



**U BANQUET GROUP  
HOLDING LIMITED**  
**譽宴集團控股有限公司**

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

股份代號 Stock Code : 1483



**ENVIRONMENTAL,  
SOCIAL AND  
GOVERNANCE REPORT**

**環境、社會和  
管治報告**

**2018**

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### OVERVIEW

Unless otherwise stated, this report should be read in conjunction with the Corporate Governance Report on pages 50 to 69 of the 2018 Annual Report of U Banquet Group Holding Limited (the “**Company**”). This report will be published on the website of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) and on the Company’s website. This report will be published annually.

### BASIS OF PREPARATION

This report has been prepared in accordance with the “Environmental, Social and Governance Reporting Guide” as set out in Appendix 27 under the Rules Governing the Listing of Securities on the Stock Exchange (the “**Listing Rules**”).

### SCOPE AND EXTENT OF THE REPORT

The data and information as referred to in this report are derived from different files, questionnaires, records, statistics and research of the Company and this report covers the period from 1 January 2018 to 31 December 2018 (the “**Reporting Period**”), same as the financial year of the 2018 Annual Report of the Company.

The policy document, declaration and data set out in this report cover the Company and its subsidiaries (collectively, the “**Group**”).

The Group’s Chinese restaurant operations in Hong Kong (the “**Restaurant Operations**”) represent the majority of the Group’s environmental and social impacts, and the impacts from its provision of environmental maintenance services in the PRC are minimal in the Reporting Period. Thus, this ESG Report’s content focuses mainly on the Restaurant Operations, unless otherwise stated.

### THE COMPANY’S VISION OF CORPORATE RESPONSIBILITY

Adhering to its vision of sustainability, the Company is committed to generating maximum value for our shareholders as well as balancing interests from the environment, society and other aspects to promote harmony and prosperity for different kinds of stakeholders.

### 概覽

除另有說明外，本報告應與譽宴集團控股有限公司（「**本公司**」）二零一八年年報第50至69頁的企業管治報告一併閱讀。本報告將刊載於香港聯合交易所有限公司（「**聯交所**」）網站及本公司網站。本報告將每年公佈。

### 編製基準

本報告乃根據聯交所證券上市規則（「**上市規則**」）附錄27所載「環境、社會及管治報告指引」編製。

### 報告範圍和程度

本報告所引用的數據及資料源自本公司各項存檔、問卷、記錄、統計和研究。本報告所涵蓋的期間為二零一八年一月一日至二零一八年十二月三十一日（「**報告期**」），與本公司二零一八年年報的財政年度一致。

本報告所載政策文件、聲明及數據涵蓋本公司及其附屬公司（統稱「**本集團**」）。

本集團於香港的中式酒樓營運（「**酒樓營運**」）反映了本集團的大部分環境及社會影響，而其於報告期內於中國提供環境維護服務所產生的影響微乎其微。因此，除另有說明外，本ESG報告的內容主要專注於酒樓營運。

### 本公司企業責任理念

本公司秉承可持續發展的理念，致力於為股東創造最大利潤的同時，兼顧環境、社會及其他各方面的利益，從而促進各方持份者的和諧共榮。

## Environmental, Social and Governance Report 環境、社會及管治報告

### IDENTIFICATION AND COMMUNICATION WITH STAKEHOLDERS

The Company endeavours to become a reputable enterprise which is satisfied by shareholders, admired by employees and recognised by society and tries to facilitate harmonious development among stakeholders including shareholders and investors, the staff, the suppliers and the government as well. While providing different channels of communication for stakeholders, the Company aims to give effective response and feedback to any important concerns of the stakeholders on an active and timely basis. By fully protecting the legal rights of the stakeholders, the Company is able to establish a long term relationship with them, which together help to promote harmony and prosperity among different stakeholders.

### ENVIRONMENTAL PROTECTION

The Group is committed to fulfill sustainable development and promote preservation of resources with its environmental responsibility.

As the Group involves in operating a chain of Chinese restaurants in Hong Kong during the Reporting Period, the Group measured and managed its environmental performance in several aspects throughout its Restaurant Operations.

#### Aspect 1: Air Emission

Air pollution has become one of the major environmental problems in cities. As cooking process involves fuel use, Restaurant Operation inevitably generates exhaust gases. To protect the vicinity environment, all of the Group's restaurants have strictly complied with the oil fume and cooking odor requirements as stipulated by Air Pollution Control Ordinance (Chapter 311 of the laws of Hong Kong).

We have implemented the following measures to minimize air emissions and their effects:

- All restaurants of the Group have installed exhaust emission systems and air pollution control equipment, including mechanical ventilation systems and oil fume exhaust filters.
- Regular cleaning, inspection and maintenance were conducted to ensure the efficiency of the smoke purification devices and exhaust equipment at the Group's restaurants.

### 持份者識別和溝通

本公司致力於營造一個令股東滿意、員工喜愛及社會認同的優秀企業，促進股東及投資者、員工、供應商及政府等持份者的和諧發展。在為持份者提供各種溝通渠道的同時，本公司針對持份者關心的重點議題積極及時地作出有效回應與反饋。通過充分保障持份者的合法權益，本公司能夠與彼等建立長久關係，共同推動各方持份者的和諧共榮。

### 環境保護

本集團矢志恪守環境責任，實現可持續發展，推進資源保護。

於報告期內，由於本集團涉及於香港經營中式酒樓連鎖，本集團於其酒樓營運過程中從若干方面對其環保表現作出衡量及管理。

#### 層面1：氣體排放

空氣污染已成為城市的主要環境問題之一。由於煮食過程需使用燃料，酒樓營運將無可避免地產生廢氣。為保護鄰近環境，本集團所有酒樓均已嚴格遵守香港法例第311章《空氣污染管制條例》規定的油煙及煮食氣味要求。

我們已實施以下措施將氣體排放及其影響減至最低：

- 本集團所有酒樓均已安裝廢氣排放系統及空氣污染控制設備，包括機械通風系統及油煙廢氣過濾器。
- 定期進行清潔、檢查及保養，確保本集團酒樓的煙霧淨化裝置及排氣設備的效能。

## Environmental, Social and Governance Report 環境、社會及管治報告

### Air emissions

The air emissions were mainly from cooking gas and company vehicles (Approximately)

### 氣體排放

氣體排放主要來自煮食燃氣及公司汽車 (概約數值)

#### Nitrogen Oxides 氮氧化物

165.12 kg 公斤

#### Sulphur Oxides 二氧化硫

0.97 kg 公斤

#### Particulate Matter 懸浮微粒

0.53 kg 公斤

### Greenhouse Gas Emissions

The carbon footprint arising from the Group's daily operations is primarily from the use of electricity and cooking gas in the restaurants. The amount of each greenhouse gas ("GHG") emission for the Reporting Period is summarized in the table below.

### 溫室氣體排放

本集團日常營運所產生的碳足跡主要來自酒樓使用的電力及煮食燃氣。報告期的每類溫室氣體 (「溫室氣體」) 排放數量概列於下表。

#### Emissions Sources

排放源

#### CO<sub>2</sub>e Emission (2018)

二氧化碳當量排放  
(二零一八年)  
(in tonnes)  
(噸)

Scope 1 Direct Emission  
範圍1直接排放

32.726

Scope 2 Indirect Emission  
範圍2間接排放

28,681.800

Scope 3 Other Indirect Emission  
範圍3其他間接排放

791.337

**Total**  
總計

**29,505.863**

## Environmental, Social and Governance Report 環境、社會及管治報告

<b>Scope 1 Direct Emission</b>	<b>CO<sub>2</sub>e Emission (2018)</b>
範圍1直接排放	二氧化碳當量排放 (二零一八年) (in tonnes) (噸)
Company Vehicles 公司汽車	32.726
<b>Sub-total</b> 小計	<b>32.726</b>
<hr/>	
<b>Scope 2 Indirect Emission</b>	<b>CO<sub>2</sub>e Emission (2018)</b>
範圍2間接排放	二氧化碳當量排放 (二零一八年) (in tonnes) (噸)
Purchased Electricity 所購電力	4,791.753
Cooking Gas Purchased from Towngas 購自香港中華煤氣有限公司的煮食燃氣	23,890.047
<b>Sub-total</b> 小計	<b>28,681.800</b>

## Environmental, Social and Governance Report

### 環境、社會及管治報告

<b>Scope 3 Other Indirect Emission</b>	<b>CO<sub>2</sub>e Emission (2018) 二氧化碳當量排放 (二零一八年) (in tonnes) (噸)</b>
範圍3其他間接排放	
Emission from Packaging Materials Used 所用的包裝材料的排放	0.350
Emission from Paper Waste 廢紙的排放	169.772
Emission from Other Wastes 其他廢棄物的排放	443.918
Emission from Fresh Water Processing 處理食水的排放	131.157
Emission from Sewage Processing 處理污水的排放	46.140
<b>Sub-total</b> 小計	<b>791.337</b>

During the Reporting Period, the Group generated a total of 29,506 tonnes of carbon dioxide equivalent (tCO<sub>2</sub>e) greenhouse gases (mainly carbon dioxide, methane and nitrous oxide) which are mainly generated from the consumption of electricity and cooking gas.

The cooking gas consumed by the Group is purchased from Towngas. Gas emissions from the cooking gas are mainly oil fumes and cooking odour emissions from the cooking process at the restaurants. The Group has taken a series of measures to minimize the cooking oil fume and odour such as installation of an efficient ventilation system with filters. It not only ensures good ventilation of the food processing area but also provides a better working environment to the kitchen employees and better living environment to the neighbouring residents.

於報告期內，本集團產生的溫室氣體（主要為二氧化碳、甲烷及氧化亞氮）合共為29,506噸二氧化碳當量(tCO<sub>2</sub>e)，主要產生自電力及煮食燃氣消耗。

本集團消耗的煮食燃氣購自香港中華煤氣有限公司。煮食燃氣產生的氣體排放主要為酒樓烹飪過程中產生的油煙及烹飪氣味。本集團已採取一系列措施，以盡量減少烹飪油煙及氣味，例如安裝帶過濾器的高效通風系統。該系統不僅保證食品加工區的良好通風，亦為廚房員工提供更好的工作環境及為周邊居民提供更好的生活環境。

## Environmental, Social and Governance Report 環境、社會及管治報告

### Waste Management

The Group has established clear and concrete guidelines on waste management. Wastes are separated into recyclable, hazardous and non-hazardous waste, and are stored separately. The Group has appointed different recyclers in different sites to collect recyclable wastes, such as scrap paper and scrap paper box, regularly.

During the Reporting Period, no hazardous waste was produced and 296 tonnes of non-hazardous waste was produced by the Group which is the general waste disposed by the restaurants.

### Aspect 2: Use of Resources

The Group supports environmental protection by using energy-saving lightings and recycled paper, minimizing the use of paper and reducing energy consumption by switching off idle lightings, computers and electrical appliance.

The Group adopts plastic shopping bag charging policy which charges customers an amount of not less than HK50 cents for each plastic shopping bag used in the restaurants of the Group, this lead to a sustained reduction in the use of plastic shopping bags and supporting the environmental protection.

In order to protect the health of the ecosystem and the population of shark globally, the Group provides bird's nest as other option to replace shark's fin in the wedding menus.

### 廢棄物管理

本集團已就廢棄物管理制定清晰具體的指引。廢棄物分類為可回收、有害及無害廢棄物後，便分開存放。本集團已於不同地點委派不同的回收商，定期收集廢紙及廢紙箱等可回收廢棄物。

於報告期內，本集團並無產生任何有害廢棄物，但經酒樓已處理的無害廢棄物為296噸。

### 層面2：資源利用

本集團通過使用節能燈及環保紙、減少紙張使用及通過關閉無謂的燈光、電腦及電器降低能源消耗來支持環境保護。

本集團採用塑膠購物袋收費政策，對客戶於本集團酒樓使用的各塑膠購物袋向其收取不少於50港仙的費用，繼而有效減少塑膠購物袋的使用，支持環境保護。

為保護全球生態系統健康及鯊魚種群數量，本集團在婚禮菜單中提供燕窩，作為取代魚翅的另一選擇。

## Environmental, Social and Governance Report

### 環境、社會及管治報告

Oil and grease produced from food processing and cooking in the restaurants are collected by local waste oil contractors for biodiesel production which helps to reduce the Group's overall GHG emission. During the Reporting Period, the Group recycled 14,336 litres of waste cooking oil.

酒樓食品加工及烹飪過程中產生的油污及油脂由當地廢油承包商收集，用於生產生物柴油，幫助本集團減少整體溫室氣體排放。於報告期內，本集團回收了14,336公升廢棄食用油。

Use of Resources 資源使用	Unit 單位	2018 二零一八年 (approximately) (概約數值)
Electricity 電力	kWh 千瓦時	7,514,504
Electricity Intensity 用電密度	kWh per square meter 每平方米千瓦時	798
Cooking Gas 煮食燃氣	MJ 兆焦	39,487,680
Cooking Gas Intensity 煮食燃氣密度	MJ per square meter 每平方米兆焦	4,191
Water 用水	Cubic meter 立方米	325,451
Water Intensity 用水密度	Cubic meter per square meter 每平方米立方米	35
Packaging Materials Used 所用包裝材料	Kg 公斤	1,843
Paper 用紙	Kg 公斤	35,369

Note: The total area occupied by the restaurants is 9421.12 square meter.

附註：酒樓所佔用的總面積為9421.12平方米。

### Aspect 3: Social Employment and Labour Practices

#### Employment

The Group regards its staff members as the most important asset and resource of the Group as they help to sustain its core values. The Group offered internal training to the staff members, especially those working in restaurant kitchens. The Group also offered training in occupational health and safety, operation management and leadership skills.

### 層面3：社會僱傭及勞動慣例

#### 僱傭

本集團視員工為最重要資產及資源，員工能幫助本集團保持核心價值。本集團向員工，尤其是於餐廳廚房工作的員工提供內部培訓。本集團亦提供職業健康及安全、經營管理及領導技能方面的培訓。



## Environmental, Social and Governance Report 環境、社會及管治報告

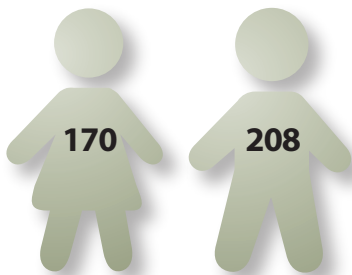
### Staff Composition

As at 31 December 2018, the Restaurant Operations had a workforce of 401. The Restaurant Operations strive to provide a work environment with equal opportunities. The Restaurant Operations had also recruited from a diverse age group without age discrimination. There were a total number of 23 employees at office, with 13 male employees and 10 female employees. There were a total number of 378 employees at restaurants, with 170 male employees and 208 female employees.

### Age Group of Staff

#### Age Group 年齡層

Under 30  
30歲以下  
30-39  
30至39歲  
40-49  
40至49歲  
50-59  
50至59歲  
Over 59  
59歲以上

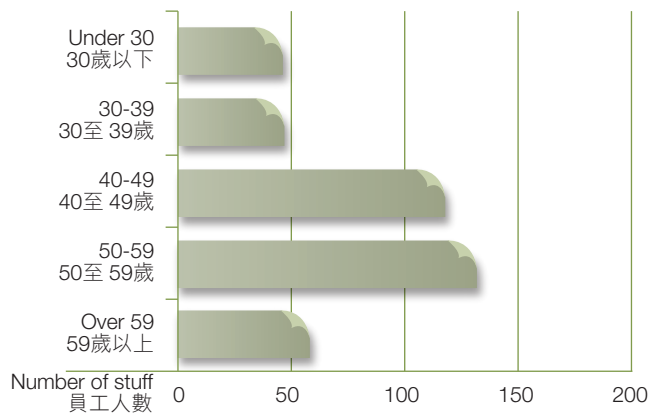


### 員工組成

於二零一八年十二月三十一日，酒樓營運共有員工401人。酒樓營運致力提供機會平等的工作環境。酒樓營運亦招聘不同年齡階層的員工，不存在年齡歧視。在酒樓營運方面，共有23名辦公室人員，其中13名男性員工，10名女性員工。餐廳員工共有378名，其中170名男性員工，208名女性員工。

### 員工的年齡階層

#### Number of Staff 員工人數



As at 31 December 2018, the turnover rate for male employees was 168% while the turnover rate for female employees was 82%. The Group recruited 472 new employees during the Reporting Period, which is 118% of the total employees.

於二零一八年十二月三十一日，男性員工流失率為168%，而女性員工流失率為82%。本集團於報告期內共招聘472名新員工，佔員工總數的118%。

## Environmental, Social and Governance Report 環境、社會及管治報告

The Group stringently complied with the Employment Ordinance, Chapter 57, Laws of Hong Kong relating to compensation and dismissal, recruitment and promotion, working hours, equal opportunity, anti-discrimination and other benefits and welfare.

The level of compensation of our employees is reviewed annually on a performance basis with reference to the market standard. A wide range of benefits including comprehensive medical and life insurance, and retirement schemes are also provided to employees.

The Group follows the occupational health and safety guidelines recommended by the Labour Department. The Group has also arranged irregular seminar on emergency drills such as first aid, fire-fighting, evacuation, leakage and escape to improve staff safety awareness.

### **Health and Safety**

The Group is committed to providing a safe and healthy working environment for the employees by implementing the following measures:-

- To establish and maintain high standard of healthy and safe environment in workplace
- To ensure that the use, processing, storage of all items and materials are safe and pose no threat to health
- To provide employees with safety equipment to ensure the health and safety of all employees at work
- To keep the workplaces clean and avoiding nuisance caused by sewage flowing out of the drainage system, sanitation facilities or toilets
- To maintain good ventilation at workplaces
- To provide sufficient drinking water at workplaces

本集團嚴格遵守香港法例第57章僱傭條例有關薪酬及解聘、招聘及升職、工時、平等機會、反歧視及其他福利及補助的條文。

員工的薪酬水平參考市場水準按績效每年進行檢討。亦向員工提供各種福利，包括綜合醫療及人壽保險以及退休計劃。

本集團遵守勞工處推行的職業健康及安全指引。本集團亦安排不定期的急救、消防、疏散、洩漏及逃生等應急練習研討會，提升員工安全意識。

### **健康及安全**

本集團致力採取以下措施，為員工提供安全健康的工作環境：

- 於工作場所建立及保持高水準的健康安全環境
- 確保所有物品及材料的使用、處理、儲存安全而不會對健康造成威脅
- 向員工提供安全設備，確保所有員工工作時的健康安全
- 保持工作場所乾淨，避免污染物流出排污系統、衛生設施或廁所造成的危害
- 保持工作場所的通風良好
- 於工作場所提供足夠的飲用水

## Environmental, Social and Governance Report

### 環境、社會及管治報告

- To provide sufficient sanitation facilities and washrooms at workplace
  - To ensure proper storage of all goods and materials to eliminate hazards to others
  - To provide sufficient first-aid kit at workplaces
  - To conduct assessment for promotion
  - To ensure effective consultation, transmission and discussion of health and safety-related matters
- 於工作場所提供足夠的衛生設施及洗手間
  - 確保所有物品及材料的妥善保存，減小對其他的危害
  - 於工作場所提供足夠的急救箱
  - 進行升職評估
  - 確保健康安全事項的有效諮詢、傳遞及討論

In 2018, the figures for occupational health are summarised as below:

二零一八年，職業健康數據概述如下：

#### Occupational Health and Safety Data

#### 職業健康安全數據

#### For the year ended 31 December 2018

#### 截至二零一八年十二月三十一日止年度

Work related fatality 工作相關的死亡事故	0
Work injury cases > 3 days 大於3天的工傷案件	11
Work injury cases < 3 days 小於3天的工傷案件	1
Lost days due to work injury 工傷損失工作日數	674

The Group stringently complied with the Employees' Compensation Ordinance, Chapter 282, Laws of Hong Kong relating to the provision of safe working environment and protecting employees from occupational hazards.

本集團嚴格遵守香港法例第282章僱員補償條例有關安全工作環境及保障僱員不受職業危害的條文。

## Environmental, Social and Governance Report 環境、社會及管治報告

### **Development and Training**

It is believed that a comprehensive training for staff can enhance individual and organisational capability, as well as reduce the number of injury, illness, property damage and missed time from work. The Group's comprehensive training programme covers:

- Vocational trainings
- Safety trainings
- Emergency preparedness
- Management development

### **Labour Standards**

The Group prohibits the employment of child labour and forced labour and has established punitive measures. The human resources department oversees employment related information on a regular basis to assure no employment of any child labour or forced labour. Recruitment and employment of the Group are carried out in strict compliance with relevant laws and regulations such as the Employment Ordinance, Chapter 57, Laws of Hong Kong and the guidelines issued by the human resources department (as revised from time to time) and did not find any cases with regard to child labour and forced labour during the Reporting Period.

### **Aspect 4: Operating Practices**

#### **Supply Chain Management**

The Group acknowledges the importance of supply chain management to its daily operations. The key suppliers mainly provide food ingredients such as frozen meat, fresh seafood and fresh vegetables.

The Group strives to maintain long-lasting relationships with each supplier. Once suppliers are selected under the "Purchase Control Procedure", the Group will arrange a dedicated department to carry out strict review and control on some aspects of the supplier such as price and quality. Suppliers who fail to comply with the requirements of the Group will be removed from the supplier list.

### **發展及培訓**

相信為員工提供綜合培訓可提升個人及組織能力，以及減少因工作而受傷、生病、財產損失及工時流失的數目。本集團的綜合培訓計劃涵蓋：

- 職業培訓
- 安全培訓
- 應急預案
- 管理發展

### **勞動標準**

本集團嚴禁僱用童工及強迫性勞工，並建立懲罰措施。人力資源部定期監督僱傭相關信息，確保未僱傭任何童工或強迫性勞工。於報告期內，本集團的招聘及僱傭乃嚴格遵守香港法例第57章僱傭條例等相關法例及法規以及人力資源部頒發的指引（經不時修訂）進行且未發現任何有關童工及強迫性勞工的案例。

### **層面4：經營實踐**

#### **供應鏈管理**

本集團知悉供應鏈管理對其日常營運的重要性。主要供應商主要提供急凍肉、新鮮海鮮及新鮮蔬菜等食品配料。

本集團力爭與各供應商保持長期合作關係。根據「採購控制程序」選定供應商後，本集團將安排專責部門對供應商的若干方面（如價格和質素）進行嚴格審查及控制。未能遵守本集團要求的供應商將從供應商名單中剔除。

## Environmental, Social and Governance Report 環境、社會及管治報告

The Group uses strict review criteria for selection of suppliers. The goods received from suppliers are required to be in compliance with the current food labeling and relevant hygiene and sanitary regulations.

The Group evaluates food safety, performance of suppliers, business reputation, hygiene documentary evidences in compliance with the standards of the aforesaid. Irregular review on the suppliers' products had to be conducted.

### **Product Responsibility**

Since the main business of the Group is Restaurant Operations, it was difficult to obtain concrete data in respect of the actual percentage of total products sold or shipped subject to recalls for safety and health reasons.

During the Reporting Period, the Group received 31 complaints in relation to the service provided and all settled with customers.

The Group has established a comprehensive feedback system. The data collected from its customers from time to time may consist of personal information. The Group strictly complies with the provisions of the Personal Data (Privacy) Ordinance, Chapter 486, Laws of Hong Kong, to ensure the personal data collected are to be treated confidentially and for specific purposes. With a view to protecting the privacy, the Group also has measures designated to prevent unauthorised access to personal data.

During the Reporting Period, the Group was not aware of any material non-compliance with relevant laws and regulations that would have any significant impact on the Group.

### **Anti-Corruption**

The Group upholds high standards on promoting anti-corruption. The Group is committed to preventing, detecting and reporting all types of fraud including bribery and corruption. The Audit Committee of the Group has the responsibility to review and raise concerns about possible improprieties in financial reporting, internal controls and other matters. During the Reporting Period, no incidents regarding bribery, corruption or unethical behaviour were recorded or identified.

本集團選擇供應商時採用嚴格的審核標準。從供應商收到的貨物必須符合當前的食品標籤及相關食品衛生法規。

本集團根據上述標準評估食品安全、供應商表現、商業信譽、衛生文件證據。並對供應商的產品進行不定期審查。

### **產品責任**

由於本集團的主要業務是酒樓營運，很難獲得有關因安全及健康原因被召回的產品佔所出售或付運的總產品之實際百分比的具體數據。

於報告期內，本集團收到31宗有關所提供服務的投訴並已全部為客戶解決。

本集團已建立全面的反饋系統。從客戶收集的數據可能不時包含個人信息。本集團嚴格遵守香港法例第486章個人資料(私隱)條例的規定，確保對所收集的個人資料嚴格保密且僅作特定用途。為保護隱私，本集團亦設有措施防止盜用個人資料。

於報告期內，本集團並未獲悉可能對本集團產生任何重大影響的任何嚴重違反相關法律法規的行為。

### **反腐**

本集團在促進反腐方面堅持高標準。本集團致力於預防、甄別及報告各類欺詐行為，包括賄賂與腐敗。本集團的審核委員會負責審閱財務報告、內部監控及其他事宜並對可能存在的行為提出質疑。於報告期內，並無記錄在案或已認定的任何賄賂、腐敗或不道德事件。

## Environmental, Social and Governance Report 環境、社會及管治報告

The Group's approach to anti-corruption and ethical business conduct is outlined in its internal regulations which identify the obligations, as a company, to comply with applicable laws and to avoid and report bribery and corruption cases. The Group ensures anti-corruption approach and prevention of nepotism through:

- Conducting due diligence on potential employees, contractors and suppliers
- Frequent communications from company management to all staff
- Inclusion of anti-bribery provisions in the employment contracts with all workers and managers

During the Reporting Period, the Group had not received any report of corruption, threat, bribery, extortion, fraud and money laundry.

### **Community Investment**

As a responsible organisation, the Group is committed to participating in the activities which contribute and support our communities. By encouraging employees to participate in a wide range of charitable events, the Group believes that this will inspire others to take part in serving the community.

The Group continued to maintain good partnership with charitable institutions and bodies of the community and support diversified public welfare events. The Group made contributions to the donation of edible surplus food as well as provision of assistance to people in need and received "**Caring Company Award**" by the Hong Kong Council of Social Service for a number of years.

During the Reporting Period, the Group cooperated with The Society of Rehabilitation and Crime Prevention, Hong Kong, a government recognised charitable organisation, by providing training programme to residents of Hong Kong, who have been convicted in courts, or who have released from prisons for rehabilitation.

本集團的反腐和道德商業行為慣例於其內部法規中進行概述，該法規訂明公司有義務遵守適用法律以及避免並舉報賄賂與腐敗案件。本集團通過以下方式確保反腐措施及預防裙帶關係：

- 對潛在員工、承包商和供應商進行盡職調查
- 公司管理層與所有員工進行密切溝通
- 全體員工及經理的僱傭合同中載入反賄賂條款

於報告期內，本集團並無收到任何有關腐敗、威脅、賄賂、勒索、欺詐和洗錢的報告。

### **社區投資**

作為一個負責任的機構，本集團致力於參與為社區作貢獻且支援社區的活動。通過鼓勵僱員參加不同種類的慈善活動，本集團相信此舉將激勵其他人士參與到服務社區的行列中。

本集團繼續與慈善機構及社團保持良好合作關係，並支持多元化的公益活動。本集團捐贈可食餘糧並向困難人士提供協助，連續多年獲香港社會服務聯會頒發「商界展關懷」獎。

於報告期內，本集團與香港善導會（政府認可的慈善組織）合作，為香港的罪犯或刑滿釋放居民提供培訓課程。



## Environmental, Social and Governance Report 環境、社會及管治報告

The Group takes an active role to support the community service in Hong Kong through donation and sponsorship with an aim to create shared value. During the Reporting Period, the Group made a contribution of HK\$40,500 to Hong Kong Road Safety Association for the sponsorship of annual dinner and Hong Kong Road Safety Patrol Scholarship which aims to raise awareness of the safety of student pedestrians on their way to and from school. Also, the Group participated in the sponsorship of community event – TMT festival 2017 through donation of HK\$20,000 to Yaumati Kai Fong Welfare Advancement Association Limited. The festival was held to educate participants about the historical value of the Yau Ma Tei community and to promote traditional customs through games, activities, performances and guided tours.

Furthermore, a donation of HK\$20,000 was given to the Hong Kong Award for Young People for the sponsorship of Hong Kong Island Flag Day 2018. The Group made a contribution of HK\$5,000 to Junior Police Call Central Finance Committee for the sponsorship of Police Dragon Boat Club Charity Race 2018. The Group also donated HK\$3,000 to The Community Chest of Hong Kong for the sponsorship of The Community Chest 50th Anniversary Walk for Millions and HK\$2,000 to Special Olympics Hong Kong to support 2018 Hong Kong Law Enforcement Torch Run for Special Olympics Hong Kong.

### VISION FOR 2019

In a nutshell, the Group fulfilled its responsibilities as a corporate citizen in accountable management, production and contribution to society in 2018. The Group promises to uphold the direction towards sustainable development and strikes a balance between enterprise development and environmental protection.

For environmental protection, the Group will continue to fulfill sustainable development and promote preservation of resources with its environmental responsibility. In terms of social responsibilities and governance, the Group will continue to ensure all internal procedures, systems, guidelines and standards are lawful and complied. The Group will employ more resources to create and improve the work environment, safety facilities and energy conservation in order to offer the best protection to all the stakeholders.

本集團通過捐贈及贊助積極支持香港的社區服務，旨在創造共同價值。於報告期內，本集團向香港交通安全會捐款40,500港元以贊助週年晚宴及香港交通安全隊獎學金以提升關注學童往返學校的交通安全。此外，本集團透過向油麻地街坊福利事務促進會有限公司捐款20,000港元參與贊助社區活動—二零一七年第三屆油麻地榕樹頭節。舉辦該節日旨在教育有關油麻地社區歷史價值的參與者及透過遊戲、活動、表演及導賞團推廣傳統習俗。

此外，向香港青年獎勵計劃捐款20,000港元以贊助二零一八年港島區黃旗日。本集團向少年警訊中央財務委員會捐款5,000港元以贊助二零一八年警察龍舟會慈善龍舟賽。本集團亦向香港公益金捐款3,000港元以贊助公益金50週年百萬行及向香港特殊奧運會捐款2,000港元以支持二零一八年香港特殊奧運執法人員火炬跑。

### 二零一九年的願景

簡言之，二零一八年，本集團在責任管理、生產和社會貢獻方面履行了作為企業公民的責任。本集團承諾堅持可持續發展，並力爭在企業發展和環境保護之間保持平衡。

環保方面，本集團將繼續以環保為己任，實現可持續發展，促進資源保護。社會責任及管治方面，本集團將繼續確保所有內部程序、系統、指引及標準合法及合規。本集團將利用更多資源創造及改善工作環境、安全設施及節能，以便為所有持份者提供最好的保護。



**U BANQUET GROUP  
HOLDING LIMITED**  
譽宴集團控股有限公司

