



# **SUSTAINABLE DEVELOPMENT REPORT | 2021**



# ABOUT THIS REPORT

This report covers our emphasis on the five key aspects of sustainable development - reducing our impact on the environment, maintaining our health and safety standards, caring for our people and the community we serve, as well as engaging our business partners to work with us in a sustainable and responsible manner. The report referred to Global Reporting Initiative (GRI) G4 Sustainability Reporting Guidelines [1] and covers the period from 1st January 2021 to 31st December 2021. The sustainable practices and future targets in our Hong Kong and Chinese mainland operations are mentioned in this report.



**ENVIRONMENT**



**HEALTH & SAFETY**



**EMPLOYEES**



**BUSINESS PARTNERS**



**COMMUNITY**

# MANAGING DIRECTOR'S MESSAGE



2021 was another year in which we operated under COVID-19 pandemic impact. Despite of the huge challenge faced in the market environment, we had adjusted our business model to focus on local consumption and digital channel development. Our overall business performance was improved through the concerted efforts to best serve our customers via our store network and acceleration on ecommerce.

In 2021, we continued to put our priority on safeguarding the health and safety of our customers and staff while conducting our business operation. During high infection period, various risk management measures were practiced including shortened operation hours, hybrid work mode, vaccination encouragement program, timely information on infection treatment and employee assistant program for physical and mental well-being.

We did not stop our commitment to care for our environment, our staff and the community during this difficult period. Realizing the importance of a systematic approach in Occupation Health and Safety, we took the initiative to re-organize the Health & Safety Committee of the Company with dedicated senior leadership supported by cross-functional collaboration and representation from retail leasing, human resources, logistics, sustainable development and finance to strengthen our management and executive capabilities on this aspect. We updated our Occupational Health & Safety Policy to set guidelines and governance for teams to follow from store design, renovation and day to day operations which can give our staff and customers better protection and prevent any injuries from happening.

To further embed environmental-friendly measures in our operation, we launched the Sustainable Development Fund initiative which business units were encouraged to incorporate sustainability in business projects. We also made changes throughout our supply chain – from using environmentally-friendly packaging materials and establish a recycling system for unavoidable waste generated from our warehouse operation.

Promoting diversity and inclusion culture in the Company is one of our key ESG initiatives. We officially launched the family friendly work from home policy allowing better work life balance for our staff. We also organized various online workshops on mental stress management when there were stringent social distancing restrictions in the community.

We continued to do our utmost to enact our social responsibility towards the diverse communities. We collaborated with NGO partners to host online festive dessert workshops for immigrant families, participated in a charity run to support workplace inclusivity as well as organizing a fundraising sale of natural personal-care goods handmade by our volunteer team where the proceeds were used to support the homeless.

I am very grateful for the can-do attitude and collaborative culture in the Company. It is our belief that positivity and dedication in sustainable development will enhance our staff commitment and unity for better performance.

Janis Tam  
Managing Director

# GOVERNANCE

Swire Resources Limited (SRL) developed its first Sustainable Development (SD) Policy in 2009 to guide the thinking and management decisions behind all our operations and to enact our sustainable stewardship. We have also created an Environment and Health & Safety (EHS) taskforce which includes representatives from various business units to oversee the adherence to this policy and enhance internal communication of EHS matters.

# ABOUT SWIRE RESOURCES

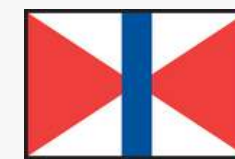
Swire Resources, a wholly owned subsidiary under the Trading & Industrial Division of Swire Pacific Limited, is a leading brand management, retail and distribution company in Greater China.

Founded in 1990, we have evolved dynamically to meet changing consumer preferences and market trends. Our expertise in brand building, marketing, distribution and retailing has enabled us to establish premiere sporting names like Reebok, Puma and Columbia in Hong Kong and the Chinese mainland in the early days. Swire Resources has gone from strength to strength over the years, expanding our portfolio to include casual footwear, outdoor and contemporary lifestyle, representing a range of renowned international brands in the region, inclusive of Arena, Speedo, Columbia, Teva, Cath Kidston, Chevignon, Crocs, Jockey, Repetto, Rockport, UGG and Havaianas.

Apart from being a leader in Brand Representation, Swire Resources is also a leading sports retailer in Hong Kong and Macau. Our four multi-brand chains, namely Marathon Sports, GigaSports, Catalog and Go Wild, are positioned uniquely to serve a wide spectrum of sporting needs ranging from hardcore performance, outdoor activities, and casual athleisure to fashion sports. The brands we represent benefit from this strong inter-group synergy.

At the end of 2021, we operate 170 retail outlets in Hong Kong, Macau and the Chinese mainland, consisting of brand concept stores for brands we present, multi-brand sports stores under the four banners, as well as franchise stores of leading sports brands such as Nike, Adidas and New Balance.

Swire Resources, being a trusted partner to brand owners and suppliers, continues to grow and expand into new categories. We are committed to connecting our partners to their customers in this part of the world. We regard the success of our brands as our success. Our proven track record is a testament to our capabilities and commitment to our partners and consumers.



# SWIRE RESOURCES





# ENVIRONMENT

## RETAIL STORES

With our business nature and operation, a large portion of our direct carbon footprint comes from electricity consumed in our retail stores. In order to minimize our impacts to the environment, electricity usage has been monitored regularly since 2009 and annual targets are set. In 2021, a total of 3.27% reduction has been recorded in electricity efficiency when compared to the same time last year. In spite of constant improvement, we engaged with CLP Power and Swire Properties to conduct energy audits in some of our retail stores. Opportunities for energy saving were reported which provides useful and sound recommendations for our evaluation to take further corrective actions in the future. On the other hand, we have been supporting the Earth Hour campaign organized by World Wildlife Fund (WWF) for 13 years. On 27 March 2021, 42 of our shops participated in a city-wide scheme by turning off non-essential lights for an hour, supported with in-store marketing materials, which helped to drive public awareness towards energy conservation.

It is our ultimate goal to maximize our contribution and influence towards sustainability. In 2021, the Sustainable Development Fund was established in order to impactfully utilize the plastic bag levy received. It provides an incentive for our brands to incorporate more sustainable elements in their projects, campaigns or product design. For example, the 'Green Tee' project by Catalog last year has illustrated our commitment to sustainability through the combined use of environmentally-friendly raw materials, packaging and carbon offsetting. Along with all the projects subsidized by the Sustainable Development Fund, we are honored to receive the first runner up of the Best Green Practice in Shops (Retail Sector) in the Hong Kong Green Shop Alliance Award 2021.



With the implementation of the 'No Shopping Bag Day' since 2020, the program has continuously promoted 'bring-your-own-bag' culture with our customers. As compared with 2020, our consumption rate of shopping bags has decreased by 8.59%, with a total reduction of 1601 shopping bags distribution. We believe that encouraging shoppers to build a habit of 'bring-your-own-bag' is one of easy and crucial steps to mitigate the plastic pollution and waste in Hong Kong, leading to long term benefits to our environment.





## OFFICE AND WAREHOUSE

According to the constant monitoring on electricity consumption data in office, a reduction of 17.88% in office energy intensity is recorded in 2021. Other than the use of energy-efficient office lighting equipped with brightness and motion sensors, all staff are reminded to turn off their computers and monitors before leaving the offices. In light of the flexible working hours and work from home arrangement in 2021, the lightings in public areas such as reception and pantry areas have been turned off earlier in the day, therefore reducing the energy consumption compared to the previous year.

With the unpredictable changes arising from the spread of COVID-19 around the globe, there was no business travel taking place in 2021. Notwithstanding, we would continue to participate in Cathay Pacific's FLY Greener program whenever there is business travel.

As a retailer, product write-offs are inevitable from time to time despite our demand forecasting efforts. To minimize the disposal of solid waste as much as possible, a Me2You party was organized this year in August. The Me2You work circle was established in 2020 and is served as a platform for staff to redeem the write-off goods with the sparks points accumulated in the mobile app, we have successfully prevented over 1,000 items from ending up in landfills.



In order to encourage staff to adopt an environmentally-friendly lifestyle, pocket tissues made of bamboo fiber and vegan snacks are now available in the office pantry as a way to encourage colleagues to make a greener choice in their daily lives. We also enhanced our recycling service at the office in 2021. Recycling of beverage cartons is now accepted in our office alongside with the traditional metal cans, paper and plastic bottles and festive items on seasonal basis. We believe that these measures would encourage staff to build a long-term habit of recycling within or out of office while influencing their family and friends in doing so.

In our warehouse operation, recycling facilities for paper, plastic bottles and metals have been newly implemented this year. Furthermore, as logistic operations in the warehouse generates a significant amount of plastic wrap on a regular basis, we started to collaborate with a recycler to collect and recycle the plastic waste. We are aware, however, that recycling is definitely not the only solution, and we will keep exploring any opportunities in all sectors of our business to minimize any forms of pollution while maximizing the recycling rate whenever possible. In 2021, we swapped our Styrofoam packing peanuts with an alternative made with water-soluble starch for protecting fragile items. The material is non-toxic, plastic-free and environmentally-friendlier, these water-soluble packing peanuts are reused as much as possible before dissolving. The adoption of this sustainable filling material is just our first steps towards revolutionizing our supply chain thoroughly.







### CULTIVATING ENVIRONMENTAL AWARENESS

The annual green campaign “21-Day Challenge” was held from October to November 2021, a program aimed at promoting a culture of environmental consciousness. Some say that it takes 21 days to build a habit, our objective for this campaign is to inspire our employees to kickstart their green habits through this “21-Day Challenge”. Staff could accumulate green points with every photo of green acts submitted. A list of green initiatives, such as consuming vegan meals, bringing-your-own-containers, was provided to all participants as reference. In order to motivate participants to adopt as many green initiatives as possible, those who completed the designated initiative of the day would be eligible to enter the daily lucky draw. Participants can earn awards such as eco-supermarket coupons by redeeming their green points while lucky draw winners took home a variety of eco-friendly personal-care products. A total of 60 staff members from office, warehouse and retail shops participated in the campaign, with a total of 1016 green acts recorded. We believe the impact of this program would not be limited to only our staff members and program period, but also influencing those around them to start adopting green habits.

In view of the passage of the Waste Disposal (Charging for Municipal Solid Waste) (Amendment) Bill 2018 on 26 August 2021, a series of Green News were issued in addition to the general environmental topics. Charging details of the scheme and some tips of waste reduction were shared with all staff to raise their awareness and readiness regarding the scheme. With the 18-month preparatory period, we will be setting our waste target in 2022 and exploring rooms for waste reduction as much as possible to reduce our operational impact.



# 2021 OBJECTIVES

## HONG KONG

### OBJECTIVES

- Target to reduce GHG emissions from direct operations (scope 1 and 2) by 14% from a 2019 baseline, with reference to the reduction pathway of the science based targets initiative (SBTi).



### REMARKS

- Achieved 50% reduction compared to 2019.

- Continue to organize sustainability related workshops to encourage staff to adopt a sustainable lifestyle.



- organized green workshop and green campaign to encourage staff to adopt a sustainable lifestyle.

## CHINESE MAINLAND

### OBJECTIVES

- Continue to organize environmental campaigns to promote environmentally-friendly measures.

### REMARKS

- Postponed due to COVID-19 and will continue whenever possible.

# 2022 TARGETS

## HONG KONG

### TARGETS

- Target to reduce GHG emissions from direct operations (scope 1 and 2) by 14% from a 2019 baseline, with reference to the reduction pathway of the science based targets initiative (SBTi).
- Continue to organize sustainability related workshops to encourage staff to adopt a sustainable life style.

## CHINESE MAINLAND

### TARGETS

- Continue to organize environmental campaigns to promote environmentally-friendly measures.





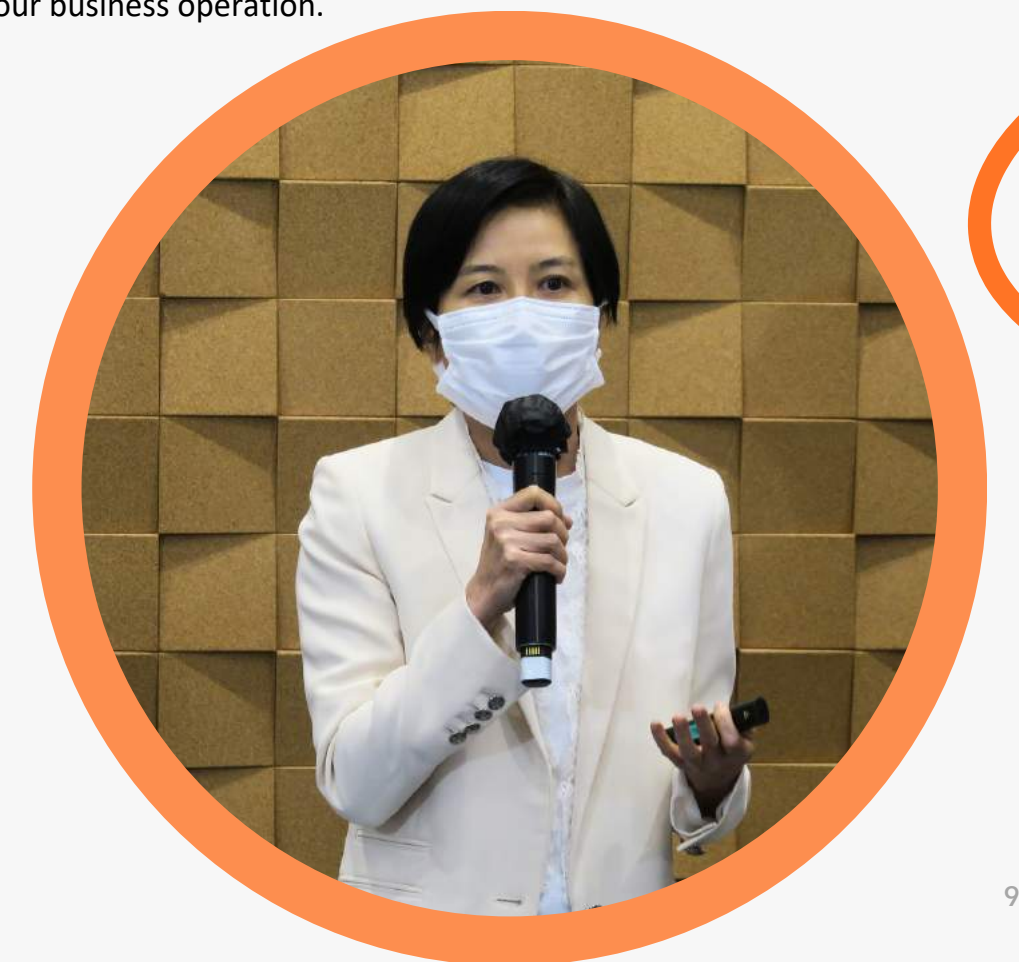


## HEALTH & SAFETY

In 2021, we initiated several health and safety enhancements that aim to provide a safe working environment to staff of all nature, as well as to strengthen the awareness across the organization. First and foremost, the Health & Safety Committee was reformed to include a diverse mix of representatives from the senior management team and various business units in order to effectively implement health & safety measures throughout our operations. Chaired by the Head of Occupational Health & Safety and supported by the Managing Director, the new committee was determined to set forward a "Zero Harm" safety vision, which was reinforced during various employee engagement occasions such as Townhall and Commitment Day.

One priority on the Health & Safety Committee's agenda in 2021 is the refresh of the Occupational Health & Safety Policy to reposition from a corrective approach to a preventive and proactive approach to safeguard employees' health and safety. The revised policy took consideration in to reemphasize the importance of zero harm and was clearly communicated to staff of all levels to ensure safety measures are taken at all times throughout our business operation.

Following the success of Safety Management System (SMS) launched in our warehouse operation in 2020, we established a special project team with consultancy from an external safety expert to develop a dedicated Safety Management System for our core retail operation. The SMS strives to provide clear guidance on fourteen elements including hazard control, emergency readiness, incident investigation etc. Prior to the launch of the SMS, an interactive Q&A game was held on our internal social media platform to drive awareness for the new SMS with frontline and office staff. The effectiveness of the system will continuously be reviewed to identify any opportunity to further minimize risks in the workplace.

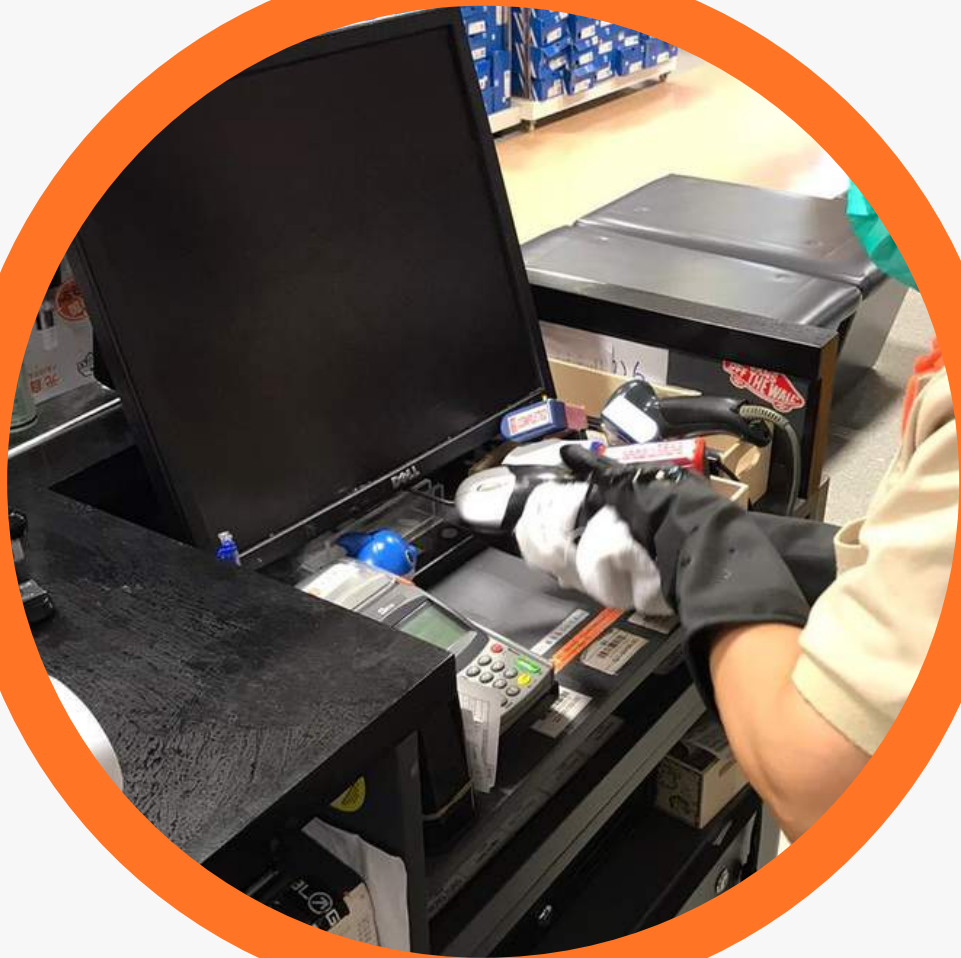




Aside from the above-mentioned management measures, we have made further enhancements in our routine initiatives to strengthen safety awareness throughout the company in 2021. In addition to monthly safety reminders surrounding different safety themes, we began the implementation of "Organization Day", where idle items and shop corners that are often neglected during daily operation are identified as target on rotation to be the decluttering focus each month. Taking a proactive and preventive approach, the initiative aims to encourage staff to declutter throughout the shop so minor injuries caused by disorganized hazards and carelessness can be avoided.



Furthermore, we have extended the role of shop safety inspector beyond the Sustainability Development and management team; EHS committee members from Administration, Finance and project teams also conducted regular safety inspections where they evaluate the shop from a safety perspective for the first time and visualize how their roles would contribute to securing workplace safety for frontline colleagues. We also strengthened our post-inspection practice in 2021 to maximize the effectiveness of shop inspections. Besides verbal reminder to the Shop Manager during shop visits, we also follow-up with an official email noting the specific area that require improvement which the shop will act upon within one week of being inspected generally.





# 2021 OBJECTIVES

## HONG KONG

### OBJECTIVES

### REMARKS

<ul style="list-style-type: none"><li>To maintain Lost Time Injury Rate vs 2020.</li></ul>		<ul style="list-style-type: none"><li>Lost Time Injury Rate Increased by 49.3% vs.2020.</li></ul> <p>*Reduction in operating hours &amp; turnovers in 2020 due to COVID-19 leading to lower LTIR comparing to 2021</p>
<ul style="list-style-type: none"><li>Continue to promote positive safety culture &amp; work-life balance.</li></ul>		<ul style="list-style-type: none"><li>Maintained pre-work exercise routine at shops.</li><li>Safety tips and videos shared with retail teams to raise awareness.</li></ul>
<ul style="list-style-type: none"><li>Continue to maintain a safe workplace.</li></ul>		<ul style="list-style-type: none"><li>Reviewed 3 years work injury cases and to perform analysis as part of for safety program development.</li><li>Continue to run a joint task-force with Facilities, Sustainable Development and Operation teams to enforce the fit-out guidelines for new shop opening.</li></ul>
<ul style="list-style-type: none"><li>Continue to manage work injury cases effectively i.e. lower LDR.</li></ul>		<ul style="list-style-type: none"><li>Continue to review cases with senior management to manage work injury cases effectively.</li></ul>
<ul style="list-style-type: none"><li>Continue to manage work injury cases effectively i.e. lower LDR.</li></ul>		<ul style="list-style-type: none"><li>Launched the Safety Management System with monthly safety reviews and safety committee meetings to catalyse for improvement.</li></ul>
<ul style="list-style-type: none"><li>Continue to closely monitor Hong Kong's political situations and will step up efforts to ensure safety of our staff.</li></ul>		<ul style="list-style-type: none"><li>Monitored COVID-19 situations closely and made adjustments on duty requirements to minimise staff's exposure to risks.</li></ul>



# 2021 OBJECTIVES

# 2022 TARGETS

## CHINESE MAINLAND

### OBJECTIVES

- To promote a zero work injuries policy.



### REMARKS

Achieved zero work injuries.

## HONG KONG

### TARGETS

- To maintain Lost Time Injury Rate vs 2021.
- Continue to promote a positive safety culture & work-life balance.
- Continue to maintain a safe workplace.
- Continue to manage work injury cases effectively i.e. lower LDR.
- Continue to appoint safety consultants focusing on warehouse safety improvements.
- Continue to closely monitor Hong Kong's situations under the pandemic and will step up efforts to ensure safety of our staff.

## CHINESE MAINLAND

### TARGETS

- To promote a zero work injuries policy.







# EMPLOYEES

We are always committed to people-focused strategies through attracting, engaging, retaining, and developing employees. We place great priority on talent development and succession planning and integrate it into our organizational development. Mid-level managers who are considered for promotion and offered opportunities to expand their job responsibilities systematically for retention and engagement. In 2021, we have promoted several senior managers, who joined our executive team to further unleash their potential in the Company.

Developing and nurturing young talents has been key to our people strategy and succession pipeline. To nurture potential digital talents in the retail industry, we recruited university undergraduates to join our 6- to 8-week summer or winter internship programs. The interns supported various projects related to e-commerce, digital applications, and data analytics. In December 2021, we have put in place a new 'College Connect Program' program, which targets VTC-level students who can be considered for entry or junior positions upon their graduation or to serve as interim frontline part-time support. As a trial scheme, the first batch of VTC students was recruited from the Hong Kong Design Institute and the results proved satisfactory, and we will continue with this scheme on an annual basis. While the undergraduates gained invaluable practical work experiences, our teams were also inspired by the young talents' energy level, creativity, and digital savviness. The program enabled the Company to identify and shortlist youngsters with good potential for permanent positions or placements upon their graduation.

We continue to foster a diverse and inclusive culture, value the well-being and address the work-life balance of our employees. To promote a family-friendly employment policy specifically to encourage the employees to pursue fulfilling and successful careers while raising children and recognize all parents regardless of their gender or sexual orientation, 14-week paid parental leave was granted for the primary caregiver, while a 4-week paid parental leave is offered to the secondary caregiver applicable to both natural birth and non-natural birth cases. Moreover, the Company believes that a flexible working arrangement can contribute to a more inclusive work environment, improved productivity, and a better work-life balance. With this in mind, we officially launched the Work from Home Policy in 2021 in which eligible employees can apply for a maximum of 2 work-from-home days per calendar month.





Apart from this, in order to promote and advocate the newly introduced people qualities of Swire Resources “D.E.A.R.”; D = Drive for Excellence, E = Embrace, A = Agility, R = Relevance; we also launched a campaign named “星期三D.E.A.R.小點子” (i.e. Wednesday D.E.A.R. Tips), which we reinforced each of the D.E.A.R. qualities and shared encouraging and inspiring relevant stories with all employees via email and internal social media channel on Wednesdays.

Despite the continued threat posed by the pandemic in 2021, we endeavored to continue with our digital transformation journey and stay connected with our frontline and office employees through different social media and online platforms. Firstly, we resumed the office Town Hall meeting and frontline Commitment Days via online conferencing, in which over 900 frontline and 400 office employees joined remotely. In these online events, our management team shared the Company’s direction and goals with all employees. We also utilized the online self-learning library to equip our employees with the latest digital skills.

We have always encouraged a learning culture in which we invite employees from our buying and operation teams to share their best practices and knowledge on market trends to facilitate cross-team learning. We continued with our internal shopper program which was first launched in 2020. Our office employees visited shops as mystery shoppers and experienced the customer journey, after which they shared invaluable appreciation and feedback with the teams. This program drives improvement across our brands and provides the chance for our office employees to be more connected with frontline operations.

In order to listen to our employees and provide timely feedback to engage, develop and retain our talents, both office and retail employees were invited to participate in Employee Engagement and Diversity & Inclusion Pulse Surveys in 2021. The result was truly encouraging, with the overall average score rising from 73% (in 2016) to 85% (in 2021), while the survey coverage also increased from 24% (in 2016) to 65% (in 2021). Based on the results, follow-up focus groups were formed for individual divisions or departments to formulate improvement action plans for the Company, the division, or the department. Employees at all levels are committed to working together to create an engaging work environment while embracing diversity and inclusion.





# 2021 OBJECTIVES

## HONG KONG

### OBJECTIVES

### REMARKS

- To build and sustain talent to fill pipeline of key positions and to groom future leaders of the Company.



- Promoted a list of senior managers who joined the executive team in 2021, giving them invaluable opportunities to develop their careers in the Company.
- Recruited summer and winter season interns with a focus on supporting our projects related to e-commerce, digital applications and data analysis. This enables the Company to identify and shortlist interns with good potential for permanent positions or placements before and/or upon their graduation.
- Recruited VTC students for a 1.5-month part-time College Connect Program, offering them frontline work and project exposure. They can be potential candidates to fill entry/junior positions upon graduation.

- To continue to foster a diverse and inclusive culture, reviewing our policies in support of this.



- Introduced a new Parental Leave policy to encourage employees, as they pursue fulfilling and successful careers while raising children, so parents regardless of their gender or sexual orientation may perform their parental duties. Moreover, 14-week paid parental leave was granted to those who are primary caregivers in their households while a 4-week paid parental leave was granted to secondary caregivers, the leave is applicable to both natural both and non-natural birth cases.
- We also utilized video resources to strengthen staff's awareness on unconscious bias in the workplace.



# 2021 OBJECTIVES

## HONG KONG

### OBJECTIVES

### REMARKS

- To address the work-life balance of our employees, encouraging a sense of well-being and a fulfilling lifestyle.



- Launched the Work from Home Policy in which eligible employees can apply for a maximum of 2 days of working from home per calendar month.

- To continue our digital transformation journey.



- Launched a self-learning library that focused on digital skills training for staff.
- Invited employees from buying and operation teams to share their best practices and knowledge on market trends to facilitate cross-team learning.

- To lift our “one-team” spirit and transparency in communications with all levels of employees.



- Resumed our office Town Hall meeting and frontline Commitment Days to stay connected with all employees.
- Promoted and advocated the newly-introduced people qualities of Swire Resources “D.E.A.R.”; launched a campaign named “星期三D.E.A.R.小點子” (i.e. Wednesday D.E.A.R. Tips), which we elaborated the interpretation of every quality and also shared encouraging and inspiring stories relevant to D.E.A.R. people qualities with all employees via email and Instagram on Wednesdays.

- To listen to our employees and provide timely feedback to stakeholders to engage, develop and retain our talents.



- Both office and retail employees were invited to participate in the Employee Engagement and Diversity & Inclusion Pulse Survey 2021. Based on the results of the Company and the respective divisions or departments, follow-up focus groups were carried out and individual divisions or departments have also formulated improvement action plans.





# 2022 TARGETS

## HONG KONG

### TARGETS

- To explore effective channels to attract, build and sustain talents that can fill key positions, and to groom future leaders of the Company.
- To develop employees with high potential and offer them opportunities to enhance their job responsibilities and career development.
- To continue to foster and maintain a diverse and inclusive culture; provide employees with wellness and mental health support programs.
- To enhance bilateral communication and provide timely feedback to engage, develop and retain our talents.
- To resume leadership development programs catering top priority learning and development areas for our office employees and retail shop leaders with great advancement potential.



# BUSINESS PARTNERS

We engage suppliers and contractors who share our commitment to sustainable development. Currently, around 70% of our stock purchases come from international brands, all of whom comply with international manufacturing practice standards. To ensure that all our suppliers meet Swire Resources Limited's standards, all of the 58 factories from which we source products have signed up to our code of conduct.

## 2021 OBJECTIVES

### OBJECTIVES

- To request factories that have not performed third party audits to perform self-audit to monitor their compliance with our code of conduct.



### REMARKS

- All of the 58 factories have performed self-audit and third-party audit in 2021.

## 2022 TARGETS

- Maintain 60 factories to follow our code of conduct.
- Keep up regular internal audit follow-up with all factories to ensure all our suppliers meet Swire Resources Limited's standards.





# COMMUNITY

While Hong Kong has navigated its way around the 'new normal' since the outbreak of the COVID-19 pandemic, we continued to look for ways to serve our community despite various unpredictable challenges. Bearing the need to minimize risks of virus infection to our staff and beneficiaries, we organized several online and small-scale in-person workshops to support our partnering NGOs. For example, we hosted an online workshop for underprivileged families, teaching them how to make rice ball desserts for Chinese New Year, offering social and mental support during the COVID-19 outbreak as multi-household gatherings were restricted.

With the lifting of social gathering restrictions, our team of volunteers organized a charity sale of handmade natural personal care products such as deodorant, lip balm and body cream. The proceeds were donated to a grassroots support group for the homeless in the form of meal vouchers.

In October, our dedicated volunteer team was finally able to take part in an in-person outing in collaboration with Stewards for the mentally challenged. During this energizing and fun-filled activity, participants interacted with animals and challenged themselves in the obstacle course. It was a much-needed socializing and relaxing experience to relieve the pandemic stress for both the beneficiaries and volunteers.

In support of the CareER's works in driving disability and special education needs (SEN) inclusivity in the workplace, we sent a cooperate team to participate in the online fundraiser "Runner-thorn" and completed 50 km as a corporate team. Aside from participating in this one-off event, we are also a proud inclusive employer where we provide equal employment opportunities for those in need.





This year, we also incorporated community initiative into our retail operation as a sustainable way to handle damaged and end-of-season leftover stock. By partnering with The Boys' and Girls' Clubs Association of Hong Kong, we provided the stock to a team of creative and aspiring makers to upcycle & repurpose the stock into novel fashion items where the proceeds were 100% used to fund the NGO's youth empowerment program.

Despite the social restrictions under the pandemic, our team continued to strive for innovative ways to stay connected with our community to give back. Throughout 2021, our community services team contributed a total of 140 hours, and we are pleased that our NGO partners had nominated us as Caring Company for the 15th year consecutively. We are confident that our dedication to the community will only grow stronger as we adapted to the pandemic new normal. Nonetheless, we are eager to reactivate in-person community services once the regulations allow.

## 2021 OBJECTIVES

### OBJECTIVES

### REMARKS

- To continue organizing online activities as the city continues to be impacted by the COVID-19.



- Online workshops were organized in the first half of 2021, under the impact of COVID-19.

- To resume community services program once the virus is gone.



- After the relaxation of social distancing policy was announced in 2021 Q3, the first in-person volunteer work resumed in 2021 Q4.

## 2022 TARGETS

- To resume community services program after the pandemic.
- To further promote family-oriented policy in our community program, which we regard as an important element under our Diversity and Inclusion (D&I) objectives.
- To connect Volunteerism and Recreation elements in order to encourage more participation.







## CONTACT US

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Published 2023

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# APPENDIX 1

## SUSTAINABLE DEVELOPMENT POLICY

Swire Pacific has established a formal Sustainable Development Policy which provides a policy direction and oversight to all group companies. In line with SPL's policy, Swire Resources and its subsidiaries and associated companies ("Swire", "we", "us", "our") adopts this policy because we recognize our long-term value creation depends on the sustainable development of our businesses and the communities in which we operate. We also wish to excel as corporate citizens.[1]

### Our policy:

- **Industry leadership:**
  - We will work with others to promote sustainable development in the industries in which we operate
- **In our operation:** We will meet or exceed all legal requirements and:
  - Reduce our carbon footprint by adopting industry best practices to improve energy efficiency, and by increasing the use of renewable energy whenever possible.
  - Turn today's waste into a resource for tomorrow, contributing to the creation of a circular economy, where waste materials are no longer simply thrown away, but are retained and re-used as a future resource.
  - Use water responsibly and sustainably
  - Be a good steward of the natural resources and biodiversity under our influence and to identify and manage appropriately the potential adverse impact of our operations on the environment.
  - Safeguard the health and safety of our employees and others with whom we interact, with the ultimate aim of causing zero harm.
  - Strive to be an employer of choice by providing an environment in which all employees are treated fairly and with respect and can realize their full potential.
  - Favor supplies and contractors who promote sustainable development and encourage the responsible use of our products and services by our customers and consumers.
  - Source materials responsibly and sustainably, including ensuring that our suppliers meet, and preferably exceed, the sustainability standards in our supplier guiding principles.
  - Bring value to the communities in which we operate and respect their culture and heritage.
  - Encourage our staff to engage actively in sustainable development matters at work and in the community.
  - Monitor the company's performance and report regularly.



# APPENDIX 2

## SUMMARY OF STATISTICS (HONG KONG)

Environmental		Unit	Quantity							
			2021	2020	2019	2018	2017	2016	2015	2014
<b>Materials</b>										
EN3	Direct energy consumption by primary energy source	GJ	878	1,123	1,472	1,525	1,594	1,532	1,415	1,772
	Indirect energy consumption by primary source	GJ	21,121	22,573	25,083	27,542	27,400	29,178	29,535	29,249
	Total energy consumption	GJ	21,999	23,696	26,555	29,067	28,994	30,710	30,950	31,021
EN8	Total water withdrawal by source	m <sup>3</sup>	2,170	2,449	3,012	2,796	2,465	3,491	2,964	2,866
<b>Emissions, Effluent, and Waste</b>										
EN15 & 16	Direct greenhouse gas emissions by weight	Tons of CO <sub>2</sub>	62	79	103	108	109	108	109	137
	Indirect greenhouse gas emissions by weight	Tons of CO <sub>2</sub>	2,468	3,430	5,146	4,618	4,331	4,628	5,375	5,393
	Total greenhouse gas emissions	Tons of CO <sub>2</sub>	2,530	3,509	5,249	4,726	4,440	4,736	5,484	5,530
<b>Labor Practices and Decent Work</b>										
<b>Employment</b>										
LA1	Total workforce	No. of employees	2,106	1,764	2,253	2,865	2,626	2,761	2,809	2,787
<b>Occupational Health and Safety</b>										
LA6	Total working hours of employees	Thousand hrs	3,189	3,331	4,428	4,486	4,300	4,512	4,743	4,555
	Total injuries <sup>Note(1)</sup>	No. of employees	20	14	29	39	31	40	51	42
	Total fatalities	No. of employees	0	0	0	0	0	0	0	0
	Lost time injury rate <sup>Note (2)</sup>	-	1.25	0.84	1.31	1.74	1.44	1.77	2.15	1.84
	Lost days due to injuries	No. of days	941.5	329	661	1,330	1,678	1,868 <sup>Note 4</sup>	363	584
	Lost day rate <sup>Note (3)</sup>	-	59.04	19.75	29.85	59.29	78.03	82.79 <sup>Note 4</sup>	15.30	25.62

Notes:

(1) Total injuries are those which result in lost time of a minimum of one day. (In the above table total injuries includes fatalities).

(2) Lost Time Injury Rate = Total Injuries / Total Hours Worked X 200,000\*. (\*: This represents rate per 100 employees, based on 40 hours per week for 50 weeks a year.)

(3) Lost Day Rate = Total Days Lost / Total Hours Worked X 200,000\*. (\*: This represents rate per 100 employees, based on 40 hours per week for 50 weeks a year.)

(4) A new reporting guideline on the lost day reporting definition was implemented (effective from 1st January, 2016).

# APPENDIX 3

## SUMMARY OF STATISTICS (CHINESE MAINLAND)

Environmental		Unit	Quantity							
			2021	2020	2019	2018	2017	2016	2015	2014
<b>Materials</b>										
EN3	Direct energy consumption by primary energy source	GJ	-	-	-	-	-	-	-	-
	Indirect energy consumption by primary source	GJ	481	814	1,122	1,073	1,063	2,191	3,147	3,198
	Total energy consumption	GJ	481	814	1,122	1,073	1,063	2,191	3,147	3,198
EN8	Total water withdrawal by source	m <sup>3</sup>	-	-	-	-	-	245 <sup>Note 5</sup>	447	500 <sup>Note 4</sup>
<b>Emissions, Effluent, and Waste</b>										
EN15 & 16	Direct greenhouse gas emissions by weight	Tons of CO <sub>2</sub>	-	-	-	-	-	-	-	-
	Indirect greenhouse gas emissions by weight	Tons of CO <sub>2</sub>	84	140	196	196	125	458	736	749
	Total greenhouse gas emissions	Tons of CO <sub>2</sub>	84	140	196	196	125	458	736	749
<b>Labour Practices and Decent Work</b>										
<b>Employment</b>										
LA1	Total workforce	No. of employees	43	93	81	74	83	213	316	505 <sup>Note 4</sup>
<b>Occupational Health and Safety</b>										
LA6	Total working hours of employees	Thousand hrs	143	171	167	168	265	526	774	1,136
	Total injuries <sup>Note(1)</sup>	No. of employees	0	0	0	0	0	1	1	0
	Total fatalities	No. of employees	0	0	0	0	0	0	0	0
	Lost time injury rate <sup>Note (2)</sup>	-	0	0	0	0	0	0.38	0.26	0
	Lost days due to injuries	No. of days	0	0	0	0	61	255	9	0
	Lost day rate <sup>Note (3)</sup>	-	0	0	0	0	45.98	96.95	2.32	0

Notes:

(1) Total injuries are those which result in lost time of a minimum of one day. (In the above table total injuries includes fatalities).

(2) Lost Time Injury Rate = Total Injuries / Total Hours Worked X 200,000\*. (\*: This represents rate per 100 employees, based on 40 hours per week for 50 weeks a year.)

(3) Lost Day Rate = Total Days Lost / Total Hours Worked X 200,000\*. (\*: This represents rate per 100 employees, based on 40 hours per week for 50 weeks a year.)

(4) Decrease was due to Columbia Joint Venture separation.

(5) SH warehouse closed in mid-2016.