

# 燐星集團控股有限公司 YE XING GROUP HOLDINGS LIMITED

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號: 1941)



# 2023

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

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### About this Report

This Environmental, Social and Governance (“ESG”) Report (“ESG Report”) of Ye Xing Group Holdings Limited (hereinafter referred as “Ye Xing” or the “Company”, and together with its subsidiaries, collectively the “Group” or “Ye Xing Group”) discloses the performance of the Group in the environmental and social aspects in 2023.

### Reporting Boundaries

The scope of this ESG Report summarises the environmental and social performance regarding corporate social responsibility of the Group’s major business operations.

Reporting period: 1 January 2023 to 31 December 2023, the reporting period of the Group’s 2023 Annual Report.

Business scope: Property management

Geographical scope: The People’s Republic of China (the “PRC” or “China”)

### Reference Guidelines

This ESG Report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide set out in Appendix C2 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Listing Rules”) and has complied with the mandatory disclosure requirements and the provision of “comply or explain”.

### Declaration

The board of directors of the Company (the “Board”) is responsible for the reliability and truthfulness of the information in this ESG Report. We would like to enhance the communication with our stakeholders and display the transparency of the Company through the publication of this ESG Report, as well as to achieve sustainable development in the economic, social and environmental aspects.

### Access to the Report

The electronic version of this report will be available at the websites of the Group (<http://www.hongkunwuye.com>) and The Stock Exchange of Hong Kong Limited (<http://www.hkexnews.hk>).

### 報告簡介

本環境、社會及管治(「ESG」)報告(「本ESG報告」)介紹了二零二三年燁星集團控股有限公司(以下簡稱「燁星」或「本公司」)及其子公司(以下統稱「本集團」或「燁星集團」)在環境和社會責任方面的表現。

### 報告範圍

本ESG報告的範圍概述了本集團主營業務在環境和社會企業社會責任方面的表現。

報告期間：二零二三年一月一日至二零二三年十二月三十一日，即為本集團二零二三年年報之報告期間。

業務範圍：物業管理

地理範圍：中華人民共和國(「中國」)

### 參考指引

本ESG報告乃根據《香港聯合交易所有限公司證券上市規則》(「上市規則」)附錄C2所載的《環境、社會及管治報告指引》而編製，並已遵守強制披露規定及「不遵守就解釋」條文。

### 聲明

本公司的董事會(「董事會」)負責本ESG報告中資訊的可靠性和真實性。我們希望通過發佈本ESG報告來加強與持份者的溝通，並展示本公司的透明度，並在經濟、社會和環境方面實現可持續發展。

### 取得本報告

本報告的電子版本可在本集團網站(<http://www.hongkunwuye.com>)及香港聯合交易所有限公司網站(<http://www.hkexnews.hk>)上查閱。



## Contact

Should you have any enquiries or feedback on this ESG Report, please do not hesitate to contact us via the following methods:

- Address: Room 108, No. 45 Xinrong North Street, Xihongmen, Daxing District, Beijing, PRC
- Tel: +86 10-80251122-8842
- Email: zhangchunying@hongkun.com.cn
- Official website: <http://www.hongkunwuye.com>

## Chairman's Statement

I am pleased to present the 2023 Environmental, Social and Governance Report of Ye Xing Group. This report demonstrates our commitment to sustainable development and our efforts to create value for our customers, employees, shareholders and society.

2023 was a remarkable year for us, as we successfully overcame the challenges posed by the COVID-19 pandemic and returned to stability and growth. We are grateful for the trust and support of our customers, partners and staff, who enabled us to weather the storm and emerge stronger.

As a service provider for a better life, we take customers as the core and quality as the cornerstone, constantly enrich our services and drive innovation, and achieve multi-dimensional and steady development while maintaining stable performance growth. We also keep extending our services around the upstream and downstream of property management, without ignoring the arising ESG issues.

We believe that our business success is inseparable from our social responsibility. We are committed to value co-creation for the community, by providing high-quality and diversified services, enhancing customer satisfaction and loyalty, promoting green and low-carbon practices, caring for our employees' well-being and development, supporting charitable causes and public welfare, and adhering to the highest standards of corporate governance and ethics.

## 聯絡方式

如果您對本ESG報告有任何疑問或反饋，請通過以下方法與我們聯絡：

- 地址：中國北京大興區西紅門欣榮北大街45號院108號
- 電話：+86 10-80251122-8842
- 電郵：zhangchunying@hongkun.com.cn
- 官方網站：<http://www.hongkunwuye.com>

## 主席報告

我很高興提交燁星集團二零二三年環境、社會和管治報告。這份報告表明了我們對可持續發展的承諾，以及我們為客戶、員工、股東和社會創造價值的努力。

二零二三年對我們來說是非凡的一年，我們成功地克服了新冠肺炎疫情帶來的挑戰，恢復了穩定和增長。我們感謝客戶、合作夥伴和員工的信任和支支持，他們使我們度過了這場風暴，變得更加強大。

作為美好生活的服務供應商，我們以客戶為核心，以品質為基石，不斷豐富服務，推動創新，在保持業績穩定增長的同時，實現多維度穩健發展。我們還不斷圍繞上下游物業管理擴展服務，同時不忽視由此產生的ESG事宜。

我們相信，我們業務上的成功與我們的社會責任是分不開的。我們致力於為社區創造價值，透過提供高質量和多樣化的服務，提高客戶滿意度和忠誠度，推廣綠色低碳實踐，關心員工的福祉和發展，支持慈善事業和公益事業，並堅持最高標準的公司治理和道德。



## Chairman's Statement (Continued)

We strive for sustainability development along with business growth, and we are determined to make positive contributions to the society. We will continue to communicate with our stakeholders, listen to their feedback and expectations, and improve our ESG performance and disclosure.

On behalf of the Board, I would like to express my sincere appreciation to all our stakeholders for your continued support and confidence in Ye Xing Group. We look forward to working with you to create a better future for all.

**Wu Guoqing**  
Chairman

26 April 2024

## 主席報告(續)

我們致力於在業務增長的同時實現可持續發展，並決心為社會做出積極貢獻。我們將繼續與持份者溝通，聽取他們的回饋和期望，並改進我們的ESG績效和披露。

我謹代表董事會向所有持份者表示衷心感謝，感謝您們對燁星集團的持續支持和信心。我們期待著與您合作，為所有人創造更美好的未來。

主席  
吳國卿

二零二四年四月二十六日



## Overview Management Structure

The Group operates with a thorough ESG management structure that handles all ESG issues effectively. The Board has full accountability for all ESG choices, including assessing and deciding on all ESG-related risks and making sure that all actions and internal control systems work well. Also, the Board reviews and evaluates the yearly ESG performance and report.

## Stakeholder Identification and Communication

To enhance our ESG performance in our daily operations, the Group has integrated stakeholder engagement into our ESG Report to better address their concerns. The Group has consulted various stakeholders, such as the Board, employees, and suppliers, to collect useful feedback on our ESG issues. This way, the Group can use this information to further strengthen our internal control system and corporate governance structure. The table below shows the main methods we use to communicate with our stakeholders.

## 概覽 管理架構

本集團採用全面的ESG管理結構，能夠有效處理所有ESG事宜。董事會完全負責所有ESG選擇，包括評估和決定與ESG相關的所有風險，並確保所有行動和內部控制體系正常運作。此外，董事會還對年度ESG績效和報告進行了審查和評估。

## 持份者的識別及溝通

為了提高我們在日常運營中的ESG績效，本集團已將持份者的參與納入了我們的ESG報告中，以更好地解決他們的疑慮。本集團諮詢了董事會、員工和供應商等多個持份者，以收集有關我們ESG事宜的有用反饋。通過這種方式，本集團可以利用這些資訊進一步加強我們的內部控制體系和公司治理結構。下表總結了我們與持份者溝通的主要方法。

## Overview (Continued) Stakeholder Identification and Communication (Continued)

	Types of Stakeholders	Focus Topics	Means of Communication
Internal Stakeholders	The Board	Risk Management Corporate Operating Conditions Corporate Reputation	Consultation via phone calls and emails Direct communication Company conference Suggestion box
	Employees	Occupational Training and Development Remuneration and Benefit Health and Safety	Consultation via phone calls and emails Direct communication Meetings Suggestion Box
External Stakeholders	Shareholders/ Investors	Stable Investment Returns Information Disclosure	Annual General Meeting Consultation via phone calls and emails Annual report
	Suppliers/ Customers	Sound Performance of Contract Standard Supplier Management and Procurement Process Establishment of Complaint System	Annual Report Meetings
	Distributors	Complete Information Exchange System Steady and Stable Supply of Products	After-sales opinion box Consultation via phone calls and emails Meetings
	Government and Regulators	Operation in Compliance with Laws and Regulations	Annual report Meetings
	Community	Contribution to Community Development	Annual report Community service

## 概覽(續) 持份者的識別及溝通(續)

	持份者類別	關注主題	溝通方式
內部持份者	董事會	風險管理 企業營運條件 企業聲譽	諮詢電話及電郵 直接溝通 公司會議 意見箱
	僱員	職業培訓及發展 薪酬及福利 健康及安全	諮詢電話及電郵 直接溝通 會議 意見箱
外部持份者	股東/投資者	穩定的投資回報 信息披露	股東週年大會 諮詢電話及電郵 年報
	供應商/客戶	良好履行合同 標準的供應商管理 和採購流程 設立投訴機制	年報 會議
	分銷商	完善的信息交換系統 安全及穩定的 產品供應	售後意見箱 諮詢電話及電郵 會議
	政府及監管機構	合法合規地營運	年報 會議
	社區	為社會發展作出 貢獻	年報 社會服務



## Overview (Continued) Materiality Assessment

The Group performed a materiality assessment in 2021, the stakeholders' views on sustainability topics are included in this year's ESG report and identify the material topics of our ESG work. Material topics are measured and evaluated externally and internally based on their impact on business. Since the business of the Group has not changed significantly, the materiality assessment result in 2021 is still relevant. The Group has identified the following major concerns of stakeholders: waste management, occupational health and safety, employees' rights, emission-related regulations, and customer data protection and privacy. You can refer to the 2021 ESG report for detailed results of the materiality assessment.

## Environmental Performance

The Group's main business activity is property management services, which have a low impact on the environment. However, the Group still faced various environmental issues by managing more than 60 properties in the PRC during the year. The Group is committed to reducing the impact of its operation to reach long-term sustainable development goals. To do that, the Group has obtained ISO14001-2015 Environmental Management System ("EMS") certification, which could help us to manage and control all environmental aspects in daily operation.

Meanwhile, the Group ensures all businesses are in compliance with all relevant national and local laws and regulations, and other related industrial standards, such as the PRC Environmental Protection Law, the PRC Law on the Prevention and Control of Air Pollution, the PRC Law on the Prevention and Control of Water Pollution, the PRC Law on the Prevention and Control of Solid Waste Pollution, the PRC Energy Conservation Law, and the PRC Environmental Impact Assessment Law. The Group did not find any problems violating any laws and regulations during the reporting period.

## 概覽(續) 重要性評估

本集團於二零二一年進行了重要性評估，該等持份者對可持續性主題的反饋已納入今年的ESG報告，以確定我們ESG工作的實質性主題。重要的主題根據其對業務的影響進行外部和內部的衡量和評估。鑒於本集團的業務沒有發生重大變化，於二零二一年重要性評估結果仍是適當的。本集團已確定持份者的主要關注點如下：廢物管理、職業健康與安全、員工權利、排放相關法規以及客戶資料保護和隱私。有關重要性評估的詳細結果，請參閱二零二一年的ESG報告。

## 環境表現

本集團的主營業務是物業管理服務，不會對環境造成廣泛影響。然而，本集團於過去一年在中國管理超過60個項目，仍面對各種環境問題。本集團致力於減少運營帶來的長遠影響，以實現長期可持續發展目標。為了實現這一目標，本集團已獲得ISO14001-2015環境管理體系(「EMS」)認證，這將有助於我們在日常運營中有效管理和控制所有環境事項。

與此同時，本集團已確保所有業務均符合所有相關國家和地方法律法規，以及其他相關行業標準，例如《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》、《中華人民共和國水污染防治法》、《中華人民共和國固體廢物污染環境防治法》、《中華人民共和國節約能源法》和《中華人民共和國環境影響評價法》。報告期內，本集團未發現任何違反法律法規的問題。



## Environmental Performance (Continued) Emissions

The Group strictly oversees all operating activities under the EMS, to control the total emission intensity of all managed properties. The main source of gaseous emission is the indirect emission from using electricity for building and equipment in daily operation. In 2023, the Group hired external providers for the heating service and thus no fuels were consumed for boilers by the Group.

The Group's business activities do not generate large quantities of hazardous wastes, but they do create various types of non-hazardous wastes, such as regular trash and construction waste. The licensed garbage removal service providers will take the non-hazardous wastes and transport them to designated waste area in the region. The Group also contracted third party for printing service and so no waste toner cartridge were generated in 2023.

The Group have strictly followed the Law of the PRC on Solid Waste Pollution Prevention and Control, the Regulations on the Administration of Hazardous Waste Transfers, the National Hazardous Waste List, the Green Construction Guidelines and other related laws and regulations, when disposing of wastes from our managed properties.

Since our business concentrated in the office and the measures to mitigate emissions and the methods to handle wastes mentioned above are hard to measure, we are unable to quantify its effectiveness.

## 環境表現(續) 排放物

本集團在EMS下嚴格監控所有經營活動，以控制所有管理項目的總排放密度。氣體排放的主要來源是建築和設備日常運行中使用電力產生的間接排放。於二零二三年，本集團聘請了外部供暖服務供應商，因此本集團沒有消耗鍋爐燃料。

本集團的經營活動不產生大量有害廢物，而是產生幾種類型的無害廢物，如一般垃圾、建築垃圾。無害廢物將由持牌的垃圾收集服務供應商收集，並運送到該地區的指定垃圾區。本集團與第三方簽訂了列印服務合同，因此二零二三年沒有產生廢碳粉盒。

我們在管項目的廢物處理嚴格遵守了《中華人民共和國固體廢物污染防治法》、《危險廢物轉移管理條例》、《國家危險廢物清單》、《綠色施工指南》和其他相關法律法規。

由於我們的業務集中在辦公室，而且上述減低排放量的措施及處理廢物的方法均難以計量，我們無法量化其有效性。





## Environmental Performance (Continued) Emissions (Continued)

### Major Gas Emission Indicators

Direct Emissions	Unit	Emission in 2023
Carbon Dioxide (CO <sub>2</sub> )	Tonnes	5.5
Methane (CH <sub>4</sub> )	Tonnes	0.0006
Nitrous Oxide (N <sub>2</sub> O)	Tonnes	0.0026
Nitrogen Oxides (NO <sub>x</sub> )	Tonnes	28.91
Sulphur Oxides (SO <sub>x</sub> )	Tonnes	0.03
Particulate Matter (PM)	Tonnes	2.13

Total Greenhouse Gas (GHG) Emissions	Unit	Emission in 2023
Direct emission from vehicles	t-CO <sub>2</sub> eq.	6.29
Indirect emission from electricity consumption	t-CO <sub>2</sub> eq.	16,076
Indirect emission from flight	t-CO <sub>2</sub> eq.	566.1

Emission Intensity (per employee)	Unit	Emission in 2023
Direct emission from vehicles	t-CO <sub>2</sub> eq.	0.0074
Indirect emission from electricity consumption	t-CO <sub>2</sub> eq.	19.0
Indirect emission from flight	t-CO <sub>2</sub> eq.	0.67

### Major Waste Generation Indicators

Waste Types	Unit	Consumption in 2023
Non-hazardous waste	Tonnes	0
Hazardous waste	Tonnes	65,715

Waste Intensity (per employee)	Unit	Consumption in 2023
Non-hazardous waste	Tonnes	0
Hazardous waste	Tonnes	77.7

### Water Discharge

The Group has implemented various water conservation methods to regulate the water consumption of all properties under its management. The Group has adhered to the Water Pollution Control Law of the PRC, the Urban Sewage Treatment Plant Pollutant Discharge Standards and other relevant laws and regulations.

All sewage is connected to the government sewage pipelines and sent to the local sewage treatment plant. The Group monitors all wastewater systems every day to avoid any possible leakage.

## 環境表現(續) 排放物(續)

### 主要氣體排放指標

直接排放	單位	二零二三年排放量
二氧化碳(CO <sub>2</sub> )	噸	5.5
甲烷(CH <sub>4</sub> )	噸	0.0006
一氧化二氮(N <sub>2</sub> O)	噸	0.0026
氧化氮(NO <sub>x</sub> )	噸	28.91
硫化物(SO <sub>x</sub> )	噸	0.03
懸浮粒子(PM)	噸	2.13

溫室氣體總排放量	單位	二零二三年排放量
車輛直接排放	二氧化碳當量	6.29
用電間接排放	二氧化碳當量	16,076
航空間接排放	二氧化碳當量	566.1

排放密度(每位僱員)	單位	二零二三年排放量
車輛直接排放	二氧化碳當量	0.0074
用電間接排放	二氧化碳當量	19.0
航空間接排放	二氧化碳當量	0.67

### 主要廢物產生指標

廢物種類	單位	二零二三年消耗量
無害廢物	噸	0
有害廢物	噸	65,715

廢物密度(每位僱員)	單位	二零二三年消耗量
無害廢物	噸	0
有害廢物	噸	77.7

### 排水量

本集團採取了多項節水措施，以控制所有在管項目的用水。本集團嚴格遵守《中華人民共和國水污染控制法》、《城鎮污水處理廠污染物排放標準》及其他相關法律法規。

所有污水均接入政府污水管道，並輸送至當地污水處理廠。本集團對所有污水系統進行日常監控，以防止任何潛在的洩漏。



## Environmental Performance (Continued) Use of Resources

The Group has been working hard to reduce its resource consumption over the years, with a focus on enhancing energy efficiency and water usage.

To achieve this, the Group has taken several steps, such as issuing an “Energy Efficiency Guide” to advise property management offices in every managed projects on how to save energy, installing energy-saving lighting systems in basement carparks, adopting a progressive pricing scheme for water usage to prevent wasteful use of water, signing landscape service contracts with related parties with water usage limit clauses, conducting regular checks and maintenance on all drainage systems to ensure no leakage issues, recording the usage of water and electricity every month by installing water and electricity meters to ensure no abnormalities, and adopting biological prevent and control and drug purification to reduce the frequency of water body changes, which could save more than 50% of original water usage.

The Group only consumes water supplied from municipal pipelines, and no issues with water sourcing were observed. Moreover, as the main business of the Group is property management, no significant amount of packaging materials will be used in the Group’s daily operations. Therefore, the Group did not record any packaging materials during the reporting period.

The Group has adopted smart intelligent service to monitor the usage of resource from the users and has the ability to further improve the usage efficiency of different kinds of resources in the future. In the coming years, the Group aims to improve all kinds of resource usage efficiency, including energy and water usage.

## 環境表現(續)

### 資源利用

多年來，本集團在減少資源消耗方面作出了重大努力，重點是提高能源及水使用效率。

為此，本集團已採取多項措施，包括發佈《能源效率指南》，為每個在管項目的物業管理辦公室提供實施節能措施的建議、在地下停車場安裝節能照明系統、採用累進式用水定價方案以避免濫用水、與關聯方簽訂具有用水限制條款的園林服務合同、對所有排水系統進行定期檢查和維護，以確保沒有洩漏問題、通過安裝水錶和電錶每月記錄水電使用情況，以確保無異常情況、採用生物防治和藥物淨化降低水體變化頻率，可節約50%以上的原始用水。

本集團只使用由市政管道供應的水，未發現求取水源有異常。此外，由於本集團的主要業務為物業管理，故本集團日常營運不會消耗大量包裝材料，因此本集團在報告期內沒有記錄任何包裝材料。

本集團已採用智能服務監控用戶的資源使用情況，未來有能力進一步提高各類資源的使用效率。在未來幾年，本集團的目標是提高各種資源的使用效率，包括能源和水的使用。



## Environmental Performance (Continued) Use of Resources (Continued)

### Major indicators for resource consumption

Resource Consumption	Unit	Consumption in 2023
Electricity	Kilowatt per hour	26,350
Gasoline	Litre	2,323
Water	Tonnes	423,489

Resource Consumption Intensity (per employee)	Unit	Consumption in 2023
Electricity	Kilowatt per hour	31.1
Gasoline	Litre	2.7
Water	Tonnes	13.3

### The Environment and Natural Resources

The Group has considered all the environmental risks that are related to its business at every stage. As stated above, the Group's main business activity is property management services, which do not affect the environment much. But we still pay a lot of attention to the environment where we operate our business.

### Climate Change

Climate change may bring unprecedented impact to society, including our business operations. Ye Xing is very conscious of the risks related to climate and works hard to minimize the exposure to these risks.

As a leading property management service provider, the material climate impact to our business would be extended rainy periods and extreme winter season. We have provided enough protective equipment for our staff to ensure their safety at work. During 2023, there is no material climate-related event identified that could seriously affect our business operation.

## 環境表現(續) 資源利用(續)

### 資源消耗的主要指標

資源消耗	單位	二零二三年 消耗
電力	千瓦時	26,350
汽油	升	2,323
水	噸	423,489

資源消耗密度(每位僱員)	單位	二零二三年 消耗
電力	千瓦時	31.1
汽油	升	2.7
水	噸	13.3

### 環境與自然資源

本集團在每個業務階段均已考慮所有相關環境風險。如上文所述，本集團主要經營活動為物業管理服務，對環境影響不大。但我們仍然非常關注我們開展業務的環境。

### 氣候變化

氣候變化可能會給社會帶來前所未有的影響，包括我們的商業運營。燁星高度意識到與氣候相關的風險，並努力將這些風險降到最低。

作為一家領先的物業管理服務供應商，氣候變化對我們業務的重大影響將是延長雨季和極端冬季。我們為員工提供了足夠的防護設備，以確保他們在工作中的安全。於二零二三年期間，並無可能嚴重影響我們業務運營的重大氣候相關事件。

## Social Performance

### Employment

Ye Xing employed 846 full-time employees in China in 2023, of which female employees accounted for 43.1%, and has signed labour contracts with all of them, abiding by all laws and regulations, such as the Labour Law of the PRC, the Labour Contract Law of the PRC, the Employment Promotion Law of the PRC, the Labour Dispute Mediation and Arbitration Law of the PRC, the Regulation on the Annual Leave of Employees and other relevant national labour laws and regulations, to safeguard our employees. No violations related to employment laws and regulations were found during the reporting period.

The Human Resources Department has developed several policies to comply with legal requirements, such as the “Employment Management Handbook” (《招聘管理手冊》), “Remuneration and Welfare Management Regulations” (《薪酬福利管理規定》), “Attendance Management Regulations” (《考勤管理規定》) and “Code of Business Conduct” (《商業行為準則》). These policies ensure that all employees are treated fairly in an open, fair, and discrimination-free environment. The Group regularly checks and updates these policies to provide the best protection for employees and increase their commitment to the Group.

The recruitment policy describes hiring processes with principles of “open recruitment”, “equal competition”, “not overstaffing”, and “allocate the right position to the right person” to match the Group’s business strategy development. The Group hires talents from various platforms, such as posting job advertisements online, internal referrals, and campus recruitment, to find the most appropriate candidates.

The Group endeavours to avoid employment discrimination based on nationality, age, ethnicity, ancestry, religion, gender, marital status, pregnancy, sexual orientation, or political stance. All applicants are eligible for application and selection.

The Group has set up a comprehensive performance and promotion system that offers a transparent and fair platform for employees to grow their careers in Ye Xing. The annual performance appraisals assess employees’ ability. Based on their suitability and contribution, the Group provides fair promotions in salary and position as rewards for excellent employees.

All employees are entitled to the Group’s benefits, including paid leaves, marriage leaves, and maternity leaves that strictly comply with national standards.

## 社會表現

### 僱傭

於二零二三年，燁星於中國共僱用了846名全職員工，其中女性員工佔43.1%，所有員工均簽訂了勞動合同，並遵守了《中華人民共和國勞動法》、《中華人民共和國勞動合同法》、《中華人民共和國就業促進法》、《中華人民共和國勞動爭議調解仲裁法》及《職工帶薪年休假條例》以及其他相關的國家勞動法律法規，以保護我們的員工。於報告期內，並無發現與僱傭法律法規有關的違規問題。

為符合法定要求，人力資源部制定各種政策，包括《招聘管理手冊》、《薪酬福利管理規定》、《考勤管理規定》和《商業行為準則》。這些政策確保所有員工都在完全開放、公平和無歧視的環境下得到平等對待。本集團定期檢討及更新所有政策，以為僱員提供最佳保護，同時也可提高其對本集團的承擔。

招聘政策中概述了所有招聘流程，並遵循「公開招聘」、「平等競爭」、「不超員」和「將合適的職位分配給合適的人」的原則，以符合本集團業務戰略的發展。我們通常從各種平台招聘人才，例如線上發佈招聘廣告、內部推薦和校園招聘，以尋找最適合本集團的候選人。

本集團致力於防止基於國籍、年齡、種族、血統、宗教、性別、婚姻狀況、懷孕、性取向或政治立場的就業歧視，所有申請者都有資格申請和選擇。

本集團建立了一套完善的績效和晉升制度，為我們的員工提供了一個透明、公平的平台，以促進他們在燁星的事業。我們基於年度績效評估來評估員工的能力。根據他們的適合性和貢獻，本集團在薪酬和職位上給予公平的晉升，以獎勵優秀員工。

所有員工均有權享受本集團的福利，包括嚴格遵守國家標準的帶薪假、結婚假和產假。



## Social Performance (Continued) Employment (Continued)

### Major indicators for employment in 2023

	Number of Employees	Employee turnover rate
<b>By gender</b>		
Male	481	10.9%
Female	365	11.4%
<b>By age group</b>		
Aged 30 or below	150	7.9%
Aged 31-40	407	10.3%
Aged 41-50	218	3.2%
Aged 51 or above	71	0.9%
Overall	846	22.3%

### Health and Safety

Ye Xing abides by all relevant laws and regulations that pertain to workplace health and safety, such as the Labour Law of the PRC, the Fire Prevention Law of the PRC, the Prevention and Control of Occupational Diseases of the PRC, and the Regulations on Work-related Injury Insurances. The Company has applied an occupational health and safety management system ("OHSMS") that meets the GB/T28001:2017 standards to effectively manage health and safety risks in the workplace.

The Company has also set up "Environmental and Occupational Health and Safety Operation Control Procedures" to provide standard operating procedures for dealing with emergency incidents. Ye Xing's environment, health, and safety ("EHS") department regularly monitors all workplace injuries and accidents to assess the effectiveness of current measures and handle employees' work injuries. The Company periodically reviews and performs safety inspections for OHSMS to continually improve the workplace environment and ensure employee well-being. During the reporting period, Ye Xing did not encounter any non-compliance issues regarding relevant laws and regulations that may significantly affect its ability to provide a safe working environment.

Ye Xing offers regular training programs to its staff to enhance their health and safety awareness. If any serious safety incidents are detected, Ye Xing promptly investigates the situation. The Company has a clear outline of emergency response, responsibilities, and remediation plans to reduce work-related risks in the workplace. In 2023, Ye Xing lost 72 days due to work injury, but no fatal incidents were reported during the past three years.

## 社會表現(續) 僱傭(續)

### 二零二三年僱傭主要指標

	員工人數	員工 流失比率
<b>按性別</b>		
男性	481	10.9%
女性	365	11.4%
<b>按年齡組別</b>		
30歲或以下	150	7.9%
31歲至40歲	407	10.3%
41歲至50歲	218	3.2%
51歲或以上	71	0.9%
整體	846	22.3%

### 健康和安

燁星遵守與工作場所健康安全相關的所有法律法規，包括《中華人民共和國勞動法》、《中華人民共和國消防法》、《中華人民共和國職業病防治法》和《工傷保險條例》。本公司實施了符合GB/T28001:2017標準的職業健康安全管理體系(「OHSMS」)，以有效控制工作場所的健康安全風險。

本公司亦制定了《環境與職業健康安全運行控制程序》，為處理突發事件提供標準操作程序。燁星的環境、健康和安(「EHS」)部門定期對所有工傷和事故進行審查，以評估當前措施的有效性，並處理員工的工傷。本公司定期對OHSMS進行審查和安全檢查，以持續改善工作環境，確保員工健康。報告期內，燁星未發現任何可能對其提供安全工作環境的能力產生重大影響的相關法律法規不合規問題。

燁星定期為員工提供培訓計劃，以加強他們的健康和安全意識。如果發現任何嚴重的安全事件，燁星會立即調查情況。本公司有一個明確的應急回應、責任和補救計劃大綱，以最大限度地減少工作場所的工作風險。於二零二三年，燁星因工傷損失了72天，但在過去三年中均沒有記錄到致命事件。

## Social Performance (Continued) Development and Training

Ye Xing is committed to providing excellent training resources to its employees and enhancing their abilities. The Company thinks that such actions can help establish a healthy workplace, high-quality employees, and better employee loyalty.

To ensure and encourage consistent and effective training, the Company has created its training management system to improve overall performance, advance business development, and achieve its business objectives. Ye Xing has designed a professional education and learning application that covers topics such as customer service, engineering, environment, safety, and quality management for all new and current employees with different seniority levels to enhance their job skills. Currently, there are more than 800 courses offered on the application. Moreover, Ye Xing has also developed "Hong Kun Property Online Learning Platform Management Rules" to monitor the quality of all educational content on the platform.

Additionally, Ye Xing uses the platform to deliver induction and on-the-job training to new and existing employees, respectively. New employees and management trainees undergo two days of induction training, while project managers undergo two five-day trainings. Training content is specifically assigned according to their job roles.

### Major indicators for development and training

Training	Percentage of employees trained (%)	Average training hours (hours/employee)
<b>By employment category</b>		
Senior Management	100%	62
Middle Management	100%	80
General	100%	50
<b>By gender</b>		
Male	100%	55
Female	100%	55

## 社會表現(續) 發展與培訓

燁星致力於為員工提供良好的培訓資源並為提高他們的能力。本公司認為，這些措施有助於創造一個健康的工作場所、高品質的員工和更好的員工忠誠度。

為確保並鼓勵持續有效的培訓，本公司已制定其培訓管理系統以改善整體績效，加快業務發展並實現其業務目標。燁星已開發出一套專業的教育和學習應用程式，其中包括針對所有不同資歷的新老員工的客戶服務、工程、環境、安全以及品質管理等主題，以提高他們的工作技能。目前，該應用程式上提供了超過800個課程。此外，燁星亦制定了《鴻坤物業線上學習平台管理辦法》，以保持平台上所有教育內容的品質。

此外，燁星利用該平台分別為新員工和現有員工提供上崗培訓和在職培訓。對於新員工和管理培訓生，他們會接受為期兩天的入門培訓。對於項目經理，他們會接受兩次為期五天的培訓。培訓內容根據其工作角色專門分配。

### 發展與培訓的主要指標

培訓	已培訓員工比例(%)	平均培訓小時 (小時/員工)
<b>按員工分類</b>		
高級管理層	100%	62
中級管理層	100%	80
一般員工	100%	50
<b>按性別</b>		
男性	100%	55
女性	100%	55





## Social Performance (Continued)

### Labour Standards

Ye Xing follows the rules of the Labour Law of the PRC, the Labour Contract Law of the PRC, the Provisions on Prohibition of Child Labour of the PRC and the Law of the PRC on the Protection of Minors and does not hire any child labour or forced labour. The Human Resources staff verifies the identities of all job applicants to make sure they comply with the laws. We check the identification documents of the job seekers during the recruitment to make sure that they have reached the minimum employment age required by laws. We do not allow any kind of forced labour and respect the human rights and labour rights of employees. All the steps involved in hiring are all detailed in "Employment Management Handbook" (《招聘管理手冊》). Strict measures will be taken, such as contract termination, when any false information of the employees is found.

The Group did not find any violations of laws and regulations related to child and forced labour during the reporting period.

### Supply Chain Management

The Group has long-term business relationships with its service providers, such as cleaning, gardening, security, electrical and mechanical maintenance, and fire safety. Ye Xing has set up "Tendering and Procurement Management Regulations" (《物業公司招標採購管理規定》) to regulate the tendering process. Suppliers have to meet several standards, such as track record, relevant certification, service quality, and price before being added to the "Qualified Supplier List". Ye Xing reviews and evaluates its suppliers' performance every year. Any suppliers with poor performance will be put on the "Watchlist", and Ye Xing will inspect them more often during their service period to decide whether to maintain the business relationship. During the reporting period, Ye Xing selected over 500 suppliers under the above-mentioned tendering process.

Moreover, Ye Xing has included environmental, social, and governance criteria for choosing providers. Suppliers have to provide ESG or EHS related proof during the selection process. Providers with good environmental management systems are highly favored by Ye Xing. To make sure that suppliers' ESG performance is well maintained, Ye Xing reviews their ESG performance once every two years. Ye Xing identifies environmental and social risks along the supply chain by conducting an analysis of shortlisted providers. The Group monitors the data to make sure that all suppliers are well-informed of all related risks.

## 社會表現(續)

### 勞工準則

燁星遵守《中華人民共和國勞動法》、《中華人民共和國勞動合同法》、《禁止使用童工規定》和《中華人民共和國未成年人保護法》的規定，並不會聘請童工和強制勞工。人力資源部員工必須檢查所有求職者的身份，以確保彼等符合法律規定。我們在招聘過程中核對求職者的身份證明文件，確保他們已達到法律規定的最低就業年齡。我們禁止任何形式的強制勞工，維護員工的人權和勞動權利。招聘過程中的所有相關程序都在《招聘管理手冊》中概述。一旦發現員工的任何虛假資訊，將採取嚴厲措施，如終止合同。

於報告期內，本集團未發現與童工和強制勞工有關的法律法規的違規問題。

### 供應鏈管理

本集團已與其服務供應商有長期業務合作夥伴關係，例如清潔、園藝、安保、機電維護和消防安全。為了有效管理供應商，我們制定了《物業公司招標採購管理規定》，以規範招標程序。在列入「合格供應商清單」之前，供應商必須先通過多個標準（例如：業績記錄、相關認證、服務品質、價格）。我們將每年審查和評估供應商的表現。任何表現不佳的供應商都將被列入「觀察名單」，並且我們將於服務期內對其進行更頻繁的檢查，以決定是否維持業務關係。於報告期內，燁星經上述招標程序選擇了超過500間供應商。

此外，我們引入了選擇供應商的環境、社會和治理要求。供應商需要在選擇過程中提供ESG或EHS相關證據。燁星優先選擇環境管理體系實施良好的供應商。為確保供應商的ESG績效得到良好維護，燁星會每兩年對其ESG績效進行一次審查。燁星通過對候選供應商進行分析，以識別供應鏈中的環境及社會風險。本集團會對有關數據進行監測，以確保所有供應商對有關的風險有清晰的了解。

## Social Performance (Continued) Supply Chain Management (Continued)

	Number of supplier by region in China
Northern China	338
Eastern China	32
Southern China	34
Central China	30

### Product Responsibility

We are committed to delivering the best property management services to our customers, and we have put a lot of resources into ensuring quality control and using technologies. We have obtained ISO9001:2001 Quality Control Management System to make sure that our service quality is consistent every day. We strongly believe that high-quality control standards can greatly improve the overall customer service experience. We provide training and development for our employees to reduce any risks during daily operations. On the other hand, we have created several automated systems and mobile applications, such as Hongkunhui (鴻坤薈), to enhance service efficiency.

With our online technologies in place, we are very conscious of our customers' information security. We have issued "Customer File Management Operation Guide" (《客戶檔案管理操作指南》) to strictly handle all customers' sensitive data. All of our systems have anti-virus software installed with regular updates. Several policies, such as regular system audits, password policy, user authorisation, and approval, have been implemented to protect users' data. Designated staff will ensure that all data collection and storage comply with internal policies and applicable laws and regulations.

Ye Xing values its intellectual property rights and brands as they are vital parts of the overall business development of the Group. Therefore, we follow the Patent Law of the PRC and the Implementation Rules of the Patent Law of the PRC to establish our own corporate patent management measures.

The Group has established "Intellectual Property Maintenance and Protection Management Standards" (《知識產權維護與保護管理標準》) to systematically manage our intellectual property rights. All employees are required to sign an undertaking and confidentiality agreement to ensure that they do not reveal any sensitive information to third parties.

In 2023, we did not receive any material service-related complaints and due to the business nature, statistics for product recall is not applicable for the Group.

## 社會表現(續) 供應鏈管理(續)

	中國 各地區 供應商數量
華北	338
華東	32
華南	34
華中	30

### 產品責任

我們致力於向客戶提供最佳的物業管理服務，我們在嚴格的品質控制和技術上投放大量資源。我們已獲得ISO9001:2001品質控制管理體系認證，以確保我們的服務品質能於日常保持一致。我們堅信，高標準的品質控制可以大大改善整體客戶服務體驗。為員工提供的發展和培訓可以減少日常操作中的任何風險。另一方面，我們已開發了多個自動化系統和移動應用程式，例如鴻坤薈以提高服務效益。

借助已實施的線上技術，我們高度重視客戶的資訊安全。我們發佈了《客戶檔案管理操作指南》，嚴格管理所有客戶敏感數據的處理程序。我們所有的系統都安裝了定期更新的防病毒軟體。為了保護用戶數據，本集團已實施了一些策略，例如常規系統檢查、密碼策略、用戶授權和批准。指定的人員將確保所有數據的收集和儲存均符合內部政策和適用的法律法規。

燁星重視其知識產權和品牌，視它們為本集團整體業務發展的關鍵部分。因此，我們遵守《中華人民共和國專利法》和《中華人民共和國專利法實施細則》，制定了自己的企業專利管理辦法。

本集團制定了《知識產權維護與保護管理標準》，以系統性地管理我們的知識產權。所有員工都必須簽署承諾和保密協議，以確保未經批准不得將任何敏感資訊透露給第三方。

於二零二三年，我們並無收到任何重大服務相關投訴，由於業務性質，產品召回統計資料不適用於本集團。





## Social Performance (Continued)

### Anti-Corruption

Ye Xing is committed to ethical conduct and maintains the highest ethical standards, and treats honesty and integrity as core values and strictly follows the Anti-corruption and Bribery Law of the PRC. The Group has established an Anti-corruption and Anti-bribery Management System, an Anti-fraud and Anti-money Laundering Internal Control System to stop corruption, and does not accept any non-compliance issues with relevant laws and regulations that may have a significant impact on the Group in relation to bribery, extortion, fraud, and money laundering.

The audit and supervision department monitors all business operations and carries out disciplinary inspections, covering raw material procurement, facilities engineering, business sales, quality supervision. All staff are expected to adhere to the rules on integrity and self-regulation as set out in the "Employment Handbook" 《員工手冊》. All internal institutions' duties and powers are supervised and recorded to track all rectification processes of the Group's internal control measures. Anti-corruption training is given to all levels of staff, including directors, which covers the basic concept of anti-corruption, introduction of the Company's anti-corruption policy, and execution.

The Group has established a whistle-blowing mechanism to encourage staff and external parties to report any suspected misconduct or malpractice within the Group. The whistle-blowers can report their concerns through various channels, such as email, phone, letter, or online form. The reports are handled by the audit and supervision department, which will conduct investigations and take appropriate actions. The identity and information of the whistle-blowers are kept confidential and protected.

During the reporting period, the Group did not observe any cases of corruption, extortion, bribery, fraud, or money laundering.

### Community Involvement

The Group has a long history of engaging in community service in our nearby area by supporting our employees to join different community activities such as education, labor, and culture. We strongly believe that as a member of the community, it is our vital duty to take into account the interests of the community and establish a cooperative relationship with community stakeholders while growing our business. The Group aims to provide relevant data on the resources contributed to the focus areas in our report next year.

## 社會表現(續)

### 反貪污

燁星致力於道德行為及維持最高道德標準，以誠信和誠實為核心價值觀，嚴格遵守《中華人民共和國反腐敗賄賂法》。本集團制定了反貪污和反賄賂管理制度，反欺詐和反洗錢內部控制制度，以防止腐敗，不容忍任何與賄賂、勒索、欺詐和洗黑錢有關，並可能嚴重影響本集團的不合規問題。

審計監督部門將監督整體業務並進行紀律檢查，包括原材料採購、設施工程、業務銷售、品質監督。所有人員都必須遵守《員工手冊》中規定的廉正和自律規則。內部機構和人員的所有職責和許可權均受到監控和記錄，以跟蹤本集團內部控制措施的所有整改過程。本集團為包括董事在內的各級員工提供反腐敗培訓，包括反腐敗的基本概念、本公司反腐敗政策的介紹和執行。

本集團建立了一套舉報機制，鼓勵員工和外部人士舉報本集團內部的任何可疑不當行為或瀆職行為。舉報者可以通過各種管道，如電子郵件、電話、信件或在線表格，報告他們的關切。舉報由審計和監督部門處理，該部門將進行調查並採取適當的行動。舉報者的身份和資訊將保密並受到保護。

於報告期內，本集團並未發現亦無對本集團或其員工提出任何貪污、勒索、賄賂、欺詐或洗黑錢的案件。

### 社區參與

通過支持我們的員工參加不同的社區活動，如教育、勞動和文化，本集團在附近地區從事社區服務有著悠久的歷史。我們堅信，作為社區的一員，在發展業務的同時，考慮到社區的利益並與社區持份者建立合作關係是我們的重要職責。本集團目標在下年度的報告提供為重點領域貢獻資源的有關數據。

## Content Index

ESG Reporting Guidelines Aspects	Description	Pages/Remarks
<b>A. Environmental</b>		
<b>Aspect A1: Emissions</b>		
General Disclosure A1	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste	6-8
KPI	A1.1 The types of emissions and respective emissions data	8
	A1.2 Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility)	8
	A1.3 Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility)	8
	A1.4 Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility)	8
	A1.5 Description of emissions target(s) set and steps taken to achieve them	7
	A1.6 Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them	7
<b>Aspect A2: Use of Resources</b>		
General Disclosure A2	Policies on the efficient use of resources, including energy, water and other raw materials	9
KPI	A2.1 Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility)	10
	A2.2 Water consumption in total and intensity (e.g. per unit of production volume, per facility)	10
	A2.3 Description of energy use efficiency target(s) set and steps taken to achieve them	9

## 內容索引

ESG報告準則層面	描述	頁碼/備註
<b>A. 環境</b>		
<b>層面A1：排放物</b>		
一般披露 A1	有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	6-8
關鍵績效指標	A1.1 排放物種類及相關排放數據	8
	A1.2 直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	8
	A1.3 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	8
	A1.4 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	8
	A1.5 描述所訂立的排放量目標及為達到這些目標所採取的步驟	7
	A1.6 描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟	7
<b>層面A2：資源使用</b>		
一般披露 A2	有效使用資源(包括能源、水及其他原材料)的政策	9
關鍵績效指標	A2.1 按類型劃分的直接及/或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)	10
	A2.2 總耗水量及密度(如以每產量單位、每項設施計算)	10
	A2.3 描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟	9



## Content Index (Continued)

ESG Reporting Guidelines Aspects	Description	Pages/Remarks
A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them	9
A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced	9
<b>Aspect A3: The Environment and Natural Resources</b>		
General Disclosure	A3 Policies on minimizing the issuer's significant impact on the environment and natural resources	10
KPI	A3.1 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them	10
<b>Aspect A4: Climate Change</b>		
General Disclosure	A4 Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer	10
KPI	A4.1 Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them	10
<b>B. Social</b>		
<b>Employment and Labour Practices</b>		
<b>Aspect B1: Employment</b>		
General Disclosure	B1 Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare	11-14
KPI	B1.1 Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region	11-12
	B1.2 Employee turnover rate by gender, age group and geographical region	12

## 內容索引(續)

ESG報告準則層面	描述	頁碼/備註
A2.4	描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟	9
A2.5	製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量	9
<b>層面A3：環境及天然資源</b>		
一般披露	A3 減低發行人對環境及天然資源造成重大影響的政策	10
關鍵績效指標	A3.1 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動	10
<b>A4層面：氣候變化</b>		
一般披露	A4 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策	10
關鍵績效指標	A4.1 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動	10
<b>B. 社會</b>		
<b>僱傭及勞工常規</b>		
<b>層面B1：僱傭</b>		
一般披露	B1 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	11-14
關鍵績效指標	B1.1 按性別、僱傭類型(如全職或兼職)、年齡組別及地區劃分的僱員總數	11-12
	B1.2 按性別、年齡組別及地區劃分的僱員流失比率	12

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## 內容索引(續)

ESG Reporting Guidelines Aspects		Description	Pages/Remarks	ESG報告準則層面	描述	頁碼/備註
<b>Aspect B2: Health and Safety</b>						
General Disclosure	B2	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards	12	一般披露 B2	有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	12
KPI	B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year	12	關鍵績效指標 B2.1	過去三年(包括匯報年度)每年因工亡故的人數及比率	12
	B2.2	Lost days due to work injury	12	B2.2	因工傷損失工作日數	12
	B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored	12	B2.3	描述所採納的職業健康與安全措施，以及相關執行及監察方法	12
<b>Aspect B3: Development and Training</b>						
General Disclosure	B3	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities	13	一般披露 B3	有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動	13
KPI	B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management)	13	關鍵績效指標 B3.1	按性別及僱員類別(如高級管理層、中級管理層)劃分的受訓僱員百分比	13
	B3.2	The average training hours completed per employee by gender and employee category	13	B3.2	按性別及僱員類別劃分，每名僱員完成受訓的平均時數	13
<b>Aspect B4: Labour Standards</b>						
General Disclosure	B4	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour	14	一般披露 B4	有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	14
KPI	B4.1	Description of measures to review employment practices to avoid child and forced labour	14	關鍵績效指標 B4.1	描述檢討招聘慣例的措施以避免童工及強制勞工	14
	B4.2	Description of steps taken to eliminate such practices when discovered	14	B4.2	描述在發現違規情況時消除有關情況所採取的步驟	14



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ESG Reporting Guidelines Aspects	Description	Pages/Remarks
<b>Operating Practices</b>		
<b>Aspect B5: Supply Chain Management</b>		
General Disclosure	B5 Policies on managing environmental and social risks of the supply chain	14
KPI	B5.1 Number of suppliers by geographical region	15
	B5.2 Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored	14
	B5.3 Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored	14
	B5.4 Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored	14
<b>Aspect B6: Product Responsibility</b>		
General Disclosure	B6 Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labeling and privacy matters relating to products and services provided and methods of redress	15
KPI	B6.1 Percentage of total products sold or shipped subject to recalls for safety and health reasons	Not applicable
	B6.2 Number of products and service-related complaints received and how they are dealt with	15
	B6.3 Description of practices relating to observing and protecting intellectual property rights	15
	B6.4 Description of quality assurance process and recall procedures	15
	B6.5 Description of consumer data protection and privacy policies, and how they are implemented and monitored	15

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ESG報告準則層面	描述	頁碼/備註
<b>營運慣例</b>		
<b>層面B5：供應鏈管理</b>		
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關鍵績效指標	B5.1 按地區劃分的供應商數目	15
	B5.2 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及相關執行及監察方法	14
	B5.3 描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法	14
	B5.4 描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法	14
<b>層面B6：產品責任</b>		
一般披露	B6 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	15
關鍵績效指標	B6.1 已售或已運送產品總數中因安全與健康理由而須回收的百分比	不適用
	B6.2 接獲關於產品和服務的投訴數目以及應對方法	15
	B6.3 描述與維護及保障知識產權有關的慣例	15
	B6.4 描述質量檢定過程及產品回收程序	15
	B6.5 描述消費者資料保障及私隱政策，以及相關執行及監察方法	15

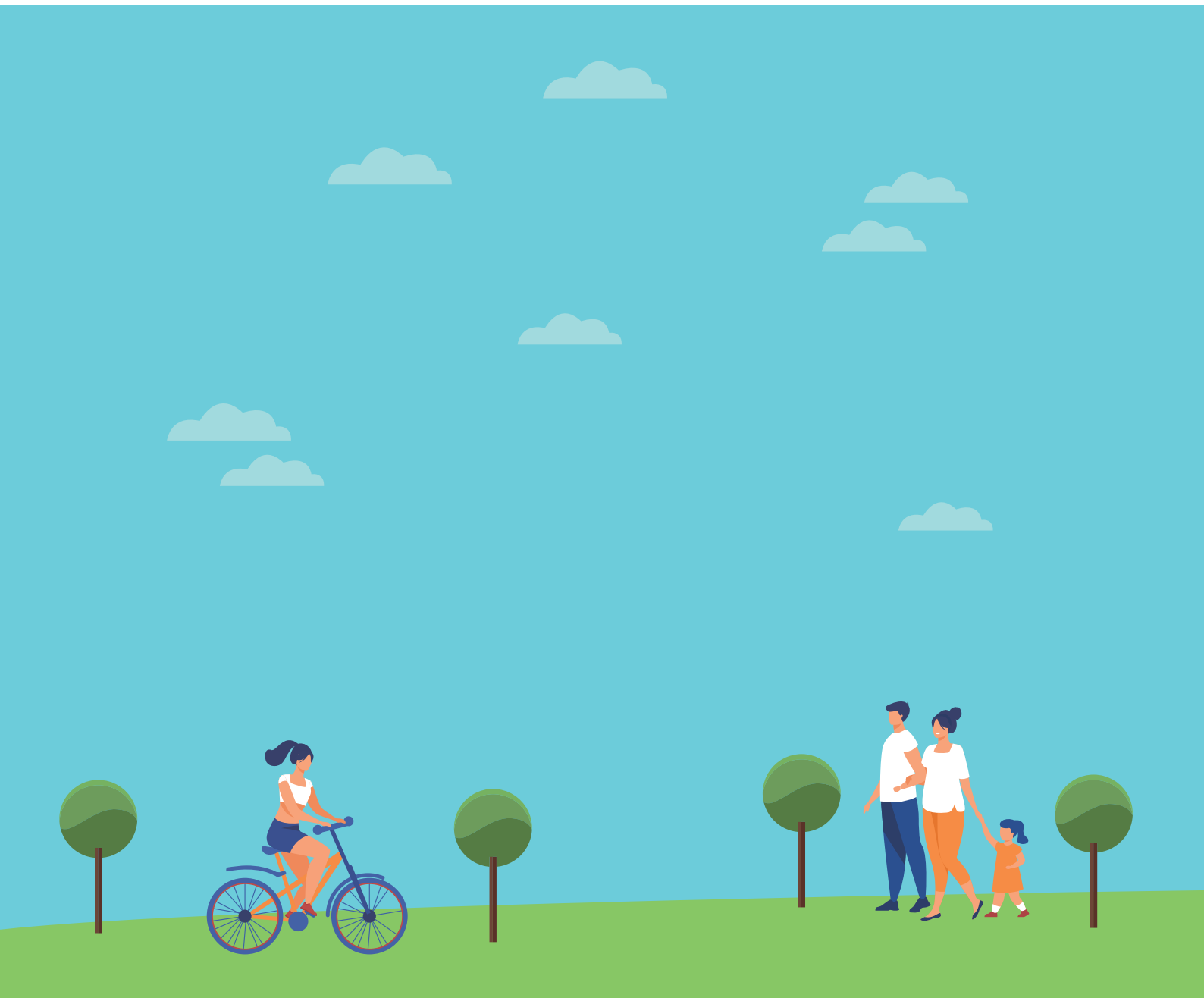
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ESG Reporting Guidelines Aspects	Description	Pages/Remarks
<b>Aspect B7: Anti-corruption</b>		
General Disclosure	B7 Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering	16
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	16
	B7.2 Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored	16
	B7.3 Description of anti-corruption training provided to directors and staff	16
<b>Community</b>		
<b>Aspect B8: Community Investment</b>		
General Disclosure	B8 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	16
KPI	B8.1 Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport)	16
	B8.2 Resources contributed (e.g. money or time) to the focus area	16

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ESG報告準則層面	描述	頁碼/備註
<b>層面B7：反貪污</b>		
一般披露 B7	有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	16
關鍵績效指標 B7.1	於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果	16
	B7.2 描述防範措施及舉報程序，以及相關執行及監察方法	16
	B7.3 描述向董事及員工提供的反貪污培訓	16
<b>社區</b>		
<b>層面B8：社區投資</b>		
一般披露 B8	有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策	16
關鍵績效指標 B8.1	專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)	16
	B8.2 在專注範疇所動用資源(如金錢或時間)	16





燁星集團控股有限公司  
YE XING GROUP HOLDINGS LIMITED