



青建國際控股有限公司

CNQC International Holdings Limited

(Incorporated in the Cayman Islands with limited liability)

Stock Code: 1240



Environmental, Social and Governance Report **2016**





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ABOUT THIS REPORT

CNQC International Holdings Limited (the “**Company**” together with its subsidiaries as the “**Group**”) is pleased to present the first Environmental, Social and Governance Report (“**Report**”) to provide an overview of our commitment in achieving environmental, social and governance goals through our sustainability pillars.

PREPARATION BASIS AND SCOPE

This Report is prepared in accordance with Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Listing Rules**”) — “Environmental, Social and Governance Reporting Guide” and has complied with the “comply or explain” provisions as set out in the Listing Rules.

This Report summarizes the performance of the Group in respect of corporate social responsibility in 2016, covering the business which is considered as material by the Group — engaged in foundation and construction business in Hong Kong and Macau, and construction and real estate development businesses in Singapore. This Report shall be published both in Chinese and English. Should there be any discrepancy between the Chinese and the English versions, the English version shall prevail.

REPORTING PERIOD

This Report demonstrates our sustainability initiatives during the reporting period from 1 January 2016 to 31 December 2016.

CONTACT INFORMATION

The Group welcomes your feedback on this Report for our sustainability initiatives. Please contact us by email to info@cnqc.com.hk.

INTRODUCTION

The Group's subsidiaries in Hong Kong and Macau are principally engaged in the foundation business and superstructure business. Regarding to the business in Singapore, it is an established property developer and contractor primarily engaged in the development and sale of executive condominiums (a hybrid of public and private housing) and condominiums (private housing) in Singapore; and the provision of construction services as main contractor for both governmental authorities and private property developers.

The Group continues to sharpen its focus on sustainability and innovation. By operating in an economically, socially and environmentally responsible manner, the Group aims to achieve positive and sustainable outcomes for its businesses, the environment and the community as a whole. The Group is committed to sound corporate governance practices as well as robust enterprise risk management processes. It also actively builds a strong safety culture to achieve a zero-harm workplace. The Company strives to be an employer of choice, nurturing a competent and engaged workforce to drive sustainable growth. The Group has established a comprehensive operation control procedure to oversee the environmental, social and governance ("**ESG**") issues.

STAKEHOLDERS ENGAGEMENT

Expectations and opinions from our stakeholders are important and valuable. The Group engages with its stakeholders, including the government; shareholders and investors; employees; customers; suppliers and partners; peer and industry associations; public and communities, through utilizing different channels as listed the table below. Through the stakeholders engagement, the Group understands the expectations and concerns from stakeholders and the feedbacks obtained through these channels allows the Group to further enhance the sustainable development.

Stakeholders	Engagement channels	Expectations
Government	<ul style="list-style-type: none"> — On-site inspections and check — Research and discussion through work conferences, work reports preparation and submission for approval — Annual reports — Website 	<ul style="list-style-type: none"> — To comply with the laws — Promote regional economic development and employment
Shareholders and Investors	<ul style="list-style-type: none"> — General meeting and other shareholder meetings — Annual reports, Interim Report and Announcements — Meeting with investors and analysts 	<ul style="list-style-type: none"> — Business Performance — Corporate Governance — Information disclosure and transparency — Protection of interests and fair treatment of shareholders
Employees	<ul style="list-style-type: none"> — Conference — Training, seminars, briefing sessions — Cultural and sport activities — Newsletters — Intranet and emails 	<ul style="list-style-type: none"> — Safeguarding the rights and interests of employees — Health and safety — Good working environment — Career development opportunities — Self-actualization
Customers	<ul style="list-style-type: none"> — Website, brochures, annual reports — Email and customer service hotline — Feedback forms — Regular meeting 	<ul style="list-style-type: none"> — Safe and high-quality products — Stable relationship — Information transparency — Integrity — Business ethics
Suppliers/partners	<ul style="list-style-type: none"> — Business meetings, supplier conferences, phone calls, interviews — Regular meeting — Review and assessment — Tendering process 	<ul style="list-style-type: none"> — Long-term partnership — Honest cooperation — Fair and openness — Information resources sharing — Risk reduction
Peer/Industry associations	<ul style="list-style-type: none"> — Industry conference — Site visit 	<ul style="list-style-type: none"> — Experience sharing — Cooperation — Fair competition
Public and communities	<ul style="list-style-type: none"> — Volunteering — Charity and social investment — Annual reports 	<ul style="list-style-type: none"> — Community involvement — Social responsibilities




By Royal Charter

Certificate of Registration

ENVIRONMENTAL MANAGEMENT SYSTEM - ISO 14001:2004

This is to certify that:

<p>Sunley Engineering & Construction Co., Ltd. Room 601, Exchange Tower 33 Hong Chi Road Kowloon Bay Kowloon Hong Kong</p>	<p>利利地工程建築有限公司 香港 九龍 九龍灣常悅道33號 匯豐大廈601室</p>
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Holder Certificate No: **EMS 659001**

and operates an Environmental Management System which complies with the requirements of ISO 14001:2004 for the following scope:

The provision of design and construction of driven H-pile, jack-in H-pile, large diameter bored pile (with rock-socket), mini pile, diaphragm precast/poured concrete pile, pre-cast H-pile, pile cap, Hard-Ground Caisson and diaphragm wall/ bored. The provision of site formation.



For and on behalf of BSQ:

Chris Cheung, Head of Compliance & Risk - Asia Pacific

<p>Original Registration Date: 21/10/2008 Latest Revision Date: 14/10/2009</p>	<p>Effective Date: 25/08/2016 Expiry Date: 20/10/2017</p>	<p>Page: 1 of 1</p>
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BSI
BRITISH
STANDARDS
INSTITUTION



IAF
INTERNATIONAL
ASSOCIATION
OF
REGISTERED
BODIES



ANAB
AMERICAN
NATIONAL
ACCREDITATION
BOARD



UKAS
UNITED KINGDOM
ASSOCIATION
OF
REGISTERED
BODIES

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This certificate was issued following an audit of the conformity of BSQ and is based on the assessment of facilities.
 An extensive certificate can be downloaded from the www.bsi.com website or by telephone (01203 9140 2000).
 Detailed support can be obtained by email at certification@bsi.com or by telephone (01203 9140 2000).
 The certificate is valid for the period of registration only.

Information and contact: 22, Stephenson Way, London, EC9P 6BT, United Kingdom; 389, Market Road, #02-01 Singapore; 389, Market Road, #02-01 Singapore.
 A member of the BSI Group of Companies

We allocate resources to update our environment management system and maintain our ISO 14001 certification in order to reduce our risks related to environmental issues. We also require our subcontractors to comply with our environmental protection policy and encourage our staff to contribute towards sustainability by adopting environmentally friendly construction method and planning their works to efficiently eliminate waste to the maximum extent with the view to achieving long-term cost savings.

The Group has been in strict compliance with the relevant laws and regulation in the region it operates, including but not limited to Air Pollution Control Ordinance, Water Pollution Control Ordinance, Noise Control Ordinance and Wastes Disposal Ordinance in Hong Kong, Environmental Protection and Management Act in Singapore.

The Group's "Air Pollution Control" operational procedure is established to control air pollution emission of dust, fumes, smokes, obnoxious gases and other air-borne particulates within the legal limits and tolerable limits of the affected persons.

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ENVIRONMENTAL ASPECT

Greenhouse Gas Emission

Climate change is gradually concerned by the community. The Group manages the carbon footprint by minimizing the energy consumption and water consumptions as these activities cause significant emission of greenhouse gas. Policies and procedures adopted on resources saving are mentioned in the section “Use of Resources” of this Report.

Hazardous and Non-Hazardous Wastes

During the construction process, wastes generated is controlled by “Construction Waste Management” procedures, which manages construction wastes so as to ensure proper disposal, maximize reuse and recycling. Wastes are required to divided into four main categories:

- (a) General construction waste refers to concrete waste/hardcore/construction debris and earth, marine clay from excavation
- (b) Organic waste refers to food waste
- (c) Recyclable waste refers to steel scrap and timber
- (d) Toxic industrial wastes refers to chemical waste, PVC materials, used oils and greases from machinery and equipment, used or leftover paints containing heavy metals or organic solvents, used or leftover glues or adhesives containing organic solvents, used or spent lead-acid batteries and used explosive tool cartridge

At each stage of construction there are specific ways to practice 3Rs (recycle, reuse, reduce) of the wastes that are produced.

Noise

During the course of carrying out construction work, noise and vibration are inevitably generated through the use of our machinery. If the situation permits, we strive to minimize disturbances to residents in the vicinity of our construction sites. Due to the nature of percussive piles which involve the driving of piles by percussive means (e.g. hammering), this type of piling works is perceived to generate a substantial amount of noise and vibration while the machines are in operation. The hours of operation during which foundation works are permitted are set out in the construction noise permit issued by the government. Under certain circumstances, we may apply for special extension to carry out works during prohibited hours but such special extension would only be granted on the basis that the works carried out will not disturb others, e.g. for construction sites located at remote areas with no nearby residents. Although we strictly adhere to the restricted hours of operations stipulated in the construction noise permit, we may receive complaints from nearby residents regarding disturbances caused by operation of our machinery. Under such circumstances, we will work with the relevant authorities and the person making the complaint with the aim of introducing measures (e.g. installing sound proofing) to mitigate the disturbances caused.

ENVIRONMENTAL ASPECT

USE OF RESOURCES

The Group's "Resource Conservation Procedure" is established to identify opportunities to conserve resources and set up programmes to practice it on site, which is applicable to the usage of natural resources (such as water, diesel, power, timber and concrete re-bar etc.) at all project sites. Sunley has obtained ISO 50001:2011 Energy Management System certification.

Regarding usage of conservation material, employee should prevent overflow or spillage when transferring diesel, keep timber, rebar, cement and other materials in good condition and reduce, reuse and recycle papers, timber and other materials where possible. To increase the efficiency, compressors, generator sets, bar-bending machines, etc. should be powered off when not in use and regular maintenance of equipment/machinery is required. To reduce electricity consumption, air-conditioners, lights, fans and radios etc. should be switched off when not in use. Water at the vehicle-washing bay shall be re-used and re-circulated. Workers/sub-contractors shall switch off the pump and turn off the running hose when not in use.

Moreover, there is monthly monitoring of the usage of electricity and water and other materials. If there is unexpected high consumption, the case should be investigated to find out the root cause and take preventive measures.

THE ENVIRONMENT AND NATURAL RESOURCES

In order to mitigate the impact to the environment, the Group established the "Site Environmental Control Programme" to outline a procedure on the planning and execution of environmental control programme on site. The procedure focuses mainly four areas — environmental noise, earth movement, prevention of soil erosion, water pollution and siltation and refuse disposal.

Besides, Group's subsidiaries made achievements in sustainable development in the industry. Qingdao Construction (Singapore) Pte Ltd is the Corporate Member of the Singapore Green Building Council. Besides, Qingdao Construction (Singapore) Pte. Ltd. and Qingjian International (South Pacific) Group Development Co., Pte. Ltd. have been awarded "BCA Green and Gracious Builder Award" in the category of "Excellent" by the Building and Construction Authority (BCA) of Singapore. It shows that the subsidiaries have high performance in adopting the best practices in construction site management.



SOCIAL ASPECT

EMPLOYMENT AND LABOUR PRACTICES

Employment

The Group believes people are important assets, which is the foundation for success and development of the Group. The Group's employee handbook sets out the standard of staff recruitment, promotion guidelines, remuneration scale, work hours, rest breaks, holidays, termination of employment and compensation matters. The principle of equal opportunities is applied in the recruitment policy. The Group promotes fair competition. All candidates have equal opportunity for vacancies regardless of gender, age, marital status, religion, race, nationality, disability or any status protected by law. In order to encourage diversity in the company, both external talents and internal employees are welcome to apply for positions in the Group. The Group also advocates harmonious and work-life balance culture through a diverse choice of activities, including annual dinner and employee gatherings. Those activities can enable employees to relax and enhance the communications among employees.



CNQC — Basketball Game



CNQC — Collective Activity

The adoption of those human resources policies and procedures also ensures the Group's compliance of the relevant labour laws and regulations where it operates, including but not limited to Employment Ordinance in Hong Kong and Employment Act in Singapore. During the reporting period, there was no non-compliance or breach of legislation related to applicable employment laws and regulations.

Health and Safety

The Group upholds a belief that if safety is not managed properly, it can be extremely costly not only in human terms, but in monetary terms as well. Therefore, safety is treated as the highest priority during the delivery of our services and we are committed to providing a safe and healthy working environment for the benefit of our staff, our subcontractors and the general public. Our corporate image as a quality foundation contractor could be enhanced through continual improvement in safety performance. We established a safety and health management and audit system in accordance with the requirements of OHSAS 18001. The Group's "Quality, Environmental Health and Safety Manual" is established to control the related matters. Sunley has been accredited with OHSAS 18001:2007 certification and has registered as a Green Cross Group Member of Occupational Safety and Health Council in Hong Kong.

SOCIAL ASPECT



Our safety system is documented in written procedures and supplemented with oral instructions, training and demonstration. For example, “Occupational Health Programme Procedure” is established to provide guidelines for implementing occupational health programmes for hearing conservation, medical surveillance and respiratory protection. We require strict implementation of our safety system with supervision by our Group’s or the subcontractors’ management staff. In addition, we have employed qualified safety officers approved by the Labour Department in Hong Kong to monitor and implement our safety system.

The Group hires a consultancy company for conducting safety risk assessment, performing safety inspection, providing safety training, preparing safety plan for the Group and preparing underground utility detection report for construction sites. We will continue to put adequate resources and effort to uphold and improve our safety management system in order to reduce our risks related to safety issues.

The Group has been strictly in compliance with relevant laws and regulations, including but not limited to Occupational Safety and Health Ordinance in Hong Kong and Workplace Safety and Health Act in Singapore.

The Group will continue to enhance the health and safety performance. In Singapore, three of our projects: Bellewaters EC, HDB Punggol West C33 & C34 and HDB SK N2C43A, which are constructed by Qingjian International (South Pacific) Group Development Co Pte Ltd, have obtained a Gold Award by The Royal Society of the Prevention of Accidents. It shows that the projects have achieved a very high level of performance, demonstrating well developed occupational health and safety management systems and culture, outstanding control of risk and very low levels of error, harm and loss. In Hong Kong, Sunley has obtained Safety, Health and Environmental Performance Achiever Award in 2016 from The Hongkong Electric Co., Ltd.



SOCIAL ASPECT

Development and Training

The Group believes that fostering and retaining talent is a core part of ensuring sustainable development and strengthening its competitiveness. The Group regards staff as a strategic partner and provides support for their career development and personal value enhancement with systematic training programmes. As stipulated in “Resource Management Procedure”, different trainings are provided based on the employee categories.

New employees shall undergo an orientation by the various department heads to ensure that they are familiar with Quality, Environmental, Health, and Safety (“**QEHS**”) management system, including Workplace Safety and Health (“**WSH**”) consequences of their work activities including identifiable hazards, possible accidents/incidents, importance of conforming to the QEHS manual which include WSH policy and procedures and potential consequences including accidents or incidents due to deviation from specific procedures including safe work procedures. The new employees will be provided with on-the-job training under the guidance of senior staff for a period to be decided by the respective department heads.

Furthermore, in order to cater for the actual needs of different departments and individuals, we provide different forms of training, not only internal training, but external special courses to equip staff with professional skills and abilities. Internal training includes safety induction course, risk assessment and safe work procedure briefing. External courses includes occupational first aid, safety and health management and equipment operation courses etc. Course contents include ISO 140001, ISO 9001 trainings, construction laws and good industry practices etc. Trainings are delivered by external organizations, such as Building Construction Authority, Society of Construction Law (Singapore) and Eduquest International Institute.

Labour Standard

The Group is fully aware that child labour and forced labour violate fundamental human rights and also pose threat to sustainable social and economic development. The Group strictly complies with the relevant laws and regulations, such as Employment Ordinance in Hong Kong and the Employment Act in Singapore. The Group prohibits the use of child labour and forced labour as stipulated in the “No Child Labour Policy” in the Group’s Employment Handbook. Employment contracts and other records, documenting all relevant details of the employees (including age) are maintained at all units and are open to verification by any authorised personnel or relevant statutory body. The unit provides an annual report to the functional head on any incidents of child or forced labour. Periodic assessment is conducted and the human resources department undertakes random checks of records annually. During the reporting period, the Group did not find any cases related to child labour or forced labour.

OPERATING PRACTICES

Supply Chain Management

The Group works closely with its contractors and suppliers who are committed to high quality, environmental, health and safety standards as stipulated in “Purchasing and Supplier Management Procedure”. It is established to ensure that suppliers and sub-contractors conform to the quality, environmental, occupational health and safety requirements of the company. In controlling the purchasing system, quantity surveyors or purchaser will identify potential supplier and sub-contractors who can meet the qualification requirement to supply goods and services. The suppliers or subcontractors should at least have a certified quality or EHS (Environmental, Health and Safety) system (e.g. bizSAFE¹ Level 3, ISO 9001, ISO14001, or OHSAS18001). Qualified suppliers will be maintained in an approved supplier list. The performance of suppliers will be reviewed annually by the Group.

¹ bizSAFE is a 5-step programme tailored to assist companies build up their workplace safety and health capabilities. bizSAFE level 3 certificate is the minimum level required for any contracts and tenders with bizSAFE Partners, main construction firms, government sectors, etc.

Product Responsibility

Achieving and maintaining high quality standard for projects are utmost important for sustainable growth of the Group. The construction process of the projects is controlled and monitored regularly in order to ensure that we deliver high quality services and sustainable projects to our customers. The Group's "Quality, Environmental Health and Safety Manual" is adopted to oversee various business activities in the Group. The Group has been in strict compliance with related laws and regulation, including but not limited to Building Control (Environmental Sustainability) Regulations 2008 of Building Control Act Part IIIB in Singapore. During the reporting period, the Group did not discover any significant risk exposure in relation to the product responsibility.

Quality Management

In pursuit of quality excellence, we have established formal quality management system in accordance with the requirements of ISO 9001:2008, OHSAS 18001:2007 and ISO 14001:2004 to develop a sustainable performance-oriented culture with an emphasis on pursuing continuous improvement rather than adopting a short-term and project based approach. The Group has established "Process Control Procedure" to ensure that the works meet the contractual specification and environmental, health and safety requirements.

We place strong emphasis on quality control as we believe completing works that meet or exceed our employer's requirements is crucial not only for building safety, but also for job reference and future business opportunities. To ensure our works meet the required standards, we normally assign a foreman on a full-time basis at each of the construction sites as the first line of monitoring of the quality of works done by our own staff and, as the case may be, our subcontractors. The project manager who generally makes daily visits to construction sites is responsible for monitoring works quality and progress of works and ensure that works are completed according to schedule. Furthermore, our project team hold weekly meetings with our management during which our management monitors each of the projects' progress and discuss identified issues. Our management monitors closely the progress of each of the projects to ensure the works (i) meet our employer's requirements; (ii) are completed within the time stipulated in the contract and the budget allocated for the project; and (iii) comply with all relevant codes and regulations applicable to the works. Since remedies for defective piling works are often impossible once construction works for the superstructure have commenced, we and our employers conduct thorough testing of the piles before certification of completion of foundation works so as to ensure that our piling works meet or exceed the required standards prior to commencement of construction works of the superstructure.

With regards to raw materials, we generally procure them from our own approved supplier list which we have had satisfactory past business relationships. In certain projects (e.g. government projects), we may be required by the employer to procure raw materials from our employer's approved supplier list. To ensure a consistent quality in the raw materials used which meet the required standards, we may from time to time engage third party laboratories to conduct sample tests on them.

Customer Satisfaction Management and Complaint Handling

The key success in providing good quality of service is to understand the needs of customers. The Group strives to improve the customer satisfaction through carrying out customer survey according to the "Customer Satisfaction Monitoring Procedure". Survey is carried out once a year or at the completion of projects. During regular interaction with customers, the project manager/engineer will also gather information on their perception of the services.

Upon receiving complaints from customer, we have a service system to response to them. A Building Service Centre ("BSC") provides customer service to newly moved in residents. The BSC is managed by experienced customer relation officer and led by government officials/consultant/main contractor key personnel and supported by defect rectification teams. All residents' feedback on defects were rectified within 14 days.

SOCIAL ASPECT

Customer Data Information Protection

The Group places the utmost importance on protecting the privacy of its customers, partners and staff in the collection, processing and use of their personal data. As stipulated in “File Management System”, the Group adheres to the applicable data protection regulations and ensures appropriate technical measures are in place to protect personal data against unauthorized use or access. The Group also ensures that customers’ personal data is securely kept and processed only for the purpose for which it has been collected. Staff are provided with adequate training in compliance with applicable laws on data privacy protection, to strengthen their awareness of safeguarding personal data.

Anti-Corruption

As a listed company in Hong Kong, we believe that the integrity of business is a foundation of corporate social responsibility, as well as a fundamental element of a business’s competitive advantage and sustainability. For these reasons, we have systematically incorporated anti-corruption management principles into our operations, promoted a fair and just commercial competition to achieve win-win situation with external partners and adhered to transparent and open mechanisms for internal management as stipulated in the Group’s “Code of Conduct”. The Group has been in strict compliance with related laws and regulations, such as Prevention of Bribery Ordinance in Hong Kong and Prevention of Corruption Act in Singapore. The Group is engaging internal and external stakeholders to strengthen our anti-corruption procedures. In order to specify the whistle-blowing procedures and ensure the legal rights and interests of individuals reporting problems, we have formulated the “Whistle-blowing Policy”. All these practical actions not only win the trust of customers, but also enhance the sense of belonging and fair play among our employees.

COMMUNITY

Community Investment

As a socially responsible company, the Group is committed to understanding the needs of the communities in which we operate. The Group’s operations create employment opportunities for the local community and the infrastructure construction creates additional value for the community. According to the Group’s “Community Investment Policy”, the Group aims to develop long-term relations with our stakeholders based on mutual trust, respect and integrity, and we seek to make contributions to programmes that have a positive impact on community development. The Group also considers the influence of the construction site to the community. The Group has implemented adequate measures to mitigate the nuisance to the residents and schools near the construction sites. Stringent mosquito control and preventative measures are in place in the construction sites. All the sites are surrounded by safety fence to safeguard the safety of the public. The Group contributes to the sustainable development of the community by building a healthy and dynamic community.



CNQC — Social Welfare Activity



CNQC — Photography Contest

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