



WINOX

WINOX HOLDINGS LIMITED

(incorporated in the Cayman Islands with limited liability)
Stock Code : 6838

2021

Environmental,
Social and
Governance Report

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Environmental, Social and Governance Report

COMPANY OVERVIEW

Winox Holdings Limited (the “Company”) and its subsidiaries (the “Group”) are principally engaged in the development and manufacturing of stainless steel products such as watch bracelets, mobile phone cases and parts, smart wearable cases and parts, and fashion accessories on an OEM (Original Equipment Manufacturer) basis for our customers. Our customers include internationally renowned brands from Switzerland and various countries in Europe.

We are committed to offering a comprehensive and one-stop product development and manufacturing solution for our customers. We develop and maintain close working relationship with our customers, and cater to their needs by leveraging our strengths such as reliable quality standard, flexibility in design and manufacturing techniques, competitive pricing and on-time delivery.

The Group is headquartered in Hong Kong with two production facilities situated in the PRC.

SUSTAINABLE DEVELOPMENT

The Group adopts a product diversification model which provides a significant platform to broaden our customer base and expand our market share in the industry. We strategically utilise our resources to advance our skills and technology so as to enrich our product variety and sophistication. We are committed to working closely with our customers to deliver quality and cost-effective products efficiently. This enables us to maintain long-term business relationship with our stakeholders. Our goal is to put continuous efforts to reinforce our operational efficiency so as to achieve long-term business sustainability and drive improvement.

We review our sustainable development policy annually, with an aim to reduce the adverse effect of our operations on the environment and natural resources, and ensure that our policies comply with relevant regulatory requirements while catering to business needs and keeping abreast with the times. We understand that to create long-term value for our stakeholders and local communities, it is necessary to mitigate the negative environmental impact caused by the business operations. Aside from emissions and resource consumption, the Group’s business has no other material impact on the environment or natural resources.

REPORTING PERIOD AND SCOPE

This report covers the year ended 31 December 2021 (the reporting period from 1 January 2021 to 31 December 2021). Unless otherwise stated, the scope of this report includes the data and activities from the office in Hong Kong, and the office and two production facilities in the PRC of the Group.

This report has been prepared in accordance with the “Environmental, Social and Governance Reporting Guide” (the “ESG Guide”) as set out in Appendix 27 to the Rules Governing the Listing of Securities (the “Listing Rules”) on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”), and disclosed information on the sustainable development performance in respect of important relevant areas of the Group under the ESG Guide during the reporting period.

BOARD ENGAGEMENT

With the increasing importance attached to environmental, social and governance (“ESG”) issues by society and major regulatory authorities, the Group has strengthened the management and supervision of ESG issues and incorporated them into the corporate strategic responsibility.

The Board (the “Board”) of Directors (“Directors”) of the Company is responsible for monitoring broader trends, risks and opportunities of sustainable development, and assessing the influence on the Group’s long-term development and positioning. The Board is also responsible for monitoring our risk management structure and sustainable risks, including the risks relating to climate, and reporting and discussing major sustainable issues at quarterly Board meetings. We also regularly carry out various risk identification, analysis and review management procedures through the Audit Committee and Enterprise Risk Management (ERM) system, including recording summaries in the Corporate Risk Register. The Board expects the management to report to the Board at least once a year on the latest development of ESG issues.

The Board issued a statement that: “In addition to taking the responsibility for environmental, social and governance issues and incorporating them into the Group’s strategy, the Board is also responsible for the management and monitoring of relevant environmental, social and governance issues. These issues have been identified after taking into account the recommendations of the ESG Committee.”

The Board has reviewed and considered the ESG strategy of the Group and this report. This report has also been reviewed and approved by the senior management of the Group.

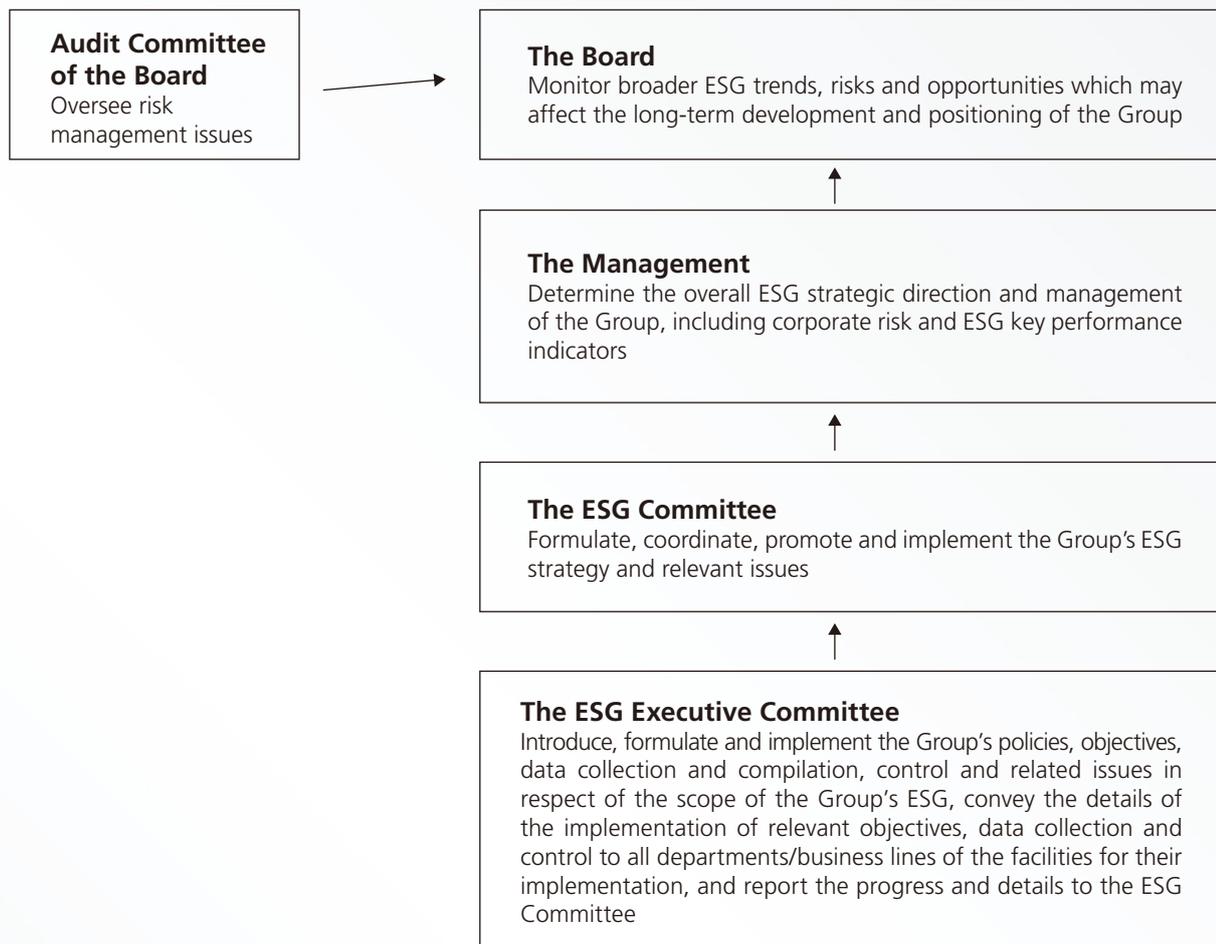
ESG Committee

The Company has established the ESG Committee. This committee is responsible for providing recommendations and assistance to the Board in respect of the management of the Group’s ESG issues. Related issues include governance, policies, implementation, performance and reporting. The ESG Committee is led by the Executive Directors and its members come from different departments, including the finance and accounting department and administrative department.

Meanwhile, the Group has established the ESG Executive Committee, members of which include representatives of different facilities and departments in the PRC. Its duty is to introduce, formulate and implement the Group’s policies, objectives, data collection and compilation, control and other related issues in respect of the scope of the Group’s ESG, convey the details of the implementation of relevant objectives, data collection and control to all departments/business lines of the facilities for their implementation, and report the progress and details to the ESG Committee.

Regulatory Framework for Sustainable Development

The ESG Committee is led by the Executive Directors and its members come from different departments, including the finance and accounting department and administrative department. The members of the ESG Executive Committee include representatives of facilities and their important departments in the PRC.



Principle of Materiality

The Group maintains close communication with its stakeholders. Through repeated discussions and direct communication, the Group has access to understand the core issue most concerned by key stakeholders. Understanding key issues from internal and external perspectives through key stakeholders helps to formulate the Group’s corporate strategies, objectives, goals, plans and measures, so as to promote the sustainability of the business as a whole.

The Group has adopted the principle of materiality in this report. During the reporting period, the Company has conducted an materiality assessment. The objective of materiality assessment is to identify ESG issues that are essential and relevant to the Group’s operation. We referred to the ESG Guide and proposed possible issues for evaluation to identify potential major issues to be disclosed in this report.

According to the results of materiality assessment, the Board has approved the priority ranking of policies recommended by the ESG Committee and the long-term objectives related to each policy, including the following four major issues:

Issues	Objectives
Greenhouse gas (“GHG”) emission	Reduce GHG and carbon emissions
Resources management	Optimise the use and management of natural resources, such as energy, water and materials
Supply chain management	Ensure that suppliers use environmentally compliant materials and monitor risks from supply chain
Employment compliance	Oversee the overall human resources management structure to ensure compliance with relevant laws and regulations in Hong Kong and the PRC

ENVIRONMENTAL POLICIES

As an environmentally oriented enterprise, the Group is committed to reducing the negative impact on the environment arising from operations and production processes, and fully takes various environmental factors into account to optimise the use of resources and reduce waste. The Group strictly complies with applicable environmental regulations and other statutory requirements, and actively encourages each of its stakeholders to contribute to environmental protection.

We have adopted the following principles to minimise the impact on the environment from the Group’s operations:

- Comply with relevant environmental regulations and other statutory requirements;
- Monitor and review the impact of the Group’s operations on the environment on a regular basis; and
- Require all staff to assume environmental responsibilities, such as implementing green measures at offices to enhance their environmental awareness.

GREEN ACTIONS

The environmental impacts from our operations mainly are related to energy consumption, and sewage and waste production. To alleviate the impact on the environment caused by our operations, we are committed to reducing pollution and carbon emission arising from our production processes to comply with relevant environmental regulations and other statutory requirements, such as the atmospheric pollutant emission restriction stipulated by the "Atmospheric Pollution Prevention and Control Law of the People's Republic of China" (《中華人民共和國大氣污染防治法》), and implement environmental management in accordance with the requirements of ISO 14001: 2015 environmental management system.

The Group is committed to pursuing stable and sustainable development. Through adopting various energy saving and emission reduction measures, the Group advocates the environmental protection concepts of reuse and recycling to reduce GHG emissions and hazardous and non-hazardous wastes, as well as increasing energy and water efficiency, with the aim of meeting the carbon neutrality goal at operational level.

Vehicle emission is not the main source of air pollution for the Group, with no significant environmental impact caused by its emission of exhaust gas. GHG emissions reported by the Group exclude the emissions related to the office in Hong Kong, as such data have no material impact on the overall emission performance.

Reduction of GHG Emissions

For reducing the exhaust gases and GHG emissions from our production processes, we have adopted the following environmental measures. The Group has conducted regular checks, monitored the operation closely, submitted environmental assessment reports to the Environmental Protection Bureau regularly, and obtained relevant environmental approvals and pollutant discharge permits in relation to our operations.

Exhaust gases and GHG generated during the production processes	Measures for reducing exhaust gases and GHG
Exhaust gas dusts generated during the grinding and polishing processes	Install fan systems for collecting exhaust gas dusts. Prior to emission of such dusts, recycled water is used for sprinkling and activated carbon absorption treatment is conducted for reaching the required standards.
Exhaust gases from generators	Establish exhaust gas collection towers. The method of lye sprinkling is adopted for reaching the required standards for emission at a high altitude.
Oily fumes and exhaust gases generated during cooking at kitchens	Install fan systems for collecting oily fumes and exhaust gases. Such gases go through exhaust gas collection towers, and undergo lye sprinkling and oily fume purification before reaching the required standards for emissions at a high altitude.

The exhaust gas treatment facilities as mentioned above have been upgraded. Upon completion of upgrading, the emission of exhaust gas after treatment reaches the standards specified by the "Emission Limits of Air Pollutants" (《大氣污染物排放限值》) of Guangdong Province, thereby reducing the emissions of hazardous exhaust gases.

In addition to controlling exhaust gas emissions during production, we also use more green energy equipment, such as electric vehicles, so as to reduce vehicle emissions. Besides, we have a designated department responsible for collecting data, including the basic information of the unit, annual GHG emissions, activity level data and sources, emission factor data and sources, making analysis for the administrative department to formulate energy-saving and emission reduction indicators for implementation and control by each department, and recommending improvement methods and energy-saving measures where feasible.

Sewage Treatment

For reducing the sewage generated from our production processes, we have adopted the following sewage reduction measures and conducted regular monitoring. We have submitted environmental assessment reports to the Environmental Protection Bureau on a regular basis and obtained relevant environmental approvals and pollutant discharge permits in relation to our operations, so as to comply with the environmental regulations and standards of the PRC such as the “Water Pollution Prevention and Control Law of the People’s Republic of China” (《中華人民共和國水污染防治法》).

Sewage generated during the production processes	Measures for reducing sewage discharges
Integrated wastewater <ul style="list-style-type: none"> Wastewater generated during the polishing and washing processes Wastewater generated during the carbonisation and water polishing processes 	Build our own sewage treatment station and pipe network to collect wastewater generated from various processes and workshops, with level-two dosing coagulating sedimentation treatment, quartz sand and activated carbon absorption and fiber high quality PP cotton filtration treatment conducted to reach the required standards. Upon meeting the standards, such treated wastewater would be recycled and reused for polishing and washing processes, while the rest would be discharged in accordance with the instructions of relevant environmental departments.

Upon completion of upgrading the sewage treatment station, the discharged wastewater is treated to meet the required standards before being recycled and reused in production workshops.

In 2021, 89,577.80 tonnes of sewage were treated with 61,417.10 tonnes reused for production, representing a reuse rate of 68.56%. This led to a reduction in both fresh water consumption and sewage discharge.

Water Resources Management

The Group’s goal is to save and recycle water as much as possible in the process of business operation. Therefore, the Group is committed to cultivating its staff’s awareness of water conservation, encouraging them to monitor water consumption in the workplace, and taking a number of water conservation measures. For instance, we regularly check the plumbing system and faucets to ensure their proper operation and prevent water leakage in various workplaces. In addition, we also monitor monthly water consumption to control water use and achieve our water resources management objectives.

Utilisation of Materials

The Group also attaches great importance to making good use of raw materials and packaging materials. Therefore, we evaluate the amount of materials before procurement to avoid waste of resources caused by excess inventory. Besides, we try to reduce the use of disposable materials and replace them with recyclable materials. We strive to recycle and make good use of recyclable materials produced in the process of production, activities or services.

Waste Disposal

The Group is also committed to minimising the waste generated from our production processes by classifying all waste and garbage as well as handling, discarding and treating the collected waste according to the local laws and regulations. Waste is mainly divided into hazardous and non-hazardous waste for disposal.

Hazardous Waste Disposal

The Group's hazardous wastes mainly comprise sludge and etching waste liquid. For the disposal of hazardous wastes, we have taken the following measures to comply with relevant laws, including the "Law on the Prevention and Control of Environmental Pollution by Solid Wastes of the People's Republic of China" (《中華人民共和國固體廢物污染環境防治法》):

- Establish secondary leak-proof facilities;
- Set up warehouses to store hazardous wastes with dedicated personnel to manage such collection and storage;
- Engage a chemical waste disposal company in the PRC with a business permit for handling hazardous wastes to collect, store and dispose of the chemical wastes produced during our production processes;
- Engage a recycling company to sell and recycle stainless steel residues and wastes produced during our production processes;
- Engage an external agency approved by local environmental departments in the PRC to install waste treatment facilities;
- Classify chemical wastes and get them correctly packed and properly labelled for identification purpose before passing them to the entrusted entity; and
- Provide clear work guidelines to employees at the facilities in the PRC.

Non-hazardous Waste Disposal

The companies of our Group in Mainland China have set up domestic waste units, where dedicated personnel collect and manage domestic waste and transport such waste to local Environmental Health Department for centralised disposal. Wastes with reuse value (such as paper, plastics and hardware) are classified, stored and passed to waste recycling companies for handling. In addition, we have also adopted measures to reduce domestic waste, including the use of computer systems to replace handwritten lists in respect of equipment maintenance checklists and purchase requisitions. For staff attendance, fingerprint punch clocks are used to replace paper records. Furthermore, an electronic recording system has been in use to monitor the usage of photocopiers. The above measures have effectively reduced the consumption of paper products and waste generation.

Green Management

For the purpose of effectively managing the use of resources, we promote green practices at our offices to boost the environmental awareness among employees. We have introduced energy efficient equipment at our factories in Mainland China. For instance, the lighting at the factories has been replaced with light-emitting diodes (LED) to raise energy efficiency.

Under the green office policy, we have set forth green rules at our offices, requiring employees to perform their responsibilities in environmental protection. For instance, they should turn off the power when electric appliances (such as computers or lights) are not in use, so as to optimise the use of energy.

The 500T hydraulic presses at the factories have been upgraded, with the original 500T hydraulic presses (11KW) replaced by 500T servo-controlled ones (31.4KW), increasing the power-saving efficiency by approximately 38% and enabling each machine to save approximately 12,540 kWh of electricity per year. We also allow production workshops to use hot water from the residual heat of air compressors. With approximately three tonnes of hot water produced per day, we can save approximately 8,136 kWh of electricity every year.

Furthermore, the original diesel boilers in staff dormitories have been replaced with a hot water system powered by heat pumps to produce hot water, and diesel stoves in our canteens have been replaced with induction cookers, thus achieving zero emission of exhaust fumes.

Besides, a more energy saving water curtain cooling system has been installed for reducing heat generated in the course of production and lowering room temperature at our factories by adopting the principle of convection. It helps to keep the whole area well-ventilated. For the system, ventilation fans are installed at one end in which inside airs could be diverted to the outside area while at the other end, a water curtain system is placed for pulling outside cooler air into the inside area for the purpose of increasing room humidity and reducing room temperature.

In addition, various degrees of corrosion, perforation and leakage are found in the main water supply pipelines (galvanised pipes) and fire service pipelines at our factories in Mainland China, after more than a decade of operation. Since 2013, we have planned to replace the water pipelines by section and area according to the degree of corrosion, without affecting production. So far, approximately 60% of the main water supply pipelines have been replaced.

As for the use of raw materials, the Group has established a special set of indicators and a dedicated reward system to encourage the employees to prevent human errors and wastage during our production processes. The system and indicators are designed to control the consumption of spare parts and prevent the overall cost of raw materials from exceeding our budget, thereby reducing wastage and achieving the objective of environmental protection and conservation.

Furthermore, the Group has rolled out the landscape greening scheme at its factories in Mainland China by continuously enlarging greenery areas in the factory area for the purpose of improving air quality and providing the employees with a quality green environment.

Climate Change

We understand that climate change will not only present risks to our business, but also significant opportunities. As a result, we are committed to mitigating the impact of climate change and comprehensively optimising the resource efficiency of business operations in response to our country's carbon neutrality goal and the objectives of the Paris Agreement, all in a bid to tackle global climate change.

The issue of climate change has provoked an alarm around the globe, and some countries have even called it a climate "emergency". With regard to climate change, the ESG Committee is responsible for:

- Reviewing strategies and major policies to address climate change;
- Reviewing risks and opportunities from climate change; and
- Monitoring the implementation of climate change-related work and managing its progress and performance.

The ESG Committee will carry out the above work at least once a year, and report directly and make recommendations to the Board. After receiving the recommendations from the ESG Committee, the Board will have further review and discussion in determining whether to approve the relevant recommendations. In assessing the effectiveness of the Group's risk management, the Board and the Audit Committee also consider the environmental, social and governance-related risks, including risks relating to climate change.

The Group implements the internationally recognised environmental management system, ISO 14001:2015, to standardise the Company's management approaches and reduce the impact of the Group's operations on the environment. The Group raises its employees' awareness of environmental issues and climate change through training and publicity, and also requires its suppliers to implement measures for risks prevention in respect of climate change to manage and monitor such risks.

In addition, the Group has formulated measures for its employees' safety in response to climate change risks, including strict compliance of relevant extreme weather guidelines issued by the government. The Group has formulated emergency guidelines and measures to reduce the damage caused by future disasters, including issuing early warnings based on information released by the local governments, informing employees in a timely manner, and adopting special work arrangements when necessary to protect the health and safety of employees.

At the same time, a lightning protection system (lightning protection zone) has been installed on the roof of every structure (storied building) of the Group, and measures have been taken, such as pruning trees before the typhoon season every year, to guard against the extreme weather such as lightning, typhoon and rainstorm.

In addition, we take measures to improve the work environment for workers in various workplaces, such as installing air conditioners, environmental-friendly air conditioners, water curtain cooling equipment and ventilation systems such as negative pressure ventilators, exhaust fans and exhaust pipes in the workshops, as well as installing sprinkler cooling system on iron roofs and spray cooling system on roads.

Furthermore, we also plan to adopt equipment with low energy consumption to reduce energy consumption and increase the proportion of renewable energy; upgrade wastewater and waste gas treatment facilities to reduce pollutant emissions; improve the application of recycled materials; adopt low-carbon logistics and recyclable packaging to optimise environmental management system in the full-life cycle, so as to reduce energy consumption, pollution and emissions.

EMPLOYEES

Our business is labour-intensive and we always strive to achieve superb product quality. We believe that employees are one of our most valued assets and motivated workforce could play a vital role in sustaining competitive advantage and providing the best service experience to our customers. We trust and respect our employees, and have established a clear remuneration and welfare policy based on the principles of equal opportunity and anti-discrimination which complies with or even exceed the minimum statutory requirements in the PRC and Hong Kong, including the “Labour Law of the People’s Republic of China” (《中華人民共和國勞動法》), the “Labour Contract Law of the People’s Republic of China” (《中華人民共和國勞動合同法》), the “Provisions on the Prohibition of Using Child Labour” (《禁止使用童工規定》) promulgated by the State Council and the “Employment Ordinance” in Hong Kong.

Also, we provide social insurance for our employees in the PRC, including basic pension insurance, unemployment insurance, maternity insurance, work-related injury insurance and basic medical insurance, in accordance with the “Regulation on Work-Related Injury Insurance” (《工傷保險條例》), “Regulations on Unemployment Insurance” (《失業保險條例》), “Pilot Measures for Childbirth Insurance for Enterprise Employees” (《企業職工生育保險試行辦法》) of the PRC.

Anti-Discrimination Policies

The Group has adopted the principles of equal opportunity and anti-discrimination when formulating our recruitment, remuneration, training, promotion, termination and retirement policies and practices, while discrimination on the grounds of race, nationality, social class, religion, disability, age, gender, sexual orientation and marital status is not allowed.

In addition, we do not hinder the employees from observing their beliefs and customs, and we protect their basic human rights, for the purpose of fair and equal treatment. We have also undertaken a zero-tolerance policy towards physical, psychological or verbal harassment, intimidation, torture, insult, discrimination and exploitation at workplaces, dormitories and other facilities.

Moreover, the Group has established a grievance and complaint mechanism, allowing its employees to lodge complaints with the labour representative or a senior representative directly in the event that discrimination is found. A thorough investigation will be conducted by a designated person who does not have any conflicts of interest and remedial measures will be taken accordingly.

Prohibition on Employment of Child and Forced Labour

We formulated the internal Social Responsibility Manual, which strictly prohibited the employment of child and forced labour. All of our employees are subject to the minimum working age requirement stated under relevant regulations of the PRC and Hong Kong and the requirements under the social responsibility standard SA8000. Any violation in related regulations will be subject to provisions of our factory. For recruitment in our PRC companies, effective measures are adopted to identify the real age of workers. Candidates are strictly forbidden to provide false documents on age, ensuring that our employees are at least 16 years old at the time of employment. Such requirements regarding the prohibition on child and forced labour are also applied to our suppliers and subcontractors.

In addition, we also prohibit any behaviour that restricts labour freedom, such as seizure of identity documents, collecting deposits or collateral, deducting workers’ wages, using surveillance or monitoring devices, forced body searches, restricting workers’ access to factories, and forced overtime.

Once child labour is found in Group’s factories in Mainland China, the Group will immediately terminate his/her work, and designate a dedicated personnel to arrange for a physical check and notify the local labour bureau after ascertaining the reasons. If the child labour is healthy, a dedicated personnel will be arranged to send him/her back to his/her parents with the approval by the labour bureau at the expense of the Company. If treatment is required, the Company shall bear all costs until his/her recovery; where necessary, the Company will provide appropriate financial assistance and other resources to ensure that the child labour completes the compulsory education.

In 2021, the Company was not aware of any material breaches of employment and labour conventional laws and regulations related to compensation and termination, recruitment and promotion, working hours, resting time, equal opportunities, diversity, anti-discrimination and other benefits and welfares in terms of employing staff.

Continuously Improving the Working and Living Environment for the Staff

The Group continues to improve the working and living environment for the staff in the PRC by providing a wide range of recreational facilities, including sports grounds, large football pitches, basketball courts, table tennis courts, badminton courts, fitness trails, libraries, supermarkets, internet rooms, karaoke rooms and movie studios.

In addition, we respect and protect labour rights on freedom of association. Our PRC companies have established labour associations and committees to promote corporate culture to safeguard labour rights. Such associations and committees organise various cultural and sports activities with a view to strengthening the interaction and communication among employees.

In 2021, relevant staff activities include distributing festival red packets and free lunches to factory employees in Mainland China; cooperating with Dongguan Blood Donation Station by motivating employees to donate blood; inviting Dalang Hygiene and Health Bureau and Human Resources and Social Security Bureau and other authorities to promote occupational disease prevention and treatment, occupational health monitoring, labour rights and so on; distributing rice dumplings to employees on the Dragon Boat Festival; conducting fire evacuation exercises, emergency response plan rehearsals, ammonia leakage drills and hazardous chemical leakage accident exercises; organising meal gathering and entertainment games for employees of the Company who were veterans; organising employees to install anti-fraud APPs to improve staff's anti-fraud awareness; providing courses relating to women's public welfare insurance; distributing moon cakes and free lunches to all employees at the factories on the Mid-Autumn Festival; carrying out work injury prevention publicity, work injury VR experience, first aid experience, social security consultation and labour protection supplies exhibition and so on.

We also organised a number of volunteer activities, including publicity on protecting water resources, cleaning up pollutants on the banks of Liantangtou Reservoir (蓮塘頭水庫) and protecting water resources; holding a contest of "100-question quiz on the 100-year history of the Party" (「百年黨史百題問答」) to promote the Party's history and corporate recruitment; visiting Dalang Library and assisting in sorting out books; organising activities to show care for the employees of the Company in difficulties; and assisting government staff to carry out eight rounds of nucleic acid test for group screening.

In order to reinforce the sense of cohesion and team spirit among staff, we have offered various interest classes, including social dance and square dance, to promote the work-life balance of employees.

HEALTH AND SAFETY

The Group is committed to creating a healthy and safe working environment. On 5 July 2021, Yingtai Precision Manufacturing Technology (Dongguan) Company Limited ("Yingtai"), a subsidiary in Mainland China, has obtained the occupational safety and health management system ISO 45001:2018 certification. We have established a comprehensive labour safety system to assess, avoid and remove all potential hazards at work on a systematic basis in order to achieve the goal of "Zero Accident" and comply with occupational health and safety laws in the PRC and Hong Kong.

In order to reduce the occurrence of accidents, we have formulated operational safety guidelines and manuals, such as fire safety manual and production safety manual, which set out the rules and procedures that must be complied with for prevention of accidents at our production facilities, to ensure that our production facilities meet applicable safety standards and minimise hazards and potential dangers at workplace.

For safety assurance, all production facilities are required to undergo comprehensive tests before commencement of operation, and all operators shall receive trainings before operating equipment. Trainings cover knowledge on dangerous chemicals storage and usage, fire safety, emergency medical and evacuation drills, occupational disease prevention, dangerous work education and emergency medical manuals.

In addition, the Group has appointed a senior management representative to be responsible for ensuring that the Group creates a safe working environment for all employees and fulfills the requirements set by the authorities. In particular, our companies in the PRC also set up a safety committee to monitor the overall performance of their safety system, conduct safety production inspections and convene safety production meetings periodically, supervise the safety management scheme regularly, and liaise with authorised units in the PRC in checking equipment and inspecting working environment, so as to ensure compliance with the relevant safety requirements of laws and regulations. In the event of work injury accident, the safety committee will conduct an in-depth investigation and hold meetings, compile a review report and give recommendations on the causes of the accident and effectiveness of rectification and preventive measures, and maintain written records of the work injury accident.

Preemptive Protection

We provide appropriate and effective personal protective gears for employees engaging in high-risk work, place safety warning signs at factory premises, and carry out regular health checks and provide work-related injury insurance for them in accordance with the requirements of relevant laws and regulations.

Moreover, our PRC companies have established systems to detect, prevent or deal with potential hazards to health and safety of our employees, especially pregnant women, and appropriate measures are taken to eliminate the risks to their health and safety.

During the year, there were no material or prolonged production disruptions at our plants in the PRC as a result of the malfunction of the production facilities, and no major accidents occurred during our production processes.

Measures for COVID-19

In response to the COVID-19 epidemic, the Group has formulated a series of practices to safeguard our employees. It regularly provides employees with personal protective equipment such as masks and facemasks to minimise the spread of droplets, and puts hand sanitisers at various places in the Company to meet the needs of employees for disinfection.

To avoid close contact, the Group also arranges employees to work from home. If there is a need to return to the office for work, Hong Kong employees must undergo rapid tests and receive negative test results before heading for work. With regard to visitors, the Group requires external parties or visitors to conduct health declarations before entering the premises of the Company.

DEVELOPMENT AND TRAINING

The Group believes that in order to maintain our competitiveness, we should focus on nurturing talents. We have established a training system in order to provide each employee with equal training opportunity for self-improvement and development of personal potential while promoting our business development.

Our products require sophistication and precision, therefore we have higher expectation on the skill of our staff. Our PRC companies have set up training centres to continuously review the training needs of the employees, organise training courses, supervise the training programs of different departments and conduct evaluation.

In addition, the Group provides induction training for every new employees, including company introduction and corporate culture, rules and regulations and daily codes of conduct, basic knowledge of ISO 9000, knowledge of occupational health and safety, basic knowledge of RoHS and REACH, professional ethics and confidentiality obligations, social responsibility standards under SA8000 and basic knowledge of 6S management and so on.

On the other hand, the Group establishes a year-round training programme every year with different training themes. This covers various fields and is carried out at three levels, namely the company level, plant level and departmental level, to reinforce and update the employees' knowledge and professional skills.

The training themes in 2021 include characteristics, formation background, formulation purpose, benefits of certification, processes, content and criteria of SA8000; skills on parent-child communication and interaction, and symposium on the key to family education; production safety laws, regulations and standards; knowledge on general and dangerous production operation safety technical; case analysis of the latest emergency rescue; occupational hazards and their prevention measures; the role and significance of team leaders; communication and motivation skills; conflict handling skills; training of internal auditor for QC080000 system; fire protection safety; knowledge about hazardous chemicals; internal safety knowledge of the Company, as well as training of middle-level personnel for high execution power.

We also constantly review the training needs of our employees to design appropriate talent development and training programmes, and conduct trainings by ourselves, assign personnel for external trainings or arrange in-house trainings by hiring mentors.

Moreover, we hold seminars and workshops on a regular basis and subsidises our employees of all ranks for taking work-related courses.

CUSTOMERS, SUPPLIERS AND OTHER BUSINESS PARTNERS

Supply Chain Management

The Group believes that sound supply chain management and good procurement management are vital to the Group's sustainable operations, and a sustainable supply chain can benefit all stakeholders, including customers and suppliers, the Group itself, and even the industry as a whole. We manage our supply chain in a socially and environmentally responsible manner and procure from approved suppliers who meet the CSR requirements.

We recognise that extreme events can delay the supply of materials and given the nature of some of our major production activities, it may also pose social and environmental risks. In order to mitigate the risks to which the Group and its customers are exposed, we have a comprehensive supply chain management system in place to monitor the suppliers' quality and their sustainability performance to eliminate the potential disruptions that might impair the effectiveness of our supply chain.

The Group has established a stringent internal control system and implemented a quality management procedure to monitor the quality of suppliers, so as to reduce potential risks, including those relating to the environment and society. We have comprehensively adopted and carried out the most widely recognised quality management system – ISO 9001. In 2008, 2010 and 2017, the Group was awarded ISO 9001:2000 certification, ISO 9001:2008 certification and ISO 9001:2015 certification respectively in recognition of our established quality management system.

The Group has established a process for external supply of products and services and an external supplier management procedure in respect of assessing and selecting suppliers. It is prudent in reviewing new suppliers by adopting methods such as samples tests, questionnaire survey and on-site audit, and has formulated a set of suppliers' guidelines with respect to confidentiality, intellectual property, environmental protection, quality management, social responsibility, anti-corruption and anti-bribery and so on. The Group's procurement standards not only depend on the price, quality, delivery capability and reputation of suppliers, but also take into account their integrity, social and environmental responsibility.

We also require suppliers to sign a supplier code of conduct agreement, indicating their clear understanding of the content of the code and their compliance with the provisions of environmental protection, quality safety and confidentiality, and declaring whether there is a conflict of interest.

In addition, the Group strictly stipulates that all the raw materials or products provided by the suppliers should comply with the requirements of the European and US environmental ordinances and regulations on the use of hazardous substances, including the EU Amendment to Nickel Release Standards EN 1811, the European Union's Directive RoHS (Restriction on the Use of Certain Hazardous Substances), the requirements about the restriction on the use of toxic and hazardous substances provided under REACH (the EU Regulation on Registration, Evaluation, Authorisation and Restriction of Chemicals), and the requirements about the protection of drinking water resources from carcinogenic and harmful chemical pollutions provided under CP65 (California's Proposition 65, the Safe Drinking Water and Toxic Enforcement Act of 1986, California, USA) to mitigate relevant risks of non-compliance. In this regard, we have requested suppliers to provide materials safety data sheets (MSDS) to verify that the products provided by the suppliers meet the safety standards set by the Group.

In order to give suppliers clearer guidelines, we have also prepared a list of hazardous substances test items, and required the suppliers to provide the related test reports, such as the report on the hazardous chemical test (including RoHS and REACH) from a third-party testing entity and the report on EN 1811 nickel release test from a third-party testing entity in respect of different product categories on a quarterly basis, to certify that the products and accessories supplied meet the requirements of regulations on management of hazardous chemicals and the testing standard of nickel release.

Meanwhile, certain suppliers are required to sign the agreements on Conflict Minerals, i.e., tungsten, tin, tantalum and gold (collectively, known as 3T1G), to ensure that the metals in such raw materials are not from the conflict regions controlled by the armed forces in the Democratic Republic of Congo and its neighbouring countries. In addition, should the Conflict Minerals Importers, Smelters and Refiners exceed their thresholds on annual import volume, we will conduct compulsory due diligence to ensure that minerals are from non-conflict regions in line with EU and USA requirements.

In addition, the Group will evaluate the performance of each supplier every half year in respect of their quality, delivery time, service and price, formulate an annual supplier evaluation schedule and require suppliers to monitor and manage secondary and tertiary suppliers.

The Group also formulates training programme to inform the Company's staff of relevant management system of chemical substances, and provides guidance and trainings to suppliers at least once a year on a regular basis.

To ensure superior quality of the final products, the Group shall have a sustainable supply chain and, on the basis of mutual trust, build a long-term relationship with its suppliers to achieve the aforesaid targets. All procurement shall be carried out under a fair, objective and professional standard.

Product Liability

The Group is committed to ensuring its product safety in compliance with regulations in relation to the health and safety standards and regulatory tests.

The Group's two factories in Dalang and Huzhen in Mainland China have adopted the ISO 9001 quality management system. Winox Watch Manufactory (Dongguan) Limited and Yingtai gained certification in 2008 and 2020, respectively. To ensure effective implementation of relevant systems and product quality, the Group's quality assurance department in Dalang and quality management department in Huzhen would coordinate and implement internal audits each year to ensure effective implementation and continuous improvement of relevant systems.

The principle responsibilities of the quality management department are to develop and implement systematic quality management policies and standard operation protocol for the Group's operation procedures, monitor the compliance with the quality management policies and procedures by different departments of the Group, and conduct internal audit to identify aspects to be improved.

Apart from various quality inspections and tests during the manufacturing process, we have set up a comprehensive audit framework to carry out periodic review on our suppliers and their upstream suppliers by on-site inspections at their factories including sampling, so as to monitor their quality management. Suppliers are required to carry out rectification within a given time frame for any non-compliance. In case of continuous failures to meet the required standards, such supplier would be disqualified. During the year ended 31 December 2021, no suppliers were removed due to their negative impact on the environment.

In addition, we would require our suppliers to implement effective quality management systems (such as ISO 9001) to optimise the quality management systems by maintaining and continuously improving relevant management systems. Immediate notice must be given in case of changes in the certification status of their quality management systems. For suppliers that have not set up the quality management system with international standards, they are required to draw up a timetable to establish such quality management systems for the purpose of complying with the requirements of laws and regulations.

In case of quality incidents, all relevant departments of the Group will form a product recall team to be responsible for the recall. A recall announcement will be despatched to customers by our business department within 24 hours and the recalled products will be treated as defective products.

For the year ended 31 December 2021, none of the products sold or shipped shall be recalled for safety and health reasons. There were six product-related complaints, all of which have been followed up and improved.

We will handle customer complaints and the causes of these issues from three aspects, namely the complaints themselves, technical problems related to the complaints and management problems. Corrective and preventive measures will be implemented actively to prevent the recurrence of these issues, and continuous communication will be maintained with our customers for prompt response to their complaints.

In 2021, the Group was not aware of any event in relation to the health and safety, advertising, labelling, privacy matters relating to the products and services provided and methods of redress which is not in compliance with relevant laws and regulations that have a significant impact on the Group.

Intellectual Property Rights Management

For intellectual property rights management, the Group strictly abides by relevant laws and regulations such as the "Patent Law of the People's Republic of China" (《中華人民共和國專利法》), the "Copyright Law of the People's Republic of China" (《中華人民共和國著作權法》), the "Anti-unfair Competition Law of the People's Republic of China" (《中華人民共和國反不正當競爭法》), the "Standards for Corporate Intellectual Property Rights Management" (《企業知識產權管理規範》), the "Guideline on Intellectual Property Rights Management by Industrial Enterprises" (《工業企業知識產權管理指南》) and the "Working Measures for Outbound Transfer of Intellectual Property Rights (for Trial Implementation)" (《知識產權對外轉讓有關工作辦法(試行)》), and continues to promote the development and refinement of the Group's relevant standards and systems.

In January 2018, the Group launched the campaign for “intellectual property rights standardization”. In January 2019, its Dalang factory (except Yingtai) and Huzhen factory managed to obtain the GB/T29490:2013 certification under the Management Standards for Corporate Intellectual Property Rights Management, an intellectual property rights management system. Yingtai successfully obtained its certification on 22 December 2021. Through certification, a set of systematic and complete intellectual property rights management models has been established to strengthen the creation, application, management and protection of intellectual property rights, and to carry out more standardised management in research and development, production and confidentiality, so as to enhance our protection measures for the intellectual property rights of our customers. All staff are required to sign confidentiality agreements in accordance with the requirements of customers.

In addition, the Group has formulated policies in relation to the management of intellectual property rights to govern the information technology management within the Group. The IT department is responsible for obtaining appropriate licenses for software, hardware and materials used by the Group in its business operation. Copying or downloading of materials, software and images from the internet requires approval from relevant departments.

Protection of Data Privacy

The Group collects information from various stakeholders, such as suppliers, for different purposes and takes appropriate procedures to ensure that the information collected are solely for lawful and relevant purposes. It also strictly complies with the relevant laws and regulations in relation to the handling of sensitive information.

In addition, the Group acts cautiously when handling proprietary information, such as business confidential information, clients’ information and suppliers’ information. The Group requires its employees to keep all business information accessed confidential during their employment and to sign confidentiality agreements.

During the year, the Group did not identify any matters in respect of material breaches of relevant laws and regulations that have a significant impact on the Group.

ANTI-CORRUPTION POLICY

The Group is committed to maintaining the highest standard of corporate governance, morality and integrity in all aspects. We have established a sound internal control system in order to prevent fraud and corruption from occurring, complied with the code of business conduct under the laws in Hong Kong and other regions and countries, such as the “Prevention of Bribery Ordinance” in Hong Kong and the relevant anti-corruption laws of the PRC, and prohibited any senior officers, employees and suppliers of the Group from giving or offering to give money or anything of value to government officials, parties or organisations.

The Group also arranges regular anti-corruption and internal control trainings for its staff to enhance their knowledge and understanding of the code of conduct.

In 2021, as part of our continuing professional development programme, we organised two training courses at our factories in Mainland China, including training on the management system of bribery and fraud and training on integrity and honesty. In addition, we also provided our Directors with anti-corruption trainings, covering the “Anti-Corruption Programme – A Guide for Listed Companies” of the Independent Commission Against Corruption of the Hong Kong Special Administrative Region, to meet the requirements set out in the ESG Guide for Directors and relevant staff.

Encouraging Reports on Irregularities

The Group aims to create and maintain an environment where employees can act appropriately, without fear of retaliation, thereby fulfilling our pledges and maintaining our integrity and high ethical standards. We conduct business based on principles of fairness, honesty, openness, decency, integrity and respect. We have set up a whistleblowing policy to support and encourage our employees to report and disclose any improper or illegal activities such as fraud, corruption or violation in confidence. A full investigation would be conducted on such reports and disclosures to eradicate the occurrence of violations including corruption.

We also address any complaints that alleged acts or attempted acts of interference, reprisal, retaliation, threats, coercion or intimidation against the employees who reported and disclosed improper or illegal activities, so as to protect those who come forward to report such activities. Our internal audit department conducts internal control review to ensure the effectiveness of the system.

Clear Guidelines for Employees

The Group has adopted internal guidelines for employees with regard to the areas of conflicts of interest, corruption and internal management, and clearly informed all the employees of the Group's anti-corruption policies under which the employees are required to comply with relevant codes and content.

In 2021, the Company was not aware of any matters concerning material breaches of laws and regulations regarding bribery, extortion, fraud or money laundering by its employees in the countries where they are engaged. Besides, there are no current or pending regulatory actions or other litigations that are anticipated to have a significant impact on the Group.

CARE FOR COMMUNITY

As a responsible corporate citizen, the Group shows active concerns for society and the community, and encourages our employees to actively participate in different volunteer activities to care for the underprivileged, with the aim of contributing to society and the community.

The Group, as a member of the Dongguan City Association of Enterprises with Foreign Investment, Guangdong Province, and one of the major renowned enterprises in Dalang Town, enthusiastically participates in all kinds of charitable fund-raising campaigns every year.

Spirit of Mutual Support and Care

We endeavour to advocate mutual support and care by organising various voluntary activities and encouraging our employees to participate in volunteer services, including voluntary service activities with the theme of "Green Travel and Waste Collection for Environmental Protection" to enhance environmental and ecological awareness. Employees of our PRC companies visit the elderly at Xinmalian Village, Dalang Town, Dongguan City during the Chinese New Year every year, to spread love and care to the community in this joyful traditional festive season.

ENVIRONMENTAL PERFORMANCE DATA

The following table presents the Company's environmental performance data during the reporting period:

Aspects	2021	2020 (Restated) ¹	Change Percentage (%)
A. Environmental			
A1 Emissions			
KPI A1.2 Total GHG emissions (Direct emissions Scope 1 and indirect energy emissions Scope 2)	21,335 tCO ₂ e	17,657 tCO ₂ e	20.8%
Direct emissions (Scope 1)	248 tCO ₂ e ²	134 tCO ₂ e ²	85.1% ⁴
GHG emissions reduction (Scope 1)	76 tCO ₂ e ²	(1) tCO ₂ e ²	7,700% ⁵
Energy indirect emissions (Scope 2)	21,163 tCO ₂ e ²	17,522 tCO ₂ e ²	20.8% ^{4 and 6}
GHG emissions intensity ³	0.0154 tCO ₂ e/HKD'000	0.0149 tCO ₂ e/HKD'000	3.4% ⁶
KPI A1.3 Hazardous waste	24,539 kg	20,858 kg	17.6%
Hazardous waste intensity ³	0.0177 kg/HKD'000	0.0176 kg/HKD'000	0.6%
KPI A1.4 Non-hazardous waste ⁷	652,543 kg	568,279 kg	14.8%
Non-hazardous waste intensity ³	0.4711 kg/HKD'000	0.4786 kg/HKD'000	-1.6%
A2 Use of Resources			
KPI A2.1 Electricity consumption	34,687,422 kWh	28,719,372 kWh	20.8% ⁶
Intensity of electricity consumption ³	25.0430 kWh/HKD'000	24.1860 kWh/HKD'000	3.5% ⁴
KPI A2.2 Water consumption	329,306 tonnes	316,920 tonnes	3.9%
Intensity of water consumption ³	0.2377 tonne/HKD'000	0.2669 tonne/HKD'000	-10.9% ⁸
KPI A2.5 Total packaging material	244,475 kg	242,590 kg	0.8%
Intensity of packaging material ³	0.1765 kg/HKD'000	0.2043 kg/HKD'000	-13.6% ⁹

- ¹ The Company established its ESG Committee and the ESG Executive Committee in 2021, discussed and adopted new statistical methods. Hence, the data for 2020 has been restated, except for total packaging material.
- ² The emission factor is calculated based on the Appendix 2: Reporting Guidance on Environmental KPIs published by the Hong Kong Stock Exchange.
- ³ Calculated on the basis of the turnover of the Group for the year ended 31 December 2021 amounting to HK\$1,385,113,000 (2020: HK\$1,187,440,000).
- ⁴ In 2021, the factories in Mainland China experienced power outages for multiple days, 9 days for the Dalang factory and 20 days for the Huzhen factory. Hence, diesel generators were used to generate electricity, resulting in an increase in diesel usage.
- ⁵ A total of approximately 3,300 new trees were planted in the newly built factories in Mainland China.
- ⁶ The increase in electricity consumption was mainly due to the increase in the production volume of factories in Mainland China.
- ⁷ The unrestated data on non-hazardous waste in 2020 only included domestic waste. The restated data for 2020 and the data for 2021 include domestic waste and general non-hazardous industrial solid waste.
- ⁸ The lower water intensity was mainly due to the addition of sewage treatment equipment to the Group's factories in Mainland China in 2021, delivering higher sewage treatment capacity and the resulting higher ratio of water reuse.
- ⁹ The lower intensity of packaging materials was mainly due to the change in the proportion of product sales categories in 2021, resulting in less demand for packaging materials.

SOCIAL PERFORMANCE DATA

The following table presents the Company's social performance data during the reporting period:

Employment (KPI B1.1) Indicators	2021	2020
Total number of employees	3,976	4,087
By gender		
Male	2,028	2,169
Female	1,948	1,918
By age group		
Below 30	1,563	1,378
30 to 50	2,045	2,505
Over 50	368	204
By employee category		
Senior	125	85
Middle-level	401	393
General	3,450	3,609
By region		
Hong Kong	46	34
Mainland China	3,930	4,053
By employment contract and gender		
Permanent (male)	2,028	2,169
Permanent (female)	1,948	1,918

Note: Total number of employees was calculated based on the average number of each month for the whole year.

Employee turnover (KPI B1.2)				
Indicators	2021		2020	
Number and rate (%) of employee turnover	2,008	4.2%	1,893	3.9%
By gender				
Male	1,366	5.6%	1,207	4.6%
Female	642	2.7%	686	3.0%
By age group				
Below 30	819	4.4%	904	5.5%
30 to 50	1,166	4.8%	972	3.2%
Over 50	23	0.5%	17	0.7%
By region				
Hong Kong	2	0.4%	0	0.0%
Mainland China	2,006	4.3%	1,893	3.9%

Health and Safety (KPI B2.1)		In the Past 3 Years
Number and rate (%) of work-related fatalities in the past 3 years		0

Health and Safety (KPI B2.2)		2021	2020
Lost days due to work injury		464.5	482

Training and Development (KPI B3.1 and B3.2)		2021	2020
Total cost of training (RMB)		197,676	1,298,768
Total training hours completed by employees		192,063	106,196
Percentage of employees who received training			
By gender			
Male		53.3%	53.6%
Female		46.7%	46.4%
By employee category			
Senior		3.7%	3.6%
Middle-level		13.1%	16.5%
General		83.2%	79.9%
Average training hours completed per employee		63	45
By gender			
Male		69	47
Female		55	41
By employee category			
Senior		1	2
Middle-level		5	2
General		74	55

Supply Chain Management (KPI B5.1)	2021	2020
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Number of suppliers by region		
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Number of key suppliers	50	47
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By region		
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Asia	2	1
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Europe	0	1
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Hong Kong	5	6
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Mainland China	43	39
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Note: Key suppliers refer to suppliers of products and/or services to the Group with a contract sum exceeding HK\$2,000,000 (or RMB2,000,000).

Product Responsibility (KPI B6.1)	2021	2020
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Percentage of total products sold or shipped subject to recalls for safety and health reasons	0	0
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Anti-corruption (KPI B7.1)	2021	2020
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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	0	0
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ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE INDEX

Subject areas and aspects	Key performance indicators of the Hong Kong Stock Exchange	Description	Page
A. Environmental			
Aspect A1: Emissions	General disclosure A1	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to exhaust and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	Pages 4 to 8
	KPI A1.1	The types of emissions and respective emissions data.	The Group's business operations do not have a significant impact on the environment with respect to exhaust emissions. Please refer to page 5 for the air pollution control measures of the Group.
	KPI A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where applicable, intensity (e.g. per unit of production volume, per facility).	Please refer to the Environmental Performance Data table
	KPI A1.3	Total hazardous waste produced (in tonnes) and, where applicable, intensity (e.g. per unit of production volume, per facility).	Please refer to the Environmental Performance Data table
	KPI A1.4	Total non-hazardous waste produced (in tonnes) and, where applicable, intensity (e.g. per unit of production volume, per facility).	Please refer to the Environmental Performance Data table
	KPI A1.5	Description of the emission target(s) set and steps taken to achieve them.	Pages 4 to 8
	KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, and description of the waste reduction target(s) set and steps taken to achieve them.	Pages 4 to 8

Subject areas and aspects	Key performance indicators of the Hong Kong Stock Exchange	Description	Page
A2: Use of resources	General disclosure	Policies on the efficient use of resources, including energy, water and other raw materials.	Pages 4 to 8
	KPI 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).	Please refer to the Environmental Performance Data table
	KPI A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	Please refer to the Environmental Performance Data table
	KPI A2.3	Description of the energy use efficiency target(s) set and steps taken to achieve them.	Pages 4 to 8
	KPI 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.	Pages 4 to 6
	KPI A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	Please refer to the Environmental Performance Data table
A3: The environment and natural resources	General disclosure A3	Policies on minimising the issuer's significant impact on the environment and natural resources.	Pages 4 to 8
	KPI A3.1	Description of the significant impacts of business activities on the environment and natural resources and the actions taken to manage them.	Pages 4 to 8
A4: Climate change	General disclosure	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	Page 8
	KPI 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.	Page 8

Subject areas and aspects	Key performance indicators of the Hong Kong Stock Exchange	Description	Page
B. Social Employment and labour practices			
B1: Employment	General disclosure B1	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	Pages 9 to 10
	KPI B1.1	Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region.	Page 16
	KPI B1.2	Employee turnover rate by gender, age group and geographical region.	Page 17
B2: Health and safety	General disclosure B2	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.	Pages 10 to 11
	KPI B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	Page 17
	KPI B2.2	Lost days due to work injury.	Page 17
	KPI B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored.	Pages 10 to 11

Subject areas and aspects	Key performance indicators of the Hong Kong Stock Exchange	Description	Page
B3: Development and training	General disclosure B3	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	Page 11
	KPI B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	Page 17
	KPI B3.2	The average training hours completed per employee by gender and employee category.	Page 17
B4: Labour standards	General disclosure B4	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.	Page 9
	KPI B4.1	Description of measures to review employment practices to avoid child and forced labour.	Page 9
	KPI B4.2	Description of steps taken to eliminate such practices when discovered.	Page 9

Subject areas and aspects	Key performance indicators of the Hong Kong Stock Exchange	Description	Page
Operating practices			
B5: Supply chain management	General disclosure B5	Policies on managing environmental and social risks of the supply chain.	Page 12
	KPI B5.1	Number of suppliers by geographical region.	Page 18
	KPI 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.	Page 12
	KPI B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	Page 12
	KPI B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	Page 12
B6: Product responsibility	General disclosure B6	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.	Page 13
	KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	Page 18
	KPI B6.2	Number of products and service related complaints received and how they are dealt with.	Page 13
	KPI B6.3	Description of practices relating to observing and protecting intellectual property rights.	Pages 13 to 14
	KPI B6.4	Description of quality assurance process and recall procedures.	Page 13
	KPI B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored.	Page 14

Subject areas and aspects	Key performance indicators of the Hong Kong Stock Exchange	Description	Page
B7: Anti-corruption	General disclosure B7	General disclosure Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	Pages 14 to 15
	KPI 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.	Page 18
	KPI B7.2	Description of preventive measures and whistleblowing procedures, and how they are implemented and monitored.	Page 14
	KPI B7.3	Description of anti-corruption training provided to directors and staff.	Page 14
Community			
B8: Community investment	General disclosure B8	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities having taken into consideration the communities' interests.	Page 15
	KPI B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	Page 15
	KPI B8.2	Resources contributed (e.g. money or time) to the focus area.	Page 15