



AMCO UNITED HOLDING LIMITED

雋泰控股有限公司*

(Incorporated in Bermuda with limited liability) (於百慕達註冊成立之有限公司)
(Stock Code 股份代號 : 630)

ENVIRONMENTAL, SOCIAL
AND GOVERNANCE REPORT

2023 環境、社會及管治報告

* For identification purposes only
僅供識別

ABOUT THIS REPORT

AMCO United Holding Limited (the “**Company**”) and its subsidiaries (collectively referred to as the “**Group**”) are pleased to present our Environmental, Social and Governance (“**ESG**”) Report (the “**ESG Report**”). The ESG Report addresses all relevant material topics and fairly presents the environmental and social performance of the Group and its impacts. This ESG Report covers all operations of the Group and describes its initiatives and progress in respect of environmental and social aspects for the Year from 1 January 2023 to 31 December 2023 (the “**Year**”). There was no major change in the reporting scope compared to previous year.

The ESG Report focuses on the environmental and social performance of the Group’s business activities in Hong Kong during the Year, namely (i) manufacture and sale of medical devices products (“**Medical Devices Business**”); (ii) manufacture and sale of plastic moulding products (“**Plastic Moulding Business**”); (iii) provision of construction services in building construction, building maintenance and improvement works, project management, renovation and decoration works (“**Building Contract Works Business**”); (iv) the provision of money lending (“**Money Lending Business**”) and (v) business of investment in securities (“**Securities Investment**”).

The Board acknowledges its responsibility for ensuring the integrity of the ESG Report. The preparation and presentation of related information in this ESG Report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “**ESG Reporting Guide**”) as set out in Appendix C2 to the Rules (the “**Listing Rules**”) Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited. The Company has prepared this Report to meet the “Comply or Explain” provisions, of which mandatory Key Performance Indicators (KPIs) are disclosed. The ESG Report has been prepared based on four reporting principles, including materiality, quantitiveness, balance and consistency.

1. Materiality: ESG issues that have major impacts on investors and other stakeholders must be set out in this ESG Report.

關於本報告

雋泰控股有限公司（「本公司」）及其附屬公司（統稱「本集團」）欣然提呈我們的環境、社會及管治（「ESG」）報告（「ESG報告」）。本ESG報告就所有相關的重要議題作出闡述，並公平呈報本集團的環境及社會表現及其影響。本ESG報告涵蓋本集團所有業務並說明其有關二零二三年一月一日至二零二三年十二月三十一日止年度（「本年度」）環境及社會方面的舉措及進展。與去年相比，報告範圍無重大變化。

ESG報告關注本年度本集團於香港業務活動的環境及社會表現，即(i)製造及銷售醫療設備產品（「醫療設備業務」）；(ii)製造及銷售塑膠模具產品（「塑膠模具業務」）；(iii)提供樓宇建造、樓宇維修及改善工程、項目管理、裝修及裝飾工程方面之建造服務（「樓宇承包工程業務」）；(iv)提供放貸（「放貸業務」）及(v)證券投資業務（「證券投資」）。

董事會明白其為確保ESG報告完整所負有的責任。本ESG報告內的相關資料乃根據香港聯合交易所有限公司證券上市規則附錄C2所載之環境、社會及管治報告指引（「ESG報告指引」）而編製及呈列。本公司已編製本報告以遵守「不遵守就解釋」條文，當中已對強制性關鍵績效指標作出披露。ESG報告已根據重要性、量化、平衡及一致性四項匯報原則而編製。

1. 重要性：倘ESG議題會對投資者及其他持份者產生重要影響，必須在本ESG報告中列出。

ABOUT THIS REPORT *(continued)*

2. Quantitative: If the key performance indicators (KPIs) have been established, they must be measurable and applicable to valid comparisons under appropriate conditions. They must also be able to describe the purpose and impacts of quantitative information
3. Balance: This ESG Report must provide an unbiased picture of the ESG performance of the Company. It should avoid selecting, omitting, or presenting formants that may inappropriately influence a decision or judgement by the reader.
4. Consistency: This ESG Report should use consistent statistical methodologies to allow meaningful comparisons of related data over time. Any changes to the methods used must be specified in the ESG Report.

Feedback

While the ESG Report aims to be plain, clear and easy to read, we appreciate any comments that can help improve the content provided in this ESG Report. Any queries or suggestions regarding the content of this ESG Report can be directed to:

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ESG GOVERNANCE

The Group is determined to establish a business model that places sustainability into its consideration. The Group has strived to incorporate various ESG initiatives, such as the environmental management system and the green office scheme, into its daily operations.

關於本報告 (續)

2. 量化：倘已訂立關鍵績效指標，該等指標須可予計量並於適當情況下作出有效對比，亦須闡述量化信息的目的及影響。
3. 平衡：本ESG報告須公正地呈報本公司的ESG表現。應避免選擇、遺漏或按不當格式呈報從而可能誤導讀者的決策或判斷。
4. 一致性：本ESG報告應使用一致的統計方法，使相關數據日後可作有意義的比較。若統計方法有任何變更，亦須在ESG報告中註明。

反饋

ESG報告以簡明易讀為擬定原則，我們亦歡迎就本ESG報告內容之改進提供意見。有關本ESG報告內容之任何查詢或建議可透過以下方式傳達至：

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ESG管治

本集團堅持在其商業模式中融入更多有關可持續發展的考慮。本集團致力於其日常業務過程中納入多項ESG舉措（例如環境管理體系及綠色辦公室計劃）。

ESG GOVERNANCE (continued)

The major impacts of our operations lie on the supply chain as most of our operations are outsourced. We, therefore, have put our focus on supply chain management, ensuring that our suppliers and contractors are environmentally and socially responsible. While we encourage our business partners to share our ESG values, we closely monitor their ESG performance and status of compliance with all applicable laws and regulations.

To provide excellent product and service quality, the Group's Business Contract Works Business has established an Integrated Management System ("IMS") which abides by ISO 9001, ISO 14001 and ISO 45001 (replaced the previous OHSAS 18001). The IMS has established several policies and objectives, identified the roles and responsibilities of employees, aiming to provide customers with high quality, environment-friendly and secure services.

The Group attaches great importance to human resources management. We are devoted to protecting employees' rights, providing employees with training for continuous development and creating a safe and healthy work environment. The Group also appreciates the support received from all of its stakeholders including investors, employees, customers, suppliers, etc., during the Year.

To address the potential ESG risks and grasp the golden opportunities for sustainable development, the Group believes that a stable and efficient ESG governance framework is vital. The Group is committed to mitigating the impacts of its business operations on the environment and contributing to the community.

The board (the "Board") of directors (the "Directors") assumes overall responsibility for ESG strategy, management, performance and reporting. The Board also oversees the identification and assessment of business risks, including critical ESG risks and opportunities, and ensures that robust risk management and internal control systems are in place. The Board examines and approves the Group's ESG objectives, strategies, priorities, initiatives, and goals, as well as the related significant policies and frameworks that support their achievement. The Board will regularly review and discuss ESG-related measures and targets to ensure the effectiveness of the implemented ESG initiatives at least once a year during the Board meetings.

ESG管治 (續)

由於我們大部分業務均以外包形式進行，我們業務的主要影響在於供應鏈。因此，我們注重供應鏈管理，並確保我們的供應商及承建商對環境及社會負責。我們鼓勵業務夥伴與我們秉持相同的ESG價值理念，同時亦密切監督彼等之ESG表現以及遵守所有適用法律法規的情況。

為提供卓越產品及服務，本集團的樓宇承包工程業務已建立符合ISO 9001、ISO 14001及ISO 45001(替代先前的OHSAS 18001)標準的綜合管理系統(「綜合管理系統」)。綜合管理系統訂有多項政策及目標，明確僱員角色及責任，以為客戶提供優質、環保及安全的服務為宗旨。

本集團高度重視人力資源管理。我們努力保障僱員權利，為僱員提供持續發展培訓及創造安全健康的工作環境。本集團亦感謝投資者、僱員、客戶、供應商等所有持份者於本年度的鼎力支持。

為應對潛在的ESG風險，把握可持續發展的黃金機遇，本集團認為穩定高效的ESG管治框架至關重要。本集團致力於減輕其業務營運對環境的影響，為社區作出貢獻。

董事(「董事」)會(「董事會」)對ESG策略、管理、表現及匯報承擔整體責任。董事會亦監督業務風險的識別及評估，包括關鍵ESG風險及機會，並確保建立健全的風險管理及內部監控制度。董事會審查及批准本集團ESG宗旨、策略、優先事項、措施及目標，以及支持其實現目標之相關重大政策及框架。董事會將至少每年一次於董事會會議期間定期審查及討論ESG相關措施及目標，確保ESG舉措行之有效。

ESG GOVERNANCE *(continued)*

On an operation level, our ESG Working Group, which comprises representatives from various departments, works with internal departments across the organisation to integrate sustainability into day-to-day operations. This Working Group regularly reports to the Board to ensure appropriate execution and risk management on sustainability. Through regular meetings and discussions with the Board, the ESG Working Group plans and implements various policies, guidelines and measures which contribute to our sustainable development. This ESG Working Group also identifies, evaluates and prioritises material ESG issues, through regular stakeholder engagement and materiality assessment, which are further reviewed and endorsed by the Board for disclosure.

Through conducting the materiality assessment, the Group has identified the key ESG topics which are “relevant” and “important” to our business. In particular, health and safety, employment and development and training are issues of high priority; whereas anti-corruption is also relevant to our business but of less importance.

Aspects	Material ESG Issues
Social Aspect	
Employment	<ul style="list-style-type: none"> Employee welfare Inclusion and equal opportunities Talent attraction and retention
Health and Safety	<ul style="list-style-type: none"> Occupational health and safety
Development and Training	<ul style="list-style-type: none"> Development and training

ESG管治 (續)

於營運層面，我們的ESG工作小組由不同部門代表組成，與組織內部各部門合作，將可持續發展融入日常營運。該工作小組定期向董事會報告，以確保對可持續發展作出適當執行及風險管理。通過與董事會的定期會議及討論，ESG工作小組制定及實施各項有助於我們可持續發展的政策、指引及措施。該ESG工作小組亦通過定期的持份者參與及重要性評估來識別、評估重大ESG議題並確定其優先次序，該等議題由董事會進一步審閱及批准披露。

透過進行重要性評估，本集團已識別對我們業務「相關」及「重要」的關鍵ESG議題。具體而言，健康及安全、僱傭以及發展及培訓乃重中之重，而反貪污亦為與我們業務相關的議題，惟相對次要。

層面	重大ESG議題
社會層面	
僱傭	<ul style="list-style-type: none"> 員工福利 包容與平等機會 吸引及挽留人才
健康與安全	<ul style="list-style-type: none"> 職業健康與安全
發展及培訓	<ul style="list-style-type: none"> 發展及培訓

ENVIRONMENTAL ASPECTS

The Group is committed to improving its environmental performance on an ongoing basis. The Group conducts activities in an environmentally responsible manner and has implemented an environmental policy. The Group's environmental management approach is described as below.

環境層面

本集團致力於持續改善其環保表現。本集團以符合環保原則的方式開展業務活動，並已實施環保政策。本集團的環境管理方針如下圖所示。



ENVIRONMENTAL ASPECTS *(continued)*

The Building Contract Works Business manages its environmental impacts through the IMS which follows the ISO 14001 Environmental Management System. Environmental management objectives are set up under the IMS:

- to ensure proper disposal of chemical waste and avoid release of toxic gases;
- to ensure legal compliance of engineering activities;
- to reduce pollution caused by air conditioning system in office premises; and
- to reduce paper consumption and electricity consumption.

USE OF RESOURCES

The Group's IMS sets out the reduction of paper and electricity consumption as one of our environmental management objectives. In alignment with the Group's environmental management policy, we implemented a series of measures to minimize the use of materials and energy consumption by our "Reduce, Reuse and Recycle" ("3R") initiatives.

The Group's continued to adopt the green office initiative, which enables us to incorporate concepts of sustainable development into our daily operations and reduce our environmental footprint through professional assessment and advice. For resources conservation, green office practices of the following areas have been widely adopted: paper, plastic, waste electrical and electronic equipment ("WEEE"), water and miscellaneous.

環境層面 (續)

於樓宇承包工程業務方面，我們透過符合ISO 14001環境管理體系之綜合管理系統管理其環境影響。我們根據綜合管理系統設立以下環境管理目標：

- 確保妥善處理化學廢品，避免排放有毒氣體；
- 確保遵守工程活動方面的法律；
- 減少辦公室空調系統產生的污染；及
- 減少紙張使用及電力消耗。

資源使用

本集團的綜合管理系統設立減少紙張及電力消耗為我們的環境管理目標之一。為符合本集團的環境管理政策，我們採取了一系列措施，透過「減少使用、重複利用及循環再造」（「3R」）原則，盡量減少材料的使用及能源消耗。

本集團持續推行綠色辦公計劃，使我們將可持續發展的理念融入至我們的日常營運中，並通過專業評估及建議減少我們對環境的影響。在節約資源方面，本集團已於以下領域廣泛採納綠色辦公措施：紙張、塑料、廢電器電子產品（「廢電器電子產品」）、水資源及其他。

USE OF RESOURCES *(continued)*

Under the green office initiative, some energy conservation measures have been implemented in our office premises:

資源使用 (續)

根據綠色辦公計劃，我們辦公室場所已實施若干節能措施：

Air Conditioning 空調

- Switch off air conditioning system when not in use
- Maintain the indoor temperature at 25.5 degree celsius
- Install solar films on windows
- 不使用時關閉空調系統
- 維持室內溫度為攝氏25.5度
- 窗戶安裝隔熱膜

Lighting 照明

- Switch off lights when not in use
- Retrofit fluorescent lamps with LED lamps
- Maximise the use of natural light
- Clean lighting tubes/bulbs periodically
- 不使用時關閉電燈
- 用LED燈替換熒光燈
- 盡量使用自然光
- 定期清洗照明燈管／燈泡

Office Equipment 辦公設備

- Switch off equipment when not in use
- Maintain equipment properly to reduce energy consumption
- Purchase office equipment with high energy efficiency labels
- 不使用時關閉設備
- 妥善保養設備以減少能源消耗
- 購置具有高能效標識的辦公設備

To further enhance the environmental awareness of our employees and drive behavioural change, stickers and posters are used as a reminder for developing greener office habits. The Group has initiated a target of 10% emission reduction in term of intensity by 2027, compared with the baseline year of 2022.

為進一步提升僱員的環保意識及促進行為改變，我們使用貼紙和海報以提醒其養成更環保的辦公習慣。與二零二二年基準年相比，本集團已制定到二零二七年排放密度減少10%的目標。

USE OF RESOURCES (continued)

In the Year, the Group consumed a total of 303.78 GJ of energy (2022: 266.98), and the energy consumption intensity was 8.85 GJ per million HKD revenue (2022: required revenue per million HKD revenue). Our energy consumption figures are detailed in the below table.

Direct and/or indirect energy consumption by type:

Use of resources	2023	2022	Unit
資源使用	二零二三年	二零二二年	單位
Direct energy consumption	194.7	193.9	GJ
直接能源消耗			吉焦耳
Indirect energy consumption	109.08	73.08	GJ
間接能源消耗			吉焦耳
Total energy consumption	303.78	266.98	GJ
能源消耗總量			吉焦耳
Intensity (by revenue)	8.85	3.95	GJ/Million HKD Revenue
密度 (按收入計算)			吉焦耳/百萬港元收入

Water Consumption

Our total amount of water consumption in 2023 was 5.0 cubic meters ("m³") (2022: 4.0 m³) and the water consumption intensity was 0.15 m³ per million HKD revenue (2022: 0.06 m³ per million HKD revenue). Water is consumed by municipal water supply and we did not encounter any issues in sourcing water during the Year.

資源使用 (續)

本年度，本集團能源消耗總量為303.78吉焦耳（二零二二年：266.98），而能源消耗密度為每百萬港元收入8.85吉焦耳（二零二二年：每百萬港元收入所需收入）。我們的能源消耗數據詳見下表。

按類型劃分的直接及／或間接能源消耗：

耗水

二零二三年，我們的耗水總量為5.0立方米（「立方米」）（二零二二年：4.0立方米），而耗水密度為每百萬港元收入0.15立方米（二零二二年：每百萬港元收入0.06立方米）。水資源由市政供水消耗，我們於本年度並無遇到取水方面的任何問題。

USE OF RESOURCES (continued)

Due to our business nature as an E&M engineering service provider, our operation does not involve any significant water consumption. Therefore, we have not set a water consumption target. The Group nonetheless promotes reasonable water use initiatives and water-saving measures among its employees. Besides educating its employees the importance of water saving, the Group regularly checks for water-seepage or leaking pipelines. If such problems are identified, the Group will ensure that the defective parts causing the seepage or leakage are replaced and repaired on a timely basis.

Water consumption in total and intensity:

Water consumption 耗水	2023 二零二三年	2022 二零二二年	Unit 單位
Total water consumption 耗水總量	5.0	4.0	M ³ 立方米
Intensity (by revenue) 密度 (按收入計算)	0.15	0.06	M ³ /Million HKD Revenue 立方米/百萬港元收入

Packaging materials

The Group's operations do not involve any use of packaging material.

EMISSIONS

The most significant environmental impact of the Group's office-based operations is carbon emissions from energy consumption of our office premises and vehicles. In this regard, the Group adheres to our environmental management approach to prevent pollution and reduce waste at source.

The Group's operations strictly comply with all environmental laws and regulations, including the Air Pollution Control Ordinance, the Ozone Layer Protection Ordinance, the Water Pollution Control Ordinance and the Waste Disposal Ordinance.

資源使用 (續)

由於我們作為機電工程服務供應商的業務性質，我們的營運並無涉及大量耗水。因此，我們未設定耗水目標。儘管如此，本集團仍向僱員宣傳合理用水倡議及節水措施。除教育僱員節約用水的重要性外，本集團亦定期檢查管道滲漏水情況。若發現此類問題，本集團將確保及時更換及維修導致滲漏水的缺陷零件。

耗水總量及密度：

包裝材料

本集團的營運並無涉及使用任何包裝材料。

排放

本集團的辦公室營運對環境產生的最大影響為辦公室物業及汽車能耗所產生的碳排放。為此，本集團堅持我們的環境管理方針，以防止污染並從源頭減廢。

本集團之業務經營嚴格遵守所有環境法律法規，包括《空氣污染管制條例》、《保護臭氧層條例》、《水污染管制條例》及《廢物處置條例》。

EMISSIONS (continued)

During the Year, the Group was not aware of any material non-compliance with the relevant laws and regulations that have a significant impact on the Group, relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.

Air Emissions

In 2023, the amount of air pollutants, namely nitrogen oxides (NO_x), sulphur oxides (SO_x) and respirable suspended particles (RSP), emitted from our operations were 2.98 kg (2022: 3.09), 0.08 kg (2022: 0.08) and 0.22 kg (2022: 0.23) respectively.

Air Emissions:

Air Emissions	2023	2022	Unit
廢氣排放	二零二三年	二零二二年	單位
Nitrogen Oxides (NO _x) 氮氧化物(NO _x)	2.98	3.09	Kg 千克
Sulphur Oxides (SO _x) 硫氧化物(SO _x)	0.08	0.08	Kg 千克
Respirable Suspended Particles (RSP) 可吸入懸浮粒子(RSP)	0.22	0.23	Kg 千克

Greenhouse Gas Emissions

The Group's greenhouse gases (GHG) emissions include direct emissions from gasoline used (Scope 1) and energy indirect emissions (Scope 2) resulting from the generation of purchased electricity. Scope 3 emissions are generated by the water and sewage processing indirectly. In 2023, our total GHG emissions were 17.7 tonnes of carbon dioxide-equivalent (2022: 23.0 tonnes of CO₂-e) and our GHG emission intensity was 0.52 tonnes of carbon dioxide-equivalent per million HKD revenue (2022: 0.34 tonnes of CO₂-e per million HKD revenue).

排放 (續)

於本年度，本集團並無知悉任何重大違反有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生且對本集團構成重大影響的相關法律法規事宜。

廢氣排放

二零二三年，我們的業務營運排放的空氣污染物（即氮氧化物(NO_x)、硫氧化物(SO_x)及可吸入懸浮粒子(RSP)），分別為2.98千克（二零二二年：3.09千克）、0.08千克（二零二二年：0.08千克）及0.22千克（二零二二年：0.23千克）。

廢氣排放：

溫室氣體排放

本集團的溫室氣體排放包括使用汽油產生的直接排放（範圍1）以及購買電力產生的能源間接排放（範圍2）。範圍3排放由水及污水間接處理產生。二零二三年，我們的溫室氣體排放總量為17.7噸二氧化碳當量（二零二二年：23.0噸二氧化碳當量），而溫室氣體排放密度為每百萬港元收入0.52噸二氧化碳當量（二零二二年：每百萬港元收入0.34噸二氧化碳當量）。

EMISSIONS (continued)

Greenhouse Gas Emissions (continued)

As GHG emission is the key cause of climate change, the Group shall continue to monitor the carbon footprint of our operations and identify possible areas for mitigating our impacts on the environment. In the Reporting Period, the Group aims to achieve a 10% reduction in overall emissions intensity by 2027, with the baseline year in 2022.

Greenhouse gas emissions:

Emissions 排放	2023 二零二三年	2022 二零二二年	Unit 單位
Scope 1 emissions 範圍1排放	12.5	15.0	Tonnes CO ₂ -e 噸二氧化碳當量
Scope 2 emissions 範圍2排放	5.2	7.9	Tonnes CO ₂ -e 噸二氧化碳當量
Scope 3 emissions 範圍3排放	0.0	0.0	Tonnes CO ₂ -e 噸二氧化碳當量
Total greenhouse gas emissions 溫室氣體排放總量	17.7	23.0	Tonnes CO ₂ -e 噸二氧化碳當量
Intensity (by Revenue) 密度 (按收入計算)	0.52	0.34	Tonnes CO ₂ -e/Million HKD Revenue 噸二氧化碳當量/百萬港元收入

排放 (續)

溫室氣體排放 (續)

由於溫室氣體排放為造成氣候變化的主要原因，故本集團將繼續監察我們業務營運的碳足跡，並識別可能有助於減輕我們對環境影響的領域。報告期內，本集團旨在於二零二七年前實現整體排放密度減少10%，以二零二二年為基準年。

溫室氣體排放

EMISSIONS *(continued)*

Waste Management

Due to the nature of our office operations, the amount of hazardous waste and non-hazardous waste produced is considered to be immaterial for disclosure. The Group has yet to collect and consolidate relevant information. As such, for the target setting on waste reduction, we have not been able to set a target in this ESG Report. However, we do realise the importance of waste and achieving circular economy. We are now reviewing our policy on waste management strategies to reduce the generation of office waste.

THE ENVIRONMENT AND NATURAL RESOURCES

We are committed to minimising the environmental footprint of our operations, including those outsourced. For waste management, the Group's Building Contract Works Business strictly complies with the Waste Disposal (Charges for Disposal of Construction Waste) Regulation. It applies for billing account for the disposal of construction waste to adhere to the polluter-pays principle.

The Building Contract Works Business also properly collects wastewater and then discharges it into the sewage system, collects waste oil cans for centralised disposal, and examines the Material Safety Data Sheet (MSDS) of solvents used. The Plastic Moulding Business recycles scrap plastic materials and resells them to upstream suppliers.

排放 *(續)*

廢棄物管理

由於我們於辦公室運營的性質，須予披露的所產生有害廢棄物及無害廢棄物數量被視為並不重大。本集團尚未收集及整合相關資料。因此，就廢物減少設定目標而言，我們無法於本ESG報告設定目標。然而，我們深知廢物及達成循環經濟的重要性。我們正檢討我們的廢物管理策略，以減少辦公室廢物的產生。

環境及自然資源

我們致力減少我們的業務營運（包括外包業務）的環境影響。廢棄物管理方面，本集團的樓宇承包工程業務嚴格遵守《廢物處置（建築廢物處置收費）規例》，就處置建築廢棄物申請繳費帳戶，以遵守污染者自付原則。

樓宇承包工程業務亦妥善收集廢水，並排入污水系統；收集廢油罐進行集中處理；以及檢查所用溶劑的物料安全資料表。塑膠模具業務回收利用塑膠廢料並向上游供應商轉售。

CLIMATE CHANGE

The world is currently encountering the challenge of climate change. The Group is concerned about climate-related issues and has identified physical risk such as the acute risks brought by the extreme weather, which directly affect our Building Contract Works Business. We are committed to effectively managing physical and transition risks brought by climate change and have integrated such considerations into our risk assessment process and business strategy. Some examples of climate-related risks and opportunities for our business are identified below:

	Plastic Moulding Business 塑膠模具業務	Building Contract Works Business 樓宇承包工程業務
Type of risks 風險類型	Transitional risk – Policy and legal risk 過渡風險－政策及法律風險	Physical risk – Acute risk 物理風險－急性風險
Possible impacts on business 對業務可能產生的影響	The existing and emerging requirements in policies and regulations may be more stringent related to climate change. The changes in policies may lead to higher operating costs to ensure compliance. 現行及新的政策及法規要求可能對氣候變化更加嚴格。政策變化可能會導致確保合規的營運成本增加。	Extreme weather events, such as super typhoons and rainstorms, may pose danger to our employees during work. Productivity may be reduced due to suspended operation or transportation difficulties. 超強颱風及暴雨等極端天氣事件可能會對我們工作中的僱員造成危險。由於暫停營運或運輸困難，生產力可能會下降。
Mitigation plans 緩解計劃	The Group will investigate the possibility of incorporating climate change considerations in its production process and encourage the use of low carbon, low embodied-energy and energy-efficient products and materials. 本集團將調查在其生產過程中納入氣候變化考量因素的可能性，並鼓勵使用低碳、低內含能源及節能產品及材料。	The Group will review the existing risk management plan to tackle the crisis arising from extreme weather events due to climate change. 本集團將審閱現有風險管理計劃，以應對氣候變化引致的極端天氣事件所帶來的危機。

氣候變化

當前，世界正面臨著氣候變化的挑戰。本集團關注氣候相關議題，並已識別直接影響我們樓宇承包工程業務的物理風險，如極端天氣引起的急性風險。我們致力於有效管理氣候變化引起的物理及過渡風險，並將該考量因素納入我們的風險評估過程及業務策略。我們的業務營運過程中與氣候有關的風險及機遇的部分示例載列如下：

SOCIAL ASPECTS

Employment and Labour Practices

Employment

The Group has developed a working environment in which management and employees work together cooperatively and responsibly, striving to adopt the best social practices and maintain good employee relations.

In Hong Kong, the Group complied with the Labour Law of Hong Kong and relevant employment laws and regulations throughout the Year, including the Mandatory Provident Fund Schemes Ordinance (Chapter 485 of the Laws of Hong Kong) by participating in the Mandatory Provident Fund retirement benefit scheme for our eligible employees, Minimum Wage Ordinance (Chapter 608 of the Laws of Hong Kong), Employment Ordinance (Chapter 57 of the Laws of Hong Kong) and Employees' Compensation Ordinance (Chapter 282 of the Laws of Hong Kong).

During the year, the Group did not have a record of any material non-compliance relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity and discrimination.

Talent Management

The Group has formulated comprehensive human resources policies to ensure its operations comply with domestic labour laws and regulations, including the Employment Ordinance and Minimum Wage Ordinance. The policies include employment terms and conditions, working hours, rest periods, promotion, compensation and dismissal, benefits and welfare, staff training and development, employee code of conduct and corporate practices. The Group strictly prohibits any kind of unfair or unreasonable dismissals.

We offer competitive remuneration packages to attract and retain talented staff, in which discretionary bonuses and other benefits including mandatory provident funds and medical care are provided. Our employees are entitled to annual leave, sick leave, maternity leave, jury service leave, compensation leave, marriage leave, compassionate leave, paternity leave and public holidays under the Employment Ordinance. In addition, we carry out regular salary reviews for our employees, based on employee's performance, the financial condition of the Group and external factors such as the condition of the Hong Kong economy.

社會方面

僱傭及勞工慣例

僱傭

本集團已創建一個管理層及僱員以合作及負責任的方式共同工作的工作環境，致力採取最佳的社會實踐及維持良好的僱員關係。

於香港，年內本集團遵守香港勞動法及相關僱傭法律法規，包括《強制性公積金計劃條例》（香港法例第485章）（為我們的合資格僱員參與強制公積金退休福利計劃）、《最低工資條例》（香港法例第608章）、《僱傭條例》（香港法例第57章）及《僱員補償條例》（香港法例第282章）。

於本年度，本集團並無錄得任何與補償及解僱、聘用及晉升、工作時數、休息時間、平等機遇、多元化及歧視有關的重大不合規情況。

人才管理

本集團已制定全面的人力資源政策以確保其營運符合國家勞動法律法規，包括《僱傭條例》及《最低工資條例》。該等政策包括僱傭條款及條件、工作時數、休息時間、晉升、補償及解僱、福利及待遇、員工培訓及發展、僱員行為守則及企業管治。本集團嚴禁任何形式的不公及不合理的解僱。

我們提供具競爭力的薪酬待遇以吸引及挽留優秀員工，其中提供酌情花紅及其他福利，包括強制性公積金及醫療保健。我們的員工均有權享有《僱傭條例》規定的年假、病假、產假、陪審團假、補休、婚假、恩恤假、侍產假及公眾假期。此外，我們會根據僱員的表現、本集團的財務狀況及香港經濟狀況等外部因素，定期對我們僱員的薪金進行檢討。

SOCIAL ASPECTS (continued)

Equal Opportunities, Diversity and Anti-discrimination

The Group is committed to providing a non-discriminating workplace which is free of intimidation and harassment. The Group offers equal employment opportunities irrespective of sex, age, marital status, ethnicity, religion, disability or employment status.

Total workforce:

社會方面 (續)

平等機遇、多元化及反歧視

本集團致力提供不存在威脅及騷擾之零歧視工作環境。本集團不論性別、年齡、婚姻狀況、種族、宗教、傷健或就業情況提供平等的就業機會。

員工總數：

Employment 僱傭		2023 二零二三年	2022 二零二二年	Unit 單位
Total number of employees 僱員總數		30	30	Employee 名僱員
By Gender 按性別劃分	Male 男性	23	23	Employee 名僱員
	Female 女性	7	7	Employee 名僱員
By employment type 按僱傭類別劃分	Full-time 全職	30	30	Employee 名僱員
	Part-time 兼職	0	0	Employee 名僱員
By age group 按年齡組別劃分	<=30 <=30歲	10	10	Employee 名僱員
	31-40 31至40歲	13	13	Employee 名僱員
	41-50 41至50歲	6	6	Employee 名僱員
	>50 >50歲	1	1	Employee 名僱員
By employment category 按僱員類別劃分	Managerial 管理層	5	5	Employee 名僱員
	Middle management 中層	15	15	Employee 名僱員
	Junior 初級	10	10	Employee 名僱員
By geographical region 按地理區域劃分	Hong Kong 香港	28	28	Employee 名僱員
	China 中國	2	2	Employee 名僱員

SOCIAL ASPECTS *(continued)*

Equal Opportunities, Diversity and Anti-discrimination *(continued)*

Employee turnover rate:

社會方面 (續)

平等機遇、多元化及反歧視 (續)

僱員流失率：

Employment 僱傭		2023 二零二三年	2022 二零二二年	Unit 單位
Total employee turnover rate 僱員總流失率		0	0	%
By Gender 按性別劃分	Male 男性	0	0	%
	Female 女性	0	0	%
By employment type 按僱傭類別劃分	Full-time 全職	0	0	%
	Part-time 兼職	0	0	%
By age group 按年齡組別劃分	<=30 <=30歲	0	0	%
	31-40 31至40歲	0	0	%
	41-50 41至50歲	0	0	%
	>50 >50歲	0	0	%
By geographical region 按地理區域劃分	Hong Kong 香港	0	0	%
	China 中國	0	0	%

HEALTH AND SAFETY

The Group is committed to providing safe and healthy working conditions, equipment and systems for all employees, and to providing such information, training and supervision as they need for the purpose.

Health and Safety:

Health and Safety

健康與安全

Number of work-related fatalities

因工亡故的人數

Rate of work-related fatalities

因工亡故的比率

Lost days due to work injury

因工傷損失工作日數

Our office-based operations do not involve any high-risk areas related to the occupational health and safety (“OHS”) of its staff. Nevertheless, the Group has implemented a health and safety policy and ascertained that every employee is fully aware of his/her role and responsibilities for promoting and maintaining a safe and healthy working environment. A number of precautionary measures have been taken to ensure office security, such as avoiding placing obstructions in passageways and exits. In addition, our employees are insured under the employee’s compensation insurance in accordance with the requirement of the Employee’s Compensation Ordinance.

健康與安全

本集團致力為全體僱員提供安全健康的工作條件、設備及系統，並提供員工所需的相關資訊、培訓和指導。

健康與安全：

2023

二零二三年

2022

二零二二年

Unit

單位

0 0 No.

人

0 0 %

0 0 No.

日

我們的辦公室營運不涉及任何與其員工職業健康與安全（「職業健康與安全」）有關的高風險區域。然而，本集團已實行健康與安全政策並確保每名僱員能充分知悉彼等於推動及維持安全與健康的工作環境方面的角色及職責。為確保辦公室的安全，我們已採取多項預防措施，如避免在通道及出口擺放障礙物。此外，根據《僱員補償條例》的規定，我們已為僱員投購僱員補償保險。

HEALTH AND SAFETY (continued)

The Group is aware of the OHS risk in its supply chain. The Building Contract Works Business manages the sub-contractors' OHS performance through the IMS which abides by the ISO 45001 Occupational Health and Safety Management System. It monitors health and safety measures implemented by the sub-contractors to ascertain effective controls that are in place to mitigate health and safety risks at construction sites. The OHS Objectives are established under the IMS:

- to strengthen OHS awareness of employees;
- to achieve zero violation of OHS laws and regulations; and
- to guarantee the occupational safety of employees and strictly monitor the accident rate per half-year to be zero.

The Building Contract Works Business's OHS management system consists of six major components: work hazard analysis, personal protective equipment ("PPE"), employee safety manual, risk assessment, health protection plan, and fire safety. Project managers carry out regular site visits to monitor the OHS performance of its sub-contractors and ensure that safety managers are performing their duties properly. The safety managers are assigned to carry out work hazard analysis and risk assessment and ensure that workers are equipped with appropriate and sufficient PPE.

We strictly comply with all occupational safety-related laws and regulations, including the Occupational Safety and Health Ordinance (Chapter 509 of the Laws of Hong Kong), Employees' Compensation Ordinance (Chapter 282 of the Laws of Hong Kong) and Fire Services Ordinance (Chapter 95 of the Laws of Hong Kong). During the past three years, including the Year, the Group did not record any accidents that resulted in death or serious physical injury and did not identify any material non-compliance with laws and regulations relating to providing a safe working environment and protecting employees from occupational hazards.

健康與安全 (續)

本集團知悉其供應鏈的職業健康與安全風險。樓宇承包工程業務已通過符合ISO 45001職業健康及安全管理體系認證的綜合管理系統，管理分包商的職業健康與安全表現。其監管分包商實施的健康與安全措施，以確保分包商可有效監控以降低建築地盤的健康與安全風險。我們根據綜合管理系統設立以下職業健康與安全目標：

- 加強僱員的職業健康與安全意識；
- 實現零違反職業健康與安全法律法規；及
- 確保僱員的職業安全及嚴格監控每半年的事故率為零。

樓宇承包工程業務的職業健康與安全管理體系包括六個主要部分：工作危害分析、個人防護設備（「個人防護設備」）、僱員安全手冊、風險評估、健康保障計劃及防火安全。項目經理通過定期實地考察監控分包商的職業健康與安全表現並確保安全經理正確地履行彼等的職責。安全經理負責進行工作危害分析及風險評估，確保工人配備適當及充足的個人防護設備。

我們嚴格遵守所有職業安全相關法律法規，包括《職業安全及健康條例》（香港法例第509章）、《僱員補償條例》（香港法例第282章）及《消防條例》（香港法例第95章）。過往三年（包括本年度），本集團並無錄得任何導致身故或嚴重身體傷害的事故，亦無發現任何違反有關提供安全工作環境及保障僱員避免職業性危害的相關法律法規的重大違規事項。

DEVELOPMENT AND TRAINING

The Group invests in training and development to sustain a competent and professional workforce that can contribute to its success. We provide continuous training and development opportunities for employees, at both professional and personal levels, to motivate and up-skill existing staff to align with our business needs and the ever-changing environment.

Induction training will be provided to all new employees. On-job training including professional skills, customer service skills and environmental knowledge is provided to help employees get familiar with the job duties. To support employees in fulfilling their career aspirations, the Group has a tuition reimbursement scheme for staff taking courses related to their job duties at reputable institutions.

To cultivate a team of professionals that will contribute to our success, competent employees are promoted to senior positions based on merit. Salary increases, improved benefits and changes in job titles are usually associated with promotions.

Percentage of trained employees:

Development and Training

發展及培訓

Percentage of trained employees

受訓僱員百分比

By Gender

按性別劃分

Male

男性

Female

女性

By employee category

按僱員類別劃分

Managerial

管理層

Middle management

中級管理層

Junior management

初級管理層

發展及培訓

本集團投資培訓及發展以維持一支能幹及專業且能為本集團的成功作出貢獻的員工隊伍。我們為僱員提供專業及個人層面之持續培訓及發展機會，激勵現有員工提升其技能，以令其緊貼我們的業務需求及適應不斷變化的環境。

我們將為所有新員工提供入職培訓。在職培訓包括專業技能、客服技巧及環境知識，該培訓協助僱員熟悉工作職責。為支持僱員實現其職業抱負，本集團設有學費資助計劃，供員工於信譽良好的機構參加與彼等工作職責相關的課程。

為培養專業團隊，為我們的成功作出貢獻，有能力的僱員將根據業績獲晉升至高級職位。薪金增加、福利改善及職位頭銜變動一般均與晉升有關。

受訓僱員百分比：

	2023	2022	Unit
	二零二三年	二零二二年	單位
Percentage of trained employees	57	100	%
受訓僱員百分比			
By Gender			
按性別劃分			
Male	57	77	%
男性			
Female	57	23	%
女性			
By employee category			
按僱員類別劃分			
Managerial	60	17	%
管理層			
Middle management	53	50	%
中級管理層			
Junior management	60	33	%
初級管理層			

DEVELOPMENT AND TRAINING (continued)

Average training hours completed:

Development and Training		2023	2022	Unit
發展及培訓		二零二三年	二零二二年	單位
Average training hours per employee		2.0	3.0	Hour/employee
每名僱員平均受訓時數				小時／僱員
By Gender	Male	2.0	3.0	Hour/employee
按性別劃分	男性			小時／僱員
	Female	2.0	3.0	Hour/employee
	女性			小時／僱員
By employee category	Managerial	2.0	3.0	Hour/employee
按僱傭類別劃分	管理層			小時／僱員
	Middle management	2.0	3.0	Hour/employee
	中級管理層			小時／僱員
	Junior management	2.0	3.0	Hour/employee
	初級管理層			小時／僱員

發展及培訓 (續)

完成受訓的平均時數：

LABOUR STANDARDS

The Group resolutely rejects the use of child or forced labour. In order to prevent illegal use of child or forced labour, the human resource department of the Group requires candidates to provide effective identification certification before confirmation of employment to ensure they are lawfully employable according to the law. The Human Resources Department of the Group is responsible to monitor and ensure compliance by the Group with the latest relevant laws and regulations that prohibit child labour and forced labour.

If there are any cases of forced labour, child labour and illegal immigrant labour on staff, employment with all these candidates will be immediately terminated. The Group would also take responsibility for the investigation.

勞工準則

本集團堅決反對使用童工或強制勞工。為了防止非法使用童工或強制勞工，本集團人力資源部要求候選人於確認僱傭前提供有效的身份證明以確保彼等根據法律可合法受僱。本集團人力資源部負責監督及確保本集團遵守禁止童工及強制勞工的最新相關法律法規。

倘存在強制勞工、童工及非法移民勞工的情況，該等所有候選人的僱傭關係將立即終止。本集團亦將承擔調查責任。

LABOUR STANDARDS (continued)

While the Group does not operate in locations with high risk of child labour, we work closely with our suppliers and sub-contractors to ensure they do not use forced or child labour in their production facilities or construction sites. During the Year, the Group did not receive any reports relating to the use of child or forced labour.

OPERATING PRACTICES

Supply Chain Management

As most of our operations are outsourced, maintaining a stable and productive supply chain is the key to the Group's success. We strive to establish mutually beneficial working relationships with suppliers and contractors to jointly enhance product and service quality. During the Year 2023, the Group had a total of 8 major suppliers, out of which 3 were from Hong Kong and 5 were from China.

Supply Chain Management:

Supply Chain Management

供應鏈管理

Number of suppliers by geographical region

按地理位置劃分的供應商數目

Total number of suppliers

供應商總數

By geographical region

按地理位置劃分

Hong Kong

香港

China

中國

8

5 Supplier
名供應商

3

5 Supplier
名供應商

5

0 Supplier
名供應商

We require our suppliers and contractors to adhere to sustainable business practices. The Group evaluates and monitors their environmental and social performance in terms of ethical issues, human rights, product responsibility and environmental impact, making sure that all suppliers and contractors adhere to our code of conduct and procurement policies. In return, we provide transparency and fairness in our procurement process and contractual agreements.

勞工準則 (續)

儘管本集團並無於童工風險相對較高的地區營運，我們與供應商及分包商緊密合作，確保彼等於其生產設施或建築地盤概無使用強制勞工或童工。於本年度，本集團並無接獲任何關於使用童工或強制勞工之報告。

營運常規

供應鏈管理

由於我們大部分業務均以外包形式進行，維持穩定高效的供應鏈對本集團的成功至關重要。我們致力與供應商及承建商建立協作共贏的業務關係，共同提高產品及服務質素。二零二三年，本集團共有8名主要供應商，其中3名供應商來自香港，5名供應商來自中國。

供應鏈管理：

	2023	2022	Unit
	二零二三年	二零二二年	單位

我們要求我們的供應商及承建商踐行可持續的業務慣例。本集團從道德議題、人權、產品責任及環境影響等多個角度評價及監控彼等的環境及社會表現，確保所有供應商及承建商均遵守我們的行為守則及採購政策。另一方面，我們亦提供透明、公平的採購流程及合約協議。

OPERATING PRACTICES *(continued)*

Supply Chain Management *(continued)*

While the Group does not operate in locations with high risk of child labour, we work closely with our suppliers and sub-contractors to ensure they do not use forced or child labour in their production facilities or construction sites.

The Group's Building Contract Works Business engages sub-contractors for projects works, including building construction, building maintenance and improvement works, revocation and decoration work. Sub-contractors with comprehensive quality management systems and safety management systems such as ISO certification are given priority. They are selected according to the following criteria: reputation, price, qualification, quality and compliance.

In order to construct green buildings, the Group requires its suppliers and contractors to comply with any applicable environmental laws. All property projects shall be in compliance with the country's environmental certification and achieve energy saving and emission reduction to protect the environment during construction. If a supplier or contractor violates any relevant environmental laws and other regulations, which leads to charges by government authorities against the Group, significant and negative impact on the public and environment, or even the Group's losses of money or reputation, the Group will demand that supplier and contractor to take remedial measures. We will also replace that supplier and contractor and conduct internal review for improvement.

The Group adopts multiple procedures to monitor the service provided by sub-contractors. Technical directors and engineers are responsible for monitoring and supervising the works carried out by sub-contractors. After consultation with technical directors, the engineers review and analyse whether the service levels and capabilities of sub-contractors meet our requirements.

營運常規 *(續)*

供應鏈管理 *(續)*

儘管本集團並無於童工風險相對較高的地區營運，我們與供應商及分包商緊密合作，確保彼等於其生產設施或建築地盤概無使用強制勞工或童工。

本集團的樓宇承包工程業務委聘分包商開展樓宇建造、樓宇維修及改善工程、裝修及裝飾工程等項目工程。我們優先選用具備ISO認證等完善質量管理體系及安全管理體系的分包商。分包商乃依據以下標準進行甄選：聲譽、價格、資質、質量及合規。

為了建造綠色建築，本集團要求其供應商及承建商遵守任何適用環境法律。所有物業項目均應符合國家環境認證，並於施工過程中達至節能減排以保護環境。倘供應商或承建商違反任何相關環境法律及其他法規，導致政府當局對本集團提出指控、對公眾及環境造成重大負面影響、或甚至使本集團遭受金錢或聲譽損失，本集團將要求供應商及承建商採取補救措施。我們亦將更換供應商及承建商，並進行內部檢討以作改進。

本集團採納多項程序監督分包商提供之服務。技術總監及工程師負責監督及監管分包商開展之工程。工程師徵詢技術總監意見後，會審核並分析分包商的服務水平及能力是否符合我們的要求。

OPERATING PRACTICES (continued)

Supply Chain Management (continued)

If any supplier or contractor is found to have a low score, we examine whether its performance will affect the quality of our products or services and take remedial actions where appropriate. The Medical Devices Business and Plastic Moulding Business maintain stable and long-term relationships with major suppliers to ensure the reliable supply of certified products.

PRODUCT RESPONSIBILITY

Product and Service Quality

The Group strives to meet customers' demands and expectations through maintaining a high quality of services and products. We continue to optimise our quality management system, focusing on products and services standards, data privacy and customer satisfaction.

Product Responsibility:

Product Responsibility

產品責任

Percentage of total products sold or shipped subject to recalls
已售或已運送產品總數中須回收的百分比

Number of products and service-related complaints received
接獲關於產品及服務的投訴數目

營運常規 (續)

供應鏈管理 (續)

倘任何供應商或承建商評分較低，我們會核驗其表現是否影響我們產品或服務的質素，並適時採取補救措施。醫療設備業務及塑膠模具業務與主要供應商維持穩定長期的業務關係，以確保認證產品的可靠供應。

產品責任

產品及服務質素

本集團致力透過維持高質量的服務及產品以滿足客戶的要求及期望。我們持續優化質量管理體系、專注產品及服務標準、數據私隱及客戶滿意度。

產品責任：

2023

二零二三年

2022

二零二二年

Unit

單位

0 0 %

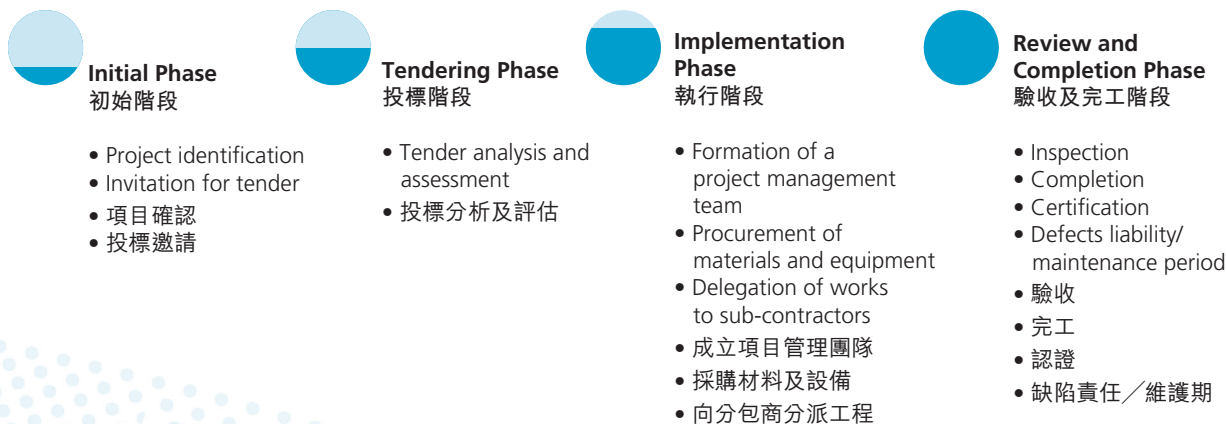
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PRODUCT RESPONSIBILITY (continued)

Product and Service Quality (continued)

The manufacturing facility of our Medical Devices Business is ISO 13485¹ –certified and U.S. FDA²–registered. In order to meet the stringent qualification requirements and approval from the regulatory authority, we undergo strict quality control testing and get our products certified by third parties before sending them to the market. The Medical Devices Business completed the renewal of ISO 13485 certification and FDA registration.

As a registered general building contractor and a registered minor works contractor under the Buildings Ordinance as well as an authorised building contractor of the Hong Kong Housing Authority, the Group's Building Contract Works Business has a well-developed operational procedure that standardises project management and supervision of works conducted by sub-contractors to ensure conformity to contractual specifications. The following diagram illustrates its operational flow:



¹ Quality management system of moulding and assembly of medical device components for diabetics care.

² The Food and Drug Administration of the United States of America. The Medical Devices Business holds FDA certification for Class I Medical Devices.

產品責任 (續)

產品及服務質素 (續)

醫療設備業務生產設施已取得ISO 13485¹認證及通過美國FDA²註冊。為符合監管機構的嚴格資質要求及取得批准，我們已在產品推向市場前進行嚴格的質控檢測並申請第三方認證。醫療設備業務已完成更新ISO 13485認證及FDA註冊。

作為《建築物條例》下的註冊總建築承建商及註冊小型工程承建商以及香港房屋委員會的經認可建築承建商，本集團的樓宇承包工程業務擁有完善的營運程序，以對分包商進行的工程開展標準化的項目管理及監督，確保符合合約規定。下圖示列其營運流程：

¹ 糖尿病患者醫療器械零部件成型與裝配質量管理體系。

² 美國食品藥品監督管理局。醫療設備業務持有FDA一類醫療器械認證。

PRODUCT RESPONSIBILITY *(continued)*

Product and Service Quality *(continued)*

The Building Contract Works Business follows the work guidelines stipulated in IMS, which is in line with ISO 9001 Quality Management System, so as to minimise potential risks during the construction process. Quality management objectives are set up under the IMS:

- to minimise the number of formal written complaints received from customers for the same project during the same year;
- to ensure that the customer satisfaction level achieves a specified score;
- to monitor and review work procedures to ensure no delays; and
- all work defects raised by customers must be followed up promptly upon receipt.

The Group complies with all applicable laws, regulations and international standards while conducting quality inspections in the designated construction phase and prior to product delivery. IMS managers are assigned to investigate, follow up and report any non-conforming products or services. We make corrections where appropriate to avoid the recurrence of similar incidents.

Data Privacy and Customer Satisfaction

The Group respects the privacy of its customers and maintains the highest security and confidentiality on customer data. We strictly comply with the Personal Data (Privacy) Ordinance and have established a set of rules to guide employees in protecting customer information. Employees are responsible to protect customer information against improper disclosure, misuse or unauthorised use, loss, damage or corruption. They exercise caution and obtain prior permission before disclosing any confidential information to any party outside the organization.

產品責任 *(續)*

產品及服務質素 *(續)*

樓宇承包工程業務乃根據符合ISO 9001質量管理體系的綜合管理系統所載的工作指引進行，以將施工過程中的潛在風險降至最低。我們根據綜合管理系統設立以下質量管理目標：

- 最大限度減少於同一年度就同一項目接獲的客戶正式書面投訴之數量；
- 確保客戶滿意度達至特定評分；
- 監督及評審工作程序以確保無延誤情況發生；及
- 必須於接獲客戶提出的所有工程缺陷時立即跟進解決。

本集團在指定建設階段及產品交付前進行質檢，並遵循所有適用法律法規以及國際準則。本集團安排綜合管理系統經理調查、跟進及報告任何不合格產品或服務。我們作出適當整改以避免同類事件再次發生。

數據私隱及客戶滿意度

本集團尊重其客戶的私隱並確保客戶數據維持最高級別的安全與保密。我們嚴格遵守《個人資料(私隱)條例》，並已制定一套規則以指引僱員保護客戶信息。僱員須負責保護客戶信息免受不當披露、濫用或擅自使用、損壞、破壞或腐敗。僱員向任何組織外部人士披露任何保密信息前須謹慎行事並取得事先批准。

PRODUCT RESPONSIBILITY (continued)

Data Privacy and Customer Satisfaction (continued)

To continuously improve the quality of our services, we regularly collect and analyse customer feedback in aspects of quoted price, service attitudes, product quality, site conditions, delivery communication, etc. Corrections are made to ensure customer satisfaction.

During the Year, the Group was not aware of any violations of relevant laws and regulations that have a significant impact on the Group, relating to health and safety, advertising, labelling and privacy matters relating to the products and services provided.

ANTI-CORRUPTION

The Group believes that honesty, integrity and fair play constitute important practices. We have established a robust internal control framework to prevent behaviours such as bribery, extortion, fraud and money laundering. A code of conduct has been stipulated in the staff handbook which lists proper business practices and prohibited acts, including soliciting advantages and accepting gifts. Anti-corruption training would be provided for Directors and employee if required.

Anti-Corruption:

Anti-Corruption

反貪污

Number of concluded legal cases regarding corruption
已審結的貪污訴訟案件數量

The Group's operations comply with all anti-corruption related laws and regulations, including the Prevention of Bribery Ordinance. During the Year, the Group was not aware of any material non-compliance with relevant laws and regulations, including the Prevention of Bribery Ordinance. There were no concluded legal cases regarding corrupt practices brought against the Group or its employees.

產品責任 (續)

數據私隱及客戶滿意度 (續)

為持續改善我們的服務質素，我們定期向客戶收集有關報價、服務態度、產品質量、工地環境、交付溝通等方面的反饋並進行分析，並作出相應整改以確保客戶滿意。

於本年度，本集團並無知悉任何違反有關提供產品及服務之健康與安全、廣告、標籤及私隱事宜且對本集團構成重大影響的相關法律法規事宜。

反貪污

本集團深信誠實、廉潔及公平為重要的行為規範。我們已建立穩固的內部監控框架，以避免賄賂、勒索、欺詐及洗黑錢等行為。員工手冊已訂明行為守則，當中列明正當商業慣例及禁止行為，包括索取利益及收受禮物。我們將於需要時為董事及僱員提供反貪污培訓。

反貪污：

2023 2022 Unit

二零二三年

二零二二年 單位

0 0 Case
宗

本集團之業務經營遵守所有反貪污之相關法律法規，包括《防止賄賂條例》。於本年度，本集團並無知悉任何違反相關法律法規（包括《防止賄賂條例》）事宜。概無對本集團或其僱員提出並已審結的貪污訴訟案件。

ANTI-CORRUPTION *(continued)*

Conflict of Interest

Our employees are regularly reminded that they must declare to the Directors any conflict of interest that may arise or has arisen between their personal interests and those of the Group, and to avoid engaging in business, investments or activities that might result in conflict with interests of the Group. Directors should disclose potential conflicts of interest to the Board.

Whistle-blowing Policy

We encourage the reporting of suspected internal business irregularities and provide clear channels specifically for this purpose. Any employee who becomes aware of any existing or potential breach of the code of conduct is encouraged to report promptly to the human resources department. The Group takes appropriate actions, including disciplinary action, termination of employment or preventive action. Cases of suspected corruption or other criminal offences are reported to the Independent Commission Against Corruption (ICAC) or other appropriate authorities.

COMMUNITY INVESTMENT

Striving to be a responsible corporate citizen, we are committed to making our community a better place to live. We respect local culture and values, encourage our employees to participate and contribute to community activities on a voluntary basis. We hope that the Group can help create a harmonious society, bearing our fair share of social responsibility.

反貪污 (續)

利益衝突

我們定期提醒僱員，彼等必須向董事申報任何其個人利益與本集團利益可能產生或已經產生的利益衝突，並避免從事可能與本集團利益產生衝突的業務、投資或活動。董事應向董事會披露潛在利益衝突。

舉報政策

我們鼓勵舉報內部疑似業務不規範行為，並為此專門提供透明渠道。任何得悉任何現有或可能違反行為守則事件的僱員均應即時向人力資源部匯報。本集團會就此採取適當行動，包括紀律處分、解僱或預防措施。疑似貪污或其他刑事犯罪案件會向香港廉政公署或其他相關部門匯報。

社區投資

為成為一名負責任的企業公民，我們致力改善社區生活。我們尊重當地文化及價值，鼓勵我們的僱員自願參與社區活動並作出貢獻。我們希望本集團可幫助創建和諧社會，以肩負我們的社會責任。

HKEX ESG REPORTING GUIDE CONTENT INDEX

港交所環境、社會及管治報告指引內容索引

KPIs 關鍵績效 指標	Disclosure Requirements 披露要求	Sections 章節
1	<p>Governance Structure 管治架構</p> <p>disclosure of the board's oversight of ESG issues; 披露董事會對ESG事宜的監管； board's ESG management approach and strategy, including the process used to evaluate, prioritise and manage material ESG-related issues (including risks to the issuer's businesses; 董事會的ESG管理方法及策略，包括用於評估、重點發展及管理ESG相關重大議題（包括對發行人業務的風險）的流程； how the board reviews progress made against ESG-related goals and targets with an explanation of how they relate to the issuer's businesses. 董事會如何按ESG相關目的及目標檢討進度，並解釋他們如何與發行人業務有關聯。</p>	<p>ESG Governance ESG管治 ESG Governance ESG管治 ESG Governance ESG管治</p>
	<p>Reporting Principles 匯報原則</p> <p>Description of, or an explanation on, the application of the following Reporting Principles (Materiality, Quantitative, Consistency) in the preparation of the ESG report. 描述或解釋在編製ESG報告時如何應用下列匯報原則（重要性、量化、一致性）。</p>	About This Report 關於本報告
	<p>Reporting Boundary 匯報範圍</p> <p>A narrative explaining the reporting boundaries of the ESG report and describing the process used to identify which entities or operations are included in the ESG report. If there is a change in the scope, the issuer should explain the difference and reason for the change. 解釋ESG報告的匯報範圍，及描述挑選哪些實體或業務納入ESG報告的過程。若匯報範圍有所改變，發行人應解釋不同之處及變動原因。</p>	About This Report 關於本報告
<p>Environmental 環境</p> <p>Aspect A1: Emissions 層面A1：排放物</p>		
A1	<p>General Disclosure 一般披露</p> <p>Policies 政策</p> <p>compliance with relevant laws and regulations that have a significant impact on the issuer; relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 遵守對發行人有重大影響的相關法律及規例；有關廢氣及溫室氣體排放，向水及土地的排污、有害及無害廢棄物的產生等。</p>	Emissions 排放 Emissions 排放
A1.1	<p>The types of emissions and respective emissions data. 排放物種類及相關排放數據。</p>	Emissions 排放

KPIs 關鍵績效 指標	Disclosure Requirements 披露要求	Sections 章節
A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	Emissions 排放
A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	Waste Management 廢棄物管理
A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	Waste Management 廢棄物管理
A1.5	Description of emission target(s) set and steps taken to achieve them. 描述所訂立的排放量目標及為達到這些目標所採取的步驟。	Emissions 排放
A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them. 描述處理有害及無害廢棄物的方法, 及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	Waste Management 廢棄物管理
A2	Use of Resource 資源利用	
A2	General Disclosure 一般披露	
A2.1	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源(包括能源、水及其他原材料)的政策。	Energy Consumption 能源消耗
A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility). 按類型劃分的直接及/或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	Energy Consumption 能源消耗
A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度(如以每產量單位、每項設施計算)。	Water Consumption 耗水
A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them. 描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	Energy Consumption 能源消耗

KPIs		Disclosure Requirements	Sections
關鍵績效 指標		披露要求	章節
A2.4		Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them. 描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	Water Consumption 耗水
A2.5		Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量（以噸計算）及（如適用）每生產單位佔量。	Packaging Materials 包裝材料
A3	The Environment and Natural Resources 環境及自然資源		
A3	General Disclosure 一般披露	Policies on minimising the issuer's significant impacts on the environment and natural resources. 減低發行人對環境及自然資源造成重大影響的政策。	Environment and Natural Resources 環境及自然資源
A3.1		Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及自然資源的重大影響及已採取管理有關影響的行動。	Environment and Natural Resources 環境及自然資源
A4	Climate Change 氣候變化		
A4	General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer. 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。	Climate Change 氣候變化
A4.1		Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them. 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	Climate Change 氣候變化

KPIs 關鍵績效 指標	Disclosure Requirements 披露要求	Sections 章節
	Social	
	社會	
B1	Employment 僱傭	
B1	General Disclosure 一般披露	Policies 政策 compliance with relevant laws and regulations that have a significant impact on the issuer; relating to compensation and dismissal, recruitment, and promotion, working hours, rest periods, equal opportunity, diversity, antidiscrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的遵守對發行人有重大影響的相關法律及規例。
		Employment and Labour Practices 僱傭及勞工慣例
		Employment and Labour Practices
B1.1	Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region. 按性別、僱傭類型（如全職或兼職）、年齡組別及地區劃分的僱員總數。	Employment and Labour Practices 僱傭及勞工慣例
B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。	Employment and Labour Practices 僱傭及勞工慣例
B2	Health and Safety 健康與安全	
B2	General Disclosure 一般披露	Policies 政策 compliance with relevant laws and regulations that have a significant impact on the issuer. 遵守對發行人有重大影響的相關法律及規例。
		Health and Safety 健康與安全
		Health and Safety 健康與安全
B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year. 過去三年（包括報告年度）每年因工亡故的人數及比率。	Health and Safety 健康與安全
B2.2	Lost days due to work injury. 因工傷損失工作日數。	Health and Safety 健康與安全
B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	Health and Safety 健康與安全

KPIs	Disclosure Requirements	Sections	
關鍵績效 指標	披露要求	章節	
B3	Development and Training 發展及培訓		
B3	General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	Development and Training 發展及培訓
B3.1		The percentage of employees trained by gender and employee category (e.g. senior management, middle management). 按性別及僱員類別(如高級管理層、中級管理層)劃分的受訓僱員百分比。	Development and Training 發展及培訓
B3.2		The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分,每名僱員完成受訓的平均時數。	Development and Training 發展及培訓
B4	Labour standards 勞工準則		
B4	General Disclosure 一般披露	Policies 政策	Labour standards 勞工準則
		compliance with relevant laws and regulations that have a significant impact on the issuer. 遵守對發行人有重大影響的相關法律及規例。	Labour standards 勞工準則
B4.1		Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	Labour standards 勞工準則
B4.2		Description of steps taken to eliminate such practices when discovered. 描述在發現違規情況時消除有關情況所採取的步驟。	Labour standards 勞工準則
B5	Supply chain management 供應鏈管理		
B5	General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	Supply chain management 供應鏈管理
B5.1		Number of suppliers by geographical region. 按地區劃分的供應商數目。	Supply chain management 供應鏈管理

KPIs 關鍵績效 指標	Disclosure Requirements 披露要求	Sections 章節
B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及有關慣例的執行及監察方法。	Supply chain management 供應鏈管理
B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored. 描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	Supply chain management 供應鏈管理
B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored. 描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	Supply chain management 供應鏈管理
B6	Product Responsibility 產品責任	
B6	General Disclosure 一般披露	Product Responsibility 產品責任
	Policies 政策	Product Responsibility 產品責任
	compliance with relevant laws and regulations that have a significant impact on the issuer. 遵守對發行人有重大影響的相關法律及規例。	Product Responsibility 產品責任
B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全與健康理由而須回收的百分比。	Product Responsibility 產品責任
B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	Product Responsibility 產品責任
B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	Product Responsibility 產品責任
B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	Product Responsibility 產品責任
B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	Product Responsibility 產品責任

KPIs		Disclosure Requirements	Sections
關鍵績效 指標		披露要求	章節
B7	Anti-corruption 反貪污		
B7	General Disclosure 一般披露	Policies 政策	Anti-corruption 反貪污
		compliance with relevant laws and regulations that have a significant impact on the issuer. 遵守對發行人有重大影響的相關法律及規例。	Anti-corruption 反貪污
B7.1		Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases. 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	Anti-corruption 反貪污
B7.2		Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored. 描述防範措施及舉報程式，以及相關執行及監察方法。	Anti-corruption 反貪污
B7.3		Description of anti-corruption training provided to directors and staff. 描述向董事及員工提供的反貪污培訓。	Anti-corruption 反貪污
B8	Community investment 社區投資		
B8	General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	Community investment 社區投資
B8.1		Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). 專注貢獻範疇（如教育、環境事宜、勞工需求、健康、文化、體育）。	Community investment 社區投資
B8.2		Resources contributed (e.g. money or time) to the focus area. 在專注範疇所動用資源（如金錢或時間）。	Community investment 社區投資

