



海航實業集團股份有限公司

HNA HOLDING GROUP CO. LIMITED

Stock Code 股份代號 : 521



Environmental, Social and Governance Report

環境、社會及管治報告

2016

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ABOUT HNA HOLDING

關於海航實業股份

After years of development, HNA Holding Group Co. Limited (“**HNA Holding**” or the “**Company**”) and its subsidiaries (collectively as the “**Group**”) have become an enterprise operating diverse businesses. During the reporting period, the Group is principally engaged in (1) the core business of recreation and tourism services (including the operation of golf clubs and provision of hotel and leisure services); and (2) the affiliated business in the development and provision of system integration solutions, system design and sale of system hardware (the “**Intelligent Information Business**”).

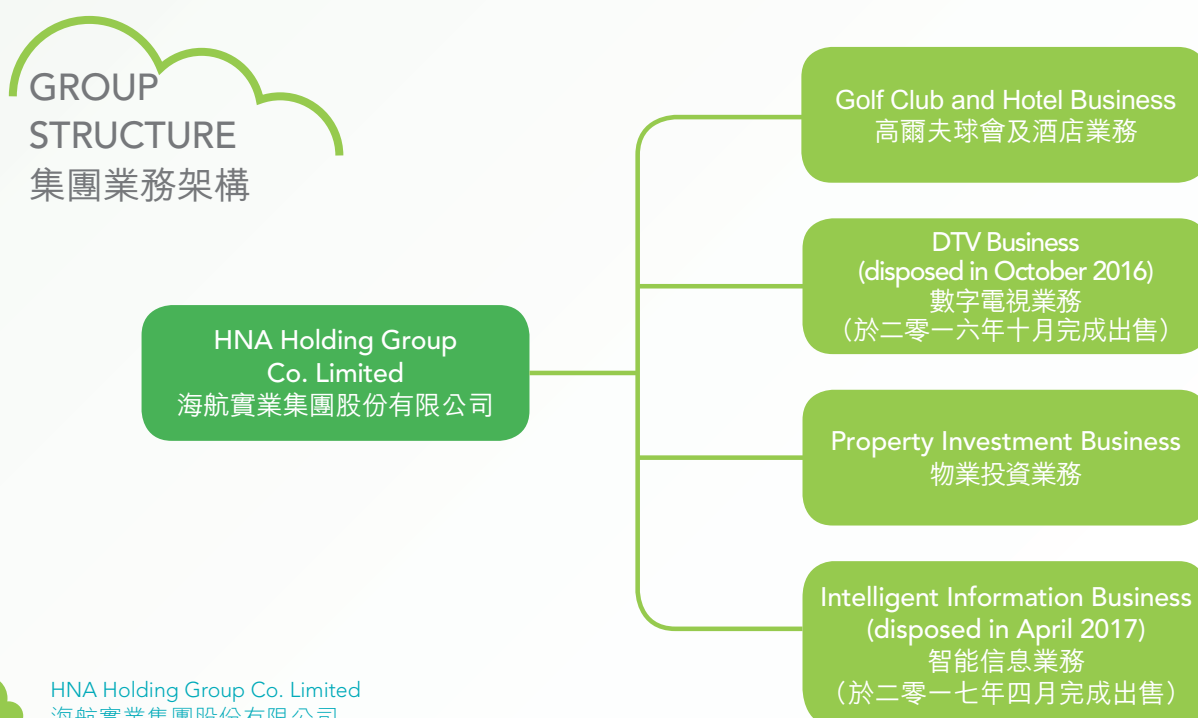
The Group has completed two significant acquisitions in 2016, namely the London Property Project and the US Golf Course Project. The London Property Project is strategically situated in Canary Wharf estate in a waterside position and is an ideal investment target. During the reporting period, the property was managed by an independent party. Meanwhile, the Group also actively explored overseas investment opportunities in golf courses and acquired 8 golf courses in the Washington State, the United States with a total of 180 golf holes as well as clubs and numerous facilities, in an effort to enhance the recreation and tourism business. During the reporting period, the overseas golf course was also leased to an independent party for management.

In addition, the Group also completed the disposal of the digital television technical solutions and related business (the “**DTV Business**”) in October 2016. The sale and purchase agreement in relation to the disposal of the Intelligent Information Business was also entered in January 2016 and the disposal completed subsequently in April 2017.

海航實業集團股份有限公司（「**海航實業股份**」或「**公司**」）及其附屬公司，合稱「**集團**」經過多年發展，如今已成為一家多元化企業。報告期內，集團主要從事(1) 主營業務為休閒及旅遊服務（包括經營高爾夫球會及提供酒店及休閒服務）；及(2) 附屬業務為開發及提供系統整合解決方案、系統設計及銷售系統硬件（「**智能信息業務**」）。

集團於二零一六年先後完成了兩個重要收購項目：倫敦物業項目及美國高爾夫球場項目。該倫敦物業項目坐落於金絲雀碼頭河畔，地理位置優越，為理想的投資目標，於報告期內該物業由獨立人士進行管理。同時，本集團亦積極尋求海外高爾夫球場投資機會並收購八座位於美國華盛頓州之高爾夫球場，合共有180個高爾夫球洞，以及會所及多項設施，致力增強休閒及旅遊業務，於報告期內該海外高爾夫球場亦已出租予獨立人士進行管理。

此外，集團亦於二零一六年十月完成出售數字電視技術方案及相關業務（「**數字電視業務**」），而出售智能信息業務亦於二零一六年一月簽署買賣協議，並於隨後二零一七年四月完成交割。



ABOUT HNA HOLDING

關於海航實業股份

In particular, located in Dongguan, Guangdong Province, Hillview golf club and hotel forms the most important part in the golf club and hotel business segment of the Group. The Group considers that recreation and tourism is one of the key industries driving the economy in China or even worldwide. The Group will continue to strengthen the existing principal businesses and push ahead the strategy to develop new businesses so as to create value for the Group and the shareholders of the Company.

The Group regards sustainable development as one of the objectives of corporate strategic development and integrates the factors namely community, environment, ethics, employees and customers into the business and operational management of the Group to align with the interest of different stakeholders, and puts into practice the social and environmental responsibilities.

其中，位於廣東東莞的峰景高爾夫球會及酒店，是集團高爾夫球會及酒店業務分部中最重要的板塊。集團認為，休閒及旅遊業在中國乃至全球都是經濟發展的重要產業之一。集團將繼續強化現有主營業務並同時力推發展新業務之戰略，為集團及本公司股東創造價值。

集團把可持續發展作為企業戰略發展目標之一，將對社會、環境、道德、員工及客戶的考慮融入集團的業務和經營管理中，以符合不同持份者的利益，並身體力行地履行對社會和環境的責任。

ABOUT THIS REPORT

關於本報告

This report is the first Environmental, Social and Governance (the “ESG”) Report published by HNA Holding, which discloses our practices and performances on different issues of sustainable development during the past year in a transparent and open manner, and demonstrates the Group’s strategies and commitments on the road of sustainable development, in order to increase our stakeholders’ confidence in and understanding of the Group.

For HNA Holding, this report is not merely a performance review, but a tool to facilitate management reform. To this end, the Group appointed an independent consultant (the “Consultant”) to prepare this report. During its preparation process, the Consultant assisted the Group to measure the environmental management and social responsibility performance, identify important issues that need the Group’s utmost attention and take them as the basis for continuous improvement and performance elevation.

HNA Holding hopes to use this report as a platform to strengthen stakeholder engagement through annual reporting. Stakeholders represent a group or an individual that has a significant impact on or is affected by the business of the Group. The stakeholders of the Group include our internal employees, management, directors as well as external customers, business partners, investors, regulatory authorities and different community groups. The report shows the present and future of the Group and discloses the Group’s non-financial performance and overall development strategies to stakeholders. The Group anticipates that stakeholders will give their feedbacks on the Group’s information disclosure, and the Group will also respond to their opinions in a timely manner, so as to give the report the role as a close and efficient information communication channel.

Reporting Year

All information contained herein reflects the performance of HNA Holding on environmental management and social responsibility from 1 January 2016 to 31 December 2016. Subsequently, the Group will publish an ESG Report on a regular basis each year, which is available for inspection by the public at any time, to continuously enhance the transparency of information disclosure.

本報告為海航實業股份發佈的首份《環境、社會及管治報告》。以透明、公開的方式披露集團過去一年在不同的可持續發展議題上的行動和績效，同時展現集團在可持續發展道路上的策略與承諾，以增加持份者對集團的信心和了解。

對海航實業股份而言，本報告不僅是為了檢視企業績效，而是推動管理變革的工具。為此，集團委任獨立顧問（「顧問」）編寫報告。在報告籌備過程中，顧問協助集團衡量環境管理和社會責任的績效，識別集團最需關注的重要議題，並以此作為持續改善、提升績效的基礎。

海航實業股份希望以此報告作為一個溝通的平台，透過年度匯報加強與持份者溝通。持份者指的是對集團的業務有重大影響，或受集團業務影響的群體和個人。集團的持份者不僅包括內部的員工、管理層、董事，還包括外部的客戶、業務夥伴、投資者、監管機構及各類型的社區團體等。報告呈現集團的現況與未來目標，向持份者披露集團的非財務績效與整體發展策略。集團期望持份者能對集團的信息披露作出反饋，而集團亦會對持份者的意見及時回應，發揮報告作為有效率的資訊交流渠道之作用。

報告年度

報告中的所有資料均反映海航實業股份於二零一六年一月一日至二零一六年十二月三十一日在環境管理和社會責任方面的績效。往後，集團將每年定期發佈《環境、社會及管治報告》，以供公眾隨時查閱，持續提升信息披露的透明度。

ABOUT THIS REPORT

關於本報告

Scope of Report

This report focuses on the “golf club and hotel” business of HNA Holding and only reports the operation of the head office of HNA Holding in Hong Kong and Dongguan Hillview’s golf club and hotel¹. The scope of disclosure will be expanded to an extent that covers all of our operations after the Group’s data collection system becomes more established and our ESG practices are further developed. This report does not include the disclosure of key performance indicators. The Group will conduct a carbon assessment in the following year to further optimise and standardise the reporting metrics.

Reporting Standards

This report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “**Guide**”) issued by The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”). It summarises the performance of HNA Holding on ESG aspects in a simplified manner. The information contained herein is sourced from official documents and statistics of the Group, as well as the consolidated information on control, management and operations in accordance with the Group’s relevant policies. A complete content index is appended in the last chapter hereof for quick reference. This report is prepared in both Chinese and English and is available on the Group’s website at www.hnaholdinghk.com. In the event of inconsistency, the Chinese version shall prevail.

In future and within its feasible scope, HNA Holding will consider preparing the report with reference to the GRI standards formulated by Global Reporting Initiatives (the “**GRI**”). The GRI standards are currently the most widely used guide for sustainable development report framework throughout the world. With this move, the Group hopes that it will be able to cover material issues in a more comprehensive manner, demonstrating the Group’s determination in following the best international practices.

意見反饋

Feedback

Our continuous improvements rely on your valuable opinions on the contents and format of this report. If you are in doubt or have any recommendations, you are welcome to email us at cosec@hnaholdinghk.com for us to constantly enhance our ESG performance.

我們的持續進步有賴閣下對本報告的內容及形式發表寶貴意見。如閣下有任何疑問或建議，歡迎將意見經電郵發送至 cosec@hnaholdinghk.com，幫助我們持續提升環境、社會及管治的績效。

報告範圍

本報告聚焦於海航實業股份之「高爾夫球會及酒店」業務，報告範圍為海航實業股份位於香港之總部辦公室以及東莞峰景高爾夫球會與酒店的營運¹。待集團在環境、社會及管治的工作深化，以及資料收集系統更趨成熟之後，集團將擴大披露的範圍，甚至全面覆蓋集團的所有營運。本報告並不包括關鍵績效指標的披露，集團將於明年進行碳評估，進一步將匯報的指標細化和標準化。

報告準則

本報告是依循香港聯合交易所有限公司（「**聯交所**」）頒佈的《環境、社會及管治報告指引》（「**指引**」）而編製。報告以精簡的形式概述海航實業股份的環境、社會及管治表現。報告中的資料來自集團的官方文件和統計數據，以及根據集團相關制度由旗下公司提供的監測、管理和營運資料整合匯總。報告的最後一章有完整的內容索引，以便讀者快速查詢。本報告以中、英文兩種文字編製，亦已上載至集團網站 www.hnaholdinghk.com。如中、英文兩個版本有任何抵觸或不相符之處，應以中文版本為準。

海航實業股份未來將考慮在可行的範圍內，參考全球報告倡議組織（Global Reporting Initiative，簡稱「**GRI**」）所制定的標準進行報告。這是目前世界上最廣泛使用的可持續發展報告框架指南。集團希望透過此舉以更全面的方式涵蓋實質性議題，顯示集團在依循國際最佳範例方面的決心。

¹ Dongguan Hillview Golf Company Limited*（東莞峰景高爾夫有限公司），a subsidiary of the Group, is responsible for the operation of Dongguan Hillview’s golf club and hotel.

¹ 集團之子公司東莞峰景高爾夫有限公司負責營運東莞峰景高爾夫球會與酒店。

* For identification purpose only

REPORTING PRINCIPLES AND STAKEHOLDER ENGAGEMENT

報告原則與持份者溝通

Reporting Principles

The Stock Exchange proposed four reporting principles in the Guide, including Materiality, Quantitative, Balance and Consistency, as the preparation basis of the Environmental, Social and Governance Report. During the preparation of this report, HNA Holding has applied these reporting principles. The table below presents the Group's understanding about and responses to these reporting principles.

報告原則

聯交所在《指引》中提出了四項報告原則，包括：重要性、量化、平衡及一致性，作為編製《環境、社會及管治報告》的基礎。在報告的籌備過程中，海航實業股份應用了這些報告原則。以下表格呈現了集團對這些報告原則的理解及回應。

Reporting Principles 報告原則	Meaning 含義	Responses from HNA Holding 海航實業股份的回應
Materiality	The report contains environmental and social issues which are material to stakeholders.	The report has placed special emphasis to the most concerned issues relating to core businesses and the stakeholders.
重要性	報告匯報對持份者有重要影響的環境和社會議題。	對於與核心業務及持份者最相關的議題，報告已經特別著墨。
Quantitative	The report should disclose key performance indicators in ways that can be measured.	The Group strived to present quantitative information and enclosed with explanation only if permitted under the circumstances.
量化	報告應以可以計量的方式披露關鍵績效指標。	只要情況允許，集團都盡量展示量化的資訊並附帶說明。
Balance	The report should be unbiased in presenting the performance of the Group.	The report identified and described the achievements made and challenges faced by the Group.
平衡	報告應不偏不倚地呈報集團的表現。	報告識別和闡述了集團所取得的成績以及面對的挑戰。
Consistency	The report should use consistent statistical and disclosure methods so that meaningful comparison can be performed in future.	No comparison can be made to its data as this is the first report presented by the Group, while the Group will continue to use the existing statistical and disclosure methods in future so that stakeholders can perform comparison on the performances of the Group year-on-year.
一致性	報告應使用一致的統計和披露方法，令數據日後可作有意義的比較。	集團首次發表報告，目前並未能對數據進行比較，但集團未來將沿用現有的統計和披露方法，令持份者得以逐年比較集團的表現。

REPORTING PRINCIPLES AND STAKEHOLDER ENGAGEMENT

報告原則與持份者溝通

Stakeholder Engagement

Stakeholder engagement is the most effective method for assessing materiality. Accordingly, HNA Holding engages key stakeholders through different channels so as to better understand their expectations, identify opportunities for business development and deal with the challenges in its operation. During the past year, the Group engaged key stakeholders through different ways.

Means of stakeholder engagement during the reporting period

持份者溝通

持份者參與是用以評估重要性的最有效方法，因此，海航實業股份透過各種渠道與重要持份者溝通，以更好地了解他們的期望，找出業務發展的機遇和迎接營運的挑戰。過去一年，集團透過不同方式與關鍵持份者溝通。

報告期內的持份者溝通方式

Internal stakeholders 內部持份者	External stakeholders 外部持份者
<ul style="list-style-type: none">• The Board of Directors<ul style="list-style-type: none">• 董事會• Management<ul style="list-style-type: none">• 管理層• Administrative personnel<ul style="list-style-type: none">• 行政人員• General staff<ul style="list-style-type: none">• 一般員工	<ul style="list-style-type: none">• Shareholders<ul style="list-style-type: none">• 股東• Customers<ul style="list-style-type: none">• 客戶• Government/regulatory bodies<ul style="list-style-type: none">• 政府/監管部門• Banks<ul style="list-style-type: none">• 銀行• External auditors<ul style="list-style-type: none">• 外部審核
Communication methods: Mail, telephone, interview, meeting, written resolution, general meeting 溝通方式：郵件、電話、面談、會議、書面決議案、股東大會	

The board of directors of HNA Holding established a shareholders' communication policy setting out the principles of HNA Holding in relation to shareholders' communications, with the objective of ensuring the shareholders of the Company have ready, equal and timely access to balanced and understandable information about the Company. HNA Holding encourages shareholders and potential investors read its corporate communication information, which is available at the Group's website at www.hnaholdinghk.com.

海航實業股份董事會已制定股東通訊政策，當中載列海航實業股份有關股東通訊的原則，旨在確保本公司股東均可於已有、平等及適時的渠道下獲得均衡及容易理解的本公司資料。海航實業股份鼓勵股東及有意投資者閱覽其公司通訊資料，詳情載於集團網站 www.hnaholdinghk.com。

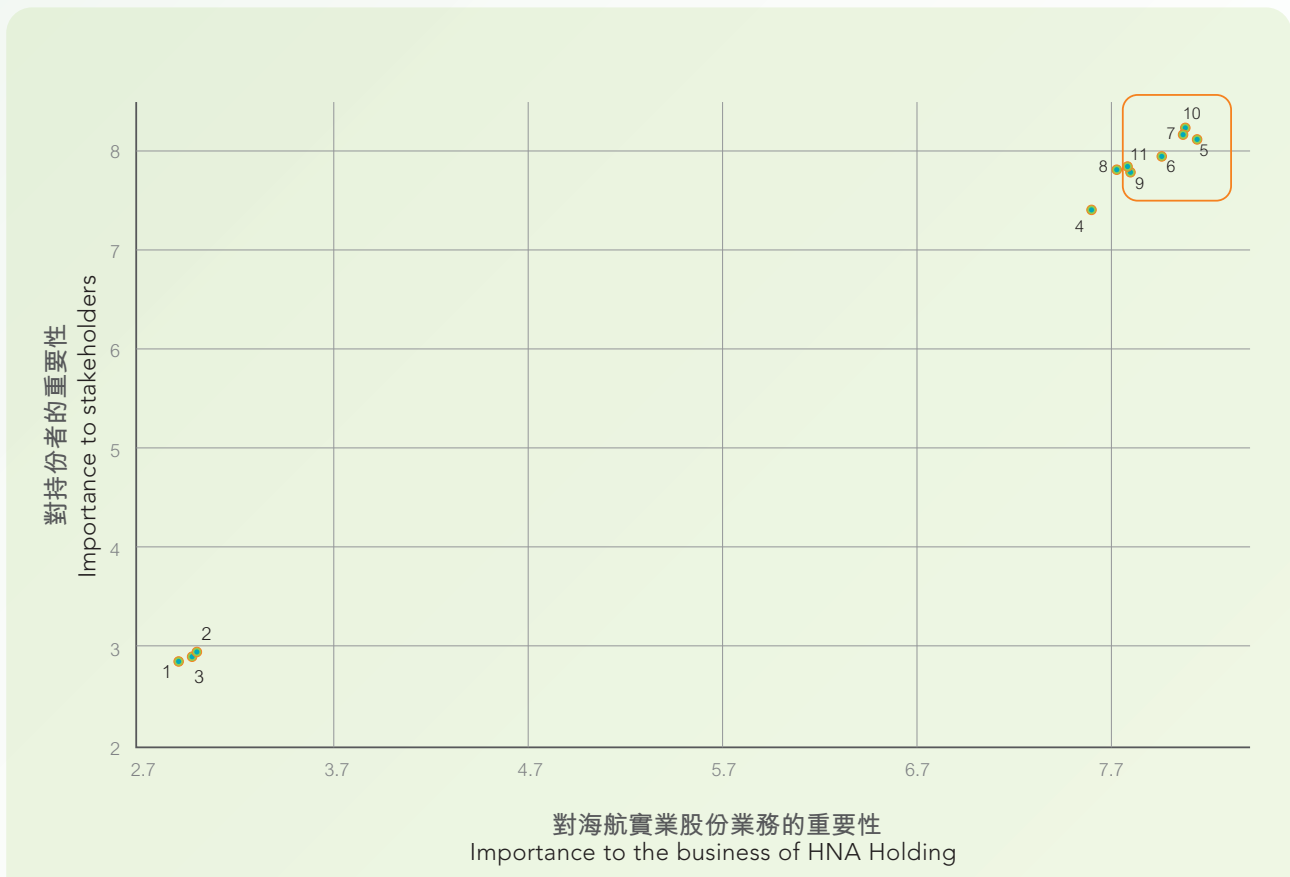
REPORTING PRINCIPLES AND STAKEHOLDER ENGAGEMENT

報告原則與持份者溝通

During the preparation of this report, HNA Holding especially engaged the Consultant to communicate with stakeholders, so as to help the Group to identify material issues in an equitable manner. The Consultant first conducted in-depth interviews with the relevant personnel of the Group to understand its sustainable development visions and policy direction. Then it conducted questionnaire survey inviting staff at different levels of the Group, including the management, administrative personnel and general employees, to participate so that each staff is given the opportunity to express his views fairly. The Consultant distributed 225 questionnaires in total to the Group's internal stakeholders and collected 214 valid and completed questionnaires. Having conducted the materiality assessment and after taking into account expert's opinions, HNA Holding identified the key issues in the materiality matrix and took it as the basis for the Group to formulate the direction of sustainable development.

在是次報告籌備過程中，海航實業股份特意委託顧問向持份者收集意見，以公正、持平的方式幫助集團識別實質性議題。顧問首先與集團相關人員進行深入訪談，了解集團的可持續發展願景和政策方向；然後進行問卷調查，邀請集團不同職級的員工參與，包括：管理層、行政人員和一般員工，令每一位員工都有公平發表意見的機會。顧問向集團的內部持份者合共派發了二百二十五份調查問卷，收回二百一十四份有效問卷。結合專家意見和實質性分析，海航實業股份在實質性矩陣中識別了匯報的關鍵議題，並以此作為集團制定可持續發展路向的基礎。

Materiality Matrix of HNA Holding in 2016 二零一六年海航實業股份的實質性矩陣



REPORTING PRINCIPLES AND STAKEHOLDER ENGAGEMENT

報告原則與持份者溝通

Material issues of HNA Holding in 2016 (in the order of materiality from high to low) 二零一六年海航實業股份的實質性議題（按重要性由高至低排序）

Code 編號	Issues	議題
10	Anti-corruption	反貪污
5	Occupational health and safety	職業健康與安全
7	Prevention of child labour or forced labour	防止童工或強制勞工
6	Employee development and training	員工發展及培訓
9	Responsibilities on products or services	為產品或服務承擔責任
11	Understanding the needs of the communities where our operations are located to ensure that community interests are taken into account in business activities	瞭解營運所在社區的需要，確保業務活動考慮社區利益
8	Supply chain management	供應鏈管理
4	Appropriate employment environment	適當的僱傭環境
2	Effective use of resources	有效使用資源
3	Impact of business management activities on environment and natural resources	管理業務活動對環境及天然資源的影響
1	Emissions management and monitoring	管理和監控排放物

Different stakeholders are being affected by the businesses of HNA Holding and they have different expectations on the Group. In future, the Group hopes to enhance stakeholder engagement in depth and breadth. The Group not only will invite more internal stakeholders to join the discussions but also extend the scope of stakeholder engagement to external stakeholders, so that different types of stakeholders (including customers, management and investors) are provided with the opportunity to participate in these activities. The Group will also consider conducting in-depth communication with stakeholders by adopting different communication methods (such as employee activities and feedback surveys) so as to make the materiality assessment more comprehensive.

海航實業股份的業務影響著不同持份者，而持份者對集團也有著不同期望。集團希望將來在持份者溝通的廣度和深度上均能得到提升。集團不僅會邀請更多內部持份者參與此過程，還將把持份者溝通的範圍擴大至外部持份者，令不同類別的持份者，包括：客戶、管理層及投資者，均有機會參與其中。集團也會採取不同的溝通形式，例如：員工活動和意見調查等，與持份者展開深入的交流，令實質性分析更完備。

MESSAGE FROM THE CHAIRMAN

主席寄語

“We aim to integrate the concept of sustainable development into our key operational decision-making.”

「我們銳意將可持續發展的理念
融入集團的重大營運決定。」

As management, we are truly aware that profitability is not the only objective of an enterprise. This ESG Report marks the starting point of our comprehensive review of the sustainability of HNA Holding's operations.

作為管理層，我們深明盈利並非企業營運的唯一目標。此份《環境、社會及管治報告》正是我們全面檢視海航實業股份營運之可持續表現的起步點。

As to our daily operations of golf club and hotel business, we have always attached great importance to the impacts of our operations on the environment. With respect to the use of pesticides, herbicides, fertilisers and other lawn care materials, we implement strict selection of suppliers where suppliers who cause less impacts on the environment are prioritised. We also place great emphasis on the high water consumption of golf course and have installed a system which takes water from the rain water lakes for the maintenance of golf course and recycles tailwater that flows back to the water lakes. As our business grows, we will actively devote more efforts to environmental protection.

在高爾夫球會及酒店業務的日常營運中，我們一直重視營運對環境的影響。對於農藥、除草劑、化肥及其他草坪養護物料的使用，我們嚴格篩選供應商，盡量選擇對環境影響較少的物料。我們亦正視球場用水量大的性質，並設置系統從球場的雨水蓄水湖取水以供球場養護所用，而尾水亦回流蓄水湖重複利用。隨著集團業務的擴展，我們將積極地開展更多環境保護工作。

While strengthening our existing businesses, we push ahead the strategy of our new businesses and rely on diligent employees. The Group takes into account the local practices in the place of operation to determine fair and competitive remuneration packages for employees, and provides staff training as appropriate based on the actual needs of different positions to enhance the expertise and sense of belonging among employees.

在繼續強化現有業務的同時，我們力推發展新業務之戰略，全賴勤奮忠誠的員工團隊。集團參考營運所在地之當地慣例以釐訂公平且具競爭力的員工薪酬，並根據不同工作崗位的實際需求，提供適切的員工培訓，提高員工的專業技能和歸屬感。



MESSAGE FROM THE CHAIRMAN

主席寄語

The economy, environment and community are closely linked and related. We will further explore the diversification of business opportunities and aim to integrate the concept of sustainable development into our key operational decision-making. For example, before we proceed with the acquisition, we will review its environmental and social performance with reference to international standards. Looking ahead, the Group will maximise value for its shareholders and work relentlessly toward its business growth, environmental protection and social development while shouldering its corporate responsibilities.

經濟、環境和社會議題環環相扣、互相影響。我們將進一步探尋多元化的經營機會，同時銳意將可持續發展的理念融入集團的重大營運決定，例如在落實收購前，我們會參考國際標準審視其環境和社會表現。放眼未來，集團將不僅為股東創造更大價值，並且肩負企業責任，為企業成長、環境保護及社會發展努力不懈。

Wang Shuang

Co-Chairman

HNA Holding Group Co. Limited

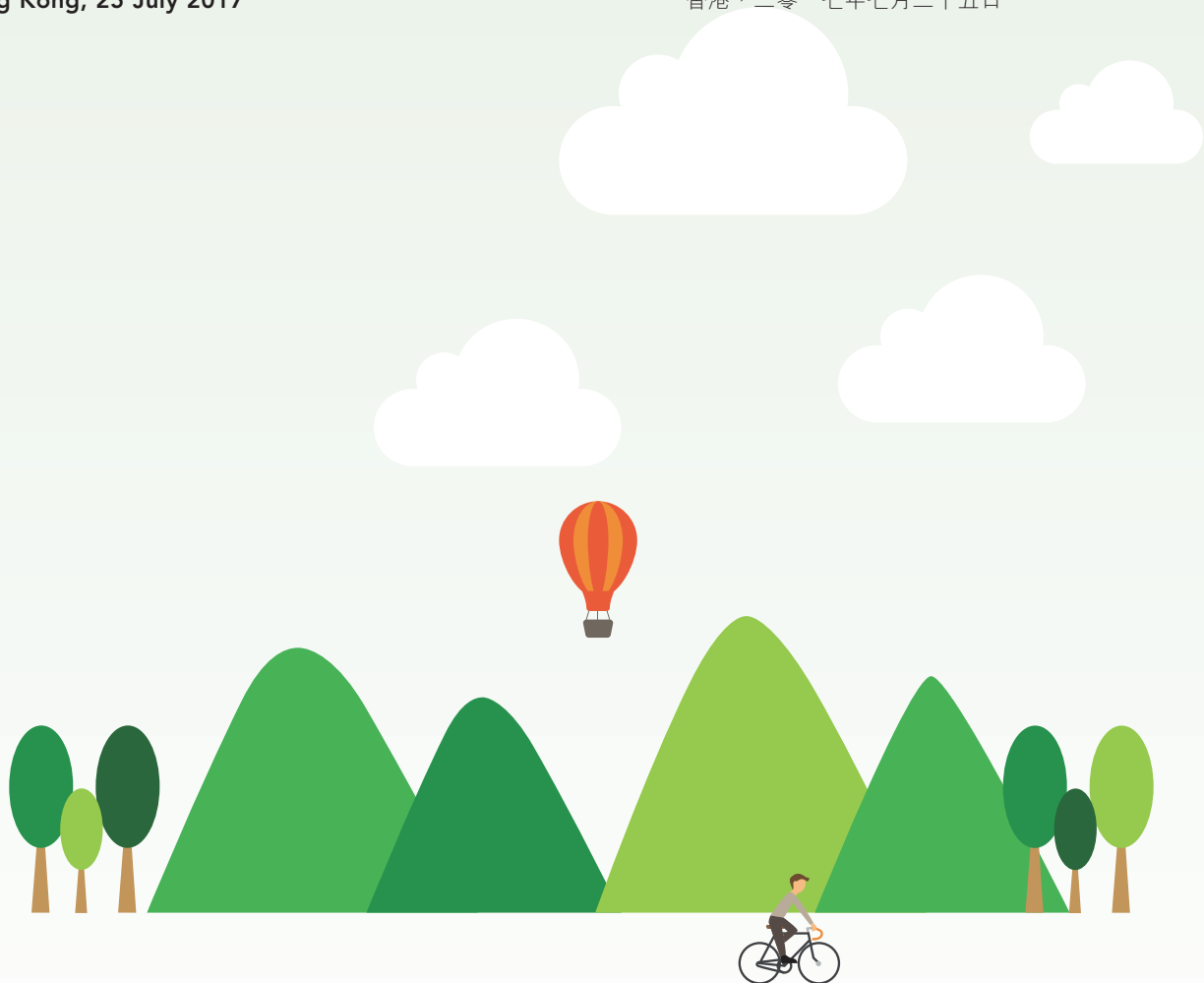
Hong Kong, 25 July 2017

Wang Shuang

聯席主席

海航實業集團股份有限公司

香港，二零一七年七月二十五日



INTEGRITY GOVERNANCE

誠信管治

Anti-Corruption

HNA Holding strongly believes that integrity operation is fundamental to an enterprise's fulfilment of its social responsibilities as well as the basis of an enterprise's comparative advantages and continuing operations. The Group endeavours to combat against corruption, bribery, extortion, fraud and money laundering. Through enhancing the internal control system, the Group strives to maintain good corporate governance. The Group has included the internal control system as part of the business procedures and the Board is responsible for ensuring, maintaining and monitoring the internal control system as a whole. The internal audit department of the Group, which was established back in October 2012, carries out regular audit on the principal businesses of the Group and continues to make recommendations on improving the internal control system of the Group.

To cope with the latest development of the Group, the Risk Control Department which replaced the existing Internal Audit Department was established under the Group's structure in September 2016. The Risk Control Department is independent to the operational department of the Group and assists the Board and the Audit Committee by consistently monitoring the risks in which the Group and its subsidiaries encounter during operation, and ensures that all material controls, including financial, operational and compliance controls as well as risk management are in place and functioning effectively. The Risk Control Department reports to the Board and the Audit Committee with its findings and makes recommendations to improve the internal control and risk management systems of the Group. Thus, the internal audit area has been included into the Risk Control Department.

Hong Kong

HNA Holding strictly follows the Prevention of Bribery Ordinance. The Employee Handbook provides that no employee is allowed to obtain benefits or solicit benefits from customers, suppliers or any persons that have business relationships with the Group to avoid impairment to employees' objectivity or improper actions of employees. The Purchasing Management System of the Group provides that purchasers shall uphold the principle of integrity and self-discipline and shall not engage in bribery or solicit benefits from suppliers. Employees should avoid to engage in affairs, investments or activities that may have conflict of interest with the Group. Once the employees or their direct family members are directly or indirectly interested in the financial interests, the employees shall report to the person-in-charge of the Group in writing.

反貪污

海航實業股份深信誠信經營是企業履行社會責任的基礎，也是企業競爭優勢和持續經營的根本。集團致力預防貪污、賄賂、勒索、欺詐及洗黑錢等行為。集團透過不斷完善內部監控系統，致力維持良好的企業管治。集團已將內部監控系統納入業務程序中，而董事會負責整體確保、維持及監管內部監控系統。集團早於二零一二年十月已成立內部審計部門，對集團的主要業務進行定期審核，並就改善集團的內部監控系統持續提出建議。

配合本集團最近之發展，本集團於二零一六年九月在其架構內成立風險控制部，以取代現有內部審計部門。風險控制部乃獨立於本集團之營運部門，透過持續監察本集團及其附屬公司營運時所面臨之風險來協助董事會及審核委員會，並確保所有重大監控（包括財務、經營及合規監控以及風險管理）均恰到好處及運作有效。風險控制部向董事會及審核委員會匯報其發現及作出建議，以改善本集團之內部監控及風險管理系統。因此，內部審計方面已納入風險控制部內。

香港

海航實業股份嚴守《防止賄賂條例》。集團在《僱員手冊》中訂明，不容許員工收受任何利益或向客戶、供應商或任何與業務有關人士索取任何利益，以免影響員工客觀處事或導致行為失當。集團的《採購管理制度》要求採購人員廉潔自律，不得受賄及向供應商索取利益。員工應避免從事可能與集團利益有衝突的事務、投資或活動。一旦員工或其直系親屬涉及直接或間接的金融權益，員工必須以書面形式向集團負責人申報。

INTEGRITY GOVERNANCE

誠信管治

Dongguan

HNA Holding enters into letter of undertaking on integrity with employees holding key positions which requires all management personnel to comply with the laws and disciplines and prohibits illegal actions such as bribery, fraud and money laundering. If employees are in any doubt as to declining gifts, the employee shall report to the management in writing to seek solutions as appropriate.

In the coming year, the Group plans to prepare specific guidelines on anti-corruption and provide training based on different business units of the Group in mainland China including the golf club and hotel business in Dongguan to raise the awareness of anti-corruption among employees.

Apart from internal control, HNA Holding equally values the integrity management of its business partners. The Group provides that no supplier may benefit from improper actions such as rebates and gifts. The Group also has a designated complaint channel so that the employees can report any improper actions of suppliers.

During the reporting period, the employees of the Group's head office in Hong Kong and golf club and hotel in Dongguan were not involved in any convicted cases as a result of corruption.

Product Responsibility

Under the prevailing intense competition in the market environment, demand for better products and services from customers is increasing. HNA Holding firmly believes that only by creating maximum value for customers will it gain their trust and support.

東莞

海航實業股份與擔任重要崗位的員工簽訂誠信承諾書，要求全部幹部員工遵守法紀，禁止賄賂、詐騙和洗黑錢等違法行為。如員工對於拒絕接受禮品有疑問，員工應以書面形式向管理層匯報以尋求恰當的解決方法。

集團計劃來年針對內地不同業務單位，包括東莞高爾夫球會及酒店業務，編製有關反貪污具體指引及提供培訓，提高員工的反貪污意識。

除了內部監控，海航實業股份同樣重視對業務夥伴的誠信管理。集團規定供應商不得以不正當行為，如：回扣、餽贈等，而獲利。集團亦設有專門投訴舉報渠道，讓員工舉報供應商的不正當行為。

在本報告期內，集團香港總部辦公室及東莞高爾夫球會及酒店的員工並沒有涉及任何因貪污而被定罪的案件。

產品責任

在當今競爭激烈的市場環境下，客戶對產品和服務的要求不斷提高。海航實業股份深知，唯有為客戶創造最大價值才能得到客戶的信賴與支持。

INTEGRITY GOVERNANCE

誠信管治

Hong Kong

HNA Holding respects the information and privacy of customers. The Employee Handbook of the Group provides that all employees shall not disclose the operating conditions, operations and company affairs of the customers to any party under any circumstances.

Dongguan

The major customers of HNA Holding's golf club and hotel business are golf enthusiasts and business customers. The Group provides membership products, golf products, golf reception services, housing and catering services to customers. The Group has maintained good relationships with these customers over the years and endeavoured to ensure that the products and services sold and provided to the customers meet the customers' requirements. To safeguard the interest of customers, the Group takes a responsible approach in marketing and enters into sale and purchase agreements with customers to perform its obligations in accordance with the terms of the agreement in an effort to realise its undertaking toward the marketing and sales of its products and services. At the same time, the Group protects the customers' personal data and privacy in accordance with the national personal data protection regulations.

HNA Holding values customers' opinions and endeavours to ensure that customers' opinions and complaints are timely handled and satisfactorily responded. Accordingly, the Group has a complaint email and a complaint hotline to understand the feedbacks of customers on the Group's services with a view to improving its operational flow and quality of service as well as enhancing customer satisfaction.

The Group's head office in Hong Kong and golf club and hotel in Dongguan will formulate policies regarding product responsibility to regulate the health and safety, advertising, trademark and privacy matters and their remedies in relation to the provision of products and services.

During the reporting period, there were no legal proceedings or cases regarding product responsibility against the Group's head office in Hong Kong and golf club and hotel in Dongguan.

香港

海航實業股份尊重客戶的資料及私隱。集團在《僱員手冊》中列明，所有員工在任何情況下均不得向任何人透露客戶的操作情況、營業及公司事務等資料。

東莞

海航實業股份高爾夫球會及酒店業務的主要客戶為高爾夫愛好者及商務客戶。集團向客戶提供會籍產品、高球產品、高爾夫打球接待服務、住房及餐飲服務等。集團與客戶保持多年良好關係，致力確保售予客戶的產品及服務均符合客戶的要求。為保障客戶利益，集團以負責任的態度行銷，與客戶簽訂買賣協議書，按照協議書條款履行責任，致力兌現產品及服務的推廣及銷售承諾。同時，集團遵守國家保障個人資料相關法例，保障客戶的個人資料及私隱權。

海航實業股份尊重客戶的意見，盡力確保客戶的意見及投訴得到適時處理和滿意答覆。因此，集團設立電話申訴渠道，以瞭解客戶對集團服務的意見，以持續改善營運流程和服務質素，以及提高客戶滿意程度。

集團香港總部辦公室及東莞高爾夫球會及酒店將制訂與產品責任相關的政策，以規範有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法。

在本報告期內，集團香港總部辦公室及東莞高爾夫球會及酒店並無涉及與產品責任相關的法律程序或訴訟。

INTEGRITY GOVERNANCE

誠信管治

Supply Chain Management

HNA Holding understands that the Group should play a role in the whole life cycle of services and sound supply chain management is the key to safeguarding the brand reputation of the Group and ensuring business sustainability and managing operating costs.

Hong Kong

The major suppliers of HNA Holding's head office in Hong Kong are suppliers of stationeries, daily consumables and computer accessories. The Group has formulated the Purchasing Management System which requires employees to act in strict accordance with the purchasing system and procedures. The system regulates the purchasing flow and consideration factors for supplier selection, including price of product supplied, quality, lead time, after-sales services and etc. As to bulk or regularly used supplies, the Group provides that procurement must be made by price consultation or tendering.

Dongguan

The major suppliers of golf club and hotel business segment include suppliers of turf machinery and equipment, suppliers of materials for lawn care such as fertilisers and pesticides, golf product suppliers, suppliers of golf course equipment, food suppliers, suppliers of hotel cleaning products and suppliers of guestroom products. The Group enters into framework cooperation agreements with long-term suppliers to ensure that the products and services provided by the suppliers meet the requirements of the Group. Starting from the second half of 2017, the Group plans to enter into letter of undertaking on social responsibility with suppliers which requires suppliers to respect human rights and comply with the national laws and regulations regarding employment and environmental protection.

供應鏈管理

海航實業股份了解集團在服務的整個生命週期中都應該發揮作用，而供應鏈的妥善管理正是集團維護品牌聲譽，確保業務可持續性和管理營運成本的關鍵。

香港

海航實業股份香港總部辦公室的主要供應商為文儀用品、日常消耗品及電腦用品供應商。集團制定《採購管理制度》，要求員工嚴格按照採購制度及程序辦事。制度規範採購流程及評選供應商的考慮因素，包括供貨價格、品質、交貨期及售後服務等。對於大宗或經常使用的物品，集團規定以詢議價或招標形式進行採購。

東莞

海航實業股份高爾夫球會及酒店業務的主要供應商為草坪機械及配件供應商，化肥、農藥等草坪養護類物資供應商，高爾夫用品供應商，球場設備供應商，食品供應商，酒店清潔用品供應商，客房用品供應商。集團與長期合作的供應商簽署框架合作協議，確保供應商所提供的產品和服務達到集團的要求。集團計劃於二零一七年下半年度開始與供應商簽署社會責任承諾書，要求供應商承諾尊重人權，並遵守國家僱傭及環境保護相關的法例法規。

INTEGRITY GOVERNANCE

誠信管治

HNA Holding complies with the national laws and does not purchase the relevant materials that are explicitly prohibited by the State. In addition, the Group also endeavours to promote green purchasing and maximises the use of environmentally friendly products. The Group has created a written account on the Log of Purchase and Use of Fertilisers, Pesticides and Herbicides and opened respective files for the purchase and use of materials. The Group arranges special storage points to store hazardous wastes including pesticides, herbicides and fertiliser packaging materials. These hazardous wastes are labelled clearly to prevent leakage that results in pollution. The Group endeavours to work with business partners, enhance their environmental awareness and provide them with the latest news on the Group's policies so that the business partners know about the sustainability performance of the Group.

The Group's head office in Hong Kong and golf club and hotel in Dongguan will formulate policies regarding supply chain management to manage the environmental and social risks associated with the suppliers and contractors.

海航實業股份不僅遵守國家法例，沒有購買國家明令禁止的相關物料，集團更致力推行綠色採購，盡可能使用環保產品。集團建立《化肥農藥除草劑購買和使用記錄》書面台賬，對物料的購買及使用建立檔案。集團安排專門儲存點儲存農藥、除草劑、化肥廢包裝物等危險廢物，並做好識別標識，預防有害廢物洩漏造成污染。集團致力與業務夥伴合作，提高業務夥伴的環保意識，並向業務夥伴提供集團政策的最新消息，讓業務夥伴了解集團的可持續發展表現。

集團香港總部辦公室及東莞高爾夫球會及酒店將會制訂供應鏈管理的相關政策，以管理供應商及承辦商的环境及社會風險。

CARE FOR EMPLOYEES

員工關懷

Health and Safety

HNA Holding considers that the operating efficiency of an enterprise is closely related to whether a healthy and safe working environment is provided to all employees. To create a carefree working environment for the employees, the Group takes occupational health and safety as one of the key segments of an enterprise's risk management.

Hong Kong

HNA Holding has purchased 17 indoor air purifiers for its head office in Hong Kong to improve the indoor air quality and provide a healthy working environment for employees. The Corporate Salient Reporting System of the Group sets out the definition of occupational health and safety incidents of varying degrees and provides the relevant reporting system and guidelines for employees so that the Group can timely acknowledge and arrange for response actions and investigations. The Group will formulate policies regarding health and safety to provide a safe working environment for employees and protect employees from occupational hazards.

Dongguan

HNA Holding has formulated the Handbook on Loss Prevention Management so that employees can understand the requirements and responsibilities in areas of occupational health and safety. The Group regularly carries out tests on the equipment and facilities in the work premises. The Group is also equipped with firefighting, anti-theft and flood protection devices in various work areas based on the actual circumstances. In addition, the Group occasionally carries out safety training for all employees and implements a pre-certification system for high risk positions to ensure the work safety of employees.

During the reporting period, the Group's head office in Hong Kong and golf club and hotel in Dongguan did not violate any laws and regulations relating to the provision of a safe working environment and protection of its employees from occupational safety hazards.

健康與安全

海航實業股份認為企業的營運效率與所有員工健康安全的工作環境密切相關。為了營造讓員工安心的工作環境，集團把職業健康與安全視為企業風險管理的重要環節之一。

香港

海航實業股份為香港總部辦公室購置十七部室內空氣清新機，改善室內空氣質素，為員工提供健康的工作環境。集團的《企業重要情況通報制度》對不同程度的職業健康及安全事故作出定義，並向員工提供相關通報機制及指引，以便集團能及時知悉、安排應對方法及作出調查。集團將制訂與健康與安全相關的政策，以向員工提供安全的工作環境及保障員工避免職業性危害。

東莞

海航實業股份制定《預防損失管理手冊》，令員工了解在職業健康與安全方面的要求及責任。集團定期對工作場所的設備和設施進行檢測，確保符合安全工作要求。集團亦根據實際情況為各工作區域配備防火、防盜及防洪等設備設施。另外，集團不定期對所有員工進行安全培訓，並對具有高危風險的工作崗位進行持證上崗制度，確保員工工作安全。

在本報告期內，集團的香港總部辦公室及東莞高爾夫球會及酒店在提供安全工作環境及保障員工免受職業安全危害方面，並無違反相關法例法規。

CARE FOR EMPLOYEES

員工關懷

Labour Standards

勞工準則

The International Labour Organization is a specialised agency of the United Nations to enact labour standards in the form of international labour conventions and recommendations, thereby improving the standard of work and living standards around the world. China is a founding member and a permanent member of the organisation. In Hong Kong, there are currently 41 international labour conventions applicable to working conditions, employment policies and other matters.

國際勞工組織是聯合國的專門機構，透過國際勞工公約和建議書的形式頒佈勞工標準，從而提高世界各地的工作和生活標準。中國是國際勞工組織的創始成員國，也是該組織的常任理事國。而在香港，目前共有四十一項國際勞工公約適用於工作條件、就業政策等事宜。

HNA Holding recognises that child labour and forced labour violate the basic human rights and international labour conventions, and pose a threat to sustainable social and economic development.

海航實業股份認識到聘用童工和強制勞工違反基本人權、國際勞工公約，並對可持續的社會和經濟發展構成威脅。

Hong Kong

香港

The Employee Handbook of HNA Holding stipulates that, the Group strictly complies with the Employment of Children Regulations and the candidates under statutory age of employment are not employed.

海航實業股份的《僱員手冊》訂明，集團嚴格遵守《僱用兒童規例》，不會聘請未滿法定工作年齡的應徵者。

The Group will formulate policies regarding the prevention of forced labour and review the employment practices to avoid any occurrence of forced labour.

集團將會制訂防止強制勞工的相關政策，並檢討僱傭慣例以避免強制勞工的情況發生。

Dongguan

東莞

HNA Holding strictly follows the Provisions on the Prohibition of Using Child Labour and employment of child labour in any position is strictly prohibited. The actual age of prospective employees is reviewed by the personnel department of the golf club and hotel during the recruitment process, including inspection of identity documents, photos of candidates and verification of account records. The golf club and hotel will not unfairly limit the employment relationship between employees and the Group in any way, such as detaining deposit or in kind or proof of identity. The Group strictly prohibits any forced labour by any person by means of violence, threat or restriction of personal freedom. Employees have the right to terminate the labour contract in compliance with laws and regulations.

海航實業股份遵守國家《禁止使用童工規定》，嚴禁在任何工作崗位上僱用童工。在招聘過程中，高爾夫球會及酒店的人力資源部會進行實際年齡審查工作，包括檢查應徵者的身份證明文件、相片及核對戶口記錄等。高爾夫球會及酒店不會利用任何方式不公平地限制員工與集團的僱傭關係，例如：扣留存款、實物或身分證明文件。集團嚴禁任何人以暴力、威脅或者限制人身自由手段強迫員工勞動。在符合法例的情況下，員工擁有自由解除合約的權利。

CARE FOR EMPLOYEES

員工關懷

The Group will keep abreast of the latest employment practices and plans to formulate policies regarding the prevention of child labour and forced labour to provide clearly guidelines for employees.

During the reporting period, the Group's head office in Hong Kong and golf club and hotel in Dongguan did not violate any laws and regulations relating to child and forced labour.

Development and Training

HNA Holding is convinced that nurturing employees is the key to ensuring an enterprise's development and strengthening an enterprise's competitiveness.

Hong Kong

The Employee Handbook sets out the directions of HNA Holding's employee training. The Group encourages employees to participate in work related training courses through providing fixed subsidies to help enhance the comprehensive capabilities quality of employees to cope with the development and management directions of the Group. During the year, the Group arranged for the employees holding key positions to participate in the internal training organised by the substantial shareholder of the Group to enhance the employees' relevant legal knowledge required for merger and acquisition of business in the industry.

Dongguan

HNA Holding has established an employee training and talent development system which provides orientation training, corporate culture training and general skill training according to the annual training programme based on the actual needs of different departments and positions so that employees can continue to improve their skills and professional capabilities. The golf club and hotel will formulate policies regarding employee development and training to cope with the existing training programmes with a view to enhancing employees' knowledge and skills of their job responsibilities.

Employment

HNA Holding considers its employees as one of the most important assets. The Group believes each employee deserves respect and fair treatment.

集團將持續了解最新的僱傭慣例，並計劃日後制訂有關防止聘用童工及強制勞工的政策，為員工提供更具體的指引。

在本報告期內，集團的香港總部辦公室及東莞高爾夫球會及酒店並無違反與童工及強制勞工相關的法例法規。

發展及培訓

海航實業股份深信培育員工是確保企業得以發展以及強化企業競爭力的核心。

香港

海航實業股份的員工培訓方針列明於《僱員手冊》內。集團透過定額資助，鼓勵員工參加與工作相關的培訓課程，幫助提升員工的綜合質素，以配合集團的發展及管理方向。集團於年內安排擔任重要崗位的員工參加由集團主要股東公司舉辦的內部培訓，以提升員工在進行合併和收購業務時所需的法律知識。

東莞

海航實業股份建立員工培訓和人才成長體系，因應不同部門和崗位的實際需要，根據年度培訓工作計劃進行員工入職培訓、企業文化培訓及通用技能培訓，令員工在工作技能和專業能力方面均得到持續的提升。高爾夫球會及酒店將制訂與員工發展及培訓相關政策，配合現有的培訓工作計劃，以提升員工履行工作職責的知識及技能。

僱傭

海航實業股份視員工為最重要的資產之一。集團相信每位員工均應受到尊重及公平對待。

CARE FOR EMPLOYEES

員工關懷

Hong Kong

HNA Holding has established an employment mechanism and issued the Employee Handbook to enable the employees to understand their rights and responsibilities as well as the Group's requirements on employee conduct and discipline. HNA Holding encourages an open and diversified corporate culture which ensures employees enjoy equal opportunities. The Group takes into account the competence, academic qualifications and working needs of employees in terms of recruitment, employment, training, secondment, promotion, remuneration and benefits regardless of factors such as disability, gender, marital status and pregnancy. The Group prohibits any form of discrimination or sexual harassment by its employees against any person and endeavours to create a respectful and safe working environment.

HNA Holding offers fair and competitive remuneration packages, which are detailed in the Employee Handbook. The Group also provides a wide range of fringe benefits to encourage and retain existing employees. To thoroughly understand the work performance of employees and enhance their performance and development, the Group has established a performance assessment system to assess the performance of employees. The assessment results will form the basis of reference for remuneration adjustment of employees.

During the year, HNA Holding arranged for its employees to participate in the teambuilding activity organised by the substantial shareholder of the Group and the participating employees had the chance to tour around the theme park for free. The activity strengthened the communication between employees and enhanced their team cohesion.

香港

海航實業股份建立了一套僱傭機制，並透過發放《僱員手冊》，讓員工了解自己的權益與責任，以及集團對員工行為與紀律的要求等。集團鼓勵開放和多元化的企業文化，確保員工享有平等機會。集團在招聘、僱傭、培訓、調職、晉升、薪酬及福利等方面均基於員工的工作能力、學歷資格及工作需要而釐定，不會因殘疾、性別、婚姻狀況和懷孕等因素而有異。集團禁止員工對任何人作出歧視或性騷擾，致力維持互相尊重和安全的環境。

海航實業股份的薪酬制度公平且具競爭力，並詳列於《僱員手冊》。集團亦為員工提供多種津貼福利，鼓勵及挽留現任員工。為確實瞭解員工之工作績效，及提升員工的表現及發展，集團設立績效考核制度，對員工進行績效考核。考核結果將作為員工薪酬調整的參考依據。

海航實業股份於年內安排員工參加由集團主要股東公司舉辦的團隊建設活動，而參加活動的員工更可免費遊覽主題樂園。透過是次活動，員工之間的溝通增加，凝聚力亦得以提升。

CARE FOR EMPLOYEES

員工關懷

Dongguan

HNA Holding provides compensation and statutory benefits to employees in accordance with the national labour laws and standards. The Group believes that a good working environment not only can increase work efficiency, but also strengthen employees' sense of belonging toward the Group. The Group has different employee care initiatives such as staff dormitory and entertainment premises and facilities such as basketball court, badminton court and employee recreational centre in an effort to promote work-life balance among all employees. The golf club and hotel in Dongguan will formulate policies regarding employment to regulate the employment and labour practices on compensation, dismissal, recruitment, promotion, working hours, rest periods, equal opportunities, diversification, anti-discrimination and other privileges and benefits.

During the reporting period, the Group's head office in Hong Kong and golf club and hotel in Dongguan did not violate any laws and regulations relating to employment behaviours.

東莞

海航實業股份根據國家的勞動法例標準，給予員工法定薪酬及福利。集團相信良好的工作環境不但可以提升工作效率，更能增進員工對集團的歸屬感。集團透過不同的員工關懷措施，例如為員工提供住宿，以及籃球場、羽毛球場及員工活動中心等休閒娛樂場地和設施，致力實現所有員工的工作與生活平衡。東莞高爾夫球會及酒店將制訂僱傭相關政策，規範有關薪酬、解僱、招聘、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僱傭及勞工常規。

在本報告期內，集團的香港總部辦公室及東莞高爾夫球會及酒店並無違反與僱傭行為相關的法例法規。

COMMUNITY PARTICIPATION

社區參與

HNA Holding takes into consideration of the factors such as care for community, environmental protection, care for employees and business ethics regarding the development and operations of the Group so that the Group not only can achieve long-term development but can also meet the expectations of different stakeholders and benefit the community.

Hong Kong

Through participating in various public welfare and charitable donation events, HNA Holding shows its support to the activities and bodies which fit into the core areas of community investment as part of its active efforts to repay society. In 2016, the Group's contribution efforts mainly focused on caring for the underprivileged and solving the social needs. In addition to making direct donations to different entities, the Group also encouraged and sent staff representatives to form a volunteer team to take part in various volunteer services and fundraising activities.

Charity Run for Air Ticket Redemption

In 2016, the Group participated in the "HNA Global Charity Run" (海航環球接力公益跑) – Hong Kong organised by the substantial shareholder. Participants of the Group had to finish a 5-km long distance run. All employees taking part in the long-distance run translated their running distance into mileage in the ratio of 1:1 to help the poor students to fly back to their hometown during the spring festival using "HNA Fortune Wings Mileage" charity tickets.

Dongguan

HNA Holding endeavours to ensure that its daily operations take into account the needs and interests of the local community and allocates its resources to different areas in an effort to solve the needs of the local community and nurture local community development.

HNA Holding's head office in Hong Kong and golf club and hotel in Dongguan will formulate policies regarding community investment to understand the community needs of the places where it operates through community engagement and ensure that its business activities take into account the interest of the community.

海航實業股份一直致力將關懷社區、環境保護、關愛員工、商業道德等因素融入集團發展及營運的考量，讓集團取得長遠發展之餘，亦能回應不同持份者的期望，惠澤社群。

香港

海航實業股份透過參與各項公益活動以及慈善捐助，向符合集團社區投資核心領域的活動和機構作出支持，積極回報社會。二零一六年，集團的貢獻範圍主要集中在關懷弱勢社群方面，協助解決社會的需求。集團除了直接捐款予不同機構，還持續鼓勵及派選員工代表組成義工隊伍，參加義工服務和公益籌款等活動。

接力跑兌換公益機票

二零一六年，集團參加了由主要股東公司舉辦的「海航環球接力公益跑」香港站活動。集團的每位參加者需完成五公里的長跑。全體參加員工所完成的長跑距離以一比一的形式兌換成飛行里數，幫助貧困學子得到春節回家過年的「海航金鵬里程」公益機票。

東莞

海航實業股份致力確保日常營運考慮到當地社區的需求及利益，動用資源貢獻於不同範疇，致力解決當地社區需要，培養當地社區發展。

海航實業股份香港總部辦公室及東莞高爾夫球會及酒店將制訂社區投資相關政策，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。

GREEN OPERATIONS

綠色營運

The taking effect of the Paris Agreement signifies a profound change for the global energy sector. To achieve the objective of the Paris Agreement, various countries strive to eliminate the use of fossil fuels as energy source by the second half of this century.

HNA Holding has officially kicked off the environmental management system by setting the environmental targets and environmental performance indicators and carrying out reviews regularly so as to improve the environmental performance of the Group. The Group will formulate policies regarding emission reduction, effective use of resources and reducing the Group's impacts on the environment and natural resources, and regularly publish its environmental management performance.

Use of Resources

Hong Kong

The use of natural resources at HNA Holding's head office in Hong Kong is mainly paper. The Group uses recycled paper and also promotes a paperless office. In 2016, the Group adopted the electronic platform for document approval which reduced the use of paper. At the same time, the Group encourages the employees to use electronic means of communication and print paper on both sides to further reduce the use of paper.

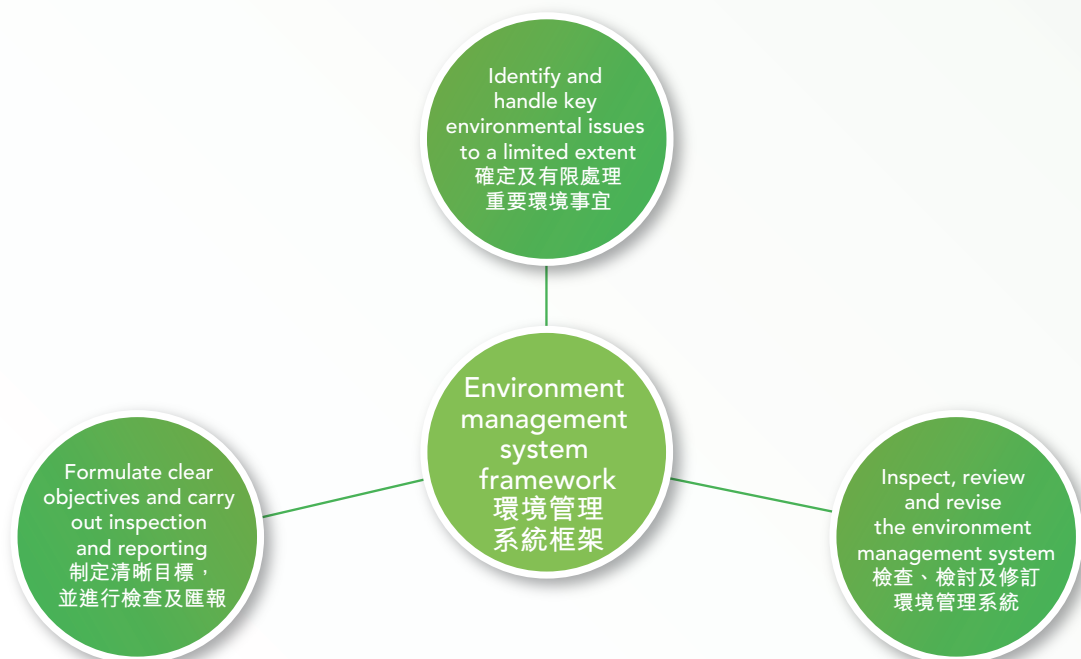
《巴黎協議》的生效意味著全球能源格局正在進入一個深刻的轉變期。多國為了實現《巴黎協議》的目標，將致力在本世紀下半葉淘汰化石燃料作為能源的使用。

海航實業股份正開始試行環境管理系統，訂立環保目標及環境績效指標，並定期進行檢討，持續改善集團的環保表現。集團將制訂減少排放物、有效使用資源及減低集團對環境及天然資源影響的相關政策，並定期公佈環保管理表現。

資源使用

香港

海航實業股份香港總部辦公室消耗較大的天然資源是紙張。集團採用的紙張是再造紙，集團亦推廣無紙化辦公室。於二零一六年，集團採用電子平台進行文件審批，減少耗用紙張，同時鼓勵員工使用電子通訊及雙面打印，以進一步減少紙張消耗。



GREEN OPERATIONS

綠色營運

Dongguan

In the ordinary course of HNA Holding's golf and hotel business in Dongguan, water is one of the largest resources consumption. The water for lawn maintenance at the golf courses of the Group comes from 17 rain water lakes within the golf course. The Group uses lake water to irrigate the golf courses through automatic sprinkler system and tailwater will be flowed back into the lakes for reuse to fully make use of water resources.

東莞

在海航實業股份東莞高爾夫球會及酒店的日常營運中，水是消耗量較大的資源之一。集團高爾夫球會的草坪養護水水源來自場內十七個雨水蓄水湖。集團透過自動噴灌系統等設施，利用湖水灌溉球場，而尾水則回流蓄水湖重複使用，善用水資源。

The Paris Agreement came into effect in November 2016, aiming to limit the rise of global temperature by less than two degrees Celsius at the end of the century comparing with the pre-industrial era, and try to further control it within 1.5 degrees Celsius.

二零一六年十一月，《巴黎協議》正式生效，目的是在本世紀末把全球氣溫上升限制在與工業化前相比上升攝氏兩度之內，並致力於進一步控制在攝氏一點五度以內。

Similarly, paper consumption is another focus of HNA Holding. The Group encourages its employees, customers and suppliers to use electronic communication channels and e-documents to reduce paper use. The Group monitors the use of resources in an effort to minimise the use of energy, water and raw materials.

紙張消耗同樣是海航實業股份的關注重點。集團鼓勵員工、客戶及供應商使用電子通訊及電子文檔，減少耗用紙張。集團對資源使用的情況進行監察，致力減少能源、水及原材料的使用。

Environment and Natural Resources

Hong Kong

To ensure that the projects acquired by HNA Holding comply with the local environmental laws, the Group has appointed an independent consultant to assess the impacts of the projects on the environment upon acquisition of the London Property Project and the US Golf Course Project.

環境及天然資源

香港

為確保海航實業股份所收購的項目符合當地環保相關法例。集團對英國倫敦物業項目及美國華盛頓州高爾夫球場項目進行收購時，委任獨立顧問評估項目對環境的影響。

Dongguan

HNA Holding has commenced the testing of the environment management system, built a framework and set down environmental objectives and performance indicators where the environmental performance will be monitored and reviewed on annual basis. The Group also provides training to employees to nurture a corporate culture of caring for the environment.

東莞

海航實業股份開始試行環境管理系統，訂立框架，並設定環保目標和表現指標，監察和檢討每年的環保表現。集團亦會為員工提供培訓，培訓關愛環境的企業文化。

GREEN OPERATIONS

綠色營運

Emissions

Hong Kong

The daily operations of HNA Holding's head office in Hong Kong mainly focus in the office and there is no material emission of waste gases and greenhouse gases. The Group will also include the carbon audit in the work plans for 2017 and take this as the first step in formulating the future carbon reduction targets.

Dongguan

The golf club and hotel business in Dongguan manages and monitors the emissions and greenhouse gases in accordance with all relevant environmental laws and regulations. The Group endeavours to identify and minimise the emissions produced in the operations.

The emissions mainly produced by HNA Holding's golf and hotel business are domestic sewage and waste gases. The Group has built a sewage treatment station and waste gases treatment facilities such as kitchen hydro-washing ventilation hood, high pressure static fume treatment system and power generation spray tower. The engineering department is responsible for equipment washing twice every year to ensure normal operation of equipment. The Group has also implemented the routine maintenance system for the sewage treatment station and the safety emergency prevention proposal to ensure the sewage treatment system meets the emission standards. The Group's golf courses are regularly monitored by the environmental monitoring bureau in Dongguan to assess the quantity of various emissions.

During the reporting period, there was no incidence of non-compliance with the relevant environmental laws that had a significant impact on the Group's head office in Hong Kong and golf club and hotel in Dongguan.

排放物

香港

海航實業股份的香港總部日常營運主要集中於辦公室，沒有重大廢氣及溫室氣體排放。集團亦將碳審計納入二零一七年的工作計劃中，並以此作為制訂未來減碳目標的第一步。

東莞

東莞高爾夫球會及酒店業務遵守所有相關的環境法律法規，對排放物及溫室氣體進行管理和監控。集團致力識別並盡量減少業務中的排放物產生。

海航實業股份的高爾夫球會及酒店業務主要產生的排放物為生活污水和廢氣。集團建有污水處理站及廢氣處理設施，例如廚房運水煙罩、高壓靜電油煙處理系統及發電機噴淋塔。工程部負責落實一年兩次的設備清洗，確保設備正常運作。集團亦建立污水處理站日常維護制度及安全應急預防方案，確保污水處理系統達標排放。集團高爾夫球場定期接受東莞市環境監測站的監測，評估各項排放物數量。

在本報告期內，集團香港總部辦公室及東莞高爾夫球會及酒店並無違反相關環保法例而對集團有重大影響的情況。

"ENVIRONMENTAL, SOCIAL AND GOVERNANCE (ESG) REPORTING GUIDE" CONTENT INDEX

《環境、社會及管治報告指引》內容索引

Main Aspects 主要範疇	Description 內容	Page Index 頁碼索引
A1 Emissions		
A1 排放物		
General Disclosure 一般披露	Information on: (a) policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to exhaust gas and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 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的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	25
A2 Use of Resources		
A2 資源使用		
General Disclosure 一般披露	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。	23
A3 The Environment and Natural Resources		
A3 環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	24
B1 Employment		
B1 僱傭		
General Disclosure 一般披露	Information on: (a) the policies; and (b) 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, anti-discrimination, 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： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	19

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《環境、社會及管治報告指引》內容索引

Main Aspects 主要範疇	Description 內容	Page Index 頁碼索引
B2 Health and Safety B2 健康與安全		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	17
B3 Development and Training B3 發展及培訓		
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。	19
B4 Labour Standards B4 勞工準則		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	18
B5 Supply Chain Management B5 供應鏈管理		
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。	15

“ENVIRONMENTAL, SOCIAL AND GOVERNANCE (ESG) REPORTING GUIDE” CONTENT INDEX

《環境、社會及管治報告指引》內容索引

Main Aspects 主要範疇	Description 內容	Page Index 頁碼索引
B6 Product Responsibility		
B6 產品責任		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	13
B7 Anti-corruption		
B7 反貪污		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	12
B8 Community Investment		
B8 社區投資		
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。	22



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