



**NEW
MEDIA
LAB**

新傳企劃有限公司

New Media Lab Limited

(於開曼群島註冊成立之有限公司)

(Incorporated in the Cayman Islands with Limited Liability)

股份代號 Stock Code : 1284

2025

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



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ABOUT THIS REPORT 關於本報告

New Media Lab Limited (“Company”) and its subsidiaries (collectively referred to as “Group”) principally engages in the provision of one-stop, integrated advertising solutions to brand owners and advertising agencies through several digital media platforms. Currently, the Group operates nine media brands: “**Weekend Weekly**”, “**Oriental Sunday**”, “**Economic Digest**”, “**New Monday**”, “**More**”, “**GOtrip**”, “**Sunday Kiss**”, “**SSwagger**” and “**Madame Figaro**”. The Group acknowledges the significance of effective environmental, social and governance (“ESG”) initiatives at operational level. By adopting environmental and social initiatives into its business operation, the Group can enhance its cost efficiency and risk management, and make informed decisions by engaging with the stakeholders of the Group. Besides, the Group is dedicated to prioritising ESG disclosure, and is committed to improving its transparency and accountability by consistently disclosing its ESG practices and performance, showcasing its commitment to sustainable and responsible business practices.

新傳企劃有限公司(「本公司」)及其附屬公司(統稱為「本集團」)主要透過多個數碼媒體平台，向品牌擁有人及廣告代理公司提供一站式綜合廣告解決方案。目前，本集團經營9個媒體品牌：「**新假期**」、「**東方新地**」、「**經濟一週**」、「**新Monday**」、「**More**」、「**GOtrip**」、「**Sunday Kiss親子童盟**」、「**SSwagger**」和「**Madame Figaro**」。本集團深明有效的環境、社會及管治舉措在經營層面的重要性。通過於業務營運實施環境和社會舉措，本集團可提升其成本效益及風險管理，並透過與本集團利益持份者溝通以作出明智決策。此外，本集團致力優先考慮環境、社會及管治披露，並透過持續披露其環境、社會及管治常規及表現，提高其透明度及問責性，展示其對可持續及負責任經營慣例的承諾。

1.1 REPORTING BOUNDARY

匯報範圍

This report primarily provides an overview of the Group's operations in Hong Kong for the financial year ended 31 December 2025 ("Year"), and describes the ESG values and initiatives of the Group.

This report sets out the Group's compliance with the mandatory disclosure requirements and its report on the "comply or explain" provisions of the Environmental, Social and Governance Reporting Code ("ESG Reporting Code") as set out in Appendix C2 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited ("Stock Exchange"). It is recommended that this report is read in conjunction with the Company's 2025 Annual Report, in particular the Directors' Report and Corporate Governance Report sections therein.

本報告主要概述本集團於截至2025年12月31日止財政年度(「本年度」)於香港的營運，以及闡述本集團的環境、社會及管治價值及措施。

本報告闡述了本集團遵守香港聯合交易所有限公司(「聯交所」)證券上市規則附錄C2所載《環境、社會及管治報告守則》(「環境、社會及管治報告守則」)的強制披露要求以及對「不遵守就解釋」條文作匯報。建議閣下將本報告與本公司2025年年報一併閱讀，尤其是其中的董事會報告及企業管治報告部分。

1.2 REPORTING PRINCIPLES

匯報原則

This report is based on the four reporting principles outlined in the ESG Reporting Code – materiality, consistency, quantitative, and balance.

- **Materiality:** The Group collects and compiles information based on the materiality principle, focusing on key ESG issues that are relevant to the Group and its stakeholders
- **Consistency:** The Group maintains consistency in its ESG reporting by following the ESG Reporting Code, ensuring that the information is consistently disclosed over time
- **Quantitative:** The Group includes quantitative data in its ESG report, providing a measurable and objective assessment of its performance in areas such as emissions, consumption of resources, and waste management
- **Balance:** The Group strives to achieve a balanced ESG report, which provides an overview of the Group's sustainability initiatives spanning areas including governance, talent development, compliance, environmental responsibility, and community investment

This report is available on the website of the Company (<https://www.NewMediaLab.com.hk>) and the news website of Hong Kong Exchanges and Clearing Limited ("HKEX") (<https://www.hkexnews.hk>).

本報告基於環境、社會及管治報告守則中概述的四項報告原則 – 重要性、一致性、量化和平衡。

- **重要性：**本集團根據重要性原則收集和匯編資訊，主要關注與本集團及其持份者有關的環境、社會及管治議題
- **一致性：**本集團遵循環境、社會及管治報告守則，保持其環境、社會及管治報告的一致性，確保了資訊於日後披露的一致性
- **量化：**本集團在其環境、社會及管治報告中納入了可予計量的數據，為本集團在排放、資源消耗及廢物處理等領域的表現提供了可量度的客觀評估
- **平衡：**本集團致力實現環境、社會及管治報告的平衡，以提供本集團在可持續發展舉措的概述，涵蓋的領域包括管治、人才發展、合規、環境責任及社區投資

本報告可於本公司的網站 (<https://www.NewMediaLab.com.hk>) 及香港交易及結算所有限公司(「港交所」)的披露易網站 (<https://www.hkexnews.hk>) 查閱。

1.3 BOARD STATEMENT

董事會聲明

The board of directors of the Company (“Board”) recognises that sustainable practices are essential for the success and resilience of the Group, which enable the Group to operate its businesses in a responsible and sustainable manner. By prioritising ESG practices and upholding responsible governance, the Group aims to establish trust, build credibility, and make positive contributions to the community and environment in which the Group operates.

The Group’s ESG processes and procedures focus on non-financial indicators that outline the Company’s approach towards sustainability and has taken into account ESG-related issues covering different aspects including operations, legal and compliance, internal control, human resources, as well as marketing and communications. The Board has overall responsibility for the Company’s ESG strategy and reporting. To reinforce the Board’s ESG management approach and strategy as well as further enhance ESG governance, the Board has adopted an ESG Policy whereby the ESG Committee (comprising representatives from operations and supporting departments and the Executive Committee of the Company (“Executive Committee”)) is delegated the power and authority to handle all ESG-related matters.

The roles and functions of the ESG Committee and the Executive Committee are as follows:

ESG Committee

- Works through the key performance indicators (“KPIs”) and the right tools and resources to handle the ESG issues
- Formulates and executes action plans and ensures execution by respective teams so as to achieve the ESG-related goals and targets set by the Board

The ESG Committee reports to the Executive Committee on the progress of the above action plans.

本公司董事會(「董事會」)認同可持續發展的實踐對於本集團的成功和抗逆力十分重要，以讓本集團以負責任及可持續的方式營運其業務。通過優先考慮環境、社會及管治實踐以及堅持負責任的管治，本集團旨在建立信任、樹立信譽，並為本集團在其營運的社區和環境作出正面的貢獻。

本集團的環境、社會及管治流程和程序專注於非財務指標，概述了本公司就可持續發展的方法，並已考慮與環境、社會及管治相關議題，涵蓋多個方面，包括營運、法律合規、內部監控、人力資源以及營銷和通訊。董事會全面負責本公司的環境、社會及管治策略和匯報工作。為加強董事會的環境、社會及管治管理方針及策略，並進一步提升對環境、社會及管治的管治，董事會採納了環境、社會及管治政策，按此授予環境、社會及管治委員會(由營運及支援部門及本公司執行委員會(「執行委員會」)的代表組成)權力及權限處理所有與環境、社會及管治相關的事宜。

環境、社會及管治委員會及執行委員會的角色和職能如下：

環境、社會及管治委員會

- 通過關鍵績效指標及正確的工具和資源來處理環境、社會及管治事宜
- 制定及實施執行計劃，並確保各團隊的執行以達致董事會制定的環境、社會及管治相關目標

環境、社會及管治委員會向執行委員會匯報上述執行計劃的進展情況。

Executive Committee

- Provides recommendations to the Board on setting ESG-related goals and targets in line with the Group’s businesses as well as management approach and strategy
- Oversees formulation and implementation of action plans by the ESG Committee
- Monitors and evaluates effectiveness of action plans in achieving ESG-related goals and targets relating to the Group’s businesses including the KPIs
- Reviews effectiveness of ESG-related risk management and internal control systems (“Risk Control Systems”), and reports to the Audit Committee for its review and discussion with the Board

The Executive Committee reports at least once a year to the Board on the implementation and the progress made towards achieving ESG objectives.

Based on the recommendations from the Executive Committee, the Board reviewed the progress made towards achieving the ESG-related goals and targets as well as effectiveness of the management approach and strategy.

Set out below is the functional framework on ESG sustainability of the Company.



執行委員會

- 基於本集團的業務、管理方式及策略，就制定環境、社會及管治相關目標向董事會提出建議
- 監督由環境、社會及管治委員會制定及實施的執行計劃
- 監測和評估執行計劃在達致與本集團業務在環境、社會及管治相關目標方面的有效性，包括關鍵績效指標
- 檢視環境、社會及管治相關的風險管理和內部監控系統（「風險監控系統」）的有效性，並向審核委員會報告，供其審閱及與董事會進行討論

執行委員會至少每年向董事會匯報一次就達致環境、社會及管治目標的執行及進展情況。

根據執行委員會的建議，董事會已檢視在達致環境、社會及管治相關目標方面取得的進展，以及管理方法及策略的有效性。

以下是本公司可持續性的環境、社會及管治之功能框架。

- Reporting of ESG-related matters
匯報與環境、社會及管治相關事宜
- Reporting of other matters
匯報其他事宜

1.4 ESG RISK MANAGEMENT

環境、社會及管治風險管理

The Group has adopted an effective risk management mechanism to identify, assess, review and manage ESG risks related to the Group's business. By actively managing and mitigating the identified ESG risks as outlined below, the Group demonstrates its commitment to sustainable and responsible business practices, aiming to contribute to a more equitable and inclusive society, while ensuring long-term success.

(i) Environmental

Risk

- The Group's operations generate paper and electronic waste, and improper handling of this waste may lead to environmental contamination
- Energy consumption such as lighting and air-conditioning in the Group's operations may lead to a significant carbon footprint

Approach

- Using paper certified by the Forest Stewardship Council ("FSC") and dispatching unsold copies of the Group's print magazines and books for recycling; donating obsolete IT devices such as personal computers, monitors and laptops to charitable organisations
- Implementing energy-efficient practices and technologies

本集團採納了有效的風險管理機制，以識別、評估、審查和管理與本集團業務相關的環境、社會及管治風險。通過積極管理和降低已識別的環境、社會及管治風險，本集團展示了其對可持續和負責任的經營方式的承諾，旨在為建設一個更公平及包容的社會作出貢獻，同時確保長遠的成功。

(i) 環境

風險

- 本集團的營運會產生廢紙及電子廢物，不當處理該等廢物可能會導致環境污染
- 於本集團營運時所產生的能源消耗如照明及空調等，可能會產生大量的碳足跡

方法

- 使用經森林管理委員會(FSC)認證的紙張及將本集團未售出的印刷雜誌及書籍送往回收；捐贈個人電腦、顯示器及筆記本電腦等陳舊的訊息科技器材予慈善組織
- 採用節能措施及技術

(ii) Social

Risk

- Failure in recruiting or retaining key personnel may result in the Group lacking key talent in critical positions; lack of diversity and inclusion within the workforce can also lead to issues such as discrimination and lack of representation
- False or misleading publicity may damage the Group's reputation; non-compliant advertising content may lead to subsequent legal liabilities
- Changes of social or political environments, or occurrence of any natural disaster may adversely affect the Group's business and operations

Approach

- Implementing talent management strategies, and aiming to promote diversity, equity, and inclusion within the workforce, to build a socially responsible business
- Developing responsible marketing and advertising practices, while ensuring they are not making misleading claims
- Staying alert to the changes in social and political environments and adjusting strategic business plans to ensure the Group can cope with changes

(iii) Governance

Risk

- Weak corporate governance may lead to issues such as conflicts of interest, mismanagement, and lack of oversight; failure to comply with regulations governing the Group's operations may lead to legal and compliance breaches, and in turn to legal and financial penalties, as well as reputational damage

(ii) 社會

風險

- 未能招聘或保留重要人才可能導致本集團在關鍵崗位上缺乏重要人才；員工缺乏多元化及包容性亦可能導致歧視及缺乏代表性等問題
- 虛假或具誤導性的宣傳可能會損害本集團的聲譽；違規廣告內容可能會導致後續法律責任
- 社會或政治環境變動，以及任何自然災害的發生可能對本集團業務及營運造成不利影響

方法

- 實施人才管理策略，及旨在促進員工的多樣化、公平性及包容性，從而建立一個對社會負責任的企業
- 制定負責任的推廣及廣告常規，確保其不會作出誤導性聲明
- 對社會及政治環境變動保持警覺並調整業務策略計劃以確保本集團能應對該等變動

(iii) 管治

風險

- 薄弱的企業管治可能會導致利益衝突、管理不善及缺乏監督等問題；不遵守監管本集團營運的法規可能會導致違反法律及規例，從而受到法律及財務處罰，以及聲譽受損

- Weak risk management practices may expose the business to unexpected challenges and liabilities
- Failure to protect customer data may lead to data breaches, cyberattacks, and regulatory penalties

Approach

- Implementing corporate governance practices to ensure accountability and build up a transparent and responsible management team; closely monitor compliance with all applicable laws and regulations
- Implementing the Risk Control Systems, and striving to establish clear lines of responsibility, proper segregation of duties and effective internal reporting, as well as strengthening supervision and management accountability in business operations, in order to promote a culture of integrity
- Handling the collection and maintenance of customer data with appropriate data privacy and security measures

- 薄弱的風險管理實踐可能會使企業面臨不能預料的挑戰及責任
- 未能保護顧客資料可能會導致資料洩露、網絡攻擊及監管處罰

方法

- 實施企業管治常規以確保問責制及建立透明和負責任的管理團隊；密切監察所有適用法律及法規的遵守情況
- 實施風險監控系統，以及致力於建立明確的責任分工、適當的職務分工及有效的內部報告，並於業務營運中加強監督及管理問責，以提倡誠信文化
- 在處理顧客資料的收集和儲存時，採取適當的資料隱私及安全措施

Through ongoing monitoring, evaluation, and improvement of its risk management strategies, the Group strives to ensure the long term resilience and success of its operations while minimising potential negative impacts on its business, stakeholders, and the environment. Should risk events arise, the Group will handle it according to the measures and procedures in a timely manner.

For further details on risk management and identified significant risks, please refer to the Risk Management and Internal Control section in the Corporate Governance Report of the Company's 2025 Annual Report.

通過對風險管理策略的持續監察、檢討和改善，本集團致力於確保其營運的長期抗逆力及成功，同時減少對其業務、持份者和環境的潛在負面影響。一旦發生風險事故，本集團將根據措施和流程及時處理。

有關風險管理及已識別的重大風險之進一步詳情，請參閱本公司2025年年報內之企業管治報告中的風險管理及內部監控部份。

1.5 STAKEHOLDERS ENGAGEMENT AND TRANSPARENCY

持份者之參與及透明性

Lack of transparency and stakeholder engagement can lead to conflicts and reputational risks. Effective communication and engagement with key stakeholders, such as shareholders, employees, and the local community, are important for building trust and maintaining a positive reputation.

Stakeholder engagement plays a key role in the Group's continuous improvement and development. The Group is committed to making proactive efforts to continuously interact with key stakeholder groups through various communication channels, to better understand their needs and concerns, and develop strategies and measures to address these issues. Through ongoing dialogues, the Group endeavours to strengthen relationships with stakeholders and improve its operations and practices, thereby creating value for stakeholders.

缺乏透明度及持份者的參與會導致衝突及聲譽風險。與股東、員工及當地社區等主要持份者進行有效溝通和接觸，對於建立信任及保持良好聲譽非常重要。

持份者的參與對本集團的持續改進和發展擔當很重要的角色。本集團致力於通過各種溝通渠道，積極主動地與主要持份者群組進行持續互動，更好地了解其需要及關注點，從而制定解決這些問題的策略和措施。通過持續對話，本集團致力加強與持份者的關係，改善其營運和實踐，從而為持份者創造價值。

1.5.1

Major Communication Channels 主要溝通渠道



Customers 顧客

- Daily communications
 - Social media
 - Emails
 - Customer enquiry hotlines
- 日常溝通
 - 社交媒體
 - 電郵
 - 顧客查詢熱線



Employees 員工

- Performance appraisal interviews
 - Employee satisfaction surveys
 - Staff activities
 - Daily communications
- 績效評估訪談
 - 員工滿意度調查問卷
 - 員工活動
 - 日常交流



Shareholders and Investors 股東及投資者

- General meetings
 - Corporate websites
 - Meetings and conference calls
 - Corporate communication documents
- 股東大會
 - 企業網站
 - 會議及電話會議
 - 公司通訊文件



Business Partners and Suppliers 商業夥伴及供應商

- Daily communications
 - Social media
 - General enquiry hotlines
- 日常交流
 - 社交媒體
 - 一般查詢熱線



Community 社區

- Community services
 - Corporate websites
 - Social media
- 社區服務
 - 企業網站
 - 社交媒體



Government and Regulatory Bodies 政府及監管機構

- Regular dialogues
 - Meetings and enquiries
 - Forums
- 定期對話
 - 會議及查詢
 - 論壇

1.5.2

Materiality Assessment 重要性評估

During the Year, the Group invited senior management to participate in identifying crucial issue, thus aiding in the development of effective sustainability strategies and policies. The results as below with 1 being the most important and 7 being relatively less important.

於本年度，本集團邀請高級管理層參與識別重要議題，以協助制定有效的可持續發展策略和措施。結果如下，1表示最重要，7表示重要性相對較低。

	Environment 環境	Social 社會	Governance 管治
1	Energy consumption 能源消耗	Product assurance and quality 產品鑑證及質量	Compliance with laws and regulations 遵守法律與規例
2	Waste management 廢物管理	Community investment 社區投資	Intellectual property rights management 知識產權管理
3	Paper consumption 紙張消耗	Employment practices 僱傭常規	Data protection and cybersecurity 數據保護與網絡安全
4	Green procurement 綠色採購	Employee development and training 員工發展及培訓	Corporate governance practices 企業管治常規
5	Greenhouse gas emission 溫室氣體排放	Occupational health and safety 職業健康及安全	Anti-corruption 反貪污
6	Water consumption 耗水量	Customer service 顧客服務	Economic performance 經濟表現
7	Climate changes 氣候變化	Supply chain management 供應鏈管理	Business expansion 業務擴展

1.5.3

Material Topics 重要議題

Based on the management team's assessment and stakeholders' feedback, the material issues were identified as follows. The Group's performances regarding these issues are discussed in this report.

Environment

- Energy conservation
- Waste management
- Waste recycling
- Paper reduction

Workplace

- Employment and labour practices
- Diversity and equal opportunities
- Development and training
- Occupational health and safety
- Work-life balance

Operating Practices

- Supply chain management
- Products and services quality
- Customer privacy protection
- Anti-corruption/Anti-money laundering
- Compliance with laws and regulations

Community

- Employee volunteering
- Community fundraising

The Group will continue improving its stakeholder communication mechanisms, and broaden the range of stakeholders for identifying material issues, in order to conduct more thorough assessments and analyses.

根據管理層的評估及持份者的意見，以下為已識別之重要議題。本集團就該等議題的表現將於本報告內討論。

環境

- 能源節約
- 廢物管理
- 廢物循環利用
- 減少用紙

工作場所

- 僱傭及勞工常規
- 多元共融和平等機會
- 發展和培訓
- 職業健康與安全
- 工作與生活平衡

經營常規

- 供應鏈管理
- 產品及服務質素
- 客戶私隱保護
- 反貪污／打擊洗錢
- 遵守法例及法規

社區

- 員工志願服務
- 社區籌款

本集團將繼續改善與持份者的溝通機制，擴大持份者的範圍以識別重要議題，從而進行更全面的評估和分析。



2

ENVIRONMENTAL PROTECTION 環境保護

2.1 ENVIRONMENTAL PROTECTION POLICIES

環境保護政策

The Group attaches great importance to the sustainability of the environment. Although the Group does not operate any manufacturing facilities and is not a major source of environmental pollution given its operations do not generate material air, noise, wastewater, physical waste or other types of pollutants, the Group is committed to making every effort to protect the environment in its business activities and workplaces.

The Group seeks to identify and manage environmental impacts attributable to its operations, in order to minimise these impacts if possible. The Group has adopted various measures to reduce energy and other resource use, minimise waste and increase recycling, and promote environmental protection in its supply chain and marketplace. The Group also educates its employees, to increase their awareness of promoting a green environment.

本集團高度重視環境的可持續性。儘管本集團沒有經營任何生產設施，且鑒於其營運不會產生重大空氣、噪音、廢水、實體廢物或其他類型的污染物，並非環境污染的主要來源，但本集團仍致力竭盡全力於其業務活動及工作場所保護環境。

本集團努力辨識及管理其業務對環境造成之影響，務求將該等影響盡可能減至最低。本集團已採取多項措施以降低能源及其他資源使用、減廢及增加循環再用，並在其供應鏈及市場中推行環保。本集團亦教育其僱員，以提升他們對綠色環境的意識。

2.2 USE OF RESOURCES 資源使用

2.2.1 Emissions and Energy Consumption 排放物及能源消耗

The Group's greenhouse gas emissions mainly arise from indirect emissions resulting from the use of purchased electricity. To ensure the emission management goals are achieved, the Group has adopted the following measures in its head office at 8/F, Tower 1, The Quayside, 77 Hoi Bun Road, Kwun Tong, Hong Kong ("Hong Kong Office"), to reduce energy consumption and improve overall energy efficiency.

本集團的溫室氣體排放主要來自於使用外購電力所產生的間接排放。為確保實現排放管理目標，本集團已於其位於香港觀塘海濱道77號海濱匯1座8樓的總辦公室（「香港辦公室」）採取以下措施，以降低能源消耗及提升整體能源效率。

- Using high efficiency new lights
- Adopting energy-efficient LED light tubes
- Higher priority given to purchasing electrical appliances with high energy efficiency grade
- Applying energy-saving modes by default for all electrical appliances
- Switching off lights and air-conditioning in respective zones after work
- Maintaining constant room temperatures with thermostats in the air-conditioning system
- Advocating use of teleconference or video conference tools instead of travelling for face to face meetings
- Sharing tips on reducing energy consumption with colleagues



- 使用新式高功效照明裝置
- 採用節能LED光管
- 優先選購高能源效益級別的電器
- 所有電器被預設以電力節省模式運作
- 下班後關閉各自區域的燈光及空調
- 透過冷氣系統的恆溫器維持穩定室溫
- 提倡使用電話會議或視訊會議工具，而不是出差參加面對面的會議
- 與同事分享減少能源消耗的建議

Through consistently measuring, setting targets for and monitoring greenhouse gas emissions, the Group can effectively assess and manage the risks associated with increased energy consumption, reduce its impact on the environment, and realise cost savings.

透過持續量度、設定目標及監測溫室氣體排放，本集團可有效評估及管理能源消耗增加之相關風險，減少其對環境的影響，並實現成本節約。

2.2.2

Waste Reduction and Management 減少及管理廢物

The Group engages employees in their waste behaviours and encourages recycling practices in the workplace in order to minimise the environmental impacts arising from waste disposal. Besides, the Group also shares tips on waste management with colleagues from time to time.

本集團讓員工參與廢物處理，並鼓勵他們在工作場所進行回收，以減低棄置廢物對環境所產生的影響。此外，本集團亦不時與同事分享廢物管理的建議。



The waste generated by the Group in its Hong Kong Office is mainly household waste and electronic waste. To reduce the amount of waste, unsold copies of the Group's print magazines and books are dispatched for recycling; whereas obsolete IT devices such as personal computers, monitors and laptops are transferred to charitable organisations, which can re-use them or pass them to government-recognised recyclers for recycling.

本集團於其香港辦公室所產生的廢物主要為生活垃圾及電子廢物。為減少廢物量，本集團未售出的印刷雜誌及書籍將被送往回收；而個人電腦、顯示器及筆記本電腦等陳舊的訊息科技器材則會轉送慈善組織，由慈善組織重新利用或移交政府認可的回收商進行回收。

In the office building, the building's property management company has appointed recycling contractor to collect and recycle used papers, plastic bottles, aluminium, glasses and rechargeable batteries. Recycled bags are also put in the Hong Kong Office to collect waste papers for recycling.

在辦公大樓，大廈之物業管理公司已委聘回收承包商收集及回收使用過的紙張、塑膠瓶、鋁、玻璃以及可充電電池。香港辦公室並放置了回收袋以收集廢紙作循環利用。

The Group's business involves minimal use of packaging materials. Given these materials relatively low overall importance, they will not be extensively discussed in this report.

本集團的業務極少涉及使用包裝材料。鑒於該等材料的整體重要性相對較低，故並未於本報告內詳述。

2.2.3

Reduction of Paper Use 減少用紙

Apart from electricity, paper is another major resource that is consumed in the Group's operations, with over 99% of the total paper consumption being used for magazine printing. The major printing service supplier engaged by the Group for its print magazines uses papers supplied by paper mills that are members of FSC or the Programme for the Endorsement of Forest Certification ("PEFC"), promoting responsible and sustainable management of the world's forests. It has also obtained several certifications, including FSC Chain of Custody Certification (FSC-STD-40-004 V3), Quality Management System Certification (ISO 9001:2015), Environmental Management System Certification (ISO 14001:2015) and PEFC Certification, ensuring that its operational energy consumption and emissions are minimised. During the Year, its total paper consumption for the Group's print magazines was 139.4 tons (2024: 155.8 tons). In the meantime, the Group engaged a distributor to distribute its print magazines, which was also responsible for arranging paper recycling for the returned print magazines. During the Year, the total paper recycled from the Group's returned print magazines was 42,770 kg (2024: 41,057 kg).

In response to market trends, most of the Group's print publications have in recent years been converted to digital versions such as "**More**", "**Weekend Weekly**", "**New Monday**", etc, significantly reducing paper consumption. As noted above, unsold copies of the Group's print magazines and books are dispatched for waste recycling.

除電力外，紙張是本集團在其營運過程中消耗的另一主要資源，逾99%紙張消耗總量用於雜誌印刷。本集團印刷雜誌所聘用主要印刷服務供應商是使用FSC或森林驗證認可計劃（「PEFC」）成員的造紙廠提供的紙張，促進對世界森林的負責任及可持續管理。其亦獲得多項認證，包括FSC產銷監管鏈認證（FSC-STD-40-004V3）、質量管理體系認證（ISO 9001:2015）、環境管理體系認證（ISO 14001:2015）及PEFC計劃認證，確保於其營運中盡量減少能源消耗及排放。於本年度，其就本集團印刷雜誌的總用紙量為139.4公噸（2024年：155.8公噸）。同時，本集團聘用了一間發行商以分發其印刷雜誌，其亦負責將退回之印刷雜誌安排回收。於本年度，本集團的退回印刷雜誌的回收紙張總量為42,770公斤（2024年：41,057公斤）。

因應市場趨勢，本集團近年大部分印刷出版物已轉為電子版，如「**More**」、「**新假期**」、「**新Monday**」等，大幅減少紙張消耗。如上文所述，本集團未售出印刷雜誌及書籍均送往廢物回收。

In the Hong Kong Office, the Group continues to encourage a paperless working environment which not only reduces environmental damage but also fits commercial goals, as it can save physical space, facilitate information sharing via IT networks, and reduce complicated documentation procedures. The Group has implemented paperless internal operating processing such as claims applications, payrolls, leave applications, surveys, performance appraisals and many more. From time to time, the Group shares tips on paper reduction with colleagues – such as utilising used envelopes for internal correspondences, and using laptops or tablets instead of paper for meetings. Besides, electronic channels or devices are widely used for the Group's promotional activities.

In the Hong Kong Office, printing is released only upon presentation of a staff card from that particular staff who gives the printing instruction, enabling the Group to achieve environmental objectives by reducing unclaimed printing. Moreover, duplex printing and copying have become the norm within the Group, greatly reducing paper consumption and saving costs. Usage data of office printing machines is regularly collected and assessed for monitoring the efficiency of the paperless environment. To reduce the related impact, the Group strives to use papers certified by the FSC in the Hong Kong Office.

In compliance with the “Proposals to Expand the Paperless Listing Regime and Other Rule Amendments” issued by the Stock Exchange taking effect on 31 December 2023, the Company electronically disseminates its corporate communications including financial reports, and strongly recommends shareholders to access its corporate communications through the websites of the HKEX and the Company, instead of receiving printed form. The Group believes this paperless practice can help to protect the environment, as well as save costs for stationery, printing and administrative charges, etc.

於香港辦公室，本集團繼續鼓勵無紙化的工作環境，不僅可減少對環境的破壞，亦具有多重商業裨益，包括節省空間、促進資訊科技網絡信息共享及減省繁複的文書程序等。本集團已實行內部營運無紙化流程，例如費用申報、糧單、假期申請、意見調查及表現評估等。本集團不時與同事分享減少用紙的建議，例如利用已使用的信封作內部文件往來及使用平板或手提電腦代替紙張開會等。此外，本集團的宣傳活動大多透過電子渠道或應用電子器材。

於香港辦公室，由於作出列印指示的指定員工於打印時需要出示員工證方能進行打印，因此可減少無人認領列印的情況，從而使本集團達到環保目的。另外，雙面列印及複印已成為本集團內部慣例，大大減少紙張消耗及節省成本。本集團定期收集及評估辦公室打印機使用數據，以監控無紙化環境之成效。為減少相關影響，本集團致力於香港辦公室使用經FSC認證的紙張。

根據聯交所頒佈於2023年12月31日生效之關於《擴大無紙化上市機制及其他上市規則修訂建議》，本公司通過電子方式發佈公司通訊（包括財務報告），並極力推薦股東利用港交所及本公司網站獲取公司通訊而非收取印刷文件。本集團認為此無紙化的做法既可保護環境，亦可節約文儀用品、印刷及行政費用等。

2.3 CLIMATE-RELATED DISCLOSURES

氣候相關披露

Climate change is one of the most overarching challenges of our time, posing threats to human beings and causing impacts to ecosystems, economic development, and social stability. To combat the adverse effects arising from climate change, nations and businesses worldwide have been joining forces to advance various initiatives and drive towards a low carbon economy.

The Group is committed to minimising its carbon footprint across its operations, in order to manage and mitigate climate change risks and contribute to a sustainable environment and resilient future.

氣候變化是現今最重大的挑戰之一，不僅對人類構成威脅，更對生態系統、經濟發展及社會穩定造成影響。為應對氣候變化帶來的不利影響，全球各國及企業攜手合作，推進各項倡議，並推動向低碳經濟轉型。

本集團致力於在營運過程中盡可能減少碳足跡，以管理及減緩氣候變化風險，並為可持續環境及具韌性的未來作出貢獻。

2.3.1

Governance 管治

The Board acknowledges the importance of sustainable practices and is dedicated to ensuring that the Group operates in a responsible and sustainable manner. The Board assumes overall responsibility for the Company's ESG strategy and reporting, and maintains close oversight of the Group's ESG issues — including those which are climate-related, via the Executive Committee and the ESG Committee. The ESG Committee reports to the Executive Committee on progress with action plans, while the Executive Committee reports to the Board on implementation of and progress with measures aimed at achieving ESG objectives. The Board then reviews the progress made as well as effectiveness of the management approach and strategies.

The Board has adopted an ESG Policy whereby the ESG Committee is delegated the authority to handle all ESG-related matters. ESG risk assessments are regularly conducted, to identify potential climate-related threats to the Group's business. The Group evaluates the effectiveness of the related measures, and strives to adapt to changes and explore ways to counter challenges in order to mitigate risks.

Through this established governance structure, the Board can monitor sustainability risks and opportunities that may influence the Group's long-term development, and hence formulate and adjust strategies. For details of the Executive Committee and ESG Committee, please refer to pages 5 to 6 of this report.

董事會深明實踐可持續發展的重要性，並致力確保本集團以負責且可持續的方式營運。董事會對本公司的環境、社會及管治策略及匯報承擔總體責任，並透過執行委員會及環境、社會及管治委員會，密切監察本集團的環境、社會及管治事宜（包括與氣候相關的事宜）。環境、社會及管治委員會向執行委員會匯報行動計劃的進度，而執行委員會則向董事會匯報為實現環境、社會及管治目標所採取措施的實施情況及進度。董事會隨後審視所取得的進展，並對管理方針及策略的成效進行檢討。

董事會已採納一項環境、社會及管治政策，授權環境、社會及管治委員會處理所有與環境、社會及管治相關的事宜。本集團定期進行環境、社會及管治風險評估，識別本集團業務可能面臨的潛在氣候相關威脅。本集團評估相關措施的成效，致力適應變化及探索應對挑戰的方法，從而有效減緩風險。

透過此已建立好的管治架構，董事會可監察可能影響本集團長遠發展的可持續發展風險及機遇，從而制定及調整策略。有關執行委員會及環境、社會及管治委員會之詳情，請參閱本報告第5至6頁。

2.3.2

Strategy 策略

The Group relies heavily on a stable power supply and its computer servers to support the operations of its digital media platforms and advertising campaigns. Climate risks can disrupt its value chains through physical impacts — as extreme weather may interrupt power supplies, leading to halts in operation, increased costs, and financial losses. Although the Group has not suffered any losses due to extreme weather previously, it has formulated strategies along each stage of the value chain, as well as contingency plans for extreme weather or emergencies, to build climate resilience and operational resilience to such risks.

Due to its business nature, the Group does not require large quantities of raw materials from suppliers. Therefore, the Group has been unable to collect data regarding the percentage of raw materials that were third-party certified to environmental or social sustainability standards. Nevertheless, the Group maintains close dialogues with and closely monitors its service providers, in order to enhance the transparency of the supply chains, and minimise potential risks to its business operations.

Besides, regarding transition risks which are challenges associated with the shift to a low carbon economy, may potentially require substantial policy, legal, technological, and market changes to address climate change mitigation and adaptation requirements. In this regard, the Group will also devise strategies so that it can promptly respond as appropriate.

The Group has identified various physical risks — such as concerning stability of power supplies, magazine printing and energy consumption, as well as transition risks that mainly covers policy changes. These are elaborated on in the following paragraphs.

本集團十分依賴穩定的電力供應及其電腦服務器，以支援其數碼媒體平台及廣告活動的運作。氣候風險可能透過物理影響擾亂價值鏈 — 極端天氣可能中斷電源供應，導致運作停頓、成本攀升及財務損失。縱使本集團過往未因極端天氣而蒙受任何損失，其已針對價值鏈的各個環節制定應對策略，並就極端天氣或突發事件制定應變計劃，以建構抵禦該等風險的氣候韌性及營運韌性。

基於其業務性質，本集團毋須向供應商採購大量原材料。因此，本集團未能收集有關經第三方認證符合環境或社會可持續發展標準的原材料百分比數據。儘管如此，本集團與其服務供應商保持密切溝通並密切監察，以提高供應鏈的透明度，並盡量降低其業務營運的潛在風險。

此外，就轉型風險（即向低碳經濟轉型所伴隨的挑戰）而言，可能需要在政策、法律、技術及市場層面進行重大變革，以滿足氣候變化的緩解與適應要求。對此，本集團亦將制定策略，以便適時採取相應措施。

本集團已識別多項物理風險（如與電力供應的穩定性、雜誌印刷及能源消耗相關的風險）及轉型風險（主要涵蓋政策變動）。相關詳情將於下文闡述。

Stability of Power Supplies and Computer Servers

Extreme weather may interrupt power supplies, causing halts to the operations of the Group's digital media platforms, or internet outages that may prevent its audience from accessing its websites. Therefore, stability of power supplies and computer servers are of paramount importance. In this regard, the Group has conducted a rigorous assessment of its electricity requirements and engaged specialised technical firms on the maintenance of its servers, ensuring system stability and optimised load balancing. Furthermore, the Group has transitioned from the use of traditional on-site hardware to secure cloud solutions, bolstering operational resilience and ensuring high availability and business continuity in the event of technical disruptions. The Group's service suppliers are mainly in Hong Kong. It tends to engage suppliers with longstanding and trusted relationships as they are familiar with the Group's computer systems, hence can swiftly respond in the event of an emergency.

Printing of Magazines

The Group engages a third-party company to print its magazines. Extreme weather may affect the operations of the company, such as through interrupting electricity supplies, or preventing staff going in to work to conduct printing, causing delays in the publication of magazines. Therefore, the Group always allows sufficient time for printing, and has printing companies in reserve that can undertake printing jobs in the event of any adverse incidents. The printing company hired by the Group has obtained certifications which demonstrate that the paper comes from sustainable forests. It also has an emergency generator, ensuring production can continue even if the main power supply is disrupted.

電力供應及電腦服務器穩定性

極端天氣可能中斷電力供應，導致本集團數碼媒體平台的運作中斷，或造成互聯網中斷，致使讀者無法訪問其網站。因此，電力供應及電腦服務器的穩定運行至關重要。為此，本集團已仔細評估其電力需求，並已聘請數家專業技術公司負責服務器維護，以確保系統穩定及負載平衡。此外，本集團利用安全雲端解決方案取代傳統的現場硬件，確保在發生任何技術中斷時，仍能保障高可用性及業務連續性。本集團的服務供應商主要位於香港。本集團傾向與已建立長期且值得信賴關係的供應商合作，因為該類供應商熟悉本集團的電腦系統，因此其在緊急情況下能迅速作出反應。

雜誌印刷

本集團委聘第三方公司印刷雜誌。極端天氣可能影響該等公司的運營，如致使電力供應中斷，或致使員工無法上班開展印刷工作，從而導致雜誌出版的延誤。因此，本集團在安排印刷時時常預留充裕的時間，並備有後備印刷公司，以便在任何不利事件發生時承接印刷工作。本集團聘用的印刷公司已取得認證，證明其紙張源自可持續森林。該公司亦備有緊急發電機，確保即使在主電力供應中斷時仍能繼續生產。

Energy Consumption

Global warming could result in increased energy consumption in the Group's offices — particularly the increase in electricity consumption for air conditioning as average temperatures rise. In this regard, the Group has implemented various measures to reduce energy consumption in offices, such as requiring its staff to switch off lights and air-conditioning in their respective zones after work, and maintaining constant room temperatures with thermostats in the air-conditioning system. To encourage staff to effectively work together, the Group has established guidelines, and shared tips from time to time for staff to follow. The Group has also devised other energy consumption and waste management plans to reduce carbon emissions, which will help alleviate the impacts of global warming. For details, please refer to pages 16 to 19 of this report.

Policy Change

With the aim of meeting carbon neutrality targets and achieving a low carbon economy, the governments or regulatory bodies may implement more stringent environmental policies. Accordingly, the Group may be required to implement rigorous energy management in its operations, which will inevitably increase procurement, operating and investment costs. There may also be increasing expectations and demand from customers for environmentally friendly products. Plus, regulatory bodies may enforce stricter ESG disclosure requirements which require the Group to carry out more comprehensive reporting. Hence, the Group will closely monitor the existing and emerging trends, as well as climate-related policies and regulations, so that it can respond to changing circumstances in a timely manner while controlling the related expenses. Preference will be given to suppliers which use environmentally friendly materials and demonstrate environmental commitment. The Group is committed to increasing its employees' awareness of climate change issues and mobilising them to work together to enhance the Group's ESG performance, and continue enhancing the reporting principles and strengthening transparency of communications with stakeholders.

能源消耗

全球暖化可能導致本集團辦公室的能源消耗增加，尤其隨著平均氣溫上升，空調之耗電量將隨之攀升。就此而言，本集團已實施多項措施減少辦公室的能源消耗，例如要求員工在下班後關閉各自區域的照明及空調，並透過空調系統的恆溫器保持室內恆定溫度。為鼓勵員工有效協作，本集團已制定指引，並不時分享貼士，供員工參照執行。本集團亦已制定其他能源消耗及廢物管理計劃，以減少碳排放，此舉將有助於緩解全球暖化的影響。詳情請參閱本報告第16至19頁。

政策變動

為達致碳中和目標及實現低碳經濟，政府或監管機構可能會實施更嚴格的環保政策。相應地，本集團可能需要在其營運中實施嚴格的能源管理，這將無可避免地增加採購、營運及投資成本。顧客對環保產品的期望及要求亦可能日益提高。此外，監管機構可能會執行更嚴格的環境、社會及管治披露要求，本集團因而須作出更全面的報告。因此，本集團將密切關注現有及新興趨勢，以及氣候相關政策及法規，以便能及時應對不斷變化的情況，同時控制相關開支。使用環保材料及踐行環保承諾的供應商將獲優先考慮。本集團致力於提高員工對氣候變化議題的認知，並將推動彼等齊心協力提升本集團的環境、社會及管治表現，同時持續優化匯報原則及加強與持份者溝通的透明度。

Financial Impacts

To date, the Group has not suffered any losses due to natural hazards. Nevertheless, it is possible that there may be adverse effects on the Group's financials in the short, medium or long term, given increasing climate risks that may cause physical impacts which hinder the Group's business activities. For instance, extreme weather may lead to disruptions in operations and losses of revenue and assets. Although currently lacking the capabilities and resources to prepare disclosures on climate-related scenario analyses and anticipated financial effects, the Group will attempt to integrate sustainability considerations into its business operations and financial planning, and endeavour to enhance its climate risk management framework by incorporating financial impact assessments in future.

財務影響

截至目前，本集團並未因自然災害而蒙受任何損失。然而，鑑於日益加劇的氣候風險可能造成實質影響，進而阻礙本集團的業務活動，本集團的財務狀況在短期、中期或長期內仍有可能受到不利影響。例如，極端天氣可能導致營運中斷，以及收入與資產損失。儘管目前缺乏就氣候相關情景分析及預期財務影響編製披露資料所需的能力及資源，本集團將嘗試就可持續發展考慮因素融入其業務營運及財務規劃，並於未來透過納入財務影響評估，積極強化氣候風險管理架構。

2.3.3

Risk Management 風險管理

In an endeavour to build climate and operational resilience to cope with climate risks, an ESG Policy is in place for the Group's staff to follow. Through the Executive Committee and the ESG Committee, the Group conducts ongoing qualitative and quantitative assessments of its business activities and environmental performance data, as well as climate risk analyses, in order to identify and monitor the impacts of climate change on its operations and development, allowing it to evaluate the effectiveness of its current measures and identify areas for improvement. The Group then implements its climate-related strategies across its operations, including the reduction of energy and water consumption, increasing energy efficiency, strengthening waste management, and active communications with suppliers.

For details of the Group's ESG risk management, please refer to pages 7 to 9 of this report.

Regarding other significant risks, please refer to "Significant Risks and Strategies" in the Corporate Governance Report, on pages 49 to 51 of the Company's 2025 Annual Report.

為建構氣候及營運韌性以應對氣候風險，本集團已制定環境、社會及管治政策供員工遵循。本集團透過執行委員會及環境、社會及管治委員會，持續對業務活動及環境表現數據進行定性及量化評估，並進行氣候風險分析，藉以識別及監察氣候變化對其營運及發展的影響，從而評估其現行措施的成效並找出有待改善之處。隨後，本集團於業務營運各環節實施氣候相關策略，包括減少能源與水資源消耗、提升能源效益、強化廢物管理，以及與供應商保持積極溝通。

有關本集團環境、社會及管治風險管理的詳情，請參閱本報告第7至9頁。

關於其他重大風險，請參閱本公司2025年年報第49至51頁企業管治報告中的「重大風險及策略」一節。

2.3.4

Metrics and Targets 指標與目標

The Group measured its greenhouse gas emissions based on the ESG Reporting Code as set out in Appendix C2 to the Rules Governing the Listing of Securities on the Stock Exchange, as well as Appendix 2: Reporting Guidance on Environmental KPIs of How to prepare an ESG Report issued by the HKEX.

Data were collected from operational or administrative staff, who mainly gathered the figures from utility bills or stock-taking database in the course of operations. Please refer to pages 16 to 19 of this report for the detailed environmental performance, and page 29 of this report for the environmental performance target. Half-yearly data were collected in order to better comprehend the Group's energy consumption and progress with improvement measures. The Group also maintained ongoing communications with its operational staff, in order to ensure the targets set were reasonable and achievable.

As at the publication date of this report, the Group did not have sufficient information for preparing disclosures on the amounts and percentages of assets or business activities that are vulnerable to climate-related physical and transition risks, as well as the amounts and percentages of assets or business activities that align with climate-related opportunities, and undue cost and effort may occur to obtain such information. The Group will continue to attempt to gather the related information without undue cost or effort, and disclose the progress in future reports as appropriate.

本集團根據聯交所證券上市規則附錄C2所載之環境、社會及管治報告守則，以及聯交所發佈的《如何編製環境、社會及管治報告》「附錄二：環境關鍵績效指標匯報指引」，量度其溫室氣體排放量。

數據由營運或行政人員收集，該等人員主要於營運過程中從水電費單據或庫存記錄資料庫收集相關數據。詳細的環境績效請參閱本報告第16至19頁，環境績效目標請參閱本報告第29頁。為更精準掌握本集團能源消耗情況及改善措施的進度，本集團採集半年期數據。本集團亦與營運人員保持持續溝通，確保所設定的目標合理且可達成。

截至本報告發佈日期，本集團沒有足夠資料就容易受氣候相關物理及轉型風險影響的資產或業務活動的金額及百分比，以及涉及氣候相關機遇的資產或業務活動的金額及百分比進行披露，而獲取該等資料可能需要付出不必要成本或努力。本集團將繼續嘗試在不需付出不必要成本或努力的情況下收集有關資料，並適時於日後報告中披露進度。

The Group does not have any financing deployed towards climate-related risks and opportunities at the moment; the Group will closely monitor the situation and adopt a flexible financial management. Meanwhile, the Group have deployed an insignificant amount of capital expenditure and investment in relation to the climate-related risks and opportunities mentioned under the section “2.3.2 Strategy” on pages 22 to 25 of this report; the Group will continue to evaluate the capital deployment and adjust as appropriate.

To date, the Group has not applied a carbon price and carbon credits in its decision making. It will evaluate the feasibility of doing so, and will disclose any such implementation in future reports as appropriate.

An Employees and Remuneration Policy is in place, which determines employees’ remuneration in accordance with factors such as employees’ responsibilities, competence and skills, and performances. The Group’s Remuneration Committee will evaluate how to factor climate-related considerations into the Employees and Remuneration Policy in future, and further information will be disclosed in future reports as appropriate.

本集團目前沒用於氣候相關風險和機遇的融資金額；本集團將密切監察情況及採取靈活的財務管理措施。與此同時，本集團已用於在本報告第22至25頁章節「2.3.2 策略」內提及的氣候相關風險和機遇的資本開支及投資金額較低；本集團將繼續評估資本運用並適時作出調整。

截至目前，本集團尚未在決策過程中應用碳定價及碳信用。本集團將評估此舉的可行性，並將適時於日後報告中披露任何相關實施情況。

本集團已制定僱員及薪酬政策，根據僱員個人的職責、能力、技能及表現等因素釐定薪酬。本集團薪酬委員會將評估日後如何將氣候相關因素納入僱員及薪酬政策，進一步資料將適時於日後報告中披露。

2.4 ENVIRONMENTAL PERFORMANCE

環境保護績效

To illustrate the Group's sustainability performance, quantitative data has been collected from its Hong Kong Office. The related data are listed in the table in section 6.1 on page 65 of this report.

Besides, the Group has set a target of reducing the per-unit energy consumption by 5% in its Hong Kong Office by FY2026 or before, with FY2023 as the baseline.

為展示本集團之可持續表現，本集團於其香港辦公室收集量化數據。相關數據已列載於本報告第65頁章節6.1的表格內。

此外，本集團已訂立了目標，以2023年度為基準，於2026年度或之前在香港辦公室每單位能源消耗減少5%。



3

WORKPLACE QUALITY 工作場所質素

3.1 WORKFORCE DISTRIBUTION AND DIVERSITY 員工分佈及職場多元化

The Group believes that a motivated and balanced workforce is crucial for building a sustainable business model and delivering long-term returns. The Group is firmly committed to diligently fostering a nurturing and all-encompassing work environment that encourages and empowers its employees to flourish, thereby enabling them to make utmost valuable contributions towards the Group's continued prosperity and advancement.

The Group has a diverse workforce in terms of gender and age, providing a variety of ideas and levels of competencies that contribute to the Group's success. The Group is firmly committed to gender equality at both managerial and operational levels. The total number of the employees of the Group and the demographics of the workforce as at 31 December 2025 are listed in the table in section 6.1 on page 66 of this report.

The management believes that employees are important assets of the Group, and remains committed to attracting and retaining talent with diverse backgrounds for achieving sustainable growth and maintaining a stable turnover rate. The turnover rates of the Group's workforce during the Year are listed in the table in section 6.1 on page 66 of this report.

本集團深信，積極主動且具均衡比例之員工團隊，是建立可持續經營模式及帶來長遠回報的關鍵元素。本集團堅定致力營造一個具培育及包容性的工作環境，鼓勵並賦權員工蓬勃發展，從而使他們能夠為本集團的持續繁榮及進步作出極具價值的貢獻。

本集團的員工團隊來自不同年齡層及性別，提供多元化的觀點及各種程度的技能，為本集團的成功作出貢獻。本集團在管理及營運層面均一直堅守兩性平等原則。本集團於2025年12月31日的僱員數目及員工分佈已列載於本報告第66頁章節6.1的表格內。

管理層相信，員工乃本集團之重要資產，並致力吸引並挽留不同背景的人才，以達致可持續增長及維持穩定的流失率。本集團於本年度之員工流失率已列載於本報告第66頁章節6.1的表格內。

3.2 EMPLOYMENT PRACTICE

僱傭常規

The Group strictly complies with Employment Ordinance (Cap. 57, Laws of Hong Kong), Minimum Wage Ordinance (Cap. 608, Laws of Hong Kong), Sex Discrimination Ordinance (Cap. 480, Laws of Hong Kong) and other statutory requirements regarding employment and labour practices.

To ensure staff clearly understand their rights and obligations, the employee handbook and other policies and guidelines are in place covering the areas of compensation and dismissal, recruitment, working hours, rest periods, equal opportunity, anti-discrimination and other fringe benefits, etc. The Group reviews its related policies from time to time to ensure compliance with the latest statutory requirements.

The Group firmly believes that a fair and just working environment can significantly boost employee morale and productivity, and is therefore dedicated to providing equal opportunities in all aspects of employment and ensuring the workplace is free from discrimination. The Group ensures employees receive fair and competitive remuneration packages in accordance with their experience, qualifications, performance and market rates, and are being reviewed on a regular basis. Performance evaluations are conducted by department supervisors at the end of probationary periods, and during promotions, salary adjustments and annual assessments. These evaluations help assess employees' past performances, and set goals for their future development. The Group welcomes employees to provide feedback during performance evaluations, to guide their career growth. The completed performance evaluation forms are kept in employees' personal files for record-keeping purposes.

本集團嚴格遵守《僱傭條例》(香港法例第57章)、《最低工資條例》(香港法例第608章)、《性別歧視條例》(香港法例第480章)及其他有關僱傭及勞工慣例的法定規定。

為確保員工清楚了解自己的權利和義務，已制定員工手冊及其他政策及指引，涵蓋薪酬及解僱、招聘、工作時間、休息時間、平等機會、反歧視以及其他額外福利等範疇。本集團不時檢討其相關政策，以確保符合最新法定要求。

本集團堅信公平公正的工作環境可大幅提高員工士氣和工作效率，因此其致力於在就業的各方面提供平等機會，並確保工作場所不存在歧視。本集團確保僱員基於其經驗、資歷、表現及市場工資水平獲得公平及具競爭力的薪酬待遇，並定期檢討有關待遇。績效評估由部門主管於試用期結束，以及晉升、薪酬調整及年度考核期間進行。該等評估有助評核員工的過往表現，並為他們的未來發展設定目標。本集團鼓勵員工於績效評估時提供反饋，以指導其職業發展。所填妥之績效評估表存在員工個人檔案中以作記錄保存。

A set of grievance procedures is in place, to provide staff with a channel to confidentially escalate complaints and concerns to the Human Resources Department or Investigation Committee. The management will continue listening to the voices of employees, to ensure that their concerns and needs are appropriately addressed and resolved.

The Group fully complies with relevant laws and regulations in related regions concerning prevention of forced or child labour including the Protection of Children and Juveniles Ordinance (Cap. 213, Laws of Hong Kong). In the recruitment process, the Group implements appropriate procedures to ensure that employment adheres to minimum age provisions of applicable laws. The Group also prohibits any form of forced labour. The ages and identities of its employees are verified, and employment contracts are entered into with all employees. For photo and video shooting with children involved which is arranged by the brands under the Group, Human Resources Department will communicate with the hiring manager or person-in-charge of the projects to ensure they comprehend the relevant chapters of Employment Ordinance.

During the Year, the Group was not aware of any cases of non-compliance with employment and labour regulations. If a violation is confirmed during the regular monitoring process or upon receipt of an application, the Group will handle the case in accordance with internal policies and regulations, such as by terminating the employment contract or reporting the violation to law enforcement agencies.

本集團已制定申訴程序，為員工提供渠道，使員工可以保密方式向人力資源部或調查委員會提出投訴和關注事項。管理層將繼續傾聽員工聲音，確保他們的關注和需求得到適當關注及解決。

本集團嚴格遵守在相關地區有關防止強迫勞動或童工的法律及法規，包括《保護兒童及少年條例》(香港法例第213章)。在招聘過程中，本集團實施適當程序以確保受僱員工符合適用法律的最低年齡規定。本集團亦禁止任何形式的強迫勞動。其僱員的年齡和身份均得到核實，並與所有僱員簽訂了僱傭合同。對於本集團旗下品牌涉及兒童的照片及視頻拍攝，人力資源部會與招聘經理或項目負責人溝通，確保他們了解《僱傭條例》的相關章節。

於本年度，本集團並不知悉任何違反僱傭及勞工法規的個案。倘於定期監控過程中或收到申請後確認有違規行為，本集團將根據內部政策及規例處理個案，如終止僱傭合約或向執法機關舉報違規行為。

3.3 WELFARE AND BENEFITS

福利及津貼

The Group places a strong emphasis on the well-being and benefits of its employees, recognising their vital role in the overall success and sustained growth of the Group. To ensure a supportive and nurturing work environment, the Group implements various measures to prioritise the welfare of its employees.

One key aspect of employee welfare is the timely and full payment of salaries. The management understands the importance of financial stability and ensures that employees receive their salaries on time and in full, providing them with a sense of security and satisfaction. Additionally, the Group offers a comprehensive range of leave entitlements, including statutory holidays as well as additional leave such as annual leave, sick leave, maternity leave, paternity leave, compensatory leave, marriage leave, jury leave and condolence leave. Each Hong Kong employee is also entitled to one day of birthday leave in lieu of a birthday gift. These leave options allow employees to fulfil personal and family commitments, thus attaining work-life balance.

Besides, comprehensive benefits are provided by the Group, such as employer's voluntary mandatory provident fund contributions and medical coverage. By providing these welfare benefits, the Group ensures that employees have access to necessary healthcare services and financial security.

本集團極為重視員工的福祉及福利，並認同他們對本集團的整體成功及持續發展至關重要。為確保一個具支持性及培養性的工作環境，本集團採取多項措施優先考慮員工福利。

員工福利的一個重要方面是及時全額支付薪資。管理層深明財務穩定的重要性，確保員工按時全額領取薪資，讓員工有安全感和滿足感。此外，本集團提供全面的休假權利，包括法定假期以及額外假期如年假、病假、產假、侍產假、補休假、婚假、陪審員假及喪假。每名香港員工並可享有一天生日假期以代替生日禮物。這些休假選擇讓員工履行個人和家庭承擔，從而實現工作與生活平衡。

此外，本集團提供全面的福利，例如僱主的自願性強積金供款及醫療保險。通過提供這些福利，本集團確保員工能夠獲得必要的醫療保健服務和經濟保障。

As an employer that values harmony between employees and their families, the Group is committed to implementing various measures to help employees balance their work and family responsibilities. To this end, the Group has established a fully equipped breastfeeding room, for the convenience of its employees who are mothers wishing to breastfeed their infants. The Group believes that this family-friendly initiative enables employees to achieve a win-win situation for both their careers and family lives, fostering a harmonious and supportive workplace atmosphere.

作為一個重視員工家庭和諧的僱主，本集團致力於多項採取措施以幫助員工平衡工作與家庭責任。本集團設立了設備完善的哺乳室，為作為母親並希望餵哺母乳的員工提供便利。本集團相信，這家庭友好舉措能促進員工實現事業與家庭的雙贏，並打造融洽和諧的工作氛圍。

Healthy Fruits Days 健康水果日

January to December 2025
2025年1月至12月

To further enhance employee well-being, the Group initiated Healthy Fruits Days, providing a variety of complimentary seasonal fruits to staff every Tuesday, thus encouraging healthy eating habits and boosting nutrition among staff. This initiative not only demonstrated its commitment to physical and mental wellness, but also cultivated a healthier and more vibrant workforce, injecting new energy into the Group's sustainable development.

為進一步提升員工的健康福祉，本集團推行「健康水果日」，每星期二為員工免費提供不同種類的時令水果，鼓勵健康飲食習慣，補充員工身體所需營養。這不僅是關懷員工身心健康的具體表現，還能構建一個更健康、更有活力的工作團隊，為企業的可持續發展注入動力。



3.4 OCCUPATIONAL HEALTH AND SAFETY

職業健康及安全

The Group prides itself on providing a safe, effective and congenial work environment for its staff. To ensure the highest standards of health and safety, the Group adheres to all relevant regulations and implements comprehensive safety measures throughout its operations.

Occupational health and safety (“OHS”) measures are regularly reviewed by the Group to ensure their effectiveness. A dedicated team has also been established to deal with OHS matters, and to react promptly if there are issues, to ensure a healthy and safe work environment. During the Year, the Group’s staff have participated in regular fire drills arranged by the building management office.

The Group enhances emergency preparedness and ensures there are well-stocked first-aid kits in its office building to protect the health and safety of employees and customers in the event that they are injured. An automated external defibrillator (AED) has been placed in the office building to rescue cardiac arrest patient when needed. Besides, the Group has arranged staff who is certified first aider to provide emergency assistance to other colleagues in the Hong Kong Office whenever needed.

本集團致力為員工提供安全、高效及舒適之工作環境，並引以為豪。為確保最高的健康和 safety 標準，本集團遵守所有相關法規，並於整個營運過程中實施全面的安全措施。

本集團定期審查職業健康及安全（「職安健」）措施，以確保其有效性。同時成立了一個專門小組處理職安健事宜，以便在問題出現時迅速作出反應，確保一個健康和安全的工作環境。於本年度，本集團員工參與了由大廈管理處定期舉辦的消防演習。

本集團提升應急準備能力及確保其辦公大樓內配備充足的急救箱，以於員工及顧客受傷時能保障他們的健康及安全。自動體外心臟去顫器已放置在辦公大樓，以在需要時救助心臟驟停的患者。此外，本集團安排了已獲認可急救證書之員工於需要時在香港辦公室為其他同事提供緊急救援。

Health Seminar – Tips on Regular Exercises 健康講座 — 運動有法

January 2025
2025年1月

The Group is highly concerned about the physical and mental health of its colleagues. During the Year, the Group and the Labour Department jointly organised a seminar on occupational health to help colleagues understand the importance of regular exercise, and to integrate exercise into the workplace to promote their physical and mental health.

本集團十分關注同事的身心健康發展。於本年度，本集團與勞工處合辦健康工作講座，讓同事了解恆常運動的重要性，並把運動融入工作場所，促進同事的身心健康。



英皇集團
EMPEROR GROUP

運動有法 健康工作倍輕鬆

講座內容：
透過講座讓同事了解恆常運動的重要性及一些體能活動的小概念。鼓勵同事建立活躍的生活，並將運動融入工作間，促進同事的身心健康，並提升個人潛能。

日期：2025年1月20日(星期一)
時間：下午4:15 - 下午5:00
地點：Teams
名額：30人
講者：職業健康護士
費用：免費

有興趣之同事請於1月13日之前填妥網上報名表格
如有任何疑問，歡迎聯絡集團行政部 Suki Sin 直線：2835 6702
名額有限，報名從速

Every case of injury, if any, is required to be reported to the Human Resources Department and be individually assessed under the internal guideline procedures. The number and rate of work-related fatalities, and the number of lost days due to work injuries, are listed in the table in section 6.1 on page 67 of this report.

一旦發生工傷事故(如有)，必須通報人力資源部，並根據內部指引程序進行獨立評估。因工亡故的人數及和比率以及因工傷損失工作日數已列載於本報告第67頁章節6.1的表格內。

3.5 DEVELOPMENT AND TRAINING 發展及培訓

Recognising the importance of skilled and professionally trained employees, the Group offers comprehensive training to enhance the knowledge, skills and work capability of its staff, enabling them to excel in their roles. The Group encourages and provides subsidies to employees at all levels to pursue educational or training opportunities that achieve personal growth and professional development. A policy on External Training Subsidy is in place, allowing every staff member to develop and maintain job-related skills for full performance.

New Joiner Orientation Training and Regular Training

This training aims to ensure all employees have the necessary knowledge and skills to complete their tasks and are familiar with compliance requirements and company policies.

During the Year, the Group arranged training for staff responsible for recruitment, mainly covering recruitment channels, procedures and interviewing skills, with a view to upskilling the interviewers in the selection process and enhancing the efficiency of the recruitment process. In addition, the Group organised workshops on KPIs setting methodology and performance appraisal skills, to enhance management skills of employees of managerial and pre-managerial grades.

By investing in the continuous learning and development of its employees, the Group aims to enhance their capabilities and foster their professional growth.

The number of training hours of the staff of the Group, and the percentage of employees trained are listed in the table in section 6.1 on page 67 of this report.

本集團明白技能熟練及經專業培訓的員工之重要性，因此提供全面的培訓以提升員工的知識、技能及工作能力，讓他們能在其崗位發揮所長。本集團鼓勵並資助各級員工進修或參與培訓，以實現其個人成長及專業發展。本集團設外間進修資助政策，讓每個員工能發展及維持工作技能，發揮最佳表現。

新入職培訓及定期培訓

此培訓旨在確保全體員工具備完成任務所需的知識及技能，並熟悉合規要求及公司政策。

於本年度，本集團為負責招聘之員工安排培訓，內容主要包括招聘渠道、流程及面試技巧，以提升面試員的甄選技巧及提高招聘過程的效率。此外，本集團舉行了關鍵績效指標制定方法及績效考核技巧工作坊，以提升經理及準經理級別員工的管理技巧。

透過投資員工的持續學習和發展，本集團旨在提高其能力並促進其專業發展。

本集團員工培訓時數以及受訓僱員百分比已列載於本報告第 67 頁章節 6.1 的表格內。

3.6 EMPLOYEE ACTIVITIES 員工活動

The Group believes that maintaining work-life balance is essential for sustainability and a sound body and mind for every employee. To support employees in maintaining work-life balance and creating team spirit, the Group organised staff activities from time to time that helped strengthen relationships between employees, boosted their morale and promoted a harmonious working environment.

本集團相信，維持工作與生活的平衡對每位員工的可持續發展及身心健康至為重要。為支持員工維持工作與生活的平衡及培養團隊精神，本集團不時舉辦員工活動，這有助鞏固員工之間的關係、加強員工士氣，並締造和諧的工作環境。

CNY Couplets Workshop 齊齊寫揮春工作坊

January 2025
2025年1月

To celebrate the Chinese New Year and promote work-life balance, the Group organised a CNY couplets workshop. This initiative encouraged the Group's employees to engage in the traditional art of calligraphy, allowing them to express their creativity and convey sincere festive blessings. Beyond preserving cultural heritage, the workshop provided a valuable opportunity for cross-team interactions, strengthening bonds among colleagues in a relaxed setting. By facilitating this shared cultural experience, the Group aimed to foster a warm, inclusive, and cohesive workplace environment.

為慶祝農曆新年及推廣工作與生活平衡，本集團舉辦了齊齊寫揮春工作坊。此活動鼓勵本集團員工親身體驗傳統書法藝術，在發揮創意的同時寄託真摯的節日祝福。除了傳承中華文化，工作坊更提供寶貴的跨部門交流機會，讓同事在輕鬆的氛圍下增進聯繫。本集團期望透過這類共同文化體驗，營造一個溫暖、共融及具向心力的工作環境。



Lantern Painting DIY Workshop 中秋燈籠手繪坊

September 2025
2025年9月

The Group is committed to fostering a supportive and culturally rich workplace. To celebrate the Mid-Autumn Festival, the Group organised a lantern painting DIY workshop, providing a platform for employees to express their creativity and appreciate traditional customs. Designed to be inclusive for all skill levels, the workshop served as an effective team-building exercise, facilitating cross-departmental interactions and strengthening staff cohesion in a relaxed and festive atmosphere.

本集團致力營造一個具支持性及文化氣息的工作環境。為慶祝中秋佳節，本集團舉辦了中秋燈籠手繪坊，提供平台讓員工發揮創意並體驗傳統習俗。工作坊的設計具包容性，適合不同藝術水平的員工參與，不僅是一項有效的團隊建設活動，更促進了跨部門交流，讓員工在輕鬆愉快的節日氛圍中，增強團隊的凝聚力。





4

OPERATING PRACTICE 經營常規

The Group places a strong emphasis on compliance and considers it a core value in all aspects of its operations. The Group is committed to upholding ethical business practices and complying with relevant laws, regulations, and industry standards. Compliance is not only a legal obligation to the Group, but a fundamental principle that guides its decision-making and ensures that the Group operates with integrity and transparency. The Group has implemented robust compliance frameworks and internal controls to mitigate risks and ensure that its actions align with the Group's values. By prioritising compliance, the Group aims to foster trust, maintain the confidence of its stakeholders, and contribute to a sustainable and responsible business environment.

本集團高度重視合規，並將其視為營運各方面的核心價值。本集團致力維護道德商業慣例，遵守相關法律、法規及行業標準。合規不僅為本集團的法律義務，亦為指導其決策、確保本集團誠信、透明經營的基本原則。本集團實施了穩健的合規框架及內部控制，以降低風險並確保其行動符合本集團的價值觀。透過優先考慮合規，本集團旨在培養信任，維持持份者信心，並為可持續及負責任的營商環境作出貢獻。

4.1 SUPPLY CHAIN MANAGEMENT

供應鏈管理

The Group acknowledges the substantial benefit of robust and transparent supply chain management for its business operations. The Group has therefore instituted a thorough and stringent supply chain management system, including mechanisms to monitor the performance and compliance of its suppliers.

In addition to in-house content creation and production, the Group occasionally engages external freelancers, special correspondents, columnists, etc to write on specified topics, and external production teams for media production, depending on factors such as production scale, customer needs and workload

Regarding supplier selection, the Group has internal control authorisations and procedures for appointing freelancers or suppliers, such as obtaining multiple quotations for price comparison. The Group also requires relevant team members to maintain internal records of previous appointments and evaluations of the suppliers' work quality. This serves as a basis for supplier quality oversight. The Group has compiled a list of approved suppliers, based on their overall performances. The Group requires its staff to cooperate only with those on the approved list, to ensure the suppliers meet the requisite standards. All the content created by external parties for the Group's media platforms must receive prior approval from the heads of respective media platforms. If the content is inconsistent with the Group's content guideline, the freelancers or suppliers will be requested to make modifications.

The numbers of service providers engaged by the Group's operations during the Year are listed in the table in section 6.1 on page 67 of this report.

本集團認同穩健、透明的供應鏈管理對其業務營運有重大的好處。因此，本集團建立了一套全面且嚴格的供應鏈管理體系，包括監察供應商的表現及合規性的機制。

除內部內容創作及製作外，本集團亦視乎製作規模、客戶需求及工作量等因素，不定期委聘外部自由職業者、特派記者、專欄作家等撰寫特定主題，以及外部製作團隊進行媒體製作。

就供應商甄選而言，本集團設有內部監控授權及委任自由職業者或供應商的程序，例如取得多個報價進行比價。本集團亦要求相關團隊成員保存先前委任及供應商工作質素評估的內部記錄。此乃供應商質量監管的基準。本集團已根據供應商的整體表現編製一份經認可之供應商名單。本集團要求員工僅與經認可名單上的供應商合作，以確保供應商符合必要標準。所有外部人士為本集團媒體平台所創作的內容均須事先獲得各媒體平台主管批准。倘內容不符合本集團的內容指引，將要求自由職業者或供應商進行修改。

本集團於本年度供應鏈之服務供應商數目已列載於本報告第 67 頁章節 6.1 的表格內。

4.2 PRODUCT RESPONSIBILITY AND CUSTOMER SERVICES

產品責任及客戶服務

The Group's primary products are multimedia content across various media platforms, encompassing content creation and media production. Hence, it attaches great importance to the supervision of its advertising content. If any of the advertisement contents on its media platform contain false descriptions, obscenities or indecent content, defamatory materials or infringing works — regardless of whether the majority of the advertisement content is produced by the Group or its clients, the Group will bear the responsibility. Accordingly, the Group has adopted internal monitoring measures for advertising content, to ensure that the content on its media platforms is in compliance with laws and regulations. These measures mainly involve content review and approval at different levels, to ensure comprehensive compliance.

Besides, the Group has established clear standard operating procedures for handling various types of complaints and enquiries regarding content. The procedures detail how to handle requests for clarification, amendments, deletion of articles or posts, claims for reimbursement or licence fees, and requests to publish public statements. The communication channels include social media, email, telephone, etc. Each type of request has a specified procedure, with different roles involved, such as the editor, senior editor, managing director, and the chief operating officer. The steps usually involve reporting the case, fact checking, and deciding on the appropriate course of action. If necessary, the management office is involved in settlements and public statements, and the Human Resources Department may be informed so it can follow up regarding disciplinary actions.

If any complaints are received from customers, they will be independently investigated and addressed in a timely manner according to the Group's internal guidelines. The numbers of customer complaints lodged with the Consumer Council during the Year are listed in the table in section 6.1 on page 67 of this report.

本集團的主要產品為跨媒體平台的多媒體內容，包括內容創作及媒體製作。因此，本集團極為重視廣告內容監管。倘其媒體平台上的任何廣告內容包含虛假描述、猥褻或不雅內容、誹謗性資料或侵權作品 — 無論大部分廣告內容是否由本集團或其客戶製作，本集團將承擔責任。因此，本集團已對廣告內容採取內部監控措施，以確保其媒體平台上的內容符合法律法規。該等措施主要涉及內容分級審閱及批准，確保全面合規。

此外，本集團已制定操作程序之明確標準，以處理有關內容的各類投訴及問詢。該等程序詳細說明如何處理澄清、修改、刪除文章或貼文的請求、報銷或許可費索償，以及發佈公開聲明的請求。溝通渠道包括社交媒體、電郵、電話等。各類請求設有特定程序，涉及不同角色，例如編輯、高級編輯、董事總經理及營運總監。這些步驟通常包括報告個案、查核事實以及決定適當的行動方案。如有必要，管理層辦公室會參與和解及公開聲明，並可能通知人力資源部，以便其跟進紀律處分。

如收到任何顧客投訴，均將按本集團內部指引作獨立調查及即時處理。本集團於本年度由顧客向消費者委員會作出投訴的數目已列載於本報告第 67 頁章節 6.1 的表格內。

In recognition of its outstanding performance and brand reputation, the Group received the following awards during the Year.

- Diamond Award (Media Support), Hong Kong Red Cross
- Victory League 2025 – Sportsmanship Award, The Quayside
- The 10th Media Convergence Awards 2025, Hong Kong Association of Interactive Marketing:

“Economic Digest”

Overall – Bronze Award (Magazine category)
 Social Media – Silver Award (Magazine category)
 Mobile Applications – Silver Award (Magazine category)

為表彰其出色的表現及品牌知名度，本集團於本年度獲得以下獎項。

- 香港紅十字會 — 鑽石獎(媒體贊助)
- 海濱匯 — 企業運動挑戰賽2025最佳體育精神獎
- 香港互動市務商會 — 第十屆「傳媒轉型大獎」2025：

「經濟一週」

整體 — 銅獎(雜誌類別)
 社交媒體 — 銀獎(雜誌類別)
 流動程式 — 銀獎(雜誌類別)



4.3 DATA PROTECTION

資料保護

The Group places the utmost importance on protecting the privacy of its customers, partners and staff in the collection, handling, safekeeping, use and retention of their personal data.

Based on business requirements, the Group collects various types of personal data, which include personal information, device-specific details, demographic and behavioural data, and transaction data, from its readers and clients. These personal data are primarily collected through digital media platforms. Currently, all collected data is stored within a central information system supported by a virtual private cloud provided by reputable third-party cloud computing service providers. Also, a small portion of personal data is collected in print, such as personal information submitted by subscribers to the printed version of “**Economic Digest**”. Paper-based personal data is stored in locked office cabinets. To minimise risks of data leakage, the Group assigns different access levels to various departments and teams. Employees can only access data relevant to their job duties when necessary. The Group does not share any personal data with third parties unless required by law. To reduce the risk of identity theft, the Group takes appropriate measures to dispose of documents that contain customer information.

The Group has established internal control measures to ensure compliance with the Personal Data (Privacy) Ordinance (Cap. 486, Laws of Hong Kong) and relevant data protection principles. These internal control measures include:

1. Listing the data protection principles under the Personal Data (Privacy) Ordinance in the Group’s Standard Operating Procedure for Handling Personal Data and explaining its content and importance to employees during induction training;

本集團在收集、處理、保管、使用及保存客戶、合作夥伴及員工的個人資料過程中，對保障彼等的私隱給予最高度的重視。

根據業務需求，本集團向讀者及客戶收集各類個人資料，包括個人資料、設備特定詳情、人口統計及行為數據，以及交易數據。該等個人資料主要透過數碼媒體平台收集。目前，所有收集的資料均儲存於由信譽良好的第三方雲端運算服務提供商提供的虛擬私有雲支援的中央信息系統。同時，小部分個人資料以印刷物形式收集，例如「**經濟一週**」印刷版訂閱者提交的個人資料。以紙本形式記載的個人資料存儲於上鎖的辦公櫃中。為降低資料外洩風險，本集團為各部門和團隊配置不同的讀取等級。員工只能於必要時獲取與其工作職責相關的資料。除非法律要求，否則本集團不會與第三方分享任何個人資料。為減低身份盜竊的風險，本集團於處置含有客戶資料的文件方面採取適當措施。

本集團已制定內部監控措施，以確保遵守《個人資料(私隱)條例》(香港法例第486章)及相關資料保護原則。該等內部監控措施包括：

1. 將《個人資料(私隱)條例》項下的資料保障原則列於本集團的《處理個人資料守則》，並於入職培訓向員工講解其內容及重要性；

- | | |
|--|--|
| <ol style="list-style-type: none"> 2. Classifying the nature of information and data which the Group may collect during daily operations; 3. Providing guidelines and examples for the data that can be collected to prevent excessive data collection; 4. Providing data collection templates to ensure all necessary explanatory statements are included; and 5. Specifying procedures for handling unsubscribe requests and listing relevant personnel contact information, to ensure prompt handling of data access requests and unsubscribe requests. | <ol style="list-style-type: none"> 2. 根據本集團於日常營運中可能收集的資訊及資料的性質進行分類； 3. 提供可收集資料的指引及範例，以防止過度收集資料； 4. 提供資料收集模板以確保包含所有必要說明性陳述；及 5. 明確處理取消訂閱請求的程序並列出相關人員的聯繫方式，以確保及時處理資料查閱要求及取消訂閱請求。 |
|--|--|

Moreover, the Group conducts personal data protection training for its employees as part of their induction, and requires annual tests on personal data protection to ensure understanding of legal requirements for data handling.

此外，作為入職培訓的一部分，本集團為員工進行個人資料保護培訓，並要求每年進行個人資料保護測驗，以確保了解資料處理的法律要求。

Regarding digital network security, the Group ensures the virtual private cloud's network access is protected by firewalls and traffic control, to prevent unauthorised third-party access. The Group has set up intellectual property access restrictions and passwords for internal data access, to ensure only designated personnel can access data when necessary. Regular network security checks are conducted to identify unauthorised access and prevent data leakage.

就數碼網絡安全而言，本集團確保虛擬私有雲的網絡讀取受到防火牆及流量控制保護，以防止未經授權第三方讀取。本集團對內部資料讀取設定知識產權讀取限制及密碼，以確保僅指定人員於必要時才能獲取資料。網絡安全檢查定期進行，以識別未經授權的讀取並防止資料外洩。

All these measures aim to ensure the Group's business activities adhere to the highest personal data protection standards. The Group regularly reviews and updates its policies and measures to align with the latest laws, regulations, and technology changes, ensuring the implementation of a continued high degree of personal data protection.

所有該等措施旨在確保本集團業務活動符合最高的個人資料保護標準。本集團定期審閱及更新其政策和措施，以符合最新法律、法規及技術變動，確保持續高度的個人資料保護得以實施。

4.4 PROTECTION OF INTELLECTUAL PROPERTY

保護知識產權

The Group attaches great importance to the protection of intellectual property and is committed to complying with relevant laws, regulations and international standards. The Group protects its intellectual property rights by prolonged use and registration of domain names and various trademarks. The Group's trademarks and domain names are constantly monitored and renewed prior to their expiration.

The Group signs contracts with suppliers and partners that clearly define the ownership and usage rights of intellectual property to ensure the legal use of others' intellectual property. Besides, the Group takes prompt action against any infringement of the Group's intellectual property rights.

The Group provides regular trainings on intellectual property protection to employees, covering overviews on the latest intellectual property laws and guidelines on the use of trademarks, so as to enhance employees' awareness on the latest development of relevant laws and the best practice for the protection of the Group's intellectual properties. In addition, the Group takes active steps to collect and retain detailed records and evidence of its use of trademarks, and constantly monitors and conducts periodical reviews on such use to protect them from potential cancellation.

The Group will continue improving and updating its intellectual property protection policies and measures to ensure that its business operations comply with the latest legal and regulatory requirements and protect the legitimate rights and interests of intellectual property.

本集團高度重視知識產權保護，並致力遵守相關法律、法規及國際標準。本集團透過持續使用及登記域名與各類商標保障其知識產權。本集團商標及域名會獲持續監控及於屆滿前續期。

本集團與供應商及合作夥伴簽訂合約，明確列明知識產權的所有權及使用權，確保合法使用他人之知識產權。此外，本集團會針對任何對本集團之知識產權作出的侵犯採取迅速行動。

本集團定期為員工提供知識產權保護培訓，其內容涵蓋最新的知識產權法概述及商標使用的指引，以提升員工對相關法例之最新發展以及保護本集團知識產權的最佳實踐方法的認知。此外，本集團採取積極措施收集及保存有關商標使用的詳盡紀錄及證據、時刻監察並定期就商標使用進行檢討，以免除潛在撤銷風險。

本集團將持續改善並更新知識產權保護政策和措施，以確保其業務營運符合最新法律法規要求，並保護知識產權的合法權益。

4.5 ANTI-CORRUPTION/ANTI-MONEY LAUNDERING 反貪污／打擊洗錢

The Group believes that fair, transparent, and ethical business practices are key to corporate success and sustainable development. In order to enhance ethical corporate culture and practices, the Group has established policies and procedures for anti-corruption, anti-money laundering (“AML”) and counter-terrorist financing.

The Group adopts a zero-tolerance approach to all forms of corruption and bribery. It is essential for the Group’s employees to have a deep understanding of bribery, extortion, corruption and related acts, in order to maintain compliance and integrity in business operations. Strictly adhering to the Prevention of Bribery Ordinance (Cap. 201, Laws of Hong Kong), an Anti-Corruption Policy and Procedures has been established, in which a set of guidelines in giving and receiving gifts, or offer in the form of meals, accommodation and entertainment, as well as interacting with business partners and government officials, was established to outline acceptable and unacceptable conduct in employees’ daily business activities. This is also clearly stipulated in all employees’ contracts. These policies are explained during induction training, and are freely accessible on the Group’s intranet. The Group aims to ensure every employee adheres to applicable legal requirements and makes ethical business decisions. Besides, special care must additionally be taken to ensure that all business dealings with business partners and government officials are conducted in a context that is free from any form of corrupt practices.

The Group has long adopted an Anti-Money Laundering and Counter-Terrorist Financing Policy and Procedure (“AML Policy”). The AML Policy establishes the general framework for combating potential money laundering and financing of terrorism, and provides guidelines for preventing the Group’s employees from being misused for money laundering, terrorist financing or other financial crimes. The AML Policy indicates part of potentially suspicious transactions or activities that employees should look out for.

本集團堅信公平、透明和道德的商業行為是企業成功及可持續發展的關鍵。為提升企業道德文化及常規，本集團已建立反貪污、打擊洗錢及恐怖分子資金籌集之政策及程序。

本集團對一切形式的貪污和賄賂採取零容忍的態度。本集團之員工必須對賄賂、勒索、貪污及相關行為有深入的了解，以維持業務營運合規及誠信。本集團嚴格遵守《防止賄賂條例》(香港法例第201章)，且已制定反貪污政策及程序，其中本集團已就贈送及收受禮物、提供用餐、住宿及娛樂，以及與商業夥伴和政府官員交往制訂一套指引，列明員工日常業務活動中可接受及不可接受的行為。上述指引均已在所有僱傭合同中清晰訂明。這些政策已在入職培訓時作出解釋，並可在本集團內聯網上自由查閱。本集團旨在確保每位員工遵從適用的法律規定及作出合乎道德之商業決定。此外，還必須特別注意確保所有與商業夥伴和政府官員進行的所有業務往來在不涉及任何形式的舞弊行為的情況下進行。

本集團多年來一直採納打擊洗錢及恐怖分子資金籌集政策及程序(「打擊洗錢政策」)。打擊洗錢政策確立了打擊潛在洗錢及恐怖主義資金籌集罪行的一般框架，並提供指引防止本集團的員工被濫用於洗錢、資助恐怖主義或其他金融罪行。打擊洗錢政策已列出部分潛在可疑交易或活動的指標，供員工參考。

The Group has also adopted a whistle-blowing policy and procedures for all levels and operations under the Group, so staff can raise concerns, in confidence, about possible improprieties (such as misconduct and malpractice) in any matter related to the Group. The Group's whistle-blowing policy encourages all staff to report any actual or suspected improper conduct, in confidence, to their immediate supervisor or department head. The Group guarantees confidentiality of the whistle-blowers' identities and protection from harassment, even if disclosure is required for legal proceedings. Moreover, the Group regularly assigns employees to review their department's compliance performance, formulate measures to address potential or existing issues, and identify and manage potential compliance risks in advance. This ensures that compliance standards are continually strengthened and improved. These policies and procedures together with the code of conduct can be found in the employee handbook.

In addition to these measures, the Group puts a strong emphasis on training and education. Employees are provided with regular training on anti-corruption practices, such as talks or seminars on business ethics, delivered by the Independent Commission Against Corruption of Hong Kong from time to time, equipping them with the knowledge and skills necessary to maintain a clean and ethical business environment.

The numbers of legal cases regarding corrupt practices and whistle-blowing cases concerning a criminal offence or misconduct during the Year are listed in the table in section 6.1 on page 67 of this report.

本集團亦採納一套舉報政策及程序，讓本集團各層面及業務之員工可在保密的情況下就任何可能影響本集團之不當事宜（如不當及不法行為）進行舉報。本集團的檢舉政策鼓勵所有員工在保密的情況下向其直屬上司或部門主管舉報任何實際或疑似的不當行為。即使法律程序要求披露，本集團亦保證舉報人身份的保密性並防止騷擾。此外，本集團定期委派員工審查其部門的合規表現，制定解決潛在或現有問題的措施，及提前識別及管理潛在合規風險。這確保不斷加強及完善合規標準。該等政策及程序連同行為守則可於員工手冊內查閱。

除該等措施外，本集團亦非常重視培訓及教育。員工獲定期提供有關反貪污守則的培訓，如由香港廉政公署不時舉辦的商業道德講座或研討會，令他們具備維持廉潔及道德營商環境所需的知識和技能。

本年度有關貪污行為之法律起訴案件及涉及刑事罪行或不當行為個案之數目已列載於本報告第67頁章節6.1的表格內。

4.6 COMPLIANCE WITH RELEVANT LAWS AND REGULATIONS

遵守相關法律及法規


The Corporate Governance Committee is delegated by the Board to review and monitor the policies and practices on compliance with relevant legal and regulatory requirements, including but not limited to the following ordinances which have significant impact on the Group:

- Anti-Money Laundering and Counter-Terrorist Financing Ordinance (Cap. 615, Laws of Hong Kong)
- Books Registration Ordinance (Cap. 142, Laws of Hong Kong)
- Companies Ordinance (Cap. 622, Laws of Hong Kong)
- Competition Ordinance (Cap. 619, Laws of Hong Kong)
- Control of Obscene and Indecent Articles Ordinance (Cap. 390, Laws of Hong Kong)
- Copyright Ordinance (Cap. 528, Laws of Hong Kong)
- Defamation Ordinance (Cap. 21, Laws of Hong Kong)
- Employment Ordinance (Cap. 57, Laws of Hong Kong)
- Inland Revenue Ordinance (Cap. 112, Laws of Hong Kong)
- Occupational Safety and Healthy Ordinance (Cap. 509, Laws of Hong Kong)
- Registration of Local Newspapers Ordinance (Cap. 268, Laws of Hong Kong)
- Personal Data (Privacy) Ordinance (Cap. 486, Laws of Hong Kong)
- Prevention of Bribery Ordinance (Cap. 201, Laws of Hong Kong)
- Trade Descriptions Ordinance (Cap. 362, Laws of Hong Kong)
- 打擊洗錢及恐怖分子資金籌集條例 (香港法例第 615 章)
- 書刊註冊條例 (香港法例第 142 章)
- 公司條例 (香港法例第 622 章)
- 競爭條例 (香港法例第 619 章)
- 淫褻及不雅物品管制條例 (香港法例第 390 章)
- 版權條例 (香港法例第 528 章)
- 誹謗條例 (香港法例第 21 章)
- 僱傭條例 (香港法例第 57 章)
- 稅務條例 (香港法例第 112 章)
- 職業安全及健康條例 (香港法例第 509 章)
- 本地報刊註冊條例 (香港法例第 268 章)
- 個人資料 (私隱) 條例 (香港法例第 486 章)
- 防止賄賂條例 (香港法例第 201 章)
- 商品說明條例 (香港法例第 362 章)

Details on the work of the Corporate Governance Committee are shown in the Corporate Governance Report, which can be found on page 40 of the Company's 2025 Annual Report.

董事會委派企業管治委員會檢視及監察有關法例及法規要求之政策及慣例，包括但不限於以下對本集團有重大影響的法例：

企業管治委員會之工作詳情載於本公司 2025 年年報第 40 頁中之企業管治報告內。



The Legal Department works to provide an in-house legal and compliance service that effectively supports various operation units in their duties and day-to-day operation to comply with all applicable laws, rules and regulations.

Updates to the relevant applicable laws, rules and regulations are brought to the attention of relevant employees and relevant operation units from time to time. The management must ensure that business is conducted in accordance with the relevant applicable laws and regulations.

The Board is not aware of any issues within the Group during the Year that are in violation of any laws and regulations.

本集團法律部旨在提供內部法務及合規服務，有效支援多個營運單位於其職責及日常營運方面遵守所有適用法律、規則及法規。

相關員工及相關經營單位不時獲悉之相關適用法律、規則及法規之更新資訊。管理層須確保所從事業務乃符合適用之法律及法規。

於本年度，董事會並不知悉本集團有違反法律及法規的情況。

5

COMMUNITY INVOLVEMENT 參與社區活動

The Group highly recognises its role in social responsibility, and is committed to giving back to the communities. Embracing the mission “From the Community, To the Community”, the Group actively promotes diverse community campaigns spanning elderly welfare, underprivileged communities and environmental conservation initiatives. The Group’s management team also plays an important role in mobilising staff to join all these activities, which are held in tandem with its commitment to sustainable development. The Group is dedicated to making a positive impact on society through community investment and engagement initiatives.

During the Year, the Group has participated in the Bank of East Asia’s Green Deposit Program, which supports eligible green projects that promote environmental protection and sustainable development.

The Group has been awarded the 5 Years or above Caring Company Logo by the Hong Kong Council of Social Service, recognising its ongoing commitment to fulfilling its corporate social responsibilities.

本集團高度重視其社會責任，致力回饋社群。以「取諸社會，用諸社會」為使命，本集團積極推廣多種社區活動，涵蓋長者福利、弱勢社群及環保行動。該等活動與本集團可持續發展之承諾相輔相承，而本集團管理層團隊在動員參與該等活動方面亦擔任重要角色。本集團致力透過社區投資及參與，對社會作出正面影響。

於本年度，本集團參與東亞銀行綠色存款計劃，支持合資格綠色項目，推動環境保護及可持續發展。

本集團獲香港社會服務聯會頒發5年或以上「商界展關懷」標誌殊榮，表揚其履行企業社會責任的持久承諾。



5.1 VOLUNTARY SERVICES 義工服務

The Group continues its partnerships with non-governmental organisations and charitable organisations, to reach and support needy communities. Major voluntary service events during the Year include:

本集團持續與非政府組織和慈善組織保持夥伴關係，以伸出援手支持有需要幫助的社群。於本年度，主要義工服務活動包括：

Green Youth Workshops 綠色青年工作坊

July 2025
2025年7月

In preparation for the “Green Generation Games”, a fun and interactive sports event organised by the Emperor Foundation in August 2025, youth volunteers from the event partner, the Neighbourhood Advice-Action Council, by arranging Green Youth Workshops to guide volunteers to craft sports props from upcycled materials. The Group’s volunteers proactively joined the workshops, in which they helped refine the props and conducted trial runs to ensure a safe and enjoyable experience for senior citizens on the event day.



為籌備由英皇慈善基金於2025年8月舉辦的一個有趣及互動的體育活動「綠世代運動會」，來自活動合作方鄰舍輔導會的多位青年透過綠色青年工作坊，帶領義工利用升級再造材料製作運動道具。本集團義工積極參與此工作坊，共同協助製作道具並進行試玩，以確保長者在活動當天能享有安全且愉快的體驗。

Green Generation Games 綠世代運動會

August 2025
2025年8月

Embracing the spirit of “Play for the Dreams in GBA of the 15th National Games”, Emperor Foundation specially joined forces with Emperor Entertainment Group, Emperor Entertainment Group O e:ffect and the Neighbourhood Advice-Action Council to host the Green Generation Games at the Youth Outreach “Hangout”, inviting senior citizens and youth volunteers to team up for fun competitions. The youth volunteers creatively designed and produced sports equipment using recycled materials in pre-vent workshops, injecting innovative eco-friendly elements. The Group’s volunteers, together with other youth volunteers and 50 senior citizens, formed nine volunteer teams to participate in this meaningful community sports event.



為響應第15屆全運會「激情全運會活力大灣區」的精神，英皇慈善基金特別聯同合作伙伴英皇娛樂、英皇娛樂O e:ffect及鄰舍輔導會，假協青社「蒲吧 Hangout」舉辦「綠世代運動會」，邀請長者與青年義工組隊參與趣味競技。青年義工更於賽前工作坊利用再生資源，創意設計及製作運動用具，為運動會注入嶄新環保元素。本集團義工連同一眾青年義工及50位長者，共同組成九支義工隊伍攜手參與這場富有意義的社區運動盛事。

Food Angel Volunteer Programme: Serving Meals 惜食堂義工服務：「膳」心同行

November 2025
2025年11月

The Group partnered with Food Angel under the Bo Charity Foundation and participated in their “Serving Meals” programme. The Group’s volunteers dedicated their time at the Food Angel Community Centre in Sham Shui Po, serving hot and nutritious meals to local senior citizens. This centre serves as a vital lifeline for over 250 beneficiaries daily, supporting senior citizens who often live alone or face crisis situations. Through this direct engagement, the Group’s employees contributed meaningfully to alleviating local food insecurity while fostering social connections with vulnerable persons.

本集團夥拍小寶慈善基金轄下的惜食堂，參與其「膳」心同行計劃。本集團的義工前往位於深水埗的惜食堂社區中心，為長者送上營養豐富的熱餐。該中心每日服務超過250名受惠者，是支援經常獨居或面對困境的長者。透過是次親身參與，本集團員工不僅為紓緩社區溫飽問題作出有意義的貢獻，同時與弱勢社群建立了社會連繫。



5.2 CHARITABLE SPONSORSHIP AND DONATIONS 慈善贊助及捐贈

The Group mobilises its staff to participate in fundraising campaigns to help underprivileged people in the community. Major charity donation and fundraising campaigns during the Year include:

本集團推動員工參與籌款活動，幫助社區弱勢群體。於本年度，主要慈善捐贈及籌款活動包括：

Charity Sale of Red Packets 利是封慈善義賣

January 2025
2025年1月

The Group's staff supported Emperor Group's charity sale of red packets by purchasing the red packet, continuing last year's meaningful tradition. The funds raised in the charity sale were all donated to a youth charity in Hong Kong, KELY Support Group, through Emperor Group Foundation, in order to support their mental health programmes for youth and raise public awareness and empathy for mental health issues among young people. This meaningful event embodied the spirit of generosity and care, sending heartfelt New Year blessings to underprivileged communities and supporting the well-being of youth in Hong Kong.



本集團員工透過購買利是封，支持英皇集團利是封慈善義賣活動，延續去年的良好傳統。慈善義賣所籌得款項由英皇慈善基金全數捐予香港青年慈善機構啟勵扶青會，以支持其青年人精神健康項目，並提高大眾對青年人精神健康問題的關注及同理心。此次活動別具意義，凝聚愛心力量，為社會弱勢社群送上誠摯的新春祝福，竭力支持香港青年人的福祉。

Sunday Kiss x Plan International Hong Kong: Junior Reporter Programme Sunday Kiss x 國際培幼會(香港) — 小記者計劃

March 2025
2025年3月

In collaboration with Plan International Hong Kong, the Group launched the **Sunday Kiss** Media and Information Literacy — Junior Reporter programme. As a key initiative under the “social” pillar of ESG, the programme partnered directly with a number of local primary and secondary schools to provide students with complimentary professional training. The Group is dedicated to empowering youth through education and enhancing the next generation’s media and information literacy. This initiative not only cultivated critical thinking skills but also laid a solid foundation for their personal growth and future career development.



本集團聯同國際培幼會(香港)策劃並推行**Sunday Kiss**媒體與資訊素養 — 校園小記者計劃。作為本集團在環境、社會及管治中的「社會」範疇的重點舉措，此計劃直接與本地多間中小學合作，為學生提供免費的專業培訓。本集團致力透過教育賦能青年，提升下一代的媒體與資訊素養，不僅協助他們建立明辨慎思的能力，更為其未來的個人成長及職業生涯奠定穩固基礎。

Skip Lunch Day 公益行善折食日

March 2025
2025年3月

By making a donation of HK\$38 or more, each donor would receive a Skip Lunch Day coupon as a token of appreciation. Coupon holder could redeem designated items at any Hung Fook Tong outlets in Hong Kong in a specified period. The donation were used to support The Community Chest and its member agencies, to improve the lives of street sleepers, and people living in cage homes and cubicles. The Group's staff actively supported for this good cause.



凡捐款港幣38元或以上，每位捐款者即可獲得「折」食日愛心券一張。持券者可於指定期間於全港鴻福堂門市換領指定產品。捐款用以支持公益金及其轄下會員機構，幫助露宿者、籠屋及板間房居民改善生活。本集團員工積極支持此善舉。

World Red Cross Day 世界紅十字日

May 2025
2025年5月

In observance of World Red Cross and Red Crescent Day, the Group organised a corporate blood donation event to champion humanitarian spirit. The Group mobilised employees to visit the nearby Kwun Tong Donor Centre, and contributed to the local blood inventory. This initiative not only fulfilled the demand for blood in the community but also fostered a corporate culture of care and civic responsibility within the Group.

為響應「世界紅十字與紅新月日」，本集團舉辦企業捐血活動，藉此弘揚人道主義精神。本集團動員員工前往鄰近的觀塘捐血站，為本地血庫作出貢獻。此舉不僅滿足了社區內的血液需求，更在本集團內營造關愛及履行公民責任的企業文化。



Mooncake Donation Campaign 愛心月餅募捐大行動

September 2025
2025年9月

During the Mid-Autumn Festival, excess mooncakes were collected by the Group from staff and donated to a subsidiary of Pok Oi Hospital. The mooncakes were then given to ethnic minorities in Tin Shui Wai, to share the joy and celebrate the Mid-Autumn Festival with them.

於中秋節期間，本集團向同事們收集過剩月餅，捐贈至博愛醫院屬下機構，然後轉贈天水圍的弱勢社群，與他們分享喜悅，共度中秋佳節。

Dress Casual Day 公益金便服日

October 2025
2025年10月

This year's theme for the annual Dress Casual Day was "Wear To Care". Participating staff members each donated HK\$70 or more to The Community Chest of Hong Kong, and put on casual wear to support the event.

一年一度的便服日於本年的主題為「Wear To Care」，每位參與同事均捐出70港元或以上予香港公益金，並穿上便服以支持該活動。



Hong Kong Red Cross – Tai Po Fire Emergency Appeal Donation 香港紅十字會 – 大埔火災捐款緊急呼籲

November 2025
2025年11月

In response to the level 5 fire at Wang Fuk Court in Tai Po, the Group closely monitored the situation with severe impacts, and swiftly responded to the Hong Kong Red Cross's emergency appeal by donating emergency aid funds. This contribution aimed to provide urgent livelihood support to the affected residents, assisting the community in its recovery process and helping families overcome this adversity to restore normalcy as soon as possible.



就大埔宏福苑發生的五級火警，本集團密切關注事態的嚴重影響並迅速響應香港紅十字會透過捐贈緊急援助款項的緊急呼籲。此舉旨在為受影響居民提供迫切的生活支援，協助社區逐步重建，並幫助家庭渡過難關，早日恢復正常生活。

In addition, the Group has been serving as a media sponsor in recent years, offering free print and online advertising spaces to non-profit and non-governmental organisations such as the Hong Kong Red Cross, UNICEF, Green Power, the Society for the Prevention of Cruelty to Animals, Tung Wah Group of Hospitals, Po Leung Kuk, Plan International Hong Kong, The Community Chest of Hong Kong, The Boys' & Girls' Clubs Association of Hong Kong, Médecins Sans Frontières, etc. The Group aims to assist these organisations in promoting their activities, ultimately benefiting the Hong Kong community and those in need. During the Year, the Group sponsored a total of 32 campaigns by offering advertising spaces.

此外，本集團近年來一直擔任媒體贊助商，為香港紅十字會、聯合國兒童基金會、綠色力量、愛護動物協會、東華三院、保良局、國際培幼會、香港公益金、香港小童群益會、無國界醫生等非牟利及非政府組織提供免費印刷及線上廣告位置。本集團旨在協助該等組織推廣其活動，最終造福香港社會及有需要人士。於本年度，本集團透過提供免費廣告空間贊助共 32 個活動。

5.3 ENVIRONMENTAL CONSERVATION 環境保護

The Group is dedicated to promoting environmental awareness through green education. Major environmental conservation events during the Year include:

本集團致力通過綠色教育宣揚環保意識。於本年度，主要環境保護活動包括：

Red Packets Recycling Campaign 利是封回收活動

February 2025
2025年2月

The Group encouraged its staff to participate in the red packets recycling campaign, in order to support waste reduction and promote an environmentally friendly lifestyle. All collected red packets were sent to recycling organisations for further processing and reuse, contributing to sustainable development and waste minimisation.

本集團鼓勵其員工參與利是封回收活動，以支持減少廢物及推廣環保的生活方式。所有收集的利是封將轉交至回收機構進行進一步處理及循環再用，為可持續發展和減廢工作作出貢獻。



Earth Hour 地球一小時

March 2025
2025年3月

The Group's Hong Kong Office joined the millions of people around the globe and turned off its office lights in support of WWF's Earth Hour, an annual event to raise awareness of climate change.

為響應世界自然基金會一年一度的「地球一小時」活動，本集團香港辦公室與全球數百萬人一同參與關閉辦公室照明燈。活動旨在提高人們對氣候變化的意識。



The Salvation Army's Books and Clothes Recycling Programme 救世軍舊書及舊衣回收活動

April 2025
2025年4月

The Group participated in the books and clothes recycling programme organised by The Salvation Army, supporting resource recycling and waste reduction. Donated items included books and clothes which were either brand new, or used and in good condition. This initiative aligned with the Group's commitment to promoting sustainability and reducing waste by extending the lifecycles of resources.

本集團參與了由救世軍舉辦的舊書及舊衣回收活動，支持善用回收及減少廢物。捐贈物資包括全新或狀況良好的二手書籍及衣物。此項活動充分體現了本集團推廣可持續發展及延長資源生命週期以減少廢物的承諾。

Mooncake Box Recycling Campaign 月餅盒回收活動

September 2025
2025年9月

The Group participated in the Project Green Moon 2025 Mooncake Box Recycling Campaign spearheaded by Maxim's Group, promoting resource recycling and waste reduction. Clean tin and paper mooncake boxes were collected and passed to Greeners Action for proper recycling. This initiative reinforced the Group's commitment to sustainable practices and environmental conservation.

本集團參與了由美心集團牽頭的環保中秋顯愛心2025月餅盒回收活動，推廣資源回收及減少廢物。所收集的乾淨鐵製或紙製月餅盒均交予綠領行動進行妥善回收。此項活動展現了本集團對可持續發展及環境保育的承諾。



During the Year, the Group actively leveraged its media platforms to promote sustainability and green living. Dedicated social pages, including “日日健康 Healthy Days” in ***Oriental Sunday***, “綠色生活” in ***SSwagger***, and “ESG” in ***Economic Digest***, were created to raise awareness of sustainability topics amongst the public and inspire them to adopt environmentally friendly practices.

於本年度，本集團積極利用其媒體平台推廣可持續發展及綠色生活，打造了**東方新地**的「日日健康Healthy Days」、**SSwagger**的「綠色生活」及**經濟一週**的「環境、社會及管治」等專屬社交頁面，致力提升公眾對可持續發展議題的關注，並啟發他們實踐環保生活方式。



6

APPENDIX 附錄

6.1 ESG PERFORMANCE DATA

環境、社會及管治表現數據

Environmental 環境

Indicators 指標	Unit of Measurement 計量單位	FY2023 年度	FY2024 年度	FY2025 年度	HKEX Aspect 港交所層面
Gross Floor Area 總建築面積	Square metres 平方米	3,386	3,386	3,386	N/A 不適用
GHG Emissions 溫室氣體排放					
Scope 1 GHG emissions 範疇1溫室氣體排放	kgCO ₂ e 公斤二氧化碳當量	N/A 不適用	N/A 不適用	N/A 不適用	A1.1
Scope 2 GHG emissions 範疇2溫室氣體排放	kgCO ₂ e 公斤二氧化碳當量	81,559	75,905	69,884	A1.1
Scope 3 GHG emissions 範疇3溫室氣體排放					
Category 5: Waste generated in operations 類別5：營運中產生的廢物	kgCO ₂ e 公斤二氧化碳當量	14,583 ¹	14,778 ¹	13,389	A1.1
Total (Scope 1, 2 & 3) GHG emissions 溫室氣體排放總量(範疇1,2及3)	kgCO ₂ e 公斤二氧化碳當量	96,142	90,683	83,273	A1.1
GHG emissions intensity 溫室氣體排放強度	kg/m ² 公斤/平方米	28.4	26.8	24.6	A1.1
Energy Consumption 能源消耗					
Direct energy consumption 直接能源消耗	GJ 千兆焦耳	N/A 不適用	N/A 不適用	N/A 不適用	A2.1
Indirect energy consumption 間接能源消耗	GJ 千兆焦耳	752	700	662	A2.1
Total energy consumption 能源消耗總量	GJ 千兆焦耳	752	700	662	A2.1
Energy consumption intensity 能源消耗強度	GJ/m ² 千兆焦耳/平方米	0.2	0.2	0.2	A2.1
Water Consumption 耗水量²					
Water consumption 耗水量	m ³ 立方米	N/A 不適用	N/A 不適用	N/A 不適用	A2.2
Water consumption intensity 耗水量密度	m ³ /m ² 立方米/平方米	N/A 不適用	N/A 不適用	N/A 不適用	A2.2
Waste Management 廢物處理					
General refuse disposed to landfills 棄置於堆填區的一般廢物	kg 公斤	25,137	25,474	23,078	A1.4
General refuse disposed to landfills intensity 一般廢物密度	kg/m ² 公斤/平方米	7.4	7.5	6.8	A1.4
Recycled waste 回收廢物總量	kg 公斤	175	163	181	A1.4
Recycled waste intensity 回收廢物密度	kg/m ² 公斤/平方米	0.05	0.05	0.05	A1.4
Packaging Material Consumption 包裝物料消耗					
Total packaging material used 所用包裝材料總量	kg 公斤	103	104	73	A2.5

¹ Figures recalculated based on the GHG emission factors available in the website of the United States Environmental Protection Agency.

根據美國國家環境保護局網站所提供的溫室氣體排放係數重新計算的數值。

² As the Hong Kong Office does not have separate meters for water consumption measurement, hence water consumption data is not available.

由於香港辦公室沒有獨立水錶量度耗水量，因此並未能提供耗水量數據。

Social 社會

Indicators 指標	Unit 單位	FY2023 年度	FY2024 年度	FY20225 年度	HKEX Aspect 港交所層面
Number of Staff 員工數目					
Total Number 總數	Number of persons 人數	232	219	201	B1.1
By Gender 按性別					
Female 女性	Number of persons 人數	154	144	135	B1.1
Male 男性	Number of persons 人數	78	75	66	B1.1
By Age Group 按年齡組別					
≤30	Number of persons 人數	103	101	82	B1.1
31-50	Number of persons 人數	111	102	101	B1.1
≥51	Number of persons 人數	18	16	18	B1.1
By Geographical Region 按地區劃分					
Hong Kong 香港	Number of persons 人數	221	206	189	B1.1
Chinese Mainland 中國內地	Number of persons 人數	11	13	12	B1.1
By Employee Category 按僱員類別					
General staff 一般員工	Number of persons 人數	179	166	156	B1.1
Managerial grade or above 經理級別或以上	Number of persons 人數	42	40	31	B1.1
Management 管理層	Number of persons 人數	11	13	14	B1.1
No. of staff worked for 5 years or more 工作超過5年或以上的員工數目	Number of persons 人數	64	58	59	—
Staff Turnover 員工流失					
By Gender 按性別					
Female 女性	%	56%	49%	47%	B1.2
Male 男性	%	45%	47%	55%	B1.2
By Age Group 按年齡組別					
≤30	%	74%	53%	60%	B1.2
31-50	%	36%	43%	45%	B1.2
≥51	%	18%	53%	18%	B1.2
By Geographical Region 按地區劃分					
Hong Kong 香港	%	54%	57%	53%	B1.2
Chinese Mainland 中國內地	%	18%	8%	0%	B1.2

Indicators 指標	Unit 單位	FY2023 年度	FY2024 年度	FY20225 年度	HKEX Aspect 港交所層面
Occupational Health & Safety 職業健康與安全					
Number of work-related fatalities 因工亡故的人數	Number of persons 人數	0	0	0	B2.1
Rate of work-related fatalities 因工亡故的比率	%	0%	0%	0%	B2.1
Lost days due to work injury 因工傷損失工作日數	Number of days 日數	0	5	2	B2.2
Development and Training 發展及培訓					
Percentage of employees trained 受訓僱員百分比					
By Gender 按性別					
Female 女性	%	70%	66%	66%	B3.1
Male 男性	%	30%	34%	34%	B3.1
By Employee Category 按僱員類別					
General staff 一般員工	%	82%	80%	77%	B3.1
Managerial grade or above 經理級別或以上	%	14%	15%	18%	B3.1
Management 管理層	%	4%	5%	5%	B3.1
Training hours completed by employee 僱員完成受訓時數					
Total training hours 總培訓時數	Number of hours 小時	1,753	1,785	901	B3.2
Average training hours per employee 每名員工平均培訓時數	Number of hours 小時	4	5	3	B3.2
Supply Chain Management 供應鏈管理					
Total number of suppliers in supply chain 供應鏈中的供應商總數					
Hong Kong 香港	Number 數目	916	1,057	1,288	B5.1
Others 其他	Number 數目	16	27	28	B5.1
Product Responsibility 產品責任					
Percentage of products sold subject to recalls for safety and health reasons 已售產品中因安全與健康理由而須回收百分比	%	N/A 不適用	N/A 不適用	N/A 不適用	B6.1
Number of customer complaints lodged with the Consumer Council 由顧客向消費者委員會作出之投訴數目	Number 數目	2	0	0	B6.2
Number of significant legal disputes or claims related to the intellectual property 與知識產權相關的重大法律糾紛或索償之數目	Number 數目	0	0	0	B6.3
Anti-Corruption 反貪污					
Number of legal cases regarding corrupt practices 有關貪污行為之法律起訴案件之數目	Number 數目	0	0	0	B7.1
Number of whistle-blowing cases concerning a criminal offence or misconduct 涉及刑事罪行或不當行為個案之數目	Number 數目	0	0	0	B7.2

6.2 HKEX ESG REPORTING GUIDE CONTENT INDEX 港交所環境、社會及管治報告指引內容索引

Subject areas 主要範疇	Description 描述	Section 章節
A. Environmental 環境		
Aspect A1: Emissions 層面 A1: 排放物		
General Disclosure 一般披露	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. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	2.1
KPI A1.1 指標 A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	2.4
KPI A1.2 指標 A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	2.4
KPI A1.3 指標 A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	Not applicable <i>In view of its business nature, the Group does not directly generate any hazardous waste.</i> 不適用 基於其業務性質，本集團不會直接產生大量有害廢棄物。

Subject areas 主要範疇	Description 描述	Section 章節
KPI A1.4 指標 A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	2.4
KPI A1.5 指標 A1.5	Description of emissions target(s) set and steps taken to achieve them. 描述所訂立的排放量目標及為達到這些目標所採取的步驟。	2.2, 2.4
KPI A1.6 指標 A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them. 描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	2.2, 2.4
Aspect A2: Use of Resources 層面 A2: 資源使用		
General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源(包括能源、水及其他原材料)的政策。	2.1, 2.2
KPI A2.1 指標 A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility). 按類型劃分的直接及/或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	2.4
KPI A2.2 指標 A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度(如以每產量單位、每項設施計算)。	2.4
KPI A2.3 指標 A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them. 描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	2.2, 2.4

Subject areas 主要範疇	Description 描述	Section 章節
KPI A2.4 指標 A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them. 描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	Not applicable <i>The Group did not encounter any problems in sourcing water for its daily operations.</i> 不適用 本集團在日常營運中，在覓水源方面並無遇到任何問題。
KPI A2.5 指標 A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量。	2.2, 2.4
Aspect A3: The Environment and Natural Resources 層面 A3: 環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	2.1, 2.2
KPI A3.1 指標 A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	2.2
Aspect A4: Climate Change 層面 A4: 氣候變化		
General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer. 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。	2.3
KPI A4.1 指標 A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them. 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	2.3

Subject areas 主要範疇	Description 描述	Section 章節
B. Social B. 社會		
Employment and Labour Practices 僱傭及勞工常規		
Aspect B1: Employment 層面 B1: 僱傭		
General Disclosure 一般披露	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. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	3.2, 3.3
KPI B1.1 指標 B1.1	Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region. 按性別、僱傭類型（如全職或兼職）、年齡組別及地區劃分的僱員總數。	3.1
KPI B1.2 指標 B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。	3.1
Aspect B2: Health and Safety 層面 B2: 健康與安全		
General Disclosure 一般披露	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. 有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	3.4
KPI B2.1 指標 B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year. 過去三年（包括匯報年度）每年因工亡故的人數及比率。	3.4

Subject areas 主要範疇	Description 描述	Section 章節
KPI B2.2 指標 B2.2	Lost days due to work injury. 因工傷損失工作日數。	3.4
KPI B2.3 指標 B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	3.4
Aspect B3: Development and Training 層面 B3: 發展及培訓		
General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	3.5
KPI B3.1 指標 B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management). 按性別及僱員類別(如高級管理層、中級管理層等)劃分的受訓僱員百分比。	3.5
KPI B3.2 指標 B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	3.5
Aspect B4: Labour Standards 層面 B4: 勞工準則		
General Disclosure 一般披露	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. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	3.2
KPI B4.1 指標 B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	3.2
KPI B4.2 指標 B4.2	Description of steps taken to eliminate such practices when discovered. 描述在發現違規情況時消除有關情況所採取的步驟。	3.2, 4.1

Subject areas 主要範疇	Description 描述	Section 章節
Operating Practices 營運慣例		
Aspect B5: Supply Chain Management 層面 B5: 供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	4.1
KPI B5.1 指標 B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	4.1
KPI B5.2 指標 B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目、以及有關慣例的執行及監察方法。	4.1
KPI B5.3 指標 B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored. 描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	4.1
KPI B5.4 指標 B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored. 描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	4.1
Aspect B6: Product Responsibility 層面 B6: 產品責任		
General Disclosure 一般披露	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. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.2

Subject areas 主要範疇	Description 描述	Section 章節
KPI B6.1 指標 B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全與健康理由而須回收的百分比。	4.2 Not applicable 不適用
KPI B6.2 指標 B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	4.2
KPI B6.3 指標 B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	4.4
KPI B6.4 指標 B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	4.2
KPI B6.5 指標 B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	4.3
Aspect B7: Anti-Corruption 層面 B7: 反貪污		
General Disclosure 一般披露	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. 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.5
KPI B7.1 指標 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. 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	4.5
KPI B7.2 指標 B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	4.5
KPI B7.3 指標 B7.3	Description of anti-corruption training provided to directors and staff. 描述向董事及員工提供的反貪污培訓。	4.5

Subject areas 主要範疇	Description 描述	Section 章節
Community 社區		
Aspect B8: Community Investment 層面 B8: 社區投資		
General Disclosure 一般披露	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. 有關以社區參與來了解發行人營運所在社區需要和確保其業務活動會考慮社區利益的政策。	5
KPI B8.1 指標 B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). 專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	5
KPI B8.2 指標 B8.2	Resources contributed (e.g. money or time) to the focus area. 在專注範疇所動用資源(如金錢或時間)。	5

