

# Embrace Changes and Innovate

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# About this Report

This report marks the 8th consecutive year that Jebsen Group publishes its annual Corporate Social Responsibility Report ever since 2009. It explores and documents our effective practices in the area of sustainability in 2015. The report covers our relevant endeavors in 2015, examining the current efforts and future aspiration in CSR management, commitment to our business partnership and products, commitment to our environment, commitment to our staff and commitment to our community across our diverse business units.

#### Report Scope

The report covers all entities under Jebsen Group that have control or major impact over the Group's finance, operations policies and practices, including Consumer, Beverage, Industrial, and Motors Units, etc. It summarises the Group's operations in the Greater China region and its economic, environmental and social implications from January to December 2015. All data and information used in this report are sourced from Jebsen official documents and reporting.

Jebsen Group herein may be referred to as "We", "Jebsen", or "the Group".

For more information about the Jebsen Group, please visit: www.jebsen.com.

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#### Report Index

This report is compiled based on the Sustainability Reporting Guidelines (G4.0) set by the Global Reporting Initiative (GRI).

#### **Report Publication**

This electronic report will be released simultaneously in Simplified Chinese and English in December 2016. For online reading or downloads, please visit: www.jebsen.com.

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#### Feedback

Jebsen continues to strive for even better performance for the environment and our stakeholders. Your comments will enable us to refine future CSR plans and are therefore highly valued. For any feedback and/or input, please contact us at feedbackonCSR@jebsen.com. All correspondence will be treated in strict confidence.

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Message from the Group Managing Director

# **Embrace Changes and Innovate**

The year of 2015 marks Jebsen's 120th year of commitment to the Greater China market. Guided by our values and accepting the need for change, Jebsen and its generations of committed staff have sustained our business legacy to now a Group company with total turnover of HKD 14.7 billion.

The Greater China market has expanded and evolved significantly over the past decade, and the demands never cease changing. The title of this year's CSR report, "Embrace Changes and Innovate", captures Jebsen's unique competence as an organisation that has enabled our business growth. Our belief of "the only constant is change" has driven us to continuously explore new grounds for development. In J Select we created and expanded the O2O platform by integrating online and offline customer experience to cater for the increasing demand of mobile and electronic commerce. We launched own brand in the food ingredient segment, Weiwanjia, to match the growing needs for safe and healthy products, leveraging our existing capability. We observed that customers are valuing service excellence in both sales and after-sales, and therefore opened the largest Porsche Centre in South China in Shenzhen Longgang.

In 2015, we launched the Ethics and Compliance Programme (ECP) which defines a clear baseline in related areas and communicates management expectations to all staff in a transparent manner. The Group selected a second cohort of CSR Ambassadors to lead our volunteering programmes covering different focuses of environmental conservation and community care. We also introduced a Group-wide Learning and Development Discussion process to provide a structured approach to meet employees' personal development needs.

Jebsen also continues to develop a strong connection with our business partners: we celebrated our six decades of partnership with Porsche that began in Hong Kong; we became the exclusive distributor for the renowned French wine maker of Compagnie Vinicole Baron Edmond de Rothschild (CVBER) in Greater China; and the operations of Zhuhai CleanOil Petrochemical Co., Ltd started, a joint venture with CleanOil Investment Ltd.

Paving the road to all these achievements are Jebsen's unrelenting efforts to strengthen its customer offerings, internal control, CSR management, employee development, business partnership, and connection to the community. Jebsen closed the year of 2015 with as many as seven public corporate social responsibility accolades including "Social Caring Organisation ", "The Most Mother Caring Corporation ", "Excellence in CSR Practices (Bronze) ", "Responsible Brand Award 2015 ", and "CarbonCare® Label", acknowledging our endeavors in environmental conservation, staff well-being and philanthropy. These accolades are not only recognitions of our past efforts, but also aspirations for deepening our social commitments in the

Sustained innovation and adaptiveness to market changes, and to never be complacent about what we have achieved have driven Jebsen's success over the past century. To stay ahead in the ever evolving market that never falls short of challenges, we must continue to embrace changes and innovate to move forward.

Helmuth Hennig
Group Managing Director
1st July, 2016

# Jebsen's 2015 Social Responsibility Performance

# **Business Development**

Revenue reached

**HKD 14.7 billion** 

# Business Partnership



In 2015, Jebsen Motor achieved a new record of 9,317 units of Porsche cars delivered, and opened Porsche Centre Shenzhen Longgang, the largest Porsche Centre in Southern China.



Jebsen Industrial launched its first self-owned brand in food ingredient sector, Weiwanjia. Jebsen's own Blue Girl Beer has been the leading beer by volume and value in Hong Kong for 9 consecutive years.



Jebsen Fine Wines developed its own brand, Jebsen Wine Estates.

Jebsen Consumer has increased coverage of Dyson products in 50 cities across Greater China.



### Commitment to Our Environment



Emissions of the Jebsen Group totalled at 8,772.85 tonnes of  $CO_2$ -e, with carbon intensity having decreased by 10% compared to the 2009 baseline level.



Jebsen for the 8th consecutive year, pledged to participate in the Earth Hour event.

Investment in two climate friendly projects--Siam Cement Biogas Project in Thailand and Anhui Suzhou Biomass Project in China, enabled the Jebsen Group to purchase 7,207.74 tonnes of carbon credit and achieve carbon neutrality again through offsetting its 2014 carbon emissions.

### Commitment to Our Staff

Jebsen continued to promote its new Employer Value Proposition as "Success breeds Success"



female employees comprises of

51.0% of total employees and

40.0% of management

A total of 176 employees were promoted in 2015, accounting for 6.11% of all employees.

Total training volume was 2,130 person-times and 14,732 hours, and at the expenditure of HKD 3.5 million.

Some 35 lunch-time seminars were delivered with 635 person-times of participation.

A total of 37 staff activities were organised with 4,662 person-times of participation, promoting a healthy work and personal lifestyle.

The Employee Abundance Programme (EAP) was improved with an addition of a 24-hour hotline (in three languages) to better serve employees in need of aid or consultation.

# Commitment to Our Community

Jebsen's CSR investment totalled at HKD 4.5 million.

Donated HKD 6 million to German Swiss International School (GSIS).

Jebsen organised 62 volunteer and philanthropic activities, with total attendance of 898 person-times and fund raised of HKD 250,000.

Jebsen will donate RMB 1 million for 5 years in total to Nankai University, starting from 2015 till 2019.

Jebsen's Life is Art programme has placed its target on the care for children with autism and children from migrant families, aiming to enrich their lives with the touch of art.

Project Morning Star which started in 2011 and a collaboration with ORBIS, has received a total investment of RMB 5,152,305 by the end of 2015. More than 100 Jebsen employees have joined 8 field trips to the project sites.

### 1. About Us



Founded in 1895, Jebsen is a privately-held marketing and distribution organisation established in Greater China. It partners with leading brand companies to bring a wide array of quality products to Greater China while driving success for its people and business partners, protecting the environment and serving the communities in which it operates.



# Profile

From a shipping agency established at the end of 19th century, Jebsen Group has evolved into a marketing and distribution organisation, deeply embedded in the industries and markets it serves. It keeps pace with the rapidly changing business landscape and consumer lifestyles in Greater China, leveraging its long established presence, local knowledge and industry specialisation to offer unique value to companies around the world-enabling targeted and effective market access in Mainland China, Hong Kong, Macau and Taiwan. Jebsen is known for representing quality products, services and solutions across the consumer, industrial, beverage and motors sectors. The Group is head-quartered in Hong Kong with subsidiaries in Beijing, Shanghai, Guangzhou, Chengdu, Dalian, Hangzhou, Shenzhen, Tianjin and Wuhan. Outside the region, Jebsen enjoys close ties with sister companies in Southeast Asia, Australia, Germany, Denmark, Middle East and the United States.



#### Financial Index

Year	2011	2012	2013	2014	2015
Turnover(billion HKD)	14.2	15.7	14.5	15.2	14.7

### Regional Presence

#### Mainland China Market

From the inception of the company, the Mainland China business has been at the heart of our operations. Established in Beijing in 2004, Jebsen & Co (China) Ltd was among the first batch of foreign direct investment companies in China under the arrangements of WTO and CEPA. Within a few years, we have set up branches and representative offices in Shanghai, Guangzhou, Tianjin, Chengdu, Dalian, Hangzhou and Shenzhen.

#### Hong Kong and Macau Market

Hong Kong is the gateway and trendsetter for many consumer product categories in Greater China, and in addition, has played an important role in China's foreign trade. It is thus a strong base for the Group, allowing the company to grow throughout the region. With a comprehensive sales and service network, supported by an efficient logistics and IT infrastructure, Jebsen continues to play a leading role as a distributor of premium products in our home base.

#### Taiwan Market

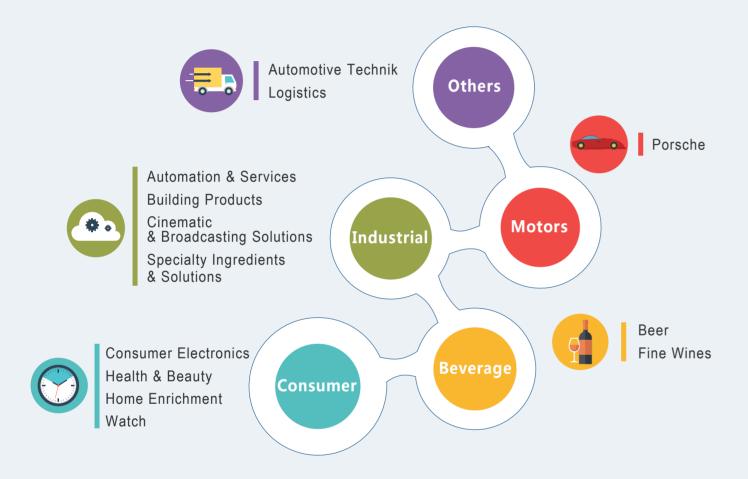
Jebsen in Taiwan delivers high-quality products such as watches, beer, fine wines and spirits.





# 12 Business Units

Under the unified master brand of Jebsen, the Group has four strategic business units including Consumer, Beverage, Industrial and Motors, complemented by other businesses including Logistics and Automotive Technik. Jebsen supports our partners' value chain from brand building, marketing, import, logistics to sales and distribution to a wide network of wholesalers, retailers and consumers.



# 1.3 Development Philosophy

Since its establishment, Jebsen Group has built up its bridging role across regions and cultures, and between suppliers and consumers around its core values of Commitment, Excellence, Recognition, Responsibility and Trust, guided by its core purpose "to enrich people's lives by providing a choice of quality products and services". Respect for foreign cultures grows from strong roots of one's own. Jebsen's culture today, as throughout the past century, stands for a commitment to Great China and its prosperity, the acceptance of the uniqueness of each market and rewarding success.

Core Purpose: "To enrich people's lives by providing a choice of quality products and services"

#### Core Values



















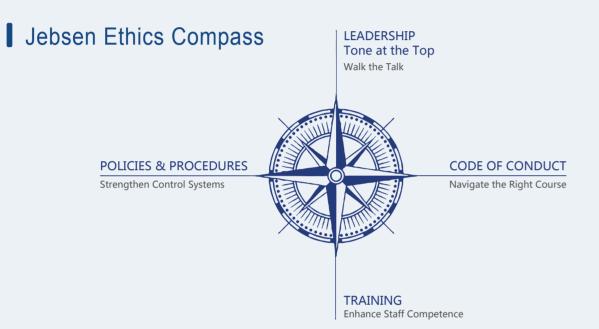








# 14 Compliance Management



### Tone at the Top

A 2016 calendar with quotes from our directors and senior management were distributed to every Jebsen staff to reiterate management's expectations in ethics and compliance.



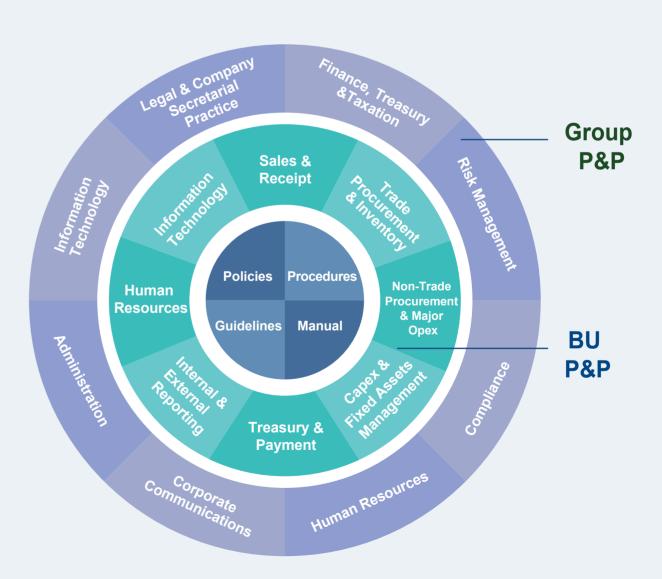
#### Code of Conduct

The Code of Conduct is an invaluable resource for staff facing ethical dilemmas or considering to report misconduct observed. The Code of Conduct underwent revision for improvements in terms of linkage to corporate values, risk topics covered, readability and comprehensibility.

#### Policies & Procedures

Policies and Procedures (P&P) are constantly being reviewed and updated at Jebsen. P&P Development Guidelines were developed to formalise and guide the process for business policies and procedures within Jebsen.

P&P Workshops were conducted on various aspects of policy development process from writing, consultation, review, approval and publication. Group and BU P&P are developed according to different functional areas:

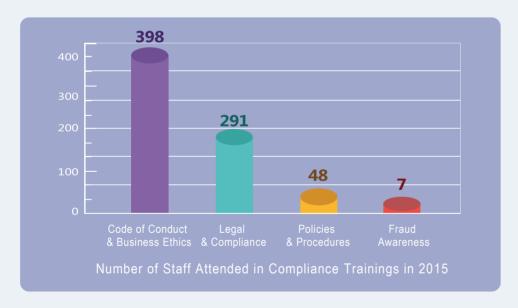


#### Compliance Training

About Us



Four main types of Compliance Trainings were conducted in 2015 concerning: (i) Code of Conduct and Business Ethics, (ii) Legal and Compliance, (iii) Policies and Procedures, and (iv) Fraud Awareness. Policies on anti-bribery, favours and personal interests, and the newly launched Competition Ordinance in HK are covered in orientation for all new staff.



The compliance management system is also reinforced through risk management, internal audit, and investigation & reporting:

### Risk Management

At Jebsen, risk management is an integral part of our businesses. On a semi-annual basis, risks faced by our businesses are evaluated both from business unit and Group perspectives covering existing, emerging, internal and external risks. These risks are evaluated against a pre-defined evaluation matrix to assess their impact and likelihood. Counter measures are identified to reduce risks to acceptable levels within our risk appetite. Results from risk management exercise are incorporated in Jebsen's business plan and strategy.

#### Internal Audit

Group Internal Audit (GIA) provides independent and reasonable assurance on the adequacy and effectiveness of our internal controls system. Head of the GIA reports to the Group Managing Director administratively and the Board of Directors functionally to ensure his/her independence. In 2015, GIA conducted 12 operational audits with results as follows:



#### Investigation & Reporting

Jebsen staff and business partners can report any malpractice observed, or raise their concerns to management and Head of GIA through the designated whistleblowing channel (reportmalpractice @ jebsen.com). Identity of the whistleblower is kept confidential. Each case reported will be thoroughly investigated by GIA under a well-established process to prevent retaliation. The speaking up and investigation process in Jebsen are summarised as follows:



# 15 Information Security

Jebsen's Customer Relationship Management (CRM) system developed by each business unit provides comprehensive customer management and service, while ensuring its clients' information and privacy are protected, to maximise its values to the company and its customers. Processes are put in place to safeguard the company's systems and data as well:

2015

Successfully blocked endpoint anti-virus / anti-malware count: 8,216

blocked malware website access:632,890

# 2. Social Responsibility Management



With articulated objectives and commitment, the Group's CSR programmes have taken economic, social and environmental considerations into the company's strategic development and operations.



# 2.1 Social Responsibility Strategy

Social Responsibility Management

#### "Enrich People's Lives, Enrich Your Lives"

Responsible corporate citisenship is a core of the Group, and a key factor in achieving business sustainability. With articulated objectives and commitment, the Group's CSR programmes have taken economic, social and environmental considerations into the company's strategic development and operations. Jebsen Group places its CSR focuses on three key pillars of environmental conservation, staff well-being and philanthropy. We evaluate the internal and external impact of our operations in those areas, and work closely with our stakeholders to give back to our society.



# 2.2 Social Responsibility Management System

Jebsen has set up a comprehensive CSR management framework, in which the Group's CSR Committee is responsible for coordinating and implementing CSR programmes, supervising CSR management, and reporting directly to Group management. As a critical part of the system, CSR Ambassadors are selected from all levels of employees and are actively engaged in the planning and organising of related activities, serving as a communication channel between the Group and employees on CSR matters and role models for other employees in contributing to the community through active promotion and volunteerism.

#### **CSR Management Structure of the Group**

Group CSR Ambassador Representative CSR Ambassadors

CSR Ambassadors in Beijing

CSR Ambassadors in Shanghai

CSR Ambassadors in Guangzhou CSR Ambassadors in Hong Kong

#### Second Generation of CSR Ambassadors

Inspired by the great work of the pioneer team in 2014, a second cohort of passionate volunteers is ready to assume roles and responsibilities of CSR Ambassadors. The Group believes that this approach will encourage more employees to take the lead in championing this cause and rallying their colleagues to embrace CSR as part of their lives. Upon public voting and evaluation by the CSR committee, 17 new CSR Ambassadors were elected and among them four won the Employee Choice Award in their respective locations.



#### CSR Ambassadors in Action

In June 2015, the new CSR ambassadors gathered at the Jebsen CSR Ambassador Engagement Training Workshop in Hong Kong to brainstorm new CSR ideas.

Experts from World Green Organisation (WGO) and HKCSS-HSBC Social Enterprise Business Centre shared their insights, experiences and past successful cases with the ambassadors. The participants also reviewed the current development of Jebsen CSR practices, communication strategies and voluntary services. Through interesting team activities, they experienced the importance of communications and project design to make CSR successful at Jebsen. Following the experts' sessions, Ms Bianca Wong, Group Human Resources and Corporate Communications Director, shared Jebsen's CSR status and direction, as well as tips of effective implementation and communication of CSR initiatives as part of daily operations.







development and success.

#### I Visit to WWF Project Site in Mai Po

WWF project site in Mai Po, Hong Kong. Being one of the founding members and double diamond members of WWF' Corporate Membership Programme (CMP) in Hong Kong, Jebsen continues to







#### Supporting Earthquake Recovery in Nepal

Red Cross to support its relief efforts in Nepal









### 2.3 Stakeholder Communication

■ Compliance

■ Ethical operation

■ Response to government policies

■ Provision of employment opportunities ■ Customer satisfaction survey

■ Staying abreast of government policies and regulations

Proactive communications with relevant government agencies

Subject Matter

Stakeholders

Stakeholders

Government

**Customers** 

■ Customer opinion collection

■ Online communication via new

■ Customer care

■ Customer activities

media channels ■ Product innovation

■ Continued improvement of service quality

Empl-

Shareholders

■ Philanthropic activities ■ Environmental conservation ■ Voluntary services

Non-Profit Organisations

**Environment** Education Institutes

■ Jebsen Education Funds ■ Internship & Apprenticeship Advocacy of environmental conservation

■ Smart carbon management

■ Carbon neutrality

■ "Total Green Office Solution"project ■ Green renovation projects

■ Green building products

Having come a long way to become a speitself to proactively probing and addressing our

■ Providing broad distribution channels, sophisticated logistics network and

■ Developing joint venture model and localising manufacturing

■ Official websites of respective business units and communication via new media channels

■ Quarterly publication of "Moments"

■ Partner's management system

■ Shareholder communications ■ Board meetings

Quarterly publication "Moments"

■ Employee care and welfare

■ Employee communications

■ Employee discount

■ Comprehensive training system

■ Rich and diverse staff activities

■ Staff voluntary activities

■ Quarterly publication " Moments "

■ Group Intranet "Morus"

■ Group's social media platforms





### 3. Commitment to Our Business Partnership and Products



Jebsen's story spans over 120 years from a distributor to a well-established and respected multi-business venture group with incessant support from partners. With excellence and responsibility as its core values, the Group is dedicated to offer our partners with extensive distribution channels, robust logistic networks, reliable management talents and investments in order to facilitate their entry and expansion in the Greater China market.



### 31 Jebsen Motors

As one of the largest Porsche dealer groups in the world, Jebsen Motors has always looked ahead to adapt to market changes and remained a benchmark of professionalism and business excellence in the industry. A series of initiatives have been carried out in 2015 to bring sales and service to a new height, including optimisation of the sales and aftersales workforce, enhanced operational efficiency, and new attempts in e-commerce and social media to engage and connect with customers. These initiatives not only helped secure Jebsen's top rank among Porsche dealers in China, but also achieved balanced business growth.

With a new record of 9,317 units of Porsche cars delivered

11% of increase

Jebsen Motor's growth exceeded the market average of 4.7% according to the China Association of Automobile Manufacturers

In 2015, Jebsen Motors also opened Porsche Centre Shenzhen Longgang, the largest Porsche Centre in Southern China, and established two new service centres in Hong Kong and Hangzhou.

All the Porsche Centres operated by Jebsen Motors have improved their performance in 2015, with three of them taking top 10 in Porsche China Dealer Ranking: Porsche Centre Beijing Goldenport was awarded the prestigious Dealer of the Year award, while Porsche Centre Guangzhou rank 2nd and Porsche Centre Shenzhen Futian/Longgang ranked 9th. 27 Jebsen Motors technicians achieved gold and silver certification, attributing to 23% of all the qualified Porsche technicians in China, and most among all dealer groups.



### Six Decades of Success, Six Decades of Partnership

2015 marked a significant milestone for Jebsen, celebrating its 60 years' partnership with Porsche. The collaboration started in Hong Kong in 1955, a city of 2.5 million people at the time, when the first import agreement was signed. Today, Jebsen operates 10 Porsche centres in Mainland China, Hong Kong and Macau.

Success of this partnership over six decades attributes to not only Jebsen's focus and investment in the region, but also the close exchanges with our customers. Jebsen and Porsche share similar corporate values and a dedication to always placing our customers first. We have also made continuous efforts to build and maintain mutual trust, respect and commitment. As representatives of the Porsche brand in Greater China, we have done well for our customers, our partner and ourselves--creating a winning situation for all parties.

The yearlong celebration aimed at putting customers in the centre of attention. On October 17, 2015, Jebsen hosted a private VIP cocktail reception for selected long-time supporters to be the first to meet the "911 Carrera GTS--Jebsen 60th Anniversary Edition" -- a truly special edition with only 10 units available worldwide. On November 14, a large-scale celebration event was held at Kai Tak Cruise Terminal in Hong Kong. Organised for 1,500 Porsche owners and enthusiasts, it showcased many classic Porsche models and historic items and offered participants driving simulation, art jamming, leather stamping and other engaging activities.





We are proud to celebrate this important anniversary as Hong Kong's exclusive Porsche dealer for six decades. In Chinese culture, 60 years has great significance, calling for both a major celebration as well as marking the beginning of a new era.

Mr Hans Michael Jebsen Jebsen Group Chairman



#### Improving Services to Porsche Customers

In 2015, Jebsen continues to invest in developing its network to better serve its customers and strengthen its top dealer groups' position. In May, our brand new Porsche Service Centre in Kwun Tong, Hong Kong was officially opened, followed by the opening of Porsche Body and Paint (B&P) Workshop in Hangzhou Westlake just a month later.

We will continue to invest in capital and human resources, and strive to improve the infrastructure and service level of our Porsche Centres.

Mr Joachim Eberlein Managing Director of Jebsen Motors





### Strengthening Connection with Porsche Customers

Jebsen Motors, along with its Porsche Centres, launched a series of engagement activities to interact with our customers and understand their needs.

During June to July, all our Porsche Centres organised children's day activities with "I am the star "theme. Among them, Porsche Centre Beijing Goldenport and Shanghai Minhang focused on children's fashion photography, while Porsche Centre Shanghai Puxi, Guangzhou, Shenzhen Futian and Hangzhou Westlake staged lovely children's fashion shows. The series attracted 456 Porsche owners and their families. including 152 children.

Our Porsche Centres also organised World Road Show, Pre-owned Car Display Events, and Car Owners Lectures throughout the year, which have tremendously raised customer experience and increased the Porsche brand influence.





### Customer Relationship Management & Purchase Satisfaction Index

"Customer first, Service first" is the key focus of Jebsen Motors' customer relationship management. We believe only excellent customer experience can lead to high customer satisfaction and loyalty, so as to achieve our goal of pursuing long-term profitability.

Purchase Satisfaction Index is not only a direct reflection of the quality of our customer relationship management, but also a key reflection of the implementation of our service concept. In order to further improve the brand satisfaction, such as a 400 service hotline, customer care grading, service star rating and system training, were identified to be implemented in 2016.





National Average 2014: 94 National Average 2015: 97

#### Stories of Jebsen Employees

All the outstanding sales people are highly valued to be important asset. In 2015, two of our sales talent achieved a remarkable record of delivering 1,000 Porsche cars each during their tenure with Jebsen Motors. Jerry Wang joined Jebsen Motors upon graduation from university in 2004 as sales advisor, and more than 10 years after he became the sales champion in Shanghai area. Also ten years after Ady Lai rejoined Jebsen in 2006 with his love of Porsche cars and the automotive industry, he achieved another milepost of his career: delivering 1,000 Porsche cars in the Macau market!

"This is a major milestone but it is also just a number. I have told myself not to indulge too much in past achievements. Sales is like a marathon—we have to keep moving forward." Jerry Wang shared.



Mr Ady Lai, Sales Executive, Jebsen Motors



Mr Jerry Wang, Sales Consultant Jebsen Motors

# 3.2 Jebsen Industrial

Jebsen Industrial, a business unit specialised in B2B products and growth solutions for its enterprise customers, has committed itself in the sustainable development of various sectors. Since more than 80% of its major suppliers are in Europe, the unit's supplier screening is carried out through "Principal Evaluation Process", with key indicators include the suppliers' market performance and commercial/ financial legal risks.

### Supporting the Development of Green China

In 2015, one of the Group's new joint ventures was the Zhuhai CleanOil Petrochemical Company, which recycles lube oil into base oil for automotive and industrial applications. This venture marks the Group's attempt to invest in the environmental sector, aligned with our core belief and commitment to a greener and more sustainable China.





#### Supporting the Construction of Quality Life

Jebsen Building Products is proud to be participating in Hong Kong Housing Society's first "My Home Purchase Plan" subsidised housing project--Greenview Villa, to bring affordable and high quality homes to the people of Hong Kong. Within the year 2015, Jebsen Building Products has already supplied close to 6,200 door sets and over 40,000 related hardware items to over 988 residential units as well as the common areas and clubhouse of Greenview Villa.





#### Developing Online Market

Already well-known for representing premium nutritional solutions from global partners, Jebsen Industrials' Specialty Ingredients & Solutions division has taken further steps to launch its first self-owned brand, Weiwanjia in 2015. Weiwanjia is now ready to meet its customers online with a new e-store at http://jsconline.1688.com Built on Alibaba, China's foremost online B2B marketplace, the e-store complements Jebsen Industrial's existing offline sales channels to bring even greater convenience and value to the customers.



### Pursuing Service Excellence

In 2015, Jebsen Industrial established JCineCare with a new Cinematic & Broadcasting Service Centre in Beijing and Shanghai to deliver repair and maintenance services for lenses and cinematic equipment, serving both professional and semi-professional industry players. The professional and qualified services deepened Jebsen's capability to offer end-to-end workflow solutions for leading brands around the world.



# J(CineCast

### Customer Relationship Management (CRM)

CRM system is a brilliant tool to manage all customer information and support sales team to deliver excellent experience to our valuable customers. With records of last sales visit and historical purchase preference, it facilitates the sales staff to be better prepared for their customer interaction and shortens sales circle.

CRM has been fully implemented in sales team for all business lines in Jebsen Industrial. It allows the sales team to manage their opportunities from customer needs identification, assessment of different products and services to best meet customer requirements, solution proposal till quotation and sales contract signed. This year, the CRM functionality is furthered enhanced to handle customer quotation and sales contract, with integration to the Oracle ERP system. The key benefit includes improving sales responsiveness in handling customer inquiries with information readiness such as product availability, item selling price; whereas the accepted quotation is systematically created as sales contract, and seamlessly interface to Oracle for order processing.



The CRM system supports our sales team to better manage their sales activity, with a clear picture of overall pipeline progression. In the upcoming phase 2, CRM implementation will focus on one integrated system approach.

#### Story of Jebsen Employee

#### Mr George Fu, Business Leader, Jebsen Industrial



In 2015, George Fu received his 20 Years' Long Service Award. Over the past two decades, George has developed the business together with the Group, showing his proactive attitude and persistence despite the many changes both externally and internally. The great platform and teamwork that Jebsen provides have been his source of momentum.

"We have been benefited from the market in which we operate, however, we are also facing challenges as a marketing and distribution company. I believe that as long as we remain focused in understanding and serving our customer needs with high quality products and services and continue to live our culture of value creation, we will be able to reach new heights together." he shared.



# 3.3 Jebsen Beverage

Jebsen Beverage, one of Greater China's leading independent importers of premium beverages providing consumers with a range of own and partner brands, expanded and strengthened its brand portfolio in 2015

#### Jebsen Beer

In 2015, the Group's own brand, Blue Girl Beer, entered its ninth year as the number one beer brand in Hong Kong by volume and value, take the place as the top three imported beer in Taiwan, and saw a 50% year-on-year growth in Southern and Eastern China. Exclusive distribution rights for Anheuser-Busch InBev (ABI) in Hong Kong and Macau in 2015 allowed Jebsen Beer to represent nine world-class top-quality beers ranging from lager, ale, wheat beer and draughts.



ninth year as the number one beer brand in Hong Kong by volume and value

More than 1,000 taps of Anheuser-Busch InBev in various outlets in Hong Kong within a year.

In 2015, Blue Girl Beer launched the "DIY coaster to show your love to your dog "campaign. More than 2,000 consumers supported the good cause resulting in HKD 20,000 donation to Hong Kong Dog Rescue.





#### Jebsen Fine Wines

In 2015, Jebsen Fine Wines extended its partnership with renowned French wine maker Compagnie Vinicole Baron Edmond de Rothschild (CVBER), effectively becoming CVBER's exclusive distributor in Mainland China, Hong Kong and Macau, for its entire portfolio including the Bordeaux chateaux portfolio and brands like Rupert & Rothschild, Flechas de los Andes, and Rimapere that Jebsen already markets and distributes.



In addition, Jebsen Fine Wines also inked a strategic long-term agreement with Lion-Beer Spirits Wine (BSW) Australia, bringing a number of Australia's and America's premium wine brands to the Mainland China market.

#### Jebsen Wine Estates

As one of Greater China's largest independent distributors of fine wines, spirits, Japanese sake and premium waters, Jebsen Fine Wines is known for representing some of the world's best brands. Now, it is developing its own brands through its latest initiative--Jebsen Wine Estates, which was officially introduced to the market at a poolside launch party in Guangzhou in November 2015. Jebsen Wine Estates is a strategic move by Jebsen Beverage in response to the growing wine consumption and appreciation in China.



#### ■ Story of Jebsen Employee

#### Ms Suki Huen, Promotion Manager, Jebsen Beverage

As a Promotion Manager for Blue Girl Beer, it is Suki's role to train promoters to become effective salespersons for the brand. Suki's career with Jebsen first began in 1989 when the team only had four promoters. Now, her team has grown to about 250 members. But she still enjoys training the promoters herself as she find it is a good opportunity for her to get to know each of them personally.



"I am blessed to have a great family of promoters and 11 supportive colleagues in my team. I am proud that, by working together, we have played a part in helping Blue Girl Beer achieve and maintain its No.1 market position in Hong Kong for nine years and counting." she said.

### 34 Jebsen Consumer

According to the National Bureau of Statistics of China, the country's total retail value of consumer goods in 2015 grew by 10.7% to RMB 30 trillion, while online retail grew by 33.3% to reach RMB 3.9 trillion. Jebsen Consumer unit is tapping on the booming demand and has developed new distribution and omni-channel marketing solutions to support its business partners, including Braun, Dyson and Oral B. to expand their businesses in Greater China.



# Continue to Promote the Development and Value for Our Agent Brand



Jebsen Consumer has increased coverage of Dyson products to more than 100 locations in 50 cities across Greater China, with a satisfactory turnover. Jebsen Consumer will continue to strengthen its retail outlets for Dyson and provide better customer experience and more advanced product portfolio to meet the growing consumer needs.

New initiatives have also brought new rewards for Jebsen Consumer

Our Dyson counters received sales awards from many department stores in Mainland China, and Jebsen's effort in Braun was awarded by P&G through the "Excellence Award" and "Best Men's Products Promotion Award".







#### J Select Builds on Success

Since its online debut in December 2013 as a multi-brand lifestyle enrichment retailer, and the launching of the flagship shop on Tmall (jebsen.tmall.com) in Mainland China, J Select has adopted a new business strategy to effectively integrate online and offline shopping, providing customers with diverse and reliable choices, and further boost sales performance and brand awareness.







J Select has also extended its physical presence in Hong Kong in 2015, with the establishment of three stores in Home Square at Sha Tin, Popcorn at Tseung Kwan, and Festival Walk at Kowloon Tong. The physical stores are tightly integrated with the online business, providing consumers with a consistent Online to Offline (O2O) shopping experience.

Jebsen's success largely comes from its effective marketing and a well-curated portfolio of premium lifestyle products. In July 2015, J Select participated in Home-Square's sales promotion campaign that has attracted new and returning customers with its carefully selected unique lifestyle products.

J Select has also caught the eye of the TVB8 producers behind a popular lifestyle television programme in Hong Kong. The on-location shoot took place at J Select store in Festival Walk at Kowloon Tong, and saw the celebrity hosts swooning over best sellers such as uniquely designed audio speakers and premium coffee makers.





### Story of Jebsen Employee

#### Winni Sui, Retail Supervisor, Jebsen Consumer

In July 2015, Jebsen Consumer organised a 10-day long promotional event for Dyson in Charter Shopping Mall in Shenyang. Winni Sui led nine sales professionals from six locations across the city and achieved a total sales revenue of almost RMB1 million, exceeding their target and creating a new record for Dyson sales in this mall.



"Sales is often regarded as an individualistic profession, perhaps because each salesperson has their own targets to meet. At Jebsen Consumer, however, we believe that sales is a team effort—and we have recently proved it. It has not been long since we started representing Dyson in Mainland China, but we have already managed to build strong brand awareness and positive word-of-mouth among consumers." she shared.

# 4. Commitment to Our Environment



Environmental conservation is a core area of Jebsen's CSR pillars, and we fulfil our environmental commitments in the aspects of carbon management, green products and services, green office, green logistics, and supporting environmental NGOs. All business units contribute to the green development within their respective industries such as focusing on energy-saving operations, using green building products, promoting participation in environmental conservation through water and energy saving and recycling efforts.



# 4.1 Carbon Management

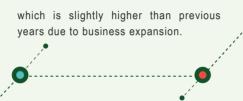
#### Carbon Audit

The internal Carbon Audit Team continues to lead the carbon management effort for the Group. An annual Carbon Audit Report is developed and verified by Carbon Care Asia, a third party carbon audit and management organisation. Based on the carbon audit results, the Group proactively reviews its internal management, and seeks ways for energy-saving and carbon emission reduction of its facilities, and operations which ultimately contributes to the mitigation of global warming.

CO,-e per billion HKD.

#### Carbon Performance

According to the verified Carbon Audit Report, Jebsen's total carbon emission in Hong Kong, Macau and Mainland China in 2015 was 8,772.85 tonnes of CO<sub>2</sub>-e (inclusive of direct and indirect emission).



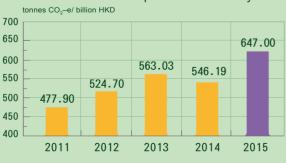
Our carbon intensity has increased by 18% to 647.00 tonnes of CO<sub>2</sub>-e per billion HKD compared to the 2014 level of 546.19 tonnes of

while dropped by 10% compared to the 2009 baseline level of 721.80 tonnes of CO,—e per billion HKD.

#### 2011-2015 Jebsen Group Carbon Emissions







#### 2011-2015 Jebsen Group Carbon Emissions per Capita



### 2015 Jebsen Group Scope 1 and Scope 2 Carbon Emissions by Locations



#### Note:

Scope 1 refers to direct emissions resulting from activities within Jebsen's control. Scope 2 refers to indirect emissions from electricity, heat or steam purchased and consumed by the Group. Classification of carbon emissions are based on the Greenhouse Gas Protocol: a Corporate Accounting and Reporting Standard (revised edition) by the World Resources Institute (WRI) and World Business Council on Sustainable Development (WBCSD) and ISO14064-1.

### Carbon Neutrality

Since 2012, in an effort to achieve carbon neutrality, the Group contracted Climate Friendly, an Australian-based carbon trading company, to purchase carbon credits to offset its carbon emissions. Through this partnership in 2015, Jebsen invested in two green projects--Siam Cement Biogas Project in Thailand and Anhui Suzhou Biomass Project in China, and purchased 7,207.74 tonnes of carbon credit to offset the Group's 2014 emissions and once again achieved carbon neutrality and fulfilled its environmental commitment. The Anhui Suzhou Biomass Project started in 2015 has replaced fossil fuel with power generated from local biomass wastes such as rice, maize, and peanut straws, providing sustainable electricity for East China.

### Participation in the Earth Hour

In 2015, Jebsen for the eighth consecutive year, pledges to participate in the Earth Hour event organised by the Worldwide Fund. During the event on March 28, all non-essential lights, neon signs, billboards and computers were turned off at Jebsen offices and Porsche Centres across Greater China for an hour. Employees were also encouraged to join this pledge by turning off lights and other unnecessary electrical appliances at home. The Earth Hour was joined by another environmental initiative--Run for Change in 2015, and three Jebsen volunteers participated in this first WWF charity run in Hong Kong.

### Run for Change





# 4.2 Green Products and Services

### Green Living

Jebsen offers consumers a variety of products in our diverse portfolio that supports the concept of green and healthy living. Jebsen Consumer expanded its quality home products by cooperating with Mitsubishi Rayon Cleansui to launch multiple premium water purifiers in Hong Kong. AM10, the first humidifier Dyson launched in the mainland China, uses the brand's ultraviolet sterilisation technology to eliminate over 99% of bacteria and virus, to fill the interior space with clean and moist air quickly and quietly.

### Green Building Products

Jebsen Building Products is always dedicated to source green building products and provide environment friendly building solutions to our customers.

Green Products	Project Title	Area of Application	Eco-friendly Features
Deflecta antimicrobial concrete treatment	Carlsberg Dali Greenfield Brewery, Yunnan Heinz Food Seasoning Factory Phase 2 Expansion, Shanghai Budweiser Foshan Sanshui Phase 5, Guang- zhou	Wall & Ceiling of food & beverage factory	No/Low VOC emission
Dyson hand dryer	Venetian Cotai Parcel 3, Macau Edinburgh Tower & Gloucester Tower Renovation	Restroom	Reduced use of paper towels
Twyford dual flush WC	Tin Shui Wai Hospital Two 30-Classroom Primary Schools at Kai Tak Development, Kowloon	Restroom	Water saving feature which reduces waste water and cuts water consumption
Conti+ sensor faucet / sensor urinal control unit	Tin Shui Wai Hospital Caritas Institute of Higher Education at Tseung Kwan O Cathay Pacific Catering Centre Phase II Facility Expansion	Restroom	Water saving feature which reduces waste water and cuts water consumption
Buzon screwjack pedestal system	Galaxy Resort and Casino Cotai City, Macau Venetian Cotai Parcel 3, Macau	Decking	The polypropylene used in the pedestals is made from 80% recycled material and they are 100% recyclable
Biowood fire retardant wood composite board	Footbridge between Yau Ma Tei Station and Ho Man Tin Station	Wall cladding	100% recyclable and PEFC certified



### Green Technology

There have been more proactive joint efforts globally to reduce carbon emissions and promote more sustainable use of natural resources. In the automotive industry, this has brought about some major trends--vehicles that are both lightweight and fuel-efficient. Jebsen is actively involved in related actions, adding momentum to a greener world.

Commitment to Our Environment



#### Light weight, Heavy Impact

Instead of conventional heavy steel, automakers are steadily turning to new materials. However, incorporating lightweight materials into the auto manufacturing process requires sophisticated technologies, and that explains Jebsen's partnership with PROFIL, a German leader in mechanical fastening technology.



As PROFIL's exclusive partner in China for their fastening systems, our value comes from our local presence and market understanding. We serve as a business and technical consultant as well as a bridge between customers in the Greater China region and PROFIL in Germany, so that every project is seamless and well-coordinated.

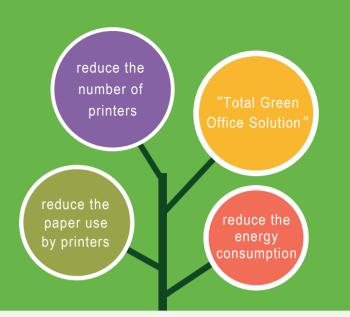
### Driving Fuel Efficiency

Upgrading engine technology, especially by improving oil pumps, can have a dramatic impact. Jebsen-TCG, which is a joint venture between Jebsen Group and Austria's TCG Unitech, is dedicated to manufacturing high quality variable oil pumps that use patented technology to increase fuel efficiency, reduce carbon emissions and extend engine life. Jebsen-TCG is the first company in China to manufacture variable oil pumps on a large scale, and has supplied variable oil pumps for Volkswagen manufactory plants in China.



# 43 Green Office

Jebsen Group seeks to reduce daily energy and resource consumption through the adoption of technologies and efficiency management to reduce the use of power, water and paper. On top of what we had achieved last year, Jebsen's Hong Kong Office continues to progress the "Total Green Office Solution" into full operation, reducing the number of printers, as well as the energy consumption and paper use by



#### New Measures to Promote Green Office Practices



### "Keep Caring Clothing Drive"

To continue last year's success, "Keep Caring Clothing Drive" was once again organised in Hong Kong office in September 2015, encouraging staff to donate unwanted clothes in support of environmental conservation, charity and community organisation.

#### Green Power Hike

The Green Power Hike 2015 was held on February 7, joined by Jebsen staff who hiked a challenging 25 kilometers in the lovely spring and showed their support to environmental conservation.







#### Food Bank

In the "Food Bank-New Year Gifts for Donations" event held in March 2015, lots of colleagues supported St. James' Settlement People's Food Bank to execute their mission of "unused resources fulfilling unmet needs" to alleviate the problem of hunger by providing immediate assistance. This year we have collected a total of 550 pieces of packed food and HKD 400 cash coupon for donation.











# 44 Green Logistics

Jebsen Logistics sets its focus on energy conservation for its fleet, and on improving the drivers' energy conservation and environmental protection awareness. To help improve air quality, three European Union V diesel trucks were purchased in 2015 and the overall fleet upgrading is underway.



# 45 Supporting Environmental NGOs

Jebsen has always been supporting the environmental NGOs. It has been four years since Jebsen first supported the China Exploration and Research Society in 2012.

Jebsen is also a double diamond member of Worldwide Fund for Nature (WWF)'s Corporate Membership Programme in Hong Kong. In October 2015, 34 Jebsen colleagues joined by their family and friends went to Tai Po to visit the WWF Island House.

The Hysan (Hong Kong) teamed up with Greeners Action, an environmental protection organisation, to launch the "Lai See Recycling Programme" in spring 2015. Jebsen employees were also invited to join the programme. The red packets collected were sorted in sheltered workshops as arranged by Greeners Action and re-distributed for public use for waste reduction at source.



### **5. Commitment to Our Staff**



People have always been the key factor behind Jebsen's success over the past 120 years. In promoting our employer brand, Jebsen cares about our staff diversity and welfare, improves our staff communication, and supports staff development through a variety of learning and training initiatives. **Staff Training** HOSPITAL

### Employer Brand

The Group believes that every employee contributes to Jebsen's success. "Success Breeds Success" is our promise as an employer to our people, and a commitment we make to attract, retain and engage our talents.

#### Jebsen Employer Value Proposition

"With over 100 years of history, Jebsen's success has been made possible through our commitment to our partners, to our communities, and to our most valuable asset—our people. We offer dedicated and talented individuals the opportunity to engage with a family of premium global brands. Employees who pursue excellence are given a diverse platform that provides continuous development and career exposure. At Jebsen, success breeds success."

This EVP message is communicated to our potential candidates and our staff through "success stories", which showcase our talented staff as well as demonstrate what it looks like to work in Jebsen.



Internally, EVP has been communicated through Jebsen Notebook, posters and Intranet Morus. In 2016, the Group will promote EVP under the theme "Jebsen Heroes", which aims to facilitate employees to reflect their successes in Jebsen and pay recognition to their peers, so as to further demonstrate "Success Breeds Success" in Jebsen.



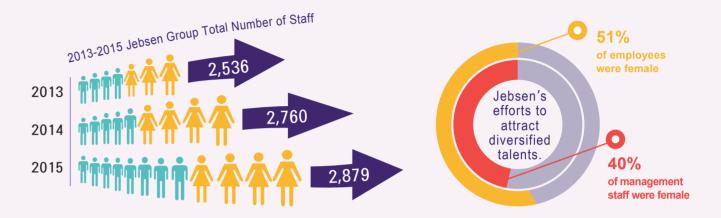
through our Careers Website and various social media channels, such as Facebook and LinkedIn. Our EVP has also been promoted through public talks, sharing and interviews by our senior management

Since the introduction of the EVP stories, employees have better understood that "success breeds success" is applicable to everyone; success can be achieved at all levels in Jebsen regardless of positions and grades. With the positive recognition of the previous stories, employees have become more willing and enthusiastic to share their stories.

To further realise EVP in Jebsen, the Group has identified and put efforts in enhancing a series of touch points which influence employees' experience in Jebsen. Recruitment is one of the important opportunities to promote our EVP to potential candidates. As our employer brand ambassadors, recruiters will receive training about EVP through a revamped Jebsen Recruiter Training Curriculum in 2016.

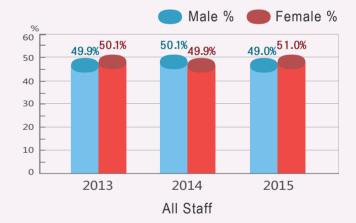
# 5.2 Staff Diversity

By the end of 2015, Jebsen Group had 2,879 employees in Greater China, including 1,193 in Hong Kong, Taiwan and Macau, and 1,686 in Mainland China. About 51% of employees and 40% of management staff were female given Jebsen's efforts to attract diversified talents.

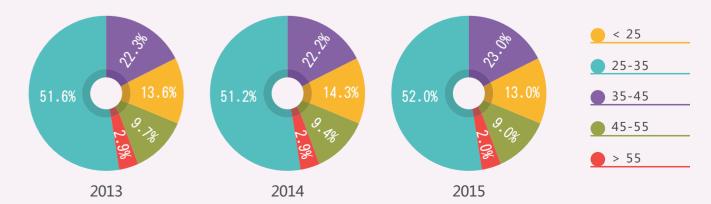


#### Gender Ratio





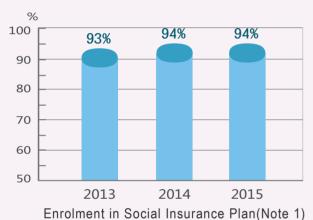
### Age Distribution

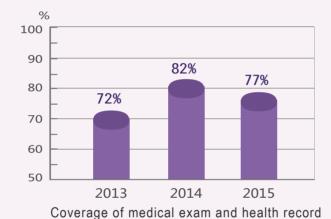


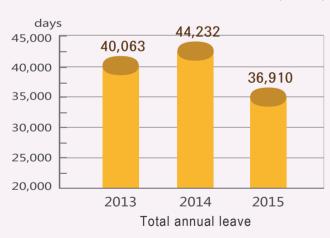
### 53 Staff Welfare

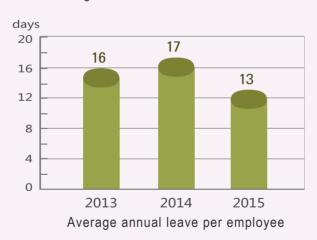
As a people-oriented company, Jebsen Group is tremendously focused on creating a good working environment and professional development opportunities for employees. We follow lawful and fair employment practices, and provide employees with a safe, healthy and green workplace. Apart from statutory Social Insurance plans, the Group also provides diverse supplementary benefits, including the Group Life Insurance, Personal Accident & Additional Medical Insurance, Gift Vouchers, Condolence Allowance, Long Service Awards, and Jebsen Scholarships etc. In addition, we regularly offer discounts on selected products to our employees.

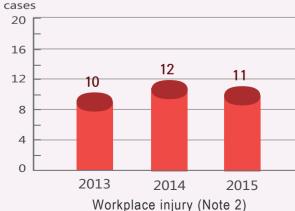
### Basic Benefits and Assurance Accountability











# ① The Group did not have a 100% cover of social insurance due to the exclusion of retiree

Note:

and early retiree.

② There was no case of death due to occupational diseases and business in 2015.

# 5.4 Staff Training & Development

To assist employees in planning their career in Jebsen and enhance their knowledge and skills, the Group has established a comprehensive training system which covers the entire team from new employees, to first-level and senior management.

### Career Pathing Framework

In 2014, the Group developed a Career Pathing Framework to support employees to understand, explore and chart a course of career development, both horizontally and vertically. It has now become the backbone of the Group's talent management and succession planning. The Framework was communicated to general staff in 2015, and was mapped with Jebsen Leadership Roadmap and Corporate Training Curriculum. To support employees in planning their career development, Group HR has worked with respective Business Units and Group Services Departments to develop their career roadmaps.



### Staff Training

In 2015, the Group continued to invest in staff training, with focuses on the Leadership Development Programme and e-learning platform.

The Group rolled out the Leadership Development Programme to equip our leaders at different career levels in management, leadership, coaching and team development. To facilitate a more flexible and personalised learning experience, Jebsen designed and developed an e-learning platform to supplement face-to-face training.

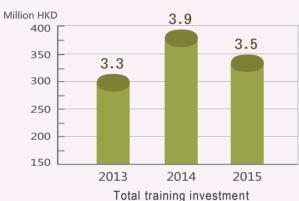
In addition, the Group launched workshops on health and safety, organisational culture, as well as department-focused professional skills, so as to meet employees' different needs and build up their capability.

### Staff Training Index

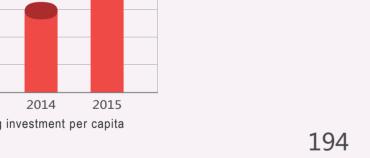












#### Internal Promotion Index

2014 **7.24**%



% of all employees



Total number of internal promotion

#### Learning & Development Discussion

Jebsen has always recognised the importance of employee development. For the Group, it is an effective means to retain talent; for employees, it is an essential tool to help them achieve continuous professional and career development. This was further verified in the Group's biannual Employee Insight Survey, which revealed that employees are looking for stronger learning and development support from the company.

To foster a learning culture and support people development, a Group-wide Learning & Development Discussion was introduced in 2015. The nine communication sessions held in Hong Kong, Beijing, Shanghai and Guangzhou in April helped our employees to better understand this new initiative, and encouraged them to initiate discussions with their supervisors about their learning and development needs for their current roles and seek advice and support. Meanwhile, a Learning & Development Resources Corner was set up on Morus where employees could access tools and advice for the Discussion. Feedbacks from the participants were very helpful to the Group to further enhance its people development strategies.

Our success as a business is dependent on the success of our people and now, we mark the beginning of a journey where career development is in the hands of each individual. We provide the tools, frameworks and foster greater transparency, but ultimately it is up to our employees to grasp the opportunities to grow their own careers within the Group.

Mr Helmuth Hennig

Group Managing Director

# 5.5 Staff Communication

Our employees are Jebsen's most valuable assets. The Group has been using a variety of channels to enhance communication among employees for foster better teamwork, including:

#### Intranet Morus and Moments

Jebsen intranet, Morus, is an essential communication platform for employees



Moments is an electronic newsletter facing readers within and outside the Group, providing corporate and business units' updates.



#### Various Social Network Platform

The Group has turned to new media to communicate internally and externally as well. Employees can learn about the Group's development and news through our Facebook, WeChat, Weibo and LinkedIn accounts.



#### Office 365

The Group has partnered with Microsoft and upgraded all the computer systems to Office 365 with the instant messenger Skype in 2015. The upgrade has provided employees a powerful and easy-to-use work and communication tool, and strengthened productivity and teamwork across the Group.

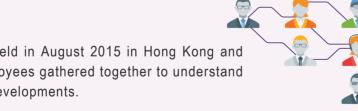
### The Employee Insight Survey

In an effort to understand employees' experience and thoughts about the workplace and to improve people management, Jebsen first launched the Employee Insight Survey (EIS) in 2013, encouraging employees to express different views on the work through the anonymous survey. EIS was held again in 2015 from August to September, for Jebsen employees in Mainland China, Hong Kong, Macau and Taiwan to share their perspectives of their work experience and environment. Employee participation rate was 86%, 6% higher than last survey, and the overall engagement score was 52%, a 6% improvement from EIS 2013. Findings of the Survey were communicated to the employees through printed flyers, posters and Morus in 2016 and follow-up action plans were developed by all business units to be implemented.



### Town Hall Meeting

The Jebsen Town Hall Meetings were held in August 2015 in Hong Kong and Shanghai. Over 220 managers and employees gathered together to understand the Group's direction and BUs' latest developments.









# 5.6 Staff Well-Being

The Group advocates a positive work and life attitude, guiding its employees to maintain physical and mental well-being, as well as work-life balance.



### Caring for Staff's Physical Health

In 2015, the Group organised 21 health seminars and art classes under the theme of the four seasons in Mainland China and Taiwan offices and Porsche centres, with over 400 colleagues spending meaningful time learning more about maintaining a healthy lifestyle.

In October, the Group organised the "Wellness Week" in 5 major cities including 11 office locations in Mainland China and 5 offices in Hong Kong, offering various types of health consultation services and stretching exercises to our employees.

In order to create a safe working environment, a first-aid taskforce was set up in Hong Kong offices, 27 colleagues from different locations volunteered their time and took part in the first aid training with certification exam provided by Hong Kong St. John Ambulance. Among them,14 renewed their certificates and 13 became newly certified first-aiders at their respective locations.



#### "The Most Mother Caring Corporation"

Jebsen supports mothers to breast feed as they return to the workplace. The Group's first lactation room has been put into use in our Hong Kong Headquarter. It offers a dedicated, hygienic, private and quiet space for nursing mothers to breast pump during working hours. The facility is also equipped with comfortable seats, a water tap and sink, electric sockets, a milk-storage only refrigerator and two rooms separated with curtains. With this thoughtful lactation room, Jebsen was awarded "The Most Mother Caring Corporation" in the public voting for "The Best Lactation Room at Workplace" organised by the Hong Kong Breastfeeding Mothers Association. We were invited to receive the award at the Association's event in August, and celebrated the World Breastfeeding Week 2015 together with over 100 breastfeeding mothers and their family members.









### Caring for Staff's Mental Health

Employee Abundance Programme (EAP) is a service provided by the Group to assist Jebsen staff by resolving their personal or work concerns in a strictly confidential manner. It offers a professional 24-hour hotline in English, Cantonese and Mandarin to staff and their immediate family members for consultation.

### Caring for Staff's Leisure Activities

Jebsen Group holds a variety of staff leisure activities every year in all our operating locations to enrich the lives of our employees. In 2015, 30 staff activities and 35 lunch time seminars had attracted a total of 1,335 participants.

#### Summer Ice-cream Tasting

Summer Ice-cream Tasting was organised for the third year in different offices in Mainland China, Hong Kong, Macau & Taiwan to bring "summer-cool" to our staff.



#### **Christmas Party**

On Christmas Eve, employees of Beijing, Shanghai and Guangzhou offices enjoyed a Christmas Party in the warm festival atmosphere.





#### Jebsen A-Maze-ing Race

To build stronger bonds among our employees, as well as to enhance their understanding of our corporate culture, history and diverse business reach, the Group organised a fun-filled competition called Jebsen A-Maze-ing Race during June to October 2015 in Shanghai, Guangzhou and Hong Kong. A total of 90 employees in teams travelled to different Jebsen office locations and landmarks in their respective, cities and completed together 10 speed and collaboration challenges that tested their knowledge about the group.



# **6. Commitment to Our Community**



In 2015, Jebsen's CSR investment totalled at HKD 4.5 million. The Group organised 62 volunteer and philanthropic activities, with total attendance of 898 person-times and around HKD 250,000 fund raised.



# 5.1 Support to Education

#### Nankai-Jebsen Education Fund

Jebsen set up the Nankai-Jebsen Education Fund in 2010 with the aims to support the development of higher education, encourage outstanding students of Nankai to study diligently so as to use their knowledge and skills for China's development, and acknowledge young teachers' excellence and contribution to the society.



The programme has come to its second phase in which Jebsen will be donating RMB 1 million in 5 years to the University, starting from 2015 till 2019. Each year, RMB 200,000 of the fund will be allocated to Nankai-Jebsen Scholarship and Nankai-Jebsen Teachers Award, recognising outstanding students and teachers of excellent performance.

Mr Hans Michael Jebsen, Group Chairman, continues to be a guest professor at Nankai University. "To me, being a guest professor is more than an extraordinary honour—it is also a responsibility. We look forward to further collaboration with Nankai University and hope that, through our joint efforts, we will be able to groom the next generations of talents in China." said Mr Jebsen.



### Support to the Jilin University

In cooperation with Jilin University to nurture future business leaders, Mr Helmuth Hennig, Jebsen Group Managing Director and Guest Professor of Jilin University delivered an insightful lecture to a cohort of Executive MBA students from Jilin University in September 2015. Speaking on "The Challenges of Family-Owned Businesses in Greater China", Mr Hennig shared the Group's market segmentation strategy, human resources allocation and strategic goals, and highlighted how Jebsen aligned with the socio-cultural and demographic profile of the Hong Kong, Taiwan and Mainland China markets. Leaving the key message of "the only constant is change", he encouraged the students to embrace change because the ability to anticipate and adapt to the unexpected is a must to succeed. 2015 marks the third year since the Jebsen Group and Jilin University summer internship programme was launched for a common goal of providing excellent exposure to the undergraduate talents. In 2015, 12 outstanding students were offered to join Jebsen Group as summer interns at Jebsen offices across Beijing, Shanghai, Guangzhou and Shenzhen for 2-3 months, a record high since the summer internship programme kicked off.



### Continuous Support to the HKUST

In October 2015, Jebsen and the Hong Kong University of Science and Technology (HKUST) co-hosted a Smart Health Forum to explore how technology is impacting our lives and changing the healthcare system. As this year marks HKUST 25th anniversary as well as 20 years of partnership between the HKUST and Jebsen Group, Professor Tony Chan, President of HKUST delivered a speech in celebration of this friendship. Jebsen Educational Foundation Scholarship was established in 1995, and has supported over 400 students over the past 20 years.





Mr Hans Michael Jebsen also made a short speech to express his appreciation to the HKUST for the efforts made in the aspect of science and technology innovation, and his continued commitment to the university. As a dedicated and long-time supporter, Mr Jebsen is also a member of the University's Court and was awarded an Honourary Doctorate.

# 6.2 Project Morning Star

### Sight Saving in Collaboration with ORBIS

The Project Morning Star is a philanthropic initiative by Jebsen in partnership with ORBIS, an international non-profit organisation dedicated to sight-saving and visual impairment prevention. The first five-year collaboration started in 2011 is now coming to an end, with a total investment of RMB 5,152,305 made over the period.

# PROJECT MORNING STAR

Following ORBIS' project needs in Mainland China, some RMB 3 million have been used to support project sites in Gansu, Yunnan, Heilongjiang, Guangdong, Shandong and revamp on the third generation of the new Flying Eye Hospital. Covering 37 hospitals, ORBIS worked with local communities to organise more than 800 eye doctors and other medical staff to receive professional training, provide sight tests to about 400,000 people and medical treatment to about 150,000 people, and conduct 12,000 eye surgeries for free.

The remaining RMB 2 million funded the National Prevention of Blindness Training Centre at the Shen-yang He Eye Hospital. Started in December 2014, the centre supported by Project Morning Star in its first year of implementation has trained 80 doctors and medical staff, carried out vision screening 8,107 person-times, provided medical and optometry treatment 2,160 person-times, funded operation subsidy for 118 people, and conducted eye care education for more than 150,000 people.

Unlike traditional Orbis programmes, Jebsen works with Orbis to develop a sustainable model that has long-term benefits to the local community. The project's main focus is to create training models for county level eye care teams as well as a state of the art residency programme in ophthalmology that combines both didactic and hands-on training. It is the goal of the project to have recognition from the Ministry of Health and the Chinese Ophthalmology Society to replicate this model nationwide.





Following the tremendous achievements and impact over the first five years of Project Morning Star, Jebsen and Orbis will further collaborate with a second five year plan. Responding to the government's call to accelerate health development in Mainland China, Jebsen plans to invest RMB 7.4 million from 2016 to 2020 for building China's first "National Model of Comprehensive Rural Eye Care Network". The project is initiated by the National Institute of Hospital Administration (NIHA), in collaboration with ORBIS. And Jebsen will work with ORBIS for more joint branding and awareness campaigns in Hong Kong.



#### ■ Employees Participating in Volunteer Trips

More than 100 Jebsen employees have joined the eight Project Morning Star field trips to the project sites and witnessed the impact Orbis has brought to the beneficiaries. In 2015, the Group organised two teams of volunteers to visit Gansu and Liaoning Province.

The first team of 10 volunteers visited two primary schools, a handicap centre, and a nursing home in Gansu during the five-day trip, helping the ORBIS team with eyesight check-ups and education seminars for the local community. They also visited two of the previous beneficiaries of Project Morning Star. The second batch of 11 volunteers went to Shenyang project site where they visited the local hospitals and learnt from the doctors, met with patients undergoing eye surgeries and supported eye-screening and eye-care workshops for the local residents.

















#### Sow the Seeds of Hope, Reap the Fruits of Love

"If
you could have
magical power,
what would you wis
it to be?" Our volun
teers asked Li Maxi
the beneficiary from
Project Morning
Star.

"I'd like to have an opportunity to further increase the production capacity and quality of crops, to raise their price so that the farmers like my parents can live better." Li Maxia looked at us with curiosity and

It has been four years since Li Maxia accepted the subsidised eye surgery. Looking back at this four years' study and living, she said "I am very grateful to Project Morning Star and Orbis for giving this chance to me. It has changed my life and my family's wellbeing." About her future, Maxia wants to become a teacher when she grows up, to make valuable contribution to the society.







Commitment to Our Community

#### Cathy Zhang, Group HR, Guangzhou

The most impressive part of this field trip for me is that all volunteers wholeheartedly supported it. The enthusiasm and optimism from all the students have left a mark in my heart.

#### Jason Zhang, Jebsen Motors, Shenzhen

Project Morning Star not only heals the eyes of underprivileged children with eye problems, but also widens their horizon to understand more about the world.

### In Support of the Orbis Moonwalkers 2015

On the night of November 7, thousands of participants assembled at Sham Shui Po Sports Ground to join the Orbis 10th annual Moonwalkers night walkathon, heading to Tseung Kwan O Waterfront Park. Jebsen Group continued to support the 20km pavement walkathon with 31 Jebsen colleagues and their family members and friends completing the overnight walk. All fund raised in this campaign will be donated to Orbis for sight-saving work in China.







### In Support of the World Sight Day

October 8 was the 15th World Sight Day. Jebsen Group continues to show our support to Orbis in creating a future without darkness by pledging badges. We also invited professional eye doctors to host eye-care seminars in Beijing, Shanghai and Guangzhou offices, sharing knowledge about common eye diseases and their causes, as well as introducing means and exercises effective in protecting our eyes and reduce tiredness.





# 6.3 Life is Art Programme

### Shutterbug Club for the children from migrant families

In Beijing and Guangzhou, we continued Jebsen's Shutterbug Club programme since 2014, providing photography courses to the children from migrant families through a series of workshops, outdoor photographic exploration, DIY albums etc. The children gained the opportunity to observe the world in different lens and learn about colour and beauty.









Commitment to Our Community

In January 2016, charity photo exhibition carnival activities to showcase Jebsen's Shutterbug Club were held in Guangzhou and Beijing respectively, attracting lots of children from migrant families and their parents and teachers. More than 100 selected photographic works from the programme were displayed, complimented by interesting interaction and advanced courses on photoshooting. The Shutterbug Club encouraged the children to record the migration life from their hometown to the big cities, reflecting what they think and how they feel along their growth. In total, thousands of shots of moments were captured by these children over the past two years.



#### "Djembe Drum Class" & "Art Jamming Class" for the children with autism

In Hong Kong and Shanghai, Jebsen focused on improving the autistic children's accessibility to art. We cooperated with Heep Hong Society to launch "Art Jamming Class" in Hong Kong, and with Hands On Shanghai to launch the "Djembe Drum Class" to boost the participants' love of music.











### In Support of the Choral Arts Youth Scholarship

# 6.4 Philanthropy Never Ends

Walk for Millions, January 11



Spring visit to elderly homes in Nai Wai, January 24

Food Bank-New Year Gifts for Donations, March



Fund Raising Afternoon Tea Activity to aid the victims of earthquake in Nepal, May 14-15



World Laughter Day, May 3



Keep Caring Clothing Drive, May/September



Life is Art Programme, September-December



Orbis Moonwalkers, November 7



Project Morning Star field trip in Liaoning, November 29-December 3



Community Chest-Love Teeth Day, January 28



Green Power Hike, February 7



Run For Change-charity run organised by WWF, March 28



Ocean Art Walk Visit with Kids, April 11



Sai Kung Dragon Boat Racing, June 20



Project Morning Star field trip in Gansu, June 28 -July 2



Orbis Mid-Autumn Charity Sales, August 8-9 Community Chest-Dress Casual Day, October 8

Outward Bound Multi-Race,
October 11

Barclays Moon Trekker, October 16



Care for the Elderly Christmas Party, December 19



Fair Trade Hong Kong Charity Football Match, October 17



Awards and Recognitions

# Awards and Recognitions

Jebsen Group, a pioneer and leader in corporate citizenship, has closed the year of 2015 with great public and philanthropy. These accolades received are acknowledgements of the Group's commitment to fulfill its corporate social responsibility where it operations.



In July 2015, Jebsen received the "Social Caring Organisation" award by Social Enterprise Research Institute for its outstanding commitment in promoting CSR and enhancing social awareness of CSR among corporates and individuals.

In October 2015, Jebsen was the "Excellence in CSR Practices (Bronze)" award in 2015 HR Innovation Award event organised by Human Resources magazine.





During the World Breastfeeding Week in October 2015, Jebsen was awarded the "Most Mother Caring Corporation" by Hong Kong Breastfeeding Mothers' Association.

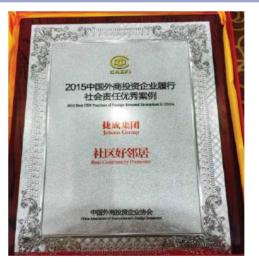


For clocking 2,882 volunteer hours in 2014/15. Jebsen was honored the "Hong Kong Volunteer Award (Corporate Award) 2015-the Highest Participation Gold Award" by the Agency for Volunteer Service.





For fulfilling our commitment to the environment, Jebsen received its third consecutive CarbonCare® Champion Label from Carbon Care Asia. This recognition is for Jebsen's persistent efforts in carbon management, including continuous cooperation with Climate Friendly, an international carbon trading company, for our investment in two climate friendly projects in Asia, and the purchasing of 6,702.12 tonnes of carbon credit to achieve carbon neutrality.



Among Jebsen's handful of charity and community care initiatives, Project Morning Star, our CSR programme in collaboration with ORBIS, was selected as "the Best Case of Innovative Public Benefit" in a 2015 CSR Case Contest organised by China Association of Enterprises with Foreign Investment (CAEFI) under the Ministry of Commerce and the China WTO Tribune.



我们的货票从你开始

At the China Charity Festival, one of the most influential annual philanthropy events in China, Jebsen was honored the "Responsible Brand Award 2015".

# GRI (G4.0) Indexes

No.	GRI G4.0	Disclosure Location
Strategy	and Analysis	
G4-1	Provide a statement from the most senior decision-maker of the organisation (such as CEO, chair, or equivalent senior position) about the relevance of sustainability to the organisation and the organisation's strategy for addressing sustainability.	P3-P4
G4-2	Provide a description of key impacts, risks, and opportunities.	P3-P4
Orgasati	onal Profile	
G4-3	Report the name of the organisation.	P9-P10
G4-4	Report the primary brands, products, and services.	P11
G4-5	Report the location of the organisation's headquarters.	P9-P10
G4-6	Report the number of countries where the organisation operates, and names of countries where either the organisation has significant operations or that are specifically relevant to the sustainability topics covered in the report.	P9-P10
G4-7	Report the nature of ownership and legal form.	P9-P10
G4-8	Report the markets served (including geographic breakdown, sectors served, and types of customers and beneficiaries).	P9-P10
G4-9	Report the scale of the organisation, including: total number of employees, total number of operations, net sales or net revenues, total capitalization broken down in terms of debt and equity, quantity of products or services provided.	P5-P6,P9-P10,P4
G4-10	Report the total number of employees by employment contract and gender. Report the total number of permanent employees by employment type and gender. Report the total workforce by employees and supervised workers and by gender. Report the total workforce by region and gender. Report whether a substantial portion of the organisation's work is performed by workers who are legally recognized as self-employed, or by individuals other than employees or supervised workers, including employees and supervised employees of contractors. Report any significant variations in employment numbers (such as seasonal variations in employment in the tourism or agricultural industries).	P5-P6 P48
G4-11	Report the percentage of total employees covered by collective bargaining agreements.	_
G4-12	Describe the organisation's supply chain.	-
G4-13	Report any significant changes during the reporting period regarding the organisation's size, structure, ownership, or	No Significant Chang
G4-14	its supply chain.  Report whether and how the precautionary approach or principle is addressed by the organisation.	
G4-15	List externally developed economic, environmental and social charters, principles, or other initiatives towhich the organisation subscribes or which it endorses.	-
G4-16	List memberships of associations (such as industry associations) and national or international advocacy organisations in which the organisation.	-
Identified	Material Aspects and Boundaries	
G4-17	List all entities included in the organisation's consolidated financial statements or equivalent documents.  Report whether any entity included in the organisation's consolidated financial statements or equivalent documents is not covered by the report.	-
G4-18	Explain the process for defining the report content and the Aspect Boundaries. Explain how the organisation has implemented the Reporting Principles for Defining Report Content.	-
G4-19	List all the material Aspects identified in the process for defining report content.	-
G4-20	For each material Aspect, report the Aspect Boundary within the organisation.	-
G4-21	For each material Aspect, report the Aspect Boundary outside the organisation.	_
G4-22	Report the effect of any restatements of information provided in previous reports, and the reasons for such restatements.	_
G4-23	Report significant changes from previous reporting periods in the Scope and Aspect Boundaries.	No Significant Chang
Stakehol	der Engagement	
G4-24	Provide a list of stakeholder groups engaged by the organisation.	P22
G4-25	Report the basis for identification and selection of stakeholders with whom to engage.	P22
G4-26	Report the organisation's approach to stakeholder engagement, including frequency of engagement by type and by stakeholder group, and an indication of whether any of the engagement was undertaken specifically as part of the report preparation process.	P22
G4-27	Report key topics and concerns that have been raised through stakeholder engagement, and how the organisation has responded to those key topics and concerns, including through its reporting. Report the stakeholder groups that raised each of the key topics and concerns.	P22
Report P		
G4-28	Reporting period (such as fiscal or calendar year) for information provided.	P1
G4-29	Date of most recent previous report (if any).	P1
G4-30	Reporting cycle (such as annual, biennial).	P1
G4-31	Provide the contact point for questions regarding the report or its contents.	P1
G4-32	Report the 'in accordance' option the organisation has chosen.  Report the GRI Content Index for the chosen option (see tables below).  Report the reference to the External Assurance Report, if the report has been externally assured. GRI recommends the use of external assurance but it is not a requirement to be 'in accordance' with the Guidelines.	P71-74
G4-33	Report the organisation's policy and current practice with regard to seeking external assurance for the report. If not included in the assurance report accompanying the sustainability report, report the scope and basis of any external assurance provided. Report the relationship between the organisation and the assurance providers. Report whether the highest governance body or senior executives are involved in seeking assurance for the organisation's	Not Applicable

No	CDI CA 0	Disclosure
No.	GRI G4.0	Location
G4-34	Report the governance structure of the organisation, including committees of the highest governance body. Identify any committees responsible for decision-making on economic, environmental and social impacts.	P19-P21
G4-35	Report the process for delegating authority for economic, environmental and social topics from the highest governance body to senior executives and other employees.	P19-P21
G4-36	Report whether the organisation has appointed an executive-level position or positions with responsibility for economic, environmental and social topics, and whether post holders report directly to the highest governance body.	-
G4-37	Report processes for consultation between stakeholders and the highest governance body on economic, environmental and social topics. If consultation is delegated, describe to whom and any feedback processes to the highest governance body.	-
G4-38	Report the composition of the highest governance body and its committees by executive or non-executive, independence, tenure on the governance body, number of each individual's other significant positions and commitments, and the nature of the commitments, gender, membership of under-represented social groups, competences relating to economic, environmental and social impacts, stakeholder representation.	-
G4-39	Report whether the Chair of the highest governance body is also an executive officer (and, if so, his or her function within the organisation's management and the reasons for this arrangement).	-
G4-40	Report the nomination and selection processes for the highest governance body and its committees, and the criteria used for nominating and selecting highest governance body members.	-
G4-41	Report processes for the highest governance body to ensure conflicts of interest are avoided and managed. Report whether conflicts of interest are disclosed to stakeholders.	-
G4-42	Report the highest governance body's and senior executives' roles in the development, approval, and updating of the organisation's purpose, value or mission statements, strategies, policies, and goals related to economic, environmental and social impacts.	-
G4-43	Report the measures taken to develop and enhance the highest governance body's collective knowledge of economic, environmental and social topics.	-
G4-44	Report the processes for evaluation of the highest governance body's performance with respect to governance of economic, environmental and social topics. Report whether such evaluation is independent or not, and its frequency. Report whether such evaluation is a self-assessment.  Report actions taken in response to evaluation of the highest governance body's performance with respect to governance of	-
	economic, environmental and social topics, including, as a minimum, changes in membership and organisational practice.	
G4-45	Report the highest governance body's role in the identification and management of economic, environmental and social impacts, risks, and opportunities. Include the highest governance body's role in the implementation of due diligence processes. Report whether stakeholder consultation is used to support the highest governance body's identification and management of economic, environmental and social impacts, risks, and opportunities.	P19-P21
G4-46	Report the highest governance body's role in reviewing the effectiveness of the organisation's risk management processes for economic, environmental and social topics.	-
G4-47	Report the frequency of the highest governance body's review of economic, environmental and social impacts, risks, and opportunities.	-
G4-48	Report the highest committee or position that formally reviews and approves the organisation's sustainability report and ensures that all material Aspects are covered.	-
G4-49	Report the process for communicating critical concerns to the highest governance body.	-
G4-50	Report the nature and total number of critical concerns that were communicated to the highest governance body and the mechanism(s) used to address and resolve them.	-
G4-51	Report the remuneration policies for the highest governance body and senior executives for the below types of remuneration: fixed pay and variable pay, sign-on bonuses or recruitment incentive payments, termination payments, clawbacks, retirement benefits, including the difference between benefit schemes and contribution rates for the highest governance body, senior executives, and all other employees. Report how performance criteria in the remuneration policy relate to the highest governance body's and senior executives' economic, environmental and social objectives.	-
G4-52	Report the process for determining remuneration. Report whether remuneration consultants are involved in determining remuneration and whether they are independent of management. Report any other relationships which the remuneration consultants have with the organisation.	-
G4-53	Report how stakeholders' views are sought and taken into account regarding remuneration, including the results of votes on remuneration policies and proposals, if applicable.	-
G4-54	Report the ratio of the annual total compensation for the organisation's highest-paid individual in each country of significant operations to the median annual total compensation for all employees (excluding the highest-paid individual) in the same country.	-
G4-55	Report the ratio of percentage increase in annual total compensation for the organisation's highest-paid individual in each country of significant operations to the median percentage increase in annual total compensation for all employees (excluding the highest-paid individual) in the same country.	-
Ethics ar	nd Integrity	
G4-56	Describe the organisation's values, principles, standards and norms of behavior such as codes of conduct and codes of ethics.	P12-P16
G4-57	Report the internal and external mechanisms for seeking advice on ethical and lawful behavior, and matters related to organisational integrity, such as helplines or advice lines.	P13-P16
G4-58	Report the internal and external mechanisms for reporting concerns about unethical or unlawful behavior, and matters related to organisational integrity, such as escalation through line management, whistleblowing mechanisms or hotlines.	P13-P16
Economi	С	
G4-EC1	Direct economic value generated and distributed.	P5-P6
G4-EC2	Financial implications and other risks and opportunities for the organisation's activities due to climate change.	-
G4-EC3	Coverage of the organisation's defined benefit plan obligations.	-
G4-EC4	Financial assistance received from government.	-
G4-EC5	Ratios of standard entry level wage by gender compared to local minimum wage at significant locations of operation.	-
G4-EC6	Proportion of senior management hired from the local community at significant locations of operation.	-
G4-EC7	Development and impact of infrastructure investments and services supported.	P59-P68
G4-EC8	Significant indirect economic impacts, including the extent of impacts.	-
G4-EC9	Proportion of spending on local suppliers at significant locations of operation.	-

# GRI (G4.0) Indexes

No.	GRI G4.0	Disclosure Location
Environme	ental	
G4-EN1	Materials used by weight or volume.	-
G4-EN2	Percentage of materials used that are recycled input materials.	-
G4-EN3	Energy consumption within the organisation.	-
G4-EN4	Energy consumption outside of the organisation.	-
G4-EN5	Energy intensity.	_
G4-EN6	Reduction of energy consumption.	_
G4-EN7	Reductions in energy requirements of products and services.	-
G4-EN8	Total water withdrawal by source.	-
G4-EN9	Water sources significantly affected by withdrawal of water.	-
G4-EN10	Percentage and total volume of water recycled and reused.	-
G4-EN11	Operational sites owned, leased, managed in, or adjacent to, protected areas and areas of high biodiversity value outside protected areas.	-
G4-EN12	Description of significant impacts of activities, products, and services on biodiversity in protected areas and areas of high biodiversity value outside protected areas.	-
G4-EN13	Habitats protected or restored.	-
G4-EN14	Total number of IUCN Red List species and national conservation list species with habitats in areas affected by operations, by level of extinction risk.	-
G4-EN15	Direct greenhouse gas(GHG) emissions(Scope 1).	P37-P38
G4-EN16	Energy indirect greenhouse gas(GHG) emissions(Scope 2).	P37-P38
G4-EN17	Other indirect greenhouse gas(GHG) emissions(Scope 3).	-
G4-EN18	Greenhouse gas(GHG) emissions intensity.	P37-P38
G4-EN19	Reduction of greenhouse gas(GHG) emissions.	P37-P38
G4-EN20	Emissions of ozone-depleting substances(ODS).	-
G4-EN21	$NO_{\chi r}$ $SO_{\chi r}$ and other significant air emissions.	-
G4-EN22	Total water discharge by quality and destination.	-
G4-EN23	Total weight of waste by type and disposal method.	-
G4-EN24	Total number and volume of significant spills.	No Spill
G4-EN25	Weight of transported, imported, exported, or treated waste deemed hazardous under the terms of the Basel Convention Annex $I$ , $II$ , $III$ and $III$ , and percentage of transported waste shipped internationally.	-
G4-EN26	Identity, size, protected status, and biodiversity value of water bodies and related habitats significantly affected by the organisation's discharges of water and runoff.	-
G4-EN27	Extent of impact mitigation of environmental impacts of products and services.	-
G4-EN28	Percentage of products sold and their packaging materials that are reclaimed by category.	-
G4-EN29	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with environmental laws and regulations.	No Relevant Fine or Non-monetary Sanction
G4-EN30	Significant environmental impacts of transporting products and other goods and materials used for the organisation's operations, and transporting members of the workforce.	-
G4-EN31	Total environmental protection expenditures and investments by type.	-
G4-EN32	Percentage of new suppliers that were screened using environmental criteria.	-
G4-EN33	Significant actual and potential negative environmental impacts in the supply chain and actions taken.	-
G4-EN34	Number of grievances about environmental impacts filed, addressed, and resolved through formal grievance mechanisms.	No Grievance
Social		
Labor prac	ctices and decent work	
G4-LA1	Total number and rates of new employee hires and employee turnover by age group, gender and region.	-
G4-LA2	Benefits provided to full-time employees that are not provided to temporary or part-time employees, by significant locations of operation.	P49,P54-P56
G4-LA3	Return to work and retention rates after parental leave, by gender.	-
G4-LA4	Minimum notice periods regarding operational changes, including whether these are specified in collective agreements.	-
G4-LA5	Percentage of total workforce represented in formal joint management-worker health and safety committees that help monitor and advise on occupational health and safety programmes.	-

No.	GRI G4.0	Disclosure Location
G4-LA6	Type of injury and rates of injury, occupational diseases, lost days, and absenteeism, and total number of work-related fatalities, by region and by gender.	P49
G4-LA7	Workers with high incidence or high risk of diseases related to their occupation.	-
G4-LA8	Health and safety topics covered in formal agreements with trade unions.	-
G4-LA9	Average hours of training per year per employee by gender, and by employee category.	P50-P52
G4-LA10	Programmes for skills management and lifelong learning that support the continued employability of employees and assist them in managing career endings.	P50-P52
G4-LA11	Percentage of employees receiving regular performance and career development reviews, by gender and by employee category.	-
G4-LA12	Composition of governance bodies and breakdown of employees per employee category according to gender, age group, minority group membership, and other indicators of diversity.	P48
G4-LA13	Ratio of basic salary and remuneration of women to men by employee category, by significant locations of operation.	-
G4-LA14	Percentage of new suppliers that were screened using labor practices criteria.	-
G4-LA15	Significant actual and potential negative impacts for labor practices in the supply chain and actions taken.	-
G4-LA16	Number of grievances about labor practices filed, addressed, and resolved through formal grievance mechanisms.	No Grievance
Human Ri	ahts	
G4-HR1	Total number and percentage of significant investment agreements and contracts that include human rights concerns, or	
G4-HR2	that have undergone human right screening  Total hours of employee training on human rights policies or procedures concerning aspects of human rights that are	-
	relevant to operations, including the percentage of employees trained.	No Delevert Inches
G4-HR3	Total number of incidents of discrimination and corrective actions taken.	No Relevant Incident
G4-HR4	Operations and suppliers identified in which the right to exercise freedom of association and collective bargaining may be violated or at significant risk, and measures taken to support these rights	No Relevant Operation or Supplier  No Relevant Operation or
G4-HR5	Operations and suppliers identified as having significant risk for incidents of child Labour, and measures taken to contribute to the effective abolition of child Labour.	Supplier
G4-HR6	Operations and suppliers identified as having significant risk for incidents of forced or compulsory Labour, and measures to contribute to the elimination of all forms of forced or compulsory Labour.	No Relevant Operation or Supplier
G4-HR7	Percentage of security personnel trained in the organisation's human rights policies or procedures that are relevant to operations.	-
G4-HR8	Total number of incidents of violations involving rights of indigenous peoples and actions taken.	No Relevant Incident
G4-HR9	Total number and percentage of operations that have been subject to human rights reviews or impact assessments.	-
G4-HR10	Percentage of new suppliers that were screened using human rights criteria.	-
G4-HR11	Significant actual and potential negative human rights impacts in the supply chain and actions taken.	No Delevent Crisvense
G4-HR12 Society	Number of grievances about human rights impacts filed, addressed and resolved through formal grievance mechanisms.	No Relevant Grievance
G4-S01	Percentage of operations with implemented local community engagement, impact assessments, and development programmes.	
G4-S02	Operations with significant actual and potential negative impacts on local communities.	No Relevant Operation
G4-S03	Total number and percentage of operations assessed for risks related to corruption and the significant risks identified.	-
G4-S04	Communication and training on anti-corruption policies and procedures.	P13-P16
G4-S05	Confirmed incidents of corruption and actions taken.	No Corrupt Incident
G4-S06	Total value of political contributions by country and recipient/beneficiary.	-
G4-S07	Total number of legal actions for anti-competitive behavior, anti-trust, and monopoly practices and their outcomes.	No Relevant Legal Action
G4-S08	Monetary value of significant fines and total number of non-monetary sanctions for non-compliance with laws and regulations.	No Relevant Fine
G4-S09	Percentage of new suppliers that were screened using criteria for impacts on society.	-
G4-S010	Significant actual and potential negative impacts on society in the supply chain and actions taken.	-
G4-S011	Number of grievances about impacts on society filed, addressed and resolved through formal grievance mechanisms.	No Relevant Grievance
Product R	esponsibility	
G4-PR1	Percentage of significant product and service categories for which health and safety impacts are assessed for improvement.	-
G4-PR2	Total number of incidents of non-compliance with regulations and voluntary codes concerning health and safety impacts of products and services during their life cycle, by type of outcomes.	No Relevant Non-compliance
G4-PR3	Type of product and service information required by the organisation's procedures for product and service information and labeling, and percentage of significant product and service categories subject to such information requirements	-
G4-PR4	Total number of incidents of non-compliance with regulations and voluntary codes concerning product and service information and labeling, by type of outcomes.	No Relevant Non-compliance
G4-PR5	Results of surveys measuring customer satisfaction.	P25-P28
G4-PR6	Sale of banned or disputed products.	-
G4-PR7	Total number of incidents of non-compliance with regulations and voluntary codes concerning marketing communications, including advertising, promotion, and sponsorship, by type of outcomes.	No Relevant Non-compliance
G4-PR8	Total number of substantiated complaints regarding breaches of customer privacy and losses of customer data.	No Relevant Complaint
G4-PR9	Monetary value of significant fines for non-compliance with laws and regulations concerning the provision and use of products and services.	No Relevant Non-compliance and Fine