

Policy : Workforce Diversity	Policy : FSEL/CG/001 Number
Effective : 1 July 2025 Date	Approved : Mr. Patrick Lam by Executive Vice-Chairman & CEO
Version : 1	Prepared : Mr. Terry Kwan by Director of Human Resources

1. Introduction

The Company establishes a Workforce Diversity Policy to outline our approach and commitment to inclusion and diversity in the workforce for different levels of employees within the Company.

We recognize that a diverse workforce drives innovation, improves business performance, and reflects the communities we serve.

2. Scope

This Policy applies to all employees in FSE Lifestyle Services Limited and the Group companies including those engaged on a contractual basis. It also applies to all employees and contractors across all locations where FSE Lifestyle Services Limited and its Group companies operate.

3. Objective

The objective of this policy is to foster an inclusive, diverse, and supportive workplace environment to prevent discrimination, harassment, and bias. Individual differences are respected and employees are treated equally with dignity.

4. Diversity and Inclusion

- 4.1. The Company is committed to fostering gender empowerment, gender equality and gender diversity across its workforce, and providing equal opportunities in relation to recruitment, training and development, compensation, and promotion opportunities.
- 4.2. The Company believes in creating an inclusive and supportive working environment for all our employees regardless of their age, gender, gender orientation, sexual orientation, relationship, family status, marital status, physical abilities and disabilities, education, race, culture, language, ethnicity, nationality or religious or political beliefs.
- 4.3. The Company ensures that employment-related decisions are free from discrimination, mitigates potential unconscious bias in employment decisions and talent practices.
- 4.4. The Company creates and enhances a culture that inspires respect for all employees, clients, vendors, contractors, subcontractors and others in the work environment which is free from discrimination, harassment and bullying.

- 4.5. The Company seeks to incorporate the principles of diversity and inclusion in employment related policies and hold all employees for demonstrating an inclusive environment.

5. Measurable Objective

The Company is committed to promoting diversity of gender and achieving balanced gender representation within senior management and the broader workforce.

To uphold this commitment, we will apply the following actions on maintaining equitable gender ratios:

- Define target ratio benchmarks for senior management positions and the overall workforce
- Conduct comprehensive and annual review
- Identify gaps, trends and areas requiring focused attention
- Report findings to senior management and foster continuous improvement
- Integrate gender diversity objectives into recruitment, promotion, talent development, and succession planning processes

6. Complaint

If an employee believes that an inappropriate conduct is taking place, the employee could report either verbally or in writing to any management staff of the Company and the Group companies, and the Human Resources departments.

All reported incidents will be investigated with an effort to keep the source of the report confidential, with the disclosure of information as appropriate to facilitate the investigation or resolution of the matter.

7. Training and Awareness

The Company is committed to fostering a diverse, equitable, and inclusive workforce through ongoing education and awareness initiatives. To achieve this, we will provide regular and mandatory diversity, equity and inclusion (DEI) training for all employees to cultivate understanding, respect, and collaboration.

In addition, communicating the policy, promoting diversity through various activities, and organizing induction programmes will be arranged for employees to raise awareness.

8. Leadership Commitment

The Company recognizes that leadership commitment is fundamental to the success of its DEI. Senior management and managers are accountable for visibly championing diversity and inclusion as core organizational values and integrating these principles into all aspects of the operations.

To foster leadership commitment, senior management and managers will participate in diversity initiatives and training programmes, support and implement diverse recruitment strategies to attract candidates, advocate and promote the policy and DEI, and provide feedback on diversity efforts and show responsiveness to the concerns.

9. Approval and Review of this Policy

This Policy will be reviewed on an annual basis and any revision to this Policy will be submitted to the Board for consideration and approval.

10. Right to Terminate or Amend Policy

The Company reserves the right to modify, suspend, change or terminate this Policy at any time, in accordance with local law. This Policy does not create any contractual rights or obligations, whether expressed or implied.