

# 昊天國際建設投資集團有限公司

## Hao Tian International Construction Investment Group Limited

(Incorporated in the Cayman Islands with limited liability) (於開曼群島註冊成立的有限公司)

(Stock Code 股份代號：1341)



# 2017/18

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

# CONTENTS

## 目錄

1	CONTENTS
	目錄
2	SCOPE OF THE REPORT
	報告範圍
2	COMMUNICATION WITH STAKEHOLDERS
	與持份者溝通
2	A Environment
	A 環境
2	Aspect A1. Emissions
	方面A.1 排放物
4	Aspect A2. Use of Resources
	方面A.2 資源使用
6	Aspect A3. Environment and Natural Resources
	方面A.3 環境及天然資源
6	B Social
	B 社會
6	Aspect B1. Employment
	方面B.1 僱傭
8	Aspect B2. Health and Safety
	方面B.2 健康與安全
8	Aspect B3. Development and Training
	方面B.3 發展及培訓
9	Aspect B4. Labour Standards
	方面B.4 勞工準則
10	Aspect B5. Supply Chain Management
	方面B.5 供應鏈管理
10	Aspect B6. Product Responsibility
	方面B.6 產品責任
11	Aspect B7. Anti-corruption
	方面B.7 反貪污
12	Aspect B8. Community Investment
	方面B.8 社區投資
13	THE WAY FORWARD
	展望
13	INDEX
	索引

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### SCOPE OF THE REPORT

This year's report covers the construction machinery business of Hao Tian International Construction Investment Group Limited (hereinafter the "Company"), which mainly includes rental and trading of construction machinery.

The report covers the 2018 financial year (from 1 April 2017 to 31 March 2018), which is in line with the time period of the annual report.

This report is compiled in accordance with the Environmental, Social and Governance Reporting Guide in Appendix 27 of the Rules Governing the Listing of securities on the Stock Exchange of Hong Kong Limited, and makes disclosures in accordance with the "comply or explain" provision and certain "recommended disclosures" of the guide.

### COMMUNICATION WITH STAKEHOLDERS

The Company understands that the long-term support of stakeholders is crucial for the Company's sustainable development. To improve communications with stakeholders on an ongoing basis, the Company takes great efforts to establish effective communication channels. The Company provides reports regarding the environmental, social and governance aspects and publishes related information on its website. Meanwhile, the Company also provides opportunities for stakeholders to provide valuable advice on the Company's environmental, social and governance aspects through channels like meetings, e-mails and customer service hotlines.

#### A ENVIRONMENT

##### Aspect A1. Emissions

Emission reduction has increasingly become an important aspect for global environment and economy, and integrates environmental management into decision-making of the Company's different segments.

### 報告範圍

本年度報告涵蓋昊天國際建設投資集團有限公司(下稱「公司」)的建築機械業務，主要包括建築機械租賃及銷售。

報告所涵蓋的時期為二零一八年財政年度(二零一七年四月一日至二零一八年三月三十一日)，與年報的時間一致。

本報告依循香港聯合交易所有限公司證券上市規則附錄二十七《環境、社會及管治報告指引》編撰，並按指引中「不遵守就解釋」的要求及部份「建議披露」的指引作出披露。

### 與持份者溝通

公司明瞭持份者的長期支持對公司的持續發展十分重要。公司為不斷加強與持份者溝通，非常注重建立有效之溝通渠道，公司就環境、社會及管治方面提供報告，並以電子形式在網站發佈有關資料。與此同時，公司又透過會議、電郵、顧客服務熱線等渠道，給予持份者就公司的環境、社會及管治方面提供寶貴意見的機會。

#### A 環境

##### 方面A.1 排放物

減排降耗日漸成為全球環境及經濟的重要理念，公司將環境管理納入公司各個部份的營運決策中。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### A ENVIRONMENT (continued)

#### Aspect A1. Emissions (continued)

The Company is principally engaged in leasing and sales of construction machinery. Although not being a direct user of the machinery, the Company still makes an effort to take measures to help end users achieve better emissions standards. The Company procures machinery that complies with the Environmental Protection Department's regulatory control on emissions of non-road mobile machinery. Most of the machineries are in compliance with the standards of the EU Stage IIIA or the Ministry of the Environment of Japan. In addition, where feasible, the Company endeavours to introduce construction machinery with better emission performance for users to use. Meanwhile, the Company also regularly provides repair and maintenance services to rental machinery to ensure that the operation and emission of machinery are in excellent condition. The Company also follows the policy of the Environmental Protection Department to phase out pre-Euro IV diesel vehicles.

With respect to waste management, the Company has registered with the Environmental Protection Department as a producer of chemical waste in view of the fact that the Company produces waste oil when performing mechanical repairs. In strict compliance with relevant requirements and guidelines, the Company entrusts licensed chemical waste collectors to collect and dispose of all waste oil.

The Company strictly complies with the relevant environmental laws and regulations. During the reporting period, there were no cases of prosecution for violating environmental laws and regulations.

#### Types of emissions and respective emissions data

Automobile NO <sub>x</sub> emission	1,127.62 kg
Automobile SO <sub>2</sub> emission	1.81 kg
Automobile particle emission	92.08 kg

### A 環境 (續)

#### 方面A.1 排放物 (續)

公司主要從事租賃及銷售建築機械，公司縱然並非機器的直接使用者，但仍致力採取一系列措施協助最終使用者達到更理想的排放表現。公司採購符合環境保護署管制非道路移動機械廢氣排放規例的機械，大部分機械均符合歐盟 IIIA 期或日本環境省標準，更致力在可行的情況下優先引入具有更佳排放表現的建築機械供用家使用。與此同時亦定期提供維修保養服務供出租的建築機械，確保機械的運作及排放表現優良。公司又遵循環境保護署的政策要求，淘汰歐盟四期以前的柴油車輛。

廢物管理方面，鑑於公司進行機械維修時會產生廢機油，公司已向環境保護署登記成為化學廢物產生者，恪守相關要求及指引，委託持牌的化學廢物收集商收集及處理所有廢機油。

公司嚴格遵行相關的環保法例，報告期內並無因為違反與環保相關的法例而被檢控的個案。

#### 排放物種類及相關排放數據

汽車氮氧化物排放	1,127.62 千克
汽車二氧化硫排放	1.81 千克
汽車顆粒排放	92.08 千克

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### A ENVIRONMENT (continued)

### A 環境 (續)

#### Aspect A1. Emissions (continued)

#### 方面A.1 排放物 (續)

#### Greenhouse gas emissions in total and intensity

#### 溫室氣體總排放量及密度

#### Greenhouse gas emissions

#### 溫室氣體排放量

The calculation scope includes the consumption of electric oil and diesel oil by mobile sources, the consumption of diesel oil and liquefied petroleum gas by stationary sources, electricity power consumption, and acetylene combustion  
計算範圍包括流動源的電油及柴油消耗、固定源的柴油及液化石油氣消耗、電力消耗、以及乙炔燃燒

504.84 tonnes of carbon dioxide equivalent

504.84 公噸二氧化碳當量

Average greenhouse gas emissions per hour of construction machinery leasing

0.67 kg of carbon dioxide equivalent/hour

平均每小時建築機械租賃所產生的溫室氣體排放量

0.67 千克二氧化碳當量  
/小時

#### Total hazardous waste produced and the intensity

#### 有害廢棄物總量及密度

Total hazardous waste produced and the intensity

3.96 tonnes

有害廢棄物總量

3.96 公噸

Average hazardous waste emissions per hour of construction machinery leasing

5.22 g/hour

平均每小時建築機械租賃所產生的有害廢棄物

5.22 克/小時

#### Aspect A2. Use of Resources

#### 方面A.2 資源使用

The Group understands that judicious use of resources must go hand in hand with emission reduction. Where feasible, priority is given to the purchase of construction machinery with better fuel efficiency, and to appliances labelled with grade 1 energy efficiency label. Meanwhile, the Company's office adopts natural ventilation and reduces the use of air conditioner as much as possible. The above measures are developed with the efficient use of resources as the key principle, and help reduce energy consumption. The Company encourages employees to save and cherish water by advocating the concept and importance of environmental protection, and uses recycled water for cleaning equipment and machinery, making optimal use of water resources.

公司明瞭慎用資源與減少排放必須相輔相成，在可行的情況下優先引入具有更佳燃油效益的建築機械，又優先選用具有一級能源效益標籤的電器產品。與此同時，公司的辦公室盡量引入自然通風，減少使用空調。以上各項措施均以有效使用資源為大原則，有助降低能源消耗。公司鼓勵員工節約及珍惜用水，宣揚環保的理念及重要性，又會以回收水用於清潔設備及機械，善用水源。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### A ENVIRONMENT (continued)

#### Aspect A2. Use of Resources (continued)

The Company also notices that the use of paper in office will impose burden on forestry resources, and conveys the importance of carbon reduction to the employees. Thus, it promotes digital imaging and electronic file archive. The Group implements policies that promote conservation of paper and encourage electronic medium, such as advocating double-sided printing and reusing paper, thereby reducing the amount of paper used and ensuring substantive action for the protection of forestry resources. The Company also sets up recycling containers to collect and recycle waste paper, aluminium cans and plastic waste, in order to make full use of available resources.

#### Direct and indirect energy consumption in total and intensity

Energy type	Energy consumption
Diesel (including automobile diesel and industrial diesel)	1,317,562 kWh
Petrol	218,158 kWh
Electricity	133,144 kWh
Liquefied petroleum gas	1,561 kWh
<b>Total</b>	<b>1,670,425 kWh</b>
Average energy consumption per hour of construction machinery leasing	2.20 kWh/hour

#### Water consumption in total and intensity

<b>Water consumption in total</b>	<b>5,934.14 cubic meters</b>
Average water consumption per hour of construction machinery leasing	7.82 litre/hour

### A 環境 (續)

#### 方面A.2 資源使用(續)

公司亦注意到辦公室用紙會為林木資源帶來負荷，並向員工宣傳減碳的重要性，故此致力推動使用數碼方式作為圖像及文件存檔，落實節約用紙及電子化，又例如提倡雙面列印、紙張再用，從而減少紙張用量，為保護林木資源採取實質行動。公司又設置回收箱分別回收廢紙、鋁罐及塑膠廢棄物，務求充份善用資源。

#### 直接及間接能源總耗量及密度

能源類型	能源耗用量
柴油(包括車用柴油及工業用柴油)	1,317,562 千瓦時
電油	218,158 千瓦時
電力	133,144 千瓦時
液化石油氣	1,561 千瓦時
<b>總計</b>	<b>1,670,425 千瓦時</b>
平均每小時建築機械租賃所耗用的能源	2.20 千瓦時/小時

#### 總耗水量及密度

<b>總耗水量</b>	<b>5,934.14 立方米</b>
平均每小時建築機械租賃所耗用的水量	7.82 公升/小時

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### A ENVIRONMENT (continued)

#### Aspect A3. Environment and Natural Resources

The Company regularly arranges its employees to attend seminars held by the Environmental Protection Department, keeps abreast of the policy and regulatory changes of relevant regulatory authorities, and updates its environmental management policies in a timely manner to comply with the latest legislative requirements. The Company strictly complies with the policy requirements for the control of non-road mobile machinery emissions and the phase-out of pre-Euro IV diesel vehicles, so as to ensure that all client users can achieve good emission level and minimize the potential environmental impact on the air quality.

On the other hand, the Company is also aware that the Environmental Protection Department is proposing to tighten the statutory emission standards of non-road vehicles newly supplied to Hong Kong to Euro VI level, which will affect newly registered non-road vehicles in Hong Kong. The Company has been keeping abreast of the latest development thereof.

By implementing environment management policies, the Company did not have any material environment accident during the period.

### B SOCIAL

#### Aspect B1. Employment

The Company attaches importance to the equal rights and interests of employees, opposes any form of discrimination, and respects the difference in gender, age, race, disability, and other aspects of each person, thereby ensuring that employees are fully respected and protected. The Company provides competitive remuneration to its employees according to market standards. Meanwhile, the Company provides medical insurance to its employees. In case of unfortunate work injury, the Company will provide fair and reasonable subsidies to its employees and their families.

### A 環境 (續)

#### 方面A.3 環境及天然資源

公司定期安排員工出席環境保護署舉行的講座，密切跟進相關監管當局的政策及法規變動，適時更新公司的環境管理政策，以符合最新的法例要求。公司嚴格遵守有關管制非道路移動機械廢氣排放及淘汰歐盟四期以前的柴油車輛的政策要求，確保各使用客戶都能達到良好的排放水平，將對空氣質素的潛在環境影響減至最低。

另一方面，公司亦知悉環境保護署正在建議收緊新供應於香港使用的非道路車輛的排放標準至歐盟六期，並會影響在香港新登記的非道路車輛，已密切跟進其最新發展。

公司透過施行環境管理制度，期內未有重大的環境事故發生。

### B 社會

#### 方面B.1 僱傭

公司重視員工的平等權益，反對任何性質的歧視，尊重每個人的性別、年齡、種族及殘疾等各個方面的異同，從而確保員工得到充份的尊重及保障。公司參考市場水平向員工提供具競爭力的薪酬待遇，與此同時，公司為員工提供醫療保險，若不幸發生工傷事故，公司將為員工及其家人提供公平合理的補助。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### B SOCIAL (continued)

#### Aspect B1. Employment (continued)

The Company also annually evaluates the contribution of employees to the Company and utilizes the evaluation results, staff experience and ability as the objective basis for salary adjustment and job promotion. In addition, the Company provides employees serving the Company for over five years with long-term incentives upon their retirement or departure as a recognition of their long-term contribution to the Company.

The Company respects the established work hours, refrain from forcing employees to work overtime, and organises recreational activities for employees, in order to help employees achieve work-life balance, improve work efficiency, as well as protect employees' rest and leave benefits.

The Company strictly complies with the relevant employment laws and regulations. During the reporting period, there were no cases of prosecution for violating employment laws and regulations.

#### Total number of employees at the end of the period by gender

Male	113
Female	14

#### Total number of employees at the end of the period by employment type

Fulltime	125
Contract	2

#### Total number of employees at the end of the period by age group

25-34	14
35-44	30
45-54	39
55-64	34
65 or above	10

### B 社會 (續)

#### 方面B.1 僱傭 (續)

公司亦每年評核員工對公司的貢獻，並按照評核結果及員工的經驗和能力作為薪酬調整及職位晉升的客觀依據。公司又為服務超過五年的員工在退休或離職時頒發長期服務獎金，以表揚他們對公司的長期貢獻。

公司尊重既定的工作時間，絕不強迫員工超時工作，又為員工籌辦娛樂活動，幫助員工達致工作生活平衡、提高工作效率、維護員工休息和休假的權益。

公司嚴格遵行相關的僱傭法例，報告期內並無因為違反與僱傭相關的法例而被檢控的個案。

#### 期末按性別劃分的僱員總數

男性	113
女性	14

#### 期末按僱傭類型劃分的僱員總數

全職	125
合約	2

#### 期末按年齡組別劃分的僱員總數

25-34歲	14
35-44歲	30
45-54歲	39
55-64歲	34
65歲或以上	10



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### B SOCIAL (continued)

#### Aspect B2. Health and Safety

The Company fully ensures that its occupational safety has achieved a level of excellence from the education, verification and other aspects. The Company arranges safety talks and training every month to enhance the safety awareness of employees, refreshing and learning safety issues, so that employees can identify high-risk areas. The Company always provides safety training before assigning employees to a new workplace in order to ensure that they understand the type, environment and circumstances of the site and are fully aware of the safety matters that call for attention when operating relevant construction machinery at the site.

As the final line of defence of the safety system, the Company provides protective equipment for each employee who operates machinery, such as safety helmets, dust masks and other protective equipment. It also arranges designated staff to manage and record protective equipment, in order to ensure that the equipment is effective and in good condition, and to enhance the protection of employee's occupational safety.

The Company strictly complies with the relevant safety laws and regulations. During the reporting period, there were no cases of prosecution for violating safety laws and regulations.

#### Number and rate of work-related fatalities and lost days due to work injury

Number of work-related fatalities	Nil
Rate of work-related fatalities	0%
Number of lost days due to work injury	0 man-days

#### Aspect B3. Development and Training

Talent is a valuable asset to the corporation and also the cornerstone for the Company's long-term development. The Company sponsors appropriate employees to participate in further education and is committed to nurturing talent. It also provides employees with all aspects of vocational skills training, so as to enhance the overall quality of employees.

### B 社會 (續)

#### 方面 B.2 健康與安全

公司從教育及核查等各個方面全面務求公司的職業安全達到卓越水平。公司每月安排安全講座及培訓，加強員工的安全意識，溫故知新，令員工能辨識高風險的區域。公司在派遣員工到新工作場所履行職務前都會提供安全培訓，確保他們具體了解該工地的類型、環境及情況，並充份認識在該工地操作相關建築機械時需要注意的安全事項。

作為安全體系的最後一道防線，公司為每位操作機械的員工提供安全防護器材，例如安全帽、防塵口罩等防護裝備，又安排專責人員管理及紀錄安全防護器材，確保器材的有效期及狀況良好，加強保護員工的職業安全。

公司嚴格遵守相關的安全法例，報告期內並無因為違反與職業安全相關的法例而被檢控的個案。

#### 因工死亡人數和比率及因工傷損失工作日數

因工死亡人數	無
因工死亡比率	0%
因工傷損失工作日數	0 人力日數

#### 方面 B.3 發展及培訓

人才是企業寶貴的資產，亦是公司長遠發展的基石。公司資助合適的員工參與進修，致力培育人才，亦主動為員工提供各方面的職業技能培訓，從而提升員工的整體質素，為公司的長遠發展帶來裨益。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### B SOCIAL (continued)

#### Aspect B3. Development and Training (continued)

The Company provides in-service training to new employees, to ensure that they have the necessary skills and knowledge to perform their duties. The Group also provides technical courses to existing employees who operate complex construction machinery. In order to obtain the latest skills and knowledge of the Company's machinery that are being leased and sold, the Company sends employees to participate in training courses organised by manufacturers. All of the Company's operators and engineering personnel must hold relevant certificates and licenses. The Company also arranges senior staff to guide junior staff so that employees can complement each other and pass on valuable experience, and establish a talent hierarchy for the future development of the Group.

#### Percentage of employees trained, and annual average training hours completed per employee

Total employees

整體僱員

90%

4.21

#### Aspect B4. Labour Standards

The Company strictly prohibits child labour and forced labour. During staff recruitment, the identity of potential employees is strictly reviewed to ensure that they are at least eighteen years of age. The Company prohibits any form of forced labour or servitude and ensures that all employees are working on a voluntary basis.

The Company did not have any situations of child labour or forced labour during the reporting period.

### B 社會 (續)

#### 方面 B.3 發展及培訓 (續)

公司為新入職員工提供入職培訓，以確保他們具備履行職務所需的必要技能及知識，又為現有員工提供操作複雜建築機械的技術課程。公司會派遣員工參與由製造商舉辦的訓練課程，以獲取有關公司租賃及銷售機械的最新技能及知識。公司所有的操作員及工程人員都必須持有相關的證書及執照。公司又安排資深員工指導資歷較淺的員工，讓員工互相交流補足，令寶貴的經驗得以傳承，建立穩定的人材梯隊扶助公司未來發展。

#### 受訓僱員百分比，及每名僱員年度平均完成的受訓時數

Annual percentage of employees trained per year	Annual average training hours completed per employee
年度受訓僱員百分比	每名僱員年度平均完成的受訓時數

#### 方面 B.4 勞工準則

公司嚴禁童工及強迫勞工等情況，並於招聘員工時對其身份資料進行嚴格審查，以確保其年齡足滿十八歲。公司禁止任何形式的強迫勞工或勞役，並確保所有員工均於自願情況下勞動或工作。

公司於報告期內並無出現任何童工或強迫勞工的情況。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### B SOCIAL (continued)

#### Aspect B5. Supply Chain Management

The Company believes that sustainable development requires concerted efforts from various parties, and conducts a strict background investigation of its major suppliers to evaluate their corporate social responsibility performance. For existing suppliers, the Company reviews and evaluates annually and updates the approved supplier list on a regular basis. Before selecting a new supplier, the Company will evaluate the supplier's background information, quality of product or service, market price, delivery date, level of customer service, as well as reputation of the supplier.

The Company seeks to promote continuous improvement of its suppliers through comprehensive evaluation and review as well as cooperation and communication.

#### Aspect B6. Product Responsibility

The Company understands that its development depends on the quality of its products and services. In order to ensure that the quality, performance and safety levels of the products are in compliance with the requirements of non-road mobile machinery, all distributed products through the Company are subject to a series of inspection and verification procedures before they leave the factory. The Company also provides after-sales technical support, regular inspection, and repair and maintenance services for such distributed products. The manufacturer will generally provide a 12-month warranty for new machinery, and is responsible for all liability and expenses in the event of any defects or malfunctions with regard to design, manufacturing or material during the warranty period. The Company makes clear indications to all sales staff members to provide accurate and genuine information to customers during sales, reflecting the Company's reputation, and its emphasis on long-term cooperation with customers.

### B 社會 (續)

#### 方面 B.5 供應鏈管理

公司深信可持續發展必須多方攜手並進，對主要供應商作出嚴格的背景調查，以評估它們的企業社會責任表現。對於現有的供應商，公司會每年檢討評估並定期更新核准供應商列表。而在選用新供應商前，公司會評估供應商的背景資訊、產品或服務的質素、市場價格、交貨期、客戶服務的水平，以及供應商的聲譽。

公司務求通過充份的審查及檢討，協作交流，促進各供應商作出持續改善。

#### 方面 B.6 產品責任

公司深明公司的發展建基於產品及服務質素，所有代理產品於出廠前均須接受一系列的檢測及驗證程序，確保產品的質量、表現及安全水平均符合非道路移動機械的要求。公司又為代理產品提供售後技術支援、定期檢查及維修保養服務。製造商一般會為全新機械提供十二個月保質期，在保質期內如發生任何因設計、製造或材料導致的缺陷和故障，製造商須承擔全部責任和費用。公司又明確要求所有銷售部員工在銷售時均須向客戶提供準確及真實資訊，體現公司的信譽，重視與客戶長期合作的機會。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### B SOCIAL (continued)

#### Aspect B6. Product Responsibility (continued)

The Company undertakes not to purchase any pirated software and hardware, and provides employees with clear guidelines on how to protect the health and stability of the system. The Company attaches great importance to the protection of consumer information and privacy, and manages customers' personal information that it handles in accordance with the requirements of Personal Data (Privacy) Ordinance. Without the consent of customers, the collected customer data will not be used for promotion purpose. The Company regularly reviews the security of the information storage system and protects the security and stability of the information system through firewalls and management of Internet access.

The Company strictly complies with the relevant product responsibility laws and regulations. During the reporting period, there were no cases of prosecution for violating product responsibility or product description laws and regulations.

#### Percentage of total products sold or shipped subject to recalls for safety and health reasons

Percentage of products subject to recalls for safety and health reasons Nil

#### Aspect B7. Anti-corruption

The Company believes that fairness and integrity in business transactions are especially important to the Company's long-term development. The board of directors of the Company (the "Board") develops a code of conduct that is applicable to directors and employees, regularly reviews its corporate governance structure and performance, and establishes an audit committee to conduct internal review. All transactions of the Company are supported by appropriate documentation. Apart from internal audit, the Company also entrusts an external auditor to audit financial statements.

### B 社會 (續)

#### 方面 B.6 產品責任 (續)

公司承諾不會購買任何盜版軟硬件，並為員工提供清晰指引，維護系統的健康及穩定性。公司高度重視消費者資料及私隱保障，按《個人資料(私隱)條例》的要求管理涉及的客戶個人資料。除非徵得客戶同意，收集到的客戶資料不會用作宣傳之用。公司定期檢視資料儲存系統的安全性，通過防火牆、管理上網行為等渠道監察管理，維護資料系統的安全及穩定性。

公司嚴格遵行相關的產品責任法例，報告期內並無因為違反與產品責任或產品說明相關的法例而被檢控的個案。

#### 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

因安全與健康理由而須回收的產品百分比 無

#### 方面 B.7 反貪污

公司深信商務交易上的公平及誠信對公司的長遠發展尤為重要。公司的董事局制定適用於董事及僱員的紀律守則，定期檢討企業管治架構及其表現，並設立審核委員會進行內部審核。公司的所有交易均備有適當文件作為依據，除內部審核外，並委託外部審計師審計財務報表。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### B SOCIAL (continued)

#### Aspect B7. Anti-corruption (continued)

The Company expressly requires that all employees are not permitted to receive commission, rebate, gratuity, loan, gift or preference from any person, company or organisation that has business dealings with the Company, and are not permitted to ask for any benefits from any such person, company or organisation. Employees engaging in such activities without the consent of the Board will be subject to disciplinary actions. The Company also requires employees not to directly or indirectly engage in any activities or transactions with customers, principals, suppliers or third parties who are in conflict with the work commitment and the interests of the Group; and any conflicts of interest must be reported in advance. The Company has also set up reporting channel for employees to report such cases for effective supervision.

The Company strictly complies with the relevant anti-corruption and anti-bribery laws and regulations. During the reporting period, there were no cases of prosecution for violating the related laws and regulations.

#### Aspect B8. Community Investment

The Company respects the diverse cultures and inherit traditions of the local district, attaches great importance to the expectations and views of community groups, and supports projects and programs that benefit the needs of the community. The Company is committed to engaging communities in a timely manner to win and maintain the mutual trust between them and the Company, bringing sustained benefits to the community. Wherever feasible, the Company will consider working with community groups that shares common values, so that its investments in the community will produce positive results.

### B 社會 (續)

#### 方面 B.7 反貪污 (續)

公司明確要求所有僱員都不可從與公司有業務往來的任何人、公司或組織收取佣金、回扣、酬金、貸款、禮品或優待，亦不能向此等人士、公司或組織索取任何利益。若未得董事局同意而進行此類行為的員工都會受到紀律處分。公司同時要求員工不得直接或間接從事與客戶、委託人、供應商或第三方任何與對工作承諾和集團利益有衝突的活動或交易；凡有利益衝突的情況必須提前上報。公司亦已設立申訴渠道讓員工舉報個案，進行有效監管。

公司嚴格遵行相關的反貪防賄法例，報告期內並無因為違反相關法例而被檢控的個案。

#### 方面 B.8 社區投資

公司尊重地區的多元文化及固有傳統，非常重視社區團體的期望及意見，支持惠及社區需要的項目及計劃。公司承諾對社區人士的反饋適時作出回應，藉此贏取及維繫相關人士與公司的互信，以期為社區長遠發展帶來持續的效益。公司會考慮在可行的情況下與抱持共同價值觀的社區團體合作，藉著投資在社區產生正面效果。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### THE WAY FORWARD

In the future, the Company will continue to take more initiatives that will be beneficial to the environment, society and governance, including responding to relevant government policies and participating in activities organized by relevant organisations, in order to reflect the Company's commitment to the environment and society.

### 展望

公司在未來會繼續在營運上採取更多有利於環境、社會以及管治的舉措，包括響應相關的政府政策，以及參與相關團體舉辦的活動等，以反映公司對環境及社會的承擔。

### INDEX

### 索引

A	Environment	page 2
A	環境	頁 2
Aspect A.1	Emissions	page 2
層面 A.1	排放物	頁 2
KPI A.1.1	Types of emissions and respective emissions data	page 3
指標 A.1.1	排放物種類及相關排放數據	頁 3
KPI A.1.2	Greenhouse gas emissions in total and intensity	page 4
指標 A.1.2	溫室氣體總排放量及密度	頁 4
KPI A.1.3	Total hazardous waste produced and intensity	page 4
指標 A.1.3	所產生有害廢棄物總量及密度	頁 4
KPI A.1.4	Total non-hazardous waste produced and intensity	The Company does not produce significant non-hazardous waste and thus this indicator does not apply
指標 A.1.4	所產生無害廢棄物總量及密度	公司並無產生重大無害廢棄物，故此指標並不適用
KPI A.1.5	Description of measures to mitigate emissions and results achieved	page 3
指標 A.1.5	描述減低排放量的措施及所得成果	頁 3
KPI A.1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved	page 3
指標 A.1.6	描述處理有害及無害廢棄物的方法、減低產生量的措施及所得成果	頁 3

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### INDEX (continued)

### 索引 (續)

Aspect A.2 層面 A.2	Use of Resources 資源使用	page 4 頁 4
KPI A.2.1 指標 A.2.1	Direct and/or indirect energy consumption by type in total and intensity 按類型劃分的直接及／或間接能源總耗量及密度	page 5 頁 5
KPI A.2.2 指標 A.2.2	Water consumption in total and intensity 總耗水量及密度	page 5 頁 5
KPI A.2.3 指標 A.2.3	Description of energy use efficiency initiatives and results achieved 描述能源使用效益計劃及所得成果	page 4 頁 4
KPI A.2.4 指標 A.2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved 描述求取適用水源上可有任何問題，以及提升用水效益計劃及所得成果	page 4 頁 4
KPI A.2.5 指標 A.2.5	Total packaging material used for finished products and with reference to per unit produced 製成品所用包裝材料的總量及每生產單位估量	The Company is principally engaged in leasing and sales of construction machinery and does not produce finished products with packaging, and thus this indicator does not apply. 公司主要從事租賃及銷售建築機械，並未有包裝製成品，故此指標並不適用
Aspect A.3 層面 A.3	Environment and Natural Resources 環境及天然資源	page 6 頁 6
KPI A.3.1 指標 A.3.1	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天然資源的重大影響及已採取管理有關影響的行動	The Company did not have any accident that had significant impacts on the environment and natural resources during the period 公司在期內未有發生對環境及天然資源有重大影響的事件

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### INDEX (continued)

### 索引 (續)

B	Social	page 6
B	社會	頁 6
Aspect B.1	Employment	page 6
層面 B.1	僱傭	頁 6
KPI B.1.1	Total workforce by gender, employment type, age group and geographical region	Page 7 (only by gender, employment type, and age group)
指標 B.1.1	按性別、僱傭類型、年齡組別及地區劃分的僱員總數	頁 7 (只按性別、僱傭類型及年齡組別劃分)
KPI B.1.2	Employee turnover rate by gender, age group and geographical region	Not disclosed
指標 B.1.2	按性別、年齡組別及地區劃分的僱員流失比率	未有披露
Aspect B.2	Health and Safety	page 8
層面 B.2	健康與安全	頁 8
KPI B.2.1	Number and rate of work-related fatalities	There was no accident leading to work-related fatalities during the period
指標 B.2.1	因工作關係而死亡的人數及比率	期內未有因工作關係而死亡的事故
KPI B.2.2	Number of lost days due to work injury	There were no lost days due to work injury during the period
指標 B.2.2	因工傷損失工作日數	期內未有因工傷損失工作日數
KPI B.2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored	page 8
指標 B.2.3	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	頁 8
Aspect B.3	Development and Training	page 8
層面 B.3	發展及培訓	頁 8
KPI B.3.1	The percentage of employees trained by gender and employee category	Page 9 (disclosed in terms of all employees)
指標 B.3.1	按性別及僱員類別劃分的受訓僱員百分比	頁 9 (以整體僱員披露)
KPI B.3.2	The average training hours completed per employee by gender and employee category	Page 9 (disclosed in terms of all employees)
指標 B.3.2	按性別及僱員類別劃分，每名僱員完成受訓的平均時數	頁 9 (以整體僱員披露)



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### INDEX (continued)

### 索引 (續)

Aspect B.4 層面 B.4	Labour Standards 勞工準則	page 9 頁 9
KPI B.4.1 指標 B.4.1	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	page 9 頁 9
KPI B.4.2 指標 B.4.2	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	There was no violation 未有違規情況
Aspect B.5 層面 B.5	Supply Chain Management 供應鏈管理	page 10 頁 10
KPI B.5.1 指標 B.5.1	Number of suppliers by geographical region 按地區劃分的供應商數目	Not disclosed 未有披露
KPI B.5.2 指標 B.5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, 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	Not disclosed 未有披露
Aspect B.6 層面 B.6	Product Responsibility 產品責任	page 10 頁 10
KPI B.6.1 指標 B.6.1	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	There were no products subject to recalls for safety and health reasons during the period 期內未有因安全與健康理由而須回收的產品
KPI B.6.2 指標 B.6.2	Number of complaints received about products and services and the handling method 接獲關於產品及服務的投訴數目以及應對方法	Not disclosed 未有披露
KPI B.6.3 指標 B.6.3	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	page 10 頁 10

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### INDEX (continued)

### 索引 (續)

KPI B.6.4	Description of quality assurance process and recall procedures	page 10
指標 B.6.4	描述質量檢定過程及產品回收程序	頁 10
KPI B.6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored	N/A
指標 B.6.5	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	不適用
Aspect B.7	Anti-corruption	page 11
層面 B.7	反貪污	頁 11
KPI B.7.1	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	There were no litigation relating to corruption during the period
指標 B.7.1	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	期內未有相關的貪污訴訟案件
KPI B.7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored	page 11
指標 B.7.2	描述防範措施及舉報程序，以及相關執行及監察方法	頁 11
Aspect B.8	Community Investment	page 12
層面 B.8	社區投資	頁 12
KPI B.8.1	Focus areas of contribution	Not disclosed
指標 B.8.1	專注貢獻範疇	未有披露
KPI B.8.2	Resources contributed to the focus area	Not disclosed
指標 B.8.2	在專注範疇所動用資源	未有披露

**昊天國際建設投資集團有限公司**  
**Hao Tian International Construction Investment Group Limited**