



Incorporated in Bermuda with limited liability  
於百慕達註冊成立之有限公司  
Stock Code 股份代號: 1243

# 2022

## ESG REPORT

### 環境、社會及 管治報告



# CONTENTS 目錄

1.	About the Group 關於本集團	2	8.3.	Water Resources 水資源	26
1.1.	Corporate Value 企業價值	2	8.4.	Waste 廢棄物	26
2.	Scope of this Report 報告範圍	4	8.5.	Environmental and Natural Resources 環境及天然資源	28
2.1.	Reporting Standards and Principles 報告準則及原則	6	8.6.	Climate Change 氣候變化	28
2.2.	Confirmation and Approval 確認及批准	7	8.7.	Designing Sustainable Places 設計可持續發展的範疇	29
2.3.	Feedback 意見反饋	8	9.	Thriving People 促進民生繁榮發展	30
3.	Sustainability Highlights 可持續發展摘要	9	9.1.	Employment System 僱傭制度	30
4.	Message from the CEO 行政總裁寄語	11	9.2.	Caring Our People 關愛我們的員工	32
5.	Our Sustainability Approach 可持續發展方針	13	9.3.	Health and Safety 健康與安全	32
5.1.	Materiality Assessment 重要性評估	13	9.4.	Response to COVID-19 應對2019冠狀病毒	33
5.2.	Our 5-Year ESG Roadmap 環境、社會及管治五年路線圖	13	9.5.	Development and Training 發展及培訓	34
6.	Stakeholders' Engagement 持份者溝通	16	9.6.	Labour Practices 勞工準則	35
7.	Robust Governance 穩健的管治	18	9.7.	Responsible Operation 盡責營運	36
7.1.	Board of Director's Statement about ESG Governance 董事會關於環境、社會及管治的治 理聲明	18	9.8.	Embracing Our Community 擁抱社區	42
7.2.	Anti-corruption 反貪污	18	10.	Performance Table 績效表	45
7.3.	Risk Management 風險管理	20	10.1.	Environmental Performance 環境績效	45
8.	Sustainable Places 可持續發展的範疇	23	10.2.	Social Performance 社會績效	49
8.1.	Energy Resources 能源資源	24	11.	Environmental, Social and Governance Reporting Guide Content Index 《環境、社會及管治報告指引》報告內容 索引	54
8.2.	Management of Emission 排放管理	25			



# 1. ABOUT THE GROUP

## 關於本集團

Wang On Properties Limited (the “**Company**”, together with its subsidiaries, collectively the “**Group**”) (stock code: 1243) is a Hong Kong property development company with competitive edge and has maintained a balanced property portfolio for years. It was spin-off and listed in April 2016 and is a subsidiary of Wang On Group Limited (“**Wang On Group**”) (stock code: 1222). The core business of the Group is property development, property investment and asset management. According to the geographical location and surrounding supporting planning, the Group will develop different types of properties, giving full play to the Group’s competitive advantages, and meet the different needs of customers, so as to maintain long-term sustainable operation and development efficiency.

### 1.1. CORPORATE VALUE

- **Ambition**
  - With the vision of “The Cornerstone to Build the Future, A Passion for Tomorrow”, Wang On Properties is looking to the future and is committed to building a better home for the next generation.
- **Plan**
  - With grand foresight, outstanding vision, rich experience and love-oriented foundation, in the face of the rapidly changing environment of the Hong Kong property market, we maintain a positive attitude, move forward steadily, and carefully build a beautiful home.
- **Purpose**
  - Carrying out the spirit of “Seeking Progress while Maintaining Stability”, we continue to seize new opportunities and develop promising projects based on our sound business foundation, and aiming to become a leading real estate company.

宏安地產有限公司(「**本公司**」, 連同其附屬公司, 統稱「**本集團**」)(股份代號: 1243)為一家具競爭力的香港物業發展公司, 多年來擁有均衡的房地產業務組合, 並於二零一六年四月分拆上市, 是宏安集團有限公司(「**宏安集團**」)(股份代號: 1222)的附屬公司。本集團的核心業務為物業發展、物業投資及資產管理。本集團因應地理位置及周邊配套規劃發展不同類型物業, 全面發揮本集團的競爭優勢, 同時滿足顧客的不同需求, 以維持長遠的可持續經營及發展效率。

### 1.1 企業價值

- **宏願**
  - 宏安地產本著「以愛為基石, 為未來建設的遠見」, 放眼未來, 致力為下一代建造美好的安居之所。
- **宏圖**
  - 憑藉宏大的遠見、超卓的眼光、豐富的經驗及以愛為本的基礎, 面對香港物業市場瞬息萬變的環境, 我們保持積極態度, 穩步向前, 精心締建美好家園。
- **宏旨**
  - 貫徹「穩中求進」的精神, 我們於穩健的業務根基上, 不斷把握新機遇, 開發具潛質的項目, 矢志成為首屈一指的房地產公司。

# 1. ABOUT THE GROUP (CONTINUED)

## 關於本集團(續)

With the spirit of seeking enterprising, continuous innovation and perfection in a stable manner, the Group will continue to actively participate in local property development, including “The Met. Focus”, “The Met. Sublime”, “The Met. Delight”, “The Met. Bliss”, “The Met. Blossom”, “The Met. Acappella” and “The Met. Azure” of the exquisite residential series “The Met.”; “maya” of the luxury residential series branded “Nouvelle”; houses “Meister House” and “Godi XI”, and “LADDER Dundas”, a multi-storey Ginza type commercial complex under the “LADDER” series has also been launched.

This report is the sixth “Environmental, Social and Governance Report” (the “**Report**”) issued by the Group. For stakeholders to better understand the environmental, social and governance issues of the Group, this Report focuses on the sustainable development policies, practices and performance of the Group during the year from 1 April 2021 to 31 March 2022 (the “**Year**”). This Report has been prepared in both English and Chinese and uploaded to the websites of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) ([www.hkexnews.hk](http://www.hkexnews.hk)) and the Company ([www.woproperties.com](http://www.woproperties.com)).

本集團會繼續以穩健中尋求進取、不斷革新、至臻完美的精神，積極參與本地物業發展，包括啟動精品式住宅The Met.系列的「蒼點」、「蒼臻」、「蒼悅」、「蒼晴」、「蒼朗」、「蒼蕎」及「蒼藍」；豪華住宅品牌Nouvelle系列的「曦臺」；洋房「首譽」及「戈林」，更推出銀座式商廈[LADDER]系列的[LADDER Dundas]。

本報告為本集團發表的第六份《環境、社會及管治報告》(「**本報告**」)。為使持份者更好地了解本集團的環境、社會及管治議題，本報告重點闡述本集團於由二零二一年四月一日至二零二二年三月三十一日年度(「**本年度**」)的可持續發展方針、實踐及績效。本報告設中文及英文版本，並分別上載至香港聯合交易所有限公司(「**聯交所**」)的網站([www.hkexnews.hk](http://www.hkexnews.hk))及本公司網站([www.woproperties.com](http://www.woproperties.com))上閱覽。

## 2. SCOPE OF THIS REPORT

### 報告範圍

This Report focuses on reporting the sustainable development performance of the Group's property development and property investment business segments. The scope of this Report covers the operation of the Group's headquarter office in Hong Kong, 7 projects under development and 5 managed properties, which are the projects of material impact as the Group has at least 25% ownership and they were in ownership for more than 3 months during the reporting year. The environmental data disclosed for the development projects are voluntary disclosures of the data from our contractors, which represents our supply chain data. The details of the portfolio are listed below.

The Group's land development portfolio is covered in the report as follows:

本報告重點匯報本集團之物業發展及物業投資業務分部的可持續發展表現。本報告範圍為本集團位於香港之總部辦事處的營運、7個在建項目及5個管理物業，該等項目為具重大影響項目，因本集團擁有其至少25%的擁有權，並且在報告年度內持有超過3個月。發展項目所披露的環境數據是承包商自願披露的數據，即代表我們的供應鏈數據。組合的細節呈列如下：

本集團在本報告內之土地發展組合如下：

Name	Location	Proposed Purpose	Approximate total gross floor area (sq m <sup>2</sup> ) 概約總樓面面積 (平方米)	Expected completion year	Attributable to the Group
名稱	地點	擬定用途		預期竣工年度	本集團應佔權益
The Met. Azure 薈藍	Tsing Yi 青衣	Residential & Car Park 住宅及停車場項目	8,400	2022	100%
120-126 Main Street Ap Lei Chau 鴨脷洲大街120至126號	Ap Lei Chau 鴨脷洲	Residential & Commercial 住宅及商業項目	3,400	2024	50%
50-62 Larch Street and 6-8 Lime Street 洋松街50至62號及菩提街 6至8號	Tai Kok Tsui 大角咀	Residential & Commercial 住宅及商業項目	5,700	2024	100%
86A-86D Pok Fu Lam Road 薄扶林道86A至86D	Pok Fu Lam 薄扶林	Residential 住宅項目	2,600	2023	70%
26-48 Ming Fung St. Wong Tai Sin 黃大仙鳴鳳街26至48號	Wong Tai Sin 黃大仙	Residential & Commercial 住宅及商業項目	7,500	2025	50%
31-41, 45 Fei Fung St, Wong Tai Sin 黃大仙飛鳳街31至41、 45號	Wong Tai Sin 黃大仙	Residential & Commercial 住宅及商業項目	8,700	2025	50%
101 & 111 King's Road 英皇道101及111號	Fortress Hill 炮台山	Residential & Commercial & Car Park 住宅及商業及停車場項目	12,000	2026	40%

## 2. SCOPE OF THIS REPORT (CONTINUED) 報告範圍(續)

The Group's property management portfolio is covered in this report as follows: 本集團在本報告內之管理物業組合如下：

Name 名稱	Location 地點	Type 類別	Approximate total gross floor area (sq m <sup>2</sup> ) 概約總樓面面積 (平方米)	Attributable to the Group 本集團應佔權益
maya	Yau Tong	Commercial & Car Park	6,000	50%
曦臺	油塘	住宅及停車場項目		
LADDER Dundas	Mong Kok	Commercial	2,400	100%
	旺角	商業項目		
THE PARKVILLE	Tuen Mun	Commercial	2,300	64%
	屯門	商業項目		
The Parkside Mall	Tseung Kwan O	Commercial & Car Park	4,700	50%
The Parkside商場	將軍澳	商業及停車場項目		
Lake Silver Mall	Wu Kai Sha	Commercial & Car Park	6,700	50%
銀湖•天峰商場	烏溪沙	商業及停車場項目		

The Group reviews the scope of the report in accordance with the materiality principle to ensure that investors and other stakeholders are provided with representative and accurate information.

本集團根據重大性原則審查本報告的範圍，以確保向投資者及其他持份者提供具代表性及準確的資料。

## 2. SCOPE OF THIS REPORT (CONTINUED)

### 報告範圍(續)

#### 2.1. REPORTING STANDARDS AND PRINCIPLES

The Report is prepared in accordance with the “comply or explain” provisions of the Environmental, Social and Governance Reporting Guide (the “**Guide**”) contained in Appendix 27 to the Rules Governing the Listing of Securities on the Stock Exchange (the “**Listing Rule**”). In preparing this Report, the Group adhered to the four reporting principles of materiality, quantitative, balance and consistency.

#### 2.1. 報告準則及原則

本報告乃依據聯交所證券上市規則(「上市規則」)附錄二十七中的《環境、社會及管治報告指引》(「指引」)的「不遵守就解釋」規定編製。在編備本報告時，本集團遵循重大性、量化、平衡及一致性四項匯報原則。

Reporting Principles 匯報原則	Definition 釋義	The Group's responses 本集團的回應
Materiality	The Report should reflect the organisation's significant influences on environment and society, or aspects that substantively affect stakeholders' assessment and decision on organisation.	The Board considers the nature of the business and operating methods, identifies the major environmental and social issues in the Group's operations that have a significant impact on the environment and society and is important to stakeholders, and reports them in this Report. Please refer to the “Materiality Assessment” section for the specific evaluation process.
重大性	本報告應反映機構對環境及社會的顯著影響，或實質上影響持份者對機構評估及決定的範疇。	董事會考慮業務性質及營運方式，識別本集團的營運對環境及社會所產生的重大影響及對持份者重要的環境及社會議題，並於本報告向他們匯報。具體評估過程請參閱「重大性評估」章節。
Quantitative	The Report should disclose key performance indicators in a measurable manner.	The Group records and discloses key performance indicators in a quantitative manner to evaluate the effectiveness of environmental, social and governance policies and management systems. The Group has also commissioned professional consultants to evaluate environmental key performance indicators based on local guidelines and international standards.
量化	本報告應以可以計量的方式披露關鍵績效指標。	本集團以量化的方式記錄和披露關鍵績效指標，以評估環境、社會及管治政策和管理系統的有效性。本集團亦已委託專業顧問根據當地指引及國際標準對關鍵環境績效指標進行評估。

## 2. SCOPE OF THIS REPORT (CONTINUED)

### 報告範圍(續)

Reporting Principles 匯報原則	Definition 釋義	The Group's responses 本集團的回應
Balance	The organisation should prepare the Report in an unbiased manner, to ensure it gives a clear picture of positive and negative impacts, enabling stakeholders to reasonably evaluate the overall performance of the organisation.	The Group prepared the Report with an impartial attitude, expounding its achievements in sustainable development and the challenges it faced and solutions, in order to ensure that the Group's performance in sustainable development was truthfully reflected.
平衡	機構應以不偏不倚的態度籌備本報告，確保清晰說明其正面及負面影響，讓持份者可合理地評估機構的整體績效。	本集團以不偏不倚的態度籌備本報告，闡述其在可持續發展的成就和所面對的挑戰及解決方案，確保如實反映本集團於可持續發展方面的表現。
Consistency	The Report's disclosures should use a consistent statistical method of disclosure to allow stakeholders to analyse and evaluate the performance of the organisation at different times. The organisation should explain any changes in methods.	This Report uses the same statistical method as the previous year. If there are any changes that may affect the comparison with the previous report information and performance, this Report will provide corresponding explanations. For details, please refer to the "Overview of Key Performance Indicators" section.
一致性	本報告的披露應採用一致的披露統計方法，以便持份者可分析及評估機構於不同時間的績效。機構應就任何方法的變化作出解釋。	本報告使用與上年度一致的統計方法。如有可能影響與過往報告資訊及績效作比較的任何變更，本報告將作出相應解釋。詳情請參閱「關鍵績效指標總覽」章節。

### 2.2. CONFIRMATION AND APPROVAL

All the information quoted in this Report comes from the Group's official documents, statistical data and management and operation data collected in accordance with the Group's system, and strives to ensure that the information presented in the Report is accurate and reliable. This Report has been reviewed and approved by the Board.

### 2.2. 確認及批准

本報告引用的所有資料均來自本集團的官方文件、統計數據及根據本集團制度所收集的管理和營運資料，竭力確保本報告所呈現的資料均準確可靠。本報告已獲董事會審閱及批准。



## 2. SCOPE OF THIS REPORT (CONTINUED) 報告範圍(續)

### 2.3. FEEDBACK

The Group welcomes feedback and suggestions from stakeholders. Your opinions will help to improve and enhance the Group's future environmental, social and governance performance. If you have any questions or suggestions about this Report and the environmental, social and governance performance of the Group, please contact the Group via email ([pr@woproperties.com](mailto:pr@woproperties.com)).

### 2.3. 意見反饋

本集團歡迎持份者的反饋和建議。您的意見將會有助完善和提升本集團未來的環境、社會及管治表現。如閣下對本報告和本集團環境、社會及管治表現有任何疑問或建議，歡迎透過電郵([pr@woproperties.com](mailto:pr@woproperties.com))與本集團聯絡。

### 3. SUSTAINABILITY HIGHLIGHTS

#### 可持續發展摘要

The main focus and highlights of the reporting year for the Group are on the community and green development. The following are the sustainability highlights of the Group in the reporting year:

社區及綠色發展為本集團在報告年度的主要議題和亮點。本集團在報告年度的可持續發展亮點如下：

<b>Green Finance</b> 綠色金融	<b>Anti-epidemic donation</b> 防疫捐贈
HK\$50 million Green Deposits  五千萬港元綠色存款	5,000 Rapid testing kits 1,000 Wai Yuen Tong anti-epidemic bags 1,200 Lianhua Qingwen Jiaonang 5,000個快速檢測試劑 1,000個位元堂防疫袋 1,200盒連花清瘟膠囊
<b>Community Investment</b> 社區投資	<b>Staff Volunteers</b> 員工志願者
approximately HK\$9.3 million 約九百三十萬港元	114 people 114人
<b>Green Building</b> 綠色建築	<b>Employee Training</b> 員工培訓
2 buildings with BEAM Plus green building certification 兩座建築獲綠建環評獎項	13% increase in Training Hours compared to previous year 較上年培訓時間增加13%
<b>Employee satisfaction survey (excluding Goodtech)</b> 員工滿意度調查(除高達外)	<b>Contractor Injury Rate (case(s) per 100 workers)</b> 承包商工傷事故率(事故/每100名工人)
96% response rate 回應率96%	0.97

### 3. SUSTAINABILITY HIGHLIGHTS (CONTINUED)

#### 可持續發展摘要(續)

#### COMMUNITY AWARDS

#### 社區獎項

Name 名稱	Organiser 組織者
Hong Kong Awards for Environmental Excellence Appreciation Certificate 香港環境卓越大獎「感謝證書」	Environmental Campaign Committee 環境運動委員會
Caring Company Logo 2021/22 二零二一／二二年度「商界展關懷」標誌	The Hong Kong Council of Social Service 香港社會服務聯會

#### MEMBERSHIP

#### 會籍

Name 名稱	Organiser 組織者
General Member 普通會員	Business Environment Council 商界環保協會
Corporate Member 企業會員	Urban Land Institute 城市土地學會

## 4. MESSAGE FROM THE CEO

### 行政總裁寄語

Dear Stakeholders,

On behalf of the board of directors of the Company, I am pleased to present the Group's second standalone Environmental, Social and Governance ("ESG") report, which describes our effort in sustainability throughout the financial year of 2022.

It is undeniable that there is growing stakeholder interest in ensuring business activities meet needs in a responsible manner that does not compromise the ability of our future generations to meet their own needs. This Year marks a pivotal year for the Group as we embark on our 5-Year ESG Roadmap. Although we may not be the first pioneer in the landscape, we seek to commence our journey where we approach ESG through strategic lens and become better versions of ourselves. Grounded on the three pillars of "Robust Governance", "Sustainable Places" and "Thriving People", the Group has committed to forward-looking actions that shall advance our governance practices, design and operate sustainable places, as well as work together to ensure our people and value chain thrives.

This Year, we are pleased to announce the establishment of a formal ESG Committee to spearhead the implementation of our 5-Year ESG Roadmap. It is also our first year of participation in the annual GRESB (Global Real Estate Sustainability Benchmark) assessments, a widely recognised international sustainability framework in the real estate sector. In terms of improvement activities on an entity-level, we have conducted employee and tenant satisfaction surveys that have helped us formulate action plans to further address the needs and concerns of our stakeholders.

With regard to asset-level improvement activities, this Year we have started conducting preliminary energy ratings for our managed properties to inform our energy and carbon reduction target setting in the upcoming year. Moreover, we are in the process of establishing robust waste recycling systems ahead of the Municipal Waste Charging Scheme which is set to be effective next year. In terms of our development projects, this Year we have sought to collect and report voluntary disclosures on our contractor's environmental footprint. To continuously reduce our footprint, we have pledged to achieve a 100% green building certified development portfolio by 2027.

各位持份者：

本人謹代表本公司董事會，欣然提交本集團第二份獨立環境、社會及管治（「環境、社會及管治」）報告，說明我們在二零二二年整個財政年度在可持續發展方面的努力。

毋庸置疑，確保商業活動以負責任的方式滿足需求，以免損害我們將來的下一代滿足自身需要的能力，是持份者越見關注的議題。今年是本集團的關鍵一年，我們已在環境、社會及管治五年路線圖踏出第一步。儘管我們或許不是該領域的創始先鋒，但我們仍致力開展旅程，以策略眼光看待環境、社會及管治，使自己更臻完美。建基於「穩健的管治」、「可持續發展的範疇」及「促進民生繁榮發展」三大支柱，本集團承諾採取前瞻性行動，提升治理慣例，設計及營運可持續發展的範疇，並共同確保員工及價值鏈茁壯成長。

我們欣然宣佈，已於年內成立正式的環境、社會及管治委員會，牽頭落實環境、社會及管治五年路線圖。本年度亦是我們首年參加GRESB（全球房地產可持續發展基準）年度評估，該評估是獲房地產業界廣泛認可的國際可持續發展框架。就實質層面的改進舉措而言，我們已進行員工及租戶滿意度調查，以促成制定行動計劃，並進一步解決持份者的需求與關注。

至於資產層面的改進舉措，年內，我們已開始對我們所管理物業進行初步能源評級，以備作為設定來年能源及碳減排目標之參照。此外，我們正在建立廢棄物回收系統，以應對明年生效的都市固體廢物收費計劃。在我們發展項目方面，我們今年已致力收集承包商在環境足跡方面的自願披露資料，並予以呈報。為了不斷減少我們的足跡，我們承諾於二零二七年實現100%綠色的建築認證發展組合。

## 4. MESSAGE FROM THE CEO (CONTINUED)

### 行政總裁寄語(續)

Sustainable development is a highly multi-disciplinary endeavour that relies on the synergistic collaboration between diverse stakeholder parties. Looking forwards to the roadmap ahead, I would like to express my gratitude and appreciation to our team and stakeholders for their contributions to building a sustainable future for all.

可持續發展是一項高度跨領域工作，有賴不同持份者之間的協同合作。展望未來路線圖，本人謹向我的團隊及持份者表示感謝及讚賞，感謝他們為建設可持續發展的未來做出的貢獻。

Yours sincerely,  
**Tang Ho Hong**  
CEO

27 June, 2022

行政總裁  
**鄧灝康**  
謹啟

二零二二年六月二十七日

## 5. OUR SUSTAINABILITY APPROACH

### 可持續發展方針

It is a pivotal year for Wang On Properties Limited where the Group developed a holistic ESG roadmap for the next 5 years ahead. Evolving from a passive backward looking stance, the Group is now taking a forward-looking strategic approach to addressing ESG risks and industry trends.

今年對宏安地產有限公司來說是關鍵的一年，本集團已為未來五年制定全面的環境、社會及管治路線圖。本集團從被動的回顧式立足點，演進至現在採取前瞻性策略方針，以應對環境、社會及管治風險及行業趨勢。

#### 5.1. MATERIALITY ASSESSMENT

In order to determine the material ESG areas of Wang On Properties Limited, the Group engaged a reputed independent consultancy to conduct a ESG materiality assessment which was carried out in two dimensions. The first dimension was a gap analysis with the best practices of the GRESB assessment framework that addresses both the Group-wide operations, as well as project-level performance. The second dimension was peer benchmarking with local and international peer companies that had a successful track record in sustainability performance. Merging the findings of the two dimensions together, the Group was able to identify our focus areas and the relevant actions. The Board has reviewed and approved the findings and conclusion of the Materiality Assessment.

#### 5.1. 重要性評估

為識別宏安地產有限公司的重大環境、社會及管治領域，本集團已委聘一家知名獨立諮詢公司進行環境、社會及管治重要性評估，該評估從兩個方面進行。首方面是比照GRESB評估框架的最佳慣例進行差距分析，其涉及本集團整體營運及項目兩個層面的績效。第二方面是與在可持續發展績效方面有成功往績的本地及國際同業進行同業標準比對。本集團將該兩個方面的結果融合，即能識別出我們的重點領域及相關行動。董事會已審閱並批准重要性評估的結果及結論。

#### 5.2. OUR 5-YEAR ESG ROADMAP

Based on robust peer benchmarking and trend analysis, the Group has identified the following ESG Pillars and related Focus Areas. Each of our ESG Focus Areas contribute to the advancement of the United Nations Sustainable Development Goals (UNSDG). Through robust governance, we endeavour to build and operate sustainable places that help people and communities thrive. We shall report our annual progress on our commitments in our ESG reports.

#### 5.2. 環境、社會及管治五年路線圖

基於強而有力的同業基準及趨勢分析，本集團已經識別出以下環境、社會及管治支柱及相關重點領域。每個環境、社會及管治重點領域均有助於推動落實聯合國可持續發展目標(UNSDG)。通過穩健的管治，我們努力建設及營運可持續發展的範疇，以促進民生及社區繁榮發展。我們將在環境、社會及管治報告中呈報我們承諾的年度進展。

## 5. OUR SUSTAINABILITY APPROACH (CONTINUED)

### 可持續發展方針(續)

#### ESG Pillars and Focus Areas

環境、社會及管治支柱及關注領域



#### Robust Governance

##### 穩健的管治

- ESG governance  
環境、社會及管治方面的治理
- Corporate governance  
企業管治



#### Sustainable Places

##### 可持續發展

- Climate action and resilience  
氣候行動及抗禦
- Sustainable certifications  
可持續發展認證
- Circular economy  
循環經濟



#### Thriving People

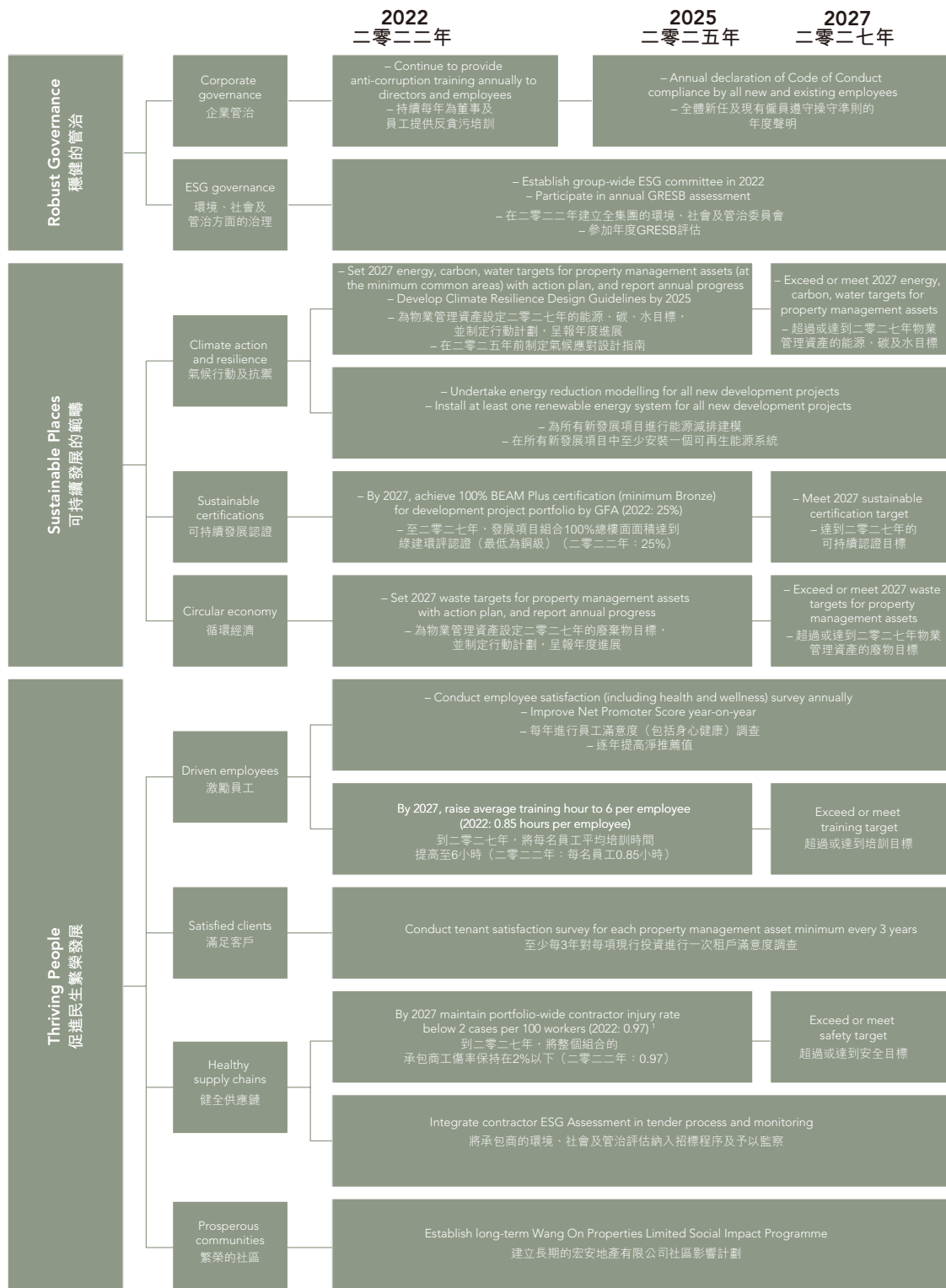
##### 促進民生繁榮發展

- Driven employees  
激勵員工
- Satisfied clients  
滿足客戶
- Healthy supply chains  
健全供應鏈
- Prosperous communities  
繁榮社區



## 5. OUR SUSTAINABILITY APPROACH (CONTINUED) 可持續發展方針(續)

### 5-Year ESG Roadmap 環境、社會及管治五年路線圖



<sup>1</sup> Hong Kong construction industry average was 2.61 cases per 100 workers (Source: <https://www.legco.gov.hk/yr20-21/english/panels/mp/papers/mp20210518cb2-1080-7-e.pdf>)  
香港建造業的平均數為每百名工人為2.61宗數（資料來源：  
<https://www.legco.gov.hk/yr20-21/chinese/panels/mp/papers/mp20210518cb2-1080-7-c.pdf>)



## 6. STAKEHOLDERS' ENGAGEMENT

### 持份者溝通

The opinions and views of stakeholders are considered to be a key path to sustainable development. The Group strides to maintain contact with the various stakeholders (including investors and shareholders, customers, directors and employees, business partners, community and regulatory authority). The following table summarises the stakeholders of the Group, the primary engagement of stakeholders and the engagement channels.

持份者的意見及觀點是考慮為實現可持續發展的關鍵途徑。本集團努力與各持份者(包括投資者及股東、客戶、董事及僱員、商業夥伴、社區及監管機構)保持聯繫。下表載列本集團持份者、持份者溝通要點及溝通渠道。

Key Stakeholders 主要持份者	Key engagement issue 溝通要點	Engagement channel 溝通渠道
Investors and shareholders	The Group handles the concern issues of investors and shareholders in a timely manner can help corporates in generating long-term financial returns and creating social value.	<ul style="list-style-type: none"> <li>• Annual General Meeting/Special General Meeting</li> <li>• Annual and interim results announcement</li> <li>• Announcement and notices</li> <li>• Key stakeholders and engagement channels</li> <li>• Annual and interim report</li> <li>• Company's website</li> </ul>
投資者及股東	本集團及時處理投資者及股東關注的事宜，有助企業創造長期財務回報及社會價值。	<ul style="list-style-type: none"> <li>• 股東週年大會／股東特別大會</li> <li>• 年度及中期業績公告</li> <li>• 公告及通知</li> <li>• 主要利益相關者及參與渠道</li> <li>• 年度及中期報告</li> <li>• 公司網站</li> </ul>
Customers	By understanding the expectations and demands of the customers, the quality of the products and services of the Group will be improved and enhanced constantly.	<ul style="list-style-type: none"> <li>• Customers service hotline</li> <li>• Business representatives</li> <li>• Website and email</li> </ul>
客戶	了解客戶的期望及需求，有助本集團不斷進步及提升其產品及服務質素。	<ul style="list-style-type: none"> <li>• 客戶服務熱線</li> <li>• 業務代表</li> <li>• 網站及電子郵件</li> </ul>

## 6. STAKEHOLDERS' ENGAGEMENT (CONTINUED)

### 持份者溝通(續)

Key Stakeholders 主要持份者	Key engagement issue 溝通要點	Engagement channel 溝通渠道
Directors and employees 董事及僱員	To promote mutual respect and provide a healthy workplace environment, the Group always strives to understand the needs of directors and employees. 為促進相互尊重及提供健康的工作環境，本集團一向致力了解董事及員工的需求。	<ul style="list-style-type: none"> <li>• Retreats</li> <li>• Social gatherings</li> </ul>
Business partners 商業夥伴	The Group cooperates tightly with business partners at every stage in supervising quality and performance to ensure only high-quality. 本集團於各階段與業務夥伴密切合作，監控其質量及表現，確保只提供高品質產品及服務。	<ul style="list-style-type: none"> <li>• 集思會</li> <li>• 聯誼聚會</li> <li>• On-site meetings</li> <li>• Site co-ordination meetings</li> </ul>
Community 社區	The Group responds to the needs of communities by engaging in them proactively, so as to create a lasting benefit. 本集團積極與社區溝通，回應其需要，為社會創造長久利益。	<ul style="list-style-type: none"> <li>• 實地會議</li> <li>• 地盤協調研會</li> <li>• Community activities</li> <li>• Staff volunteer activities</li> <li>• Sponsorships and donations</li> </ul>
Regulatory authority 監管機構	The Group closely communicates with the regulatory authorities, so as to ensure compliance with relevant laws and regulations, and avoidance of adverse effects to the business. 本集團與監管機構緊密溝通，以確保遵循所有相關法律及法規，避免對業務造成負面影響。	<ul style="list-style-type: none"> <li>• 社區活動</li> <li>• 員工義工活動</li> <li>• 贊助及捐贈</li> <li>• Publications and emails</li> <li>• Meetings</li> <li>• 刊物及電郵</li> <li>• 會議</li> </ul>

## 7. ROBUST GOVERNANCE

### 穩健的管治

#### 7.1. BOARD OF DIRECTOR'S STATEMENT ABOUT ESG GOVERNANCE

The Board believes that sustainable development is vital to the successful development of the Company in the long term. To achieve this, the Group is committed to incorporate environmental, social and governance considerations into its business operations, and pledges to enhance the Group's sustainability performances, through optimisation of resource usage in the operation. As the principal governance body, the Board is responsible for the overall direction and decision making for the Group's ESG strategies. In accordance with the material ESG-related topics identified through the ESG materiality assessment, the Group's ESG performance, progress, opportunities and risks are regularly reviewed and discussed by the Board.

To implement our ESG 5-Year roadmap, the Group has established the ESG Committee (the "**Committee**") during the reporting year. The primary objective of the Committee is to analyse and identify the Group's ESG issues, including climate-related risks. The Committee shall then report to the Board for the evaluation and subsequent implementation or revision of the Group's ESG strategies. Consequently, the Committee is also responsible for reporting to the Board on the Group's annual GRESB assessment results, as well as reviewing the ESG Policy and ESG Manual. Upholding GRESB's best practices, all applicable staff personnel is annually appraised for their contributions to advancing the Group's ESG goals.

#### 7.2. ANTI-CORRUPTION

The Group is committed to maintaining the integrity of the Company, and strictly forbids any corruption in its operations. The Group has clarified the definition of misconduct in its "Staff Handbook", prohibiting any form of corruption and bribery, including bribery, extortion, fraud and money laundering in its business operations.

#### 7.1. 董事會關於環境、社會及管治的治理聲明

董事會認為，可持續發展對本公司的長期成功發展至關重要。為實現這一目標，本集團致力於將環境、社會及管治方面的考量納入其業務營運，並承諾通過在營運中優化資源使用，提高本集團的可持續發展績效。董事會是主要的管治組織，負責本集團環境、社會及管治策略的整體方向及決策。根據通過環境、社會及管治重大性評估識別出的環境、社會及管治相關重要議題，董事會會定期審查及討論本集團在環境、社會及管治方面的表現、進度、機會及風險。

為實施環境、社會及管治五年路線圖，本集團已在報告年度成立環境、社會及管治委員會（「**委員會**」）。委員會的主要目標為分析及確定本集團的環境、社會及管治議題（包括氣候相關風險）。然後，委員會會向董事會報告，經評估後實施或修訂本集團的環境、社會及管治策略。因此，委員會亦負責向董事會報告本集團的年度GRESB評估結果，及審閱環境、社會及管治政策及環境、社會及管治手冊。秉持GRESB的最佳慣例，每年評估全部適用的工作人員以提升本集團環境、社會及管治目標的貢獻。

#### 7.2. 反貪污

本集團致力維護本公司的廉潔文化，嚴禁營運上的任何貪污舞弊行為。本集團已於《員工手冊》，闡明不良行為的定義，於業務運作中禁止任何形式的貪污賄賂行為，包括賄賂、勒索、欺詐及洗黑錢等。

## 7. ROBUST GOVERNANCE (CONTINUED)

### 穩健的管治(續)

To safeguard the integrity of the Group and prevent corruption from taking place in its operation, the Group has established an anti-fraud and whistleblowing mechanism, through which staff members can report to management in respect of suspected corruption acts. Management will then conduct an investigation regarding the report, all of which is handled in confidence. If a case of corruption is confirmed, management will, as the case may be, decide to undertake corresponding disciplinary action, or report to the relevant law enforcement unit.

The Group has drawn up a “Staff Handbook” to regulate employees’ practices, requiring employees to avoid receiving gifts from third-party individuals and organisations, including tenants, licensed persons, service users, customers, business partners, etc., under any business activities, to steer clear of any conflict of interest. Prior approval from the Company must be obtained by the staff member before accepting any entertainment. Any breach of the said regulations by a staff member will result in internal disciplinary action or termination of employment.

The Group invites representatives of the Independent Commission Against Corruption to provide employees with anti-corruption training on a regular basis to enhance their anti-corruption and integrity awareness. During the Year, the Group continued to provide anticorruption training to employees at all levels, including members of the Board.

During the Year, no corruption lawsuits were filed against the Group or its employees.

為保障本集團廉潔，防止經營中出現貪污，本集團已訂立反欺詐及舉報體系，員工可透過投訴舉報程序向管理層舉報懷疑貪污行為，管理層會就舉報事件展開調查，所有舉報均保密。如確認為貪污事件，管理層將根據個案實際情況作決定，採取相應紀律處分行動或向相關執法機構呈報。

本集團設有《員工手冊》規範員工的做法，要求員工在進行任何商業活動時不得收受來自第三方個人或組織(包括租戶、持牌人、服務用戶、客戶、業務夥伴等)的饋贈，以避免任何利益衝突。員工必須獲本公司批准後，方可接受任何款待。若員工違反上述條例，則會面臨內部紀律處分或解僱。

本集團恒常地邀請廉政公署的代表為員工提供反貪污培訓，以提升他們反貪腐及廉潔意識。本年度，本集團持續為各級員工(包括董事會成員)提供反貪污培訓。

本年度，並無與本集團或其員工相關的貪污訴訟案件。

## 7. ROBUST GOVERNANCE (CONTINUED)

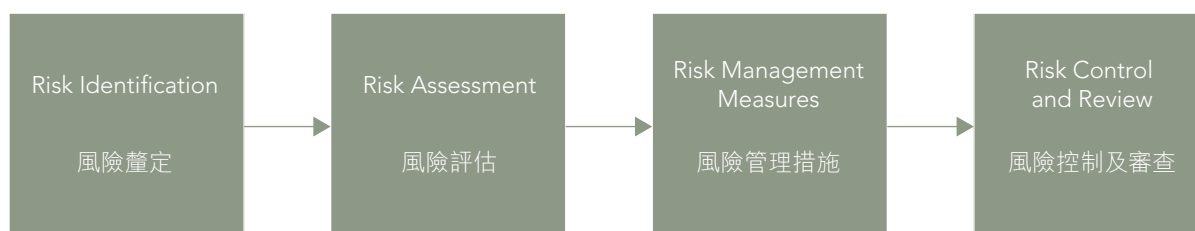
### 穩健的管治(續)

#### 7.3. RISK MANAGEMENT

Effective risk management is vital to the long-term sustainable development of the Group. The Group develops and implements risk management measures through study and understanding of the Company's risk profile. The Audit Committee assists the Board to continuously review and control the corporate risk management and internal control measures. Meanwhile, the management is responsible for designing, maintaining, implementing and supervising the risk management and internal control system.

The Board performs an annual review on the risk management and internal control system and procedure, which covers all the key controls, including finance, operation and compliance, to ensure its relevance and effectiveness. To maintain the efficiency and effectiveness of the risk management and internal control system, the Group commissions external consultant to examine the system, the Audit Committee and the Board will then review the investigation findings and suggestions.

The Group's risk management and internal control system procedures are summarised in the following four steps and relevant policies and procedures are subsequently formulated.



Through the implementation of risk management strategy, management reviews and assess the risks associated with the Group's operation from internal and external factors and matters such as politics, economics, technology, environment, social and employees etc., and prioritizes the risks according to their relevant impacts and odds of occurrence, thus minimize the impacts that such risks have on the Group.

#### 7.3. 風險管理

有效的風險管理對本集團的長遠持續發展至關重要。本集團通過研究及了解公司的風險狀況，制定及實施風險管理措施，由審核委員會協助董事會持續檢討及監管企業風險管理及內部監控措施。同時，管理層則負責設計、維護、實施及監控風險管理及內部控制系統。

董事會每年均就風險管理及內部監控系統及程序進行檢討，涵蓋所有重要控制項目，包括財務、經營及合規，以確保其合適度及有效度。為確保風險管理及內部監控系統的效率及功效，本集團委聘外部諮詢公司審查系統，並由審核委員會及董事會審閱調查結果及建議。

本集團的風險管理及內部監控系統程序可概括為以下四個步驟，而相關政策及程序已於其後制定。

透過實施風險管理策略，管理層根據政治、經濟、科技、環境、社會及員工等內外因素及事件，審查及評估與本集團業務有關的風險，並根據各種風險相關影響及發生機率進行評估及優先排序，將風險對本集團的影響減至最低。

## 7. ROBUST GOVERNANCE (CONTINUED) 穩健的管治(續)

### Risk Management Strategy 風險管理策略



Type of risk 風險類別	Description of risk 風險描述	Measures against risk 風險應對措施
Project Quality Risk 項目品質風險	<p>The Group understands the quality and quantity of the property development projects are crucial, as low-quality properties will affect the safety and health of clients. As a property developer, the Group relies on the contractors to conduct related construction work of the property development project. If the contractors fail to reach the satisfactory level of the Group, quality and safety issues may be resulted, thus affect the Group's reputation.</p> <p>本集團明白物業發展項目的品質及質量十分重要，因為低質量的物業會影響客戶健康及安全。作為物業發展商，本集團依賴承建商進行物業發展項目之建築相關工程。若承建商未能達致本集團滿意的水平，將有可能導致品質及安全問題，影響集團聲譽。</p>	<ul style="list-style-type: none"> <li>• The Group unifies the quality guaranteed standard of all construction projects, and establishes a new property passing standard, which covers 25 standard aspects.</li> <li>• To ensure the property development project complies with the highest quality standard, the Group performs review on the project after completion and follows up with the contractors on the construction flaws.</li> <li>• The Group performs an annual assessment on the contractors' performances to ensure aspects such as construction site management and construction craftsmanship are well performed.</li> <li>• 本集團統一各建築項目之質量保證標準，設立全新樓宇合格標準，當中涵蓋二十五個標準範疇。</li> <li>• 為確保物業發展項目符合最高質量標準，本集團在項目竣工後會對項目進行檢查及向承建商跟進工程缺陷。</li> <li>• 本集團每年對承建商表現進行評估，確保建築地盤管理及建築工藝等多個範疇有良好表現。</li> </ul>

## 7. ROBUST GOVERNANCE (CONTINUED)

### 穩健的管治(續)

#### Compliance Management

Compliance operation is the foundation of the Group's continuous operation. The Group understands that misconduct will lead to relevant legal actions being taken by regulatory authorities. Through reviewing work practices and compliance, the Group strengthens the implementation of policies, and improves existing standards and practices on an ongoing basis. Should there be any failures in abiding by the relevant laws and regulations, the Group's reputation may be prejudiced, thus pose adverse impacts on its operation, business, operation result or financial position. The following are the identified laws and regulations that will pose the most significant impacts on the Group, including litigations or penalties. During the Year, the Group was not aware of any material incompliance cases against the following laws and regulations, nor any corruption-related litigations against the Group and its employees.

#### 合規管理

合規營運是本集團持續營運的基礎。本集團明白違規行為會導致監管部門採取相關法律行動。透過檢視工作常規及合規情況，本集團加強政策實施，並持續完善已有的準則和慣例。如有違反相關法律及規例，均可能損害本集團聲譽，並對其營運、業務、經營業績或財政狀況造成不利影響。以下為已識別對本集團造成最重要影響(包括訴訟或罰款)的法律及規例。本年度，本集團並無發現任何嚴重違反以下法律及規例的案例，亦無任何與本集團及員工相關的貪污訴訟案件。

Aspects 層面	Relevant Laws and Regulations 相關法律及規例
Emissions 排放物	Air Pollution Control Ordinance, Water Pollution Control Ordinance and Waste Disposal Ordinance 《空氣污染管制條例》、《水污染管制條例》及《廢物處置條例》
Employment and labour standards 僱傭及勞工準則	Employment Ordinance, Employees' Compensation Ordinance, Sex Discrimination Ordinance, Disability Discrimination Ordinance, Family Status Discrimination Ordinance and Personal Data (Privacy) Ordinance 《僱傭條例》、《僱員補償條例》、《性別歧視條例》、《殘疾歧視條例》、《家庭崗位歧視條例》及《個人資料(私隱)條例》
Health and safety 健康與安全	Occupational Safety and Health Ordinance and Employees' Compensation Ordinance 《職業安全及健康條例》及《僱員補償條例》
Product liability 產品責任	Buildings Ordinance, Residential Properties (First-hand Sales) Ordinance and Personal Data (Privacy) Ordinance 《建築物條例》、《一手住宅物業銷售條例》及《個人資料(私隱)條例》
Anti-corruption 反貪污	Prevention of Bribery Ordinance 《防止賄賂條例》

## 8. SUSTAINABLE PLACES

### 可持續發展的範疇

The Group recognizes the importance of environmental and natural resources in its business operation and firmly believes green operations are an integral part of its sustainable development. The Group endeavours to promote sustainable operation through reduction of emissions and pollutions, effective use of resources, conservation of environmental and natural resources as well as minimization of negative impacts of entire life cycle of properties on environment in response to climate change.

本集團明白環境及自然資源在業務營運中的重要性，並堅信綠色營運是其可持續發展的組成部分。本集團通過減少排放及污染、有效利用資源、保護環境及自然資源，以及儘量減少物業整個生命周期對環境的負面影響，以應對氣候變化，努力促進可持續經營。

#### Office operations and property management

辦公室營運及物業管理

The Group is committed to implementing a green management strategy with an aim to reduce the impacts of office and commercial operations on environment and natural resources via various measures.

本集團致力於實施綠色管理策略，旨在通過各種措施減少辦公室及商業營運對環境及自然資源的影響。

#### Property development

物業發展

The Group includes green elements into project planning and design, and oversee environmental performance of contractors during construction phase. We endeavour to achieve a 100% green building development portfolio (min. BEAM Plus Bronze) by 2027. In 2022, 25% of our development portfolio is green building certified by GFA. 本集團在項目規劃及設計中加入綠色元素，並在施工階段監督承包商的環保表現。我們致力於在二零二七年之前實現100%綠色建築發展組合(最低為綠建環評銅級)。在二零二二年，我們的發展組合中25%的建築面積為認證綠色建築。



## 8. SUSTAINABLE PLACES (CONTINUED)

### 可持續發展的範疇(續)

#### 8.1. ENERGY RESOURCES

This Year, the energy consumption of the Group amounted to 340,086 MJ for office, 6,135,700 MJ for managed properties, and 2,392,696 MJ for development projects. The energy consumption intensity was 252 MJ/m<sup>2</sup> for offices, 277 MJ/m<sup>2</sup> for managed properties, and 49.4 MJ/m<sup>2</sup> for development projects. The Group has implemented the following measures in its office, managed properties and development projects for reducing the use of resources:

##### Headquarter office

總部辦公室

- Use of high energy efficiency lighting equipment, including LED lights
- 使用包括LED燈具在內的高能源效益的照明設備
- Set up different lighting systems in different areas, so as to reduce intensity
- 於不同區域設置不同照明系統，以降低使用強度
- Set up sensors in office rooms, toilets and conference rooms to reduce electronic consumption in depopulated area
- 於辦公室房間、洗手間及會議室等區域設置感應器，減少無人區電力消耗
- Change setting of computer and activate its standby or hibernation mode
- 更改電腦設置，啟動電腦的待命或休眠模式
- Replace aging A/C system with high energy efficient one
- 以能源效益高的空調系統取代低效率的舊系統
- Requiring all designs and specifications related to Mechanical, Electrical and Plumbing (MEP) systems conform to latest Building Energy Codes
- 要求所有關於機械、電氣及管道(MEP)系統的設計及規格符合最新《建築物能源效益守則》
- Using LED lights as much as possible
- 儘量採用LED燈
- Undertake energy modelling for all new assets to assess opportunities for reducing energy demand and prevention of overheating (e.g., use of different façade designs and specifications at concept stage)
- 對所有新資產進行能源建模，以評估減少能源需求及防止過熱的機會(例如，在概念階段使用不同的外牆設計及參數)
- Commission a review of the current engineering standards of the Company to ensure compliance with the Building Energy Efficiency Ordinance (BEEO) and consider the impact of more stringent design limits on future designs
- 委託審查本公司的現有工程標準，以確保符合《建築節能條例》，並考慮更嚴格的設計規限對未來設計的影響

##### Property management

物業管理

##### Development projects

發展項目

#### 8.1. 能源資源

本年度，本集團的能源消耗中辦公室耗用340,086兆焦耳，管理物業耗用6,135,700兆焦耳，發展項目耗用2,392,696兆焦耳。辦公室的能源消耗強度為252兆焦耳/平方米，管理物業為277兆焦耳/平方米，發展項目為49.4兆焦耳/平方米。本集團已在其辦公室、管理物業及發展項目中實施以下措施，以減少資源使用：

## 8. SUSTAINABLE PLACES (CONTINUED)

### 可持續發展的範疇(續)

#### 8.2. MANAGEMENT OF EMISSION

The Group has engaged a professional consultant to conduct a comprehensive carbon assessment for quantifying greenhouse gas emissions from its operation, with reference to international or local standards. The quantitative process is based on the Guidelines prepared by Environmental Protection Department and Electrical and Mechanical Services Department in Hong Kong and international standards such as ISO14064-1.

#### 8.2. 排放管理

本集團已聘請專業顧問進行全面的碳評估，參照國際或本地標準，對其營運中的溫室氣體排放進行量化。定量過程以香港環境保護署及機電工程署編製的指引和國際標準(如ISO14064-1)為基礎。

Greenhouse Gas Emissions <sup>1</sup> (Tonnes of CO <sub>2</sub> equivalent) 溫室氣體排放 <sup>1</sup> (噸二氧化碳當量)	Headquarters 總部	Property Management 物業管理	Development projects <sup>4</sup> 發展項目 <sup>4</sup>
Scope 1 <sup>2</sup> 範圍1 <sup>2</sup>	0	0	95.30
Scope 2 <sup>3</sup> 範圍2 <sup>3</sup>	36.8	664.7	121.1
Total Greenhouse Gas Emissions 溫室氣體排放總量	36.8	664.7	216.4
Intensity of Greenhouse Gas Emissions (tCO <sub>2</sub> e/m <sup>2</sup> ) 溫室氣體排放強度(公噸二氧化碳當量/每平方米)	0.027	0.03	0.004

#### Remarks

#### 備註

- Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong.
- Scope 1 includes greenhouse gas emissions generated by fuel usage for vehicle and equipment usage.
- Scope 2 includes greenhouse gas emissions generated by electricity consumption.
- Voluntary supply chain emissions disclosure from our contractors.

- 《香港建築物(商業、住宅或公共用途)的溫室氣體排放及減除的核算和報告指引》。
- 範圍1包括由車輛及設備使用的燃料產生的溫室氣體排放。
- 範圍2包括由電力消耗產生的溫室氣體排放。
- 承包商自願的供應鏈排放披露。

The Group has implemented various measures to reduce greenhouse gas emissions, such as exploring renewable energy generation capacity in building design and purchasing video conference equipment in the offices.

本集團已經實施各種措施減少溫室氣體排放，例如在建築設計中探索可再生能源發電及在辦公室購買視頻會議設備。

## 8. SUSTAINABLE PLACES (CONTINUED)

### 可持續發展的範疇(續)

#### 8.3. WATER RESOURCES

The Group's office mainly consumes water for daily domestic use and encounters no problem in accessing water sources. During the Year, the office operations of the Group consumed 100 m<sup>3</sup>, managed properties consumed 16,444 m<sup>3</sup>, and development project consumed 4,124 m<sup>3</sup> of water resources. The intensity of water consumption was 0.07 m<sup>3</sup>/m<sup>2</sup> for office, 0.74 m<sup>3</sup>/m<sup>2</sup> for managed properties, and 0.09 m<sup>3</sup>/m<sup>2</sup> for development projects. The Group has principally taken the following measures to reduce consumption of water:

##### Headquarter office and property management

總部辦公室及物業管理

- Carry out regular inspection of water pipes and taps to prevent leakage, and arrange for repair if required  
定期檢查水管及水龍頭有否漏水，並在需要時安排維修
- Install water-saving equipment, such as low-flow faucets  
安裝節水設備，例如低流量水龍頭
- Use drip irrigation system to reduce the water used in landscape irrigation  
使用滴灌系統，以減少景觀灌溉的用水量
- Operate water recycling/rain harvest systems, where feasible  
在可行的情況下，應用水循環／雨水收集系統
- Install water efficient appliances e.g. Water Efficiency Labeling Scheme Grade 2 or above  
安裝節水設備，例如水效標識計劃二級或以上

##### Development projects

發展項目

#### 8.3. 水資源

本集團辦公室主要消耗日常生活用水，在求取適用水源上無任何問題。本年度，本集團辦公室共消耗100立方米、管理物業消耗16,444立方米及發展項目消耗4,124立方米水資源。耗水密度為辦公室0.07立方米／平方米、管理物業0.74立方米／平方米，及發展項目0.09立方米／平方米。本集團主要採取以下措施節約用水：

#### 8.4. WASTE

1,410 tonnes of hazardous waste are produced by the Group's development projects during the Year, while no hazardous waste was generated at the Group's offices and managed properties. This equates to a hazardous waste intensity of 0.03 tonnes/m<sup>2</sup> for the Group's development projects. All non-hazardous waste is disposed of by contractors at the Group's offices and managed properties. In addition, the Group has developed and implemented the waste management system with the principle of source reduction.

#### 8.4. 廢棄物

於本年度，本集團發展項目產生有害廢棄物1,410噸，而本集團辦公室及管理物業概無產生有害廢棄物，相當於本集團發展項目有害廢棄物強度為0.03噸／平方米。所有無害廢棄物均由本集團辦公室及管理物業的承包商處理。本集團已制訂及實踐以源頭減廢為宗旨的廢棄物管理制度。

## 8. SUSTAINABLE PLACES (CONTINUED)

### 可持續發展的範疇(續)

To reduce waste generation, the Group commits to the below measures in our managed properties and development projects:

為減少產生廢棄物，本集團承諾在我們管理的物業及發展項目中採取以下措施：

#### Office and Property management

#### 辦公室及物業管理

- Implement robust waste recycling systems to prepare for the new Municipal Waste Charging Scheme to be effective next year

實施完善的廢物回收系統，為明年生效的全新都市固體廢物收費計劃做準備

#### Development projects

#### 發展項目

- Contractors are encouraged to use reusable metal system formwork to instead of traditional timber formwork to reduce the use of timber and construction wastes

鼓勵承辦商使用可重用的金屬製系統模板取代傳統木材模板，減少木材使用及建築廢棄物

- Contractors are encouraged to use prefabricated exterior concrete walls to reduce construction wastes generated from related formwork

鼓勵承辦商使用預製混凝土外牆，減少相關模塊產生的建築廢棄物

- Contractors are encouraged to reuse inert construction & demolition (C&D) materials as far as permissible for construction works to further reduce waste

鼓勵承辦商在允許的情況下，在建築工程中重複使用惰性拆建(C&D)材料，以進一步減少廢棄物

- Contractors are also encouraged to use public fill materials for construction works to reduce use of virgin materials to protect biodiversity

鼓勵承辦商在建築工程中使用公共填充材料，以減少使用原始材料，保護生物多樣性

- Contractors are encouraged to use certified sustainable products for the duration of construction works to protect biodiversity and reduce properties' embodied carbon

鼓勵承辦商在建築工程期間使用經認證的可持續產品，以保護生物多樣性和減少物業的內含碳

## 8. SUSTAINABLE PLACES (CONTINUED)

### 可持續發展的範疇(續)

#### 8.5. ENVIRONMENTAL AND NATURAL RESOURCES

The Group strives to minimize the negative impact of its operation on the surrounding environment and natural resources. The Group has policies to formulate environmental analysis and management plan throughout the project cycle, so as to identify and mitigate indirect and long-term impacts on the ecological environment. In addition, the Group will review the design and construction plans to ensure the entire life cycle of projects complies with the environmental management plans. Upon completion of project construction, the Group will devote resources to planting various kinds of trees, such as native species, to offset the impact of construction on biodiversity.

#### 8.6. CLIMATE CHANGE

Climate change constitutes significant impact on global businesses, including impacts on property development industry, such as the physical risks from extreme weather threatening building structures and safety, and risks of transitioning to a low-carbon economy. In view of this, the Group has formulated corresponding management measures and targets in order to enhance its resilience. To mitigate the risks from extreme weather, such as rainstorms and floods, subsoil drainage pipes have been installed on the Group's projects to prevent the rise of groundwater level.

Looking forward, the Group shall develop a comprehensive climate resilience design guideline to incorporate the risks and opportunities presented by climate change through a systematic mechanism.

#### 8.5. 環境及天然資源

本集團致力減低其營運對周邊環境及天然資源的負面影響。本集團已制訂政策，管理項目周期的環境分析和計劃，以識別和減輕對生態環境的間接和長期影響。此外，本集團會審查設計及施工方案，確保項目的整個生命周期均符合環境管理計劃。在項目建設完成後，為彌補在建設過程中對生物多樣性的影響，本集團將投入資源種植不同種類(如土生品種)的樹木。

#### 8.6. 氣候變化

氣候變化對全球企業有重大影響，當中包括對物業發展行業的影響，如實體風險(極端天氣對樓宇結構及安全的威脅等)及轉型至低碳經濟的過度風險。為此，本集團已制定相應的管理措施和目標，以提高其抵禦能力。為減低極端天氣(如暴雨及水浸)帶來的風險，本集團的項目加設底土排水渠，以防止地下水位上升。

展望未來，本集團將制定全面的氣候抵禦力設計指南，通過有系統的機制合併氣候變化帶來的風險及機遇。

## 8. SUSTAINABLE PLACES (CONTINUED) 可持續發展的範疇(續)

### 8.7. DESIGNING SUSTAINABLE PLACES

#### 101 & 110 King's Road

The development at 101 & 110 King's Road in North Point is designed with sustainability in mind. We aim to design the most energy and resource efficient building. Design considerations were made in regard to ensuring energy efficiency, the appliances and equipment for the building will be certified energy efficient products. For water performance enhancement, water appliances installed for the building will be certified water efficient products, which enhances water saving and water efficiency for the building. Overall, our project aims to achieve the BEAM Plus Bronze or above rating for New Building for this project.

#### The Parkside Mall

The Parkside Mall is created as a sustainable hub for the community of Tseung Kwan O. The Parkside Mall is designed to improve and enhance the surrounding environment, with the provision of greenery and open space for the public. It is also designed with effective energy use, to further reduce energy consumption and reduce carbon emission in its operation. It is also designed to enhance the indoor environment, provision of open areas within the mall to maximise air circulation, light capturing and above all, accessibility for the public. Overall, The Parkside Mall has obtained a BEAM Plus Gold Rating for New Building.

#### Plans ahead — Joint venture with APG

We are pleased to announce that we are joining Stichting Depository APG Strategic Real Estate (Netherlands Pensions) in the establishment of a joint venture for engaging in the acquisition of residential properties in Hong Kong for development and re-development for sale. We aim to take this opportunity to be the forefront of sustainable urban renewal of Hong Kong, addressing issues such as housing affordability and asset revitalization for a more sustainable built environment in Hong Kong.

### 8.7. 設計可持續發展的範疇

#### 英皇道101及110號

位於北角英皇道101及110號的發展項目在設計上考慮到可持續性。我們目標設計出最具有能源及資源效率的建築物。設計時已考慮到確保能源效率，項目將採用已驗證的節能設備。在提高用水效能方面，為建築物安裝的用水設備將是經認證節水產品，此舉有助建築物節約用水及提高用水效率。總括而言，我們的目標是使該項目獲得綠建環評新建建築銅級或以上評級。

#### The Parkside商場

The Parkside商場之創建是作為將軍澳社區的一個可持續發展中心。The Parkside商場的設計旨在改善和提升周遭環境，為公眾提供綠色植物及空曠空間。該商場的設計包含高效能源利用，以進一步減少能源消耗及減少其運作的碳排放。其亦為提高室內環境而設計，在商場內提供開揚區域，以盡量促進空氣流通，捕捉光線，最重要的是讓公眾提供輕易到達。總括而言，The Parkside商場已獲得綠建環評新建建築金級評級。

#### 未來計劃 — 與APG成立合資企業

我們欣然宣佈，我們與荷蘭退休基金的存託機構 Stichting Depository APG Strategic Real Estate Pool 共同成立一家合資企業，從事收購香港的住宅物業，以進行發展及重建出售。我們希望藉此機會成為香港可持續城市重建的先鋒，解決住房負擔能力及資產活化等問題，為香港創造更可持續的建築環境。

## 9. THRIVING PEOPLE

### 促進民生繁榮發展

The Group believes under a sound employment system, employees can work with peace of mind in a fair and respectful workplace. The various policies and measures adopted by the Group manifest our caring for employees. We actively listen to the demand of their needs and promptly review the effectiveness of policies and measures to ensure their skills are fully utilized in the workplace.

本集團相信，在健全的僱傭制度下，員工可以在公平及受尊重的工作場所安心工作。本集團採納的種種政策及措施體現出我們對員工的關懷。我們積極聽取其需求，並及時審查政策及措施的有效性，確保他們能在工作場所充分發揮技能。

#### 9.1. EMPLOYMENT SYSTEM

The Group believes an optimized employment system can attract and retain talents. The Group has developed the “Environmental, Social and Governance Policy”, “Manual on Human Resource Management”, and “Staff Handbook” which specify policies of remuneration and dismissal, recruitment and promotion, working hours, holidays, equal opportunities, diversification, anti-discrimination and other welfare treatments. From these, the staff members can understand the employees’ regulations and arrangements.

#### 9.1. 僱傭制度

本集團相信完善的僱傭制度能夠吸納及挽留人才。本集團已制定《環境、社會及管治政策》、《人力資源管理手冊》，及《員工手冊》列明有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視、其他待遇及福利方面等政策，讓員工明白本集團的僱員規定及安排。

##### Remuneration and dismissal

The Group regularly determines and reviews the remuneration based on experience, qualification and work, company policy, market pay trend and other factors. The Group has also stated clear employment conditions on the employment contract. The contract termination process and conditions of dismissal have also been listed on “Staff Handbook”.

##### 薪酬及解僱

本集團定期根據員工經驗資歷、工作表現、公司政策、市場薪酬趨勢及其他因素釐訂及檢討薪酬。本集團亦在僱員合約清楚列明僱用條件，以及在《員工手冊》描述有關中止合約程序及解僱條件。

##### Recruitment and promotion

The Group upholds the recruiting principle “Proper assignment of roles” and adopts an objective and legitimate standard. In a bid to encourage employees with outstanding performance, the Company will prioritize “internal promotion” to fill the vacancy, which also enhance the sense of belonging of employees. In the course of recruitment, the Group will consider the capability, job knowledge, academic and professional qualification of the employees, actual requirement and other factors.

##### 招聘及晉升

本集團以「知人善任」為招聘原則，採用客觀合理的準則。為鼓勵表現卓越的員工，每當有職位空缺時，公司會首先考慮以「內部晉升」方法填補空缺，從而加強員工歸屬感。在招聘過程中，本集團將根據員工的工作能力、對工作之認識、學歷及專業資格、實際需求等因素為考慮。

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

<b>Working hours and holidays</b>	<p>In the respect of employees' promotion, the Group implements performance management system and employee rewards system on a regular basis, the promotion is determined based on the annual performance evaluations performed by their immediate supervisors.</p> <p>有關員工晉升方面，本集團定期實施績效管理制度和員工獎懲制度，員工年度績效檢視由直屬主管根據其表現決定是否晉升。</p> <p>The Group concerns the right of employees, and sets out attendance management system, working hours and days off arrangement based on statutory working hours. When overtime work is needed, the Group will discuss with the employees and provide compensatory leave or overtime allowance in accordance with the law.</p>
工作時數及假期	<p>本集團關注員工權益，並按照法定工作時間制訂考勤管理制度、工時及休息日的安排，在需要加班的情況下與員工協商，依法提供補休或加班津貼。</p> <p>Apart from statutory/public holidays and days off, the Group provides maternity, paternity, matrimonial, compassionate and examination leave.</p> <p>除法定／公眾假期及休息日外，本集團提供分娩假、侍產假、婚假、恩恤假及考試假。</p>
<b>Other welfare and benefits</b>	<p>The Group provides employees with hospitalisation medical insurance, outpatient medical benefits, discounts for Wai Yuen Tong products, preferential price for participation in physical examination, dental care, family outpatient medical concession scheme, subsidy for annual fee of professional bodies and training subsidy scheme.</p>
其他待遇及福利	<p>本集團已為員工提供包括住院醫療保險、門診醫療福利、位元堂產品購物優惠、以優惠價參與體格檢查、牙科保健、家屬門診醫療優惠計劃、專業學會年費資助及進修資助計劃。</p>
<b>Equal opportunity, anti-discrimination and diversity</b>	<p>The Group upholds the equal rights of employees and promotes the principal of equal opportunity. The Group treats every employee equally and prohibits any form of discrimination, harassment and unequal treatment upon recruitment, orientation, training, promotion and dismissal based on their gender, disability, pregnancy, family, race, colour, religion, age, sexual orientation, nationality, union membership or other differences.</p>
平等機會、反歧視及多元化	<p>本集團維護員工的平等權利並推廣平等機會原則。本集團對所有員工一視同仁，並禁止員工在招聘、入職、培訓、晉升至離職時，因其性別、殘疾、懷孕、家庭狀況、種族、膚色、宗教、年齡、性取向、國籍、工會會籍或其他條件差別，受到任何形式的歧視、騷擾行為和不平等對待。</p>



## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

The Group understands a diverse team can bring different experience, skill and broader ideas to the Group and enhance the growth potential of the Group. The Group also recruits disabled persons, and promotes inclusive workplace culture.

本集團明白多元化團體能為本集團帶來不同的經驗、技能及多元化的思想，加強本集團的發展潛力。本集團亦通過招聘殘障人士，推動傷健共融文化。

#### 9.2. CARING OUR PEOPLE

The Group also attaches great importance to employee benefits to enhance their productivity and loyalty. In an effort to achieve the target, the Group has established corresponding policies, measures and activities to continue the culture of closeness. The Group provides its employees with competitive remuneration packages and fringe benefits. In order to further enhance the sense of belonging of employees, the Group continues to strengthen internal communication and team cohesion.

#### 9.2. 關愛我們的員工

本集團亦非常重視員工福利，藉以提高他們的工作效率與忠誠度。為實現此目標，本集團已制定相應的政策、措施及活動，以延續親密無間的文化。本集團為員工提供具競爭力的薪酬待遇及附帶福利。為進一步增強員工歸屬感，本集團繼續加強內部溝通及團隊凝聚力。

#### 9.3. HEALTH AND SAFETY

The Group is committed to protecting the health and safety of the employees. The “Staff Handbook” and other policies regulate the management system and control measures regarding the employees’ occupational safety and health. With an aim to avoid accidents, employees are required to report any work methods and facilities in workplaces that may lead to accidents to their supervisors and Human Resources Department so that appropriate follow-up actions can be taken.

#### 9.3. 健康與安全

本集團致力保障員工們的健康與安全，於《員工手冊》及其他政策規範員工職業安全健康的管理制度及控制措施。為防止意外發生，員工須向所屬主管及人力資源部報告任何可能導致意外的工作方法及工作場所之設施，以便適時跟進。

During the Year, there were 4 cases of work-related injuries in the Group, which was an increase of 25% compared with last year. A total of 43.5 work-days were lost due to work-related injuries, mainly caused by slips, trip and fall accidents and muscle strain. The Group immediately conducted investigations and took follow-up actions. In order to prevent the recurrence of similar accidents and ensure the safety of staff, the Group has provided an occupational safety booklet to enhance safety awareness of employees at work.

本年度，本集團發生4宗工傷個案，較去年增加25%，因工傷共損失43.5天工作日數，主要為滑倒、跌倒意外及肌肉勞損，本集團已隨即進行調查及採取跟進行動。為防止同類意外再次發生和保障員工安全，本集團已提供職業安全小冊子，加強員工們在工作時的安全意識。

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

As a property developer, the Group values the health and safety of construction site workers of the project contractors. With a view to minimizing the safety crisis in construction sites, contractors are required to submit safety management plans for the Group's approval and implementation prior to the commencement of the construction. Meanwhile, the Group also appoints independent safety consultants to supervise the implementation of the safety plans and conduct safety inspections to identify and provide advice on any deficiencies.

作為物業發展商，本集團重視項目承建商的地盤工人的健康與安全。為確保將地盤內的安全危機減至最低，承建商必須於建築工程展開前提交安全管理計劃，以供本集團批准及執行，同時本集團亦委任獨立安全顧問監督實施安全計劃，並進行安全巡查，以識別任何不足之處及提供建議。

#### 9.4. RESPONSE TO COVID-19

Confronting the persistent COVID-19 pandemic, the Group has implemented various measures in the office to protect the safety of employees. The relevant countermeasures are as follows:

- **Ensure the hygiene of the working environment**
  - The employees are required to wear masks at all times, and the Group has arranged specialized team to disinfect the office regularly, so as to provide a healthy and safe working environment. Meanwhile, the Group has posted memorandum to raise the employees' attention to personal hygiene.
- **Ensure the safety of employees**
  - The Group ensures that employees have kept appropriate social distance in the workplace. We have conducted daily temperature check and distributed masks and personal disinfectant and sanitizer to employees, they are also required to fill health declaration form. Besides, the Group has provided COVID-19 medical protection to the employees.
- **Provide flexible working hours**
  - The Group has adjusted the working mode and advocated the implementation of staggered time, including work from home arrangement. To limit the number of face-to-face meetings in working hours, the Group encouraged them to conduct it online or by phone.

#### 9.4. 應對2019冠狀病毒

面對2019冠狀病毒疫情持續，本集團在辦公室實施各種措施，致力保障員工安全。有關應對措施如下：

- **確保工作環境衛生**
  - 本集團要求員工時刻配戴口罩，安排專人定時在辦公室進行例行消毒，為員工提供健康及安全的工作環境。同時，本集團張貼提示，提醒員工加強注意個人衛生。
- **保障員工安全**
  - 本集團確保員工在工作場所可保持合適的社交距離，每天為員工量度體溫，並發放口罩及個人消毒清潔衛生用品，同時要求員工填寫健康申報表。本集團亦額外為員工提供2019冠狀病毒的醫療保障。
- **提供彈性工作安排**
  - 本集團調整工作模式，提倡辦公室同事彈性上下班安排，包括在家工作安排。為減少員工在工作期間聚集會議，本集團鼓勵以線上或電話形式進行。

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

The Group has partnered with Wai Yuen Tong Medicine Holdings Limited (a fellow subsidiary of the Company) to offer 5,000 Rapid testing kits, 1,000 Wai Yuen Tong anti-epidemic bags and 1,200 Lianhua Qingwen to several non-profit organizations. As the impact of COVID-19 pandemic persists, the Group has provided appropriate financial support and material donations. It also safeguards the health and safety of the people. In view of this, the Group would like to share love and show them its care and concern through the material donation.

本集團與位元堂藥業控股有限公司(本公司同系附屬公司)合作，向幾個非營利組織提供5,000個快速檢測包、1,000個位元堂防疫袋及1,200份連花清瘟。由於COVID-19疫情的影響持續存在，本集團提供了適當的財政支持及物資捐贈，此舉亦能保障大眾的健康與安全。有鑒於此，本集團希望通過物資捐贈分享愛心，表達對他們的關心及關注。

#### 9.5. DEVELOPMENT AND TRAINING

Percentage of Employees Trained <sup>1</sup>	100%
受訓員工百分比 <sup>1</sup>	
Average training hours of employees <sup>2</sup>	0.85
受訓員工平均時數 <sup>2</sup>	

#### Remarks

1. Percentage of employees trained = number of employees trained/total number of employees x 100%.
2. Average training hours of employees = the training hours of employees of the category/total number of employees of the category.

The Group recognises that development and training opportunities help each employee's long-term career development, so as to allow them to achieve their career goals. Under the guidance of the "the Manual on Human Resources Management", the Group has stipulated the management system of training, regulate the objectives, principles, contents and forms of trainings, procedures and management, implementation and evaluation, fees as well as information management, to provide various knowledge and skills training opportunities as required by employees and the Company.

#### 9.5. 發展及培訓

#### 備註

1. 受訓員工的百分比 = 受訓員工人數 / 員工總數 x 100%。
2. 受訓員工平均時數 = 該類員工的培訓時間 / 該類員工的總人數。

本集團明白發展及培訓機會有助每位員工長遠的職業發展，協助員工達成事業目標。在《人力資源管理手冊》的指導下，本集團訂明培訓管理制度，規範培訓目標、原則、內容與培訓形式、過程與管理、實施與評估、費用及資料管理等範疇，按照員工及企業需求提供各種知識及技能的培訓機會。

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

The Group expects to bring diversified development opportunities to employees. The Human Resources Department is responsible for the planning, implementation, monitoring and assessing various training activities. The Human Resources Department also gains an understanding of training and development needs from each department, further establishes training objectives, and designs detailed training plans and programme. Programme evaluation forms will be completed by staff members after training sessions to assess the effectiveness of training, which will be taken as a reference for the re-designing and adjustment of courses.

To encourage further education, the Group will have subsidies to employees to participate in continuing education and training programmes certified by the Education Bureau, as well as permitting their applications for examination leave and study leave. The Group also offers financial support to enhance employees' professional knowledge and keep abreast of the latest trends in the industry. By providing membership subsidies of professional institutes to employees, they can enjoy full or unpaid study leave according to established standards and additional benefits during the leave. In the meantime, the Group reviews the performances of staff annually to assess their performance, which will be taken into account when deciding on promotion and training directions.

#### 9.6. LABOUR PRACTICES

The Group prohibits the employment of child labour and forced labour. The "Manual on Human Resource Management" and "Staff Handbook" have been formulated, stipulating that minor who do not meet the age requirements should not be employed. During the recruitment process, all applicants must submit original identification documents for verification by the Human Resources Department. If a minor has been found to be hired by mistake, the Group will immediately stop his/her work, send him/her back to the guardian's place, and bear all expenses.

本集團期望為員工帶來多元化的發展機遇，由人力資源部負責計劃、實施、監督和評估各項培訓活動。人力資源部亦會向各部門了解其培訓和發展需求，進而訂立培訓目標及設計詳細的培訓課程及規劃。員工於培訓後將填寫課程評估表格，以供評估培訓成效，並作為課程重新設計或調整的參考。

為鼓勵持續進修，本集團將為員工參加教育局認證的持續教育及培訓課程提供資助，並允許他們申請考試假及進修假。本集團亦提供財政支援，以提高員工的專業知識，了解行業的最新趨勢。通過為員工提供專業學會會籍資助，他們可以按照既定標準享有全薪或無薪進修期，並在假期中享有附加福利待遇。同時，本集團每年進行年度績效檢視，以評估員工工作表現，並作為決定其未來升職及培訓方向的基礎。

#### 9.6. 勞工準則

本集團禁止聘請童工及強制勞工，亦已制定《人力資源管理手冊》及《員工手冊》，規定不得聘用未符年齡要求的未成年人士。在招聘過程中，所有應徵者須提交身份證明文件正本供人力資源部核實之用。如發現誤聘未成年人士，本集團會立即停止其工作，將其送回監護人的所在地，並承擔一切費用。

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

In order to prevent forced labour, the Group sets out the relevant compensation regulations for employees' overtime in the "Staff Handbook" to ensure that all employment relationships are voluntary. At the same time, employees may also terminate their employment contracts with the Group in accordance with the negotiated dismissal process.

為防止強制勞工，本集團於《員工手冊》列明對員工加班的相關補償規定，確保所有僱傭關係均屬自願。同時，員工亦可按協商解聘流程與本集團解除僱傭合同。

#### 9.7. RESPONSIBLE OPERATION

The Group is committed to maintaining a high level of ethics in business operation. Across the whole operation of the Group, regardless of tender, procurement, construction, sales and after sales services, the Group has corresponding policies in place, such as the "Staff Handbook" and other related measures, to standardize its service responsibilities, including service quality, customer privacy, supply chain, anti-corruption management and etc., in order to boost customer satisfaction.

#### 9.7. 盡責營運

本集團致力維持高水平的企業營運道德。在集團整體營運中，不論招標、採購、施工、銷售及售後服務過程，本集團均設有既定政策，例如《員工手冊》等相關措施，規範其服務責任，包括服務質量、客戶私穩、供應鏈及反貪污的管理等，以提升客戶滿意度。

##### Product Liability

##### Develop quality projects

The Group's project quality system for development projects for the entire project cycle, with policies and measures for environmental enhancement at different construction stages.

During the project design process, the Group aims to enhance indoor environment quality, by measures such as increasing natural light availability, enhancing natural ventilation installation, providing fresh air system for air-conditioned indoor spaces, and measures to reduce indoor humidity levels. For example, in order to enhance natural ventilation, all units are installed with balcony or roof floor door in the Tsing Yi residential project to improve natural light availability. At the same time, the Group also provides accessible facilities in public areas of residential projects for improvement of accessibility for the disabled.

##### 產品責任

##### 發展優質項目

本集團的項目質量系統涵蓋整個項目周期，於不同施工階段均設有提升環境的政策及措施。

於項目設計過程中，本集團通過引入更多自然光、提升自然通風裝置、為有空調的室內空間提供新鮮空氣系統及降低室內濕度的措施，以提升室內環境質素。例如為使增強自然通風，所有青衣住宅項目的單位均設有陽台或門式窗戶。同時，本集團亦在住宅項目的公眾地方提供無障礙設施，以便利殘疾人士。

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

During the construction phase of a project, the Group also participates in regular on-site meetings and site co-ordination workshops, in order to maintain close communication with contractors and service providers, monitor the construction progress and quality of our contractors, and correct quality problems in a timely manner. To standardise the quality assurance standard of construction projects, the Group establishes a new building acceptability criterion for 25 aspects, ranging from floor tiles, ceiling lines, electrical appliances to drainage system. Moreover, the Group uses authorised plumbing materials, and also implements sampling tests to ensure the quality of potable water can meet the relevant drinking water quality standards.

The Group's "Project Quality Inspection Handbook" sets out the detailed requirements and criteria for construction projects, including but not limited to requirements for waterproofing of the roof and balcony, bathroom decoration, door and window installation, electrical installation.

At the completion stage of a project, the Group conducts project completion inspections, follows up on the contractor's performance in various areas such as site management and construction craftsmanship and provides recommendations for quality improvement of the project. This is done to ensure that the property development project meets the highest quality standards and requirements.

Enhance customer experience and satisfaction

在項目施工期間，本集團亦會定期參與實地會議及地盤協調工作坊，藉以與承建商及服務供應商保持密切溝通，監察承建商的工程進度及質量，及時糾正質量問題。為使建築項目的質量保證標準統一化，本集團設立全新樓宇合格標準，包括地磚、天花布綫、電子器材以至污水系統等二十五個範疇。此外，本集團亦使用認可管道材料及執行水質抽樣測試，確保可飲用水質量符合參考飲用水品質標準。

本集團的《工程質量檢驗手冊》詳細列明對建築工程的要求及準則，包括但不限於屋頂和陽台防水、浴室裝修、門窗安裝、電氣安裝方面的要求。

於竣工階段，本集團會進行項目竣工檢查，跟進承建商在各方面的表現，如地盤管理及建築工藝等，並為項目的質量改進提供建議。此舉是為確保物業發展項目符合最高質量標準及要求。

提升客戶體驗及滿意度

#### Protect customer privacy rights

##### 保障客戶私穩權

#### Customer privacy

##### 客戶私隱

- prohibits all employees to disclose any confidential information of any customer illegally  
嚴禁所有員工非法向外披露客戶的任何保密資料
- prohibits abuse of such information in exchange of monetary benefits, or to use the same for personal purposes  
嚴禁濫用保密資料，以換取金錢利益，或作私人用途

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

The Group holds high value in establishing and maintaining good relationships with customers, with clear channels in place to maintain communication with customers at all times, and is committed to continuously improving the quality of the Group's projects and services. The Group also conducts questionnaire surveys of customers, to collect feedback from customers and understand the level of satisfaction of customers, with procedures in place to collect and handle customer complaints.

To safeguard health and safety of customers, the Group performs regular checks and maintenance on property facilities such as escalators and elevators, conducts regular emergency fire drills for properties, clean drinking water tanks, and provision of CCTV surveillance system and security personnel in place at properties.

#### Product labels

To ensure customer's understanding of the Group's properties products, the Group observes the "Residential Properties (First-hand Sales) Ordinance" during the sales of properties products, which requires that any promotion materials and product labels must be approved by the relevant government departments to ensure that sales descriptions and marketing information fully comply with relevant laws and regulations in respect of advertisement and labels.

#### Supply Chain Management

In order to maintain high-quality standards of properties products, the Group has developed policies to regulate the business ethics of suppliers and contractors. All suppliers and contractors must meet the quality, environment and safety standards set out by the Group.

本集團重視與客戶建立和維持良好關係，並設有清晰渠道，時刻與客戶保持溝通，致力持續提升本集團項目和服務質素。本集團亦對客戶進行問卷調查，收集客戶意見及了解其滿意度，並有程序收集及處理客戶投訴。

為保障客戶的健康與安全，本集團定期檢查和維修物業設施，如電梯和升降機、為物業定期舉辦火警緊急演習、清潔飲用水水箱，以及於物業提供閉路電視系統和保安人員。

#### 產品標籤

為使客戶了解本集團的物業產品，本集團於銷售物業產品時遵守《一手住宅物業銷售條例》，規定任何宣傳刊物及產品標籤必須經過相關政府部門審批，確保銷售描述及市場推廣資訊完全符合有關廣告和標籤的法律法規規定。

#### 供應鏈管理

為確保物業產品維持優質水平，本集團已制定相關政策規範供應商及承包商的商業道德。所有供應商及承包商必須符合本集團所列的質量、環境及安全標準。

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

Since the construction work of the property development project is outsourced to an independent construction company, the cooperation of suppliers and contractors is very important. The Group has established a tender review committee (the “**Tender Review Committee**”) and developed a “Comprehensive Procedure Manual” to supervise the entire tender process, based on standardised tendering standards and the principles of objectivity, fairness, impartiality and high transparency. The contract procurement process of each property development must be regularly reviewed and closely monitored by the Tender Review Committee to ensure that contract procurement is carried out fairly and impartially.

The Group has established policies and systems related to ethical requirements and confidentiality in the “Staff Handbook”, which prohibits all employees to disclose any confidential information of any customer, to abuse such information in exchange of monetary benefits, or for personal purposes. The Group respects intellectual property rights. The “Environmental, Social and Governance Policy” stipulates that, during the cooperation with external organisations, confidentiality agreements (if applicable) must be complied with and should not infringe on the products and services provided. At the same time, the Group will provide information management staff with relevant training on the use of genuine software to ensure that the genuine software is used in all operations.

由於物業發展項目之建築工程外判予獨立建築公司，供應商及承包商的配合十分重要。本集團已成立招標審核委員會（「**招標審核委員會**」）及制定《全面程序手冊》，以規範化招標標準，以客觀、公平、公正及高透明度的原則監控整個招標流程。每項物業發展的合約採購過程均須由招標審核委員會定期檢討及密切監察，以確保合約採購公平及公正地進行。

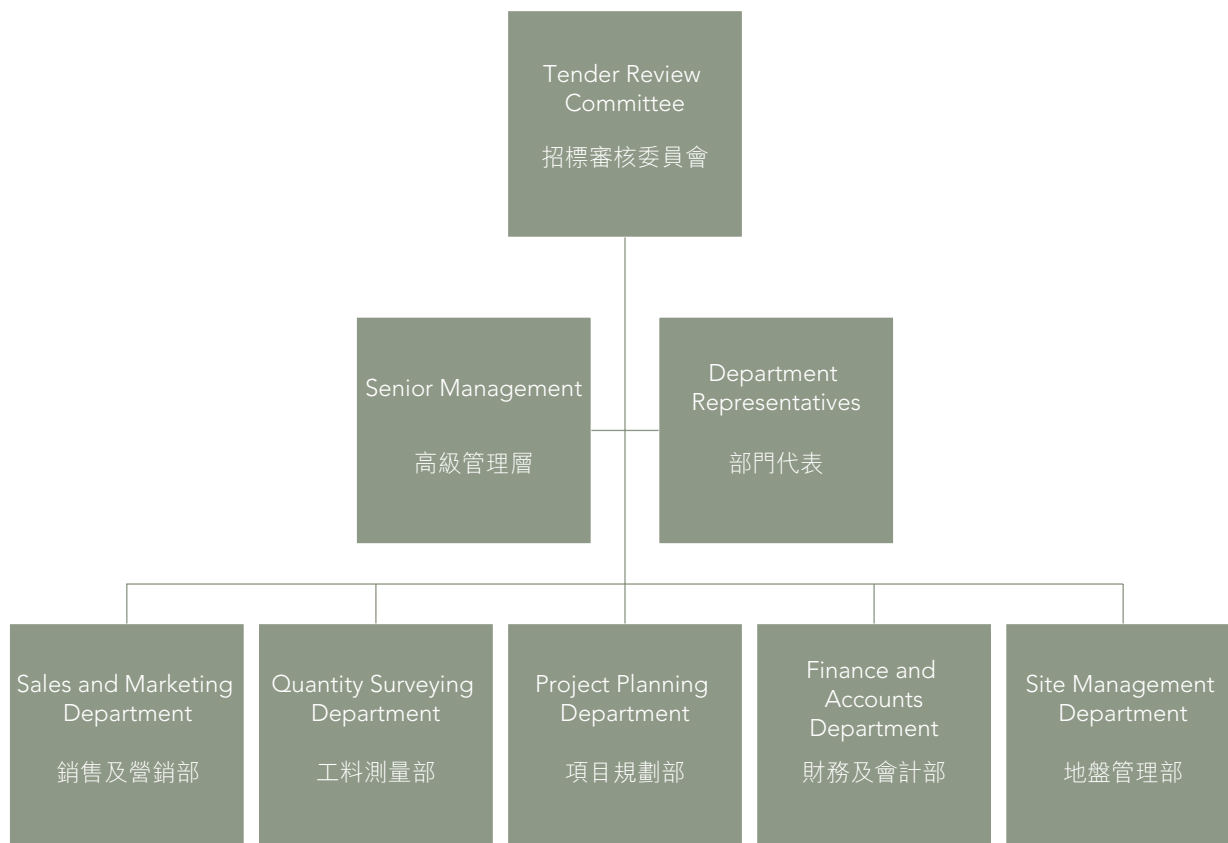
本集團於《員工手冊》設立有關公司道德守則及保密工作的規章制度，嚴禁所有員工向外披露任何客戶的保密資料，並不得濫用保密資料，以換取金錢利益或作私人用途。本集團尊重知識產權，於《環境、社會及管治政策》列明在與外部機構合作的過程中，須遵守保密協議（如適用），並不得侵犯其提供的產品和服務。與此同時，本集團將為資訊管理人員提供關於使用正版軟件的相關培訓，以確保所有業務均使用正版軟件。



## 9. THRIVING PEOPLE (CONTINUED) 促進民生繁榮發展(續)

Structure of the Tender Review Committee

招標審核委員會架構



## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

The list of tenderers is compiled in accordance with the standard list, suggestions from the consultant or other parties in the Group. The pre-qualification process of tenderers is conducted through site visits, job reference analysis, feedback from consultants, review of annual returns and claims records. It will be further reviewed by the Tender Review Committee for tender invitation, and tender proposals are reviewed and assessed in the following aspects:

編製投標者名單須根據本集團之標準清單、顧問或其他相關人士之意見，並透過實地考察、工程參考分析、顧問反饋、審閱周年申報表及索償紀錄，對投標者進行預審。由招標審核委員會進一步審核以進行招標，並就以下方面審核及評估標書：

#### Commercial considerations 商業考慮

- Reasonableness of tender price  
標價合理性
- Compliance with tendering terms  
遵守投標條款
- Corruption or other non-compliance record  
貪污或其他違法紀錄

#### Technical considerations 技術考慮

The project planning department and site management department conduct technical assessment of tenderers on the following aspects:

項目規劃部及地盤管理部會對投標者進行技術評估：

- Technical and professional capability  
技術及專業實力
- Relevant experience in similar projects  
類似項目之相關過往經驗
- Knowledge of site restrictions and scope of work  
對地盤限制及工作範圍之熟悉程度
- Strength of proposed project team for the project  
進行此項目之建議項目團隊之專長
- Quality assurance experience and relevant certificate/award attained  
所具備之質量保證經驗及相關證書／獎項
- Reference from clients, consultants and others  
客戶、顧問及其他人士之推薦

To oversee environmental performance of construction companies or contractors, all construction companies or contractors assigned by the Group are required to provide the waste management plans to the Group for review prior to the construction of projects. They are required to comply with the relevant laws and regulations in relation to waste disposal, water pollution, noise pollution, air pollution, and wastewater discharge. The Group also encourages contractors to take initiatives in reducing waste generation and considers developing guidelines of management and reduction of construction waste for contractors, such as recycling and reusing construction wastes.

為監察建築公司或承辦商的環境表現，所有經本集團委派的建築公司或承包商均應於項目施工前提供廢棄物管理計劃供本集團審查，並要求他們必須遵守與廢物處置、水污染、噪音污染、空氣污染及污水排放的相關法律及法規。本集團亦鼓勵承辦商採取減少廢棄物產生的積極行動，並考慮為承辦商制訂管理及減少建築廢棄物的指引，如回收再利用建築廢物。

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)

In addition, the Group has enhanced its assessments of environmental and social risks of suppliers and contractors to ensure effective supply chain management. The contractor selection criteria include environmental and social performance, such as setting and reporting project environmental improvement targets.

此外，本集團已提升其為供應商及承包商的環境及社會風險進行的評估，以更有效地管理其供應鏈。承包商的甄選標準包括環境及社會績效，如制定及呈報項目環境改善目標。

#### 9.8. EMBRACING OUR COMMUNITY

In addition to our employees, the Group also attaches great importance to local community care. Therefore, the Group actively participates in community activities and public welfare undertakings to demonstrate its social responsibility. The Group is committed to giving back to society and becoming a socially responsible company. The Group is devoted to making use of its expertise, skills and work experience to contribute to the communities in which it operates, and works with all staff members to benefit the community and creates a better future. During the Year, the Group's social investments principally focus on two aspects: building a harmonious society and supporting youth development.

#### 9.8. 擁抱社區

除員工之外，本集團亦非常重視關懷當地的社區。因此，本集團積極參加社區活動及公益事業，以體現其社會責任。本集團致力貢獻回饋於社會，成為一個對社會負責任的企業。本集團盡力發揮專業知識、技能和工作經驗為營運所在地的社區作出貢獻，與員工攜手貢獻社會，創建宏遠未來。本年度，本集團的社會投資工作專注於兩個範疇：建立和諧社會以及支持青年發展。

Charity donation

Approximately HK\$9.3 million

捐獻金額

約930萬港元

Number of volunteer hours

46 hours

志願者工作服務時數

46小時

Number of staff volunteers

114

員工志願者人數

114

#### Building a Harmonious Society

In addition, the Group participated in the social activities of "Visits of low-income families". Our staff volunteers visited low-income subdivided unit households and senior citizens as well as new immigrants from the mainland.

#### 建立和諧社區

此外，本集團參加了「探訪低收入家庭」的社會活動。我們的員工志願者探訪了低收入的分房戶及長者，以及內地新移民。

In future, the Group will continue to pay attention to the needs of grassroots and new arrivals from the mainland while remaining rooted in Hong Kong. The Group will keep offering them various supports and assistance to create a better future with the community and realize the Group's corporate vision of "A Passion for Building a Prosperous Future".

今後，本集團在扎根香港的同時，將繼續關注基層群眾及內地新移民的需求。本集團將不斷為他們提供各種支援與協助，與社會各界共創美好的未來，實現集團「因夢想凝聚動力•創建宏遠未來」的企業願景。

## 9. THRIVING PEOPLE (CONTINUED) 促進民生繁榮發展(續)

### Supporting youth development

The Group acknowledges that young people are the future pillars of society and is committed to supporting the development of the youths to achieve their goals. This Year, the Group participated “Shape Our Future: WeCan! -Project WeCan Career Exploration Webinar” held by Project WeCan Foundation, encouraging students to pursue academic excellence and preparing themselves for career development. The Group also continued “Wang On Properties Academic Excellence Scholarship for BBA Students of Hang Seng Management College”, sponsor the outstanding students and encourage them to pursue a career advancement prospect of their choice.

### 支持青年發展

本集團深明青少年是社會將來的棟樑，並積極支持青少年發展，助他們實現目標。本年度，本集團參與由「學校起動」計劃基金會舉辦的「[職]出前路，我做得好！生涯規劃網上研討會」，鼓勵學生追求學術卓越，並為自己的職業發展做好準備。本集團亦繼續在香港恒生大學設立「宏安地產工商管理卓越學業獎學金」，贊助表現出色的學生，鼓勵他們在學習中追求卓越，以從事他們所選擇的職業。



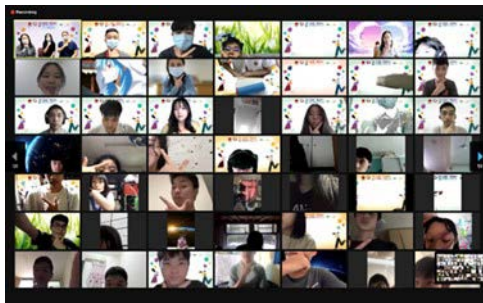
**Visits of low-income families in Mid-Autumn Festival**  
中秋節探訪低收入家庭



**Visits of low-income families in Christmas**  
聖誕節探訪低收入家庭

## 9. THRIVING PEOPLE (CONTINUED)

### 促進民生繁榮發展(續)



Shape Our Future: WeCan! – Project WeCan Career Exploration Webinar

「職」出前路，我做得到！生涯規劃網上研討會



Career Exploration for Teenager

青少年的職業探索

The Group is committed to serving the environment and the disadvantaged because caring for our community is an integral part of our core values. As a caring company, the Group was awarded the Caring Company Logo 2021/22 by The Hong Kong Council of Social Service.

本集團致力服務環境及弱勢社群，因為關愛社會是我們核心價值觀之一。作為一家愛心企業，本集團獲香港社會服務聯會授予二零二一／二二年度愛心企業標誌。



Caring Company Logo 2021/22

二零二一／二二年度「商界展關懷」標誌

## 10. PERFORMANCE TABLE

### 績效表

#### 10.1. ENVIRONMENTAL PERFORMANCE

#### 10.1 環境績效

Key environmental performance indicators <sup>5</sup> 關鍵環境績效指標 <sup>5</sup>	Unit 單位	Headquarters <sup>1</sup> 總部 <sup>1</sup>	Property management <sup>2</sup> 物業管理 <sup>2</sup>	Projects under development <sup>3</sup> 在建項目 <sup>3</sup>
<b>Greenhouse Gas (GHG) Emissions</b>				
溫室氣體排放				
Scope 1 範圍1	tCO <sub>2</sub> 公噸二氧化碳當量	0	0	95.3
Scope 2 <sup>4</sup> 範圍2 <sup>4</sup>	tCO <sub>2</sub> 公噸二氧化碳當量	36.8	664.7	121.1
Total 總計	tCO <sub>2</sub> 公噸二氧化碳當量	36.8	664.7	216.4
GHG Intensity (By gross floor area) 溫室氣體密度(以樓面面積計算)	tCO <sub>2</sub> /m <sup>2</sup> 公噸二氧化碳當量／平方米	0.027	0.03	0.004
Remarks		備註		
1. Since the Company and Wang On Group Limited share the same headquarters office, the area was divided by two to calculate the intensity.		1. 因本公司及宏安集團共用同一總部辦公室，故將其面積除以二以計算密度。		
2. The property management covered 5 property sites and we have sought to collect environmental data on both common and tenant area where possible.		2. 物業管理涵蓋5個物業場地，我們已在可能情況下盡力收集公共區域及租戶區域的環境數據。		
3. The project under development covered 7 project sites. This is a voluntary disclosure of the data from our contractors, which represents our supply chain data. Note: some projects started construction near end of the Year.		3. 在建項目涵蓋7個項目地盤。該數據為我們的承包商自願披露的數據，即我們的供應鏈數據。注：部分項目於接近年底開始建造。		
4. Scope 2 included greenhouse gas emissions generated by electricity consumption.		4. 範圍2包括由電力消耗產生的溫室氣體排放。		
5. All environmental performance indicators undertook external checking (data review but not assurance/verification according to related schemes) that was conducted by an independent third party.		5. 所有環境績效指標均經過一名獨立第三方的外部檢查(數據審視，惟非根據相關計劃的保證／核查)。		

## 10. PERFORMANCE TABLE (CONTINUED)

### 績效表(續)

Key environmental performance indicators 關鍵環境績效指標	Unit 單位	Headquarters 總部	Property management 物業管理	Projects under development 在建項目
<b>Use of Energy</b> 能源使用				
Fuel consumption 能源耗量	MJ 兆瓦時	0	0	1,403,438
Consumption of purchased electricity 外購電力耗量	MJ 兆瓦時	340,086	6,135,700	989,258
Total energy consumption 總能源耗量	MJ 兆瓦時	340,086	6,135,700	2,392,696
Intensity of energy consumption (By gross floor area) 能源耗量密度 (以樓面面積計算)	MJ/m <sup>2</sup> 兆瓦時/平方米	252	277	49.4
<b>Air emission<sup>1</sup> and wastewater discharged</b> 空氣排放 <sup>1</sup> 和廢水排放				
NOx 氮氧化物	kg 千克	0	0	1,011
SOx 硫氧化物	kg 千克	0	0	0.59
Particulate matter 顆粒物	kg 千克	0	0	65.2
Wastewater discharged 廢水排放	cubic metre 立方米	0	0	547

Remark

備註

1. The Group began to include the air emission into the scope of disclosure this Year.

1. 本集團於本年度開始將空氣排放納入披露範圍。

## 10. PERFORMANCE TABLE (CONTINUED)

### 績效表(續)

Key environmental performance indicators 關鍵環境績效指標	Unit 單位	Headquarters 總部	Property management 物業管理	Projects under development 在建項目
<b>Waste<sup>1</sup></b>				
<b>廢棄物<sup>1</sup></b>				
Total hazardous waste produced 所產生有害廢棄物總量	Tonnes 公噸	0	0	1,410
Hazardous waste recycled 有害廢棄物回收量	Tonnes 公噸	0	0	0.027
Intensity of hazardous wastes (By gross floor area) 有害廢棄物密度(以樓面面積計算)	Tonnes /m <sup>2</sup> 公噸/平方米	0	0	0.030
Total non-hazardous waste produced 所產生無害廢棄物總量	Tonnes 公噸	0	0	3,613
Non-hazardous waste recycled 無害廢棄物回收量	Tonnes 公噸	0	0	8.496
Intensity of non-hazardous waste (By gross floor area) 無害廢棄物密度(以樓面面積計算)	Tonnes /m <sup>2</sup> 公噸/平方米	0	0	0.076

## Remark

## 備註

1. The Group began to include the total amount and density of non-hazardous waste and hazardous waste into the scope of disclosure this Year. Data collection system for waste generated in the office and property management is currently being developed.

1. 本集團於本年度開始將無害廢棄物及有害廢棄物的總量及密度納入披露範圍。現正在開發辦公室及物業管理所產生廢棄物的數據收集系統。



## 10. PERFORMANCE TABLE (CONTINUED)

### 績效表(續)

Key environmental performance indicators 關鍵環境績效指標	Unit 單位	Headquarters 總部	Property management 物業管理	Projects under development 在建項目
<b>Use of Water Resources</b> 水資源使用				
Total water consumption 耗水總量	cubic metre 立方米	100	16,444 <sup>1</sup>	4,124
Water from municipal sources 市政水源	cubic metre 立方米	100	16,444	3,824
Water from rainwater/recycling 雨水/再生水	cubic metre 立方米	0	0	300
Intensity of water consumption (By gross floor area) 耗水密度(以樓面面積計算)	cubic metre /m <sup>2</sup> 立方米/平方米	0.07	0.74	0.09
Remark		備註		
1. The data does not include water consumption data (both tenant and common area) for LADDER Dundas and The Parkside Mall, as no access to data records.		1. 不包括 LADDER Dundas 和 The Parkside 商場的用水量數據(包括租戶及公共區域)，因為無法獲得數據記錄。		

## 10. PERFORMANCE TABLE (CONTINUED)

### 績效表(續)

#### 10.2. SOCIAL PERFORMANCE

#### 10.2. 社會績效

Workforce		Unit	Year Ended 31 March 2022 截至二零二二年 三月三十一日止年度
勞動力		單位單位	
<b>Total Number of Employees</b>		Persons	136
<b>員工總數</b>		人	
By Gender	Male	Persons	81
按性別劃分	男性	人	
	Female	Persons	55
	女性	人	
By Employment type	Management	Persons	34
按僱傭類型劃分	管理層員工	人	
	General Staff	Persons	102
	一般員工	人	
By Age group	30 or below	Persons	19
按年齡組別劃分	30歲以下	人	
	30-50	Persons	71
	30至50歲	人	
	> 50	Persons	46
	50歲以上	人	
By Employment type	Full time	Persons	136
按僱傭類型劃分	全職	人	
	Part time	Persons	0
	兼職	人	
By Geographical region	Hong Kong	Persons	136
按地理區域劃分	香港	人	
	China	Persons	0
	中國	人	
	Other	Persons	0
	其他	人	
By Race	Asian	Persons	136
按族裔劃分	亞洲	人	
	Other	Persons	0
	其他	人	
<b>Board Diversity</b>			
<b>董事會多元性</b>			
By Gender	Male	Persons	4
按性別劃分	男性	人	
	Female	Persons	2
	女性	人	

## 10. PERFORMANCE TABLE (CONTINUED)

### 績效表(續)

Workforce 勞動力		Unit 單位單位	Year Ended 31 March 2022 截至二零二二年 三月三十一日止年度
By Age group 按年齡組別劃分	30 or below 30歲以下	Persons 人	0
	30-50 30至50歲	Persons 人	3
	> 50 50歲以上	Persons 人	3
	By Race 按族裔劃分	Asian 亞洲	Persons 人
	Other 其他	Persons 人	0
<b>Employee Turnover Rate<sup>1</sup></b> 員工流失率 <sup>1</sup>		%	51.1
By Gender 按性別劃分	Male 男性	%	50.6
	Female 女性	%	51.9
By Age group 按年齡組別劃分	30 or below 30歲以下	%	75.7
	30-50 30至50歲	%	51.1
	> 50 50歲以上	%	41.7
	By Geographical region 按地理區域劃分	Hong Kong 香港	%
China 中國		%	0
Other 其他		%	0

Remark

備註

1. Employee Turnover Rate (%) = number of turnover of the category / average workforce of the category x 100%.

1. 員工流失率(%) = 該類別流失員工人數 / 該類別平均員工人數 x 100%。

## 10. PERFORMANCE TABLE (CONTINUED)

### 績效表(續)

Key social performance indicators 社會關鍵績效指標	Unit 單位	Year Ended 31 March 截至三月三十一日止年度		
		2022 二零二二年	2021 二零二一年	2020 二零二零年
<b>Health and Safety</b> <b>健康及安全</b>				
Total number of work-related fatalities 因工死亡人數	No. of people 人數	0	0	0
Work-related Injury 工傷事故	Cases 宗數	1	3	4
Lost days due to work-related Injury 因工傷損失工作日數	Days 日數	18.5	145	52
<b>Workers from Construction Contractors<sup>1</sup></b> <b>建築承辦商工人<sup>1</sup></b>				
Number of work-related deaths and percentage 因工死亡人數及百分比	Employee number (%) 僱員人數(%)	0	0	0
Work-related injury 工傷事故	Cases 宗數	3	0	0
Work-related injury rate 工傷事故率	Cases per 100 workers 事故/100名工人	0.97	N/A 不適用	N/A 不適用
Remark		備註		
1. The data of contractor's safety metrics included 7 project sites in 2022 while the data of contractor's safety metrics included 2 project sites in 2021.		1. 二零二二年的承包商安全指標數據包括的7個項目地盤，二零二一年的承包商安全指標數據包括2個項目地盤。		

## 10. PERFORMANCE TABLE (CONTINUED)

### 績效表(續)

Key social performance indicators	Unit	Year Ended 31 March 2022 截至二零二二年三月 三十一日止年度
社會關鍵績效指標	單位	
<b>Employee Training</b>		
<b>僱員培訓</b>		
Percentage of employee trained <sup>1</sup> 受訓員工百分比 <sup>1</sup>	%	100
Average training hours of employees <sup>2</sup> 員工平均受訓時數 <sup>2</sup>	Hours 小時	0.85
<b>By Gender Group<sup>3</sup></b>		
<b>按性別組別劃分<sup>3</sup></b>		
Male 男性	%	59.6
	Hours 小時	0.85
Female 女性	%	40.4
	Hours 小時	0.83
<b>By Professional Profile</b>		
<b>按專業類別劃分</b>		
Management staff 管理層員工	%	25
	Hours 小時	1.54
General staff 一般員工	%	75
	Hours 小時	0.61

## Remarks

## 備註

- |   |  |
|---|--|
| <p>1. Percentage of employees trained = number of employees trained/total number of employees x 100%.</p> <p>2. Average training hours of employees = the training hours of employees of the category/total number of employees of the category.</p> <p>3. The proportion of the category among trained employees = number of employees trained of the category/number of employees trained x 100%.</p> | <p>1. 受訓員工百分比 = 受訓員工人數 / 總員工人數 x 100%。</p> <p>2. 受訓員工平均時數 = 該類別員工培訓時間 / 該類別員工的總人數。</p> <p>3. 該類別在受訓員工中的比例 = 該類別受訓員工數 / 受訓員工數 x 100%。</p> |
|---|--|

## 10. PERFORMANCE TABLE (CONTINUED)

### 績效表(續)

Key social performance indicators	Unit	Year Ended 31 March 2022 截至二零二二年三月 三十一日止年度
社會關鍵績效指標	單位	
<b>Suppliers (By Regional Area)<sup>1</sup></b>		
<b>供應商(按地區劃分)<sup>1</sup></b>		
Hong Kong	Number	14
香港	數目	
Mainland China	Number	0
中國	數目	
Other	Number	0
其他	數目	
<b>Community Investment<sup>2</sup></b>		
<b>社區投資<sup>2</sup></b>		
Charity donation	HKD	\$9.3 million
捐款	港元	約930萬港元
Staff volunteers	Persons	114
志願工作人數	人	
Volunteering hours	Hours	46
志願工作時數	小時	
Remarks	備註	
1. The data includes the major tier-1 supplier/contractors for both corporate and project-level.	1. 數據包括公司層面和項目層面之主要一級供應商/承包商。	
2. The data included the number and hours of volunteers of Wang On Group.	2. 數據包括宏安集團之志願工作人數及時數。	

## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX

### 《環境、社會及管治報告指引》報告內容索引

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
<b>A. Environmental</b> <b>A. 環境</b>		
<b>A1 Emissions</b>	Information on: 1. the policies; and 2. compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	7. Robust Governance 8. Sustainable Places
<b>A1 排放物</b>	有關： 1. 政策；及 2. 遵守有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的相關法律及規例對發行人有重大影響的資料。	7. 穩健的管治 8. 可持續發展的範疇
KPI A1.1	The types of emissions and respective emissions data.	8. Sustainable Places
關鍵績效指標A1.1	排放物種類及相關排放數據。	8. 可持續發展的範疇
KPI A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	8. Sustainable Places
關鍵績效指標A1.2	直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	8. 可持續發展的範疇
KPI A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	8. Sustainable Places
關鍵績效指標A1.3	所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	8. 可持續發展的範疇
KPI A1.4	Total non-hazardous waste produced (in tonnes) and where appropriate, intensity (e.g. per unit of production volume, per facility).	8. Sustainable Places
關鍵績效指標A1.4	所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	8. 可持續發展的範疇

## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX (CONTINUED) 《環境、社會及管治報告指引》報告內容索引(續)

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
KPI A1.5	Description of emissions target(s) set and steps taken to achieve them.	5.3. Our 5-Year ESG Roadmap 8. Sustainable Places We are in the process of developing our emission target(s).
關鍵績效指標A1.5	描述已訂立的減排目標及為達致該等目標所採取的步驟。	5.3環境、社會及管治5年路線圖 8.可持續發展的範疇 我們正在制定我們的排放目標。
KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them.	5.3. Our 5-Year ESG Roadmap 8. Sustainable Places We are in the process of developing our waste target(s).
關鍵績效指標A1.6	描述處理有害及無害廢棄物的方法，及描述已訂立的減排目標及為達致該等目標所採取的步驟。	5.3環境、社會及管治5年路線圖 8.可持續發展的範疇 我們正在制定我們的廢棄物目標。
<b>A2 Use of Resources</b>	Policies on efficient use of resources including energy, water and other raw materials.	8. Sustainable Places
<b>A2資源使用</b>	Note: Resources may be used in production, in storage, transportation, in buildings, electronic equipment, etc. 有效使用資源(包括能源、水及其他原材料)的政策。	8.可持續發展的範疇
KPI A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility).	8. Sustainable Places
關鍵績效指標A2.1	附註： 資源可用於生產、倉儲、運輸、樓宇、電子設備等。 按類型劃分的直接及／或間接能源(如電，氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	8.可持續發展的範疇



## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX (CONTINUED)

### 《環境、社會及管治報告指引》報告內容索引(續)

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
KPI A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	8. Sustainable Places
關鍵績效指標A2.2	總耗水量及密度(如以每產量單位、每項設施計算)。	8.可持續發展的範疇
KPI A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	5.3.Our 5-Year ESG Roadmap
關鍵績效指標A2.3	描述已訂立的能源使用效益目標及為達致該等目標所採取的步驟。	8. Sustainable Places We are in the process of developing our energy target(s).
KPI A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them.	5.3.環境、社會及管治5年路線圖
關鍵績效指標A2.4	描述求取適用水源上可有任何問題，以及描述已訂立的能源使用效益目標及為達致該等目標所採取的步驟。	8.可持續發展的範疇 我們正在制定我們的能源目標。
KPI A2.5	Total packaging material used for finished products (in tonnes), and, if applicable, with reference to per unit produced.	5.3.Our 5-Year ESG Roadmap
關鍵績效指標A2.5	製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位估量。	8. Sustainable Places We are in the process of developing our water target(s).
		5.3.環境、社會及管治5年路線圖
		8.可持續發展的範疇 我們正在制定我們的用水目標。
		The operations of the Group do not involve the use of packaging materials.
		本集團的業務不涉及使用包裝材料。

## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX (CONTINUED)

### 《環境、社會及管治報告指引》報告內容索引(續)

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
<b>A3 The Environment and Natural Resources</b>	Policies on minimising the issuer's significant impact on the environment and natural resources.	8. Sustainable Places
<b>A3環境及天然資源</b>	減低發行人對環境及天然資源造成重大影響的政策。	8.可持續發展的範疇
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	8. Sustainable Places
關鍵績效指標 A3.1	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。	8.可持續發展的範疇
<b>Aspect A4: Climate Change</b>	General Disclosure	8. Sustainable Places
<b>A4：氣候變化</b>	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	8.可持續發展的範疇
KPI A4.1	一般披露	8.可持續發展的範疇
關鍵績效指標 A4.1	識別及減輕已經或可能會影響發行人的重大氣候相關風險問題。	8. Sustainable Places
	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	8. Sustainable Places
	描述已經影響及可能會影響發行人的重大氣候相關問題以及管理有關問題而採取的行動	8.可持續發展的範疇
<b>B. Social</b>		
<b>B. 社會</b>		
B1 Employment	Information on:	7. Robust Governance 9. Thriving People
B1僱傭	有關：	7.穩健的管治 9.促進民生繁榮發展
	1. the policies; and	
	2. 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.	
	1. 政策；及	
	2. 遵守有關薪酬及解僱、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相關法律及規例對發行人有重大影響的資料。	

## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX (CONTINUED)

### 《環境、社會及管治報告指引》報告內容索引(續)

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
KPI B1.1	Total workforce by gender, employment type (for example, full-time or part-time), age group and geographical region.	10.2. Key Social Performance Indicators
關鍵績效指標B1.1	按性別、僱傭類型(如全職或兼職)、年齡組別及地區劃分的僱員總數。	10.2.社會關鍵績效指標
KPI B1.2	Employee turnover rate by gender, age group and geographical region.	10.2. Key Social Performance Indicators
關鍵績效指標B1.2	按性別、年齡組別及地區劃分的僱員流失率。	10.2.社會關鍵績效指標
<b>B2 Health and Safety</b>	Information on: <ol style="list-style-type: none"> <li>the policies; and</li> <li>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.</li> </ol>	7. Robust Governance 9. Thriving People
<b>B2健康與安全</b>	有關： <ol style="list-style-type: none"> <li>政策；及</li> <li>遵守有關提供安全工作環境及保障僱員免受職業性危害的相關法律及規例對發行人有重大影響的資料。</li> </ol>	7.穩健的管治 9.促進民生繁榮發展
KPI B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	10.2. Key Social Performance Indicators
關鍵績效指標B2.1	於過往三年(包括報告年度)各年發生的因工亡故的人數及比率。	10.2.社會關鍵績效指標
KPI B2.2	Lost days due to work injury	10.2. Key Social Performance Indicators
關鍵績效指標B2.2	因工傷損失工作日數	10.2.社會關鍵績效指標
KPI B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored.	9. Thriving People
關鍵績效指標B2.3	描述所採納的職業健康與安全措施，以及相關執行及監察方法。	9.促進民生繁榮發展

## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX (CONTINUED)

### 《環境、社會及管治報告指引》報告內容索引(續)

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
<b>B3 Development and Training</b>	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	9. Thriving People
<b>B3發展及培訓</b>	有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	9.促進民生繁榮發展
KPI B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	10.2. Key Social Performance Indicators
關鍵績效指標B3.1	按性別及僱員類別(如高級管理層、中級管理層)劃分的受訓僱員百分比。	10.2.社會關鍵績效指標
KPI B3.2	The average training hours completed per employee by gender and employee category.	10.2. Key Social Performance Indicators
關鍵績效指標B3.2	按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	10.2.社會關鍵績效指標
<b>B4 Labour Standards</b>	Information on: 1. the policies; and 2. compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.	7. Robust Governance 9. Thriving People
<b>B4勞工準則</b>	有關： 1. 政策；及 2. 遵守有關防止童工或強制勞工的相關法律及規例對發行人有重大影響的資料。	7.穩健的管治 9.促進民生繁榮發展
KPI B4.1	Description of measures to review employment practices to avoid child and forced labour	9. Thriving People
關鍵績效指標B4.1	描述檢討僱傭慣例的措施以避免童工及強制勞工。	9.促進民生繁榮發展
KPI B4.2	Description of steps taken to eliminate such practices when discovered.	9. Thriving People
關鍵績效指標B4.2	描述在發現違規情況時消除有關情況所採取的步驟。	9.促進民生繁榮發展
<b>B5 Supply Chain Management</b>	Policies on managing environmental and social risks of the supply chain.	9.7 Responsible Operation
<b>B5供應鏈管理</b>	管理供應鏈的環境及社會風險政策。	9.7盡責營運
KPI B5.1	Number of suppliers by geographical region.	10.2. Key Social Performance Indicators
關鍵績效指標B5.1	按地區劃分的供應商數目。	10.2.社會關鍵績效指標

## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX (CONTINUED)

### 《環境、社會及管治報告指引》報告內容索引(續)

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored.	9.7 Responsible Operation
關鍵績效指標B5.2	描述有關聘用供應商的慣例，執行有關慣例的供應商數目，以及有關慣例的執行及監察方法。	9.7 盡責營運
KPI B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	9.7 Responsible Operation
關鍵績效指標B5.3	描述識別供應鏈上環境及社會風險所使用的慣例，以及實施及監管該等慣例的方法。	9.7 盡責營運
KPI B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	9.7 Responsible Operation
關鍵績效指標B5.4	描述甄選供應商時推行環保產品及服務所使用的慣例，以及實施及監管該等慣例的方法。	9.7 盡責營運
<b>B6 Product Responsibility</b>	Information on: 1. the policies; and 2. 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.	7. Robust Governance 9. Thriving People
<b>B6 產品責任</b>	有關： 1. 政策；及 2. 遵守有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的相關法律及規例對發行人有重大影響的資料。	7. 穩健的管治 9. 促進民生繁榮發展
KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	Not applicable
關鍵績效指標B6.1	已售或已運送產品總數中因安全與健康理由而須回收的百分比。	不適用

## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX (CONTINUED)

### 《環境、社會及管治報告指引》報告內容索引(續)

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
KPI B6.2	Number of products and service-related complaints received and how they are dealt with.	111 from property management only, which were all handled in a professional manner
關鍵績效指標B6.2	接獲關於產品及服務的投訴數目以及應對方法。	只有111宗來自物業管理的投訴，全部已按專業方式處理
KPI B6.3	Description of practices relating to observing and protecting intellectual property rights.	9.7 Responsible Operation
關鍵績效指標B6.3	描述與遵守及保障知識產權有關的慣例。	9.7盡責營運
KPI B6.4	Description of quality assurance process and recall procedures.	9.7 Responsible Operation
關鍵績效指標B6.4	描述質量檢定過程及產品回收程序。	9.7盡責營運
KPI B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored.	9.7 Responsible Operation
關鍵績效指標B6.5	描述消費者資料保障及私隱政策，以及相關執行及監察方法。	9.7盡責營運
<b>B7 Anti-corruption</b>	Information on: <ol style="list-style-type: none"> <li>the policies; and</li> <li>compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.</li> </ol>	7. Robust Governance
<b>B7反貪污</b>	有關防治賄賂、勒索、欺詐及洗黑錢的： <ol style="list-style-type: none"> <li>政策；及</li> <li>遵守對發行人有重大影響的相關法律及規例的資料。</li> </ol>	7.穩健的管治
KPI B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases.	7. Robust Governance
關鍵績效指標B7.1	於報告期內對發行人或其僱員提出已審結的貪污訴訟案件的數目及案件結果。	7.穩健的管治
KPI B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.	7. Robust Governance
關鍵績效指標B7.2	描述防範措施及舉報程序，以及相關執行及監察方法。	7.穩健的管治

## 11. ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE CONTENT INDEX (CONTINUED)

### 《環境、社會及管治報告指引》報告內容索引(續)

Subject Areas 主要範疇	Content 內容	Section/Statement 章節／陳述
KPI B7.3	Description of anti-corruption training provided to directors and staff.	7. Robust Governance
關鍵績效指標B7.3	描述向董事及員工提供的反貪污培訓。	7.穩健的管治
<b>B8 Community Investment</b>	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests.	9. Thriving People
<b>B8社區投資</b>	有關以社區參與了解發行人營運所在社區的需要及確保其業務活動會考慮社區利益的政策。	9.促進民生繁榮發展
KPI B8.1	Focus areas of contribution (e.g., education, environmental concerns, labour needs, health, culture, sport).	9. Thriving People
關鍵績效指標B8.1	專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	9.促進民生繁榮發展
KPI B8.2	Resources contributed (e.g. money or time) to the focus area.	9. Thriving People
關鍵績效指標B8.2	在專注範疇所貢獻的資源(如金錢或時間)。	9.促進民生繁榮發展

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