



ABLE ENGINEERING HOLDINGS LIMITED

安 保 工 程 控 股 有 限 公 司

(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 : 1627



2020/2021

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

CONTENTS 目錄

| | Page/頁次 |
|---|---------|
| 1 MESSAGE FROM CEO 行政總裁寄語 | 2 |
| 2 ABOUT THE COMPANY 有關本公司 | 3 |
| 3 ABOUT THE REPORT 有關本報告 | 4 |
| 4 ESG MANAGEMENT APPROACH 環境、社會及管治管理方法 | 5 |
| 5 STAKEHOLDERS ENGAGEMENT 與持份者的溝通 | 6 |
| 6 MATERIALITY ASSESSMENT 實質性評估 | 8 |
| 7 OUR PEOPLE 我們的員工 | |
| Health and Safety 健康與安全 | 10 |
| Employment Policy and Labour Practice 僱傭政策及勞工實務 | 17 |
| Employee Profile 員工組成 | 19 |
| Employee Development and Training 員工發展及培訓 | 21 |
| 8 ANTI-CORRUPTION 反貪污 | 25 |
| 9 THE ENVIRONMENT 環境 | |
| Strategy and Management Policies Overview 策略及管理政策概覽 | 26 |
| GHG Emission 溫室氣體排放 | 27 |
| Waste Management 廢棄物管理 | 29 |
| Use of Resources 資源使用 | 32 |
| Environment and Natural Resources 環境與自然資源 | 35 |
| Climate Change 氣候變化 | 36 |
| 10 THE VALUE CHAIN 價值鏈 | |
| Management of Supply Chain 供應鏈管理 | 37 |
| Innovation 創新 | 37 |
| 11 PRODUCT QUALITY AND RESPONSIBILITY 產品品質與責任 | |
| Business Ethics 商業道德 | 39 |
| Confidentiality 保密 | 40 |
| 12 COMMUNITY INVESTMENT 社區投資 | 41 |
| 13 AWARDS AND CERTIFICATIONS 獎項及證書 | 42 |
| 14 APPLICABLE HKEX ESG REPORTING GUIDE CONTENT INDEX 適用聯交所環境、社會及管治報告指引內容索引 | 44 |

1 MESSAGE FROM CEO 行政總裁寄語

Dear Stakeholders,

We are glad to present our ESG Report to summarise the sustainability effort and progress of the Group for the year ended 31 March 2021.

Over the past year, the COVID-19 situation in Hong Kong remains challenging. The Group had to reinforce and adapt our OHS measures to mitigate COVID-19 risks. We consistently delivered for our people, customers, community and stakeholders. We have to thank all our staff and our business partners for their full support and cooperation in establishing and implementing the COVID-19 preventive measures across our operations.

We believe our Group is getting more stable amid COVID-19 pandemic. The Group is not only keeping our people safe and employed during the difficult times, but also exercising our social responsibility in promoting and implementing the safety program and environment protection in our construction sites and continue to support the Hong Kong Polytechnic University in researches regarding the construction industry.

Our Group recognises that sustainability must retain a top priority for our business to create values for our stakeholders and the community. The Group continuously put efforts in developing innovative technology regarding safety enhancement, environmental protection, health, quality and efficiency in managing construction projects to create favourable conditions for our sustainable growth.

We appreciate every opportunity to communicate with our stakeholders to understand their expectations and concerns. We will continue to review our sustainability performance, improve operational efficiency and reduce adverse environmental impact.

Once again, I would like to thank our staff for their commitment and other stakeholders for their support in achieving our vision and mission together.

CHEUNG Ho Yuen
Chief Executive Officer
Hong Kong, 26 October 2021

致各位持份者，

我們謹此呈列我們的環境、社會及管治報告，以總結本集團截至二零二一年三月三十一日止年度的可持續發展工作及進展。

過往一年，香港的COVID-19疫情仍具挑戰。本集團必須強化及調整我們的職安健措施，以減低COVID-19的風險。我們始終如一地為我們的員工、客戶、社區及持份者提供服務。我們需要感謝我們的員工及業務合作夥伴於我們的營運中設立及實施COVID-19預防措施的全力支持與合作。

我們相信，我們的集團於COVID-19疫情期間變得更加穩固。本集團不僅於困難時期保障我們的員工的安全及就業，並且在我們的建築地盤推廣及實施安全計劃及環保，以及繼續支持香港理工大學研究建築行業，以履行我們的社會責任。

本集團意識到，可持續發展必須繼續置於我們業務的首要位置，為我們的持份者及社區創造價值。本集團並致力發展創新技術，務求在管理建築項目時提高安全、環保、健康、品質及效率，為我們的可持續增長創造有利條件。

我們重視與持份者交流的每一個機會以了解他們的期望及疑慮。我們將繼續審視可持續發展績效，提高營運效率，並減少對環境的不利影響。

最後，我想藉此再次感謝員工的付出及其他持份者對協助本集團實現其願景及使命的支持。

張浩源
行政總裁
香港，二零二一年十月二十六日

2 ABOUT THE COMPANY

有關本公司

Able Engineering Holdings Limited (“AEHL” or the “Company”, together with its subsidiaries (our/the “Group”)) has been listed on the Main Board of The Stock Exchange of Hong Kong Limited (“HKEX”) since 2017. As a well-established multidiscipline construction company, the Group engages in building construction and repair, maintenance, alteration and addition works, as well as fitting-out works. The Group has more than 300 full-time staff, comprising managerial, professional, technical and supervisory grade, working on various types of projects.

The Group provides quality construction management services to both public and private sectors. Currently, our ongoing projects include but not limited to public and private housing construction, renovation and maintenance. With over 40 years of experience in Hong Kong, the Group has gained widespread recognition for its accomplishments from clients and received a number of awards for architectural excellence, green building, occupational safety and more. The Group continues to work towards sustainable growth through communicating and cooperating with its key stakeholders.

安工程控股有限公司(以下簡稱「安工」或「本公司」, 連同其附屬公司則簡稱我們/「本集團」)自二零一七年起在香港聯合交易所有限公司(「聯交所」)主板上市。本集團提供廣泛的建築服務, 包括樓宇建造及維修、保養、改建及加建、以及裝修工程。現時, 本集團共有超過三百名全職員工於不同的項目工作, 其中包括管理層、專業人員、技術人員及監督人員。

本集團一向為公營及私營機構提供具質素保證的建築管理服務。目前的工程項目包括但不限於公營及私營住宅建設、翻新及保養。本集團於香港擁有逾四十年經驗及良好聲譽, 並在不同範疇中獲得各項獎狀及成就, 包括建築工程、綠色建築、職業安全等。本集團將繼續致力與各主要持份者交流與合作, 實現可持續發展。



(One of our significant contracts – Construction of Public Housing Development at Tuen Mun Area 54 Site 1 & 1A)
(我們的重要合約之一—屯門第54區第1及1A地盤的公共房屋發展建設)

3 ABOUT THE REPORT 有關本報告

This Environmental Social and Governance (“ESG”) Report (the “ESG Report”) is prepared in accordance with the applicable ESG Reporting Guide (the “ESG Reporting Guide”) as set out in the then Appendix 27¹ to the Rules Governing the Listing of Securities on HKEX. This ESG Report provides a detailed account of the Group’s sustainability performance, policies and strategies for the year ended 31 March 2021 (the “Reporting Period”), which is same as the financial year covered in the 2020/2021 Annual Report of AEHL. This ESG Report is focused on the Group’s sustainability performance and governance issues environmental and social aspects during the Reporting Period, for information regarding the Company’s governance performance on other areas, please refer to the “Corporate Governance Report” set out on pages 35 to 62 of AEHL’s 2020/2021 Annual Report published on 27 July 2021.

The Group acknowledges the importance of sustainable business practices to achieve business excellence and enhance long-term competitiveness. The reporting scope of this ESG Report covers the three environmental aspects and eight social aspects, which are set out in the ESG Reporting Guide, on the Group’s following core business segments in Hong Kong:

- Building construction; and
- Repair, maintenance, alteration and addition.

For environmental concern, this ESG Report is released online only. The English and Chinese versions of the ESG Report is available at the websites of HKEX (www.hkexnews.hk) and our Company (www.ableeng.com.hk). Should you wish to provide any comments or suggestions on the ESG strategies and performances of the Group, please email us at info@ableeng.com.hk.

Contents of this ESG Report are presented in English and Chinese. Should there be any discrepancies between the two versions, the English version prevail.

¹ The applicable Appendix 27 ESG Reporting Guide for this ESG Report, with the Reporting Period commenced before 1 July 2020, is available at the website of HKEX at: <https://en-rules.hkex.com.hk/node/3841/revisions/5218/view>.

本環境、社會及管治(「環境、社會及管治」)報告(「環境、社會及管治報告」)，乃根據當時聯交所證券上市規則附錄二十七¹載列之適用的《環境、社會及管治報告指引》(「環境、社會及管治報告指引」)編製。本環境、社會及管治報告詳細描述本集團截至二零二一年三月三十一日止年度(即與安保2020/2021年報所涵蓋的財政年度相同)(「報告期間」)內的可持續發展績效、政策及策略。本環境、社會及管治報告著重於報告期間本集團在環境及社會方面的可持續發展表現及管治事宜，有關本公司於其他範疇的管治表現的資料，請參閱於二零二一年七月二十七日刊發的安保2020/2021年報第35至62頁所載的「企業管治報告」。

本集團深明可持續發展業務常規對實現業務卓越及提高長期競爭力的重要性。本環境、社會及管治報告的報告範圍涵蓋環境、社會及管治報告指引所列出的三項環境範疇及八項社會範疇，涉及本集團以下在香港的核心業務分部：

- 樓宇建造；及
- 維修、保養、改建及加建。

為響應環保，本環境、社會及管治報告僅於網上發佈。環境、社會及管治報告的中、英文版本可於聯交所網站(www.hkexnews.hk)及本公司網站(www.ableeng.com.hk)上查閱。如對本集團在環境、社會及管治方面的策略及表現有任何意見或建議，請電郵至info@ableeng.com.hk。

本環境、社會及管治報告以中英文雙語發佈。中英文版本如有任何歧義，概以英文版本為準。

¹ 適用於本環境、社會及管治報告的附錄二十七環境、社會及管治報告指引(報告期於二零二零年七月一日之前開始)可於聯交所網站<https://cn-rules.hkex.com.hk/node/10553/revisions/3459/view>查閱。

4 ESG MANAGEMENT APPROACH 環境、社會及管治管理方法

Sustainability is our top priority and at the heart of AEHL's strategy. We strive to be environmentally conscious and socially responsible in our business operations. The board (the "Board") of directors of the Company (the "Director(s)") is fully committed to the sustainable growth of the Group's business. The Board facilitates the establishment of our ESG objectives, priorities and strategies with consideration to ESG-related risks and opportunities. The Board and each Director also acknowledge and understand their responsibility for preparing the ESG Report which should give a balanced, consistent and quantitative report of the state of material ESG affairs of our Group.

Members of our ESG Working Group comprise employees designated by the management across different projects and departments of the Group. They are responsible for implementing the Group's ESG practices, collecting data for analysis, monitoring and reviewing the Group's sustainability issues in daily operations to ensure compliance of all applicable ESG regulations. The Group's procedures and practices are periodically reviewed, so that ESG considerations are integrated in our daily operations and practices. Through various meetings and communication channels, our staff of different levels are fully communicated about our vision, motives and strategies on ESG and also well-educated and informed about ESG issues that are relevant to their day-to-day operations.

As a responsible construction company, we view sustainability as an integral part of our business strategy. Therefore, we take all environmental, health and safety and quality requirements into consideration at planning, designing and construction stages. Operating procedures are formulated with an aim to ensure good work practices on site in all aspects including waste management, pollution control and safety. Innovative designs are also adopted to facilitate more effective and efficient project management. Same as previous years, the Group adheres to 3 principles on sustainability management, i.e., "Safety First", "Living up to Society's Expectations" and "Serving the Community". Our approach also comes in 3 parts, i.e., "Establish Professional Operations Methods", "Maintain Good On-site Work Practices" and "Adopt Green Design and Innovation".

可持續發展乃為我們的首要任務，亦為安保策略的核心。我們務求於我們的業務運營中具有環保意識及社會責任感。本公司董事（「董事」）會（「董事會」）全面致力於本集團業務的可持續增長。董事會在考慮與環境、社會及管治相關的風險及機遇的情況下，促進我們制定環境、社會及管治目標、優先事項及策略。董事會及每位董事亦知悉及了解其編製環境、社會及管治報告所負之責任，並藉此報告就本集團重大環境、社會及管治事宜之發展提供不偏不倚，貫徹始終及有數據支持之報告。

我們環境、社會及管治工作組的成員由管理層指派來自集團不同項目及部門指定的員工所組成。他們負責實施集團的環境、社會及管治措施，收集數據用於分析、監察及審查集團日常運營中的可持續發展事宜以確保其遵守所有適用環境、社會及管治條例。本集團會定期審查程序及實踐，以便將環境、社會及管治考慮因素納入我們的日常運營及實踐。透過各種會議及溝通渠道，我們的環境、社會及管治願景、目的及策略能全面傳達至我們不同級別的員工，且他們亦清楚認識並充分了解與他們日常營運息息相關的環境、社會及管治議題。

作為一間負責任的建築公司，我們視可持續發展為我們商業策略的不可分割的一環。因此，我們於計劃、設計及建築各階段均考慮環境、健康與安全及質素要求。制定營運程序以確保達致各方面良好的施工方法，包括廢棄物管理、污染控制及安全。創新設計亦被採用以便進行更具成效及效率的項目管理。一如往年，本集團堅持三項可持續發展管理原則，即「安全第一」、「符合社會期望」、及「服務社會」。我們的實踐方法亦由三部分組成，即「制定專業營運模式」、「保持良好施工方法」、及「採用綠色設計與創新」。

5 STAKEHOLDERS ENGAGEMENT 與持份者的溝通

The Group strives to maintain a stable and close relationship with our key stakeholders as we recognise the importance of stakeholders' participation to sustainable growth. Our key stakeholders include customers, suppliers and sub-contractors, employees, shareholders and investors, government and regulatory authorities and the community.

We have engaged with different stakeholders to obtain their views on the importance of different environmental and social issues towards the Group's business and themselves. Below table are the most concerned issues addressed by our key stakeholders and the respective major communication channels used to engage stakeholders on an ongoing basis:

本集團明白持份者參與對可持續增長的重要性，並致力與主要持份者維持穩定及緊密的關係。主要持份者包括客戶、供應商及分判商、員工、股東及投資者、政府及監管機構及社區。

我們與不同的持份者接觸，以了解他們就不同的環境及社會議題對本集團業務及其自身之重要性。下表列舉各主要持份者最關注的議題，以及用於聯繫各持份者持續參與的相關主要溝通渠道：

| STAKEHOLDERS 持份者 | MOST CONCERNED ENVIRONMENTAL AND SOCIAL ISSUES 最關注的環境及社會議題 | MAJOR COMMUNICATION CHANNELS 主要溝通渠道 |
|---|---|---|
| Customers 客戶 | <ul style="list-style-type: none"> Quality of works 工程質量 Compliance 合規 Business ethics 商業道德 Operational risk 營運風險 | <ul style="list-style-type: none"> One-on-one meetings 一對一會議 Company website 公司網站 Online survey 網上問卷 Email and instant communication channels 電郵及即時通訊渠道 |
| Suppliers and Sub-contractors 供應商及分判商 | <ul style="list-style-type: none"> Health and safety 健康及安全 Green practices 綠色政策 Compliance 合規 | <ul style="list-style-type: none"> Meetings 會議 Training sessions 培訓 Safety and environmental evaluation 安全性及環境檢討 Online survey 網上問卷 Email and instant communication channels 電郵及即時通訊渠道 |

5 STAKEHOLDERS ENGAGEMENT 與持份者的溝通

| STAKEHOLDERS 持份者 | MOST CONCERNED ENVIRONMENTAL AND SOCIAL ISSUES 最關注的環境及社會議題 | MAJOR COMMUNICATION CHANNELS 主要溝通渠道 |
|---|---|--|
| Employees 員工 | <ul style="list-style-type: none"> • Health and safety 健康及安全 • Training and development 培訓與發展 • Employee well-being 員工福祉 | <ul style="list-style-type: none"> • Training and development activities 培訓與發展活動 • Employee engagement activities 員工活動 • Regular meetings 定期會議 • Email and instant communication channels 電郵及即時通訊渠道 • Mobile applications 流動應用程式 • Performance appraisals 績效評估 • Online survey 網上問卷 |
| Shareholders and Investors 股東及投資者 | <ul style="list-style-type: none"> • Corporate governance 企業管治 • Information disclosure 資訊披露 • Risk management 風險管理 | <ul style="list-style-type: none"> • Annual general meeting 股東週年大會 • Annual Report, Interim Report and ESG Report 年度報告、中期報告及環境、社會及管治報告 • Announcements and circulars 公告及通函 • Company websites 公司網站 |
| Government and Regulatory Authorities 政府及監管機構 | <ul style="list-style-type: none"> • Compliance 合規 • Employee protection 員工保障 • Industry innovation 行業創新 | <ul style="list-style-type: none"> • Industry collaboration consortium 行業協會 • Email on the relevant latest laws and regulations 有關法律及法規的最新發展的電郵 |
| Community 社區 | <ul style="list-style-type: none"> • Environmental impact 環境影響 • Community support 社區支援 | <ul style="list-style-type: none"> • Community support activities 社區支援活動 • Involvement in environmental protection activities 參與環保活動 • Notice board 告示板 • Email and instant communication channels 電郵及即時通訊渠道 |

6 MATERIALITY ASSESSMENT 實質性評估

To better understand our sustainability impact and issues important to our stakeholders and the Group, we conducted a materiality assessment through online survey. With reference to Global Reporting Initiative’s (GRI) Sustainability Reporting Standards and the ESG Reporting Guide, 21 topics were identified, prioritised, validated and reviewed by key stakeholders including employees, suppliers, sub-contractors etc.. Based on the results of the online survey, stakeholders considered “Occupational health and safety” (“OHS”), “Anti-corruption”, “Compliance” and “Complaint handling” were the most significant issues that needed to be addressed.

為深入了解本集團可持續發展的影響力及對持份者及本集團而言屬重要的議題，本集團採用網上問卷的方式進行重要性評估。根據全球報告倡議組織之《可持續發展報告標準》及環境、社會及管治報告指引，我們邀請了主要持份者(包括員工、供應商、分判商等)識別、排序、驗證和檢視共21項議題。根據網上問卷結果，各主要持份者最關注的議題為「職業健康與安全」(「職安健」)、「反貪污」、「合規」及「投訴處理」。

Results of the online survey were mapped in below Materiality Matrix.

網上問卷結果已布列於以下重要性矩陣圖內。

| | | ● Environment 環境 | ■ People 員工 | ▲ Operation 營運 |
|---------------------------------------|----------|---|-------------|---|
| Significance to the Group 對本集團的重要性 | High 高 | <ul style="list-style-type: none"> ● Pollution Management 污染管理 ● Use of Materials and Construction Practices 用料及施工方法 ■ Employment and Benefits 人才招聘及員工福利 ■ Precautionary Measures of Child / Forced Labour 預防童工／強迫勞工 ▲ Technological Innovation 創新技術研發 ▲ Community Investment and Participation 社會投資及參與 ▲ Participation in Green Building 參與綠色建築 | | <ul style="list-style-type: none"> ■ OHS 職安健 ▲ Anti-Corruption 反貪污 ▲ Compliance 合規 ▲ Compliant Handling 投訴處理 |
| | Medium 中 | <ul style="list-style-type: none"> ● Energy Consumption 能源耗用 ● Greenhouse Gas Emissions 溫室氣體排放 ■ Diversity and Equal Opportunities 多元化及平等機會 ■ Employee Training and Promotion 員工培訓及晉升 | | <ul style="list-style-type: none"> ● Waste Management 廢棄物管理 ■ Employee Engagement 員工溝通 ▲ Contractors Management 外判商管理 ▲ Confidentiality and Business Ethics 保密及商業道德 ▲ Supply Chain Management 供應鏈管理 ▲ Quality Management 質量管理 |
| | | Medium 中 | | High 高 |
| Significance to Stakeholders 對持份者的重要性 | | | | |

6 MATERIALITY ASSESSMENT 實質性評估

The results and key comments from the online survey were presented to senior management team of the Group for their review and assessment. From management perspective, our team not only considered the findings from the online survey, but also the industry specific ESG issues in prioritising the issues relevant to stakeholders and KPIs being disclosed in this ESG Report. Our materiality assessment allows us to better define our corporate responsibility strategy and prioritise disclosure so as to address any current and emerging issues to be of importance to our stakeholders and our business.

網上問卷結果及主要意見已提交本集團的高級管理層團隊，以供彼等審閱及評估。從管理層角度，我們的團隊在排序本環境、社會及管治報告內所披露與持份者相關之議題及關鍵績效指標時，不僅考慮網上問卷結果，還考慮行業特定之環境、社會及管治議題。我們的重要性評估使我們能夠更好地界定我們的企業責任策略及按優先次序作出披露，以應對任何目前及即將出現而對我們的持份者及業務而言屬重要的事宜。

7 OUR PEOPLE 我們的員工

The Group recognises the importance of health and safety of our employees, as well as sub-contractors and other people who might be affected by our business operation. The Group abides by the local laws and regulations relating to OHS and devotes resources to ensure work safety and enhance employees' career development.

HEALTH AND SAFETY

OHS Policy

It is of utmost importance to ensure health and safety of staff and workers and compliance with all relevant regulations and requirements. Stringent OHS measures are employed throughout our business to ensure safety.

Chaired by an executive Director, the Group's "Safety and Health Management Committee" is responsible for the coordination and implementation of the Group's health and safety policies. To better protect our staff and workers, the Committee reviews the health and safety policies and system at least annually with reference to safety performance statistics, feedback from employees, results of safety audits conducted by independent auditor and results of safety review performed by the management of the Group. The Safety and Health Management Committee is also responsible for ensuring all employees and sub-contractors of the Group fully understand and comply with these policies and practices, and endeavour their efforts in implementing and conforming to the safety and health management system to prevent any accident and loss.

本集團明白員工、分判商，以及其他可能受我們的業務營運影響的人士的健康與安全乃非常重要。本集團嚴守與職安健相關的本地法例及規例，並投放資源確保工作安全及改善員工的職業發展。

健康與安全

職安健政策

確保員工及地盤工人的健康與安全，以及謹守所有相關法例及規定乃至關重要。本集團於業務中全方位實施嚴謹的職安健措施，以確保安全。

本集團由一位執行董事率領之「安全及健康管理委員會」負責統籌及執行本集團的健康及安全政策。為更妥善保護我們的員工及工人，委員會至少每年參考安全績效統計數據、員工回饋、由獨立審核員進行的安全審核之結果及由本集團管理層所進行的安全審查之結果而檢討健康與安全之政策及系統。安全及健康管理委員會亦負責確保本集團所有員工及分判商均充分理解及遵守該等政策及實務，並致力推行及確保彼等遵循安全及健康管理系統，以防止任何意外及損失。



Guidelines for site safety, environmental protection and health & welfare facilities
地盤安全環保及衛生福利設施工作指引

7 OUR PEOPLE 我們的員工

In November 2020, the Group issued a “Guidelines for Site Safety, Environmental Protection and Health and Welfare Facilities” for the purpose of enhancing the implementation of the 5S (sort, set in order, shine, standardise and sustain) in construction sites.

In view of high accident rates of loading and lifting operations in the industry, the Group organised a lifting safety training to employees in January 2021 and strengthened their awareness on lifting safety and the relevant risk.

We continue our efforts to enhance employees’ awareness about OHS issues through training and promotional activities. We also praise employees’ good performance on safety and health to develop safety working culture at all our construction sites under the management of AEHL.

The ability to identify risks is crucial to ensuring a healthy and safe workplace. Safety officer/Safety supervisor at each site closely monitor safety related issues and implement effective measures. We conduct appropriate trainings to the site staff and workers to make sure they are competent to carry out their duties and responsibilities and are capable of using personal protective equipment properly. We also encourage site staff and workers to report risks via different channels such as informing their safety officer/safety supervisor/site management and attending safety meetings.

於二零二零年十一月，本集團刊發了一份「地盤安全環保及衛生福利設施工作指引」，以加強於建築地盤實施5S原則，分別為整理、整頓、清掃、清潔及修養。

由於行業內經常發生裝貨及吊運意外，本集團於二零二一年一月為員工舉辦了吊運安全培訓，提升彼等對吊運安全及相關風險的意識。

我們持續透過培訓及宣傳活動提升員工對職安健事宜之意識，更會表揚於安全與健康方面表現良好的員工，以於所有安保管理之建築地盤中推廣安全工作文化。

辨別風險的能力對確保工作環境的健康及安全而言不可或缺。每個地盤之安全主任/安全督導員會緊密監察安全相關事宜及實施有效措施。我們為地盤員工及工人提供合適的培訓，以確保彼等有能履行其職責及責任，以及能正確使用個人防護裝備。我們亦鼓勵地盤員工及工人透過不同渠道匯報風險，例如告知彼等的安全主任/安全督導員/地盤管理人員及出席安全會議。

7 OUR PEOPLE 我們的員工

If a work related incident occurs, the safety officer/safety supervisor together with site management will conduct a formal inspection with relevant parties and record details and causes of the accident as well as provide preventative recommendations and follow-up actions. Rectified action to the current practice after accident investigation will be spelt out in the company safety manual and be implemented. The objective of the accident and incident investigation is to provide opportunities for the site management to check safety performance, learn from mistake and improve the safety management system and risk control. There is value in investigating both actual and potential losses to learn how to prevent more serious event.

The Group is committed to ensuring a high level of OHS performance of working environment for our people to prevent injury and illness, and in compliance with all relevant legislation. A major subsidiary of the Group is also certified with ISO45001:2018 *Occupational Health & Safety Management System*, which forms the basis of our safety manual.

The Group have engaged independent auditor to perform safety audit on head office and our construction sites in June 2020 and December 2020. The management of the Group have also performed site visit for the safety environment of construction sites regularly. The findings and recommendations from the independent auditor and management of the Group have been followed up by construction sites.

倘發生工傷意外，安全主任／安全督導員將聯同地盤管理人員與相關人士進行一個正式調查，記錄意外詳情及起因，以及制定預防建議及後續行動。意外調查後，對現時做法所採取的糾正行動會詳細記錄於公司安全手冊內並加以實行。意外及事故調查旨在提供機會予地盤管理人員檢查安全表現、從錯誤中學習，以及改善安全管理系統及風險控制。調查實際及潛在損失的價值在於能夠從中學會如何預防更嚴峻的情況發生。

本集團致力為員工提供高度符合職安健標準的工作環境，以預防工傷及疾病，並符合所有相關法例。本集團其下一間主要附屬公司亦獲得ISO45001:2018 *職業健康及安全管理系統*的認證，我們的安全手冊亦以該系統作為編製基礎。

本集團於二零二零年六月及二零二零年十二月聘請獨立審核員於總部及我們的建築地盤進行安全審核。本集團管理層亦定期到訪地盤進行安全環境考察。獨立審核員及本集團管理層之發現及建議已交由地盤跟進。

7 OUR PEOPLE 我們的員工

Our health and safety policies and goals are:

- ensure compliance with international standards and legislations
- improve the effectiveness of the OHS management system
- ensure an effective and efficient communication system on safety management and incident reporting
- maintain continual improvement of OHS performance by assessing and analysing OHS risks and minimise their impacts
- promote awareness of OHS among employees and stakeholders
- establish targets and programs to measure and improve OHS performance
 - achieve zero fatal accident
 - keep accident frequency rate of reportable accidents below 0.60 per 100,000 man-hours worked per annum

我們的安全與健康的政策及目標為：

- 確保符合國際標準及法例
- 提高職安健管理系統的效率
- 確保在安全管理及事故匯報方面設有一個有效及高效率的溝通系統
- 透過評估及分析職安健的風險及減低其影響來不斷改善職安健表現
- 提高員工及持份者對職安健的意識
- 就計量及改善職安健表現制定目標及程序
 - 達致零致命事故
 - 保持每年每十萬工時須呈報的意外事故發生率低於0.60



ISO 45001-2018 – Certificate No. S002
ISO 45001-2018 – 認證編號 S002

7 OUR PEOPLE

我們的員工

Below table summarised certain OHS statistics of the Group and the Construction Industry for the three years ended 31 March 2021, 2020 and 2019:

下表概述了截至二零二一年、二零二零年及二零一九年三月三十一日止三個年度，本集團及建造業的若干職安健統計數字：

| | 2020/21 | | 2019/20 | | 2018/19 | |
|---|---------------------|-----------------------------------|----------------------|-----------------------------------|----------------------|-----------------------------------|
| | The Group 本集團 | Construction Industry# 建造業# | The Group 本集團 | Construction Industry# 建造業# | The Group 本集團 | Construction Industry# 建造業# |
| Number of Work-related Fatalities 工作相關致命事件數量 | 0 worker 0員工 | 20 workers 20員工 | 0 worker 0員工 | 14 workers 14員工 | 1 worker 1員工 | 16 workers 16員工 |
| Fatality Rate (per 1,000 workers) 致命率(每千名員工) | 0 | 0.185* | 0 | 0.157** | 0.6 | 0.125*** |
| Work-related Accidents (cases of over 3 lost days) 工傷事故(損失工作日數超過三天) | 27 cases 27宗 | 2,700 cases 2,700宗 | 8 cases 8宗 | 2,732 cases 2,732宗 | 16 cases 16宗 | 3,465 cases 3,465宗 |
| Work-related Accidents (total lost days) 工傷事故(總損失工作日數) | 243 days 243日 | Not available 無法取得 | 1,088 days 1,088日 | Not available 無法取得 | 3,071 days 3,071日 | Not available 無法取得 |
| Work-related Accident Rate (per 1,000 workers) 工傷事故率(每千名員工) | 14.07 | 26.1* | 6.64 | 29.0** | 9.59 | 31.7*** |
| Loss Time Injuries Frequency Rate (per 100,000 hours worked) 失時工傷率(每十萬工時) | 0.38 hour 0.38小時 | Not available 無法取得 | 0.25 hour 0.25小時 | Not available 無法取得 | 0.36 hour 0.36小時 | Not available 無法取得 |

* Source: OHS statistics of the construction industry from the Labour Department

* Industry statistics of year 2020

** Industry statistics of year 2019

*** Industry statistics of year 2018

* 資料來源：勞工處建造業之職安健統計數字

* 二零二零年行業統計數字

** 二零一九年行業統計數字

*** 二零一八年行業統計數字

7 OUR PEOPLE 我們的員工

Achievement

During the reporting year, we were recognised by the Hong Kong Construction Association on our outstanding achievement and commitment in safety performance, training, promoting and contribution and upgrading construction site safety standards.

The Group had also won “Considerate Contractors Site Award – Silver Award” and “Outstanding Environmental Management & Performance Awards – Bronze Award” in 26th Considerate Contractors Site Award Scheme during the Reporting Period.



Proactive Safety Contractors Award 2019
2019年積極安全承建商獎

成就

於報告年度，我們於安全表現、培訓、宣傳及貢獻，以及提升建築地盤的安全標準方面之出色成就及努力獲香港建造商會嘉獎。

於報告期間，本集團亦於第二十六屆公德地盤嘉許計劃中榮獲「公德地盤獎－銀獎」及「傑出環境管理獎－銅獎」。



Considerate Contractors Site Award – Silver Award
公德地盤獎－銀獎

Anti-epidemic Measures to Combat COVID-19

To control the outbreak of the Coronavirus Disease 2019 (“COVID-19”) and protect our stakeholders’ health, our Group continuously reviewed and updated the precautionary measures implemented in head office and construction sites during the Reporting Period. Precautionary measures implemented during the Reporting Period include, among others:

- strictly complied with the anti-pandemic regulations at all aspects of our operations, e.g. social distancing policy on holding meetings;
- mandatory body temperature checks were performed and recorded at the entrance of our Group’s premises;
- 全面於營運嚴格遵從防疫規例，例如於會議中遵守社交距離政策；
- 於本集團物業範圍入口強制檢查及記錄體溫；

對抗COVID-19疫情之抗疫措施

為控制2019冠狀病毒(「COVID-19」)及保護持份者的健康，本集團於報告期間不斷檢視及更新於總部及建築地盤採取之預防措施。於報告期間實施之預防措施包括(其中包括)：

7 OUR PEOPLE 我們的員工

- compulsory mask wearing requirement for all staff, workers and visitors whenever they were at the Group's premises;
- all staff were required to declare whether the building he/she resides has any recently confirmed COVID-19 case when he/she report duty;
- provision of disinfectant hand gel for use at the entrance of the Group's premises;
- regular COVID-19 testing and report on test results were required for staff and site workers;
- took part in the "Construction Industry COVID-19 Testing Service Scheme" to provide nucleic acid COVID-19 testing services to frontline workers and site staff with a view to saving time and resources to collect and return the specimen, facilitating mass testing;
- suspension of all indoor and most outdoor staff engagement activities.
- 強制要求所有員工、工人及訪客於本集團物業範圍內配戴口罩；
- 要求所有員工上班時申報其居住樓宇近期是否有任何COVID-19確診個案；
- 於本集團物業的入口提供消毒搓手液；
- 要求員工及地盤工人定期進行COVID-19測試及匯報測試結果；
- 參加「建造業關愛工地防疫檢測服務計劃」，為前線工人及地盤員工提供COVID-19核酸檢測服務，省卻自行領取及交還樣本的時間及資源，便利大量測試；
- 暫停所有室內及大部分室外員工參與活動。



Participate of "Construction Industry COVID-19 Testing Service Scheme"
參與「建造業關愛工地防疫檢測服務計劃」

7 OUR PEOPLE 我們的員工

In response to the third wave and fourth wave of COVID-19 infections during the respective period, the Group also implemented several specific measures as a further step to fight against the pandemic:

- lunch boxes were served at the Group's expense for all head office and site staff during lunch time to eliminate the risk of getting untraceable infection when eating at restaurant;
- flexible working arrangement for head office staff to work from home or at office on alternate schedules; and
- granted allowance to all employees for purchase of epidemic prevention products.
- 本集團出資為所有總部及地盤員工於午膳時間提供飯盒，以撇除於餐廳進食時感染不明源頭病毒之風險；
- 為總部員工提供彈性的工作安排，輪流於家中及辦公室上班；及
- 向所有員工派發購買防疫用品之補貼。

EMPLOYMENT POLICY AND LABOUR PRACTICE

The Group puts great emphasis on the protection of the legitimate rights and interests of all employee and complies with the Employment Ordinance (Cap. 57 of the Laws of Hong Kong), the Occupational Safety and Health Ordinance (Cap. 509 of the Laws of Hong Kong), the Minimum Wage Ordinance (Cap. 608 of the Laws of Hong Kong), and all relevant employment laws and regulations in Hong Kong. Any forms of child and forced labour are strictly prohibited in our operations and we believe child and forced labour is not a major concern in Hong Kong as the employment laws and regulations in Hong Kong have protected the legitimate rights and interests of all labour. Arrangements on remuneration, basic welfare such as paid leave, Mandatory Provident Fund ("MPF") are implemented according to or better than statutory requirements. Medical insurance, study leave and study allowances are also provided. We aim to provide competitive employee protection, reward and benefit packages that ensure our ability to attract and retain the talents we need. All labour related policies are communicated to employees through internal documents, which will be revised under authorisation of the Directors when necessary for any changes in laws and regulations.

僱傭政策及勞工實務

本集團注重保護全體員工的合法權益。本集團嚴格遵守《僱傭條例》(香港法例第57章)、《職業安全及健康條例》(香港法例第509章)、《最低工資條例》(香港法例第608章)及香港所有有關僱傭的法例及法規。在我們的營運當中，嚴格禁止任何形式的童工和強迫勞工。我們相信由於香港的僱傭法律法規保護了所有勞工的合法權益，童工及強迫勞工在香港並非重大問題。有關薪酬、基本福利(例如有薪假期)及強制性公積金(「強積金」)的安排，均會按照或優於法定規定執行。本集團亦有提供醫療保險、進修假期及進修補貼。我們的目標是提供有競爭力的員工保障，獎勵及福利待遇，鞏固我們吸引及挽留所需人才的能力。所有與勞工有關的政策均透過內部文件傳達員工，如有關法例及法規有任何更改時，在有需要的情況下會經董事授權進行修訂。

7 OUR PEOPLE 我們的員工

The Group forbids any form of discrimination or harassment within our workplace. We strive to build respectful and harmonious relations among employees. We comply with the Sex Discrimination Ordinance (Cap. 480 of the Laws of Hong Kong), the Disability Discrimination Ordinance (Cap. 487 of the Laws of Hong Kong), the Family Status Discrimination Ordinance (Cap. 527 of the Laws of Hong Kong), the Race Discrimination Ordinance (Cap. 602 of the Laws of Hong Kong) and other relevant laws on all decisions regarding recruitment, termination, training, remuneration, promotion of employees. We will take disciplinary measures in case of any breach of code of conduct, including verbal or written warning, demotion or dismissal.

We highly value employee's dedication and contribution to the Group. Employees with outstanding performance are commended and rewarded. Furthermore, the Group has continued to optimise its practices and daily management of employees' individual well-being with the aim to create a safe, healthy, fair and comfortable work environment.

Within the Reporting Period, the Group observed no incidents of violations of any relevant laws and regulations relating to compensation and dismissal, recruitment and promotion, rest periods, equal opportunity, diversity, anti-discrimination and other staff benefits and welfare. There was also no cases of child and forced labour reported.

本集團絕不容許於工作場所內發生任何形式之歧視或騷擾。我們努力在員工之間建立互相尊重的和諧關係。我們於作出有關招聘、解僱、培訓、薪酬、晉升之所有決定時會遵守《性別歧視條例》(香港法例第480章)、《殘疾歧視條例》(香港法例第487章)、《家庭崗位歧視條例》(香港法例第527章)、《種族歧視條例》(香港法例第602章)及其他有關法例。另外，如有任何違反行為守則的情況，我們會採取紀律措施，包括口頭或書面警告、降級或解僱。

我們高度重視員工對本集團的盡職及貢獻，並對表現出眾的員工給予表彰與獎勵。此外，本集團持續優化員工個人福祉的常規及日常管理，旨在創造一個安全、健康、公平及舒適的工作環境。

於報告期間內，本集團沒有發現違反任何有關薪酬及解僱、招聘及晉升、假期、平等機會、多元化、反歧視及其他員工福利的法例及法規之事件，亦無接獲有關童工及強迫勞工的呈報個案。

7 OUR PEOPLE 我們的員工

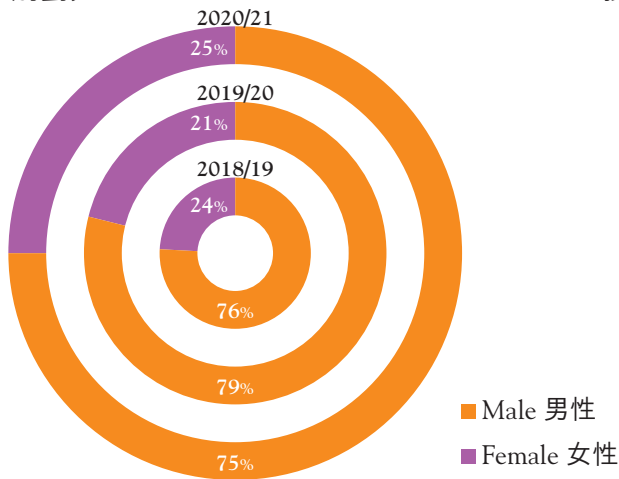
EMPLOYEE PROFILE

As at 31 March 2021, the Group had 330 employees, included 52 employees in head office and 278 employees in construction sites. All of them were based in Hong Kong. The detailed workforce demographics are presented below:

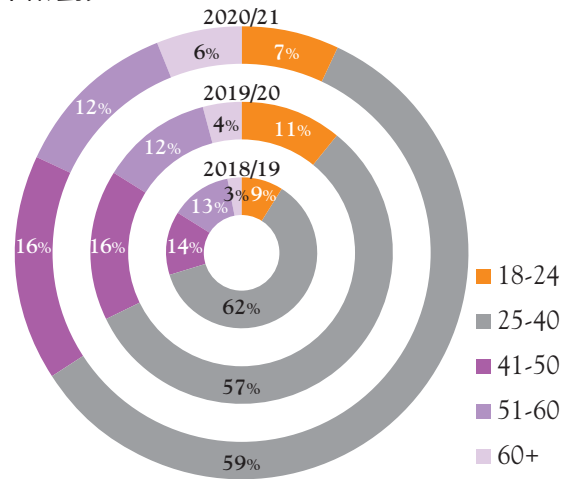
員工組成

於二零二一年三月三十一日，本集團共有330名員工，當中52名為總部員工及278名為建築地盤員工，全部駐守香港。詳細的員工統計數據呈列如下：

By Gender
按性別劃分



By Age
按年齡劃分



7 OUR PEOPLE

我們的員工

Employee turnover rate (%) by location, gender and age group as at 31 March 2021, 31 March 2020 and 31 March 2019 are listed below:

於二零二一年三月三十一日、二零二零年三月三十一日及二零一九年三月三十一日，離職率(%)載列如下(按地點、性別及年齡組別劃分)：

| Turnover Rate (%) 離職率(%) | 2020/21 | 2019/20 | 2018/19 |
|-----------------------------|---------|---------|---------|
| By Location 按地點劃分 | | | |
| Head Office 總部 | 25% | 68% | 64% |
| Construction Sites 建築地盤 | 77% | 39% | 31% |
| By Gender 按性別劃分 | | | |
| Male 男性 | 72% | 37% | 35% |
| Female 女性 | 60% | 64% | 33% |
| By Age 按年齡劃分 | | | |
| 18 – 24 18-24歲 | 97% | 71% | 47% |
| 25 – 40 25-40歲 | 73% | 41% | 28% |
| 41 – 50 41-50歲 | 49% | 34% | 49% |
| 51 – 60 51-60歲 | 51% | 41% | 31% |
| Above 60 60歲以上 | 27% | 27% | 78% |

7 OUR PEOPLE 我們的員工

Employee Engagement

Our Group cares about the well-being and quality of life of our employees and encourage them to maintain a work-life balance. Therefore, the Group planned to organise different types of employee activities, including sports and festive events to enrich their life beyond office work, strengthening internal communication and improve team cohesiveness. Family members of our employees are also welcome to join these activities.

However, for compliance with government's COVID-19 restrictions on gathering, all indoor and most outdoor staff engagement activities were suspended during the Reporting Period.

EMPLOYEE DEVELOPMENT AND TRAINING

We aimed to achieve a standard and quality production of works and to develop individual's potential. All staff are encouraged to attend seminars, lectures and training courses which related to the nature of their duties. A major subsidiary of the Group offers a comprehensive training scheme called "Engineering Graduate Training Scheme A", which is approved by the Hong Kong Institution of Engineers, for eligible graduates. In addition, the Group subsidises employees to attend relevant training courses/seminars, including undergraduates' programs, to continue their professional development. To promote health and safety, the Group also arranged first aid course for interested employees to attend. The Company has also formed task groups lead by assigned Directors to provide comprehensive and systemic training to employees from each discipline.

In early 2021, the Group organised a number of meetings with all employees to promote the Group's management philosophy, enhanced the initiative and sense of responsibility of colleagues.

員工參與

本集團關心員工之福祉及生活質素，並鼓勵彼等取得工作與生活的平衡。因此，本集團期望積極舉辦各種員工活動，包括運動及節慶活動，以充盈彼等之人生，不受限於工作，加強內部溝通及改善團體凝聚力。我們亦歡迎員工的家庭成員參與該等活動。

然而，為遵守政府頒布之COVID-19防疫限聚令，於報告期間，本集團暫停了所有室內及大部分室外員工參與活動。

員工發展及培訓

為使工作標準和質量達到高水平及開發個人潛能，我們鼓勵所有員工參加與彼等工作性質有關的研討會、講座及培訓課程。本集團一家主要附屬公司為合資格畢業生提供名為「工程畢業生培訓計劃A」的全面培訓計劃，該計劃獲香港工程師學會認可。此外，本公司資助員工參加相關培訓課程／研討會，包括學士課程，以進行持續專業進修。為宣傳健康與安全，本集團亦為有興趣員工安排出席急救課程。本公司亦成立了由指定董事為首的不同工作小組，為各部門員工提供更加全面及系統性的培訓。

於二零二一年初，本集團組織數次全體員工會議，以推廣本集團管理理念，增強同事的主動性及責任感。

7 OUR PEOPLE 我們的員工

During the Reporting Period, the Company faced a big challenge in organising training courses and factory visits due to the outbreak of COVID-19 pandemic and regulations imposed on group gathering. Although the Group encouraged our staff to attend different online training courses as needed, the average training hours/employee recorded a significant drop. Compared with the 13 internal training courses organized by the Group for technical staff, only 7 courses were organized in the Reporting period. Details of these internal training courses are listed below:

於報告期間，礙於COVID-19疫情爆發及限聚令，本公司於籌備培訓課程及參觀廠房時面臨重大挑戰。儘管本集團鼓勵員工參與不同的必要網上培訓課程，平均培訓時間/員工仍大幅下跌。相較本集團為技術員工舉辦的13個內部培訓課程，於報告期間所舉辦的課程僅有7個。該等內部培訓課程詳情載列如下：

| Month 月份 | Topic of Internal Training Course 內部培訓課程主題 |
|--------------------------|---|
| April 2020 二零二零年四月 | Introduction of Water Supplies Department Statutory Inspection 介紹水務署法定審查 |
| May 2020 二零二零年五月 | Sharing Workshop of Tender Bidding and Tender Submission 競標及投標之分享工作坊 |
| June 2020 二零二零年六月 | Visit Environmental Protection Department & Food and Environmental Hygiene Department, Introduction to Environmental Legislative Requirements, and In-house Environmental Rules 參觀環境保護署及食物環境衛生署，介紹環保法規以及內部環保規則 |
| June 2020 二零二零年六月 | Dispute Resolution Procedure 解決糾紛程序 |
| June 2020 二零二零年六月 | Works near Underground Utilities 靠近地下公用設施之工程 |
| January 2021 二零二一年一月 | Lifting Safety 吊運安全 |
| February 2021 二零二一年二月 | Staff Development 員工發展 |

7 OUR PEOPLE

我們的員工

The average training hours completed per employee by gender, location and work grade as follows: 每名員工完成的平均培訓時數如下(按性別、地點及資歷劃分)：

| Average Training Hours (hours/employees at the end of respective Reporting Periods) 平均培訓時數(於各報告期末，小時／員工) | 2020/21 | 2019/20 | 2018/19 |
|---|---------|---------|---------|
| By Gender 按性別劃分 | | | |
| Male 男性 | 2.70 | 12.36 | 18.44 |
| Female 女性 | 3.27 | 11.98 | 13.68 |
| By Location 按地點劃分 | | | |
| Head Office 總部 | 1.17 | 3.41 | 5.57 |
| Construction Sites 建築地盤 | 3.15 | 13.48 | 18.75 |
| By Work Grade 按資歷劃分 | | | |
| Entry Level 初級 | 3.00 | 13.91 | 17.16 |
| Middle Level 中階 | 3.41 | 10.42 | 22.14 |
| Senior Level 資深 | 1.86 | 11.99 | 9.56 |

7 OUR PEOPLE

我們的員工

In addition, total percentage of employees trained by gender, location and by work grade are as follow: 此外，受訓員工的總百分比如下(按性別、地點及資歷劃分)：

| Percentage of Employees Trained 受訓員工之百分比 | 2020/21 | 2019/20 | 2018/19 |
|---|---------|---------|---------|
| By Gender 按性別劃分 | | | |
| Male 男性 | 77.73% | 80.68% | 92.00% |
| Female 女性 | 73.49% | 54.17% | 71.76% |
| By Location 按地點劃分 | | | |
| Head Office 總部 | 73.08% | 60.00% | 69.23% |
| Construction Sites 建築地盤 | 77.34% | 77.03% | 89.41% |
| By Work Grade 按資歷劃分 | | | |
| Entry Level 初級 | 49.57% | 50.59% | 47.35% |
| Middle Level 中階 | 34.58% | 30.81% | 41.91% |
| Senior Level 資深 | 15.85% | 18.60% | 10.74% |

8 ANTI-CORRUPTION 反貪污

The Group believes that honesty, integrity and fair play are the crucial ethical principles in doing business. We strictly abide by relevant anti-corruption and anti-bribery laws and regulations, such as the Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong). A major subsidiary of the Group has obtained ISO 37001:2016 *Anti-bribery Management Systems* certification.

The Group has implemented “Anti-Bribery Policy” and “Code of Conduct” to guide employees’ practices. Also, a “Whistleblowing Policy”, available at AEHL’s website, is in place for employees as well as independent third parties (e.g. customers, suppliers, sub-contractors, creditors and debtors) who deal with any employees or any members of the Group to report any suspected case of unethical or improper behavior to the Audit Committee of the Company anonymously. Reports and complaints received will be escalated to the Audit Committee and will be handled in a prompt and fair manner. The reporting employee making appropriate reports under the “Whistleblowing Policy” is assured of protection against unfair dismissal, victimisation or unwarranted disciplinary action, even if the reports are subsequently proved to be incorrect or unsubstantiated.

The Group also reviewed and updated its “Employee Handbook” during the Reporting Period to incorporate the latest operational codes, policies and procedures.

During the Reporting Period, there were no report on suspected case of improprieties, corruption, violation and none of our staff were prosecuted for violating the relevant laws.

本集團相信誠實、正直及公平競爭對行商而言實屬至關重要的道德原則。我們嚴格遵守有關反貪污及反賄賂之法例及法規，如《防止賄賂條例》(香港法例第201章)等。本集團一家主要附屬公司獲得了ISO 37001:2016反賄賂管理系統認證。

本集團已實施「反賄賂政策」及「員工紀律守則」，作為員工的行為指引。此外，安保網站上提供的「舉報政策」適用於與任何員工或集團任何成員有業務往來之員工以及獨立第三方(如客戶、供應商、分判商、債權人及債務人)匿名向公司審計委員會報告任何涉嫌不道德或不當行為的案件。舉報及投訴一經接獲，將上報至本公司審核委員會並予以迅速及公正地處理。僱員舉報者根據「舉報政策」作出適當舉報，將獲得保障免受任何不公平解僱、受害或未經授權之紀律處分，儘管有關舉報其後被證實為誤報或並無獲得證實。

在報告期間內，我們亦已審閱及更新本集團的「員工手冊」，以納入最新的營運守則、政策及程序。

於報告期間，概無接獲任何不當行為、貪污及違反有關法例的懷疑呈報個案，亦無員工因違反有關法例被起訴。



ISO 37001:2016 – Certificate No. AB009
ISO 37001:2016 – 認證編號 AB009

9 THE ENVIRONMENT

環境

STRATEGY AND MANAGEMENT POLICIES OVERVIEW

As a contractor in construction industry, we consume vast amounts of human and natural resources and our daily operations are probable cause of considerable amount of pollution. The Group has consistently demonstrated our commitment to the sustainable management of our environmental impacts throughout our operations. We adhere to stringent regulatory standards and internal guidelines to strengthen our efforts in resource conservation, emission reduction and green building developments in Hong Kong. We are working to reduce the negative impact of our operations on the environment by reducing greenhouse gas (“GHG”) emission, air pollution, noise pollution, energy and water consumption and waste during our daily operations.

We manage our environmental responsibilities in a systematic manner and contribute to the achievement of environmental sustainability. Being certified to adhere to ISO 14001:2015 *Environmental Management Systems*, our environmental management plan addresses full scope of our environmental impacts. The Environmental Management Committee, headed by our executive directors, ensures all policies and procedures are implemented and reviewed with due care. Periodic committee meetings are convened to gather the perspectives of environmental supervisors, foremen and site agents along every project stage. Systematic monitoring and performance evaluation are carried via monthly environmental reports submitted to the committee.

In order to improve energy efficiency to reduce unfavourable environmental impact of our operations, we have established a set of up-to-date Energy Management System (the “EnMS”) in accordance with ISO 50001:2018 *Energy Management Systems* standard. The EnMS is to ensure all significant energy used for the Group’s operations and activities are being strictly controlled.

As a construction company, the Group acts as a pioneer in green construction and energy-saving innovations to support energy saving and emission reduction.

策略及管理政策概覽

作為建造業的承建商，我們耗用大量人力及自然資源，而我們日常營運可能產生大量污染。本集團在整個營運過程一貫實踐對環境影響進行可持續管理的承諾。我們遵守嚴格的規管標準及內部指引，以加強我們於香港節約資源、減少排放及進行綠色建築發展的工作。我們正透過於日常營運中減少溫室氣體（「溫室氣體」）排放、空氣污染、噪音污染、能源及水資源使用及廢棄物，以達致減少經營對環境的負面影響。

我們有系統地管理我們的環境責任並為環境可持續性作出貢獻。我們的環境管理計劃全面檢視我們對環境的影響並獲得ISO14001:2015環境管理系統認證。環境管理委員會由執行董事領導，其確保所有政策及程序均被謹慎地實施及檢視。環境管理委員會於項目每個階段定期召開會議，以收集環境監督人員、地盤管工和地盤代表的想法。透過每月提交予委員會的環境報告，委員會作出有系統的監察及評估。

為提升能源效能，以減低我們的業務經營對環境構成的不利影響，我們按照ISO 50001:2018能源管理系統的標準建立了一套最新的能源管理系統（「EnMS」）。EnMS旨在確保所有在本集團營運及活動產生的重大能源使用均受到嚴格控制。

作為一間建築公司，本集團致力成為綠色建築及節能創新的先鋒，並支持節能減排。

9 THE ENVIRONMENT 環境

During the Reporting Period, we have not encountered any environmental non-compliance that would have a significant impact on the environment.

於報告期間內，我們並無遇到任何對環境有重大影響的環境不合規事件。



ISO 14001:2015 – Certificate No. E004
ISO 14001:2015 – 認證編號 E004



ISO 50001:2018 – Certificate No. EN001
ISO 50001:2018 – 認證編號 EN001

GHG EMISSION

We are committed to taking sustainable, long-term actions to manage the carbon footprint of our own operations. Our disclosure in this ESG Report focuses on GHG emissions of CO₂e (CO₂, CH₄, and N₂O) including both direct “Scope 1” emissions (i.e. direct emissions from operations that are owned or controlled by the Group) and indirect “Scope 2” emissions (i.e. emissions resulting from the generation of purchased or acquired electricity, heating, cooling and steam consumed within the Group).

溫室氣體排放

我們致力採取可持續發展的長期行動來管理自身業務的碳足跡。我們於本環境、社會及管治報告所披露重點關注二氧化碳當量(二氧化碳、甲烷及一氧化二氮)的溫室氣體排放，當中包括直接「範圍一」的排放(即由本集團擁有或控制的業務的直接排放)及間接「範圍二」的排放(即由本集團內購買或獲得的電力、供暖、製冷及蒸汽產生的排放)。

9 THE ENVIRONMENT

環境

The GHG emissions of the Group for the Reporting Period is set out as below: 本集團於報告期間內的溫室氣體排放情況如下：

| GHG emissions 溫室氣體排放 | Unit 單位 | 2020/21 | 2019/20 | 2018/19 |
|--|--|----------|----------|----------|
| Nitrogen Oxides (NO _x) 氮氧化物 | Tonnes 噸 | 0.0516 | 0.1723 | 0.49 |
| Sulphur Oxides (SO _x) 硫氧化物 | Tonnes 噸 | 0.0162 | 0.0024 | 0.00094 |
| Carbon Dioxide (CO ₂) 二氧化碳 | | | | |
| Direct (Scope I) 直接(範圍一) | Tonnes 噸 | 3,029.57 | 1,868.15 | 1,697.32 |
| Indirect (Scope II) 間接(範圍二) | Tonnes 噸 | 1,465.62 | 1,215.05 | 1,848.53 |
| Total 總計 | Tonnes 噸 | 4,495.19 | 3,083.20 | 3,545.85 |
| Revenue 收益 | HK\$'M 百萬港元 | 3,705.24 | 1,547.84 | 2,385.42 |
| Intensity 強度 | Tonnes per million revenue 噸(每百萬元收益) | 1.21 | 1.99 | 1.49 |

Scope I: Direct emissions from sources that are owned or controlled by the Group.
Scope II: Indirect emissions from the purchased electricity consumed by the Group.

範圍一：由本集團擁有或者控制的來源直接排放。
範圍二：由本集團購買電力產生的間接排放。

9 THE ENVIRONMENT

環境

WASTE MANAGEMENT

Stringent waste management is necessary in a resource-intensive business. The Group is using “Seven R’s” of waste management: Refuse, Reduce, Reuse, Replace, Recycle, Reward and Review strategy to manage waste in all construction projects. Details of the wastes generated by the Group during the Reporting Period are as follows:

廢棄物管理

嚴格的廢棄物管理對資源密集型業務乃屬必需。本集團在所有建築項目中採用「7Rs」(拒絕/減少/重用/替代/回收/獎勵/檢討)廢棄物管理策略。本集團於報告期間內產生的廢棄物之詳情如下：

| Wastes 廢棄物 | Unit 單位 | 2020/21 | 2019/20 | 2018/19 |
|--|--|------------|------------|-----------|
| Hazardous Waste 有害廢棄物 | Tonnes 噸 | 0.18 | 0.08 | 6.84 |
| Non-Hazardous Waste 無害廢棄物 | Tonnes 噸 | 20,722.55 | 5,870.26 | 15,731.43 |
| Inert Construction Waste (Public Fill) 惰性建築廢棄物(公眾填料) | Tonnes 噸 | 234,609.87 | 178,217.80 | 71,656.90 |
| Revenue 收益 | HK\$'M 百萬港元 | 3,705.24 | 1,547.84 | 2,385.42 |
| Hazardous Waste Intensity 有害廢棄物強度 | Tonnes per million revenue 噸(每百萬元收益) | 0.00005 | 0.00005 | 0.00287 |
| Non-hazardous Waste Intensity 非有害廢棄物強度 | Tonnes per million revenue 噸(每百萬元收益) | 5.59 | 3.79 | 6.59 |
| Inert Construction Waste (Public Fill) Intensity 惰性建築廢棄物(公眾填料)強度 | Tonnes per million revenue 噸(每百萬元收益) | 63.32 | 115.14 | 30.04 |

9 THE ENVIRONMENT

環境

Waste Recycling

Continuing the success of the recycling programmes launched in 2019/20, the Group has formalised recycle policies and procedures and has established a 30% recycle rates as target for each construction site. The recycling performances of different construction sites were monitored, reviewed and discussed in the regular management meetings.

Making Waste Separation More Convenient

To facilitate construction sites to separate waste at source to improve the quantity of recyclables collected and reducing the amount of waste disposed, we have provided waste separation facilities such as waste sorting station in typical floors and centralized recycling point.

廢棄物回收

本集團已制訂回收政策及程序，並訂出30%回收率為每一個建築地盤的目標，以秉承2019/20年度回收計劃的成功。我們會監察、審視及於定期管理層會議討論不同建築地盤的回收表現。

使廢棄物分類更方便

為促進建築地盤從源頭將廢物分類以提高可回收物的數量及減少廢棄物棄置量，我們提供廢棄物分類設施，例如於指定樓層及中央回收點設立廢物分類站。



Waste Sorting Station
廢物分類站

9 THE ENVIRONMENT

環境

Different colors of nylon bags were also used for collecting different materials for recycling. This improved the quality of used-materials collected and increased the efficiency in handling the materials for further recycling process.

我們亦使用不同顏色的尼龍袋以收集不同物料作循環再造。此措施能改善收回之已使用物料的質素及提高處理物料以進行下一步循環再造過程的效率。

| Nylon Bags Waste Sorting 尼龍袋廢物分類 | |
|---|---|
| Colour Type 顏色分類 | Material Type 物料分類 |
|  <p>Yellow 黃色</p> | Electrical appliances 電器 |
|  <p>Red 紅色</p> | Mold 鐵模 |
|  <p>Blue 藍色</p> | Aluminum window, drywalls, hoses, aluminum mold mirrors, aluminum windows, fire protection, glue 鋁窗，乾牆，水喉，鋁模鏡，鋁窗，消防，唧膠 |
|  <p>Brown 啡色</p> | Miscellaneous, e.g. stone and concrete 雜項，如泥頭石矢 |

9 THE ENVIRONMENT

環境

USE OF RESOURCES

The Group has formed a complete set of resource management strategies and policy. An Energy Manual, among others, including our Energy Procedures, Energy Operational Control Procedures and relevant guidance notes, has been developed and implemented to provide detailed instructions to ensure that all significant energy uses are controlled.

Energy

Electricity, petrol and diesel are the key energy consumed for our daily office operation and construction activities. The Group puts a high value on energy consumption and has appointed a management representative with appropriate skills and competence to ensure the EnMS is implemented, maintained and continually improved, to report the energy performance of different construction sites and to promote awareness of our energy policy and objectives across all levels of our organisation.

To control the electricity consumption as well as achieve energy objectives, the Group has adopted a wide range of practices to support energy saving and has continuously reviewed their effectiveness. During the Reporting Period, we have implemented the following initiatives:

- Establish an inspection system for public areas and practice energy conservation
- Energy audit for all offices
- Installation of motion sensor light switches
- Set computers, photocopiers and printers in energy saving mode
- Eliminate unnecessary energy consumption by switching off idle lighting and air-conditioning after normal operating hours
- Perform regular cleaning and maintenance to slow down the deterioration of office equipment and air-conditioning
- 在公共場所設立檢查制度及實行能源節約
- 為所有辦公室進行能源審計
- 安裝具備動態感應器的電燈開關
- 將電腦、影印機及印表機設置為節能模式
- 於一般營運時間後關掉閒置的燈光及空調裝置，不耗用非必要的能源
- 進行定期清潔及保養，延緩辦公設備及空調裝置老化

資源使用

本集團已制定一套完整的資源管理策略及政策。我們已訂定及實行能源手冊(其中包括：能源程序、能源運作控制程序及相關指引)，以提供詳細指示，確保所有重大能源使用皆受監管。

能源

電力、汽油及柴油為我們日常辦公營運及建築活動的主要能源消耗。本集團十分重視能源消耗，並已任命一位擁有合適技能及才幹的管理代表，負責確保EnMS得以執行、維護及持續改進，對不同建築地盤的能源績效表現進行彙報及提高組織內所有階層對於能源政策及目標的意識。

為了控制電力消耗及實現能源目標，本集團已採納一系列常規以支持節能，並已持續審閱其效率。於報告期間內，我們已執行下列措施：

9 THE ENVIRONMENT

環境

During the Reporting Period, energy consumed by the Group is summarized as follows: 於報告期間內，本集團所耗用的能源概述如下：

| | Unit 單位 | 2020/21 | 2019/20 | 2018/19 |
|--|---|-----------|-----------|-----------|
| Purchased Electricity 外購電力 | kWh 千瓦時 | 2,195,219 | 1,837,591 | 2,791,729 |
| Petrol 汽油 | Litre 公升 | 24,176 | 32,610 | 64,043 |
| Diesel 柴油 | Litre 公升 | 1,124,217 | 679,127 | 564,546 |
| LPG 液化石油氣 | Litre 公升 | – | – | 26,731 |
| Total Energy Consumption 能源消耗總量 | GJ 千兆焦耳 | 50,105 | 32,697 | 33,810 |
| Revenue 收益 | HK\$'M 百萬港元 | 3,705.24 | 1,547.84 | 2,385.42 |
| Energy Consumption Intensity 能源消耗強度 | GJ per million revenue 千兆焦耳 (每百萬元收益) | 13.52 | 21.12 | 14.17 |

9 THE ENVIRONMENT

環境

Water

In addition to manage energy consumption, the Group is also committed to conserving water in our operations to contribute to global water conservation.

Our water conservation measures include:

- Post water saving tips in rest room and pantry to remind our staff and workers of proper water-consumption behaviours
- Provide water use guidelines in construction sites
- Collect rainwater at construction sites for cleaning and dust-prevention

During the Reporting Period, water consumed by the Group is summarized as follows:

水資源

除管理能源消耗外，本集團亦致力於節約營運所用水資源，為全球的水資源保育作出貢獻。

保育水資源的措施包括：

- 在洗手間及茶水間張貼節水提示，提醒員工及工作人員注意正確用水
- 在建築地盤提供用水指引
- 在建築地盤收集雨水，作清潔及防塵用途

於報告期間內，本集團所耗用的水資源概述如下：

| | Unit 單位 | 2020/21 | 2019/20 | 2018/19 |
|-------------------------------------|--|----------|----------|----------|
| Water Consumption 耗水量 | M ³ 立方米 | 118,773 | 48,465 | 107,559 |
| Revenue 收益 | HK\$'M 百萬港元 | 3,705.24 | 1,547.84 | 2,385.42 |
| Water Consumption Intensity 耗水強度 | M ³ per million revenue 立方米 (每百萬元收益) | 32.05 | 31.31 | 45.09 |

9 THE ENVIRONMENT 環境

ENVIRONMENT AND NATURAL RESOURCES

The Group acknowledges the obligation to protect environment and conserve resources. Policies and procedural manuals such as environmental management policy and waste management guide have been put in place. The Group complies with all applicable environmental laws and regulations and make great efforts to reduce consumption of resources and energy. We adhere to the concept of green operation, resource conservation, low carbon and environmental protection to manage the Group's daily operations and project sites, and meanwhile transmits these innovative environmental protection concepts to our customers, suppliers and sub-contractors, together to achieve natural resource protection.

The effort of the Group was recognised by Architectural Services Department and was awarded “Green Contractor – Gold Award” during the Reporting Period.

環境與自然資源

本集團深明保護環境及節約資源的責任。我們實施了一系列政策及程序手冊，包括環境管理政策及廢物管理指引。本集團遵循各項適用之環境法律及規例，致力減少資源及能源消耗。我們貫徹綠色營運、節約資源、低碳排放及環境保護的概念以指導本集團之日常營運及管理工地。我們同時將該等創新環保概念傳達予客戶、供應商及分判商，以共同保護自然資源。

於報告期間，本集團的努力獲得建築署的認可，並榮獲「環保承建商 – 金獎」。



Hong Kong Green Organisation Certification – Wastewi\$e
Certificate – Basic Level
香港綠色機構認證 – 減廢證書 – 基礎級別



Green Contractor – Gold Award
環保承建商 – 金獎

9 THE ENVIRONMENT

環境

CLIMATE CHANGE

Climate change is having a significant impact on businesses, society, and individuals. Therefore, decarbonisation is becoming an essential part of our business operations and we are committed to carbon reduction, minimise our environmental impacts and protect natural resources. During the Reporting Period, we have implemented the following actions to combat climate change:

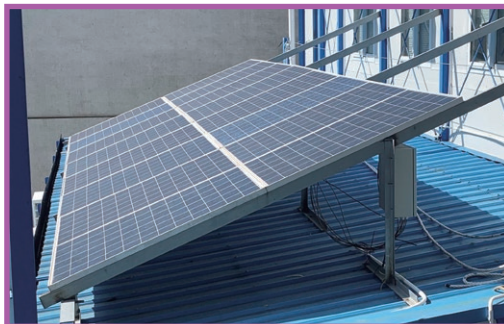
- disseminate eco-friendly practices to the entire supply chain through reinforcing our green procurement requirements
- solar energy is widely adopted for site lighting system, power supply of Modular Integrated Construction (MIC) site office and Internet of Things (IoT) sensors, etc.
- stormwater is reused for flushing water and generating electricity for site office
- Building Information Modelling (BIM) is used to facilitate the site planning of excavation works for footings construction and underground drainage works so that over-excavation and abortive works are avoided; and provision and maneuvering of construction sites can be minimised to reduce energy consumption
- 透過重申環保採購要求，於整條供應鏈推行愛護環境實踐
- 於工地照明系統，組裝合成工地(MIC)辦事處供應電力及物聯網(IoT)感應器等廣泛使用太陽能
- 回收雨水作沖廁用水，並為工地辦事處供電之用
- 利用建築資訊模型(BIM)協助規劃工地地基及地下排水工程的挖掘工作，避免超挖及工程作廢；同時亦可將建築地盤的裝置及運作時間減至最少，節省能源

During the Reporting Period, we were not aware of any non-compliance relating to environmental aspects.

氣候變化

氣候變化在業務、社會及個人方面有着重大影響。因此，減碳在我們的商業營運中愈趨必要；我們致力減少碳排放，降低對環境的影響及保護自然資源。於報告期間內，我們採取了下列行動來對抗氣候變化：

於報告期間內，我們未有發現任何與環境有關的不合規情況。



Solar panels
太陽能板

10 THE VALUE CHAIN 價值鏈

MANAGEMENT OF SUPPLY CHAIN

We are committed to maintaining the highest quality standard of all our projects, through stringent quality control, management of sub-contractors and suppliers and adopting new technologies. The performance of suppliers and sub-contractors directly affect the quality of our construction projects. Therefore, we work closely with them for smooth operation of business and to fulfil all requirements specified in contracts. Half-yearly appraisal is conducted on the performance of our suppliers and sub-contractors to ensure that the suppliers and sub-contractors in our approved lists meet our standard in quality, environmental and safety.

We also provided training and guidelines to our sub-contractors, covering not limited to our environmental management policy, but also the health and safety requirements. We expect our suppliers and sub-contractors fully committed to our ESG practices and policies.

INNOVATION

Our Group keeps actively investing in innovation and technology so as to improve work efficiency, enhance work quality, protect environment and develop competitive advantage over our competitors.

IoT Smart Environmental Monitoring System

“IoT Smart Environmental Monitoring System”, which includes noise and dust IoT sensors, is installed in a construction site to ensure “nuisance-free construction”. Noise level and concentration of particulates in air are being monitored at cloud-based platform during the construction period in Care and Control Center. Alert would be issued if any detected figures exceed the preset standards. The system improve the effectiveness and efficiency in managing the impact of our operations to the environment.

供應鏈管理

透過嚴格的品質控制、分判商與供應商管理及嶄新技術，我們致力維持所有項目的最高品質。供應商及分判商的表現直接影響建造項目的品質，因此我們與彼等緊密合作，以確保業務運作暢順，並能履行合約內之所有要求。我們會每半年評估供應商及分判商的表現，以確保在我們認可名單內之供應商及分判商均符合品質、環境及安全標準。

我們亦向分判商提供培訓及指引，其涵蓋環境管理政策乃至健康及安全要求等。我們預期供應商及分判商完全遵守我們的環境、社會及管治實務及政策。

創新

本集團積極投資於創新科技，以提高工作效率、提升工作品質、保護環境及建立超越同業的競爭優勢。

物聯網智慧環境監測系統

我們於建築地盤設立了「物聯網智慧環境監測系統」(包括噪音及塵埃物聯網感應器)，以確保建造工程為「零滋擾工程」。施工期間，我們在監測中心透過雲端平台監測噪音水平及空氣懸浮粒子濃度。所錄數據如有任何超標，系統將發出警告提示。此系統有效提升管理效率，控制我們營運上造成的環境影響。



11 PRODUCT QUALITY AND RESPONSIBILITY 產品品質與責任

We persistently maintain high quality standards in our construction projects, aiming to fulfil all requirements specified in the contract and to exceed the expectations of our customers, employees, sub-contractors, suppliers and the society. We adopt strict quality control practices to reduce variability and minimise defects and manage quality through the implementation of our quality management system which is based upon the international standard of ISO 9001:2015 *Quality Management System Standard*. In addition, we comply with the requirements of ACI-26000 *Social Responsibility and Sustainable Development* on social responsibility applicable to construction. This quality management system is spearheaded and supported by the Directors and all department managers, and is reviewed annually to ensure its effectiveness and improvement.

Complementing the quality management system, we have formulated a quality policy and a hierarchy of documents to provide guidelines on how quality management should be performed to fulfil requirements of the relevant international standards. We also maintain an organised documentation system to keep all records of site works, including inspection records and photographic evidence of specification compliance.

一直以來，我們的建造項目都維持高品質水平，旨在履行合約內之所有要求的同時，超越客戶、員工、分判商、供應商及社會各方的期望。透過推行以ISO 9001:2015品質管理系統標準，我們採取嚴格的品質控制措施，減少品質差異，消除缺陷，確保品質水平。另外，我們亦遵守適用於建造業社會責任之ACI-26000社會責任及可持續發展要求。此品質管理系統由董事及所有部門經理帶頭及支持，並會每年審閱，以確保其效用且有所改善。

為配合品質管理系統，我們制訂了一套品質政策及檔案分類結構，就如何進行品質管理以符合有關國際標準的要求提供指引。我們亦設有清晰的檔案系統以保存所有地盤工作記錄，包括有關規格合規檢查的記錄及照片證據。

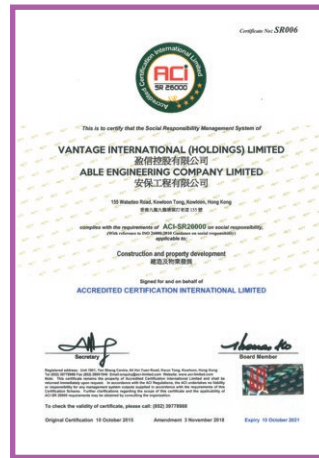
11 PRODUCT QUALITY AND RESPONSIBILITY 產品品質與責任

The Group upholds its product responsibility. Our operations do not involve any product advertising and labelling. During the Reporting Period, the Group was not aware of any non-compliance with laws and regulations that have a significant impact on the Group concerning health and safety, advertising and labelling relating to products and services provided and methods of redress.

本集團致力履行其產品責任。我們的營運沒有涉及任何產品廣告及標籤。於報告期間內，本集團並無發現任何與健康及安全、所提供的產品及服務之廣告及標籤及補救方法有關，而對本集團造成重大影響之法例及規例的違規情況。



ISO 9001:2015 – Certificate No. Q030
ISO 9001:2015 – 證書編號Q030



ACI-SR26000 – Certificate No. SR006
ACI-SR26000 – 證書編號SR006

BUSINESS ETHICS

We are committed to upholding the highest ethical standards when conducting business. We aim to protect fair competition by prohibiting any anti-competitive behaviours. For ensuring adherence to the Competition Ordinance (Cap. 619 of the Laws of Hong Kong), our employees are required to avoid disclosing or exchanging competitively sensitive information with competitors; participating in price fixing, collective boycotts or market sharing arrangements; or imposing restrictions on customers, suppliers or sub-contractors.

During the Reporting Period, there were no reported cases of non-compliance relating to anti-competitive behaviours.

商業道德

我們在營運業務時致力維持最高道德標準。我們旨在透過禁止任何反競爭行為來保障公平競爭。為確保遵守《競爭條例》(香港法例第619章)，我們的員工必須避免向競爭對手披露或與其交換涉及競爭的敏感資料；參與價格操縱、集體抵制或者瓜分市場的安排；或對客戶、供應商或分判商施加限制。

於報告期間內，並無有關反競爭行為之呈報違規個案。

11 PRODUCT QUALITY AND RESPONSIBILITY 產品品質與責任

CONFIDENTIALITY

We believe that maintaining confidentiality is essential for a company to build trust with its business partners. We are committed to safeguarding the confidentiality of information we process during the course of our business and strictly adhere to Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong). As stipulated in the Group's "Code of Conduct" and "Employee Handbook", our employees are required to adequately safeguard data to prevent leakage, abuse or misuse of confidential information, including but not limited to clients' information, tender information, sources of supply, etc.. Employees are governed by our "Code of Conduct" and "Code for Securities Dealings by Employees" that they shall not divulge any confidential or insider information of the Group for their personal interest. For any system that handles confidential information, it is protected with password-based access control.

In addition, "Corporate Information Disclosure Policies" has been set up to guide our employees for handling inside information and preserve its confidentiality until proper dissemination via the electronic publication system operated by HKEX.

During the Reporting Period, the Group was not aware of any violation of relevant laws and regulations that had a significant impact on the Group relating to privacy matters.

保密

我們深信，保密對公司與業務夥伴建立信任至關重要。我們致力保障在業務過程中所處理之資料的保密，並嚴格遵守《個人資料(私隱)條例》(香港法例第486章)。根據本集團「員工紀律守則」及「員工手冊」，員工必須充分保護機密資料(包括但不限於客戶資料、投標資料、供應來源等)，以防止其外洩、濫用或誤用。「員工紀律守則」及「僱員進行證券交易的守則」亦規定，員工不可為個人利益洩露本集團任何機密資料或內幕消息。對於任何處理機密資料的系統，我們使用密碼對信息存取進行管制。

此外，我們已經推行「公司信息披露政策」，指導員工處理內幕消息並加以保密，直至信息透過由聯交所營運的電子刊發系統予以適當公佈為止。

於報告期間內，本集團未有發現任何與私隱事宜有關對本集團造成重大影響之違反相關法例及規例的情況。

12 COMMUNITY INVESTMENT 社區投資

Being a responsible construction company, we understand that our responsibilities to society is to bring long-term benefits to the present and even the next generation through responsible construction operations, social activities and community investment.

Our Group is a firm believer of close collaboration between academia and industry to push forwards academic researches with societal impact. During the Reporting Period, we sponsored the Hong Kong Polytechnic University (“PolyU”) to establish a new Endowed Professorship, named Michael Anson Endowed Professorship in Civil Engineering (“**Endowed Professorship**”). Through this Endowed Professorship, we aim to push forward academic researches, and to help the appointed professor, Ir Professor C. S. Poon, strive for excellence in the respective disciplines and contribute to the industry’s development.

During the Reporting Period, we have also conducted a guest lecture in PolyU on “Professionalism of Surveyors and Engineers in Hong Kong” to share with the students about the construction industry and career path.

In addition to the cooperation with PolyU, our Group also donated to “SOWERS ACTION” to support their practical actions in promoting education and welfare for orphans and underprivileged children in rural regions.

作為一家負責任的建築公司，我們深明我們的社會責任，是透過負責任的建造項目、社會活動及社區投資，為當前甚至下一代帶來長遠福祉。

本集團堅信，學術界與業界之緊密合作能推進學術研究，影響社會。於報告期間內，我們贊助了香港理工大學（「理大」）設立新的冠名教授席——安禮信土木工程教授席（「**冠名教授席**」）。我們旨在透過此冠名教授席推進學術研究，並協助獲委任的工程師潘智生教授，在其相關領域內力臻至善及為行業發展作出貢獻。

於報告期間，我們也在理大舉行了一場客席講座，內容有關「香港測量師及工程師之專業精神」，向學生介紹建造業界及其職業路徑。

除與理大合作外，本集團亦向「苗圃行動」捐贈以支持其實務，為鄉郊地區的孤兒及貧困兒童推廣教育及提供福利。

13 AWARDS AND CERTIFICATIONS 獎項及證書

During the Reporting Period, certain members and project teams of the Group had been recognised for their efforts in various ESG areas. We are proud to share the following major awards/certifications granted:

於報告期間內，本集團若干成員及項目團隊在多個環境、社會及管治範疇中獲得表揚。我們自豪地分享下列所獲的重要獎項／證書：

| Name of Project/ Company 項目／公司名稱 | Name of Organisation/Event 機構／活動名稱 | Name of Award 獎項名稱 |
|---|--|--|
| Design and Construction of Redevelopment of Queen Mary Hospital, Phase 1 – Main Works at Pok Fu Lam Road 設計及建造薄扶林道瑪麗醫院重建工程第一期－主要工程 | Labour Department/Construction Industry Safety Award Scheme 2019/2020 勞工處／建造業安全獎勵計劃2019/2020 | Certificate of Good Performance in the Building Sites (Public Sector) category 樓宇建造地盤（公營合約）良好表現證書 |
| | | Safety Team – Gold Prize 安全隊伍－金獎 |
| | Architectural Services Department/ Green Contractor Award 2019 建築署／環保承建商獎勵計劃2019 | Green Contractor – Gold Award 環保承建商－金獎 |
| | Development Bureau and Construction Industry Council/26th Considerate Contractors Site Award Scheme 發展局及建造業議會／第二十六屆公德地盤嘉許計劃 | Considerate Contractors Site Award – Silver Award 公德地盤獎－銀獎 |
| | | Outstanding Environmental Management & Performance Awards – Bronze Award 傑出環境管理獎－銅獎 |
| | Development Bureau, Construction Industry Council and Hong Kong Construction Association/Innovative Safety Initiative Award 2020 發展局、建造業議會及香港建造商會／創意工程安全獎2020 | Health and Welfare – Gold Award 健康與福利－金獎 |
| | | Safety Management System, Training and Promotion – Silver Award 安全管理制度，培訓與宣傳－銀獎 |
| | | Safety Operational Devices – Merit Award 安全運作設施－優異獎 |

13 AWARDS AND CERTIFICATIONS 獎項及證書

| Name of Project/ Company 項目／公司名稱 | Name of Organisation/Event 機構／活動名稱 | Name of Award 獎項名稱 |
|---|--|--|
| Construction of Public Housing Development at Tuen Mun Area 54 Site 1 & 1A 屯門第54區第1及1A號公共房屋發展項目建築工程 | Occupational Safety and Health Council/The 21st Construction Safety Award 職業安全健康局／第二十一屆建造業安全大獎 | Best Program for Work Safety in Hot Weather and Employees' Health Protection – Gold Award 最佳酷熱天氣下工作安全及保障員工健康計劃 – 金獎 |
| | Occupational Safety and Health Council/The 19th Hong Kong Occupational Safety & Health Award 職業安全健康局／第十九屆香港職業安全健康大獎 | Safety Culture Award – Gold Award 安全文化大獎 – 金獎 |
| | | Best Performance Award – Gold Award 最佳表現獎 – 金獎 |
| Construction of Subsidised Sale Flats Development at Texaco Road 德士古道資助出售房屋發展項目建築工程 | Environmental Campaign Committee/Hong Kong Green Organisation Certification 環境運動委員會／香港綠色機構認證 | Wastewi\$e Certificate – Basic Level 減廢證書 – 基礎級別 |
| Construction of Subsidised Sale Flats Development at Wo Sheung Tun Street, Fo Tan (WST) and Footbridge Improvement Works at Siu Hong Road, Tuen Mun (SHR) 火炭禾上墩街資助出售房屋發展項目建築工程及屯門兆康路行人天橋改善工程 | Environmental Campaign Committee/Hong Kong Green Organisation Certification 環境運動委員會／香港綠色機構認證 | Wastewi\$e Certificate – Basic Level 減廢證書 – 基礎級別 |
| Able Engineering Company Limited 安保工程有限公司 | Hong Kong Construction Association/Construction Safety Award 2019 香港建造商會／2019年建造安全大獎 | Proactive Safety Contractors Award 2019 積極安全承建商獎2019 |

14 APPLICABLE HKEX ESG REPORTING GUIDE CONTENT INDEX

適用聯交所環境、社會及管治報告指引內容索引

| Subject area, aspects, general disclosures and Key Performance Indicators (KPIs) regarding “Comply or Explain” Provisions 有關「不遵守就解釋」條文的主要範疇、層面、一般披露及關鍵績效指標(KPIs) | Section 章節 | Page 頁次 | |
|---|---|--|----|
| A. Environmental 環境 | | | |
| A1 | Emissions 排放物 | | |
| General disclosure 一般披露 | Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and GHG 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、向水及土地的排污以及有害及無害廢棄物的產生的資料： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例。 | THE ENVIRONMENT 環境 | 26 |
| KPI A1.1 | The types of emissions and respective emissions data. 排放物種類及相關排放數據。 | THE ENVIRONMENT: GHG Emission 環境：溫室氣體排放 | 27 |
| KPI A1.2 | GHG emissions in total and intensity. 溫室氣體總排放量及強度。 | THE ENVIRONMENT: GHG Emission 環境：溫室氣體排放 | 28 |
| KPI A1.3 | Total hazardous waste produced and intensity. 所產生有害廢棄物總量及強度。 | THE ENVIRONMENT: Waste Management 環境：廢棄物管理 | 29 |
| KPI A1.4 | Total non-hazardous waste produced and intensity. 所產生無害廢棄物總量及強度。 | THE ENVIRONMENT: Waste Management 環境：廢棄物管理 | 29 |
| KPI 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。 | THE ENVIRONMENT: Waste Management 環境：廢棄物管理 | 29 |
| KPI A1.6 | Description of how hazardous and non-hazardous waste 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。 | THE ENVIRONMENT: Waste Management 環境：廢棄物管理 | 30 |

14 APPLICABLE HKEX ESG REPORTING GUIDE CONTENT INDEX

適用聯交所環境、社會及管治報告指引內容索引

| Subject area, aspects, general disclosures and Key Performance Indicators (KPIs) regarding “Comply or Explain” Provisions 有關「不遵守就解釋」條文的主要範疇、層面、一般披露及關鍵績效指標(KPIs) | Section 章節 | Page 頁次 | |
|---|--|---|----|
| A. Environmental 環境 | | | |
| A2 | Use of Resources 資源使用 | | |
| General disclosure 一般披露 | Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源（包括能源、水及其他原材料）的政策。 | THE ENVIRONMENT: Use of Resources 環境：資源使用 | 32 |
| KPI A2.1 | Direct and/or indirect energy consumption by type in total and intensity. 按類型劃分的直接及／或間接能源總耗量及強度。 | THE ENVIRONMENT: Use of Resources: Energy 環境：資源使用：能源 | 33 |
| KPI A2.2 | Water consumption in total and intensity. 總耗水量及強度。 | THE ENVIRONMENT: Use of Resources: Water 環境：資源使用：水資源 | 34 |
| KPI A2.3 | Description of energy use efficiency initiatives and results achieved. 描述能源使用效益措施及所得成果。 | THE ENVIRONMENT: Use of Resources: Energy 環境：資源使用：能源 | 32 |
| KPI 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是否有任何問題，以及用水效益措施及所得成果。 | THE ENVIRONMENT: Use of Resources: Water 環境：資源使用：水資源 The Group has no issues in sourcing water. 本集團概無有關求取水源的問題。 | 34 |
| KPI A2.5 | Total packaging material used for finished products and with reference to per unit produced. 製成品所用包裝物料的總量及每生產單位估量。 | This KPI is not applicable as no packing materials was used for finished products. 由於製成品無需使用包裝物料，故此KPI並不適用。 | — |

14 APPLICABLE HKEX ESG REPORTING GUIDE CONTENT INDEX 適用聯交所環境、社會及管治報告指引內容索引

| Subject area, aspects, general disclosures and Key Performance Indicators (KPIs) regarding “Comply or Explain” Provisions 有關「不遵守就解釋」條文的主要範疇、層面、一般披露及關鍵績效指標(KPIs) | Section 章節 | Page 頁次 |
|---|---|---|
| A. Environmental 環境 | | |
| A3 | The Environment and Natural Resources 環境及天然資源 | |
| General disclosure 一般披露 | Policies on minimising the issuer's significant impacts 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。 | THE ENVIRONMENT: Environment and Natural Resources 環境：環境和自然資源 |
| KPI 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。 | THE ENVIRONMENT: Environment and Natural Resources 環境：環境和自然資源 |
| B. Social 社會 | | |
| B1 | Employment and Labour Practices 僱傭及勞工實務 | |
| General disclosure 一般披露 | Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的資料： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例。 | OUR PEOPLE: Employment Policy and Labour Practice 我們的員工：僱傭政策及勞工實務 |

14 APPLICABLE HKEX ESG REPORTING GUIDE CONTENT INDEX

適用聯交所環境、社會及管治報告指引內容索引

| Subject area, aspects, general disclosures and Key Performance Indicators (KPIs) regarding “Comply or Explain” Provisions 有關「不遵守就解釋」條文的主要範疇、層面、一般披露及關鍵績效指標(KPIs) | Section 章節 | Page 頁次 | |
|---|---|---|----|
| B. Social 社會 | | | |
| B2 Health and Safety 健康與安全 | | | |
| General disclosure 一般披露 | Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障員工避免職業性危害的資料： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例。 | OUR PEOPLE: Health and Safety 我們的員工：健康與安全 | 10 |
| B3 Development and Training 發展與培訓 | | | |
| General disclosure 一般披露 | Policies on improving employees' knowledge and skills for discharging duties at work. 有關提升員工履行工作職責的知識及技能的政策。 Description of training activities. 描述培訓活動。 | OUR PEOPLE: Employee Development and Training 我們的員工：員工發展及培訓 | 21 |
| B4 Labour Standards 勞工準則 | | | |
| General disclosure 一般披露 | Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. 有關防止童工及強迫勞工的資料： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例。 | OUR PEOPLE: Employment Policy and Labour Practice 我們的員工：僱傭政策及勞工實務 | 17 |

14 APPLICABLE HKEX ESG REPORTING GUIDE CONTENT INDEX 適用聯交所環境、社會及管治報告指引內容索引

| Subject area, aspects, general disclosures and Key Performance Indicators (KPIs) regarding “Comply or Explain” Provisions 有關「不遵守就解釋」條文的主要範疇、層面、一般披露及關鍵績效指標(KPIs) | Section 章節 | Page 頁次 | |
|---|---|---|----|
| B. Social 社會 | | | |
| B5 Supply Chain Management 供應鏈管理 | | | |
| General disclosure 一般披露 | Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。 | THE VALUE CHAIN: Management of Supply Chain 價值鏈：供應鏈管理 | 37 |
| B6 Product Responsibility 產品責任 | | | |
| General disclosure 一般披露 | Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品及服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的資料： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例。 | PRODUCT QUALITY AND RESPONSIBILITY 產品品質與責任 | 38 |
| B7 Anti-Corruption 反貪污 | | | |
| General disclosure 一般披露 | Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering. 有關賄賂、勒索、欺詐及洗黑錢的資料： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例。 | ANTI-CORRUPTION 反貪污 | 25 |

14 APPLICABLE HKEX ESG REPORTING GUIDE CONTENT INDEX 適用聯交所環境、社會及管治報告指引內容索引

| Subject area, aspects, general disclosures and Key Performance Indicators (KPIs) regarding “Comply or Explain” Provisions 有關「不遵守就解釋」條文的主要範疇、層面、一般披露及關鍵績效指標(KPIs) | Section 章節 | Page 頁次 |
|---|--|------------------------------------|
| B. Social 社會 | | |
| B8 | Community Investment 社區投資 | |
| General disclosure 一般披露 | Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities’ interests. 有關透過社區參與了解發行人營運所在社區的需要及確保其活動顧及社區利益的政策。 | COMMUNITY INVESTMENT 社區投資 41 |



ABLE ENGINEERING HOLDINGS LIMITED
安 保 工 程 控 股 有 限 公 司