



財訊傳媒集團有限公司
SEEC MEDIA GROUP LIMITED

(Incorporated in the Cayman Islands and continued in Bermuda with limited liability)
(stock code : 205)

2024 ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

ABOUT THIS REPORT

This Environmental, Social and Governance Report (the “**Report**”) provides information on the environmental, social and governance (“**ESG**”) performances of SEEC Media Group Limited (the “**Group**” or “**we**”) during the year from 1 January 2024 to 31 December 2024 (the “**Reporting Period**”).

The Group is principally engaged in the provision of advertising agency services, distribution of books and magazines, securities brokerage business, money lending business and e-commerce business in the People’s Republic of China and in Hong Kong.

The scope of this Report only covers the operation of the Group’s Beijing office, which is the main operating base of the Group for the provision of advertising services. Therefore, the content of this Report focuses on covering the above operating location and there is no major difference of the scope compared to the previous reporting period.

Reporting Principles

The preparation and presentation of related information in this ESG Report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “**ESG Reporting Guide**”) as set out in Appendix C2 to the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited (the “**Listing Rules**”). The Group has taken into account the following reporting principles in the preparation of this Report:

1. **Materiality:** ESG issues that have major impacts on investors and other stakeholders must be set out in this Report.
2. **Quantitative:** The quantitative key performance indicators (the “**KPIs**”) are used to measure the performance. The Report will focus on the major KPIs, and enhance its transparency by disclosing the factors and/or methods of computation.
3. **Consistency:** The Report is written in accordance with the ESG Reporting Guide, in order to ensure consistency with its contents. In the event of inconsistency, including any changes in reporting scopes and/or methods of computations for KPIs, the Group will explain in the Report.
4. **Balance:** This Report must provide an unbiased picture of the ESG performance of the Company. It should avoid selecting, omitting, or presenting formants that may inappropriately influence a decision or judgement by the reader.

Feedback

We welcome comments and suggestions you may have on this Report or on our ESG performances. Whether you are our customers, business partners, common citizens, media or social groups, we treasure your comments and advice which may help determine and reinforce the Group’s future sustainability strategy. Please contact us by mail.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

ENVIRONMENTAL, SOCIAL AND GOVERNANCE STRATEGIES

The Group understands the importance of environmental sustainability and protection. We are mindful of the environment and are committed to preserve it. The board (“Board”) of directors (the “Directors”) believes that a sound governance structure is critical to the effective management and implementation of ESG-related issues.

The Board has overall responsibility for decision making with respect to ESG management and reporting. The Board is responsible for supervising the ESG process and risk management of the Group. The Board oversees the identification and assessment of business risks, including climate risks, critical ESG risks and opportunities, and ensures that robust risk management and internal control systems are in place.

The Board and senior management review the ESG issues at least annually that are most significant to our businesses and operations, and take them into consideration in determining the Group’s business directions and strategies, based on the opinions collected from stakeholders. The everyday implementation of the Group’s ESG approach relies on the ESG Working Group.

The Group has set up an ESG Working Group, composed of senior management from relevant departments, in which, full-time staff has been assigned to collect the data relevant to ESG and compile the Report. On an operation level, our ESG Working Group also works with internal departments across the organisation to integrate sustainability into day-to-day operations. The Working Group regularly reports to the Board to ensure appropriate execution and risk management on sustainability. ESG governance matters and ESG-related issues are reviewed at the annual meeting. Through regular meetings and discussions with the Board, the ESG Working Group plans and implements various policies, guidelines, measures and programmes which contribute to our sustainable development.

The progress of implementation and the performance of the ESG goals and targets established should be closely reviewed by the Group from time to time. If the progress falls short of expectations or changes in business operations, it may be necessary to make changes and communicate the goals and targets with key stakeholders, such as employees, customers and suppliers.

The Group continues to establish effective communication with the major stakeholders in various ways in order to deal with their concerns and provide feedback in a timely manner. The following table provides an overview of the Group’s key stakeholders, with the areas of concern and communication channels to reach out to, listen to and respond to our stakeholders.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

Major Stakeholders	Areas of Concern	Communication Channels
Stock Exchange	<ul style="list-style-type: none"> Compliance with listing rules 	<ul style="list-style-type: none"> Announcements on the Stock Exchange website Discussions and meetings Emails and other correspondences
Government and regulatory bodies	<ul style="list-style-type: none"> Laws and regulations Taxation 	<ul style="list-style-type: none"> Site visits and audits Regular declarations Public notice of new laws and regulations Reports and other publications on their websites
Shareholders and investors	<ul style="list-style-type: none"> Return on investment Information disclosure Protection on rights and interests of shareholders Fair treatment of shareholders 	<ul style="list-style-type: none"> Annual and general meetings of members Annual reports, announcements, other disclosures and publications Company website Disclosures on the Stock Exchange website Group email managed by designated employees
Employees	<ul style="list-style-type: none"> Salaries and welfares Protection of employee's rights and interests Health and safety Feedback opportunities 	<ul style="list-style-type: none"> Regular meetings Employee training Intranet and emails Regular employee activities
Customers	<ul style="list-style-type: none"> Product safety and quality Customer satisfaction After-sales services 	<ul style="list-style-type: none"> Website
Suppliers	<ul style="list-style-type: none"> Long-term and sustainable business relationship Fair competition 	<ul style="list-style-type: none"> Supplier contracts, emails, teleconferences, interview Bidirectional supplier evaluation
Community	<ul style="list-style-type: none"> Environmental protection Contribution to the community 	<ul style="list-style-type: none"> Voluntary activities Community visits

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

MATERIALITY ASSESSMENT

The Group has identified four ESG issues – use of resources, employment, health and safety, and labour standards as material. These ESG issues are considered to have significant impacts on the operations of our business and will be the focus of this Report.

Aspects	Material ESG Issues
A. Environmental Aspect	
A2. Use of Resources	<ul style="list-style-type: none">• Compliance with listing rules• Energy consumption and efficiency• Water consumption• Efficient use of raw materials• Use of packaging materials
B. Social Aspect	
B1. Employment	<ul style="list-style-type: none">• Employee welfare• Inclusion and equal opportunities• Talent attraction and retention
B2. Health and Safety	<ul style="list-style-type: none">• Occupational health and safety
B3. Development and Training	<ul style="list-style-type: none">• Development and training
B4. Labour Standards	<ul style="list-style-type: none">• Prevention of child and forced labour
B5. Supply Chain Management	<ul style="list-style-type: none">• Supply chain management
B6. Product Responsibility	<ul style="list-style-type: none">• Customer Satisfaction• Protection of intellectual property rights• Protection of customer privacy

To effectively drive the Group's ESG progress, the Board will continue to oversee the ESG-related work and ensure the Group's operation closely follows the latest regulations and trends regarding ESG-related issues. The Board will also seek opportunities to develop clearer ESG objectives and targets for the Group.

ENVIRONMENTAL ASPECTS

Emissions

The Group strictly complies with all applicable environmental laws and regulations, such as the Environmental Protection Law, Prevention and Control of Atmospheric Pollution, Prevention and Control of Water Pollution, Prevention and Control of Environmental Pollution by Solid Waste and National Environmental Emergency Response Plan of the People's Republic of China (the "PRC"). During the Reporting Period, there was no material non-compliance with or prosecution about violations of environmental laws or complaints relating to the environment.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

Air Emissions

The Group has been upholding and executing environmental management for fulfilling our role as corporate citizen on social responsibility. We have formulated a series of management policies and measures to minimize the risks and impacts of our operations on the environment.

Given the business nature of the Group, air emission from vehicle operation is the major air emission source during the Reporting Period that mainly involved the use of a vehicle for local business commuting and daily operation, which consumed a total of 582 litres of unleaded petrol.

Air Emissions	2024	2023	Unit
Nitrogen Oxides (NOx)	0.08	0.08	Kg
Sulphur Oxides (SOx)	0.06	0.06	Kg
Respirable Suspended Particles (RSP)	0.01	0.01	Kg

Greenhouse Gas Emissions

The Group has devoted great efforts to practicing environmental protection and promoting sustainable development to fulfill its social responsibility as a corporate citizen. Therefore, the Group is striving to adopt the best measures to reduce greenhouse gas emissions incurred by business operations and combat climate change.

During the Reporting Period, the major source of the Group's greenhouse gas emissions was the fuel consumption of mobile vehicles ("Scope 1 emissions"). The Group is aware that long-distance transportation during business trips will increase energy consumption and emit a large amount of carbon emissions. As such, we try to reduce business trips or avoid meetings requiring long-distance travel as practical as possible to reduce carbon emissions from long-distance travel. We also advocate purchasing products and services from local suppliers to reduce emissions generated from long-distance transportation.

As the business nature of the Group is not carbon-intensive, the Group targets to maintain or reduce the intensity of greenhouse gas emissions level by 2024 with the baseline year in 2021. During the Reporting Period, the Group's greenhouse gas emissions were as follows:

Greenhouse gas emissions	2024	2023	Unit
Scope 1 emissions	1.5	1.5	Tonnes CO ₂ -e
Scope 2 emissions	-	-	Tonnes CO ₂ -e
Total greenhouse gas emissions	1.5	1.5	Tonnes CO ₂ -e
Intensity (by Employee)	0.027	0.021	Tonnes CO ₂ -e/Employee

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

Waste Management

The Group follows the 3R waste management strategy to minimise waste generation (Reduce) and consider “Reuse and Recycle” before waste disposal, so as to live up to its commitment to waste management. Not only do we promote waste management measures within the Group, but also promote the importance of the green concept to our customers and suppliers.

General office work normally generates paper waste. In view of advocating green office measures, we promote a “paperless” workplace and encourage our staff to view documents on digital screens instead of printing hard copies. Staff members are encouraged to practise double-sided printing, reuse paper printed on single-sided paper and reuse office consumables as far as possible. We only produced a small amount of non-hazardous waste and a negligible amount of hazardous waste in the past year. Thus, no reduction targets for waste have been established. The Group will continue to educate its employees to avoid the waste generation and encourage proper recycling.

USE OF RESOURCES

We understand the potential impacts of our operations on the environment. Therefore, we are committed to ensuring continual business growth, while at the same time, achieving environmental sustainability.

In order to minimise the depletion of natural resources, including energy, water and other natural resources during our operations. We have developed a series of measures to save office resources, so as to fulfil our responsibilities towards the natural environment.

The Group puts into practice a range of green measures throughout our operations and engages our staff in supporting green initiatives in hopes of improving energy efficiency, reducing waste and resource conservation. We have implemented a number of targeted energy-saving measures to further reduce energy consumption, including:

- Maximising the use of natural light and energy-saving lighting fixtures, such as LED fixtures;
- Installing energy-efficient office equipment or prioritising purchasing products with energy efficiency labels;
- Working closely with our business partners in the supply chain and monitoring their performances so as to minimise the environmental impacts arising in daily operations;
- Promoting the importance of energy, water and resources savings among our employees and customers;
- Providing online ordering service to avoid unnecessary paper printing; and
- Turning off all electronic devices before leaving work to reduce unnecessary power consumption.

Regarding energy consumption, the use of petrol for supporting the Group’s vehicle accounts for the major energy consumption during the Reporting Period. The amount of electricity consumption was not available during the Reporting Period. In light of the completion of contracts by the Group and the ongoing spread of the Pandemic during the Reporting Period, the total energy consumption dropped accordingly in the Reporting Period. The Group targets to maintain or reduce the intensity of energy consumption level by 2024 with the baseline year in 2021.

For water consumption, as the Group’s business does not involve any production and manufacturing process, our water footprint is minimal. Water is supplied by the municipal water network and the Group did not encounter any issues in sourcing water during the Reporting Period. However, we recognise that water availability is a growing global concern, and we are committed to reducing our water usage.

Due to the completion of the contracts, the Group does not consume a significant amount of packaging materials during the Reporting Period.

Direct and/or indirect energy consumption by type	2024	2023	Unit
Direct energy consumption	20.9	20.9	GJ
Indirect energy consumption	–	–	MWh
Total energy consumption	5.8	5.8	MWh-e
Intensity (by employee)	0.105	0.083	MWh-e/employee

THE ENVIRONMENT AND NATURAL RESOURCES

The Group is striving to integrate environmental responsibility into its daily business operations. As such, we are actively advocating green procurement strategies, for example, prioritizing the use of environment-friendly building materials and furniture for renovation of its office to reduce environmental impact and to avoid the consumption of excessive resources.

Meanwhile, we provide employees with advices on energy conservation, resource conservation, office waste reduction and water conservation, so as to further improve the overall environmental performance of our office. We also hope that through this report, we can promote the importance of reducing carbon emissions to our stakeholders and raise their awareness of environmental protection.

CLIMATE CHANGE

It is inevitable that climate change may bring risks and opportunities to the planet. The Group aims to enhance its climate change preparedness and resilience by duly identifying and assessing the climate-related risks that might pose significant impacts on its business operation. Since the Group mainly focuses on the provision of advertising services and sales of books and magazines, the impacts of climate change are not significant on the business. The potential climate-related risks are as follows.

Risks	Potential impacts
Physical risks – Acute risks	<p>Higher frequency and intensity of extreme weather events may have adverse impacts on the Group's operational activities, which may in turn affect the Group's ability to meet the demand of the customers on time, thus affecting the Group's business operations.</p> <p>To protect the employees' safety and ensure the Group's smooth operation, the Group has established an internal guideline on working arrangements in times of typhoons, rainstorms and extreme conditions after super typhoons. The Group would stay alert to any announcements by the local governments on weather conditions and prepare for emergency actions.</p>
Transition risks – Policy and legal risks	<p>More stringent existing and emerging requirements in policies and regulations related to climate change may lead to higher operating costs to ensure compliance.</p> <p>However, the Group will monitor the issuance of new laws and regulations and access the risk posed to the Group timely to mitigate the effects on the Group.</p>

The Group will closely monitor the potential impacts of climate-related risks and prepare for mitigation or contingency plans if needed.

SOCIAL ASPECTS

Employment and Labour Practices

Employment

The Group believes that employees are an indispensable part of the sustainable development for an enterprise. We are committed to make unremitting efforts to attract and retain outstanding talents and build a strong and solid human capital. We strive to provide a safe, healthy, and friendly working environment for all of our employees and site staff by conducting thorough training and development and adhering to comprehensive policies on welfare and benefits, equal opportunity and diversity. We also have a dedicated human resources committee to regularly review and improve the relevant policies, so as to ensure that they are in compliance with local laws and industry guidelines.

The Group strictly abides by the Labour Law of the PRC, the Labour Contract Law of the PRC, the Social Insurance Law of the PRC. During the Reporting Period, the Group did not have any cases of violation of relevant employment laws and regulations in the operating region, nor did it receive any complaints related to recruitment.

The success of the Group's business relies on the continuous efforts and dedicated service of all staff. The Group recognises the importance of talent acquisition, retention and development for maintaining the Group's competitiveness in the market. The Group adheres to the principles of "anti-discrimination" and "diversity" and is dedicated to establishing a caring, tolerant, fair and non-discriminatory working environment.

The Group has a set of clear, transparent and comprehensive procedures for talent requisition and employee promotion that emphasises the principles of fair and equal opportunity. The assessment criteria are based on the qualifications, personal competence and working experience of the job applicants irrespective of their genders, ages, nationalities, religions or sexual orientations, etc.

As a responsible employer, the Group has formulated the Measures on Dismissal and Retirement and the Remuneration Policy and Compensation System in accordance with the relevant legal requirements. We will determine the remuneration of each employee based on the remuneration system established by the Group and the work duties of the employee; handle retirement formalities for employees who have reached the statutory retirement age in accordance with the relevant regulations; and go through any dismissal procedures according to the Labour Law. In the event of work-related injuries and deaths caused by accidents, we will make reasonable compensation for the employees involved and their families and properly handle the accident.

The Group is dedicated to improving the fringe benefit of employees and formulates employee benefits in accordance with the requirements of the standards of the Minister of Human Resources and Social Security and the Labour Law, including buying social insurance for employees so that they can enjoy medical services at a low cost.

Meanwhile, we encourage employees to pursue a work-life balance. To this end, the Group has formulated the "Work-life Balance Policy" and organised various cultural and recreational activities from time to time to help employees relieve pressure, and enhance the relations and cohesion of employees.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

As at the end of the Reporting Period, the Group had a total of 55 full-time employees in China. The charts below showed the breakdown of the Group's employees by gender, age group and level during the Reporting Period:

Total workforce		2024	2023	Unit
Total number of employees		55	70	Employee
By Gender	Male	33	39	Employee
	Female	22	31	Employee
By employment type	Full-time	34	69	Employee
	Part-time	21	1	Employee
By age group	<=30	38	31	Employee
	31-40	12	21	Employee
	41-50	4	16	Employee
	>50	1	2	Employee
By employment category	Senior Management	8	12	Employee
	Middle management	6	10	Employee
	Supervisor	13	17	Employee
	General Employee	28	31	Employee
By geographical region	China	55	62	Employee
	Hong Kong	0	8	Employee

Employee turnover rate		2024	2023	Unit
Total employee turnover rate		24	6	%
By Gender	Male	17	5	%
	Female	34	6	%
By employment type	Full-time	29	0	%
	Part-time	0	0	%
By age group	<=30	0	0	%
	31-40	36	0	%
	41-50	90	0	%
	>50	0	200	%
By employment category	Senior Management	40	34	%
	Middle management	50	0	%
	Supervisor	27	0	%
	General Employee	10	0	%
By geographical region	China	12	6	%
	Hong Kong	200	0	%

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

HEALTH AND SAFETY

Providing a safe and healthy working environment is our priority. Aiming for zero work accident, we have a sound mechanism to manage matters regarding occupational safety and health and have formulated various measures to prevent the occurrence of occupational diseases and work-related casualties among our staff.

At the operational level, we provide employees with basic first aid equipment in accordance with the laws and regulations of China on occupational health and safety. In order to protect the health and safety of employees more effectively, safety training is provided to all employees to make sure they have the knowledge and skills, as well as in good physical conditions to carry out the work as they are assigned to. Moreover, our employees are required to receive training on getting familiarised with emergency preparedness and procedures, in terms of handling work injury, practicing fire drills and allocating work arrangements under severe weather, with a view to enhancing employees' safety awareness.

While paying attention to operational safety, the Group believes that the psychological health of employees is equally important. As such, the Group has formulated relevant policies to provide psychological support services for our employees.

The Group strictly abides by the relevant employment laws. During the Reporting Period, there was no prosecution for violations of laws nor complaints relating to occupational safety, including but not limited to the Safety Production Law of PRC. During the past three years, including the Reporting Period, the Group did not record any work-related accidents that resulted in death.

Health and Safety	2024	2023	Unit
Number of work-related fatalities	0	0	No.
Rate of work-related fatalities	0	0	%
Lost days due to work injury	0	0	Days

DEVELOPMENT AND TRAINING

To build a professional team, the Group encourages continuous education and development of employees which can enhance the value of our team and the professional quality of our employees. To this end, according to the development needs of employees, we help them set career development directions for them to give play to their strengths which enriches their knowledge so that they can obtain satisfaction in daily work.

We adopt the mechanism of "old employees mentoring new employees" by arranging for experienced employees to guide junior employees at work and building bridges of communication among employees, so as to facilitate employees' sharing of work experience and know-how within the Group. The Group will regularly provide training for employees to help them establish a solid foundation for personal development. This will help employees cope with business needs and achieve their development goals while creating value for the Group.

LABOUR STANDARDS

The Group adheres strictly to the relevant labour laws in China during our course of business:

- I. Labour law of the PRC 《中華人民共和國勞動法》
- II. Labour Contract Law of the PRC 《中華人民共和國勞動合同法》
- III. Production Safety Law of the PRC 《中華人民共和國安全生產法》
- IV. Provisions on Prohibition of Child Labour 《禁止使用童工規定》
- V. Law of the PRC on the Protection of Minors 《中華人民共和國未成年人保護法》

We also firmly abide by the relevant labour standards. We have developed measures to prevent child labour and forced labour. We undertake to hire only those aged 18 or above and not to force employees to work overtime, so as to avoid child labour and forced labour. We help all employees understand the necessity of labour standards via emails and have the Human Resources Department supervises and ensures the effective implementation of labour standards. The Group strictly abides by the relevant employment laws. During the Reporting Period, there was no prosecution about violations of laws nor complaints relating to child labour and forced labour.

OPERATING PRACTICES AND SOCIAL INVESTMENT

Supply Chain Management

To provide the best products and services, we value our relations with our supply chain partners and understand the importance of promoting responsible and sustainable business practices throughout the supply chain. As such, the Group has formulated relevant working guidelines and standard contract documents to require suppliers to comply with our requirements on products and services in terms of quality, environmental protection, safety and health. We also regularly conduct a comprehensive assessment of suppliers' performance in products and services to ensure that they meet our strict standards. The assessment applies to all of our suppliers.

The Group only purchases from qualified suppliers who meet the requirements of applicable environmental and social laws and regulations in the operating regions. The Group gives priority to local suppliers when developing businesses all over the country in order to create employment opportunities for local communities and fulfil corporate social responsibility. Preference is also given to environmentally and socially responsible suppliers.

Supply Chain Management	2024	2023	Unit
Number of suppliers by geographical region			
Total number of suppliers	2	2	Supplier
By geographical region	China	2	Supplier

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

Product Responsibility

We strive to offer the best products and services to our customers. Different types of engagement channels are in place to communicate with our customers and collect their feedback on our products and services. Dedicated employees in our business units are responsible for addressing feedback from our customers.

We undertake to strictly abide by national laws and regulations and industry quality standards in the course of operations and to constantly improve quality management, so as to protect the basic rights and interests of our customers. During the Reporting Period, the Group did not identify any material non-compliance with the laws and regulations related to the quality of products and services.

We have formulated the Measures for Service Quality and Monitoring, pursuant to which we not only require products to meet industry and national safety standards but also ensure that only products that meet quality and technical requirements can be delivered to our customers.

In addition, the After-sales Service Policy of the Group requires the staff of our business departments to undertake after-sales work, understand customers' requirements, regularly review customers' opinions on the products or services provided, and develop measures to improve customer satisfaction.

No material non-compliance with laws and regulations regarding product and service-related health and safety, advertising, labelling and privacy matters that have a significant impact on the Group was noted in the reporting period. These laws include but not limited to the Consumer Protection Law, Advertising Law and Product Quality Law of the PRC.

Anti-corruption

The Group attaches great importance to business ethics and advocates a culture of integrity. To this end, the Group has developed specific policies and management guidelines to guard against bribery, corruption, discrimination or other unethical practices. Our employment contracts, standardised contract text and other relevant documents also clearly set out our requirements and expectations on employees, board members, suppliers and business partners. Moreover, we have established the Whistle-blowing Policy and Procedures whereby employees can inform on any business and personal misconduct of the Group's employees and business partners in a confidential manner. Once a whistle-blowing report is received, we will set up a team to investigate the case and formulate corrective measures to resolve the causes.

The Group understands the importance of promoting anti-corruption thoughts to the employees. However, the preparation work is suspended due to the pandemic. The Group is now preparing the materials and training sessions.

The Group strictly abides by the relevant employment laws. During the Reporting Period, there was no prosecution for violations of laws nor complaints relating to bribery, corruption and discrimination, including but not limited to the Criminal Law of the PRC, the Anti-Money Laundering Law of the PRC, and other national or regional laws and regulations.

Anti-Corruption	2024	2023	Unit
Number of concluded legal cases regarding corruption	0	0	Case

Community Investment

The Group recognises that our responsibility lies not only in our direct contribution to the society and economy, but also in our business operations and public welfare projects which bring impact and effects on the entire society. The Group proactively contacts community groups which share similar concepts with the Group's corporate responsibility concept, in an effort to understand the needs of the community. In order to fulfil its obligations as a responsible corporate citizen and serve society, the Group will actively participate in the activities organised by community groups in the future.

HKEX ESG REPORTING GUIDE CONTENT INDEX

KPIs	Disclosure Requirements	Sections	
1	Governance Structure	Disclosure of the board’s oversight of ESG issues;	ESG Governance
		Board’s ESG management approach and strategy, including the process used to evaluate, prioritise and manage material ESG-related issues (including risks to the issuer’s businesses)	ESG Governance
		How the board reviews progress made against ESG-related goals and targets with an explanation of how they relate to the issuer’s businesses.	ESG Governance
	Reporting Principles	Description of, or an explanation on, the application of the following Reporting Principles (Materiality, Quantitative, Consistency) in the preparation of the ESG report	About This Report
	Reporting Boundary	A narrative explaining the reporting boundaries of the ESG report and describing the process used to identify which entities or operations are included in the ESG report. If there is a change in the scope, the issuer should explain the difference and reason for the change	About This Report
Environmental			
Aspect A1: Emissions			
A1	General Disclosure	Policies	Emissions
		Compliance with relevant laws and regulations that have a significant impact on the issuer; relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	Emissions
A1.1		The types of emissions and respective emissions data.	Emissions
A1.2		Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Emissions
A1.3		Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Waste Management
A1.4		Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Waste Management
A1.5		Description of emission target(s) set and steps taken to achieve them.	Emissions
A1.6		Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them.	Waste Management

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

KPIs		Disclosure Requirements	Sections
A2	Use of Resource		
A2	General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials.	Energy Consumption
A2.1		Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility).	Energy Consumption
A2.2		Water consumption in total and intensity (e.g. per unit of production volume, per facility).	Water Consumption
A2.3		Description of energy use efficiency target(s) set and steps taken to achieve them.	Energy Consumption
A2.4		Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them.	Water Consumption
A2.5		Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	Packaging Materials
A3	The Environment and Natural Resources		
A3	General Disclosure	Policies on minimising the issuer's significant impacts on the environment and natural resources.	Environment and Natural Resources
A3.1		Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	Environment and Natural Resources
A4	Climate Change		
A4	General Disclosure	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	Climate Change
A4.1		Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	Climate Change
	Social		
B1	Employment		
B1	General Disclosure	Policies	Employment and Labour Practices

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

KPIs		Disclosure Requirements	Sections
		Compliance with relevant laws and regulations that have a significant impact on the issuer; relating to compensation and dismissal, recruitment, and promotion, working hours, rest periods, equal opportunity, diversity, antidiscrimination, and other benefits and welfare.	Employment and Labour Practices
B1.1		Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region.	Employment and Labour Practices
B1.2		Employee turnover rate by gender, age group and geographical region.	Employment and Labour Practices
B2	Health and Safety		
B2	General Disclosure	Policies	Health and Safety
		Compliance with relevant laws and regulations that have a significant impact on the issuer	Health and Safety
B2.1		Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	Health and Safety
B2.2		Lost days due to work injury.	Health and Safety
B2.3		Description of occupational health and safety measures adopted, and how they are implemented and monitored.	Health and Safety
B3	Development and Training		
B3	General Disclosure	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	Development and Training
B3.1		The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	Development and Training
B3.2		The average training hours completed per employee by gender and employee category.	Development and Training
B4	Labour standards		
B4	General Disclosure	Policies	Labour standards
		Compliance with relevant laws and regulations that have a significant impact on the issuer	Labour standards
B4.1		Description of measures to review employment practices to avoid child and forced labour.	Labour standards
B4.2		Description of steps taken to eliminate such practices when discovered.	Labour standards

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

KPIs	Disclosure Requirements	Sections
B5	Supply chain management	
B5	General Disclosure	Policies on managing environmental and social risks of the supply chain.
B5.1		Number of suppliers by geographical region.
B5.2		Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored.
B5.3		Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.
B5.4		Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.
B6	Product Responsibility	
B6	General Disclosure	Policies
		Compliance with relevant laws and regulations that have a significant impact on the issuer
B6.1		Percentage of total products sold or shipped subject to recalls for safety and health reasons.
B6.2		Number of products and service related complaints received and how they are dealt with.
B6.3		Description of practices relating to observing and protecting intellectual property rights.
B6.4		Description of quality assurance process and recall procedures.
B6.5		Description of consumer data protection and privacy policies, and how they are implemented and monitored.
B7	Anti-corruption	
B7	General Disclosure	Policies
		Compliance with relevant laws and regulations that have a significant impact on the issuer
B7.1		Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

KPIs		Disclosure Requirements	Sections
B7.2		Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.	Anti-corruption
B7.3		Description of anti-corruption training provided to directors and staff.	Anti-corruption
B8	Community investment		
B8	General Disclosure	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests.	Community investment
B8.1		Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	Community investment
B8.2		Resources contributed (e.g. money or time) to the focus area.	Community investment