



**美亞娛樂資訊集團有限公司**

**MEI AH ENTERTAINMENT GROUP LTD.**

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立的有限公司)

股份代號 Stock Code: 391

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

**2023**

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### INTRODUCTION

This Environmental, Social and Governance Report (“ESG Report”) covers the environmental, social and governance initiatives and shares the key sustainability performances of Mei Ah Entertainment Group Limited (the “Company”, together with its subsidiaries, the “Group”) for the year ended 31st March 2023.

### REPORT SCOPE

The ESG Report mainly covers the environmental and social performance of the Group’s principal activities.

### REPORTING STANDARDS

The ESG Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “ESG Reporting Guide”) under Appendix 27 of the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited.

### BOARD STATEMENT

The Group puts sustainable development of its business as the top priority of its long-term development goals, and incorporate climate-related issues and environmental, social and governance elements into its long-term business strategic planning. The Board has the responsibility to oversee, manage and monitor the Group’s environmental, social and governance issues and progress.

### 緒言

本環境、社會及管治報告(「環境、社會及管治報告」)涵蓋美亞娛樂資訊集團有限公司(「本公司」，連同其附屬公司統稱「本集團」)截至二零二三年三月三十一日止年度的環境、社會及管治舉措，並分享其主要可持續發展的表現。

### 報告範疇

本環境、社會及管治報告主要涵蓋本集團主要活動的環境及社會表現。

### 報告準則

本環境、社會及管治報告乃根據香港聯合交易所有限公司證券上市規則附錄27項下環境、社會及管治指引(「環境、社會及管治指引」)而編製。

### 董事會聲明

本集團把其業務的可持續發展放在其長期發展目標的首位，將氣候相關議題和環境、社會及管治的元素納入其業務策略的長期規劃當中。董事會全權負責督導、管理及監督本集團的環境、社會及管治議題和進度。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### BOARD STATEMENT *(Continued)*

The Group has set clear sustainable development vision and goals to achieve ongoing emission reduction. Corresponding strategies are established and sustainable development factors have been incorporated into the Group's strategic planning, business model and other decision-making processes. The Board regularly monitors and reviews the effectiveness of management approach, including reviewing the Group's environmental, social and governance performance and adjusting corresponding action plans. Effective implementation of environmental, social and governance policies relies on the collaboration of different departments. In order to achieve the objective of sustainability development, the Group has established an inter-departmental environmental, social and governance working group to coordinate different departments and enhance their mutual co-operations for ensuring consistent work performance which could be aligned with the stakeholders' expectations.

An information and data collection template is used for collecting ESG information and data from relevant departments and business units of the Group. The ESG Report is prepared based on the information and data collected. The ESG working group also supervises the collection of ESG data and assists the preparation of this ESG Report. Key performance indicators relating to the Group's environmental and social performance are highlighted in the paragraphs below.

The Group strives to ensure the establishment of appropriate and effective risk management and internal control systems for supervision of the identification and assessment of environmental, social and governance and climate-related risk and opportunities, and response to the challenges and impacts of different times.

### 董事會聲明 *(續)*

本集團已訂立清晰明確的可持續發展願景目標，朝著減排的願景不斷邁進。相應的策略已設立，並將可持續發展因素納入本集團的策略規劃、業務模式及其他決策過程。董事會定期監察及檢討管理方法的有效性，包括檢討本集團的環境、社會及管治表現並調整相應的行動計劃。有效的環境、社會及管治政策實施有賴於不同部門的合作。為此，本集團已成立跨部門的環境、社會及管治工作小組，負責協調不同部門以促進彼此之間的合作，務求達到工作表現一致並合乎持份者之期望，為可持續發展目標共同努力。

資料及數據收集模板用於收集本集團相關部門及業務單元的環境、社會及管治資料及數據。環境、社會及管治報告按已收集的資料及數據編製。環境、社會及管治工作小組亦監督環境、社會及管治數據的收集，並協助編製本環境、社會及管治報告。下文各段概述與本集團環境及社會表現相關的關鍵績效指標。

本集團竭力確保設立合適有效的風險管理及內部控制系統，監督環境、社會及管治和氣候相關風險及機遇的識別和評估，以及應對時代不同的挑戰及影響。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### BOARD STATEMENT *(Continued)*

As a responsible business, we have the responsibility to build a thriving future where we can create long-term value for our stakeholders. The stakeholders we identified including government and regulatory agencies, shareholders and investors, employees, customer and suppliers.

To understand the full spectrum of ESG aspects of the operation covers, we have regularly engaged both the internal and external stakeholders to better understand their concerns relating to sustainability issues that affect them. We engaged our stakeholders through meetings, interviews, direct mails and staff performance appraisal interviews. We tried to reach our stakeholders through all channels. We also make regular reference to our peers and both local and regional sustainability criteria when we review our sustainability context, materiality and disclosures in order to keep our sustainability priorities and strategy relevant. The Board and the management regularly review the sustainability issues that are most significant to our business and operations, and consider issues that are important to both our business and our stakeholders as material.

### REPORTING PRINCIPLES

During the preparation process of this ESG report, the Group adheres to the following fundamental reporting principles outlined in the ESG Reporting Guide:

#### (1) Materiality

Materiality analysis is performed annually to identify the key ESG issues that are material to our business operations. By considering the dependence and influence to the Group of the stakeholders and the availability of the resources to the Group, management has identified the material sustainability topics for the ESG Report.

### 董事會聲明 *(續)*

作為負責任的企業，我們希望開拓豐盛未來，為我們的持份者創造長期價值。本集團已識別之持份者包括：政府及監管機構、股東及投資者、僱員、客戶及供應商。

為對營運所涵蓋環境、社會及管治各方面有全面了解，我們恆常與內部及外界持份者接觸，以更有效地理解對他們有所影響的可持續議題。我們嘗試以各種渠道接觸持份者，並透過會議、訪談、直接郵件及僱員表現評核會談，讓各持份者參與。在檢視我們的可持續發展框架、重要性和披露時，我們還會定期參考我們的同業以及本地和區域性的可持續發展標準，以確保我們可持續發展的優先考慮和策略具相關性。董事會和管理層定期檢視對我們的業務和營運最重要的可持續發展議題，並將對我們的業務和持份者都評定為重要的議題視為重要議題。

### 報告原則

於編製本環境、社會及管治報告的過程中，本集團遵循環境、社會及管治報告指引中概述的以下基本報告原則：

#### (1) 重要性

重要性分析每年進行一次，以識別對我們的業務營運而言屬重大的關鍵環境、社會及管治議題。經考慮持份者對本集團的依賴及影響以及本集團可動用的資源後，管理層已識別有關環境、社會及管治報告的重大可持續性議題。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### REPORTING PRINCIPLES *(Continued)*

#### (1) **Materiality** *(Continued)*

In this reporting year, a total of twelve material topics were identified including (i) emissions; (ii) use of resources; (iii) the environment and natural resources; (iv) climate change; (v) employment; (vi) health and safety; (vii) development and training; (viii) labour standards; (ix) supply chain management; (x) product responsibility; (xi) anti-corruption and (xii) community investment. In response to the impact that these issues may cause to our business operations, we have formulated suitable measures and policies to address these issues. For details of the policies and the relevance of the topics to our operations, please refer to the corresponding chapters of this ESG report. We welcome any feedback and comments from stakeholders to advance towards a sustainable future.

#### (2) **Quantitative**

We measure and report key performance indicators (KPIs) across our environmental and social performance with the aid of a data monitoring system. Through the reporting of these KPIs and information in our report, we disclose elements that have greatest impact to our business and stakeholders.

#### (3) **Consistency**

We adopted a consistent environmental data treatment approach to allow a fair comparison of our environmental performance over time.

## ENVIRONMENTAL

The Group recognises its corporate responsibility to promote environmental sustainability and puts a high value on environmental protection. We have incorporated measures such as energy conservation and pollution protection into our daily operations, and we strive to maintain the sustainable development of the environment while at the time developing our business.

### 報告原則 *(續)*

#### (1) **重要性** *(續)*

於本報告年度內一共識別十二個重要議題，包括(i) 排放物；(ii) 資源使用；(iii) 環境及自然資源；(iv) 氣候變化；(v) 僱傭；(vi) 健康及安全；(vii) 發展及培訓；(viii) 勞工準則；(ix) 供應鏈管理；(x) 產品責任；(xi) 反貪污；及(xii) 社區投資。為應對該等議題可能對我們的業務營運造成的影響，我們已制定適當的措施及政策以解決該等議題。有關政策及議題與我們營運的相關性的詳情，請參閱本環境、社會及管治報告的相應章節。我們歡迎來自持份者的任何反饋及意見，以邁向可持續的未來。

#### (2) **量化**

我們透過數據管理系統協助統計和報告我們環境和社會層面的關鍵績效指標(KPI)。通過在我們的報告中報告該等關鍵績效指標和資料，我們披露了對我們的業務和持份者至為重要的可持續發展相關資料。

#### (3) **一致性**

我們已採用一致的環境數據處理方法，以便為我們的環境表現隨時間作公平比較。

## 環境

本集團認識到其提倡環境可持續發展的企業責任，並高度重視環境保護。我們已將節能和防止污染等措施應用於日常營運，在發展業務的同時，力求維護環境的可持續發展。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### ENVIRONMENTAL (Continued)

#### (a) Emissions

##### **Exhaust Gas Emissions**

The exhaust gas emissions generated by the Group are mainly from the Group's vehicles. We target to optimize the use of energy and resources to reduce air and greenhouse gas emissions. We take energy efficiency and emission performance into consideration when selecting and purchasing vehicles. We have also implemented measures of regular maintenance and cleaning to reduce exhaust gas emissions. The Group is also committed to reducing its carbon footprint and waste through efficient operations with a view to minimizing its environmental impacts.

During the year, the Group emitted approximately 6,200 grams (2022: 8,470 grams) of nitrogen oxides (NO<sub>x</sub>), approximately 220 grams (2022: 280 grams) of sulphur oxides (SO<sub>x</sub>) and approximately 460 grams (2022: 620 grams) of particulate matter. We shall monitor these data and take effective measures as appropriate to improve fuel consumption efficiency and reduce emission of exhaust gas.

### 環境 (續)

#### (a) 排放物

##### **廢氣排放**

本集團的廢氣排放主要來自本集團的汽車。我們的目標是優化能源及資源使用，以減少廢氣及溫室氣體排放。我們在選購車輛時，會考慮能源效益及排放表現。我們亦已實施定期維護及清潔措施，以減低廢氣排放。本集團亦致力於透過有效業務營運，減少碳足跡及廢棄物，務求減輕其對環境造成的影響。

年內，本集團排放約6,200克(二零二二年：8,470克)氮氧化物(NO<sub>x</sub>)、約220克(二零二二年：280克)硫氧化物(SO<sub>x</sub>)及約460克(二零二二年：620克)懸浮粒子。我們會監察該等數據及採取合適的有效措施，以改善燃料消耗效率及減少廢氣排放。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### ENVIRONMENTAL (Continued)

#### (a) Emissions (Continued)

##### Greenhouse Gas Emissions

Energy consumption and business air travel by employees account for major part of the Group's direct and indirect greenhouse gas emissions respectively. The amounts of greenhouse gas emitted by the Group during the year were as follows:—

		Unit 單位	2023 二零二三年 Approximately 概約	2022 二零二二年 Approximately 概約
<b>Greenhouse Gas Emissions</b>	<b>溫室氣體排放</b>			
Scope 1 — direct emissions	範疇一 — 直接排放	tCO <sub>2</sub> e 噸二氧化碳排放量	38	48
Scope 2 — indirect emissions	範疇二 — 間接排放	tCO <sub>2</sub> e 噸二氧化碳排放量	1,620	1,853
Scope 3 — Other indirect emissions	範疇三 — 其他間接 排放	tCO <sub>2</sub> e 噸二氧化碳排放量	3	—
Total Greenhouse Gas Emissions	溫室氣體排放總量	tCO <sub>2</sub> e 噸二氧化碳排放量	1,661	1,901
Total Greenhouse Gas Emissions per employee	每名僱員的溫室氣 體排放總量	tCO <sub>2</sub> e/employee 噸二氧化碳排放量/ 僱員	18	20

##### Waste management

The Group did not produce hazardous wastes during the year, and only minimal non-hazardous wastes in relation to daily administrative works were produced and accordingly no relevant data was provided. We target to maintain the above levels of hazardous and non-hazardous wastes produced respectively. The Group strictly complies with the laws and regulations related to waste disposal and engages qualified companies to collect and handle wastes.

### 環境 (續)

#### (a) 排放物 (續)

##### 溫室氣體排放

能源消耗及僱員的業務差旅分別佔本集團直接及間接溫室氣體排放的主要部分。本集團於年內排放的溫室氣體數量如下：

		Unit 單位	2023 二零二三年 Approximately 概約	2022 二零二二年 Approximately 概約
<b>Greenhouse Gas Emissions</b>	<b>溫室氣體排放</b>			
Scope 1 — direct emissions	範疇一 — 直接排放	tCO <sub>2</sub> e 噸二氧化碳排放量	38	48
Scope 2 — indirect emissions	範疇二 — 間接排放	tCO <sub>2</sub> e 噸二氧化碳排放量	1,620	1,853
Scope 3 — Other indirect emissions	範疇三 — 其他間接 排放	tCO <sub>2</sub> e 噸二氧化碳排放量	3	—
Total Greenhouse Gas Emissions	溫室氣體排放總量	tCO <sub>2</sub> e 噸二氧化碳排放量	1,661	1,901
Total Greenhouse Gas Emissions per employee	每名僱員的溫室氣 體排放總量	tCO <sub>2</sub> e/employee 噸二氧化碳排放量/ 僱員	18	20

##### 廢物管理

年內，本集團並無產生有害廢物，且僅產生與日常行政工作有關的少量無害廢物，因此並無提供相關數據。我們的目標是分別維持所產生的上述有害及無害廢物的水平。本集團嚴格遵守與廢物處理相關的法律及法規，且聘請合資格公司收集及處理廢物。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### ENVIRONMENTAL (Continued)

#### (a) Emissions (Continued)

##### **Waste management (Continued)**

Office papers and papers for printing the Group's publications are Forest Stewardship Council (FSC)-certified or Programme for the Endorsement of Forest Certification (PEFC)-certified. The Group also encourages the use of paperless communication. If printing is necessary, we encourage environmentally friendly printing manner (such as to print on both sides, reduce font size and margin). Intranet system has also been launched to digitize Internet communications. In addition, paper collection tray is placed next to printer to gather single-side-printed paper for re-use. We also utilize online platform in advertising and promotion and actively make use of digital technology for management of our film library and digitalization of internal workflow to reduce carbon emission.

#### (b) Use of resources

The Group strictly complies with the relevant laws and regulations in respect of air and water pollution and controls. During the year, there was no issue in sourcing water that is fit for purpose. Our target is to optimize the energy use and water efficiency. Employees are encouraged to save water resources and minimize the waste of water. Water facilities such as pipes and faucets are checked on a regular basis in order to repair water leaks promptly. We encourage staff to maintain the temperature of air conditioners at a specified range and turn off unnecessary lights and air conditioners when they leave the office. LED (Light emitting diode) light bulbs will be used when the existing light bulbs are to be replaced.

### 環境 (續)

#### (a) 排放物 (續)

##### **廢物管理 (續)**

所有辦公室用紙及幾乎所有本集團刊物用紙均為森林管理委員會認證或森林認證體系許可計劃認證。本集團亦鼓勵使用無紙化通訊。如需打印，我們鼓勵環保的打印方式（例如雙面打印、縮小字體和頁邊）。亦已啟動內聯網系統以數位化內部通訊。此外，紙張收集盒放置於打印機旁邊，收集單面打印的紙張，以便重用。我們亦利用線上平台進行廣告及市場推廣，亦積極使用數位化科技管理電影片庫，並數位化內部工作流程，以減低碳排放量。

#### (b) 資源使用

本集團嚴格遵守空氣及水污染及防治的相關法律及法規。年內，取得適用水源方面概無任何問題。我們的目標是優化能源使用及用水效率。我們鼓勵僱員節約使用水資源及盡量減少浪費用水。我們定期檢查管道及水龍頭等供水設施，務求及時維修漏水問題。我們鼓勵員工把空調溫度維持指定範圍及於離開辦公室時關掉不必要的照明與空調。當現用燈泡需更換時，我們將以LED（發光二極體）燈泡取代現用燈泡。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### ENVIRONMENTAL (Continued)

#### (b) Use of resources (Continued)

The amounts of energy and water consumed by the Group during the year were as follows:—

		Unit 單位	2023 二零二三年 Approximately 概約	2022 二零二二年 Approximately 概約
<b>Energy Consumption</b>				
	<b>能源消耗</b>			
Fuel consumption	燃料消耗	litres 公升	<b>13,830</b>	17,730
Power consumption	電力消耗	kWh 千瓦時	<b>1,615,540</b>	1,853,350
Power consumption per employee	每名僱員電力消耗	kWh/employee 千瓦時／僱員	<b>17,186</b>	19,928
<b>Water Consumption</b>				
	<b>用水</b>			
Water consumption per employee	每名僱員的用水	Cubic metre 立方米 Cubic metre/ employee 立方米／僱員	<b>40</b>	46

Taking into account the nature of the Group's principal activities, the Group used minimal packaging material for finished products and accordingly no relevant data was provided.

#### (c) The environment and natural resources

As part of its commitment to environmental protection, we will adopt any practical measures, including the integration of procedures set out under paragraphs (a) and (b) headed "Emissions" and "Use of resources" above, to minimise the impacts of business operations on the natural environment. The Group will continue to review and improve its business operations with its staff members and business stakeholders with the objective to minimise environmental impacts.

### 環境(續)

#### (b) 資源使用(續)

年內，本集團消耗的能源及水資源如下：

		Unit 單位	2023 二零二三年 Approximately 概約	2022 二零二二年 Approximately 概約
<b>Energy Consumption</b>				
	<b>能源消耗</b>			
Fuel consumption	燃料消耗	litres 公升	<b>13,830</b>	17,730
Power consumption	電力消耗	kWh 千瓦時	<b>1,615,540</b>	1,853,350
Power consumption per employee	每名僱員電力消耗	kWh/employee 千瓦時／僱員	<b>17,186</b>	19,928
<b>Water Consumption</b>				
	<b>用水</b>			
Water consumption per employee	每名僱員的用水	Cubic metre 立方米 Cubic metre/ employee 立方米／僱員	<b>40</b>	46

經考慮本集團主要業務的性質，本集團的製成品使用極少包裝材料，因此，並無提供相關數據。

#### (c) 環境及自然資源

作為本集團環保承諾的一部分，我們將採取任何可行的措施，包括綜合上文(a)「排放物」及(b)「資源使用」等段落所載之措施，以盡量減低業務營運對自然環境的影響。本集團將繼續連同其員工及業務持份者檢討及改善其業務營運，力求盡量減低對環境的影響。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### ENVIRONMENTAL (Continued)

#### (d) Climate change

Climate change is one of the biggest global challenges faced by the society nowadays. In recent years, extreme weather, such as strong winds and heavy rainfall, as well as tides and floods, have become the focus of news. Logistics and supply chains are particularly vulnerable. Heavy rainfall, rising tides, and floods can cause serious damage to assets such as buildings, warehouses, and goods in storage, resulting in financial losses.

Our near term targets are to adapt to impacts of climate change. Our assets are well-maintained so as to lower potential damages resulting from extreme weather and attain better insurance packages. We make use of e-communications to keep close contact with staff members, customers and suppliers to ensure business continuity in place. We provide a range of products with green features to the market.

In the long term, we endeavour to reduce carbon footprint in our operations to help mitigate climate changes. We regularly monitor our progress for review and continuous improvement, in addition to reporting the performance on an annual basis.

The Group endeavours to minimise pollution and protect the environment by conserving natural resources, reducing the use of energy and waste. We first implement business activities for which we bear responsibility and address the environmental issues by integrating environment considerations in our business. We create environmental awareness amongst our staff members and whenever possible and practical to do so. We aim to contribute to the sustainable future and be in harmony with the global environment.

### 環境 (續)

#### (d) 氣候變化

氣候變化是當今社會所面臨的最大全球挑戰之一。近年來，極端天氣如強風和極大降雨以及潮汐和洪水成為新聞的焦點。物流和供應鏈特別容易受到影響。極大降雨、潮位上升和洪水可能對建築物、倉庫以及任何儲存的貨物等資產造成嚴重損壞，造成損失。

我們的短期目標為適應氣候變化的影響。我們的資產保養得宜以降低極端天氣造成的潛在損害，並獲得更好的保險方案。我們利用電子通訊與員工、客戶及供應商保持密切聯繫，以確保業務的連續性。我們向市場提供一系列具有環保特點的產品。

長遠而言，我們致力減少營運中的碳足跡，有助減緩氣候變化。除每年報告表現外，我們還定期監察工作進展，以供審查及持續改進。

本集團致力將污染程度減至最低，透過保育天然資源、減少使用能源及製造廢物為保護環境出一分力。我們首先以負責任之態度進行商業活動，並在經營業務時考慮對環境的影響以應對環境問題。我們積極向員工灌輸環保意識，鼓勵員工在可能及切實可行之情況下貫徹環保原則。我們致力為可持續未來及全球環境和諧盡一分力。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### SOCIAL

#### (a) Employment

The employees of the Group are one of our key stakeholders. The Group believes that high-quality employees with strong capacities can promote corporate operation and management, and enhance its results and performances. Accordingly it always regards its staff members as an important asset and puts strong emphasis on recruitment, training and development of the employees.

The Group is an equal opportunity employer and does not discriminate against any employees based on their personal characteristics. The Group recruits based on the principle of equality and openness and mainly through social recruitment, regardless of nationality, gender, age or religion, and strictly prohibits discrimination of any kind.

The Group's staff handbook sets out the Group's working hours, rest periods, holidays, leave entitlements as well as termination of employment and compensation matters.

The Group provides competitive remuneration packages, which is determined on market trend, responsibility and complexity of the job, and the appraisal results of the employees. The Group also commits to contribute social securities, such as medical insurance, pension for employees based on respective local regulations. In addition, employees are entitled to annual leaves, maternity leaves and marriage leaves as well as other occasion leaves.

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

### 社會

#### (a) 僱傭

本集團的僱員為我們的主要持份者之一。本集團相信，具有優秀能力的高質素員工可提升公司營運和管理，並提高其業績及表現。因此，我們一直視員工為重要資產，並高度重視僱員招聘、培訓及發展。

本集團為平等機會僱主，且不會因任何僱員的個人特徵而遭受歧視。本集團按公平公開的原則，主要透過社會招聘進行招聘，無關乎國籍、性別、年齡或宗教信仰，並嚴格禁止任何類型的歧視。

本集團的職員手冊載列本集團的工時、休息時間、假期、休假權利及終止僱傭及賠償事宜。

本集團提供具有競爭力的薪酬。薪酬乃根據市場趨勢、職位的責任及複雜程度以及僱員考評結果所決定。本集團亦根據各別當地法規要求，為僱員繳納社會保險，例如醫療保險及養老金等。此外，僱員有權享有年假、產假、婚假及其他事假。

年內，就賠償、解僱、招聘、升遷、工時、休息時間、平等機會、多元化、反歧視及其他權益與福利而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

The following table provided an overview of its employee's gender, age distribution and turnover with a total of 94 (2022: 93) full time employees recorded as at 31st March 2023 and during the reporting period:

下表概述截至二零二三年三月三十一日及本報告期間共94名(二零二二年: 93名)全職僱員的性別、年齡分佈及流失情況:

		For the year ended 31st March 2023 截至二零二三年 三月三十一日止年度		For the year ended 31st March 2022 截至二零二二年 三月三十一日止年度	
		No. of people 人數	Turnover rate % 流失率 %	No. of people 人數	Turnover rate % 流失率 %
<b>Total workforce</b>	<b>員工總數</b>	<b>94</b>	<b>12</b>	93	26
<b>Total workforce by gender</b>	<b>按性別劃分的 員工總數</b>				
Male	男性	57	11	53	13
Female	女性	37	14	40	43
<b>Total workforce by age group</b>	<b>按年齡組別劃分的 員工總數</b>				
Below 30 years old	30歲以下	15	13	17	14
30-50 years old	30-50歲	49	10	47	10
Over 50 years old	50歲以上	30	13	29	—
<b>Total workforce by geographical region</b>	<b>按地區劃分的 員工總數</b>				
Hong Kong	香港	37	22	33	5
Mainland China	中國內地	52	4	55	19
Taiwan	台灣	5	20	5	—

### (b) Health and safety

Ensuring health and safety of our employees is one of our prime responsibilities. We strive to provide with our employees a safe working environment and reinforce their safety awareness by sharing safety information. The Group maintains medical insurance for employees to further protect them in case of sickness or injury.

During the year, there was no lost days due to work injury and there was no work-related fatalities occurred in the past three years. There was also no material non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards.

### (b) 健康及安全

確保我們僱員的健康與安全是我們的主要責任之一。我們竭力於向僱員提供安全的工作環境，並藉由分享安全資訊加強彼等的安全意識。本集團為僱員提供醫療保險，以便其在患病或受傷時進一步得到保障。

年內概無錄得因工傷損失的工作日數以及於過去三年內概無因工死亡。此外，就提供安全的工作環境及保護僱員免受職業危害而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### SOCIAL (Continued)

#### (c) Development and training

The training system of the Group is designed to facilitate its business development objective. We provide on-the-job training at all levels, who are also recommended to participate in various training courses, forums and seminars. We also provide employees with various levels of educational subsidies, and encourage the employees to participate in continued education and practice life-long learning.

The following reports on training received by staff and its distribution by gender and employee category:

### 社會 (續)

#### (c) 發展及培訓

為配合本集團的業務發展目標，我們制定培訓制度。我們為各層級員工提供在職培訓。我們亦鼓勵員工參與各種培訓課程、論壇及研討會。我們亦為僱員提供各種層級的教育補助金，並鼓勵僱員參與持續教育及力行終身學習。

以下為員工所接受培訓及按性別及員工類別劃分的分佈：

		For the year ended 31st March 2023 截至二零二三年 三月三十一日止年度		For the year ended 31st March 2022 截至二零二二年 三月三十一日止年度	
		Training ratio % 培訓比率 %	Approximate training hours per employee 每名員工的 概約培訓時數	Training ratio % 培訓比率 %	Approximate training hours per employee 每名員工的 概約培訓時數
<b>Training ratio and hours by gender</b>	<b>按性別劃分的培訓 比率及時數</b>				
Male	男性	28	7	36	5
Female	女性	38	17	45	11
<b>Training ratio and hours by category</b>	<b>按類別劃分的培訓 比率及時數</b>				
Senior Management	高級管理層	50	9	46	8
Management	管理層	32	9	28	2
Staff	員工	28	14	43	9

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### **SOCIAL** (Continued)

#### **(d) Labour standards**

The Group prohibits the employment of child or forced labour.

During the year, there was no material non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to preventing child and forced labour.

The Human Resources Department is responsible for monitoring the employment practices and ensures that the Group can protect employees' interest and comply to the employment related ordinance including regulation in prohibiting the use of child labour and forced labour in all business operations. The Human Resources Department will check the suitability of the potential candidate and ensure he/she can be legally employed under the employment or relevant ordinances. Each employee will sign an employment contract with the Company, which states the employment and labour related terms. This would allow the employees to understand their terms and help eliminate the Company in prohibiting the use of child labour and forced labour in our business operations.

Workers will be paid according to relevant legal requirements in case of required overtime work.

### **社會** (續)

#### **(d) 勞工準則**

本集團嚴禁僱用童工或強迫勞動。

年內，就防範童工及強迫勞動而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

人力資源部負責監督僱傭慣例，確保本集團能保障僱員利益及遵守僱傭相關條例，包括在所有業務營運中，禁止使用童工及強迫勞工的僱傭規例。人力資源部將檢查潛在候選人士的適合性，確保其可根據僱傭或相關條例合法受僱。每名僱員將與本公司簽訂僱傭合約，當中載明僱傭及勞動有關條款，使僱員了解其僱傭條款，以及防止本公司在業務營運中出現使用童工及強迫勞工的情況。

工人將按照相關法例規定獲發工資。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### **SOCIAL** *(Continued)*

#### **(e) Supply chain management**

The Group's suppliers have been carefully selected. We have stringent approval criteria which take into account the track record, supply capacity, product quality and quality control capability as well as service standard of the suppliers.

The Group maintains an open engagement channel with suppliers that includes procedures to conduct regular meetings and interviews (for new suppliers). The Group examines qualifications of its suppliers. Required business licenses are inspected to ensure its validity. Suppliers would be assessed based on product knowledge, after-sales service, marketing strategies to ensure the Group's standards can be met.

The Group only sources from reputable suppliers. The Group exerts its influence, as a buyer, to ensure suppliers provide products that comply to local and international regulations.

The Group collaborates with its business partners to deliver quality products and services with sustainability attributes to its customers. The Group encourages its contractors and suppliers to observe the Group's core values and to adhere to ethical as well as socially and environmentally responsible practices.

### **社會** *(續)*

#### **(e) 供應鏈管理**

本集團的供應商乃經過精心挑選後選出。我們設有嚴格的審核標準，將供應商的往績紀錄、供應能力、產品品質、質量管控能力及服務水平納入考量。

本集團維持與供應商之公開溝通渠道，包括(為新供應商)制定程序定期進行會議及面談。本集團會審查其供應商的資格，所需的營業執照均會進行檢驗確保有效，亦會根據產品知識、售後服務、營銷策略對供應商進行評估，確保能符合本集團的標準。

本集團僅向知名供應商採購。本集團以買家身份發揮其影響力，確保供應商提供符合當地及國際規例的產品。

本集團與其業務夥伴通力合作，為其客戶提供具有可持續發展屬性的優質產品及服務。本集團鼓勵其承包商及供應商遵從本集團的核心價值，並堅守道德標準以及對社會及環境負責的常規。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### **SOCIAL** *(Continued)*

#### **(e) Supply chain management** *(Continued)*

Regular monitoring and annual performance reviews of registered suppliers are conducted to minimize environmental and social risks in the supply chain. The Group also has standard approach and criteria to assess the performance of suppliers and contractors. During the year, the Group maintained approximately 10 and 20 major suppliers in Hong Kong and Mainland China respectively.

#### **(f) Product responsibility**

We provide superior entertainment experiences for our customers. Taking advantage of our film library and experience in the industry, we deliver a wide range of high-quality and customised contents for our customers.

To offer the best experience and services for our customers, we strive for excellence in every aspect of our operations. We provide customers with diverse options and sourcing or creating different types of contents, which allows us to reach out to a broader customer base and create value for our brand and business.

### **社會** *(續)*

#### **(e) 供應鏈管理** *(續)*

本集團對註冊供應商進行定期監察及年度表現審查，以盡量減少供應鏈中的環境和社會風險。本集團亦會以標準方法及準則評估供應商及承包商的表現。年內本集團維持約10及20名分別於香港及中國內地之主要供應商。

#### **(f) 產品責任**

我們為客戶提供卓越的娛樂體驗。借助於本集團的電影片庫及行業經驗，我們可為客戶提供多樣優質及迎合客戶需求的節目內容。

為了向客戶提供最佳體驗及服務，我們在業務營運各個方面力臻完美。我們為客戶提供各式各樣的選擇，並物色或創作不同類型的節目內容，有助我們擴大客戶群，並為我們的品牌及業務締造價值。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### **SOCIAL** *(Continued)*

#### **(f) Product responsibility** *(Continued)*

The group aims to provide customers with high-quality services in the media and entertainment operation. The Group receives feedbacks from customers through different channels, and all comments and complaints are handled by our responsible representatives. We also ensure that customers' queries are responded. All communications with customers are overseen by the management team to ensure timely and reasonable responses.

The Group understands that safeguarding customer privacy is critical to maintaining customer relationship and confidence. We strictly comply with the relevant legal requirement while handing our clients' personal and confidential data. We will only collect personal data from employees, suppliers and artistes when necessary. In order to maintain data confidentiality, access to personal data will be carefully managed.

The Group respects all intellectual property rights and has adopted appropriate security measures and confidentiality agreements accordingly. To minimise the chance of infringement, the Group's legal team is responsible for reviewing the agreements on collaboration with third parties in all business segments and within the Group.

### **社會** *(續)*

#### **(f) 產品責任** *(續)*

本集團旨在向客戶提供優質媒體及娛樂營運服務。本集團透過不同渠道接收客戶反饋，所有意見及投訴均由我們的代表負責處理。我們亦確保客戶的查詢得到回應。與客戶的所有通訊均由管理團隊監察，以確保及時、合理回應。

本集團了解保護客戶私隱對維持客戶關係及信任至為關鍵。我們在處理客戶的私人機密資料時，嚴格遵守相關法律要求。我們僅向僱員、供應商及藝人收集必要的個人資料。為保護數據保密，我們審慎管理個人資料的獲取權限。

本集團尊重所有知識產權，並已相應採納適當的安全措施及保密協議。為減低侵權概率，本集團之法律團隊負責審閱其所有業務分部與第三方合作時訂立之協議及本集團之內部協議。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### **SOCIAL** *(Continued)*

#### **(f) Product responsibility** *(Continued)*

The Group understands that intellectual property is vitally important to the development of the entertainment business. The Group complies with all relevant intellectual property laws and regulations. As part of the production process, the Group will ensure that the rights have been clarified before using or referencing any other creative works. If there is any behaviour that is deemed to be a violation of relevant regulations and infringement, the Group will take immediate action to clear the rights or deal with related matters.

During the year, there was no products sold subject to recalls for safety and health reasons and no products and service related complaints received. There was also no material non-compliance with the relevant laws and regulations that have a significant impact on the Group relating to health and safety, advertising, labeling and privacy matters relating to products and services provided and methods of redress.

### **社會** *(續)*

#### **(f) 產品責任** *(續)*

本集團了解知識產權對我們的娛樂業務發展至關重要。本集團遵從所有相關之知識產權法例及規例。作為製作過程的一環，本集團會確保在使用或引用任何其他創作前明確有關著作權利。如出現任何被視作違規及侵權的行為，本集團將立即採取措施以取得著作權或處理有關事宜。

年內，本集團並未錄得任何因健康與安全原因導致的售出產品召回，且無接獲有關產品及服務之投訴。此外，就所提供產品及服務的健康與安全、廣告、標籤及私隱事宜以及補救方法而言，概無嚴重違反相關法律及法規而對本集團造成重大影響的情況。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### **SOCIAL** *(Continued)*

#### **(g) Anti-corruption**

The Group explicitly prohibits engaging in bribery and corruption in any form, fraud and money laundering and reminds its employees to avoid any acts which may cause conflicts of interest from time to time. Code of conduct in relation to anti-corruption has been set out in the staff handbook and has been signed by employees, including directors, for acknowledgement and they are reminded of the relevant codes on a regular basis.

We also set up a whistleblowing procedure for systematic supervision and monitoring, and encourage anyone to report any misconduct to the management so that investigations can be carried out immediately to ensure that integrity and discipline are maintained at all levels of the Group. During the reporting year, there were no non-compliance cases in relation to bribery, extortion, fraud and money laundering. There were also no legal cases regarding corrupt practices brought against the Company or its employees during the reporting year.

#### **(h) Community investment**

The Group pursues sustainable development of our community by assessing and managing the social impact of our operations on the marketplace and by supporting initiatives that create effective and lasting benefits to communities in our operating boundaries.

The Group encourages staff to care for the community, take part in community welfare and voluntary work. We also promote the healthy and balanced development of the employees' physical and mental well-being. We also try our best to take into consideration the community's interests and participate in the community's charitable activities.

### **社會** *(續)*

#### **(g) 反貪污**

本集團明確禁止從事任何形式的賄賂及貪污、欺詐及洗黑錢的活動，並不時提醒僱員避免可能導致利益衝突的任何行為。有關反貪污的行為守則載列於職員手冊，並由僱員(包括董事)簽署，以作確認，並經常提醒彼等遵守有關守則。

我們亦設立舉報程序作為系統化的監督監控，並鼓勵任何個人如發現任何不當行為向管理層匯報，以便即時開展調查，確保本集團所有層面維持誠信及紀律。於報告年度內，概無發生賄賂、敲詐勒索、欺詐及洗錢等違規案件。於報告年度內，本公司或其僱員亦無發生涉及腐敗行為的法律案件。

#### **(h) 社區投資**

本集團透過評估及管理我們營運對市場的社會影響，並支持能為我們營運所在範圍內創造實際及長遠利益的舉措，從而實現我們社區的可持續發展。

本集團鼓勵員工關愛社區，參與社區福利及志願工作。我們亦推行僱員身心健康的健康均衡發展。我們亦會竭盡所能，以社區利益作考慮並參與社區慈善活動。



美亞娛樂資訊集團有限公司

MEI AH ENTERTAINMENT GROUP LTD.