



GET HOLDINGS LIMITED 智易控股有限公司*

(Incorporated in the Cayman Islands and continued in Bermuda with limited liability)
(於開曼群島註冊成立及於百慕達存續之有限公司)

Stock code 股份代號: 8100

Environmental, Social and Governance Report

2016 環境、社會及
管治報告

CONTENTS

About The Company	關於本公司	2
About This Report	關於本報告	4
Stakeholders' Feedback	持份者的意見回饋	5
Environmental Protection	環保	
Emissions	排放物	5
Use of resources	資源使用	5
Environment and natural resources	環境及天然資源	6
Human Resources	人力資源	
Employment	僱傭	7
Compensation, benefits and dismissal	薪酬、待遇及解僱	7
Working hours, rest periods and paid leaves	工作時數、休息時間及有薪假期	7
Anti-discrimination, equal opportunity and diversity	反歧視、平等機會及多元化	8
Employee health and safety	僱員健康與安全	8
Employee development and training	僱員發展及培訓	9
Labour standards	勞工準則	10
Supply Chain Management	供應鏈管理	10
Product Responsibility	產品責任	11
Anti-corruption	反貪污	12
Community	社區	12

目錄

Environmental, Social and Governance Report

環境、社會及管治報告

ABOUT THE COMPANY

In 2016, GET Holdings Limited (the “Company” or “GET Holdings”) and its subsidiaries (collectively, the “Group”) were principally engaged in (i) research, development and distribution of personal computer performance software, anti-virus software, mobile phone applications and toolbar advertisement, (ii) investment in securities, (iii) money lending business, (iv) provision of corporate management solutions and I.T. contract services and (v) insurance and MPF schemes brokerage business (“Core Business Operations”).

Based in Hong Kong, facing the world with “profession, integrity and innovation” as our target, the Group regards “creating values for customers” as the driver for development and adheres to the principles of striving for the best and earning win-win cooperation in the ever-changing market.

While we strive to develop our business and maximise returns, we also endeavour to improve our performance in respect of environment, society and corporate governance. The Group upholds the philosophy of mutual growth among business operations, environment and the society. In addition to boosting business growth, we balance the interests of investors and shareholders, customers, staff, partners and suppliers, as well as stakeholders of all circles. Forging communication with stakeholders, we incorporate their needs and considerations into our business practices with a view to achieving corporate sustainable development.

關於本公司

於二零一六年，智易控股有限公司（「本公司」或「智易控股」，連同附屬公司，統稱「本集團」）之主要業務為(i)研究、開發及其分銷個人電腦性能軟件、防毒軟件、流動電話應用程式及工具欄廣告、(ii)投資證券、(iii)借貸業務、(iv)提供企業管理解決方案及資訊科技合約服務及(v)保險及強積金經紀業務（「核心業務」）。

本集團根植香港、面向全球，以「專業、誠信和創新」為目標，以「為客戶創造價值」作為發展的原動力，在瞬息萬變的市場中，秉承精益求精，合作雙贏的原則。

本集團在積極發展業務，提升回報的同時，亦致力改善我們在環境、社會參與及企業管治範疇的表現。本集團秉持業務經營、環境與社會共同成長的理念。我們推動業務增長之餘，平衡包括投資者及股東、客戶、員工、合作夥伴及供應商、以及社會各界不同持份者的利益。我們藉著溝通，將持份者的需要及考慮融入我們的經營實務之中，長遠實現企業可持續發展。

Environmental, Social and Governance Report

環境、社會及管治報告

We are committed to:

我們致力於：

<p>Investors and shareholders: 投資者及股東：</p>	<ul style="list-style-type: none"> • Complying with the Rules Governing the Listing of Securities on the Growth Enterprise Market (“GEM”) of The Stock Exchange of Hong Kong Limited (“Stock Exchange”) (“GEM Listing Rules”) and the relevant codes and guidelines published by the Securities and Futures Commission of Hong Kong • 遵守香港聯合交易所有限公司（「聯交所」）創業板（「創業板」）上市規則（「創業板上市規則」）及香港證券及期貨事務監察委員會所發佈的相關守則和指引 • Disclosing corporate information to the public in a timely manner • 遵守相關上市規則及證監會守則，並及時向公眾公佈企業資訊 • Optimising corporate governance and risk control • 優化企業管治及風險控制 • Improving operating efficiency to generate stable returns in the long run • 提升經營效率，推動業績增長，長遠創造穩健回報
<p>Staff: 員工：</p>	<ul style="list-style-type: none"> • Providing safe and suitable working environment for staff • 為員工提供安全、公平、合適的工作環境 • Providing sufficient internal trainings on industry knowledge to staff and support the development of staff • 給予充足內部培訓，豐富員工行業知識及支持員工發展
<p>Customers: 客戶：</p>	<ul style="list-style-type: none"> • Complying with applicable laws and being responsible for product and service liability • 遵守適用法例，履行產品及服務責任 • Reinforcing communication with customers to understand their demand • 重視客戶溝通，了解客戶需要 • Respecting customer privacy and safeguarding customer properties • 尊重客戶私隱，保障客戶財產 • Improving product and service quality through innovation • 推陳出新，改善產品及服務質素

Environmental, Social and Governance Report

環境、社會及管治報告

<p>Partners and Suppliers: 合作夥伴及供應商：</p>	<ul style="list-style-type: none"> • Complying with applicable laws and eradicating corruption behaviour 遵守適用法例，杜絕貪污行為 • Maintaining sound cooperation relationship for mutual growth 保持良好合作關係，共同成長 • Formulating stringent procurement system and controlling risks 制定嚴謹的供應及合作制度，控制風險
<p>Society: 社會：</p>	<ul style="list-style-type: none"> • Rewarding the society 積極回饋社會 • Enhancing the environmental protection consciousness of staff and building correct values 增強員工環保及助人意識，建立正確價值觀 • Developing innovative products bringing convenience to the society 從產品為社會帶來便利

ABOUT THIS REPORT

This is the first year for GET Holdings to present its Environmental, Social, and Governance (“ESG”) Report (“ESG Report”) to highlight its ESG performance. This ESG Report is prepared in accordance with the “Environmental, Social and Governance Reporting Guide” (“ESG Reporting Guidelines”) in Appendix 20 to the GEM Listing Rules and Rule 17.103 under Chapter 17 of the GEM Listing Rules.

Unless otherwise stated, this ESG Report covers the Group’s overall performance in two subject areas, namely, Environment and Social, for the Group’s business operations for the year ended 31 December 2016 (“Reporting Period”).

The Group has complied with the “comply or explain” provisions set out in the ESG Reporting Guidelines for the Reporting Period. During the Reporting Period, our principal place of business is Hong Kong and our Hong Kong office is also responsible for the relevant compliance matters for the listing of the Company on GEM as well as providing an overall supervision of the members of the Group. This ESG Report mainly covers the Core Business Operations during the Reporting Period.

關於本報告

本年度乃智易控股首次就本集團在環境、社會及管治範疇上的表現編撰之報告（「ESG報告」）。本ESG報告乃應聯交所創業板上市規則附錄二十的《環境、社會及管治報告指引》（「ESG指引」）及創業板上市規則第十七章第17.103條而編製。

除另有說明者外，本ESG報告涵蓋本集團於截至二零一六年十二月三十一日止年度的報告期間（「報告期間」）在環境及社會兩個主要範疇的整體表現。

本集團於報告期間已遵守ESG指引的「不遵守就解釋」條文。報告期間，本集團業務主要運營地區為香港，而香港辦事處亦負責本公司在創業板上市的相關合規事宜，以及整體監察本集團成員。本ESG報告主要涵蓋報告期間的核心業務。

Environmental, Social and Governance Report

環境、社會及管治報告

STAKEHOLDERS' FEEDBACK

In addition to reporting our ESG performance in this ESG Report, we welcome stakeholders' feedback regarding our ESG approach and performance. Please share your views with us through the following:

Correspondence address: Room 1703, 17/F, Harcourt House,
39 Gloucester Road, Wanchai, Hong Kong
Telephone number: (852) 2110 8100
Website: <http://www.geth.com.hk>

ENVIRONMENTAL PROTECTION

1. Emissions

As the Group's Core Business Operations do not involve any industrial production process, we did not generate any exhaust gas and greenhouse gas, sewage and other emissions, as well as sludge, and other hazardous or non-hazardous wastes directly during the Reporting Period.

The Group improves its operating efficiency actively and implements environmental protection measures to mitigate the negative impact on environment that arises from our business operations. During the Reporting Period, there was no incident of non-compliance with local relevant environmental laws and regulations that have a significant impact on the Group.

2. Use of Resources

We require our Hong Kong office and every subsidiary to review and check the business operations regularly, implement improvement measures to utilise office resources including water, electricity and paper more effectively and reduce or terminate wasting resources or polluting the environment, with the aim of promoting the sustainable development in corporate environmental protection.

持份者的意見回饋

在本ESG報告匯報ESG表現之餘，本集團亦歡迎各持份者就本集團的環境、社會及管治方針與表現發表意見。請透過下列方式與本集團分享寶貴意見：

郵寄地址：香港灣仔告士打道39號夏慤大廈
17樓1703室
電話：(852) 2110 8100
網站：<http://www.geth.com.hk>

環保

1. 排放物

本集團核心業務並不涉及任何生產工序，因此，於報告期間，本集團沒有直接產生廢氣及溫室氣體、污水等排放、以及淤泥、以及其他有害或無害廢棄物等。

本集團積極透過提升營運效率及實施環保措施，以減少我們業務運作過程中對環境的負面影響。於報告期間，並無任何當地的環保相關、且對本集團構成重大影響的違法違例事件。

2. 資源使用

我們要求香港辦公室及各附屬子公司定期審視及檢查業務運營過程，實行改善措施以更有效地利用水、電、紙張等辦公室資源，減少或停止使用浪費資源或污染環境之用品，提升企業環保可持續性發展。

Environmental, Social and Governance Report

環境、社會及管治報告

The Group promotes proactively paperless measures to reduce paper consumption. In addition, we also encourage the use of telephone and video conference to minimise the travelling of directors and staff; reusing paper, recycling waste paper and reducing printing of documents; the reduction of electricity consumption from lighting system to air conditioners; resale of the old electronic products to prolong their service life and reducing electronic solid waste.

The Group also provides relevant guidelines to the relevant employees during orientation to raise their environmental protection awareness. The Group also encourages and requires staff to conserve energy and be aware of environmental protection and reduce resources consumption. At the same time, the Group reviews the use of resources from time to time and implements improvement measures when necessary, striving to improve the efficiency of energy utilization and achieve the goal of energy conservation, emission reduction, pollution reduction and environmental protection.

3. *Environment and natural resources*

The Group recognise the importance of environmental protection. We continue to reduce an impact of our operations on the environment and promote the awareness of environmental protection within the Group.

Although our Core Business Operations mainly focus on financial services and provision of software products and IT related services, we recognise that our operations still have the indirect negative impact which we are committed to minimising by continually improving our environmental management practices and measures to reduce energy and other resource use, minimise waste and increase recycling of reusable resources. We also encourage our employees to become environmentally friendly and promote environmental protection in our operations.

The Group confirmed that, during the Reporting Period, there was no penalty imposed by relevant government authorities arising from non-compliance with the above laws and regulations during our business operations.

本集團積極推行無紙化，降低紙張消耗量。此外，我們亦鼓勵使用電話及視像會議系統，減少董事及員工出差次數；循環使用紙張、回收廢紙、以及減少紙品印刷；從照明系統、空調等方面降低用電量；將舊電子用品轉售，達到延長使用壽命，減少電子固廢。

本集團亦於有關員工入職時，均提供相關指引，提升員工的環保意識，鼓勵及要求員工節約環保、減少資源消耗。同時，本集團不定期檢視資源使用情況，並於需要時實行改善措施，致力提高能源資源利用效率，達到節能減排、減少污染、保護環境。

3. *環境及天然資源*

本集團明白環保的重要性。我們持續降低我們業務對環境的影響，並在本集團內推廣環保意識。

儘管我們的核心業務主要為金融服務及提供軟件產品和資訊科技服務，我們知道我們的業務仍然會對環境構成間接負面影響，而我們亦致力減少這些影響，包括透過持續改善環保管理實務及措施節約能源及其他資源使用、減少廢物及增加資源循環再用。我們亦鼓勵員工環保，推動環保經營。

本集團確認於報告期間，我們業務過程中未有出現違反上述法律及法規而遭受相關政府機關處罰的情況。

Environmental, Social and Governance Report

環境、社會及管治報告

HUMAN RESOURCES

1. *Employment*

The Group has formulated and implemented a set of comprehensive human resource management system according to Hong Kong Employment Ordinance and other applicable laws. The relevant employees are provided with relevant documents and guidelines on the Company's employment policy, occupational ethnics, occupational safety and health, and so on. Our employees are also well aware of their rights and obligations to safeguard the interests between themselves and the Group.

2. *Compensation, benefits and dismissal*

We believe that the remuneration and benefit package of the Group is competitive and conforms to the market standard, which can help us to attract talented personnel and retain employees. The Group determines and adjusts the remuneration and benefits of our employees upon performance appraisals which are based on job nature, qualifications of staff, work performance and market conditions. Our remuneration and benefit package include basic salary, mandatory provident fund, insurance, statutory and additional annual leave, sick leave, allowances and other welfares and interests. We have entered into individual employment contracts with our employees that comply with the relevant rules and regulations covering matters on working hours and work performance. Our compensation, benefits or dismissals policies are based on merit, qualifications and competence of an individual member of staff.

3. *Working hours, rest periods and paid leaves*

It is our policy that working hours should be modified where relevant to minimise any occupational hazards or risks. Our employees could be properly compensated for working overtime according to the law. We provide rest periods to our staff on each working day. Our employees are entitled to their stipulated annual leave, sick leave and other types of leave in accordance with the relevant rules and regulations.

人力資源

1. 僱傭

本集團已根據香港《僱傭條例》及其他適用法律，制定並執行一套全面的人力資源管理制度。有關員工均獲給予本公司的僱傭政策、職業道德、以及職安健指引等相關文件及資料。員工亦清楚知道對其權利及福利，保障雙方權益。

2. 薪酬、待遇及解僱

我們相信，本集團的薪酬及福利待遇制度符合市場水平，具有一定競爭力，有利於我們吸引人才及挽留員工。本集團按照工作性質、員工資歷、工作表現及市場情況，並經過績效評估而釐訂及調整僱員薪酬及福利。該薪酬及福利待遇制度包括基本薪酬、強制性公積金、保險、法定及額外年假、病假、各種津貼等員工福利及權益。我們與我們的員工簽訂獨立僱傭合約，該等合約均符合有關工作時數及工作表現等事宜的相關法例。我們的薪酬、待遇及解僱政策因應員工各自的表現、資格及能力而定。

3. 工作時數、休息時間及有薪假期

我們的政策是以把職業性危害或風險降至最低為調整工作時數的考慮。我們的員工可根據法例，就超時工作獲得合理補償。我們於每個工作天給予員工休息時間。我們的員工有權根據相關法例獲得所規定的年假、病假及其他假期。

Environmental, Social and Governance Report

環境、社會及管治報告

4. *Anti-discrimination, equal opportunity and diversity*

In addition to the remuneration and employment system mentioned above, the Group provides equal opportunities for our employees in all aspects to create an equitable and non-discriminating working environment. We are committed to protecting our employees from being discriminated against or deprived of any opportunities due to gender, race, religion, age, marital and family status, disability or any other reasons.

During the Reporting Period, there was no incident of non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination and other benefits and welfare.

5. *Employee health and safety*

The Group adheres to “human-oriented” philosophy and strives to create a healthy and safe working environment for our employees. We prepare health and safety working guidelines according to industry characteristics, practices and regulatory requirements. While monitoring and implementing relevant guidelines stringently, we also cooperate with the property management company of the building where the offices are located, and encourage our staff to participate in fire drills regularly, and provide safety related trainings and meetings for our employees. These measures aim at enhancing the safety awareness and knowledge of all employees and regulating their safety behaviour. Employee benefits of the Group including conventional insurances are in place to safeguard their health and safety.

In order to enrich the employees’ leisure life and enhance their physical and mental health, the Group organises and arranges social activities for the purpose of enhancing interaction and understanding among employees, maintain work and life balance and strengthen their sense of belongings.

During the Reporting Period, there was no significant incident of safety and work-related injury. There was no incident of non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards.

4. 反歧視、平等機會及多元化

除上述薪酬及僱傭制度，本集團在各方面為員工提供平等機會，營造公平、無歧視的工作環境。我們致力保護員工，不會因性別、種族背景、宗教、年齡、婚姻及家庭狀況、殘疾或任何其他原因而遭受歧視或遭剝奪任何待遇。

於報告期間，並無任何就薪酬及解僱、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、且對本集團有重大影響的違法違規事件。

5. 僱員健康及安全

本集團堅持「以人為本」理念，致力為員工締造健康、安全的工作環境。我們按照行業特性、慣例及監管規定，編製工作健康及安全指引。我們嚴格監督及執行有關指引，亦與機構及辦事處大廈的物業管理公司合作，鼓勵定期參與舉辦的消防演習，以及為僱員提供安全相關培訓及會議。這些措施目的在於提高全體員工的安全意識及知識，規範員工安全行為。本集團在員工的福利中包含常規保險，以保障其健康及安全。

為豐富員工業餘生活，促進員工身心健康，本集團組織及安排社交活動，藉此加強僱員之間的互動交流及了解，保持工作及生活平衡，加強員工歸屬感。

於報告期間，本集團沒有發生重大安全事故以及工傷；亦無有關提供安全工作環境及保障僱員避免職業性危害、且對本集團有重大影響的違法違規事件。

Environmental, Social and Governance Report

環境、社會及管治報告

6. *Employee development and training*

As talented human resources are especially vital for corporate development, the Group provides professional trainings to our employees through a series of training programs to enhance their quality, qualifications and skills and assist them in their long-term growth. The Group also takes the initiative to know about the needs of employees, understands their concerns on working environment and career development goals.

During the Reporting Period, the Group arranged/organised the following professional trainings and development programs, including but not limited to:

- Financial service professional knowledge
- I.T. professional knowledge
- Customer service/product knowledge trainings
- Seminars/guidelines relating to regulations
- Anti-corruption professional trainings
- Knowledge relating to the GEM Listing Rules and corporate governance

The Group also updates the latest information of the industry and laws and regulations which are essential to the Group's operations and their job responsibilities from time to time.

6. 僱員發展及培訓

人才資源對企業發展尤其重要，因此透過一系列的培訓計劃，為員工提供專業訓練，提升員工質素、資格及技能，協助員工長遠成長。本集團亦積極了解員工所需，明白員工對工作環境的意見及事業發展目標，協助員工與公司共同成長。

報告期間，本集團安排／組織的專業培訓及發展計劃包括但不限於：

- 金融服務專業知識
- 資訊科技專業知識
- 客戶服務／產品知識培訓
- 相關法規講座／指引
- 反貪污專業培訓
- 創業板上市規則及企業管治相關知識

對本集團營運及員工職責重要的行業訊息、以及法律法規，本集團亦會不時提供最新資訊。

Environmental, Social and Governance Report

環境、社會及管治報告

7. Labour standards

The Group is in compliance with the Employment Ordinance (Chapter 57 of the Laws of the Hong Kong) and formulates internal code guidelines and labour systems with reference to international labour standards. All recruitment processes and promotion activities are stringently monitored according to the human resource management system of the Group.

The Group provides the code of conduct in employment contracts and monitors the implementation of the code of conduct of the relevant employees, depending on the nature of employee's job duties and position and avoids any non-compliance incident. In case of discovering any non-compliance incident, the Group will conduct prompt investigation, punishment or dismissal of relevant employees. When necessary, the Group will pinpoint non-compliance incidents to further perfect the labour mechanism.

During the Reporting Period, the Group had no child labour or forced labour, nor had any case of discrimination relating to ethnic group, religion, age, disability, etc.

7. 勞工標準

本集團遵守香港法例第57章《僱傭條例》，並參考國際勞工標準，制訂內部守則指引及勞工制度。所有招聘程序及晉升活動均根據本集團人力資源管理制度嚴格監督。

本集團在僱傭合約及員工守則上列明對僱員行為操守的規範，對有關僱員（按員工工作性質及職位而定）的行為操守作嚴格監督，杜絕違規情況。當發現任何違規行為，本集團會即時作出調查、處分或解僱有關員工。如有需要，本集團會針對違規行為進一步完善勞工機制。

於報告期間，本集團並無童工或強迫勞役，亦無任何涉及種族、宗教、年齡、殘疾等歧視案件。

SUPPLY CHAIN MANAGEMENT

We care about the natural environment both for the present and the future. All stages in our supply chain shall comply with applicable national and legal environmental requirements.

In selecting our suppliers, we will take into account various factors, such as (1) quality of services; (ii) costs; (iii) safety management; and (iv) relevant qualifications (if applicable). Our relevant procurement policies require our suppliers to maintain a high standard of quality for the services provided, and to comply with and have in place adequate occupational health and safety and environmental protection procedures (if applicable) in accordance with the safety requirement and applicable laws.

供應鏈管理

我們關心自然環境的現狀及未來。我們的整個供應鏈均須遵守適用國家及法律的環保要求。

挑選供應商時，我們會考慮多個因素，包括(i)服務質素、(ii)成本、(iii)安全管理、及(iv)相關資格（如適用）。我們的相關採購政策要求供應商維持高服務質素，以及根據相關安全要求及適用法律，遵守及制訂足夠職業健康與安全、環保程序（如適用）。

Environmental, Social and Governance Report

環境、社會及管治報告

PRODUCT RESPONSIBILITY

The Group attaches great importance to product quality and reputation and strives to ensure product and service quality through internal control.

Our key products and services during the Reporting Period comprise:

1. Computer software and mobile phone applications and toolbar advertisement;
2. Money lending;
3. Corporate management solutions and I.T. contract services; and
4. Insurance and MPF schemes brokerage services.

Due to its business nature, the Group has easier access to customers' personal or corporate sensitive information. Accordingly, we have formulated relevant guidelines and manuals, requiring our relevant employees to handle customer's personal information prudently. The Group maintains and reviews various communication channels with customers to obtain opinions and feedbacks, and timely handle customer complaints, with a view to investigating complaints, strengthening our services and improving our customer service system.

During the Reporting Period, the Group did not suffer any customer loss arising from leakage of customer privacy or other service/product problems, nor received any material complaints and claims from customers due to inferior product/service quality.

During the Reporting Period, we complied with relevant applicable laws and regulations in respect of product responsibility. All the advertisements of our relevant products and services are placed when they are confirmed to meet the requirements on brand usage and products and services publicity program. We also ask for legal advice where appropriate.

產品責任

本集團十分重視產品的質量和信譽，積極透過內部監控確保產品及服務質素。

報告期內，我們的主要產品及服務包括：

1. 電腦軟件及移動電話應用程式以及工具欄廣告；
2. 貸款；
3. 企業管理解決方案及資訊科技合約服務；及
4. 保險及強積金經紀服務

由於業務性質，本集團較易接觸到客戶的個人或企業的敏感資料。因此，我們已制訂相關指引及手冊，規定有關員工謹慎處理客戶的個人資料。本集團會維持及審視與客戶的各種溝通渠道，以獲得客戶的意見反饋，及時處理客戶投訴，從而對客戶投訴作調查及加強服務，並完善客戶服務制度。

報告期間，本集團未出現因客戶私隱外漏或其他服務／產品問題而造成的客戶損失，亦未有接獲客戶因產品／服務質素欠佳而提出的重大投訴及賠償要求。

報告期間，我們就產品責任遵守相關適用法律法規。我們所有有關產品及服務的宣傳均於確認符合有關品牌使用及產品與服務宣傳方案的要求下進行。我們亦適時諮詢法律意見。

Environmental, Social and Governance Report

環境、社會及管治報告

ANTI-CORRUPTION

The Group and our employees strictly abide by relevant laws and regulations and ethical standards. During the Reporting Period, there was no case of corruption, bribery, extortion, fraud and money laundering lodged against the Group or our employees.

The Group firmly resists any act of corruption, and our Board adopts the “zero tolerance” attitude for any corruptive and fraudulent act, and this has already been reflected in our relevant business and employee policies. The Group maintains a sound corporate governance and risk management to protect the interests of stakeholders and promotes sustainable development. Please refer to the Corporate Governance Report as set out on page 33 to 49 of the Group’s 2016 Annual Report for the Group’s corporate governance structure and other relevant information.

The Group has formulated a set of comprehensive anti-corruption and fraud prevention mechanism. Through providing regular relevant anti-corruption trainings and information to the relevant employees, the Group can enhance their anti-corruption awareness, ensure all employees to observe domestic regulations and maintain a high level of professional conduct.

The Group promotes anti-corruption awareness to all employees. In case of identifying any corruption or fraudulent incident, it will be investigated immediately and reported to the management.

COMMUNITY

The Group places emphasis on enhancing our employees’ awareness of community caring and mutual assistance.

During the Reporting Period, the Group has made donations to various charitable organizations and institutions. Besides, the Group also encourages our staff to take part in charitable activities, including charity running and volunteer programs, for example, organizing voluntary work, holding or attending culture and art related courses and exhibitions. Costs associated with these activities are normally borne by the Group to boost the morale of our employees to participate. We keep this move to reward the community, enhance the relationship between staff and the community and deliver a positive value to our employees.

反貪污

本集團及員工嚴格遵守相關法律規範和道德準則，報告期間，沒有針對本集團或員工的貪污、賄賂、勒索、欺詐及洗黑錢案件。

本集團堅決杜絕任何貪腐行為，我們的董事會就反貪污及詐騙行為採取「零容忍」態度，並已反映於我們的相關業務及員工政策中。本集團透過保持良好的企業管治及風險管理，以維護持份者的利益，推動可持續發展。（有關本集團企業管治架構及其他相關資料，請參閱本集團2016年報第33頁至第49頁《企業管治報告》。）

本集團已制訂廉政公約及一套完善的反貪污及詐騙機制。本集團定期向有關員工提供有關反貪污的培訓及資訊，增加員工的反貪意識，確保所有員工均遵守國內法規，並擁有良好的專業操守。

本集團向所有員工灌輸反貪污意識。如發現任何貪污或詐騙事件，我們會即時進行調查，並向管理人員匯報。

社區

本集團重視提升員工對社區的關懷意識。

報告期間，本集團有以捐贈形式幫助不同的慈善團體和機構。此外，本集團亦鼓勵員工參與有關團體舉辦的慈善活動，包括慈善義跑及志願者計劃，或研究其他可行的形式，如組織義工活動、舉行或參與文化及藝術等相關的課程、展覽等，而活動的相關成本一般由本集團負責，使員工更積極參與。我們希望藉此讓員工回饋社區，促進員工及企業與社區間的關係，樹立正確的價值觀。

