



南海控股有限公司
NAN HAI CORPORATION LIMITED

NAN HAI

CORPORATION LIMITED

南海控股有限公司

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

2021

Incorporated in Bermuda with limited liability
於百慕達註冊成立之有限公司

Stock Code 股份代碼: 680

CONTENTS 目錄

ABOUT NAN HAI 關於南海	2
1. ABOUT THIS REPORT 關於本報告	3
2. ESG GOVERNANCE ESG 管治	4
2.1 Board Statement 董事會聲明	4
2.2 Sustainable Development Awards of the Year 本年度可持續發展殊榮	5
2.3 Sustainable Development Goals 可持續發展目標	6
2.4 Communication with Stakeholders 利益相關方溝通	7
2.5 Materiality Assessment 重要性議題評估	8
3. ANTI-CORRUPTION AND INTEGRITY ADVOCATION 反腐倡廉	10
3.1 Product Management 產品管理	10
3.2 Information Safety 信息安全	12
3.3 Procurement Management 採購管理	12
3.4 Intellectual Property 知識產權	13
4. PEOPLE-ORIENTED 以人為本	14
4.1 Recruitment Management 招聘管理	14
4.2 Rights and Benefits 權益與福利	15
4.3 Cultivating Talents 培養人才	15
4.4 Health and Safety 健康與安全	16
4.5 Caring for Employees' Life 關愛員工生活	18
5. PRACTICING GREEN OPERATIONS 實踐綠色運營	19
5.1 Greenhouse Gas Emission 溫室氣體排放	19
5.2 Use of Resources 資源使用	19
5.3 Emissions Management 排放物管理	20
5.4 Smart Green Development 智慧綠化發展	21
5.5 Responding to Climate Change 應對氣候變化	23
6. GIVING BACK TO THE COMMUNITY 回饋社會	23
APPENDIX I: SUSTAINABILITY DATA STATEMENTS 附錄一：可持續發展數據摘要	24
APPENDIX II: INDEX OF THE STOCK EXCHANGE ESG REPORTING GUIDE 附錄二：聯交所《環境、社會及管治報告指引》索引	27



Environmental, Social and Governance Report

環境、社會及管治報告

ABOUT NAN HAI

Nan Hai Corporation Limited (“Nan Hai”) (the “Company”) is a corporation listed on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) (stock code: 680). The board of directors (the “Board”) of the Company presents to our shareholders the Environmental, Social and Governance (ESG) report of the Company and its subsidiaries (collectively the “Group”) for the year ended 31 December 2021.

In 2021, in order to strengthen its diversified core business strategic deployment, the Group continued to operate in the areas of culture and media services, property development and enterprise cloud services, through Dadi Media (HK) Limited and its subsidiaries, Dadi Cinema Investment Limited and its subsidiaries (collectively referred to as “Dadi Media”), Nan Hai Development Limited and its subsidiaries (collectively referred to as “Nan Hai Development”) and Sino-i Technology Limited (stock code: 250) and its subsidiaries (collectively referred to as “Sino-i”). In the meantime, the Group has also engaged in businesses through Dadi News Media (HK) Limited and its subsidiaries (collectively referred to as “News Media Business”) as well as Dadi Innovation (HK) Limited and its subsidiaries (collectively referred to as “Innovative Business”).

In 2021, COVID-19 epidemic (“Epidemic”) is recurring around the world. Epidemic occurs in some regions of China from time to time. The economy is still in the process of recovering from the severe impact of the sudden outbreak of Epidemic. The results of all the Group’s divisions have been affected to varying degrees and continued to face challenges. However, the Group has been strengthening its operational capacity and continued to navigate and expand in the midst of crisis. The Group continues to focus on the three major industry directions of culture and media services, enterprise cloud services and property development, as well as further development in news media business and innovative business.

關於南海

Nan Hai Corporation Limited (南海控股有限公司*) (「南海」) (「本公司」) 為於香港聯合交易所有限公司 (「聯交所」) 上市之公司 (股份代號：680)。本公司董事會 (「董事會」) 向本公司股東呈報本公司及其附屬公司 (統稱「本集團」) 截至2021年12月31日止年度之環境、社會及管治 (ESG) 報告。

2021年，為鞏固多元核心業務戰略，本集團透過旗下大地傳播 (香港) 有限公司及其附屬公司、大地影院投資有限公司及其附屬公司 (統稱「大地傳播」)、南海發展有限公司及其附屬公司 (統稱「南海發展」) 和中國數碼信息有限公司 (股份代號：250) 及其附屬公司 (統稱「中國數碼」) 持續深耕於文化與傳播服務、房地產開發及企業雲服務領域，各項業務持續推進。同時，本集團通過大地傳媒 (香港) 有限公司及其附屬公司 (統稱「新聞傳播業務」) 及大地創意商業 (香港) 有限公司及其附屬公司 (統稱「創意商業」) 繼續佈局相關領域。

2021年，全球新型冠狀病毒疫情 (「疫情」) 仍在持續，中國局部疫情時有發生，經濟尚處在突發疫情等嚴重衝擊後的恢復發展過程中，本集團各分部業績均受到不同程度的影響，持續面臨挑戰，但本集團一直加強運營能力，在危機中不斷摸索，不斷拓展。繼續堅持文化與傳播服務、企業雲服務、房地產開發作為三大產業發展方向，並進一步佈局於新聞傳播業務及創意商業。

* For identification purposes only

Environmental, Social and Governance Report

環境、社會及管治報告

1. ABOUT THIS REPORT

This report is the sixth Environmental, Social and Governance (ESG) Report published by the Group. The purpose of this report is to provide a comprehensive overview of the Group's ideal to sustainable development in 2021, fulfil its corporate social responsibility and vision, and promote the Group's continuous improvement.

Reporting standards

This report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (hereinafter referred to as the "Guide") set out in Appendix 27 of the Listing Rules. The contents covered herein are in compliance with the reporting responsibilities of "comply or explain" and the reporting principles of "materiality", "quantitative", "balance" and "consistency". This report has been reviewed and confirmed by the Board.

Materiality The process of material environmental, social and governance factors, the criteria for selecting these factors, the description of the identified key stakeholders as well as the process and results of stakeholder engagement have been identified and disclosed in this report.

Quantitative The statistical standards, methods, assumptions and/or calculation tools used for reporting emissions/energy consumption in this report are explained in the report interpretation.

Balance This report presents the Company's performance during the year in an impartial manner, avoiding choices, omissions or presentation formats that may unduly influence readers' decisions or judgments.

Consistency The statistical methods used for the data disclosed in this report are consistent. Any changes will be clearly stated in the report.

Reporting scope

This report covers the core businesses of the Group from 1 January 2021 to 31 December 2021 (the "Year"), including environmental and social key performance indicators of cultural and media services, property development, enterprise cloud services, news media business and innovative business¹, to provide readers with a better understanding of the Group's performance in environmental and social areas.

Preparation of report

This report is prepared in accordance with the requirements of the above guidelines through steps such as information collection, information review, report collaboration and management review, and with the support of all stakeholders, we are able to better understand the Group's current development in environmental and social aspects.

¹ Except for the total number of employees and the total number of employees by gender, age group and geographical region, other indicators included in this report do not include Crabtree & Evelyn.

1. 關於本報告

本報告為本集團所發佈的第六份環境、社會及管治(ESG)報告。本報告旨在全面地概述本集團於2021年度可持續發展方面的理念，並致力履行企業社會責任及願景，從而推動本集團持續進步。

報告準則

本報告按照上市規則附錄二十七《環境、社會及管治報告指引》(下稱「《指引》」)編寫，涵蓋的內容均履行「不遵守就解釋」的匯報責任，遵循「重要性」、「量化」、「平衡」及「一致性」的報告原則。本報告已經董事會審閱並確認。

重要性 本報告已識別及於報告中披露重要環境、社會及管治因素的過程，選擇這些因素的準則，以及已識別的重要利益相關方的描述及利益相關方參與的過程及結果。

量化 本報告中有關匯報排放量／能源耗用所用的統計標準、方法、假設及／或計算工具，均在報告釋義中進行說明。

平衡 本報告不偏不倚地呈報本公司於本年度的表現，避免可能會不恰當地影響讀者決策或判斷的選擇、遺漏或呈報格式。

一致性 本報告披露數據所使用的統計方法均保持一致。如有變更，將於報告中清楚說明。

報告範圍

本報告涵蓋本集團於2021年1月1日至2021年12月31日(下稱「本年度」)的核心業務，包括文化與傳播服務、房地產開發、企業雲服務、新聞傳播業務及創意商業¹等的環境及社會範疇的關鍵績效指標，令讀者更了解本集團在環境及社會範疇的表現。

報告編寫

本報告的編寫參照上述指引的要求，透過信息收集、信息覆核、報告協作、管理層審定等步驟進行，並得到各利益相關方的支持，促使我們更了解本集團目前在環境和社會層面的發展水平。

¹ 本報告統計範圍除僱員總數及按性別、年齡組別及地區劃分的僱員總數，其他指標統計範圍不包含瑰珀翠。

Environmental, Social and Governance Report

環境、社會及管治報告

2. ESG GOVERNANCE

The Group attaches great importance to ESG management and establishes an effective management system by identifying factors of the Group's environmental, social and economic impacts in order to achieve sustainable development of the Group and its stakeholders. The Group continues to improve its communication methods with stakeholders and conducts ESG issue materiality determinations in accordance with the requirements of the Stock Exchange, and is committed to enhancing operational transparency and improving the satisfaction of stakeholders such as investors, customers and employees.

2.1 Board Statement

To strengthen our management of sustainability, we have established an ESG governance structure. The Board takes full responsibility for the Group's ESG governance and sustainable development and is responsible for overseeing the Group's materiality issues and performance and regularly assessing ESG related risks and opportunities. Under the authority of the Board, the ESG working group considers and evaluates the concerns of various stakeholders through materiality assessments to determine the Group's ESG strategies, priorities and objectives. The Group has set relevant ESG objectives. In the future, we will review the progress against the relevant objectives to improve our sustainability efforts.

2. ESG 管治

本集團高度重視ESG管理工作，通過識別集團在環境、社會及經濟各方面的影響要素，建立有效的管理體系，以實現本集團及利益相關方的可持續發展。本集團持續完善與利益相關方的溝通方式，並根據聯交所要求進行ESG議題的重大性判定，致力於提升運營透明度，提高投資者、客戶、和員工等利益相關方的滿意度。

2.1 董事會聲明

為加強我們對可持續發展的管理，我們已建立ESG管治架構。董事會對本集團的ESG管治和可持續發展承擔全部責任，負責監督本集團的重要性議題、表現並定期評估ESG相關風險和機遇。在董事會的授權下，ESG工作小組通過重要性評估考慮和評估各利益相關方的關注，以確定本集團的ESG策略、優先事項和目標。本集團已設定相關ESG目標。日後，我們將按照有關目標檢查進展，以改進可持續發展工作。

Decision-making level 決策層

- Establish at the Board
 - To formulate and take a leading role in the Group's ESG plans and ESG policies as well as short-term, medium-term and long-term goals
 - To approve the contents of annual ESG report
 - To delegate ESG duties to various functions of the Group and subsidiaries
- 設於董事會
- 制定、領導集團ESG規劃及ESG政策及短中長期目標
- 審批年度ESG報告內容
- 分配集團各職能部門和各附屬公司ESG工作職責

Communication level 溝通層

- Establish at the securities department of the Group
 - To monitor and respond to annual materiality issues and consider ESG related opportunities
 - To prepare the Group's ESG annual report
 - To form an ESG working group consisted of employees from various functions of the Group and subsidiaries
 - To continuously strengthen the communications with stakeholders
- 設於集團證券事務部
- 監察及應對年度重要性議題，考慮ESG相關機遇
- 編制集團ESG年度報告
- 組建由集團各職能部門及各附屬公司人員組成的ESG工作小組
- 持續加強與利益相關方溝通

Execution level 執行層

- Establish at all functions of the Group and subsidiaries
 - To collect internal ESG related policies and data
 - To comply with various ESG related systems
 - To enhance employees' awareness of sustainable development
- 設於集團各職能部門及各附屬公司
- 協助收集與ESG有關的內部政策及數據
- 遵守各項ESG相關制度
- 提升員工的可持續發展意識

Environmental, Social and Governance Report

環境、社會及管治報告

2. ESG GOVERNANCE (Continued)

2.2 Sustainable Development Awards of the Year

- HK01 Company Limited (“HK01”) won a number of press awards, including US “Telly Awards”, “21st Annual Consumer Rights Reporting Awards” and “Spark Awards”
- 中企動力科技股份有限公司 (CE Dongli Technology Company Limited) (“CE Dongli”) won a number of awards, including “2021 Best Retail Product for Industry Information Store (2021行業信息化門店零售年度最佳產品)” and “2020-2021 Most Popular Digital Marketing SaaS Products — Global Portal (2020-2021年度最受歡迎數字營銷SaaS產品 — 全球門戶)”



HK01 won international “Telly Awards”

香港01 榮獲「Telly Awards」國際性獎項

2. ESG 管治(續)

2.2 本年度可持續發展殊榮

- 香港01有限公司(「香港01」)榮獲多項新聞獎，包括美國《Telly Awards》國際性獎項、「第21屆消費權益新聞報道獎」及「卓越傳媒大獎」
- 中企動力科技股份有限公司(「中企動力」)榮獲多項獎項，包括「2021行業信息化門店零售年度最佳產品」、「2020-2021年度最受歡迎數字營銷SaaS產品 — 全球門戶」



CE Dongli won the “2020–2021 Most Popular Digital Marketing SaaS Products — Global Portal”

中企動力榮獲「2020–2021年度最受歡迎數字營銷SaaS產品 — 全球門戶」

Environmental, Social and Governance Report

環境、社會及管治報告

2. ESG GOVERNANCE (Continued)

2.3 Sustainable Development Goals

In the face of challenges such as climate change, we identify and implement the United Nations Sustainable Development Goals ("SDGs") in the spirit of integrity, innovation and pragmatism, which is related to the Group, and integrate the sustainable development trend into the Group's development strategy in a more targeted manner, so as to contribute to a better future.



We are committed to minimizing the environmental impact arising from our business operations and promoting environmental awareness throughout the Group. Our objectives are as follows:

- to continuously optimize corporate governance, improve internal control and create an atmosphere of integrity;
- to identify climate related risk and reduce the greenhouse gas emissions;
- to continuously review the greenhouse gas emissions data of the Group;
- to reduce the Group's greenhouse gas emissions, energy consumption, water consumption and waste at similar operating level;
- to foster an inclusive work environment and expect excellent innovation from the collision and integration of diverse cultures.

2. ESG 管治 (續)

2.3 可持續發展目標

在面對全球氣候變化等挑戰，我們本著誠信、創新和務實的態度踐行與本集團業務相關的聯合國可持續發展目標（「SDGs」），將其針對性地把可持續發展趨勢整合於集團的發展策略中，從而建構更美好的未來。

我們一直致力減低業務營運對環境的影響，並向集團上下推廣環保意識。我們的目標如下：

- 持續優化企業管治，完善內部控制，打造誠信氛圍；
- 識別氣候變化風險，減少溫室氣體排放；
- 持續審視集團溫室氣體排放數據；
- 在運營水平相若的情況下減少本集團的溫室氣體排放、能源使用、用水以及廢物量；
- 營造包容的工作環境，並期望多元文化的碰撞與融合所帶來的卓越創新。

Environmental, Social and Governance Report

環境、社會及管治報告

2. ESG GOVERNANCE (Continued)

2.4 Communication with Stakeholders

The Group's sustainable development is closely related to our stakeholders. In the course of our business operation, we are committed to listening to the views and expectations of stakeholders and considering their opinions as an important factor in formulating the Group's ESG strategy. We have established the following diversified communication channels between the Group and the stakeholders in order to develop and further strengthen our sustainability policies and measures in line with their concerns.

The following are the main communication methods with our stakeholders:

Major stakeholders 主要利益相關方	Main communication methods 主要溝通方式
Shareholders 股東	Annual general meetings, interim and annual reports, corporate communications and results announcements 股東周年大會、中期報告與年報、企業通訊及業績公告
Investors 投資者	Results announcements 業績公告
Customers 客戶	Customer satisfaction surveys, customer service centers, visits by customer relationship managers, daily operations/communications, telephone and e-mail 客戶滿意度調查、客戶服務中心、客戶關係經理探訪、日常營運／交流、電話及郵箱
Employees 員工	Performance interviews, business briefings, seminars/workshops/lectures, employee suggestion boxes, employee communication meetings 工作表現晤談、業務簡報、研討會／工作坊／講座、員工意見箱、員工溝通大會
Suppliers 供應商	Supplier management procedures, meetings, supplier evaluation systems 供應商管理程序、會議、供應商評估制度
Regulatory authorities 監管機構	Meetings, compliance reports 會議、合規報告
Business partners 業務夥伴	On-site visits, meetings 探訪、會議
Media 傳媒	Press releases, results announcements 新聞稿、業績公告
Peers 同業	Strategic cooperation 策略性合作項目
Community 社區	Volunteer services, community activities, seminars/lectures/workshops 義工活動、社區活動、研討會／講座／工作坊

2. ESG 管治(續)

2.4 利益相關方溝通

本集團的可持續發展與利益相關方息息相關。在業務運營過程中，我們致力於傾聽各利益相關方的意見和期望，並將其意見用作本集團制定 ESG 戰略的重要依據。我們已在本集團與利益相關方之間建立以下多元化的溝通渠道，以便根據其關注制定並進一步加強可持續發展政策和措施。

以下為我們與利益相關方主要的溝通方式：

Environmental, Social and Governance Report

環境、社會及管治報告

2. ESG GOVERNANCE (Continued)

2.5 Materiality Assessment

The Group conducted a materiality analysis to identify issues with potential importance. The following steps are taken to identify the material issues for the stakeholders and the Group:



2. ESG 管治 (續)

2.5 重要性議題評估

本集團展開重要性分析以識別具有潛在重要性的議題。我們透過以下步驟，歸納出各利益相關方與本集團至為重要的議題：

Environmental, Social and Governance Report

環境、社會及管治報告

2. ESG GOVERNANCE (Continued)

2.5 Materiality Assessment (Continued)

The Group's ESG materiality matrix in 2021 is shown below.

2. ESG 管治(續)

2.5 重要性議題評估(續)

本集團2021年ESG重要性議題矩陣圖如下。

Nan Hai's materiality matrix of ESG
南海ESG重要性分析矩陣



- | | | |
|--|--|---|
| ◇ Business performance
業務表現 | △ Customer satisfaction and complaint handling
客戶滿意度及投訴處理 | △ Employee health and safety
員工健康與安全 |
| ● Compliance operation
合規運營 | ◆ Health and safety of products/services
產品/服務的健康及安全 | × Employee training and development
員工培訓和發展 |
| ◆ Anti-corruption
反貪污 | □ Technology development and product innovation
技術研發及產品創新 | □ Prevention of child labour and forced labour
防止僱傭童工和強制勞工 |
| ▲ Equality and diversity
平等與多元化 | ○ Intellectual property protection
保護知識產權 | ▲ Talent recruitment
人才吸納 |
| ■ Procurement and supply chain management
採購及供應鏈管理 | ◇ Responsible marketing and promotion
負責任營銷及宣傳 | × Green operation
綠色運營 |
| × Product/Service quality management
產品/服務質量管理 | ● Employment rights
僱傭權益 | ■ Climate change
應對氣候變化 |
| × Customer privacy and information security
客戶隱私保護及信息安全 | ■ Employee welfare
員工福利 | ▲ Community charities
社區公益慈善 |

Environmental, Social and Governance Report

環境、社會及管治報告

3. ANTI-CORRUPTION AND INTEGRITY ADVOCATION

The Group adheres to the principle of “integrity and diligence” and strictly complies with all relevant laws and regulations such as the Company Law of the People’s Republic of China (中華人民共和國公司法), Listing Rules (上市規則) and the Anti-Unfair Competition Law of the People’s Republic of China (中華人民共和國反不正當競爭法). We adhere to a zero-tolerance attitude towards extortion, bribery, fraud, blackmail and money laundering. In order to strengthen the Group’s governance and establish a working environment of integrity and honesty to prevent and control fraud in operations, the Group has formulated the “Anti-fraud Management System” (反舞弊工作管理制度) and related measures, providing effective internal communication and training in different forms to ensure that employees receive training on relevant laws and regulations and professional ethics. Meanwhile, the Group’s directors and employees at different levels have participated in integrity education and anti-corruption training, strengthening the awareness of integrity risks and effectively improving employees’ integrity thinking through reading materials and organizing conferences. We have also established a comprehensive “Internal Audit System” (內部審計制度), and is required to strictly comply with the “China Internal Audit Standards” (中國內部審計準則). Through the establishment of the audit and supervision center, we set up orderly plans and audit recommendations to ensure the compliance of each subsidiary’s operating activities with laws and regulations and promote the successful achievement of business plans. During the Year, the Group and its employees were not involved in any relevant corruption litigation cases. We have established a whistle-blowing channel, under which any entity or individual can report any unethical and dishonest behaviour to the Group by phone, email, etc. After conducting investigation and evidence collection, such case shall be reported to the management or the Audit Committee.

3.1 Product Management

The Group’s business spans a wide range of industries, and each business segment implements strict management procedures for product quality and customer service. We look forward to optimizing our performance by listening to the opinions of our customers, so that the Group shall be able to develop in the long term. We comply with the Advertising Law of the People’s Republic of China (中華人民共和國廣告法), the Law of the People’s Republic of China on the Protection of Consumer Rights and Interests (中華人民共和國消費者權益保障法) and other provisions. We have developed a standard process for handling complaints to enhance customer satisfaction in a timely and effective manner, and strive to create high-quality safety products and services. During the Year, the Group received 2,874 complaints with 91.2% settlement rate.

3. 反腐倡廉

本集團貫徹「誠信勤勉」的方針，嚴格遵循《中華人民共和國公司法》、《上市規則》、《中華人民共和國反不正當競爭法》等所有相關法律法規，我們堅持對勒索、賄賂、欺詐、勒索和洗黑錢等行為採取零容忍的態度。為加強集團治理和樹立誠信、廉潔的工作氛圍，以防治運營中的舞弊行為，本集團制定《反舞弊工作管理制度》及其有關措施應在集團內部以多種形式進行有效溝通或培訓，確保員工接受有關法律法規、職業道德規範的培訓。與此同時，集團董事與不同層級的員工皆參與了廉政教育和反貪污培訓，通過閱覽材料、組織會議宣講等形式，加強廉政風險意識，有效提高員工的廉正思想建設。我們亦建立《內部審計制度》，並嚴格遵守《中國內部審計準則》，通過設置審計監察中心，訂立有序的計劃和審計建議，確保各附屬公司經營活動合法合規，促進經營計劃順利達成。本年度，本集團及其員工並沒有涉及有關貪污訴訟案件。我們設有舉報渠道，任何單位或個人均可以電話、電子郵件等方式，向本集團舉報任何不道德和非誠信行為，在進行調查取證，並向管理層或審核委員會匯報。

3.1 產品管理

本集團的業務涉及多個不同行業，各業務板塊對於產品質量和客戶服務有嚴謹的管理流程。我們期望能夠透過聆聽客戶的意見以優化我們的表現，讓本集團得以長遠發展。我們遵守《中華人民共和國廣告法》及《中華人民共和國消費者權益保障法》等法規，我們制定了處理投訴的標準流程，以及時和有效的處理方式提升客戶的滿意度，努力創造優質安全的產品和服務。本年度，本集團接獲了2,874宗投訴，辦結率為91.2%。

Environmental, Social and Governance Report

環境、社會及管治報告

3. ANTI-CORRUPTION AND INTEGRITY ADVOCATION (Continued)

3.1 Product Management (Continued)

In the field of culture and media services, the Group's cinemas develop customer service specifications and service management manuals, and sets up customer service hotlines and WeChat terminal for customers, to listen to opinions and resolve customer complaints in a timely manner. To further improve the management system, we continue to provide customers with solutions and continuously improve customer satisfaction through conducting follow-up and customer satisfaction surveys.

In the field of property development, we formulated property service standards, provided 24-hour real estate butler services, and continued to promote professional capabilities, communication services and good teams to higher business development platforms. The property companies under the Group improved the quality of construction products by monitoring the quality of the products in the use phase through using on-site inspection of product quality changes, checking maintenance measures and visiting the user experience. At the same time, the engineering department shall strictly follow the architectural drawings and construction drawings. In terms of product quality and safety, we have not returned products due to safety or health issues.

In the field of enterprise cloud services, CE Dongli has implemented the "First Serve Accountability System" (首問責任制) of which the customers' requests for assistance and consultation are handled by a professional customer service team. Feedback on user experience, project deployment, after-sales service and effective communication channels are enhanced.

In the field of news media business, HK01 is committed to building a "Media +" lifestyle platform, providing readers with real-time and diversified news and information as well as personalized internet services on various lifestyle service platforms, so as to create a high-quality digital lifestyle experience for Hong Kong people.

The Group understands the importance of responsible marketing and ensures that sales and promotional information comply with the relevant legal regulations such as the Advertising Law of the People's Republic of China (中華人民共和國廣告法). All external disclosures must be internally reviewed and approved before being released to the public to ensure that the public receives accurate information and that no false information such as misrepresentation or exaggeration is used to deceive consumers.

3. 反腐倡廉(續)

3.1 產品管理(續)

在文化與傳播服務領域，本集團影院制訂客戶服務規範和服務管理手冊，並為客戶設置客服熱線，微信端等，及時聽取意見、解決客戶投訴。我們為進一步提升管理機制，我們通過回訪、開展客戶滿意度調查等形式，不斷為客戶提供解決方案，持續提升客戶滿意度。

在房地產開發領域，我們設立物業服務標準，提供24小時房地產管家服務，將專業能力、溝通服務和良好的團隊繼續推向更高的展業平台。旗下房地產公司為提高建築產品質量，採用現場查看產品質量變化、檢查維保措施、訪問用戶體驗等方式，對產品使用階段的品質進行監控。同時，工程部需嚴格按照報建圖和施工圖執行工作。關於產品質量及安全方面，本年度我們沒有因安全或健康問題而需要退回產品。

在企業雲服務領域，中企動力實行《首問責任制》，由專業的客服團隊處理顧客的求助和諮詢，有關用戶體驗、項目部署、售後服務及有效溝通渠道的回饋都得到加強。

在新聞傳播業務領域，香港01致力構建「媒體+」生活平台，為讀者提供實時和多元化的新聞信息，同時於多個生活服務平台提供個人化的互聯網服務，為香港人打造高質素的數碼生活體驗。

本集團明白負責任營銷的重要性，確保銷售及宣傳信息均符合《中華人民共和國廣告法》等相關法律法規。所有對外披露內容需經內部審核和批准後方可對外發佈，確保公眾接收準確的信息，不虛報或誇大等不實信息欺騙消費者。

Environmental, Social and Governance Report

環境、社會及管治報告

3. ANTI-CORRUPTION AND INTEGRITY ADVOCATION (Continued)

3.2 Information Safety

The Group values the protection of customer privacy and strictly complies with the relevant laws and requirements of privacy protection and information protection safety in the regions where it operates, such as the Regulations of the People's Republic of China for Safety Protection of Computer Information Systems (中華人民共和國計算機信息系統安全保護條例) and the Measures for Security Protection Administration of the International Networking of Computer Information Networks (計算機信息網絡國際聯網安全保護管理辦法), to avoid leakage of customer information. Accordingly, we clarify our approach to all files involving customer information, including collection, collation, storage, confidential and filing of files, to strengthen the storage of customer data and documents safety and effectively protect customer privacy.

The Group has not received any complaints arising from the leakage of customer information during the Year.

3.3 Procurement Management

Responsible procurement starts with transparency and the prevention of all kinds of malpractice in the procurement process by keeping our suppliers in compliance our internal management standards. The Group strictly abides by the Bidding Law of the People's Republic of China (中華人民共和國招標投標法), the Regulation on the Implementation of the Bidding Law of the People's Republic of China (中華人民共和國招標投標實施條例) and relevant local laws and regulations. The Group has developed a supplier and procurement management framework that suits its needs with comprehensive records of supplier quality, delivery records and evaluation reports, and sets out the application name approval process for procurement to ensure the quality of suppliers. The Group has more than 1,088 major suppliers located in China (98.8%) and overseas (1.2%), which mainly provide material and equipment, engineering construction and technical services to various business segments. The Group conducts goodwill review, information review and on-site evaluation of suppliers to ensure their performance capabilities and service quality.

We require our suppliers to comply with labor standards, including prohibitions on forced or child labor and non-discrimination. Our suppliers must comply with the requirements of applicable local laws. We regard our suppliers as true partners and advocate for improved sustainability practices. In our procurement process, we also promote the purchase of products and services that have a low impact on the environment and are environmentally conscious.

3. 反腐倡廉(續)

3.2 信息安全

本集團重視客戶隱私的保護，嚴格遵守業務所在地區有關隱私保護及信息安全的相關法例和規定，如《中華人民共和國計算機信息系統安全保護條例》及《計算機信息網絡國際聯網安全保護管理辦法》等，以避免客戶數據的外泄。因此，我們明確對所有涉及客戶信息的檔案處理手法，包括必須按收集、整理、保管、保密及歸檔，加強客戶數據和文件的安全保管，切實有效保護客戶隱私。

本年度，本集團沒有收到任何因泄露客戶資料而引致的投訴。

3.3 採購管理

負責任採購始於透明度，以及讓我們的供應商按照我們內部管理的標準，預防採購過程中的各種弊端。本集團嚴格遵守《中華人民共和國招標投標法》、《中華人民共和國招標投標實施條例》以及運營地當地相關法律法規。本集團制定了適合其需要的供應商及採購管理框架，全面紀錄供應商的素質、供貨紀錄及評估報告，並列明採購的申請名審批程序，以確保供應商的水平。本集團主要供應商超過1,088家，供應商分佈於中國(98.8%)及海外(1.2%)等地方，主要為各業務板塊提供材料設備、工程施工和技術服務等。本集團會對供應商進行商譽審查、資料審查、現場評審，確保供應商的履約能力及服務質素。

我們要求供應商遵守勞工標準，包括禁止強制勞動或童工、不作出歧視。我們的供應商必須遵守當地適用法律之要求。我們視供應商為真正的合作夥伴，並倡導供應商改善可持續發展實踐。在採購的過程中，我們亦提倡採購對於環境較低影響及考慮環保的產品及服務。

Environmental, Social and Governance Report

環境、社會及管治報告

3. ANTI-CORRUPTION AND INTEGRITY ADVOCATION (Continued)

3.3 Procurement Management (Continued)

In the field of culture and media services, cinemas under the Group have established the “Centralized Procurement Process” (集中採購流程) and “Centralized Procurement Supplier Management Process” (集中採購供應商管理流程), including the work process and supplier bidding process in respect of procurement’s needs, procurement details, confirmation of suppliers, product, etc., and conduct annual evaluation for suppliers to update the qualified supplier list. Suppliers are required to sign the “Compliance Policy and Integrity Agreement” (合規政策與廉潔協議) to strengthen the compliance cooperation and integrity construction of both parties.

In the field of property development, Nan Hai Development has formulated guidelines for the tendering and procurement of suppliers, and conducts assessments for tendering and procurement for each project, which are subject to approval to undertake at a reasonable and competitive market price and ensure the quality of procurement.

In the field of enterprise cloud services, CE Dongli has formulated the “Procurement Management System” (採購管理制度), which clearly states the procurement scope, procurement form, executive departments and their responsibilities, regulates the behavior of procurement and improves the efficiency and quality of procurement.

3.4 Intellectual Property

We acknowledge the importance of intellectual property and prohibits any infringement such as monopoly, counterfeiting and piracy in the industry. We comply with relevant laws and regulations on the protection of intellectual property rights such as the Trademark Law of the People’s Republic of China (中華人民共和國商標法) and the Patent Law of the People’s Republic of China (中華人民共和國專利法) to ensure that the Group’s intellectual property is respected and protected. During the Year, the Group had 65 registered patents.

In the field of culture and media services, we have formulated the “Administrative Measures for Intellectual Property” (知識產權管理辦法) and the “Implementation of Articles” (實施細則) to regulate the processes of trademarks, patents, copyrights application and use.

In the field of property development, we have formulated the “R&D Project Establishment Management System” (研發項目立項管理制度) and the “R&D Confidentiality Management System” (研發保密管理制度) to protect the legitimate rights and interests of the Company if infringement occurs.

3. 反腐倡廉(續)

3.3 採購管理(續)

在文化與傳播服務領域，旗下的影院建立《集中採購流程》和《集中採購供應商管理流程》，包括採購需求、採購細則、確認供應商、產品等方面的工作流程和供應商招標的程序，為供應商進行年度評估以更新合格供應商名單；供應商需簽署《合規政策與廉潔協議》，加強雙方合規性合作與廉潔建設。

在房地產開發領域，南海發展制定供應商招採工作指引，為各工程施工項目進行招採工作並評估，後需經審批以合理的具有市場競爭力的價格承接，確保工程採購的質量。

在企業雲服務領域，中企動力制定《採購管理制度》，清晰列出採購範圍、採購形式、執行部門及其職責規範採購行為，提高採購效率及質量。

3.4 知識產權

我們理解知識產權的重要性，嚴禁任何行業壟斷、仿冒及盜版等侵權行為。我們遵守《中華人民共和國商標法》、《中華人民共和國專利法》等保護知識產權的相關法律法規，確保本集團的知識產權受到尊重及保障。本年度，本集團有65件保持註冊的專利。

在文化與傳播服務領域，我們制定了《知識產權管理辦法》及《實施細則》，規範商標、專利、著作權申請、使用等流程。

在房地產開發領域，我們訂立的《研發項目立項管理制度》及《研發保密管理制度》為維護公司的合法權益不受侵犯。

Environmental, Social and Governance Report

環境、社會及管治報告

3. ANTI-CORRUPTION AND INTEGRITY ADVOCATION (Continued)

3.4 Intellectual Property (Continued)

In the field of enterprise cloud services, we have formulated the "Intellectual Property Management System" (知識產權管理制度) to regulate the management of patents, copyrights, trademarks and domain name registration, so as to protect the intellectual property rights in multiple ways.

4. PEOPLE-ORIENTED

The Group regards its employees as its most valuable core asset and strives to build a harmonious and inclusive working environment to facilitate growth of employees and the Group. We are committed to building a professional team in terms of recruitment procedures, remuneration and benefits, as well as training and development opportunities, in order to bring sustainable business growth and create value for the Group. In the field of employment, we strictly comply with the Labour Law of the People's Republic of China (中華人民共和國勞動法), the Labour Contract Law of the People's Republic of China (中華人民共和國勞動合同法) and the Provisions on the Prohibition of Using Child Labour of the People's Republic of China (中華人民共和國禁止使用童工規定) and other labour and social security regulations, prohibiting forced labour and the use of child labour, anti-discrimination against age, gender and any other aspects. We do not tolerate discrimination in any way.

The Group's employees can access to information related to their rights through the "Employee Handbook" (員工手冊), including provisions on remuneration, employee benefits, recruitment and performance appraisal, working hours and holidays, etc., to ensure that employees are provided with the opportunities for work and professional development. As at 31 December 2021, the number of full-time employees of the Group was 12,896 employees, of which 6,763 were female and 6,133 were male. Further details of the employees are set out in Appendix I: Sustainability Data Statements.

4.1 Recruitment Management

We attach importance to talent introduction and are committed to compliance and efficiency in recruitment, while optimizing the allocation of human resources of the Company. We review the annual human resources development plan in accordance with the "Guidelines on Annual Business Plan and Budget Management" (年度經營計劃及預算管理工作指引) to strengthen the establishment of the Company's talent team and ensure the long-term business development. The Group attracts talents through various channels, including but not limited to online recruitment, headhunting recruitment, campus recruitment and internal recommendation. Employees are required to provide identity documents for checking upon joining the Group to ensure that they have reached the legal working age. During the Year, the Group did not have any non-compliance cases relating to child labour or forced labour.

3. 反腐倡廉(續)

3.4 知識產權(續)

在企業雲服務領域，我們制定了《知識產權管理制度》，對專利、著作權、商標、域名註冊等規範管理，以多種途徑維護知識產權。

4. 以人為本

本集團視員工為集團最寶貴的核心資產，致力建立和諧共融的工作環境，促進員工與集團共同成長。我們在招聘程序、薪酬及福利待遇以及培訓發展機會方面致力構建專業團隊，為本集團帶來持續業務增長及創造價值。我們在僱傭方面嚴格遵守《中華人民共和國勞動法》、《中華人民共和國勞動合同法》及《中華人民共和國禁止使用童工規定》等勞動及社會保障法規，禁止強制勞工及使用童工、反對年齡、性別及其他任何方面的歧視等，我們絕不容許存在以任何方式歧視他人。

本集團的員工可以透過《員工手冊》以獲取與他們權益相關的信息，包括薪酬、員工福利、招聘及績效評核、工作時數、假期等規定，以確保員工享受工作和專業發展的機遇。截至2021年12月31日，本集團的全職僱員人數為12,896名僱員，當中有女性僱員6,763名及男性僱員6,133名。其他詳細僱員情況載列於附錄一：可持續發展數據摘要。

4.1 招聘管理

我們重視人才引進，致力於招聘工作的合規與高效，同時優化公司人力資源分配，我們根據《年度經營計劃及預算管理工作指引》，審視年度人力資源發展規劃，加強公司人才隊伍建設，確保企業業務長遠發展。本集團以多種渠道進行人才吸納，包括但不限於網絡招聘、獵頭招聘、校園招聘、內部推薦等方式。員工入職時需要提供身份證明，經查核，以確保他們已達合法的工作年齡。本年度，本集團並沒有發生任何聘用童工或強制勞工的違規個案。

Environmental, Social and Governance Report

環境、社會及管治報告

4. PEOPLE-ORIENTED (Continued)

4.2 Rights and Benefits

In addition to providing employees with statutory benefits, such as five social insurances and one housing provident fund and statutory holidays, we wish to protect employees' physical and mental health through the provision of various benefits and allowances. We also provide different caring activities, traditional festival activities and outdoor activities for our employees, so that they can relax at the right time and work with vitality, achieving a win-win situation for both the Company and the employees. In terms of remuneration and benefits, the remuneration of the employees is based on their competitiveness, experience, skills and positions. Annual salary review will be conducted and the salaries are subject to adjustment by situation.

If an employee violates the relevant laws and regulations and code of conduct, etc., resulting in dismissal, we will strictly comply with and perform relevant procedures under the relevant legal provisions. No unreasonable dismissal will be allowed. In addition, employees may voluntarily resign. We will also regularly monitor the turnover situation and understand the reasons for their departure to keep improving operation.

4.3 Cultivating Talents

Emphasis on talent management is a guarantee for the long-term development of the Group. Therefore, we are committed to cultivating professional talents and helping our staff to learn, grow and develop. We arrange new employees to attend training courses, and also provide employees with training on their job capabilities according to the needs of different positions. The training includes work ethics, skills and management training, etc., to strengthen their professional capacities and prepare for the Group's high-quality development. In order to continuously improve their professional management and operation capabilities, we will understand the needs of our employees and review the effectiveness of our training to plan our training for the coming year.

In the field of property development, our Guangzhou properties regularly conducts internal training, the topics of which focus on etiquette, emergency handling methods, professional skills, work technical skills, marketing activities sharing and other aspects.

4. 以人為本(續)

4.2 權益與福利

除了為員工提供法定福利，如五險一金和法定假期之外，我們希望透過提供各項福利保障員工身心健康及各類補貼。我們亦為員工提供不同的關懷活動、傳統節日活動、拓展活動等，讓員工可適時放鬆，更讓他們活力充沛地投入工作，實現企業和員工雙贏。在薪酬和福利方面，員工的薪酬會根據其競爭力、經驗、技術崗位作為基礎考慮，並會進行年度薪金檢討，按情況作出薪金調整。

如發生員工違反相關法律規定、行為守則等情況導致員工或遭解僱的，我們將嚴格遵照法律規定履行相關流程，絕不允許有無理解僱。此外，員工可自願提出離職，我們亦定期監察流失情況及了解其離職原因持續改善營運。

4.3 培養人才

重視人才管理是本集團長遠發展的保障，因此，我們致力培養專業人才，幫助員工學習、成長和發展。我們安排新入職員工進行培訓，亦會通過不同崗位的需求，對員工進行崗位能力的培訓、培訓內容如職業道德培訓、技術培訓、管理培訓等方面加強專業能力，為配合本集團高質量發展作準備。為了不斷完善其專業管理和運營能力，我們會了解員工的需要，檢討培訓的成果，以計劃來年的培訓內容。

在房地產開發領域，旗下的廣州物業定期組織內部培訓，課題內容圍繞在禮儀、應急處理方法、專業技能、工作技術技巧和營銷活動分享等方面。

Environmental, Social and Governance Report

環境、社會及管治報告

4. PEOPLE-ORIENTED (Continued)

4.3 Cultivating Talents (Continued)

In the field of enterprise cloud services, CE Dongli launches a platform with fun and diverse interactive games and question-answering functions to enhance employees' interest in learning, thereby promoting knowledge sharing, mutual learning and interactive learning.

The training programs are aligned with the core values of the Company and integrated with the operational philosophy to strengthen the business capabilities of employees at all levels, laying a foundation for their development.

4.4 Health and Safety

The Group highly values the physical and mental health of employees and is committed to providing them with a safe working environment. We strictly comply with relevant national occupational safety and health regulations such as the Law of the People's Republic of China on the Prevention and Control of Occupational Diseases (中華人民共和國職業病防治法) and the Production Safety Law of the People's Republic of China (中華人民共和國安全生產法). We attach great importance to the health and safety of every employee and strive to minimize the incidence of accidents. In order to prevent safety incidents, we focus on monitoring fire and gas safety and safety production inspections as well as overseeing the prevention and control of the Epidemic. In addition, we also conduct safety and hygiene inspections, including garbage removal and fire escapes in the building, to maintain a high level of hygiene. The Group also conducts regular internal fire safety inspections of office buildings together with the administration departments of each unit at Sino-i Campus in Beijing office premises. Relevant employees representatives of the administration departments attend fire safety training provided by Sino-i Campus Service Center. During the Year, the number of lost days of the Group due to work injury was 691 days. There were no work-related fatalities in the past three years, including the Year.

As the Epidemic continues to spread worldwide in 2021, the Group has taken prompt actions and adopted various guidelines and measures to actively cooperate with the government in prevention of the Epidemic. To strengthen the Group's prevention and control of the Epidemic, we have prepared epidemic prevention supplies for our staff, such as infrared thermometers, disinfectant water and masks. We are committed to providing a healthy office environment to reduce employees' anxiety.

4. 以人為本(續)

4.3 培養人才(續)

在企業雲服務領域，中企動力推出富趣味性和多樣性互動的遊戲及問題解答功能的平台，提升員工的學習興趣，借此提倡知識分享、互相學習及互動學習。

培訓項目貼合企業的核心價值觀，與運營理念相結合以加強各級別員工的業務能力，為員工發展奠定基石。

4.4 健康與安全

員工的身心健康是本集團高度關注的問題，為員工提供安全的工作環境。我們嚴格按照國家的相關職業安全與健康法規，包括《中華人民共和國職業病防治法》和《中華人民共和國安全生產法》。我們非常重視每一位員工的健康與安全，著力於將事故的發生率降到最低。為防範安全事故的發生，我們重點監測消防燃氣安全、安全生產檢查、以及監督疫情防控工作等。此外，我們亦會進行安全衛生檢查，包括垃圾清運情況、樓內消防通道等，以保持高度衛生的狀態。本集團亦會定期與各單位行政部門聯合，於北京辦公場所的數碼莊園進行辦公大樓的內部消防安全檢查。行政部門相關職員代表會參加數碼莊園服務中心提供的消防安全培訓。本集團於本年度發生因工傷損失的工作日數為691天，過往三年包括本年度皆無發生因工死亡事件。

疫情在2021年繼續在全球蔓延，本集團迅速採取各項指引和措施，並積極配合政府的疫情防控工作。為加強集團的疫情防範，我們為員工準備防疫物資，例如紅外線體溫計、消毒水、口罩等。我們致力提供健康的辦公環境，降低員工對辦公的擔憂。

Environmental, Social and Governance Report

環境、社會及管治報告

4. PEOPLE-ORIENTED (Continued)

4.4 Health and Safety (Continued)

First Aid Training

On 24 September 2021, the Group invited the Red Cross Society of China Beijing Branch to conduct emergency rescue training for the employees to remind them of the importance of emergency rescue for themselves and others. The course included manual cardiopulmonary resuscitation (CPR) and the use of automated external defibrillator (AED), of which 87 employees were awarded CPR+AED training certificates by the Red Cross Society of China Beijing Branch. The Group's employees have a more comprehensive understanding of emergency care and enhance their safety awareness.



First aid training course
急救培訓班

4. 以人為本(續)

4.4 健康與安全(續)

急救培訓

本集團於2021年9月24日，特意邀請北京市紅十字會為員工進行應急救護培訓，時刻警醒應急救護對自己和他人的重要性。課程包括徒手心肺復蘇(CPR)和自動體外除顫器(AED)的使用，當中共有87名員工獲得由北京市紅十字會頒發的心肺復蘇+自動體外除顫器(CPR+AED)培訓證書。本集團的員工對應急救護有更全面的了解，增強其安全意識。



Emergency rescue practical exercise
應急救護實際操作練習

Environmental, Social and Governance Report

環境、社會及管治報告

4. PEOPLE-ORIENTED (Continued)

4.5 Caring for Employees' Life

We emphasise on the physical and mental health of employees. By holding diversified caring activities and outdoor training, we guide employees to face life and work with a positive and relaxed mindset.



Fun games
趣味運動會

We hold a variety of festive activities for our employees on the "March 8th" Women's Day, Dragon Boat Festival, Mid-Autumn Festival and other festivals every year. This Year, coinciding with the 10th anniversary of Sino-i Campus, we also hold special commemorative activities to strengthen the employees' sense of belonging to the Group. The Group has established various employee grievance and communication channels to actively listen to the opinions and suggestions from our employees, such as employee exchange activities. Each department faces the challenges arisen from the Epidemic, examines current issues and proposes improvement measures, with an aim to create a better future.

4. 以人為本(續)

4.5 關愛員工生活

我們關注員工的身心健康，舉行了多元化的關愛員工活動和外部拓展訓練，引導員工以積極輕鬆的心態面對生活和工作。



10th anniversary of the Campus
莊園十周年

我們於每年「三八」婦女節、端午節、中秋節等節日為員工舉辦形式多樣的節日活動，本年度適逢數碼莊園十周年，更是舉辦特別紀念活動，加強員工對本集團的歸屬感。本集團建立了多種員工申訴與溝通渠道，我們積極傾聽員工意見與建議，如員工交流活動。各部門迎接疫情挑戰，審視立足當下問題，提出改善措施，共創更美好的未來。

Environmental, Social and Governance Report

環境、社會及管治報告

5. PRACTICING GREEN OPERATIONS

The Group attaches great importance to environmental protection and strictly abides by the Environmental Protection Law of the People's Republic of China (中華人民共和國環境保護法), the Pollution Prevention and Control Law of the People's Republic of China (中華人民共和國污染防治法) and the Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Waste (中華人民共和國固體廢物污染環境防治法) and other laws and regulations related to environmental protection. As a listed company with diversified businesses, we are committed to promoting energy conservation and emission reduction, and reducing energy consumption such as water and electricity and the emission of pollutants such as waste gas and water through the energy conservation management and behaviour of the Sino-i Campus, so as to achieve efficient and rational use of energy. During the Year, we did not receive any cases of non-compliance in relation to environmental regulations that have a significant impact on the Group.

5.1 Greenhouse Gas Emission

In order to closely monitor the Group's green operations and energy saving results, environmental data from each business segment is collected and fully documented so that we can track the data sources and prepare for future target setting. To calculate the GHG emissions, we refer to the Greenhouse Gas Protocol developed by the World Resources Institute and the World Business Council for Sustainable Development and the ISO14064-1 published by the International Standardization Organization. We have disclosed the greenhouse gas emissions and energy consumption in the report in a transparent manner, striving to reduce the carbon footprint in our operations. In 2021, the Group's greenhouse gas emissions amounted to 138,853.16 tonnes of carbon dioxide equivalent.

5.2 Use of Resources

Recognising the urgency of climate change and future environmental challenges, we are actively implementing green management, enhancing our environmental performance in terms of improving energy efficiency, waste management and resource consumption, strengthening the environmental awareness of all staff, and working together to create a green culture of energy saving and emission reduction.

5. 實踐綠色運營

本集團重視環境保護，嚴格遵守《中華人民共和國環境保護法》、《中華人民共和國污染防治法》及《中華人民共和國固體廢物污染環境防治法》等與環保相關的法律法規。作為一家業務多元化的上市公司，切實推進節能減排工作，透過數碼莊園區管理節能和行為節能等途徑，儘量減低水、電等能源消耗和廢氣、廢水等污染物的排放，實現有效和合理利用能源。本年度，我們並無接獲任何有關環保法規而對本集團構成重大影響的違規個案。

5.1 溫室氣體排放

為持續監督本集團的綠色運營及節能成果，我們透過收集各業務板塊的環保數據，並進行完整的歸檔，以便追蹤數據源。我們參考世界資源研究所與世界可持續發展工商理事會開發的《溫室氣體盤查議定書》及國際標準化組織訂定的ISO14064-1計算溫室氣體排放量，在報告中透明地披露溫室氣體排放及耗能的情況，致力減少在運營時的碳足印。2021年度，本集團溫室氣體排放量為138,853.16噸二氧化碳當量。

5.2 資源使用

我們意識到氣候變化和未來環境挑戰的迫切性，積極推行綠色管理，加強改善能源效益、廢物管理及資源耗用等方面的環保表現，增強全員的環保意識，共同營造節能減排的綠色文化。

Environmental, Social and Governance Report

環境、社會及管治報告

5. PRACTICING GREEN OPERATIONS (Continued)

5.3 Emissions Management

The Group's emissions are mainly from the gas from the Group's own vehicles. During the Year, the Group's vehicles emitted 714.96 kg of nitrogen oxides, 3.66 kg of sulphur dioxide and 26.66 kg of particulate matter, representing a decrease from the previous year. We regularly collect the fuel consumption data of the Group's owned vehicles and arrange regular vehicle maintenance. We also encourage our staff to reduce greenhouse gas emissions from unnecessary travel by communicating online or through video conferencing.

Energy Conservation

During operations, the Group consumed a total of 203,352,638.30 kilowatt hours of electricity and 2,318.58 tonnes of steam. The Group also regularly reviews the energy conservation and consumption reduction work and conduct timely checking and follow-up action to continuously reduce the environmental impact of its business operations and implement effective energy management. In order to do so, we have taken the following targeted measures:



- Use glass partitions to deploy natural light at the Group's headquarters, thereby minimizing the number of lighting fixtures
本集團總部以玻璃材料作間隔，充分利用自然光，盡可能減少照明燈具數量
- Adopt lighting colour management systems at the Group's cinemas
本集團影院採用照明色點管理系統
- Turn off the lights when the office areas are not in use and promote the habit of switching off the lights
不使用辦公室時，務必關掉電燈，倡導隨手關燈的習慣
- Prioritize to replace energy saving lightings if needed
如需更換燈具，會優先選擇節能燈
- Clean all lightings on a regular basis to maintain and improve efficiency
定期清潔燈具，保持及提高照明效率



- Clean the filters and fan coil units regularly to maintain the efficiency of air conditioning systems
定期清洗過濾網及盤管式風機，保持空調系統高效能
- Firmly eliminate the use of air-conditioning when opening windows and doors
堅決杜絕開門窗使用空調現象
- Turn off the air conditioners when the office areas are not in use
不使用辦公室時關掉空調



- Phasing out energy-intensive and inefficient equipment and purchasing energy-efficient labeled electronic equipment (e.g. printers)
逐步淘汰高能耗、低能效設備，購買具有能源效益標示的電子設備（如打印機）
- Set idle computers to enter auto standby/sleep mode
設定電腦閒置時進入自動待機/睡眠模式

5. 實踐綠色運營(續)

5.3 排放物管理

本集團的排放物主要源自本集團自有車輛的氣體。本年度，本集團車輛排放的氮氧化物714.96千克，二氧化硫3.66千克，懸浮粒子26.66千克，較上年度下降。我們定期收集集團名下車輛的耗油量，並定期安排車輛進行保養，也鼓勵員工通過在線溝通或視頻會議，以此減少不必要差旅造成的溫室氣體排放。

節約能源

本集團在運營過程中的總耗電量為203,352,638.30千瓦時和蒸汽量為2,318.58噸。本集團亦定期審視節能降耗工作的情況進行及時的檢查和跟蹤，持續降低業務運營對環境的影響，實踐有效能源管理。我們採取以下針對性的措施，實踐有效能源管理。

Environmental, Social and Governance Report

環境、社會及管治報告

5. PRACTICING GREEN OPERATIONS (Continued)

5.3 Emissions Management (Continued)

Water Conservation

During the Year, the Group consumed a total of 717,096.55 tonnes of water and 108,407.67 tonnes of reclaimed water in its operations. In order to continuously save water, we have adopted the following specific measures, including turning off the tap, immediate repairment of dripping taps and regular checking of water meter readings and hidden water leakage.

Waste Management

For the waste generated in the operation of the Group, we adopt waste reduction at source and ensures waste is properly sorted, treated, reused and recycled. During the Year, we produced 3,165,747.48 kg of non-hazardous waste and 162,787.00 kg of recycled waste, and produced 7,651.47 kg of hazardous waste². We promote a paperless office and establish an information platform covering all areas of office management to facilitate process management and centralization of office operations, other initiatives include:

- Post paper-saving signs at the prominent places to remind our employees to copy documents on both sides or re-use paper;
- Place recycling bins next to the printers to collect waste paper for further processing;
- Reduce the use of disposable and non-recyclable products;
- Assess material usage and avoid overstocking;
- Adopting automatic collection system for domestic waste and food waste.

5.4 Smart Green Development

The Group actively promotes green projects to ensure that our buildings meet the national requirements for green building standards and reduce the impact on the environment, and provide a healthy and comfortable living environment for the public while living in harmony with the environment and achieving sustainable development.

2 Data includes the amount of hazardous waste generated such as computers, batteries, waste ink cartridges and waste toner cartridges.

5. 實踐綠色運營(續)

5.3 排放物管理(續)

節約用水

本年度，本集團在運營過程中的總耗水量為717,096.55噸、中水使用量為108,407.67噸。為了持續節約用水，我們採取以下針對性的措施，包括關緊水龍頭、立即維修滴水的水龍頭和定期檢查水錶讀數及隱蔽的漏水現象。

廢棄物管理

本集團在運營過程中產生的廢棄物，我們踐行源頭減廢，並確保廢棄物獲得妥善分類、處理、循環再用及回收。本年度，我們的無害廢棄物產生量為3,165,747.48千克、回收量為162,787.00千克；有害廢棄物產生量為7,651.47千克²。我們提倡無紙化辦公，建立涵蓋辦公管理各個領域的信息化平台，促進流程管理、辦公業務集中處理，其他措施包括：

- 顯眼處張貼告示，提醒員工採用雙面影印或使用再用紙；
- 於打印機旁放置回收箱，統一收集廢紙張再作進一步處理；
- 減少使用一次性及不可回收的產品；
- 評估物料用量，避免存貨過多；
- 採用生活垃圾及廚餘垃圾自動收集系統。

5.4 智慧綠化發展

本集團積極推動綠色項目建設，致力確保我們的建築符合國家對綠色建築標準要求，減少對環境造成的影響，能夠為大眾提供健康、舒適生活環境的同時，做到與環境和諧相處，最終達到永續發展。

2 數據包括電腦、電池、廢墨盒和廢碳粉盒等有害廢棄物產生量。

Environmental, Social and Governance Report

環境、社會及管治報告

5. PRACTICING GREEN OPERATIONS (Continued)

5. 實踐綠色運營(續)

5.4 Smart Green Development (Continued)

5.4 智慧綠化發展(續)

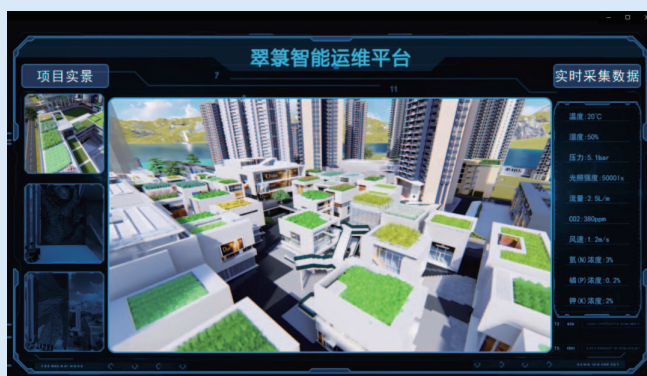
Case 翠錄科技智慧綠化 案例分享 Smart greening of Cui Lu Technology

(1) Smart operation and maintenance system

Cui Lu Technology collects plant information, diagnoses the health status of plants, and matches the irrigation cycle, fertiliser cycle and irrigation water volume of plants through a big database to carry out plant growth management, which includes monitoring urban soil and providing timely warning of regions with abnormal soil parameters.

(一) 智能化運維系統

翠錄科技採集植物信息，通過對植物的健康狀態進行診斷，及通過大數據庫對植物的灌溉周期、施肥周期、灌溉水量進行數據匹配以進行植物生長管理，當中包括對城市土壤進行監控，對土壤參數異常地區及時做出預警。



Smart operation and maintenance system of Cui Lu Technology
翠錄科技智能化運維系統

(2) Cui Lu Technology Greening Project

Cui Lu Technology has undertaken the green roofing works for some areas of the infrastructure of the Sino-Singapore Guangzhou Knowledge City, including the industrial office building, the smart ecology exhibition centre and the training building. Cui Lu Technology actively promoted the site inspection, developed the green roof plan and set up the construction team. In May 2021, the professional team of Cui Lu Technology officially started the construction of some of the green roofs.

(二) 翠錄科技綠化項目

翠錄科技承擔了中新廣州知識城基礎建設中部分區域的屋面綠化工程，其中包括產業辦公樓、智慧生態展示中心及培訓大樓等。翠錄科技積極推進現場實地勘察、制定屋面綠化方案、組建施工團隊。2021年5月，翠錄科技的專業團隊正式開啓了部分的屋面綠化施工。

Environmental, Social and Governance Report

環境、社會及管治報告

5. PRACTICING GREEN OPERATIONS (Continued)

5.5 Responding to Climate Change

Climate change is a current global challenge and the Group has identified various physical and transformational risks in response to the extreme weather and natural hazards associated with climate change. The Group is likely to face more severe extreme weather events in the future, resulting in damage to facilities and increased maintenance costs and staff safety issues, affecting the Group's stable operations directly and indirectly. The Group has conducted risk identification and prepared contingency plans to accommodate future extreme weather events. The responsibilities of the team are clearly stated in the contingency plan and contingency measures are categorised to ensure the capability to handle critical incidents in order to control, mitigate and eliminate the damage and impact of critical incidents. The Group also monitors regulatory trends and ensures that operations comply with relevant ESG requirements.

6. GIVING BACK TO THE COMMUNITY

The Group is also committed to supporting the development of public welfare and fulfilling its social responsibility. The Group makes use of strength to promote the traditional virtue of respecting the elderly and caring for the young, and actively respond to the needs of the community. We encourage our employees to participate in community activities and contribute to the sustainable development of a harmonious society.

5. 實踐綠色運營(續)

5.5 應對氣候變化

氣候變化是當前全球面對的挑戰，為了應對氣候變化帶來的極端天氣與自然災害，本集團已識別出不同的實體風險和轉型風險。本集團有可能於未來面對更嚴重的極端天氣事件導致設施損毀以致增加維修費用及員工安全問題，直接和間接地影響集團的平穩營運。本集團已進行風險識別及擬定應急預案，以便適應未來的極端天氣事件。我們在應急方案中亦清楚列明小組職責，並將應急措施進行級別分類，確保處理危急事件的能力，以控制、減輕和消除危急事件帶來的損害和影響。本集團亦會監察監管趨勢，並確保營運符合相關ESG規定。

6. 回饋社會

本集團也致力於支持公益事業發展，履行社會責任。通過集團力量弘揚尊老愛幼的傳統美德，並積極響應社會需求。本集團十分鼓勵員工參與社區活動，為和諧社會的可持續發展作出貢獻。

Case
案例

Charity activities
公益活動展愛心

“Movies for Centenary Celebration”

In April 2021, our subsidiary, Dadi Media launched a free film-viewing campaign “Movies for Centenary Celebration” in collaboration with the Nanhai Zhichen Party Branch (南海智辰黨支部). We held 100 red film shows in 100 cities across 28 provinces, autonomous regions, municipalities. Nearly 10,000 enthusiastic citizens participated in our red film shows. Positive energy and the spirit of the times were spread through our films.

「光影敬百年」

2021年4月，旗下的大地傳播聯合南海智辰黨支部推出了「光影敬百年」免費觀影活動。我們橫跨28個省、直轄市、自治區，在100座城市裏，開展了100場紅色觀影，近萬名熱心群眾參與了我們的紅色觀影活動。我們通過電影傳播正能量，感悟時代精神。



Red film shows
紅色觀影

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX I: SUSTAINABILITY DATA STATEMENTS

附錄一：可持續發展數據摘要

Environmental KPIs	環境關鍵績效指標	Unit	單位	2021 年度
Greenhouse gas emissions Total greenhouse gas emissions (Scope 1 & 2)	溫室氣體排放量 溫室氣體排放總量(範疇1及2)	tonnes of CO ₂ e	噸二氧化碳當量	138,853.16
Greenhouse gas emissions intensity Greenhouse gas emissions intensity per square meter ³	溫室氣體排放密度 每平方米 ³ 的溫室氣體排放密度	tonnes of CO ₂ e/ square meter	噸二氧化碳當量/平方米	0.09
Fuel consumption Natural gas consumption Diesel Liquefied petroleum gas Vehicle gasoline consumption Vehicle diesel consumption	燃料消耗 天然氣用量 柴油 液化石油氣 車輛耗用的汽油 車輛耗用的柴油	m ³ m ³ m ³ liter liter	立方米 立方米 立方米 升 升	1,813.09 709.51 3,877.20 104,774.50 15,639.00
Energy consumption Total electricity consumption Electricity consumption intensity per square meter Purchased steam	能源消耗 總耗電量 耗電密度(每平方米) 外購蒸汽	kWh kWh/square meter tonnes	千瓦時 千瓦時/平方米 噸	203,352,638.30 137.76 2,318.58
Municipal water consumption Total municipal water consumption Municipal water consumption intensity per square meter	市政用水量 市政用水總量 市政用水密度(每平方米)	tonnes tonnes/square meter	噸 噸/平方米	717,096.55 0.47
Reclaimed water consumption Total reclaimed water consumption	中水使用量 中水使用總量	tonnes	噸	108,407.67
Hazardous waste Total hazardous waste generated ⁴ Hazardous waste intensity per employee	有害廢棄物 有害廢棄物產生總量 ⁴ 有害廢棄物密度(每名員工)	kg kg/employee	千克 千克/員工	7,651.47 0.59
Non-hazardous waste Non-hazardous waste generated Non-hazardous waste intensity per employee Non-hazardous waste recycled Decoration waste generated	無害廢棄物 無害廢棄物產生總量 無害廢棄物密度(每名員工) 無害廢棄物回收總量 裝修垃圾產生量	kg kg/employee kg kg	千克 千克/員工 千克 千克	3,165,747.48 245.48 162,787.00 58
Paper consumption Paper Paper consumption intensity per employee	紙張耗用量 紙張 紙張耗用密度(每名員工)	kg kg/employee	千克 千克/員工	52,187.03 4.05

3 Per square metre of floor area.

4 Data includes the amount of hazardous waste generated such as computers, batteries, waste ink cartridges and waste toner cartridges.

3 面積為每平方米樓面面積。

4 數據包括電腦、電池、廢墨盒和廢碳粉盒等有害廢棄物產生量。

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX I: SUSTAINABILITY DATA STATEMENTS (Continued)

附錄一：可持續發展數據摘要(續)

Social KPIs	社會關鍵績效指標	Unit	單位	2021 年度
Total number of employees	僱員總數	person	人數	12,896
Female	女性	person	人數	6,763
Male	男性	person	人數	6,133
Directly employed employees (by position type)	直接聘用的僱員 (按職位類型劃分)			
Supervisory level and below	主管級及以下員工	person	人數	11,057
Managers (including deputy managers and senior managers)	經理級(含副經理、高級經理)員工	person	人數	1,439
Director level and above	總監級及以上員工	person	人數	400
Directly employed employees (by age group and gender)	直接聘用的僱員 (按年齡組別及性別劃分)			
Aged below 35 (excluding 35)	35歲以下(不含35歲)	person	人數	9,604
Aged 35-45 (including 35 but not 45)	35歲-45歲(含35歲不含45歲)	person	人數	2,332
Aged 45 and over (including 45)	45歲及以上(含45歲)	person	人數	960
Directly employed employees (by geographical region)	直接聘用的僱員 (按地區劃分)			
Employees in Mainland China	中國大陸員工	person	人數	12,236
Employees from overseas, Hong Kong, Macau and Taiwan	海外及港澳臺地區員工	person	人數	660
Employee turnover rate (by gender)	員工流失率(按性別劃分)			
Female	女性	%	%	58.0
Male	男性	%	%	61.4
Employee turnover rate (by age group)	員工流失率(按年齡組別劃分)			
Aged below 35 (excluding 35)	35歲以下(不含35歲)	%	%	64.8
Aged 35-45 (including 35 but not 45)	35歲-45歲(含35歲不含45歲)	%	%	26.6
Aged 45 and over (including 45)	45歲及以上(含45歲)	%	%	36.8
Employee turnover rate (by geographical region)	員工流失率(按地區劃分)			
Employees in Mainland China	中國大陸員工	%	%	60.6
Employees from overseas, Hong Kong, Macau and Taiwan	海外及港澳臺地區員工	%	%	29.3

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX I: SUSTAINABILITY DATA STATEMENTS (Continued)

附錄一：可持續發展數據摘要(續)

Social KPIs	社會關鍵績效指標	Unit	單位	2021 年度
Percentage of employees trained⁵ (by gender)	受訓員工百分比 ⁵ (按性別劃分)			
Female	女性	%	%	45.2
Male	男性	%	%	54.8
Percentage of employees trained (by position type)	受訓員工百分比 (按職位類型劃分)			
Supervisory level and below	主管級及以下員工	%	%	94.4
Managers (including deputy managers and senior managers)	經理級(含副經理、高級經理)員工	%	%	4.2
Director level and above	總監級及以上員工	%	%	1.4
Average training hours (by gender)	平均培訓時數(以性別劃分)			
Female	女性	hours	小時	114.44
Male	男性	hours	小時	109.47
Average training hours (by position type)	平均培訓時數 (按職位類型劃分)			
Supervisory level and below	主管級及以下員工	hours	小時	165.4
Managers (including deputy managers and senior managers)	經理級(含副經理、高級經理)員工	hours	小時	181.9
Director level and above	總監級及以上員工	hours	小時	167.0
Occupational health and safety	職業健康和安			
Number of deaths at work annually for the past three years (including the reporting year)	過去三年(包括匯報年度)每年因工亡故的人數	Person	人數	0
Rate of work-related deaths annually for the past three years (including the reporting year)	過去三年(包括匯報年度)每年因工亡故的比率	%	%	0
Loss of working days due to work-related injuries	因工傷損失工作日數	days	天	691
Labour standard	勞工標準			
Number of child labour discovered	發現童工數目	cases	宗	0
Number of forced labour discovered	發現強制勞工數目	cases	宗	0
Anti-corruption	反貪污			
Number of concluded corruption proceedings against the Company or its employees	對公司或員工提出並已審結的貪污訴訟案件數目	cases	宗	0

5 Percentage of employees trained =(Number of employees trained in a position type/Total number of employees trained)X 100

5 受訓員工百分比=(受訓類別員工人數/受訓員工總人數) X 100

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX II: INDEX OF THE STOCK EXCHANGE ESG REPORTING GUIDE

附錄二：聯交所《環境、社會及管治報告指引》索引

Descriptions 指標內容		Relevant chapter 相關章節
A. Environmental		
A. 環境範疇		
A1: Emissions	General Disclosure Information on:(a) the policies; and(b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	Practicing Green Operations
A1.1	The types of emissions and respective emissions data.	Emissions Management, Greenhouse Gas Emission
A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Appendix I: Sustainability Data Statements
A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Appendix I: Sustainability Data Statements
A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Appendix I: Sustainability Data Statements
A1.5	Description of emission target(s) set and steps taken to achieve them.	Sustainable Development Goals
A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them.	Sustainable Development Goals
A1 : 排放物	一般披露	實踐綠色運營
A1.1	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。排放物種類及相關排放數據。	排放物管理、溫室氣體排放
A1.2	直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)、密度(如以每產量單位、每項設施計算)。	附錄一：可持續發展數據摘要
A1.3	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)。	附錄一：可持續發展數據摘要
A1.4	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)。	附錄一：可持續發展數據摘要
A1.5	描述所訂立的排放量目標及為達到這些目標所採取的步驟。	可持續發展目標
A1.6	描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	可持續發展目標

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX II: INDEX OF THE STOCK EXCHANGE ESG REPORTING GUIDE (Continued)

附錄二：聯交所《環境、社會及管治報告指引》索引(續)

Descriptions 指標內容		Relevant chapter 相關章節
A2: Use of Resources	General Disclosure Policies on the efficient use of resources, including energy, water and other raw materials.	Practicing Green Operations
A2.1	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).	Appendix I: Sustainability Data Statements
A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	Appendix I: Sustainability Data Statements
A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	Sustainable Development Goals
A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them.	Sustainable Development Goals
A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	Not applicable as no packaging materials is manufactured or produced by the Group
A2: 資源使用	一般披露 有效使用資源(包括能源、水及其他原材料)的政策。	實踐綠色運營
A2.1	按類型劃分的直接及/或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	附錄一：可持續發展數據摘要
A2.2	總耗水量及密度(如以每產量單位、每項設施計算)。	附錄一：可持續發展數據摘要
A2.3	描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	可持續發展目標
A2.4	描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	可持續發展目標
A2.5	製成品所用包裝材料的總量(以千克計算)及(如適用)每生產單位佔量。	不適用，本集團無製造或生產包裝材料
A3: The Environment and Natural Resources	General Disclosure Policies on minimising the issuer's significant impacts on the environment and natural resources.	Practicing Green Operations
A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	Practicing Green Operations
A3: 環境及天然資源	一般披露 減低發行人對環境及天然資源造成重大影響的政策。	實踐綠色運營
A3.1	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。	實踐綠色運營
A4: Climate Change	General Disclosure Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	Responding to Climate Change
A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	Responding to Climate Change
A4: 氣候變化	一般披露 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。	應對氣候變化
A4.1	描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	應對氣候變化

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX II: INDEX OF THE STOCK EXCHANGE ESG REPORTING GUIDE (Continued)

附錄二：聯交所《環境、社會及管治報告指引》索引(續)

Descriptions 指標內容		Relevant chapter 相關章節
B. Social B. 社會範疇		
B1: Employment	General Disclosure Information on:(a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	People-Oriented
	B1.1 Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region.	Appendix I: Sustainability Data Statements
	B1.2 Employee turnover rate by gender, age group and geographical region.	Appendix I: Sustainability Data Statements
B1: 僱傭	一般披露 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：(a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例。	以人為本
	B1.1 按性別、僱傭類型（如全職或兼職）、年齡組別及地區劃分的員工總數。	附錄一：可持續發展數據摘要
	B1.2 按性別、年齡組別及地區劃分的員工流失比率。	附錄一：可持續發展數據摘要
B2: Health and Safety	General Disclosure Information on:(a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.	Health and Safety
	B2.1 Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	Health and Safety
	B2.2 Lost days due to work injury.	Health and Safety
	B2.3 Description of occupational health and safety measures adopted, and how they are implemented and monitored.	Health and Safety
B2: 健康與安全	一般披露 有關提供安全工作環境及保障員工避免職業性危害的：(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。	健康與安全
	B2.1 過去三年（包括匯報年度）每年因工亡故的人數及比率。	健康與安全
	B2.2 因工傷損失工作日數。	健康與安全
	B2.3 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	健康與安全
B3: Development and Training	General Disclosure Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	Cultivating Talents
	B3.1 The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	Appendix I: Sustainability Data Statements
	B3.2 The average training hours completed per employee by gender and employee category.	Appendix I: Sustainability Data Statements
B3: 發展及培訓	一般披露 有關提升員工履行工作職責的知識及技能的政策。描述培訓活動。	培養人才
	B3.1 按性別及員工類別（如高級管理層、中級管理層等）劃分的受訓員工百分比。	附錄一：可持續發展數據摘要
	B3.2 按性別及員工類別劃分，每名員工完成受訓的平均時數。	附錄一：可持續發展數據摘要

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX II: INDEX OF THE STOCK EXCHANGE ESG REPORTING GUIDE (Continued)

附錄二：聯交所《環境、社會及管治報告指引》索引(續)

Descriptions 指標內容		Relevant chapter 相關章節		
B4: Labour Standards B4 : 勞工準則	General Disclosure	Information on:(a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.	People-Oriented	
	B4.1	Description of measures to review employment practices to avoid child and forced labour.	Recruitment Management	
	B4.2	Description of steps taken to eliminate such practices when discovered.	Recruitment Management	
	一般披露	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。	以人為本	
B4 : 勞工準則	B4.1	描述檢討招聘慣例的措施以避免童工及強制勞工。	招聘管理	
	B4.2	描述在發現違規情況時消除有關情況所採取的步驟。	招聘管理	
	B5: Supply Chain Management B5 : 供應鏈管理	General Disclosure	Policies on managing environmental and social risks of the supply chain.	Procurement Management
		B5.1	Number of suppliers by geographical region.	Procurement Management
B5.2		Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored.	Procurement Management	
B5.3		Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	Procurement Management	
B5 : 供應鏈管理	B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	Procurement Management	
	一般披露	管理供應鏈的環境及社會風險政策。	採購管理	
	B5.1	按地區劃分的供應商數目。	採購管理	
	B5.2	描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目、以及有關慣例的執行及監察方法。	採購管理	
B5 : 供應鏈管理	B5.3	描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	採購管理	
	B5.4	描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	採購管理	

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX II: INDEX OF THE STOCK EXCHANGE ESG REPORTING GUIDE (Continued)

附錄二：聯交所《環境、社會及管治報告指引》索引(續)

Descriptions 指標內容		Relevant chapter 相關章節	
B6: Product Responsibility	General Disclosure	Information on:(a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.	Product Management, Information Safety, Intellectual Property
	B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	Product Management
	B6.2	Number of products and service related complaints received and how they are dealt with.	Product Management
	B6.3	Description of practices relating to observing and protecting intellectual property rights.	Intellectual Property
	B6.4	Description of quality assurance process and recall procedures.	Product Management
	B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored.	Information Safety
B6：產品責任	一般披露	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。	產品管理、信息安全、知識產權
	B6.1	已售或已運送產品總數中因安全與健康理由而須回收的百分比。	產品管理
	B6.2	接獲關於產品及服務的投訴數目以及應對方法。	產品管理
	B6.3	描述與維護及保障知識產權有關的慣例。	知識產權
	B6.4	描述品質檢定過程及產品回收程序。	產品管理
	B6.5	描述消費者資料保障及私隱政策，以及相關執行及監察方法。	信息安全
B7: Anti-corruption	General Disclosure	Information on:(a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	Anti-Corruption and Integrity Advocacy
	B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases.	Anti-Corruption and Integrity Advocacy
	B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.	Anti-Corruption and Integrity Advocacy
	B7.3	Description of anti-corruption training provided to directors and staff.	Anti-Corruption and Integrity Advocacy
B7：反貪污	一般披露	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。	反腐倡廉
	B7.1	於匯報期內對發行人或其員工提出並已審結的貪污訴訟案件的數目及訴訟結果。	反腐倡廉
	B7.2	描述防範措施及舉報程序，以及相關執行及監察方法。	反腐倡廉
	B7.3	描述向董事及員工提供的反貪污培訓。	反腐倡廉

Environmental, Social and Governance Report

環境、社會及管治報告

APPENDIX II: INDEX OF THE STOCK EXCHANGE ESG REPORTING GUIDE (Continued)

附錄二：聯交所《環境、社會及管治報告指引》索引(續)

Descriptions 指標內容			Relevant chapter 相關章節
B8: Community Investment General Disclosure		Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests.	Giving back to the community
	B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	Giving back to the community
	B8.2	Resources contributed (e.g. money or time) to the focus area.	Giving back to the community
B8：社區投資	一般披露	有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	回饋社會
	B8.1	專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	回饋社會
	B8.2	在專注範疇所動用資源。	回饋社會

Stock Code 股份代碼:680
www.nanhaicorp.com

