



Alpha Professional Holdings Limited

阿爾法企業控股有限公司*

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立的有限公司)

(Stock Code 股份代號: 948)

**Environmental, Social and
Governance Report
環境、社會及管治報告**

2021

* For identification purpose only 僅供識別

Environmental, Social and Governance Report 2021

二零二一年度環境、社會及管治報告

Alpha Professional Holdings Limited (the “Company”) and its subsidiaries (the “Group”) hereby presents this Environmental, Social and Governance (the “ESG”) report (the “ESG Report”) for the year ended 31 March 2021.

ESG forms a crucial part of the risk management and internal control systems of the Company, which is reviewed on an annual basis to ensure the systems in place are effective and adequate in order to safeguard the assets of the Company and the interests of its shareholders. The board (the “Board”) of directors (the “Directors”) of the Company is responsible for the ESG strategy and reporting of the Company.

The ESG Report covers the environmental, social and governance aspects of the Group and should be read in conjunction with the Company’s annual report for the year ended 31 March 2021 containing the corporate governance report of the Company. During the year ended 31 March 2021, the Group is principally engaged in the trading of milk powder and baby foods (the “Milk Products Business”) and provision of mobile handset solution. Upon the completion of the acquisition of a property located in Australia, the Company has commenced to engage in the property investment since February 2021. The scope of the current year’s ESG Report includes all the businesses of the Group, while the ESG information contained in this report covers the period from 1 April 2020 to 31 March 2021.

OBJECTIVES

To comply with the requirements set forth in Appendix 27 Environmental, Social and Governance Reporting Guide (the “ESG Guide”) to the Rules Governing the Listing of Securities (the “Listing Rules”) on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) applicable to the year ended 31 March 2021, disclosures relating to the material ESG issues identified have been included in this ESG Report pursuant to the general disclosure requirements of the ESG Guide.

STRATEGY

The Group is committed to improving its ESG performance by upholding good corporate governance standards, protecting the environment, engaging the community and promoting social integration. The Board is responsible for overseeing the ESG strategy and reporting, and overseeing the management in the design, implementation and monitoring of the risk management and internal control systems to address the ESG-related issues.

The Company has established a mechanism to gather ESG data from its operations and measure their impact on the environment and society. The Group strives to improve its operational methods and increase efficiency in its consumption of resources in order to reduce the impact of the Group’s businesses on the environment.

Alpha Professional Holdings Limited 阿爾法企業控股有限公司* (「本公司」) 及其附屬公司 (「本集團」) 謹此提呈截至二零二一年三月三十一日止年度的環境、社會及管治 (「環境、社會及管治」) 報告 (「環境、社會及管治報告」)。

環境、社會及管治是本公司風險管理及內部控制系統的重要部分，每年進行審查，確保現有系統的效能及充足性，以保障本公司資產及其股東利益。本公司董事 (「董事」) 會 (「董事會」) 負責本公司的環境、社會及管治策略及匯報。

環境、社會及管治報告涵蓋本集團環境、社會及管治層面，並應與本公司截至二零二一年三月三十一日止年度的年報 (其中載有本公司的企業管治報告) 一併閱讀。於截至二零二一年三月三十一日止年度，本集團主要從事奶粉及嬰兒食品貿易 (「奶類產品業務」) 及提供手機解決方案。完成收購位於澳洲的物業後，本公司自二零二一年二月起開始從事物業投資。本年度環境、社會及管治報告的範圍涵蓋本集團所有業務，而本報告所含的環境、社會及管治資料涵蓋二零二零年四月一日至二零二一年三月三十一日期間。

目標

為遵循香港聯合交易所有限公司 (「聯交所」) 證券上市規則 (「上市規則」) 附錄27環境、社會及管治報告指引 (「環境、社會及管治指引」) 所載適用於截至二零二一年三月三十一日止年度之規定，有關已識別之重大環境、社會及管治事宜的披露已根據環境、社會及管治指引的一般披露規定收錄於本環境、社會及管治報告。

策略

本集團致力透過維持良好企業管治標準、保護環境、參與社區及促進社會共融，藉以提升在環境、社會及管治方面的表現。董事會負責監督環境、社會及管治策略及匯報，並監察管理層設計、執行及監督風險管理及內部控制系統，以處理環境、社會及管治相關事宜。

本公司已建立機制用以收集經營業務的環境、社會及管治數據並計量它們對環境及社會的影響。本集團積極改善營運方式，並提高資源使用效率，以減少本集團業務對環境帶來的影響。

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MANAGEMENT APPROACH AND PRIORITIES

The Company's approach is to identify the relevant ESG issues and assess their materiality on the Group's businesses as well as stakeholders, through reviewing its operations and holding internal discussions. Adhering to the reporting principles of materiality, quantitative, balance and consistency, this ESG Report aims at sharing the Group's performance in respect of sustainable development and summarising the Group's efforts made on sustainability for the year ended 31 March 2021. The management of the Group prioritises product responsibility and employee rights and obligations as key aspects of its sustainability management. Effective internal control systems and procedures in these areas were reinforced with a view to enhancing the efficiency of operation and generating environmental and social benefits to stakeholders.

STAKEHOLDERS' ENGAGEMENT

The Group is committed to maintaining the sustainable development of its business and the environmental protection of the communities in which it operates. The Group maintains a close tie with its stakeholders, including management, government/regulatory organisations, shareholders/investors, employees, customers, suppliers and general public, etc. and strives to balance their opinions and interests through constructive communications in order to determine the directions of its sustainable development. The Group assesses and determines its environmental, social and governance risks, and ensures that the relevant risk management measures and internal control systems are operating effectively. The following table shows the management responses to the stakeholders' expectations and concerns:

管理方針及優先事項

本公司的方針為識別相關環境、社會及管治事宜，並透過檢討營運及進行內部討論評估其對本集團的業務及持份者的重要性。按照重要性、量化、平衡及一致性等報告原則，本環境、社會及管治報告旨在分享本集團在可持續發展方面的表現，以及概述本集團截至二零二一年三月三十一日止年度在可持續性上的努力。本集團管理層將產品責任及僱員權責作為其可持續性管理的關鍵。為提升營運效益及為持份者帶來環境及社會利益，本集團不斷鞏固該等方面的有效內部控制系統及程序。

持份者參與

本集團致力維持其業務的可持續發展以及營運所在社區的環境保護。本集團與管理層、政府／監管組織、股東／投資者、僱員、客戶、供應商及公眾等持份者保持密切聯繫，力求透過建設性交流平衡他們意見與利益，從而確定本集團的可持續發展方向。本集團評估及釐定其環境、社會及管治風險，並確保相關風險管理措施及內部控制系統能夠有效地運行。下表列載對持份者的期望與關注的管理層回應：

Stakeholders 持份者	Expectations and concerns 期望與關注	Management responses 管理層回應
Management 管理層	<ul style="list-style-type: none">Regular meetings 定期會議	<ul style="list-style-type: none">Financial results 財務業績Sustainable business development 業務可持續發展
Government/regulatory organisations 政府／監管組織	<ul style="list-style-type: none">Compliance in laws and regulations 遵守法律及法規Fulfil tax obligations 履行稅務責任	<ul style="list-style-type: none">Establish a comprehensive and effective internal control system 設立全面及有效的內部控制系統Uphold integrity and compliance in operations 於營運中秉持誠信及合規Pay tax on time, and in return contributing to the society 按時繳稅以回饋社會

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Stakeholders 持份者	Expectations and concerns 期望與關注	Management responses 管理層回應
Shareholders/investors 股東／投資者	<ul style="list-style-type: none"> Return on investment 投資回報 Information transparency 資訊透明度 Corporate governance system 企業管治系統 	<ul style="list-style-type: none"> Management possesses relevant experience and professional knowledge in business sustainability 管理層具備業務可持續性方面的相關經驗和專業知識 Ensure transparent and effective communications by dispatching information on the websites of the Stock Exchange and the Company 透過聯交所及本公司網站披露資訊，確保透明度及有效溝通 Continue to improve the internal control system and focus on risk management 持續改善內部控制系統並強調風險管理 Maintain good and stable financial performance and business growth 保持良好及穩定的財務業績和業務增長
Employees 僱員	<ul style="list-style-type: none"> Labour rights 勞工權益 Career development 職業發展 Compensation and welfare 報酬與福利 Health and workplace safety 健康和工作場所安全 Good relationship 良好關係 	<ul style="list-style-type: none"> Set up contractual obligations to protect labour rights 制定合約責任以保護勞工權益 Encourage employees to participate in continuous education and professional training 鼓勵僱員參與持續教育及專業培訓 Establish a fair, reasonable and competitive remuneration scheme 建立公平、合理和具競爭力的薪酬方案 Pay attention to occupational health and safety 注意職業健康和 safety Maintain good relationships with employees 與僱員維持良好關係

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Stakeholders 持份者	Expectations and concerns 期望與關注	Management responses 管理層回應
Customers 客戶	<ul style="list-style-type: none">• High quality products and services 高品質的產品和服務• Timely delivery 及時交貨• Reasonable price 合理價格• Good relationship 良好關係	<ul style="list-style-type: none">• Improve the quality of products and services continuously in order to maintain customer satisfaction 持續改良產品與服務的品質以維持客戶滿意度• Establish an effective, efficient and green supply chain system 建立高效的綠色供應鏈系統• Formulate comprehensive quality assurance process and recall procedures 制定全面的質量保證流程和召回程序• Ensure proper contractual obligations are in place 確保恰當地履行合約責任• Establish strong relationships with customers 與客戶建立緊密關係
Suppliers 供應商	<ul style="list-style-type: none">• Stable demand 穩定需求• Good relationship 良好關係• Corporate reputation 企業聲譽	<ul style="list-style-type: none">• Ensure proper contractual obligations are in place 確保恰當地履行合約責任• Establish policy and procedures in supply chain management 制定供應鏈管理的政策和程序• Establish and maintain strong and long-term relationships with suppliers 與供應商建立及保持緊密且長期的關係• Select suppliers with due care 嚴謹篩選供應商
General public 公眾	<ul style="list-style-type: none">• Involvement in communities 社區參與• Environmental protection awareness 環境保護意識	<ul style="list-style-type: none">• Pay attention to climate change 關注氣候變化• Encourage employees to participate in charitable activities and voluntary services actively 鼓勵僱員積極參加慈善活動及志願服務

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MATERIALITY ASSESSMENT

In deciding what ESG data or information is included in this report, the Company has taken into account the materiality of the relevant data or information, that is, its importance and relevance to the Group's business and operations.

During the year ended 31 March 2021, the Group has evaluated a number of environmental, social and operating practices items, and assessed their importance to stakeholders and the Group through various channels. This assessment helps to ensure that the Group's business objectives and development direction align with the stakeholders' expectations and requirements. The Group's and stakeholders' matters of concern are presented in the following materiality matrix:

重要性評估

於甄選收錄於本報告之環境、社會及管治數據或資料時，本公司經已考慮相關數據或資料的重要性，即對本集團業務及營運而言之重要及關聯程度。

於截至二零二一年三月三十一日止年度，本集團已評估多項環境、社會及營運慣例項目，並透過不同渠道評估該等項目對持份者與本集團的重要性。該評估有助確保本集團業務目標及發展方向符合持份者的期望與要求。本集團和持份者所關心的事項均列載於以下的重要性矩陣圖內：

MATERIALITY MATRIX
重要性矩陣圖

Importance to Stakeholders 對持份者的重要性	High 高	<ul style="list-style-type: none"> ◇ Anti-discrimination measures 反歧視措施 ◇ Labour rights protection 勞工權益保護 	<ul style="list-style-type: none"> ◇ Talent management 人才管理 ◇ Staff training and promotion opportunity 員工培訓與晉升機會 ◇ Staff compensation and welfare 員工報酬與福利 	<ul style="list-style-type: none"> ➤ Application of clean production and green products 潔淨生產與綠色產品的應用 ◆ Customers satisfaction 客戶滿意度 ◆ Product quality and safety 產品質量與安全 ◆ Suppliers management 供應商管理 ◇ Occupational health and workplace safety 職業健康與工作場所安全
	Medium 中	<ul style="list-style-type: none"> ◆ Community contribution 社區貢獻 	<ul style="list-style-type: none"> ➤ Greenhouse gas emission 溫室氣體排放 ➤ Use of resources 資源使用 ◆ Anti-corruption 反貪污 	<ul style="list-style-type: none"> ➤ Exhaust air emission 廢氣排放 ➤ Sewage discharge 廢水排放 ◆ Operational compliance 營運合規 ◆ Customers privacy 客戶私隱
	Low 低	<ul style="list-style-type: none"> ◇ Preventive measures for child and forced labour 預防童工及強制勞工的措施 	<ul style="list-style-type: none"> ➤ Generation of non-hazardous wastes 產生無害廢物 ➤ Water resources utilisation 水資源利用 	<ul style="list-style-type: none"> ➤ Use of raw materials 原材料使用 ➤ Generation of hazardous wastes 產生有害廢物
		Low 低	Medium 中	High 高
		Importance to the Group 對本集團的重要性		

- Environmental
環境方面
- ◇ Employee
僱員方面
- ◆ Operation
營運方面

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A. ENVIRONMENTAL

A1 Emissions

Despite that the Group is engaged in businesses without any mass emissions (such as hazardous or polluted air emissions, waste and water discharges) or significant impact to the environment, the Group has established detailed procedures to detect any possible pollution incidents which affect the surrounding environment that may occur in the course of its business operations in the future.

Air pollutants emission

The Group did not own or operate any vehicles, and hence an insignificant amount of or no air pollutants were generated during the year ended 31 March 2021.

Greenhouse gas emission

Greenhouse gas is one of the main emissions of the Group. The sources of greenhouse gas emissions from the Group's business activities are mainly electricity consumption at its offices and business air travel by its employees.

A summary on the relevant emissions related key performance indicators ("KPIs") for the year ended 31 March 2021 (with comparative figures for the year ended 31 March 2020) is disclosed as follows:

Types of Emissions	排放物種類	2021 二零二一年	2020 二零二零年
Indirect Emission	間接排放		
Carbon dioxide ("CO ₂ ") (generated from business air travel by employees) (Note)	二氧化碳 ("二氧化碳") (由僱員出差乘搭飛機產生) (附註)	744.80 kg 744.80 千克	12,636.20 kg 12,636.20 千克
CO ₂ (generated from purchased electricity) (Note)	二氧化碳 (由購買電力產生) (附註)	11,536.65 kg 11,536.65 千克	14,040.55 kg 14,040.55 千克
Total CO₂ Emission Intensity per Office Area	每辦公室面積的二氧化碳總排放密度		
CO ₂ (Office area: 2021: 638.25 square metre ("sqm"); 2020: 637.58 sqm)	二氧化碳 (辦公室面積: 二零二一年: 638.25 平方米 ("平方米"); 二零二零年: 637.58 平方米)	19.24 kg/sqm 19.24 千克 / 平方米	41.84 kg/sqm 41.84 千克 / 平方米

Note: Air emissions KPIs are calculated with reference to the formula and emission factor in "How to Prepare an ESG Report? Appendix 2: Reporting Guidance on Environmental KPIs" published by Hong Kong Exchanges and Clearing Limited.

As a result of the outbreak of Coronavirus disease 2019 ("COVID-19"), the number of business travel by employees experienced a significant decrease for the year ended 31 March 2021.

A. 環境

A1 排放物

儘管本集團從事之業務並無產生大量排放物 (例如有害或污染空氣排放物、廢物及水排放) 或對環境造成重大影響, 本集團已制定詳細的程序, 以檢測未來於業務營運過程中可能發生影響周圍環境的任何可能污染事件。

空氣污染物排放

本集團並無擁有或操作任何車輛, 因此截至二零二一年三月三十一日止年度只產生微量或並無產生空氣污染物。

溫室氣體排放

溫室氣體是本集團主要排放物之一。本集團業務活動的溫室氣體排放主要來自辦公室的電力消耗及由僱員出差乘搭飛機產生。

截至二零二一年三月三十一日止年度排放相關的關鍵績效指標 (「關鍵績效指標」) (連同截至二零二零年三月三十一日止年度的比較數字) 的概要披露如下:

附註: 氣體排放物關鍵績效指標經依據香港交易及結算有限公司公佈的「如何準備環境、社會及管治報告之附錄二: 環境關鍵績效指標匯報指引」之公式及排放系數計算。

受2019冠狀病毒病 (「COVID-19」) 爆發的影響, 僱員出差次數於截至二零二一年三月三十一日止年度大幅減少。

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Hazardous and non-hazardous waste

The Group did not generate hazardous waste during the year ended 31 March 2021. The non-hazardous wastes generated by the Group were mainly papers and office consumable wastes, which were immaterial and had little impact on the environment. The Group considers that its businesses did not constitute material impact to the environment.

The Group is committed to reducing the amount of waste produced by its operations. Please refer to the subsection headed “Waste Management” below for the policies the Group adopted to reduce waste.

Policies

Protecting the environment is one of the Group's key concerns. The Group is committed to meeting the requirements as stipulated in the applicable national/local environmental laws and regulations. Since environmental sustainability has been taken into consideration during the Group's business processes, the management of the Group will monitor its environmental performance regularly. The following policies for energy and waste management have been adopted by the Group:

1. Energy Management

The indirect greenhouse gas emissions, which are generated from daily electricity power consumption, are one of the main sources of the carbon footprint of the Group. The carbon footprint of the Group will be monitored to find out the impact of the Group's daily operations on the environment. At the same time, the Group has implemented the following energy-saving and energy-efficient measures at its offices as follows:

- turn off lights and electrical devices when not in use; and
- deploy natural light as much as possible on office floors.

11,536.65 kg of CO₂ was generated from electricity used for the operations of the Group for the year ended 31 March 2021 (2020: 14,040.55 kg).

有害及無害廢物

本集團截至二零二一年三月三十一日止年度並無產生有害廢物。本集團所產生的無害廢物主要為少量的紙張及辦公耗材廢物，且對環境影響微乎其微。本集團認為，其業務並無對環境造成重大影響。

本集團致力減少營運所產生的廢物數量。請參閱下文「廢物管理」分節，了解本集團為減少廢物而採取的政策。

政策

保護環境是本集團其中一個主要關注點。本集團致力符合適用的國家／地方環境法律及法規所訂定的要求。由於本集團已將環境的可持續性納入業務程序考量，因此本集團的管理層將定期監察其環境事務表現。本集團已制定下列能源及廢物管理政策：

1. 能源管理

從日常電力消耗所產生的間接溫室氣體排放，是本集團碳排放量的主要來源之一，我們將監察本集團的碳排放量，以了解本集團日常營運對環境造成的影響。同時，本集團已在各個辦事處執行以下節能及能源效益措施：

- 關掉所有不使用的電燈及電力設備；及
- 在辦公室樓層盡量採用自然光。

本集團截至二零二一年三月三十一日止年度營運用電產生11,536.65千克二氧化碳（二零二零年：14,040.55千克）。

2. Waste Management

The Group adopts a responsible waste management policy, including waste avoidance, reducing waste from its source and reuse, recycling and responsible disposal of waste. Employees are encouraged to reduce the production of waste.

The Group strives to comply with all relevant environmental laws and regulations that are applicable to its various business operations. The management of the Group has been working closely with its business units to assess the impact of those promulgated environmental protection laws and regulations such as the “Environmental Protection Law of the People’s Republic of China (the “PRC”)”, the “Law of the PRC on the Prevention and Control of Atmospheric Pollution”, the “Law of the PRC on the Prevention and Control of Environmental Pollution by Solid Waste” and the “National Environmental Emergency Response Plan”, etc.

During the year ended 31 March 2021, there was no material non-compliance with applicable laws and regulations relating to the environment that could have a significant impact on the Group, and hence had received no penalty or warning related to air, water and wastes pollution and discharges from any environmental department or alerts from any environmental agencies in the PRC and Hong Kong.

A2 Use of Resources

The use of resources in the course of the Group’s business operations mainly includes the consumption of energy, water and paper.

Energy consumption

During the year ended 31 March 2021, the use of electricity was the major source of energy consumption of the Group which contributed to the total energy consumption of 18,909.44 kWh and its intensity was 29.63 kWh/sqm (2020: 16,846.60 kWh and its intensity was 26.42 kWh/sqm).

Water consumption

During the year ended 31 March 2021, all water consumed by the Group was for office general consumption purpose and the Group has not encountered any issue in sourcing water that is fit for purpose, and the water consumption volume of the Group was 0.42 m³ and its intensity was 0.00065 m³/sqm (2020: 274 m³ and its intensity was 0.43 m³/sqm). Water consumption data in the PRC office was no longer available after relocating the PRC office during the year. No separate water bills were issued by the office owner and the water consumption cost in public area of the office building was covered by the monthly management fee. Due to the exclusion of water consumption data in the PRC office, the water consumption for the Group experienced a significant decrease in the current year.

2. 廢物管理

本集團採用負責任的廢物管理政策，包括避免浪費、從源頭減少廢物及再使用、回收和負責任地處置廢物。鼓勵僱員減少產生廢物。

本集團致力於遵守適用於其多項業務營運的所有相關環境法律及法規。本集團管理層與業務單位緊密協作，評估如《中華人民共和國（「中國」）環境保護法》、《中國大氣污染防治法》、《中國固體廢物污染環境防治法》及《國家突發環境事件應急預案》等已頒佈的環境保護法律及法規的影響。

於截至二零二一年三月三十一日止年度，並無任何會給本集團帶來重大影響的重大違反環境保護適用法律及法規的事宜。因此並無收到由中國及香港的任何環境部門所發出與空氣、水以及廢物污染及排放有關的懲罰或警告或任何環保機構所發的提示。

A2 資源使用

於本集團的業務營運過程中使用的資源主要包括能源、水及紙張的消耗。

能源消耗

於截至二零二一年三月三十一日止年度，電力使用是本集團能源消耗的主要來源，造成總能源消耗達18,909.44千瓦時及其密度為29.63千瓦時／平方米（二零二零年：16,846.60千瓦時及其密度為26.42千瓦時／平方米）。

水消耗

於截至二零二一年三月三十一日止年度，本集團所有用水均用於辦公室一般消耗用途，且本集團在獲取適用水源上未曾遭遇任何問題，及本集團的用水量為0.42立方米及其密度為0.00065立方米／平方米（二零二零年：274立方米及其密度為0.43立方米／平方米）。年內搬遷中國辦公室後便無法取得中國辦公室的水消耗數據。辦公室擁有人並無單獨開具水費單，而辦公室公共區域的水消耗成本納入每月的管理費。由於撇除了中國辦公室的水消耗數據，本集團的水消耗於本年度大幅減少。

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Paper consumption

During the year ended 31 March 2021, the total amount of paper consumption of the Group was approximately 167 kg and its intensity was 0.26 kg/sqm (2020: 72 kg and its intensity was 0.11 kg/sqm). Paper consumption of the Group experienced a significant increase due to the expansion of the Milk Products Business during the year.

A summary on the relevant use of resources related KPIs of the Group for the year ended 31 March 2021 (with comparative figures for the year ended 31 March 2020) is disclosed as follows:

Use of Resources	資源使用	2021 二零二一年	2020 二零二零年
Electricity	電力	18,909.44 kWh 18,909.44 千瓦時	16,846.60 kWh 16,846.60 千瓦時
Electricity consumption intensity	電力消耗密度	29.63 kWh/sqm 29.63 千瓦時/平方米	26.42 kWh/sqm 26.42 千瓦時/平方米
Water	水	0.42 m³ 0.42 立方米	274 m ³ 274 立方米
Water consumption intensity	水消耗密度	0.00065 m³/sqm 0.00065 立方米/平方米	0.43 m ³ /sqm 0.43 立方米/平方米
Paper	紙張	167 kg 167 千克	72 kg 72 千克
Paper consumption intensity	紙張消耗密度	0.26 kg/sqm 0.26 千克/平方米	0.11 kg/sqm 0.11 千克/平方米

紙張消耗

於截至二零二一年三月三十一日止年度，本集團的總用紙量約為167千克及其密度為0.26千克/平方米（二零二零年：72千克及其密度為0.11千克/平方米）。本集團紙張消耗顯著增加乃由於本年度擴張奶類產品業務。

截至二零二一年三月三十一日止年度，本集團資源使用相關的關鍵績效指標（連同截至二零二零年三月三十一日止年度的比較數字）的概要披露如下：

Green initiatives and measures

The Group is committed to conserving resources in its business activities, including the use of energy, water and paper. The Group aims to reduce the use of resources and corresponding carbon footprint through the adoption of various green initiatives. Green awareness is promoted among the Group's employees in order to drive their behavioural changes. During the year ended 31 March 2021, the Group adopted the following green initiatives and measures to enhance efficiency in the use of resources.

1. Reducing Electricity Consumption

Energy consumption is one of the major uses of resources by the Group. The Group has always aimed at efficient use of resources by requesting all of its employees to comply with the energy-saving policy of the Group.

綠色舉措及措施

本集團在商業活動中致力節約資源，包括能源、水及紙張的使用。本集團的目標是透過採納各種環保方案減少使用資源及相應的碳排放量。本集團向僱員宣揚環保意識，旨在促進他們改變習慣。於截至二零二一年三月三十一日止年度，本集團推行以下綠色舉措及措施，以提高資源使用效率。

1. 減少耗電

能源消耗是本集團使用資源的主要方式之一。本集團一直致力於資源的有效使用，要求全體僱員遵守本集團的節能政策。

2. Reducing Paper Consumption

Waste management and waste reduction are important strategies, which help conserve valuable resources. In order to reduce waste paper, the Group has developed the following measures:

- think before printing;
- place waste paper recycling bin next to the printer to facilitate collection or reuse;
- print on both sides of the paper;
- use both sides of the paper for writing;
- bring own cups to the office and avoid using paper cups;
- reuse old stationeries such as folders and envelopes; and
- reuse packaging boxes.

3. Water Conservation

As fresh water is one of the precious natural resources, the Group is committed to protecting the water resource and encourages all employees to develop water-saving habits.

Packaging material for finished products

Since the packaging processes of the Group have been outsourced and/or completed by the suppliers, the Group would not input any significant packaging material into its products.

2. 減少用紙

管理及減少廢物是重要策略，有助保存寶貴資源。為了減少紙張浪費，本集團已制定以下措施：

- 打印之前思考是否必要；
- 在打印機旁邊放置廢紙回收箱以便回收或重用；
- 雙面打印；
- 雙面書寫；
- 自攜杯子至辦公室及避免使用紙杯；
- 重用文件夾及信封等舊文具；及
- 重用包裝箱。

3. 節約用水

由於食水是珍貴的天然資源之一，本集團致力於保護水資源，並鼓勵所有僱員養成節約用水的習慣。

製成品的包裝材料

由於本集團的包裝工序已外判及／或由供應商完成，因此本集團不會於其產品中投入任何重要的包裝材料。

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A3 The Environment and Natural Resources

The Group manages and minimises the impact that it may cause to the environment and natural resources directly or indirectly, through the following policies:

- ensure its business operations comply with the environmental laws in the PRC and Hong Kong;
- strengthen the awareness of employees on environmental protection through training; and
- monitor its daily business operations in conserving energy and water to reduce direct impact on the environment.

In particular, the consumption of electricity generates the emission of CO₂, as discussed above, which in turn draws a negative impact on the world. CO₂ is a greenhouse gas which contributes to the greenhouse effect that affects the temperature of the planet. With the aim of reducing electricity consumption, the Group has implemented the abovementioned energy-saving measures.

Also, the consumption of paper draws a negative impact to the world as voluminous paper consumption may lead to deforestation. With the aim of minimising the impact of its business operations, the Group has implemented the paper reduction measures as discussed above so as to minimise the consumption of paper at its offices and strive to consume paper in the most efficient manner.

The Group is committed to monitoring further possible environmental impacts of its business operations, and to implementing measures to control any adverse impacts, in order to generate long-term values for the stakeholders as well as the communities where the Group operates.

A3 環境及天然資源

本集團透過以下政策管理及盡力減低其可能對環境及天然資源造成的直接或間接影響：

- 確保其業務營運符合中國及香港之環境法律；
- 透過培訓，加強僱員對環保的意識；及
- 監控其日常業務營運中節約能源及水的措施，以減少對環境的直接影響。

尤其是，如上文所述，電力消耗會產生二氧化碳排放，這會對世界造成負面影響。因二氧化碳是一種溫室氣體，會導致影響地球溫度的溫室效應。為減少電力消耗，本集團實施上述節能措施。

此外，紙張的消耗會對世界造成負面影響，因為大量的紙張消耗可能導致去森林化。為了盡量減少業務營運的影響，本集團實施了上述減少紙張使用措施，以盡量減少辦公室紙張的消耗，並努力以最有效的方式使用紙張。

本集團致力監督其業務營運可能對環境產生的進一步影響，並採取措施控制任何不利影響，從而為持份者以及本集團營運所在的社區創造長期價值。

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B. SOCIAL

B1 Employment

Respecting human rights and labour rights has been an integral part of the Group's approach to sustainability. The Group strongly believes that its staff is an invaluable asset to the Group and is significant to the Group's business. Therefore, the Group recognises the importance of maintaining a good relationship with employees. The Group cares about the well-being of its employees and ensures that they are provided with a comfortable and efficient working environment with legislative protection and equal opportunity in their career path.

The Group complies with all the relevant laws and regulations, such as the "Employment Ordinance" (Cap. 57 of the Laws of Hong Kong) and the "Employees' Compensation Ordinance" (Cap. 282 of the Laws of Hong Kong) as well as the "Labour Law of the PRC" and the "Labour Contract Law of the PRC".

1. Remuneration

The Group maintains a policy of paying competitive remuneration. Remuneration of employees which included salary and discretionary performance bonus is decided with reference to the results of the Group, the market level as well as individual performance and contributions. Remuneration packages (including performance bonuses) are reviewed on a regular basis by the Group.

2. Dismissal

The Group ensures that all employees are protected under the employment laws of Hong Kong and the PRC, including but not limited to the following protections:

- dismissal is for good causes and not due to discriminations;
- an employee cannot be dismissed when she has been confirmed pregnant or given notice of pregnancy; and
- an employee cannot be dismissed when he or she takes a paid sick leave.

3. Recruitment and promotion

Recruitment and promotion should be fair and open for all employees, and cannot be affected by age, sex, physical or mental health status, marital status, family status, race, skin colour, nationality, religion, political affiliation, sexual orientation and other factors. Employees of the Group are recognised and reviewed by their contribution, work performance and skills. The Group always endeavours to provide employees with a good working environment and development opportunity.

B. 社會

B1 僱傭

尊重人權及勞工權利一直是本集團可持續發展方針不可或缺的一部分。本集團確信員工為本集團寶貴資產，對本集團業務至關重要。因此，本集團深明與僱員保持良好關係的重要性。本集團關注僱員的健康，並確保僱員獲得提供舒適和高效的工作環境，得到法例保護，並在事業發展上獲平等機會。

本集團遵守所有相關法律及法規，例如香港法例第57章《僱傭條例》及香港法例第282章《僱員補償條例》以及《中國勞動法》及《中國勞動合同法》。

1. 薪酬

本集團維持具競爭力之薪酬政策。僱員薪酬包括薪金及酌情表現花紅，乃經參考本集團之業績、市場水平以及僱員個別表現和貢獻而釐定。本集團定期檢討包括表現花紅在內之薪酬待遇。

2. 解僱

本集團確保所有僱員均得到香港及中國僱傭法律的保障，包括但不限於以下保障：

- 解僱是基於充分的理由，而非因為歧視所造成；
- 當僱員已確定懷孕或發出懷孕通知時，不得被解僱；及
- 當僱員放有薪病假時，不得被解僱。

3. 招聘及晉升

對於所有僱員而言，招聘及晉升均應公平及公開，而不得受到年齡、性別、身體狀況或精神健康狀況、婚姻狀況、家庭狀況、種族、膚色、國籍、宗教、政治取向、性取向及其他因素影響。本集團會根據僱員貢獻、工作表現及技能給予認可及評估。本集團一向致力為僱員提供良好工作環境及發展機會。

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4. Working hours and rest periods

The Group creates an excellent and comfortable working environment. Based on the features of its principal business, the Group sets appropriate working hours and rest breaks for all staff members. The Group also provides paid leave, marriage leave, maternity leave, casual leave and compassionate leave in addition to the statutory holidays.

5. Policy on equal opportunity, diversity, anti-discrimination and other benefits

The Group is an equal opportunity employer. Candidates are assessed fairly based on their experience, qualifications and abilities. The Group is committed to the belief that nobody should be treated less favourably on his/her personal characteristics such as gender, pregnancy, marital status, disability, family status, and race. Opportunities for employment, training and career development are equally open to all qualified employees.

Summaries of the total workforce and employee turnover rate by gender of the Group for the year ended 31 March 2021 (with comparative figures for the year ended 31 March 2020) are disclosed as follows:

Total workforce by gender:

Gender	性別	Number of Staff 員工數目	
		2021 二零二一年	2020 二零二零年
Male	男	14	20
Female	女	9	14
Total	總數	23	34

Employee turnover by gender:

Gender	性別	Number of Staff 員工數目	
		2021 二零二一年	2020 二零二零年
Male	男	9	12
Female	女	7	11
Total	總數	16	23

4. 工作時長及休息期

本集團營造優良舒適的工作環境。基於主營業務的特點，本集團為所有員工提供合適的工作時長及休息時間。除法定假日外，本集團亦提供有薪假期、婚假、產假、臨時事假及恩恤假。

5. 有關平等機會、多元化、反歧視及其他福利的政策

本集團是平等機會僱主。本集團公正地根據應徵者的經驗、資格及能力，對彼等進行評核。本集團秉持的信念是任何人都不應因其性別、懷孕、婚姻狀況、殘障、家庭狀況及種族等個人特徵而受到任何不利待遇。所有合資格僱員的就業、培訓及職業發展的機會均等。

本集團截至二零二一年三月三十一日止年度按性別劃分的員工總數及員工流失率（連同截至二零二零年三月三十一日止年度的比較數字）概要披露如下：

按性別劃分的員工總數：

Gender	性別	Number of Staff 員工數目	
		2021 二零二一年	2020 二零二零年
Male	男	14	20
Female	女	9	14
Total	總數	23	34

按性別劃分的員工流失率：

Gender	性別	Number of Staff 員工數目	
		2021 二零二一年	2020 二零二零年
Male	男	9	12
Female	女	7	11
Total	總數	16	23

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B2 Health and Safety

The Group is committed to protecting the health and safety of the employees and the community. All employees of the Group are required to comply with all relevant occupational health and safety regulations. The Group complies with all the relevant laws and regulations such as the “Law of the PRC on Work Safety” and the “Law of the PRC on Prevention and Control of Occupational Diseases” in relation to providing its employees with a safe and healthy working environment and protecting them from occupational hazards. As a result, the Group is committed to implementing the following measures:

- develop internal guidelines to ensure that the working environment is in line with or higher than the requirements of relevant laws;
- establish safety procedures for potentially hazardous work;
- provide necessary protective equipment and medical insurance to the employees;
- establish emergency measures such as fire or explosion emergency plan;
- regularly arrange rescue, fire and evacuation drills;
- provide and maintain a healthy and safe working environment;
- actively promote environmental protection, health and safety awareness of the employees, and support the development of environmental protection, health and safety in the industry; and
- provide all employees with the necessary job information, guidance, training and supervision to minimise occupational hazards.

B2 健康與安全

本集團致力保障僱員及社區人士的健康及安全。本集團要求所有僱員遵守所有相關職業健康與安全規例，而本集團亦遵守所有相關法律及法規，如《中國安全生產法》及《中國職業病防治法》，為我們的僱員提供安全及健康的工作環境，並保障他們免受職業危害。因此，本集團承諾實行以下措施：

- 制定內部指引，以確保工作環境符合或高於相關法律的規定水平；
- 就潛在危險工作制定安全程序；
- 向僱員提供所需的保護裝備及醫療保險；
- 制定緊急措施，例如火警或爆炸應變計劃；
- 定期安排救援、火警及疏散演習；
- 提供和維持健康及安全的工作環境；
- 積極促進僱員的環保、健康及安全意識，並支持業內的環保、健康安全的發展；及
- 向所有僱員提供必要的工作資料、指引、訓練及監督，以盡力減少職業危害。

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The outbreak of COVID-19 in early 2020 has posed a significant threat to public health around the world. The Group exercised social responsibility to safeguard its employees against infection and contain the epidemic by implementing a series of measures:

- Reminded the employees to maintain good personal hygiene, such as the need to wear surgical masks properly and washing hands frequently in the office;
- Requested the employees to declare their health condition and recent travelling history;
- Requested the employees who had travelled overseas recently to stay at home for self-quarantine; and
- Adopted flexible working arrangements to shorten the office working hours and allow employees to work from home to enhance social distancing.

The Group will closely monitor the development of the epidemic and strengthen the precautionary measures if necessary.

During the year ended 31 March 2021, there was no case of work-related fatality and injury. The Group was not aware of any non-compliance with relevant laws and regulations that had significant impact on the Group in providing a safe and healthy working environment during the year.

B3 Development and Training

The Group is committed to fostering a culture of continuous learning.

In order to enhance corporate governance, the Company updated the Board by providing various means of reading materials, which covered the major changes of the Listing Rules and regulations, and some other finance and management references. The Company also received written confirmation from each of the Directors that the Director had participated in continuous professional development training to develop and refresh his knowledge and skills in accordance with code provision A.6.5 of the Corporate Governance Code as set out in Appendix 14 to the Listing Rules during the year ended 31 March 2021.

The Group provides employees with training and development courses which cover various areas, including orientation, leadership and management skills and on-job training etc., with the aim of improving employees' efficiency, knowledge and skills for discharging their duties at work as well as to better equip themselves for achieving outstanding performance and maintaining intellectual curiosity. Employees are encouraged to plan their own training schedules and have flexibility in choosing the sources.

於二零二零年初爆發的COVID-19疫情對全球公共衛生構成了重大威脅。本集團通過實施一系列措施行使社會責任，以保護僱員免受感染及遏制疫情：

- 提醒僱員保持良好的個人衛生，如需在辦公室內正確佩戴外科口罩及勤洗手；
- 要求僱員申報其健康狀況及近期外遊記錄；
- 要求近期曾出國旅行的僱員留在家中進行自我隔離；及
- 採用靈活的工作安排，以縮短辦公室工作時長及允許僱員在家辦公，加強社交距離。

本集團將密切留意疫情的發展，並於必要時加強預防措施。

於截至二零二一年三月三十一日止年度，未發生與工作相關的傷亡事故。本集團並不知悉有任何違反相關法律及法規而對本集團於本年度提供安全及健康的工作環境有重大影響的情況。

B3 發展及培訓

本集團致力培養持續學習文化。

為加強企業管治，本公司透過提供不同閱讀材料以為董事會提供最新資訊，閱讀材料涵蓋上市規則及法規的主要變動以及若干其他財務及管理參考。本公司亦接獲各董事的確認書，確認董事已於截至二零二一年三月三十一日止年度根據上市規則附錄14所載企業管治守則之守則條文第A.6.5條參與持續專業發展培訓，以發展及更新其知識及技能。

本集團為僱員提供培訓及發展課程，涵蓋入職培訓、領導及管理技巧以及在職培訓等多個領域，旨在提高僱員在工作中履行職責的效率、知識及技巧及更好地裝備自己以取得傑出表現及保持求知慾。本集團鼓勵僱員規劃自己的培訓時間，並靈活選擇資源。

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B4 Labour Standards

Child labour and forced labour are strictly prohibited within the Group, and the laws and regulations regarding child and forced labour are strictly followed. During the year ended 31 March 2021, there were no reported cases of any violation of relevant employment laws and regulations including child labour or forced labour.

B5 Supply Chain Management

The Group attaches great importance to developing and maintaining long-term relationships with its suppliers, looking forward to forming long-term partnerships with them. It also takes a fair and open principle on procurement of components, products and services. The Group only cooperates with the suppliers that share common moral values and standards with it. The Group also supports and encourages the suppliers to promote efficient use of resources and environmental protection to fulfil corporate social responsibility through the following policies:

- advocate the principle of fair and open competition, and based on mutual trust, develop and maintain long-term relationships with the suppliers and contractors;
- adopt strict ethical standards in procurement of components, products and services to ensure the quality of the finished products and maintain the continued confidence of the clients, suppliers and the general public;
- perform periodic assessment on the suppliers based on price, quality, suitability and demands. Only those qualified suppliers will remain in the approved supplier list;
- choose appropriate, responsible and capable suppliers;
- support and encourage the suppliers to improve their production and working environment, and their employees' benefits and protections; and
- request the suppliers to comply with the relevant laws, regulations and contractual obligations.

B4 勞工準則

本集團嚴禁童工及強制勞工；並嚴格遵守有關童工及強制勞工的法律及法規。於截至二零二一年三月三十一日止年度，並無發現任何有關違反相關僱傭法律及法規的報告，亦無發現有童工或強制勞工的任何事件。

B5 供應鏈管理

本集團十分重視與供應商發展和維持長遠關係，期望與他們建立長期合作夥伴關係。本集團亦於採購零件、產品及服務時採取公平及開放的原則。本集團只會與跟其具有共同道德價值及標準的供應商合作，而本集團亦支持及鼓勵供應商透過以下政策促進有效使用資源及環保以履行企業社會責任：

- 提倡公平及開放式競爭的原則，並建基於互信與供應商及承包商發展和維持長遠關係；
- 於採購零件、產品及服務方面採納嚴格道德標準，以確保製成品質量，並維持客戶、供應商及社會大眾一直以來的信心；
- 根據價格、質量、合適性及需求，定期對供應商進行評核，只有合資格的供應商將留在我們經審核的供應商名單上；
- 選擇合適、負責任及具能力的供應商；
- 支持及鼓勵供應商改善他們的生產及工作環境以及他們僱員的福利及保障；及
- 要求供應商遵守相關法律、法規及合約責任。

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B6 Product Responsibility

The Group is committed to establishing strong relationships with its customers, providing customers with high-quality products and services, settling customer complaints timely and effectively, continuously improving its service quality, and ensuring customer satisfaction through the following policies:

- ensure the products and services comply with related laws and guidelines;
- provide customers with accurate product information and high quality products; and
- develop product warranty policy and after-sales services for its products.

The Group complies with all the relevant laws and regulations in respect of privacy matters and ensures that customer information will only be used for business purpose and not for any other unrelated purposes. All employees should handle and use customer information with extreme caution, protect customer information, and comply with statutory requirements of relevant privacy laws.

The employees of the Group are trained on the data protection principles and methods and are required to comply with the Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong).

During the year ended 31 March 2021, there were no reported cases of any product recalls, product safety or related health issues.

B7 Anti-corruption

The Group firmly believes that fairness, honesty and integrity are important commercial assets. Anti-corruption and anti-bribery are essential elements in creating a fair business environment. The Group demands all employees to build a habit of strict compliance with policies and procedures, and to prevent all bribery. During the year ended 31 March 2021, the Group or its employees was not involved in any litigation cases of corruption.

B6 產品責任

本集團致力於與客戶建立牢固的關係，向客戶提供高質素產品及服務，並透過以下政策適時地及有效地處理客戶投訴、不斷改善服務質量和確保客戶滿意：

- 確保產品及服務符合相關法律及指引；
- 向客戶提供準確產品資料及高質素產品；及
- 為產品制定產品保修政策及售後服務。

本集團遵守所有與私隱事宜有關的相關法律及法規，並確保客戶資料只會用於業務用途，而不會作任何其他無關的用途。所有僱員應極為謹慎處理和使用客戶資料、保護客戶資料和遵守相關私隱法例的法定規定。

本集團僱員會接受有關資料保護原則及方式的培訓，並須遵守香港法例第486章《個人資料(私隱)條例》。

於截至二零二一年三月三十一日止年度，概無呈報任何產品召回、產品安全或相關健康問題的案例。

B7 反貪污

本集團深信公平、誠實和廉潔為重要的商業資產。反貪污和反賄賂是創造公平業務環境不可或缺的元素。本集團要求所有僱員養成嚴格遵守規章制度的習慣，杜絕一切行賄受賄行為。於截至二零二一年三月三十一日止年度，本集團或其僱員並未涉及任何貪污刑事案件。

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The Group complies with all relevant laws and regulations relating to bribery, extortion, fraud and money laundering and continues to build a workforce with a high level of business ethics and integrity in being a trustworthy partner to the customers and suppliers through the following policies:

- organise regular briefings for its employees to raise concerns about the importance of anti-corruption and anti-bribery;
- provide employees or other stakeholders with a confidential reporting channel (to the possible extent) and guidance for disclosure of information relevant to suspected misconduct, malpractice or irregularity, if any; and
- request suppliers to comply with the relevant laws and regulations.

B8 Community Investment

The Group believes that it is its responsibility to give back to the community, in which the Group operates, by enabling the community to prosper through its initiatives.

By reaching out directly to the community, the Group hopes to offer assistance and to create a positive impact on the lives of everyone in the community.

The Group encourages staff to take part in community welfare and voluntary work, and it will actively maintain communication with its community to understand community needs.

The Group is a responsible taxpayer and offers job opportunities to local people. The Group establishes retirement plans for staff in both Hong Kong and the PRC. The Group maintained an efficient operation and actively promoted environmental protection, and to a certain extent, the Group has contributed to maintaining social stability and building a harmonious community.

本集團遵守所有與賄賂、勒索、欺詐及洗黑錢有關的相關法律及法規，並透過以下政策，持續建立具有高度商業道德及誠信標準的工作團隊，使本集團成為客戶及供應商值得信賴的合作夥伴：

- 定期為僱員舉行簡報會，提高對反貪污及反賄賂重要性的關注；
- 向僱員或其他持份者提供披露有關涉嫌不當行為、不良行為或違規行為的資料（如有）的保密報告渠道（在可能的範圍內）及指引；及
- 要求供應商遵守相關法律及法規。

B8 社區投資

本集團相信，其有責任回饋本集團營運所在的社區，讓社區能透過其舉措繁榮發展。

透過直接接觸社區，本集團期望為社區每一個人的生活提供協助和帶來正面影響。

本集團鼓勵員工參與社區福利及志願工作，且其將積極與社區保持溝通，了解社區的需要。

本集團乃負責任的納稅人且向當地人士提供就業機會。本集團為香港及中國的員工制定退休計劃。本集團維持高效的營運及積極推動環境保護，本集團在一定程度上為保持社會穩定及建設和諧社區作出貢獻。

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ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE BY THE STOCK EXCHANGE

聯交所的《環境、社會及管治報告指引》

General Disclosure/KPIs 一般披露／關鍵績效指標	Reporting Guideline 報告指引	Page(s) 頁數
A. Environmental A.環境		
Aspect A1 層面A1 General Disclosure 一般披露	Emissions 排放物 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。	6-8
KPI A1.1 關鍵績效指標A1.1	The types of emission and respective emission data. 排放物種類及相關排放數據。	6
KPI A1.2 關鍵績效指標A1.2	Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 溫室氣體總排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	6
KPI A1.3 關鍵績效指標A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	7
KPI A1.4 關鍵績效指標A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	7
KPI A1.5 關鍵績效指標A1.5	Description of measures to mitigate emissions and results achieved. 描述減低排放量的措施及所得成果。	7-8
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. 描述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。	7-8

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Aspect A2 層面A2	Use of Resources 資源使用	
General Disclosure 一般披露	Policies on the 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。	8-10
KPI A2.1 關鍵績效指標A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (MWh) and intensity (e.g. per unit of production volume, per facility). 按類型劃分的直接及／或間接能源 (如電、氣或油) 總耗量 (以兆瓦時計算) 及密度 (如以每產量單位、每項設施計算)。	8-9
KPI A2.2 關鍵績效指標A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度 (如以每產量單位、每項設施計算)。	8-9
KPI A2.3 關鍵績效指標A2.3	Description of energy use efficiency initiatives and results achieved. 描述能源使用效益計劃及所得成果。	8-10
KPI A2.4 關鍵績效指標A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved. 描述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。	8-10
KPI A2.5 關鍵績效指標A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量 (以噸計算) 及 (如適用) 每生產單位佔量。	10
Aspect A3 層面A3	The Environment and Natural Resources 環境及天然資源	
General Disclosure 一般披露	Policies on minimising 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。	11
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 the actions taken to manage them. 描述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。	11

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General Disclosure/KPIs 一般披露／關鍵績效指標	Reporting Guideline 報告指引	Page(s) 頁數
	B. Social B.社會	
Aspect B1 層面B1 General Disclosure 一般披露	<p>Employment 僱傭</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</p> <p>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>	12-13
Aspect B2 層面B2 General Disclosure 一般披露	<p>Health and Safety 健康與安全</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</p> <p>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免受職業性危害的：</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>	14-15
Aspect B3 層面B3 General Disclosure 一般披露	<p>Development and Training 發展及培訓</p> <p>Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.</p> <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。</p>	15

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General Disclosure/KPIs 一般披露／關鍵績效指標	Reporting Guideline 報告指引	Page(s) 頁數
Aspect B4 層面B4 General Disclosure 一般披露	Labour Standards 勞工準則 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。	16
Aspect B5 層面B5 General Disclosure 一般披露	Supply Chain Management 供應鏈管理 Policies on managing environmental and social risks of the supply chain. 有關管理供應鏈的環境及社會風險的政策。	16
Aspect B6 層面B6 General Disclosure 一般披露	Product Responsibility 產品責任 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。	17

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General Disclosure/KPIs 一般披露／關鍵績效指標	Reporting Guideline 報告指引	Page(s) 頁數
Aspect B7 層面B7 General Disclosure 一般披露	Anti-corruption 反貪污 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. 有關防止賄賂、勒索、欺詐及洗黑錢的： (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。	17-18
Aspect B8 層面B8 General Disclosure 一般披露	Community Investment 社區投資 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. 有關以社區參與來了解發行人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。	18

* 僅供識別

