



中国企业境外投资 ESG信息披露指南 (2022)

ESG Disclosure Guidelines for Overseas
Investment of Chinese Enterprise
(2022 Version)

About the Guidelines

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Terminology:

Host countries: the subject of the countries receiving foreign direct investment

Chinese enterprises: “Chinese Enterprises” in the Guidelines refer to legal entities registered in China and overseas enterprises wholly owned or controlled by these legal entities.

Biodiversity: the sum of organisms, including the ecological complexes formed by organisms and its environment, the various ecological processes associated with the ecological complexes.

Resilience: the ability of enterprises to cope with climate risks and recover from the negative impacts of climate change.

Community development: the process by which community members come together to take collective action and develop solutions to common problems.

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Background

On 25th September, 2015, 193 member states of the United Nations (UN) officially adopted 17 Sustainable Development Goals (SDGs) at the World Sustainable Development Summit (WSD), aiming to shift to a more sustainable development path by 2030 with a thorough resolution of social, economic and environmental development issues.

At the UN Development Summit in 2015, President Jinping Xi stated in an important speech that China would continue to uphold the principle of balancing ethics and benefits, putting ethics first, and working with other countries to achieve the post-2015 development agenda, as well as promote the "the Belt and Road" (B&R) construction. In March 2021, China incorporated carbon peaking and carbon neutrality into the overall layout of ecological civilization construction, proposed to promote common prosperity in high-quality development, and hosted the 15th Conference of the Parties (COP15) of the United Nations Convention on Biological Diversity as the host, further participating in global governance and deepening its practices.

The 26th United Nations Climate Conference (COP26) closed on November 13, 2021, with the Glasgow Climate Pact, which was agreed upon by nearly 200 countries. Under the pact, maintaining the Paris Agreement target of limiting global warming to 1.5°C requires countries to commit to collectively reducing

emissions by 45% by 2030 and zero carbon emissions overall by 2050. As the world's largest developing country, China has strengthened its independent contribution target, accelerated the construction of a "1+N" policy system for carbon peaking and carbon neutrality, and actively explored a new model of low-carbon development, making tangible contributions to promoting global climate governance and addressing climate change. During the COP26, Zhenhua Xie, China's Special Envoy for Climate Change Affairs, stated that China will continue to make unrelenting efforts to combat climate change as it faces the challenge of lowering the peak and shortening the time required to reach the carbon peak.

The influence of Chinese Outward Foreign Direct Investment (OFDI) globally has been increasing. Since the authoritative release of annual OFDI statistics by the Chinese authorities in 2003, China has ranked among the top three countries in terms of global OFDI flows for nine consecutive years, and its contribution to the world economy has become increasingly significant. From 2016 to 2021, the overall trend of non-financial direct investment by Chinese enterprises in 57 countries in the B&R project rises, and the proportion of investment in the same period also increases year by year (Figure 1).

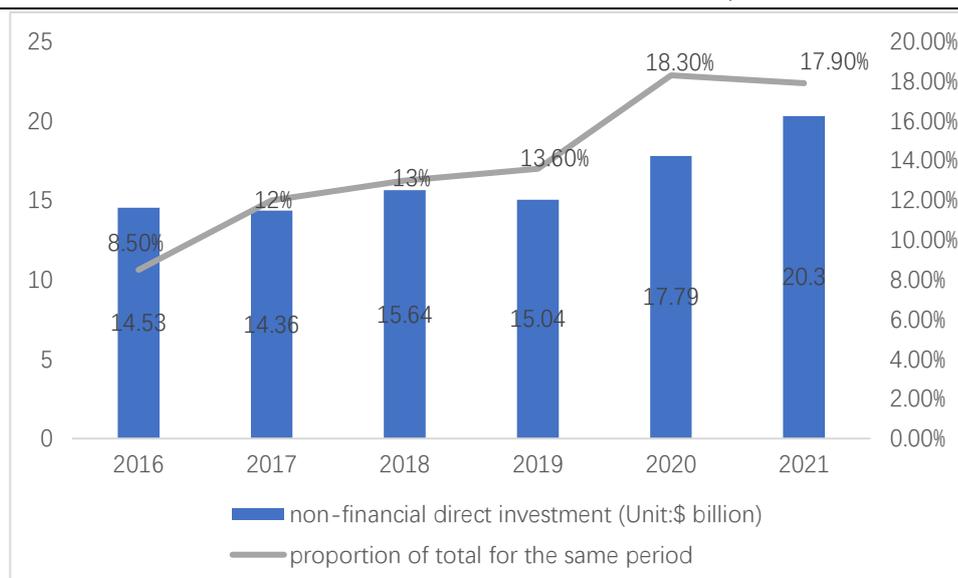


Figure 1: the non-financial direct investments by Chinese enterprises in 57 countries along the “B&R” from 2016 to 2021¹

By industry, according to the Ministry of Commerce, Chinese OFDI in 2020 was concentrated in the public utilities, industrial sector, basic materials, and information technology industries. Specifically, the production and supply of power/thermal/gas and water industries led the way with \$9.75 billion in investment, merger and acquisition (M&A); manufacture had the highest number of projects at 152 \$ billion, with the second largest amount of investment and M&A at \$6.97 billion; transport/storage and postal services were \$3.31 billion, standing the third highest.

In 2020, B&R investment was concentrated in public utilities and the industrial sector. Specifically, investment in manufacturing amounted to \$7.68 billion,

¹ According to non-financial direct investment by “China’s Enterprises” in 57 countries along “Belt and Road”, Ministry of Commerce “Going Global” public services platform, 2016-2021. <http://fec.mofcom.gov.cn/article/fwydy/tjsj/>

accounting for 34.1% of the total; construction was \$3.76 billion, accounting for 16.7%; electricity production and supply was \$2.48 billion, accounting for 11%.

By the type of enterprise, Chinese state-owned enterprises are mainly participating in projects in the "B&R". The largest investor was the Power Construction Corporation of China and the second largest investor was China Communications Construction. Asia had the highest number of Chinese OFDI enterprises, accounting for 58% of the total. North America and Europe came in the second and the third, with 13.5% and 10.4%, respectively².

With the ongoing promotion of B&R construction, Chinese small and medium-sized enterprises (SMEs) have new growth opportunities. In 2017, to strengthen the economic and technological cooperation and trade and investment between SMEs and countries along the B&R, and to support them to "Going Global" and "Introduction Strategy", the Ministry of Industry and Information Technology and The Council for the Promotion of International Trade (CCPIT) has launched special actions to assist SMEs in conducting trade and investment in countries along the B&R route. As the scale of investment and financing expands, the environmental, social and compliance regulations and policy guidelines on overseas investment are constantly being updated and improved.

² "Going Global" public services platform by Ministry of Commerce <http://fec.mofcom.gov.cn/article/fwtydyl/tjsj/>

The Chinese government, financial institutions, investors and enterprises are also tightening their requirements and paying more attention to information disclosure.

In recent years, enterprises that invest overseas have become increasingly concerned about their investments and operations' environmental and social impacts. As a result, they have begun to identify and disclose the potential impact of their investment activities on themselves, host countries, and the project site, which could assist them in recognizing and managing their risks, thereby contributing to the achievement of the SDGs.

Among some of the enterprises currently publishing country-specific ESG reports³, the most important issue is social, accounting for 50%, followed by economic issues (34%) and 16% of environment-related issues. Specifically, the social issues most disclosed by enterprises are local development, local integration, community communication, and employee development; the most disclosed economic-related topics are production safety, sustainability, and operational compliance; the most disclosed environmental topics are environmental management, green operations, and ecological protection. The SDGs that are more frequently disclosed include SDG8 (decent work and

³ Selected social responsibility reports published by China Huadian Corporation (Cambodia), Power Construction Corporation of China (Power China) (Lao), Power China (Indonesia), Power China (Zambia), China National Petroleum Corporation (CNPC) (Myanmar), CNPC (Iraq) in recent years.

economic growth), SDG9 (industrial innovation and infrastructure), SDG10 (reduced inequalities), SDG12 (responsible consumption and production), and SDG6 (clean water and sanitation).

Premier Keqiang Li delivered the State Council's Government Work Report to the third session of the 13th National People's Congress. The report pointed out that B&R should be built with high quality. We should insist on joint discussions, joint construction and sharing, follow market principles and international rules, give enterprises a major role and cooperate in a mutually beneficial manner. To guide the healthy development of overseas investment, "green" and "sustainable" are important elements of high-quality development.

Overall, the overseas investment outlook for Chinese enterprises is positive, but opportunities and challenges exist. While Chinese enterprises are facing opportunities for overseas investment, they may also face a more complex, unfamiliar and vulnerable environment in their overseas operations than their domestic environment. In recent years, the epidemic caused by COVID-19 has had serious direct human and economic costs to global development, resulting in the risk of reversing years of progress in reducing poverty and inequality in countries around the world. In the meantime, the epidemic has also been weakening social cohesion and global cooperation. With the growing influence of Chinese overseas investment in global foreign direct investment and the

challenges of global cooperation, Chinese enterprises should more effectively manage the environmental and social risks involved in overseas.

Purpose

In the context of deepening international cooperation and continuous promotion of global sustainability, overseas investment subjects involving complex climate, environmental, social, and corporate governance issues are under the attention and supervision of all sectors of society. Enterprises that invest internationally should identify and disclose the potential long-term impacts of their investment activities on themselves, the host countries, and the communities and environments in which they invest, as well as identify and manage their risks to contribute to the achievement of SDGs.

The Guidelines provides recommendations and advice on the principles, content and disclosure channels of ESG information disclosure for Chinese enterprises investing and operating abroad⁴ based on relevant laws and regulations, guidance documents, ESG standards and international initiatives. It also provides a general reference for Chinese enterprises in various industries.

⁴ Chinese enterprises in the Guidelines include legal entities registered in China for profit, as well as overseas enterprises wholly owned or controlled by these legal entities.

Application

The Guidelines apply to Chinese enterprises that invest and operate overseas and provide general guidance on ESG information disclosure.

The Guidelines may not cover all the ESG requirements and content that enterprises may face. On the basis of meeting the compulsory regulations, enterprises are encouraged to disclose ESG information that concerns both domestic and international stakeholders, especially the stakeholders in host countries.

Enterprises should be aware that there may be specific ESG compliance risks beyond the scope of the Guidelines due to their nature, industry, investment projects, and the specific requirements of the host countries and regions. Meanwhile, enterprises should also be aware that the perception of attitudes, terms and ways of acting on ESG information disclosure may vary from countries, societies and individuals. Enterprises should identify their specific stakeholders and communicate with them promptly to develop a more specialized and localized approach to ESG disclosure.

Principles of Information Disclosure

Principle 1: compliance with laws, regulations and international custom

Enterprises should obey the laws and regulations of China, host countries and international principles, standards and customs.

Principle 2: following the sustainability trend

Enterprises should illustrate the relationship between the changing trends of the disclosure in their actions, activities, data, and the mainstreaming global sustainability agenda. As a blueprint for global sustainability development, SDGs could measure the indicators of a win-win outcome of cooperation between Chinese enterprises and host countries. Enterprises could link the achievements of disclosure to their contributions to promoting SDGs goals, particularly in promoting the SDGs achievement in host countries and regions where their projects are located in.

Principle 3: responding to stakeholder' s consideration

Overseas investment of enterprises involves stakeholders from different social and cultural backgrounds. Therefore, the enterprises should define and disclose the composition of stakeholders in the countries or regions where their projects are located in, as well as the consideration and response to their expectations and interests.

Principle 4: guarantee of high-quality disclosure

On an operational basis, enterprises should guarantee to comply with the “six characteristics” of disclosure that is:

Importance——Enterprises should reveal those topics that are most important to their overseas investment business and the stakeholders.

Accuracy——The information disclosure should be assured the accuracy and comprehensiveness of qualitative information and quantitative data, indicating the source of qualitative information and disclosure source of criteria, methods, assumptions, calculation tools, and conversion factors applied to quantitative data.

Balance——the Information disclosure should be an objective process, allowing readers to see the positive and negative trends of the achievements from year to year. Additionally, the specifics and length of the content should be proportional to the importance of the report.

Comparability——Information disclosure is comparable. There are two types of comparability, horizontal and vertical. Horizontal comparable disclosers must adopt universal calculation methods and authoritative industry benchmarks to disclose information. To achieve vertical comparability, it is necessary to use consistent statements and calculation methods within the enterprises and in different stages of information disclosure. This shows long-

term trends in change, goals completion, etc. If the calculation methods are different, an annotation should be made.

Reliability — — The source of information disclosure should be traced, preferably by providing an third-party audit report.

Clarity — — Information disclosure should be readable, avoid redundant information and technical terms, and use common language and objective descriptions, to improve readability. If it is necessary to describe achievements, the description should be supported with quantitative stakeholders' announcements and descriptions.

Principle 5: the inclusiveness of the disclosed information

The enterprises should compile the disclosure documents in the official language of the host country or the local language of the region where the project is located. Also, the documents should be published on platforms that are easily accessible to stakeholders in the host country and project site, based on local communications, culture and common communication channels, so that the enterprises could disseminate the information widely in local communities.

Principle 6: analysis of industry-specific topics

Based on ESG topics in the Guidelines, the enterprises should thoroughly analyze the key environmental and social risk issues in the industry and sector in which they invest, as well as the stakeholders involved. This is to identify ESG-related topics and industry-specific disclosures that are required by stakeholders and may not be included in the Guidelines.

Substantive Topics and Disclosures

The selection of substantive topics⁵ is to identify which factors are important and which are not important for the sustainable development of enterprises. The selection provides the priority for ESG disclosure of enterprises, which is the basis for the high-quality disclosure through the report.

The project group has summarized 19 substantive topics, 36 issues and 99 disclosure indicators (including 65 qualitative indicators and 34 quantitative indicators), for the reference of ESG disclosure of overseas investment by various enterprises. (Table 1, Figure 2)

Table 1: Substantiveness topics

Environment		Social		Governance	
E01	Climate Change	S01	Equality and Compliance	G01	Business Ethics
E02	Environmental Protection and Biodiversity	S02	Employee Development	G02	Stakeholder Engagement
E03	Water Utilization	S03	Occupational Health	G03	Sustainability Strategy
E04	Energy Consumption	S04	Community Development	G04	Industry Development
E05	Raw Material Utilization	S05	Land Rights and Native People	G05	Responsibility for Customer
E06	Pollutant Discharge				
E07	Environmental Resilience	S06	Cultural Heritage		
E08	Green Operation				

⁵ Substantiveness is 'non-literalness'. It can be substituted by synonyms or other equivalent symbols without changing the meaning or content. Ausubel used it as one of two criteria for classifying meaningful learning from mechanical learning. He argues that, in all meaningful learning, the material has to meet the substantiveness criterion. For ESG investment, substantiveness are the social and environmental topics that are important for business of enterprises and their stakeholders.

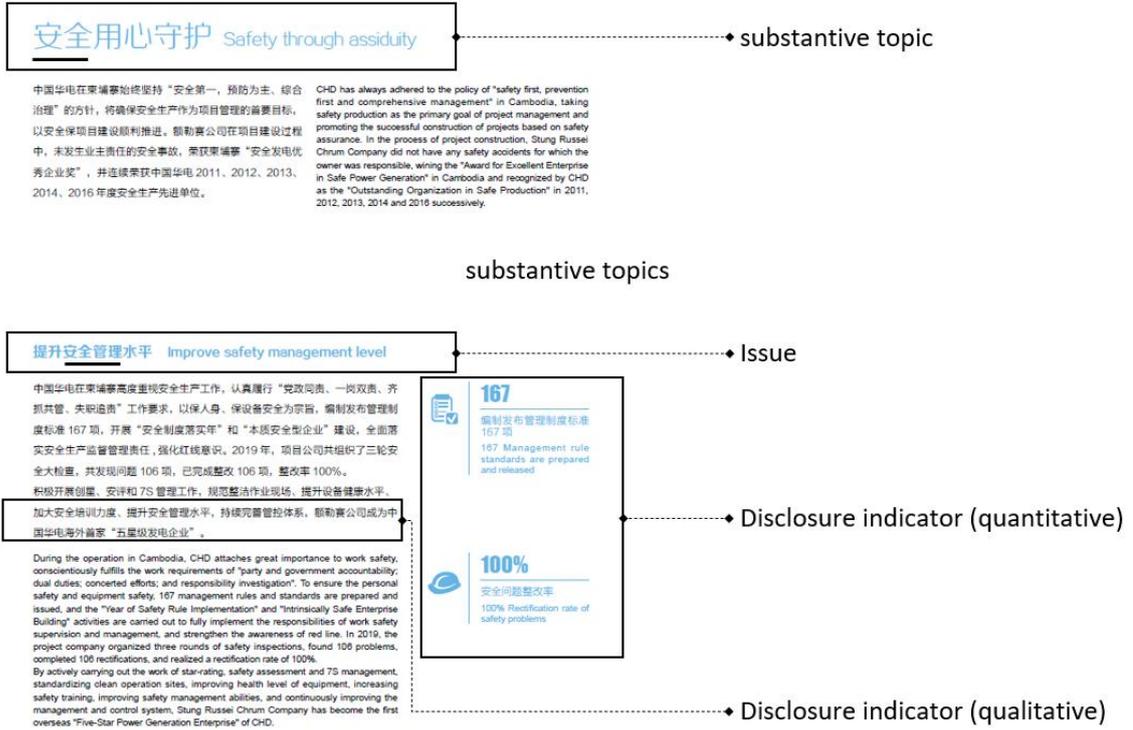


Figure 2: disclosure diagram (e.g., the report from an energy enterprise)

E-Environment

E01. Climate Change

Key industries:

Power/Thermal/Production and Supply of gas and water
Manufacture
Transportation/Storage and Postal
Mining
Information transmission/Software and IT services
Agriculture/Forestry/Livestock/Fishing
Construction

E01-a. climate strategy and commitment

E01-a.1. strategies of group/company for addressing climate change

E01-a.2. a target of GHG emission

E01-b. physical and potential impacts of climate risks and opportunities on business, strategy and finance plan

E01-b.1. the process of evaluating physical and potential impacts of climate risks and opportunities by enterprises on business, strategy and finance, and definition of terms and classification framework

E01-b.2. how a process for assessing physical and potential impacts of climate risks and opportunities is integrated into overall risk management

E01-c. climate risks identification, assessment and management

E01-c.1. the value chain for climate risks identification, assessment and management

E01-c.2. assessment procedure for climate risks

E01-c.3. assessment tools and method for climate methods

E01-c.4. guidelines and targets used for assessing and managing climate risks and opportunities

E01-c.5. stakeholders involved in climate risks assessment and management

E01-c.6. frequency of climate risks assessment

E01-d. GHG emission and reductions

E01-d.1. disclose GHG emission and reductions by enterprise boundary, including Scope 1, 2 firstly, and then Scope 3

E01-d.2. disclose GHG emission and reductions by investment projects or countries, including Scope 1, 2 firstly, and then Scope 3

E02. Environmental protection and biodiversity

Key industries:

Power/Thermal/Production and Supply of gas and water
Manufacture
Transportation/Storage and Postal
Mining
Agriculture/Forestry/Livestock/Fishing

E02-a. climate and biodiversity risks management

E02-a.1. implementation of environmental impact assessment

E02-a.2. identification of biodiversity risks.

E02-a.3. measures to reduce environmental and biodiversity risks

E02-b. environmental governance

E02-b.1. impacts and measures of project construction and operation on local ecosystem services

E02-b.2. impacts and measures of project construction and operation on local biology and natural resources

E03. Water utilization

Key industries:

Power/Thermal/Production and Supply of gas and water
Manufacture
Mining
Agriculture/Forestry/Livestock/Fishing

E03-a.1. water utilization efficiency in production and operation of enterprises, measures and technologies to improve the efficiency

E03-a.2. water collection and consumption in the production and operation of enterprises

E04. Energy consumption

Key industries:

Power/Thermal/Production and Supply of gas and water
Manufacture
Transportation/Storage and Postal

Mining
Information transmission/Software and IT services
Agriculture/Forestry/Livestock/Fishing
Construction

E04.a.1. measures and technologies to reduce energy consumption at the origin in the production and operation of enterprises

E04.a.2. measures and technologies related to improving energy efficiency in the production and operation of enterprises

E04.a.3. energy consumption in the production and operation of enterprises

E04.a.4. types and amount of clean energy in the production and operation of enterprises

E04.a.5. energy efficiency improves performance

E05. Raw material utilization

Key industries:

Manufacture
Mining
Agriculture/Forestry/Livestock/Fishing
Construction

E05.a.1. minimum standards of effectively using raw materials and how related

standards are determined

E05.a.2 amount and types of raw material

E06. Pollutant discharge

Key industries:

Power/Thermal/Production and Supply of gas and water
Manufacture
Mining
Agriculture/Forestry/Livestock/Fishing
Construction

E06.a.1. pollutant generation, governance and discharge, including information on pollutant discharge, hazardous chemicals discharge, industrial solid waste and hazardous material generation, storage and utilization of self-monitoring

E06.a.2. Policy and compliance for emissions, discharges to water and land, hazardous and non-hazardous waste generation, etc.

E06.a.3. utilization of equipment and processes with high resource efficiency and low pollutant discharge, the application of technologies for integrated utilization of economical waste and the treatment of pollutants

E06.a.4. according to the declaration of registration in the national environmental protection authorities, if there is an over-standard emission, they will pay fees for the excessive emission and be responsible for treatment by law

E07. Environmental Resilience⁶

Key industries:

Power/Thermal/Production and Supply of gas and water
Transportation/Storage and Postal
Mining
Information transmission/Software and IT services
Agriculture/Forestry/Livestock/Fishing
Construction

E07.a.1. ecosystem emergency information, including enterprises' strategies for responding to natural hazards, monitoring and warning mechanisms, emergency plans for ecological and environmental incidents, and emergency response system to severe pollution

E08. Green operation

Key industries:

⁶ The explanation and cases for the topic according to appendix.

Information transmission/Software and IT services
Manufacture
Transportation/Storage and Postal
Construction
Mining
Agriculture/Forestry/Livestock/Fishing
Culture/Sports and Entertainment

E08.a green office

E08.a.1. green office measures

E08.a.2. green office performance

E08.b green construction

E08.b.1. clean technologies and measures used by green construction

E08.b.2. green construction cases

S-Social

S01. Equality and Compliance Employment

Key industries:

Culture/Sports and Entertainment
Manufacture
Transportation/Storage and Postal
Construction
Mining
Agriculture/Forestry/Livestock/Fishing
Information transmission/Software and IT services
Wholesale and retail

S01.a employees Composition

S01.a.1. percentage of employees by gender/age/other indicators

S01.a.2. percentage of members of the board of directors by gender/age/other indicators

S01.a.3 basic salary and remuneration for male and female employees

S01.b equal employment

S01.b.1. the policy for recruitment and promotion, dismissal, work hours, holidays, opportunities, diversity, anti-discrimination, other treatment

and benefits

S02. Employee development

Key industries:

Information transmission/Software and IT services
Manufacture
Transportation/Storage and Postal
Construction
Power/Thermal/Production and Supply of gas and water

S02.a.1. policy and training to enhance employees' knowledge and skills in performing their duties

S02.b.1. training system for employees and career development

S02.c.1. performance of creating opportunities and development for employees, including but not restricted to the percentage of employees trained, average number of hours, etc.

S03. Occupational Health and Safety (OHS)

Key industries:

Manufacture
Transportation/Storage and Postal
Construction
Mining
Agriculture/Forestry/Livestock/Fishing
Power/Thermal/Production and Supply of gas and water
Information transmission/Software and IT services
Culture/Sports and Entertainment
Wholesale and retail

S03.a health and safety management

S03.a.1. policy and compliance for the provision of a safe working environment and the protection of employees from occupational hazards

S03.a.2. system and measures of occupational health and safety management, and monitoring methods

S03.a.3. laws, labels, certifications, systems, etc. under the occupational health and safety management system (OHSMS) are implemented

S03.a.4. the range of employees, activities and workplaces covered by the

OHSMS and the reasons for those uncovered

S03.a.5. the percentage of employees covered by OHSMS

S03.a.6. aiding hours of mental health for employees

S03.b work safety

S03.b.1. the formulation and update of work safety management system and safety emergency management

S03.b.2. design and safety of infrastructure and equipment

S03.b.3. hazardous material management and safety

S03.b.4. safety education and training for employees, safety input and performance

S03.b.5. work safety incidents, employee casualty and lost working days due to occupational injuries

S03.c community safety

S03.c.1. risks management for disease infection in communities

S03.c.2. security measures

S03.c.3. percentage of security personnel who receive formal training in the organization's specific procedures and their application

S04. Community development

Key industries:

Mining
Agriculture/Forestry/Livestock/Fishing
Wholesale and retail
Manufacture
Transportation/Storage and Postal
Construction
Power/Thermal/Production and Supply of gas and water
Information transmission/Software and IT services

S04.a community communication

S04.a.1. understanding the communities' demand through engagements and ensuring the community interests are considered in commercial activities

S04.a.2. community communication and establishment and management of the engagement mechanism

S04.a.3. acceptance of supervision and inspection by the government and authorities, and acceptance of supervision of the company by the public and media

S04.b promotion of local development

S04.b.1. conducting pro bono activities in project sites and activity cases

S04.b.2. the policy and measures to support volunteer activities

S04.b.3. disclosure of employee localization policy and performance by the project or country of investment, including but not limited to the percentage of localized employment, the number of local jobs generated during reporting, etc.

S04.b.4. the performance of volunteer activities, including the number of volunteers, hours and the percentage of the employees participating in the activities

S05. Land rights and native people

Key industries:

Power/Thermal/Production and Supply of gas and water
Mining
Agriculture/Forestry/Livestock/Fishing
Manufacture
Transportation/Storage and Postal
Construction
Wholesale and retail

S05.a land use

S05.a.1. identifying the social risks of land purchase and use

S05.a.2. consultations for owners and users of land to be purchased for investment projects (including informal land users, traditional owners and affected users and owners)

S05.b compensation and resettlement

S05.b.1. compensation measures and resettlement plan

S05.b.2. system to guarantee the transparent and effective implementation of compensation and resettlement plans, such as accountability systems, etc.

S06. Cultural heritage

Key industries:

Mining
Agriculture/Forestry/Livestock/Fishing
Wholesale and retail
Manufacture
Transportation/Storage and Postal
Construction

S06.a.1. identifying the risks of the impact of the construction of investment projects on surrounding cultural and natural heritage

S06.a.2. measures to avoid the potential impact on cultural and natural heritage

G-Governance

G01. Business ethics

Key industries:

Overall

G01.a. commercial compliance

G01.a.1. policy and compliance on prevention of bribery, extortion, fraud and money laundering

G01.a.2. policy on the prevention of bribery, extortion, fraud and money laundering

G01.a.3. the number of public litigation cases against the organization or its employees' corruption behavior during the reporting period and the outcome of the proceedings

G01.a.4. enterprises compliance management system, training and regulation for employees

G01.a.5. the number and percentage of employees trained in compliance management

G01.b. fair competition

G01.b.1. measures are taken by enterprises to Guarantee fair competition

G02. Stakeholder engagement

Key industries:

Overall

G02.a.1. identifying and responding to stakeholder claims

G02.a.2. establishing and managing channels of communication with stakeholders and the conduct of activities

G02.a.3. identification and management system for substantiveness topics, and guidelines for identifying important substantiveness topics

G02.a.4. frequency, times or hours of communication with stakeholders

G03. Sustainability strategy

Key industries:

Overall

G03.a leadership

G03.a.1. board oversight of ESG matters

G03.a.2. economic, environmental and social convention or proposal made by an outside party that enterprises engage in, support or commit to

G03.b ESG governance

G03.b.1. strategic planning about ESG and its integration into business development strategies and day-to-day operations, including a review of progress in managing policies, strategies and related objectives.

G03.b.2. ESG management, mechanisms and division of labor

G03.b.3. ESG performance and the incorporation of ESG assessment into performance

G04. Industry development and supply chain management

Key industries:

Culture/Sports and Entertainment
Wholesale and retail
Information transmission/Software and IT services

G04.a supply chain compliance

G04.a.1. managing environmental and social risks and policies for the supply chain

G04.a.2. environmental and social risk management policies and requirements for suppliers, review, methodology and management mechanisms for the fulfillment of social responsibility by suppliers

G04.a.3. number of suppliers who have conducted the environmental and social assessment

G04.a.4. ESG training times or hours for suppliers

G04.b green supply chain

G04.b.1. participation of enterprises in green supply chain and criteria

G04.b.2. policy, measures and outcomes related to green packing, green transportation, circular economy development, etc.

G04.b.3. upstream and downstream supply chain emission reductions for enterprises

G04.b.4. upstream and downstream transportation emission reductions for enterprises

G04.c intellectual property and innovation

G04.c.1. policies and measures for enterprises in respecting and protecting intellectual property

G04.c.2. number of patents obtained by enterprises

G05. Responsibility for customer

Key industries:

Manufacture
Transportation/Storage and Postal
Construction
Information transmission/Software and IT services
Culture/Sports and Entertainment
Power/Thermal/Production and Supply of gas and water
Wholesale and retail

G05.a quality of product

G05.a.1. quality of product or service and safety management system

G05.a.2. responsible marketing and publicity

G05.a.3. number of incidents of violation of quality and safety regulations for product and service, and/or voluntary rules

G05.b. customer privacy

G05.b.1. number of complaints that violate customer privacy and are verified

G05.b.2. number of verified incidents of leakage, theft or loss of data

Forms of Information Disclosure

6.1 Regular disclosure

Disclosures in the form of published reports are typically made on an annual basis, with the timing varying depending on the type of business and its needs. A-shares and HKEx-listed companies in China usually disclose ESG-related information at the same time as or within 5 months after the release of their annual reports. Overseas listed companies are required to disclose information in accordance with the ESG disclosure guidelines of the local listing exchange or relevant authorities.

Unlisted companies should publish their disclosure report for the previous fiscal year within six months of the end of the fiscal year.

ESG disclosures could be made in a separate ESG report⁷ or combined with the annual report as a section of the annual report.

With the growing popularity of integrated Reports (IR) that combine financial and ESG data among large global transnational corporations, some companies

⁷ The ESG report is an important tool to communicate with investors. Enterprises should comply with the requirement of the ESG report and focus on quantitative information disclosure. The ESG report emphasises substantiveness and focuses on the ESG governance structure from the board of directors and senior management, disclosing environmental resources and pollutant management, climate change impacts, anti-corruption, data security and privacy protection, supply chain supervision, equity incentives and executive compensation mechanisms, code of business conduct and other topics that affect the long-term development of the enterprise, carrying the full range of non-financial information about the enterprise from a capital markets perspective.

are publishing ESG disclosures alongside their financial annual reports.

In addition, some enterprises may respond to key ESG issues by producing specific reports, including but not limited to environmental reports, climate change reports, biodiversity reports, human rights development reports, supply chain reports, employee equity development reports, gender issue reports, etc. These issue reports could refer to international codes, initiatives, compacts, disclosure guidelines, and stakeholder requirements of specific topics...

The usual disclosure report consists of both communication and performance reports. Enterprises will often choose one of the reports, or both of them, depending on their circumstances.

- **Communication report**

Enterprises address the primary concerns of their stakeholders, including customers, employees, the media, the public and the government. Information disclosure should present new developments and highlights and vivid stories and examples of enterprises on core issues through straightforward, concise and easy-to-understand ways of communication. The disclosure of the communication report could refer to the indicators of basic disclosure in the appendix of the guidelines.

- **Performance report**

For financial investors, investment institutions, financial regulators, governments and other stakeholders, companies disclose their practices in responding to and implementing policy and regulatory requirements and their management thinking, initiatives, progress and outcomes of their key ESG performance, demonstrate their ESG achievements with quantitative information disclosure, and ensure the quality of reported data (Principle 3). The performance report could refer to the indicators of performance disclosure in the appendix of the guidelines.

6.2 Temporary disclosure

Some of the laws and regulators require companies to respond based on the disclosure requirements, and the timing, content and form of the release will be dependent on the laws, regulations and regulators' requirements. The Measures for the Administration of Legal Disclosure of Environmental Information by Enterprises necessitate legal disclosure of environmental information by the following enterprises.

- **Key sewage departments;**
- **The enterprises that implement compulsory review for clean production**
- **Some listed companies and subsidiary**

- **Some enterprises with the issuance of bonds**
- **Other enterprises as required by law and regulations.**

Disclosed information should include:

- (1) Basic information about the enterprises;
- (2) Environmental management of enterprises;
- (3) Pollutant generation, governance and emission;
- (4) Carbon emission;
- (5) Information on ecological and environmental emergencies;
- (6) Information on ecological and environmental violations;
- (7) Legal disclosure of temporary environmental information for the year;
- (8) Other environmental information required by laws and regulations

On this basis, listed companies and issuance of bonds enterprises are also required to disclose the form, amount and investment, as well as information on the projects in which the financing is invested to address climate change and ecological and environmental protection.

In addition, listed enterprises should be aware that there are rules or guidelines on some stock exchanges that require them to make temporary information

disclosure. For example, The Guidelines for Disclosure of Information by Listed Companies of the Shanghai Stock Exchange of China require listed companies to make temporary information disclosure in accordance with the requirements of relevant government departments, regulators, shareholders, etc. in the following circumstances:

- Major investments involving new, modified or expanded construction projects with significant environmental impact;
- Investigated by environmental protection departments for environmental violations, or punished by major administrative or criminal departments, or decided by the relevant people's government or government departments to impose a deadline for treatment or to suspend, relocate or close down production;
- The company is involved in significant litigation or its major assets are seized, frozen or pledged or mortgaged due to environmental issues;
- Companies listed by the State Environmental Protection Department as serious polluters

6.3 Staged disclosure

Enterprises should make disclosures at different stages of specific overseas investment projects as a way to positively build communication with stakeholders and to respond to stakeholders' needs for information transparency at different stages in time.

Pre-project:

Overview of the proposed investment project and scale of financing ;

Project environmental impact assessment report

Mid-project:

Pollution control facilities ;

Environmental protection measures ;

Solid waste management ;

Safety, security and emergency response ;

Communication system

Post-project:

Ecological conservation or restoration ;

a continuous public communication mechanism in the project operation

Appendix 1 Thematic Introduction and Case Study

Biodiversity

Biodiversity is defined as the sum of the ecological complexes formed by organisms and their environments, as well as the various ecological processes, and is divided into three levels: genetic diversity, species diversity and ecosystem diversity. The diversity of genetic factors and combinations in an organism that determines traits is referred to as genetic diversity. Species diversity is the expression of biodiversity in terms of species and is also the key to biodiversity. The diversity of habitats, biomes, and ecological processes within the biosphere is referred to as ecosystem diversity⁸.

At the UN Conference on Environment and Development in 1992, more than 150 countries signed the Convention on Biological Diversity (referred to as "the Convention"), which has been approved by 187 countries so far. The Convention recognizes that, for the first time, biodiversity conservation is a "common concern of humans" and is part of the development. The Convention includes all ecosystems, species and genetic resources, linking traditional conservation

⁸ Biodiversity Concept and Meaning from Ministry of Ecology and Environment of the People's Republic of China
https://www.mee.gov.cn/home/ztbd/swdyx/2010sdn/sdzhsh/201001/t20100114_184321.shtml

with the economic goal of sustainable utilization of biological resources⁹. As the largest developing country in the world, China fulfills its obligations under the Convention, takes on international responsibilities in line with its national conditions and capabilities, and participates in global environmental governance. At the 15th Conference of the Parties to the Convention in Kunming, China committed to spearheading an RMB1.5 billion contribution to establishing the Kunming Biodiversity Fund, supporting biodiversity conservation in developing countries¹⁰.

In June 2021, the Taskforce on Nature-related Finance Disclosure, TNFD, was established as a follow-up to TCFD to help enterprises make disclosures under the GRI304: Biodiversity Standard to describe their management strategies for achieving biodiversity when reporting on their approach to biodiversity management. A disclosed biodiversity strategy of enterprises may include a combination of prevention, management and remediation regarding the damage to natural habitats caused by the activities of enterprises. Enterprises could incorporate biodiversity considerations into analysis tools such as environmental impact assessments¹¹.

9 Protecting biodiversity is a responsibility we all share from UN <https://news.un.org/zh/story/2021/10/1092582>

10 Xinhua News: the speech of Jinping Xi on the Leader Summit of the 15th Conference of the Parties to the Convention on Biological Diversity http://www.news.cn/world/2021-10/12/c_1127949239.htm

11 GRI304 standard

Environmental resilience

In recent years, frequent extreme weather events have raised more concerns about resilience building under the topic of climate change. For climate change, Resilience is a sum of abilities to address climate risks and to recover from the negative impacts. Climate risk is a global issue but its impact on different individuals or organizations varies from person to person. Therefore, there is different Resilience in varied subjects¹².

Climate Change 2022: Impacts, Adaptation, and Vulnerability, published by the Intergovernmental Panel on Climate Change (IPCC). demonstrates that climate change is already harming nature and human society, and that the most vulnerable people and systems will suffer the most. At the present, all industries and regions are developing and implementing adaptation plans all over the world. However, there are gaps in progress in the implementation. Thus, we should urgently take global action on climate resilience development to achieve climate resilience development through the combined efforts of government, civil society and private sectors¹³.

12 Center for climate and energy solution "What is Climate Resilience, and Why Does it Matter?" <https://www.c2es.org/document/what-is-climate-resilience-and-why-does-it-matter/>

13 Schipper, E.L.F., A. Revi, B.L. Preston, E.R. Carr, S.H. Eriksen, L.R. Fernandez-Carril, B. Glavovic, N.J.M. Hilmi, D. Ley, R. Mukerji, M.S. Muylaert de Araujo, R. Perez, S.K. Rose, and P.K. Singh, 2022: Climate Resilient Development Pathways. In: Climate Change 2022: Impacts, Adaptation, and Vulnerability. Contribution of Working Group II to the Sixth Assessment Report of the Intergovernmental Panel on Climate Change [H.-O. Pörtner, D.C. Roberts, M. Tignor, E.S. Poloczanska, K. Mintenbeck, A. Alegría, M. Craig, S. Langsdorf, S. Löschke, V. Möller, A. Okem, B. Rama (eds.)]. Cambridge University Press. In Press.

The Chinese government also recognizes the urgency of development for climate adaptation and climate resilience. The China Blue Book on Climate Change (2021), published in 2021, indicates that global warming is continuing and the risks of extreme weather and climate events are further increasing¹⁴. The National Adaptation Strategy for Climate Change, published in 2013, guides the overall planning of climate change adaptation policies and actions¹⁵.

The International Finance Corporation Performance Standard for Environmental and Social Sustainability (referred to as the Performance Standard), published by the International Finance Corporation (IFC) defines the standard of conduct for recipients of financing. The Performance Standard requires recipients of financing to properly identify the potential risks and impacts of the project and to avoid, mitigate and manage them in a sustainable business.

Community development

The UN defines community development as “a process where community members come together to take collective action and generate solutions to common problems” . Community development as a term is widely studied and used in English-speaking countries and the community development approach

¹⁴ China Meteorological Administration: China Blue Book on Climate Change, (2021) is published and experts explain and analyse the Blue Book from climate systems

http://www.cma.gov.cn/2011xwzx/2011xqxw/2011xqxyw/202108/t20210805_582404.html

¹⁵ National Development and Reform Commission: Notice on the issue of the National Adaptation Strategy for Climate Change http://www.gov.cn/zwqk/201312/09/content_2544880.htm

is gradually gaining international recognition. community development directly impacts the quality of life of the residents in a city. Developing the community includes projects like libraries, schools, and parks, and includes providing care and resources for the elderly, homeless, and at-risk youth¹⁶.

Internationally, for investors to make wise business decisions, information and references are provided to invest in socially responsible business projects and enterprises are required to disclose their overall strategy and substantiveness sustainability topics in their sustainability reports¹⁷. Enterprises could disclose under GRI413: Local Communities and report their approach to management for local communities. To date, 61 countries and regions have referred to GRI in their company listing requirements or ESG reporting guidelines. Other standards, such as IFC the Performance Standard, also provide widely accepted examples of best practices for organizations to assess, engage and address community-related issues (refer to IFC PS1 - Assessment and Management of Environmental and Social Risks and Impacts and PS4 – Community Health and Safety).

China's outbound contracting industry has grown steadily since the "Belt and Road" initiative was proposed, and a large number of infrastructure projects

16 COMMUNITY DEVELOPMENT: WHAT IT IS, ITS IMPORTANCE, AND HOW TO CONTRIBUTE IN YOUR CITY

<https://www.consultstraza.com/community-development-what-it-is-its-importance-and-how-to-contribute-in-your-city/>

17 CASS-CSR 4.0 and GRI the sustainability reports standard associated documents

<https://www.globalreporting.org/media/5lbfghy/linking-the-gri-standards-and-cass-csr-40-chinese.pdf>

have been completed. For more information on how China's enterprises solve communication barriers with overseas communities caused by cultural differences, etc., please refer to the Community Communication Guideline for China's Enterprises Investing Overseas and the Community Communication Handbook for China's Outbound Contracting Industry (2021) published by SynTao in collaboration with other institutions.

Appendix 2 Information Disclosure

Framework of the General Information

Enterprises should refer to the common international reporting framework when making ESG disclosures. If the enterprise is already listed on an exchange, it should also refer to the relevant ESG reporting guidelines or guidance for listed companies, local guidelines or standards, and industry-specific guidelines or standards, which aim to maximize the use of the common international statements, avoid misinterpretation due to regional differentiation and gain more stakeholders acceptance. In addition, listed enterprises are required to apply disclosure requirements or guidance issued by their stock exchange institutions.

In the case of multiple ESG disclosure reporting references, enterprises should refer to these references for “best applicability” purposes. Here are some sustainability guidelines, standards, conventions, goals, etc. that are commonly used internationally for reference.

(1) Sustainable Development Goals (SDGs)

Published date: 2015

Publisher: United Nations

Introduction: Sustainable Development Goals (SDGs) is a blueprint for a

better and sustainable future for all of us, with 17 broad goals and 169 secondary goals that address a wide range of global challenges (including poverty, inequality, climate, environmental degradation, prosperity, peace and justice), with targets and recommendations for solutions.

Enterprises could develop corresponding action objectives, strategies and measures based on SDGs, and make disclosure regularly in a targeted manner.

(2) Global Reporting Initiative (GRI)

Published date:2016年

Publisher: Global Reporting Initiative (GRI)

Introduction: Global Reporting Initiative (GRI) standards include [GRI 101 Fundamental Principles and Reporting Procedures] , [GRI 102 General Disclosures] , [GRI 103 Permanent Topics Management Disclosure] , [GRI 200 Economic Topics Disclosure] , [GRI 300 Environmental Topics disclosure] 与 [GRI 400 Social Topics Disclosure] , etc.

Enterprises could refer to the standard to understand and report on their economic, environmental and personal impacts in a comparable and credible manner, thereby increasing the transparency of their contribution to sustainability. GRI updated its standards in October 2021, mainly from “General Standards” and “Topics Specific Standards” to “General Standards” , “Industry Standards” and “Topics Standards” , which established a single

way to report disclosures by GRI standards and merged the “core” or “complete” options, etc. New GRI Standards will officially be in effect on 1st January 2023 and enterprises are encouraged to adopt them as early as possible.

(3) Ten Principles of the UN Global Compact

Published date:1999

Publisher: United Nations Global Compact (UNGC)

Introduction: United Nations Global Compact (UNGC) is a part of the Secretariat of the United Nations and is the largest international organization advancing enterprises’ social responsibility and sustainability in the world, with over 10,000 members and over 3,000 other stakeholder members from 170 countries. The members commit to the Ten Principles of the UN Global Compact, based on UN conventions and covering human rights, labor standards, environmental and anti-corruption, and report annually on their progress. UNGC aims to mobilize sustainability enterprises and stakeholders worldwide to create a better world. UNGC believes that through sustainability, the businesses could take responsibility for achieving a better world.

Under the principles-based guidance framework provided by UNGC, enterprises could integrate the Ten Principles of the UN Global Compact on human rights, labor, environment and anti-corruption into their business strategies and operations to ensure that they operate responsibly, with a focus on

collaboration and innovation, and take strategic action to advance broader social objectives. The framework of UNGC promotes enterprises to find best practice cases, integrate resources and organize activities and help enterprises to transform and operate responsibly and in line with their social commitments, to develop innovative solutions to address poverty and inequality, and contribute to education, health and peace.

(4) Task Force on Climate-Related Financial Disclosure (TCFD)

Published date: 2017

Publisher: G20 Financial Stability Board (FSB)

Introduction: Task Force on Climate-Related Financial Disclosure (TCFD) helps investors, lenders and insurers to make better financial decisions by setting up a uniform climate-change-related disclosure framework to assess the risks and opportunities. Since its publication, the climate change disclosure framework proposed by TCFD has gained widespread support. Currently, over 374 financial companies, 270 non-financial companies and other 114 organizations have already supported the TCFD's proposal. Meanwhile, hundreds of investors with more than \$34 trillion in assets under management are requiring enterprises to make climate change-related disclosures in line with the TCFD's proposal. HKEX has also encouraged listed companies in its latest

release to start reporting as soon as possible in line with the TCFD's proposal.

To enhance market and social understanding of the potential financial impacts of climate change and to meet the needs of creditors, investors etc. for climate-related decision-making and risks disclosure, TCFD has published the Climate Change-Related Financial Disclosure Guidelines to provide a common framework. The guidelines help identify climate change risks from both physical and transformational risk perspectives, while analyzing the financial impact of climate change risks and opportunities of both revenues and expenses, assets and liabilities.

Enterprises could make rational assessments of climate change-related risks and opportunities concerning TCFD's climate-related disclosure framework to make sensible financial decisions. Under the TCFD disclosure framework, enterprises are required to disclose: the governance of climate-related risks and opportunities, the actual and potential impacts of climate-related risks and opportunities on business, strategy and financial plan, approaches to identifying, assessing and managing climate-related risks, and the indicators and targets used in managing climate-related risks and opportunities.

(5) IFC Performance Standard

Published date:2012

Publisher: International Finance Corporation (IFC)

Introduction: The Sustainability Framework of the International Finance Corporation (IFC) details the company's commitment to a sustainability path and is an integral part of corporate risk management. The sustainability framework includes the IFC Performance Standard for Environmental and Social Sustainability and the IFC Information Utilization Policy. The Performance Standard for Environmental and Social Sustainability describes the IFC's commitments, roles and responsibilities for environmental and social sustainability. The IFC Information Utilization Policy reflects the company's commitment to operational transparency and good governance, and outlines the company's disclosure obligations about investment and advisory services.

Enterprises could be guided by the IFC sustainability framework to identify risks and impacts so that they could be avoided, mitigated, and managed sustainably, including the enterprise's communication with stakeholders in project activities and the obligation to disclose information. Enhancing business development opportunities by strengthening the management of environmental and social risks and impacts.

(6) Guidance on core indicators for entity reporting on the contribution towards implementation of the Sustainable Development Goals (GCI)

Published date:2020

Publisher: United Nations Conference on Trade and Development
(UNCTAD)

Introduction: Guidance on core indicators for entity reporting on the contribution towards implementation of the Sustainable Development Goals (GCI) is an operational guide published by the United Nations Conference on Trade and Development (UNCTAD) to provide a reference for companies on the SDGs and help them to disclose information on the SDGs. The objective of the GCI is to provide practical information on how these indicators can be measured in a common way and meets the needs of countries to monitor the achievement of the SDGs. GCI is expected to promote capacity building of member countries in SDGs reporting at national and enterprise levels.

Enterprises could self-assess and refine their contribution to the implementation of the SDGs and report on the SDGs regarding GCI. The GCI guidelines guide enterprises in establishing baseline data on sustainability issues in a consistent and comparable manner and address the common needs of the many different stakeholders in the SDG agenda.

Appendix 3 Checklist of Substantive Topics by Industry

	E							S					G						
Industry types	Climate change	Environmental protection and	Water utilization	Energy consumption	Raw material utilization	Pollutant discharge	Environmental resilience	Green operation	Equality and compliance	Employee development	Occupational Health and Safety	Community development	Land rights and native people	Cultural heritage	Business ethics	Stakeholder engagement	Sustainability strategy	Industry development and supply	Responsibility for customer
Power/Thermal/Product ion and Supply of gas and water	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•

ESG Disclosure Guidelines for Overseas Investment of Chinese Enterprises (2022)

	E								S						G				
Manufacture	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Transportation/Storage and Postal	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Mining	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Information transmission/Software and IT services	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Scientific research and technology services	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*
Agriculture/Forestry/Livestock/Fishing	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*

ESG Disclosure Guidelines for Overseas Investment of Chinses Enterprises (2022)

	E								S					G					
Wholesale and retail									*		*	*	*	*	*	*	*	*	*
Education															*	*	*		
Resident services/repair and other services															*	*	*		
Culture/Sports and Entertainment							*	*						*	*	*	*	*	

Appendix 4 Disclosure Indicators Checklist

	Qualitative
	Quantitative

Substantiveness topics	Disclosures	Indicators	Qualitative/ Quantitative	Disclosure types
E01. Climate change	E01.a. climate strategy and commitment	E01.a.1. strategies of group/company for addressing climate change	Qualitative	Basic
		E01.a.2. a target of GHG emission	Quantitative	Performan

				ce
	E01.b. physical and potential impacts of climate risks and opportunities on business, strategy and finance plan	E01.b.1. the process of evaluating physical and potential impacts of climate risks and opportunities by enterprises on business, strategy and finance, and definition of terms and classification framework	Qualitative	Basic
		E01.b.2. how a process for assessing physical and potential impacts of climate risks and opportunities is integrated into overall risk management.	Qualitative	Basic
	E01.c. climate risks identification, assessment and management	E01.c.1. the value chain for climate risks identification, assessment and management	Qualitative	Basic
		E01.c.2. assessment procedure for climate risks	Qualitative	Basic
		E01.c.3. assessment tools and method for climate methods	Qualitative	Performan

				ce
		E01.c.4. guidelines and targets used for assessing and managing climate risks and opportunities	Qualitative	Performan ce
		E01.c.5. stakeholders involved in climate risks assessment and management	Qualitative	Performan ce
		E01.c.6. frequency of climate risks assessment	Quantitative	Performan ce
	E01.d. GHG emission and reductions	E01.d.1. disclose GHG emission and reductions by enterprise boundary, including Scope 1, 2 firstly, and then Scope 3.	Quantitative	Performan ce
		E01.d.2. disclose GHG emission and reductions by investment projects or countries, including Scope 1, 2 firstly, and then Scope 3	Quantitative	Performan ce

Substantiveness topics	Disclosures	Indicators	Qualitative/ Quantitative	Disclosure types
E02. Environmental protection and biodiversity	E02.a. climate and biodiversity risks management	E02.a.1. implementation of environmental impact assessment	Qualitative	Basic
		E02.a.2. identification of biodiversity risks.	Qualitative	Basic
		E02.a.3. measures to reduce environmental and biodiversity risks	Qualitative	Basic
	E02.b. environmental governance	E02.b.1. impacts and measures of project construction and operation on local ecosystem services	Qualitative	Basic
		E02.b.2. impacts and measures of project construction and operation on local biology and natural resources	Qualitative	Performance
E03. Water		E03.a.1. water utilization efficiency in production and	Qualitative	Performance

utilization		operation of enterprises, measures and technologies to improve the efficiency		ce
		E03.a.2. water collection and consumption in the production and operation of enterprises	Quantitative	Performan ce
E04. Energy consumption		E04.a.1. measures and technologies to reduce energy consumption at the origin in the production and operation of enterprises	Qualitative	Basic
		E04.a.2. measures and technologies related to improving energy efficiency in the production and operation of enterprises	Qualitative	Basic
		E04.a.3. energy consumption in the production and operation of enterprises	Quantitative	Performan ce

		E04.a.4. types and amount of clean energy in the production and operation of enterprises	Quantitative	Performance
		E04.a.5. energy efficiency improves performance	Quantitative	Performance
E05. Raw material utilization		E05.a.1. minimum standards of effectively using raw materials and how related standards are determined.	Qualitative	Performance
		E05.a.2. amount and types of raw material	Quantitative	Performance
E06. Pollutant discharge		E06.a.1. pollutant generation, governance and discharge, including information on pollutant discharge, hazardous chemicals discharge, industrial solid waste and hazardous material generation, storage and utilization of self-	Quantitative	Performance

		monitoring		
		E06.a.2. Policy and compliance for emissions, discharges to water and land, hazardous and non-hazardous waste generation, etc.	Qualitative	Performance
		E06.a.3. utilization of equipment and processes with high resource efficiency and low pollutant discharge, the application of technologies for integrated utilization of economical waste and the treatment of pollutants	Qualitative	Performance
		E06.a.4. according to the declaration of registration in the national environmental protection authorities, if there is an over-standard emission, they will pay fees for the excessive emission and be responsible for treatment by law	Qualitative	Performance

Substantiveness topics	Disclosures	Indicators	Qualitative/ Quantitative	Disclosure types
E07. Environmental Resilience		E07.a.1. ecosystem emergency information, including enterprises' strategies for responding natural hazards, monitoring and warning mechanisms, emergency plans for ecological and environmental incidents, and emergency response system to severe pollution	Qualitative	Performance
E08. Green operation	E08.a. green office	E08.a.1. green office measures	Qualitative	Basic
		E08.a.2. green office performance	Quantitative	Performance
	E08.b. green construction	E08.b.1. clean technologies and measures used by green construction	Qualitative	Basic

		E08.b.2. green construction cases	Qualitative	Basic
S01. Equality and Compliance Employment	S01.a. employees Composition	S01.a.1. percentage of employees by gender/age/other indicators	Quantitative	Basic
		S01.a.2. percentage of members of the board of directors by gender/age/other indicators	Quantitative	Basic
		S01.a.3. basic salary and remuneration for male and female employees	Quantitative	Performance
	S01.b. equal employment	S01.b.1. the policy for recruitment and promotion, dismissal, work hours, holidays, opportunities, diversity, anti-discrimination, other treatment and benefits	Qualitative	Basic
S02. Employee		S02.a.1. policy and training to enhance employees'	Qualitative	Basic

development		knowledge and skills in performing their duties		
		S02.b.1. training system for employees and career development	Qualitative	Basic
		S02.c.1. performance of annual training and creating opportunities and development for employees, including but not restricted to the percentage of employees trained, average number of hours, etc.	Quantitative	Performance

Substantiveness topics	Disclosures	Indicators	Qualitative/ Quantitative	Disclosure types
S03. Occupational Health and Safety (OHS)	S03.a. health and safety management	S03.a.1. policy and compliance for the provision of a safe working environment and the protection of employees from occupational hazards	Qualitative	Basic
		S03.a.2. system and measures of occupational health and safety management, and monitoring methods	Qualitative	Basic
		S03.a.3. laws, labels, certifications, systems, etc. under the occupational health and safety management system (OHSMS) are implemented	Qualitative	Basic
		S03.a.4. the range of employees, activities and workplaces covered by the OHSMS and the reasons for those uncovered	Qualitative	Basic

		S03.a.5. the percentage of employees covered by OHSMS	Quantitative	Performance
		S03.a.6. aiding hours of mental health for employees	Quantitative	Performance
	S03.b. work safety	S03.b.1. the formulation and update of work safety management system and safety emergency management	Qualitative	Basic
		S03.b.2. design and safety of infrastructure and equipment	Qualitative	Basic
		S03.b.3. hazardous material management and safety	Qualitative	Basic
		S03.b.4. safety education and training for employees, safety input and performance	Quantitative	Performance
		S03.b.5. work safety incidents, employee casualty and lost working days due to occupational injuries	Quantitative	Basic

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	S03.c. safety	community	S03.c.1. risks management for disease infection in communities	Qualitative	Basic
			S03.c.2. security measures	Qualitative	Basic
			S03.c.3. percentage of security personnel who receive formal training in the organization's specific procedures and their application	Quantitative	Performance

Substantiveness topics	Disclosures	Indicators	Qualitative/ Quantitative	Disclosure types
S04. Community development	S04.a. community communication	S04.a.1. understanding communities' demand through engagements and ensuring the community interests are considered in commercial activities	Qualitative	Basic
		S04.a.2. community communication and establishment and management of the engagement system	Qualitative	Basic
		S04.a.3. acceptance of supervision and inspection by government departments and regulatory authorities, and acceptance of supervision of the company by the public and media	Qualitative	Basic
	S04.b. promotion of	S04.b.1. conducting pro bono activities in project sites and	Qualitative	Basic

	local development	activity cases		
		S04.b.2. the policy and measures to support volunteer activities	Qualitative	Basic
		S04.b.3. disclosure of employee localization policy and performance by the project or country of investment, including but not limited to the percentage of localized employment, the number of local jobs generated during reporting, etc.	Quantitative	Performance
		S04.b.4. the performance of volunteer activities, including the number of volunteers, hours and the percentage of the employees participating in the activities	Quantitative	Performance
S05. Land rights	S05.a. land use	S05.a.1. identifying the social risks of land purchase and use	Qualitative	Basic

and people	native		S05.a.2. consultations for owners and users of land to be purchased for investment projects (including informal land users, traditional owners and affected users and owners)	Qualitative	Basic
		S05.b. compensation and resettlement	S05.b.1. compensation measures and resettlement plan	Qualitative	Basic
			S05.b.2. system to guarantee the transparent and effective implementation of compensation and resettlement plans, such as accountability systems, etc.	Qualitative	Performance
S06. heritage	Cultural		S06.a.1. identifying the risks of the impact of the construction of investment projects on surrounding cultural and natural heritage	Qualitative	Basic
			S06.a.2. measures to avoid the potential impact on cultural and natural heritage	Qualitative	Basic

Substantiveness topics	Disclosures	Indicators	Qualitative/ Quantitative	Disclosure types
G01. Business ethics	G01.a. commercial compliance	G01.a.1. policy and compliance on prevention of bribery, extortion, fraud and money laundering	Qualitative	Basic
		G01.a.2. policy on the prevention of bribery, extortion, fraud and money laundering	Qualitative	Basic
		G01.a.3. the number of public litigation cases against the organization or its employees for corruption during the reporting period and the outcome of the proceedings	Quantitative	Performance
		G01.a.4. enterprises compliance management system, training and regulation for employees	Quantitative	Basic
		G01.a.5. the number and percentage of employees trained in compliance	Quantitative	Performance

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		management		
	G01.b. fair competition	G01.b.1. measures are taken by enterprises to Guarantee fair competition	Qualitative	Basic
G02. Stakeholder engagement		G02.a.1. identifying and responding to stakeholder claims	Qualitative	Basic
		G02.a.2. establishing and managing channels of communication with stakeholders and the conduct of activities	Qualitative	Basic
		G02.a.3. identification and management system for substantiveness topics, and guidelines for identifying important substantiveness topics	Qualitative	Basic
		G02.a.4. frequency, times or hours of communication with stakeholders	Quantitative	Performance
G03. Sustainability	G03.a. leadership	G03.a.1. board oversight of ESG matters	Qualitative	Basic
		G03.a.2. economic, environmental and social	Qualitative	Performance

strategy		convention or proposal made by an outside party that enterprises engage in, support or commit to		
	G03.b. ESG governance	G03.b.1. strategic planning about ESG and its integration into business development strategies and day-to-day operations, including a review of progress in managing policies, strategies and related objectives	Qualitative	Basic
		G03.b.2. ESG management, mechanisms and division of labor	Qualitative	Basic
		G03.b.3. ESG performance and the incorporation of ESG assessment into performance	Qualitative	Performance

Substantiveness topics	Disclosures	Indicators	Qualitative/ Quantitative	Disclosure types
G04. Industry development and supply chain management	G04.a. supply chain compliance	G04.a.1. managing environmental and social risks and policies for the supply chain	Qualitative	Basic
		G04.a.2. environmental and social risk management policies and requirements for suppliers, review, methodology and management mechanisms for the fulfillment of social responsibility by suppliers	Qualitative	Basic
		G04.a.3. number of suppliers who have conducted the environmental and social assessment	Quantitative	Performance

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		G04.a.4. ESG training times or hours for suppliers	Quantitative	Performance
	G04.b. green supply chain	G04.b.1. participation of enterprises in green supply chain and criteria	Qualitative	Basic
		G04.b.2. policy, measures and outcomes related to green packing, green transportation, circular economy development, etc.	Qualitative	Basic
		G04.b.3. upstream and downstream supply chain emission reductions for enterprises	Quantitative	Performance
		G04.b.4. upstream and downstream	Quantitative	Performance

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		transportation emission reductions for enterprises		
	G04.c. intellectual property and innovation	G04.c.1. policies and measures for enterprises in respecting and protecting intellectual property	Qualitative	Basic
		G04.c.2. number of patents obtained by enterprises	Quantitative	Basic
G05. Responsibility for customer	G05.a. quality of product	G05.a.1. quality of product or service and safety management system	Qualitative	Basic
		G05.a.2. responsible marketing and publicity	Qualitative	Basic
		G05.a.3. number of incidents of violation	Quantitative	Performance

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		of quality and safety regulations for product and service, and/or voluntary rules		
	G05.b. customer privacy	G05.b.1. number of complaints that violate customer privacy and are verified	Quantitative	Performance
		G05.b.2. number of verified incidents of leakage, theft or loss of data	Quantitative	Performance