



**NWS Holdings Limited**

**(新創建集團有限公司\*)**

*(Incorporated in Bermuda with limited liability)*

**SUSTAINABLE PROCUREMENT GUIDE**

(Adopted on 23 Jun 2020)

\* For identification purposes only

## Introduction

NWS Holdings Limited (“NWS”) considers Environment, Social and Governance (“ESG”) impacts of the products and services we procure. We have been recognized as a “Sustainable Consumption Enterprise” by the Business Environmental Council (“BEC”) in Hong Kong since 2017. This Sustainable Procurement Guide (“Guide”) provides an overview of sustainable procurement at the corporate level. Additional guidelines can be developed at the subsidiary level to suit specific contexts and needs. Major business partners, contractors and subcontractors are highly encouraged to follow this Guide where practicable.

## Scope of Application

This Guide applies to NWS and its subsidiaries, collectively referred to as the “Group”.

## Commitments

We are committed to

- reducing environmental footprint; and
- encouraging responsible and ethical sourcing

## Principle in General

This Guide aligns with the Sustainable Procurement Policy of our parent company, New World Development Company Limited (“NWD”). The Guide is applicable to product and service procurement, which are material to the Group’s business operations, and should go beyond administrative procurements:

- promote 3R consumption: Reduce demands, promote reuse and recycle of used materials;
- minimise single-use disposable items;
- minimise packaging in corporate gifts/ products;

- source products<sup>1</sup> that are environmentally-friendly and conducive for health and wellness as an alternative to conventional ones;
- minimise/ eliminate consumption or sale of retail products which are environmentally and socially detrimental;
- consider potential health hazards during the consumption of products; and
- explore procurement from diverse suppliers that support the local economy and/ or socially vulnerable groups.

## Types of Sustainable Products

There are many types of sustainable products and below are examples for user to consider during procurement:

### **Biodiversity-Friendly**

- sustainable forest management
- sustainable fisheries (e.g. sustainable seafood; seafood from sustainable farming)
- sustainable farming practice (e.g. organic farming)

### **Environmentally-Friendly**

- energy efficient
- biodegradable
- recyclable
- made of recycled materials
- restriction on use of hazardous chemicals
- water efficient
- compostable
- carbon emission awareness
- low VOC-emission
- eco-packaging

### **Socially Responsible**

- good labour practice
- good manufacturing condition
- fair trade
- products from social enterprises

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<sup>1</sup> The Environmental Protection Department of the HKSAR Government provides a full list of eco-friendly procurement options. For more details, please visit:  
[https://www.epd.gov.hk/epd/english/how\\_help/green\\_procure/green\\_procure.html](https://www.epd.gov.hk/epd/english/how_help/green_procure/green_procure.html)

### **Sustainable Poultry and Livestock**

- organic poultry and livestock
- antibiotic-free and no-hormones-added

## Product Performance Claim

Subject to the product categories, there are different products performance claims in the market, which may cause confusion during product selection. To help distinguishing the most appropriate products, user should request the following product performance information from the suppliers/ producers as evidence of their product claims, whenever applicable:

- certification scheme with label printed on the product;
- certificate document provided by suppliers;
- product test report;
- third-party verification; or
- self-declaration (without third-party verification) by product producers.

## Monitoring and Reporting

We are committed to transparency and accountability. We benchmark and report on our sustainability performance in line with global reporting frameworks as well as local listing rules requirements on ESG disclosure.

## Review of the Guide

The review of this Guide shall be conducted periodically and or as and when needed. Where there are any discrepancies or differences of interpretation in the Guide between English text and Chinese translation, the English version shall prevail. If there are any questions about the contents or application of this Guide, please email to [nwsadministration@nws.com.hk](mailto:nwsadministration@nws.com.hk).

## References

1. [Sustainability Policy](#) – NWS
2. [Sustainable Procurement Policy](#) – NWD
3. [Supplier Code of Conduct](#) – NWD
4. [BEC Guide on Sustainable Consumption](#) – BEC