



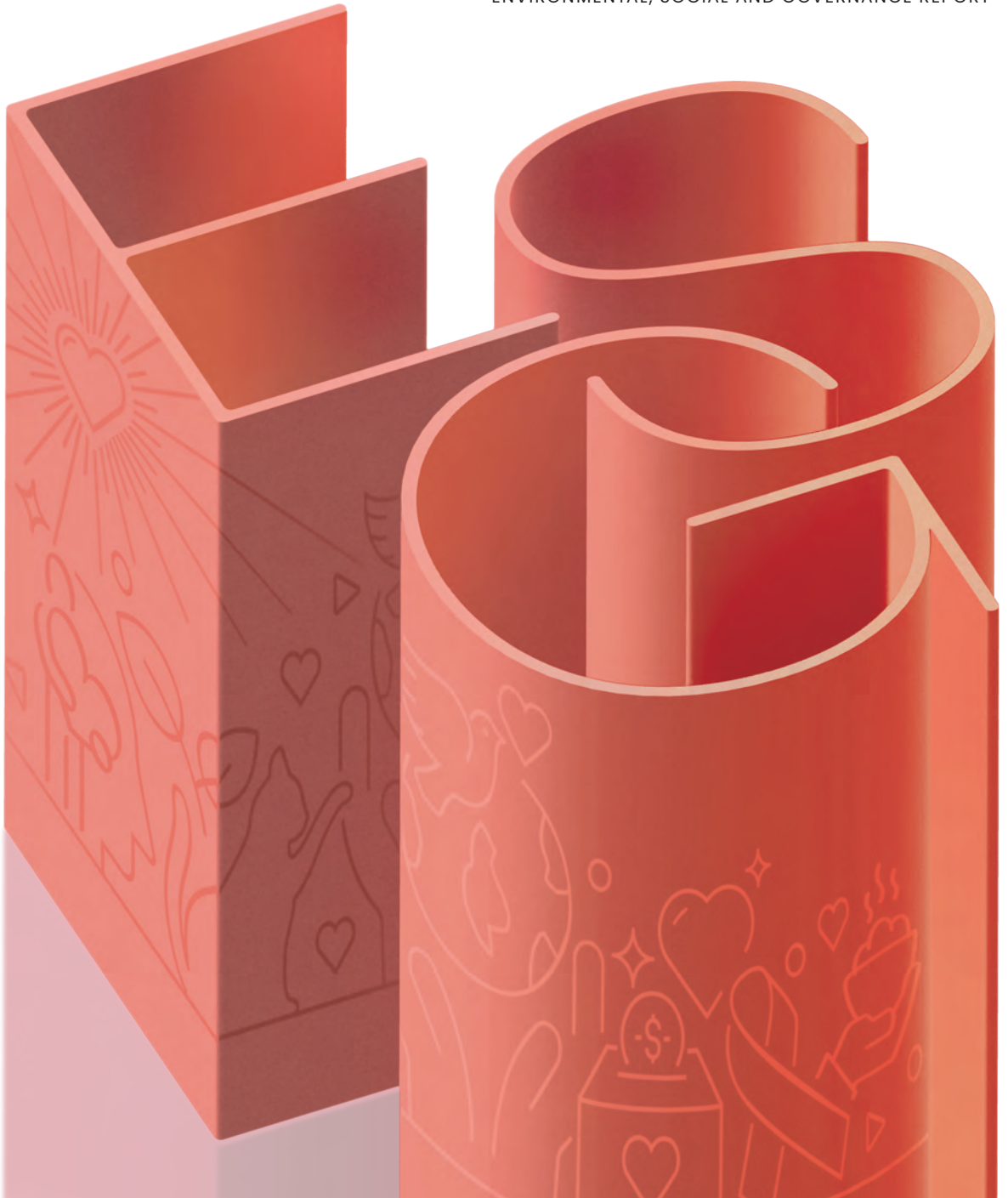
HM
INTERNATIONAL
HOLDINGS LIMITED

(Incorporated in the Cayman Islands with limited liability)

Stock Code : 8416

2024

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT



CONTENTS

	Page
ABOUT THE COMPANY	2
ABOUT THIS REPORT	2
MANAGEMENT STATEMENT	4
CLIMATE CHANGE IMPACT AND TCFD FRAMEWORK	7
SUSTAINABLE DEVELOPMENT GOALS	14
STAKEHOLDER ENGAGEMENT	20
MATERIALITY ASSESSMENT	22
EMPLOYMENT AND LABOUR PRACTICES	24
OPERATING PRACTICES	31
COMMUNITY PARTICIPATION	35
ENVIRONMENTAL PROTECTION	35
ESG PERFORMANCE AT A GLANCE	44
ESG REPORTING GUIDE CONTENT INDEX	47

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

ABOUT THE COMPANY

Being one of the major financial printing service providers in Hong Kong, HM International Holdings Limited (the “Company”) and its controlling subsidiaries (together the “Group”) offer integrated printing services, including comprehensive one-stop Business Process Outsourcing (“BPO”) solutions that cover financial printing projects, marketing collateral printing projects and value-added digital services, such as website design, video production, e-book and app production and electronic marketing presentation material production.

Upholding the mission to deliver quality services with the “CARE” attitude: C – Confidentiality; A – Accuracy; R – Reliability; and E – Ease of Mind, the Group has been focusing on strengthening on three major areas, Creativity, Service and Technology, to differentiate its services among the competition.

The Group aims to fulfil the needs of its diversified clientele including corporations which are listed or seeking to be listed on the Stock Exchange of Hong Kong Limited (the “SEHK”), multinational financial institutions such as fund houses and insurance companies, education organisations, and private companies in hospitality, marketing and advertising and legal sectors.

The Company has been listed on GEM of the SEHK since January 2017.

ABOUT THIS REPORT

This report is prepared by the Group in accordance with the requirements set forth in the Environmental, Social and Governance (“ESG”) Reporting Guide (“Guide”), Appendix C2 of the Rules Governing the Listing of Securities on GEM of the SEHK, and was approved by the board of directors of the Group (the “Board”). It presents and aims to provide a balanced representation of our major ESG policies, initiatives and performances of the Group in the four main areas – employment and labour practices, operating practices, community participation and environmental protection – for the year ended 31 December 2024 (the “Reporting Period”). The governance structure and practices of the Group have been set out in the “Corporate Governance Report” section in our 2024 Annual Report.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Scope of the Report

We define the reporting scope as the core and material business units within our Group. Unless stated otherwise, this report focuses on our principal business operations in Hong Kong, defined as entities where we hold 70% or more of the shareholding. The reporting principles of "Materiality", "Quantitative", "Balance" and "Consistency" as set out in the Guide is served as the basis of the contents of this Report and the presentation of information.

This report provides information related to the business activities of the offices and sites principally controlled by the Group in Hong Kong. Data from our customers or suppliers are not included as such data is difficult to verify with available resources.

Opinion and Feedback

This report is available online on our Company's website at www.hetermedia.com and the "Latest Listed Company Information" page of the GEM website at www.hkgem.com. This report will only be disseminated via electronic means.

We value feedback from our stakeholders. To enable us to address stakeholders' concerns and ensure continuous improvement of our reporting process, you are most welcome to share your feedback on our sustainability performance or reporting methods via email at corpcomm@hetermedia.com.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

MANAGEMENT STATEMENT

Dear Stakeholders,


As we reflect on the past year and look ahead to the future, we find ourselves at a critical juncture in our journey towards sustainability and resilience. The term “continued challenge” perfectly describes the landscape we navigated in 2024. Despite the global efforts to restore normalcy, our business, like many others, continued to grapple with the aftermath of the pandemic. The path to regaining pre-pandemic levels was fraught with obstacles, but it also presented us with invaluable lessons and opportunities for continuous improvements in various aspects.

A New Chapter: Refreshed Brand Identity

In line with our efforts to reinvigorate the company, we are proud to unveil our new logo and refreshed brand identity. The Company has adopted the new logo in October 2024. This transformation symbolizes not only our evolution as a company but also our dedication to embracing new opportunities and challenges. The new design embodies a modern, minimal (simplicity) and vibrant identity that aligns seamlessly with our new tagline: “People with Uplifting Attitude”.

This new chapter in our journey underscores our adaptability and forward-thinking approach. It is a testament to our resilience and our unwavering commitment to delivering value to our clients and stakeholders. We believe that this refreshed brand identity will enable us to connect more effectively with our clients, inspire confidence, and foster a renewed sense of pride among our team members.

In 2024, our group encountered a myriad of challenges that tested our resilience and adaptability. Market volatility, driven by geopolitical tensions given the result of the U.S. presidential election and economic uncertainties along due to the lingering effects from the pandemic, added another layer of complexity to our operations. Additionally, regulatory changes and evolving customer expectations required us to pivot our strategies swiftly to remain price competitive.



Our vision is to be a leader in sustainable business practices, driving positive change within our industry and beyond. Our mission is to create long-term value for all stakeholders by integrating environmental, social, and governance (ESG) principles into our core business strategies. This commitment is not just a strategic choice but a moral imperative, as we believe that sustainable practices are essential for the well-being of our planet and future generations.

Implementing ESG strategies involves both costs and benefits. While the initial investment in sustainable technologies and practices can be substantial, the long-term benefits far outweigh these costs. For instance, our investment in paperless workflow and other office equipment has reduced our carbon footprint and operational costs over time. Similarly, our efforts to promote diversity and inclusion have enhanced our corporate culture and improved employee satisfaction, leading to higher productivity and retention rates.

Our Group continued to focus on effective communication with our suppliers and we engage with our suppliers through multiple channels, including annual surveys, online training, dedicated online platforms for feedback/suggestions and regular updates on our ESG progress. In 2024, we conducted a Supplier Self-Assessment, gathering valuable insights into their expectations and concerns. This feedback has been instrumental in shaping our ESG strategy and ensuring that our initiatives align with supplier interests.

The “New Normal” continued to impose significant changes on our business operations. We have embraced remote work policies, enabling our employees to maintain work-life balance while ensuring business continuity. Additionally, we have accelerated our digital transformation initiatives, leveraging advanced technologies to optimize our operations and enhance customer experiences. Customer expectations have evolved rapidly, with a growing demand for higher service standard and cost competitiveness. In response, we initiated a few projects with different technology partners for revamping our existing workflow in an effort to enhance the overall efficiency and customer satisfactions.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

We continued to focus diligently on digital transformation, leveraging AI-driven technology and applications, and investing in different applied software solutions. We also explored potential mergers and acquisitions to drive continuous improvement and explore sustainable alternatives. We worked closely with suppliers to promote ethical and sustainable practices through a code of conduct, regular audits, and training programs. Additionally, we launched joint initiatives with suppliers and customers to reduce environmental impact and promote sustainable consumption.

Our employees remained our top priority, with initiatives such as OTJ mentoring programs, flexible working arrangements, and professional development opportunities to support their well-being. I am excited to highlight several pivotal initiatives that reflect our dedication to ESG principles. Our new headquarters is situated in a state-of-the-art, certified green building that has achieved the prestigious Platinum rating from HKGBC BEAM Plus. This accomplishment not only underscores our commitment to environmentally sustainable practices but also ensures that our work environment promotes energy efficiency, water conservation, and the use of sustainable materials, contributing to a healthier planet and workforce.

In tandem with our environmental initiatives, we are deeply committed to fostering diversity and inclusion within our leadership team. Our plan to appoint a female Independent Non-Executive Director (INED) is a significant step towards achieving gender equality in our corporate governance. This appointment will not only bring diverse perspectives to our boardroom but also serve as a powerful example of our commitment to empowering women in leadership roles.

Moreover, our engagement in various charters further exemplifies our holistic approach to corporate responsibility. We are proud participants in the “Food Wise Charter”, which promotes sustainable food practices, the “Energy Saving Charter”, aimed at reducing energy consumption and enhancing efficiency, and “The Racial Diversity & Inclusion Charter for Employers”, which illustrates our commitment to fostering an inclusive workplace that values diversity in all its forms. Collectively, these initiatives demonstrate our dedication to making a positive impact on the communities we serve while ensuring that sustainability and social equity are at the forefront of our operations. Through these efforts, we are not only enhancing our corporate profile but also the real impact of giving it back to our community.

As we look ahead, we remain committed to strengthening resilience, fostering collaboration, enhancing ESG reporting, engaging stakeholders, promoting supply chain sustainability, leveraging innovation, and maintaining a continuous learning mindset. We aim to create a sustainable future and deliver long-term value to all stakeholders.

Sincerely,

HMI Management

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

CLIMATE CHANGE IMPACT AND TCFD FRAMEWORK

Introduction

As a signatory to the Paris Agreement, the Hong Kong Government has established an ambitious carbon intensity reduction target of 65% to 70% by 2030, benchmarked against 2005 levels. Climate change affects our operations through both physical and transition risks. Physical risks include extreme weather events, rising sea levels, and changing precipitation patterns, which can disrupt supply chains, damage infrastructure, and impact employee safety. Transition risks pertain to the shift towards a low-carbon economy, involving changes in policy, legislation, technology, reputation, and market strategies to address climate change mitigation and adaptation requirements as the world moves towards a low-carbon economy. These risks necessitate a proactive strategy to mitigate potential financial impacts and capitalize on emerging opportunities.



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024



Climate change related impacts present financial risks to many sectors, ours is in no exception. Being a responsible corporation, we need to consider our actions today in light of how financial risks from climate change may evolve in future. The Group will disclose information from the four perspectives of **1) Governance, 2) Strategy, 3) Risk Management and 4) Metrics and Targets** on identifying and disclosing the potential financial impacts of climate-related risks and opportunities on our businesses.

1. Governance

The Group acknowledges that climate-related risks and opportunities are significant concerns. In 2021, an ESG governance structure was established under the supervision of the Board of Directors. A dedicated committee was formed to ensure that ESG principles are integrated throughout the organization. The Board of Directors delegates the management of climate-related issues to the Management Committee.

The Management Committee oversees multiple working groups and coordinates the evaluation of climate-related issues and corresponding countermeasures. This governance structure provides a holistic view of climate change impacts on the Company's business and operations. The involvement of C-level management and Board members ensures that climate-related issues are addressed in conjunction with traditional business functions, leading to well-rounded policy formulation. In 2022, the Group expressed its support for the TCFD recommendations by establishing a working group under the Risk Management Working Group. The Sustainability Enforcement Committee evaluates climate-related issues and submits reports to the Management Committee for strategic decision-making. This Committee comprises senior management from various business functions and monitors policies, programs, and performance related to climate change. Climate-related performance targets are set within the Committee to assist the Board in assessing the effectiveness of its climate strategy. The Committee reports annually to the Board to ensure that climate-related issues and risks are integrated into the Company's strategy.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

The Company recognizes the significant impact of ESG issues on its operations and has established a dedicated committee comprising senior management and department heads to formulate and implement ESG strategies effectively, chaired by C-level management.

Roles and Responsibilities:

The Board of Directors:

- Approve and monitor policies and mechanisms for managing ESG issues, ensuring adequate resources.
- Review and endorse sustainability policies, disclosures, and goals.
- Ensure appropriate risk mitigation measures are in place.

Management Committee:

- Formulate and advance the Company's plans with the assistance of the Sustainability Enforcement Committee.
- Integrate ESG goals into business operations, identifying and managing ESG risks.
- Coordinate departments to implement ESG strategies and actions.
- Oversee the efficient and effective implementation of policies and mechanisms.
- Provide regular ESG updates to the Board.

Sustainability Enforcement Committee:

1. Sustainability Promotion Working Group:
 - o Formulate and advance plans to achieve the SDGs.
 - o Develop and implement ESG disclosure plans.
 - o Organize training and sharing sessions to promote sustainability.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

2. Risk Management Working Group:

- o Identify significant risks and impacts on the Company, formulating and advancing countermeasures to ensure resilience.
- o TCFD Working Group:
 - Evaluate climate-related issues and risks.
 - Develop and implement plans focused on climate-related impacts and business transformation.

2. Strategy

The Group has identified significant physical and transition risks through scenario analysis related to climate change.

Physical Risks and Opportunities:

Acute Risks and Opportunities:

- Increased operational costs:
 - o Rising raw material costs due to paper shortages caused by deforestation.
 - o Increased energy costs due to higher ambient temperatures.
- Loss of production opportunities and factory assets due to severe weather events like flooding or earthquakes.

Chronic Risks and Opportunities:

- Revenue reduction due to decreased production capacity:
 - o Supply chain disruptions (e.g., delays in raw material delivery due to transportation issues).
- Revenue reduction and increased costs due to workforce impacts:
 - o Employee absence caused by transportation problems or illness (e.g., health and safety issues, absenteeism).
- Write-off or write-down on stranded assets.
- Rising insurance premiums and potential reduced insurance availability for assets in high-risk locations.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Transition Risks and Opportunities:

Policy and Legal Risks and Opportunities:

- Increased operational costs from:
 - o Heightened compliance costs.
 - o Rising insurance premiums.
 - o Potential increase in levies due to stricter energy-saving and other regulations.
 - o Dramatic decrease in demand for traditional paper products due to regulatory changes.
- Write-offs, asset impairments, and premature retirement of existing assets due to policy changes.
- Increased costs and/or reduced demand for products and services due to fines or judgments.

Technological Risks and Opportunities:

- Write-offs and premature retirement of existing assets.
- Reduced demand for products and services.
- Expenditure on research and development for new and alternative technologies.
- Capital investments in technology development.
- Costs to adopt/deploy new practices and processes.
- Advanced technology leads to operational efficiency.
- Transformation of the production system due to changes in materials.

Reputational Risks and Opportunities:

- Reduced revenue from decreased demand for goods/services.
- Reduced revenue from decreased production capacity (e.g., delayed planning approvals, supply chain interruptions).
- Reduced revenue from negative impacts on workforce management and planning (e.g., employee attraction and retention).
- Reduction in capital availability.
- Quality of product may be compromised under high temperature or humid conditions.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Market Risks and Opportunities:

- Reduced demand for goods and services due to shifts in consumer preferences (e.g., digital trends reducing demand for traditional paper products).
- Increased production costs due to changing input prices (e.g., energy, water) and output requirements (e.g., waste treatment).
- Abrupt and unexpected shifts in energy costs.
- Change in revenue mix and sources, resulting in decreased revenues.
- Expanded sales of digital media solutions as an alternative to paper.
- Growth in sales of environmentally friendly products and services, creating short-term opportunities.

The interconnection between physical and transition risks is undeniable. As climate change accelerates, leading to more severe weather events, the urgency to act escalates, thereby influencing the magnitude and speed of transition risk. Taking early action to curb emissions can mitigate the extremity of transition risks. Conversely, any delay in addressing emissions will necessitate more drastic policy measures in the future.

The Group recognizes the impact of climate change on its operations as a major issue and has started to analyze and implement countermeasures to both physical risks brought by drastic climate change and transition risks associated with a shift to a low-carbon society. We will continue to strive to create new business opportunities, such as using recycled materials for our traditional business, expanding digital business, and developing new market segments.

3. Risk Management

The Group recognizes climate change as a serious issue and an important matter for management. The Risk Management Working Group, comprising department heads, is responsible for identifying and assessing climate-related risks, formulating countermeasures, and monitoring progress. The governance structure ensures oversight by directors, with the activities of the Working Group presented to the Management Committee and subsequently reported to the Board of Directors.

The Group's climate change risk management approaches fall into three categories:

1. **Mitigation:** Setting targets to reduce carbon emissions, transforming the business into the digital era, and increasing awareness in offices.
2. **Adaptation:** Implementing disaster recovery measures and building resilience to reduce damages and disruptions.
3. **Knowledge-Base Expansion:** Efforts to learn and understand more about the climate system, conveying messages to everyone in the office, and increasing awareness.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

4. Metrics and Targets

In line with the Paris Agreement's timeframe, the Group has targeted a 70% reduction in Scope 1 and Scope 2 carbon emissions and a 60% reduction in Scope 3 emissions by 2030. The Group will continue to disclose information on the progress towards these targets.




Adopting the TCFD framework enhances our ability to manage climate-related risks and seize opportunities in a transitioning economy. Taking early action to curb emissions can mitigate the extremity of transition risks. Conversely, any delay in addressing emissions will necessitate more drastic policy measures in the future. By providing transparent and consistent disclosures, we aim to foster trust with stakeholders and contribute to a sustainable future.



Mid-Autumn Festival
Lucky Bag Campaign 2024

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

SDGs	Description	Our Position and Efforts
	<p>Goal 1: No Poverty</p> <p>End poverty in all its forms everywhere</p>	<p>We are concerned about the number of people living below the poverty line, especially grassroots elderly, single-living elderly, and the homeless.</p> <ul style="list-style-type: none"> The Evangelical Free Church of China (EFCC) Social Service, a member of the Hong Kong Community Chest and the Hong Kong Council of Social Service, is dedicated to addressing social needs through a wide range of services to support the community. To foster care and compassion within society, we partnered with the EFCC Social Service headquarters to launch a meaningful donation campaign. <p>To celebrate the Chinese New Year, a meaningful and festive occasion, we donated stationery kits along with care packages that included food, eco-friendly utensils, and other essentials. These items were distributed to children from underprivileged grassroots families. Our goal was not only to ease the financial burden on these families but also to bring joy and warmth to the children during the festive season. By prioritizing support for those in need and promoting sustainability, we aim to reduce waste and make a positive impact on society.</p> <p>This initiative goes beyond material assistance — it serves as a channel to share love and hope. We are confident that through efforts like these, more individuals will feel cared for and supported, spreading warmth throughout the community.</p>
<p>Preparation for EFCC donation</p> 		
		<ul style="list-style-type: none"> The number of long-established brands in Hong Kong is decreasing, mainly due to aging skilled masters and a lack of successors to continue their craft. To help preserve these traditions, Gingko House O Bakery took over a 40-year-old bakery in Hung Hom, previously known as 祥益餅店. The bakery retained the original chef as a consultant, ensuring the continuation of its traditional flavors. It has also inherited the exceptional skills of several master chefs, offering a variety of freshly baked breads and cakes daily. One highlight is the rare Chinese cakes, crafted with a health-conscious approach by limiting the use of powdered sugar, allowing customers to enjoy them with peace of mind. <p>Beyond preserving traditional recipes, Gingko House O Bakery plays an active role in the community by supporting local specialty shops and fostering neighborhood connections. Its mission is to keep cherished culinary traditions alive for future generations.</p>

Gingko House O Bakery bread distribution

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

SDGs	Description	Our Position and Efforts
	 <p data-bbox="92 987 284 1037">Mid-Autumn Festival Lucky Bag Campaign</p>	<p data-bbox="780 405 1334 607">As part of its community outreach, HM previously donated 1,000 “love breads” and distributed redemption cards to grassroots families in the area. Later, the HM volunteer team visited Gingko House O Bakery, distributing hundreds of free breads to disadvantaged groups while sharing warmth and care with the community.</p> <ul data-bbox="759 622 1334 797" style="list-style-type: none"> • Each year, we donate mooncakes originally prepared for our customers to those in need. This year marks our sixth consecutive year supporting the Po Leung Kuk Residential Care Home (Ma Kam Ming Ma Cheung Fook Sien Day Care Centre) Mid-Autumn Festival Lucky Bag Campaign. <p data-bbox="780 813 1334 987">Our goal is to spread love and warmth during the Mid-Autumn Festival by distributing lucky bags, helping those in need feel the festive spirit. Each lucky bag contains traditional festive foods, along with snacks and daily essentials, bringing both joy and practical support to the elderly.</p> <p data-bbox="759 1003 1356 1144">We deeply appreciate the generosity and kindness of our clients, whose support makes this meaningful contribution possible. Together, we are creating moments of celebration and care for those who need it most.</p> <p data-bbox="759 1160 1356 1223">This year, we made donations to both Food Angel and Homeless Link Hong Kong.</p> <p data-bbox="759 1238 1356 1585">Food Angel is a Hong Kong-based food rescue organization committed to reducing food waste and alleviating landfill pressure. It collects surplus food from suppliers, supermarkets, wet markets, and donation partners, which is processed into meal boxes for those in need. In addition to serving meal boxes at its center, Food Angel delivers meals to elderly individuals and people with disabilities. The organization also hosts elderly care workshops, offering activities like literacy classes, Chinese opera, and Erhu performances to provide both practical support and meaningful engagement for the community.</p> <p data-bbox="759 1601 1356 1865">Homeless Link Hong Kong focuses on supporting homeless individuals by providing charitable donations, career referrals, and help in securing safe and sheltered housing. The organization brings together people from different backgrounds to offer material, financial, and employment support, along with training opportunities for the homeless. Its services include donations, volunteer visits, and employment assistance, helping those in need rebuild their lives.</p>

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

SDGs	Description	Our Position and Efforts
 <p>3 GOOD HEALTH AND WELL-BEING</p>	<p>Goal 3: Good Health and Well-Being</p> <p>Ensure healthy lives and promote well-being for all at all ages</p>	<p>We prioritize the physical and mental well-being of our employees, both in the workplace and within our community. To support work-life balance, we offer remote work options and flexible working hours.</p> <ul style="list-style-type: none"> • We support the “Pink Revolution” by the Hong Kong Cancer Fund. We sponsored the “Pink Recovery Pack” for breast cancer patients recovering from surgery. To raise awareness, we hosted a pink-themed office party where everyone dressed in pink. • Studies show that pets provide many health benefits. They can reduce stress, anxiety, and depression, ease loneliness, encourage exercise, and improve heart health. This year, we continued our partnership with the HK Saving Cat and Dog Association (HKSCDA), which supports stray animals with food, medical care, sterilisation, and adoption services. Our employees volunteered to clean cat shelters, creating benefits for all. Employees spent quality time with the cats, the cats received care, and the Association saved costs as a non-profit. This effort also supported the message: “Adopt, Don’t Abandon”. • In 2024, we implemented a waste classification system to separate dry and wet rubbish. This initiative not only reduced the number of plastic trash bags used but also helped maintain hygiene and eliminate odors, thereby ensuring a clean and fresh office environment. <p>We donated to The Nature Conservancy to support their work in Hong Kong and globally, benefiting people, wildlife, and natural habitats. Our aim is to protect and restore oceans, rivers, and fisheries. We believe collaboration is essential to fighting climate change.</p>



Pink Revolution



HKSCDA

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

SDGs	Description	Our Position and Efforts
	<p>Goal 4: Quality Education</p> <p>Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all</p>	<p>The new generation is eager to grow. They value both learning and hands-on experience, along with strong communication skills.</p> <p>To support this, we partnered with TWGHs Mr & Mrs Kwong Sik Kwan College to co-organize a life planning course. This program helps students understand society and set clear career goals.</p> <p>As part of the course, we welcomed 28 middle school students for an office tour. In earlier sessions, professional instructors taught website design and development, along with presentation techniques. After learning these skills, students worked in teams to create website prototypes and presented their projects.</p>




TWGHs Mr & Mrs Kwong Sik Kwan College student office tour



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

SDGs	Description	Our Position and Efforts
	<p>Goal 5: Gender equality</p> <p>Achieve gender equality and empower all women and girls</p>	<p>We treat everyone equally, regardless of background, religion, race, or gender. Promotions within our company are based solely on individual performance.</p> <p>The Hong Kong Federation of Women’s Centres (HKFWC) is a non-partisan, non-religious organization focused on supporting grassroots women and promoting gender equality in Hong Kong through services, education, and advocacy. HKFWC empowers women by providing training and opportunities to repurpose daily waste into valuable items, promoting creativity and sustainable development. They also hold workshops in schools and charitable organizations to teach communities how to create handmade products, spreading awareness about green living and sustainability.</p> <p>In 2024, we partnered with HKFWC to host a “Edible Elegance: Turning Food into Art” Workshop (食材首“惜”工作坊) for our employees. This initiative not only celebrated the creativity and contributions of HKFWC but also offered our employees a relaxing and enjoyable activity in a high-pressure work environment. We have made a donation to support victims of gender discrimination and survivors of sexual violence. This contribution aims to help them access institutional support, advocate for their rights, and rebuild their lives with confidence and dignity.</p>



HKFWC Workshop



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

STAKEHOLDER ENGAGEMENT

Based on our experience and communication we have with our clients, external organisations and our employees, the Group consolidated seven different groups of stakeholders that are relevant to our business. These include our employees, shareholders and investors, industry associations, suppliers, our clients, the community and Government and regulatory authorities.

The Group tries its utmost best to communicate with its key internal and external stakeholders through various communication channels. Stakeholder participation allows the Group to ensure our business and sustainability strategies align with the stakeholders' perspectives and expectations.

These continuous communication channels and measures also stimulate the Group to keep up with the pace of change, identify and prioritise any emerging ESG risks, and turn them into opportunities.

The following table illustrates our key internal and external stakeholders with their expectations, communication channels and the measures we carry out to facilitate the communication.

Stakeholder	Expectation	Communication Channel	Measures
Employees	<ul style="list-style-type: none"> Workplace health and safety Diversity and inclusion Training and Career development Employment stability and benefits Labour relations 	<ul style="list-style-type: none"> Intranet, emails and notices Training seminars and sharing sessions Employee surveys Quarterly talk 	<ul style="list-style-type: none"> Provide new staff orientation sessions and welcome events Organise regular training and team building activities Provide a comfortable and safe working environment Listen to employees' comments and opinions proactively
Shareholders and investors	<ul style="list-style-type: none"> Investment return Transparent and timely updated information Risk Management Sustainability issues 	<ul style="list-style-type: none"> Annual general meetings and extraordinary general meetings Financial reports, circulars and announcements Company website Emails 	<ul style="list-style-type: none"> Issue notices of meetings, financial reports, circulars and announcements Update the information on the Company website from time to time
Industry associations	<ul style="list-style-type: none"> Experience sharing Fair competition 	<ul style="list-style-type: none"> Industry conferences and meetings 	<ul style="list-style-type: none"> Cooperate with industry partners to achieve better performance Attend open seminars in the industry

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Stakeholder	Expectation	Communication Channel	Measures
Suppliers	<ul style="list-style-type: none"> • Fair trade • Long-term relationship with the Company • Transparent information 	<ul style="list-style-type: none"> • Business meetings and verbal communication • Supplier assessments and reviews 	<ul style="list-style-type: none"> • Enhance communication with suppliers
Clients	<ul style="list-style-type: none"> • High-quality products and services • Close relationship with the Company • Transparent information • Business integrity and ethics 	<ul style="list-style-type: none"> • Company website • Financial reports, circulars and announcements • Business meetings and verbal communication • Product and service brochures • Client satisfaction survey • Various social media 	<ul style="list-style-type: none"> • Strengthen quality control management • Obtain feedback from our clients proactively
The community	<ul style="list-style-type: none"> • Business integrity and ethics • Local recruitment and economy revitalisation • Environmental protection • Financial contribution and volunteer work 	<ul style="list-style-type: none"> • Financial reports, circulars and announcements • Company website • Various social media 	<ul style="list-style-type: none"> • Organise and support charitable activities
Government and regulatory authorities	<ul style="list-style-type: none"> • Compliance • Health and Safety • Indirect economic effect • Social Responsibility for local • Communities and Environment 	<ul style="list-style-type: none"> • Webinar • Conference • Press Release • Email 	<ul style="list-style-type: none"> • Regular reporting • Complying with local laws and regulations • Collaboration with different parties to follow the established policies and standards

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

MATERIALITY ASSESSMENT

Establishing a robust context for materiality assessment is fundamental to our ESG strategy. Materiality is shaped by a dynamic interplay of internal factors (e.g., business model, operational footprint) and external drivers (e.g., regulatory trends, stakeholder expectations). Recognizing that material ESG risks vary significantly across industries and organizational structures, we conducted a rigorous, stakeholder-informed process to identify factors most relevant to our operations.

Methodology

Our approach included cross-functional workshops, interviews with senior leadership and surveys with stakeholders. This multi-channel engagement enabled us to evaluate both the impact of ESG factors on our business and their importance to stakeholders. We further analyzed how our operations influence these ESG factors, ensuring a bidirectional assessment.

Framework Alignment

Guided by the Global Reporting Initiative (GRI) definition of materiality—prioritizing topics that reflect significant organizational impacts or substantively shape stakeholder decisions—we integrated additional criteria:

- Alignment with long-term business strategy
- Compliance with legal/regulatory mandates (e.g., SEHK requirements)
- Industry benchmarking and peer disclosure trends
- Emerging societal and community expectations

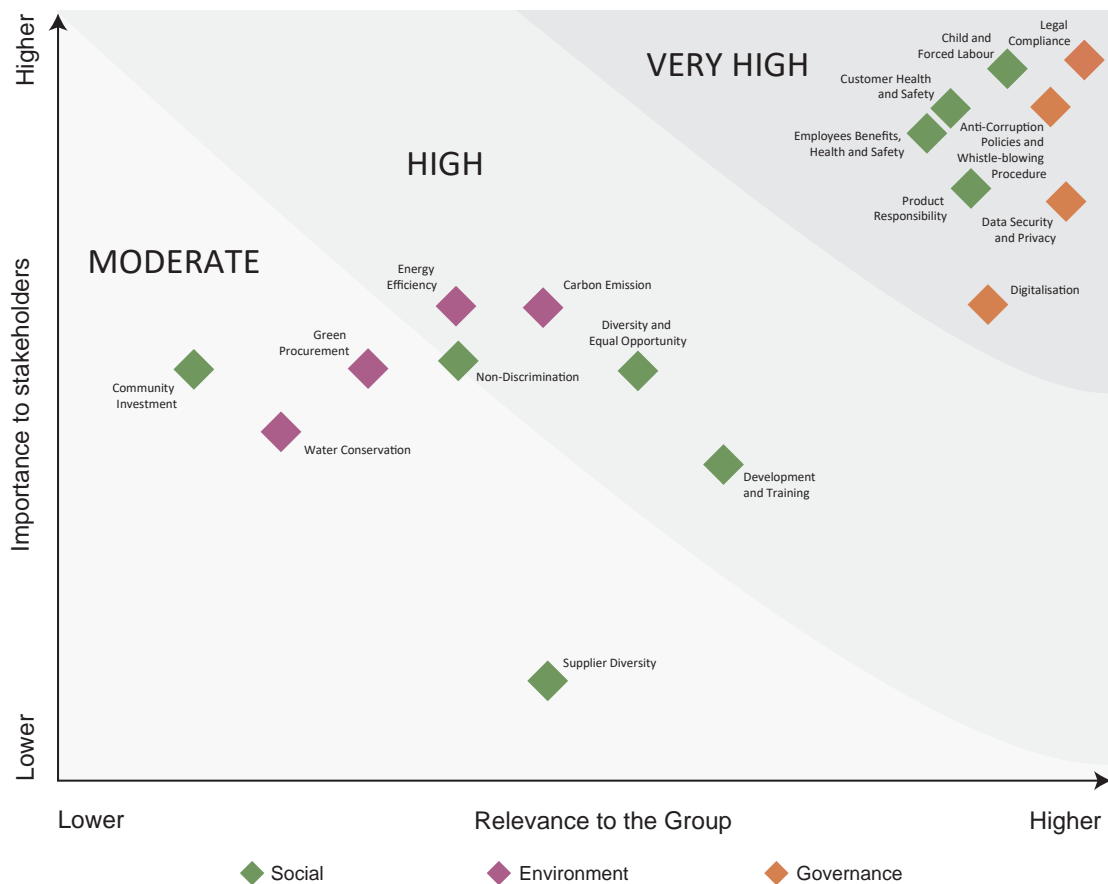
ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Materiality Matrix

The process culminated in a science-based materiality matrix, visually mapping stakeholder concerns against the strategic and operational impact of ESG issues. This tool guides resource allocation and target-setting, ensuring focus on high-priority areas such as climate resilience, ethical governance, and workforce diversity.

Final material topics were prioritized based on their dual significance to stakeholders and our business continuity. These align with SEHK reporting obligations and include KPIs critical to our sector, such as carbon emissions, supply chain transparency, and data security.



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

EMPLOYMENT AND LABOUR PRACTICES

Employment

Employees are the foundation of the Group and the dedication and commitment of each of our employees are vital. We equally value our part-time and full-time employees as we believe part-time employees offer flexibility and their contribution to the Group is no difference than others especially in a volatile business environment. As a responsible employer, we have in place a set of employment policies that ensures fair remuneration for all part-time and full-time employees. Policies relating to our employment system, including compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunities, diversity, anti-discrimination, and other benefits and welfare are set out in the Staff Handbook.



Our Group has been honored with the Certificate of the Good Employer Charter by the Labour Department for three consecutive terms, recognizing our commitment to being an employee-oriented employer. This accolade underscores our dedication to fostering a supportive and progressive workplace for our team members.

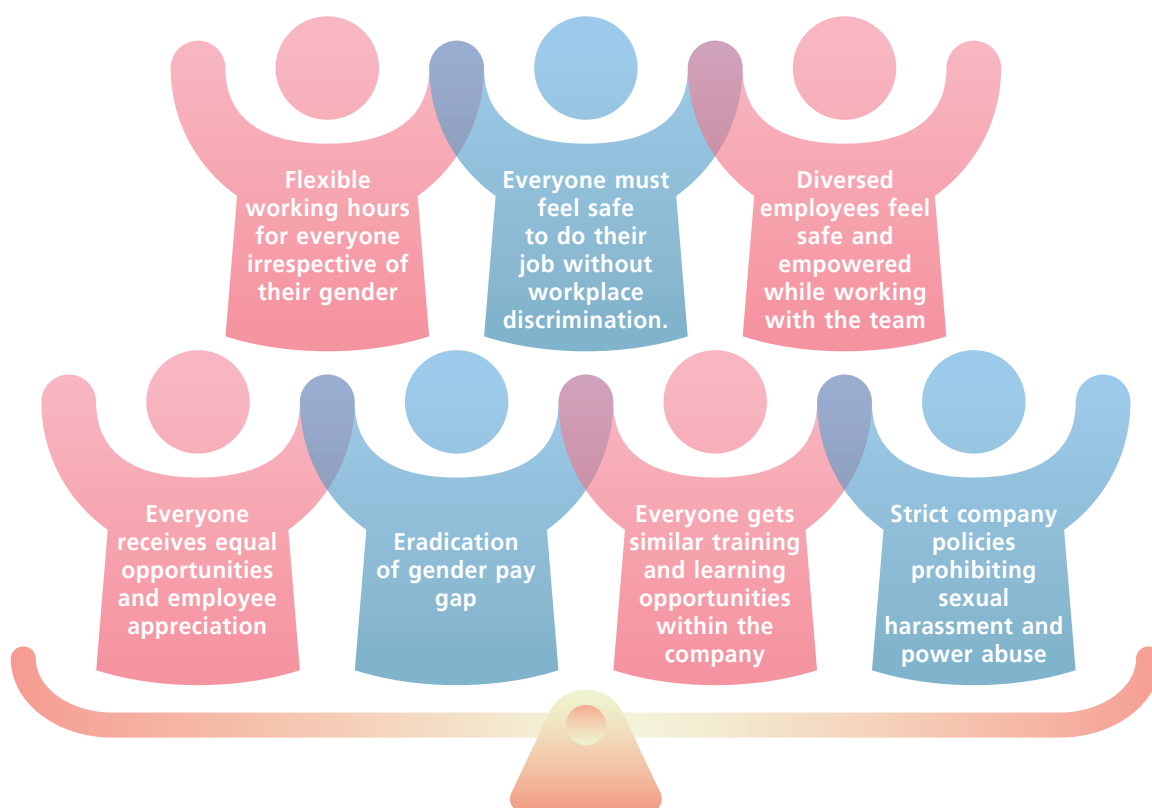
In addition, we are proud to have received the Manpower Developer Award (2023-2025) from the Employees Retraining Board ("ERB"), which acknowledges our outstanding achievements in manpower training and development. These recognitions reflect our ongoing efforts to invest in our people and create a culture of growth and excellence. We are committed to fostering a workplace culture that prioritizes the well-being and development of our employees. To this end, we pledge to:

- Continue offering care and support for our employees, enhancing work-life balance, and providing employee benefits that exceed statutory requirements.
- Encourage open communication and collaboration among employees to build a cohesive and inclusive work environment.

Since 2022, we have adopted the Code of Practice against Discrimination in Employment on the Ground of Sexual Orientation, issued by the Government of the Hong Kong Special Administrative Region. This Code serves as a framework for self-regulation, helping employers and employees eliminate discriminatory practices in the workplace. We are fully committed to adhering to the practices and principles outlined in this Code, reinforcing our dedication to equality, diversity, and inclusion.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024



The nature of our industry is inherently complex and often time-critical, necessitating the Group to operate 24/7 year-round, including public holidays, to fulfill client requirements. At the same time, we place a high priority on fostering a healthy work-life balance for our employees. To support this, we have implemented family-friendly policies, such as flexible working hours and work-from-home arrangements, which are available upon consultation and approval from their supervisors. These measures are designed to empower our team members to effectively balance their professional obligations with personal and family commitments.

We believe creating a culture of diversity and inclusion helps our employees to unleash their potentials. We value staff diversity in our workplace, and therefore we provide equal opportunities for all applicants and employees regardless of race, colour, national origin, religion, gender, marital status, age, sexual orientation, and disability. We are committed to treating all employees with fairness and respect. Employees are hired based on their abilities and merits, and are promoted based on their performance. These commitments are stated in our Inclusive Working Environment Policy. To demonstrate our commitment, in 2024, we became a Charter Signatory of "The Racial Diversity & Inclusion Charter for Employers" 《種族多元共融僱主約章》 from the Equal Opportunities Commission. Our goal is to encourage and promote racial diversity and inclusion in the workplace. Our Code of Conduct also requires employees to maintain a proper demeanour and conduct to eliminate discrimination and harassment in our workplace. Employees who are being discriminated or harassed should report to the Group directly. Disciplinary actions will be applied to employees who have committed any act of discrimination or harassment.

During the Reporting Period, there were no cases of non-compliance with laws and regulations related to employment and labour practices.



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Social performance – Employment indicators

Number of full-time employees

The Company and its controlling subsidiaries

Gender	Employee category	2024					Total	2023					Total
		Age Group				Total		Age Group				Total	
		below 30	30-40	41-50	above 50			below 30	30-40	41-50	above 50		
Male	Top Management	0	0	0	2	59	0	0	1	1	64		
	Senior Management	0	1	1	1		0	1	0	1			
	Middle Management	0	1	6	2		0	2	5	2			
	General Staff	3	23	12	7		8	25	11	7			
Female	Top Management	0	0	0	0	57	0	0	0	0	65		
	Senior Management	0	0	1	2		0	0	1	1			
	Middle Management	0	2	7	1		0	3	6	1			
	General Staff	7	22	8	7		13	28	5	7			
Total workforce		116					129						
Male to female ratio		1.04:1					0.98:1						
Change		-10.08%											

Employee turnover

The Company and its controlling subsidiaries

Gender	Employee category	2024					Total	2023					Total
		Age Group				Total		Age Group				Total	
		below 30	30-40	41-50	above 50			below 30	30-40	41-50	above 50		
Male	Top Management	0	0	0	0	13	0	0	0	0	14		
	Senior Management	0	0	0	0		0	0	0	0			
	Middle Management	0	0	0	0		0	0	2	1			
	General Staff	6	3	2	2		2	3	5	1			
Female	Top Management	0	0	0	0	18	0	0	0	0	22		
	Senior Management	0	0	0	0		0	0	0	0			
	Middle Management	0	0	0	0		0	1	1	0			
	General Staff	5	10	1	2		9	7	2	2			
Total employee turnover		31					36						
Employee turnover rate¹		2.10%					2.20%						
Change		-13.89%											

¹ Employee turnover rate is calculated based on the average of monthly full-time employees' departure during the Reporting Period, divided by the average of the employee numbers at the beginning and end of year.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

As at 31 December 2024, the Company and its controlling subsidiaries employed a total of 116 employees (2023: 129 employees). As a responsible employer and a listed company, we strive to strike a balance between retaining our valued staff and maintaining cost and benefit levels.

Our Inclusive Working Environment Policy underscores our commitment to treating all employees with fairness and respect. The Group hires based on ability and merit, and rewards and promotes based on performance, regardless of gender, race, age, or other discriminatory factors. In line with this commitment, we adopted the Code of Practice Against Discrimination in Employment on the Ground of Sexual Orientation in 2022. This year, as a result of our sustained efforts, the male-to-female ratio across the Company and its controlling subsidiaries' workforce—including directors, senior management, and other staff—achieved a balanced 1.04:1 ratio. This milestone reflects the tangible progress of our ongoing commitment to creating a workplace free from gender discrimination. Furthermore, our Company remains steadfast in promoting board diversity. In January 2021, we appointed a female board member, and we are committed to further advancing gender diversity by introducing additional female board members in the year ahead.

Development and Training

We firmly believe that providing training programs to our employees fosters performance improvement and supports their career development. To ensure a structured approach, the Group has established a comprehensive training and development guideline for management to systematically design training plans. In line with this guideline, we conduct annual assessments to identify the specific training needs of our staff. Based on these findings, tailored training programs are developed and delivered through both internal and external channels.

In 2024, employees were granted more leave than in previous year. Concurrently, we implemented several strategic enhancements to our training programs. We optimized our training initiatives to make them more concise, efficient, and impactful. By integrating technology to enable self-paced learning, we reduced dependency on lengthy in-person sessions, significantly transforming our training approach. As a result, the total training hours were reduced to 358.75 hours, while still enabling us to train 57 staff members in 2024, compared to 67 in 2023.

HKFWC Workshop



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Our training programs encompassed a diverse range of topics, including professional and technical knowledge, corporate culture, and communication skills. We place a high value on our employees and demonstrate this by investing in their skill development, not only to drive business growth but also to support their personal career progression. The Group remains steadfast in its dedication to employee engagement and talent retention. Through these efforts, we not only enhance professional competencies but also foster team-building and communication via interactive training games and activities.

In addition to delivering continuous and effective training programs that promote knowledge acquisition and transfer, we have established robust performance evaluation systems to monitor employee development. Regular, transparent evaluations are conducted to assess performance, attitude, and competencies, ensuring alignment with both individual aspirations and organizational objectives. These measures underscore our commitment to cultivating a skilled, motivated, and cohesive workforce.

Social performance – Development and training indicators

Employee Training Information

The Company and its controlling subsidiaries

Year	Employee Category	No. of employees trained			Percentage (%) of employee trained by gender	No. of hours trained		
		Male	Female	Total		Male	Female	Total
2024	Top Management	0	0	0	Male: 40.35% Female: 59.65%	0	0	0
	Senior Management	1	1	2		0.5	18	18.5
	Middle Management	5	7	12		16	87	103
	General Staff	17	26	43		82.75	154.5	237.25
	Total	23	34	57		99.25	259.5	358.75
2023	Top Management	1	0	1	Male: 43.75% Female: 60.00%	9.5	0	9.5
	Senior Management	2	2	4		15.5	29.5	45
	Middle Management	8	9	17		111.25	126.5	237.75
	General Staff	17	28	45		192.75	259	451.75
	Total	28	39	67		329	415	744

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Health and Safety

Creating a healthy and safe working environment is a fundamental commitment we uphold for all employees, with a particular focus on safeguarding them from work-related injuries and occupational diseases. To achieve this goal, our Occupational Health and Safety Policy emphasizes the shared responsibility of both the Group and our employees in maintaining a secure workplace.

For years, we have implemented flexible work arrangements to support employees in achieving a healthy work-life balance. This approach not only saves employees' commuting time, allowing for greater rest and personal well-being, but also reduces carbon emissions associated with transportation to the office. Additionally, our established infrastructure enables us to respond more effectively to extreme weather conditions, ensuring employee safety and operational continuity. The health and safety of our employees remain our top priority. We have engaged a professional hygiene management company to conduct a Professional Sanitization Germicidal Treatment for the office at least once a month to eliminate bacteria, viruses and odour sources through deep cleaning and sanitation.

We take pride in maintaining a zero-injury record since 2017, a remarkable achievement that reflects our employees' steadfast dedication to prioritizing safety in their daily work. To go beyond regulatory requirements and ensure a consistently safe and healthy workplace, we actively encourage employees to report potential hazards by engaging with occupational safety and health representatives.

Further enhancing our efforts, the Group launched an "ESG Corner" on its intranet, featuring workplace health and safety tips from the Occupational Safety & Health Council. This platform also includes interactive quiz games, providing an engaging way to collect employee feedback and raise awareness. Throughout the year, we consistently emphasized the importance of occupational safety and health, reinforcing best practices for both in-office and remote work environments.

These initiatives underscore our unwavering commitment to fostering a culture of safety and well-being, ensuring that our employees remain protected and empowered in all aspects of their work.



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Social performance – Health and safety indicators

Number of work-related fatality and/or injury

	The Company and its controlling subsidiaries		
	2024	2023	2022
Number of work-related fatalities	0	0	0
Number of work-related injury	0	0	0
Lost day due to work-related injury	0	0	0

Labour Standard

Child and forced labour do not only put our reputation at risk, but more importantly, it is associated with possible infringement of basic human rights.

The Group has established policies to provide guidance on prohibiting any form of child or forced labour in our operations. As stated in our Hiring Procedure, the use of child labour is prohibited according to the Employment of Children Regulations made under the Employment Ordinance or other relevant employment laws. Reimbursements, cash compensation and compensatory leaves are provided to eligible employees who agree to engage in overtime work during work days and rest days.

During the Reporting Period, there were no cases of non-compliance with laws and regulations related to child and forced labour.

Sharing with TWGHs Mr & Mrs Kwong Sik Kwan College Students



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

OPERATING PRACTICES

Supply Chain Management

As a business that relies on natural resources, our Group is deeply committed to mitigating the environmental and social impacts associated with our operations, as well as those of our suppliers. We have integrated Environmental, Social, and Governance (ESG) factors into every facet of our supply chain management, from initial assessments to annual performance reviews.

During the reporting period, the Group engaged approximately 161 suppliers, with 136 based in Hong Kong, 20 in Mainland China, 1 in Singapore, 1 in Taiwan, 1 in France and 2 in US. We prioritize suppliers that demonstrate a strong commitment to environmental stewardship, evidenced by certifications such as ISO 14001. We also give preference to suppliers with excellent ESG performance and those offering products certified by the Forest Stewardship Council. These measures ensure that we utilize products that are low-polluting, recyclable, and resource-efficient, thereby reducing our environmental footprint and advancing sustainable development. Additionally, we incorporate compliance with environmental regulations into our supplier assessment, selection, and evaluation processes.

We recognize that supply chains can pose reputational risks to an organization. Consequently, we have established a Green Procurement Guideline and require an assessment of suppliers' social performance during the sourcing process. Potential suppliers are evaluated based on various criteria, including reputation, experience, financial performance, and commitment to environmental protection. On-site visits are conducted for further evaluation. Suppliers must also sign a Non-Disclosure Agreement (NDA) and acknowledge our supplier information security requirements to be included on our approved supplier list. To enhance our sourcing workflow and raise employee awareness, we ensure that environmental and social impacts are considered when assessing cost-effectiveness in our purchasing decisions. Our Supplier Code of Conduct, published under the "Stakeholder Communications" section on our Investors Page, outlines our baseline expectations and encourages our suppliers to exceed industry sustainability standards. Supplier performance evaluations are conducted semi-annually to ensure service quality, and suppliers are invited to complete an annual questionnaire to review their security levels. Suppliers are also required to report incidents and follow established handling mechanisms for any defects.

As our Group's business evolves, we increasingly depend on suppliers and service providers. With the growing volume of sensitive data being processed and stored by third parties, we have extended to our suppliers and service providers the commitment and responsibility to maintain the confidentiality, integrity, and availability of such data. This forms the basis of our vendor risk management policy.

Vendor-related and project-based risks are assessed and categorized as high, medium, or low in criticality, based on factors such as the sensitivity of vendor-controlled data and the type of access granted. Appropriate controls are implemented to mitigate any potential threats or damage to the Group. In 2024, we developed a self-assessment questionnaire for our potential and existing suppliers. This tool helps us understand their ESG practices, ensures they meet our sustainability and ethical standards, and identifies any risks within the supply chain. The Group remains dedicated to continuously improving our Supply Chain Management to achieve superior outcomes.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Information Security and Product Responsibility

Since 2019, the Group has been an active participant in the Green Event Pledge organized by the Environmental Protection Department (EPD). We have committed to referencing the “Green Event Guidebook” published by the EPD when organizing or providing services for events. This commitment ensures that we integrate environmentally friendly concepts into events of various types, thereby enhancing our environmental performance.

As a trusted service provider, effective risk management is essential for safeguarding our clients. To this end, the Group has established a comprehensive set of privacy and security policies. These policies provide our employees with clear guidelines to ensure strict compliance with all relevant regulations and laws.

We place a high value on our clients’ trust and satisfaction. Given the sensitive nature of the information we handle, the importance of confidentiality cannot be overstated. We maintain a firm commitment to protecting confidentiality by adhering to the highest standards. Our Access Control Policy outlines the measures we take to control information access. Additionally, our Code of Conduct clearly states that all employees must treat all non-public information about the Group, our clients, and our suppliers as confidential. Employees with access to confidential information are prohibited from using or sharing such information with any third parties, except as necessary for the conduct of the Group’s business.

At our organization, we are steadfast in our commitment to upholding the highest standards of information security. Proactively, we have embraced and fully implemented the principles and requirements of internationally recognized information security management systems standards. This reflects our unwavering dedication to safeguarding the confidentiality, integrity, and availability of our information assets. Our approach to information security is both comprehensive and holistic. We have established robust policies and procedures to ensure that our systems and processes are secure, resilient, and aligned with industry best practices. This includes regular training and updates for our employees on the latest security practices, equipping them to effectively manage potential threats and vulnerabilities. Additionally, we conduct routine audits and assessments to identify and address any gaps in our security framework. Our commitment to information security transcends mere compliance; it is a fundamental aspect of our organizational culture and a critical component of our business strategy. By adhering to these standards, we not only protect our organization but also build trust with our clients, partners, and stakeholders. We remain dedicated to continuous improvement, constantly evaluating and refining our practices to ensure they meet the highest possible standards.

To ensure continuous improvement, we have engaged an external party to conduct an annual review of our internal controls. This partnership allows us to leverage expert insights and best practices to refine our processes. We are committed to regularly updating our internal control guidelines and methods of redress to reflect the latest industry standards and regulatory requirements. Our ongoing efforts reflect our dedication to maintaining robust internal controls and fostering a culture of accountability and transparency. By taking these proactive steps, we aim to strengthen our operational resilience and ensure that our practices align with the highest standards of corporate governance.

During the Reporting Period, there were no instances of non-compliance with laws and regulations related to product and service responsibility, data protection and privacy policies.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Anti-corruption

In an era where corporate integrity faces heightened scrutiny, our Company places anti-corruption at the forefront of its priorities. We firmly believe that a robust stance against corruption is not only a legal obligation but also a cornerstone of fostering a healthy business environment. It strengthens trust with clients, partners, and employees while safeguarding our reputation in the marketplace. In alignment with our Code of Conduct, all employees are expected to remain vigilant against any acts involving fraud, deception, theft, forgery, bribery, or corruption. Unless explicit consent is granted, employees are prohibited from offering, soliciting, or accepting anything of material value to or from colleagues, clients, suppliers, service vendors, or other business partners of the Group.

A particular focus is placed on preventing insider trading. Our Code of Conduct mandates that employees maintain strict confidentiality regarding any information related to listed companies, especially when disclosure could lead to significant fluctuations in share prices.

To ensure the effective implementation of our anti-corruption policy, the Group regularly communicates the importance of integrity to staff and conducts comprehensive anti-corruption training sessions. These sessions are designed to raise awareness of business ethical standards, deepen understanding of expectations, and equip employees with the skills to identify and address potential corruption risks. Employees are encouraged to report suspicious behavior without fear of retaliation, as bribery and corruption are deemed unethical, unacceptable, and incompatible with our core values. Such behavior will not be tolerated under any circumstances. To reinforce this commitment, we continuously refine our anti-bribery and anti-corruption policy, ensuring it remains comprehensive and provides clear guidance on scenarios such as kickbacks and gift-giving. This ensures we uphold the highest standards of professional integrity. We regularly invite the Hong Kong Independent Commission Against Corruption (ICAC) to conduct seminars, further enhancing employee awareness of ethical business practices and reinforcing our commitment to maintaining the highest standards of integrity.

Additionally, we have established a whistle-blowing system, offering employees a channel to report illegal or unethical behavior. This system is regularly reviewed to improve reporting and handling procedures. In 2018, we launched an expanded reporting mechanism to address concerns from various stakeholders effectively. If any individual within the Group is suspected of engaging in illegal or dishonest acts, reports can be made through multiple channels, including line managers, department heads, the Chief Executive Officer, or the Chairman of the Audit Committee, depending on the severity and sensitivity of the issue. We are unwavering in our commitment to achieving the highest ethical standards across all practices. Our whistle-blowing policy is publicly accessible under the "Stakeholder Communications" section on the Investors Page of our Company website. This platform is dedicated to enabling external stakeholders to report suspected misconduct, malpractice, or illegal acts. Further details on the Whistle-blowing Policy and the reporting form are available for download on the website, reflecting our dedication to transparency and accountability.

During the Reporting Period, there were no concluded legal cases and cases of non-compliance with laws and regulations related to anti-corruption.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

WE REMAIN STEADFAST IN OUR DEDICATION TO THE COMMUNITY IN WHICH WE OPERATE, AND OUR PEOPLE-CENTRIC APPROACH CONTINUES TO FOSTER A CULTURE OF TRUST, CARE, AND UNITY WITHIN OUR ORGANIZATION.

We support the “Pink Revolution” by the Hong Kong Cancer Fund



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

COMMUNITY PARTICIPATION

Community Investment

The Group's Social Responsibility Team was established in 2007 and has since actively participated in a wide range of charitable initiatives, including events, projects, and donation drives. In 2024, we recruited 105 volunteers who collectively contributed 128.5 hours of service to the community. We are committed to contributing to society through activities such as purchasing items for charity and making direct donations. So far, we have donated HK\$83,583.4 in total.

As a socially responsible enterprise, the Group is deeply committed to understanding and addressing the needs and expectations of our stakeholders and the communities in which we operate. In recognition of our ongoing efforts, we have been honored with the Caring Company Logo by the Hong Kong Council of Social Service for the sixteenth consecutive year, reflecting our sustained commitment to corporate social responsibility.

ENVIRONMENTAL PROTECTION

The nature of the Group's business operations does not involve direct harmful impacts on the environment. Nevertheless, the Group remains steadfast in its commitment to environmental conservation and protection, undertaking various initiatives and measures to uphold this responsibility. Recognizing its role as a socially and environmentally responsible enterprise, the Group strives to minimize the environmental impact of its operations while pursuing sustainable financial growth. This commitment is formalized through the establishment of our Environmental and Social Policy, which outlines specific measures to achieve these goals.

To further improve transparency and precision in monitoring our environmental performance, we have enhanced our reporting standards. Starting this year, environmental data is now displayed with four decimal places instead of two, ensuring greater accuracy in tracking progress and outcomes. This reflects our ongoing dedication to accountability and continuous improvement in our environmental efforts.

Emissions

During the reporting period, we conducted a comprehensive carbon assessment to quantify the greenhouse gas (GHG) emissions generated by our operations. This assessment was performed in accordance with guidelines issued by the EPD and the Electrical and Mechanical Services Department of Hong Kong, as well as internationally recognized standards such as ISO 14064-1 and the Greenhouse Gas Protocol. The assessment process has provided us with valuable insights into our resource utilisation, enabling the development of targeted action plans to enhance operational efficiency and establish clear carbon reduction targets.

The majority of our GHG emissions result from both direct and indirect fossil fuel consumption associated with our daily operations. Direct emissions primarily originate from the combustion of fuels in vehicles owned by the Group. Indirect emissions, meanwhile, are largely attributed to electricity consumption for lighting systems, air-conditioning, and office equipment. Additionally, business travel, particularly air travel, represents a significant contributor to our overall GHG footprint. To address these emissions, we are actively promoting sustainable practices among our employees. We encourage the use of virtual meetings and online training courses to minimize the need for overseas business travel wherever feasible. Furthermore, we advise employees to consolidate visits or offsite meetings into a single trip to reduce travel frequency.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

These initiatives underscore our commitment to reducing our environmental impact and advancing our sustainability goals. We will continue to monitor and refine our strategies to ensure meaningful progress toward achieving our carbon reduction objectives.

Use of Resources

At the Group, we recognize our responsibility to use resources efficiently and sustainably. To this end, we have implemented a series of measures to effectively manage our resource consumption and minimize our environmental impact.

Paper Usage Reduction

Paper is one of the primary resources used by the Group. To ensure responsible sourcing, the majority of A4 office paper used in our daily operations is FSC™ certified, reflecting our commitment to responsible forestry practices. We have also taken significant steps to reduce paper consumption by replacing printed notices and memorandums with digital versions published on the Group's intranet and promoting paperless meetings.

Since the launch of our digital document management process, overall paper ordering has consistently decreased, and the culture of reducing paper usage to protect the environment has been firmly established. Transitioning to a paperless office has not only proven cost-effective but has also enhanced workflow efficiency, improved data security, and promoted environmental sustainability.

We have successfully implemented a paperless workflow across all our controlling subsidiaries. In 2024, we collectively purchased 1,000.0 kg of paper, a significant reduction compared to 2,440.5 kg in 2023 and 5,355.2 kg in 2022. This marks the second consecutive year we have achieved our goal of halving paper usage, demonstrating our commitment to embedding ESG principles across the organization.

Externally, the Group continues to adopt green and digital approaches in our marketing programs. We have replaced traditional printed materials with e-cards, eDMs, online media placements, and advertisements. Additionally, we have developed an online product catalogue as a sales toolkit and leveraged social media channels for branding campaigns. Event promotion and registration are now conducted through online platforms, further reducing our environmental footprint.

Water Conservation

The Group actively promotes water conservation in the workplace to foster a culture of sustainability among employees. We regularly remind staff to turn off taps when not in use and encourage prompt reporting of any leaks or dripping faucets to prevent unnecessary water wastage.

Energy Efficiency

To enhance energy efficiency, the Group has established clear guidelines to promote responsible energy use among employees. Office copy machines are automatically set to energy-saving mode after a period of inactivity, and we have phased out all incandescent light bulbs in favor of energy-efficient alternatives as part of our participation in the "No Incandescent Light Bulbs" Charter. Additionally, electric appliances are programmed to switch off automatically when not in use, further reducing energy consumption.



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024



In 2024, we intentionally selected a building with HKGBC BEAM Plus Platinum certification—the highest rating for green buildings—for our office relocation. This decision underscores our commitment to sustainability. Furthermore, we joined the “Energy Saving & 4T Charter” to reinforce our dedication to energy conservation.

As part of our ongoing commitment to sustainability, we organized an office-wide initiative in 2024 aimed at reducing our electricity consumption by 20%. Although we achieved an 18% reduction, slightly below our target, the campaign was a notable success in raising awareness and fostering energy-saving habits among employees. This effort has laid a strong foundation for continued progress in our energy efficiency goals.

Looking ahead, we remain committed to promoting the ESG concept within the company. In 2025, we aim to build on our progress and push our efforts even further to achieve greater energy efficiency and sustainability.

Waste Reduction and Recycling

The Group is committed to minimizing waste and its environmental impact. While we have implemented waste recycling and donation programs, we recognize that waste reduction is more beneficial and cost-effective than recycling. We encourage employees to reuse office stationery and advocate for the use of reusable containers and utensils in the workplace.

These initiatives reflect our dedication to resource efficiency and sustainability. We will continue to innovate and refine our practices to further reduce our environmental footprint and contribute to a greener future.

Environment and Natural Resources

We recognize that minimizing the negative environmental impact of our business operations is essential to generating long-term value for our stakeholders and local communities.

Given the nature of our business, aside from emissions and resource usage, our operations do not have other significant environmental impacts. To reinforce our commitment to sustainability, the Group has obtained the FSC™ Chain of Custody Certification. This certification ensures that the wood used in our products is sourced from responsibly managed forests, tracked from origin to final product, and aligns with our dedication to environmental stewardship.

Additionally, the Group has implemented a whistle-blowing system, enabling employees to report any behavior that may harm the environment. During the reporting period, there were no instances of non-compliance with laws or regulations related to emissions or environmental protection, reflecting our adherence to legal and ethical standards.

We remain committed to maintaining and enhancing our environmental practices to contribute positively to the communities we serve and the planet as a whole.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024



HKFWC workshop



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Environmental performance

The Company and its controlling subsidiaries

Air emissions	Air Pollutant Emission (kg)		
	The Company and its controlling subsidiaries		
	2024	2023	Change
Nitrogen oxides (NOx)	0.6952	0.90	-22.76%
Sulphur oxides (SOx)	0.0184	0.03	-38.67%
Respiratory suspended particles (RSP)	0.0512	0.06	-14.67%

Compared to 2023, our Directors have made a conscious effort to reduce vehicle usage and prioritize public transportation whenever possible. As a result, we have achieved significant reductions in emissions: nitrogen oxides (NOx) decreased by 22.76%, sulfur oxides (SOx) by 38.67%, and respirable suspended particulates (RSP) by 14.67%. This demonstrates our commitment to minimizing our environmental footprint and promoting sustainable practices within the organization.

Greenhouse gas emissions	Greenhouse Gas Emission (tonnes)		
	The Company and its controlling subsidiaries		
	2024	2023	Change
Greenhouse gas in total	71.9216	100.88	-28.71%
Scope 1: Direct greenhouse gas emissions	3.3957	5.23	-35.07%
Scope 2: Energy Indirect greenhouse gas emissions	75.5405	91.98	-17.87%
Scope 3: Other Indirect greenhouse gas emissions	-7.0146	3.67	-292.87%
Intensity of greenhouse gas (tonnes CO₂-e per employee)	0.6309	0.78	-11.23%

During the reporting period, our organization's total greenhouse gas emissions amounted to 71.9216 tonnes, with an intensity of 0.6924 tonnes of CO₂-e per employee. This represents a substantial reduction of 28.96 tonnes, or 28.71%, compared to the total emissions recorded in 2023. The decline can be attributed primarily to a decrease in purchased electricity, which underscores the effectiveness of our energy-saving initiatives in the office environment.

In 2024, our organization have reduced GHG emissions across all scopes (Scope 1, 2, and 3). However, it is important to note that Scope 3 emissions, which include paper waste, have been reported as a negative figure. This anomaly is attributed to the fact that paper materials are brought into our premises by clients during their visits, and we have implemented a comprehensive recycling program for all our paper materials. As a result, the recycling efforts have led to a net reduction in emissions associated with paper waste, contributing to the negative figure observed in Scope 3 emissions.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024



Presentation conducted by TWGHs Mr & Mrs Kwong Sik Kwan College students



HK Saving Cat and Dog Association (HKSCDA) volunteer work



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024



Gingko House O Bakery bread distribution



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Pink Revolution



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Use of energy	Energy Consumption (MWh)		
	The Company and its controlling subsidiaries		
	2024	2023	Change
Petrol	12.1530	18.72	-35.08%
Purchased electricity	111.0890	135.26	-17.87%
Total	123.2420	153.98	-19.96%
Intensity of energy (MWh per employee)	1.0811	1.19	-9.15%

During the reporting period, the total energy consumption was 123.2420 MWh, with an intensity of 1.0811 MWh per employee. This represents a decrease in energy intensity per employee from 1.19 MWh in the previous period to 1.0811 MWh in 2024. The reduction is attributed to our deliberate efforts to conserve electricity and the decreased usage of company vehicles.

Data of water consumption is not available since the Company and its controlling subsidiaries operate in leased office premises for which both water supply and consumption are solely controlled by the building management.

Waste disposal	Waste Disposal (tonnes)		
	The Company and its controlling subsidiaries		
	2024	2023	Change
Hazardous wastes	0	0	N/A
Non-hazardous wastes	3.8845	5.27	-26.29%
Total	3.8845	5.27	-26.29%
Intensity of waste (tonnes per employee)	0.0341	0.04	-14.75%

In order to reduce the number of non-hazardous waste, the Group has engaged a professional vendor to handle recycling of sensitive paper documents. Paper wastes, plastic bottles and aluminium cans would be collected separately by putting them in the designated color recycle bins at offices. Reusing of stationery such as paper clips, folders, binders, envelopes, refillable ball pens, etc. are recommended to fully utilise the office materials.



In 2024, we introduced several new initiatives to further enhance employee participation in waste reduction efforts. We promoted beverage carton recycling and the use of recyclable rechargeable batteries. To facilitate the transition to rechargeable batteries, we created a supportive environment by offering to collect used batteries for recycling. These batteries are subsequently handed over to specialized recycling and environmental protection agencies for proper disposal and recycling.



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Waste in Hong Kong is a growing issue, with food waste being the largest source of municipal solid waste. To support sustainable development, we encourage everyone to take an active role in reducing food waste, and we lead by example. In 2024, the Company supports and participates in the “Food Wise Hong Kong Campaign”, launched by the former Environment Bureau. As a “Food Wise Partner”, we signed the Food Wise Charter and committed to food waste reduction activities. This includes encouraging employees not to become “Big Wasters”. For office gatherings or parties with catering, we will carefully estimate attendance to avoid excess food. Employees are also encouraged to bring their own lunch boxes to take home any leftover food.

During the reporting period, 3,8845 tonnes of non-hazardous waste were produced, with an intensity of 0.0341 tonnes per employee. This represents a decrease of 1,3855 tonnes (26.29%) compared to 2023. Compared to 2022, when 11.92 tonnes were produced, the waste was significantly reduced by 8,0355 tonnes (67.41%).

We remain committed to reducing waste. Together with our subsidiaries, we actively promote waste reduction and aim to achieve even greater reductions by 2025.



ESG PERFORMANCE AT A GLANCE

Environmental Performance

Air emissions	Types of emissions	Amount emitted
	Nitrogen oxides (NOx) (in kilogram)	0.6952
	Sulphur oxides (SOx) (in kilogram)	0.0184
	Respiratory suspended particles (RSP) (in kilogram)	0.0512

Greenhouse gas emissions	Types of emissions	Amount emitted
	Greenhouse gas in total (in tonnes)	71.9216
	Scope 1: Direct greenhouse gas emissions (in tonnes)	3.3957
	Scope 2: Energy Indirect greenhouse gas emissions (in tonnes)	75.5405
	Scope 3: Other Indirect greenhouse gas emissions (in tonnes)	-7.0146
Intensity of greenhouse gas (tonnes CO ₂ -e each employee)	0.6309	

Waste disposal	Types of wastes	Waste produced
	Total hazardous (in tonnes)	0
	Non-hazardous (in tonnes)	3,8845
Intensity of non-hazardous (tonnes each employee)	0.0341	

Use of energy	Types of consumption	Waste produced
	Petrol (in MWh)	12.1530
	Electricity (in MWh)	111.0890
	Total energy consumption (in MWh)	123.2420
Energy intensity (MWh each employee)	1.0811	

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Social performance – Employment and Labour Practices

	Gender	Employee category	Age Group				Total workforce	Male to female ratio
			below 30	30-40	41-50	above 50		
Number of full-time employees	Male	Top management	0	0	0	2	116	1.04:1
		Senior management	0	1	1	1		
		Middle management	0	1	6	2		
		General staff	3	23	12	7		
	Female	Top management	0	0	0	0		
		Senior management	0	0	1	2		
		Middle management	0	2	7	1		
		General staff	7	22	8	7		

	Gender	Employee category	Age Group				Total employee turnover	Employee turnover rate
			below 30	30-40	41-50	above 50		
Employee turnover	Male	Top management	0	0	0	0	31	2.10%
		Senior management	0	0	0	0		
		Middle management	0	0	0	0		
		General staff	6	3	2	2		
	Female	Top management	0	0	0	0		
		Senior management	0	0	0	0		
		Middle management	0	0	0	0		
		General staff	5	10	1	2		

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Work-related fatality and / or injury	Gender	Number of work-related fatalities	Number of work-related injury	Lost day due to work-related injury
	Male	0	0	0
	Female	0	0	0

	Gender	Employee category				Total	Percentage (%) of employee trained by gender
		Top management	Senior management	Middle management	General staff		
Number of trained employees	Male	0	1	5	17	57	40.35%
	Female	0	1	7	26		59.65%
Total training hours	Male	0	0.5	16	82.75	358.75	/
	Female	0	18	87	154.5		



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

ESG REPORTING GUIDE CONTENT INDEX

Material Aspect	Content	Page Number / Remark
A. Environmental		
A1 Emissions		
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste	35
A1.1	The types of emissions and respective emissions data	39
A1.2	Greenhouse gas emissions in total and intensity	39
A1.3	Total hazardous waste produced	43
A1.4	Total non-hazardous waste produced and intensity	43
A1.5	Description of measures to mitigate emissions and results achieved	39
A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved	43
A2 Use of Resources		
General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials	36
A2.1	Direct and indirect energy consumption by type in total and intensity	39
A2.2	Water consumption in total and intensity	There was no independent water meter installed in the office to record water consumption and the properties management is unable to provide relevant water bills. Hence, there was no data of water consumption.
A2.3	Description of energy use efficiency initiatives and results achieved	43

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Material Aspect	Content	Page Number / Remark
A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved	Currently sourcing sufficient water from municipal water supplies.
A2.5	Total packaging material used for finished products	The Group did not use packaging material.
A3 Environment and Natural Resources		
General Disclosure	Policies on minimising the issuer's significant impact on the environment and natural resources	37
A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them	39
B. Social		
B1 Employment		
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	23
B1.1 (Partial)	Total workforce by gender and age group	26
B1.2 (Partial)	Employee turnover rate by gender and age group	26
B2 Health and Safety		
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.	29
B2.1	Number and rate of work-related fatalities	30
B2.2	Lost days due to work-related injury	30
B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored	29
B3 Development and Training		
General Disclosure	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	27

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

For the year ended 31 December 2024

Material Aspect	Content	Page Number / Remark
B3.1	The percentage of employees trained by gender and employee category	28
B3.2	The average training hours completed per employee by gender and employee category	28
B4 Labour Standards		
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour	29
B5 Supply Chain Management		
General Disclosure	Policies on managing environmental and social risks of the supply chain	31
B6 Product Responsibility		
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress	32
B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored	32
B7 Anti-corruption		
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering	33
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	33
B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored	33
B8 Community Investment		
General Disclosure	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests	35
B8.2	Resources contributed	35