

SHANGRI-LA GROUP

# Sustainability Report 2019

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SHANGRI-LA ASIA LIMITED

Incorporated in Bermuda with Limited Liability

Stock Code: 69



## Shangri-La's CSR Vision/Mission Statement

We commit to **operating in an economically, socially and environmentally responsible manner** whilst balancing the interests of our diverse stakeholders.

We strive to be a **leader in corporate citizenship and sustainable development**, caring for our colleagues and guests, **seeking to enrich the quality of life for the communities in which we do business and serving as good stewards of society and the environment.**

### Highlights for 2019

#### CARING FOR OUR GUESTS



**6 in 10** guests rated us  
**5 out of 5** for  
**Overall Stay Experience**

**87** hotels certified  
to international  
standards for food safety  
management (ISO 22000/  
HACCP)

**100%** of high and  
medium-risk  
product suppliers assessed  
for compliance

#### EMPOWERING OUR COLLEAGUES



**Shangri-La Academy  
Online** launched worldwide  
to facilitate personalised  
learning anywhere, anytime

**100+** e-learning  
modules in the  
pipeline for 2020

**260K+** volunteer  
hours served  
on community projects

**749** People with  
Disabilities  
employed (**1.85%** of  
permanent headcount in our  
hotels)

#### PARTNERING WITH LOCAL COMMUNITIES



**111** Embrace projects  
worldwide

- USD2.1M invested
- 31,600+ beneficiaries
- 1,142 EMBRACE++  
youth internships and  
apprenticeships

**42,000+**  
sponsored meals for hungry  
children through our "Share  
the Flavour" campaign during  
Ramadan

Inaugural **group-wide  
fire drills and evacuation  
exercises** in partnership with  
local civil defense forces

#### SUSTAINABLE BUILDINGS



**36** certified green  
buildings

**90** GWh/year of  
energy savings  
from various green initiatives

**120** CBM/year of  
freshwater  
savings from our  
showerhead replacement  
programme

**11** hotels now serving  
in-room water in glass  
bottles

#### REDUCING ENVIRONMENTAL IMPACT



2019 vs 2018  
**4% Total Carbon** Emissions  
**4% Total Energy** Use

2019 vs 2018  
**19% Waste** sent to landfills  
**17% Total kitchen** waste

**Recycling** partnerships

- 149 tonnes of soap
- 12 tonnes of linen

**91** hotels implementing  
paperless check-in

#### RESPONSIBLE CHOICES



**15** Sanctuary projects  
> **65** endangered  
species protected

"**Leadership in Sustainable  
Seafood**" Award received  
from Marine Stewardship  
Council

**1st hospitality group** to  
partner with Alipay Ant  
Forest app;  
>**120,000** users have  
contributed green points to  
help us plant >**5,000** trees  
by 2021

**6** million plastic straws  
and stirrers per year  
eliminated from our  
operations

## About Shangri-La

The name Shangri-La evokes images of a mythical, harmonious world; perfect and beautiful.

Our resorts and hotels are situated in some of the **most pristine natural environments** and some of the **most vibrant urban centres** around the world. In every place we do business, we aspire to live up to our name by providing **stewardship for sustainable development**.

We do this because we want to do right and it is **the right thing to do**.

Shangri-La Asia Limited (Shangri-La or the Group) is incorporated in Bermuda with limited liability. It is primarily listed on the Stock Exchange of Hong Kong (HKEX) with a secondary listing on the Stock Exchange of Singapore (SGX). We are governed by our Board of Directors. For more information about Corporate Governance, please refer to our Annual Report, which is available at [www.shangri-la.com/group/investors/public-disclosures](http://www.shangri-la.com/group/investors/public-disclosures).

Shangri-La International Hotel Management Limited (SLIM), headquartered in Hong Kong SAR, is a wholly-owned subsidiary of Shangri-La. SLIM operates from Hong Kong SAR, Shanghai, Beijing, Kuala Lumpur and Singapore to provide management services for Shangri-La hotels worldwide under four hotel brands — Shangri-La, Kerry, JEN by Shangri-La, and Traders.

In 2019, Shangri-La was listed on the Hang Seng Corporate Sustainability Index and Dow Jones Sustainability Asia Pacific Index. In addition to participating in the CDP Climate Change and Water Security surveys, we also subscribe to the UN Global Compact and have been recognised for our support of sustainable fisheries.



Hang Seng Corporate Sustainability Index Series Member 2019-2020



## Welcome to our Sustainability Report 2019

We are committed to disclosing meaningful and timely information about our Environmental, Social and Governance (ESG) performance and management approaches with focus on material environmental and social topics for our hotel management services. Increasingly, we aim to leverage technology for better communication with our stakeholders and to help reduce our carbon footprint, such as by producing this Sustainability Report in digital format. An executive summary highlighting our sustainability initiatives is available in the Responsible Business Section of our latest [Annual Report](#).

### • Scope of Sustainability Report

The scope of key performance data in this report includes 99 operating hotels that have been in operation for at least one full calendar year and the Aberdeen Marina Club in Hong Kong SAR. There has been a change in scope compared with our 2018 Responsible Business Report resulting from the closure of two hotels, namely Hotel Jen Brisbane, Australia and Shangri-La Hotel, Doha, Qatar. Our latest hotel, Shangri-La Hotel Suzhou Yuanqu, opened in Mainland China during the reporting period but

has yet to complete a full year of operation. Development programmes, property rentals and property sales of the Group are not currently within the scope of our ESG disclosures.

## Report Scope

### OPERATING HOTELS

Subsidiaries, including Under Operating Lease 59  
 Associates 22  
 Managed 18



### Asia

<b>Hong Kong SAR</b>	<b>Mainland China</b>	Hefei	Qinhuangdao	Xian	<b>Malaysia</b>	<b>Oman</b>	<b>Sri Lanka</b>
<b>India</b>	Baotou	Huhhot	Qufu	Yangzhou	Johor	Muscat	Colombo
Bengaluru	Beihai	Jinan	Sanya	Yiwu	Kota Kinabalu	<b>Philippines</b>	Hambantota
New Delhi	Beijing	Lhasa	Shanghai		Penang	Boracay	<b>Taiwan</b>
<b>Indonesia</b>	Changchun	Manzhouli	Shangri-La		Kuala Lumpur	Cebu	Tainan
Jakarta	Changzhou	Nanjing	Shenyang		<b>Maldive</b>	Manila	Taipei
Surabaya	Chengdu	Ningbo	Shenzhen		Male	<b>Singapore</b>	<b>Thailand</b>
<b>Japan</b>	Dalian	Qingdao	Suzhou		Villingili		Bangkok
Tokyo	Fuzhou		Tangshan		<b>Mongolia</b>		Chiang Mai
	Guangzhou		Tianjin		Ulaanbaatar		<b>United Arab Emirates</b>
	Guilin		Wenzhou		<b>Myanmar</b>		Abu Dhabi
	Haikou		Wuhan		Yangon		Dubai
	Hangzhou		Xiamen				
	Harbin						



### Oceania

**Australia**  
Cairns  
Sydney

**Fiji**  
Yanuca

### Europe

**France**  
Paris

**Turkey**  
Istanbul

**United Kingdom**  
London

### Africa

**Mauritius**

### North America

**Canada**  
Toronto  
Vancouver

This report complies with relevant provisions from HKEX Main Board Listing Rule 13.91 and ESG Reporting Guide. In line with international best practices, it has also been prepared with reference to

GRI Standards from the Global Reporting Initiative. For more information, please refer to the HKEX ESG Content Index and GRI Content Index respectively at the end of this report.

**We welcome your feedback on the content of this report and our overall sustainability performance. Please contact us at [csr@shangri-la.com](mailto:csr@shangri-la.com).**

▪ **Sustainability in Shangri-La**

Our approach to prioritising ESG issues is shaped by our stakeholders' expectations and priorities for sustainable development. We seek feedback from our guests through satisfaction surveys, and we actively engage with our colleagues and local communities on an on-going basis. In addition to meeting regularly with investors and responding to their queries, we participate in external surveys such as the Dow Jones and

Hang Seng Sustainability Indexes and CDP, which allow us to benchmark our performance with respect to local and international peers in the hospitality, real estate and other sectors.

The first comprehensive materiality assessment of our business was conducted in 2012, and in 2016 we interviewed a selection of our external stakeholders to ensure that the issues we had previously identified continued to be relevant. This

year, we have updated our materiality assessment to reflect important internal developments arising from the introduction of our Integrated Assurance Framework (IAF) and Balanced Scorecard. We are also mindful of the consultation outcomes recently published by HKEX concerning the review of its ESG Reporting Guide and related listing rules.

**Stakeholder Engagement and Materiality**



## Managing ESG Risks

**Good corporate governance is integral to achieving sustainable, long-term value-creation through our business.**

- *Sound and effective systems of risk management and internal control are the cornerstone of corporate responsibility*

Since December 2018, we have adopted an Integrated Assurance Framework (IAF) to support the Group's strategic focus and growing business needs as well as to promote a responsible risk-management culture and develop a common language for risks and internal controls across all business units. Collectively, our four Lines of Defence (LODs) provide integrated assurance to the Board and Shareholders as follows: 1st LOD by Regions & Hotels/Properties; 2nd LOD by Corporate Headquarters; 3rd LOD by our Integrated Audit Department and 4th LOD by our External Auditor.

The Group approaches risk-management through the IAF by applying the key principle of integrated assurance to ensure key operational risks of Safety & Security, Legal, IT & Cyber Security, Human Capital and Procurement are managed with clear accountability. We are committed to working progressively through the current and emerging material ESG issues facing our business in order to strengthen our commitment to ESG goals and objectives.

- **Code of Conduct and Ethics**

In all dealings with our guests, colleagues, business partners, shareholders and suppliers, the Group is committed to upholding the core values that define our reputation and brand, namely integrity, fairness, respect, ethical business conduct and excellence in service. The Group has in place a Code of Conduct and Ethics that reaffirms and promotes these values by setting out the standards required of our directors, officers and employees in the performance of their duties. The Group is committed to conducting its affairs in full compliance with all applicable laws, rules and regulations.

- **Climate-related Risks**

We constantly strive to better understand the impact of environmental and climate-related risks on our businesses in order to develop appropriate mitigation and adaptation measures. For more information please refer to our [CDP Climate Change survey response](#), which is updated annually.

- **Procurement & Supply Chain**

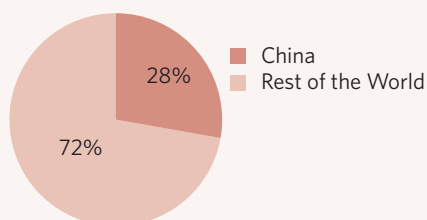
Effective and responsible engagement with our suppliers is important for maintaining our competitive advantage and ensuring the quality of services we provide to our guests. It also allows us to leverage our influence and promote sustainable development of local communities in all places we do business.

We have a comprehensive [Supplier Code of Conduct \(SCoC\)](#), which states our expectations with regard to legal and regulatory compliance, product safety and quality, business integrity and ethics, labour standards, the environment, anti-corruption, record-keeping, confidentiality, data protection and intellectual property rights. Our preference is always to do business with partners who go above and beyond our basic requirements in terms of environmentally and socially responsible behaviour.

**In 2019, we are not aware of any instances of non-compliance with laws and regulations that have a significant bearing on the performance of the Group.**

## Our Supply Chain

### Suppliers by Geographical Region



> 20,000

Suppliers of goods and services to the Group

As a signatory to the UN Global Compact, the Group is committed to upholding fundamental human rights.

To ensure proper respect for human rights throughout our supply chain, we insist that our suppliers must implement fair, humane and non-discriminatory employment practices, treat their employees fairly, and respect diversity and inclusion. We do not condone any form of forced labour, including coerced, bonded, indentured or child labour; nor do we condone any form of slavery and/or human trafficking, or any contribution thereto.

Since 2010, we have banned shark fin from our Chinese restaurants and banquet menus. Our hotels source sustainable seafood products certified by the Marine Stewardship Council (MSC) and Aquaculture Stewardship Council (ASC). In 2019, the Group received MSC's "Leadership in Sustainable Seafood Award" and Futian Shangri-La, Shenzhen received MSC's "China Hotel of the Year Gold Award."

## Working Together to Make a Difference: Reducing Single-Use Plastics



**6m** Single-use straws/stirrers eliminated

**11** Hotels serving in-room water in glass bottles

**11** Tonnes of plastic packaging saved/year by switching to paper wrapping for in-room slippers

In 2019, we implemented a group-wide ban on plastic straws and stirrers, switched to glass bottled water for more venues and outlets, and introduced greener packaging for our in-room slippers. These initiatives are part of our overall plastic reduction roadmap, under which we plan to tackle many more items, including packaging for bathroom amenities, takeaway containers, utensils and more.

We are working closely with our suppliers to achieve the right balance. Our goal is to raise awareness and improve acceptance for reducing single-use plastics among our colleagues and guests, while investing in long-term alternative solutions that will not compromise our guest experience.



## Our Guests

### **Sustainability is a collaborative effort.**

- Everyone can help to protect our fragile planet; we strive to inform and educate our colleagues, guests and suppliers about best practices.
- We aim to do our best to make responsible choices and to encourage others – guests, colleagues and third parties – to do the same.

Our Balanced Scorecard is a strategic management tool for assessing the performance of our hotels in a holistic and transparent way with reference to measurable indicators that are quantified, benchmarked and aggregated. The scorecard system is designed to align our entire organisation behind a common set of key focus areas. It encourages both collaboration and personal accountability among our colleagues by rewarding them for teamwork as well as individual performance.

### ▪ Guest Experience

In order to ensure that all guests' feedback receives the priority it deserves, we track measurements of guest satisfaction through our Balanced Scorecard and link them directly to regular performance reviews of our colleagues.

Since 2018, we have implemented TrustYou, which is an independent comprehensive feedback measuring tool designed to help us evaluate guest satisfaction dynamically. It combines internal and external ratings data with an evaluation of our hotels' performance relative to competitors in each market. Our Post-Stay Guest Survey gathers information from guests on their Overall Stay Experience (OSE), which feeds into each hotel's TrustYou ComplIndex score. Regular feedback to the hotels about their scores on key drivers for OSE provides useful insight for our colleagues to design and implement new initiatives that will continually enhance guest experience.



#### **Key Drivers for Overall Stay Experience (OSE)**

- Our People • Overall Arrival • Overall Departure • Overall Breakfast • Overall Guest Room & Bathroom

	2018	2019
Top-box OSE ratings across all hotels*	60.5%	63.0%
Post-Stay Guest Survey rate**	15.6%	15.8%

\* The percentage of ratings that are 5 out of 5. This measure reflects the number of "truly delighted" guests.

\*\* The number of completed surveys divided by total survey invitations sent to guests with an email address upon check-out.



## Achieving Shared Goals: "Race for Hope"

We are the first hospitality group to launch on **Alipay Ant Forest**, a new app available from China's leading payment and lifestyle platform. This latest environmental protection campaign brings together all 50 Shangri-La hotels in mainland China to encourage daily participation from guests, colleagues and local communities under the banner of Shangri-La's "Race for Hope" programme.



Earning and donating green points through "Shangri-La Ant Forest" will help combat deforestation in mainland China

Everyone is invited to earn and donate points by participating in eco-friendly activities, such as walking or using public transport. The points are converted into real trees that are planted and nurtured by local NGOs to help combat deforestation in vulnerable regions across China. With just a few simple steps on Alipay, we can all help to protect the planet.

To complement this online initiative, our hotels have been hosting various offline events, such as family-friendly races and fun-run competitions. On 1st December, over 700 people participated in our family-friendly 5km race and 2km fun-run at Century Park, Shanghai.



Our Goal: To plant  
**5,000**  
trees by 2021

**>120k**  
People who have  
contributed green points  
to "Shangri-La Ant Forest"  
(December 2019)

We want to instill a sense of urgency that all of us must start doing our part now to save our planet.

**Victor Vazquez, Executive Vice President - Operations, East China**

Shangri-La's Race for Hope is a long-term programme initiated in 2019 to engage with as many people as possible and help change their lifestyles towards a better and healthier world.

## ▪ Safety and Security

*The safety and wellbeing of our guests and colleagues is our highest priority. We strive to continually enhance security standards throughout our fast-expanding portfolio of properties and hotels.*

Shangri-La has a number of policies in place concerning guest security, including but not limited to conflict resolution, crime, medical emergencies and emergency evacuations. Our Corporate Security Division is responsible for implementing these policies in line with our values and commitment to protecting human rights.

Cross-functional emergency response teams are on duty in our hotels 24 hours a day, 7 days a week. Each hotel undergoes an annual security audit to ensure that the Group's standard operating and emergency response procedures are robust and well understood. Together with our Group Business Continuity Plan, these procedures help to guarantee the highest standards of safety and security for our guests, colleagues and visitors. We also have a group-wide Security and Safety Reporting System (SSRS) in place to facilitate timely reporting and management of every incident.

**87** Hotels with ISO 22000: Food Safety Management System/ HACCP

## ▪ Cyber-Security

Shangri-La's Global Privacy and Data Protection Policy sets out our commitment to safeguarding the personal information of our guests and to respect data privacy in full compliance with relevant laws and regulations, including the European Union's General Data Protection Regulation that was introduced in May 2018.



### Customer Data Security & Data Privacy Protection

Security initiatives for customer facing websites and mobile app implemented in 2019

- Engaged an established and reputed external IT vendor to prevent web and "robot" attacks
- Implemented Two Factor Authentication (2FA) for Golden Circle membership accounts
- Educated Golden Circle members about password security, including reminders to change passwords regularly

Additional cyber-related initiatives (either implemented or in-progress in 2019)

- Engaged Symantec 24x7 security monitoring services
- Conducted regular internal threat hunting
- Implemented a series of server-related security measures, including tightening controls over privileged accounts
- Refreshed information security related policies and standards to enhance our internal management practices, including regular bug-fixes and reviews of our firewall

## ▪ Food Safety

To maintain the quality of our guest experience as well as the integrity of our business, we are committed to safeguarding food safety in accordance with Shangri-La's comprehensive food safety management system. In parallel, many of our hotels implement local or international standards for food safety management.

In 2019, we strengthened our supplier management programme for F&B suppliers. Under the new system, all High and Medium-risk product suppliers must meet our stringent requirements via one of three methods.



### Enforcing High Standards

**~1,400 (100%)** High and Medium-risk suppliers identified and affirmed to meet our stringent requirements

Method 1  
Proof of Certification  
e.g. ISO 22000/  
GFSI recognised schemes

OR Method 2  
Third-party audit

OR Method 3  
Hotel hygiene audit  
(only applicable for  
small-scale suppliers)

## ▪ Fire Life Safety

Shangri-La's standards for Fire Life Safety (FLS) reference the USA National Fire Protection Association's regulations, China Green Building codes and other relevant codes for the countries in which we operate. At least one dedicated FLS manager is appointed in each hotel with responsibility for monitoring and maintaining our FLS systems. All hotels are subject to FLS Audits at least once a year to verify their compliance with the Group's standards and procedures.

In April 2019, we hosted a group-wide fire drill and evacuation exercise to strengthen our safety culture and prepare our colleagues to handle any emergency situation. Many of our hotels conducted fire drills and safety training activities in collaboration with local fire departments and civil defence forces.



Colleagues in Guangzhou participate in a fire drill and evacuation exercise in collaboration with the local Police & Fire Department

## Our People

- At Shangri-La, we strive to attract and retain talented people who are a good fit for our corporate culture.
- We promote a fair and inclusive workplace where all colleagues treat each other with courtesy and respect; we empower everyone to pursue their personal and professional goals.



Meet our Colleagues

### VALUED AND ENGAGED WORKFORCE

**46,439** Employees

**98%** Work full-time

### DIVERSITY AND EQUAL OPPORTUNITIES

**42%** Females overall

**9%** Females in top management positions

**43%** Females in junior management positions

**749** PWDs employed in 2019

**1.85%** of our permanent headcount (hotels) in 2019

Our hotels partner with local organisations to create opportunities for people with disabilities (PWDs).

## Employee Profile\*

		Number	Share of total
By Age group	Under 30 years	16,155	35%
	30 - 50 years	25,302	54%
	Over 50 years	4,982	11%
By Region	Mainland China & Hong Kong SAR	24,416	53%
	Rest of World	22,023	47%
By Gender	Male	26,783	58%
	Female	19,656	42%
Total Employees		46,439	100%

## Profile of New Hires and Employee Turnover\*\*

		Newly Hired Employees		Employee Turnover	
		Number	Rate	Number	Rate
By Age group	Under 30 years	7,305	16%	6,255	13%
	30 - 50 years	4,608	10%	4,827	10%
	Over 50 years	464	1%	712	2%
By Region	Mainland China & Hong Kong SAR	7,642	16%	7,163	15%
	Rest of World	4,735	10%	4,631	10%
By Gender	Male	6,729	14%	6,343	14%
	Female	5,648	12%	5,451	12%

\* Our employees are defined as workers who are in an employment relationship with the Group, including permanent and contract employees (full time and part time). In 2019, the Group also provided opportunities for 2,741 interns and trainees on a temporary basis.

\*\* Method for calculation of rates: Number of employees in the sub-category hired or who have left our employment during the reporting period divided by total headcount at the end of the reporting period.

## Human Capital

Under our IAF, the Group risk category of Human Capital encompasses a number of material issues for our hotels, ranging from corporate culture, succession planning, talent acquisition & retention, and training & development, to employee engagement, payroll, absenteeism and health & safety. Considering the global nature of our operations, there are also significant legal, regulatory and compliance implications associated with human resource management in our hotels.

We are committed to ensuring that our workplaces embrace diversity and are free from discrimination on the basis of gender, race, religion, disability, marital status, sexual orientation, family status or any other personal characteristics. We do not condone harassment or any form of conduct that may cause our colleagues to feel embarrassed or uncomfortable at work.

**Our Code of Conduct and Ethics sets out the standards we expect every employee to uphold. We have a whistleblowing and whistle-blower protection policy in place to support anyone who comes forward with a query or complaint.**

### Leveraging the Power of the Digital Age: Shangri-La Academy Online

2019 was a year of transformation for learning with the introduction of **Shangri-La Academy Online**. This bespoke virtual platform facilitates learning anytime and anywhere; providing our colleagues with dynamic, engaging and relevant content that they can review at their own pace.

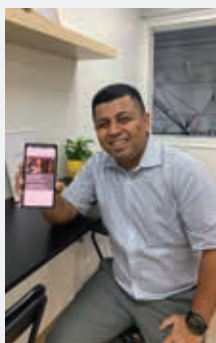
The content is organised into:

- **Essential Learning** – to know more about our brand, or comply with legal requirements
- **Functional Learning** – to enhance skills based on job functions
- **Leadership Learning** – to develop high potentials in line with our Leadership Competencies

Hotel Jen Tanglin Singapore was selected to pilot the new system early in 2019.

Zul is the Fire Life Safety (FLS) Manager at Hotel Jen Tanglin Singapore. As a former Singapore Civil Defence Force Fire fighter and officer, he has extensive experience conveying important knowledge and skills about FLS.

According to Zul, the best thing about Shangri-La Academy Online's new Global Fire Life Safety e-learning course is that it empowers his colleagues to take charge of their own learning process.



“This learning tool caters for people of all ages, backgrounds and experiences.”

Alice from Housekeeping has worked at Hotel Jen Tanglin Singapore since 2013. She was one of our first colleagues worldwide to complete all essential learning courses via Shangri-La Academy.

At first, Alice found it challenging to adjust to the new way of learning but she quickly got up to speed and now goes online daily to keep herself updated on all the latest content.



“With the new App from Shangri-La Academy Online, every day is the start of a new learning journey!”

## ▪ Learning & Development

We foster a culture of active learning throughout our organisation. Every hotel, regional and corporate office has an annual budget amounting to 2% of payroll cost for learning and development initiatives, including essential, functional and leadership programmes, subscriptions for digital content from the Shangri-La Academy Learning Management System, on-the-job learning, and participation in internal or external workshops.

We strive to ensure that all learning is relevant and effective. In addition to using e-assessment to validate colleagues' experiences, we collect data from participants for course evaluation. To ensure consistency across the Group, our hotels maintain complete records of learning and development activities for all colleagues, which are subject to regular audits by our Corporate HR division.



### Blended Learning

- Critical essential learning programmes – such as Fire Life Safety – are delivered in a “blended” format.
- This means learners first complete an online course to gain theoretical knowledge.
- Then they put their knowledge into practice during facilitated sessions under the guidance of a Fire Life Safety Manager. For example, using a fire extinguisher or a fire blanket in real-life settings.
- After completing the course, there is constant reinforcement of learning through regular drills and exercises.
- Some hotels also implement a buddy system, whereby experienced colleagues are assigned to support those who have less experience in acquiring new skills.



### Culture of Learning

Core Learning	<p>Goal: To drive consistent standards and enhance safety culture</p> <p>Features:</p> <ul style="list-style-type: none"> <li>• <b>100%</b> of eligible colleagues must complete and pass our core learning programmes (Code of Conduct, Hotel Security, Food Safety, Fire Life Safety and Information Security)</li> <li>• <b>5 – 21</b> days/colleague/year (depending on role and level of employment)</li> </ul>
Shangri-La Academy (since 2004)	<p>Goal: To build up the capability of all hotels to roll out digital learning</p> <p>Features:</p> <ul style="list-style-type: none"> <li>• <b>&gt; 100</b> e-learning programmes in the pipeline for 2020</li> </ul>
Nurturing Talent	<p>Goal: To actively implement talent review and succession planning processes</p> <p>Features:</p> <ul style="list-style-type: none"> <li>• Leadership teams are responsible for identifying and stewarding the development of high potentials in each hotel</li> <li>• Leadership development programmes are offered to our colleagues at various management levels</li> </ul>

## Employee Experience

*We are focused on creating a nurturing environment where our people can grow and thrive.*

We strive to support our colleagues to achieve their personal and professional goals. In 2019, we conducted a group-wide Employee Experience Programme Survey complemented by focus group sessions in which our colleagues were encouraged to co-own any problems they are experiencing at work and to find solutions collectively.

## Occupational Health & Safety

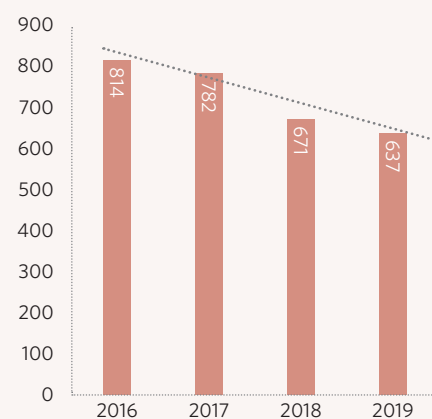
Safeguarding the health and safety of employees and others with whom we work is a top priority. We ensure that every hotel has an Occupational Health and Safety (OHS) management system in place to: identify potential health and safety hazards in the workplace; implement plans and procedures to control these hazards; and, regularly review and revise those plans in order to achieve continuous improvement in OHS performance. The Group's OHS Implementation Manual provides guidance to hotels on how to prepare and implement OHS Management Systems in accordance with internationally recognised standards such as OHSAS 18001.

Our hotels conduct regular assessments to ensure that all OHS training needs have been identified and fulfilled, particularly for new and less-experienced colleagues. In addition, multiple learning resources covering OHS knowledge and skills are available from Shangri-La Academy Online.

Security measures across all properties continue to be reviewed to reflect any change in the risk environment. These measures reflect each country's risk assessment as determined by independent agencies and ratings from international experts.

Shangri-La's Security and Safety Reporting System tracks data on accidents. We combat the spread of infectious diseases through training and information briefings for our colleagues.

Recorded Accidents and Injuries (Employees)



## Unity in the Face of Disaster: Honouring Victims of the Colombo Attack

On 21 April, Shangri-La Hotel Colombo was one of three luxury hotels among several other sites targeted in a series of terrorist bombings that rocked Sri Lanka. Although the tragedy caused untold pain and suffering for many, our global Shangri-La family came together during this difficult time to provide comfort and support.

In November, Shangri-La Hotel Colombo unveiled a Memorial Garden in honour of the people who lost their lives during this tragic event.

It has partnered with the Dialog Foundation, a local non-profit organisation, to provide long-term educational support for children from affected communities.

In the aftermath of this attack, the Group has supported various charitable events, foundations and memorial funds established by the families of some of the victims.



*Lighting a traditional oil lamp in memory of the victims*

## Our Environment

*We are Custodians of the Planet.*

- *We aim to protect and preserve our environment for future generations to enjoy*

We invest in green buildings certified to local and international standards. This helps to ensure our new projects and renovations integrate sustainable design features, construction techniques and operational processes across the entire value chain in line with industry-best practices. Environmental considerations are also fully integrated into daily operations of our hotels through Environmental Management Systems (EMS) that provide a robust framework for planning, managing and controlling environmental impact.



**36** Certified Green Buildings

**17** Leadership in Energy and Environmental Design (LEED) certified hotels

**19** Hotels with other locally relevant certifications

### Climate Impact



2019 vs 2018

↓ **4%** Total carbon emissions

↓ **2%** Carbon footprint (kgCO<sub>2</sub>e/BU)

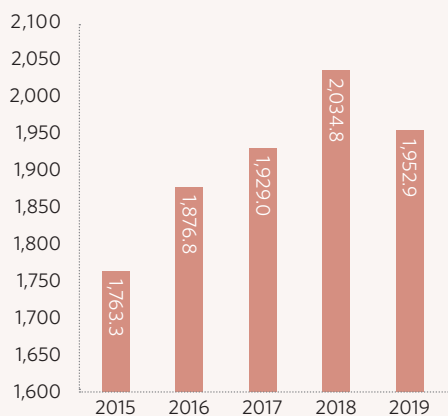
↓ **4%** Total energy use

↓ **2%** Energy footprint (kWh/BU)

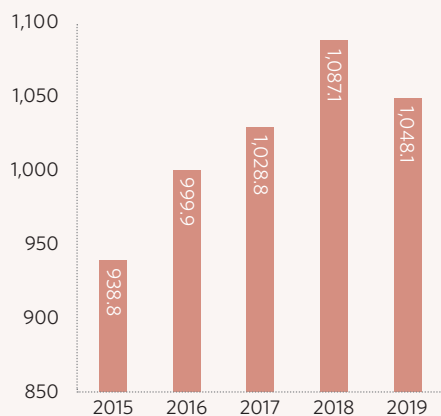


Within the scope of this report, our hotels consumed 1,952.9 giga watt-hours (GWh) of energy and 18,056 mega litres (ML) of water. Total Scope 1 & 2 GHG emissions amounted to 1,048.1 kilo-tonnes of carbon dioxide equivalent (ktCO<sub>2</sub>e).

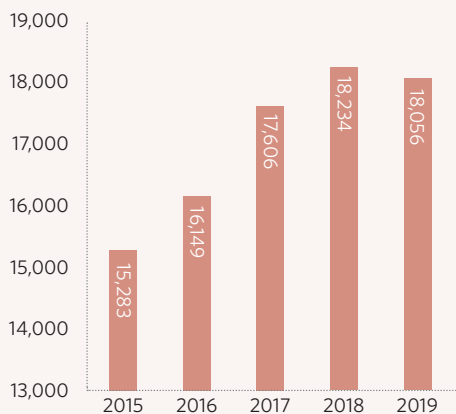
**Total Energy Use (GWh)**



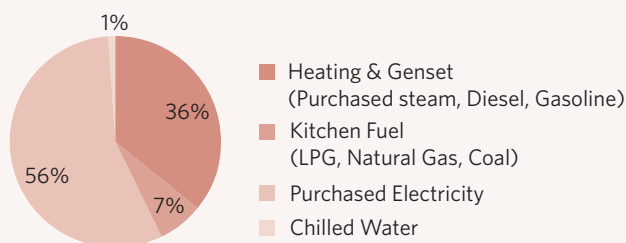
**Total Scope 1&2 Carbon Emissions (ktCO<sub>2</sub>e)**



**Total Water Use (ML)**



**Total Energy Use by type (GWh)<sup>1</sup>**



<sup>1</sup> Please refer to the GRI Content Index at the end of this report for information on the basis of calculation of our reported energy data.

We participate in CDP's questionnaires on climate change and water security annually to help us manage our environmental risks and opportunities, and provide useful information to our stakeholders. For more information, please refer to our [most recent questionnaires on the CDP website](#).

## ▪ Energy

In addition to purchased electricity, chilled water and steam, our hotels consume fossil fuels for heating and standby electricity generation as well as for cooking. Combustion of fossil fuels results in some local air emissions, namely NO<sub>x</sub>, SO<sub>x</sub> and Particulate Matter (PM).

## ▪ Water

Water accounts for a significant portion of our hotels' utility bills, with many paying not only to purchase fresh water but also to dispose of wastewater. To ensure compliance with local regulations and provide data for accurate calculation of Scope 1 GHG emissions, the Group monitors Biological Oxygen Demand (BOD) content of effluents from all hotels.

Since water is a scarce resource in many places around the world, our hotels have a responsibility not to consume more than necessary. We work hard to mitigate our impact on the availability of freshwater in ecologically sensitive regions. For example, our resorts in Boracay, Cebu, the Maldives, Mauritius and Yangon operate desalination plants using groundwater or seawater to produce freshwater for consumption. Furthermore, our resorts in the Sultanate of Oman, Maldives and Mauritius produce recycled water for irrigation, washing of external surfaces and other suitable purposes.

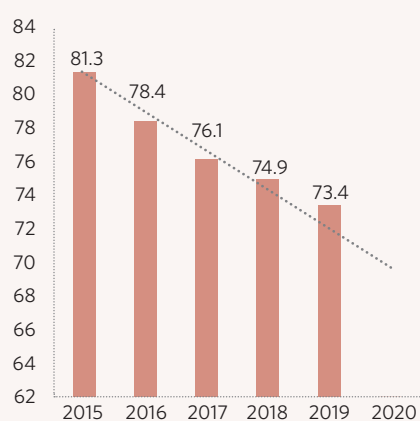
"Water stress" refers to the ability, or lack thereof, of local ecosystems to meet human and ecological demand for water. It occurs when demand exceeds supply during a certain period, or when poor water quality restricts its use. At Shangri-La, we use the Aqueduct Water Risk Atlas developed by the World Resources Institute (WRI) to identify which of our hotels are located in areas experiencing "High" or "Extremely High" levels of water stress. These areas include North, East and West China, Hong Kong SAR, Singapore, the Philippines, Indonesia, Australia, the United Arab Emirates, Oman, India, Mongolia and Turkey.

## Performance against Targets

We have targets in place to reduce our environmental footprints for energy, water and carbon by 15% in 2020 compared with 2015<sup>2</sup>. This goal has challenged our hotels to reduce the energy, water and carbon intensities of their operations by 3% per year on average.

Between 2015 and 2019, the number of properties included in the scope of our performance evaluation increased from 85 to 100. These charts show the average performance of all properties compared with desired reduction trends over this period. The energy, water and carbon intensities of our portfolio decreased by 10.0%, 3.6% and 8.9%, respectively.

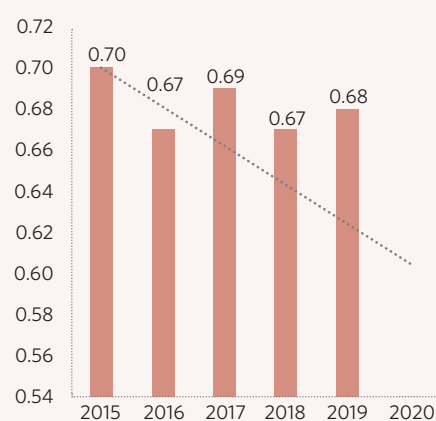
### Average Energy Intensity (kWh/BU)



#### Change from base year

	2016	2017	2018	2019
Target	-3%	-6%	-9%	-12%
Performance	<b>-3.5%</b>	<b>-6.4%</b>	<b>-7.8%</b>	<b>-9.6%</b>

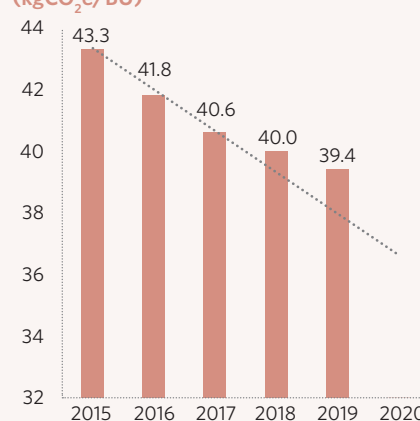
### Average Water Intensity (CBM/BU)



#### Change from base year

	2016	2017	2018	2019
Target	-3%	-6%	-9%	-12%
Performance	<b>-4.2%</b>	<b>-1.4%</b>	<b>-4.7%</b>	<b>-3.6%</b>

### Average Scope 1&2 GHG Carbon Intensity (kgCO<sub>2</sub>e/BU)\*



#### Change from base year

	2016	2017	2018	2019
Target	-3%	-6%	-9%	-12%
Performance	<b>-3.5%</b>	<b>-6.2%</b>	<b>-7.5%</b>	<b>-8.9%</b>

\* Restatement: Please note 2018 Carbon Intensity data has been re-stated to include both Scope 1 & 2 GHG data.

<sup>2</sup> For properties opened before 2015, the baseline is the 2015 performance of each property. For properties opened in 2015 or 2016, the baseline is the 2016 or 2017 performance of the property, respectively. During the reporting period, environmental targets and performance evaluations were not applicable for properties opened after 2016.

Our hotels strive to continually improve their environmental performance. Many have implemented energy and water saving technologies and initiatives to reduce consumption of precious resources. Some hotels are producing renewable energy for hot water or electricity using photovoltaics.

### Energy saving initiatives

	# Hotels		Estimated Annual Energy Savings (GWh)
	2018	2019	
<b>Centralised heat pumps</b> (300% more efficient than boilers or heaters for generating heat)	16	22	39.60
<b>Vacuum boilers</b> (15-30% more efficient than conventional steam and hot water boiler systems)	3	5	3.06
<b>Low-temperature laundry</b> (saves energy by reducing consumption of electricity for heating water)	82	82	39.69
<b>LED replacement</b> (uses up to 75% less energy than traditional light fittings)	-	29	5.39
<b>Showerhead replacement in staff facilities</b> (saves energy by reducing consumption of electricity for heating water)	-	53	2.15

### Water saving initiatives

	# Hotels	Estimated Annual Water Savings (CBM)
	2019	
<b>Showerhead replacement in staff facilities</b> (reduces water consumption by 20-30% by limiting the flow rate)	53	119.8

## ▪ Biodiversity and Conservation

Shangri-La is proud to operate hotels in some of the most beautiful and ecologically diverse regions of the world. We are committed to conserving and protecting the biodiversity of these areas for present and future generations to enjoy. Through Sanctuary, Shangri-La's *Care for Nature* project, 15 hotels have formed partnerships with local experts to leverage specialised knowledge and skills. Many of these hotels support Shangri-La Eco Centres, which seek to engage with colleagues, guests and locals about conservation through interactive learning experiences and other educational activities. In 2019, we invested USD103,000 on our Sanctuary projects.

## Sanctuary Projects at a Glance



### Key Initiatives



Coral planting



Clownfish Care



Hydroponics



Nature reserve



Bee hives



Mangrove planting



Turtle Care



Care for Horseshoe Crab

2,275

Students outreached

3,009

Colleagues volunteered

1,318

Mangrove saplings planted

4,020

Turtle hatchings released

1,541

Corals planted\*

684

Fish houses dropped

\* Several Sanctuary projects have created artificial reefs to support natural recruitment of corals. We transplant coral fragments to aid in the recovery of specific coral species, and drop fish houses to help increase the abundance and diversity of fish species.

## Celebrating Nature: Helping to Conserve Biodiversity in Cebu, Philippines



**65** Plants with distinctive properties and remarkable uses e.g. culinary, medicinal, cosmetic, aesthetic, and more

**3**

Key Project Partners

- University of San Carlos
- Department of Environment and Natural Resources (DENR)
- Nature Works Landscaping Cebu apprenticeships

In June 2019, Shangri-La Mactan, Cebu launched the first-of-its-kind *Shangri-La Eco-trail*; a stunning nature route that showcases endemic, medicinal, rare and endangered plants across all 13-hectares of the resort.

Guests can spot notable endemic plants including the Cebu Cinnamon, a rare tree discovered in the 1980s, and the *Cynometra Cebuensis*, an endangered flowering plant recently discovered in the Tabuan forest. Both plants are unique to Cebu.

“Our flora sanctuary helps visitors to our resort to gain a deeper appreciation and knowledge of the natural beauty of Cebu.”

**Joost H.P.E. Folkers, Resident Manager, Shangri-La Mactan, Cebu**



Visitors on the Eco-trail

Shangri-La Mactan, Cebu also has its own six-hectare marine protected area situated in front of its white sand beach. Established in 2007, the resort's Sanctuary Care for Reef Project has a successful track record of helping to propagate a rich diversity of marine life while promoting sustainable livelihoods for local residents and fostering a culture of environmental stewardship among guests, colleagues and the local community alike.

## Our Community

**We are proud to be part of the local community in every place we call home.**

- We work collaboratively to benefit local people by helping to promote their produce and protect their culture.
- We thrive when our communities do too.

We actively embed the ownership of Corporate Social Responsibility (CSR) initiatives within the management and culture of our hotels. In accordance with our Balanced Scorecard approach, we encourage each hotel to identify their local stakeholders and to determine the nature of their CSR programmes in relation to local needs.

Launched in 2014, **Rooted in Nature** aims to promote the finest locally and ethically sourced ingredients while improving the economic wellbeing of local producers. Through this initiative, we help preserve and celebrate local traditions while serving unique culinary offerings to delight our guests.

### **“Waste not, want not”: Serving Food with Purpose**

Food waste has been described as one of the biggest problems facing mankind today. To tackle this important issue, our hotels are actively exploring creative ways to reduce food waste and encourage our guests and colleagues to make more sustainable choices.

Shangri-La at the Fort, Manila, for example, has implemented a zero food waste programme in Bake House - its new sustainable cake shop and bakery. One of its innovative creations is the “Conscious Cookie”, a delicious biscuit baked from the trims and excess ingredients of other pastries.

In May, our hotels in the Middle East, India and the Indian Ocean came together during the period of Ramadan to raise awareness about global hunger. Ramadan is traditionally a time for families and friends to share Iftar - the meal enjoyed by Muslims after sunset to break their fast. A portion of proceeds from Iftar meals served in our hotels were donated to ShareTheMeal (a digital application of the United Nations World Food Programme) in order to help children-in-need.



#### **“Share the Flavour” 2019**

**9** Hotels from our Middle East Region

**42,000+** Meals donated during Ramadan for children-in-need



*Conscious cookies created from extra trims and surplus ingredients*

## Waste

Disposing of waste into landfills can cause serious problems for local communities.

Some waste will eventually decompose, but not all, and in the process it may smell, or generate methane gas, which is explosive and contributes to global warming. Leachate from landfill sites can also threaten local surface water and groundwater sources.

Our hotels strive to reduce the amount of waste that ends up in landfills through waste prevention and recycling. To avoid unnecessary paper waste for example, 91 hotels have implemented paperless check-in. At the same time, our recycling partnerships with key group suppliers and NGO partners continue to grow.



# 43%

Diversion Rate for Non-Hazardous Waste

# 19%

Reduction in Non-Hazardous Waste Sent to Landfills (2019 vs. 2018)

# 91

Hotels implementing Paperless Check-in



### Recycling in Tonnes

	2017	2018	2019
Soap recycling	135.7 (30 hotels)	↑ 146.6 (35 hotels)	↑ 149.1 (38 hotels)
Linens For Life	8 (2 hotels)	↑ 12.4* (4 hotels)	↑ 12.6 (4 hotels)

\* Please note 2018 Linens for Life data has been re-stated.

In 2019, the reported amount of non-hazardous waste sent to landfills by our hotels declined by nearly one fifth compared with the previous year. This category of waste includes food, paper and cardboard, plastics, metals, glass and garden waste. We recognise that some of our hotels still experience great difficulty in monitoring and collecting reliable data for their waste disposal. They do their best to take actual measurements or make estimations based on volume when weight data is not available.



**Non-Hazardous Waste (Tonnes)**

	2017	2018*	2019	2019 vs 2018
Number of hotels reporting	95	102	100	-2%
Total	43.1	50.6	48.5	-4%
To Landfill	33.7	33.8	27.5	-19%
Diverted e.g. recycling	9.4	16.8	21.0	25%
Diversion Rate	22%	33%	43%	

\* Please note 2018 waste data has been re-stated because we identified an error in the unit of measurement reported by one hotel, which has subsequently been corrected.

Food waste is our most significant sub-category of waste, accounting for nearly half (45%) of total non-hazardous waste by weight. Our hotels are taking primary steps to avoid food waste at source through appropriate planning, storage and handling, as well as secondary steps to recycle unavoidable food waste through food donations and composting. The efficacy of these measures is borne out in our data for waste sent to landfill and waste diverted in 2019 compared with our base year in 2017.

**2019 vs. 2018**

**17%** Reduction in Total Food Waste

**46%** Reduction in Food Waste sent to Landfills

**Food Waste (Tonnes)**

	2017	2018	2019	2019 vs 2018
Total	25.7	26.3	21.9	-17%
To Landfills	20.7	14.9	8.1	-46%
Diverted e.g. food donations and composting	5.0	11.4	13.9	+22%

**Hazardous Waste**

Our hotels produce a small amount of hazardous waste, which is disposed of responsibly in accordance with locally applicable regulations and procedures. In 2019, our hotels recorded 95.6 tonnes of hazardous waste for disposal, including paints, cleaning chemicals, and retired light fittings and electrical equipment.

## ▪ Volunteering

Our colleagues are keen to volunteer in support of Embrace and Sanctuary, Shangri-La's signature CSR projects as well as other smaller-scale community programmes such as tree planting and beach clean-ups. Our Volunteer Leave Policy encourages and recognises their participation. All permanent employees and trainees are eligible to take up to 8 hours of volunteer leave per year during normal working hours.



**45,000**

Volunteers

**91%**

Participation rate from our colleagues

**260,000**

Volunteer hours

## Embrace

**111** Embrace Projects

**1,142** Young Adults on Internships or Apprenticeships (EMBRACE++)

**\$2.1 million**  
Project Expenses

**125** Young Adults on Job Placement (EMBRACE ++)

**>31,600** Child and Young Adult Beneficiaries (Embrace)

Introduced in 2012, Embrace ++ encourages our hotels to provide skills training to less fortunate members of their communities with a view to helping them gain permanent employment at Shangri-La.

Our hotels form long-standing partnerships with their local communities to promote health, wellbeing and/or education through Embrace, Shangri-La's *Care for People* Project.

Established in 2009, one of the key purposes of this programme is to foster a sense of responsibility from each hotel towards its community by identifying and responding to local needs in the form of financing, infrastructure and facilities, or labour and skills. Most of our hotels have chosen to work with children and young adults – particularly people with special needs – by increasing their access to education and skills development opportunities. Other hotels invest in health services, such as surgeries and cancer treatments, for those who would otherwise have no access to life-saving care.

## Ride for Hope 3: Going the Extra Mile to Help Children in Need



**101** Children have undergone surgeries to rectify hip dislocation

**139** Children have received congenital heart surgeries

In 2018, our colleagues in China raised RMB5.7 million through our CSR initiative called Ride for Hope 3 to help children with hip disabilities and heart diseases in collaboration with the Ai You Foundation's Morning Star Project. With the support of funds raised through this community outreach project, in 2019, 240 orphaned and financially disadvantaged children received life-changing surgeries.



Our colleagues in Nanjing visit a beneficiary of the Ride for Hope programme as she recovers in hospital after receiving life-changing-surgeries

## Expanding Horizons for Children in Sabah

At Shangri-La's Tanjung Aru Resort & Spa, our colleagues are helping to create opportunities for students at SK Bantayan School, which is attended by children of the indigenous Kadazan community living on the outskirts of Kota Kinabalu, Malaysia.

When our partnership started four years ago, the school ranked 54/58 in the district but it has since risen to 27. In 2019, all graduating students from the primary school were successfully enrolled into secondary education.

Over the years, our colleagues have worked hard to improve the school's infrastructure by building toilets and fixing classrooms. They have also introduced "Meal a Day" and "English Booster" programmes to ensure all students have access to adequate nutrition and learning support.

In 2019, SK Bantayan School partnered with the local Jesselton Philharmonic Orchestra to create the first school orchestra in Sabah. With our hotel's support, 28 students had the opportunity to expand their horizons and to enter a whole new world of music.



**4** Years of partnership

**271** Beneficiaries

**\$139,882**

Total value of community investment



SK Bantayan students celebrate together after their soirée debut

## HKEX ESG Content Index 2019

Shangri-La Asia has complied with all “Comply or Explain” provisions in accordance with Hong Kong Exchange Main Board Listing Rule 13.91 and ESG Reporting Guide.

Provisions	Location of Disclosures and additional information
<b>Aspect A1: Emissions and waste</b> GENERAL DISCLOSURE KPIs: A1.1, A1.2, A1.3, A1.4, A1.5 and A1.6	MANAGING ESG RISKS: Code of Conduct and Ethics OUR ENVIRONMENT: Climate Impact OUR COMMUNITY: Waste <i>KPI A1.1: Emissions of NOx, SOx and Particulate Matter are not reported.</i>
<b>Aspect A2: Use of resources</b> GENERAL DISCLOSURE KPIs: A2.1, A2.2, A2.3, A2.4, A2.5	OUR ENVIRONMENT: Climate Impact <i>KPI A2.5: We do not systematically collect data on packaging materials used in our hotels. This data is not available.</i>
<b>Aspect A3: Environment and natural resources</b> GENERAL DISCLOSURE KPI: A3.1	OUR ENVIRONMENT: Green Buildings; Biodiversity & Conservation
<b>Aspect B1: Employment</b> GENERAL DISCLOSURE Optional KPIs: B1.1 and B1.2	MANAGING ESG RISKS: Code of Conduct and Ethics OUR PEOPLE
<b>Aspect B2: Health and safety</b> GENERAL DISCLOSURE Optional KPIs: B2.1 and B2.3	MANAGING ESG RISKS: Code of Conduct and Ethics OUR PEOPLE: Occupational Health & Safety
<b>Aspect B3: Development and training</b> GENERAL DISCLOSURE Optional KPIs: B3.1 and B3.2	OUR PEOPLE: Learning & Development <i>Optional KPIs: B3.1 and B3.2: 100% of our employees receive training. We are focused on evaluating training outcomes and do not monitor training hours.</i>
<b>Aspect B4: Labour standards</b> GENERAL DISCLOSURE Optional KPIs: B4.1 and B4.2	MANAGING ESG RISKS: Code of Conduct and Ethics; Our Supply Chain <i>KPI B4.2: There have been no incidences of child or forced labour discovered.</i>
<b>Aspect B5: Supply chain management</b> GENERAL DISCLOSURE Optional KPIs: B5.1 and B5.2	MANAGING ESG RISKS: Our Supply Chain OUR GUESTS: Food Safety
<b>Aspect B6: Product responsibility</b> GENERAL DISCLOSURE Optional KPIs: B6.1, B6.2, B6.3, B6.4 and B6.5	MANAGING ESG RISKS: Code of Conduct and Ethics OUR GUESTS: Guest Experience; Safety & Security; Cyber Security; Food Safety; Fire Life Safety <i>KPI B6.1: Product recalls are not relevant to our industry.</i> <i>KPI B6.2: We disclose data on guest satisfaction rather than complaints.</i> <i>KPI B6.3: As part of our management approach to internal and external compliance, the Group takes reasonable steps to protect our intellectual property rights in relevant jurisdictions, including trademarks and copyright works, as well as to observe the intellectual property rights of others.</i>
<b>Aspect B7: Anti-corruption</b> GENERAL DISCLOSURE Optional KPIs: B7.1	MANAGING ESG RISKS: Code of Conduct and Ethics <i>KPI B7.1: There were no concluded legal cases brought against the Company during the reporting period concerning corruption.</i>
<b>Aspect B8: Community investment</b> GENERAL DISCLOSURE Optional KPIs: B8.1 and B8.2	OUR COMMUNITY: Volunteering; Embrace

## GRI Content Index 2019

Energy			
GRI 103: Management Approach 2016			
103-1	Disclosure of management approach	OUR ENVIRONMENT: Climate Impact	
103-2	The management approach and its components		
103-3	Evaluation of the management approach		
GRI 302: Energy 2016			
302-1	Energy consumption within the organization	OUR ENVIRONMENT: Climate Impact	<i>Group-wide conversion factors for 2019</i> <ul style="list-style-type: none"> <li>▪ Diesel/Gas/Wood (Kwh/ltr or Kwh/kg): 11</li> <li>▪ City hot water and steam/SH (Kwh/GJ): 278</li> <li>▪ Chilled water (Kwh/Kwh): 0.312</li> <li>▪ Gas (Boiler &amp; Kitchen) (Kwh/MJ): 0.27</li> </ul>
302-3	Energy intensity		
Water			
GRI 103: Management Approach 2016			
103-1	Disclosure of management approach	OUR ENVIRONMENT: Climate Impact; Water	Please also refer to our <a href="#">CDP Water Security survey response</a>
103-2	The management approach and its components		
103-3	Evaluation of the management approach		
GRI 303: Water and Effluents 2018			
303-3	Water withdrawal		Please refer to our <a href="#">CDP Water Security survey response</a>
Emissions			
GRI 103: Management Approach 2016			
103-1	Disclosure of management approach	OUR ENVIRONMENT: Climate Impact	Please also refer to our <a href="#">CDP Climate Change questionnaire</a>
103-2	The management approach and its components		
103-3	Evaluation of the management approach		
GRI 305: Emissions 2016			
305-1	Direct (Scope 1) GHG emissions	OUR ENVIRONMENT: Climate Impact	<i>Gases included in the calculations and GWP values applied</i> <ul style="list-style-type: none"> <li>▪ CO<sub>2</sub>: 1</li> <li>▪ CH<sub>4</sub>: 21</li> <li>▪ N<sub>2</sub>O: 310</li> </ul> <i>Sources for emission factors used in 2019</i> <ul style="list-style-type: none"> <li>▪ Scope 1 fuels: GHG Protocol (2017). Table 1,2,3</li> <li>▪ Scope 1 wastewater STP: IPCC (2006). Volume 5, ch 6, Table 6.3</li> <li>▪ Scope 2 grid emission factors (China): China's regional power grid baseline emissions factor 2015</li> <li>▪ Scope 2 grid emission factors (other regions): International Energy Agency (2017)</li> </ul> <i>Consolidation approach</i> <ul style="list-style-type: none"> <li>▪ Operational control</li> </ul>
305-2	Indirect (Scope 2) GHG emissions		

Employment			
<i>GRI 103: Management Approach 2016</i>			
103-1	Disclosure of management approach		
103-2	The management approach and its components	OUR PEOPLE: Human Capital	
103-3	Evaluation of the management approach		
<i>GRI 401: Employment 2016</i>			
401-1	New employee hires and employee turnover	OUR PEOPLE: Meet our People	
Diversity and Equal Opportunity			
<i>GRI 103: Management Approach 2016</i>			
103-1	Disclosure of management approach	OUR PEOPLE: Human Capital	
103-2	The management approach and its components		
103-3	Evaluation of the management approach		
<i>GRI 405: Diversity and Equal Opportunity 2016</i>			
405-1	Diversity of governance bodies and employees	OUR PEOPLE: Meet our People	Please refer to our 2019 Annual Report for information about the composition of our Board.
Customer Health and Safety			
<i>GRI 103: Management Approach 2016</i>			
103-1	Disclosure of management approach	OUR GUESTS: Safety & Security; Food Safety; Fire Life Safety	
103-2	The management approach and its components		
103-3	Evaluation of the management approach		
<i>GRI 416: Customer Health and Safety 2016</i>			
416-1	Assessment of the health and safety impacts of product and service categories	OUR GUESTS: Safety & Security; Food Safety; Fire Life Safety	