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ABOUT THIS REPORT

Tai Kam Holdings Limited (the "Company") and its subsidiaries (collectively referred to as the "Group" or "we") are pleased to present its Environmental, Social and Governance ("ESG") Report (the "ESG Report") for the year ended 30 April 2020 (the "Reporting Period"). This ESG Report provides an annual update on the sustainability performance, accomplishments and challenges faced over the past few years. It has been updated to reflect the interest of various stakeholders.

Scope and boundary of this report

This ESG Report details the ESG performance of the Group for the Reporting Period. We apply the concept of materiality in the planning and development of the ESG Report. Unless otherwise indicated, the ESG Report covers the Group and its subsidiaries.

Reporting principles

The ESG Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the "ESG Reporting Guide") in Appendix 27 of the Rules Governing the Listing of Securities on Main Board of The Stock Exchange of Hong Kong Limited ("Stock Exchange"). According to the guideline, the following principles are underpinned:

- 1. Materiality: Environmental, social and governance issues that have major impacts on investors and other stakeholders must be set out in this ESG Report.
- 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 the quantitative information above.
- 3. Balance: This ESG Report must provide an unbiased picture of the environmental, social and governance performance of the Group. It should avoid selecting, omitting, or presenting formats that may inappropriately influence a decision or judgment by the reader.
- 4. Consistency: This ESG Report should use consistent and disclose statistical methodologies to allow meaningful comparisons of related data over time. Any changes to the methods used must be specified in the ESG Report.

Confirmation

The information documented in this ESG Report is sourced from official documents, statistical data, and management and operation information of and collected by the Group in accordance with relevant internal policies. The Group has established internal controls and a formal review process to ensure that any information presented in this ESG Report is as accurate and reliable as possible.

Feedback

The Group discloses the latest business information regularly to investors and to the public. We also welcome investors and shareholders to express their views to the board of directors of the Company by emailing to taikam.info@taikamholdings.com.

ABOUT THE GROUP

The Group is principally engaged in construction business mainly being site formation works and renovation works in Hong Kong. Site formation works generally include piling works, landslip preventive and remedial works for improving or maintaining the stability of slopes and/or retaining walls. Renovation works refer to the fitting out work for premises in Hong Kong. Our competitive strength is the ability to provide timely and reliable products to consumers. Over the years, our solid track record and experienced management team have established an excellent reputation in the industry.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE STRATEGIES

The Board of directors (the "Board") formulates the Group's environmental, social and governance strategies and the executive directors and senior management which then execute the plan. The executive directors and senior management are responsible for reviewing and monitoring the Group's environmental, social and governance policies and practices, discussing with external professional consultants regularly in order to ensure that the Group complies with relevant legal and regulatory requirements. The executive directors and senior management monitor and respond to the latest environmental, social and governance issues, report to the Board on major issues and make relevant recommendations to enhance the Group's environmental, social and governance performance.

The Board reviews the Group's environmental, social and governance report annually, analyses and evaluates the key risks and makes relevant recommendations for the coming year. Thereafter, the executive directors and senior management report the key risks and the execution progress of the recommendations at the regular Board meetings and the Board takes appropriate measures if required.

Regarding the existing business operation and overall environment of the Group, the Board identifies waste management, health and safety as the major environmental, social and governance risks. It constantly strives to improve the safety of its different business areas in order to provide a safe and healthy work environment to employees. For further details, please refer to the relevant sections of the ESG Report.

STAKEHOLDER ENGAGEMENT

As part of the Group's business strategies, the Group communicates with the stakeholders in an open, honest and proactive way. To achieve this objective and improve transparency, we take active measures to promote investor relations and communication. In addition, we have developed the investor relations policy to ensure that investors have fair and timely access to the information of the Group. The Group's major stakeholders are listed below.

Major Stakeholder	Areas of Concern	Communication Channel
Stock Exchange	Compliance with listing rules	 Announcements in the Stock Exchange website Discussions and meetings as necessary Emails and other correspondences
Government and regulators	Local government	Face-to-face meetingConference callE-mail/Letter
Investors	• Shareholders	 Corporate website Annual, interim and quarterly financial reports Annual general meeting Conference call
Employees	Senior managementAdministrative staffDirect WorkersPotential employees	 Training, seminars Face-to-face meeting Independent focus groups and interviews Corporate Social Responsibility ("CSR") and volunteering activities
Customers	 The Government Private corporations and other entities	 Customer assessment Monthly progress meeting
Suppliers/Sub-contractors	Material suppliersTransportation providersSub-contractors	Supplier assessmentDaily work reviewSite visitingMonthly progress meeting
Community	Local community organization	Industry dinnerCSR activities

STAKEHOLDER ENGAGEMENT (CONTINUED)

Identifying Material Issues

Stakeholder participation facilitates the identification of potential risks as well as business opportunities. Understanding stakeholders' views allows the Group to better fulfil their needs and expectations with business practices and to manage different stakeholders' opinions. The Group has been able to prioritize three issues from the eleven environmental and social aspects specified in the ESG Reporting Guide as the material focus of this report. The three material issues are: anti-corruption, health and safety and development and training.

ENVIRONMENTAL ASPECTS

Emissions

Climate change and global warming are the most pressing environmental problems in the world. Many environmental groups are committed to and encourage reduction of environmental pollution. In response, the Group has established policies and measures to minimise greenhouse gas emissions and nonhazardous waste generation.

In our business operations, there is no doubt that multiple sources of emissions are generated. Hence, the Group has implemented efficient controls to minimise their levels. The Group has also strictly complied with the relevant laws and regulations for emissions, such as the Waste Disposal Ordinance (Cap.354), Water Pollution Control Ordinance ("WPCO") Cap.358 and Noise Control Ordinance (Cap.400). The Group did not have any record of conviction and prosecution during the Reporting Period relating to the relevant laws and regulations for emissions.

Carbon emissions from the consumption of energy are one of our major emission sources. During the Reporting Period, we have established sound controls for reducing carbon emissions, mainly by using energy efficient fuel for our vehicles and machineries, especially Shell FuelSave Diesel. DYNAFLEX is Shell's technology for engine efficiency. It can help to clean up injector deposits in engines, and provides better fuel economy and greater load-pulling power when needed. According to testing by Shell, this new technology in Shell FuelSave Diesel shows significantly less deposit-related power loss, and cleaner fuel injectors help to maintain engine efficiency. This type of diesel can reduce our operating costs and help protect the environment through lowered fuel usage.

ENVIRONMENTAL ASPECTS (CONTINUED)

Emissions (Continued)

During the Reporting Period, we have ensured that all our vehicles and machineries used Shell FuelSave Diesel, with sulphur content not exceeding 0.005% by weight under the Air Pollution Control Ordinance of 2008.

		Emissions during the
Scope of Emission	Type of Emission	Reporting Period
Direct emissions (Scope 1):		
– GHG emissions from mobile combustion sources	Carbon Dioxide (CO ₂)	102.18 tonnes
	Methane (CH ₄)	0.04 tonnes
	Nitrous oxide (N₂O)	0.18 tonnes
Indirect emissions (Scope 2):		
– Electricity purchased from China Light & Power	Carbon Dioxide (CO ₂)	7.2 tonnes
Other indirect emissions (Scope 3):		
– Paper waste disposal	Carbon Dioxide (CO ₂)	1.74 tonnes
– Sewage processing	Carbon Dioxide (CO ₂)	0.84 tonnes

Use of Resources

Green policies have been introduced for our staff to enhance awareness of environmental protection. We have endeavoured to lower energy consumption, fully utilise resources and recycle waste in our business operations. Also, we have established energy-efficient practices in the head office and site offices.

ENVIRONMENTAL ASPECTS (CONTINUED)

Use of Resources (Continued)

Energy Saving

We have informed our staff that air-conditioning temperatures in head and site offices are to be set at an environmental-friendly level (around 25 degrees Celsius).

LED lighting has been installed at the head and site offices. All lighting and air-conditioning must be switched off after office hours, or when the premises are not in use. Notices are placed at appropriate areas to remind the staff to switch off energy-consuming devices. Electricity meters are used to monitor energy consumption by separated areas at one of our site offices. In addition, motion sensors for lighting have been installed at designated areas in one of our site offices, enabling lighting to be automatically switched off when not in use, for a pre-set period, and a Solar Hot Water System has been introduced in one of our site offices, to convert sunlight into renewable energy for water-heating using a solar thermal collector.

		Usage
		during the
	Unit	Reporting Period
Electricity consumption	kwh	11,619
Per employee <i>(Note)</i>	kwh	277

Note: At the end of the Reporting Period, the Group had 42 employees.

Paper Usage

The Group has encouraged staff to recycle used paper and use double-sided printing to reduce paper usage. For printing, 75gsm paper, which has extremely good environmental credentials and is cost-effective, has been chosen. Any announcement or information is only posted once on notice boards, and staff and workers are notified through digital devices.

Water Management

The Group works to minimise water pollution by monitoring water use at sites. We have encouraged our staff to increase their awareness of environmental protection and water pollution.

Under the WPCO, discharge of polluted waters into stormwater drains is not permitted. We employ a service provider to collect sewage generated on site. We also conduct regular self-monitoring checks to ensure compliance to said ordinance.

	Unit	Usage during the Reporting Period
Water consumption	m^3	1,206.15
Per employee <i>(Note)</i>	m³	28.72

Note: At the end of the Reporting Period, the Group had 42 employees.

ENVIRONMENTAL ASPECTS (CONTINUED)

The Environmental and Natural Resources

Environmental

Environmental damages cannot be eliminated in the construction industry. However, we still do our best in monitoring our business operations to comply with the environmental laws and regulations. The Group has obtained ISO 14001:2015 certification issued by Hong Kong Quality Assurance Agency (HKQAA) in recognition of our measures in environmental management systems.

Noise Control

Our slope works' locations are close to residential areas. Hence, noise pollution control has always been our major concern. Before the commencement of works, we must communicate with affected residents, and inform them about the construction timeline to obtain their understanding. To comply with the Noise Control Ordinance and Environmental Impact Assessment Ordinance, the maximum acceptable noise level is 75 decibels. Sound insulation fabric and boarding are put in required locations to minimise the impact of noise generated.

Waste Disposal Management

The major environmental concern in Hong Kong is waste disposal. One major waste source from our business operations is inert construction waste, such as rock, boulders, earth, soil, sand and concrete generated from landslip prevention and remedial works. The Group has strictly complied with the standards of the Construction Waste Disposal Charging Scheme of January 2005 issued by the Environmental Protection Department. We have opened billing accounts for repaying service charges when using any legitimate waste disposal facilities for construction waste. We have implemented procedures for classifying construction wastes into inert and non-inert types. When specified levels are reached, we dispatch construction wastes to the designated landfill. In addition, we continue to develop possible reuse and recycling schemes that could allow us to divert construction waste from the waste stream back into the construction cycle.

Reducing waste water discharge

We have installed a rainwater harvesting and recycling system in one of our site offices. The system works by collecting, filtering and storing rainwater from roofs for toilet flushing and plant irrigation, which can help reduce water usage and environmental impact.

ENVIRONMENTAL ASPECTS (CONTINUED)

The Environmental and Natural Resources (Continued)

Environmental (Continued)

Resources recycling

Where applicable, we use recycled resources and materials in our site operations. For instance, we reuse usable items like hoarding materials, decorative panelling and water filled barriers where appropriate in our construction works.

		Usage
		during the
Waste Disposal	Unit	Reporting Period
Non-hazardous waste	tonne	148.1
Non-hazardous waste per no. of construction projects		
in the Reporting Period	tonne	14.81

Natural Resources

We use natural lighting and skylights fully powered by solar energy without any wiring or switches. Skylight roofing has been installed at one of our site offices, to bring natural light in to reduce energy consumption and electricity use.

Green roofing has also been introduced at one of our site offices to keep out direct heat from sunlight, and to reduce indoor temperatures. This is effective in controlling temperatures and providing a better working environment for site staff. It will make good use of energy, while energy conservation is enhanced, helping to protect the environment.

SOCIAL ASPECTS

Employment

Employees are valuable to the Group in increasing core competitive advantage and being successful. We provide a comfortable, attractive and fair working environment for our employees. We advocate a community spirit that thrives on mutual respect and equal opportunity. Equal opportunity legislation, such as the Sex Discrimination Ordinance, Race Discrimination Ordinance, Disability Discrimination Ordinance and Family Status Discrimination Ordinance, is valued by our Group. Our selection process is nondiscriminatory and solely based on employee performance, experience and skills.

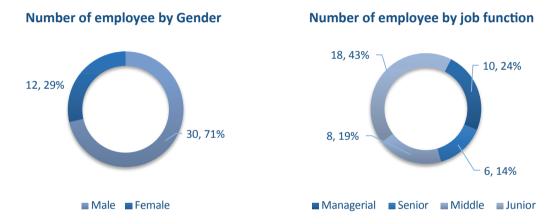
SOCIAL ASPECTS (CONTINUED)

Employment (Continued)

Annual performance reviews are performed for evaluation of employees, with appropriate salary adjustments and promotions. The Group always encourages employees to discuss their targets in job advancement and career development with their senior management if they have any difficulties or opinions related to their job. The Group is fully committed to complying with laws and regulations relevant to the Ordinances mentioned above, and does not engage in any forced or child labour. Our site supervisor normally checks the identities and licencing of all workers, whether internal or with a subcontractor, to ensure full compliance with the relevant laws and regulations.

As at the end of the Reporting Period, we employed a total of 42 staff, including operational office and construction division staff. All our staff members are located in Hong Kong. Due to the nature of our business, there is a high proportion of males within the Group.

The following figures are based on the total number of employees by the end of the Reporting Period.



The employee turnover rate is extremely high in the construction industry, especially among daily workers. Hence, our employee turnover calculation does not include employees who joined and left in the same year. There were 57 employees who joined before 1 May 2019 and left the Group during the Reporting Period. The employee turnover rate is 82%.

SOCIAL ASPECTS (CONTINUED)

Health and Safety

Due to the nature of construction works, the occupational health and safety risks in our operation and workplaces are relatively higher than in other industries. Providing a safe, effective and congenial work environment for our staff is one of the most important objectives of our Group. Hence, we have established policies on occupational health and safety to protect our staff and ensure regular inspection of high-risk construction sites.

To enhance awareness of health and safety, we have set up a health and safety management group and compiled a safety plan, which allows us to provide the highest standards of protection and prevention for all our staff against any unnecessary exposure to occupational hazards. All staff must have special safety equipment, like safety helmets, ear plugs, dust masks, goggles and safety shoes, etc. Also, we have strictly complied with Construction Sites (Safety) Regulations from the Occupational Safety and Health Branch of the Labour Department, which requires workers to equip themselves with safety belts as well as have safety netting in place at any work site which is 2 metres above ground or higher, and safety gear must be worn at all times when operating any machinery. Our on-site safety officers perform site inspections regularly, and are responsible for oversight of site safety at all times.

"Safety Star of the Month" awards have been introduced to encourage workers to work safely. The project manager, site agent and safety officer select the best-suited candidate in consideration of daily safety observation, and direct supervisor nomination. Every six months, the monthly award winners get the chance to contend for the final award. Awards may include stationery, school bags and textbook allowances.

We have performed well in terms of our health and safety management. During the Reporting Period, we obtained a merit award for construction site safety award under the Civil Engineering and Development Department. Also, the Group has obtained OHSAS 18001:2007 certification issued by HKQAA in recognition of our compliance with occupational health and safety requirements.

As at 30 April 2020, the Group had not noted any non-compliance cases in relation to health and safety laws and regulations.

Work Injury Statistics for the Reporting Period

Number of work-related fatalities0 caseRate of work-related fatalities0%Lost days due to work injury17 days

SOCIAL ASPECTS (CONTINUED)

Development and Training

Since our employees and their health and safety are important to our Group, we have established a series of internal safety training programmes to ensure all employees have received a sound level of training to reduce the chances of accidents.

We also encourage and incentivise employees to develop their knowledge and skills from external training providers. Upon Director— or senior management-level approval, the Group offers sponsorship to employees who study related construction courses of their job nature, such as the Seminar on Chemical Safety, Occupational Safety and Health Trainer and Safe Working Cycle, which are organised by Occupational Safety & Health Council, and London Chamber of Commerce and Industry (Level 2).

Employees trained by gender during the Reporting Period

Male	10%
Female	17%

Employees trained by employee category during the Reporting Period

Managerial level	40%
Senior level	0%
Middle level	13%
Entry level	0%

Average training hours completed per employee by gender during the Reporting Period

Male	1.5 hours
Female	2.79 hours

Average training hours completed per employee by employee category during the Reporting Period

Managerial level	6 hours
Senior level	0 hours
Middle level	2.31 hours
Entry level	0 hours

Furthermore, we have sponsored an employee from middle-management level to undertake work-related tertiary studies in universities and educational institutes to enhance his knowledge. Courses that have been taken include "Bachelor of Engineering (Hons) in Civil Engineering" at the Technological and Higher Education Institute of Hong Kong.

SOCIAL ASPECTS (CONTINUED)

Operating Practices

Supply Chain Management

Suppliers and sub-contractors are indispensable to our business and operations, since their quality and services are crucial in contributing to our success in the pursuit of quality excellence and in enhancing our reputation. We strictly monitor our suppliers' and sub-contractors' selection procedure, evaluating different aspects of their performance, such as competitive pricing, meeting specifications and standards, product and service quality and business ethics. Our senior management carries out performance reviews on our existing suppliers and sub-contractors regularly.

The Group has established a stable procurement network with approximately 25 suppliers and 24 sub-contractors as at the end of the Reporting Period.

Product Responsibility

Quality service is the key element influencing our business operations. We are open to our customers presenting any queries and feedback regarding our service. Whistleblowing and complaint hotline facilities have been set up for our staff and customers for reporting of fraud or non-compliance issues. However, the Group did not receive any complaints. During the Reporting Period, the Group provided a high standard of quality management, and has obtained ISO9001:2015 certification issued by HKQAA in recognition of our success in meeting customer expectations and delivering customer satisfaction.

For protection, confidential or special information relating to our customers, employees and financial data are kept in appropriately secured and locked areas. Information is not to be disclosed without their or the Group's authorisation. Our senior management has also signed a confidentiality agreement for protecting the Company's information.

For the Reporting Period, the Group was not aware of any cases of non-compliance with laws and regulations that have a significant impact on the Group in relation to the Personal Data (Privacy) Ordinance.

SOCIAL ASPECTS (CONTINUED)

Operating Practices (Continued)

Anti-Corruption

The Group complies strictly with anti-corruption policies and procurement practices. Conflicts of interest, intellectual property rights, privacy and confidentiality of information, prevention of bribery and corruption and equal opportunities are all covered in our Staff Handbook and Internal Control Manual. We have also developed a gift policy, which clearly lays out the procedures required for processing and acceptance of gifts and offers.

We have regularly updated our internal policies to conform to the regulations of the Independent Commission Against Corruption for increasing awareness of changing circumstances of corruption and fraud. The Group also encourages employees to report irregularities, using a confidential platform for employees to report problems they have observed. As at 30 April 2020, the Group did not find any noncompliance issues concerning corruption-related laws and regulations (such as the Hong Kong Prevention of Bribery Ordinance) against the Group or its employees.

Community Investment

We do our best to contribute to the community. We actively seek opportunities to repay society, and hope to create a better living environment for the local community by participating in community services and charitable sponsorships.

During the Reporting Period, the Group sponsored the anniversary celebration of the Institution of Civil Engineers, including "The anniversary celebration of HKIE – Geotechnical Division" amounting to HK\$16,800.

SUMMARY OF KEY PERFORMANCE INDICATORS

Environmental Performance

Greenhouse gases emissions	Unit	
Direct emissions (Scope 1):		
- GHG emissions from mobile combustion sources		
Carbon Dioxide (CO ₂)	tonne	102.18
Methane (CH ₄)	tonne	0.04
Nitrous oxide (N₂O)	tonne	0.18
Indirect emissions (Scope 2):		
– Electricity purchased from China Light & Power		
Carbon Dioxide (CO ₂)	tonne	7.2
Other indirect emissions (Scope 3):		
– Paper waste disposal		
Carbon Dioxide (CO ₂)	tonne	1.74
– Sewage processing		
Carbon Dioxide (CO ₂)	tonne	1.74
Waste Disposal		
Non-hazardous waste produced	tonne	148.10
Non-hazardous waste intensity	tonne/number of	
	construction site	14.81
Electricity consumption during the year:		
Electricity consumption	kWh	11,619
Per employee	kWh	277
Water consumption during the year:		
Water consumption	m³	1,206.15
Per employee	m^3	28.72

SUMMARY OF KEY PERFORMANCE INDICATORS (CONTINUED)

Social Responsibility Performance

Employment practice	Unit	
Total workforce by employment type		
Full-time	no. of people	40
Part-time	no. of people	2
Tart time	no. or people	۷
Total workforce by gender		
Male	no. of people	30
Female	no. of people	12
Total workforce by employee category		
Managerial level	no. of people	10
Senior level	no. of people	6
Middle level	no. of people	8
Entry level	no. of people	18
•		
Work Injury Statistics		
Number of work-related fatalities	case	0
Rate of work-related fatalities	%	0
Lost days due to work injury	day	17
Employees trained by gender		
Male	%	10%
Female	%	17%
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Employees trained by employee category		
Managerial level	%	40
Senior level	%	0
Middle level	%	13
Entry level	%	0

SUMMARY OF KEY PERFORMANCE INDICATORS (CONTINUED)

Social Responsibility Performance (Continued)

Average training hours completed per employee by gender

Male Female	hours hours	1.5 2.79
Average training hours completed per employee by employee category		
Managerial level	hours	6
Senior level	hours	0
Middle level	hours	2.31
Entry level	hours	0

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General Disclosure

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