

# IngDan 硬蛋

HATCH THE INTERNET OF THINGS

INGDAN, INC.

硬蛋創新

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

Stock Code 股份代號 : 00400



環境、社會及管治報告

Environmental, Social and Governance Report

# 2022

# 環境、社會及管治報告

## Environmental, Social and Governance Report

### 報告準則、期間、範圍及原則

本環境、社會及管治報告(「**環境、社會及管治報告**」)乃由硬蛋創新(「**本公司**」)及其附屬公司(統稱「**我們**」或「**本集團**」)根據香港聯合交易所有限公司(「**香港交易所**」)證券上市規則附錄27所載環境、社會及管治報告指引(「**環境、社會及管治報告指引**」)編製。環境、社會及管治報告闡述本集團於截至2022年12月31日止年度(「**報告期間**」)實施環境、社會及管治(「**環境、社會及管治**」)措施取得的進展，務求讓持份者全面了解本集團財務表現以外的事宜。環境、社會及管治報告涵蓋本集團於中華人民共和國(「**中國**」)大陸及香港特別行政區(「**香港**」)的辦事處及設施。

本集團於編製環境、社會及管治報告時遵守環境、社會及管治報告指引所載的四項基本報告原則。該等報告原則及本集團於環境、社會及管治報告中應用該等原則的方式載列如下：

### REPORTING STANDARD, PERIOD, SCOPE, AND PRINCIPLES

This environmental, social and governance report (the “**ESG Report**”) has been prepared by Ingdan, Inc. (the “**Company**”) and its subsidiaries (collectively “**we**”, “**us**”, “**ours**”, or the “**Group**”) in accordance with the Environmental, Social and Governance Reporting Guide (the “**ESG Reporting Guide**”) as set out in Appendix 27 to the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited (the “**Hong Kong Stock Exchange**”, or “**HKEX**”). The ESG Report describes the progress of the Environmental, Social and Governance (“**ESG**”) efforts made by the Group during the year ended 31 December 2022 (the “**Reporting Period**”), with the aim of providing a comprehensive picture to the stakeholders in addition to its financial performance. The ESG Report covers the Group’s offices and facilities in the mainland of People’s Republic of China (the “**PRC**”) Hong Kong Special Administrative Region (“**Hong Kong**”).

The Group adheres to the four fundamental reporting principles set out in the ESG Reporting Guide in the preparation of the ESG Report. These reporting principles and the way the Group applies these in the ESG Report are set out below:

匯報原則 Reporting Principles	應用於本報告的方式 How it is applied to this report
重要性 Materiality	環境、社會及管治報告涵蓋不同持份者關注的關鍵環境及社會議題。該等重大環境及社會議題乃經本公司董事會(「 <b>董事會</b> 」)與審核委員會考慮、董事會與本公司管理層(「 <b>管理層</b> 」)討論及與不同持份者溝通後識別。環境、社會及管治報告載列識別實質事宜的過程以及內部及外部層面的實質事宜矩陣，有關詳情載於「持份者參與及重要性評估」一節。 The ESG Report covers the key environmental and social issues concerned by different stakeholders. These material environmental and social issues were identified through consideration by the board of directors of the Company (the “ <b>Board</b> ”), audit committee, discussion between the Board and the management of the Company (the “ <b>Management</b> ”) and engagement with different stakeholders. Identification process of substantive issues and the matrix of substantive issues along internal and external dimensions are disclosed in the ESG Report, further details of which are set out in the “Stakeholder Engagement and Materiality Assessment” section.
量化 Quantitative	環境、社會及管治報告載列量化環境及社會關鍵績效指標(「 <b>關鍵績效指標</b> 」)採用的標準、方法、假設及/或計量，以及所用的關鍵排放源及轉換系數的資料。該等資料的詳情於下文相關關鍵績效指標的註釋部分中說明。 Information on the standards, methodologies, assumptions and/or calculation used, and source of key emission and conversion factors used for both quantitative environmental and social key performance indicators (the “ <b>KPIs</b> ”) are disclosed in the ESG Report. Details of these information are all explained in the notes section following relevant KPIs.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

匯報原則 Reporting Principles	應用於本報告的方式 How it is applied to this report
平衡 Balance	環境、社會及管治報告不偏不倚地呈報本公司於報告期間的表現。以客觀方式披露資料，避免可能會不恰當地影響讀者判斷的偏頗選擇、遺漏或呈列格式。 The ESG Report provides an unbiased picture of the Company's performance during the Reporting Period. Information is disclosed in an objective manner, avoiding biased selections, omissions, or presentation formats that may inappropriately influence the judgment made by readers.
一致性 Consistency	為提高及保持環境、社會及管治表現的長遠可比性，本公司盡量採用一致的匯報及計量方法，以達到具意義的比較，並已就任何可能影響對關鍵績效指標作意義比較的變動作出相應披露。 For the purpose of enhancing and maintaining the comparability of ESG performances over time, consistent reporting and calculation methodologies are applied by the Company as far as practicable to allow for meaningful comparison. Any changes that could affect a meaningful comparison of KPIs have been disclosed accordingly.

### 關於本集團

本集團是一家在中國服務全球IC產業及AIoT生態的iPaaS(整合平台即服務)技術服務平台。本公司於2022年6月10日正式由科通芯城集團更名為硬蛋創新。本集團主營業務為科通技術(「科通技術」)服務芯片產業的技術服務平台和硬蛋科技(「硬蛋科技」)提供AIoT技術和服務的平台。

### ABOUT THE GROUP

The Group is an (Integration platform as a Service) iPaaS technology services platform serving the global IC industry and AIoT ecosystem in China. The Company officially changed its name from Cogobuy Group to Ingdan, Inc. on June 10, 2022. The Group's core businesses are Comtech ("Comtech"), a technology services platform for the chip industry, and Ingdan ("Ingdan"), a platform providing AIoT technology and services.

### 董事會確認

董事會及管理層已審批環境、社會及管治的重要性評估及環境、社會及管治報告，並於2023年3月31日取得董事會批准。

### BOARD CONFIRMATION

The Board and the Management have reviewed and endorsed the ESG materiality assessment and the ESG Report, and approval was obtained from the Board on 31 March 2023.

### 查閱及回應本報告

讀者可通過香港交易所網站www.hkexnews.hk或本公司網站www.ingdangroup.com查閱本環境、社會及管治報告電子版本。如您對本公司環境、社會及管治議題的披露及表現有任何意見或建議，請通過以下方式與我們取得聯繫。

### REPORT ACCESS AND FEEDBACK

The electronic version of the ESG Report is available on the website of the Hong Kong Stock Exchange (www.hkexnews.hk) and the website of the Company (www.ingdangroup.com). Should you have any advice or recommendation as to the Company's disclosure and performance in ESG issues, please contact us through the following ways.

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# 環境、社會及管治報告(續) Environmental, Social and Governance Report (Continued)

## 本集團的環境、社會及管治理念及管治架構

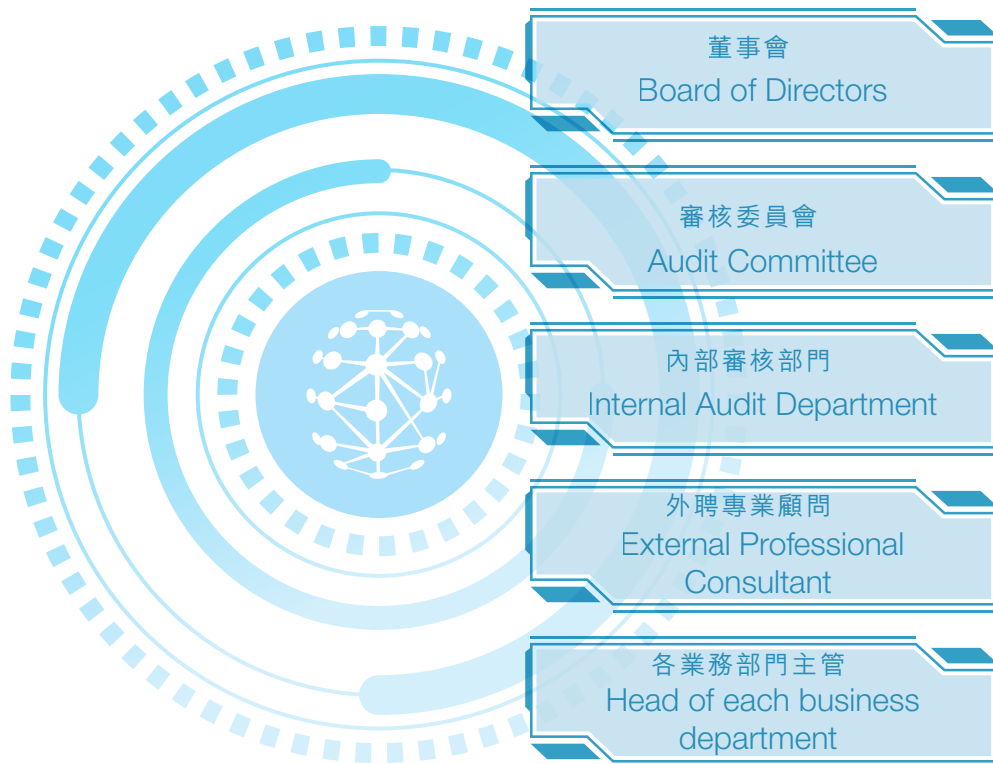
董事會意識到環境、社會及管治對於滿足持份者不斷轉變的期望同時提升本集團價值及表現乃至關重要。因此，董事會與管理層一起致力於環境保護，承擔評估及識別與本集團環境、社會及管治事宜相關風險的整體責任，亦肩負向全體僱員推廣環境及社會可持續文化的使命，以保持本集團的長期發展。

本集團對環境、社會及管治事宜的監管框架及職責分工如下：

## THE GROUP'S ESG PHILOSOPHY AND GOVERNANCE STRUCTURE

The Board recognizes the importance of ESG in meeting the changing expectations of stakeholders while enhancing the value and performance of the Group. Hence the Board, working together with the Management, has committed to environmental protection by taking on the overall responsibility of assessing and identifying risks associated with ESG matters of the Group, and also engaging in a mission to promote the environmental and socially sustainable culture among all our employees to maintain long-term growth of the Group.

The Group's regulatory framework and functions on ESG matters are as follows:



## 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

監管職責 Regulatory functions	監管內容 Regulatory content
董事會  The Board	<ul style="list-style-type: none"><li>• 全面負責評估本集團面對的主要環境、社會及管治風險(例如供應商管理、了解社會的可持續需求等,以及與本集團相關的其他主要環境、社會及管治事宜)。</li><li>• 全面負責評估及釐定風險性質及程度(包括環境、社會及管治風險)。董事會願意以之為戰略目標,建立及保持適當有效的風險管理及內部監控制度。</li><li>• Take overall responsibility for assessing the key ESG risks faced by the Group (such as supplier management, understanding the sustainable needs of society, etc., and other major ESG issues related to the Group).</li><li>• Take overall responsibility for assessing and determining the nature and extent of risks, including ESG risks. The board is willing to make it the strategic objective to establish and maintain appropriate and effective risk management and internal control systems.</li></ul>
審核委員會  Audit Committee	<ul style="list-style-type: none"><li>• 協助董事會領導管理層監督風險管理及內部監控系統的設計、實施及監察。</li><li>• Assist the Board to lead the Management in overseeing the design, implementation and monitoring of risk management and internal control systems.</li></ul>
內部審核部門  Internal Audit Department	<ul style="list-style-type: none"><li>• 提供建議以制定或完善解決主要風險(包括業務過程中的環境、社會及管治風險)的政策及程序。</li><li>• 定期檢討風險管理及內部監控系統的充足性及有效性,並識別業務營運產生的風險。</li><li>• Provide recommendations to formulate or improve policies and procedures in addressing the major risks (including ESG risks in the business process).</li><li>• Review regularly the adequacy and effectiveness of risk management and internal control systems and identify the risks arising from the business operation.</li></ul>
外聘專業顧問  External Professional Consultant	<ul style="list-style-type: none"><li>• 對風險管理及內部監控制度進行年度獨立檢討。</li><li>• 確保用於識別、評估及管理重大環境、社會及管治風險的政策及程序已妥為設計及實施</li><li>• Conduct annual independent reviews of risk management and internal control systems.</li><li>• Ensure that the policy and procedures used to identify, and assess and manage material ESG risks are designed and implemented properly</li></ul>

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

監管職責 Regulatory functions	監管內容 Regulatory content
各業務部門主管  Head of each business department	<ul style="list-style-type: none"> <li>持續識別及評估可能潛在影響本集團業務及各方面的風險，包括營運過程中面臨的環境、社會及管治風險。</li> <li>向管理層匯報任何已識別風險。</li> <li>Perform ongoing identification and assessment of risks that may potentially affect the Group's business and various aspects, including ESG risks that are exposed to the operations.</li> <li>Report any identified risks to the management.</li> </ul>

董事會透過行業比較及持份者參與識別本集團的環境、社會及管治風險，委任外聘專業顧問團隊評估風險及監察最新監管規定，包括全球經濟風險、人才流失風險及客戶資料安全等。

The Board identifies the Group's ESG risks through industry comparisons and stakeholder engagement, appointing an external professional consultant team to evaluate the risks and monitoring the latest regulatory requirements which include global economic risk, outflow of talent risk and customer information security, etc.

就已識別的環境、社會及管治風險而言，本集團主要從以下方面評估風險的重要性，即發生的可能性及影響程度。我們根據過往及現有數據及資料(如財務、補償、罰款、新收入來源或環境、社會及管治事宜可能帶來的新機會)估計未來發生的頻率及風險的影響程度。

For the identified ESG risks, the Group mainly evaluates the materiality of the risks from the following aspects, i.e. the likelihood of occurrence and degree of impact. We estimate the frequency of future occurrence and the degree of impact of the risks based on historical and current data and information: such as financial, compensation, fines, new revenue stream or new opportunity that may be brought by the ESG matter.

我們採用自上而下的方針，透過政策及指引，將環境、社會及管治的概念融入工作場所的日常營運，由此每位僱員都會成為可持續發展大使，從而確保環境、社會及管治範圍涵蓋旗下業務的重要部分。我們的僱員負責遵守不同的環境、社會及管治相關政策，執行本集團的環境、社會及管治工作，並就環境、社會及管治相關決策的適用性及潛在改進向管理層作出反饋。為確保有關環境、社會及管治事宜的決定能更好地執行，本集團成立環境、社會及管治工作小組，負責收集數據、披露資料、向僱員傳達董事會的決定並及時通知董事會。

By using a top-down approach, we assimilate ESG concepts into our daily operations at the workplace through policies and guidelines, so that each of our employees become ambassador of the sustainability efforts, thus ensuring that the scope of the ESG covers the significant parts of our businesses. Our employees are responsible to comply with different ESG related policies, execute accordingly with the Group's ESG works and feedback to Management on the applicability and potential improvements of ESG related decision. In order to ascertain that the decisions related to ESG matters can be better executed, the Group set up the ESG working group, responsible for the collection of data, disclosure of information, convey the Board's decision to the employees and notify the Board in a timely manner.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 持份者參與及重要性評估

### STAKEHOLDER ENGAGEMENT AND MATERIALITY ASSESSMENT

#### 持份者參與

本集團重視持份者的意見，並透過具建設性的溝通及緊密的工作關係，致力了解及接納彼等對環境、社會及管治的意見及利益。本集團在制定環境、社會及管治營運策略及措施時考慮持份者的期望，同時亦透過與各持份者的相互合作及積極參與，致力為環境及社區創造更大價值。

#### Stakeholder Engagement

The Group values its stakeholders' inputs and devotes tremendous efforts to understand and accommodate their views and interests relating to ESG through constructive communication and close working relationships. The Group takes into account stakeholders' expectations in formulating ESG operational strategies and measures, while also strive to create greater value for our environment and community through the mutual cooperation and active engagement with various stakeholders.

持份者組別、彼等的關注重點、與本集團的主要溝通渠道以及我們回應與反饋如下表所示：

The stakeholder groups, their focus, their typical communication channels with the Group and our response and feedback are shown below:

持份者組別 Types of Stakeholders	關注重點 Focus	主要溝通渠道 Typical communication channels	回應及反饋 Response & Feedback
客戶 Customers	<ul style="list-style-type: none"> <li>產品及服務質量</li> <li>用戶信息收集及信息保護</li> <li>知識產權</li> <li>技術創新及產品迭代</li> </ul>	<ul style="list-style-type: none"> <li>公司參觀</li> <li>收集投訴及反饋</li> <li>網上調查</li> <li>通過電郵或電話定期交流</li> <li>向公眾發佈本集團財務報告、公告及通函以及其他文件</li> </ul>	<ul style="list-style-type: none"> <li>提供優質產品及服務</li> <li>制定隱私政策，合法收集用戶信息</li> <li>保護知識產權</li> <li>加強研發能力</li> </ul>
	<ul style="list-style-type: none"> <li>The quality of products and service</li> <li>Collection of users' information and information protection</li> <li>Intellectual property rights</li> <li>Technological innovation and products iteration</li> </ul>	<ul style="list-style-type: none"> <li>Company tours</li> <li>Collection of complaints and feedback</li> <li>Online survey</li> <li>Regular communication via email or telephone</li> <li>Financial reports, announcements and circulars and other documents of the Group released to the public</li> </ul>	<ul style="list-style-type: none"> <li>Providing high quality products and service</li> <li>Setting up privacy policy and collecting the user's information lawfully</li> <li>Protecting the intellectual property rights</li> <li>Enhancing research and development capability</li> </ul>

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

持份者組別 Types of Stakeholders	關注重點 Focus	主要溝通渠道 Typical communication channels	回應及反饋 Response & Feedback
供應商 Suppliers	<ul style="list-style-type: none"> <li>良好及長期的業務關係</li> <li>公平誠信交易</li> <li>信息共享</li> <li>Good and long-term business relationship</li> <li>Fair and honest dealing</li> <li>Information sharing</li> </ul>	<ul style="list-style-type: none"> <li>通過電郵或電話定期交流</li> <li>定期進行會議或報告</li> <li>Regular communication via email or telephone</li> <li>Regular progress meetings or reports</li> </ul>	<ul style="list-style-type: none"> <li>按約定履行合約義務</li> <li>與優秀供應商保持長期合作</li> <li>及時付款</li> <li>Honoring contractual obligations as agreed</li> <li>Maintaining long-term collaboration with excellent suppliers</li> <li>Timely payment</li> </ul>
股東及投資者 Shareholders and investors	<ul style="list-style-type: none"> <li>持續穩定的投資回報</li> <li>及時的披露資料及透明度</li> <li>維護股東權利及利益</li> <li>業務經營合法合規</li> <li>反腐倡廉</li> <li>Continuous and stable investment returns</li> <li>Timely information disclosure and transparency</li> <li>Protect the rights and interests of shareholders</li> <li>Business operation is complied with laws and regulations</li> <li>Combat corruption and the upholding of integrity principle</li> </ul>	<ul style="list-style-type: none"> <li>年報、中期報告及公告</li> <li>股東大會</li> <li>路演/電話會議/會面</li> <li>媒體溝通機制</li> <li>新聞發佈會</li> <li>意見監察</li> <li>電話/電郵/網站諮詢</li> <li>投資者參觀</li> <li>The annual reports, interim reports and announcements</li> <li>General meetings</li> <li>Roadshows/telephone conferences/meet-and-greets</li> <li>Media communication mechanism</li> <li>Press conferences</li> <li>Opinion monitoring</li> <li>Consultation via telephone/email/website</li> <li>Investor visits</li> </ul>	<ul style="list-style-type: none"> <li>根據法規刊發股東週年大會通告及決議案</li> <li>及時披露公司信息</li> <li>根據監管機構規定刊發公眾公告及報告</li> <li>回應電郵/電話查詢及投資者實地視察</li> <li>Publishing AGM notices and resolutions according to regulations</li> <li>Timely disclosing corporate information</li> <li>Publishing public announcements and reports according to regulator's requirements</li> <li>Responding to email/telephone inquiries and handling on-site visit from investors</li> </ul>



## 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

持份者組別 Types of Stakeholders	關注重點 Focus	主要溝通渠道 Typical communication channels	回應及反饋 Response & Feedback
僱員 Employees	<ul style="list-style-type: none"> <li>• 培訓、事業發展及持續專業發展</li> <li>• 薪酬及福利</li> <li>• 工作環境</li> <li>• 健康與安全保障</li> <li>• 創新及機遇</li> <li>• 知識產權</li> <li>• Training, career development and continuous professional development</li> <li>• Salary and welfare</li> <li>• Working environment</li> <li>• Health and safety protection</li> <li>• Innovation and opportunities</li> <li>• Intellectual property rights</li> </ul>	<ul style="list-style-type: none"> <li>• 透過電郵及面對面會議收集反饋</li> <li>• 績效考核</li> <li>• 直屬主管指導</li> <li>• 員工公告欄</li> <li>• 培訓、論壇及研討會</li> <li>• Collection of feedback, through emails and face-to-face meetings</li> <li>• Performance appraisal</li> <li>• Mentoring by direct supervisor</li> <li>• Employee notice boards</li> <li>• Training, seminars and workshops</li> </ul>	<ul style="list-style-type: none"> <li>• 提供健康與安全的工作環境</li> <li>• 就晉升建立公平透明的績效考核機制</li> <li>• 組織員工活動及團隊建設活動</li> <li>• Providing a healthy and safe work environment</li> <li>• Establishing a fair and transparent performance appraisal mechanism for promotion</li> <li>• Organizing employee activities and team-building exercises</li> </ul>
地方社區、非政府組織及普羅大眾 Local communities, non-government organizations and the general public	<ul style="list-style-type: none"> <li>• 就業機會</li> <li>• 環境保護及減排</li> <li>• 社區發展</li> <li>• 公益慈善捐贈</li> <li>• Employment opportunities</li> <li>• Environmental protection and reduce emissions</li> <li>• Community development</li> <li>• Contribute towards public welfare and charitable donations</li> </ul>	<ul style="list-style-type: none"> <li>• 公益活動</li> <li>• 社區投資與服務</li> <li>• 環保活動</li> <li>• 贊助及捐贈</li> <li>• Charitable activities and service</li> <li>• Community investment activities</li> <li>• Sponsorships and donations</li> </ul>	<ul style="list-style-type: none"> <li>• 嚴格遵守法律及法規</li> <li>• 加強安全管理</li> <li>• 積極承擔企業社會責任</li> <li>• Strictly complying with laws and regulations</li> <li>• Enhancing safety management</li> <li>• Actively assuming corporate social responsibility</li> </ul>

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

持份者組別 Types of Stakeholders	關注重點 Focus	主要溝通渠道 Typical communication channels	回應及反饋 Response & Feedback
媒體 Media	<ul style="list-style-type: none"> <li>• 信息透明度</li> <li>• 良好的媒體關係</li> <li>• Transparency of information</li> <li>• Good media relations</li> </ul>	<ul style="list-style-type: none"> <li>• 於香港交易所及本集團網站披露資料</li> <li>• 財務報告、公告及通函及其他公開可獲得的資料</li> <li>• 訪談及新聞稿</li> <li>• Information disclosure on HKEX and the Group websites</li> <li>• Financial reports, announcements and circulars and other publicly available information</li> <li>• Interviews and press releases</li> </ul>	<ul style="list-style-type: none"> <li>• 維護良好合作關係</li> <li>• 與媒體及傳媒適當互動</li> <li>• Maintaining good cooperative relations</li> <li>• Interact appropriately with the medias and press</li> </ul>

### 重要性評估

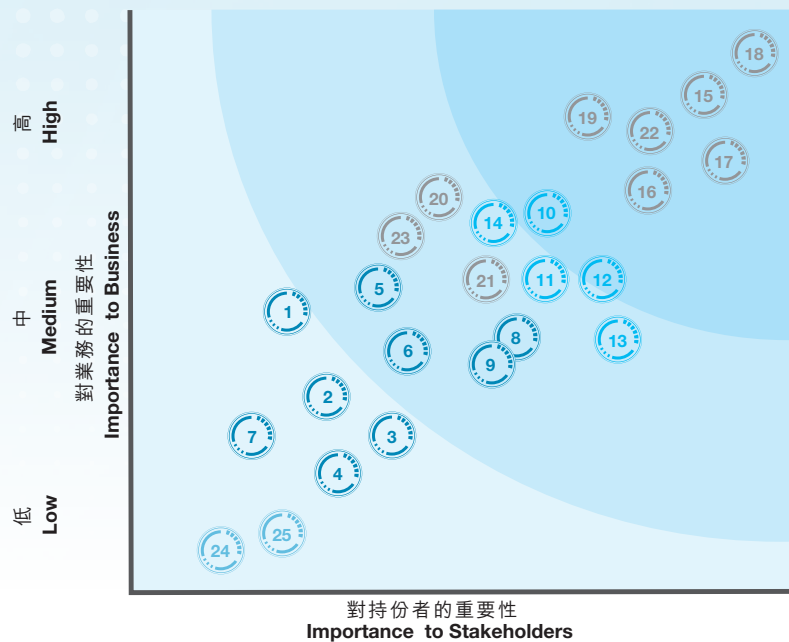
於報告期間，我們設法與持份者溝通，並發現數項與環境、社會及管治有關的潛在重大事宜可能對本集團構成長期影響。我們已根據環境、社會及管治報告指引將該等議題進一步分類為不同範疇，並收集受影響持份者的相關資料，以估計該等環境、社會及管治議題對本集團的影響。經過我們分析，下表所列議題對本集團而言屬重大：

### Materiality Assessment

During the Reporting Period, we have managed to communicate with our stakeholders and discovered several potential material issues related to ESG which may affect the Group in the long term. We have further categorized these issues into various areas in accordance with the ESG Reporting Guide, collected relevant information from the affected stakeholders to estimate the impact of these ESG issues to the Group. After our analysis, the issues that are material to the Group are shown as below:

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)



Low  
低

Medium  
中

High  
高

**環境**  
**Environment**

1. 環保合規  
Environmental compliance
2. 溫室氣體排放  
Greenhouse gas emissions
3. 空氣污染  
Air pollution
4. 有害及無害廢棄物管理  
Hazardous and non-hazardous waste management
5. 能源使用  
Use of energy
6. 水資源使用  
Use of water resources
7. 污水處理  
Sewage treatment

**僱員**  
**Employee**

8. 薪資及福利  
Salary and welfare
9. 健康與安全  
Health and safety
10. 培訓及職業發展  
Training and career development
11. 企業文化  
Corporate culture
12. 有效溝通  
Effective communication
13. 公平及反歧視  
Fairness and anti-discrimination
14. 工作環境  
Working environment

**業務**  
**Business**

15. 產品及服務質量  
Product and service quality
16. 處理投訴  
Complaint handling
17. 知識產權  
Intellectual property rights
18. 供應鏈管理  
Supply chain management
19. 個人資料保護  
Personal data protection
20. 反貪污及賄賂  
Anti-corruption and bribery
21. 銷售合規  
Sales compliance
22. 品牌聲譽  
Brand reputation
23. 分包商管理  
Subcontractor management

**社區**  
**Community**

24. 社區服務  
Community service
25. 慈善捐贈  
Charitable donations

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

基於以上分析，本集團將持續改善其環境、社會及管治表現，以滿足持份者的不同期望、向持份者提供反饋及應對其風險。報告期間我們於該等環境、社會及管治層面的工作詳情將於下文四個章節呈列，即「我們的環境」、「我們的僱員」、「我們的業務」及「我們的社區」。

### 我們的環境

本集團意識到與氣候變化相關的風險及在國際社會中管理此等風險的重要性。我們的使命是以對環境負責的方式經營業務，盡量減少業務營運對環境的影響。

於報告期間，本集團致力並已經遵守中國主要的環保法律及法規，包括：

- 香港法例第311章《空氣污染管制條例》；
- 香港法例第354章《廢物處置條例》；
- 香港法例第358章《水污染管制條例》；
- 香港法例第400章《噪音管制條例》；
- 《中華人民共和國環境保護法》；
- 《中華人民共和國環境保護稅法》；
- 《中華人民共和國水污染防治法》；
- 《中華人民共和國大氣污染防治法》；
- 《中華人民共和國固體廢物污染環境防治法》。

於報告期間，本集團並無接獲任何有關嚴重違反環境法律及法規的舉報或投訴。(2021年：無)

Based on the above analysis, the Group will improve its ESG performance continuously in order to meet the different expectations of stakeholders, provide feedback to stakeholders and response to its risk. Details of our work under these ESG aspects during the Reporting Period will be presented in the next sections in four subject areas, namely “Our Environment”, “Our Employees”, “Our Business” and “Our Community”.

### OUR ENVIRONMENT

The Group is aware of the risks associated with climate change and the importance of the efforts in managing these risks in the global community. It has been our mission to conduct our business in a manner that is environmentally responsible, minimising the impact to the environment from our business operations.

During the Reporting Period, the Group is committed to the compliance of, and had complied with, significant environmental laws and regulations in PRC, which include:

- Air Pollution Control Ordinance (Chapter 311 of the Laws of Hong Kong);
- Waste Disposal Ordinance (Chapter 354 of the Laws of Hong Kong);
- Water Pollution Control Ordinance (Chapter 358 of the Laws of Hong Kong);
- Noise Control Ordinance (Chapter 400 of the Laws of Hong Kong);
- Environmental Protection Law of the People’s Republic of China;
- Environmental Protection Tax Law of the People’s Republic of China;
- Water Pollution Prevention and Control Law of the People’s Republic of China;
- Law of the People’s Republic of China on the Prevention and Control of Atmospheric Pollution;
- Law of the People’s Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes.

The Group did not receive any report or complaint of any significant breaches of environmental laws and regulations during the Reporting Period. (2021: Nil)

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 層面A1：排放物及廢棄物

#### 廢氣排放

由於我們的業務並不涉及工業生產，本集團的生產不會消耗直接燃燒燃料。於報告期間，直接排放的廢氣主要來自本集團車輛的使用。本集團於報告期間內所直接排放不同類別的廢氣量如下所示：

### Aspect A1: Emissions and Wastes

#### Air emissions

As no industrial process involved in our business, the Group's production does not consume direct combustion fuel. Air emissions directly emitted were primarily attributed to the use of Group vehicles during the Reporting Period. The amounts of the different types of direct air emissions emitted during the Reporting Period by the Group were as follows:

(單位：千克) 直接廢氣排放量 <sup>(附註2)</sup> (Units: kilograms) Direct air emissions <sup>(note 2)</sup>	排放源 Emission Sources	2022年 2022		2021年 2021	
		排放量 Emission amounts	排放密度 <sup>(附註1)</sup> Emission intensities <sup>(note 1)</sup>	排放量 Emission amounts	排放密度 <sup>(附註1)</sup> Emission intensities <sup>(note 1)</sup>
氮氧化物(「氮氧化物」) Nitrogen Oxides (“NOx”)	集團車輛 Group vehicles	1.87	<0.01	1.87	<0.01
硫氧化物(「硫氧化物」) Sulphur Oxides (“SOx”)		0.07	<0.01	0.07	<0.01
顆粒物(「顆粒物」) Particulate Matter (“PM”)		0.31	<0.01	0.31	<0.01

附註1：密度乃按於報告期末的相關排放量除以本集團僱員總數計算。

Note 1: Intensity is measured by dividing the relevant emissions by the total employees of the Group at the end of the Reporting Period.

附註2：直接廢氣排放量的計算方法參考中華人民共和國生態環境部頒佈的《道路機動車大氣污染物排放清單編製技術指南(試行)》。

Note 2: Direct air emissions are calculated with reference to “Technical Guidelines for the Compilation of Air Pollutant Emission of Motor Vehicles (Trial)” (道路機動車大氣污染物排放清單編製技術指南(試行)) issued by the Ministry of Ecology and Environment of the People's Republic of China (中華人民共和國生態環境部).

附註3：計算2022年排放量時已使用新排放係數。為使2022年至2021年的排放量可供比較，2021年的排放量根據新排放係數重新計算。因此，本環境、社會及管治報告所呈列的2021年排放量與2021年環境、社會及管治報告所呈列數據不相同。

Note 3: The new emission factors are used to calculate the emissions in 2022. In order to make the emission amounts comparable between 2022 and 2021, the emission amounts in 2021 is recalculated with the new emission factors. As a result, the emission amounts in 2021 presented in this ESG Report are different from those presented in 2021 ESG report.

本集團的車輛使用率穩定，因此，於報告期間使用本集團車輛所產生的廢氣排放及直接溫室氣體排放與去年相比維持相同水平。

The use of Group's vehicles was at a stable rate, thus, air emissions and direct GHG emissions produced by the use of Group's vehicles during the Reporting Period were remained at the same level compared to last year.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 溫室氣體(「溫室氣體」)排放

於報告期間，按二氧化碳當量排放(「CO<sub>2</sub>e」)計不同種類溫室氣體的排放量(附註1)如下：

### Green House Gases (“GHG”) emissions

The amount of different types of GHG emissions (note 1) in CO<sub>2</sub> equivalent emissions (“CO<sub>2</sub>e”) during the Reporting Period was as follows:

(單位：噸CO <sub>2</sub> e) 溫室氣體排放範圍 (Units: Tonnes of CO <sub>2</sub> e) Scope of GHG emissions	排放源 Emission sources	2022年 2022		2021年 2021	
		排放量 Emission amounts	排放密度 <sup>(附註2)</sup> Emission intensities <sup>(note 2)</sup>	排放量 Emission amounts	排放密度 <sup>(附註2)</sup> Emission intensities <sup>(note 2)</sup>
範圍一 Scope 1					
直接排放 Direct Emissions	公司車輛 Company vehicles	13.32	0.02	13.45	0.03
範圍二 Scope 2					
能源間接排放 Energy Indirect Emissions	外購電力 Purchased electricity	267.17	0.47	318.34	0.60
總計 Total		280.49	0.49	331.79	0.62

附註1：溫室氣體排放量的計算方法參考香港交易所發佈的「如何準備環境、社會及管治報告？—附錄二：環境關鍵績效指標匯報指引」及世界資源研究所發佈的《城市溫室氣體核算工具指南》計算。

Note 1: GHG emissions are calculated with reference to the “How to prepare an ESG Report? — Appendix II: Reporting Guidance on Environmental KPIs” issued by the HKEX and “Greenhouse Gas Accounting Tool for Chinese Cities” issued by the World Resources Institute.

附註2：密度乃按於報告期末的相關排放量除以本集團僱員總數計算。

Note 2: Intensity is measured by dividing the relevant emissions by the total employees of the Group at the end of the Report Period.

附註3：計算2022年排放量時已使用新排放係數。為使2022年至2021年的排放量可供比較，2021年的排放量根據新排放係數重新計算。因此，本環境、社會及管治報告所呈列的2021年排放量與2021年環境、社會及管治報告所呈列數據不相同。

Note 3: The new emission factors are used to calculate the emissions in 2022. In order to make the emission amounts comparable between 2022 and 2021, the emission amounts in 2021 is recalculated with the new emission factors. As a result, the emission amounts in 2021 presented in this ESG Report are different from those presented in 2021 ESG report.

就能源間接溫室氣體排放而言，排放源來自深圳辦事處電力消耗，而有關電力乃透過我們使用經國家電網購買的電力間接產生。於報告期間，用電量減少約3%，乃由於本集團更加重視節約能源及資源。

For energy indirect GHG emissions, the emission source is electricity consumption in Shenzhen office, which was generated indirectly through our use of electricity purchased through national grid. During the Reporting Period, there was a decrease of approximately 3% of electricity use because the Group put more emphasis on energy and resource conservation.

## 環境、社會及管治報告(續)

# Environmental, Social and Governance Report (Continued)

### 廢棄物

於報告期間，我們於業務營運中並無產生有害廢棄物，亦無向水及土地排放有害廢棄物(2021年：無)，因此被視為毋須為減少有害廢棄物設定目標。倘本集團的業務模式其後出現變動，令業務涉及產生有害廢棄物，本集團將進一步評估設定目標的需要。就無害廢棄物而言，與去年類似，由於辦公室產生的無害廢棄物(主要為廢紙、辦公室用品及生活垃圾(如食物等))數量極少，故並無收集數據。由於無害廢棄物對本集團而言並不重大，故並無計劃制定減少無害廢棄物的目標。

就減排而言，本集團已決定不就廢氣排放及範圍一直接溫室氣體排放制定排放目標。此乃主要由於與其他環境、社會及管治事宜相比，本集團於業務營運中使用的車輛極少，且所產生的相關廢氣排放及直接溫室氣體排放的重要性較低。倘業務模式其後出現變動，導致廢氣排放及範圍一溫室氣體排放大幅增加，本集團將進一步評估設定目標的需要。

範圍二能源間接排放乃由於深圳辦事處的辦公室電力消耗所致，目前正常業務營運的消耗量已處於低水平。因此，以2022年為基準年，假設業務模式並無重大變動，排放目標為於2023年維持每名僱員0.47噸CO<sub>2</sub>e的密度。為實現此目標，本集團高度重視節約能源及資源，詳情載於下文「環境保護措施」一節。

### Wastes

During the Reporting Period, we produced no hazardous waste in the business operation, no discharge of hazardous waste into water and land (2021: Nil) and thus it is deemed unnecessary to set a goal for the reduction of hazardous waste. If there is a subsequent change in the business model which involves the generation of hazardous waste, the Group will further evaluate the need to set target. As for non-hazardous wastes, similar to previous year, data was not collected due to the minimal amount of non-hazardous wastes that were generated from the offices, primarily waste paper, office supplies, and domestic waste such as food stuffs, etc. As the non-hazardous wastes are insignificant to the Group, there is no plan to set a goal to reduce non-hazardous waste.

Regarding the emission reduction, the Group has made the decision not to establish emission targets for both air emissions and Scope 1 direct GHG emissions. It was mainly because the use of Group's vehicles in business operation was minimal and the relevant air emissions and direct GHG emissions produced were less material when comparing to other ESG issues. If there is a subsequent change in the business model which involves significant increases in air emission and Scope 1 GHG emission, the Group will further evaluate the need to set target.

The Scope 2 energy indirect emissions were a result of office electricity consumption in Shenzhen office that currently was already at a low level of consumption for normal business operations. Hence, taking 2022 as base year, assuming there is no material change in business model, the emission target is to maintain the intensity of 0.47 tonnes of CO<sub>2</sub>e per employee in 2023. In order to achieve this target, the Group places great emphasis on energy and resource conservation, details are explained in a later section titled "Environmental protection measures".

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 層面 A2：資源使用

於報告期間，按能源或資源種類劃分的消耗量如下：

### Aspect A2: Use of Resources

The amount of consumption by types of energy or resources during the Reporting Period was as follows:

能源／資源消耗 Energy/Resource consumption	單位 Units	2022年 2022		2021年 2021	
		消耗量 Consumption amounts	消耗密度(附註1) Consumption intensities <sup>(note 1)</sup>	消耗量 Consumption amounts	消耗密度(附註1) Consumption intensities <sup>(note 1)</sup>
電力 Electricity	千瓦時 kWh	506,873	892.38	521,779	980.79
無鉛汽油(附註2) Unleaded petrol <sup>(note 2)</sup>	升 L	5,006	8.81	5,056	0.79
水資源 Water	噸 Tonnes	445	0.78	418	9.50

附註1：密度乃按於報告期末的相關排放量除以本集團僱員總數計算。

Note 1: Intensity is measured by dividing the relevant emissions by the total employees of the Group at the end of the Reporting Period.

於報告期間，主要的能源使用來自深圳辦事處使用從國家電網購買的電力，乃耗用於所使用的電器、一般照明、辦公室設備、桌上電腦及服務器等。其次主要的能源使用是本集團深圳辦事處的車輛所使用的汽油。誠如「排放物」一節所闡述，目前正常業務營運的電力消耗已處於低水平，而本集團將遵循2030年實現碳達峰及2060年實現碳中和的國家目標及措施。

During the Reporting Period, the major use of energy was from electricity purchased from national grid utilised in the Shenzhen office, consumed in the use of electrical appliances, general lighting, office equipment, computer desktop and servers, etc. The next major use of energy was petrol which was used to by the Group's vehicles for Shenzhen office. As explained in the section headed "Emissions", the electricity consumption currently is already at a low level of consumption for normal business operations, and the Group will adhere to the national goals and measures to achieve carbon peak in 2030 and carbon neutrality in 2060.

於報告期間，員工人數增加，導致耗水量增加約6%。此外，於報告期間，在求取適用水源方面並無任何問題。本公司通過優化流程及倡導員工節約用水，提高水資源的使用效率。由於我們為交易平台，因此我們在業務過程中沒有使用包裝材料。

During the Reporting Period, there was an increase of approximately 6% of water consumption due to an increase in the number of employees. Further, there were no issues in sourcing water that is fit for purpose during the Reporting Period. The Company improves the use efficiency of water resources through optimizing processes and advocating employees to conserve water. We are a trading platform, hence we do not use packaging materials in the course of our business.



## 環境、社會及管治報告(續)

# Environmental, Social and Governance Report (Continued)

### 層面 A3：環境及天然資源

我們定期執行及檢討以下措施，以實現我們的環境、社會及管治策略，長遠減少我們在日常營運過程中對環境的影響：

- 在有需要時定期更新政策及程序，加入有關環境保護的規則及指引，以提高僱員對保護環境重要性的意識，並將其融入日常工作流程；
- 透過實施該等規則及指引，本集團鼓勵管理層及僱員透過以下方式盡量減低對環境的影響：

(a) 使用電話或視頻會議進行內部會議及內部溝通，以減少商務差旅；

(b) 盡可能無紙化，減少過量打印；

在符合個人資料私隱規定的情況下，盡量重複使用印刷紙；

打印任何電郵前三思而行，並使用綠色電子郵件簽名模板「愛護環境，減少打印」；

(c) 盡可能研究及尋求其他途徑提高電器(如空調、照明及電器裝置，以及工作區域的其他辦公設備)的能源效率；

預計辦公室在一段時間內不會使用時，關掉辦公室所有電源；

在合適的辦公區域使用感應照明。

### Aspect A3: Environment and Natural Resources

The following measures are regularly carried out and reviewed to achieve our ESG strategy, to reduce our environmental impact in the course of daily operations in the long run:

- Policies and procedures are regularly updated as necessary to incorporate rules and guidelines on environmental protection in order to raise employee awareness of the importance of protecting the environment and to integrate them into their daily workflows;
- Through the implementation of these rules and guidelines, the Group encourages the management and employees to minimise the environmental impact by:

(a) Use of telephone or video conferencing for internal meeting and internal communications to reduce business travel;

(b) Reducing excessive printing by going paperless as much as possible;

Reusing printed paper wherever possible, subject to the personal data privacy requirements;

Thinking twice before printing any email, and use the Green Email Signature template "Please think green before printing";

(c) Investigating and exploring additional means to enhance the energy efficiency of electrical appliances, such as air-conditioning, lighting and electrical installations, and other office equipment in working areas, wherever possible;

Turning off all electricity in the office when the office is not expected to be used for a period of time;

Using sensor lighting in appropriate office areas.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

- (d) 盡可能提供及推廣使用環保設施，如垃圾分類箱及其他合適設施

執行處理電子及電腦廢物的政策及程序，必要時與回收服務供應商合作進行回收活動

- (e) 盡可能安裝節水水龍頭，避免不必要的水資源浪費

- (d) Providing and promoting the use of green facilities such as waste separation bins and other suitable facilities wherever possible

Executing the policies and procedures for disposal of electronic and computer waste, engaging with recycling service providers for recycling initiatives when necessary

- (e) Installing water saving taps wherever possible to avoid unnecessary water wastage

### 層面A4：氣候變化

本集團明白氣候變化對業務營運的影響，因此我們致力了解氣候相關風險及制定應對措施。根據氣候相關財務信息披露工作組（「TCFD」）的建議，氣候風險分為過渡風險（企業在政策、法律、技術及市場方面可能面臨的適應挑戰）及實體風險（極端天氣事件可能對企業產生的影響）。

本集團面臨的過渡風險包括節能減排相關政策的出台、更嚴格的排放匯報責任及合規要求等，而實體風險包括影響工作環境和員工工作安全的突發颱風、暴雨及洪水，溫度和降雨量的變化，影響上游材料生產及運輸的海平面上升。

本公司將識別該等風險，並優先採取預防措施以防範帶來最嚴重影響的風險。本集團亦將識別可能改變業務流程的機會（如有）。

### Aspect A4: Climate Change

The Group understands the impact of climate change on business operations, so we are committed to understanding climate-related risks and developing countermeasures. According to the recommendations of the Task Force on Climate-Related Financial Disclosures (“TCFD”), climate risks are divided into transitional risks (the adaptation challenges that companies may face in terms of policies, laws, technologies and markets) and physical risks (the impact that extreme weather events may have on companies).

The transformation risks faced by the Group include the introduction of policies related to energy conservation and emission reduction, stricter emission reporting obligations and compliance requirements, etc., while physical risks include acute typhoons, rainstorms, and floods that affect the working environment and employees' safety at work, changes in temperature and rainfall, rising sea levels affecting upstream material production and transportation.

The Company will identify these risks and prioritize to take precautionary measures against the ones with the most severe impacts first. The Group will also identify, if any, opportunities where changing of the business processes may be possible.

## 環境、社會及管治報告(續)

# Environmental, Social and Governance Report (Continued)

### 我們的僱員

#### 層面B1：僱傭

本集團致力遵守有關僱用勞工的法律及法規，包括但不限於：

- 香港法例第57章《僱傭條例》；
- 香港法例第480章《性別歧視條例》；
- 香港法例第487章《殘疾歧視條例》；
- 香港法例第527章《家庭崗位歧視條例》；
- 香港法例第602章《種族歧視條例》；
- 《中華人民共和國勞動法》；
- 《中華人民共和國勞動合同法》；
- 《工資支付暫行規定》；
- 《住房公積金管理條例》；
- 《勞動爭議調解仲裁法》；
- 《工傷保險條例》。

於報告期間，本集團並無嚴重違反勞動法律及法規的情況(2021年：無)。

#### 僱傭政策

本公司反對任何形式的歧視。本集團僱用的僱員人數視乎業務發展需要不時變動。僱傭聘請、晉升及薪酬乃根據現行行業慣例以及僱員的教育背景、經驗及個人表現釐定，而不論年齡、性別、種族及／或性取向。本集團定期檢討僱員的薪酬政策及待遇。除養老金、內部培訓計劃、酌情花紅、醫療保險及強制性公積金外，僱員可根據個人表現評估獲授予股份獎勵。

### OUR EMPLOYEES

#### Aspect B1: Employment

The Group is committed to complying with laws and regulations relating to the employment of labor, which includes but not limits:

- The Employment Ordinance (Chapter 57 of the Laws of Hong Kong);
- The Sex Discrimination Ordinance (Chapter 480 of the Laws of Hong Kong);
- The Disability Discrimination Ordinance (Chapter 487 of the Laws of Hong Kong);
- The Family Status Discrimination Ordinance (Chapter 527 of the Laws of Hong Kong);
- The Race Discrimination Ordinance (Chapter 602 of the Laws of Hong Kong);
- The Labor Law of PRC;
- The Labor Contract Law of PRC;
- Tentative Provisions on Salary Payment;
- Regulations on the Management of Housing Provident Fund;
- Labor Dispute Mediation and Arbitration Law;
- Regulation on Work-related Injury Insurances.

There was no significant breach of labour laws and regulations during the Reporting Period (2021: nil).

#### Employment policy

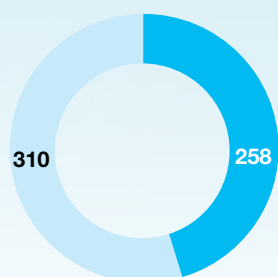
The Company opposes any kind of discrimination. The number of employees employed by the Group varies from time to time depending on the needs of business development. Employment offers, promotions, and remuneration are determined in accordance with prevailing industry practice and employees' educational backgrounds, experiences and performance, regardless of age, gender, ethnicity and/or sexual orientation. The remuneration policy and package of the Group's employees are periodically reviewed. Apart from pension funds, in-house training programs, discretionary bonuses, medical insurance and mandatory provident fund, share awards may be granted to employees according to the assessment of individual performance.

# 環境、社會及管治報告(續) Environmental, Social and Governance Report (Continued)

## 勞動力

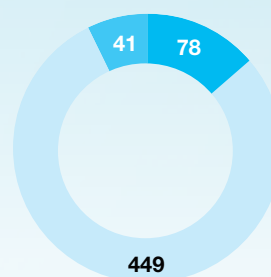
## Workforce

員工性別分佈  
Employees by gender



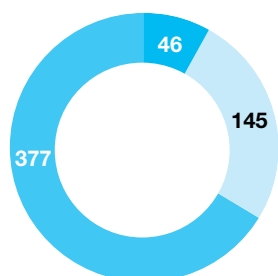
● 女 Female ● 男 Male

員工年齡分佈  
Employees by age



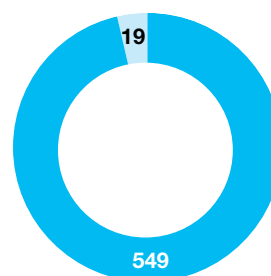
● < 30 ● 30-50 ● > 50

員工職級分佈  
Employees by rank



● 高級管理人員 Senior management  
● 中級管理人員 Middle management  
● 普通僱員 Ordinary employee

員工僱傭分佈  
Employees by type



● 全職 Full-time ● 兼職 Part-time

於2022年12月31日，本集團共有568名僱員（2021年：532名），當中19名為兼職僱員（2021年：25名），而其餘則為全職僱員。

As at 31 December 2022, the Group had 568 employees in total (2021: 532), of which 19 employees worked part-time (2021: 25), while the rest of our employees worked full-time.

男性僱員比例略高於女性，男女比例為1.20（2020年：1.51）。

The ratio of male employees is slightly higher than female, at a male-to-female ratio of 1.20 (2020: 1.51).

於2022年12月31日，大部分僱員（佔總人數79%）（2021年：79%）的年齡介乎30歲至50歲，而13.73%（2021年：13%）的僱員年齡為30歲以下，其餘7.22%（2020年：8%）的僱員年齡為50歲以上。相比上一個報告期間，僱員的年齡組別分佈保持穩定。

As at 31 December 2022, a majority of employees at 79% (2021: 79%) of the total were aged between 30 and 50, while 13.73% (2021: 13%) were under the age of 30, and the remaining 7.22% (2020: 8%) were aged above 50. The distribution of employees by age group remained steady compared to the last Reporting Period.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

就地區而言，本集團於中國的總部及其他辦事處擁有518名僱員(2021年：465名)，而在香港管理業務營運的僱員有49人(2021年：68人)。

Geographically, the Group had 518 employees (2021: 465) working at the headquarter and other offices in China, and 49 (2021: 68) working to manage the business operations in Hong Kong.

### 員工留聘

### Employee retention

於報告期間，共有91名僱員於本集團離職(2021年：88名)。整體流失率(附註1)為16.5%(2021年：17.6%)。按性別、年齡組別及地區劃分的僱員流失率如下：

During the Reporting Period, a total of 91 employees left the Group (2021: 88). The overall turnover rate (note 1) is 16.5% (2021: 17.6%). The employee turnover rate categorized by gender, age group and geographic region were as follows:

僱員流失率指標	Employee Turnover Indicator	2022年 2022	2021年 2021
員工流失率指標 <sup>附註</sup>	Employee Turnover Indicator <sup>Note</sup>	16.5%	17.6%
按性別劃分的流失率	Turnover rate by gender		
女性	Female	18.3%	39.0%
男性	Male	15.2%	49.0%
按年齡組別劃分的流失率	Turnover rate by age group		
< 30歲	< 30	37.2%	24.0%
30–50歲	30–50	14.5%	59.0%
> 50歲	>50	2.3%	5.0%
按地區劃分的流失率	Turnover rate by geographic region		
中國大陸	Mainland China	18.1%	82.0%
香港	Hong Kong	3.4%	6.0%

附註：流失率=(報告期內離職員工人數/報告期內平均員工人數) x 100%

Note: Turnover rate = (Number of employee departed during the Reporting Period / Average number of employees in the Reporting Period) x 100%

報告期內平均員工人數=(報告期初員工人數+報告期末員工人數)/2

Average number of staff in the Reporting Period = (Number of employee at the beginning of the Reporting Period + Number of employee at the end of the Reporting Period)/2

本集團已實施年度自我績效考核計劃，並根據僱員的評估結果向彼等提供獎勵，以作為僱員日後取得更佳業績的動力。本公司採納受限制股份單位(「受限制股份單位」)計劃以獎勵能夠達到特定目標的僱員。本集團向證明有能力晉升的僱員提供內部調任機會。通過以上措施，本集團擁有相對穩定的員工隊伍，並在本集團內留聘優秀人才。

The Group has implemented an annual self-appraisal programme and provide incentives to employees according to their appraisal results as a motivation for employees to achieve better results in the future. Employees who are able to attain specific goals are rewarded by the Company with the adoption of the Restricted Share Unit (“RSU”) schemes. The Group provides internal transfer opportunities for those who have demonstrated their competency for the next career level. Through the above measures, the Group had a relatively stable workforce and retained outstanding talent within the Group.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 層面 B2：健康與安全

我們的僱員主要在辦公室工作。因此，員工身體健康與安全的風險並非本集團的重大擔憂。儘管如此，本集團承諾並努力不懈地提供及維持安全健康的工作環境，以降低僱員的任何職業或健康風險。有關工作包括妥善管理辦公室的消防安全設備、定期舉行火警演習，以及按照中國勞動法例所規定提供足夠的醫療保險。

於報告期內，本集團已遵守相關法規的全部要求，包括但不限於以下各項：

- 香港法例第509章《職業安全及健康條例》
- 《中華人民共和國職業病防治法》
- 《中華人民共和國消防法》
- 《職業健康與安全管理體系》
- 《女職工勞動保護特別規定》
- 《工傷認定辦法》

於過去三年(包括報告期間)，概無錄得任何重大工傷及死亡事故。

員工手冊中載有職業健康與安全原則，以向員工提供降低該等風險的指引及提高彼等的意識。本公司向僱員提供社會及商業保險，涵蓋因事故受傷的醫療服務。在工作期間發生的任何工傷均須向人力資源部報告。

此外，我們每年為僱員提供免費身體檢查，從而了解彼等的身體健康狀況及降低職業或健康風險。我們亦提倡平衡工作與休閒生活方式的重要性，並為僱員組織各類休閒活動，如迷你馬拉松、瑜伽及球類活動。

### Aspect B2: Health and Safety

Our employees are mainly office-based. Thus, the risk to physical health and safety is not a significant concern for the Group. Nonetheless the Group is committed and has engaged in significant efforts in providing and maintaining a safe and healthy working environment to mitigate any occupational or health risks for our employees. These significant efforts include proper management of fire safety equipment in the office, regular fire drills, as well as providing sufficient medical insurance as stipulated under PRC labour laws.

During the Reporting Period, the Group has complied with all requirements of relevant regulations, which include but not limited to the following:

- The Occupational Safety and Health Ordinance (Chapter 509 of the Laws of Hong Kong)
- Prevention and Treatment of Occupational Diseases Law of PRC
- Fire Prevention Law of PRC
- Occupational Health and Safety Management System
- Special Regulation on the Labor Protection of Female Staff
- Measures for the Ascertainment of Work-related Injuries

There was no significant work-related injury and fatality recorded for the past three years, including the Reporting Period.

Occupational health and safety principles are stipulated in the staff handbook to give guidance and promote awareness to staff to mitigate these risks. Social and commercial insurance are provided to employees for medical treatment in case of accident resulting in injury. Any injuries occurring during work are required to be reported to the Human Resources Department.

In addition, we provide free body check-up for employees annually to understand their physical health conditions and mitigate occupational or health risks. We also promote the importance of balanced work-leisure lifestyle and organize different leisure activities such as mini-marathon, yoga and ball games activities for employees.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 層面B3：發展與培訓

### Aspect B3: Development and Training

僱員培訓指標	Employee Training Indicator	2022年 2022	2021年 2021
受訓僱員百分比(%) <sup>附註</sup>	Percentage of employees trained (%) <sup>Note</sup>	<b>91.2%</b>	96.6%
<b>按性別劃分的受訓僱員百分比(%)</b>	<b>Percentage of employees trained by gender (%)</b>		
男性	Male	<b>55.2%</b>	58.9%
女性	Female	<b>44.8%</b>	41.1%
<b>按職級劃分的受訓僱員百分比(%)</b>	<b>Percentage of employees trained by position (%)</b>		
高級管理層	Senior management	<b>4.8%</b>	5.3%
中級管理層	Middle management	<b>27.0%</b>	24.9%
普通僱員	Ordinary employee	<b>68.1%</b>	69.8%

附註：受訓僱員百分比=(報告期間受訓僱員/報告期末僱員人數)x 100%

Note: The percentage of employees trained = Employees trained during the Reporting Period/Number of employees at the end of the Reporting Period) x 100%

僱員培訓指標	Employee Training Indicator	2022年 2022	2021年 2021
人均培訓時長(小時) <sup>附註</sup>	Training hours per capita (hour) <sup>Note</sup>	<b>13.9</b>	42.6
<b>按性別劃分的每名僱員平均完成受訓時數(小時)</b>	<b>Average training hours completed per employee by gender (hour)</b>		
男性	Male	<b>16.4</b>	51.2
女性	Female	<b>10.8</b>	30.2
<b>按職級劃分的每名僱員平均完成受訓時數(小時)</b>	<b>Average training hours completed per employee by position (hour)</b>		
高級管理層	Senior management	<b>4.0</b>	16.6
中級管理層	Middle management	<b>7.5</b>	11.7
普通僱員	Ordinary employee	<b>17.5</b>	56.7

附註：人均培訓時數=(培訓總時數/報告期末員工人數)x 100%

Note: Training hours per capita = Total number of training hours/Number of employees at the end of the Reporting Period) x 100%

於報告期間，由於2022年頻繁實施疫情封鎖措施，難以安排部分線下培訓，故本集團受訓僱員百分比及人均培訓時數有所減少。我們預期線上及線下培訓安排將恢復正常。

During the Reporting Period, there is a decrease in percentage of employees trained and training hours per capita of the Group because some offline trainings were difficult to be arranged due the frequent epidemic lockdowns in 2022. We expect both online and offline training arrangements will be back to normal.

## 環境、社會及管治報告(續) Environmental, Social and Governance Report (Continued)

本集團深明持續發展專業知識及技能的重要性，並已制定有關員工發展及培訓的政策，該政策適用於本集團全體僱員，並規定培訓的計劃、執行及改進方法。該等政策亦描述培訓類別，即外部培訓、在職培訓及自我發展課程。有關類型的培訓涵蓋與企業文化、專業、技術知識、軟技能培訓及反貪污意識有關的主題。

本集團為各級僱員提供平等的培訓機會，包括管理層、銷售及營銷、營運及後台支援僱員。該等培訓包括內部培訓以及外部培訓課程，例如由專業培訓機構、學院或諮詢公司舉辦的中級職業進修課程及工作相關研討會。培訓一般以現場及網上方式進行。

為提供切合僱員需求的培訓課程，本集團各部門每年制定僱員培訓計劃，並於該年內切實執行有關計劃。完成培訓後，我們會對僱員進行評估及監察，以確保其在工作中應用相關知識及技能。本集團定期與各部門檢討培訓的實施情況，收集反饋並提出改進措施，以提高培訓的有效性，並最終為僱員的職業發展開展合適的專業發展計劃。

除提供僱員培訓外，本集團亦為僱員提供三條事業發展路徑，包括管理(例如營運總監或客戶服務經理)、營銷(項目經理、銷售經理或銷售工程師等)及專業(軟件開發工程師或會計)。針對提供符合僱員個人發展的事業發展路徑，本集團盡可能向僱員提供內部調職機會。

The Group recognizes the importance of the continuity and development of professional knowledge and skills and has established policies in relation to staff development and training, which applies to all employees of the Group and stipulates how trainings are planned, executed and improved. The policies also describe the types of training, i.e. external training, on-the-job training and self-development courses. These types of trainings cover topics related to corporate culture, professional, technical knowledge, soft skills training and anti-corruption awareness.

The Group provides equal training opportunities for various levels of employees, including the management, sales and marketing, operations and back office supporting employees. These include internal trainings as well as external training sessions such as mid-career study program and job-related seminars which are conducted by professional training organizations, colleges, or consulting companies. Trainings are normally conducted in-person and online.

In order to provide training sessions that suit the needs of employees, each department of the Group formulates employee training plan annually and implements the plan accordingly throughout the year. After training has been completed, employees will be assessed and monitored to ensure that he/she applies the relevant knowledge and skills in the job. The Group reviews the implementation of training with various departments regularly, collects feedback and proposes improvement measures to increase the effectiveness of training and ultimately embark on the appropriate professional development program for employees' career enhancement.

Apart from providing trainings to its employees, the Group also provides three career development paths for employees, including management (such as Operation Director or Client Service Manager), marketing (Project Manager, Sales Manager, Sales Engineer, etc.) and professionals (Software Development Engineer, Accounting). In response to providing career development paths that are in line with the personal development of employees, the Group offers internal transfer opportunities to employees where possible.



## 環境、社會及管治報告(續)

# Environmental, Social and Governance Report (Continued)

### 層面B4：勞工準則

本集團的政策是不接受童工及強制勞工，並透過全面的政策及管理程序積極防止有關情況。人力資源部在招聘過程中查核每位候選人的身份證，以核實候選人個人資料的真實性，並禁止僱用16歲以下的兒童(不論全職或兼職)。與每名僱員簽訂的勞動合同均會妥為簽署及執行，表明雙方均有平等權利終止合同。

根據相關勞工法例所載的規定，我們與僱員安排合理的工作時間表，以確保彼等擁有充足的休息及平衡工作與休閒的生活方式。我們的僱員亦會依照彼等受僱所在司法權區有關勞工法例享有(如適用)加班補償、帶薪休假或其他僱員福利。於報告期間，本集團已遵守相關勞工法例，按照相關法律及法規所定比例向僱員的社會保障賬戶(包括退休金、工傷、失業及住房公積金)作出公司供款。

除遵守前文提及有關勞工僱傭的法律及法規外，本集團亦致力遵守並已於報告期間內遵守有關勞工條件及標準的主要法律及法規，包括：

- 香港法例第608章《最低工資條例》；
- 香港法例第57B章《僱傭條例》項下《僱用兒童規例》；
- 香港法例第57章《僱傭條例》；
- 《中華人民共和國禁止使用童工規定》；

本公司已採取積極措施，於報告期間，並無發現有關勞工僱傭法律及法規的重大違規情況(2021年：無)。儘管如此，倘發生及發現童工事件，本集團仍會採取相應措施處理。

### Aspect B4: Labor Standards

It is the Group's policy that child and forced labor are unacceptable and are actively prevented with a comprehensive policies and management procedures. The Human Resource Department verifies the identity card of each candidate during the recruitment process to verify the authenticity of the candidate's personal information and forbids the employment of children under the age of 16, regardless of full-time or part-time employment. Labor contract with each employee is signed and executed properly indicating that both parties have equal rights to terminate the contract.

Based on the requirements set out in the relevant labor laws, we arrange reasonable work schedule with employees to ensure they have sufficient rest and a balanced work-leisure lifestyle. Our employees are also entitled to, where appropriate, compensation for overtime, entitlement of leave or other employee benefits in accordance with the relevant labor laws of the jurisdiction in which they are employed. During the Reporting Period, the Group has complied with the relevant labor laws in making corporate contributions to employee's social security account which include pension, work-related injury, unemployment and housing provident fund in accordance with the proportion stipulated by the relevant laws and regulations.

In addition to compliance with the laws and regulations related to the employment of labor as previously mentioned, the Group is committed to the compliance of, and had complied with, significant laws and regulations relating to labor conditions and standards during the Reporting Period, including:

- The Minimum Wage Ordinance (Cap. 608 of the Laws of Hong Kong);
- The Employment of Children Regulations under the Employment Ordinance (Cap. 57B of the Laws of Hong Kong);
- The Employment Ordinance (Cap. 57 of the Laws of Hong Kong)
- Provisions on the Prohibition of Child Labor in the People's Republic of China;

With the active approach the Company has taken, during the Reporting Period, there were no major irregularities of laws and regulations related to the employment of labor found (2021, nil). Nonetheless, the Group still adopts the corresponding measures to address the child labour incidents if such incidents were occurred and uncovered.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 我們的業務

本集團是服務全球IC產業及AIoT生態系統的iPaaS技術服務平台。本集團的核心業務已經並持續為中國IT行業作出重大貢獻。本集團致力參與制訂國家技術標準，並致力促進中國創新行業發展。

### 層面B5：供應鏈管理

本集團已維持良好慣例，與其供應商建立積極的長期關係。

本集團已制定並實施完善的供應商管理政策及採購管理制度，以管理與供應鏈相關的風險，確保向我們供應的貨品及服務符合標準。根據我們的採購管理制度，與我們合作的供應商主要分為兩類，即產品供應商及服務供應商。為管理與供應鏈相關的环境及社會風險，我們已採取以下行動：

- 要求採購部相關人員在採購過程中嚴格遵守政策及管理制度；
- 要求行政部採購符合指定環保標準的產品；
- 要求供應商提供產品質量保證報告(如適用及必要)；
- 為採購部的員工提供定期培訓，以更新彼等對本集團採購程序的知識，藉此降低聘用表現欠佳或不合資格供應商的風險；及
- 維持公平及公開的供應商投標流程以獲取最有利的價格。

我們歡迎合資格、勝任、優質及對社會負責的供應商與我們合作。本集團已制定供應商認證程序，當中涉及審視及核實各供應商的資歷、資質及聲譽。我們會將獲認可的供應商列入認可供應商名單(「**供應商名單**」)內。

### OUR BUSINESS

The Group is an iPaaS technology services platform serving the global IC industry and AIoT ecosystem. The Group's core business has made and continues to make significant contributions to China's IT industry. The Group strives to participate in the formulation of national technology standards and endeavours to foster the development of the innovative industry in China.

### Aspect B5: Supply Chain Management

The Group has maintained good practices to build positive and long-term relationships with its suppliers.

The Group has established and implemented a robust supplier management policy and a procurement management system to manage the associated risks related to supply chain and ensure the standard of goods and services supplied to us are up to standard. According to our procurement management system, suppliers working with us are mainly divided into two types, namely, product suppliers and services providers. In order to manage the associated environmental and social risks related to supply chain, we have performed the following actions:

- Require relevant staff in the procurement department to strictly follow the policy and management system during the procurement process;
- Require the administration department to procure products that adhered to the prescribed environment protection standards;
- Require the suppliers to provide product quality assurance report where applicable and necessary;
- Provide regular training to staff in the procurement department to refresh their knowledge of the Group's procurement procedures with the aim to mitigate the risk of engaging non-performing or non-qualified supplier; and
- Maintain a fair and open supplier bidding process to obtain the most favorable price.

We welcome qualified, competent, high-quality and socially responsible suppliers to work with us. The Group has established a supplier authentication process, which involves the examination and verification of each supplier's credentials, qualifications and reputation. Approved suppliers will be registered into a list of authorized suppliers (the "**Supplier List**").

## 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

我們採取三項措施以控制本集團獲提供商品及／或服務的質量。(1)我們與各供應商訂立質量協議，以確保彼等各自將質量的重要性放在首位，並維持健全的質量管理體系。質量協議要求供應商投資於新設備及／或技術，以加強質量控制及滿足我們客戶未來的質量需求。(2)該等供應商的表現亦每年進行評估，以確保向本集團提供穩定及優質的產品及服務供應。(3)我們監察進貨質量及交貨時間，確保材料符合我們及客戶需要。以上三項措施適用於供應商名單內的所有供應商，而不論雙方的合作年期。對於新供應商，採購部負責監控其交貨進度及質量。本集團僅會繼續與表現令人滿意的供應商維持業務關係，並終止表現欠佳或往績記錄未如理想的供應商。

此外，為保障及提升本集團的聲譽，我們的員工亦對貨品進行抽樣檢查，以確保產品的質量及安全。

於報告期間，我們在供應商管理系統的協助下管理供應鏈，該系統可以全面分析供應商的統計數據。產品供應商方面，共有499家供應商，其中296家來自中國大陸，128家來自香港，21家來自中國台灣地區，1家來自中國澳門特別行政區（「澳門」），其餘53家來自不同國家，包括新加坡、日本、美國等。第二類供應商為服務供應商，總數為35家，其中26家來自中國大陸，7家來自香港，其餘2家來自其他國家。目前與本集團合作的大部分供應商及服務供應商為蜚聲國際的產品／服務供應商，設有符合社會責任及環境長遠可持續發展的慣例，例如致力維持高水平的商業道德、保護環境及提升僱員福祉等。供應商提供的產品應符合環保標準並附有測試報告，此乃由於我們將環保措施視為選擇供應商合作的標準之一。與認同本集團可持續發展願景的供應商通力合作，有助我們確保供應鏈的可持續性。

We carry out three measures to control the quality of goods and/or services provided to the Group. (1) A quality agreement is entered with each supplier to ensure that each of them prioritize the importance of quality and to maintain a robust quality management system. The quality agreement sets out the expectation for the supplier to invest in new equipment and/or techniques to enhance quality control and to meet future quality requirements of our customers. (2) Performance of these suppliers are also evaluated annually to ensure stable and high-quality supply of products and services that are provided to the Group. (3) We monitor the quality of the incoming goods and delivery time to ensure materials can meet both our and customers' requirements. The above three measures are applicable to all suppliers on the Supplier List, no matter how long we have cooperated. For new suppliers, the procurement department is responsible for monitoring the timeliness and quality of their delivery. The Group would only continue the business relationship with those suppliers with satisfactory performance and terminate those with unsatisfactory performance or track record.

In addition, to protect and enhance the Group's reputation, our staff also perform sample checks on goods to ensure both quality and safety of the products.

During the Reporting Period, we managed supply chain with the help of supplier management system in which a comprehensive analysis of the supplier demographics could be derived. For product suppliers, there is a total of 499 suppliers, in which 296 of them are from Mainland China, 128 from Hong Kong, 21 from Taiwan region of China, 1 from Macao Special Administration Region of China ("Macao"), and the remaining 53 from different countries including Singapore, Japan, the United States of America. For the second type of suppliers, which are service providers, the total number is 35, in which 26 are from Mainland China, 7 from Hong Kong, and the remaining 2 from other countries. Majority of the suppliers and service providers the Group is currently cooperating with are world-leading reputable product/service providers whose practices are in alignment with their social responsibilities and long-term sustainability of the environment, such as the commitment to maintaining high standards of business ethics, conservation of environment and enhancing the well-being of their employees. Products provided by our suppliers should be qualified with the environmental protection standards with test reports, as we consider environment protection measure as one of the criteria when we choose suppliers to work with. Working and collaborating with suppliers that share the Group's vision in sustainability helps us ensure the sustainability of our supply chain.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 層面 B6：產品責任

#### 質量保證

當產品一經進入倉庫後，我們便即開始進行質量檢定工作。我們向供應商採購產品後，會確保獲發的產品為正確及沒有瑕疵。本集團已制定《物流倉庫收貨作業指引》，以規範本集團內的相關作業。我們的倉務員會檢查外部包裝是否完好。如有任何例外或異常情況將轉交客戶服務處理。

為維持良好聲譽，誠如上文「供應鏈管理」一節所討論，我們確保與產品供應商維持良好關係，並透過供應商管理程序檢查彼等所供應產品的質量。所有認可供應商須履行向客戶供應任何不合標準產品的退換責任。我們確保供應商在所有包裝上貼上正確的標籤，以明確說明產品已符合適用的全球環境法規及標準，例如歐盟的限制使用有害物質(RoHS)指令、無鉛標準及／或無鹵標準等。

#### 投訴處理

此外，本公司已制定處理投訴的政策及程序。客戶服務團隊、銷售部門及物流部門專責處理投訴，並於接獲任何投訴後會立即採取行動跟進。倘發生需要召回產品的情況，我們將根據協議進行，並與客戶討論適當的解決方案及結算方式。本集團嚴格遵守《中華人民共和國消費者權益保護法》及《中華人民共和國產品質量法》，因應劣質產品的情況提供商品維修、更換或退款服務。於報告期間，概無已售或已運送產品因安全與健康理由而須回收。於報告期間，本集團收到一名客戶對標籤的投訴，並於同日迅速解決問題。

### Aspect B6: Product Responsibility

#### Quality assurance

Quality assurance starts when products enter our warehouse. After procuring products from our suppliers, we ensure that the products we receive are correct and free from defects. The “Logistics Warehouse Receiving Operation Guidelines” was established in order to standardize the relevant operation within the Group. Our warehouse staff inspects for damages on the exterior packaging. Any exception or anomaly will be escalated to customer service for their handling.

To maintain good reputation, as discussed in the previous section headed “Supply Chain Management”, we ensure good relationship with our product suppliers and inspect the quality of the products they supply through our suppliers management process. All approved suppliers are required to honour the exchange obligation for any sub-standard products supplied to our customers. We ensure that suppliers will affix correct label on all packages to clearly state that the products have met applicable worldwide environmental regulations and standards, such as the European Union’s Restriction on the Use of Hazardous Substances (“RoHS”), Lead-free, Halogen-free, etc.

#### Complaint handling

Furthermore, the Company has established policies and procedures for handling complaints. The customer service team, sales department and logistics department are responsible for handling complaints and taking immediate action upon receipt of any complaint. In the event of cases that requires product recall, it would be carried out according to the agreement and we would discuss with customers for the appropriate solution and settlement. The Group is in full compliance with 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護法) and The Product Quality Law of the People’s Republic of China (中華人民共和國產品質量法) to provide maintenance, replacement of goods or refund based on the condition of the inferior products. During the Reporting Period, there is no product sold or shipped subject to recall arising from safety and health reasons. The Group received one labeling complaint from a customer during the Reporting Period and the issue was resolved swiftly on the same date.

## 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

為確保遵守有關我們在服務平台提供信息的法律及法規，我們定期檢查我們網上平台上的任何非法內容，如暴力、色情、仇恨、迷信及／或賭博等。於報告期間，本集團致力並已經遵守與產品責任相關的中華人民共和國重大法律及法規，包括：

- 《中華人民共和國電子商務法》；
- 《中華人民共和國網絡安全法》；
- 國家廣播電視總局與工業和信息化部聯合頒佈的《網絡出版服務管理規定》；
- 《互聯網信息服務管理辦法》；
- 文化部頒佈的《互聯網文化管理暫行規定》；
- 《互聯網視聽節目服務管理規定》；
- 《中華人民共和國廣告法》；
- 《關於加強網絡信息保護的決定》；及
- 《電信和互聯網用戶個人信息保護的決定》。

To ensure the compliance with the laws and regulations regarding the information we provide on our service platform, we regularly check the contents on our online platforms for any illicit content such as violence, pornography, hatred, superstition and/or gambling, etc. The Group is committed to the compliance of, and had complied with, significant laws and regulations of the People's Republic of China relevant to product responsibility during the Reporting Period, including:

- The E-Commerce Law of the People's Republic of China;
- The Cyber Security Law of the People's Republic of China;
- the Administrative Measures on Internet Publishing Services issued jointly by the State Administration of Press, Publication, Radio, Film and Television and the Ministry of Industry and Information Technology;
- Administrative Measures for Internet Information Services;
- The Interim Administrative Provisions on Internet Culture promulgated by the Ministry of Culture;
- The Administrative Provisions on Internet Audio-Visual Program Service;
- Advertising Law of the People's Republic of China;
- The Decision on Strengthening the Protection of Online Information; and
- The Order for the Protection of Telecommunication and Internet User Personal Information.

# 環境、社會及管治報告(續)

## Environmental, Social and Governance Report (Continued)

### 保護私隱及信息安全

我們亦視保護私隱及信息安全為業務營運的重要因素。我們已制定一套標準的政策、指引及程序，以規範僱員使用、處理及保護與供應商、客戶及其他第三方有關的私人或保密資料。本集團及僱員負責將彼等於工作過程中接觸的私人資料保密。本集團已就系統及數據安全制定相關政策，以防止資料洩漏。

我們要求僱員知悉此等保護私隱政策，亦規定僱員須通過審批程序才可發放有關資料。保密資料不得在未經授權的情況下抄錄及／或分發。至於處理保密資料，有關資料必須回歸本源，如屬任何未經授權資料而有關資料遺失或發現任何不正常活動，則僱員必須即時匯報管理團隊。倘違反該等政策規定，將須承擔嚴重後果，包括但不限於終止僱用、採取紀律行動及／或向他們展開法律行動。

### 保護知識產權

本公司尊重及採取適當行動保護知識產權（「知識產權」）。我們設有兩重權利保護措施。第一重是為本身的專有知識產權申請註冊並取得權利證書，而第二重是針對侵犯知識產權透過法律訴訟維護我們的知識產權。行政部負責維護及管理本公司的專利及商標。截至2022年12月31日，本公司共擁有發明專利46項，商標330項。

於報告期間，本公司並無就侵犯任何知識產權作為原告或被告而牽涉或面臨重大索賠（2021年：無）。本公司已採取一切合理措施防止侵犯知識產權。

### Privacy protection and security of information

We also consider privacy protection and security of information as important factors in our business operation. We set up standard policies, guidelines and procedures for our employees to use, handle and protect the private or confidential information relating to suppliers, customers and other third parties. The Group and employees are responsible for maintaining the confidentiality of the private information they come into contact with during the course of work. There are relevant policies for system and data securities to prevent leakage of information.

Our employees are required to acknowledge these privacy protection policies and we require our employees to undergo approval procedures before such information can be released. Confidential information shall not be copied and/or distributed without authorization. For the handling of confidential information, it must be returned to the source or, if any unauthorized, loss of such information or any abnormal activity are discovered, the employees are required to report to the management team immediately. There will also be serious consequences in case of breach of such policies, which may include but not limited to termination of employment, disciplinary actions, and/or legal actions taken against them.

### Protection of intellectual property

The Company respects and takes appropriate actions to protect intellectual property (“IP”) rights. There are two levels of protection of rights. The first level is to apply for registration and obtain a certificate of rights for our proprietary IPs, while the second level is to protect our IP rights against any IP rights infringement through legal proceeding. The Administration Department is responsible for the maintenance and management of the Company’s patents and trademarks. As at 31 December 2022, the Company has a total of 46 invention patents and 330 trademarks.

During the Reporting Period, the Company has not engaged in and has not been threatened with significant claim for infringement of any IP rights, whether as a claimant or as a defendant (2021: nil). The Company has taken all reasonable measures to prevent infringement of IP rights.

## 環境、社會及管治報告(續)

# Environmental, Social and Governance Report (Continued)

### 層面B7：反貪污

於報告期間，本公司致力並已經遵守有關反貪污行為的主要法律及法規，包括：

- 香港法例第201章《防止賄賂條例》；
- 香港法例第455章《有組織及嚴重罪行條例》；
- 香港法例第615章《打擊洗錢及恐怖分子資金籌集條例》；
- 《中華人民共和國刑法》；及
- 《中華人民共和國反洗錢法》。

於報告期間，本集團並無違反任何有關貪污的法律及法規(2021年：無)。於報告期間，概無對本集團或其僱員提出並已審結的貪污訴訟案件(2021年：無)。

本公司已制定各類反貪污政策，確保本集團遵守最嚴格的道德準則並維持誠實公正的企業文化，從而防止、辨別及舉報各類貪污行為(包括賄賂、勒索、洗黑錢或欺詐)。此等政策包括舉報政策。舉報應透過填妥「舉報表格」作出書面舉報，並包括可能以匿名方式提交的附件，從而確保保密性。本公司的政策是盡一切努力以保密方式處理所有舉報事宜及資料披露。除非法律規定或本公司有法律責任披露知情人士的身份，否則不會披露其身份。

### Aspect B7: Anti-corruption

The Company is committed to the compliance of, and had complied with, significant laws and regulations relevant to anti-corruption practices during the Reporting Period, including:

- Prevention of Bribery Ordinance (Chapter 201 of the Laws of Hong Kong);
- Organized and Serious Crimes Ordinance (Cap. 455 of the Laws of Hong Kong);
- Anti-Money Laundering and Counter-Terrorist Financing (Cap. 615 of the Laws of Hong Kong);
- The Criminal Law of the People's Republic of China; and
- Anti-Money Laundering Law of the People's Republic of China.

During the Reporting Period, the Group was not in breach of any relevant laws and regulations relating to corruption (2021: nil). There are no concluded legal cases regarding corrupt practices brought against the Group or its employees during the Reporting Period (2021: nil).

The Company has established various anti-corruption policies to ensure that the Group adheres to the highest ethical standards and maintains a corporate culture of integrity and fairness to prevent, detect and report all types of corruption (i.e. including bribery, extortion, money-laundering or fraud). These policies include a whistle-blowing policy. Report shall be made in writing by completing the "Whistleblowing Report Form" and include attachments which may be submitted anonymously in order to ascertain confidentiality. It is the Company's policy to make every effort to treat all whistle-blowing matters and disclosures in a confidential manner. The identity of the Informant will not be disclosed unless it is required by Law or the Company is legally obliged to reveal the Informant's identity.

## 環境、社會及管治報告(續) Environmental, Social and Governance Report (Continued)

我們已建立並施行打擊洗錢及恐怖分子資金籌集(「**AMLCFT**」)政策，以履行我們的監管責任及防止此類犯罪。本集團合規部下設的打擊洗錢工作小組負責與打擊洗錢規則及規例相關的合規管理。打擊洗錢工作小組的職責包括但不限於以下各項：

- 監督所有防止及偵察洗錢／恐怖分子融資活動；
- 制定及／或持續檢討本集團打擊洗錢及恐怖分子融資的系統及程序，以確保有關係統適時更新；
- 向董事會匯報有關工作，以及執行董事會作出的有關決策；及
- 向我們的僱員提供AMLCFT相關範圍的有關培訓。

本集團將收集新客戶數據，篩選新客戶，並進行初步評估及覆核程序，當中會考慮地區分佈、行業及業務類型，以及業務規模、複雜性等因素。客戶分為不同級別。當客戶狀況及條件出現重大變動(例如當客戶涉及法律案件或當發生事件導致客戶的風險狀況出現重大變動)，本集團將考慮重新評估客戶的風險水平。

此外，本公司的披露政策要求其僱員匯報於代表本集團經營業務時收受的禮物、接待及差旅待遇。僱員須根據相關指引管理業務伙伴提供的禮品及招待。員工手冊規定，本集團有權終止僱用收受錢財、禮品或回扣等賄賂的僱員，且本集團保留採取進一步法律行動的權利。

於報告期間，我們已向僱員提供反貪污的培訓，而培訓資料已載於「發展及培訓」一節。

An anti-money laundering and counter-financing of terrorism (“**AMLCFT**”) policy was established and put in place in order to fulfil our regulatory obligations and to prevent such crimes. The anti-money laundering working group under the Group’s Compliance Department is responsible for the compliance management related to anti-money laundering rules and regulations. The duties for the anti-money laundering working group includes, but is not limited to, the following:

- Supervising all prevention and detection of money laundering/terrorist financing activities;
- Developing and/or continuously reviewing the systems and procedures for the group’s anti-money laundering and terrorist financing to ensure the systems are updated in a timely manner;
- Reporting the relevant work to the Board and implement relevant decisions made by the Board; and
- Providing relevant training to our employees in the areas related to AMLCFT.

New customers’ data will be collected and new customers will be screened and undergone the process of preliminary evaluation and re-evaluation. Factors such as geographical presence, industry and business type, as well as business size, complexities will be taken into consideration. Customers are divided into different levels. When there is a material change of the customer status and condition, (e.g. when a customer gets involved in a legal case or when an event occurs that causes a substantial change in a customer’s risk profile), the Group would consider reassessing the client’s risk level.

In addition, the Company’s disclosure policy requires our employees to report gifts, entertainment and travel acceptance while conducting business on behalf of the Group. Employees are required to manage such gifts and entertainment provided by business associates according to relevant guidelines. The staff handbook stipulates that the Group has the right to terminate the employment of those employees who have received money, gifts or rebates as bribes, and that the Group reserves the right to take further legal action.

During the Reporting Period, we have provided anti-corruption training to employees and the training information has been included in the section “Development and Training”.



## 環境、社會及管治報告(續)

# Environmental, Social and Governance Report (Continued)

### 我們的社區

#### 層面B8：社區投資

作為一間對社會負責任的企業，本集團致力成為其經營所在社區的正能量，並與當地社區保持緊密溝通及互動，以及為此等社區發展作出貢獻。本公司亦鼓勵僱員自發參與當地社區各類活動。本集團亦會視乎(其中包括)資金的充足性及識別合適的慈善組織作出捐款(如適用)。

於報告期間，本集團旗下的深圳市硬蛋微電子研究院硬蛋學堂及深圳市高技能人才公共實訓管理服務中心舉辦職業技能培訓課程，旨在提升IC芯片開發人才的創造力。成立硬蛋學院旨在推動IC芯片開發行業的創新及技術進步。本集團將繼續推動IC芯片行業發展的專業人才培訓。

此外，於報告期間，本集團亦擔任中國信息產業商會電子元器件應用與供應鏈分會副理事長，幫助提供獨特見解，並與業內同行分享我們在更佳實踐方面的經驗。

### OUR COMMUNITY

#### Aspect B8: Community Investment

As a socially responsible enterprise, the Group strives to become a positive force in the communities where it operates and maintaining close communication and interaction with the local communities and contribute to the development of these communities. The Group also encourages employees to participate voluntarily in various local community activities and events. The Group may also make donations as appropriate, while subject to, amongst others, sufficiency of funds and the identification of a suitable charity organisation.

During the Reporting Period, Ingdan Academy of the Group's Shenzhen Ingdan Microelectronics Research Institute and Shenzhen Public Training Management Service Centre for High-Skilled Talents have organized vocational skills training courses for the purpose to increase the creativity of IC chip developer talents. Ingdan Academy was founded to promote innovation and technology advancement in the IC chip development industry. The Group will continue to promote the training of professionals in the development of the IC chip industry.

Moreover, during the Reporting Period, the Group also acted as the Deputy Director Council of Electronic Component Application and Supply Chain Branch of China Information Industry Trade Association, to help provide unique insights to and share our experience in better practices with our peers in the industry.



**IngDan 硬蛋**

HATCH THE INTERNET OF THINGS

**INGDAN, INC.**

**硬蛋創新**

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

Stock Code 股份代號 : 00400