



# China Baoli Technologies Holdings Limited 中國寶力科技控股有限公司

(Incorporated in Bermuda with limited liability) (於百慕達註冊成立之有限公司)

(Stock Code 股份代號: 164)



# 2021

## Environmental, Social 環境、社會及管治報告 and Governance Report



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# Environmental, Social and Governance Report

## 環境、社會及管治報告

### INTRODUCTION

China Baoli Technologies Holdings Limited (the “Company”) and its subsidiaries (collectively the “Group”) are pleased to issue the Environmental, Social and Governance Report (the “ESG report”) for the year ended 31 March 2021 (the “Year”). The ESG report elaborates on the various policies carried out by the Group in fully implementing the principle of sustainable development and its performance on environmental, social and governance (“ESG”) during the Year.

### GOVERNANCE STRUCTURE

The Board of Directors (the “Board”) is responsible for the development of the Group’s strategy, the supervision of its environmental and social performances and to ensure the effectiveness of the Group’s internal control and risk management. The Board formulates the strategies, and appoints the relevant management to be responsible for collecting and analyzing ESG data and identifying ESG issues.

### APPROACH AND STRATEGY

The board of directors has overall responsibility for:

- (a) evaluating and determining the ESG-related risks of the Group;
- (b) overseeing the management in the design, implementation and monitoring of the risk management and internal control systems with a view to addressing the ESG-related issues; and
- (c) regularly reviewing the progress made against ESG-related goals and targets.

The Group is committed to undertake ESG responsibilities and improving our ESG performance by upholding good corporate governance standards, implementing environmental friendly measures, responding to stakeholders’ expectations with practical actions and promoting the sustainable development of the Company.

### 緒言

中國寶力科技控股有限公司(「本公司」)及其附屬公司(統稱「本集團」)欣然發表截至二零二一年三月三十一日止年度(「本年度」)的環境、社會及管治報告(「ESG報告」)。ESG報告闡述本集團於本年度制定不同的政策以全面實施可持續發展之原則及其於環境、社會及管治(「環境、社會及管治」)方面之表現。

### 監管架構

董事會(「董事會」)負責制定本集團的環境及社會策略，監督其表現，並確保本集團內部監控及風險管理的有效性。董事會制定策略並委任相關管理層人員負責收集及分析環境、社會及管治數據以及識別環境、社會及管治事宜。

### 方法及策略

董事會的整體責任為：

- (a) 評估及確認本集團的環境、社會及管治相關風險；
- (b) 監督管理層設計、執行及監察風險管理及內部監控系統，以處理環境、社會及管治相關事宜；及
- (c) 定期按環境、社會及管治相關目標檢討進度。

本集團盡力承擔環境、社會及管治責任，並透過維持良好的企業管治標準、落實環保措施、以實際可行的行動回應持份者的期望以及促進本公司可持續發展，從而改善我們的環境、社會及管治表現。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### REPORTING SCOPE

Based on the principle of materiality for disclosure and reporting, this ESG report focuses primarily on the Group's multi-media technologies and gamma ray business in the People's Republic of China (the "PRC") and the headquarter office in Hong Kong which representing the majority of Group's environmental, social and economic impacts. The Group will regularly review the reporting scope and strive to enhance the transparency of the Group's ESG performance in the long run. The Group will continue its efforts in collecting information from different business segments to increase the breadth and depth of the ESG report and hence the disclosure of relevant information. For information on corporate governance, please refer to the Corporate Governance Report in the Group's 2020/21 Annual Report.

After the comprehensive completion of data collection system and the Group's deepening in its ESG work, the Group has identified certain ESG issues relevant to the Group, which have been assessed by considering their materiality and importance to the Group's principal activities, stakeholders as well as the Group. Those identified ESG issues and key performance indicators ("KPIs") have been disclosed in the ESG report.

### REPORTING STANDARD

The ESG report was prepared in accordance with the "Environmental, Social and Governance Reporting Guide" under Appendix 27 set out in the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the "Stock Exchange").

This ESG report intends to give insight into the approach adopted and actions taken by the Group regarding its operations and sustainability that have implication for the Group and the interest to stakeholders.

The ESG report of the Group has been presented into two subject areas, environmental and social of all major subsidiaries within the Group. Each subject area will have various aspects to disclose, including the relevant policies and the status of compliance with relevant laws and regulations as addressed by the ESG Reporting Guide.

### FEEDBACK

As the Group strives for excellence and your opinions are highly valued by the Group, the Group welcomes you to comment on the ESG policies and performance to help the Group continuously improve its sustainability performance. If you have any advice or suggestions, please feel free to provide through the following email address: [enquiry@chinabaolitech.com](mailto:enquiry@chinabaolitech.com).

### 報告範圍

基於披露及報告的重要性原則，本ESG報告主要涵蓋本集團於中華人民共和國（「中國」）及香港總辦事處的多媒體技術及伽瑪射線業務，該等領域代表本集團對環境、社會及經濟的主要影響。本集團將定期檢討報告範圍，長遠而言提升本集團的環境、社會及管治表現的透明度。本集團將繼續努力收集不同業務領域之資訊，以強化ESG報告的寬度及深度以及加強相關資訊之披露。有關企業管治之資料，請參閱本集團二零二零／二一年報中的《企業管治報告》。

本集團在建立全面數據收集系統以及深化環境、社會及管治工作後，已識別若干與本集團相關的環境、社會及管治事宜，我們已根據其對本集團主要活動、持份者以及本集團影響之嚴重性及重要性對其作出評估。該等已識別環境、社會及管治事宜及關鍵績效指標（「關鍵績效指標」）已於ESG報告內披露。

### 報告準則

ESG報告根據香港聯合交易所有限公司（「聯交所」）證券上市規則附錄二十七《環境、社會及管治報告指引》編製。

本ESG報告旨在深入了解本集團在營運及可持續發展方面所採用的方法及行動，而該等方法及行動對本集團及持份者利益有所影響。

本集團的ESG報告以本集團旗下所有主要附屬公司的環境與社會兩個主要範疇呈列。每個主要範疇披露多個層面，包括《環境、社會及管治報告指引》列明有關政策及遵守有關法律法規的情況。

### 反饋

本集團追求卓越，因此本集團非常重視您的意見，歡迎您對環境、社會及管治政策及表現提出意見，以幫助本集團持續提升可持續發展表現。如有任何意見或建議，歡迎以電郵形式發送至以下郵箱：[enquiry@chinabaolitech.com](mailto:enquiry@chinabaolitech.com)。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### STAKEHOLDERS ENGAGEMENT

The Stock Exchange has set forth four principles for reporting in the ESG Guide: Materiality, Quantitative, Balance and Consistency, which should form the basis for preparing the ESG report. As the Stock Exchange emphasizes, stakeholder engagement is the method by which materiality is assessed. Through stakeholder engagement, companies can understand wide-ranging views and identify material environmental and social issues.

The Group believes that effective feedback from stakeholders not only contributes to comprehensive and impartial evaluation of our ESG performance, but also enables us to improve our performance based on their feedback. Therefore, the Group has engaged in open and regular communication with our stakeholder groups including shareholders and investors, employees, clients, suppliers, and government. Over the years, the Group has continued to fine-tune our sustainability focus, addressing pressing issues. Stakeholders' expectations have been taken into consideration by utilizing diversified engagement channels as shown below:

### 持份者參與

聯交所已於環境、社會及管治報告指引載列四項匯報原則：重要性、量化、平衡及一致性。編製ESG報告應以該等原則為基礎。誠如聯交所強調，評估重要性的方法在於持份者參與。透過持份者參與，公司可知悉不同意見並識別重大環境及社會議題。

本集團相信持份者的有效反饋不僅有利於全面中肯地評估我們的環境、社會及管治表現，亦可令我們根據其反饋改善表現。因此，本集團與各方持份者（包括股東及投資者、僱員、客戶、供應商及政府）進行開放及定期溝通。多年來，本集團一直持續調整可持續發展的焦點，以回應迫切的訴求。以下列出了透過考慮各類參與渠道的持份者期望：

### Stakeholders and Engagement Methods

### 持份者及參與方式

Stakeholders 持份者	Interests and expectations 利益及期望	Engagement channels 參與渠道
<b>The Stock Exchange</b> 聯交所	<ul style="list-style-type: none"> <li>Full compliance with the listing requirements 全面遵守上市規定</li> <li>Treatment of inside information 內幕消息處理</li> </ul>	<ul style="list-style-type: none"> <li>Announcements, notices of meetings, circulars 公告、會議通知、通函</li> <li>Email, direct dialogues, telephone or meetings 電郵、直接對話、電話或會議</li> </ul>
<b>Government</b> 政府	<ul style="list-style-type: none"> <li>Laws and regulation compliance 遵守法律法規</li> </ul>	<ul style="list-style-type: none"> <li>Statutory filings and notification 法定文件及通知</li> </ul>
<b>Shareholders and investors</b> 股東及投資者	<ul style="list-style-type: none"> <li>Return on investment and dividends 投資回報及股息</li> <li>Corporate strategy and governance 公司策略及管治</li> <li>Risk mitigation and management 風險減緩及管理</li> </ul>	<ul style="list-style-type: none"> <li>Annual General Meeting and other shareholder meetings 股東週年大會及其他股東大會</li> <li>Annual and interim reports 年度及中期報告</li> <li>Announcements, notices of meetings and circulars 公告、會議通知及通函</li> </ul>

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### STAKEHOLDERS ENGAGEMENT (continued)

#### Stakeholders and Engagement Methods (continued)

### 持份者參與(續)

#### 持份者及參與方式(續)

Stakeholders 持份者	Interests and expectations 利益及期望	Engagement channels 參與渠道
<b>Client</b> 客戶	<ul style="list-style-type: none"> <li>Product and service quality 產品及服務質素</li> <li>Robust operation management 強大的營運管理</li> <li>Full compliance with laws and regulations 全面遵守法律法規</li> <li>Operational sustainability 營運可持續性</li> <li>Customer data and privacy protection 客戶資料及私隱保護</li> </ul>	<ul style="list-style-type: none"> <li>Annual and interim reports 年度及中期報告</li> <li>Regular meetings and communication 定期會面及溝通</li> <li>Email, direct dialogues, telephone or meetings as required in daily operation 電郵、直接對話、電話或會議(視日常營運需要)</li> </ul>
<b>Employees</b> 僱員	<ul style="list-style-type: none"> <li>Remuneration and compensation, benefits 薪酬及補償、福利</li> <li>Occupational health and safety 職業健康及安全</li> <li>Career development opportunities 職業發展機會</li> <li>Corporate culture and well-being 企業文化及僱員福祉</li> </ul>	<ul style="list-style-type: none"> <li>In-house training programmes 內部培訓計劃</li> <li>Performance reviews and appraisals 績效回顧及評核</li> <li>Promote career development and enhance competence at all levels 促進公司各職級職業發展並提高競爭力</li> <li>Regular meetings and internal memos 定期會面及內部備忘錄</li> </ul>
<b>Suppliers</b> 供應商	<ul style="list-style-type: none"> <li>Long-term partnership 長期合作關係</li> <li>Ethical business practices 道德商業慣例</li> <li>Supplier assessment criteria 供應商評估標準</li> <li>Effective project management 有效的項目管理</li> </ul>	<ul style="list-style-type: none"> <li>Procurement processes 採購過程</li> <li>Audits and assessments 審計與評估</li> <li>Regular progress meetings 定期進度會議</li> <li>Regular assessment 定期評估</li> </ul>
<b>Media and the public</b> 媒體及公眾	<ul style="list-style-type: none"> <li>Operation in compliance with applicable laws and regulations 在營運中遵守適用法律法規</li> <li>Support to civil society 支持公民社會</li> <li>Environmental protection 環境保護</li> <li>Local community activities involvement 本地社區活動參與</li> </ul>	<ul style="list-style-type: none"> <li>Email, direct dialogues, telephone or meetings 電郵、直接對話、電話或會議</li> <li>Donation and sponsorship 捐贈及贊助</li> <li>Press conference and interviews 新聞發佈會及採訪</li> <li>ESG report ESG報告</li> </ul>



# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### STAKEHOLDERS ENGAGEMENT (continued)

#### Stakeholders and Engagement Methods (continued)

The Group will continuously maintain communications with stakeholders and collect opinions of stakeholders through different engagement channels. At the same time, the Group will enhance the reporting principles of materiality, quantification, balance and consistency, in order to define the content of the ESG report and presentation of the information that is more in line with the expectations of stakeholders.

#### Materiality Assessment

Since ESG risks and opportunities for the Group vary across different stakeholders with various backgrounds and concerns, the Group undertook an annual review in identifying and understanding its stakeholders' main concerns and material interests for the ESG report.

Base on the result of materiality assessment following Appendix 27 of the Listing Rules, the management of the Group identified (i) use of resources and (ii) product responsibility as key aspects of its long-term sustainability. As the Group's greenhouse gases emissions during 2020/21 were primarily generated from the consumption of vehicle fuel and purchased electricity. The measures to reduce the use of vehicle fuel and electricity will be focused for enhancement. In addition, the Group helps clients produce tailor-made multi-media content on display media and O2O advertising on the platforms. Therefore, customer satisfaction in the multi-media advertising business, which was the most significant business and key revenue driver of the Group during 2020/21 is very important.

Effective internal control systems on these aspects are reinforced with the aim of enhancing the efficiency of operations and generating environmental and social benefits to our stakeholders.

### 持份者參與(續)

#### 持份者及參與方式(續)

本集團將繼續與持份者保持溝通，並透過不同參與渠道收集持份者的意見。同時，本集團亦會加強重要性、量化、平衡及一致性的匯報原則，以更符合持份者期望的方式，界定ESG報告的內容及呈列資料。

#### 重要性評估

由於本集團的環境、社會及管治風險和機會會因持份者的各種背景、及關注事項的不同而存在差異，因此，本集團進行了年度檢討，以識別和了解持份者對ESG報告的主要關注和重大利益。

根據依照上市規則附錄二十七進行的重要性評估的結果，本集團管理層確定(i)資源使用及(ii)產品責任為長期可持續發展之主要方面。由於本集團於二零二零／二一年的溫室氣體排放主要來自耗用車輛燃料及購電，減少耗用車輛燃料及電力的措施為改善的重點。此外，本集團協助客戶於平台製作量身訂做之播放媒體及O2O廣告多媒體內容。多媒體廣告業務為本集團於二零二零／二一年最重要的業務及主要收入來源，因此該業務的客戶滿意度非常重要。

在該等方面，有效的內部控制系統有所加強，以提升營運效率及為持份者創造環境及社會裨益。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### A. ENVIRONMENTAL

#### A1. Environmental

##### **Green Operation**

The Group was principally engaged in multi-media technologies business, gamma ray services, tourism and hospitality business and other operations – securities trading and investment during the Year. The Group is currently running a scalable multi-media sharing and advertising platform and the dissemination and transmission of the information via such platforms. The Group helps clients produce tailor-made multi-media contents on display media and O2O advertising on these platforms. As the Group's business nature, immaterial industrial pollutants are emitted during our business operation as we have outsourced most of our production to third-party manufacturers and service providers as well as the improved gamma ray technologies and knowhow caused less pollutant in its applications in 2020/21. However, as a responsible enterprise, we still uphold the principle of "Green Operation" and strive to improve our environmental performance by implementing various measures and practices.

During the year under review, the Group complied with all relevant local environmental laws as set out in the regions where the Group operated, and was not in violation of any laws or regulations relevant to air and greenhouse gas ("GHG") emissions, discharge into water and land, and generation of hazardous and non-hazardous waste, including but not limited to:

- Air Pollution Control Ordinance of Hong Kong (Cap. 311 of the Laws of Hong Kong) (《空氣污染管制條例》(香港法例第311章));
- Water Pollution Control Ordinance (Cap. 358 of the Laws of Hong Kong) (《水污染管制條例》(香港法例第358章));
- Waste Disposal Ordinance (Cap. 354 of the Laws of Hong Kong) (《廢物處置條例》(香港法例第354章));
- Law of Environmental Protection of the People's Republic of China (《中華人民共和國環境保護法》);
- 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
- 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》).

### A. 環境

#### A1. 環境

##### **綠色營運**

本集團於本年度主要從事多媒體技術業務、伽瑪射線服務、旅遊及消閒業務及其他業務—證券買賣及投資。本集團現正打造可擴展的多媒體共享與廣告平台，並透過有關平台發佈及傳輸信息。本集團協助客戶於該等平台製作量身訂做之播放媒體及O2O廣告多媒體內容。鑒於本集團業務性質，我們已向第三方製造商及服務供應商外包大部分生產，而且於二零二零／二一年改進伽馬射線技術及專有知識，減少了其應用所造成的污染，因此我們業務營運期間並無排放重大工業污染物。然而，作為負責任的企業，我們仍本著「綠色營運」的原則，實行不同措施及常規，致力於提高環境績效。

於回顧年度，本集團已遵守本集團經營所在地區的所有相關當地環保法律。且並無違反有關廢氣及溫室氣體(「溫室氣體」)排放、向水及土地的排污以及有害及無害廢棄物的任何法律或法規，包括但不限於：

- 《空氣污染管制條例》(香港法例第311章)；
- 《水污染管制條例》(香港法例第358章)；
- 《廢物處置條例》(香港法例第354章)；
- 《中華人民共和國環境保護法》；
- 《中華人民共和國大氣污染防治法》；及
- 《中華人民共和國水污染防治法》。



# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### A. ENVIRONMENTAL (continued)

#### A1. Environmental (continued)

##### **Green Operation** (continued)

While complying with all the laws and regulations relating to environmental protection, our commitment to reduce air pollutant emissions can be reflected. For instance, regular inspection, repair and maintenance are performed to ensure the efficiency of vehicles. Also, drivers are advised to switch off idling engines to reduce air pollutant emissions.

Air pollutant emissions in 2020/21 experienced a significant decrease in line with the reduction of fuels consumption for vehicle use.

##### **Greenhouse Gas ("GHG") Emissions**

Apart from the emissions of air pollutants, the Group is also mindful of its obligation to avert the adverse impacts of climate change and reduce GHG emissions during its operation. The Group's GHG emissions primarily generated from vehicle fuel combustion, use of purchased electricity and disposal of paper to landfills. As a way to reduce carbon emissions, video conferences are held where possible to avoid any unnecessary overseas business travels and encourage employees to commute on public transportation and adopt other environmentally friendly practices at work. It is the Group's belief that employees' participation is indispensable for the success of emission reduction.

The Group also lays emphasis on resources conservation. For the details of the measures (related to resources conservation) taken by the Group, please refer to section of "Energy Conservation". Besides, even though the production processes are outsourced to third-party service providers, there is no product packing involved in its operations in 2020/21 and the Group still attaches great importance to the design and consumption of the production of our multi-media products so as to cut down the usage of production materials.

### A. 環境(續)

#### A1. 環境(續)

##### **綠色營運**(續)

我們在遵守有關環保之所有法律法規的同時，致力減少排放空氣污染物。舉例而言，我們進行定期檢查、修理及維護，確保車隊的效率。此外，我們要求司機停車熄匙降低空氣污染物的排放。

於二零二零／二一年，隨著車輛燃料消耗減少，空氣污染物排放量顯著下降。

##### **溫室氣體(「溫室氣體」)排放**

除空氣污染物排放外，本集團時刻謹記避免氣候變化帶來的負面影響及於營運過程中減少溫室氣體排放的責任。本集團的溫室氣體排放主要來自車輛燃料燃燒、使用購電及將廢紙棄置於堆填區。為減少碳排放，我們盡可能舉行視訊會議取代不必要之海外公幹，亦鼓勵僱員使用公共交通工具，並在工作時採用其他環保習慣。本集團相信，僱員的參與是成功減排不可或缺的因素。

本集團亦重視資源保護。有關本集團所採取的節約資源相關措施的詳情，請參閱「節約能源」一節。此外，儘管生產環節外包予第三方服務供應商，而且二零二零／二一年營運時不涉及產品包裝，本集團仍高度重視多媒體產品生產的設計及消耗，旨在減少使用生產材料。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### A. ENVIRONMENTAL (continued)

#### A1. Environmental (continued)

##### **Waste Management**

###### *Non-hazardous waste management*

During the Year, our non-hazardous waste was mainly generated in daily office operations and was collected by a corresponding waste collection company arranged by the building management company. The Group have implemented the policy that promotes double-sided printing and copying, and the use of electronic means for information dissemination whenever possible to reduce paper consumption, and hence waste paper disposal. Initiatives to reduce the use of disposable and non-recyclable products, and replacing one-off stationeries with refillable stationeries are also adopted to maintain a sustainable utilization of resources.

###### *Hazardous waste management*

Due to the Group's multi-media business nature, the hazardous waste produced by the Group are immaterial during the Year. The hazardous waste we produced during the Year only included toner cartridges, which were collected by the vendor after use.

#### A2. Use of Resources

##### **Energy Conservation**

The Group recognizes the importance of maintaining environmental sustainability in its daily operation. As part of the Group's initiatives to reduce energy consumption in lighting system, we divide the office area into different light zones using independent lighting switches, adopt energy-efficient lighting and clean light fixtures regularly to increase the energy efficiency of lighting system. We have also employed measures to enhance the energy efficiency of air conditioning system, such as allowing employees to dress in casual attire every Friday. In addition, the Group is actively integrating energy conservation initiatives into its operations. For instance, when procuring new eclectic devices, priority is given to those with energy efficiency labels so as to reduce energy consumption.

### A. 環境(續)

#### A1. 環境(續)

##### **廢棄物管理**

###### *無害廢棄物管理*

本年度，我們的無害廢棄物主要源於日常辦公室營運，由樓宇管理公司安排之相應廢棄物收集公司收集。本集團提倡雙面列印及複印、盡量使用電子途徑發佈資料的政策，以減少耗用紙張，從而減輕廢棄紙張的棄置。為保持資源的可持續利用，我們亦已採取減少使用一次性及不可回收之產品的措施，並以可補充文具取代一次性文具。

###### *有害廢棄物管理*

由於本集團多媒體業務的性質，本年度本集團所產生的有害廢棄物並不重大。我們於本年度產生之有害廢棄物僅包括碳粉盒，其已在用後經由服務供應商收集。

#### A2. 資源使用

##### **節約能源**

本集團深明於日常營運中維持環境可持續發展的重要性。作為本集團減少照明系統能耗措施一環，我們利用獨立照明開關將辦公空間劃分為不同照明區、採用具能源效益之照明用品，並定期清潔照明裝置以提升照明系統之能源效益。我們亦已採取措施提升空調系統之能源效益，例如僱員每逢星期五可穿著便服。此外，本集團積極於營運中融入節約能源理念。舉例而言，採購新電子器材時，我們會優先選擇具有能源效率標籤的產品，以降低能源消耗。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### A. ENVIRONMENTAL (continued)

#### A2. Use of Resources (continued)

##### **Water Consumption**

Water is another important resource used by the Group in daily operations. The Group mainly consumes water for cleaning purposes in the office premises. The water supply and discharge are controlled by the office premises and those data are not available to the Group.

Despite the water usage of the Group is not significant and it has no issues with sourcing water. The Group endeavors to conserve water effectively by identifying water-saving initiatives. Used water is re-used under feasible circumstances. Furthermore, the Group has conducted regular maintenance of water pipes to prevent leakage of water and repair any defective components.

#### A3. Environment and Natural Resources

Due to the nature of the business, the Group does not have any direct and significant impacts on the environment and natural resources in the course of its operations. With the integration of policies and measures to reduce emissions and resources consumption, the Group strives to reduce the impacts of activities on the environment and natural resources.

The Group is committed to minimising the impact of business activities on the environment and supporting environmental protection programs. Management established environmental policy and communicated measurable environmental objectives and targets on energy and paper consumption. In particular, a number of initiatives designed to conserve resources, including paper recycle and electricity conservation, were introduced to promote employees' awareness of the need to achieve efficient utilisation of resources.

### A. 環境(續)

#### A2. 資源使用(續)

##### **用水**

水為本集團日常營運中使用的另一項重要資源。本集團主要在辦公室物業的清潔方面用水。供水及排水由辦公室物業控制，本集團無法獲得該等數據。

儘管本集團的用水量不大，在取水方面亦無遇到問題，本集團仍制定節水措施，致力於有效地節約用水。用過的水會在可行情況下重用。此外，本集團對水管進行常規保養以避免漏水，並會修理任何缺損部分。

#### A3. 環境及天然資源

基於業務性質，本集團在其日常營運中並無對環境及天然資源造成任何直接及重大影響。藉著整合有關降低排放及資源消耗的政策及措施，本集團致力減低活動對環境及天然資源的影響。

本集團致力盡量減少業務活動對環境造成之影響，同時支持環保計劃。管理層已制定環保政策，並就能源及紙張消耗定下可計量環保宗旨及目標。本集團特別引進多項節約資源之措施，包括回收紙張及節約電力，從而令僱員意識到需要有效運用資源。



# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### B. SOCIAL

#### B1. Employment

Talent is the foundation for the stable development of the Group. The Group firmly upholds the principle of treating all employees fairly and consistently in all matters and enforces its employment policies in accordance with the regulations of the Employment Ordinance of Hong Kong and the Labour Law of the PRC. A series of systematic recruitment procedures have been set to formulate recruitment plan and details. During the recruitment process, all applicants enjoy equal opportunities regardless of sex, family status and race. As at 31 March 2021, the Group employed 74 staffs (2019/20: 22) in Hong Kong and PRC.

##### *Employee Benefits*

Driven by the Group's belief that employees are our most valuable asset, we greatly value their rights and benefits. The salary structure is reviewed annually to maintain a competitive remuneration package for employees. Apart from basic salary, we also offer discretionary bonus based on the individual performance of the employees and our financial performance. Our employees are also eligible for different types of leave, such as annual leave, compassionate leave, wedding leave and maternity leave. Other entitlements include medical insurance, dental benefits and travel insurance. In order to foster team spirit, we have organized activities such as monthly birthday party during the Year.

As for the Group's employees working in mainland China, their rights and benefits are protected by relevant laws and regulations in the PRC such as the Labour Contract Law of the PRC and enjoy "Five Social Insurances and One Housing Fund" under the Social Insurance Law of the People's Republic of China (《中華人民共和國社會保險法》) and the Regulations on Management of Housing Provident Funds (《住房公積金管理條例》). In addition, the Group also provides them with other benefits such as lunch subsidy, afternoon and late night refreshments, health checks and various festival, birthday and wedding gifts.

### B. 社會

#### B1. 僱傭

人才為本集團穩步發展之根基。本集團堅持公平對待每位僱員，採取一視同仁的態度，並按照香港《僱傭條例》及《中華人民共和國勞動法》中之規例執行其僱傭政策。本集團已設立一系列系統化招聘程序，以制訂招聘計劃及詳情。於招聘過程中，所有申請者均享有平等機會，無分性別、家庭狀況及種族。於二零二一年三月三十一日，本集團於香港及中國聘用74名員工(二零一九／二零年：22名)。

##### *僱員福利*

僱員是本集團最寶貴的資產，我們極其重視彼等之權利及福利。我們會每年檢討薪金架構以維持僱員薪酬待遇之競爭力。除基本薪金外，我們亦會視乎僱員個人表現及我們的財政表現發放酌情花紅。我們的僱員享有不同類型假期，如年假、恩恤假、婚假、產假等。其他福利包括醫療保險、牙科福利及旅遊保險。為培養團隊精神，我們於本年度組織不同活動，如每月生日派對。

至於本集團於中國內地工作的僱員，其權利及福利受到《中華人民共和國勞動合同法》等中國相關法律法規保障，並根據《中華人民共和國社會保險法》及《住房公積金管理條例》享有「五險一金」。此外，本集團亦為他們提供其他福利，如午膳津貼、下午茶及宵夜、健康檢查及不同節慶贈禮、生日禮物及結婚賀禮。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### B. SOCIAL (continued)

#### B2. Health and Safety

Work safety is the cornerstone of the sustainable development of the Group. While complying with relevant laws and regulations such as the Occupational Safety and Health Ordinance of Hong Kong, the Law of the PRC on Prevention and Control of Occupational Diseases, the Regulations on Work-Related Injury Insurances (《工傷保險條例》) of the PRC, we are committed to achieving a high standard of occupational safety and health. To promote a healthy work-life balance for employees, we do not encourage overtime working. If extension of working hours is necessary, overtime traffic allowance is provided to ensure that our employees return home safely. To maintain a safe working environment and keep injuries to the minimum, a safety committee has been established for the implementation of fire protection and security measures. Meanwhile, fire evacuation drills are conducted regularly to increase employees' awareness and involvement in accident prevention. We also seek to create a pleasant and comfortable workplace for employees by carrying out various measures, including provision of adjustable seats, sufficient storage space for a more spacious desk area and regular maintenance or replacement of office equipment.

The outbreak of COVID-19 has posed a significant threat to public health. The Group exercised social responsibility to safeguard our employees against infection and contain the epidemic by implemented a series of measures:

- Encourage colleagues to get vaccinated;
- Adopt flexible working arrangement to allow employees to work from home so as to enhance social distancing and reduce the chance of infection during the outbreak of COVID-19 if necessary;
- Require employees to clean their hands and take their body temperature every time when they enter the company;
- Remind the employees to maintain good personal hygiene such as the need to wear surgical masks properly and washing hands frequently in office; and
- Conduct meeting with customer or suppliers through internet rather than face to face meeting.

The Group will closely monitor the development of the epidemic and strengthen the precautionary measures if necessary.

### B. 社會(續)

#### B2. 健康與安全

工作安全為本集團可持續發展之基石。在遵守香港《職業安全及健康條例》、《中華人民共和國職業病防治法》及中國《工傷保險條例》等相關工作安全法律法規之同時，我們亦致力於實現高標準的職業安全及健康。為了平衡僱員健康的工作與生活，我們並不鼓勵超時工作。如需延長工時，我們會提供超時交通津貼，確保僱員安全回家。為保持安全的工作環境並盡量減少傷亡事故，本集團已成立安全委員會，落實防火及保安措施。與此同時，我們定期舉行火警疏散演習，以提升僱員安全意識及提倡更多僱員參與防災訓練。我們亦推行不同措施，盡力為僱員提供理想舒適之工作環境，包括提供可調校座椅、提供足夠儲存位置以騰空桌面空間、定期維修或更換辦公室設備。

新冠肺炎疫情爆發對公眾健康構成了重大威脅。本集團履行社會責任，為保障僱員免受感染及遏制疫情，採取了一系列措施：

- 鼓勵同事接種疫苗；
- 在必要時採取靈活的工作安排，讓僱員在家工作，加強社交距離及降低於新冠肺炎疫情爆發期間受感染的機會；
- 要求僱員每次進入公司時清潔雙手並測量體溫；
- 提醒僱員保持良好的個人衛生，例如正確佩戴外科口罩及在辦公室勤洗手；及
- 通過互聯網而非面對面的方式與客戶或供應商進行會議。

本集團將密切關注疫情發展，並在必要時加強預防措施。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### B. SOCIAL (continued)

#### B3. Development and Training

In order to establish an excellent team, we monitor employee performance annually for evaluation and development purpose to attain our goal of forging competitiveness and motivation. The Group sees the annual appraisal not only as a process to document the performance of employees, but also a precious opportunity to devise their working plans and targets for the coming year. To promote the growth and development of employees, we have provided employees with internal training courses of various technical aspects such as audio architecture, software application and testing during the Year. We have also offered job-related training and guidance to employees in different positions and provided assessments for new employees and fresh graduates. In order to encourage employees to develop their potential through independent learning, employees who participate in external job-related training and assessment are eligible to examination leave and allowance. Since the data collection mechanism in training yet to be established, the comprehensive data related to the training is not able to disclose during the year. We have planned to establish a data collection mechanism in order to disclose the relevant information for the future. Each promotion decision involves thorough consideration of the employee's training record, ability and performance at work. Competent employees will be considered for internal promotion in recognition of their efforts and contributions.

#### B4. Employment Standard

Prior to the confirmation of appointment, we will verify the identity of candidates to ensure that they are lawfully employable and have reached the legal working age as stipulated in the Employment of Children Regulation of Hong Kong and the Provisions on the Prohibition of Using Child Labour of the PRC. Employees are required to enter into a labour contract which contains information regarding working hour, his/her benefits and rights on termination to prevent any form of forced labour. Upon receipt of letters of resignation, payment of the outstanding wages will be made on time.

### B. 社會(續)

#### B3. 發展及培訓

為建立優秀團隊，我們每年會監察僱員表現用作評估及發展用途，藉此實現我們增強競爭力及推動力的目標。本集團不單視年度評核為記錄僱員績效之程序，亦視之為制訂僱員來年工作計劃及目標之寶貴機會。為促進僱員成長及發展，我們於本年度為僱員提供音訊格式、軟件應用及測試等不同內部技術培訓課程。我們亦為不同崗位之僱員提供在職培訓及指導，並為新入職僱員及應屆畢業生進行評核。為鼓勵僱員透過自學發展潛力，參與外部職業相關培訓及考核之僱員享有考試假期及津貼。由於尚未建立與培訓相關的數據收集系統，本年度培訓相關綜合數據未能予以披露。我們計劃建立數據收集系統，以便於未來披露相關資料。在作出晉升決定時，本集團全面考慮僱員之培訓紀錄、能力及工作表現。有能力的僱員可獲內部升遷，以肯定其努力及貢獻。

#### B4. 僱傭準則

於確認聘請前，我們會核實身份，確保候任人可合法受僱，並符合香港《僱用兒童規例》及中國《禁止使用童工規定》規定的法定工作年齡。僱員須簽訂勞工合約，當中載有有關工作時數、個人福利及終止合約權利的資料，以防止出現任何形式之強制勞工。於接獲辭職信時，本集團會及時支付未付工資。



# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### B. SOCIAL (continued)

#### B5. Supply Chain Management

During the Year, the Group had all major suppliers located within the PRC, of which the majority was in Guangdong province. An application is required to be submitted by relevant departments prior to each procurement or engagement, and suppliers are assessed based on different criteria including product quality, management, production techniques, environmental performance and social responsibility. When signing procurement contracts or enter into an engagement, terms regarding quality assurance are included to ensure the delivered products and components are up to standard, and defective products will be returned. All deliverables from the third party service providers are reviewed by the Group before published in the public platform for multi-media and advertising services. In addition, the Group has also established a rating system for the assessment of current suppliers, and those who consistently failed to meet the required standards would be excluded from the supplier list.

To integrate the environmental vision of the Group into the procurement of office supplies, priority is given to environmentally friendly products, such as refillable ballpoint pens, mechanical pencils and recyclable toner cartridges. With our strict adherence to green purchasing principle, the usage of materials is constantly evaluated to avoid overstocking and squandering resources.

#### B6. Product Responsibility

Instruction guidelines regarding product quality inspection, return and repair of defective products have been set to further ensure that the quality of our products are up to standard and customers who have received verified defective products can get their replacement. Upon receiving a defective unit of a product, the unit is subject to different procedures depending on the situation, which will be accepted for exchange or repair if the customer can provide valid purchase and warranty documents. Our customer service team is responsible for monitoring and handling customer complaints and a set of procedures have been formulated so that complaints can be categorized and solved by the designated staff timely.

### B. 社會(續)

#### B5. 供應鏈管理

本年度，本集團所有主要供應商均位於中國，當中大部分位處廣東省。我們要求每宗採購或委聘前均須由相關部門作出申請，而供應商會從產品品質、管理、生產技術、環保表現及社會責任等多方面評核選定。簽訂採購合約或委聘時，我們會於當中加入質量保證條款，以確保所交付產品及零部件符合標準，而有缺陷產品會被退貨。所有來自第三方服務供應商的可交付成果經本集團審閱後，方可於多媒體及廣告服務相關公眾平台上發佈。此外，本集團亦已對現有供應商的評定建立評級系統，持續不達標的供應商將會被從供貨商名單中除名。

為將本集團之環保藍圖融入辦公室供應品採購之中，我們優先選購環保產品，如可替換筆芯之原子筆及自動鉛芯筆以及可循環再用的碳粉盒。我們嚴格奉行環保採購原則，持續評估物料使用情況，避免積存及浪費資源。

#### B6. 產品責任

本集團已制定有關產品品質檢定、退回及維修有缺陷產品的指引，以進一步確保我們的產品品質符合標準，而顧客可就其已驗證為有缺陷的產品作出換貨。當收到有缺陷的產品時，該產品會因應情況經不同程序處理。如顧客可提供有效購買及保用文件，可獲安排換貨或維修。我們的客戶服務團隊負責監察及處理顧客投訴，我們亦已制訂一套程序將投訴分門別類，由指定人員及時解決。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### B. SOCIAL (continued)

#### B6. Product Responsibility (continued)

As a way to safeguard the confidentiality of the Group's information, suppliers are required to sign a confidential agreement to prevent unauthorized disclosure of confidential materials. The procurement contract also contains terms to ensure the supplies are correctly and properly packaged and labelled.

When delivering the Group's multi-media technologies and advertising products, detailed plans are formulated through assessing various aspects of our products such as market condition, competitors and the competitiveness of our products. The engagement contract requires a third-party service provider to abide the laws and regulations such as Advertisement Law of the PRC during performing our products. Content of the multi-media products are reviewed regularly by the Group to avoid false and misleading advertising claims or statements.

#### **Privacy Protection**

The Group attaches great importance to the protection of confidential data of our clients. We strictly comply with the laws and regulations relating to privacy matters such as the Personal Data (Privacy) Ordinance of Hong Kong and the Cybersecurity Law of the PRC. In order to protect clients' personal information, every employee is required to enter into a labour contract which forbids him/her to disclose confidential or proprietary information to any third-parties, either employed or have already resigned, without the Group's authorization. Also, we endeavor to protect the software system to prevent virus infections and the leakage of clients' information.

### B. 社會(續)

#### B6. 產品責任(續)

為使本集團資料得以保密，供應商須簽訂保密協議，以防範未經授權披露保密資料。採購合約亦載有條款，確保相關產品正確而妥善包裝並加上標籤。

於交付本集團多媒體技術廣告產品時，我們從市況、競爭對手及產品競爭力等不同方面進行產品評估，再制訂詳細計劃。委聘合約要求第三方服務供應商於執行我們產品時遵守《中華人民共和國廣告法》等法律法規。本集團會定期檢討多媒體產品內容，避免錯誤及誤導性的廣告陳述或聲明。

#### **保護私隱**

本集團極其重視保護客戶機密資料，恪守香港《個人資料(私隱)條例》及《中華人民共和國網絡安全法》等私隱相關法律法規。為保護客戶個人資料，各僱員均須簽訂勞工合約，禁止僱員在未經本集團授權的情況下，於受聘期間或離職後，向任何第三方披露保密或專有資料。此外，我們竭誠保護軟件系統免受病毒感染及避免洩漏客戶資料。

# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### B. SOCIAL (continued)

#### B7. Anti-corruption

With integrity being a core part of the Group's business ethics, employees have the responsibility to observe the applicable rules and regulations such as the Prevention of Bribery Ordinance of Hong Kong and the Criminal Law of the PRC, as well as our code of conduct. To maintain high standards of corporate governance, we fulfill our commitment through abiding by anti-corruption policies and guidelines, such as acceptance of gifts and conflict of interest. Related procedures and guidelines are available in our conduct code. To live up to this commitment, there is a whistle-blowing policy to encourage employees to disclose any suspected misconduct. We have designated personnel to investigate the misconduct reported and take corresponding remedial measures against the irregularities. All reports and enquiries are handled with strict confidentiality under all circumstances to preserve anonymity.

During the Year, the Group was not aware of any breach of laws and regulations that have a significant impact on the Group in relation to bribery, extortion, fraud and money laundering.

#### B8. Community Investment

Over the years, the Group has focused on community activities and strongly encouraged our employees to actively participate in various volunteer activities, public conventions, conference, exhibitions and events with a particular focus on community investment, sponsorships and charitable contributions.

As a responsible company, we aim at serving and strengthening the wider community, and encouraging employees and other stakeholders in supporting the community. Our Group understands well of the importance for making positive contribution to the community where it operates, and considers community benefits as one of its social responsibility.

Selection of supporting charities involves several considerations. We evaluate the vision and background of requesting charities in aligning with our Group's. Charities engaged in unethical activities, and those in unclear financial position, and conflict of interest with corporation/individual will not be considered.

### B. 社會(續)

#### B7. 反貪污

誠信是本集團商業道德的核心部分，因此，僱員有責任遵守香港《防止賄賂條例》及《中華人民共和國刑法》等適用規則及法規，以及我們的行為守則。為保持高水平之企業管治，我們透過遵守反腐敗政策和指引(如收受餽贈及利益衝突)履行我們的承諾。相關程序及指引載於我們的行為守則。為堅守此承諾，本集團訂有舉報政策，鼓勵僱員揭發任何懷疑不當行為。我們指派專人調查經舉報之不當行為，並採取相應補救措施糾正違規行為。在任何情況下所有報告及查詢一律嚴加保密，以免有關人士身份外洩。

本年度，本集團並無發現任何有關賄賂、勒索、欺詐及洗錢等對本集團影響重大的違反法律法規的行為。

#### B8. 社區投資

多年來，本集團重視社區活動，大力鼓勵僱員參與各類義工活動、公共會議、會議、展覽及活動，特別關注社區投資、贊助及慈善捐贈活動。

作為一間盡責的公司，我們的目標是服務並加強更廣大的社區，並鼓勵僱員及其他持份者支援社區。本集團深知對其經營所在社區作出積極貢獻的重要性，並將社區福利視為其社會責任之一。

支持善舉的選擇涉及多項考慮因素。我們評估申請捐助項目的願景及背景是否與本集團一致。從事不道德活動的慈善團體以及財務狀況不明及與法團／個人有利益衝突的團體將不獲考慮。



# Environmental, Social and Governance Report (continued)

## 環境、社會及管治報告(續)

### KEY PERFORMANCE INDICATORS

### 關鍵績效指標

		Unit	2020/21	2019/20 <sup>1</sup>
A. Environmental Indicators		單位	二零二零／二一年	二零一九／二零年 <sup>1</sup>
<b>A1 Emissions</b>	<b>A1 排放物</b>			
<b>A1.1 Air Pollutant Emissions</b>	<b>A1.1 空氣污染物排放量</b>			
Nitrogen oxides (NO <sub>x</sub> )	氮氧化物		20.66	64.90
Sulphur oxides (SO <sub>x</sub> )	硫氧化物		0.03	0.11
Particulate matter (PM)	顆粒物		1.98	6.22
<b>A1.2 GHG Emissions</b>	<b>A1.2 溫室氣體排放量</b>			
Total Emissions	排放總量	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	17.66	31.87
Scope 1: Direct emissions – from combustion of fuels for vehicle use	範圍1：直接排放－車輛燃燒燃料	Tonnes 噸	5.51	17.31
Scope 2: Energy indirect emissions – from electricity consumption	範圍2：能源間接排放－電力消耗	Tonnes 噸	11.55	14.02
Scope 3: Other indirect emissions – from disposal of paper to landfill	範圍3：其他間接排放－將廢紙棄置於堆填區	Tonnes 噸	0.60	0.54
Intensity	密度	Tonnes CO <sub>2</sub> e/employee 噸二氧化碳當量／僱員	0.37	1.45
<b>A1.3 Waste</b>	<b>A1.3 廢棄物</b>			
Total Non-hazardous Waste (Paper A4 (80 gsm))	無害廢棄物(A4紙(80 gsm))	Kg 千克	125	112
Total Hazardous Waste (Toner Cartridges)	有害廢棄物(碳粉盒)總量	Piece <sup>2</sup> 件 <sup>2</sup>	2	1
<b>A2 Use of Resources</b>	<b>A2 資源使用</b>			
<b>A2.1 Energy</b>	<b>A2.1 能源</b>			
Total Consumption	總耗量	kWh 千瓦時	16,270	17,527
Intensity	密度	kWh/employee 千瓦時／僱員	339	797
<b>A2.2 Water</b>	<b>A2.2 水</b>			
Total Consumption <sup>3</sup>	總耗量 <sup>3</sup>	M <sup>3</sup> 立方米	N/A	N/A
Intensity	密度	M <sup>3</sup> /employee 立方米／僱員	N/A	N/A
<b>A2.5 Packaging Materials</b>	<b>A2.5 包裝材料</b>			
Total Consumption <sup>4</sup>	總耗量 <sup>4</sup>	Tonnes 噸	N/A	N/A
Intensity	密度	Tonnes/ unit of product 噸／單位產品	N/A	N/A

# Environmental, Social and Governance Report (continued)

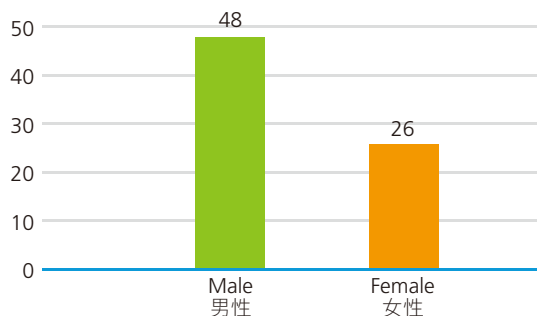
## 環境、社會及管治報告(續)

### KEY PERFORMANCE INDICATORS (continued)

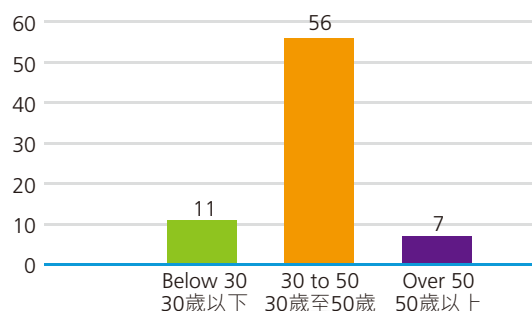
### 關鍵績效指標(續)

#### B1.1 Employee Composition

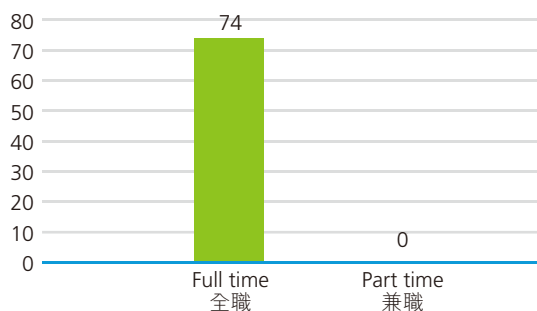
##### 僱員組成



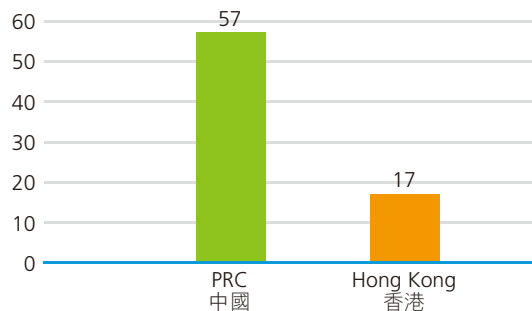
By Gender  
按性別劃分



By Age Group  
按年齡組別劃分



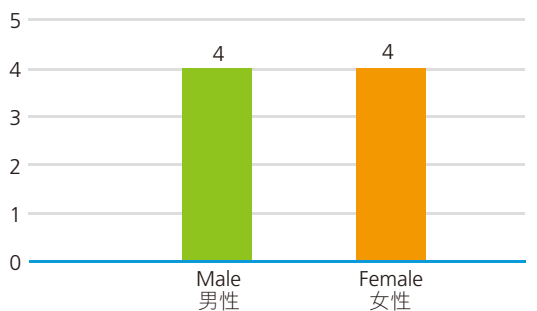
By Employment Type  
按僱傭類型劃分



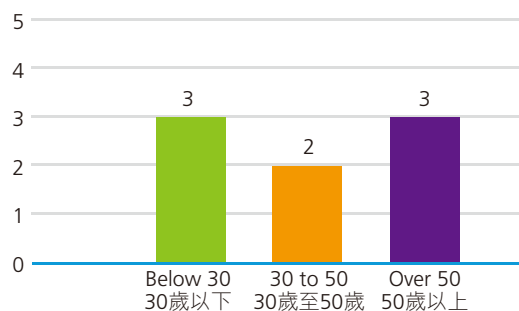
By Geographical Region  
按地區劃分

#### B1.2 Employee Turnover

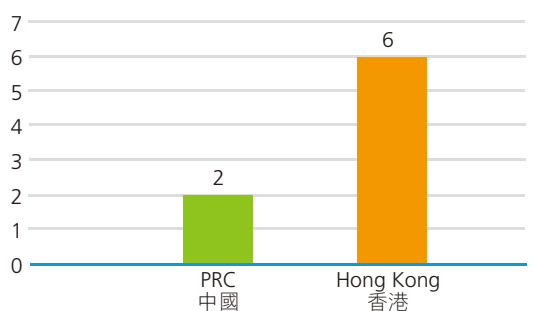
##### 僱員流動



By Gender  
按性別劃分



By Age Group  
按年齡組別劃分



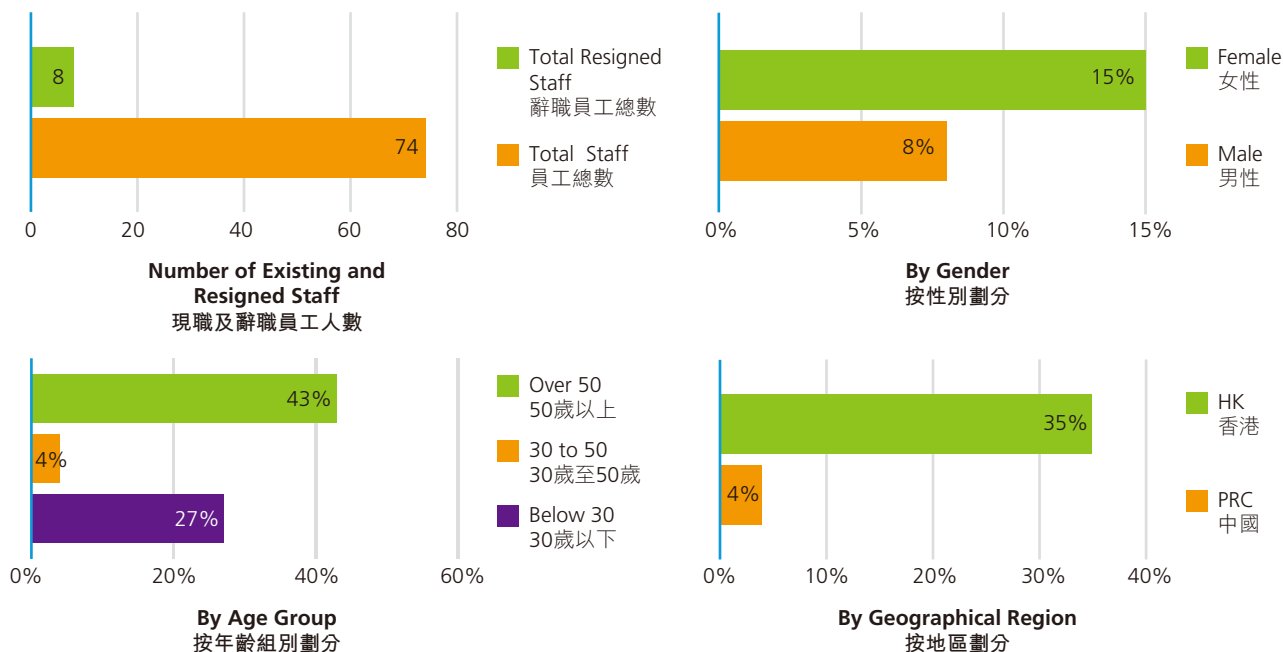
By Geographical Region  
按地區劃分

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

## KEY PERFORMANCE INDICATORS (continued)

## 關鍵績效指標(續)

### B1.2 Employee Turnover Rate 僱員流動率



		2020/21 二零二零／ 二一年	2019/20 二零一九／ 二零年
<b>B. Social Indicators<sup>5</sup></b>	<b>B. 社會指標<sup>5</sup></b>		
<b>B2 Health and Safety</b>	<b>B2 健康與安全</b>		
Total Injuries	工傷總數	0	0
Lost Days Due to Work Injury	因工傷損失工作日數	0	0
Total Work-related Fatalities	因工作關係而死亡的總人數	0	0
<b>B4 Supplier<sup>6</sup></b>	<b>B4 供應商<sup>6</sup></b>		
By Geographical Region (China)	按地區劃分(中國)	6	5

<sup>1</sup> The results for year 2019/20 have been restated and recalculated.  
<sup>2</sup> Waste toner cartridges were not weighed thus recorded as pieces.  
<sup>3</sup> Both Hong Kong office and the subsidiaries in PRC have their water supplied by the office premises, thus consumption data is unavailable.  
<sup>4</sup> There is no product packing due to ceasing of mobile business in 2020/21.  
<sup>5</sup> Average hours of training per employee and percentage are not disclosed for 2020/21.  
<sup>6</sup> Data includes tier 1 suppliers which are directly supply goods and services.

<sup>1</sup> 二零一九／二零年的結果已重列並重新計算。  
<sup>2</sup> 廢棄碳粉盒未稱重，按件記錄。  
<sup>3</sup> 香港辦事處及中國附屬公司的用水由辦公室物業供應，因而無法取得耗量數據。  
<sup>4</sup> 由於二零二零／二一年停止經營手機業務，故無產品包裝。  
<sup>5</sup> 二零二零／二一年的每名僱員的平均培訓時數與百分比均不作披露。  
<sup>6</sup> 數據包括直接供應貨品及服務的第一層供應商。





China Baoli Technologies Holdings Limited  
中國寶力科技控股有限公司