

EDICO Holdings Limited 鉅京控股有限公司*

(Incorporated in the Cayman Islands with limited liability
於開曼群島註冊成立之有限公司)
Stock code 股份代號 : 8450

STRESS, FEAR NOT

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

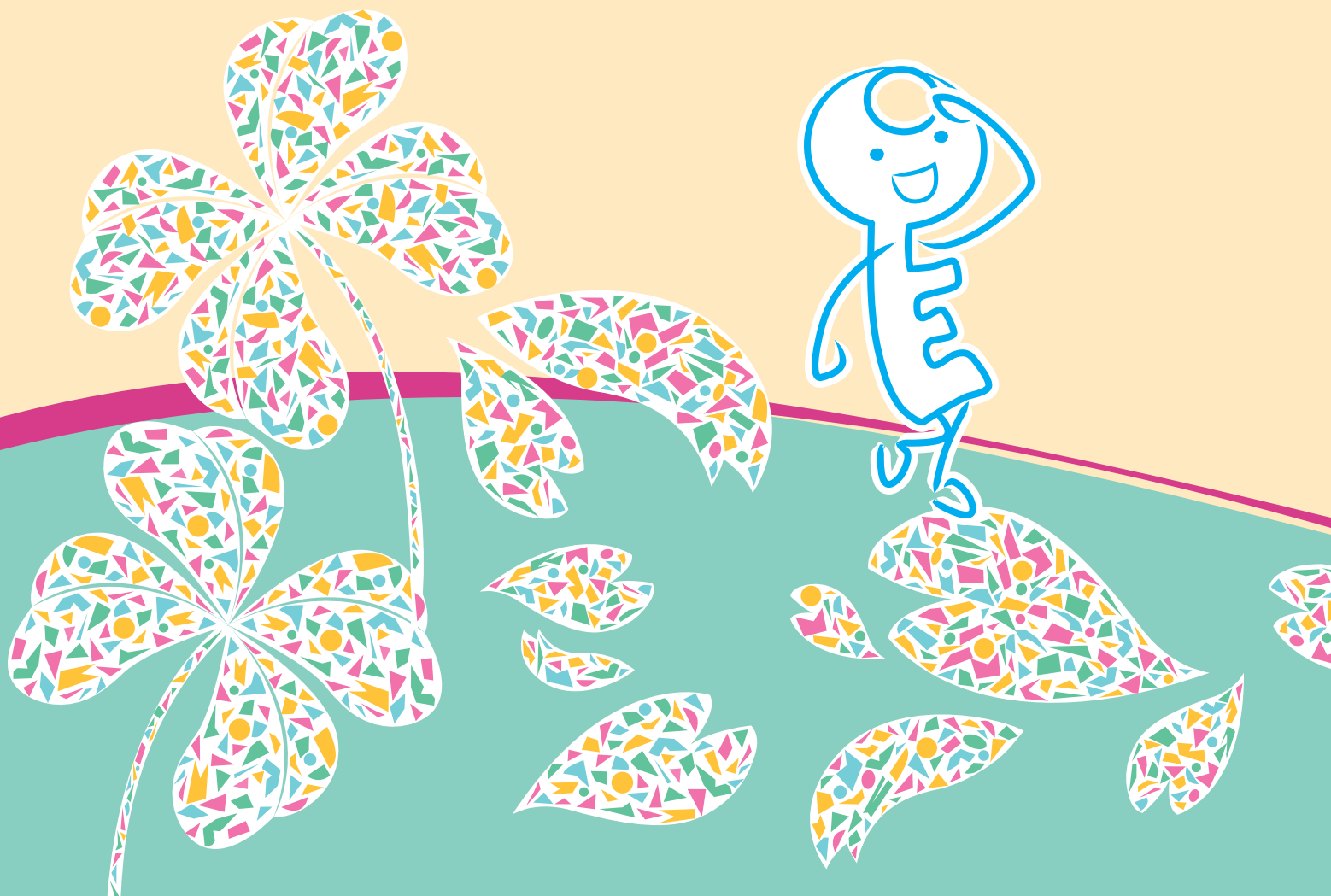
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* For identification purpose only 僅供識別

STRESS, FEAR NOT

HAS MAGICALLY CONDENSED EDICO'S MESSAGE OF THE YEAR. WE PLAY MANY ROLES IN LIFE, DO MANY THINGS A DAY, WHICH THUS LEAVE US NO TIME TO OURSELVES. WHAT TO DO WHEN CONFRONTED WITH STRESS? "FEAR NOT" IS OUR WAY TO SHOW CARE FOR EVERYONE AROUND US, THAT WE SHOULD TAKE SMALL STEPS, AND LIVE HAPPILY. IT'S BASICALLY IN YOUR HANDS, SO "FEAR NOT".





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Listed on the Growth Enterprise Market (“GEM”) of the Stock Exchange of Hong Kong Limited (the “Stock Exchange”) since 2018, EDICO Holdings Limited and its subsidiaries (collectively the “Group”, “EDICO” or “we”) is a leading premium financial printing services provider in Hong Kong. We offer a diverse range of high-quality services including typesetting, proof-reading, translation, design, printing, binding, distribution and media placement.





This Environmental, Social and Governance (“ESG”) Report covers the Group’s office in Hong Kong for the period from 1st October 2023 to 30th September 2024 (the “Reporting Period”). It has been prepared in strict compliance with the requirements under Appendix C2 — Environmental, Social and Governance Reporting Guide (“ESG Reporting Guide”) of the GEM Listing Rules of the Stock Exchange. Alongside with the reporting principles of the ESG Reporting Guide, general disclosures of the Group’s ESG procedures are illustrated through the compliance with relevant laws and regulations. Key Performance Indicators (“KPIs”) that need to be revealed compulsorily as required by the ESG Reporting Guide are all addressed in the Environmental Sustainability and Social Sustainability sections. We also adopt and align our operations with multiple sections of the international well-recognized Sustainable Development Goals (“SDGs”).

EDICO adheres to the following reporting principles in defining the reporting content:

- **Materiality:** We focus on issues that have significant impact on our business and are important to the stakeholders. Material issues are identified through stakeholder engagement activities and are validated.
- **Quantitative:** In order to illustrate our sustainability performance, KPIs are presented in quantitative terms with methodology explained whenever feasible.
- **Consistency:** We utilize a consistent measurement methodology to allow for meaningful comparison of ESG data over time. There is no significant change in the methodology in the preparation of the ESG Report during the Reporting Period.
- **Balance:** This ESG Report provides stakeholders with an unbiased picture of our achievements and the risks we face.

This ESG Report is available on EDICO’s website at www.edicoholdings.com.hk. Further information in relation to corporate governance of the Group can be found in the Group’s 2023/2024 Annual Report on pages 35–51 therein.

BOARD INCLUSIVENESS AND BOARD STATEMENT



BOARD INCLUSIVENESS AND STATEMENT

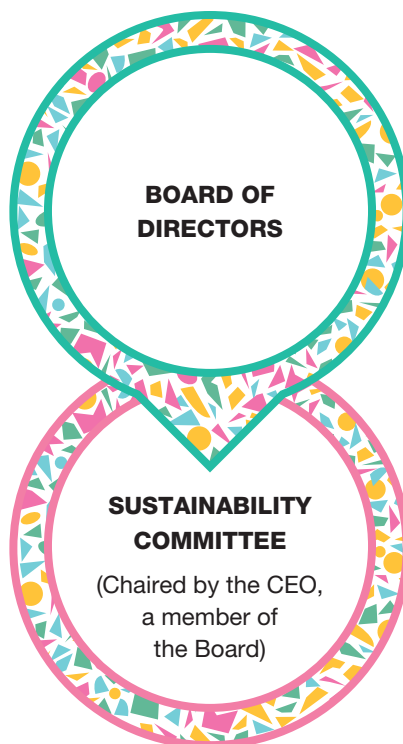


The Board of Directors (the “Board”) of the Group is ultimately responsible and accountable for the Group’s ESG strategy and reporting. It integrates the Group’s ESG goals into businesses, identifies and manages the Group’s ESG risks. The Board also guides the management and monitoring of ESG issues that have been identified as relevant to the Group.

A Sustainability Committee has been established under the Board to assist the execution of our ESG strategy and to monitor our sustainability performance. The Sustainability Committee is chaired by the Chief Executive Officer and comprised of Chief Operating Officer, Chief Financial Officer and senior representatives of the Group. It evaluates and implements various strategies timely to promote the Group’s ESG performance. The Sustainability Committee also works closely with the Group’s Corporate Social Responsibility (“CSR”) Team on community investment and involvement. For enhancing our ESG data collection and analysis, we appointed an independent ESG consultant to provide strategic advices on our ESG initiatives.

To ensure effective implementation of the Group’s ESG measures, the Board requires the Sustainability Committee to report the Group’s ESG performance regularly. The Board reviews the list of material ESG issues and risks prepared by the Sustainability Committee, and ensures appropriate risk mitigation measures are in place. All sustainability disclosures, measures and targets are reviewed, assessed and endorsed by the Board.

The Board will continue to push forward the Group’s sustainability plans to fruition, with the aim of delivering sustainability excellence and maximizing values for all our stakeholders.



CEO'S MESSAGE



CEO'S MESSAGE



Among the many threats facing the globe, climate change stands out as an especially strong concern among global citizens. Record high temperatures, intense precipitations, typhoons and flooding are threatening our community and our planet. The theme of this ESG Report “Stress, Fear Not” fully reflects our determination during this challenging period. EDICO is never fear of challenges, and we emphasize sustainability and carbon reduction in our business operations. We continued to work closely with our business partners in protecting the environment and supporting the communities in which we operate. Various sustainable operations and environmental friendly initiatives were launched in strengthening our ability to operate sustainably over the years.

During the Reporting Period, the Group’s overall greenhouse gas emission has been reduced by about 20% against the previous financial year amid continuous support from our staff and customers in reducing consumption of various resources such as paper and electricity. In addition, the expansion of the Paperless Listing Regime by the Stock Exchange reduced the demand for printing paper documents by the listed issuers in Hong Kong.

Notwithstanding we strictly comply the ESG Reporting Guide of the Stock Exchange, we also commit to integrate the international well-recognized sustainability measures SDGs into our business operations. During the Reporting Period, we aligned with three more SDGs listed by the United Nations. Throughout the years, EDICO has already achieved eight of the total 17 SDGs. In particular, EDICO has partnered with Pro-Act Training and Development Centre (Printing) and Sin Ching Kindergarten to create vibrant ocean-themed wall art. These colorful murals will enhance the kindergarten's visual appeal, inspire visitors, and celebrate creativity and collaboration in accessible art.

Looking ahead, EDICO will continue to collaborate with our stakeholders to create sustainable values to our community and to enhance our ESG performance. May I take this opportunity to extend my thanks to our stakeholders for their unwavering support on sustainability and look forward to strengthening our partnerships to build a more sustainable world.

DONATI CHAN YI MEI AMY

Chief Executive Officer and Executive Director

Hong Kong, 15th January 2025



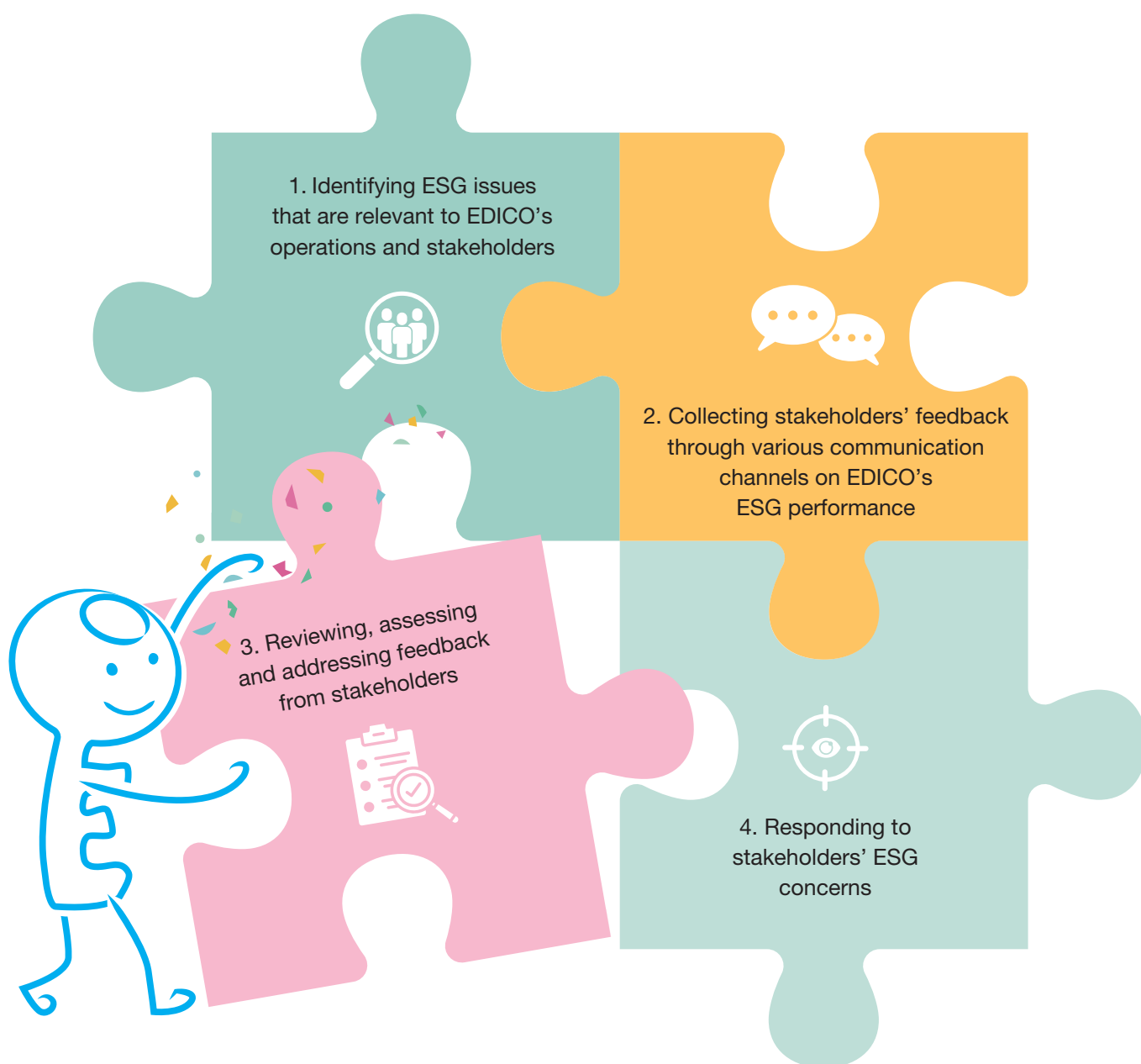
STAKEHOLDERS' ENGAGEMENT



STAKEHOLDERS' ENGAGEMENT



Stakeholders refer to the groups and individuals materially influencing or being influenced by the Group's businesses. Our stakeholders include government and regulatory authorities, shareholders, directors, employees, customers, suppliers and general public. Regular effective communications and engagement with stakeholders is essential for enhancing our sustainability strategy and better understand the ESG issues which are material to them. Here are our four-step approach for communicating with stakeholders regarding sustainability issues.



STAKEHOLDERS' ENGAGEMENT



TABLE 1: STAKEHOLDERS' EXPECTATIONS AND COMMUNICATION CHANNELS

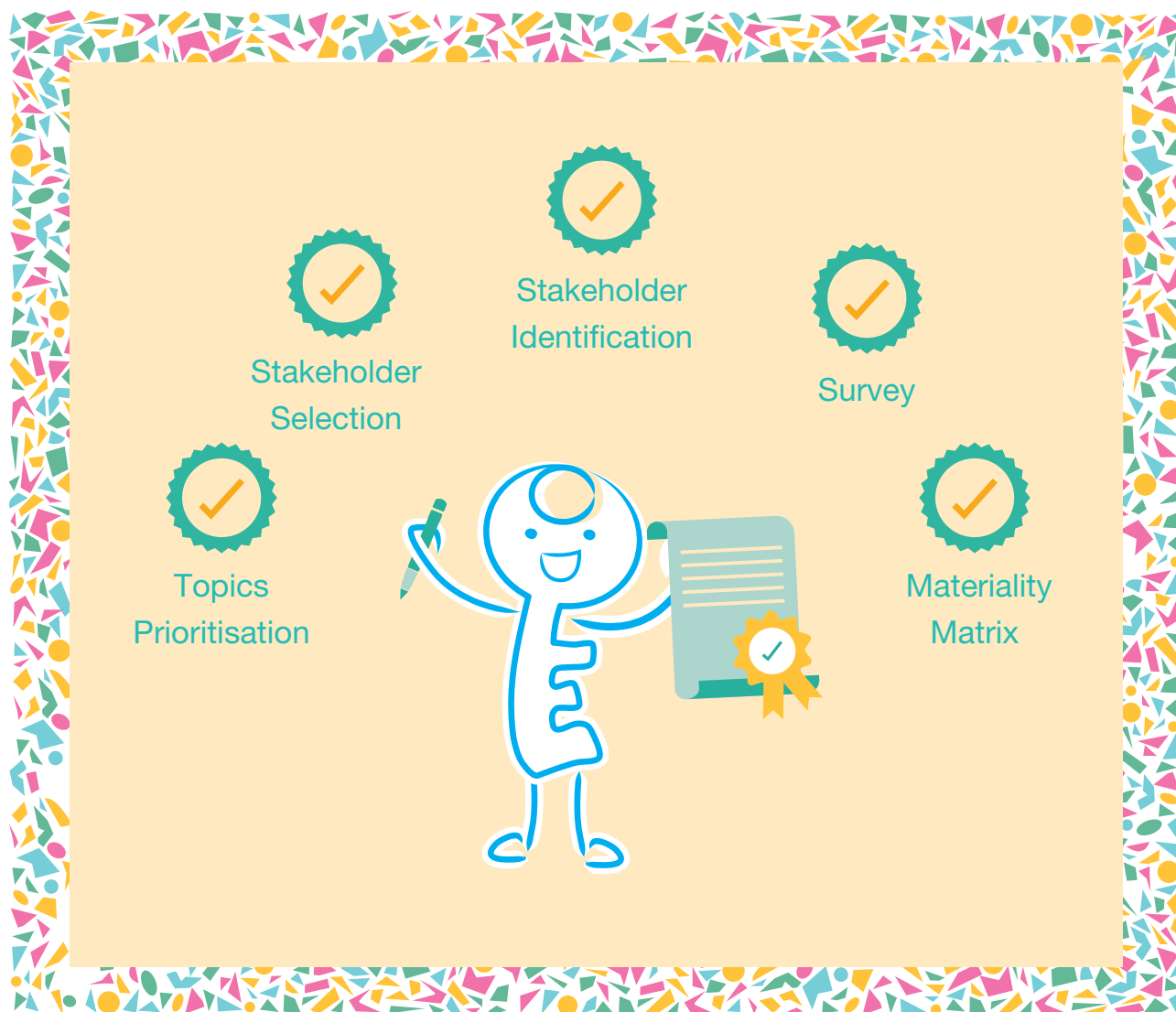
| Stakeholders | Expectations and Concerns | Communication Channels |
|--|---|---|
| Government and Regulatory Authorities | <ul style="list-style-type: none"> ✓ Compliance with laws and regulations ✓ Business sustainability | <ul style="list-style-type: none"> ✓ Supervision on complying with local laws and regulations ✓ Submission of routine listing related documents |
| Shareholders and Investors | <ul style="list-style-type: none"> ✓ Return on investments ✓ Corporate governance ✓ Compliance with local customs and business practices | <ul style="list-style-type: none"> ✓ Regular listing reports and announcements ✓ Shareholder general meetings ✓ Investor meetings and conference calls ✓ Company website |
| Employees | <ul style="list-style-type: none"> ✓ Compensation and benefit ✓ Career development ✓ Healthy and safe workplace | <ul style="list-style-type: none"> ✓ Performance appraisals ✓ Regular meetings and trainings ✓ Staff activities ✓ Email, notice board and staff hotline |
| Customers | <ul style="list-style-type: none"> ✓ High quality products and services ✓ Customers' rights protection | <ul style="list-style-type: none"> ✓ Meetings and on-site visits ✓ Customer service email and hotline |
| Suppliers | <ul style="list-style-type: none"> ✓ Fair and open procurement ✓ Win-Win cooperation | <ul style="list-style-type: none"> ✓ Open tendering ✓ Purchase reviews ✓ Meetings and on-site visits |
| Media and General Public | <ul style="list-style-type: none"> ✓ Community involvement ✓ Compliance with local customs and business practices ✓ Environmental protection awareness | <ul style="list-style-type: none"> ✓ Media conferences and responses to enquiry ✓ Public welfare activities ✓ Press releases ✓ Regular listing reports and announcements ✓ Company website |



STAKEHOLDERS' ENGAGEMENT

MATERIALITY ASSESSMENT

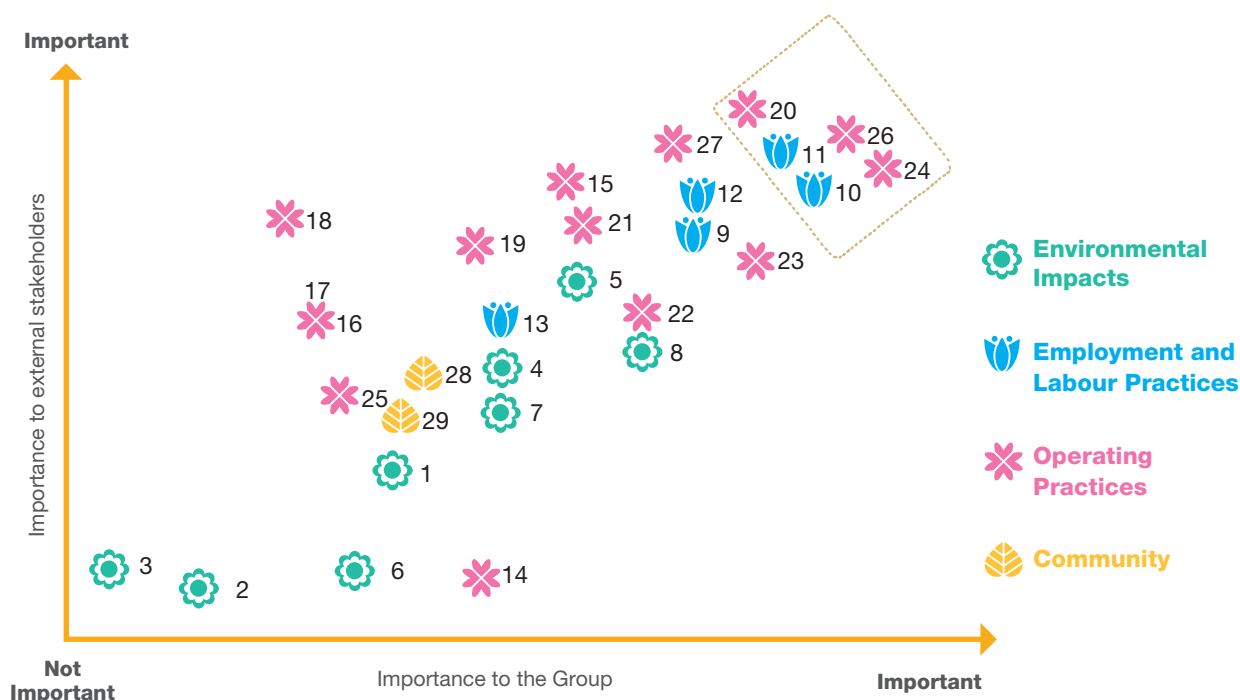
As ESG risks are unique for each company and highly depend on the company's specific business model, EDICO appointed an independent ESG consultant previously to conduct a materiality assessment to identify the key ESG issues relevant to our stakeholders. The Group invited internal and external stakeholders to participate in a materiality assessment survey to list out their main concerns that the ESG report should be addressed. Through this science-based materiality assessment, we formulated a materiality assessment matrix which shows our stakeholders' concerns on ESG issues influencing the Group's operations. It helps the Group to identify and prioritize our resources on specific ESG issues. Meanwhile, it ensures the disclosure of our ESG report in line with stakeholders' expectations.





STAKEHOLDERS' ENGAGEMENT

STAKEHOLDERS' ENGAGEMENT MATERIALITY MATRIX



- 1 Air and greenhouse gas emissions
- 2 Sewage treatment
- 3 Land use, pollution and restoration
- 4 Solid waste treatment
- 5 Energy use
- 6 Water use
- 7 Use of raw/package materials
- 8 Mitigation measures to protect natural resources

- 9 Composition of employees
- 10 **Employee remuneration and benefits**
- 11 **Occupational health and safety**
- 12 Employee development and training
- 13 Prevention of child and forced labour

- 14 Suppliers by geographical region
- 15 Selection of suppliers and assessment of their products/services

- 16 Environmental assessment of the suppliers
- 17 Social risks assessment of the suppliers
- 18 Procurement practices
- 19 Health and safety relating to products/services
- 20 **Customers satisfaction**
- 21 Marketing and promotion
- 22 Protection of intellectual property rights
- 23 Product quality assurance and recall percentage
- 24 **Protection of customer information and privacy**
- 25 Labelling relating to products/services
- 26 **Preventing bribery, extortion, fraud and money laundering**
- 27 Anti-corruption policies and whistle-blowing procedure

- 28 Understanding local communities' needs
- 29 Public welfare and charity

Source: the 29 topics mentioned above were derived and summarised from the environmental and social aspects required by the ESG Guide to be disclosed.

STAKEHOLDERS' ENGAGEMENT



The top five ESG topics that are significant to both the Group and its stakeholders are:



STAKEHOLDERS' FEEDBACK

EDICO welcomes stakeholders' feedback on this ESG Report. Please share your thoughts with us at corporate@edico.com.hk.

ENVIRONMENTAL SUSTAINABILITY



A. ENVIRONMENTAL SUSTAINABILITY



A.1 EMISSIONS

Based on the Group's services-oriented financial printing business nature, we do not directly consume natural resources and our emissions of air pollutants, discharges into water and land, and generation of hazardous wastes are immaterial. The greenhouse gas ("GHG") emissions stated in the ESG Reporting Guide for the Group are attributed to the Scope 2 Energy Indirect Emissions and Scope 3 Other Indirect Emissions. During the Reporting Period, the Stock Exchange expanded its Paperless Listing Regime which significantly reduced the demand for printing paper documents by the listed issuers in Hong Kong. As a result, the total GHG emissions for the Group decreased by 19.7% year-on-year to 191.5 tonnes CO₂e for the Reporting Period.

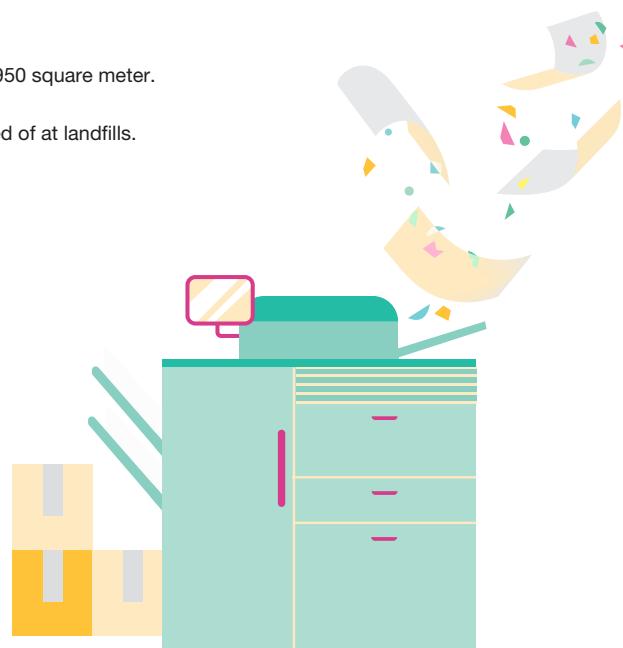
TABLE 2: EMISSIONS BY CATEGORY FOR THE REPORTING PERIOD

| Emissions Category | KPI | Unit | Amount | % Change | Intensity (Unit/Square Meter)* |
|--------------------|-------------------------------------|--------------------------|--------|----------|--------------------------------|
| GHG Emissions | Scope 1 (Direct Emissions) | Tonnes CO ₂ e | N/A | N/A | N/A |
| | Scope 2 (Energy Indirect Emissions) | Tonnes CO ₂ e | 159.8 | -13.2% | 0.17 |
| | Scope 3 (Other Direct Emissions)** | Tonnes CO ₂ e | 31.7 | -41.6% | 0.03 |
| | Total | Tonnes CO ₂ e | 191.5 | -19.7% | 0.20 |

Notes:

* Intensity was calculated by dividing the office floor area of approximately 950 square meter.

** The Group's Scope 3 GHG Emissions included only paper wastes disposed of at landfills.





A. ENVIRONMENTAL SUSTAINABILITY

The non-hazardous wastes generated by the Group are mainly the used toner cartridges and commercial solid wastes from our office. Significant amount of toner cartridges are used in copiers and printers for our core financial printing business. During the Reporting Period, the toner cartridges consumption decreased by 22.2% year-on-year to 50.6kg as customers are encouraged to proof-read digital versions of their documents instead of printing hard-copies. Meanwhile, the used toner cartridges will be collected and reused by a professional recycling company.

The Group's commercial solid wastes include plastic and paper wastes from our office. During the Reporting Period, commercial solid wastes from our office decreased significantly by 40.8% year-on-year to 1,508.4kg. In order to reduce the commercial solid wastes, we strongly promote the '3R' (Reduce, Reuse and Recycle) principles to our staff and customers. Commercial solid wastes from office will be classified by recycling bins and transported to local recycling or waste disposal centers for further treatment. Used spare parts of consumables will be collected and returned to certain suppliers for recycling and reusing.

REDUCE



Encourage employees to bring own cups and lunch-boxes instead of using disposable ones;

Work with electronic documents and files instead of hard copies to reduce paper usage.

REUSE



Reuse old office equipment from desks to whiteboards;

Maintain and repair products such as copiers and other appliances timely to avoid frequent replacement.

RECYCLE



Disseminate the "Waste Electrical and Electronic Equipment (WEEE) Recycling Programme" to encourage the donation of old electronics;

Place recycling and compost bins with clear labels and educational stickers.



Meanwhile, we continued the successful "Plastic NOT Fantastic" campaign to encourage our staff to make lifestyle change by giving up daily plastic use. Awards were given to those staff who have significantly reduced in using and disposable of plastic materials. This campaign aims to permanently reduce the use of plastic products in our office and progressive elimination of single-use plastic cutlery, plates, cups, straws, bottles, food boxes and bags. Through years of promotion, the campaign achieved ideal results.

A. ENVIRONMENTAL SUSTAINABILITY



TABLE 3: NON-HAZARDOUS WASTES BY CATEGORY FOR THE REPORTING PERIOD

| KPI | Unit | Amount | % Change |
|-------------------------|------|---------|----------|
| Used toner cartridge | kg | 50.6 | -22.2% |
| Commercial solid wastes | kg | 1,508.4 | -40.8% |

During the Reporting Period, the Group complied with all relevant environmental laws and regulations in Hong Kong and found no non-compliance case relevant to GHG emissions, discharges into water and land, and generation of hazardous or non-hazardous wastes.

A.2 USE OF RESOURCES

Effective use of resources, in particular electricity and paper, has been heavily emphasized in our daily operations to mitigate the indirect GHG emissions. EDICO adopts a number of practices in reducing the consumption of resources and achieved solid results for the Reporting Period.

TABLE 4: USE OF RESOURCES BY CATEGORY FOR THE REPORTING PERIOD

| Resources | Unit | Amount | % Change | Intensity (Unit/Square Meter)* |
|--|----------|--------|----------|--------------------------------------|
| Electricity | kWh '000 | 202.3 | -15.2% | 0.21 |
| Paper | Tonnes | 6.6 | -41.6% | 0.01 |
| Paper (by outsourced printing suppliers) | Tonnes | 60.7 | -41.1% | N/A |
| Recycled Paper (by outsourced printing suppliers) | Tonnes | 5.8 | -31.0% | N/A |

Note:

* Intensity was calculated by dividing the office floor area of approximately 950 square meter.

A. ENVIRONMENTAL SUSTAINABILITY



• Electricity

The Group's electricity consumption is mainly from the daily operations in office. Electricity consumption decreased by 15.2% year-on-year to 202,300 kWh for the Reporting Period. We encourage our staff and customers adhering to the following electricity-saving measures:



Use LED lightings and intelligent lighting systems



Place "Electricity Saving" posters in prominent places



Switch off all idle copiers, computers, lights and air-conditioning systems



Purchase office equipment and electrical appliances with energy-saving labels



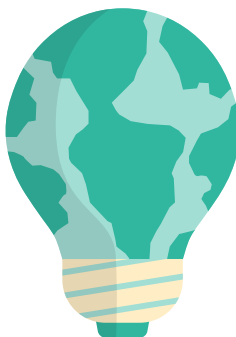
Clean office equipment regularly to maintain their high operating efficiency



Keep the air conditioning system operating at 25°C



Turn off lights after use









A. ENVIRONMENTAL SUSTAINABILITY

- **Paper**

The Group's paper usage is mainly from the printing paper used by our staff, in-house visiting customers and outsourced suppliers. As a responsible financial printer, reducing paper usage is always on the top of our sustainability agenda. We promote electronic proof-reading and document corrections to reduce printing paper hard copies. Meanwhile, we encourage our staff to adopt following measures to reduce paper usage in daily operations:

-  Promote double-sided printing.
-  Use of electronic mail, intranet and scanners to send or save documents electronically.
-  Procure paper from environmental friendly suppliers.
-  Use electronic devices for business promotion instead of printing paper marketing materials.



Supported by the Stock Exchange expanded its Paperless Listing Regime, the total paper consumption for the Group and its outsourced printing suppliers decreased by 41.2% year-on-year to 67.3 tonnes for the Reporting Period. Given the Group's business nature, there was no consumption of packaging materials during the Reporting Period.

A. ENVIRONMENTAL SUSTAINABILITY



- **Water**

The Group's water consumption comes from daily operation in office. As the water bill was included in monthly property management fee, the Group did not have any data on the amount of water consumed for the Reporting Period. Nevertheless water is a precious resource that is indispensable to our society. We adopt the following measures on water conservation.



A.3 ENVIRONMENT AND NATURAL RESOURCES

Save for the electricity, paper and water consumptions discussed above, the Group's operations did not have other material impact on the environment and natural resources. We will continue to adopt "Going Green and Low Carbon" principle in our daily operations.



A. ENVIRONMENTAL SUSTAINABILITY

A.4 CLIMATE CHANGE

EDICO is committed to building resilience to climate change, a critical risk to all businesses and communities around the world. We are conscious of the environmental impact of our operations and adopt environmental friendly operating measures to reduce GHG emissions. We also proactively assess the climate-related risks to our operations and implement mitigation measures ahead to cope with future climate related risks.

During the Reporting Period, our Sustainability Committee continued to evaluate and identify the climate-related risks which may induce financial and operational disruptions to the Group, and set out the corresponding mitigation actions.

| Climate Risks | | Mitigation Actions |
|-----------------|---|---|
| Physical Risk | Extreme weather may lead to natural disasters such as wild-fire and flooding, which will affect the supply and pricing of paper. It may cause the interruption to the normal operations and thus have an adverse impact on the Group's financial performance. | <ul style="list-style-type: none">✓ Increase the usage of recycled-paper and reduce the reliance of single paper source.✓ Develop the contingency plans for operation continuity under extreme weather for staff and customers.✓ Committed to adopting environmental protection operation measures to reduce GHG emissions and pressure on global climate change. |
| Transition Risk | More stringent sustainability policy and reporting requirements from the governments and regulatory authorities. | <ul style="list-style-type: none">✓ Conduct regular reviews and analyses of domestic and international sustainability reporting requirements.✓ Appoint an independent sustainability consultant to enhance ESG reporting and data collection procedures. |

A.5 EMISSION TARGETS

The Group previously set the emission targets of the total GHG emission, non-hazardous waste generation and use of resources will be stable for the next 3–5 financial years. During the Reporting Period, the Group successfully achieved these targets with all emissions were below the previous financial year. We will regularly review our ESG performance in relation to these targets and adopt the measures in this report to achieve the targets.

SOCIAL SUSTAINABILITY



B. SOCIAL SUSTAINABILITY



B.1 EMPLOYMENT

Human capital is the foundation of the Group's success and maintains our competitiveness. Thus employees' welfare is always on the top of our agenda and we endeavor to provide our staff a fair and harmonious working platform. Employment policies in relation to recruitment, promotion, dismissal, working hours, rest days and holidays, compensations and benefits, are included in our "Internal Control Policy Handbook and Procedure Manual". These policies fully adhere with the employment laws and regulations in Hong Kong, including the Employment Ordinance, the Employees' Compensation Ordinance, the Mandatory Provident Fund Schemes Ordinance, the Sex Discrimination Ordinance, the Disability Discrimination Ordinance, the Family Status Discrimination Ordinance and the Race Discrimination Ordinance. The Human Resources Department reviews and refines the Group's human resources policies regularly to ensure they are comply with the latest laws and regulations.

Diversity of background and experience of our workforce enable us to create values for our customers and shareholders. We appreciate and respect employee differences and strive to provide equal opportunities in our workplace. Staff assessment, promotion, dismissal and retirement policies are regardless of employees' gender, race, age, disability, family status, marital status, sexual orientation, religion beliefs, nationality or any other non-job related factors. There is zero-tolerance of any workplace discrimination, harassment or victimization. Disciplinary actions would be taken if any non-compliance of the equal opportunities.

In order to maintain the Group's competitiveness, we offer competitive compensation packages to attract and retain talents. Job applicants are selected based on their performance, personal attributes, job experiences and career aspirations. Variety of channels are used for talent acquisition including job advertisements in newspapers, magazines and websites, and recruitment fairs. Our remuneration packages are with reference to the prevailing market and industry conditions together with staff performance. Annual performance appraisal is in place to evaluate employees' performance, encourage two-way feedback as well as identify further training needs and development opportunities. Salary adjustment and discretionary performance bonus will be provided to retain and motivate well-performed staff. The Group prohibits any unlawful or unreasonable dismissals. Any termination of employment contract must be conducted properly with lawful grounds. The termination letter and statement of final payment are required to be approved by both Chief Executive Officer and Chief Financial Officer.

A cohesive team will enhance staff performance and sense of belongings. EIDCO has cultivated a cohesive and open work environment which encourages the sharing of ideas, feedback, and knowledge amongst employees. During the Reporting Period, various initiatives have been implemented to strengthen bonds within the team, including Green Monday fruits, Chinese New Year and Christmas lunch parties and gifts, Mid-Autumn Festival mooncakes, Tung Ng Festival rice dumplings, Easter eggs and monthly birthday celebration party. The Group also offers meal allowance, birthday welfare, medical insurance and retirement scheme, and allows flexible working hours or working from home for those staff to take care their families. Besides the annual leaves stated in the employment contracts and statutory public holidays, employees are entitled to additional leave benefits such as marriage leave, birthday leave and compassionate leave.

During the Reporting Period, the Group was in full compliance with relevant laws and regulations related to employment.

As at 30th September 2024, the number of employees of the Group was 65. There were 11 employees located in Hong Kong resigned during the Reporting Period, which represented an annual staff turnover rate of 17%.



B. SOCIAL SUSTAINABILITY

STAFF

TUEN NG FESTIVAL



GREEN MONDAY



STAFF BIRTHDAY



CHINESE NEW YEAR LUNCH PARTY



XMAS GIFTS TO STAFF



EASTER EGG



B. SOCIAL SUSTAINABILITY



TABLE 5: EMPLOYEES BY CATEGORY AS AT 30TH SEPTEMBER 2024

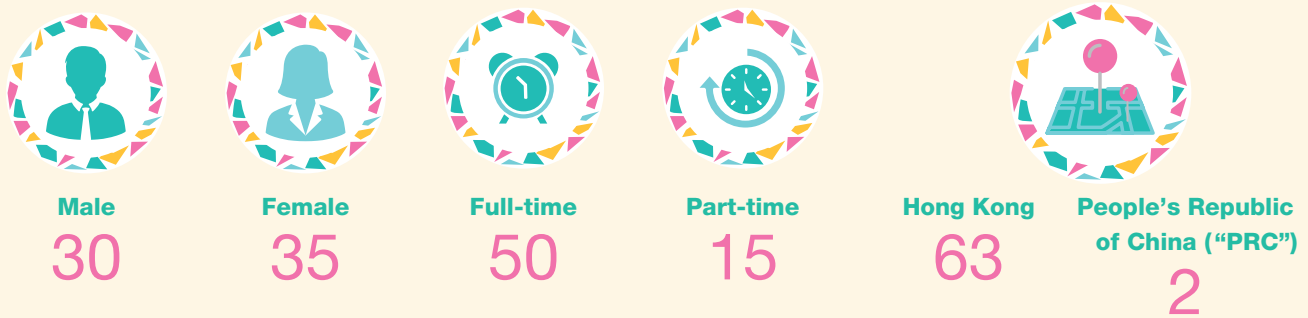
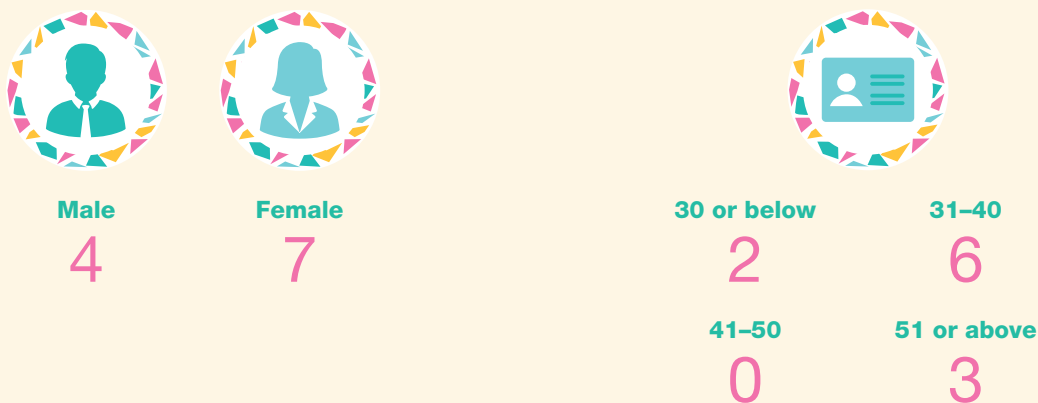


TABLE 6: EMPLOYEES TURNOVER BY CATEGORY DURING THE REPORTING PERIOD



B. SOCIAL SUSTAINABILITY



B.2 HEALTH AND SAFETY

EDICO strives to provide a safe and healthy workplace to our employees. We are committed to protecting our staff from injuries and thus a health and safety guideline is in place. This guideline is in line with the Occupational Safety and Health Ordinance and other related laws and regulations in Hong Kong, to identify and manage occupational health and safety risks in our workplace. It standardizes operational procedures and offers in-house safety rules. We conduct regular safety inspections and spot checks across all departments to ensure the effectiveness of precautionary safety measures. Trainings are regularly provided to enhance employees' health and safety awareness.

During the Reporting Period, the Group did not violate any laws and regulations in relation to occupational health and safety. There was no work-related fatalities and loss of working days due to work injury in the previous three financial years.

B.3 DEVELOPMENT AND TRAINING

EDICO seeks to provide our employees with opportunities for growth, and makes consistent efforts to equip them with the skills and knowledge they require. We discuss the development needs with our staff, and then formulate appropriate learning and development plans for them to address their needs. Standardized and customized on-the-job trainings are arranged to enhance the work related skills and knowledge of our staff. For new employees joining the Group, special trainings related to the Group's corporate culture, operation procedures, health and safety measures, management systems and group strategies will be arranged. During the Reporting Period, we provided 312 hours of training to our staff, which represented an average 4.8 training hours completed per employee. We also encourage our employees to pursue external professional training programmes with relevant certifications and charters.

TABLE 7: TRAINING HOURS COMPLETED OF EMPLOYEES BY CATEGORY DURING THE REPORTING PERIOD

| | Senior Management | Middle Management | General Staff | Total |
|-------------------------------------|----------------------|----------------------|---------------|-------|
| Number of Training Hours | 51 | 29 | 232 | 312 |
| Average Training Hours Per Employee | 5.1 | 2.4 | 5.4 | 4.8 |

| | Male | Female |
|-------------------------------------|------|--------|
| Number of Training Hours | 147 | 165 |
| Average Training Hours Per Employee | 4.9 | 4.7 |

B. SOCIAL SUSTAINABILITY



B.4 LABOUR STANDARDS

Although the risks of the Group's hiring child labour or forced labour are deemed to be low due to our office-based operations, we do not tolerate child and forced labour. The Group strictly complies with the Employment Ordinance and other related labour laws and regulations in Hong Kong to ensure all our employees are lawfully employable. Our 'Internal Control Policy Handbook and Procedure Manual' requires the Human Resources Department to verify the job applicants' personal identification documents, academic and work records during the recruitment process. The Human Resources Department is also responsible for monitoring and ensuring the compliance with the latest and relevant laws and regulations that prevent child and forced labour.

During the Reporting Period, the Group did not in violate any laws and regulations related to the prevention of child and forced labour.

B.5 SUPPLY CHAIN MANAGEMENT

EDICO considers the environmental and social impacts in its selection of suppliers. The Group's 'Internal Control Policy Handbook and Procedure Manual' includes sustainability and social responsibility elements, and environmental friendly requirements are set for the suppliers. Approved supplier lists are reviewed regularly and ESG-specific requirements are included in the supplier tender process to manage sustainability risks in the supply chain.

Meanwhile, our employees must evaluate the performance of suppliers with fair and most importantly, firmly refuse the bribe and commission on sales. Suppliers are selected based on their service quality, price, reputation, financial background, track record and delivery time. Our Procurement Department is required to contact at least three potential suppliers for comparison before making a final decision. The Group keeps close monitoring on its suppliers to ensure them complying with their local laws and regulations.

During the Reporting Period, there were 20 suppliers in provision of printing and translation services for the Group with 17 were from Hong Kong and three were from the PRC.

B.6 PRODUCT RESPONSIBILITY

EDICO is always committed to providing top-class financial printing services to the customers. Our standard operating procedures ensure the quality of our services and products. The 24-hour customer service team is always standing by to receive customer instructions and answer service inquiries. Senior management such as Chief Executive Officer and Chief Operating Office regularly review the quality of our services and products. Designated channels such as customer service hotline, email and facsimile are available for customers to lodge complaints. The Group will investigate the complaints in timely manner and findings will be reported to senior management. Further actions to improve operating procedures and services will be taken if necessary.

B. SOCIAL SUSTAINABILITY



Our core financial printing business frequently handles customers' confidential information. Thus we respect data privacy and strictly adhere to the Personal Data (Privacy) Ordinance and other relevant laws in Hong Kong to protect the data privacy of our customers. We take all necessary steps and measures to preserve the confidentiality and security of customer data in our daily operations. Internal guidelines and trainings are provided to our staff in how to collect, process and use customers' personal and confidential information. Privacy or confidential information collected will only be used for the purpose for which it has been collected. Customers will be informed of how the data collected will be used in the business. Unless authorization from customers have been obtained, no customer information could be provided to the third parties. Customers always have the rights to review and revise their personal data, including opting out of any direct marketing activities. Our Information Technology Department has set restrictions on software installation and limitations on the business network to prevent unauthorized access, use and export of customer data.

The Group highly regards intellectual property rights and requires all employees to handle intellectual property with care and respect. Our 'Internal Control Policy Handbook and Procedure Manual' stipulates the procedures and standards in intellectual property rights protection. The Group follows the legitimate intellectual property application procedures in Hong Kong for our new trademarks, labels and product designs. All software and information used in our operation are with legal licenses and we only procure genuine products. In addition, we only publish truthful and honest information. Marketing materials are approved by management before publication.

During the Reporting Period, the Group did not violate any laws and regulations regarding the product responsibility and data privacy. No products sold or services provided were being recalled or complained.

B.7 ANTI-CORRUPTION

EDICO firmly believes integrity and ethics are the foundations of our operation, and adopts zero-tolerance policy for any corruption and bribery activities. We strictly comply with the laws and regulations relating to anti-corruption and anti-money laundering in Hong Kong, including the Prevention of Bribery Ordinance and the Anti-Money Laundering and Counter Terrorist Financing Ordinance. We uphold the highest standards in maintaining a corruption-free market and the Board has established a framework for managing internal controls and business risks. Our internal anti-corruption policies and guidelines clearly state the standards and requirements regarding corruption and bribery, fraud and conflicts of interest in daily business activities. All employees are subject to disciplinary actions or even being discharged from their duties if they committed any form of corruption or money laundering activities. Trainings related to the Group's internal anti-corruption policies are provided to both new joining and existing employees. During the Reporting Period, the Group organized 10 hours of trainings to our staff in relation to anti-corruption.

Employees and business partners are encouraged to report any suspected misconducts and malpractices. The Group's whistle-blowing policy ensures confidentiality and protection of the whistle-blowers. It clearly states that all misconduct behaviors will be reported directly to the Audit Committee of the Board. The Audit Committee will conduct investigations into any suspicious or illegal behavior and reports to the Board immediately. The management team must take corrective actions to resolve substantiated frauds. Misconduct activities will be referred to enforcement authorities in case violating the laws.

During the Reporting Period, the Group did not receive any corruption lawsuits against the Group or our employees. Meanwhile, the Group and our employees did not violate any laws and regulations in relation to bribery, extortion, fraud and money laundering.

B. SOCIAL SUSTAINABILITY



B.8 COMMUNITY INVESTMENT

The Group's ongoing business development is closely tied to the well-being of the community where we serve. Thus we are committed to building a cohesive and caring strong community. During the Reporting Period, our CSR Team organized and participated in various community caring activities, and our staff contributed 178 hours of volunteer services. These community caring activities not only enhanced our staff's sense of responsibility, but also their capabilities to interact with people and collaborations with colleagues. Meanwhile, the Group donated HK\$10,000 to the Po Leung Kuk.

During the Reporting Period, the Group's community caring activities included:

- Po Leung Kuk Donation
- Po Leung Kuk Flag Day 2024
- Heep Hong Society Grand Raffle 2024
- Heep Hong Society's Annual Charity Culinary Event – "The 27th Great Chefs of Hong Kong"
- Sin Ching Kindergarten WallArts
- Medecins San Frontieres Donation Box
- Lai See Packets Reuse and Recycle Program

During the Reporting Period, EDICO is honoured to be accredited the following awards in recognition of our social contributions. We will continue in contributing to the sustainable development and caring of our community.

- Gift Sponsorships and Event Support — 2023 Forbes China ESG Innovative Enterprise Awards
- Certificate of Appreciation — Heep Hong Society's 60th Anniversary
- 10 Years Plus Caring Company — The Hong Kong Council of Social Service
- Caring Ambassadors — The Hong Kong Council of Social Service
- Diamond Sponsor and Publication Support — The HKIRA 10th Investor Relations Awards by Hong Kong Investor Relations Association
- Compassion Sponsorship — Signed Food Grace Gift Wise Charter to promote Green Mid-Autumn Festival 2024 and mobilize the stakeholders to reduce food wastage, and joined the Compassion Sponsorship of contributing in food cherishing and food waste reduction

B. SOCIAL SUSTAINABILITY

WALL ARTS

EDICO proudly partners with Pro-Act Training and Development Centre (Printing) and Sin Ching Kindergarten to create vibrant ocean-themed wall art. This collaboration showcases the incredible talents of our young artists and enhances our community's visual appeal. The colorful murals will brighten the walls of Sin Ching Kindergarten, serving as a source of inspiration for all who visit. Together, we celebrate creativity and collaboration, making art accessible to everyone and enriching the cultural fabric of our neighborhood.

SIN CHING KINDERGARTEN WALLARTS



From Left to Right
Mr. Andrew Wan
School Manager
Sin Ching Kindergarten

Mrs. Amy Donati
Executive Director and
Chief Executive Officer
EDICO Holdings Limited

Dr. Cheung Chor Wang, Alice
Principal
Youth College (Kowloon Bay, Kwai Fong)

Ms. Cherine Wong
Manager
Pro-Act Training and
Development Centre (Printing)



B. SOCIAL SUSTAINABILITY

HEEP HONG SOCIETY RAFFLE 2024



Certificate of Appreciation
in recognition of offering continuous support
to the children and young people with special
needs and their families of HHS



HEEP HONG SOCIETY'S 60TH COCKTAIL



From Left to Right
Mrs. Amy Donati
Executive Director and Chief Executive Officer
EDICO Holdings Limited

Miss Charmaine LEE, JP
Director of Social Welfare

Ms. Rachel Leung
Heep Hong Society
Chief Executive Officer

HEEP HONG SOCIETY'S ANNUAL CHARITY CULINARY EVENT – "THE 27TH GREAT CHEFS OF HONG KONG"





B. SOCIAL SUSTAINABILITY



2023 FORBES CHINA ESG
INNOVATIVE ENTERPRISE
AWARDS — SHOWCASING
COMPANIES' SUSTAINABLE
INNOVATIONS FOR A BRIGHTER
AND GREENER FUTURE

From Left to Right
Ms. Danielle Kwan
Founder & Chief Executive Officer
MP3 Communications Group Co. Ltd

Mr. Li Xiaojia
Founder
Micro Connect

Mrs. Amy Donati
Executive Director and Chief Executive Officer
EDICO Holdings Limited

Dr. Jason Chan, MH, JP
Director
PolyU SPEED

PO LEUNG KUK
FLAG DAY



DIAMOND SPONSOR AND PUBLICATION SUPPORT — THE
HKIRA 10TH INVESTOR RELATIONS AWARDS BY HONG KONG
INVESTOR RELATIONS ASSOCIATION



B. SOCIAL SUSTAINABILITY

10 YEARS PLUS CARING COMPANY BY THE HONG KONG COUNCIL OF SOCIAL SERVICE



CARING AMBASSADOR BY THE HONG KONG COUNCIL OF SOCIAL SERVICE



LAI SEE PACKETS REUSE AND RECYCLE PROGRAM



MEDECINS SAN FRONTIERES DONATION BOX



COMPASSION SPONSORSHIP — SIGNED FOOD GRACE GIFT WISE CHARTER TO PROMOTE GREEN MID-AUTUMN FESTIVAL 2024



Left: Mr. Argo Yeung Chairman Community Leap Limited
Right: Mrs. Amy Donati Executive Director and Chief Executive Officer EDICO Holdings Limited

SUSTAINABLE DEVELOPMENT GOALS



SUSTAINABLE DEVELOPMENT GOALS



Notwithstanding we strictly comply the ESG Reporting Guide of the Stock Exchange, we also commit to integrate international well-recognized sustainability measures into our business development and strategies. The 2030 Agenda for Sustainable Development, adopted by all United Nations Member States in 2015, provides a shared blueprint for peace and prosperity for people and the planet, now and into the future. At its heart are the 17 Sustainable Development Goals, which are all well-defined and comprised of a total of 169 targets. Each target has several indicators that are taken as metrics to measure the progress.



SUSTAINABLE DEVELOPMENT GOALS



During the Reporting Period, the Group achieved the following SDGs in its corporate sustainability agenda.



Goal 3: Ensuring healthy lives and promoting well-being at all ages is essential to sustainable development. At EDICO, the health and safety of our staff, customers, business partners and the community in which we operate is our number one priority. We have a legacy of responsible business and we are committed to doing all we can to keep everyone safe.



Goal 4: The initiative of “WallArts” program is painting kindergartens’ walls free of charge and directly contributes to the Quality Education. It creates a vibrant learning environment, promoting inclusivity, supporting early childhood education, and fostering community partnerships.



Goal 5: Equality between men and women is an integral part of human rights. EDICO actively supports efforts to achieve gender equality and empower women rights. Staff benefits, promotion, dismissal, retirement and training policies are determined irrespective of employees’ gender. We are zero tolerance to any gender discrimination.



Goal 8: EDICO’s “WallArts” program promotes community engagement, supporting local schools, and fostering social responsibility, contributing to sustainable economic growth.



SUSTAINABLE DEVELOPMENT GOALS



9 INDUSTRY, INNOVATION AND INFRASTRUCTURE



Goal 9: EDICO insists on technology innovation and adoption of more environmentally solutions in our financial printing services. We continuously refurbish and upgrade our office facilities to provide better experiences for our customers and working environment for our staff, which is key enhance our core competitiveness.

12 RESPONSIBLE CONSUMPTION AND PRODUCTION



Goal 12: Raising the awareness of environmental protection among employees has long been a key factor for EDICO's business development. Our "Plastic NOT Fantastic" campaign encourages all employees in the office to prevent, reduce, reuse and recycle the wasted items that may still be functional in other areas. We hope to disseminate the concept of sustainable consumption and production across the Group.

13 CLIMATE ACTION



Goal 13: EDICO is a member of the global community and thus actively promotes the eco-friendly living style in where the Group operates. As the urgency of facing those climate-related challenges has intensified over the years, the Group has reduced carbon emission in joint effort with all stakeholder.

17 PARTNERSHIPS FOR THE GOALS



Goal 17: EDICO's "WallArts" program foster collaboration between the Group and the kindergartens to enhance the learning environment and promote sustainable development.



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REPORT DISCLOSURE INDEX



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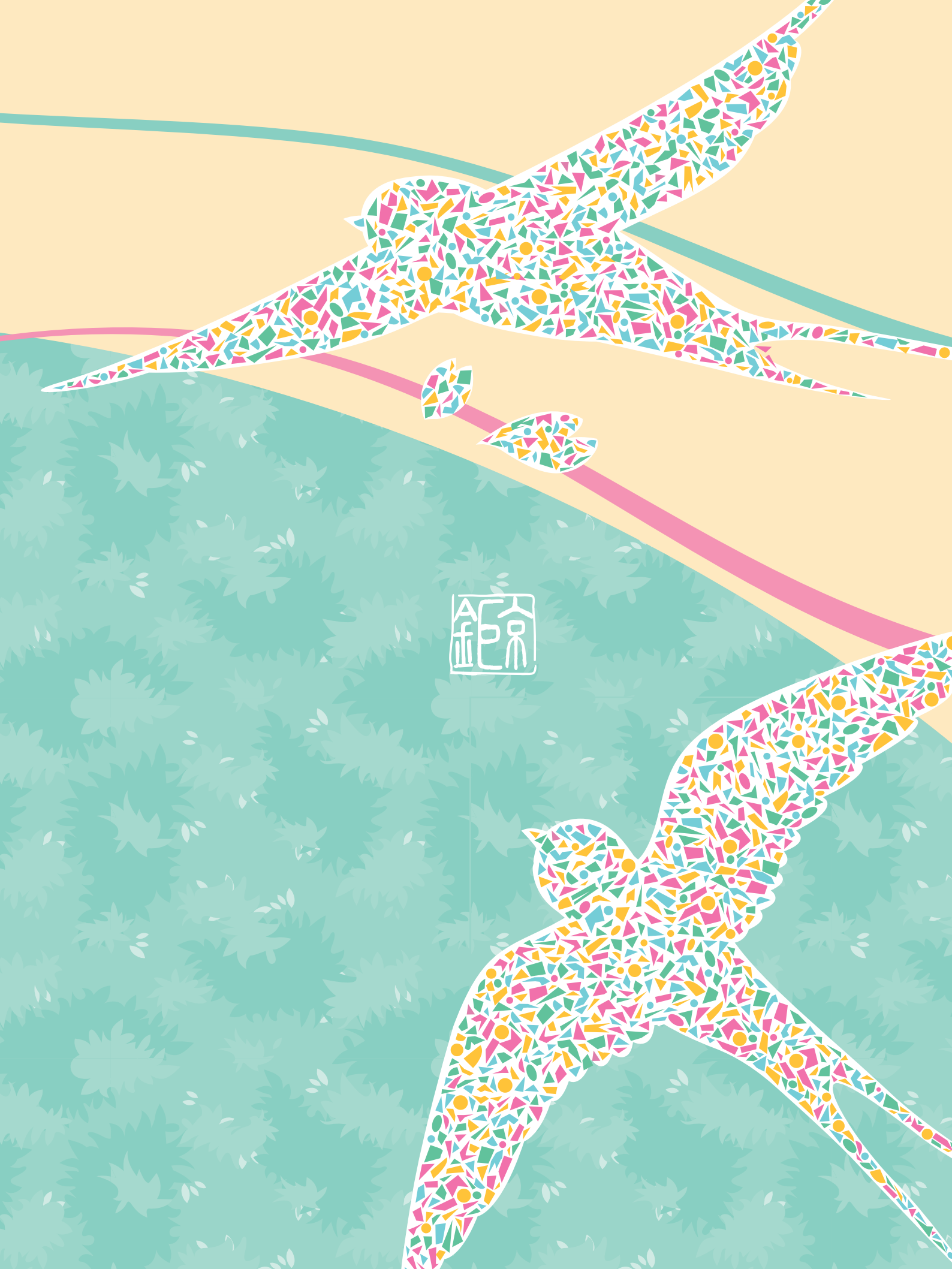
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8/F., Wheelock House, 20 Pedder Street, Central, Hong Kong
香港中環畢打街 20 號會德豐大廈 8 樓

Website 網站 : <http://www.edico.com.hk>

