WINTO GROUP (HOLDINGS) LIMITED 惠陶集團(控股)有限公司

(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: 8238





SCOPE AND REPORTING PERIOD

This is the Environmental, Social and Governance ("ESG") report by the Group, highlighting its ESG performance, with disclosure reference made to the ESG Reporting Guide as described in Appendix C2 to the GEM Listing Rules and Guidance set out by The Stock Exchange of Hong Kong Limited.

The Group is principally engaged in (i) exhibition and trade show business and related services; (ii) publications and advertising business including print and online advertising, sales of publications, advertising and related production services and outdoor advertising; (iii) online sales of beauty and cosmetics products; and (iv) sales of luxury products. This ESG report covers the Group's overall performance in two subject areas, namely, Environmental and Social of the above-mentioned business operations, from 1 January 2024 to 31 December 2024, unless otherwise stated.

APPROACH

This report is prepared based on the principles of "materiality", "quantitative", "balance" and "consistency". The board (the "Board") of directors (the "Director(s)") has identified the material ESG issues from the annual materiality assessment exercise that involved the ESG working group. The ESG key performance indicator ("KPI") data are presented in specific and measurable numbers.

範圍及報告期間

此乃本集團之環境、社會及管治(「環境社會管治」)報告, 説明其環境社會管治表現, 並參照 香港聯合交易所有限公司所頒佈的GEM上市規 則附錄C2及指引所述的環境社會管治報告指引 作出披露。

本集團的主要業務為(i)展覽及貿易展覽業務及相 關服務:(ii)刊物及廣告業務,包括印刷及線上 媒體廣告、銷售刊物、廣告及相關製作服務及 戶外廣告:(iii)網上銷售美容及化妝品,以及(iv) 銷售奢侈品。除另有指明外,本環境社會管治 報告涵蓋2024年1月1日至2024年12月31日,本 集團上述業務營運中兩個主要範疇(即環境及社 會)的整體表現。

方針

本報告乃根據「重要性」、「量化」、「平衡」及「一 致性」原則編製。董事(「董事」)會(「董事會」)已 透過年度重要性評估活動(當中環境社會管治工 作小組參與)識別重要的環境社會管治議題。環 境社會管治關鍵績效指標(「關鍵績效指標」)數 據乃以特定及可計量數字呈報。

Reporting principle 匯報原則	The Group's response 本集團的回應
Materiality	The Group reports on issues that are considered as posing significant impacts on environment and society and are important to stakeholders. The issues are presented together with the Group's management measures in the report.
重要性	本集團對該等視作會對環境及社會造成重大影響以及對權益人而言屬重要的議題 進行匯報。此等議題與本集團管理措施一併在報告中呈列。
Quantitative	The Group ensures the KPIs are measurable and accompanied by a narrative explaining its purpose, impacts and calculation methodology. The Group has also commissioned an independent consultant in assessing the carbon emissions in
量化	accordance with local and international guidelines. 本集團確保關鍵績效指標可予計量,並附有説明以解釋其目的、影響及計算方 法。本集團亦委託獨立顧問遵照當地及國際指引評估碳排放。



	oorting principle ^{最原則}	The Group's response 本集團的回應		
Bala	ance	The Group is committed to preparing the report on an unbiased basis. The Group ensures achievements the Group has made and the challenges it has faced are		
平復	5	both reported. 本集團致力於編製報告時堅持不偏不倚原則。本集團確保本集團所取得的成就及 其所面臨的挑戰均得以匯報。		
Cor 一到	nsistency 女性	The Group is committed that consistent methodologies will be adopted in the future reports for meaningful comparison on the Group's ESG performance. 本集團承諾日後報告採納一致性方法,便於對本集團的環境社會管治表現進行有意義的比較。		
the		e-down approach with regard to egies which apply to all levels of		《團在以下適用於本集團各範疇的可持續發 战略方面採取自上而下的方法:
1.	To achieve environmental s	ustainability	1.	實現環境可持續性
2.	To respect human rights an	d social culture	2.	尊重人權及社會文化
3.	To engage with stakeholder	'S	3.	與權益人接觸
4.	To support our employees		4.	支持僱員
5.	To sustain local communitie	25	5.	維持本地社區
ст				长人焱印乃重带性

STAKEHOLDER ENGAGEMENT AND MATERIALITY 權益人參與及重要性

In order to identify the most significant ESG aspects for the Group to focus on, key stakeholders including shareholders, investors and employees have been involved in regular engagement meetings to discuss and to review areas of attention which will help the business meet its potential growth and be prepared for future challenges.

In the reporting period, the Group particularly engaged the board of directors, the management and frontline employees to identify material ESG aspects. The top five ESG material aspects identified were (i) employee health and safety, (ii) labour standards, (iii) intellectual property ("IP") rights, (iv) customer data protection and (v) anti-corruption.

為識別本集團應專注的環境社會管治的最重大 層面,關鍵權益人(包括股東、投資者及僱員) 已參與定期交流會議,討論及檢討需要注意的 地方,以助業務實現潛在增長及為未來挑戰作 好準備。

於報告期間,本集團特別請董事會、管理層及 前線僱員參與識別環境社會管治的主要層面。 已識別的環境社會管治中最重要的五個層面乃(i) 僱員健康與安全;(ii)勞工準則;(iii)知識產權(「知 識產權」);(iv)保障客戶資料以及(v)反貪污。



Management of the above aspects will be discussed in separate sections below. The Group will continue to manage its environmental and social performances with focus placed on the material aspects identified by its stakeholders and aspects that will pose significant impact on the Group. 管理上述層面將於下文另立章節討論。本集團 將繼續審慎管理其環境及社會表現,針對其權 益人識別的主要層面及將對本集團產生重大影 響的層面。

Materiality Matrix 重要性矩陣



Environmental	環境	Social	社會		
E1: Emission	E1:排放	S1: Equal Opportunity	S1:平等機會	S6: Product Responsibility	S6:產品責任
E2: Water	E2:水			_	
E3: Energy	E3:能源	S2: Occupational Health and Safety	S2:職業健康及 安全	S7: Intellectual Property	S7:知識產權
E4: Waste	E4:廢棄物			S8: Data	S8:數據保護
		S3: Development and Training	S3:發展及培訓	Protection	
				S9: Anti-corruption	S9:反貪污
		S4: Labour Standard	S4:勞工準則	S10: Community Investment	S10:社區投資
		S5: Supply Chain Management	S5:供應鏈管理		

STAKEHOLDERS' FEEDBACK

Effective feedback from stakeholders contributes to the impartial and sustainable evaluation of the ESG performances. Therefore, the Group welcomes stakeholders' feedback on our ESG approach and performance. Please give your suggestions or share your views to the Group via email at info@wintogroup.com.

THE GROUP'S SUSTAINABILITY VISION

The environment and natural resources are highly related to our daily lives. Sustainable development has become a popular trend around the globe. Nurturing the green industry and eliminating damage to the environment and the society have become a future direction of the Group's development.

ESG Management

Our ESG strategies are based on the compliance with relevant legal and regulatory requirements, the principle of our sustainability and opinions from our key stakeholders. We have been developing and refining the KPIs and the information processes required to monitor and accurately report them.

The Group has identified the below aspects and adopted relevant KPIs and has monitored and managed them strictly in accordance with the relevant legal and regulatory standards including but not limited to the followings:

- Environmental pollution and climate change;
- High ethical standards and compliance with all legal and regulatory requirements;
- Privacy information protections; and
- Anti-corruption.

權益人的意見

權益人提出的有效意見有助於對環境社會管治 表現作出公正及可持續性評估。因此,本集團 歡迎權益人對環境社會管治方針和表現提出意 見。請透過電郵(info@wintogroup.com)向本集團 提供建議或分享意見。

本集團的可持續願景

環境及天然資源與我們的日常生活息息相關。 可持續發展已成為全球大勢所趨。培植綠色產 業以及消除對環境及社會的損害已成為本集團 發展的未來方向。

環境社會管治管理

我們的環境社會管治策略基於遵守相關法律及 監管要求、可持續性原則及我們主要權益人的 意見。我們一直持續發展及優化監察及準確報 告所需之關鍵績效指標及資訊流程。

本集團已識別以下範疇及採納相關關鍵績效指 標,嚴格依據相關法律及監管標準對其進行監 察及管理,包括但不限於下列各項:

- 環境污染及氣候變化;
- 高道德標準並遵守所有法律及監管要求;
- 私隱資料保護;及
- 反貪污。



A. Environmental Pollution and Climate Change

Given the Group's business, there is minimal direct hazardous air emissions such as nitrogen oxides (NO_x) , sulfur oxides (SO_x) and particulate matter (PM) or toxic gases, and the only non-hazardous emissions being primarily greenhouse gas including carbon dioxide (CO_2) generated indirectly from the use of electricity and paper from advertising waste, routine office work and magazine paper.

The Group is committed to mitigating the impact on the environment and climate change. The Group has implemented policies and taken measures to minimize the emissions and waste generation and the adverse impacts on the environment and climate-related issues and to have efficient use of the resources, including energy, water and other materials. Records of the relevant KPIs, including greenhouse gas emissions, electricity usage and paper consumption, have been established.

A. 環境污染及氣候變化

鑒於本集團的業務,將產生微量直接有害 空氣排放,如氮氧化物(NO,)、硫氧化物 (SO,)及懸浮粒子(PM)或有毒氣體等,且僅 產生的無害排放主要為溫室氣體,包括用 電及來自廣告廢物、日常辦公的紙張以及 雜誌用紙所間接產生的二氧化碳(CO,)。

本集團致力減低對環境及氣候變化的影響。本集團已實施政策及採取措施以減少 排放及廢棄物產生,以及對環境及氣候相 關議題的不利影響,並高效利用資源(包括 能源、水及其他材料)。本集團設有相關關 鍵績效指標(包括溫室氣體排放、用電及紙 張消耗)的記錄。



1. Greenhouse Gas Emission

1. 溫室氣體排放

Scope of Greenhouse Gas Emissions 溫室氣體排放範圍	Emission Sources 排放來源	Emission in 2024 (tCO₂e) 2024年度 排放量 (以噸二氧化碳 當量表示)	Emission in 2023 (tCO ₂ e) 2023年度 排放量 (以噸二氧化碳 當量表示)
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Scope 1 範圍1			
Direct Emission	Petrol Consumption by Group-owned vehicles	-	-
直接排放	本集團擁有的汽車消耗的汽油		
Scope 2 範圍2			
Indirect Emission	Purchased Electricity (for offices and advertising services)	13	14
間接排放	購買電力(供辦公室及廣告 服務使用)		
Scope 3 範圍3			
Other Indirect Emission 其他間接排放	Paper Consumption 紙張消耗	3	2
	Business Air Travel 航空差旅	-	-
Total 總計		16	16
Note: Combined margin emission	factor (average) of 0.54 tCO,e/	附註 : 於 2024 年,購買	的電力使用每兆瓦時

Note: Combined margin emission factor (average) of 0.54 tCO_2e/MWh was used for purchased electricity in 2024.

There were 16 tonnes (2023: 16 tonnes) of carbon dioxide equivalent greenhouse gases (mainly carbon dioxide, methane and nitrous oxide) emitted from the Group's operation in the reporting period. 附註:於2024年,購買的電力使用每兆瓦時 0.54噸二氧化碳當量合併邊際排放系 數(平均)計算。

本集團的營運於報告期間排放了16噸 (2023年:16噸)二氧化碳當量溫室 氣體(主要為二氧化碳、甲烷及氧化 亞氮)。



2. Emissions from Vehicles

The Group does not have any vehicle which contributed to greenhouse gas emissions and emitted nitrogen oxides, sulphur oxides and particulate matter.

3. Electricity

The electricity consumption of the Group was 24,000 kWh (2023: 25,000 kWh). The Group encourages and constantly reminds employees to adopt energy-saving practices including switching off idling lighting devices and electrical appliances.

4. Water

The Group involved only small amount of water consumption in offices. Water consumption of the offices was managed by the building management office, consumption data was therefore not available.

5. Non-hazardous Wastes

The Group generates no hazardous waste in its operation. Non-hazardous wastes from the Group's operation are mainly advertising and paper wastes. To reduce waste generation at office, employees are encouraged to bring their own tableware for lunch rather than using disposable tableware.

(i) Advertising Waste

A total of 1 tonnes of waste outdoor advertisement canvases (2023: 3 tonnes) were generated in the reporting period. Advertising wastes were collected by respective subcontractors.

2. 汽車排放

本集團並沒擁有排放溫室氣體及排放 氧氮化物、硫氧化物及懸浮粒子的汽 車。

3. 電力

本集團的電力消耗量為24,000千瓦時 (2023年:25,000千瓦時)。本集團 鼓勵並持續提醒僱員採取節能措施, 包括關掉無人使用的照明裝置及電器。

4. 水

本集團辦公室涉及少量水消耗。辦公 室的水消耗由大廈管理辦公室管理, 故並無消耗數據提供。

5. 無害廢棄物

本集團的營運並無產生有害廢棄物。 來自本集團營運的無害廢棄物主要為 廣告及紙張廢物。為減少辦公室產生 廢棄物,本集團鼓勵僱員自行攜帶午 膳餐具,代替使用即棄餐具。

(i) 廣告廢物

於報告期間,合共產生1噸廢棄 戶外廣告板(2023年:3噸)。 廣告廢物由有關承包商收集。



(ii) Office Paper

The Group practises paper saving initiatives, such as encouraging employees to:

- Adopt environmentally-friendly photocopy habits (e.g. use duplex printing)
- Use recycling paper for drafting and internal use
- Use electronic device instead of printed hard copies during presentations

Recycling bins were provided in offices' common area to separately collect waste paper for recycling, which was then collected by building management. A total of 600 kg of paper (2023: 400 kg) has been used for daily office operations such as document printing and deliverables, contributing to 3 tonnes of carbon dioxide equivalent emission (2023: 2 tonnes).

(iii) Magazine Paper

Although the Group does not involve in printing of its publications, the Group practises a recycling scheme in which readers are encouraged to return read magazines for recycling. To reduce paper disposal to the landfill, the Group also engaged its distributor to recycle waste magazines and other paper. A total of 3 tonnes of paper (2023: 2 tonnes) were recycled during the reporting period, contributing to a reduction of 15 tonnes of carbon dioxide equivalent emission (2023: 10 tonnes). (ii) 辦公室用紙

本集團實施節約用紙措施,例 如鼓勵僱員:

- 採取環保的影印習慣(例 如雙面列印)
- 利用回收紙作起草及內部
 用途
- 做簡報時使用電子儀器代 替列印本

辦公室的公共空間已設置回收 箱以分開收集廢紙循環再造, 之後由大廈管理處收集。日常 辦公室運作共使用600公斤紙張 (2023年:400公斤)作文件列 印及交付等用途,排放了3噸二 氧化碳當量(2023年:2噸)。

(iii) 雜誌用紙

雖然本集團並無參與印刷其刊物,但本集團推出回收計劃, 鼓勵讀者將讀完的雜誌交回以 循環再造。為減少棄置至堆填 區的用紙,本集團亦推動其分 銷商回收雜誌及其他紙張。於 報告期間,合共回收3噸紙張 (2023年:2噸)獲循環再造, 致減少15噸二氧化碳當量排放 (2023年:10噸)。



6. Business Air Travel

During the reporting period, nil employee (2023: nil employee) travelled to the PRC for site visit and investigating new business opportunities, resulting in no carbon dioxide equivalent greenhouse gases (2023: nil tonne).

7. Mitigation Measures

As a responsible corporation, we are conscious of the effects of our operations may have on the environment and value on reducing the environmental impact of our daily operations.

We have taken the following measures to reduce the emission of greenhouse gases as well as to be energy efficient:

- Encourage the practice of recycling used papers and double-sided printing;
- Adjust the temperature of our offices appropriately and use of energy-saving mode of the electronic devices after a period of inactive; and
- Utilize recycled packaging and products whenever possible.

As a result, the generation of greenhouse gas emission and non-hazardous waste during the year 2024 was reduced as compared to last year.

It is the target of Group to further reduce the emissions and non-hazardous wastes by enhancing the efficiency of the use of resources and energy in the coming year.

6. 航空差旅

於報告期間,並無僱員(2023年:並 無僱員)前往中國作實地視察及探索 新業務機遇,並無產生二氧化碳當量 的溫室氣體(2023年:0噸)。

7. 緩解措施

作為負責任的企業,我們一直關注我 們的營運可能對環境產生的影響,並 重視減少我們日常營運對環境的影響。

我們已採取以下措施減少溫室氣體排 放及提高能源效率:

- 鼓勵回收廢舊紙張及使用雙面 印刷;
- 適當調整辦公室溫度,並在電子設備停用一段時間後使用節 能模式;及
- 盡可能使用循環再造的包裝及 產品。

因此,2024年溫室氣體排放及無害 廢棄物的產生量較上年有所減少。

本集團的目標為於來年透過提升資源 及能源使用的效率,進一步減少排放 及無害廢棄物。

B. Social

The Group strives to build mutually beneficial relationships with our stakeholders, including our employees. The Group is committed to create a diverse and inclusive workplace with barrier-free communication and mutual respect.

1. Employment and Labour Practices

(i) Employment

The Group offers competitive remuneration, promotion opportunities, compensation and benefit packages to attract and retain talents. The Group had a total number of 12 employees as of 31 December 2024, of which 100% was working as full-time staff in China.

Distribution of Workforce by Gender 按性別劃分的僱員分佈



B. 社會

本集團致力於與權益人(包括僱員)建立互 惠互利的關係。本集團致力於創造無障礙 溝通及互相尊重的多元化及包容性工作場 所。

1. 僱傭及勞工常規

(i) 僱傭

本集團提供具競爭力的薪酬、 晉升機會、補償及福利待遇以 吸引及挽留人才。截至2024年 12月31日,本集團的僱員總數 為12人,全部均為中國全職員 工。



Distribution of Workforce by Age Group 按年齡組別劃分的僱員分佈



Distribution of Workforce by Geographical Region や地区割への仮見へた

按地區劃分的僱員分佈





Remuneration and performance of employees are reviewed annually. Remuneration is reviewed according to the industry market and inflation rates, while performance of employees is reviewed through appraisals. Employees are entitled to performance bonus, mandatory provident fund, insurance (including medical, pension, injury, unemployment, maternity and business travel) and paid leave (such as annual leave, sick leave, maternity leave and paternity leave). Employees working overtime are entitled to overtime compensation leave. Apart from the attractive package provided, the Group offers protection on personal data, protection on intellectual properties, and procedures for labour disputes. Employees are also well-informed of the Group's code of conduct, their promotion channels and appraisal procedures from the comprehensive guidelines in the employees' handbook. No material non-compliance in relation to employment laws and regulation was recorded during the reporting period.

During 2024, five employees have left the Group.

僱員薪酬及表現會每年檢討。 薪酬是根據行業市場及通脹率 檢討,而僱員表現則參照考核 檢討。僱員可享有表現花紅、 強制性公積金、保險(包括醫 療、養老金、傷病、失業、生 育及差旅)及有薪假期(如年 假、病假、產假及侍產假)。 僱員超時工作可獲超時工作補 假。除提供具吸引力的待遇 **外**,本集團提供個人資料保 障、知識產權保障及勞工糾紛 排解程序。僱員亦可從僱員手 冊的全面指引中獲悉本集團的 行為守則、晉升渠道及考核程 序。於報告期間,概無錄得有 關僱傭法律及法規的重大違規 情況。

於2024年,本集團有5名僱員 離職。



(ii) Employee Health and Safety

Work injury cases ≤3 days

Lost days due to work injury

The Group is accountable for providing comprehensive occupational health and safety measures and essential protection equipment to its employees. For example, during outdoor advertisement fixing, the Group assigns supervision staff to ensure outsourced advertisement-fixing workers are working in a safe environment with appropriate personal protective equipment ("PPE"). Assigned supervision staff is also briefed with relevant safety procedures and provided with PPE. No material non-compliance with laws and regulations regarding occupational health and safety was recorded during the reporting period.

(ii) 僱員健康與安全

本集團有責任向僱員提供全面 的職業健康與安全措施及必要 的防護裝備。例如,於安裝督 外廣告時,本集團派遣監督 人員確保外判廣告安裝工人適 之環境下工作,並佩戴整督 的個人防護裝備(「個人防護裝備」)。本集團亦會向獲派是 人員簡介相關安全和關安全的法律及法規重大違規 開,概無錄得有關職業健規情 況。

Occupational Health and Safety Data for the past three years (2022–2024)	過往三年(2022 年至 2024 年) 職業健康與安全數據		
Work related fatality	因工作關係而死亡的人數	0	
Work injury cases >3 days	工傷個案>3日	0	

工傷個案≤3日	0
因工傷損失工作日數	0

(iii) Development and Training

All employees are required to engage in training provided by the Group. Such training includes induction training, departmental training, specialised training and external training. Induction training helps employees understand the Group's businesses, policies and work procedures. Departmental training strengthens existing employees' work-related knowledge and practical skills. Specialised training focuses on topics such as communication skills or work attitude, enhancing employees' personal development. External training provides employees with the most updated knowledge and technology, ensuring employees keep pace with the Group's development. Training quality is evaluated by participants after completion of the training courses to pursue unceasing improvement.

During 2024, the average training hours completed per employee are 6 hours. The training hours are the same for both male and female employees.

(iv) Employment Communications

Employees are valuable assets of the Group. The Group acknowledges the importance of interactive communications with employees. Regular staff gatherings are arranged to enhance the communications between senior management and employees, such as lunch gatherings and festive parties.

The Group rewards employees for their credits and take disciplinary actions for their misconduct. This ensures that good behaviours are fostered and maintained in their work environment. For instance, attendance awards are presented monthly to full-attendance employees to appreciate their devotion and encourage positive work attitude.

(iii) 發展及培訓

於2024年,每名僱員完成培訓 的平均時數為6小時。男性與女 性僱員的培訓時數相同。

(iv) 僱傭溝通

僱員為本集團的寶貴資產。本 集團深明與僱員互動溝通的重 要性。本集團安排定期員工聚 會以加強高級管理層與僱員之 間的溝通,例如午膳聚餐及節 日派對。

本集團對僱員論功行賞,行為 不當者則進行紀律處分。此舉 確保於工作環境中培養並維持 良好行為。例如,本集團每月 向全勤僱員頒發出勤獎勵,嘉 許彼等的努力及提倡積極的工 作態度。



Another channel of communication is the appraisal system. The system aims to improve employees' performances, increase their performance satisfaction and sense of accomplishment. It has an open and transparent process in which employees can evaluate their performance through advice from their supervisors and reflect their expectations or feedback to the Group.

(v) Labour Standard

There was no child nor forced labour in the Group's operations in the reporting period. Background check was conducted for every new employee to ensure compliance with the Employment Ordinance, Chapter 57 of the Laws of Hong Kong in terms of employment management. Its Macau operations are in compliance with the Labour Law of the Macau.

(vi) Equal Opportunity

There is no policy on anti-discrimination, nevertheless equal opportunities are given to employees in respect of recruitment, training and development, job advancement, and compensation and benefits. The employees are not discriminated against or deprived of such opportunities on the basis of gender, ethnic background, religion, colour, sexual orientation, age, marital status, family status, retirement, disability, pregnancy or any other discrimination prohibited by applicable law.

2. **Operating Practices**

(i) Supply Chain Management

The Group evaluates suppliers on their product and service quality on continuing basis so as to assist the selection progress of suppliers. The Group give priority to eco-friendly suppliers which fulfill the industrial requirements and the expected quality at the same time. 另一個溝通渠道為考核體制。 該體制旨在改進僱員的表現、 增加彼等表現的滿足感及成就 感。該體制具有公開及透明的 程序,讓僱員通過上司的建議 評估彼等的表現,並向本集團 反映彼等的期望或意見。

(v) *勞工準則*

於報告期間,本集團的營運中 並無童工或強制勞工。本集團 已對每名新聘僱員進行背景審 查,確保遵守香港法例第57 章僱傭條例有關僱傭管理的規 定。其澳門的營運則遵循澳門 勞動法。

(vi) 平等機會

本集團並無反歧視政策,惟在 招聘、培訓及發展、工作晉升 以及補償及福利方面會給予僱 員平等的機會。僱員不會基 於性別、種族背景、宗教、虜 色、性取向、年齡、婚姻狀 況、家庭狀況、退休、傷殘、 懷孕或適用法律所禁止的任何 其他歧視而受到歧視或遭剝奪 機會。

2. 營運慣例

(i) 供應鏈管理

本集團持續評估供應商的產品 及服務質量,以協助供應商甄 選進度。本集團優先考慮同時 符合行業規定及預期質量的環 保型供應商。



(ii) Product Responsibility

The Group has the quality inspection procedure in place to ensure the quality of products, during the reporting period, the Group did not notice any recall or non-compliance as required by related laws and regulations.

Intellectual Property

Intellectual property includes trademarks, service marks, copyrights, rights in inventions, rights in know-how etc. Whether registered or unregistered, all rights or forms of protection have an equivalent or similar effect anywhere in the world.

The Group have registered trademarks for its magazine publications, to protect its exclusive right to use the trademarks and avoid other readers using conflicting trademarks. No material non-compliance with laws and regulations regarding intellectual property was recorded during the reporting period.

Confidentiality

Confidential information includes all confidential information or trade secrets of the Group. It also includes contact details, requirements of customers, financial information and marketing or business plan of customers. All employees acknowledge and warrant not to disclose the above information by signing the employment contract. Employees violating the confidentialityrelated regulations can be dismissed. The Group also has centralised management to control access rights to its confidential information. No substantiated complaints concerning breaches of client privacy, identified leaks, thefts, or losses of customer information was received during the reporting period.

(ii) 產品責任

本集團已制定質量檢查程序以 保障產品質量,於報告期內, 本集團未有發現任何召回或未 遵守相關法律法規要求的情況。

知識產權

知識產權包括商標、服務標 記、版權、發明的權利、工 業知識的權利等。不論有否註 冊,所有權利或保障形式於世 界各地均有同等或相若的效力。

本集團已為其雜誌刊物註冊商 標,以保障其使用該等商標的 獨家權利及避免其他讀者使用 有衝突的商標。於報告期間, 概無錄得有關知識產權的法律 及法規重大違規情況。

保密



(iii) Anti-corruption

The Group commits to managing all business without undue influence and has regarded honesty, integrity, and fairness as its core values. All directors and employees are required to strictly follow the Group's policy to prevent potential bribery, extortion, fraud and money laundering. Anti-corruption policies are also clearly stated in the employment contract. Although entertainment is not defined as "advantage" under the Prevention of Bribery Ordinance (Cap 201) of the Laws of Hong Kong, employees should turn down invitations to meals or entertainment that are excessive in nature or frequency. Whistle-blowing procedures on reporting misconduct and malpractice (including corruption) are also established in the Group's employees' handbook. Corruption cases bring severe damage to the Group's reputation. Employees involved in corruption can be dismissed and liability shall be pursued in accordance with the law.

The Group was in compliance with all applicable laws on prohibiting corruption and bribery of Hong Kong and Macau. There was no concluded legal case regarding corrupt practices brought against the Group or its employees during the reporting period.

C. Community

1. Community Investment

The Group recognises the importance of contributing back to the society and supporting social initiatives to help the underprivileged in the society. It also encourages employees to participate in charitable events during leisure time to foster their sense of social responsibility.

(iii) 反貪污

本集團致力在不受不當影響的 情況下管理所有業務,並視誠 **實、正直及公平為其核心價** 值。全體董事及僱員均須嚴格 遵守本集團防止潛在賄賂、勒 索、欺詐及洗黑錢的政策。反 貪污政策亦於僱傭合約清楚訂 明。雖然款待在香港法例第201 章防止賄賂條例下並無被界定 為「利益」,但僱員應拒絕過度 或過密的餐飲或款待激請。匯 報不當行為及舞弊行為(包括貪 污)的舉報程序亦已在本集團的 僱員手冊中確立。僱員涉貪會 使本集團的聲譽嚴重受損。彼 等可遭解僱,並須依法追究責 任。

本集團遵守所有有關香港及澳 門禁止貪污及賄賂的適用法 律。於報告期間,概無發生就 貪污行為對本集團或其僱員發 起的已完結案件。

C. 社區

1. 社區投資

本集團注重回饋社會,並支持可協助 社會弱勢群體的社會倡議,同時亦鼓 勵僱員閑暇之餘參與慈善活動,進而 培養其社會責任感。 WINTO GROUP (HOLDINGS) LIMITED 惠陶集團(控股)有限公司