

ALLEN 亚伦®

CHINA CREATIVE GLOBAL HOLDINGS LIMITED
中創環球控股有限公司

(incorporated in the Cayman Islands with limited liability)
Stock Code: 1678

Environmental, Social and
Governance Report

2016







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ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

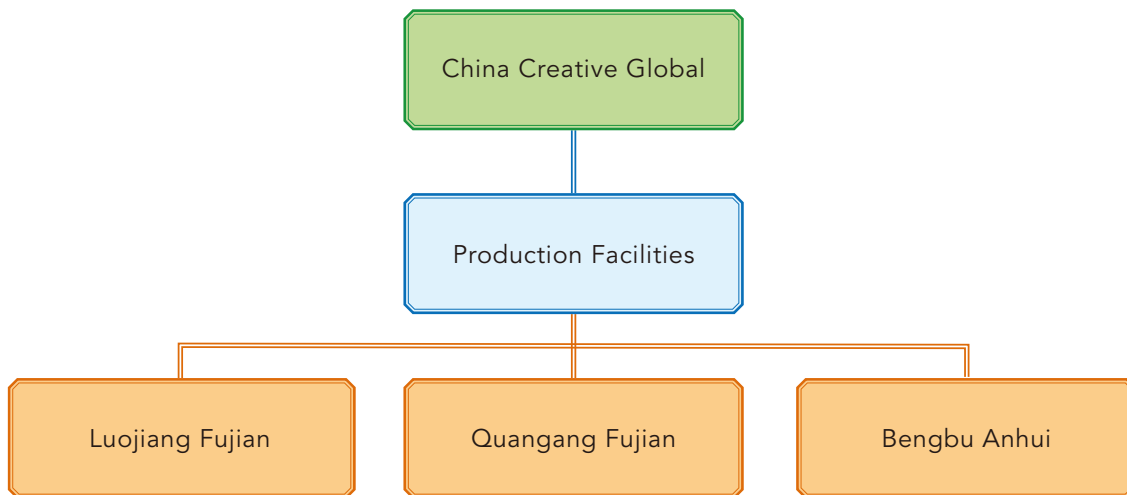
ABOUT CHINA CREATIVE GLOBAL

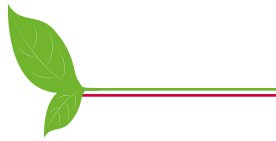
China Creative Global Holdings Limited (“China Creative Global” or the “Group”) is one of China’s leading manufacturers of branded electric fireplaces, air purifiers and home decor products. The Group designs, develops, manufactures and sells products under its own brand “Allen (亞倫)” in China. The Group is also actively expanding its overseas business by exporting products to overseas customers in the United States, Canada, Germany, France and the United Kingdom on ODM/OEM basis.

China Creative Global is focused on providing customers with a wide range of products. To this end, the Group actively invests resources in studying the feasibility of different technologies from multiple perspectives including functionality, safety standard and production technology. The Group’s design and technical team has more than 90 employees and has successfully obtained 64 patents in China. The Group has production facilities in Luojiang and Quangang in Fujian Province, and Bengbu in Anhui Province, with the total gross floor area of 145,650 square meters. As of 31 December 2016, the Group’s total effective designed annual production capacity was 627,500 units of electric fireplaces and 52,200 tonnes of polyresin and inorganic home decor products.

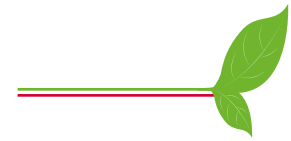
At the same time, China Creative Global is exploring to get its offline business online by developing the Online-to-Offline (O2O) business of “Allen (亞倫)” products online and offline, expanding its sales channels.

Group Structure





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ABOUT THIS REPORT

As the first Environmental, Social and Governance Report published by China Creative Global, this Report discloses the Group's measures and performance on sustainable development issues in a transparent and open manner, allowing stakeholders to better understand the Group.

Reporting Year

All of the information in this Report reflects the performance of China Creative Global in terms of environmental protection and social responsibility during the period from January to December 2016. In the future, the Group will continue to improve the transparency of information disclosure by regularly publishing the Environment, Social and Governance Report each year to the public.

Scope

This Report focuses on the operations of the main site of Electric Fireplaces and Air Purifiers business run by China Creative Global, being the production facilities located in Luojiang Fujian (the "Factory")¹. It does not cover other businesses such as Home Decor Products. After the Group refines its environmental, social and governance works and our data collection system becomes more mature, we will extend the scope of this Report to our production facilities in other areas, and even fully cover all the operations of the Group. This Report does not include disclosure of key environmental performance indicators. The Group will conduct carbon assessments next year to further refine and standardise the indicators for reporting.

Reporting Standards

This Report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide (the "Guide") issued by the Stock Exchange of Hong Kong Limited (the "Stock Exchange"). This Report provides a condense overview of China Creative Global's environmental, social and governance performance. The information in this Report is derived from the Group's official documents and statistics, as well as the monitoring, management and operational information aggregated by member companies under the Group's relevant system. The last chapter of this Report contains a complete content index for quick reference. This Report has been prepared in both Chinese and English languages and has been uploaded to the Group's website at www.cchome.hk. If there are any inconsistencies or discrepancies between the Chinese and English versions, the Chinese version shall prevail.

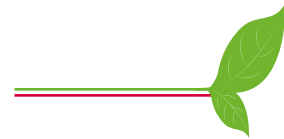
Feedback

Our continued improvement depends on your valuable comments on the contents and form of this Report. If you have any question or suggestion, please send it to ir@cchome.hk via email to help us continue to improve our environmental, social and governance performance.

¹ Allen Electronic Co., Ltd. Fujian, a wholly-owned subsidiary of the Group, is responsible for the operation of its production facilities in Luojiang.



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COMMUNICATION WITH STAKEHOLDERS

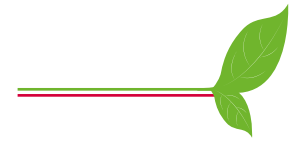
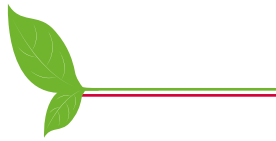
The Stock Exchange sets out four reporting principles in the Guide, including materiality, quantitative, balance and consistency, which underpin the preparation of an environmental, social and governance report. According to the Stock Exchange, stakeholder engagement is used to assess materiality. Communications with stakeholders allows a company to understand their views and identify significant environmental and social issues.

For China Creative Global, the stakeholder means the groups and individuals with significant influence on or affected by the Group’s business. The Group’s stakeholders not only include its employees, but also include its customers, business partners, investors, regulators and community groups of all kinds. Over the past year, we have communicated with key stakeholders through different channels. For the preparation of this Report, we engaged a professional consultant to conduct a materiality analysis in the form of management interview, and determined significant issues for reporting by reference to its opinions to develop the Group’s approach to sustainable growth.

Means of communications with stakeholders during the reporting period

Internal stakeholders	External stakeholders
<ul style="list-style-type: none"> • Board of directors • Management • Executives • Employees 	<ul style="list-style-type: none"> • Shareholders • Customers • Suppliers • Government/regulators • Banks
<p style="text-align: center;">Means of communication: Meetings, emails, phone calls, major events, seminars, suggestion box, WeChat groups, site visits, exhibitions</p>	

China Creative Global’s businesses affect different stakeholders, while these stakeholders also have different expectations on the Group. Going forward, the Group will maintain and expand its communications with stakeholders to solicit views from them more extensively through various methods, thus improving the materiality analysis. Meanwhile, the Group will consider more of the reporting principles of quantitative, balance and consistency to determine the content of the report and presentation of information in a way that can better meet the expectation of stakeholders.



CHAIRMAN'S STATEMENT

"As a company that adapts to changing circumstances, we aim to embed environmental and social considerations into business decision-making."

China Creative Global firmly believes that consistent innovation is key to business growth. As a company that adapts to changing circumstances, we aim to embed environmental and social considerations into business decision-making and continue to improve our business approach in response to the global trends and social expectations on sustainable development.

Although operation conditions remained extremely challenging during the year, China Creative Global recognises that environmental issues can not be ignored. In our overall operating process, production facilities have the biggest impact on the environment relatively. As such, we have conducted environmental evaluation according to government regulations and developed energy and water saving policies for individual production facilities, in an effort to minimise their emissions to the surrounding environment. With the global climate change, the increasingly warm winters will directly affect the sales of our electric fireplaces. In light of this, we are actively developing new customer base and new products such as fresh-air system in three directions namely environmental protection, health and intelligent, in order to keep our brand competitive in the market.

As a leader in the industry, China Creative Global will conduct carbon assessment to increase disclosure of environmental KPIs, identify feasible energy saving and carbon reduction measures, and enhance employees' awareness of environmental protection and motive for carbon reduction. We pay attention to the demand and expectation of stakeholders and attach great importance to employees' vocational training and personal development to reduce staff turnover. We also provide employees with a healthy and safe work environment and put in place personal protection measures and a strict quality check system in the Factory.

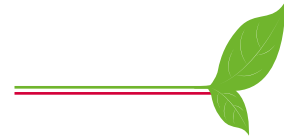
For years, China Creative Global has made remarkable achievements and captured enormous opportunities. We will actively respond to the impact of global climate change on our businesses. In addition, we will continuously enhance the awareness of sustainable growth across the Group by encouraging all employees to embed environmental protection and social concerns into day-to-day work and life. In addition, we intend to engage employees in diversified charitable activities held by the Group every year and hope them enjoy it.

Chen Fanglin

Chairman and executive director

China Creative Global Holdings Limited

26 June 2017



ENVIRONMENTAL PROTECTION

Use of resources

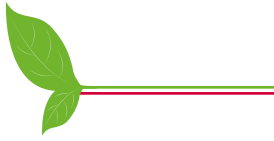
In the daily operation of the Factory owned by the Group, resources with the largest consumption are electricity, water, gas and wood. To become an energy-saving business, the Group has formulated the Environment Management Policy and Objectives, the Administrative Measures for Energy Consumption and the Energy Saving and Emission Reduction Work Plan for 2016 in the Factory, in order to convey the idea of saving energy to employees, improve the management of use of electricity, water and gas by standardising the specific requirements on the use of all resources. The Group has also set up an energy saving and emission reduction working group for monitoring the usage of resources within the Factory, as well as defining the responsibilities of each functions for saving resources.

The Group requires all employees of the Factory to embed electricity saving into daily operation. The Manufacturing Department is responsible for reasonable scheduling of production plans in line with systematic equipment repair and maintenance to reduce equipment failure and downtime and maximise production output and electricity utilisation efficiency. In the office, employees are required to follow a set of electricity-saving guidelines such as reduce the use of air conditioners and set the room temperature to not lower than 26 degrees Celsius when using an air conditioner; use natural light for lighting where possible; turn off all unnecessary electric equipment when leaving the office to reduce standby time and save electricity.

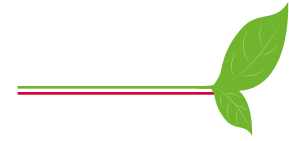
In respect of use of water, the Group regularly inspects and repairs water supply pipelines of the Factory and taps to prevent leakage. Employees who have identified any damaged pipeline or tap are required to report the same for repair or replacement in a timely manner to prevent waste of water resources. The Group also encourages employees to save water through promotion and education.

The Group arranges for unified storage of liquefied petroleum gas (LPG) in the warehouse of the Factory. The warehouse manager has to weigh the intake every time, make record, and immediately check it with the documents. The warehouse distributes fixed amount of LPG based on the production needs of the Manufacturing Department, and the usage is subject to strict control. When using a vehicle, employees are required to make reasonable planning for the route based on actual situation, reduce the travel distance, and stop the engine when waiting as far as possible to reduce fuel consumption.

Wood is one of the main materials for China Creative Global to produce electric fireplaces. To ensure the sustainability of wood sources, all timber purchased and used by the Group is 100% certified by the Forest Stewardship Council and verified by the third party notary. The Group encourages paperless office by using computers to send and edit internal documents where possible, while promoting the use of recycled paper and both sides of paper to minimise paper consumption in the office and thereby protect trees.



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Emissions

China Creative Global complies with China's relevant environmental laws and regulations and is committed to identifying and minimising emissions from its operations. The main emissions discharged by the Factory are solid waste, waste gas and waste water. The Group has developed the EHS policy and EHS Management System for the Factory, established the EHS Committee and appointed dedicated persons to coordinate affairs related to environmental protection and implement relevant requirements. The Group has formulated environmental policies, objectives and codes of practice for the Factory, which are distributed to each departments and publicly posted to inform employees.

Wastes of the Factory include innocuous wastes and hazardous wastes. The Group has established a "waste disposal tracking record" for the Factory to capture the type and volume of wastes, contractors and disposal methods. Recyclable wastes will be recycled and re-used by qualified contractors. For hazardous wastes such as waste lubricants and cutting fluid, it will identify their type and source, compile a list of hazardous wastes and require employees to follow the Law on Prevention and Control of Solid Waste Pollution to Environment of China and the Hazardous Waste Management Regulations formulated by the Factory when disposing of hazardous waste. The Group has also established the Hazardous Waste Management Plan for the Factory to provide guidelines for regulating the management of hazardous wastes in the Factory to ensure the harmless disposal of hazardous wastes. The Group has established a hazardous waste generation account for the Factory to record the volume generated, volume transferred, whereabouts and disposal methods of all kinds of hazardous wastes. The Group also arranges operators who are familiar with the characteristics of hazardous wastes, means of disposal and environmental emergency measures to dispose of hazardous wastes for the Factory.

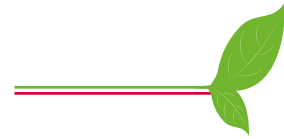
Workshops are equipped with exhaust gas filters and a central dust removal system to collect and process the organic waste gas generated during the painting process and the wood dust produced during wood processing. Emissions of organic waste gas and dust are kept within the emission limits set out in the Emission Standards for Air Pollutants. For kitchen fumes produced by the canteen, the Group has installed a fume purification device for the Factory to deal with the same and ensure that emissions meet the standards.

Waste water from the Factory mainly comprises domestic sewage, which is processed in the septic tank in the Factory and discharged into the municipal sewage treatment plant after meeting the "Integrated Waste Water Discharge Standards".

During the reporting period, there was no non-compliance related to emissions.

The Environment and Natural Resources

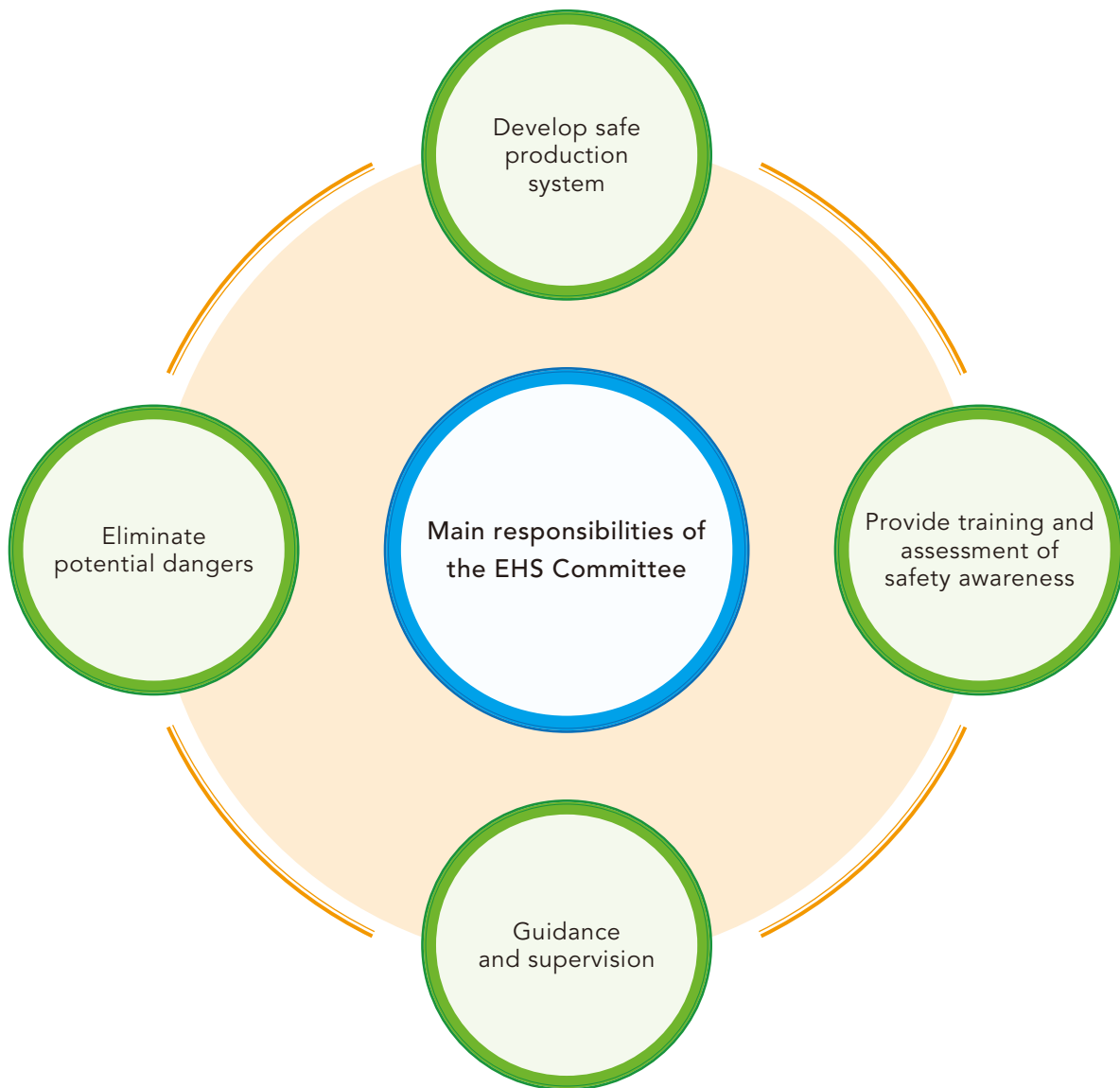
The Factory operates according to the requirements under the Environmental Impact Report without any significant and direct impact on the environment and natural resources. Nonetheless, China Creative Global recognises that as any operation will affect the surrounding environment, the Factory is responsible for environmental protection in its operating activities. The Group will continue to comply with laws and regulations related to environment protection and to reduce the impact of operation on the environment and natural resources.



EMPLOYEE CARE

Health and Safety

The Group has developed the EHS Policy and EHS Management System for the Factory, and established the EHS Committee to coordinate occupational health and safety affairs, ensuring the Factory operates in compliance with relevant safety laws in China.



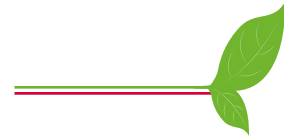
Health and Safety (Continued)

All machine operators are required to take and pass safety training courses and may only get to work upon receipt of the work permit issued by the Group for the Factory. All mechanical equipment and electric devices in the workshops are equipped with safety protectors, such as pulley mounting hood. The Factory assigns professionals to clean and maintain all hand tools and electric appliances, which are checked by professionals before use every day to ensure proper operation. The Group distributes personal protective equipment to employees of the Factory, and there are also illustration for correct wearing of personal protective equipment in workshops to improve staff safety awareness and skills to prevent industrial accidents.





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Health and Safety (Continued)

The Group requires the chemical supplier of the Factory to provide the material safety data sheet, establish the catalog of the material safety data sheet, and provide employees with training on safe use of chemicals. Chemicals used in the workshops are stored in designated areas and kept by dedicated persons. Workshops can only store a small amount of chemicals sufficient for use on the same day. In the workshop with chemicals, material safety data sheet needs to be posted with eye wash facilities and use guidelines. Eye wash facilities are checked by designated employees once a week to ensure its normal operation, to provide protection for employees. The Group has set up a chairman’s complaint box in the Factory, and employees are encouraged to express their views and concerns on health and safety issues.

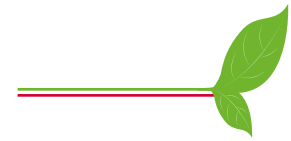
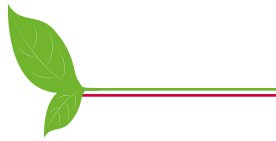
During the reporting period, there was no non-compliance related to health and safety.

Health and Safety KPI	
Work injury per thousand employees	Percentage of working day loss due to work injury (%)
0	0

Employment

China Creative Global sees people as one of its most valuable assets. The Group believes every employee of the Factory is entitled to respect and fair treatment. In terms of compensation, recruitment, promotion, working hours, rest periods, benefits, equal opportunity, discrimination and complaint channels, the Group has established an employment system in the Factory, and included it in the Employee Manual and Social Responsibility Policy and Procedure Manual for them to understand their rights and responsibilities, as well as the requirements of the Group on employees’ behavior and discipline.

The Group upholds the principle of equality and fairness in the Factory, ensuing employees enjoy equal opportunities. The Group ensures its employment policy in the Factory is compliant with the Labour Laws of the People’s Republic of China, and no employee will be treated unfairly on account of gender, race, religion, age, disability, sexual orientation, nationality, political views, social status or other factors. The Group makes decisions regarding recruitment, promotion, compensation, training and dismissal on the basis of employee capability, and will not allow any employee to commit sexual harassment, sexual assault or physical punishment to others. It strives to build a secure work environment with mutual respect. If an employee suffers from unfair treatment or harassment, he or she may make a complaint to the Administration Department via the complaint hotline or suggestion box, which will be reviewed, investigated and handled by the Administration Department on a weekly basis.



Employment (Continued)

During the reporting period, there was no non-compliance related to employment practice, discrimination or harassment.

Number and percentage of employees in the Factory by gender and age group

Age group	Female		Male	
	Number	Percentage (%)	Number	Percentage (%)
Below 30	85	33	95	30
30-50	151	58	176	56
Over 50	24	9	42	13
Total	260	100	313	100
Percentage (%)	45	–	55	–

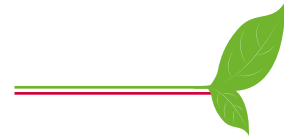
Development and Training

China Creative Global believes that people development is central to enabling an enterprise to grow, meet its environmental, occupational health and safety objectives and enhance corporate competitiveness.

The Group has developed the Human Resources Management Procedure for the Factory to establish an employee training system. Training courses will be developed and implemented by the Administration Department, which will formulate and carry out the training schedule for the next year at the end of each year according to the Factory's need for business development, actual management situation, changes in human resources and training needs of each department. These training courses are well diversified with coverage from induction to professional skill training, allowing employees to continuously improve their skills and competencies.



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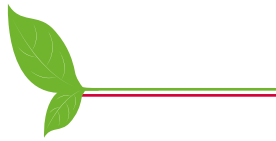


Development and Training (Continued)

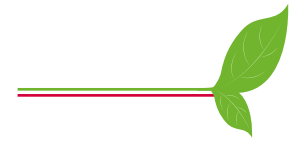
Employee training topics in 2016		
General training	Management system training	Technical training
Induction training Production discipline Dangerous chemicals training Computer information security Fire safety training Anti-bribery and corruption training	Quality system training Environmental knowledge training Social responsibility training Counter terrorism safety knowledge training	Use and maintenance of measuring tools and instrument inspection Quality management knowledge training Certified product quality control, statistics and analysis of data 7S theory training and implementation requirements Production site operation process training Specification for structural design of sheet metal parts Method and judgment of inspection and final inspection of key components Woodworking practices and quality awareness

Labour Standards

The International Labour Organization (ILO) is a specialized agency of the United Nations to enact labour standards in the form of international labour conventions and recommendations, thereby improving work and living standards around the world. China is a founding member and a permanent member of the ILO. In Hong Kong, there are currently 41 international labour conventions, which are applicable to working conditions, employment policies and other matters.



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Labour Standards (Continued)

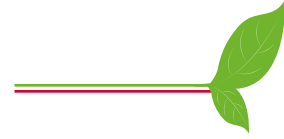
China Creative Global fully recognise that child labour and forced labour violate fundamental human rights, the international labour convention and pose a threat to sustainable social and economic development. The Group is in strict compliance with China's relevant legislation prohibiting the employment of child labor and has promulgated the Ban on Employment of Child Labour and Minors to prohibit the use of child labour for any job. In the recruitment process, the Administration Department will carry out actual age reviews, including checks on the applicant's identity documents and photos. If it is found that any child labour is employed by mistake, the Group will take measures in accordance with the Child Labour Handling Procedures to immediately terminate his or her work, inform local labour bureau, and escort the child to the hospital for physical examination. If the child is in good health, the Group will send him or her home at its expenses. If the child needs treatment, the Group will bear all the medical expenses until the child regains health. The Group will pay his or her wages and provide appropriate financial and other support so that the child can complete his or her statutory education without dropping out of school.

The Group has set forth in its Prohibition of Forced Labour policy for the Factory that it will not impose any unfair limitation to the employment relationship between employees and the Group in any way, such as withholding of salary, property or identification document. The Group strictly prohibits forced labour of any kind. Subject to the laws, employees have the right to terminate their employment contract, and can report any alleged forced labour to the Group through complaint hotline or suggestion box. The Group will follow up in a timely manner.

During the reporting period, there was no non-compliance related to child or forced labour.



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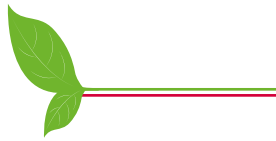


OPERATING PRACTICES

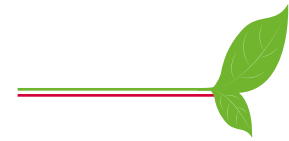
Supply Chain Management

In a globalized economy, outsourcing is a common practice of businesses. However, outsourcing does not mean that companies can evade responsibility or risk arising from poor environmental, social and governance performance. China Creative Global understands that the Group should play its part in the entire life-cycle of service, and proper management of supply chain is the key to maintaining the brand's reputation, ensuring business sustainability and managing operating costs.

In order to ensure its subcontractors' operations are in compliance with the requirements of the Business Social Compliance Initiative (BSCI), the Supplier Social Responsibility Management Measures has been developed to provide guidance for reviewing and managing subcontractors' social responsibility performance. If a new subcontractor does not carry out the factory audit under the BSCI standards, the Administration Department will arrange for the audit, which covers employment conditions, human rights performance, labour standards, occupational health and safety performance, and environmental performance. The audit report will set forth areas for improvement concerning non-compliance of the new subcontractor, who will need to formulate measures to rectify the same within the specified deadline. Otherwise the Group will suspend the partnership with the new subcontractor until its performance gets improved and meets BSCI guidelines. The Group will continue to review its subcontractors' social responsibility performance to ensure they are always in compliance with the BSCI guidelines.



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Product Responsibility

In today's highly competitive market environment, customer requirements for products and services continue to increase. China Creative Global recognises that customers' trust and support may only be won by creating the greatest value for them. As the Group manufactures electric fireplaces which are household appliances in the Factory, it attaches great importance to product quality and safety management. The Group strictly monitors the entire production process from receipt of materials, production to product shipment.

Inspection of materials is the first step to ensure product quality and safety. The main materials required for production include: electronic components, raw and auxiliary materials and packaging materials. The Group has developed the Materials Inspection Instruction to provide for the pre-inspection preparation, inspection steps and methods, the identification of materials and the handling of sub-standard products, so as to prevent materials with quality issue being used for production from the source.

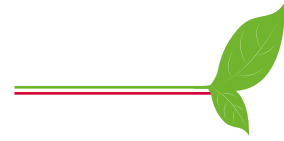
In the production process, process supervision and quality check form an important part of quality management. According to the PQC Operation Instruction and Inspection and Test Management Procedures, the Group conducts quality checks on parts pending production, semi-finished products, finished products not yet stored and production samples in the Factory. The "first inspection, tour-inspection, completion inspection" system has been adopted for the whole process. The inspector shall, according to the First Inspection Code, examine the first product in each process and confirm that it is qualified before the production proceeds. Spot check is required at the prescribed time intervals. If any problem is found, processing shall suspend immediately and may resume only after it has been rectified. Upon completion of the process, the inspector shall check the products from the process according to the procedures and give confirmation before proceeding to the next process. The Group also conducts final inspection on products based on the "product and finished product inspection instruction", "finished product falling test instruction", "sampling standards", and "electric fireplace finished product inspection instruction".

The Group has also developed the Product Recall Procedure in the Factory. In case of any product sold but identified with safety hazards, the Group can recall and deal with the same according to established procedures, ensuring product quality and public safety.

During the reporting period, there was no non-compliance related to product responsibility.



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Anti-corruption

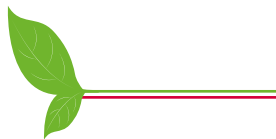
China Creative Global believes integrity is the foundation for a company to perform its social responsibility, and fundamental to its competitive strength and continued operation. The Group is committed to preventing corruption, bribery, extortion, fraud and money laundering in the Factory.

The Group strictly complies with China's anti-corruption laws. The Group stipulates in the Anti-corruption and Anti-bribery Control System for the Factory that employees are prohibited from providing special advantage to or solicit any benefit from any customer, supplier or business-related person. Employees are also required to sign the Anti-bribery and Corruption Undertaking Letter to comply with, among others, the Laws of the People's Republic of China on Anti-unfair Competition Law and the Anti-corruption and Bribery during their employment, and to decline commercial bribery, bribes and other illegitimate gifts. The Group treats any giving or receipt of a bribe as unlawful and will terminate the employment with the related employee or transfer him or her to the judiciary. Employees are also required to report to the general manager of the Factory if there is any suspicious corruption.

During the reporting period, there was no corruption-related litigation against the Factory or its employee.

COMMUNITY INVESTMENT

China Creative Global understands that a company should perform its social responsibility and respect the community apart from creating the greatest value for shareholders. The investments made by the Group in the community are not confined to specific area. Whenever the community is in need, the Group will take action to provide assistance, such as disaster relief, support for the Hope Works and charitable donations.



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A2 Use of Resources General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials.	5
A3 The Environment and Natural Resources General Disclosure	Policies on minimising the issuer's significant impact on the environment and natural resources.	6
B1 Employment General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	8
B2 Health and Safety General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.	6



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Subject Areas	Content	Page index
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B4 Labour Standards General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.	9
B5 Supply Chain Management General Disclosure	Policies on managing environmental and social risks of the supply chain.	10
B6 Product Responsibility General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, billing and privacy matters relating to products and services provided and methods of redress.	11
B7 Anti-corruption General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	11
B8 Community Investment General Disclosure	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests.	12