

2018
Environmental,
Social &
Governance
Report

Arts Optical International Holdings Limited
(Incorporated in Bermuda with limited liability)
Stock Code : 1120

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About the Report

This is the third stand-alone Environmental, Social and Governance (ESG) Report of Arts Optical International Holdings Limited and its subsidiaries (collectively, the “Group”) (Stock code: 1120), presenting its management approach and performance on environmental and social aspects. The information disclosed in this report is derived from the Group’s internal data and analysis of its internal management system.

The Group’s Board of Directors (the “Board”) confirms that it has reviewed and approved the report which, to the best of its knowledge, addresses material issues and fairly presents the ESG management approach and performance of the Group.

REPORTING GUIDELINE

Adhering to the reporting principles of materiality, quantitative, consistency and balance, this report is prepared in compliance with the Environmental, Social and Governance Reporting Guide 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”). This report is published in both Chinese and English. In case of any discrepancy between the two versions, the English version shall prevail.

REPORTING PERIOD AND SCOPE

The report covers the Group’s headquarters in Hong Kong and its main operating entity Shenzhen Argent Optical Manufactory (“Argent”), for the financial year from 1 January 2018 to 31 December 2018 (the “Year”). It covers the Group’s core business of optical products design, manufacturing and distribution. For corporate governance section, please refer to Pages 20 to 30 of our 2018 Annual Report.

CONTACT

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ESG Management Approach

As a responsible corporate citizen, the Group actively engages in sustainable development work and attaches great importance to corporate social responsibility. We are concerned about the impacts of our business on the economy, environment and society, and strive to establish positive relationships with stakeholders to build a sustainable future together.

OVERVIEW OF ENVIRONMENTAL, SOCIAL AND GOVERNANCE PERFORMANCE

Being the world's leading optical product designer, manufacturer and distributor with a mission to protect the environment and social interests, the Group has developed action plans for environmental management, employment policies, operating practices and community engagement, to fulfill its corporate social responsibilities.



Environmental

- Use clean and renewable energy, energy-efficient equipment
- Adopt green production and procurement policy
- Promote environmental protection through education



Employment

- Prohibit employment of forced or child labour
- Provide statutory benefits and safe working environment
- Cultivate talents with provision of training and opportunities



Operating Practices

- Conduct supplier reviews and product quality inspections
- Establish internal policies related to anti-corruption



Community Engagement

- Support education and sports with scholarships

Environmental

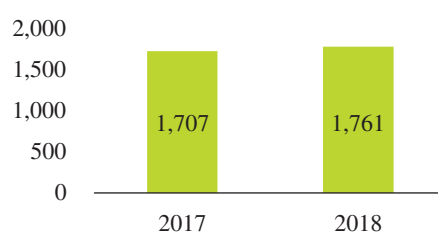
The Group considers emissions control and environmental protection as one of its strategies to achieve sustainable business development in the long term. We strictly comply with the applicable environmental laws and regulations at locations where we have operations. The environmental committee set up since 2013 is responsible for undertaking environmental measures and monitoring related management issues in our operations.

During the reporting period, the Group was not aware of any violation of relevant laws and regulations that have a significant impact on the Group relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.

EMISSIONS

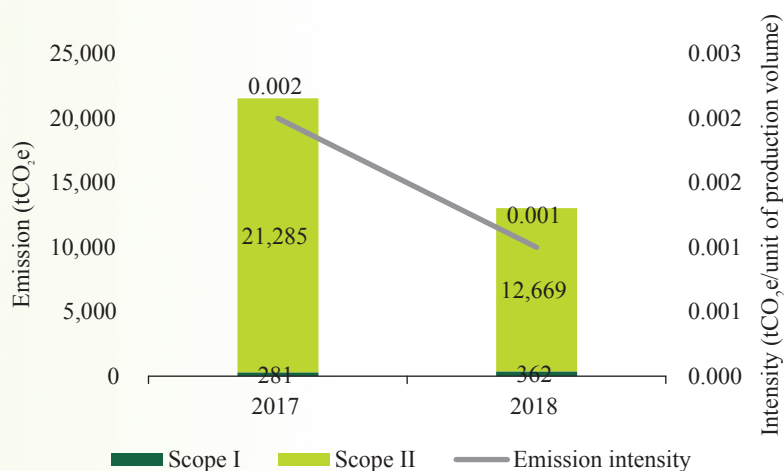
Gas emissions, sulphur oxides (SOx) are mainly attributable to consumption of diesel and gasoline by our vehicles in Argent and Hong Kong office. We have educated our staff on reduction of gases emissions through training courses held by government departments.

SOx Emission (g)



Our operations generate carbon emissions directly from fuel consumption (Scope I) and indirectly from purchased electricity (Scope II). The total amount of greenhouse gases (GHG) emissions was about 13,031 tonnes of carbon dioxide equivalent (tCO₂e). The total GHG emissions intensity was approximately 0.001 tCO₂e per unit of production volume.

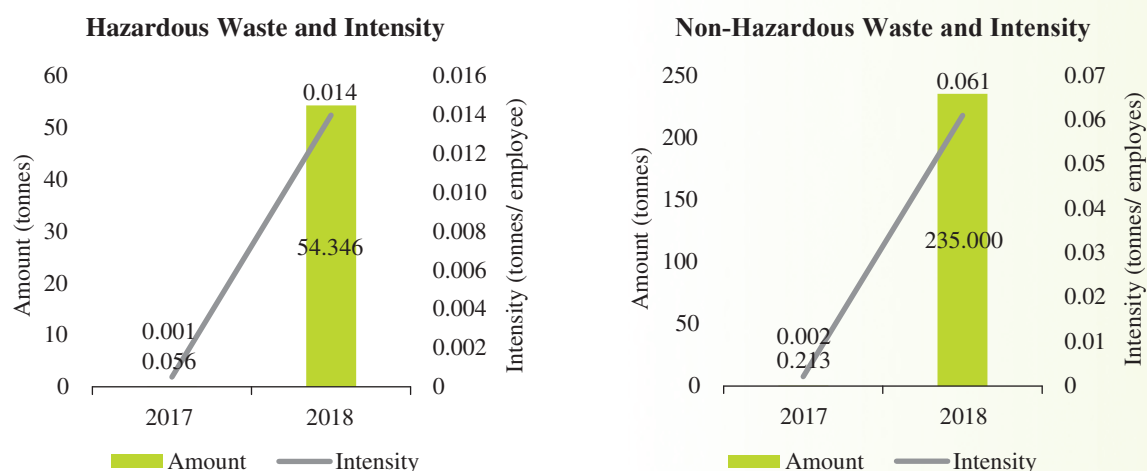
GHG Emission and Intensity



To reduce our GHG emissions, we have adopted an energy reduction policy, which prioritises the use of clean and renewable energy, and promotes the sense of awareness on need for reducing energy consumption. Besides, we reduce the frequency of having business travel by adopting electronic communication channels like emails and phone calls. We also support local suppliers and subcontractors through our local procurement policy, in order to reduce the carbon emissions caused by transportation.

WASTE

The Group's production and office activities generate hazardous and non-hazardous waste. The waste is first separated and handled by well-trained personnel. Hazardous waste is collected by qualified contractors and non-hazardous waste is transferred to the municipal company. The increase in waste volume and intensity from 2017 to 2018 is attributed to the increase in revenue in the year.



To reduce generation of hazardous waste, Argent has recently replaced the old equipment and techniques with more environment-friendly ones. Our Hong Kong office disintegrates damaged computers and equipment to extract useful components.

We have implemented the following measures in minimising non-hazardous waste:



Plastic Waste Reduction Policy

- Reduce use of disposable plastics
- Use of recyclable items



Glass Reduction Policy

- Prevent accidental breakage of glass door and windows by posting notices



Waste Reduction Policy

- Minimise use of materials



Can Reduction Policy

- Minimise use of aluminium cans



Solid Waste Recycling Policy

- Classify and recycle solid waste through professional companies
- Encourage reuse of materials



Paper Reduction Policy

- Posting notices to remind the employees

Environmental

EFFICIENT USE OF RESOURCES

Energy and water are valuable resources and therefore we have developed stringent policies for efficient use of resources. We aim to reduce wastage of resources, improve the efficiency of resource utilisation and encourage recycling.

Energy Consumption (GJ)



At our production plants and offices, we consume a considerable amount of energy, water and packaging materials, in the course of our daily operations. During the reporting period, the Group consumed approximately 91,346 Gigajoules (“GJ”) of energy, with electricity accounting for 95%. Energy intensity was approximately 23.6 GJ per employee.

The electricity consumption, about 24,046,509 kWh, is attributable to the use of electric equipment in offices and regular operations of machines in the production sites. As electricity is the main form of energy consumption, we have taken the following measures to minimise the use of electricity.

Lighting Efficiency

- Argent: use energy saving light tubes
- Hong Kong office: use three tubes light basin

Sustainable Procurement

- Argent & Hong Kong office: choose renewable materials

Use of Renewable Energy

- Argent: install solar panels
- Hong Kong office: encourage the use of renewable energy

Power Control on Machines

- Argent: use mechanical switches on some equipment to reduce wastage
- Hong Kong office: use auto switch to reduce energy use when equipment is left idle

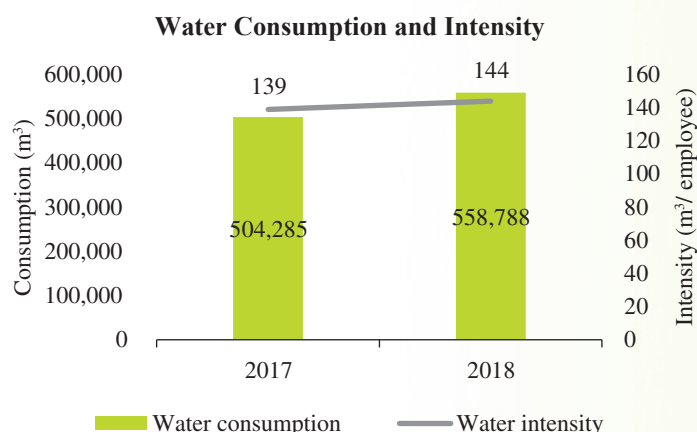
Employee Education

- Post notices to remind staff to save energy

We consumed approximately 558,788 m³ of municipal water for domestic and industrial uses. The total water consumption intensity was approximately 144 m³ per employee.

The environmental team in Argent is responsible for monitoring water usage and launching water-saving programmes in production processes. In the offices, we remind our staff to save water and reduce habitual wastage of water by posting notices.

To minimise the use of freshwater, treated wastewater is recycled and reused in the cleaning process in our operations. As a result of our efforts, we reduced wastewater discharge by 12 m³ and recycled 260 m³ per day. There was no issue in sourcing water fit for the purpose during the reporting period.



Packaging materials used in the industry involve paper and plastics materials. We consumed approximately 46 tonnes and 2 tonnes of paper and plastics respectively. We choose simple package design to minimise the use of packaging materials.

ENVIRONMENT AND NATURAL RESOURCES

The Group cares about the impacts its businesses have on the environment and natural resources. Therefore, we have formulated different policies to minimise our environmental impacts, ranging from green office policy, green documentation policy, green production policy, to green procurement policy.

In our Hong Kong office, we use public printing equipment, and encourage staff to minimise printing by using computer archives and double-sided photocopying. In production at Argent, we use green production technologies, and keep exploring the possibility to further improve such technologies to be more environmentally-friendly.

Staff has been provided with green training on proper handling of gas emissions, discharge, and hazardous waste to ensure that these emissions cause minimal impacts to the surrounding environment. Besides, in sourcing our production materials, we prioritise locally available green materials, and ensure green procurement in our supply chain.

Employment

Employees are our valuable assets and the key to success. We strive to safeguard their benefits and welfare by complying with all the relevant local laws and regulations in relation to employees' remuneration and dismissal, recruitment and promotion, working hours, holidays, equal opportunities, diversity, anti-discrimination, benefits and welfare.

During the reporting period, the Group was not aware of any violation of relevant laws and regulations that have a significant impact on the Group relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.

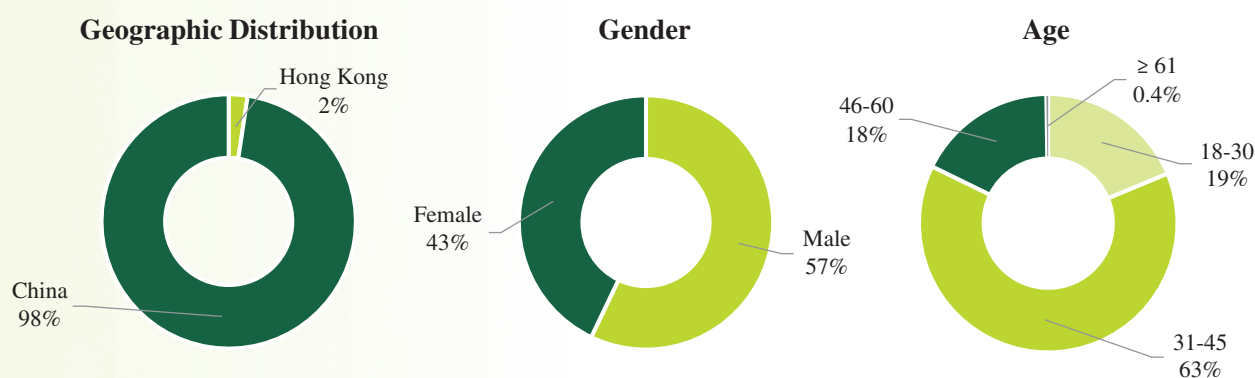
To ensure operational compliance, we adopt and apply fair and ethical labour practices respecting fundamental human rights standards. We embrace candidates' differences in race, color, social status, origin, nationality, religion, disability, gender, sexual orientation, union membership, political affiliation or age. We also employ foreigners to serve customers from overseas.

Our employees enjoy equal promotion opportunities, irrespective of other factors such as body conditions and marriage, only performance, experience and personal ability are the factors considered for promotion.

We offer comprehensive employee benefits package to retain our talent. Competitive salary packages including basic salary, end of year double-pay and bonus are provided to our Hong Kong employees. Employees' salary is adjusted in accordance with their performance, ability, efficiency and attendance rate. We strictly follow Hong Kong's Mandatory Provident Fund Schemes Ordinance and make monthly contributions for all Hong Kong qualifying employees. Employees are at liberty to resign by giving a notice specified in employment contract.

We encourage our employees to maintain a work-life balance. Employees are not forced to work overtime. There are a range of leave entitlements for employees, including paid leave, sick leave, maternity leave, paternity leave and marriage leave etc. Regular entertainment activities are organised in order to relieve stress from work.

As at 31 December 2018, our Group had a total of 3,879 full-time employees. Approximately 98% of them are based in China. The proportion of male and female employees is approximately 6:4. In terms of age profile, approximately 63% of them are aged 31 to 45.



Employment

TOTAL NUMBER OF EMPLOYEES AS AT 31ST DECEMBER 2018

	Place of Operation		Total
	Hong Kong office	Argent	
By gender			
Male	50	2,165	2,215
Female	43	1,621	1,664
By employment type			
Full time	93	3,786	3,879
Part time	0	0	0
By age group			
18–30	8	719	727
31–45	31	2,432	2,463
46–60	46	634	680
≥61	8	1	9

TURNOVER RATE AS AT 31ST DECEMBER 2018

	Place of Operation		Total
	Hong Kong office	Argent	
By gender			
Male	28%	48%	48%
Female	23%	42%	41%
By employment type			
Full time	26%	46%	45%
Part time	—	—	—
By age group			
18–30	63%	101%	101%
31–45	13%	37%	37%
46–60	30%	15%	16%
≥61	13%	—	11%

Employment

HEALTH AND SAFETY

We are totally committed to providing a safe working environment and protecting employees from occupational hazards. During the reporting period, there were 704 lost persondays due to work injury (2017: 1,281). There was no fatality reported. We are working to achieve our goal of reaching zero injury at work. Therefore, occupational health and safety policy is established to guide and direct all employees to work safely and prevent injury at work.

During the reporting period, the Group was not aware of any violation of relevant laws and regulations that have a significant impact on the Group relating to providing a safe working environment and protection of employees from occupational hazards. To ensure operational compliance, protective equipment is provided to employees. Indoor working conditions and monitoring policy, working facility safety management policy and employees' work safety or training policy are set up to raise employees' awareness of security risks and to further protect them from occupational health hazards.

The Group engages an external professional agency for environmental assessments in Argent. Employees in Argent enjoy medical check-ups. Since some Hong Kong employees might be deputed to Argent, Accident Response Process for Hong Kong Employees is established to further improve the rescue and coordination in case of accidents, so as to protect the safety of employees.

The Group has set up an occupational health and safety committee consisting of 124 members for more than 30 years. They are responsible for monitoring and facilitating safety of all operating units of the Group and to live up to our commitment to improving occupational health and safety of our employees, suppliers and customers.

All employees in Hong Kong are also entitled to medical insurance, travel insurance, personal accident insurance and employee compensation coverage. While accidents do happen at work, we compensate our employees and their families in a fair manner.

DEVELOPMENT AND TRAINING

Facilitating employees' professional and career development is essential to sustainable growth of the Group. We offer employees comprehensive staff development and training to hone their knowledge, skills and abilities.

According to our staff development training policy, we prepare them to handle higher responsibilities in the future by offering promotional training to the staff with great competence. We also subsidise our employees to attend external training sessions if we identify the need of training.

Argent has arranged programmes to train employees on business processes, including materials management and inventory control, lean production, quality control, visitor reception etiquette, wastewater and environmental management rules, anti-terrorism, fire safety, packaging quality and safety.

We do not simply offer jobs to employees. We offer excellent prospects and career development opportunities. Therefore, we review employees' quality, skills and achievements when making promotion decisions. Job adjustments are also made according to the Group's business development needs and the wishes of the employees, in order to facilitate employees' career development.

Employment

PERCENTAGE OF EMPLOYEES TRAINED AND AVERAGE TRAINING HOURS COMPLETED PER EMPLOYEE

	Percentage (%)	Average training hours
By gender		
Male	50%	4.0
Female	51%	4.0
By employee category		
Senior management level	16%	0.6
Middle management level	1%	0.03
Junior level	54%	4.3

LABOUR STANDARDS

The Group is fully aware that employment of child labour and forced labour violate fundamental human rights. We have implemented related prevention policies to strictly prohibit recruitment of child labour and the use of forced labour. During the reporting period, the Group was not aware of any violation of relevant laws and regulations that have a significant impact on the Group relating to prevention of child or forced labour.

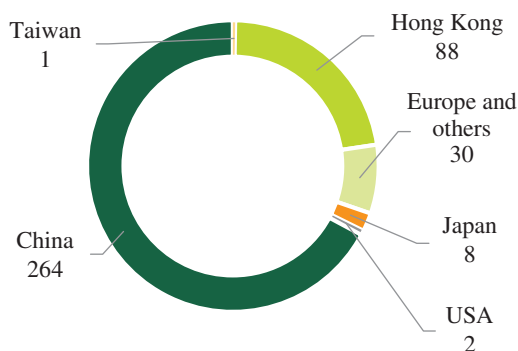
Operating Practices

SUPPLY CHAIN MANAGEMENT

The Group is dedicated to delivering consistent and quality optical products and services to customers by maintaining long-term and stable business relations with suppliers.

There were 393 suppliers of the Group in 2018, approximately 67% of them located in China. The Group has formulated a comprehensive mechanism for selecting and evaluating suppliers.

Suppliers by Geographical Distribution



Recognising the social and environmental impacts that may ensue along the supply chain, the Group is committed to minimising risks in collaboration with its suppliers. We encourage them to adopt the social responsibility standard (SAI) SA8000. Potential suppliers are selected based on criteria that include product and/or service quality, timely delivery, compliance, continuous improvement, competitive prices, customer service and respect for intellectual property rights and patents. The suppliers have to assign a compliance officer to interface with the Group to resolve any quality-related and compliance issues.

To ensure product and service quality of the suppliers, the Purchasing Department and Quality Department are responsible for conducting quarterly evaluations of suppliers with revenue over one million Hong Kong dollars. Their performance in terms of timely delivery and the quality of products is evaluated. Suppliers are required to take corresponding measures if they have unsatisfactory results. Termination of contracts may follow in cases of serious lapses. In 2018, approximately 15% of the suppliers were assessed, and the scope is being expanded.

During the reporting period, there were no major environmental and/or social risk accidents in our supply chain management. There were no major disputes with our suppliers, nor did we experience any interruption, shortage or delay in service and product supply that may have a significant adverse impact on our operations.

PRODUCT RESPONSIBILITY

The Group is committed to providing high-quality optical products to meet its customers' needs. Before launching the finished products in the market, the Testing Department and the Quality Control (QC) Department conduct rigorous quality control and verification tests, with a view to ensuring compliance with relevant quality and safety requirements.



Quality Assurance Process

The Group welcomes feedback from its customers through email or customer service hotline. Their opinions are valuable for us to make continuous improvement. We have developed a recall system for handling cases of any defective products.

When a complaint is received, the Customer Service Department has to reply to the customers within a specified time. The QC Department then analyses the needs of having a product recall. If it is needed, we notify the customers and collect the defective products. Details of recalled products are recorded for further analysis to prevent reoccurrence of similar cases.



The Recall System

In 2018, the Group received 10 complaints (2017: 11) related to its products and the percentage of products subject to recall for health and safety reasons was 0.003% (2017: 0.08%). We responded to complaints in time and all cases were settled.

As for customer information protection, the Information Technology Department and the Marketing Department control the use of customer information. It is stored in the internal ERP system and is protected by password. Only authorised personnel can access the system. We do not disclose or use the collected customer information for other purposes without their consent. Policies related to data protection are reviewed on a half-yearly basis. With regard to intellectual property rights, the Information Technology Department is responsible for supervising the operation of software regularly. All office software is provided by copyright holders and purchasing pirated software is strictly prohibited in the Group.

During the reporting period, the Group was not aware of any violation of relevant laws and regulations that have a significant impact on the Group relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.

Operating Practices

Ethics and Anti-corruption

The Group strictly complies with anti-corruption and related laws and regulations, including but not limited to the Prevention of Bribery Ordinance in Hong Kong and the Criminal Law of the People's Republic of China. To ensure operational compliance, the Group regularly reviews the operational procedures and guidelines to enhance internal control and compliance standards. We have appointed an independent auditor to monitor the Company's accounts to minimise the risk of having bribery, extortion, fraud and money laundering in the Group.

Concerning the procurement process, the Group has implemented internal policies for regulating the activities. The procurement personnel are required to sign an agreement to comply with the Code of Business Ethics and prohibiting any corruption or bribery. When purchasing a new material, an open tender policy is adopted and at least three suppliers have to be considered. The Procurement Director takes the final decision on accepting or rejecting the quotations.

Employees are encouraged to report any suspicious cases through the whistle-blowing mechanism. They can submit complaints to the Board of Directors via the Company mailbox, suggestion box or phone calls in a confidential manner. Reported cases are subject to independent investigations and are followed up properly.

During the reporting period, the Group was not aware of any violations of relevant laws and regulations that have a significant impact on the Group relating to bribery, extortion, fraud and money laundering. The Group was not involved in any corruption cases.

Community Engagement

The support from the community and the Hong Kong eyewear industry motivates the Group to strive for the best. We have been eager to engage in community activities for the sake of creating a harmonious community with different stakeholder groups. The Group donated approximately \$35,000 in 2018 in the form of monetary and product donations.

PROMOTE MARKET DEVELOPMENT

The Group is one of the members of Hong Kong Optical Manufacturers Association Ltd. We have actively participated in association's activities as a member since 1982, contributing to the promotion of Hong Kong's optical industry. With the goals of enhancing Hong Kong's competitiveness and status in the international arena, the Group has created the value of Hong Kong glasses with our peers in the optical industry together by the spirit of helping and caring for one another. The Group has long been supported by the community. We give back to the community by supporting the local community's education and sports activities through sponsorship and charity sales.

MARKET FOR THE NEIGHBORHOOD

As for community activities, the Group participated in the community market "Market for the Neighborhood" and conducted charity sale in the market. In the charity sale, the Group's high-quality and diversified products were sold at a lower price. The Group donated all proceeds to the charity to show its support to the community.



SQUAD LEADERS TRAINING

In addition, Argent is also proactive in ensuring community involvement. A training course was organised for squad leaders cooperating with community groups in Shenzhen. The participants learned basic team management knowledge and requirements of the squad leader.

Community Engagement

SPORTS ACTIVITIES

The Group sponsored the “Challenge Human Limits — 24-Hour Roller Skating Endurance Race” in France and Inner Mongolia. Our quality products, the anti-UV sunglasses, were sent to show our support to Hong Kong athletes who were to challenge human limits.



EDUCATION PROGRAMME

In the area of education, the Group sponsored the “5th Youth Dream Maker Election” event. We gave out 12 pairs of anti-UV sunglasses to the winners to encourage Hong Kong youth to pursue their dreams and to further broaden their horizons.



Performance Data Summary

Environment	Unit		2018	2017
	Gas Emissions			
	SOx	g	1,761	1,707
	Greenhouse Gas Emissions			
	Total emissions	tCO ₂ e	13,031	21,566
	Scope I	tCO ₂ e	362	281
	Scope II	tCO ₂ e	12,669	21,285
	GHG intensity	tCO ₂ e/unit of production volume	0.001	0.002
	Waste Production			
	Hazardous waste	tonnes	54,346	0.056
	Hazardous waste intensity	tonnes/employee	0.014	0.001
	Non-hazardous waste	tonnes	235	0.213
	Non-hazardous waste intensity	tonnes/employee	0.061	0.002
	Resources Consumption			
	Total energy consumption	GJ	91,346	—
	Energy intensity	GJ/employee	23.6	—
	Electricity	kWh	24,046,509	24,860,610
	Diesel	L	29,912	—
	Gasoline	L	87,040	—
	Natural gas	m ³	23,965	—
	Water	m ³	558,788	504,285
	Water intensity	m ³ /employee	144	139
	Packaging material			
	Paper	tonnes	46	38
	Plastic	tonnes	2	1

Performance Data Summary

Employment	Unit		2018	2017
	Total Number of Employees			
	By Geographical Distribution			
	Hong Kong Office	No. of People	93	103
	Argent		3,786	3,530
	By Age			
	18–30	No. of People	727	692
	31–45		2,463	2,374
	46–60		680	558
	≥61		9	9
	By Gender			
	Male	No. of People	2,215	2,106
	Female		1,664	1,527
	By Employment type			
	Full time	No. of People	3,879	3,633
Part time	0		0	
Employee Turnover Rate				
By Age				
18–30		101%	—	
31–45		37%	—	
46–60		16%	—	
≥61		11%	—	
By Gender				
Male		48%	—	
Female		41%	—	
Total turnover rate		45%	—	
Safety Performance				
Lost days due to work injury	Days	704	1,281	
Work-related deaths	Number	0	0	

Performance Data Summary

Training	Unit		2018	2017
	Full-time employees trained			
	By Gender			
	Male		50%	5%
	Female		51%	3%
	By Employee Category			
	Senior executives		16%	38%
	Middle-level executives		1%	65%
	Junior staff		54%	2%
	Average training hours completed per full-time employee			
	By Gender			
	Male	Hours	4.0	0.32
	Female		4.0	0.06
	By Employee Category			
	Senior executives	Hours	0.6	2.66
	Middle-level executives		0.03	2.50
	Junior staff		4.3	0.03

ESG Content Index

In order to be reader-friendly and increase transparency, a detailed index of contents of the Environmental, Social and Governance Reporting Guide issued by the Stock Exchange is included.

KPIs	HKEX ESG Reporting Guide Requirements		Section/Remarks
A. Environmental			
Aspect A1: Emissions	General Disclosure Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.		Emissions
	KPI A1.1	The types of emissions and respective emissions data.	Emissions
	KPI A1.2	Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity.	Emissions
	KPI A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity.	Waste
	KPI A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity.	Waste
	KPI A1.5	Description of measures to mitigate emissions and results achieved.	Emissions
	KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved.	Waste
Aspect A2: Use of Resources	General Disclosure Policies on the efficient use of resources, including energy, water and other raw materials.		Efficient Use of Resources
	KPI A2.1	Direct and/or indirect energy consumption by type in total (kWh in '000s) and intensity.	Efficient Use of Resources
	KPI A2.2	Water consumption in total and intensity.	Efficient Use of Resources
	KPI A2.3	Description of energy use efficiency initiatives and results achieved.	Efficient Use of Resources
	KPI A2.4	Description of whether there is any issue in sourcing water that is fit for the purpose, water efficiency initiatives and results achieved.	Efficient Use of Resources
	KPI A2.5	Total packaging materials used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	Efficient Use of Resources
Aspect A3: The Environment and Natural Resources	General Disclosure Policies on minimising the issuers' significant impact on the environment and natural resources.		Environment and Natural Resources
	KPI A3.1	Description of significant impacts of activities on the environment and natural resources and the actions taken to manage them.	Environment and Natural Resources

ESG Content Index

KPIs	HKEX ESG Reporting Guide Requirements		Section/Remarks
B. Social			
Aspect B1: Employment	General Disclosure Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer related to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.		Employment
	KPI B1.1	Total workforce by gender, employment type, age group and geographical region.	Employment
	KPI B1.2	Employee turnover rate by gender, age group and geographical region.	Employment
Aspect B2: Health and Safety	General Disclosure Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.		Health and Safety
	KPI B2.1	Number and rate of work-related fatalities.	Health and Safety
	KPI B2.2	Lost days due to work injury.	Health and Safety
	KPI B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored.	Health and Safety
Aspect B3: Development and Training	General Disclosure Policies on improving employees’ knowledge and skills for discharging duties at work. Description of training activities.		Development and Training
	KPI B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management)	Development and Training
	KPI B3.2	The average training hours completed per employee by gender and employee category.	Development and Training
Aspect B4: Labour Standards	General Disclosure Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child or forced labour.		Labour Standards
	KPI B4.1	Description of measures to review employment practices to avoid child and forced labour.	Labour Standards

ESG Content Index

KPIs	HKEX ESG Reporting Guide Requirements		Section/Remarks
Aspect B5: Supply Chain Management	General Disclosure Policies on managing environmental and social risks of the supply chain.		Supply Chain Management
	KPI B5.1	Number of suppliers by geographical region.	Supply Chain Management
	KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	Supply Chain Management
Aspect B6: Product Responsibility	General Disclosure Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.		Product Responsibility
	KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	Product Responsibility
	KPI B6.2	Number of products and service related complaints received and how they are dealt with.	Product Responsibility
	KPI B6.3	Description of practices relating to observing and protecting intellectual property rights.	Product Responsibility
	KPI B6.4	Description of quality assurance process and recall procedures.	Product Responsibility
	KPI B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored.	Product Responsibility
Aspect B7: Anti-corruption	General Disclosure Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.		Ethics and Anti-corruption
	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.	Ethics and Anti-corruption
	KPI B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored.	Ethics and Anti-corruption
Aspect B8: Community Investment	General Disclosure Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests.		Community Engagement
	KPI B8.1	Focus areas of contribution.	Community Engagement