and mitigate the risks associated with misinformation. Additionally, we ensure that all our advertisements conform to the requirements set out in Section 26 of the Money Lenders Ordinance, which governs the restrictions on money-lending advertisements.

To uphold our commitment, we have implemented the Product Labelling Procedure. This serves as our dedication to safeguarding consumers' rights to access genuine product features. This procedure outlines clear guidelines for proper labelling practices, emphasising the accurate representation of product attributes and specifications. Our objective is to foster transparency, uphold consumer trust, and maintain the highest standards of professionalism and integrity in our marketing and advertising practices.

## ETHICAL BUSINESS

Business integrity is a fundamental value that underpins our operations, and we are fully dedicated to conducting our business in accordance with high ethical standards. To ensure that all employees are aware of and uphold professional ethics, the Group has established an Employee Handbook and an Employee Code and Policies. These documents are designed to align with relevant laws and regulations and are applicable to all employees, directors, and subsidiaries. They outline the expected norms for daily behaviour and serve as guiding principles for our management approaches across various areas, including business ethics, conflicts of interest, bribery, and procurement. By adhering to these guidelines, we aim to maintain the reputation of the Company and foster a culture of ethical conduct.

During the Reporting Period, there were no reported cases regarding breaches of the Code.

### Anti-corruption and Anti-money Laundering

The Group is unwavering in preventing all forms of corruption and money laundering activities within our organization. To foster an ethical corporate culture, we have established the Anti-bribery, Extortion, Fraud, and Money Laundering Policy and the Internal Whistle-blowing Policy. Our employees, including management and workers, are strictly prohibited from accepting any forms of gifts or offerings that may compromise fairness and independence in workplace. This policy extends to all customers, suppliers, service providers, and contractors who have business dealings with our company.

Furthermore, we have developed a robust system to promptly prevent and address issues related to commercial bribery and money laundering identified. Each department head is responsible for conducting supervisory inspections to promptly detect any indications and ensuring compliance with the policy and laws within their department. Clear guidelines have been established, covering essential controls such as record-keeping, employee training, and ongoing monitoring of clients. The Group has undertaken arranged training and seminars to gain a comprehensive understanding of the characteristics and patterns of commercial bribery and money laundering. This allows us to effectively identify specific features and regularities associated, enabling us to develop targeted strategies and measures for prevention. By studying these aspects, we can propose concrete actions to address early signs and tendencies of commercial bribery, ensuring timely resolution of potential issues. We encourage employees to report any suspicious transactions through our confidential whistle-blowing channels. Regular reviews of these guidelines are conducted to ensure compliance with the most up-to-date laws and regulations.



## Whistle-blowing channels

To facilitate the reporting and investigation of potential misconduct, our organization has established an internal Whistle-blowing Management Team. This team is responsible for managing whistle-blowing channels and examining reported incidents in compliance with the Internal Whistle-blowing Policy. For any recognized issues, the team will evaluate and provide recommendations to rectify them. Employees are strongly encouraged to report any suspicious incidents internally to the Whistle-blowing Management Team. Upon receiving a staff report, the team conducts a thorough review process to consider if it is necessary for the responsible department to conduct further investigation. The findings of the investigation are then shared at an internal meeting with a set timetable. Our Internal Whistle-blowing Policy comprehensively outlines the behaviours deemed unacceptable, as well as the explicit channels through which employees can report such incidents.

In the Reporting Period, there were no reported cases regarding corrupt issues brought against the Group or employees.

## Intellectual Property Rights Protection

The Group continuously strives to foster an environment that encourages innovation and respects intellectual property. We recognize the importance of reserving intellectual property, which includes trademarks, patents, copyrights, designs, plant varieties, and the layout design of integrated circuits, in acknowledging the hard work and innovation of our employees. To ensure compliance with legal obligations regarding intellectual property, our workers are guided by the Code, which provides clear guidelines on the collection, retention, processing, and use of intellectual property.

During the Reporting Period, the Group did not encounter any instances of non-compliance with applicable laws and regulations relating to intellectual property in relation to our products and services. This demonstrates our dedication to intellectual property compliance and reinforces our commitment to ethical practices.



## COMMUNITY PARTICIPATION

The Group actively seeks opportunities to benefit our communities and make a positive impact. We prioritize physical health, mental health, and labour needs as our focus areas. In line with our commitment to environmental sustainability, during the Reporting Period, we partnered with Caritas Computer Workshop to participate in two recycling services this year. These initiatives allow electronic devices to be reused through recycling and refurbishment. Recycling not only reduces the impact of pollution but also raises public awareness and promotes unity among citizens. After careful examination and refurbishment, reusable e-waste will be donated or sold at minimal prices to those in need.





## OUR ENVIRONMENTAL MANAGEMENT

The Group's strategy for continuous improvement includes setting and managing sustainability targets. We fully acknowledge that our business activities have an impact on the environment; therefore, we hold our management and staff accountable for these effects. By holding ourselves accountable, we aim to minimize any negative impact on the environment and actively contribute to its preservation. Each year, the Group conducts an annual review to ensure the effective functioning of our sustainable development system and evaluate our performance on safeguarding the environment. Based on the performance, subsidiaries may be assigned with new goals and sustainability targets, together with the responsible personnel. We also extend our environmental and social ideals to customers and the supply chain, emphasising the importance of product responsibility and quality.

To effectively pursue our sustainability goals, we have established a comprehensive set of environmental policies that extend throughout the Group, encompassing our suppliers and contractors as well. At the Group level, we have implemented an Environmental Policy that ensures the proper execution of our Environmental Management System. Our primary objectives within this system are to reduce energy and natural resource consumption and mitigate our environmental impact. The Group is dedicated to upholding the following guiding principles stated in the policy:

01

**Compliance with applicable environmental laws, policies, and regulations.**



02

**Prioritising the utilization of clean energy, while minimising water and electricity consumption and preventing pollution.**



03

**Proper management of wastewater and municipal solid waste generated during our business operations in accordance with government-mandated guidelines.**




04

**Communicating our environmental goals, and performance outcomes to our employees, fostering a greater sense of environmental awareness.**




## Our Sustainability Targets:



**20%** by 2025  
**30%** by 2030

**Energy Consumption**

Reducing 20% of its energy consumption by 2025 and 30% by 2030 (with the baseline in 2021).




**10%** by 2025  
**15%** by 2030

**Water Consumption**

Reducing 10% of its water consumption by 2025 and 15% by 2030 (with the baseline in 2021).

## Air and GHG Emissions

To attain our short-term and long-term GHG emission targets, the Group has established guidelines for effectively managing business operations that have a significant impact on our emissions. The GHG and Air Emission Policy has been developed to ensure compliance with governmental regulations, specifically the Measures of Guangdong Province on Prevention and Control of Air Pollution. This policy is designed to effectively monitor and control the air of the Group. Within this policy framework, the Construction Site Emission Management Policy serves as a vital component, providing contractors with clear instructions on how to manage air emissions at construction sites and fulfil their environmental protection responsibilities.



**15%** by 2025  
**20%** by 2030

**Air and GHG Emissions**

Reducing 15% of absolute GHG emissions by 2025 and 20% by 2030 (with the baseline in 2021).

**Achieving carbon neutrality in 2050.**



The Group actively promotes the following emission mitigation measures:

01



Ensuring compliance with applicable laws and regulations and obtaining the necessary emission licences

02



Deploying suitable emission reduction equipment during the construction process, such as installing suspended particle removers

03



Substituting regular diesel with ultra-low sulfur diesel for all diesel-powered machinery and facilities

04



Conducting regular maintenance and repairs of machinery and facilities to ensure emissions remain within established limits

05



Increasing the utilization of renewable and low-carbon energy sources whenever possible

06



Engaging with our staff and suppliers to promote carbon emission reduction in their day-to-day operations

07



Promoting the utilization of environmentally-friendly vehicles and fuels, such as bio-diesel, as a preferred option over diesel vehicles

## Climate Change

To enhance its resilience to climate change, the Group has implemented a comprehensive Climate Change Policy and accompanying measures. These initiatives aim to foster accountability in managing climate risks, integrate climate change considerations into decision-making processes, and align strategies with global standards. The Group's commitment to addressing climate change spans across four primary areas:

01

### Reduction

Reduce the amount of carbon emission into the atmosphere

02

### Adaption

Adopt to the ever-changing climate

03

### Resilience

Recover from the impacts of climate change rapidly

04

### Disclosure

Maintain transparent communication between the Group and its stakeholders

In order to gain a deeper understanding of the challenges we may face and the potential impact on our operations, we have identified and evaluated potential physical and transitional risks that could be associated with climate change. By analysing these risks, we are able to develop strategies and take appropriate measures to mitigate any adverse effects and ensure the resilience of our operations in a changing climate.

### Physical Risk

Climate change and extreme weather events are expected to create damages to our physical assets and interrupt industrial operation.

For instance, coastal locations may experience more frequent flooding, leading to higher costs for maintaining physical assets and recovery from suspended operations.



### Transitional Risk

The Group anticipates potential increases in operational costs due to a more stringent global regulatory environment. Additionally, there may be growing pressure to meet the increasing expectations of business partners regarding climate change. This could involve implementing additional measures and making investments to align with sustainability goals and address climate-related concerns, which may impact the financial aspects and operational strategies of the Group.





## Climate Management

The Group is fully committed to addressing climate change by implementing effective measures and adopting best practices to safeguard our operations from its impacts. We recognize the importance of minimising potential risks and capitalising on any opportunities that may arise. To mitigate the potential risks posed by severe weather events such as storms, typhoons, and floods at Ever Success Plaza, our residential property in Zhongshan, we have developed a comprehensive flood and typhoon emergency plan. This plan serves as a guiding framework to ensure appropriate direction and control in the face of such events. Additionally, we provide training materials to enhance our staff's understanding of climate change and disaster preparedness.

We maintain an ongoing process of monitoring, analysing, and responding to climate change developments in diverse sectors, encompassing market trends, technological advancements, legal frameworks, and policy shifts. Our aim is to proactively manage the risks associated with the transition to a low-carbon economy. To achieve this, we prioritize access to pertinent data and resources, and actively seek to enhance the Group's comprehension of industry-leading practices. Routine assessments are conducted to assess the influence of climate change on our business operations and to gauge the efficacy of our strategies for climate adaptation and mitigation.

## Wastewater Discharge

The Group has formulated a Wastewater Discharge Control Policy and established accompanying procedures to prevent contamination of surrounding water sources. Our objective is to ensure that the quality of discharged effluent meets the prescribed standards and regulations, such as the Discharge Limits of Water Pollutants of Guangdong Province. By closely tracking wastewater discharge, we enhance our effectiveness in wastewater management and systematically control the wastewater generated by our Group operations. In addition to focusing on our own wastewater generation, we are committed to providing support to assist our staff, residents, renters, contractors, and service providers in adhering to the Group's wastewater discharge control standards.

The following standards are outlined in our Wastewater Discharge Control Policy for the construction and non-construction areas:

### Construction Site

- Implementing sewage treatment facilities to prevent direct discharge of sewage into the public sewage system
- Conducting regular inspections of wastewater discharges
- Implementing preventive measures to avoid wastewater contamination, such as proper storage and handling of chemicals

### Office and Other Properties

- Conducting inspection and repair the drainage system if a flaw is discovered
- Preventing drainage system obstruction
- Controlling water consumption

## Hazardous and Non-hazardous Waste

The Group is committed to environmental protection by preventing pollution and minimising adverse impacts on ecosystems and natural resources. Well management on hazardous and non-hazardous waste throughout the production, inventory and logistics process is essential to promote sustainable development across the society and environment and to comply with waste management regulations, fostering trust among stakeholders and bearing our social and environmental responsibilities. Effective waste management reduces potential health and safety risks for our employees, contractors, and the surrounding community, creating a safer working and living environment.

Although the Group generates waste like ink cartridges, our real estate investing and money lending operations have minimized the creation of hazardous waste. The Group closely monitors the hazardous waste that are listed in the Directory of National Hazardous Waste together with those that have been deemed dangerous according to national regulations. Our contractors and service providers are also obligated to adhere to our Hazardous Waste Management Policy when dealing with hazardous materials. It is essential to store all hazardous waste in containers that are impermeable to leaks and arrange for their proper disposal through authorized hazardous/chemical waste collectors, ensuring appropriate treatment is carried out.

Non-hazardous waste is carefully categorized into recyclable and non-recyclable waste to facilitate appropriate handling. Non-recyclable waste comprises items that cannot be further utilized due to hygiene considerations or recycling challenges, whereas recyclable waste contains resources that can be further extracted or utilized. To ensure effective management of non-hazardous waste, we have implemented the Non-hazardous Waste Management Policy, which provides guidance to all staff, including workers, contractors, and service providers, regarding the proper management of these waste materials. This policy enables us to maximize resource utilization and minimize environmental impact arising from the handling of non-hazardous waste.

<p><b>Encourage recycling and utilization of wastepaper and consumer product packaging</b></p>		
<p><b>Limit excessive packaging to reduce waste generated by single-use products</b></p>		<p><b>The collection, transportation, and disposal of large-sized waste should be handled by qualified disposal companies</b></p>
<p><b>Reduce the generation of kitchen residual waste and prohibit the disposal of hazardous waste as household waste</b></p>	<p><b>Strict adherence to the construction waste treatment facilities</b></p>	

## Use of Resources

Energy, electricity, and water account for the primary resources utilized by the Group. To minimize environmental impact and foster sustainable development, the Group actively implements the Policy on Efficient Use of Resources, aiming to conserve energy, reduce carbon footprint, and achieve sustainability. The Company's management conducts annual reviews of the Group's energy-saving performance, enabling the establishment of new goals for energy and consumption reduction based on subsidiary performance. Dedicated personnel are appointed to oversee and manage these targets for each subsidiary.



During the Reporting Period, we have set specific targets for electricity and water conservation to reduce resource consumption. These goals and corresponding key KPIs are effectively communicated, supplemented by comprehensive environmental training provided to our employees to enhance their environmental awareness. We firmly believe that by collaborating with our employees, we can effectively promote resource conservation and safeguard the environment.

Given that our primary business operations are office-based, we actively propagate the “Green Office” concept. To this end, we have implemented the Green Office Policy, which outlines a range of initiatives and specific guidelines for managing electricity usage, postal services, and office equipment. The following are some of the key initiatives we have undertaken:

- 01**  
Provide environmental training and post energy-saving signs.
- 02**  
Inspect and repair the water appliance when leakage is found.
- 03**  
Turn off the water device and electrical appliance immediately when not in use.
- 04**  
Prioritize and procure products with energy or water efficient labels.
- 05**  
Minimize the use and reuse of office goods and consumables.
- 06**  
Promote paper-less office.

Our Property Department will conduct regular inspections of resource and energy usage in the workspaces. If any practices that violate energy-saving principles are identified for the first time, written reminders will be sent to the accountable staff members of the respective department.

## Biodiversity

We have established the Biodiversity Policy to guide our approach towards assessing and managing potential risks and negative impacts on biodiversity and ecosystems. While our business operations do not have a significant direct impact on biodiversity, we consider biodiversity throughout the entire process of design, development, and construction stages of our projects. We are devoted to the protection of ecosystems, wildlife, and natural habitats and committed to ensuring our activities do not create any adverse effects on endangered species, both internationally and locally. Furthermore, we actively avoid the use of invasive construction methods that could harm the delicate balance of the ecological environment. Our Biodiversity Policy reflects our dedication to sustainable practices and our responsibility to preserve and enhance biodiversity within the areas we operate.

## Our Environmental Performance<sup>4</sup>

	Unit	2023	2022
<b>Energy consumption</b>			
Total energy consumption	MWh	327.15	340.63
Total energy intensity	MWh/million HKD sales	1.67	2.09
Direct energy consumption			
– Diesel	MWh	0.00	1.81
Indirect energy consumption			
– Purchased electricity <sup>5</sup>	MWh	327.15	338.82
<b>GHG emissions</b>			
Scope 1 <sup>6</sup>	tCO <sub>2</sub> e	0.00	0.47
Scope 2 <sup>7</sup>	tCO <sub>2</sub> e	197.57	211.82
Scope 3 <sup>8</sup>	tCO <sub>2</sub> e	0.40	0.017
Total GHG emission	tCO <sub>2</sub> e	197.97	212.31
Intensity	MWh/million HKD sales	1.01	1.30
<b>Freshwater<sup>9</sup></b>			
Intensity	m <sup>3</sup> m <sup>3</sup> /million HKD sales	512.00 2.61	602.00 3.70
<b>Waste<sup>10</sup></b>			
Non-hazardous waste	Tones	3.20	3.50
Total waste intensity	tonne/million HKD sales	0.02	0.02
<b>Paper consumption<sup>11</sup></b>			
Office paper	Tonne	0.08	0.12
Intensity	tonne/million HKD sales	0.0004	0.0008

<sup>4</sup> The data of Termbay (Fujian) Land Development Company Limited are excluded as the employee were work from home in 2023 and 2022. The Group did not contribute any air emission in 2023 and 2022.

<sup>5</sup> The data of X8 Finance Limited, Zero Credit Limited and Zero Finance Hong Kong Limited covered from 24 Dec 2022 to 23 Dec 2023 and 24 Dec 2021 to 23 Dec 2022 due to the fixed billing cycle.

<sup>6</sup> Scope 1 represents direct GHG emissions generated from the use of LPG by emergency generator in China. The emergency generator was not utilized in 2023.

<sup>7</sup> Scope 2 represents indirect GHG emissions generated from the use of purchased electricity for offices in Hong Kong and Mainland China.

<sup>8</sup> Scope 3 represents other indirect GHG emissions generated from the paper waste disposed at landfills.

<sup>9</sup> The data of X8 Finance Limited in Hong Kong are not available because the data have been included into the rental fee which cannot be extracted.

<sup>10</sup> There was no hazardous waste being generated in 2023 and 2022.

<sup>11</sup> The figure of office paper consumption includes the Group's office in Hong Kong and Mainland China.

# HKEx ESG REPORTING GUIDE INDEX

HKEx ESG Reporting Guide General Disclosures & KPIs		Explanation/Reference Section
<b>Aspect A: Environment</b>		
<b>A1 Emissions</b>	<p>Information on:</p> <ul style="list-style-type: none"> <li>(a) the policies; and</li> <li>(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.</li> </ul> <p>Note:</p> <p>Air emissions include NOx, SOx, and other pollutants regulated under national laws and regulations. Greenhouse gases include carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons and sulphur hexafluoride. Hazardous wastes are those defined by national regulations.</p>	<p>Our Environmental Management – Emissions Climate Change, Wastewater Discharge, Hazardous and Non-hazardous Waste, Use of Resources, Biodiversity</p>
<b>KPI A1.1</b>	The types of emissions and respective emissions data.	Our Environmental Management – Emissions Environmental Key Performance Indicators
<b>KPI A1.2</b>	Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Our Environmental Management – Emissions Environmental Key Performance Indicators
<b>KPI A1.3</b>	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Our Environmental Management – Hazardous and Non-hazardous Waste Environmental Key Performance Indicators
<b>KPI A1.4</b>	Total non-hazardous waste produced (in tonnes) and where appropriate, intensity (e.g. per unit of production volume, per facility).	Our Environmental Management – Hazardous and Non-hazardous Waste Environmental Key Performance Indicators



HKEx ESG Reporting Guide General Disclosures & KPIs		Explanation/Reference Section
<b>KPI A1.5</b>	Description of measures to mitigate emissions and results achieved.	Our Environmental Management – Emissions Climate Change, Wastewater Discharge, Hazardous and Non-hazardous Waste, Use of Resources, Biodiversity
<b>KPI A1.6</b>	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved.	Our Environmental Management – Hazardous and Non-hazardous Waste Environmental Key Performance Indicators
<b>A2 Use of Resources</b>	Policies on efficient use of resources including energy, water and other raw materials.  Note:  Resources may be used in production, in storage, transportation, in buildings, electronic equipment, etc.	Our Environmental Management – Emissions Use of Resources
<b>KPI A2.1</b>	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility).	Our Environmental Management – Emissions Environmental Key Performance Indicators
<b>KPI A2.2</b>	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	Our Environmental Management – Environmental Key Performance Indicators
<b>KPI A2.3</b>	Description of energy use efficiency initiatives and results achieved.	Our Environmental Management – Emissions Environmental Key Performance Indicators
<b>KPI A2.4</b>	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved.	Our Environmental Management – Wastewater Discharge Environmental Key Performance Indicators
<b>KPI A2.5</b>	Total packaging material used for finished products (in tonnes), and, if applicable, with reference to per unit produced.	Our Environmental Management – Use of Resources Environmental Key Performance Indicators

HKEx ESG Reporting Guide General Disclosures & KPIs		Explanation/Reference Section
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<b>A3 The Environment and Natural Resources</b>	Policies on minimising the issuer’s significant impact on the environment and natural resources.	Our Environmental Management – Climate Change Biodiversity
<b>KPI A3.1</b>	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	Our Environmental Management – Climate Change Biodiversity
<b>A4 Climate Change</b>	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	Our Environmental Management – Climate Change Biodiversity
<b>KPI A4.1</b>	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	Our Environmental Management – Climate Change Biodiversity

Aspect B: Social		
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<b>B1 Employment</b>	Information on: <ul style="list-style-type: none"> <li>(a) the policies; and</li> <li>(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.</li> </ul>	Care for Our Employees – Talent Attraction and Retention, Equal Employment and Promotion, Child and Forced Labour
<b>KPI B1.1</b>	Total workforce by gender, employment type, age group and geographical region.	Care for Our Employees
<b>KPI B1.2</b>	Employee turnover rate by gender, age group and geographical region.	Care for Our Employees – Talent Attraction and Retention

HKEx ESG Reporting Guide General Disclosures & KPIs	Explanation/Reference Section
<p><b>B2 Health and Safety</b></p> <p>Information on:</p> <ul style="list-style-type: none"> <li>(a) the policies; and</li> <li>(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.</li> </ul>	<p>Care for Our Employees – Healthy and Safe Workplace</p>
<p><b>KPI B2.1</b></p> <p>Number and rate of work-related fatalities.</p>	<p>Care for Our Employees – Healthy and Safe Workplace</p>
<p><b>KPI B2.2</b></p> <p>Lost days due to work injury.</p>	<p>Care for Our Employees – Healthy and Safe Workplace</p>
<p><b>KPI B2.3</b></p> <p>Description of occupational health and safety measures adopted, how they are implemented and monitored.</p>	<p>Care for Our Employees – Healthy and Safe Workplace</p>
<p><b>B3 Development and Training</b></p> <p>Policies on improving employees’ knowledge and skills for discharging duties at work. Description of training activities.</p> <p>Note: Training refers to vocational training. It may include internal and external courses paid by the employer.</p>	<p>Care for Our Employees – Development and Training</p>
<p><b>KPI B3.1</b></p> <p>The percentage of employees trained by gender and employee category (e.g. senior management, middle management).</p>	<p>Care for Our Employees – Development and Training</p>
<p><b>KPI B3.2</b></p> <p>The average training hours completed per employee by gender and employee category.</p>	<p>Care for Our Employees – Development and Training</p>
<p><b>B4 Labour Standards</b></p> <p>Information on:</p> <ul style="list-style-type: none"> <li>(a) the policies; and</li> <li>(b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child or forced labour.</li> </ul>	<p>Care for Our Employees – Child and Forced Labour</p>
<p><b>KPI B4.1</b></p> <p>Description of measures to review employment practices to avoid child and forced labour.</p>	<p>Care for Our Employees – Child and Forced Labour</p>
<p><b>KPI B4.2</b></p> <p>Description of steps taken to eliminate such practices when discovered.</p>	<p>Care for Our Employees – Child and Forced Labour</p>



HKEx ESG Reporting Guide General Disclosures & KPIs		Explanation/Reference Section
<b>B5 Supply Chain Management</b>	Policies on managing environmental and social risks of the supply chain.	Service and Product Responsibility – Supply Chain Management
<b>KPI B5.1</b>	Number of suppliers by geographical region.	Service and Product Responsibility – Supply Chain Management
<b>KPI B5.2</b>	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	Service and Product Responsibility – Supply Chain Management
<b>KPI B5.3</b>	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	Service and Product Responsibility – Supply Chain Management
<b>KPI B5.4</b>	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	Service and Product Responsibility – Supply Chain Management
<b>B6 Product Responsibility</b>	Information on: <ul style="list-style-type: none"> <li>(a) the policies; and</li> <li>(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.</li> </ul>	Service and Product Responsibility – Services and Product Excellence Advertising Ethics and Use of Product Label
<b>KPI B6.1</b>	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	Service and Product Responsibility – Services and Product Excellence
<b>KPI B6.2</b>	Number of products and service related complaints received and how they are dealt with.	Service and Product Responsibility – Services and Product Excellence
<b>KPI B6.3</b>	Description of practices relating to observing and protecting intellectual property rights.	Service and Product Responsibility – Services and Product Excellence
<b>KPI B6.4</b>	Description of quality assurance process and recall procedures.	Service and Product Responsibility – Services and Product Excellence
<b>KPI B6.5</b>	Description of consumer data protection and privacy policies, how they are implemented and monitored.	Service and Product Responsibility – Privacy Protection



HKEx ESG Reporting Guide General Disclosures & KPIs		Explanation/Reference Section
<b>B7 Anti-corruption</b>	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.	Ethical Business – Anti-corruption and Anti-money Laundering
<b>KPI B7.1</b>	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.	Ethical Business – Anti-corruption and Anti-money Laundering
<b>KPI B7.2</b>	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored.	Ethical Business – Anti-corruption and Anti-money Laundering
<b>KPI B7.3</b>	Description of anti-corruption training provided to directors and staff.	Ethical Business – Anti-corruption and Anti-money Laundering
<b>B8 Community Investment</b>	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.	Community Participation
<b>KPI B8.1</b>	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	Community Participation
<b>KPI B8.2</b>	Resources contributed (e.g. money or time) to the focus area.	Community Participation