



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
2019 環境、社會及管治報告

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

ABOUT THIS REPORT

U Banquet Group Holding Limited (the “**Company**”), together with its subsidiaries (the “**Group**”), is pleased to present this Environmental, Social and Governance Report (the “**Report**”) to provide an overview of the Group’s management on significant issues affecting the operation, and the performance of the Group in terms of environmental and social aspects. This Report is prepared by the Group with the professional assistance of APAC Compliance Consultancy and Internal Control Services Limited.

Preparation Basis and Scope

This Report is prepared in accordance with Appendix 27 to the rules governing the listing of securities on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) (the “**Listing Rules**”) – “Environmental, Social and Governance Reporting Guide” and has complied with “comply or explain” provision in the Listing Rules.

This Report summarises the performance of the Group in respect of corporate social responsibility, covering its operating activities which are considered as material by the Group – (i) Chinese restaurant and wedding business in Hong Kong; and (ii) environmental maintenance business in the PRC. With the aim to optimise and improve the disclosure requirements in the Report, the Group has taken initiative to formulate policies, record relevant data, implement and monitor measures. This Report shall be published both in Chinese and English on the website of Stock Exchange. Should there be any discrepancy between the Chinese and the English versions, the English version shall prevail.

Reporting Period

This Report demonstrates our sustainability initiatives during the reporting period from 1 January 2019 to 31 December 2019.

Contact Information

The Group welcomes your feedback on this Report for our sustainability initiatives. Please contact us by mail to Suite 1201, Cityplaza One, 1111 King’s Road, Taikoo Shing, Hong Kong.

關於本報告

譽宴集團控股有限公司（「**本公司**」）連同其附屬公司（「**本集團**」）欣然提呈本環境、社會及管治報告（「**本報告**」），以提供有關本集團管理影響其營運之重大事宜及本集團於環境及社會層面之表現的概覽。本報告由本集團在亞太合規顧問及內控服務有限公司的專業協助下編製。

編製基準及範圍

本報告依照香港聯合交易所有限公司（「**聯交所**」）證券上市規則（「**上市規則**」）附錄27 – 「環境、社會及管治報告指引」編製，並遵守上市規則「不遵守就解釋」條文。

本報告概述本集團對企業社會責任的履行情況，涵蓋本集團視為重大的經營活動 – (i) 於香港的中式酒樓及婚禮業務；及(ii) 於中國的環境維護業務。為優化及改進本報告的披露要求，本集團已主動制定政策、記錄相關數據、實施措施並對其落實情況加以監督。本報告以中、英文版本在聯交所網站刊發。中、英文版本如有任何分歧，概以英文版本為準。

報告期

本報告闡述我們於二零一九年一月一日至二零一九年十二月三十一日報告期內在可持續發展方面的措施。

聯絡資料

本集團歡迎閣下對本報告提出可持續發展措施方面的反饋。請郵寄至香港太古城英皇道1111號太古城中心1期1201室與我們聯絡。

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INTRODUCTION

The Group is mainly engaged in Chinese restaurant and wedding business in Hong Kong. As at 31 December 2019, the Group operated a total of four restaurants which were all under “U Banquet” brand (including “**U Banquet –The StarView**”). We position ourselves entirely different from traditional, single service focused Chinese restaurants in Hong Kong. For our dining services, our target customers are having high demand on fresh and high standard of Cantonese dishes, quality servicing standards in hygienic and modern-designed restaurant venues to accommodate family and friend gatherings and corporate functions. For wedding banquet services, we provide streamlined wedding planning and preparation process by offering one-stop wedding solutions and the choices of creatively-designed venues to cater our customers with high expectations on their wedding banquet.

Meanwhile, the Group has diversified its operation into environmental maintenance business in the PRC after the completion of acquisition of BYL Property Holdings Group Limited on 22 October 2018. The scope of environmental maintenance business services mainly include (i) janitorial services on streets, in green belts zones, gullies and other public areas, such as street cleaning, mechanical cleaning and dust removal; (ii) waste management, such as disposal and recycling of solid waste, bulky garbage, construction waste and food waste; and (iii) facility maintenance management, such as provision of cleaning and maintenance services (including minor repair and maintenance) for public facilities, containers and refuse collection points. The Group deploys sufficient cleaning staff and supervisors, specialised vehicles and cleaning equipment in carrying out such specialised cleaning services such as dust removal with the use of mist cannon trucks to reduce haze pollution.

The Group has a clear strategy for its business development. In order to achieve sustainable development for affordable capital and long-term competitiveness, we recognise the importance of operating in a responsible manner for the environment and community. The Group remains dedicated to the local communities. More effort is put on optimising our business and on the cost control in an environmentally friendly manner.

緒言

本集團主要於香港從事中式酒樓及婚禮業務。於二零一九年十二月三十一日，本集團總共經營四家酒樓，品牌均為「譽宴」（包括「**譽宴·星海**」）。我們的定位完全不同於香港主營傳統單一服務的中式酒樓。就我們的用膳服務而言，我們的目標客戶為對於在衛生及現代設計風格且適合家庭及朋友聚會以及公司活動的酒樓場所享用新鮮及高標準粵菜、優質服務標準有高需求的客戶。就婚宴服務而言，我們透過提供一站式婚禮解決方案及創意設計場所的多樣選擇，打造流線型婚禮策劃及籌備過程，以達到我們的客戶對婚宴的高期望。

同時，自本集團於二零一八年十月二十二日完成收購寶潤來置業控股集團有限公司後，本集團將其業務多元化至中國的環境維護業務。環境維護業務的服務範圍主要包括(i)街道、綠化帶、溝渠及其他公共區域的保潔服務，如街道清潔、機械化清掃及除塵；(ii)垃圾管理，如處置及回收固體垃圾、大型垃圾、建築垃圾及廚餘垃圾；及(iii)公共設施、盛器及垃圾收集站設施的維護管理，如提供清潔及維護服務（包括小型維修及維護）。進行專門清潔服務時，本集團部署足夠的清潔工及監工、專門車輛及清潔設備，如使用霧炮車以減少霧霾污染的除塵。

本集團訂有明確的業務發展戰略。為實現可負擔資本的可持續發展及長期競爭力，我們認識到以負責任的態度經營環境及社區的重要性。本集團繼續致力於當地社區的發展。本集團以環保方式加大力度優化業務及進行成本控制。

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The Group is in strict compliance with the legal requirements in the area we operate. Various policies and procedures have been established based on the compliance of law and business development strategies of the Group. These policies and procedures can help us to manage and monitor the risks related to the environment, employment, operating practices and community. Details of the management approaches to sustainable development of different areas are illustrated in this Report.

STAKEHOLDER ENGAGEMENT AND MATERIALITY ASSESSMENT

The Group understands the success of the Group's business depends on the support from its key stakeholders, who (a) have invested or will invest in the Group; (b) have the ability to influence the outcomes within the Group; and (c) are interested in or affected by or have the potential to be affected by the impact of the Group's activities, products, services and relationships. It allows the Group to understand risks and opportunities. The Group will continue to ensure effective communication and maintain good relationship with each of its key stakeholders.

Stakeholders are prioritised from time to time in view of the Group's roles and duties, strategic plan and business initiatives. The Group engages with its stakeholders to develop mutually beneficial relationships and to seek their views on its business proposals and initiatives as well as to promote sustainability in the marketplace, workplace, community and environment.

The Group acknowledges the importance of intelligence gained from the stakeholders' insights, inquiries and continuous interest in the Group's business activities. The Group has identified key stakeholders that are important to our business and established various channels for communication. The following table provides an overview of the Group's key stakeholders, and various platforms and methods of communication are used to reach, listen and respond.

本集團嚴格遵守我們經營所在地的法律規定。本集團已按照法律及業務發展策略制定各項政策及程序。該等政策及程序有助於本集團管理及監察與環境、僱傭、經營實踐及社區相關的風險。不同範疇的可持續發展管理方式詳情於本報告闡述。

持份者參與及重大性評估

本集團明白本集團業務的成功有賴於主要持份者的支持，其(a)已投資或將投資於本集團；(b)有能力影響本集團的事宜；及(c)於本集團的業務、產品、服務及關係中佔有利益或受其影響或潛在影響。其可令本集團瞭解風險及機遇。本集團將繼續確保與其各主要持份者的有效溝通及維持良好關係。

本集團不時因應其角色及職責、戰略規劃及業務計劃而將持份者按緩急輕重排序。本集團與持份者溝通，以發展與持份者互惠互利的關係、諮詢彼等對其業務建議及工作計劃的意見，以及推動市場、工作環境、社區及環境的可持續發展。

本集團確認自持份者對本集團業務活動的洞見、問詢及持續興趣所得情報的重要性。本集團已識別對我們業務屬重要的主要持份者並設立多種溝通渠道。下表載列本集團之主要持份者及用以接觸、聆聽及回應彼等的不同溝通平台及方法之概覽。

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Stakeholders 持份者	Issues of concern 關注事項	Engagement channels 參與渠道
Government and regulatory authorities 政府及監管機構	<ul style="list-style-type: none"> Comply with the laws and regulations 遵守法律及法規 Proper tax payment 妥為繳稅 Promote regional economic development and employment 促進地區經濟發展及提高就業 	<ul style="list-style-type: none"> On-site inspections and checks 實地視察及檢查 Research and discussion through work conferences, work reports preparation and submission for approval 通過工作會議、編製工作報告及提交審批進行研究及討論 Annual reports and announcements 年度報告及公佈 Company website 公司網站
Shareholders and Investors 股東及投資者	<ul style="list-style-type: none"> Return on the investment 投資回報 Information disclosure and transparency 資訊披露及透明 Protection of interests and fair treatment of shareholders 保護股東權益及公平對待股東 	<ul style="list-style-type: none"> Annual general meeting and other shareholder meetings 股東週年大會及其他股東大會 Annual reports, circulars and announcements 年度報告、通函及公佈 Newsletter 新聞稿 Meeting with investors and analysts 與投資者及分析員會面 Websites, both of the Company and The Stock Exchange of Hong Kong Limited 本公司及香港聯合交易所有限公司網站 Company contact information 公司聯絡資料
Employees 僱員	<ul style="list-style-type: none"> Safeguard the rights and interests of employees 保障僱員權利及權益 Working environment 工作環境 Career development opportunities 職業發展機會 Self-actualisation 自我實現 Occupational health and safety 職業健康及安全 Staff remuneration, benefits and well-beings 員工薪酬、福利及福祉 	<ul style="list-style-type: none"> Meetings and conferences 會面及會議 Trainings, seminars, briefing sessions 培訓、研討會及簡介會 Labour union 工會 Entertainment, cultural and sport activities 娛樂、文化及體育活動 Feedback box 意見反饋箱

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Stakeholders 持份者	Issues of concern 關注事項	Engagement channels 參與渠道
Customers 客戶	<ul style="list-style-type: none"> Safe and high-quality products 安全及優質產品 Stable relationship 穩定關係 Information transparency 資訊透明 Business ethics 商業道德 	<ul style="list-style-type: none"> Email and customer service hotline 電郵及客服熱線 Visits and meetings 參訪及會面
Suppliers/Partners 供應商／合作夥伴	<ul style="list-style-type: none"> Long-term partnership 長期夥伴關係 Honest cooperation 真誠合作 Fair and open 公平公開 Risk reduction 降低風險 	<ul style="list-style-type: none"> Regular meeting 定期會面 Tendering process 招標過程 Strategic cooperation 策略合作
Peer/Industry associations 同行／行業協會	<ul style="list-style-type: none"> Experience sharing and cooperation 經驗分享與合作 Fair competition 公平競爭 	<ul style="list-style-type: none"> Industry conference and seminars 行業會議及研討會 Site visit 實地參訪
Public and Communities 公眾人士及社區	<ul style="list-style-type: none"> Community involvement 社區參與 Social responsibilities 社會責任 	<ul style="list-style-type: none"> Volunteering 公益服務 Village visiting 參訪村莊 Charity and social investment 慈善及社會投資

Through general communication with stakeholders, the Group understands the expectations and concerns from stakeholders. The feedbacks obtained allow the Group to make more informed decisions, and to better assess and manage the resulting impact.

The Group has adopted the principle of materiality in the ESG reporting by understanding the key ESG issues that are important to the business of the Group. All the key ESG issues and key performance indicators (KPIs) are reported in the Report according to recommendations of the ESG Reporting Guide (Appendix 27 of the Listing Rules) and the GRI Guidelines.

藉著與持份者之正常溝通，本集團理解持份者的期望與關注。所獲得反饋讓本集團得以作出更明智的決策，以及更有效評估及管理因此產生之影響。

本集團瞭解對本集團業務屬重要之關鍵環境、社會及管治事宜，故於環境、社會及管治報告中採取重大性原則。根據環境、社會及管治報告指引（上市規則附錄27）及全球報告倡議組織指引的建議，本集團於報告中匯報所有關鍵環境、社會及管治事宜以及關鍵績效指標（關鍵績效指標）。

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The Group has evaluated the materiality and importance in ESG aspects through the following steps:

Step 1: Identification – Industry Benchmarking

- Relevant ESG areas were identified through the review of relevant ESG reports of the local and international industry peers.
- The materiality of each ESG area was determined based on the importance of each ESG area to the Group through internal discussion of the management and the recommendation of ESG Reporting Guide (Appendix 27 of the Listing Rules).

Step 2: Prioritization – Stakeholder Engagement

- The Group discussed with key stakeholders on key ESG areas identified above to ensure all the key aspects were covered.

Step 3: Validation – Determining Material Issues

- Based on the discussion with key stakeholders and internal discussion among the management, the Group's management ensured that all the key and material ESG areas, which were important to the business development, were reported and in compliance with ESG Reporting Guide.

As a result of this process carried out in 2019, those important ESG areas to the Group were discussed in this Report.

A. ENVIRONMENTAL ASPECTS

The Group is committed to fulfill sustainable development and engaged preservation of resources with its environmental responsibility. As the Group is engaged in operating a chain of Chinese restaurants in Hong Kong and providing environment maintenance services in the PRC during the reporting period, the Group measures and manages its environmental performance in several aspects throughout its daily business operations. In order to achieve these objectives, the Group promotes environmental stewardship throughout its business ecosystem by introducing a number of measures to enhance the environmental protection awareness among its employees, encouraging them to develop environment-friendly working habits and to take action in protecting the precious environment.

本集團透過以下步驟評估環境、社會及管治層面之重大性及重要性：

步驟1：識別－行業基準

- 透過檢視本地及國際同業之有關環境、社會及管治報告識別相關環境、社會及管治範疇。
- 基於透過管理層內部討論得出對本集團而言屬重要之各環境、社會及管治範疇以及環境、社會及管治報告指引（上市規則附錄27）之建議，釐定各環境、社會及管治範疇之重大性。

步驟2：優先考慮－持份者參與

- 本集團與主要持份者討論上述所識別關鍵環境、社會及管治範疇，以確保涵蓋所有關鍵層面。

步驟3：有效驗證－釐定重大事項

- 基於與主要持份者的討論及管理層間之內部討論，本集團管理層確保就所有對業務發展而言屬重要之關鍵及重大環境、社會及管治範疇作出報告，並符合環境、社會及管治報告指引規定。

由於該程序於二零一九年進行，故於本報告內討論對本集團而言屬重要之環境、社會及管治範疇。

A. 環境層面

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，由於本集團於香港開展中式酒樓連鎖經營，並於中國提供環境維護服務，本集團於其日常業務營運過程中從若干層面對其環保表現作出衡量及管理。為達致該等目標，本集團通過採取多種措施提升員工的環保意識，鼓勵員工養成環保的工作習慣並採取行動保護寶貴的環境，從而於整個業務生態系統促進環境治理。

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A1. EMISSIONS

Air Pollutant Emissions

Air pollution has become one of the major environmental problems in cities. As cooking process involves fuel use, the Chinese restaurant and wedding business inevitably generates exhaust gases. To protect the vicinity environment, all of the Group's restaurants have strictly complied with the oil fume and cooking odour requirements as stipulated by Air Pollution Control Ordinance (Chapter 311 of the laws of Hong Kong). Besides, the cleaning and maintenance services involves the use of vehicles for the environmental maintenance business in the PRC. The Group's emission complies with "Emission Limits of Air Pollutants (DB44/27-2001)" and the Atmospheric Pollution Prevention and Control Law of the People's Republic of China (2015) in the PRC.

We have implemented the following measures to minimize air emissions and their effects during our restaurant operations: (i) all restaurants of the Group have installed exhaust emission systems and air pollution control equipment, including mechanical ventilation systems and oil fume exhaust filters; and (ii) regular cleaning, inspection and maintenance were conducted to ensure the efficiency of the smoke purification devices and exhaust equipment at the Group's restaurants. For the PRC environmental maintenance business, effective management and control are imposed on the use, maintenance and fuel consumption of vehicles in order to minimize the fuel consumption and air pollutant emissions of vehicles.

A1. 排放

大氣污染物排放

大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，中式酒樓及婚禮業務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。此外，清潔及維護服務涉及使用車輛於中國從事環境維護業務。本集團的排放符合中國的「大氣污染物排放限值」（DB44/27-2001）及中華人民共和國大氣污染防治法（2015年）的規定。

我們已實施以下措施，以將酒樓營運過程中的氣體排放及其影響減至最低：(i)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；及(ii)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。對於中國的環境維護業務，我們對車輛的使用、維護及燃油消耗進行有效管理及控制，以盡量減少車輛的燃油消耗及大氣污染物排放。

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The increase in air pollutant emissions in 2019 was mainly attributable to the increase in the revenue generated from the environmental maintenance business in the PRC during the year. The detail of air pollutant emissions of the Group during the reporting period is as follows:

Air Pollutants	Unit	Chinese restaurant and wedding business 中式酒樓及婚禮業務	Environmental maintenance business 環境維護業務	2019 Total 二零一九年總計	2018 Total 二零一八年總計
大氣污染物	單位				
Nitrogen oxides (NO _x)	kg	34.68	8,587.31	8,621.99	165.12
氮氧化物(NO _x)	公斤				
Sulphur dioxide (SO ₂)	kg	0.21	579.62	579.83	0.97
二氧化硫(SO ₂)	公斤				
Particulate matter (PM)	kg	0.01	292.21	292.22	0.53
懸浮粒子(PM)	公斤				

Greenhouse Gas ("GHG") Emissions

Climate change is gradually concerned by the community as it affects our daily life and poses a risk to its business. Hence, the Group is committed to mitigating the effects of climate change and to protect the health of employees. GHG is considered as one of the major contributors of the climate change.

Regarding GHG emissions of the Group, scope 1 direct emissions mainly result from combustion of fuels in mobile sources such as vehicles. Scope 2 indirect emissions mainly result from purchased electricity and cooking gas purchased from Towngas. Scope 3 indirect emissions mainly result from emission from fresh water processing and sewage processing for our restaurant operations.

Giving the majority of the GHG emissions of the Group come from the use of electricity and cooking gas in the restaurant operations and the vehicle fossil fuel consumption of the environmental maintenance business, the Group tackles the GHG emissions by lowering the energy consumption in our business operations. Policies and procedures as mentioned in the section "Use of Resources" to encourage energy saving have been incorporated throughout the operations in order to reduce the carbon footprint.

於二零一九年，大氣污染物排放增加主要乃由於年內中國環境維護業務產生的收益增加。於報告期內，本集團大氣污染物排放詳情如下：

溫室氣體（「溫室氣體」）排放

由於氣候變化影響我們的日常生活並對本集團業務構成風險，故受到社會日益關注。因此，本集團致力於降低氣候變化之影響，並保障員工健康。溫室氣體被視為造成氣候變化的主要因素之一。

關於本集團的溫室氣體排放，範圍1直接排放主要來自車輛等移動源的燃料燃燒。範圍2間接排放主要來自所購電力及購自香港中華煤氣有限公司的煮食燃氣。範圍3間接排放主要來自酒樓營運中淡水加工及污水處理的排放。

鑑於本集團的溫室氣體排放大多來自酒樓營運中的電力及煮食燃氣使用以及環境維護業務中的車輛化石燃料消耗，本集團通過降低業務營運中的能源消耗來解決溫室氣體排放問題。鼓勵節能的政策及程序（如「資源使用」一節所述）已納入整個營運過程，以減少碳足跡。

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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. Energy saving technologies are deployed to improve the operating practices to reduce the energy consumptions and greenhouse gases emissions for the the environmental maintenance business.

The decrease in total GHG emission in 2019 was mainly attributable to the decrease in the revenue generated by the Chinese restaurant and wedding business in Hong Kong for disposal and closure of 7 Chinese restaurants during the year.

The detail of GHG emissions of the Group during the reporting period are as follows:

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。本集團已配置節能技術以改善經營實踐，減少環境維護業務的能耗及溫室氣體排放。

於二零一九年，溫室氣體排放總量減少乃主要由於年內出售及關閉7家中式酒樓，故而於香港的中式酒樓及婚禮業務產生之收益減少。

於報告期內，本集團溫室氣體排放詳情如下：

GHG Emission ¹	Unit	Chinese restaurant and wedding business 中式酒樓及婚禮業務	Environmental maintenance business 環境維護業務	2019 Total 二零一九年總計	2018 Total 二零一八年總計
溫室氣體排放 ¹	單位				
Scope 1 ² 範圍1 ²	tonnes of CO ₂ -e 噸二氧化碳當量	7.60	271.50	279.10	32.73
Scope 2 ³ 範圍2 ³	tonnes of CO ₂ -e 噸二氧化碳當量	1,031.54	–	1,031.54	5,253.76 ⁴
Scope 3 範圍3	tonnes of CO ₂ -e 噸二氧化碳當量	31.80	–	31.80	791.34
Total GHG emission 溫室氣體排放總量	tonnes of CO ₂ -e 噸二氧化碳當量	1,070.94	271.50	1,342.44	6,077.83
GHG emission intensity 溫室氣體排放密度	tonnes of CO ₂ -e/ employee 噸二氧化碳當量／僱員	7.54	0.08	0.38	15.16

¹ The calculation of the GHG emission is based on the "Corporate Accounting and Reporting Standard" from GHG Protocol. 溫室氣體排放之計算乃基於溫室氣體議定書之「企業會計及報告準則」。

² Scope 1: Direct emissions from sources that are owned or controlled by the Group. 範圍1：本集團所擁有或控制來源之直接排放。

³ Scope 2: Indirect emissions from the purchased electricity consumed by the Group. 範圍2：本集團消耗所購電力之間接排放。

⁴ The figure of year 2018 has been restated for comparative purposes. 已重列二零一八年的數字以作比較之用。

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Waste Management

Waste management is considered as one of the material topics in environmental protection. The Group recognizes the importance of waste reduction. Waste management measures have been introduced and implemented to minimize the amount of waste generated and the impact on the environment.

The non-hazardous waste generated from our environmental maintenance business mainly consist of paper waste and office waste which is insignificant. On the other hand, the food waste accounts for the majority of the waste generated in our restaurant operations and leftover rice is the major component of food waste generated. We encourage our customers to minimise food waste generation. We are constantly taking steps to reduce food waste at source by monitoring the consumption rate of different food items and developing systems to better predict ongoing storage capacity needs. Besides, 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 emissions. 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.

廢棄物管理

廢棄物管理被視為環境保護的重要主題之一。本集團深知減廢之重要性，並已推行及實施廢棄物管理措施，以將廢棄物產生量及其對環境之影響降至最低。

我們的環境維護業務所產生的無害廢棄物主要包括廢紙及少量辦公室廢棄物。另一方面，廚餘垃圾為我們酒樓營運中產生的主要廢棄物，而剩飯則為所產生之主要廚餘成分。我們鼓勵客戶盡量減少產生廚餘垃圾。我們持續採取多種措施，透過監察不同食品的消耗速度及建立有系統，以更有效地預測持續所需之儲存量，從而在源頭上減少廚餘垃圾。此外，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。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。

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The decrease in the amount of non-hazardous wastes in 2019 was mainly attributable to the decrease in the revenue generated by the Chinese restaurant and wedding business in Hong Kong for disposal and closure of 7 Chinese restaurants during the year. The detail of waste generated by the Group during the reporting period is as follows:

於二零一九年，無害廢棄物數量減少主要由於年內出售及關閉7家中式酒樓，故而於香港的中式酒樓及婚禮業務產生之收益減少。於報告期內，本集團所產生之廢棄物詳情如下：

Non-hazardous wastes generated	Unit	Chinese restaurant and wedding business 中式酒樓及婚禮業務	Environmental maintenance business 環境維護業務	2019 Total 二零一九年總計	2018 Total 二零一八年總計
所產生無害廢棄物	單位				
Non-hazardous wastes generated	tonnes	146.50	0.28	146.78	296.00
所產生無害廢棄物	噸				
Non-hazardous wastes generated intensity	tonnes/employee	1.03	0.01	0.04	0.74
所產生無害廢棄物密度	噸／僱員				
Non-hazardous wastes recycled	tonnes	146.50	–	146.50	296.00
所回收無害廢棄物	噸				
Non-hazardous wastes recycled intensity	tonnes/employee	1.03	–	0.04	0.74
所回收無害廢棄物密度	噸／僱員				

A2. USE OF RESOURCES

The Group considers environmental protection as an essential component of a sustainable and responsible business. The Group has an in-depth understanding of the importance of safeguarding sustainable development of the environment and this to attach importance to efficient utilization of resources by introducing various measures in daily business operations. It understands that staff participation is the key to achieve such goals. The Group strives to build up a working environment that emphasizes the “Green office” and “Low Carbon” policy such as a set of guidelines to improve the efficient use of resources for long-term sustainability. The Group has also adopted policies such as “Energy Resource Control Procedure” to improve the efficient use of energy, water and other materials.

A2. 資源使用

本集團視環保為可持續及負責任企業之重要元素。本集團深明保障環境可持續發展至關重要，故於日常業務營運中推行各項措施，重視有效的資源運用。本集團明白達致該等目標之關鍵在於員工參與。本集團努力為實現長期可持續發展營造強調「綠色辦公室」及「低碳」政策之工作環境，有關政策包括一套旨在更有效運用資源之指引。本集團亦已採納「能源資源控制程序」等政策，以提高能源、水及其他物料的使用效率。

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Energy

The Group considers environmental protection as an essential component of a sustainable and responsible business. With aims of resource saving and implementation of energy saving measures, the Group actively promotes the concept of energy saving and emission reduction into the entire process of its business development and operation and implements different energy saving measures.

The Group supports energy conservation by using energy-saving lightings, switching off idle lightings, computers and electrical appliance. Energy conservation reminders are placed to increase employees' awareness of energy saving. We will consistently seek ways to improve energy efficiency and reduce energy consumption in our facilities in the future.

The Group's energy consumption consists of four types – (i) purchased electricity, (ii) petrol, (iii) diesel, and (iv) cooking gas purchased from Towngas. During the year, diesel and cooking gas purchased from Towngas were our major energy consumption sources in our business operations. The decrease in energy consumption in 2019 was mainly due to the decrease in the revenue generated by the Chinese restaurant and wedding business in Hong Kong for disposal and closure of 7 Chinese restaurants during the year.

能源

本集團視環保為可持續及負責任企業之重要元素。為節約資源及實施節能措施，本集團於整個業務發展及營運過程中積極推廣節能減排概念，並實施不同節約能源措施。

本集團通過使用節能燈、關閉無謂的燈光、電腦及電器來支持環境保護。我們設有節能提示，以提高僱員之節能意識。我們日後將不斷尋求各種方法，以提高設施之能源效益及減少能源耗用。

本集團的能源消耗包括四類 – (i) 所購電力、(ii) 汽油、(iii) 柴油及 (iv) 購自香港中華煤氣有限公司的煮食燃氣。於本年度內，柴油及購自香港中華煤氣有限公司的煮食燃氣為我們業務營運中的主要能耗來源。於二零一九年，能源消耗減少主要乃由於年內出售及關閉7家中式酒樓，故而於香港的中式酒樓及婚禮業務產生之收益減少。

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The detail of energy consumption of the Group during the reporting period is as follows:

於報告期內，本集團能源消耗詳情如下：

Energy Consumption	Unit	Chinese restaurant and wedding business 中式酒樓及婚禮業務	Environmental maintenance business 環境維護業務	2019 Total 二零一九年總計	2018 Total 二零一八年總計
能源消耗	單位				
Purchased electricity 所購電力	MWh 兆瓦時	1,854.71	N/A ⁵ 不適用 ⁵	1,854.71	7,514.50
Petrol 汽油	MWh 兆瓦時	24.96	–	24.96	–
Diesel 柴油	MWh 兆瓦時	–	9,810.24	9,810.24	–
Towngas 煤氣	MWh 兆瓦時	2,394.67	–	2,394.67	10,968.81 ⁶
Total energy consumption 能源消耗總量	MWh 兆瓦時	4,274.34	9,810.24	14,084.58	18,483.31
Energy consumption intensity 能源消耗密度	MWh/employee 兆瓦時／僱員	30.10	2.86	3.94	46.09

⁵ The electricity expense in 2019 was included in the building management fee of the PRC subsidiaries and the electricity consumption data was not provided by the PRC building management companies.
二零一九年電費已計入中國附屬公司之物業管理費，而中國物業管理公司並無提供耗電量數據。

⁶ The figure of year 2018 has been restated for comparative purposes.
已重列二零一八年的數字以作比較之用。

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Water Consumption

Water consumption is another important resource used for the daily operation. For water saving in our restaurants, we encourage staff to reduce the daily water use. Furthermore, water pipes and taps are checked regularly to detect leakage. Regarding water consumption for the PRC office, water supply is solely controlled and centrally managed by its respective property management of the buildings, in this case, it is not feasible for the Group to provide all relevant water consumption data as there is no separate meter for the individual office unit to record water usage. However, the Group still actively seeks ways to mitigate water consumption by raising employees' awareness of water saving through green office policy such as reminding employees to turn faucet off tightly and conducting regular inspection and maintenance of water facilities. The decrease in water consumption in 2019 was mainly due to the decrease in the revenue generated by the Chinese restaurant and wedding business in Hong Kong for disposal and closure of 7 Chinese restaurants during the year. The detail of water consumption of the Group during the reporting period is as follows:

耗水

水乃日常經營所用之另一重要資源。為節省酒樓用水，我們鼓勵員工減少日常用水。此外，我們定期檢查水管及水龍頭以檢測漏水情況。就中國辦公室之耗水而言，供水乃由大廈各自物業管理處獨自控制及集中管理。於此情況下，由於單個辦公室單位並無獨立儀表記錄用水量，故本集團無法提供所有相關耗水量數據。然而，本集團仍會積極尋求方法減少耗水量，通過綠色辦公室政策（如提醒員工關緊水龍頭並定期檢查及維護水設施）提高員工的節水意識。於二零一九年，耗水量減少主要乃由於年內出售及關閉7家中式酒樓，故而於香港的中式酒樓及婚禮業務產生之收益減少。於報告期內，本集團耗水詳情如下：

Water Consumption	Unit	Chinese restaurant and wedding business 中式酒樓及婚禮業務	Environmental maintenance business 環境維護業務	2019 Total 二零一九年總計	2018 Total 二零一八年總計
耗水	單位				
Water consumption 耗水量	m ³ 立方米	56,641	N/A ⁷ 不適用 ⁷	56,641	325,451
Water consumption intensity 耗水密度	m ³ /employee 立方米／僱員	399	—	—	812

⁷ The water expense in 2019 was included in the building management fee of the PRC subsidiaries and the water consumption data was not provided by the PRC building management companies.
二零一九年水費已計入中國附屬公司之物業管理費，而中國物業管理公司並無提供水耗用量數據。

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A3. THE ENVIRONMENT AND NATURAL RESOURCES

The Group understands that its restaurant operations and environment maintenance business can cause significant environmental impacts. As a responsible restaurant operator and environment maintenance business operator, the Group has attached great importance to improve resources efficiency and reduce energy consumption.

To minimise the impact on the environment, we have incorporated energy saving, emissions reduction and environmental protection in our daily business operations. We put energy saving, water saving, electricity saving and emissions reduction as the main focus and have set up related monitoring policies and control measures. This not only can enable waste reduction to relieve the burden on the environment, but also the economic benefit can be maximized for the Group.

B. SOCIAL ASPECTS

The Group recognizes that maintenance of strong, healthy and friendly business relations with employees, supply chains, and a business is connected or expected to have a connection, whether internal or external, is the foundation for the Group's success and development. The Group highly considers employees as important assets and is committed to earning respect from employees, maintaining work-life balance, and making them to grow together with us. With supporting business sustainable development, the Group works closely with suppliers to manage social risks. Besides, with a goal of understand the needs and interests of communities where the issuer operates, the Group takes its own initiatives to actively contribute to the society in various ways.

A3. 環境與自然資源

本集團深知其酒樓業務及環境維護業務可能對環境造成重大影響。作為負責任的酒樓營運商及環境維護業務營運商，本集團極其重視提高資源效益及減少能源消耗。

為盡量減少對環境的影響，我們已將節能、減排及環境保護納入日常業務經營。我們重點關注節能、節水、節電及減排，並已設定相關監察政策及控制措施。這不僅可減少產生垃圾以減輕環境負擔，亦能為本集團帶來最大化經濟效益。

B. 社會層面

本集團認識到，維持與僱員、供應鏈及有關連或預期有關連（內部或外部）企業的穩固、健康及友好的業務關係乃本集團成功及發展之基石。本集團視僱員為重要資產，並致力於贏得僱員尊重，維持其工作生活的平衡，並使彼等與本集團共同成長。通過支持業務可持續發展，本集團與供應商密切合作以管理社會風險。此外，為瞭解發行人經營所在社區的需求及權益，本集團採取自身舉措以各種方式積極為社會作貢獻。

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EMPLOYMENT AND LABOUR PRACTICES

B1. EMPLOYMENT

The Group believes that people are important assets and are crucial to the business success of the Group. We are committed to providing a favorable working environment where our employees can thrive. We have a set of human resources management policies and procedures in place with the aim to provide a good working environment to employees where they can have a safe and healthy workplace to engage and perform to the satisfaction of the Group. These policies and procedures do not only ensure the Group's compliance of the relevant labour laws and regulations in the PRC and Hong Kong, but also set out the Group's standard of staff recruitment, promotion guidelines, remuneration scale, working hours, rest periods, equal opportunity, diversity, anti-discrimination and other benefits and welfare as well as termination of employment and compensation matters. In this year, there was no case of non-compliance related to labour and employment practices nor complaints in relation to discrimination within the Group.

The Group recruits and promotes people based on their capabilities regardless of their nationality, age, religion, marital status and other factors. All employees are remunerated according to their performance, experience and prevailing industry practices. They are provided with retirement benefits in the form of Mandatory Provident Fund Scheme under the Hong Kong Mandatory Provident Fund Scheme Ordinance or defined contribution retirement benefit schemes organised by relevant local government authorities in the PRC.

The Group recognises that a proper balance between work and rest can help employees to realise their full potential. The Group strictly complies with the working hours and statutory holidays under the related laws and regulations at places where the businesses operate. Personal leave, sick leave, marriage leave, maternity leave, work injury leave, etc. are provided to employees in order to balance their work and life.

僱傭及勞動慣例

B1. 僱傭

本集團認為，人才乃屬重要資產及對本集團的業務成功至關重要。我們致力於提供良好的工作環境，讓員工可以茁壯成長。本集團已制訂一套人力資源管理政策及程序，旨在為員工提供良好工作環境，使員工能夠擁有安全及健康的工作場所投入及執行工作以令致本集團滿意。該等政策及程序不僅確保本集團遵守中國及香港之有關勞動法律及法規，同時載列本集團的員工招聘標準、晉升指引、薪酬範圍、工作時間、休息時段、平等機會、多元化、反歧視及其他待遇及福利以及終止僱傭及補償事宜。於本年度，本集團並無任何有關勞動及僱傭慣例的違規案例，亦無任何有關歧視的投訴。

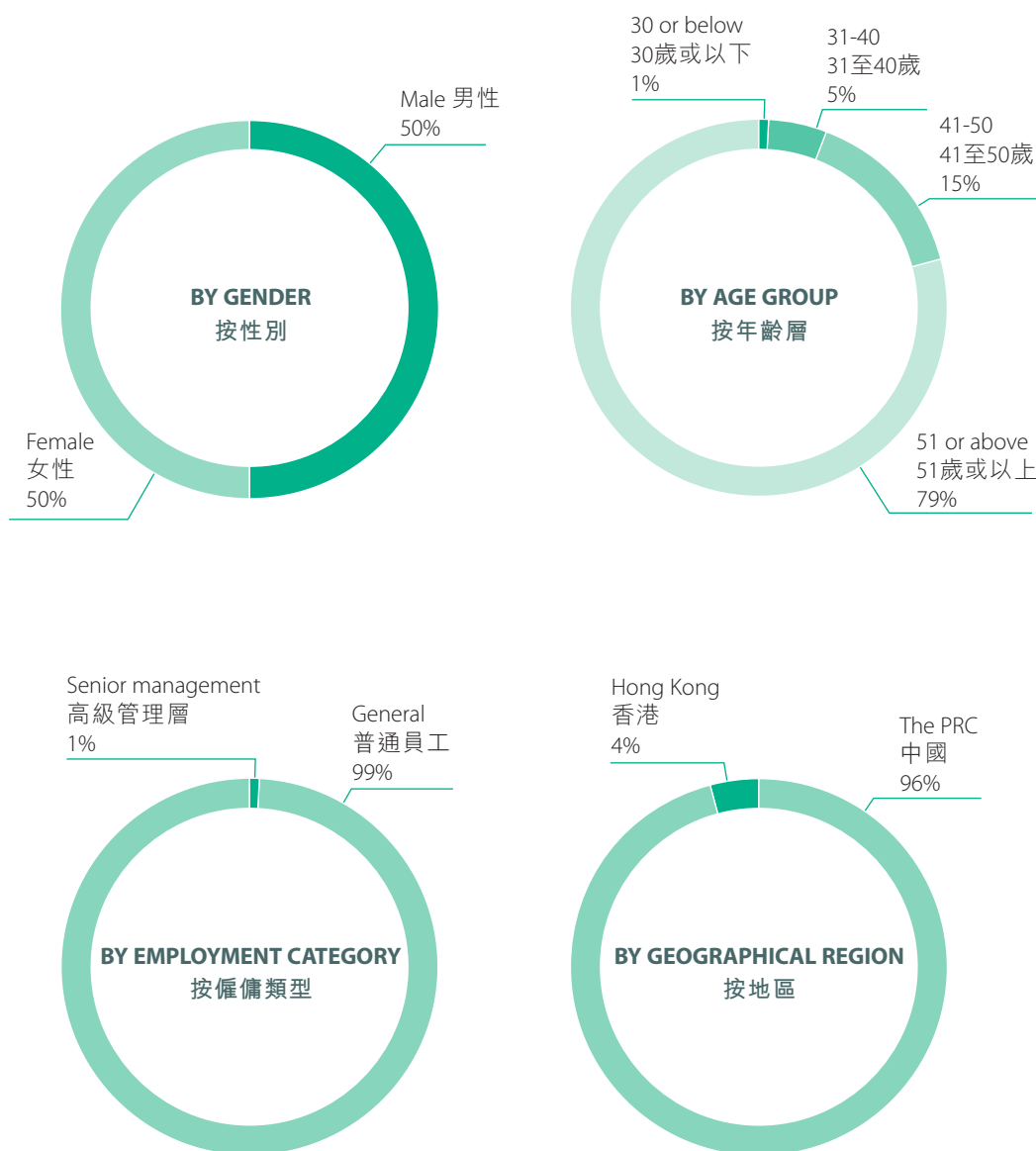
本集團會根據能力招募及晉升人才，而不論其國籍、年齡、宗教信仰、婚姻狀況及其他因素。所有員工均根據績效、經驗及現行行業慣例獲得報酬。本集團以香港強制性公積金計劃條例下的強積金計劃或中國有關地方政府機構組織的界定供款退休福利計劃的形式向員工提供退休福利。

本集團深明，勞逸結合有助於僱員發揮全部潛力。本集團嚴格遵守經營業務所在地有關法律及法規的工作時間及法定假期。本集團為僱員提供事假、病假、婚假、產假、工傷假等假期，以平衡彼等的工作與生活。

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Below is the employee breakdown by gender, age group, employment category and geographical region.

以下為按性別、年齡層、僱傭類型及地區劃分的僱員明細。



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B2. HEALTH AND SAFETY

The Group regards occupational health and safety as its most important aspect of corporate risk management. The Group follows the occupational health and safety guidelines recommended by the Labour Department of Hong Kong. Besides, the Group strictly complies with Occupational Safety and Health Ordinance and Law of the PRC on the Prevention and Treatment of Occupational Diseases.

The Group not only strictly implements relevant laws and regulations, but also proactively formulates internal policies and standards related to specific business departments of the Group. The Group attaches great importance to occupational health and safety as the key focus for our operation is to ensure the safety and well-being of the employees. For this reason, a comprehensive occupational health and safety management system has been established. Safety training is arranged for every employee according to the job position to raise their awareness of emergency responses and enhance their skills for safety operation. Every employee is provided with safety equipment and clothing which is checked regularly to ensure proper usage and functioning when either performing restaurant catering services or environment maintenance services. They are also provided with medical check annually. First aid equipment is equipped in the workplace for prompt responses to any injuries and incidents happened. 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.

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.

B2. 健康及安全

本集團將職業健康及安全視為企業風險管理最重要的環節。本集團遵從香港勞工處建議的職業健康及安全指引。此外，本集團亦嚴格遵守職業安全及健康條例及中華人民共和國職業病防治法。

本集團不僅嚴格實行有關法律及法規，同時積極制定與本集團具體業務部門有關之內部政策及標準。本集團極其重視職業健康及安全，確保僱員的安全及福祉乃我們營運的重中之重。為此，本集團已建立全面的職業健康及安全管理系統。本集團根據工作崗位為各僱員安排安全培訓，以提高其應急響應意識及提升其安全操作技能。本集團為各僱員提供安全設備及服裝，並定期進行檢查，以確保於提供酒樓餐飲服務或環境維護服務時正確使用及發揮作用。本集團亦每年為僱員提供體檢。工作場所配備有急救設備，以便及時處理發生的任何傷害及事故。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，提升僱員安全意識。

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。

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B3. DEVELOPMENT AND TRAINING

The Group is committed to providing continuous training and learning opportunities to employees to develop their talents and to expand the Group's business. The Group has provided numerous development opportunities throughout the year to employees at all levels to continuously strengthen employee's skill in order to enhance the Group's competitiveness for sustainable business growth.

The Group has established relevant development and training systems with the aim to promote a learning culture for improvement. Employees are encouraged and have equal opportunities to participate in different training programmes. Subsidies and supports are given to employees to participate in the relevant training courses. Training is particularly focused on safety training which is our primary concern. Safety training covers a wide range of topics, including safety production procedures, occupational hazard, etc. to ensure all employees acquire proper skills and knowledge before performing the assigned tasks. With continuous safety training, not only the employees' safety knowledge and awareness can be increased, but also the occurrence of work-related accidents can be reduced.

Apart from safety training in enhancing the safety performance, orientation training is provided for new employees to familiarise with the corporate culture and the background of the Group. Training offered to employees depends on the job position of employees and the development of the Group. Regular assessment is conducted to keep track on the performance of the employees for the purpose of formulating further training plans, job promotion and salary adjustment. The Group will enhance the training system in order to improve the personal development of employees.

On the other hand, our staff training put the main focus on food safety. Being a main concern of the customers, trainings about food safety regulations are provided to staff, ensuring that food handling staff receive the appropriate supervision and training in food hygiene, which is in-line with the area they work in and will enable them to handle food in the safest manner.

B3. 發展及培訓

本集團致力於為員工提供持續的培訓及學習機會，以開發彼等的才能及擴展本集團業務。於整個年度內，本集團已為各級員工提供大量發展機會，以不斷增強員工技能，從而提升本集團於可持續業務增長方面之競爭力。

本集團已建立有關發展及培訓系統，旨在弘揚積極進步的學習文化。本集團鼓勵員工而員工亦享有平等機會參與各類培訓計劃。我們會就僱員參與有關培訓課程向僱員發放補貼及提供資助。培訓內容尤其側重安全方面，其乃我們首要關注之問題。安全培訓涵蓋安全生產程序、職業危害等多種課題，以確保全體員工在執行所分派任務之前獲得適當的技能及知識。通過持續的安全培訓，不僅可提高僱員的安全知識及安全意識，亦可減少發生與工作有關的事故。

除旨在提升安全表現的安全培訓外，我們亦向新員工提供入職培訓，使彼等熟悉本集團的企業文化及背景。向員工提供的培訓取決於員工的工作崗位及本集團的發展。我們會進行定期評估以跟蹤員工的表現，從而制定進一步培訓計劃、職位晉升及薪酬調整。本集團將增強培訓體系，以提升員工的個人發展。

另一方面，員工培訓主要注重於食品安全。鑒於食品安全為客戶重點關注之事宜，本集團向員工提供有關食品安全法規的培訓，以確保食品處理人員接受符合其工作領域之適當食品衛生監督及培訓，並使彼等能夠以最安全方式處理食品。

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B4. LABOUR STANDARDS

The Group is committed to protecting human rights in workplace and has zero tolerance to the use of child or forced labour during our operation. The Group understands that child labour and forced labour violate fundamental human rights and international labour conventions and may constitute threat to the social and economic sustainability. Therefore, the Group has implemented policies, including "Prohibition of Child Labour Regulation" to strictly prohibit the recruitment of child labour and the use of forced labour. If there is any confirmed case, the Group must report to the related authorities immediately. Our commitment to human rights extends to supply chain. Suppliers are expected to follow the same standard of labour practices when working with us.

During the reporting period, the Group was in full compliance with all the applicable labour laws and regulations including Labour Contract Law of the PRC, Provisions on the Prohibition of Using Child Labour and Employment of Children Regulations in Hong Kong. Recruitment and employment 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. The Group did not have any cases related to child labour or forced labour in this year.

OPERATING PRACTICES

B5. SUPPLY CHAIN MANAGEMENT

The Group recognises suppliers, vendors and contractors as valuable stakeholders within the supply chain as their responsible business behaviours are important in contributing to quality excellence, operational efficiency and good reputation of the Group. We strive to cooperate with local suppliers whenever possible to promote local economy and strengthen the control of environmental risks related to supply chain management.

B4. 勞工準則

本集團致力於保障工作場所的人權，絕不容忍於營運中使用童工和強制勞工。本集團明白童工和強制勞工違反基本人權及國際勞工公約，並對社會及經濟的可持續發展構成威脅。因此，本集團已實施包括「禁止使用童工規定」在內的政策，嚴禁招聘童工和強制勞工。如確定存在任何相關情況，本集團須立即向有關部門匯報。我們對人權的承諾已延伸至供應鏈。供應商與我們合作時，應遵守相同的勞工常規準則。

於報告期內，本集團完全遵守所有適用的勞動法律及法規，包括中國勞動合同法以及香港禁止使用童工規定及僱用兒童規例的規定。有關招聘及僱用必須嚴格遵守相關法律及法規，如香港法例第57章僱傭條例以及人力資源部頒佈的指引。於本年度內，本集團並無任何有關童工或強制勞工的案例。

經營實踐

B5. 供應鏈管理

本集團深明，供應商、賣方及承包商為供應鏈中寶貴的持份者，因為彼等負責任的商業行為對提升本集團的卓越品質、營運效率及良好聲譽實屬重要。我們力求與當地供應商合作，盡可能促進當地經濟發展及加強與供應鏈管理相關的環境風險控制。

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The Group monitors a wide range of aspects for the suppliers, from product and service quality to business ethical standards. We have high expectations in the sustainability performance of our supply chain partners with the aim of achieving sustainability throughout the supply chain. Regular review and on-site inspection are carried out to ensure compliance. If any cases of non-compliance are discovered, we will terminate our cooperation promptly.

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.

B6. PRODUCT RESPONSIBILITY

The Group attaches great importance to product quality and responsibility. The Group has implemented related policies and procedures to manage the environment maintenance service quality, as well as quality and safety of its products in restaurant operations. During the reporting period, the Group has complied with all the applicable laws and regulations regarding product and service responsibility issues in both Hong Kong and the PRC.

In addition, 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.

本集團從多方面監察供應商：從產品及服務品質至商業道德標準。我們對供應鏈合作夥伴的可持續發展表現寄予厚望，旨在實現整個供應鏈的可持續發展。我們會定期檢討及實地視察以確保合規。如發現任何違規情況，我們將立即終止與其合作。

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（如價格及質素）進行嚴格審查及控制。未能符合本集團要求的供應商將從供應商名單中剔除。

B6. 產品責任

本集團極其重視產品質量及產品責任。本集團已實施相關政策及程序，以管理環境維護服務質量以及其酒樓營運產品的質量及安全。於報告期內，本集團已遵守香港及中國有關產品及服務責任事宜的所有適用法律及法規。

此外，本集團已建立全面的反饋系統。不時收集所得之客戶數據可能包含個人信息。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，確保對所收集之個人資料嚴格保密且僅作特定用途。為保護客戶私隱，本集團亦設有措施防止盜用個人資料。

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B7. ANTI-CORRUPTION

The Group is committed to operating with a high standard of integrity and accountability. The principle of anti-corruption is well conveyed to our employees, suppliers and customers through daily communication and training. Employees are required to declare any conflicts of interest. The Group has engaged internal and external stakeholders to monitor and evaluate the effectiveness of the systems to prevent corruption. Violations of the laws and the Group's anti-corruption systems will be reported to regulators.

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:

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

Furthermore, the Group has formulated whistle-blowing control procedure to allow its employees to report suspected cases of corruption. All reported cases are carefully classified, analysed and investigated while the information is kept confidential in order to protect the individual's privacy. The internal monitoring department of the Group monitors the whistle-blowing channels through communication with the employees and on-site inspections and checks to ensure the channels are properly functioned.

During the reporting period, the Group strictly complied with all the relevant laws and regulations, including Criminal Law of the PRC and Prevention of Bribery Ordinance in Hong Kong. No non-compliance regarding corruption practices, bribery or unethical behaviour was brought against the Group or its employees during the year.

B7. 反腐

本集團致力於以高標準的誠信及問責制經營業務。我們通過日常溝通及培訓，向員工、供應商及客戶妥為傳達反貪污的原則。員工須就任何利益衝突作出聲明。本集團已聘請內部及外部持份者監察及評估預防貪污所用系統有效性。本集團會向監管機構匯報違反法律及本集團反貪污系統的行為。

本集團的反腐和道德商業行為慣例於其內部法規中概述，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：

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

此外，本集團已制定舉報控制程序，使其員工能舉報涉嫌腐敗的情況。我們會仔細分類、分析及調查所有被舉報的情況，同時對有關資料保密，以保護個人私隱。本集團的內部監控部門通過與員工溝通及現場視察和檢查，對舉報渠道進行監督，以確保渠道正常運作。

於報告期內，本集團嚴格遵守所有相關法律及法規，包括中華人民共和國刑法及香港防止賄賂條例。於本年度內，本集團或其僱員並無遭控訴未能遵守反貪污慣例、賄賂或不道德行為。

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COMMUNITY

B8. COMMUNITY INVESTMENT

The Group believes that our success comes from the society. The Group is committed to supporting and contributing to the society. In order to understand the needs of the community, we implement related policies and measures such as "Community Investment Policy" to making its own efforts in the development of the community. The Group understands that contribution of the community in the region of operation is crucial to the sustainable development. Thus, we focus on four areas including living standard of the community, culture, education and development.

Besides, The Group maintains 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. Besides, the Group planted 200 trees in the PRC to promote environmental greening.

We will continue to contribute to the sustainable development of the community by building a healthy and dynamic community.

Vision for 2020

In a nutshell, the Group fulfilled its responsibilities as a corporate citizen in accountable management, production and contribution to society in 2019. 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.

社區

B8. 社區投資

本集團認為，我們的成功來自社會的支持。本集團致力於為社會作出支持及貢獻。為了解社區需求，我們已採取「社區投資政策」等相關政策及措施，為社區發展付出一己之力。本集團明白在營運所在的地區，社區貢獻對於可持續發展至關重要。因此，我們專注於四個範疇，包括社區生活水平、文化、教育及發展。

此外，本集團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。此外，本集團於中國種植200棵樹，綠化環境。

我們將通過打造健康而充滿活力的社區，繼續為社區的可持續發展作出貢獻。

二零二零年的願景

簡言之，二零一九年，本集團在責任管理、生產和社會貢獻方面履行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。

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