



創業集團(控股)有限公司

# NEW CONCEPTS HOLDINGS LIMITED

(Incorporated in the Cayman Islands with limited liability)

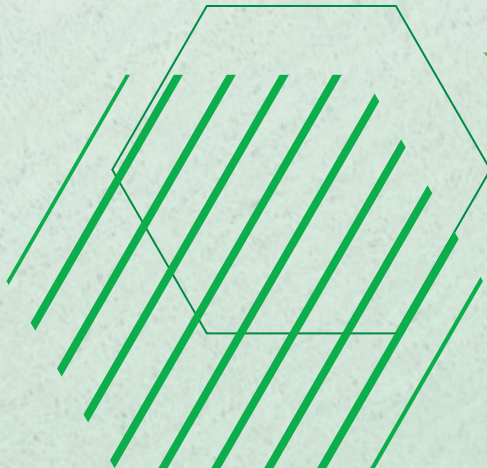
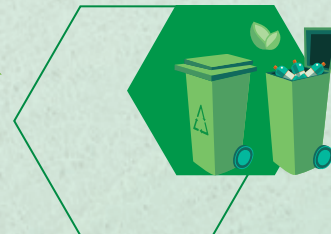
(於開曼群島註冊成立的有限公司)

Stock Code 股份代號: 2221

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

2019



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# 1. ABBREVIATIONS

## 簡寫

In the Report, unless otherwise stated, the following terms shall have the meanings set out below: 除非報告另有說明，否則下列詞彙的定義如下：

<b>“We”, “New Concepts”, “the Company”</b> 「我們」、「創業集團」、「本公司」	New Concepts Holdings Limited 創業集團(控股)有限公司
<b>“the Group”</b> 「本集團」	The Company and its subsidiaries 本公司及其子公司
<b>“ESG”</b> 「ESG」	Environmental, social and governance 環境、社會及管治
<b>“the Report”</b> 「本報告」	New Concepts Holdings Limited 2019 ESG Report 創業集團(控股)有限公司2019年環境、社會及管治報告
<b>“the Reporting Period”</b> 「報告期」	The time period from 1 April 2018 to 31 March 2019 自2018年4月1日至2019年3月31日期間
<b>“PRC”, “China”</b> 「中國」	The People’s Republic of China 中華人民共和國
<b>“Hong Kong”</b> 「香港」	Hong Kong Special Administrative Region of the People’s Republic of China 中華人民共和國香港特別行政區
<b>“SEHK”</b> 「聯交所」	The Stock Exchange of Hong Kong Limited 香港聯合交易所有限公司
<b>“Listing Rules”</b> 「《上市規則》」	<i>The Rules Governing the Listing of Securities on the Stock Exchange</i> 《香港聯合交易所有限公司證券上市規則》
<b>“ESG Reporting Guide”</b> 「《ESG指引》」	The <i>Environmental, Social and Governance Reporting Guide</i> in Appendix 27 to the <i>Listing Rules</i> 《上市規則》附錄27《環境、社會及管治報告指引》
<b>“RMB”</b> 「人民幣」	Renminbi yuan, the lawful currency of the PRC 人民幣元，中國法定貨幣
<b>“HKD”</b> 「港幣」	Hong Kong dollar, the official currency of Hong Kong 香港元，香港法定貨幣
<b>“Board”</b> 「董事會」	Board of directors 董事會

## 1. ABBREVIATIONS

簡寫

**"KPI"**

「關鍵績效指標」

Key performance indicators in the *ESG Reporting Guide*  
《ESG指引》中的關鍵績效指標

**"EPC"**

「EPC」

Engineering, procurement and construction  
工程、採購及建設

**"BOT"**

「BOT」

Build-Operate-Transfer, a project model whereby a government entity grants to entity a concession to finance, construct and operate a facility according to the agreed specifications for a specified concession period. The entity does not own the facility or the project, but it may receive subsidies from the government entity and/or incomes from the project's end users. Upon expiry of the concession period, operation of the project will be transferred to the government entity at a nominal fee

建設 — 營運 — 轉讓，是一種項目模式，政府機構根據協定的規格，在規定的特許權年期內向實體授予特許權，以資助、建造和營運設施。實體不擁有設施或項目，但可能從政府機構獲得補貼及／或從項目最終使用者收取收入。特許權年期屆滿後，項目將以象徵性費用轉讓給政府機構進行營運

**"IMS"**

「IMS」

Integrated Management System, which combines all related components of a business into one system for easier management and operation

綜合管理體系，將業務所有相關部分合併為一個系統，以便更容易管理及運作

**"ISO"**

「ISO」

International Standardization Organization

國際標準化組織

**"OHSAS"**

「OHSAS」

Occupational Health and Safety Assessment Series

職業健康與安全評估系列

**"GHG"**

「GHG」

Greenhouse Gas

溫室氣體

## 2. ABOUT THIS REPORT

### 關於本報告

New Concepts Holdings Limited provides construction and environmental services in Hong Kong, Mainland China and Sweden. As one of the prominent foundation contractors in Hong Kong, the Group is also actively developing kitchen waste treatment and industrial wastewater treatment services in Mainland China as well as high-tech industrial service in valve services and maintenance, tank cleaning and other equipment services in Sweden.

The Group has developed its sustainability strategy with aims to continue to lower the Group's impact on the environment. To carry out the sustainability strategy from top to bottom, the Group has established dedicated teams to manage ESG related issues. The Group is committed to constantly reviewing and adjusting its sustainability policies to satisfy the ever-changing needs of its stakeholders. Details of the management approach of the Group in both the environmental and social aspects can be found throughout the Report. The Group believes that sustainable, resilient and reliable stewardship and development are essential to the Group's long-term success.

We are pleased to present the third ESG Report to demonstrate our approach and performance in ESG related issues during the time period of 1 April 2018 to 31 March 2019.

### Report Guideline

The Report was developed in accordance with the *Reporting Guidance on Environmental KPIs* and the *Environmental, Social and Governance Reporting Guide* in Appendix 27 to the *Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited*. The Report has complied with all "comply or explain" disclosure obligations set out in the *ESG Reporting Guide* and has been prepared in accordance with the four reporting principles: materiality, quantitative, balance and consistency. The Report's compliance with the *ESG Reporting Guide* is summarised in the "Content Index of the *ESG Reporting Guide*" Chapter.

創業集團(控股)有限公司在香港、中國大陸和瑞典提供建築和環境服務。作為香港主要的基建承建商之一，本集團亦積極發展內地的廚餘處理及工業廢水處理業務，同時在瑞典從事有關閘門服務及保養、罐體清潔及其他設備服務的高科技工業服務。

本集團制定有可持續發展戰略，旨在持續減少對環境所造成的影響。為自上至下落實可持續發展戰略，本集團已成立專項團隊負責管理ESG有關事項。本集團致力於不斷檢討和調整其可持續發展政策，以滿足持份者不斷轉變的需求。本報告詳細介紹了本集團在環境和社會方面採取的管理方法。本集團相信，靈活可靠的可持續性管理和發展對集團的長期成功至關重要。

我們欣然提呈第三份ESG報告，以展示我們於2018年4月1日至2019年3月31日期間在ESG方面的方針和績效。

### 報告標準

本報告乃根據《香港聯合交易所有限公司證券上市規則》附錄二十七中的《環境、社會及管治報告指引》及《環境關鍵績效指標匯報指引》進行編製。本報告遵守了《ESG指引》中規定的所有「不遵守就解釋」披露條款，並根據四項匯報原則：重要性、量化、平衡和一致性進行編寫。本報告對《ESG指引》的遵守情況於「《ESG指引》索引」一章中進行概述。

## 2. ABOUT THIS REPORT

關於本報告

### Report Boundaries

Unless otherwise stated, the Report covers the environmental and social approaches and performances within defined operational boundaries of the Group that includes all of its subsidiaries in business sectors including (i) the construction-related business in Hong Kong, (ii) the environmental protection business in the Mainland China, and (iii) the industrial fluid system service business in Nordic Area. The Reporting Period is the Group's financial year from 1 April 2018 to 31 March 2019.

We are actively enhancing our ESG data collection and management system. The high-tech industrial service in valve services and maintenance, tank cleaning and other equipment services in Sweden are operated by our newly purchased subsidiary Vimab Holding AB. KPIs of environmental and social aspects of the Group's Sweden business will be evaluated and included in future reports.

### Board's Responsibility

By evaluating and determining the Group's ESG-related risks, the Board of the Group formulates ESG management approach, strategies, priorities and objectives, and defines the reporting scope of the Report. In addition, the Board ensures that the Group sets appropriate and effective risk management and internal monitoring systems, reviews the disclosure content of the Report and assumes overall responsibility for the Group's ESG strategy and reporting.

### Contact Information

If you have any questions about the Report or our sustainability development status, you are welcome to contact us.

Address: Office B, 3/F, Kingston International Centre,  
19 Wang Chiu Road, Kowloon Bay, Hong Kong  
Tel: (852) 3588 9600  
Fax: (852) 3188 4356

### 報告範圍

除非另有說明，本報告涵蓋本集團於既定營運範圍內(包括旗下業務所有子公司)的環境和社會管理方針及表現，包括其營業單位的所有子公司，包括(i)位於香港的建築相關業務，(ii)中國內地的環保業務，以及(iii)瑞典的工業流體系統服務。報告期為本集團自2018年4月1日至2019年3月31日的財政年度。

我們正積極完善ESG資料收集和管理系統。位於瑞典的閥門服務及保養、罐體清潔和其他設備服務等高科技工業服務由我們新收購的子公司 Vimab Holding AB營運。本集團將評估瑞典業務之環境及社會範疇的關鍵績效指標，並考慮於未來納入報告披露範圍。

### 董事會責任

通過評估並確定本集團與 ESG相關的風險，本集團董事會制定了ESG管理方針、戰略、相關重要性和目標，並確定了本報告的披露範圍。此外，董事會確保本集團建立有適當及有效的風險管理和內部監控系統，審查報告的披露內容，並對本集團的ESG策略及匯報承擔全部責任。

### 聯繫方式

如果您對本報告或我們的可持續發展工作有任何疑問，歡迎與我們聯繫。

地址： 香港九龍灣宏照道19號金利豐  
國際中心3樓B室  
電話：(852) 3588 9600  
傳真：(852) 3188 4356

## 3. STAKEHOLDER ENGAGEMENT

### 持份者參與

#### High-materiality issues disclosed in this chapter 本章節披露的高重要性議題

- Communication with stakeholders  
持份者溝通

#### Communication with Stakeholders

During the Reporting Period, we have continued our efforts in engaging internal and external stakeholders in our sustainability development. To learn stakeholders' expectations and concerns in a timely manner, we constantly communicate with our stakeholders through various channels. We take the highly valuable feedbacks from our stakeholders in consideration when strengthening our sustainability approach and performance. Through the communication mechanisms established below, we strive to build long-term relationships of trust and support with our stakeholders.

#### 持份者溝通

於報告期內，我們持續努力讓內外部持份者參與到我們的可持續發展過程中來。為了及時瞭解持份者的期望和關注，我們持續通過各種渠道與持份者保持溝通。在加強可持續發展方法和績效時，我們極為珍視並考慮持份者的回應。通過下面建立的溝通機制，我們努力與持份者構建互相信任和支持的長期關係。

Stakeholders 持份者	Expectations and Concerns 期望及關注	Communication Channels 溝通渠道
Government and regulatory authorities 政府和監管機構	<ul style="list-style-type: none"> <li>— Compliance with laws and regulations</li> <li>— Business Sustainability</li> </ul>	<ul style="list-style-type: none"> <li>— Supervision on the compliance with local laws and regulations</li> <li>— Routine report</li> </ul>
Shareholders 股東	<ul style="list-style-type: none"> <li>— Return on investments</li> <li>— Corporate governance</li> <li>— Business compliance</li> </ul>	<ul style="list-style-type: none"> <li>— Regular reports and announcements</li> <li>— Regular general meetings</li> <li>— Official company website</li> </ul>
Employees 僱員	<ul style="list-style-type: none"> <li>— Employee compensation and benefits</li> <li>— Career development</li> <li>— Health and safety in the working environment</li> </ul>	<ul style="list-style-type: none"> <li>— Performance reviews</li> <li>— Regular meetings and trainings</li> <li>— Emails, notice boards, hotline</li> </ul>
	<ul style="list-style-type: none"> <li>— 僱員薪酬及福利</li> <li>— 職業發展</li> <li>— 工作環境的健康與安全</li> </ul>	<ul style="list-style-type: none"> <li>— 表現評估</li> <li>— 定期會議及培訓</li> <li>— 電郵、公告板、熱線電話</li> </ul>

### 3. STAKEHOLDER ENGAGEMENT

持份者參與

Stakeholders 持份者	Expectations and Concerns 期望及關注	Communication Channels 溝通渠道
Customers 客戶	<ul style="list-style-type: none"> <li>— High quality products and services</li> <li>— Protection of customer rights</li> </ul>	<ul style="list-style-type: none"> <li>— Customer satisfaction survey</li> <li>— Face-to-face meetings and on-site visits</li> <li>— Customer service hotline and email</li> </ul>
Suppliers 供應商	<ul style="list-style-type: none"> <li>— Fair and open procurement</li> <li>— Win-win cooperation</li> </ul>	<ul style="list-style-type: none"> <li>— Open tendering</li> <li>— Suppliers satisfactory assessment</li> <li>— Face-to-face meetings and on-site visits</li> </ul>
General public 公眾	<ul style="list-style-type: none"> <li>— Involvement in communities</li> <li>— Business compliance</li> <li>— Environmental protection awareness</li> </ul>	<ul style="list-style-type: none"> <li>— Media conferences and responses to enquiries</li> <li>— Public welfare activities</li> <li>— Official company website</li> </ul>



### 3. STAKEHOLDER ENGAGEMENT

#### 持份者參與

#### Materiality Assessment

The Group conducts annual review in identifying and understanding its stakeholders' main concerns and material interests for the Report. In the Reporting Period, the Group engaged its stakeholders in a materiality assessment survey.

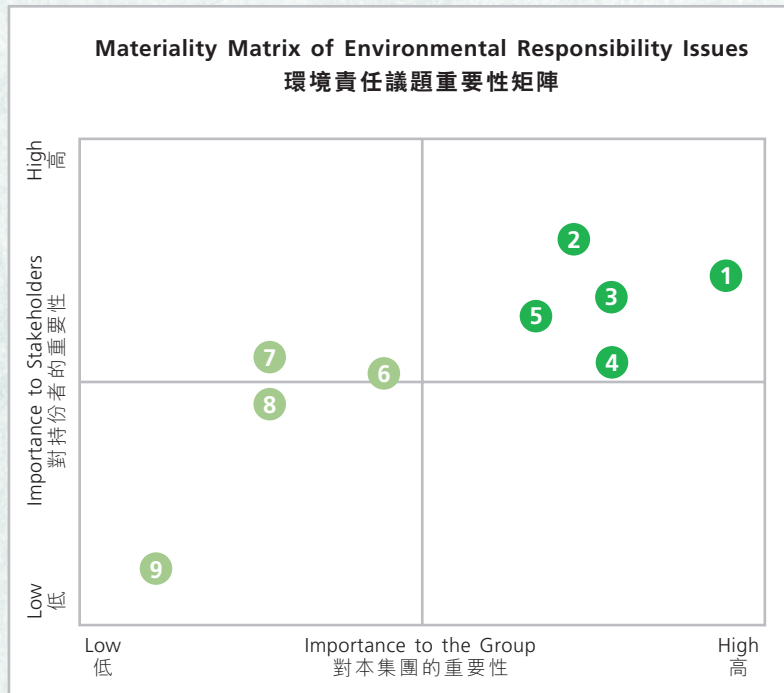
32 ESG issues were identified based on the *ESG Reporting Guide* and the characteristics of the various industries of the Group's businesses. Considering the *ESG Reporting Guide's* framework and the fact that environmental, labour, operation and community aspects are all essential to the Group's long term sustainability development, the 32 ESG issues were classified into four categories, including (i) environmental responsibility, (ii) employment and labour practices, (iii) operating practices, and (iv) community and other. Internal and external stakeholders with high level of influence and dependence on the Group were selected by the management of the Group and invited to express their views and concerns on issues under each category via an online survey. In the survey, stakeholders were asked to rank ESG issues' materiality under each category. The ESG issues were then plotted in materiality matrices, based on the analysis and scoring result of the issues' importance to stakeholders (vertical axis) and the issues' importance to the Group (horizontal axis). The materiality matrices are established below.

#### 重要性評估

本集團開展了年度回顧，以識別及理解其持份者對本報告的主要及重要關注點。報告期內，本集團及持份者開展了重要性評估工作。

根據《ESG指引》和本集團業務所屬各行業的特點，我們識別出了32個ESG議題。參考《ESG指引》的框架，並考慮到環境、勞工、營運和社區方面均對集團的長期可持續發展至關重要，我們將32個ESG議題分為四類，包括(i)環境責任，(ii)僱傭及勞工常規，(iii)營運慣例，及(iv)社區和其他。本集團管理層選擇了對集團具高度影響力和依賴性的內、外部持份者，並邀請他們通過線上調查，就每一類別下的問題表達意見和關注程度。在調查中，我們要求持份者分別就每一類別下ESG議題的重要性進行排序。其後，根據各議題對持份者的重要性(縱軸)及對集團的重要性(橫軸)的分析和評分結果，將ESG議題繪製於重要性矩陣中。重要性矩陣如下圖所示。

### 3. STAKEHOLDER ENGAGEMENT 持份者參與



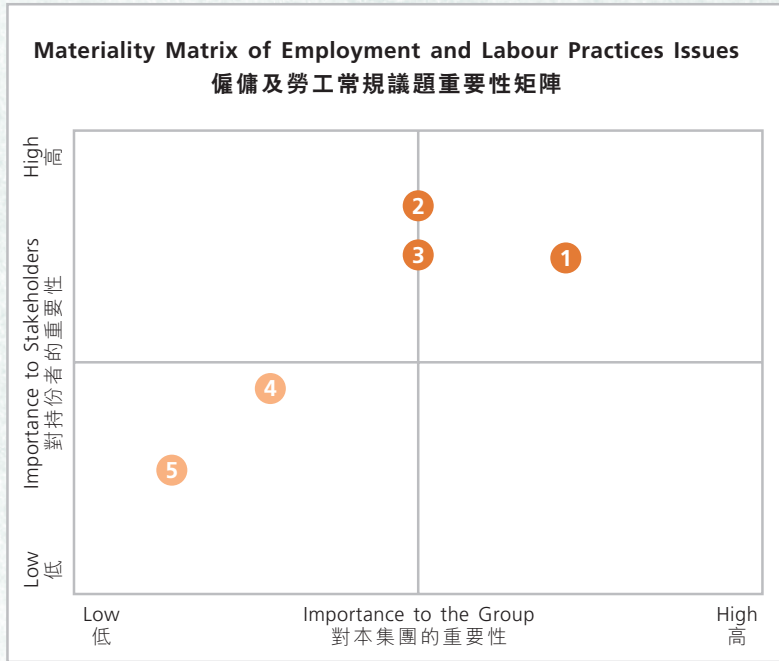
#### Rankings of Environmental Responsibility Issues

#### 環境責任議題排序

High-materiality issues: 高重要性議題：	Other issues: 其他議題：
1 — Wastewater treatment 污水處理	6 — Land use, pollution and restoration 土地用途、污染和修復
2 — Air pollutant emissions 空氣污染排放	7 — Greenhouse gas emission 溫室氣體排放
3 — Waste treatment 廢棄物處理	8 — Mitigation measures to protect natural resources 保護自然資源的緩解措施
4 — Energy use 能源使用	9 — Use of other raw materials 其他原材料的使用
5 — Water use 用水	

### 3. STAKEHOLDER ENGAGEMENT

#### 持份者參與



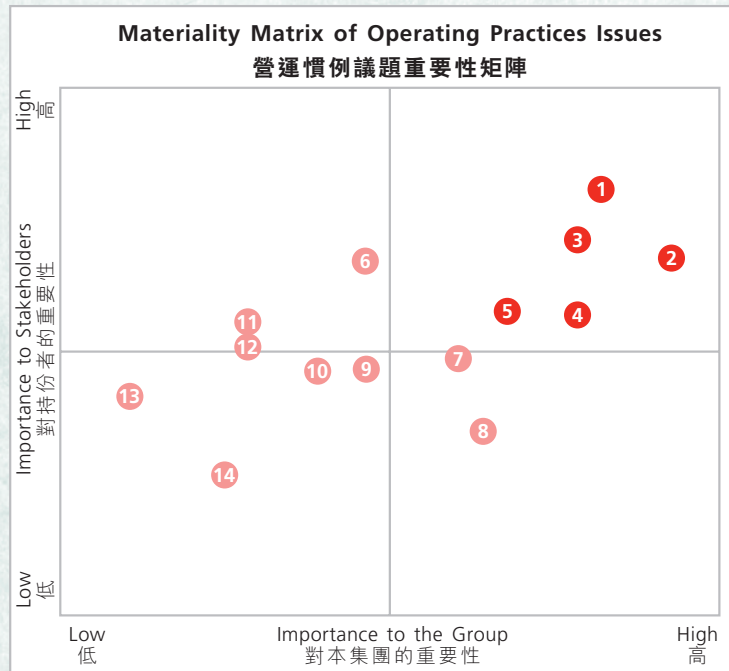
#### Rankings of Employment and Labour Practices Issues

#### 僱傭及勞工常規議題排序

High-materiality issues: 高重要性議題：	Other issues: 其他議題：
1 — Occupational health and safety 職業健康與安全	4 — Composition of employees (i.e. employee ratio by gender/age) 僱員構成(即僱員性別/年齡比例)
2 — Employee remuneration and benefits 僱員薪酬及福利	5 — Preventing child and forced labour 防止童工及強制勞工
3 — Employee development and training 僱員發展及培訓	

### 3. STAKEHOLDER ENGAGEMENT

持份者參與



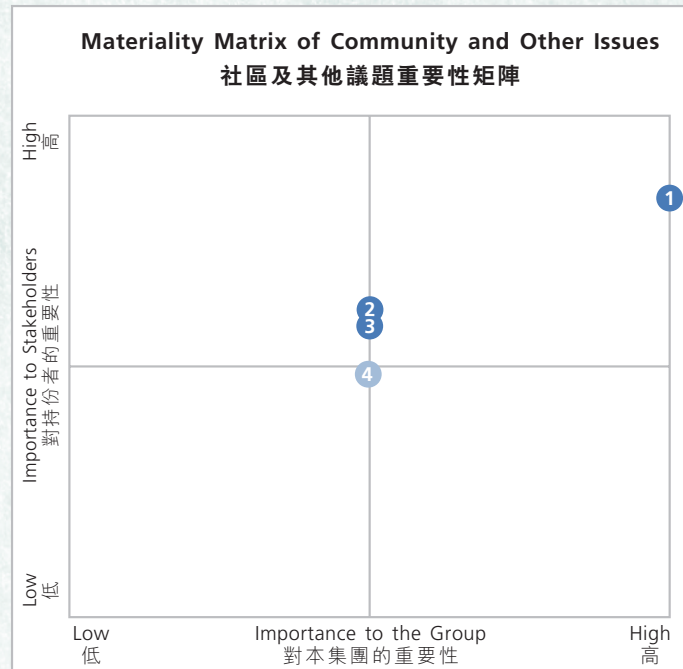
#### Rankings of Operating Practices Issues

#### 營運慣例議題排序

High-materiality issues: 高重要性議題：	Other issues: 其他議題：
1 — Health and safety relating to products/services 產品／服務的健康與安全	6 — Observing and protecting intellectual property rights 遵守及保護知識產權
2 — Customer satisfaction 客戶滿意度	7 — Social risks assessment of the suppliers 供應商社會風險評核
3 — Product quality control and management 產品質量控制和管理	8 — Anti-corruption policies and whistle-blowing procedure 反貪污政策及舉報程序
4 — Preventing bribery, extortion, fraud and money laundering 防止賄賂、勒索、欺詐及洗黑錢	9 — Selection of suppliers and assessment of their product/services 甄選供應商及對其產品／服務的評估
5 — Assessment of the suppliers' environmental performance 供應商環境表現評核	10 — Procurement practices 採購慣例
	11 — Protection of consumer information and privacy 保護消費者信息及私隱
	12 — Marketing and promotion 市場推廣及宣傳
	13 — Labelling relating to products/services 產品／服務的標籤
	14 — Suppliers' geographical region 供應商的地理位置

### 3. STAKEHOLDER ENGAGEMENT

#### 持份者參與



#### Rankings of Community and Other Issues

#### 社區及其他議題排序

High-materiality issues: 高重要性議題：	Other issues: 其他議題：
1 — Communications with stakeholders 持份者溝通	4 — Public welfare and charity 公益和慈善
2 — Promoting industry's development 推動行業發展	
3 — Understanding local communities' need 了解當地社區的需要	

The “high-materiality issues” in the above results are evaluated as issues that are important to both the stakeholders and the Group. Therefore, in the following chapters, the Report focuses on the disclosure of the Group's strategies and performances relating to high-materiality issues during the Reporting Period.

上述結果中的「高重要性議題」為對持份者和本集團都十分重要的議題。因此在以下各章中，本報告著重披露本集團在報告期內與高重要性議題有關的方針和表現。

## 4. OPERATION QUALITY 品質營運

### High-materiality issues disclosed in this chapter 本章節披露的高重要性議題

- Health and safety relating to products/services  
產品／服務的健康與安全
- Occupational health and safety  
職業健康與安全
- Customer satisfaction  
客戶滿意度
- Product quality control and management  
產品質量控制和管理
- Preventing bribery, extortion, fraud and money laundering  
防止賄賂、勒索、欺詐及洗黑錢
- Assessment of the suppliers' environmental performance  
供應商環境表現評核

### Quality Control and Management

As we are delivering our products and services in construction, environmental protection and other fields, quality control has always been highly valued by both our stakeholders and the Group itself. Complying with the *Product Quality Law of the People's Republic of China*, New Concepts encourages its subsidiaries to establish regulations for the management of product quality and implement post-oriented quality regulations, quality liabilities and relevant measures for their assessment.

### 質量控制和管理

我們在建築、環保等領域提供產品和服務期間，質量控制始終受到持份者和本集團的高度重視。遵守《中華人民共和國產品質量法》的規定，創業集團鼓勵其子公司建立內部產品質量管理制度，實施崗位質量規範、質量責任以及相應的考核辦法。

### Laws and regulations the Group has complied with in the Reporting Period: (include but not limited to)

報告期內本集團遵守的法律及規例：  
(包括但不限於)

Mainland China 中國大陸	Hong Kong 香港	Sweden 瑞典
<i>Product Quality Law of the People's Republic of China</i> 《中華人民共和國產品質量法》	<i>Sale of Goods Ordinance (Cap. 26 of the Laws of Hong Kong)</i> 《貨品售賣條例》(香港法例第26章)	<i>Product Liability Act (1992:18)</i> 《產品責任法》(1992:18)
		<i>Consumer Services Act (1985:716)</i> 《消費者服務法》(1985:716)

## 4. OPERATION QUALITY

### 品質營運

The Group's construction business in Hong Kong has established an internal quality management system (namely Integrated Management System) according to the standards of ISO 9001:2008, OHSAS 18001:2007, ISO14001:2004 since March 2009. The system's manual, *Integrated Management System Manual*, acts as the guidelines to support continual improvement in project quality and safety and is reviewed by the management annually to ensure its suitability, adequacy and effectiveness. To ensure the construction works performed by the Group and the associated subcontractors can meet the required quality standard, the Group assigns a foreman and a project manager to each site to monitor the quality and progress of construction works. The project manager reports regularly to the executive officer who oversees all aspects of the project from quality management to progress management and ensures their compliance with all rules and regulations.

The Group's kitchen waste treatment projects under BOT model strictly follow obligations in maintaining the kitchen waste treatment plants' operations to a specified level of serviceability. And we promise to restore the plants to a specified condition before they are handed over to the grantor at the end of the service concession arrangement.

We also value products and service control significantly in our subsidiaries providing EPC services and environmental improvement solutions. The Group also states its policies relating to product and service quality, safety and recall procedures in the *Equipment Purchase Contract*. During the product quality guarantee period, the quality defects found in the process of unpacking inspection, assembly and commissioning of the equipment shall be handled through repair, replacement and return until the product meets the quality requirements promised. It is also regulated that should the customer made a complaint about the equipment, assigned personnel shall arrive equipment site to handle the equipment quality problems within 12 hours. Other than the equipment products, technical and supporting services are also implemented in the whole process of contract execution, such as assembly and commissioning of the equipment and technical training for the customers' operation and maintenance personnel. Additional assistance on maintenance and replacement of parts may also be requested after the expiration of the quality guarantee period to satisfy customers' needs.

自2009年3月起，本集團在香港的建築業務已按照ISO 9001: 2008、OHSAS 18001: 2007、ISO14001: 2004的標準建立了內部質量管理體系(即綜合管理體系)。該體系的手冊《綜合管理系統手冊》是支持持續改進工程質量和安全的參考準則，管理層每年對該手冊進行審閱，以確保其適用性、充分性和有效性。為確保本集團及有關分包商所提供的建築工程相關服務符合質量標準要求，本集團於每個地盤指派一名地盤管工及一名項目經理，以負責監察建築工程的質量和進度。項目經理需要定期向負責監督項目在質量管理以至進度管理各方面的執行主任進行匯報，確保工程質量符合所有規則及規例。

本集團在BOT模式下的餐廚垃圾處理項目嚴格滿足維持餐廚垃圾處理廠符合特定服務水平的合約責任。我們承諾於服務特許權時限結束時，在移交廠房予授予人前，將廠房修復至指定狀態。

對於提供EPC服務的子公司，本集團同樣十分重視產品及服務質量的控制。本集團旗下的子公司世本(天津)環境技術有限公司在《設備採購合同》中公佈了其有關產品和服務的質量、安全和召回程序的政策。於產品質量保證期內，在設備拆包檢驗、裝配、調試過程中發現的質量缺陷，應當通過維修、更換和退貨處理，直至產品符合質量要求。按照相關規定，如果客戶對設備提出投訴，指定人員應在12小時內到達設備現場處理設備質量問題。除了設備產品外，我們在履行合同的整個過程中也提供技術及其他支持服務，如設備的組裝和調試，以及為客戶操作和維護人員提供技術訓練等。在質量保證期到期後，我們亦可根據客戶需求提供部件維護和更換方面的額外協助，以滿足客戶的需要。

## 4. OPERATION QUALITY

### 品質營運

The Group's customers include the government, non-governmental organisations and private developers. Our reputation and high standard of quality work enable the Group and the customers to achieve their profitability and sustainable growth. During the Reporting Period, we did not receive complaints regarding our products and service, and none of our products sold or shipped are subject to recalls for safety-related and health-related reasons.

### Health and Safety

Since health and safety are the most significantly concerned issues of the Group and its stakeholders in both operation practices and employment and labour practices, it is the Group's top priority to create a safe working environment, to protect employees from occupational hazards, and to deliver safe and reliable products and services to our customers.

本集團的客戶包括政府、非政府組織和私人發展商。我們的聲譽和高標準的品質工作，使本集團和客戶能夠提高盈利能力，實現可持續的增長。在報告期內，我們沒有收到有關產品和服務的投訴，且並無所銷售或出貨的產品因安全原因和健康原因被召回。

### 健康與安全

由於健康和安全的本集團及其持份者在營運慣例、僱傭和勞工常規方面最關注的議題，因此創建安全的工作環境是本集團的首要任務，以在保護僱員免受職業危害的同時，為客戶提供安全可靠的產品和服務。

#### Laws and regulations the Group has complied with in the Reporting Period: (include but not limited to)

#### 報告期內本集團遵守的法律及規例： (包括但不限於)

Mainland China 中國大陸	Hong Kong 香港	Sweden 瑞典
<i>Work Safety Law of the People's Republic of China</i> 《中華人民共和國安全生產法》	<i>Occupational Safety and Health Ordinance (Cap. 509 of the Laws of Hong Kong)</i> 《職業安全及健康條例》 (香港法例第509章)	<i>Product Safety Act (2004:451)</i> 《產品安全法》(2004:451)
<i>Law of the People's Republic of China on the Prevention and Control of Occupational Diseases</i> 《中華人民共和國職業病防治法》	<i>Fire Safety (Commercial Premises) Ordinance (Cap. 502 of the Laws of Hong Kong)</i> 《消防安全(商業處所)條例》 (香港法例第502章)	
<i>Measures for the Administration of Contingency Plans for Work Safety Accidents</i> 《生產安全事故應急預案管理辦法》	<i>Consumer Goods Safety Ordinance (Cap. 456 of the Laws of Hong Kong)</i> 《消費品安全條例》 (香港法例第456章)	



## 4. OPERATION QUALITY

### 品質營運

For the construction business in Hong Kong, the IMS regulates the Administration and QSHE (Quality, Health, Safety and Environment) departments to manage and ensure a safe working environment that satisfies the government regulations. The health and safety affairs in the construction sites are guaranteed by implementing relevant corporate policies. Specifically, apart from a full set of personal protective equipment provided to every worker, the Group has a sound reporting mechanism to deal with various emergencies and equipment malfunction. Safety officers conduct inspection tours every week in order to make sure that the operation in the construction sites is fully in compliance with relevant standards, policies and laws. At the same time, to ensure the materials used for construction are up to safety standards, the Group purchases materials from its own list of approved suppliers except for the situation when the clients appoint specific suppliers. The Group always actively engages independent experts for quality inspections of the purchased materials.

Subsidiaries in Mainland China implements safety policies based on their business nature and have their own management systems for safety operations. For example, our kitchen waste treatment plant in Taiyuan implements a double-defence mechanism for safety risk hierarchical control and investigation and treatment of potential hazards. The double-defence mechanism is supported by a series of policies and guidelines, which enhance the implementation management in safety operation measures; our kitchen waste treatment plant in Hefei implements 38 safety management policies with a wide variety of coverage including safety training, safety equipment, law and regulation compliance, risk identification and control, emergency response and rescue, supervision and inspection, etc. For office employees' safety and health, we implement *Environmental and Occupational Health Management Manual*, which regulates management of office area environmental safety, office area equipment & facility operation, fire safety and emergency response mechanism. Moreover, both of our kitchen waste treatment plants in Taiyuan and Hefei hire professional independent party to assess the occupational health hazards and issue assessment report, which delivers professional reviews in identifying the potential hazards in working environment, assessing the related risks, and evaluating the effectiveness of our management in occupational health.

對於香港的建造業務，行政部門及QSHE(質量安全健康及環境)部門遵守IMS，以管理及確保一個符合政府規定的安全工作環境。集團亦執行相關的管理政策，以保障建築工地的健康和 safety。具體而言，除了向每位工人提供全套個人防護設備外，本集團亦設有完善的通報機制，以處理各種緊急情況和設備故障問題。安全人員每週開展巡查以確保建築地盤的運作完全符合有關標準、政策和法律。同時，為了確保用於施工的材料符合安全標準，除非遇有客戶指明特定供應商，否則本集團一般會從自設認可名單上的供應商採購材料。本集團始終積極聘請獨立專家對所購材料進行品質檢查。

位於中國大陸的子公司實施根據業務性質制定的安全政策，並擁有獨立的安全營運管理體系。例如，太原市餐廚垃圾處理廠實行安全隱患分級控制與隱患排查處理的雙重防禦機制。「雙防機制」中設有一系列政策和準則作為支持文件，以使安全措施得到有效管理及實施；合肥市餐廚垃圾處理廠實施三十八項安全管理政策，內容廣泛，包括安全培訓、安全設備、守法合規、風險識別和控制、應急救援、監督檢查等。為保障辦公場所人員的安全與健康，我們實施《環境及職業健康管理手冊》，規範辦公場所環境安全管理、辦公場所管理設備與設施操作、消防安全和應急機制。此外，我們在太原和合肥的兩家餐廚垃圾處理廠都聘請了專業的獨立第三方來評估職業健康危害及出具評估報告，以在識別工作場所潛在危害方面提供專業意見，評估相關風險，並評價我們在職業健康方面管理工作的有效性。

## 4. OPERATION QUALITY

### 品質營運

On the basis of employees' health and safety, customer's health and safety are also highly valued in the Group's business in Sweden. Vimab Holding AB established a *Safety and Health Plan for Vimab*, in which it states that prior to the service work starts, an overall risk assessment (ÖRA) shall be conducted with the participation from customers to assess health and safety risks and identify potential hazards, and actions to eliminate potential hazards shall be taken prior to the commencement of the work to protect both customers and employees.

#### Case: Fire Drill at our China's subsidiaries

In November 2018, our China's subsidiaries organised a fire emergency drill. The drill was conducted following the *Production Safety Accident Emergency Plan*. The drill enhanced employees' knowledge and management in emergency evacuation, emergency rescue and firefighting equipment using in the case of fire accident.

在維護僱員健康與安全的基礎上，本集團的瑞典業務亦非常注重客戶的健康與安全。Vimab Holding AB制定了《Vimab安全與健康計劃》。該計劃指出，在服務工作開始之前，應在客戶的參與下進行全面風險評估(ÖRA)，以評估工作計劃的健康和安全風險及識別潛在危險，並在開工之前採取針對消除潛在危險的行動以保護涉及的客戶和僱員。

#### 案例：中國大陸的子公司舉辦消防演習

2018年11月，我們位於中國大陸的子公司組織了一次消防應急演練。該演練按照《安全生產事故應急預案》進行，演習加強了僱員在火災事故時進行應急疏散、應急救援和消防設備使用的知識和管理能力。



## 4. OPERATION QUALITY

### 品質營運

#### Supply Chain Management

As an enterprise that bases its basic principle on sustainable development while fulfilling social responsibilities, it is critical for the Group to maintain and manage a reliable supply chain that takes environmental and societal impact into consideration, which requires an efficient and strict monitoring regime on supply chain practices. The Group has established the general management system manual to manage the behaviour of suppliers/subcontractors.

The Group maintains a list of sub-contractors/suppliers with cooperation experiences. In the case when a new sub-contractor/supplier is needed, the competence and performance of the suppliers/subcontractors are verified through evaluation procedures and job reference. The Group chooses its subcontractors/suppliers mainly based on their financial background, product/service quality, price, customer service quality, reputation, past cooperation experience, environmental and social performances, delivery time, and results from annual evaluation. Specifically, the Group strictly controls the procurement process. For example, the holding subsidiary of our construction business, implements *Subcontractor/Supplier Engagement and Evaluation Policy* to regulate the procurement process of new subcontractors/suppliers.

The Group reassess its list of approved qualified suppliers annually. To ensure that there is no colluding and the tendering process is fair and legitimate, the Group invites multiple subcontractors to submit their procurement proposals. To guarantee that each project can be completed successfully, the Group also has backup suppliers for the entire supply chain in case of any possible situations.

The Group strives to reduce its environmental impacts and lower the associated risk during the sourcing activities when cooperating with suppliers/subcontractors. In the Reporting Period, the Group prioritise cooperation with local suppliers/subcontractors, thereby effectively reducing the carbon emissions due to transportation of materials. The Group has its own specific requirements on environmental protection clearly stated in the commercial agreement that all qualified suppliers/subcontractors must strictly follow. Any violation of rules or breach of laws by the suppliers/subcontractors would incur monetary penalties.

#### 供應鏈管理

作為一家在履行社會責任之時以可持續發展為基本原則的企業，以環境及社會影響為考量的同時，維持並管理可靠的供應鏈，對本集團至關重要。為此，我們需對供應鏈的管理建立有效和嚴格的監督制度。本集團制定了通用管理系統手冊，以管理供應商／分包商的行為。

本集團維護著具過往合作經驗的分包商／供應商名單。如需添加新的分包商／供應商，我們將通過執行評估程序和查看其過往工作經驗來評核供應商／分包商的能力和表現。本集團主要根據財務背景、產品／服務質量、價格、客戶服務質量、聲譽、過往合作經驗、環境和社會績效、交貨時間以及年度評估結果來選擇供應商／分包商。本集團尤其嚴格控制採購流程，例如建築業務的控股子公司執行《分包商／供應商參與和評估政策》，以規範對新分包商／供應商的採購流程。

本集團每年重新評估其批准的合格供應商名單。為嚴防合謀營私及保障招標過程公平合法，本集團邀請個分包商提交其採購建議書。為保證每個項目都能順利完成，本集團亦會為整條供應鏈安排備選供應商以應對一切可能情況。

本集團在與供應商／分包商合作時，努力減少對環境的影響，降低採購活動造成的相關風險。在報告期內，本集團優先考慮與當地供應商／分包商的合作，從而有效減少因材料運輸而造成的碳排放。本集團在商業協議中明確規定了環境保護方面的具體要求，所有合格的供應商／分包商必須嚴格遵守。分包商如有任何違反規則或法律的行為，將會被罰款。

## 4. OPERATION QUALITY

### 品質營運

The Group maintains close liaison with its suppliers to ensure that all suppliers comply with local laws and regulations in their country of operation and adhere to their corporate ethics. Subcontractors are required to submit their relevant certificates to the Group's project management team for registration, and only registered workers are allowed to enter the working sites as the Group strives to eliminate any child labour or forced labour. The procurement department is responsible for checking the quality of delivered products/works by the suppliers/subcontractors, and making sure that all the products/works are in compliance with relevant construction laws as well as the Group's internal requirements. Given the firm and stable relationship between the Group and its suppliers, the Group can be updated of the suppliers' situation effectively through the internet, phone calls, and other communication means.

### Operation in Compliance

As the Group provides a variety of services and products in various locations in Hong Kong, Mainland China and Sweden, it is significant for us to enhance our management in anti-corruption, marketing, intellectual property rights and customer privacy protection. By implementing the following strategies, we have ensured the Group's compliance with local laws and regulations that have significant impact on the Group, and has successfully managed and controlled related risks in its operation practices.

#### Anti-corruption

本集團與其供應商保持密切聯繫，以確保所有供應商遵守其營運所在國家／地區的當地法律及規例以及其商業守則。由於本集團致力於杜絕童工及強制勞工的情況，故分包商必須向本集團的項目管理團隊提交相關資質證書進行登記，且只有註冊工人有權進入施工現場。採購部門負責檢查供應商／分包商交付的產品／工程的品質，並確保所有產品／工程都符合相關的施工法例以及集團的內部要求。鑒於本集團與供應商構建了緊密穩定的關係，本集團可以通過互聯網、電話和其他通信方式有效地獲悉供應商的最新情況。

### 合規營運

由於本集團在香港、中國內地及瑞典多地提供多元的服務及產品，因此加強在反貪污、市場推廣、知識產權及客戶私隱保護方面的管理對我們意義重大。通過實施以下策略，我們確保本集團遵守對其有重大影響的當地法律及規例，並有效管理和控制在營運慣例中的相關風險。

#### 反貪污

#### Laws and regulations the Group has complied with in the Reporting Period: (include but not limited to)

報告期內本集團遵守的法律及規例：  
(包括但不限於)

Mainland China 中國大陸	Hong Kong 香港	Sweden 瑞典
<i>Criminal Law of the People's Republic of China</i> 《中華人民共和國刑法》	<i>Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong)</i> 《防止賄賂條例》(香港法例第201章)	<i>Whistleblowing Act (2016:749)</i> 《舉報法》(2016:749)
<i>Anti-Money Laundering Law of the People's Republic of China</i> 《中華人民共和國反洗錢法》		<i>The Swedish Penal Code</i> 《瑞典刑法》
		<i>Anti-Money Laundering Act (2017:630)</i> 《反洗錢法》(2017:630)

## 4. OPERATION QUALITY

### 品質營運

To maintain a fair, ethical and efficient business and working environment, the Group prohibits all forms of corruption, and requires all employees to strictly abide by professional ethics. All employees are expected to discharge their duties with integrity, to act fairly and professionally, and to abstain from engaging in any activities which might exploit their positions against the Group's interests. The Group provides anti-corruption training courses to its employees regularly and establishes policies against bribery, extortion, fraud and money laundering. For example, the Group enforces *Fraud Prevention & Detection Policy*, which provides a system for detection and prevention of fraud, reporting of any fraud that is detected or suspected and fair dealing of matters pertaining to fraud.

Whistle-blowers can report verbally or in writing to the senior management of the Group for any suspected misconducts (including bribery, extortion, fraud and money laundering) with full details and supporting evidence. The management will conduct investigations against any suspicious or illegal behaviour to protect the Group's interests. The Group advocates a confidentiality mechanism to protect the whistle-blowers against unfair dismissal or victimisation. When criminality is suspected, a report will be made to the relevant regulators or law enforcement authorities when the management considers it necessary.

In the Reporting Period, the Group did not receive any reported legal cases regarding corrupt practices brought against the Group or its employees.

為了維護公平、合乎道德和高效的商業及工作環境，本集團嚴禁任何形式的腐敗行為，並要求所有僱員嚴格遵守職業道德。所有僱員都應誠信地履行職責，公平、專業地行事，不得從事任何可能損害集團利益的活動。本集團定期為僱員提供反腐敗培訓課程，並制有反賄賂、敲詐勒索、欺詐和洗錢的政策。例如，本集團執行《防止欺詐和檢測政策》，該政策提供用於識別和預防欺詐的管理系統，以匯報任何被識別到或受懷疑的欺詐情況，並公平處理與欺詐有關的事項。

舉報人可以口頭或書面形式向本集團高級管理層報告任何涉嫌違規的行為(包括賄賂、勒索、欺詐和洗黑錢)，並提供完整情況和證據支持。管理層將對任何可疑或非法行為進行調查，以保護本集團的利益。本集團設有保密機制，保護舉報人免受不公平的解僱或傷害。一旦懷疑有犯罪嫌疑，管理層會於認為必要時向相關監管機構或執法部門舉報。

在報告期內，本集團未收到任何關於本集團或其僱員的腐敗行為的報告。

### Marketing

### 市場推廣

#### Laws and regulations the Group has complied with in the Reporting Period:

(include but not limited to)

報告期內本集團遵守的法律及規例：

(包括但不限於)

Mainland China 中國大陸	Hong Kong 香港	Sweden 瑞典
<i>Advertising Law of the People's Republic of China</i> 《中華人民共和國廣告法》	<i>Trade Description Ordinance (Cap. 362 of the Laws of Hong Kong)</i> 《商品說明條例》(香港法例第362章)	<i>Marketing Practices Act (2008:486)</i> 《市場推廣實踐法》(2008:486)
<i>Trademark Law of the People's Republic of China</i> 《中華人民共和國商標法》		

## 4. OPERATION QUALITY

### 品質營運

The Group has established internal guidelines to ensure the sales and marketing departments of the Group provide precise product descriptions and information that comply with the relevant local laws and regulations to the customers. Any misrepresentation in marketing materials or exaggeration of offerings is strictly prohibited.

本集團制定有內部指引，確保集團的銷售和市場推廣部門向客戶提供準確的、符合當地相關法律法規的產品說明和資料，嚴禁在推廣材料中作出失實陳述或與要約中誇大其詞。

### Intellectual Property Rights

### 知識產權

#### Laws and regulations the Group has complied with in the Reporting Period: (include but not limited to)

報告期內本集團遵守的法律及規例：  
(包括但不限於)

Mainland China 中國大陸	Hong Kong 香港	Sweden 瑞典
<i>Patent Law of the People's Republic of China</i> 《中華人民共和國專利法》	<i>Trade Marks Ordinance (Cap. 559 of the Laws of Hong Kong)</i> 《商標條例》(香港法例第559章)	<i>Trade Secrets Act (2018:558)</i> 《商業機密法》(2018:558)
<i>Anti-Unfair Competition Law of the People's Republic of China</i> 《中華人民共和國反不正當競爭法》	<i>Trade Descriptions Ordinance (Cap. 362 of the Laws of Hong Kong)</i> 《商品說明條例》(香港法例第362章)	<i>Trade Names Act (1974:156)</i> 《商業名稱法》(1974:156)
	<i>Patents Ordinance (Cap. 514 of the Laws of Hong Kong)</i> 《專利條例》(香港法例第514章)	
	<i>Copyright Ordinance (Cap. 528 of the Laws of Hong Kong)</i> 《版權條例》(香港法例第528章)	

We are fully aware that intellectual property is an important intangible property to the Group. The protection and management of intellectual property contribute to the Group's competitiveness in the market. Therefore, the Group emphasises the protection of intellectual property rights and thoroughly incorporates intellectual property management in operation practices in all business sectors. For example, the Group's subsidiaries in China should hire professional agent company to manage the application and protection of its patents.

我們充分了解知識產權是本集團的重要無形財產，保護和管理知識產權有助於提升本集團的市場競爭力。因此，本集團強調對知識產權的保護，並將知識產權管理全面納入所有業務的經營活動。例如，本集團位於中國大陸的子公司聘請專業代理公司來管理其專利申請和保護。

## 4. OPERATION QUALITY

## 品質營運

## Privacy Protection

## 私隱保護

Laws and regulations the Group has complied with in the Reporting Period:  
(include but not limited to)

報告期內本集團遵守的法律及規例：  
(包括但不限於)

Mainland China 中國大陸	Hong Kong 香港	Sweden 瑞典
Law of the People's Republic of China on the Protection of Consumer Rights and Interests 《中華人民共和國消費者權益保護法》	Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong) 《個人資料(私隱)條例》(香港法例第486章)	Personal Data Act (1998:204) 《瑞典個人數據法》(1998:204)

The Group places great emphasis on the privacy protection of its customers and ensures that the customers' rights are strictly protected in accordance with the local regulations in terms of consumer data policy. It is included in the Group's policy that all information collected would only be used for the purpose authorised by customers. The Group prohibits the provision of consumer information to a third party without authorisation from the customers. We monitor and regulate all collected personal data is treated confidentially and kept securely, accessible by designated personnel only. Moreover, the IT department has set protective gates, firewalls, etc. between office and commercial net to prevent unauthorised data use, exportation and copy. Through the internal training and confidentiality agreements with employees, the Group emphasises confidentiality obligations and the legal consequences of the breaches of obligations.

本集團非常重視對客戶私隱的保護，並確保嚴格按照當地法規，在消費者資料政策方面對客戶的權利進行保護。本集團的政策規定，收集到的所有資料僅可用於經客戶授權的用途。本集團禁止在未經客戶授權的情況下向第三方提供消費者資料。我們監察及規定收集到的所有個人資料均需保密和妥善存檔，僅供指定人員查閱。此外，信息技術部門在辦公室和商業網絡之間設置了保護系統、防火牆等措施，以防止資料在未經授權的情況下被使用、發送和複製。通過內部培訓和與僱員簽訂保密協議，本集團強調遵守保密義務，以及違反此義務需承擔的法律後果。

## 5. TALENT STRATEGY

### 人才戰略

#### High-materiality issues disclosed in this chapter

#### 本章節披露的高重要性議題

- Employee remuneration and benefits  
僱員薪酬及福利
- Employee development and training  
僱員發展及培訓

#### Talent Acquisition

The Group deeply understands the importance of talents in corporate development. By recruiting the best talents and proactively managing its human resources, the Group strives to be one of the leaders in the industry. The key objective of our human resource management is to recognise and reward high-performing staff by providing competitive remuneration packages and equal promotion opportunity, as well as implementing an effective performance appraisal system.

#### 吸納人才

本集團深知人才在企業發展中的重要性。通過招聘最優秀的人才並積極管理人力資源，本集團致力於成為行業領導者之一。在人力資源的管理方面，我們的主要目標是通過提供具有競爭力的薪酬待遇及平等晉升機會，實施有效的績效考核制度，用以表彰和獎勵表現優異的僱員。



## 5. TALENT STRATEGY

## 人才戰略

Laws and regulations the Group has complied with in the Reporting Period: (include but not limited to) 報告期內本集團遵守的法律及規例： (包括但不限於)		
Mainland China 中國大陸	Hong Kong 香港	Sweden 瑞典
<i>Labour Law of the People's Republic of China</i> 《中華人民共和國勞動法》	<i>Employment Ordinance (Cap. 57 of the Laws of Hong Kong)</i> 《僱傭條例》(香港法例第57章)	<i>Employment Protection Act (1982:80)</i> 《就業保障法》(1982:80)
<i>Labour Contract Law of the People's Republic of China</i> 《中華人民共和國勞動合同法》	<i>Employees' Compensation Ordinance (Cap. 282 of the Laws of Hong Kong)</i> 《僱傭補償條例》(香港法例第282章)	<i>Employment (Co-Determination in the Workplace) Act (1976:580)</i> 《就業(工作場所共同決定)法》(1976:580)
<i>Provisions on the Prohibition of Using Child Labour</i> 《禁止使用童工規定》	<i>Minimum Wage Ordinance (Cap. 608 of the Laws of Hong Kong)</i> 《最低工資條例》(香港法例第608章)	<i>Discrimination Act (2008:567)</i> 《反歧視法》(2008:567)
<i>Law of the People's Republic of China on the Protection of Minors</i> 《中華人民共和國未成年人保護法》	<i>Disability Discrimination Ordinance (Cap. 487 of the Laws of Hong Kong)</i> 《殘疾歧視條例》(香港法例第487章)	<i>the Ordinance (2007:813) on youth employment guarantee</i> 《青年就業保障條例》(2007:813)
	<i>Sex Discrimination Ordinance (Cap.480 of the Laws of Hong Kong)</i> 《性別歧視條例》(香港法例第480章)	<i>Protection of Children Act, 1960 (No. 97)</i> 《兒童保護法》(第91號)
	<i>Mandatory Provident Fund Schemes Ordinance</i> 《強制性公積金計劃條例》	

In order to effectively protect the benefits of our employees and to promote a good employment relation, the Group has established human resources policies in accordance with the applicable laws and regulations in its operation sites. In addition, the human resources departments of the Group and its subsidiaries are responsible for reviewing and updating relevant policies on a regular basis in accordance with the latest laws and regulations.

為了有效地保護僱員利益，促進構建良好的僱傭關係，本集團根據營運場所適用的法律及法規制定了人力資源政策。此外，本集團及其附屬公司的人力資源部門負責定期按照最新的法律及法規審查並更新相關政策。

## 5. TALENT STRATEGY

### 人才戰略

#### Recruitment and promotion

The Group adopts a set of transparent and clear procedures to conduct its annual recruitment plan, striving to achieve “Openness, Fairness, Transparency, Standardisation” in the recruitment process. To attract high-calibre candidates, the Group offers fair and competitive remuneration as well as benefits based on the individuals’ past performance, personal attributes, job experiences and career aspirations. The Group also references market benchmarks when determining its remuneration and benefit policies. As talent retention is vital to the sustainable business development, the Group constantly reviews its compensation packages and performs probationary and regular evaluations on the employee’s capability and performance in the past, ensuring that all employees’ efforts and contributions are appropriately recognised by the Group.

#### Compensation and dismissal

The Group strictly prohibits any kind of unfair or illegitimate dismissals. According to the *Staff Handbook*, the Group and the employees have the right to terminate the employment contract based on reasonable and lawful grounds.

#### Working hours and rest periods, benefits and welfare

The Group manages its employees’ working hours in accordance with local employment laws. According to the *Staff Handbook*, when employees need to work overtime, they must obtain the prior approval of the department head ahead of time. The Group regulates overtime working allowance application process in its *Staff Handbook*, eligible employees may apply for overtime allowance accordingly. In addition to basic paid annual leave and statutory holidays stipulated by the employment laws of the local governments, employees are also entitled to additional leave benefits such as maternity leave and compassionate leave.

During the Reporting Period, the Group was not involved in violation of any relevant laws and regulations in relation to forced labour that has a significant impact to the Group.

#### 招聘及晉升

本集團採用一套透明、清晰的程序執行年度招聘計劃，力求在招聘過程中實現「公開、公平、透明、規範」。為吸引有才能的應聘者，本集團根據其過往表現、個人特質、工作經驗及職業抱負，為其提供公平及具競爭力的薪酬及福利。在釐定薪酬及福利政策時，本集團亦會參考市場基準。由於人才保留對業務的可持續發展至關重要，故本集團不斷檢討其薪酬方案，並在試用期及以後定期評估僱員的能力和績效，以確保對所有僱員的努力和貢獻均作出中肯的評價。

#### 薪酬與解僱

本集團嚴格禁止任何不公平或非法的解僱。根據《員工手冊》，本集團和僱員均有權基於合理合法的理​​由終止僱傭合同。

#### 工作時長、假期及僱員福利

本集團按照當地僱傭法律管理僱員的工作時間。根據《員工手冊》，當僱員需要加班時，必須事先獲得部門負責人的批准。本集團在其《員工手冊》內訂明了加班津貼的申請流程，符合條件的僱員可按相應規定申請加班津貼。除了基本有薪年假及當地政府法律規定的法定假日外，僱員還有權享受產假和恩恤假等額外休假福利。

在報告期內，本集團沒有違反任何與強迫勞動有關的對集團具重大影響的法律法規。

## 5. TALENT STRATEGY

### 人才戰略

#### Equal opportunity and anti-discrimination

As an employer who dedicates to provide equal opportunities, the Group is committed to creating a fair, respectful and diverse working environment by promoting anti-discrimination and equal opportunity in all its human resources and employment decisions. We do not tolerate any form of harassment or discrimination, whether based on gender, sexual orientation, disability, age, race, colour, nationality, descent, ethnic origins or any other non-job-related element. The anti-discrimination policy applies to all processes of recruitment, promotion, transfer, incentives and training. Furthermore, we take responsibility for assessing, dealing with, recording and taking any necessary disciplinary actions on such incidents.

#### Avoidance of child labour

Complying with the local and national labour standards, we firmly prohibit the employment of child labour. During the Reporting Period, the Group was not in violation of any relevant laws and regulations, in relation to the prevention of child and forced labour that has a significant impact on the Group.

To combat against illegal employment on child labour, underage workers and forced labour, the Group's human resources department requires job applicants to provide valid identity documents before confirmation of employment to ensure that the applicants are lawfully employable. Furthermore, the Human Resources Department of the Group is also responsible to monitor and guarantee the compliance by the Group with the relevant laws and regulations that prohibit child labour and forced labour employment.

Complying with the *Law of the People's Republic of China on the Protection of Minors*, the Group does not recruit individual under age 16 and has strict regulations on the type of work, working time, labour intensity and protective measures when involving employees between age 16 to age 18. For example, our kitchen waste treatment plant in Hefei implements *Protecting Female workers and Minors System*, in which it regulates that employees between age 16 to 18 shall not be engaged in heavy-duty or hazardous work that may endanger their physical and mental health.

#### 平等機會與反歧視

作為一個致力於提供平等機會的僱主，本集團致力於在所有人力資源和僱傭決策範疇中提倡反歧視和平等機會，創造公平、相互尊重且多樣化的工作環境。我們絕不容許任何形式的騷擾或歧視，無論是基於性別、性取向、殘疾、年齡、種族、膚色、國籍、血統、民族或任何其他與工作無關的因素。反歧視政策適用於所有招聘、晉升、調動、獎勵和培訓程序。此外，我們負責評估、處理、記錄有關事件並採取任何必要的紀律處分。

#### 防止童工

我們遵守地方和國家勞動準則要求，堅決禁止僱用童工。在本報告期內，本集團沒有違反任何對集團產生重大影響的有關防止童工和強迫勞動的法律和條例。

為打擊非法僱用童工、未成年勞工及強迫勞動，本集團人力資源部要求求職者在入職前提供有效身份證明，以確保求職者可合法受僱。此外，本集團人力資源部亦負責監管和確保本集團遵守禁止童工和強迫勞動的相關法律及條例。

本集團根據《中華人民共和國未成年人保護法》，不招收未滿16周歲的未成年人，且對16至18周歲僱員的工種、勞動時間、勞動強度和保護措施設有嚴格的規定。例如，合肥市的廚房垃圾處理廠實行《女職工和未成年人保護制度》，規定16至18周歲的僱員不得從事可能危害其身心健康的繁重勞動或危險作業。

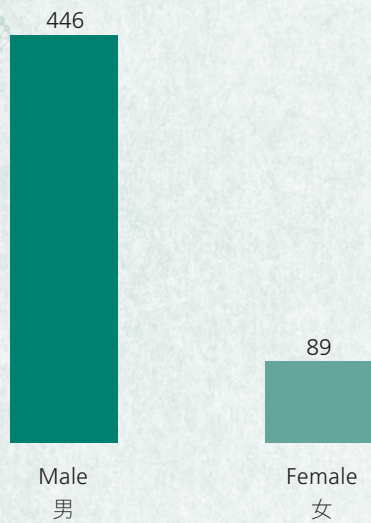
## 5. TALENT STRATEGY

## 人才戰略

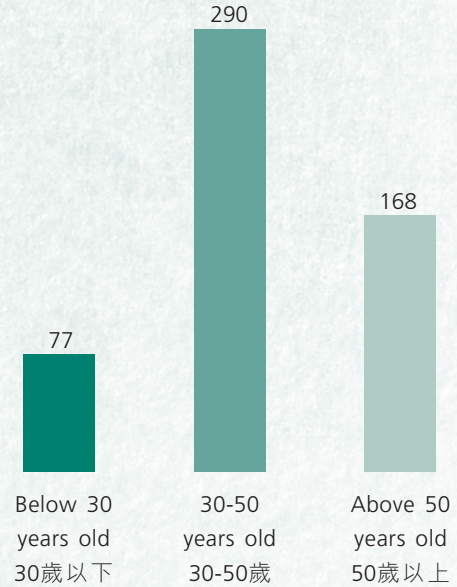
As of 31 March 2019, the Group had a total of 535 employees in Hong Kong and Mainland China:

截至2019年3月31日，本集團在香港及中國內地共有535名僱員：

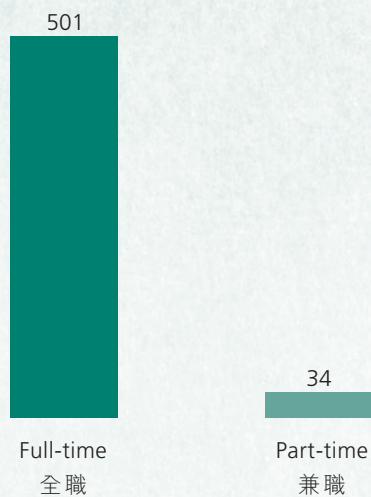
**Number of Employees by Gender**  
僱員總數(按性別劃分)



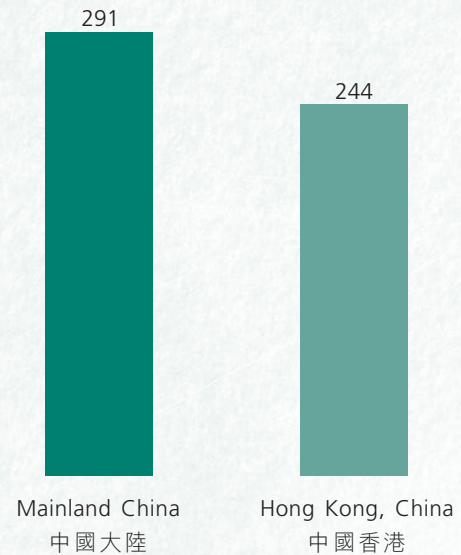
**Number of Employees by Age Group**  
僱員總數(按年齡劃分)



**Number of Employees by Employment Type**  
僱員總數(按僱員類別劃分)



**Number of Employees by Geographical Region**  
僱員總數(按地理位置劃分)



## 5. TALENT STRATEGY

### 人才戰略

#### Growing Together

The Group has been focusing on employees' development and regarding employees as the key in driving success and maintaining the sustainable development of the Group. We have established a comprehensive training system for employees of different levels and types, thereby strengthening employees' working skills and knowledges. The Group strives to provide employees with a safe and suitable platform to assist them in achieving better performances and career development.

The Group offers a comprehensive training package to all new employees, such as Group's corporate culture, business processes, health and safety, first aid treatment and other specific topics. As for the existing employees, profession and post related courses are offered according to corporate needs. Through the offering of different types of trainings, the Group tries to make sure that all its employees possess the necessary professional knowledge to complete their daily tasks and help them to fulfil the continuous training hour requirement for annual professional qualifications as well.

#### 成長共進

本集團始終關注僱員發展，並視僱員為推動本集團成功和可持續發展的關鍵。我們建立了針對不同層級、不同類型僱員的綜合培訓體系，以提升僱員的工作技能和知識。本集團致力為僱員提供一個安全及合適的平台，協助他們取得更佳的表现及職業發展。

本集團為所有新入職僱員提供全面的培訓方案，如本集團的企業文化、業務流程、健康與安全、急救措施和其他特定主題。對於現有僱員，本集團根據企業需求提供專業及職位相關課程。通過提供不同類型的培訓，本集團盡力確保其所有僱員都具備必要的專業知識，以完成其日常工作任務，並幫助他們完成每年專業資格的持續培訓時數要求。

## 5. TALENT STRATEGY

### 人才戰略

For the Group's construction business in Hong Kong, *Training Policy* is formulated to determine the necessary competence of office personnel performing work affecting product quality. Training scheme includes:

本集團在香港的建築施工業務制定了《培訓政策》，以確定辦公人員執行影響產品質量的工作所需的能力。培訓計劃包括：

#### In-house Training

##### 內部培訓

In-house induction training for all new employees provided by qualified and competent personnel.  
所有新僱員均需接受內部入職培訓，該培訓由合資格和稱職的人員提供。

#### External Training

##### 外部培訓

IMS: Ensure employees attends courses organised by appropriate institutions recognised by ISO/OHSAS.  
綜合管理系統類：確保僱員參加獲國際標準化組織／職業健康與安全評估系列認可的相應機構舉辦的課程。

##### Safety and Environmental:

安全與環境類：

##### — For Management and Supervision staff:

管理及監督人員：

Ensure adequate staff attend courses organised by appropriate institutions such as Occupational Safety and Health Council;  
確保有足夠的人員參加由職業健康安全局等相應機構舉辦的課程：

##### — For Trade operatives:

貿易人員：

Ensure adequate trade operatives attend courses organised by appropriate institutions.  
確保有足夠的貿易人員參加由相應機構舉辦的課程。

##### Technical:

技術類：

Ensure technical staff attends Continuous Professional Development trainings organised by appropriate institutions such as Hong Kong Institutions of Engineers.  
確保技術人員參加由香港工程師學會等相應機構舉辦的持續專業發展培訓。

## 5. TALENT STRATEGY

### 人才戰略

Furthermore, subsidiaries in Mainland China implement a series of trainings for strengthening the working skills and knowledge of our employees. Both of our kitchen waste treatment plants in Taiyuan and Hefei have formulated the *Safety Production Training Scheme*, so as to further improve the safety awareness and skills of all employees and enhance their abilities in accident prevention and emergency response.

The business in Sweden has also established *Personnel Policy* which aims to develop knowledgeable and committed employees through a combination of personal development with targeted training. Internal and external trainings are also integrated with specific business operation, so as to prepare employees to take on more responsible and challenging tasks.

此外，為加強僱員的工作技能和知識，中國大陸子公司亦開展一系列培訓。太原、合肥兩家餐廚垃圾處理廠均制定了《安全生產培訓計劃》，以進一步提高全體僱員的安全意識和技能，提高事故預防和應急處理能力。

瑞典分公司亦制定《人事政策》，旨在通過以個人發展與針對性培訓相結合的方式，培養具有相關知識、盡職盡責的僱員。內部和外部培訓亦與具體的業務營運相結合，使僱員能夠承擔更大責任和更具挑戰性的任務。

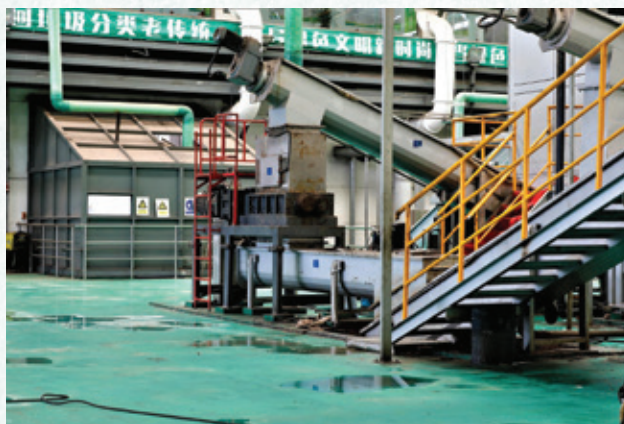
## 6. ENVIRONMENT PROTECTION 環境保護

### High-materiality issues disclosed in this chapter 本章節披露的高重要性議題

- Wastewater treatment  
污水處理
- Air pollutant emissions  
空氣污染排放
- Waste handling  
廢棄物處理
- Energy use  
能源使用
- Water use  
用水

Environmental protection is one of the fundamental bases of the Group's sustainable development. The Group has been actively contributing to long-term environmental sustainability by implementing appropriate measures to avoid, reduce and control its environmental footprints where technically and economically viable. During the Reporting Period, the Group has been refining environmental management system to continuously improve the Group's performance in environmental protection, and implementing effective measures in all business units to reduce emissions and save resources.

環境保護是本集團可持續發展的根基之一。本集團一直以來積極促進環境方面的可持續發展，在技術和經濟層面可行的情況下，採取適當措施避免、減少和控制其環境足跡。報告期內，本集團持續完善環境管理體系，不斷提高環境保護表現，並在各營業單位採取有效措施，減少排放，節約資源。





## 6. ENVIRONMENT PROTECTION

## 環境保護

Laws and regulations the Group has complied with in the Reporting Period:  
(include but not limited to)報告期內本集團遵守的法律及規例：  
(包括但不限於)

Mainland China 中國大陸	Hong Kong 香港	Sweden 瑞典
<i>The Environmental Protection Law of the People's Republic of China</i> 《中華人民共和國環境保護法》	<i>Air Pollution Control Ordinance (Cap. 311 of the Laws of Hong Kong)</i> 《空氣污染管制條例》(香港法例第311章)	<i>The Swedish Environmental Code (2000:61)</i> 《瑞典環境法》(2000:61)
<i>The Law of the People's Republic of China on Environmental Impact Assessment</i> 《中華人民共和國環境影響評價法》	<i>Air Pollution Control (Construction Dust) Regulation (Chapter 311R of the Laws of Hong Kong)</i> 《空氣污染管制(建造工程塵埃)規例》(香港法例第311章附屬法例R)	
<i>Administrative Measures for Pollutant Discharge Licensing (for Trial Implementation)</i> 《排污許可管理辦法(試行)》	<i>Water Pollution Control Ordinance (Cap. 358 of the Laws of Hong Kong)</i> 《水污染管制條例》(香港法例第358章)	
	<i>Waste Disposal Ordinance (Cap. 354 of the Laws of Hong Kong)</i> 《廢物處置條例》(香港法例第354章)	
	<i>Noise Control Ordinance (Cap. 400 of the Laws of Hong Kong)</i> 《噪音管制條例》(香港法例第400章)	
	<i>Environmental Impact Assessment Ordinance (Cap. 499 of the Laws of Hong Kong)</i> 《環境影響評估條例》(香港法例第499章)	

## 6. ENVIRONMENT PROTECTION

### 環境保護

#### Emissions

In the Reporting Period, the subsidiaries of the Group have generated air and greenhouse gas emissions, discharged wastewater, and generated hazardous waste (waste machine oil) and non-hazardous solid waste. The Group is committed to reducing these emissions to control and minimise its impacts on the environment.

Combustion of fuel for the Group's vehicles and boilers generates air emissions, such as carbon monoxide ("CO"), nitrogen oxides ("NOx") and particulate matter ("PM"). Consumption of electricity, fuel combustion and the use of boiler in the kitchen waste business also contributed to GHG emissions. The Group's total GHG emissions amounted to 5,233.26 tonnes of CO<sub>2</sub>e, and the GHG intensity was 6.06 tonnes of CO<sub>2</sub>e/HKD Million. Other than air and GHG emissions, the Group also generated 24,839.82 tonnes of solid wastes (with an intensity of 28.77 tonnes/HKD Million), and 141,259.72 cubic metre of wastewater (with an intensity of 163.60 cubic metre/HKD Million) in its operation. The Group's environmental performance during the Reporting Period are summarised in the table below.

#### 排放物

於報告期內，本集團的子公司產生了廢氣、溫室氣體及廢水排放，並產生無害及有害廢棄物。本集團致力於減少這些排放，以控制和降低其對環境的影響。

本集團車輛和鍋爐內所使用的燃油燃燒會產生廢氣排放，例如一氧化碳(「CO」)、氮氧化物(「NOx」)和顆粒物(「PM」)。餐廚垃圾處理業務過程中的耗電、燃料燃燒和鍋爐使用亦產生溫室氣體排放。本集團的溫室氣體排放總量為5,233.26噸CO<sub>2</sub>當量，溫室氣體的排放密度為6.06噸CO<sub>2</sub>當量／百萬港幣。除了廢氣和溫室氣體排放外，本集團在營運過程中還產生24,839.82噸固體廢物(密度為28.77噸／百萬港幣)和141,259.72立方米廢水(密度為163.60立方米／百萬港幣)。本集團在報告期內的環境績效如下表所示。

## 6. ENVIRONMENT PROTECTION

## 環境保護

## Emission Data

## 排放物數據

GHG Emissions 溫室氣體排放			
Key Performance Indicator (KPI)	Unit	Total Emission (Unit/HKD million)*	Intensity Density
關鍵績效指標	單位	總排放量 (單位/百萬港幣)*	密度
Scope 1 (Direct Emission) <sup>1</sup> 範圍一(直接排放) <sup>2</sup>	tonnes CO <sub>2</sub> e 噸CO <sub>2</sub> 當量	958.04	1.11
Scope 2 (Energy Indirect Emission) <sup>3</sup> 範圍二(能源間接排放) <sup>4</sup>	tonnes CO <sub>2</sub> e 噸CO <sub>2</sub> 當量	4,275.22	4.95
Total (Scope 1, 2) 總排放(範圍一及二)	tonnes CO <sub>2</sub> e 噸CO <sub>2</sub> 當量	5,233.26	6.06

<sup>1</sup> Scope 1 GHG emissions are from the combustion of fuel of vehicles and construction machinery. Calculation of the emissions is based on the *Guidelines for the Calculation of Greenhouse Gas Emissions of Land Transportation for Enterprises (trial)* issued by Ministry of Ecology and Environment of China and *EMEP/EEA Air Pollutant Emission Inventory Guidebook 2016* issued by the European Environment Agency. Due to limited calculation guidelines for GHG emissions from biogas combustion generated from kitchen waste treatment plant, GHG emissions from biogas generated during the treatment of kitchen waste are not included in this GHG data scope. Biogas generated by Hefei kitchen waste treatment plant contains 85% methane, 14.97% carbon dioxide and 0.03% hydrogen sulphide, and biogas generated by Taiyuan plant contains 60% methane, 32% carbon dioxide and 2.64 mg/m<sup>3</sup> of hydrogen sulphide after desulfurisation.

<sup>3</sup> Scope 2 GHG emissions are from indirect GHG emissions generated in the production process of purchased power. The GHG emissions in Mainland China are calculated based on the *Average Carbon Dioxide Emission Factors of China's Regional Power Grids in 2011 and 2012*, and the calculation of GHG emissions caused by power use in Hong Kong adopts to the emission factor in the *Sustainability Report of CLP Power Hong Kong Limited in 2018*.

<sup>2</sup> 範圍一溫室氣體排放來源於車輛及工程機械的燃料燃燒，根據中國生態環境部發佈的《陸上交通運輸企業溫室氣體排放核算方法與報告指南(試行)》以及歐洲環境局發佈的《EMEP/EEA Air Pollutant Emission Inventory Guidebook 2016》進行計算。由於中國內地現行可供廚餘垃圾處理產生的沼氣之燃燒造成的溫室氣體計算指引有限，該溫室氣體排放數據暫未包含廚餘處理產生的沼氣導致的溫室氣體排放量。合肥餐廚垃圾處理廠產生的沼氣含有85%的甲烷、14.97%的二氧化碳和0.03%的硫化氫，太原餐廚垃圾處理廠產生的沼氣於脫硫後含有60%的甲烷、32%的二氧化碳和2.64毫克/立方米的硫化氫。

<sup>4</sup> 範圍二溫室氣體排放來自所購電力生產過程中產生的間接溫室氣體排放。中國大陸溫室氣體排放根據《2011年和2012年中國區域電網的平均二氧化碳排放係數》計算，而香港用電產生的溫室氣體的計算使用香港中電控股有限公司《2018可持續發展報告》中的排放係數。

## 6. ENVIRONMENT PROTECTION

### 環境保護

#### Air Emissions<sup>5</sup>

#### 廢氣排放<sup>6</sup>

Key Performance Indicator (KPI)	Unit	Total Emission
關鍵績效指標	單位	總排放
Nitrogen Oxides (NOx)	Tonnes	13.26
氮氧化物 (NOx)	噸	
Sulphur Oxides (SOx)	Tonnes	1.37
硫氧化物 (SOx)	噸	
Carbon Monoxide (CO)	Tonnes	6.11
一氧化碳 (CO)	噸	
Particulate Matters (PM)	Tonnes	0.33
顆粒物 (PM)	噸	

<sup>5</sup> Air pollutant emissions are from boilers in the kitchen waste treatment plants, and the use of vehicles and engineering machineries by the subsidiaries. The data of air emissions is composed of monitoring data of boilers and calculated air pollutant emissions from vehicles and engineering machineries. The calculation method of air emission of vehicles refers to the *Technical Guide for Air Pollutant Emission Inventory for On-road Vehicles (Trial Implementation)* issued by the Ministry of Ecology and Environment of the People's Republic of China, and the calculation of emissions of engineering machineries refers to the *Technical Guide for Air Pollutant Emission Inventory for Non-road Vehicles (Trial Implementation)* and *EMEP/EEA Air Pollutant Emission Inventory Guidebook 2016* issued by the European Environment Agency.

<sup>6</sup> 空氣污染物來源於餐廚垃圾處理廠內的鍋爐燃燒，以及各子公司車輛及工程機械的排放。排放數據包括鍋爐監測值及車輛、工程機械的排放計算值。車輛排放數據根據中國生態環境部發佈的《機動車大氣污染物排放清單編製技術指南(試行)》計算，工程機械排放根據《非道路移動源大氣污染物排放清單編製技術指南(試行)》以及歐洲環境局發佈的《EMEP/EEA Air Pollutant Emission Inventory Guidebook 2016》進行計算。

## 6. ENVIRONMENT PROTECTION

## 環境保護

Wastes 廢棄物				
Types	Details of Waste	Unit	Total Emission	Intensity (Unit/HKD million)*
類別	廢物類型	單位	總排放量 (單位/百萬港幣)*	密度
Hazardous Waste 有害廢棄物	Waste Machine Oil 廢機油	Tonnes 噸	0.90	0.001
Non-hazardous Waste 無害廢棄物	Domestic waste 生活垃圾	Tonnes 噸	0.79	0.0009
	Waste paper 廢紙	Tonnes 噸	1.13	0.0013
	Kitchen Waste Residue 大渣及沼渣	Tonnes 噸	24,835.30	28.76
	Total 總計	Tonnes 噸	24,839.82	28.77
Wastewater 廢水	Wastewater 廢水	Tonnes 噸	141,259.72	163.60

\* Intensity was calculated by dividing the amount by the Group's Hong Kong and Mainland China revenue of approximately HKD863.436 million during the Reporting Period.

\* 密度乃以該總量除以本集團於2019財政年度內於香港及中國內地的收入(約8.63436億港幣)計算。

**Emission and Waste Management**

During the Reporting Period, we have strengthened our management and actively implemented measures in different sectors to reduce our GHG emissions, air pollutants, wastewater, solid waste and noise, etc. The section below lists out the emission management measures we have adopted in our offices, construction business and kitchen waste treatment business.

During the Reporting Period, air pollutant emissions such as NO<sub>x</sub>, PM have been largely reduced comparing to the data in the previous reporting period.

**排放物和廢棄物管理**

於報告期內，我們加強管理並積極在不同業務板塊實施措施，以減少溫室氣體、空氣污染物、廢水的排放及固體廢物和噪音等的產生。以下為我們在辦公區域、建築業務和餐廚垃圾處理業務中所採用的排放管理措施。

與上年度報告資料相比，本報告期內氮氧化物、顆粒物等空氣污染物排放量已大幅減少。

## 6. ENVIRONMENT PROTECTION

### 環境保護

#### Office Operations

##### Air & GHG Emissions

In order to effectively control the electricity consumption so as to reduce indirect GHG emission, the Group has implemented various measures at its offices, which are further described in the “Use of Resources” section in this Report.

The Group has also encouraged all employees to commute by public transportation and hold teleconferences to reduce unnecessary business travels, thereby reducing GHG and air emissions.

##### Solid Wastes

To reduce municipal solid waste generation during the daily operations at offices, the Group has actively promoted a “paperless office” policy with the following practices:

- Collect, separate and recycle as much solid waste as possible;
- Encourage all employees to reduce the use of disposable items, such as plastic tableware; and
- Advocate the reuse of office stationery.

During the Reporting Period, the Group’s offices recycled and reused a total of 214 kg of wastepaper, effectively implementing waste paper recycling and re-use of resources.

Non-recyclable municipal solid wastes have been collected and disposed of by the property management.

##### Wastewater

The Group has adopted appropriate measures (please refer to “Use of Resources”) to reduce water consumption so as to reduce the wastewater generated during daily business operation. Wastewater from the offices has been discharged into municipal wastewater treatment plants prior to discharge to the natural environment.

#### 辦公室業務

##### 廢氣和溫室氣體排放

為了有效控制電力消耗，減少間接溫室氣體排放，本集團在各辦公區域實施了各項措施。本報告中的「資源利用」章節對此作了進一步說明。

本集團亦鼓勵所有僱員乘坐公共交通工具上下班，並召開電話會議以減少不必要的商務旅行，從而減少溫室氣體和廢氣排放。

##### 固體廢棄物

為了減少辦公室日常運作期間產生的固體廢物，本集團積極推行了「無紙化辦公」政策，採取了以下措施：

- 收集、分離和回收盡可能多的固體廢物；
- 鼓勵所有僱員減少使用一次性物品，如塑膠餐具；以及
- 提倡重複使用辦公文具。

於報告期內，本集團各辦公室共計回收重用214千克廢紙，有效實行了廢紙回收和資源再利用。

不可回收的固體廢物則交由物業管理處進行收集和處理。

##### 廢水

本集團已採取適當措施(請參閱「資源使用」章節)減少耗水量，以減少日常營運期間產生的污水。辦公區域所產生的污水經市政污水處理廠處理後排放。

## 6. ENVIRONMENT PROTECTION

### 環境保護

#### **Construction Business**

The emissions generated during the construction processes mainly include air & GHG, wastewater, solid waste and noise. The Group has established the Environmental Policy Statement and followed a prudent approach on discharge control to achieve effective management of emissions from our construction business.

#### **Air & GHG Emissions**

Aside from promoting the effective use of electricity so as to reduce GHG emissions, the Group has actively taken measures to reduce dusts from construction sites, such as rinsing vehicles when leaving construction sites and spraying water to suppress dust.

#### **Wastewater**

The Group has been licenced for the discharge of wastewater from construction sites after onsite treatment. Relevant treatment methods, such as sedimentation tank for wastewater treatment has been set up to treat the muddy water before discharge. All discharges have been strictly monitored and controlled, and we have ensured that wastewater treated on-site has met the requirements of Water Pollution Control Ordinance (WPCO) licence prior to discharge.

#### **Solid Wastes**

The Group has complied with the Waste Disposal Ordinance when disposing excess mud and other construction wastes. Certified waste collectors would transport the mud and other construction wastes (e.g. gravels) to specific landfills for disposal or to other construction sites for reuse. Certain materials from land excavation was directly transported to backfill where in need. Part of the waste such as fallen trees in the course of construction will be handled and turned into recyclable natural resources using advanced technology. The recyclable wastes were normally collected via licenced collectors and then transferred to recycling station for reuse.

#### **建築業務**

施工過程中產生的排放物主要包括廢氣和溫室氣體、廢水、固體廢物和噪音。本集團已訂立「環境政策聲明」，並通過謹慎的控制手段有效管理建造業務的排放。

#### **廢氣和溫室氣體排放**

除了促進用電效率以減少溫室氣體排放外，本集團亦積極採取措施，減少建築地盤的揚塵，例如在車輛離開建築地盤時對其進行清洗，並噴灑水霧以抑制灰塵。

#### **廢水**

本集團已獲相關許可，建築地盤廢水可經現場處理后排放。泥水在排放之前會經相關處理方法(如用於廢水處理的沉降池等)進行處理。所有排放均受到嚴格監控，並確保處理後的廢水在排放前符合《水污染管制條例》(WPCO)許可證的相關要求。

#### **固體廢棄物**

本集團遵守《廢物處理條例》對多餘泥漿及其他建築廢物進行處理。合資格的廢物收集者會將泥漿及其他建築廢物(如礫石)運往特定的堆填區進行處置，或運往其他建築地盤再利用。土地挖掘過程中產生的物料則被直接運送到需要的地方回填。部分廢物如施工過程中倒下的樹木會以先進技術處理變為可回收的自然資源。可回收廢物通常通過持牌回收商收集，然後轉移到回收站再利用。

## 6. ENVIRONMENT PROTECTION

### 環境保護

#### Noise

Noise generated by the Group at the construction site are mainly from the operation of machineries and equipment. In the Reporting Period, the construction sites of the Group have been in strict compliance with the *Noise Control Ordinance* and only used equipment within the permitted time period. To reduce the impact of noise to surrounding environment, the Group set construction noise barrier in construction sites. Furthermore, to improve our control at the source of noise, the Group purchased equipment with Quality Powered Mechanical Equipment (QPME) Label (which benchmarks construction equipment items that are notably quieter, and more environmentally friendly), reduced the number of concurrently running equipment and shut down any idle equipment.

#### Kitchen Waste Business

Emissions generated by the Group's kitchen waste business include air & GHG emissions due to the combustion of biogas generated from the treatment process, the use of vehicles, as well as wastewater and solid wastes generated during kitchen waste treatment.

#### Air & GHG Emissions

During the Reporting Period, GHG emissions of the Group's kitchen waste business mainly came from the use of purchased electricity, generation and combustion of biogas in the kitchen waste treatment plant and use of vehicles. Air pollutants also stem from the treatment of kitchen waste and use of vehicles. Measures have been taken to reduce energy use and thus the Group's air and GHG emissions. For air pollutants resulted from the treatment of kitchen waste, we have established treatment facilities such as scrubbing tower and flare system and installed monitoring devices to track the emissions of pollutants. Additionally, the Group planted trees within the kitchen waste treatment plant area for carbon offsetting.

#### 噪音

本集團於施工場地產生的噪音主要來自於機械設備的運作。於報告期內，本集團建築地盤嚴格遵守《噪音管制條例》，僅在容許時間內使用設備。為減低噪音對周圍環境的影響，本集團在建築地盤安裝建築噪音屏障。此外，為了加強對噪音源頭的控制，本集團購買了帶有優質機動設備(QPME)標籤的設備(認定為新型、明顯較靜及更環保的建築設備)，減少同時運作的設備數量，並關閉了閒置設備。

#### 餐廚垃圾處理業務

本集團餐廚垃圾處理業務產生的排放物包括餐廚垃圾處理過程中產生的沼氣及車輛使用導致的廢氣和溫室氣體排放，以及餐廚垃圾處理過程中產生的廢水和固體廢物。

#### 廢氣和溫室氣體排放

在本報告期內，本集團餐廚垃圾處理業務的溫室氣體排放主要來自於餐廚垃圾處理廠使用的外購電力、沼氣生成和燃燒，以及車輛使用。廢氣排放亦來自餐廚垃圾處理和車輛使用過程。我們已採取相關措施減少能源使用，以減少廢氣和溫室氣體排放。針對餐廚垃圾處理過程中所產生的空氣污染物，我們建立了如洗滌塔和火炬系統等的處理設施，並安裝了監測裝置，以監測污染物的排放。此外，本集團在餐廚垃圾處理廠區內種植樹木，以抵消碳排放。



## 6. ENVIRONMENT PROTECTION

### 環境保護

#### Wastewater

In order to reduce wastewater from the source, the Group's kitchen waste treatment plants actively manage the use of freshwater resources. After the wastewater from kitchen waste treatment process is sorted and collected, some of the water will be directly reused, and the rest of the wastewater will be discharged to the municipal sewage treatment plant after being treated by on-site treatment plants and meeting relevant standards. Different on-site treatment methods such as bio-chemical treatment with reverse osmosis and membrane bioreactor (MBR) are deployed to treat wastewater before discharge. During the Reporting Period, there was one case that wastewater from temporary construction was not properly handled before discharged at our kitchen waste treatment plant in Hefei. The Group has taken corrective actions and risks of incidents were eliminated after the temporary construction period. The Group has strengthened monitoring in daily operations to ensure the discharged wastewater meets the standard.

#### Solid Wastes

The solid wastes generated by the Group's kitchen waste business mainly include solid wastes produced during the kitchen waste treatment, such as biogas residue and crude fat from the production process. We promote the resource utilisation of solid waste, maximise the recovery and use of the substances and energy in waste, so as to reduce environmental impact while increasing economic returns. Our kitchen waste treatment business converts kitchen waste into fertiliser and biogas, and the rest of the non-recyclable waste is sent to landfills or incineration plants.

#### Use of Resources

As part of the Group's effort to reduce its environmental impact, the Group has laid emphasis on reducing resources consumption. In the Reporting Period, major resources consumed by the Group were electricity, gasoline, diesel fuel and water. Due to the nature of our businesses, the use of packaging materials is not applicable to the Group during the Reporting Period.

#### 廢水

為了從源頭上減少廢水，本集團廚餘垃圾處理廠積極管理淡水資源使用。餐廚垃圾處理過程中的所有廢水經分類收集後，部分中水會被直接再利用，其餘廢水於廠內污水處理站處理達標後，排放至市政污水處理廠。我們使用反滲透和膜生物反應器(MBR)等各類現場處理方法在排放前對廢水進行處理。於本報告期內，合肥餐廚垃圾處理廠發生一起臨時施工廢水在排放之前處理不當的情況。本集團已採取糾正措施，在臨時施工期完成後杜絕排放事故風險。本集團已加強對日常營運的監察工作，以確保排放的廢水符合標準。

#### 固體廢棄物

本集團餐廚垃圾處理過程中產生的固體廢物主要包括沼氣殘渣和生產過程產生的粗脂肪。我們提倡固體廢物資源化利用，最大化地回收和利用廢棄物中的物質和能源，在減少環境影響的同時提升經濟效益。餐廚垃圾處理業務可將餐廚垃圾處理轉化為肥料和沼氣，其餘不可回收的廢棄物會進行填埋或焚化處理。

#### 資源使用

為減少對環境影響，本集團積極付出，著重減少對資源的消耗。於報告期內，本集團的資源消耗主要為電力、汽油、柴油和水。鑒於本集團業務性質，於報告期內，包裝物料使用並不適用於本集團。

## 6. ENVIRONMENT PROTECTION

### 環境保護

#### Resource Usage Data

The table below summarises the amount of resources used in the Reporting Period.

#### 資源使用數據

下表匯總了報告期內的資源消耗量。

	Key Performance Indicator (KPI)	Unit	Amount	Intensity (Unit/HKD million)
	關鍵績效指標	單位	用量	密度 (單位/百萬港幣)
Use of Energy 能源使用	Electricity 電力	kWh 千瓦時	5,248,627	6.078.77
	Gasoline 汽油	Litres 升	27,857.77	32.26
	Diesel Fuel 柴油	Litres 升	295,967.70	342.77
Use of Water 用水	Water 水	Cubic Metres 立方米	130,641.84	151.30

#### Improving Efficiency in the Use of Resources

##### Use of Energy

In order to reduce the amount of electricity used and thus to reduce environmental impact, the Group has set up energy management system and relevant targets, as well as implemented the following measures:

- Turn off all lights, electronics and other power consumption equipment at the end of the day;
- Maximise the use of natural light as far as practical;
- Switch off all idle lights, air conditioners and equipment;
- Replace high electricity consumption lamps with electricity saving lamps;
- Modify the set temperature of air conditioners in the offices based on the season;

#### 提升資源使用效率

##### 用能

為了通過減少用電量來減少環境影響，本集團建立了能源管理系同時設立相關目標，並實施了以下措施：

- 於工作時間結束時關掉所有照明、電子及其他耗電設備；
- 盡量增加使用自然光；
- 關掉所有閑置照明、空調及設備；
- 以節能燈具替換高耗電量高的燈具；
- 按照季節調節辦公室空調溫度；

## 6. ENVIRONMENT PROTECTION

### 環境保護

- Adopt equipment and machineries with 'Energy-Efficiency' labels;
- Avoid performing highly electricity intensive procedures during peak hours of electricity usage; and
- Educate workers regularly on the importance of energy conservation.
- 採用擁有「能源效益」標籤的設備及機器；
- 避免於用電高峰時段進行高耗電量操作；及
- 定期教育僱員節能的重要性。

We also made efforts to reduce the use of fossil fuel for transportation. For example, the Group encourages its employees to participate in teleconferences and e-meetings instead of physical meetings to avoid unnecessary travelling. The Group will continue to collect further data on the improvements achieved in reducing energy consumption in the future.

我們亦盡力減少交通過程中消耗的化石燃料。例如，本集團鼓勵僱員以電話會議和網絡會議替代現場會議，以避免不必要的旅行。本集團接下來將會進一步收集在減少能耗方面的成果數據。

Our kitchen waste treatment process generates biogas that can be turned into energy source for the treatment plants through boiler combustion. We have boilers in both our kitchen waste treatment plants in Taiyuan and Hefei, and large amounts of biogas has been effectively used to power the plants and reduce the dependence on external power sources.

我們的餐廚垃圾處理業務會產生沼氣，可以通過鍋爐燃燒用作廠區能源。我們於太原和合肥的廠區均設有鍋爐，將大量的沼氣有效地轉化為能源，驅動廠區運作，減少對外購能源的依賴。

Kitchen Waste treatment plant 餐廚垃圾處理廠	Kitchen waste treated (tonnes) 餐廚垃圾處理量(噸)	Biogas generated (Cubic metres) 沼氣產生量(立方米)	Amount combusted in boilers (Cubic metres) 鍋爐燃燒量(立方米)
Taiyuan plant 太原廠區	79,651	4,415,233	2,354,688
Hefei plant 合肥廠區	69,004	1,825,000	730,000

#### Use of Water

Water conservation has been crucial in the Group's sustainable development strategies as water has been used in all operations of the Group's businesses. For construction and kitchen waste treatment businesses, wastewater is treated with suitable treatment systems in accordance with the water discharge licence requirements, and is partly reused onsite.

In the Reporting Period, the Group did not encounter any problem in sourcing water that is fit for purpose, and the Group's total water consumption was 130,641.84 tonnes.

#### 用水

由於本集團旗下所有業務在營運過程中均涉及水資源的使用，節約用水已然成為本集團可持續發展戰略的關鍵部分。對於建築和餐廚垃圾處理業務，我們按照排污許可證的要求採用適當的處理系統進行污水處理，部分廢水將會在施工現場循環再利用。

於報告期內，本集團在求取水源上並無遇到任何問題。本集團的總用水量為130,641.84噸。

## 6. ENVIRONMENT PROTECTION

### 環境保護

The Group has organised several formal meetings delving into more advanced and effective ways of saving water in all areas of operations. Moreover, all operational sites are incentivised to reuse the wastewater as much as possible. To further improve the utilisation efficiency of water resources, the Group has adopted the following practices:

- Fix dripping taps immediately and avoid further leakage of the water supply system;
- Shut off the water supply system at night and during holidays;
- Strengthen the inspection and maintenance on water tap, water pipelines and water storage; and
- Advocate the importance of saving water among employees.
- 立即修理滴水的水龍頭，防止供水系統進一步漏水；
- 於晚間及假期關閉供水系統；
- 加強檢修水龍頭、水管及水箱；及
- 向僱員提倡節水的重要性。

As the Group's business is growing and diversifying, we are actively working on enhancing the comprehensiveness and informativeness of our ESG reporting. The Group will continue to monitor and collect data of energy and water use efficiency to evaluate our achievements from above measures in the future.

本集團已舉行數次正式會議，深入討論於各業務範疇內適用的更先進、更有效的節水方法。此外，本集團鼓勵所有營運場所盡可能地進行廢水再利用。為進一步提高水資源的利用效率，本集團採取了以下措施：

隨著本集團業務逐步增長並且逐漸多樣化，我們正積極努力提高ESG報告的全面性和信息豐富度。本集團將繼續監測並收集用能及用水效率相關資料，以評估上述措施在日後取得的成果。

### The Environment and Natural Resources

In order to effectively minimise our impact on the environment and create a resource-saving and environmentally friendly corporation, we have conducted environmental risk assessments for our construction and kitchen waste businesses and set up respective environmental emergency response plans. The environmental protection education is also a significant aspect to which the Group pays great attention. The Group is committed to cultivating the good habits of diligence and frugality in terms of the use of natural resources among its employees.

### 環境及自然資源

為了有效地減少對環境的影響，創建資源節約型、環境友好型企業，我們對建築業務和餐廚垃圾處理業務進行了環境風險評估，並分別設立環境應急計劃。本集團亦高度重視環保教育，致力培養僱員勤勉節儉的良好習慣。

To further manage and reduce the Group's potential impacts on the environment, while taking actions to ensure legal compliance in our businesses, we have been exploring more environmentally friendly construction methods and are innovating, designing and utilising eco-efficient technologies for our kitchen waste treatment processes. Our kitchen waste treatment plants have helped cities to reduce waste and save resources (as detailed in the flow-chart below), contributing to a less emission and more resource-efficient future.

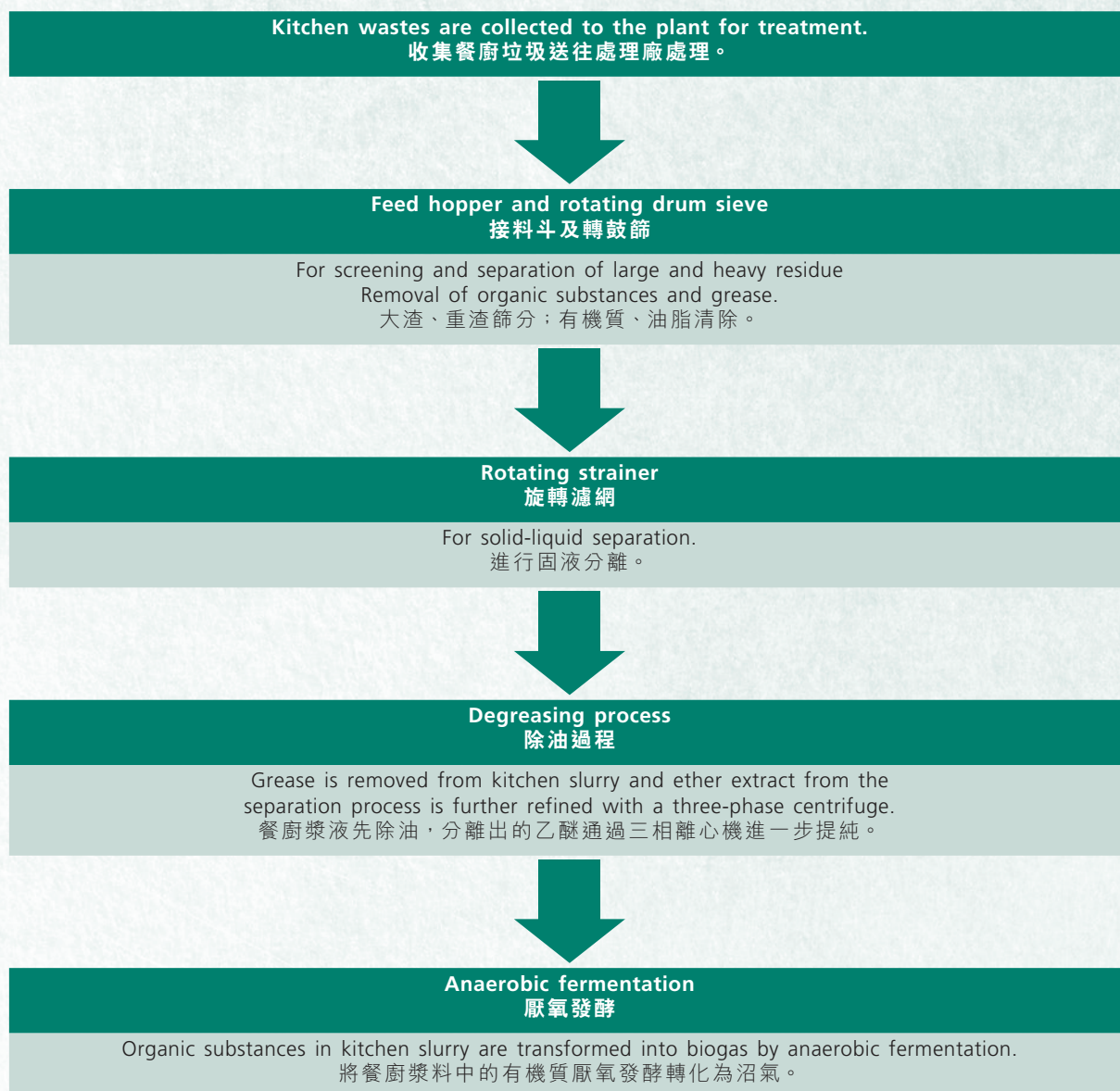
為進一步管理和減少本集團對環境的潛在影響，同時採取行動確保業務的法律合規性，我們不斷探索更環保的建造方法，積極創新、設計餐廚垃圾處理工序，並採用更具生態效益的技術。我們的餐廚垃圾處理廠幫助城市減少垃圾、節約資源(詳見下文流程圖)，為構建一個排放更少、資源利用效率更高的未來做出貢獻。

## 6. ENVIRONMENT PROTECTION

## 環境保護

**Case: Kitchen Waste Treatment Business in Taiyuan Helps the City “Turn Waste into Wealth”**    **案例：太原餐廚垃圾處理業務幫助城市「變廢為寶」**

At our kitchen waste treatment plant in Taiyuan, we collect kitchen waste and turned it into biogas and fertiliser through the following process.    在位於太原的餐廚垃圾處理廠，我們收集餐廚垃圾，並通過以下程序將其轉化為沼氣和肥料。



## 6. ENVIRONMENT PROTECTION

### 環境保護

By the process above, we assist the city to reduce landfill stress from kitchen waste and “turned waste into wealth”. The business does not only help to reduce waste but also contributes to the elimination of reuse of swill-cooked oil. Furthermore, agricultural wastes such as waste straw are also utilised by these waste treatment plants and are mixed with kitchen waste to be turned into organic fertiliser.

通過上述流程，我們幫助城市「變廢為寶」，減少廚餘造成的垃圾填埋壓力。該業務不僅有助於減少廢棄物，還有助於杜絕二次使用泔水油。此外，餐廚垃圾處理廠也會處理廢草等農業廢物，並與餐廚垃圾混合，轉化為有機肥料。



## 7. COMMUNITY CONTRIBUTION

### 社區貢獻

#### High-materiality issues disclosed in this chapter

#### 本章節披露的高重要性議題

- Understanding local communities' need  
了解當地社區的需要
- Promotion of industry development  
推動行業發展

The Group recognises the significance in making contribution to the communities where the Group operates. We take the needs of the communities as an essential part of the Group's social responsibilities. The Group is committed to making donations to a great variety of charitable organisations and insisting on promoting environmental protection within the community. The Group also encourages its employees to volunteer to participate in and support these activities.

The Group actively seeks opportunities to contribute to education and medical services in Hong Kong, as both fields have been valued importantly and are in demand by local community. During the Reporting Period, the Group, continued its donation to Caritas-Hong Kong in sponsoring the charity golf event held by ICBC. The funds raised will be expended on the manifold services that Caritas-Hong Kong provides to the community in the fields of social work, education and medical services.

In Mainland China, environmental protection system's improvement has become one of the most discussed issue concerned by the communities, including the cities where the Group is developing its businesses. Among all the environmental issues, waste reduction, waste segregation, and waste recycling are significantly valued and in demands of improvements. China's restaurant industry had sales of over RMB4 trillion in 2017 and is poised to keep growing. At the same time, Chinese government has set top-down policy targets to increase waste recycling rates. Considering the above developments, the need of food waste treatment technologies and infrastructures is determined to increase. The Group is actively promoting its kitchen waste treatment projects and technologies in Taiyuan and Hefei as well as developing its strategic investments in environmental protection related projects. By promoting the industry's development, the Group is determined to create a shared vision between the corporate and the community, which introduces profits for the Group's business as well as solving the environmental issues as concerned by the communities.

本集團深知為營運所在社區做出貢獻的重要性。我們將社區的需求作為本集團社會責任的重要組成部分。本集團致力向各種慈善團體捐款，並致力在社區內推廣環保理念。本集團亦鼓勵僱員自願參與並支持這些活動。

由於香港本地社區對教育及醫療服務十分重視，且有相關的需求，本集團積極探索機會，為這兩個領域作出貢獻。報告期內，本集團繼續為香港明愛醫院提供捐贈，以贊助中國工商銀行舉辦的慈善高爾夫活動。所籌得的款項將用於香港明愛醫院在社會、教育及醫療服務方面為社區提供的多項服務。

在中國大陸，包括在本集團發展業務的城市，環境保護體系的改善已成為社會各界最關心的問題之一。在所有環境問題中，廢物減量、廢物分類和廢物回收都受到高度關注且有待改進。2017年中國餐飲業銷售額超過四萬億元人民幣，並有望繼續增長。與此同時，中國政府制定了自上而下的政策目標以提高廢物回收率。在上述發展的基礎上，餐廚垃圾處理技術和基礎設施的需求必定增加。本集團在太原和合肥積極推進餐廚垃圾處理項目和技術，並開展環保相關項目的戰略投資。通過促進行業發展，本集團決心在企業和社區之間創造共同願景，在為本集團業務帶來利潤的同時，解決社區關注的環境問題。

## 7. COMMUNITY CONTRIBUTION

### 社區貢獻

The Group believes that enterprise and the communities, where the Group operates, are inseparable. To better fulfil its social responsibilities, the Group will never stop its footsteps to pursue the harmonious and symbiotic prosperity with communities.

本集團認為企業和其營運所在的社區是密不可分的。為了更好地履行社會責任，本集團將永不止步，追求與社區的和諧及共同發展。





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A. Environmental 環境		
General Disclosure & KPI 一般披露及關鍵 績效指標	Indicator Description 指標內容	Chapter Reference 所在章節
<b>Aspect A1: Emissions</b> 層面A1：排放物		
<b>General Disclosure</b> 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 air 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	Environment Protection Emissions  環境保護 排放物
<b>KPI</b> 關鍵績效指標	A1.1 The types of emissions and respective emissions data 排放物種類及相關排放資料	Emissions 排放物
	A1.2 Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility) 溫室氣體總排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	Emissions 排放物
	A1.3 Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility) 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	Emissions 排放物
	A1.4 Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility) 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	Emissions 排放物
	A1.5 Description of measures to mitigate emissions and results achieved 描述減低排放量的措施及所得成果	Emissions 排放物

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General Disclosure & KPI 一般披露及關鍵績效指標	Indicator Description 指標內容	Chapter Reference 所在章節
A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved 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	Emissions 排放物
<b>Aspect A2: Use of Resources</b> 層面A2：資源使用		
<b>General Disclosure</b> 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	Environment Protection Use of Resources 環境保護 資源使用
<b>KPI</b> 關鍵績效指標	A2.1 Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility) 按類型劃分的直接及／或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)	Use of Resources 資源使用
	A2.2 Water consumption in total and intensity (e.g. per unit of production volume, per facility) 總耗水量及密度(如以每產量單位、每項設施計算)	Use of Resources 資源使用
	A2.3 Description of energy use efficiency initiatives and results achieved 描述能源使用效益計劃及所得成果	Use of Resources 資源使用
	A2.4 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	Use of Resources 資源使用
	A2.5 Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量	Use of Resources 資源使用

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<b>Aspect A3: The Environmental and Natural Resources</b> 層面A3：環境及天然資源		
<b>General Disclosure</b> 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	Environment and Natural Resources 環境及自然資源
<b>KPI</b> 關鍵績效指標	A3.1 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動	Environment and Natural Resources 環境及自然資源
B. Social 社會		
General Disclosure & KPI 一般披露及關鍵績效指標	Indicator Description 指標描述	Chapter Reference 所在章節
<b>Aspect B1: Employment</b> 層面B1：僱傭		
<b>General Disclosure</b> 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	Talent Acquisition 吸納人才

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B. Social 社會			
General Disclosure & KPI 一般披露及關鍵績效指標		Indicator Description 指標描述	Chapter Reference 所在章節
<b>KPI</b>	B1.1	Total workforce by gender, employment type, age group and geographical region 按性別、僱傭類型、年齡組別及地區劃分的僱員總數	Talent Acquisition 吸納人才
<b>關鍵績效指標</b>			
	B1.2	Employee turnover rate by gender, age group and geographical region 按性別、年齡組別及地區劃分的僱員流失比率	— —
<b>Aspect B2: Health and Safety</b>			
<b>層面B2：健康與安全</b>			
<b>General Disclosure</b>		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	Health and Safety
<b>一般披露</b>		有關提供安全工作環境及保障員工避免職業性危害的： (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	健康與安全
<b>KPI</b>	B2.1	Number and rate of work-related fatalities 因工作關係而死亡的人數及比率	— —
<b>關鍵績效指標</b>			
	B2.2	Lost days due to work injury 因工傷損失工作日數	— —
	B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored 描述所採納的職業健康與安全措施，以及相關執行及監察方法	Health and Safety 健康與安全

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<b>Aspect B3: Development and Training</b>		
<b>層面B3：發展及培訓</b>		
<b>General Disclosure</b> 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities 有關提升員工履行工作職責的知識及技能的政策。描述培訓活動	Growing Together 成長共進
<b>KPI</b> 關鍵績效指標	B3.1 The percentage of employees trained by gender and employee category (e.g. senior management, middle management) 按性別及僱員類別(如高級管理層、中級管理層等)劃分的受訓僱員百分比	—
	B3.2 The average training hours completed per employee by gender and employee category 按性別及僱員類別劃分，每名僱員完成受訓的平均時數	—
<b>Aspect B4: Labour Standards</b>		
<b>層面B4：勞工準則</b>		
<b>General Disclosure</b> 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	Talent Acquisition 吸納人才
<b>KPI</b> 關鍵績效指標	B4.1 Description of measures to review employment practices to avoid child and forced labour 描述檢討招聘慣例的措施以避免童工及強制勞工	Talent Acquisition 吸納人才
	B4.2 Description of steps taken to eliminate such practices when discovered 描述在發現違規情況時消除有關情況所採取的步驟	Talent Acquisition 吸納人才

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<b>Aspect B5: Supply Chain Management</b> 層面B5：供應鏈管理		
<b>General Disclosure</b> 一般披露	Policies on managing environmental and social risks of the supply chain 管理供應鏈的環境及社會風險政策	Supply Chain Management 供應鏈管理
<b>KPI</b> 關鍵績效指標	B5.1 Number of Suppliers by geographical region 按地區劃分的供貨商數目	— —
	B5.2 Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored 描述有關聘用供貨商的慣例，向其執行有關慣例的供貨商數目、以及有關慣例的執行及監察方法	Supply Chain Management 供應鏈管理
<b>Aspect B6: Product Responsibility</b> 層面B6：產品責任		
<b>General Disclosure</b> 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	Quality Control and Management Health and Safety Operation in Compliance 質量控制和管理 健康與安全 合規營運

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<b>KPI 關鍵績效指標</b>	B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons 已售或已運送產品總數中因安全與健康理由而須回收的百分比	Quality Control and Management 質量控制和管理
	B6.2	Number of products and service related complaints received and how they are dealt with 接獲關於產品及服務的投訴數目以及應對方法	Quality Control and Management 質量控制和管理
	B6.3	Description of practices relating to observing and protecting intellectual property rights 描述與維護及保障知識產權有關的慣例	Operation in Compliance 合規營運
	B6.4	Description of quality assurance process and recall procedures 描述質量檢定過程及產品回收程序	Quality Control and Management 質量控制和管理
	B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored 描述消費者數據保障及私隱政策，以及相關執行及監察方法	Operation in Compliance 合規營運
<b>Aspect B7: Anti-corruption</b>			
<b>層面B7：反貪污</b>			
<b>General Disclosure 一般披露</b>	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		Operation in Compliance 合規營運

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<b>KPI</b>	B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases	Operation in Compliance
<b>關鍵績效指標</b>		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	合規營運
	B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored	Operation in Compliance
		描述防範措施及舉報程序，以及相關執行及監察方法	合規營運
<b>Aspect B8: Community Investment</b>			
<b>層面B8：社區投資</b>			
<b>General Disclosure</b>		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	Community Contribution
<b>一般披露</b>		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	社區貢獻
<b>KPI</b>	B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport)	Community Contribution
<b>關鍵績效指標</b>		專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)	社區貢獻
	B8.2	Resources contributed (e.g. money or time) to the focus area	—
		在專注範疇所動用資源(如金錢或時間)	—





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