



創業集團(控股)有限公司

**NEW CONCEPTS
HOLDINGS LIMITED**

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

Stock Code 股份代號 : 2221



2022

ENVIRONMENTAL, SOCIAL AND
GOVERNANCE REPORT
環境、社會及管治報告

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1 ABBREVIATIONS

1. 簡寫

"we", "New Concepts", "the Company" 「我們」、「創業集團」、「本公司」	New Concepts Holdings Limited 指創業集團(控股)有限公司
"the Group" 「本集團」	The Company and its subsidiaries 指本公司及其附屬公司
"ESG" 「ESG」	Environmental, social and governance 指環境、社會及管治
"the Report" 「本報告」	New Concepts Holdings Limited 2022 Environmental, Social and Governance Report 指創業集團(控股)有限公司2022年環境、社會及管治報告
"the Reporting Period" 「報告期」	The period from 1 April 2021 to 31 March 2022 指2021年4月1日至2022年3月31日期間
"PRC", "China" 「中國」	The People's Republic of China 指中華人民共和國
"Hong Kong" 「香港」	Hong Kong Special Administrative Region of the People's Republic of China 指中華人民共和國香港特別行政區
"SEHK" 「聯交所」	The Stock Exchange of Hong Kong Limited 指香港聯合交易所有限公司
"Listing Rules" 「《上市規則》」	<i>The Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited</i> 指《香港聯合交易所有限公司證券上市規則》
"ESG Reporting Guide" 「《ESG指引》」	2019 Edition of the <i>Environmental, Social and Governance Reporting Guide</i> in Appendix 27 to the <i>Listing Rules</i> 指2019年版本的《上市規則》附錄27《環境、社會及管治報告指引》
"HK\$" 「港幣」	Hong Kong dollar, the official currency of Hong Kong 指香港元，香港法定貨幣
"Board" 「董事會」	Board of Directors 指董事會
"KPI" 「關鍵績效指標」	Key performance indicators in the <i>ESG Reporting Guide</i> 指《ESG指引》中的關鍵績效指標



1 ABBREVIATIONS

1. 簡寫

"BOT"	Build-Operate-Transfer, a project model whereby a government entity grants to entity a concession to finance, construct and operate a facility according to the agreed specifications for a specified concession period. The entity does not own the facility or the project, but it may receive subsidies from the government entity and/or incomes from the project's end users. Upon expiry of the concession period, operation of the project will be transferred to the government entity at a nominal fee
「BOT」	指建設 — 營運 — 轉讓，是一種項目模式，政府機構根據協定的規格，在規定的特許權年期內向實體授予特許權，以資助、建造和營運設施。實體不擁有設施或項目，但可能從政府機構獲得補貼及／或從項目最終使用者收取收入。特許權年期屆滿後，項目將以象徵性費用轉讓給政府機構進行營運
"IMS"	Integrated Management System, which combines all related components of a business into one system for easier management and operation
「IMS」	指綜合管理體系，將業務所有相關部分合併為一個系統，以便更容易管理及運作
"ISO"	International Standardisation Organisation
「ISO」	指國際標準化組織
"OHSAS"	Occupational Health and Safety Assessment Series
「OHSAS」	指職業健康與安全評估系列
"QSHE"	Quality, Safety, Health and Environment
「QSHE」	指質量、安全、健康及環境
"GHG"	Greenhouse Gases
「GHG」	指溫室氣體
"EPC"	Engineering, procurement and construction
「EPC」	指工程、採購及建設
"Construction Business"	The Group's business in provision of foundation works, civil engineering contractual service and general building works
「建築業務」	指本集團提供地基工程、土木工程合約服務及一般屋宇工程的業務
"Environmental Protection Business"	The Group's business in provision of environmental protection projects including kitchen waste treatment and strategic investments in environmental protection related projects
「環保業務」	指本集團提供環保項目(包括餐廚垃圾處理)及環保相關項目的策略性投資的業務



1 ABBREVIATIONS

1. 簡寫

"Hefei Plant" 「合肥項目」	The Group's subsidiary, Hefei Feifan Bio Technology Co., Ltd 指本集團的附屬公司，合肥非凡生物科技有限公司
"Xuancheng Plant" 「宣城項目」	The Group's subsidiary, Xuancheng Xichong Biological Technology Co., Ltd. 指本集團的附屬公司，宣城市西冲生物科技有限公司
"Dunhua Plant" 「敦化項目」	The Group's subsidiary, Jilin Wanding Yisheng Environmental Protection Technology Co., Ltd. 指本集團的附屬公司，吉林省萬鼎宜升環保科技有限公司
"Hanzhong Plant" 「漢中項目」	The Group's subsidiary, Hanzhong Yisheng Biological Technology Co. Ltd.* 指本集團的附屬公司，漢中市宜昇生物科技有限公司
"Tianjin office" 「天津辦公室」	The Group's subsidiary, Tianjin Yisheng Environmental Technology Co., Ltd 指本集團的附屬公司，宜升(天津)環境技術有限公司
"Beijing office" 「北京辦公室」	The Group's subsidiary, Beijing Yisheng Environmental Technology Co., Ltd, and disposed in December 2021 指本集團的附屬公司，北京宜升環保能源科技有限公司，於2021年12月出售
"CO" 「CO」	Carbon monoxide 指一氧化碳
"NO_x" 「NO _x 」	Nitrogen oxides 指氮氧化物
"SO_x" 「SO _x 」	Sulphur oxides 指硫氧化物
"PM" 「PM」	Particulate matter 指顆粒物

* For identification purpose only



2 ABOUT THE REPORT

2. 關於本報告

New Concepts discloses its ESG information to address its stakeholders' concerns, enhancing the transparency of corporate sustainability. We present our 6th ESG report to illustrate our management approach and performance in sustainable development during the period of 1 April 2021 to 31 March 2022, which is consistent with our financial year.

創業集團披露其ESG資料以回應持份者的關注，提高企業可持續發展的透明度。我們提交第6份ESG報告，以說明我們在2021年4月1日至2022年3月31日期間（與我們的財政年度一致）的管理方針及可持續發展表現。

2.1 Reporting Guidelines

The Report has complied with all "Mandatory Disclosure Requirements" and "Comply or Explain" disclosure obligations set out in the *ESG Reporting Guide* and has been prepared in accordance with the 4 reporting principles: materiality, quantitative, balance and consistency. Please refer to the "Content Index of the *ESG Reporting Guide*" section for details of the compliance with the *ESG Reporting Guide* of the Report.

2.1 報告標準

本報告已遵守《ESG指引》中規定的所有「強制披露要求」及「不遵守就解釋」披露條款，並根據4項匯報原則：重要性、量化、平衡和一致性進行編寫。有關本報告對《ESG指引》的遵守詳情，請參閱「《ESG指引》索引」一節。

Materiality: 重要性：

The Report aims to disclose the Group's performance and management related to high-materiality and other ESG issues to its stakeholders. Therefore, we have identified high-materiality issues through materiality assessment, in which stakeholders were invited to participate in an online questionnaire and the assessment result was reviewed and validated by the Board. The detailed materiality assessment process and results are set out in the "Materiality Assessment" section.

本報告旨在向持份者披露本集團與重大及其他ESG議題有關的表現及管理。因此，我們通過重要性評估來確定重大議題，邀請持份者參與網上問卷調查，評估結果由董事會審查及確認。詳細的重要性評估過程及結果載於「重要性評估」一節。

Quantitative: 量化：

To illustrate our performance in environmental and social aspects, we have disclosed our quantitative KPI during the Reporting Period, together with the information on the standards, methodologies, assumptions and/or calculation tools used, and source of conversion factors used for the quantitative KPI.

為說明我們在環境及社會方面的表現，我們已經披露報告期內的量化關鍵績效指標及量化關鍵績效指標所使用的標準、方法、假設及／或計算工具的資料，以及所使用的轉換係數的來源。



2 ABOUT THE REPORT

2. 關於本報告

Balance: 平衡：	Consistency: 一致性：
<p>The report provides an unbiased picture of the Group's ESG performance during the Reporting Period to avoid any selection, omission or misleading presentation format that may inappropriately influence the reader's judgment.</p> <p>本報告已對本集團於報告期內的ESG表現進行公正描述，以避免任何選擇、遺漏或具有誤導性的呈列格式可能對讀者的判斷構成不當影響。</p>	<p>We adopt consistent calculation methods used in previous reporting periods to improve the comparability of environmental and social performance. If there are any changes, we will annotate and explain the changes in the footnotes.</p> <p>我們採用以往報告期使用的一致計算方法，以提高環境及社會績效的可比性。倘有任何變化，我們將在註腳中註述及解釋該等變化。</p>

2.2 Reporting Scope

Unless otherwise stated, the Report discloses the environmental and social approaches and performances of the Group including all subsidiaries in business sectors of the Construction Business in Hong Kong and the Environmental Protection Business in the PRC.

The Group has been actively seeking various national and local partners to jointly develop new technologies and explore business opportunities as a response to national calls on advocate on for the further development of green business. Our latest development on Xuancheng Plant, Dunhua Plant, and Guoyang Plant have been newly established of which part of them is under construction but yet to commence operation.

Taking into consideration the access and ownership of data, the above-mentioned plants that have been included in the investment reserve but are not yet in full operations have not yet been comprehensively included in the Report. In addition, we have included information of the Group and the subsidiaries during the period that we have management control. The former kitchen waste treatment plant "Taiyuan Plant", which was operated by Taiyuan Tianrun Bioenergy Co., Ltd (太原天潤生物能源有限公司) has not been included as its entire equity interests was sold during the Reporting Period.

The Group will continuously improve its internal data collection system to further expand the scope of disclosure if possible, so as to present our sustainability performance and initiatives in a broader picture.

2.2 報告範圍

除非另有說明，否則本報告披露本集團(包括所有附屬公司)在香港建築業務及中國環保業務領域方面的環境和社會方針及績效。

本集團一直積極尋求國家及地方合作夥伴，共同開發新技術及發掘商機，以響應宣傳進一步發展綠色業務的國家號召。我們最新發展的宣城項目、敦化項目及渦陽項目已告成立，其中部分正在興建中，但尚未開始營運。

考慮到數據的獲取及所有權問題，上述已計入投資儲備但尚未全面營運的項目尚未全面計入本報告。此外，我們已計入本集團的資料以及我們擁有其管理控制權期間的附屬公司的資料。由太原天潤生物能源有限公司營運的原餐廚垃圾處理廠「太原項目」，由於其全部股權已於報告期內出售，故未包括在內。

本集團將不斷完善其內部資料收集系統，在可能的情況下進一步擴大披露範圍，以更廣泛地呈列本集團的可持續發展表現及舉措。



2 ABOUT THE REPORT

2. 關於本報告

2.3 Confirmation and Approval

The Board of the Group assumes full responsibility for the Group's ESG strategy and reporting and has reviewed and approved the disclosure content of the Report. The data and other information publicly disclosed herein are primarily derived from internal documents, reports and statistical results. The Board undertakes that the contents of the Report do not contain any false records, misleading statements or major omissions, and is ultimately responsible for the truthfulness, accuracy, and completeness of the Report.

2.4 Access to the Report

The Report is prepared in both English and traditional Chinese. If there were any inconsistencies between the two versions, the English version shall prevail. The electronic version of the Report can be accessed through our website at the section of Investor Relations: <http://www.primeworld-china.com>.

2.5 Contact Information

The Group welcomes all stakeholders to provide valuable comments and suggestions relating to the Report or our sustainability performance.

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

2.3 確認及批准

本集團董事會全面負責本集團的ESG策略及報告，並已審閱及批准本報告的披露內容。本文公開披露的資料和其他資料主要來源於內部文件、報告及統計結果。董事會承諾本報告內容不存在虛假記錄、誤導性陳述或重大遺漏，並對其真實性、準確性及完整性承擔最終責任。

2.4 報告獲取方式

本報告以英文和繁體中文編製。若兩個版本之間有任何不一致之處，概以英文版本為準。本報告的電子版本可通過我們的網站在企業管治部分獲取：<http://www.primeworld-china.com>。

2.5 聯繫方式

本集團歡迎所有持份者提供與本報告或我們的可持續發展表現有關的寶貴意見及建議。

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



3 ABOUT THE GROUP

3. 關於本集團

New Concepts is a company listed on the Main Board of SEHK (Stock Code: 2221). The Group is principally engaged in the Construction Business in Hong Kong and the Environmental Protection Business in PRC.

For the Construction Business, the Group is engaged as a contractor in the foundation in Hong Kong, with the provision of foundation works and other building works to public and private sectors. As of the end of the Reporting Period, the construction project overview is as follows:

創業集團為一間於聯交所主板上市的公司（股份代號：2221）。本集團主要於香港從事建築業務及於中國從事環保業務。

就建築業務而言，本集團於香港被聘請為地基承包商，於公共及私營領域提供地基工程及其他屋宇工程。截至報告期結束，建設項目概要如下：



6 Completed Projects
6 個已完成項目



4 Projects in Progress
4 個在建項目

For the Environmental Protection Business, the Group is primarily engaged in the operation of the kitchen waste treatment plants, provision of environmental EPC solutions and services and environmental improvement solutions relating to environmental projects in the PRC. In kitchen waste treatment businesses, we operate kitchen waste treatment plants in Hefei, and have been constructing the Xuancheng Plant. Meanwhile, we operated 2 offices in Tianjin and Beijing respectively during the Reporting Period. For information on our financial performance and latest development, please refer to the 2022 Annual Report.

就環保業務而言，本集團主要從事餐廚垃圾處理廠的營運、提供環保EPC解決方案及服務，以及有關中國環保項目的環境改善方案。就餐廚垃圾處理業務而言，報告期內，我們在合肥運營餐廚垃圾處理廠，且正在興建宣城項目。同時，我們分別在天津及北京設有2個辦事處。有關我們財務表現及最新進展的資料，請參閱2022年年報。



3 ABOUT THE GROUP

3. 關於本集團



In Hefei Plant, we applied the advanced technology of "Kitchen Waste Pretreatment + Microbial Aerobic Composting".

在合肥項目中，我們應用「餐厨垃圾預處理+微生物好氧堆肥」的先進技術。



Designed Daily Processing Capacity :
200 Tons of Food Waste

設計日處理能力：
200 噸餐厨垃圾

Annual Processing Capacity:
72,000 Tons of Food Waste Accumulatively

年處理能力：
累計 72,000 噸餐厨垃圾



The output of solid organic fertiliser is about 23,000 tons annually.

固體有機化肥的年產量約為 23,000 噸。



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

New Concepts is committed to proactively managing ESG matters and comprehensively advancing the Group's sustainable development process. We have established a robust ESG governance framework overseen by the Board of the Group, ensuring ESG considerations are incorporated into all operational and business decisions, which safeguard the interests of our stakeholders and align with our corporate values.

創業集團致力積極管理ESG事務，全面推進本集團可持續發展進程。我們已建立穩健的ESG管治框架，由本集團董事會監督，確保ESG考慮因素納入所有營運及業務決策中，從而保障持份者的利益，並與我們的企業價值保持一致。

High-materiality issues disclosed in this chapter

本章披露的高重要性議題

- Communication with stakeholders
與持份者溝通
- Disaster and emergency planning and response
災難及應急預案規劃
- Compliance operation
合規營運



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

4.1 ESG Governance Structure

The Group continuously improves its ESG governance structure to lay the foundation for constant improvement in the level of sustainability governance. We actively undertake the responsibilities of ESG and have gradually incorporated the concept of sustainable development into our daily work and strategic planning through a top-down ESG management approach.

ESG Governance Responsibilities and ESG Working Group

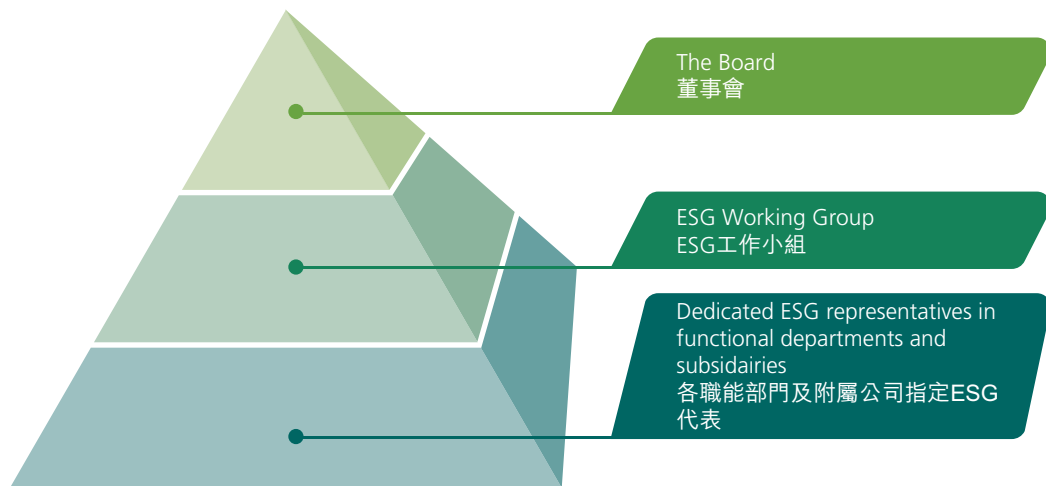
The Board has full responsibility to oversee the Group's ESG matters, as well as to determine and formulate the ESG management approach, strategies, priorities and objectives. To ensure the Group's sustainability work can be effectively implemented, the ESG Working Group composed of representatives of subsidiaries, project managers, administrators, and relevant functional department involved in ESG matters of the Group has been established under the leadership of the Board.

4.1 ESG管治架構

本集團不斷完善ESG管治架構，為持續提升可持續管治水平奠定基礎。我們積極承擔ESG責任，透過自上而下的ESG管理方針，逐步將可持續發展理念融入日常工作及戰略規劃中。

ESG管治責任及ESG工作小組

董事會全權負責監察本集團的ESG事務，以及釐定及制定ESG管理方針、策略、優先次序及目標。為確保本集團可持續發展工作的有效展開，在董事會的領導下，ESG工作小組已告成立，成員包括附屬公司代表、項目經理、行政管理人員及本集團涉及ESG事務的相關職能部門。



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

Engaging ESG matters cohesively

The Board is the highest decision-making body for the Group's ESG governance and is responsible for overseeing the overall ESG strategy, reviewing and making decisions on ESG risks and opportunities related to the Group's business, ensuring appropriate and effective ESG management and internal control systems are in place, formulating ESG management policies, strategies, priorities and objectives, regularly reviewing the ESG performance and the progress made against ESG-related goals and targets, and approving the disclosure in the Report.

The ESG Working Group is authorised by the Board to participate in the Group's ESG-related tasks, and its responsibilities include coordinating the implementation and execution of all ESG-related tasks by the functional departments of the subsidiaries, reporting to the Board on ESG issues and work performed regularly, communicating the Group's strategies and specific initiatives in ESG management, collecting and reporting ESG-related management initiatives and performance, collecting the information required for the ESG report from the functional departments of the Group and submitting the ESG report to the Board for approval. Based on the actual situation of ESG-related tasks, the ESG Working Group will formulate improvement suggestions for the Board, so that the Board can continuously and effectively implement ESG supervision matters.

All subsidiaries and functional departments are responsible for the coordination and data collection of specific ESG issues and carry out relevant tasks in accordance with the ESG management system and process.

共同參與ESG事務

董事會是本集團ESG管治的最高決策機構，負責監察整體ESG策略，檢討與本集團業務有關的ESG風險和機會並作出決定，確保已建立適當及有效的ESG管理及內部監控系統，制定ESG管理政策、策略、優先次序及目標，定期檢討ESG表現，以及與ESG相關的目標及指標的進度，並批准在本報告中披露。

ESG工作小組由董事會授權參與本集團的ESG相關工作，其職責包括協調各附屬公司職能部門對所有ESG相關工作的實施及執行，定期向董事會報告ESG問題及工作情況，溝通本集團在ESG管理方面的戰略及具體舉措，收集並報告ESG相關的管理舉措及表現，從本集團各職能部門收集ESG報告所需的資料，並將ESG報告提交董事會，以供批准。根據ESG相關工作的實際情況，ESG工作小組將為董事會制定改進建議，使董事會能夠持續有效地實施ESG監督事項。

所有附屬公司及職能部門負責具體ESG議題的協調及數據收集，並根據ESG管理系統及程序開展相關工作。



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Regular meetings of the ESG Working Group

ESG工作小組的定期會議

The ESG Working Group has been officially formed during the Reporting Period with an aim to hold regular meetings at quarterly intervals. The ESG Working Group connected the Group through delivering decisions made by the Board and reporting the ESG work progress and feedback from the subsidiaries and other ESG-related functional departments to the Board.

ESG工作小組已於報告期正式成立，旨在每季度舉行一次定期會議。ESG工作小組透過執行董事會的決定及向董事會報告ESG工作進展，以及來自附屬公司和其他ESG相關職能部門的回饋，聯繫整個集團。

The ESG governance structure enables a timely evaluation of the implemented policies and initiatives in our operation and effectively encourages a continuous improvement in our ESG performances and progress.

ESG管治架構可及時評估我們在營運中實施的政策和計劃，並有效地鼓勵我們不斷改進ESG表現及進展。



4.2 ESG Risks Management

The Board has overall responsibility for evaluating, prioritising and managing the Group's material ESG risks, and ensuring that the Group establishes and maintains appropriate and effective risk management and internal control systems.

Comprehensive ESG Risks Assessments

During the Reporting Period, we have conducted an ESG risk assessment to further explore the potential ESG risks posed to our business. The risk identification facilitates the Board in evaluating, prioritising and managing material ESG-related issues, which include risks. The Group formulated a more progressive ESG management strategy in accordance with the ESG risk assessment, which further better the management and control of the ESG risks.

4.2 ESG風險管理

董事會全面負責評估、優先處理及管理本集團的重大ESG風險，並確保本集團建立及維持適當有效的風險管理及內部監控系統。

全面ESG風險評估

於報告期內，我們已進行ESG風險評估，以進一步探索我們業務所面臨的潛在ESG風險。風險識別有助於董事會評估、優先處理及管理與ESG相關的重大議題。本集團根據ESG風險評估結果，制定更加進取的ESG管理策略，進一步完善ESG風險管控。

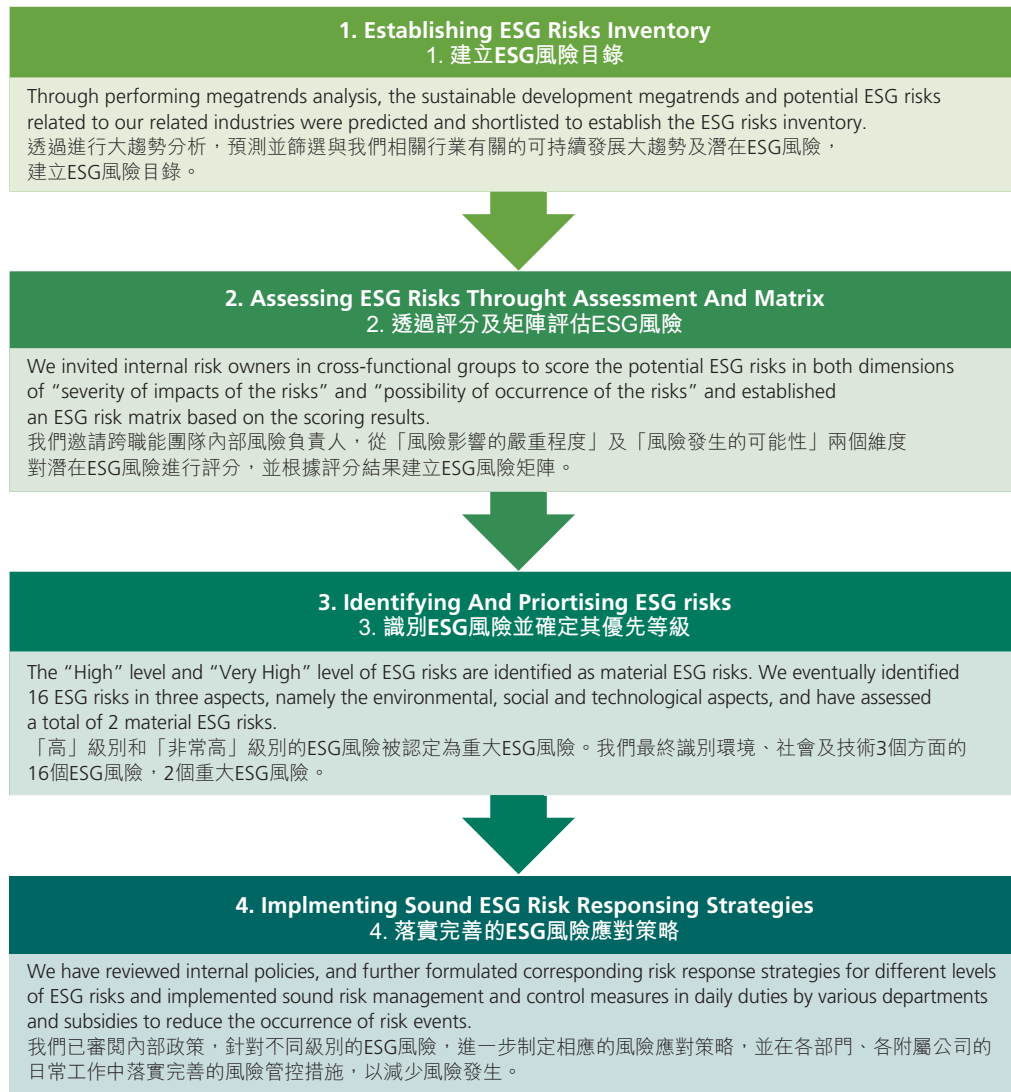


4 GOVERNING SUSTAINABILITY

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The procedures of the ESG risk assessment are as follows:

ESG風險評估程序如下：



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Our detailed risk management approach has been shown below along with our responses to the identified material risks.

我們風險管理的詳細方法連同我們對已識別重大風險的應對措施如下所示。

Identified Material ESG Risk 已識別重大ESG風險	Potential Impact 潛在影響	How We Respond 我們如何應對
Industrial Risk 工業風險	<p>Man-made disasters such as fire and explosion that may pose physical damage to the Group's assets, happened in industrial processes at construction sites and in projects.</p> <p>在建築工地及工程項目的工業流程中發生的火災、爆炸等可能對本集團資產造成實際損害的人為災害。</p>	<p>The Group has developed the <i>Safety and Health Policy Statement</i>, which has assigned departments responsible for identifying occupational hazards in the work environment and arranging occupational health checks for employees. To protect employees from safety accidents, regular safety inspections and safety drills are conducted to enhance awareness. Appropriate and high-standard protective equipment is provided to employees.</p> <p>本集團已制定《安全健康政策聲明》，指定部門負責識別工作環境中的職業危害，並安排員工進行職業健康檢查。為保障僱員免受安全意外，我們定期進行安全檢查及安全演習，以提高僱員的安全意識。我們亦為僱員提供適當的高標準防護設備。</p> <p>We proactively encourage subsidiaries to develop customised safety policies and safety management systems based on the nature of their business. 我們積極鼓勵附屬公司根據其業務性質質量制定安全政策及安全管理系統。</p> <ul style="list-style-type: none"> Construction Business 建築業務 <p>Safety committee has been set up for each project, which response to ensure relevant safety measures such as contingency plans for safety incidents and safety training are taken appropriately at every project site.</p> <p>各個項目均成立安全委員會，負責確保各個項目的現場均採取適當的安全措施，如安全事故應急計劃和安全培訓。</p> Hefei Plant 合肥項目 <p>An internal safety management system has been established that details the safety management work related to safety inspections, safety prevention and safety risk control.</p> <p>已成立內部安全管理系統，對安全檢查、安全預防及安全風控等安全管理工作進行詳細規定。</p>



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4. 可持續發展管治

Identified Material ESG Risk 已識別重大ESG風險	Potential Impact 潛在影響	How We Respond 我們如何應對
Infectious Disease 傳染病	<p>Massive spread of infectious diseases causes widespread casualties and possibly leads to economic shutdowns of our business.</p> <p>傳染病的大規模傳播造成大範圍傷亡，並可能導致我們的業務面臨經濟停擺。</p>	<p>Effective epidemic prevention and control works are implemented to ensure the safety and health of employees.</p> <p>落實有效的疫情防控工作，確保僱員的安全健康。</p> <ul style="list-style-type: none"> • Adopting flexible work hours and “work from home” measures in a timely manner to reduce the spread and protect the health of employees. 及時採取彈性工作時間及「居家辦公」等措施，減少病毒傳播，保障員工健康。 • Full disinfection works in the office are conducted in a timely manner. 定時對辦公室進行全面消毒。 • Anti-epidemic materials such as masks, rapid test kits, etc. are supplied in sufficient amounts to employees. 口罩、快速檢測試劑盒等抗疫物資足額供應予員工。 • Virtual video meetings are preferred to reduce trips. 首選虛擬視頻會議，以減少出行。 • OA systems have been widely applied to replace the old workflow and reduce physical contact between employees while maintaining high working standards and efficiency in daily operations. 廣泛應用辦公自動化系統，取代傳統工作流程，減少員工之間的身體接觸，同時在日常營運中保持較高的工作標準和效率。



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4. 可持續發展管治

Disaster & Emergency Planning and Response

In understanding the nature of the 2 material ESG risks that have been identified, the similarities of these risks are their emergency nature. The Group has taken appropriate responses and various precautionary measures to the above stated ESG risks, the discussions related to planning for further emergencies and the post-emergency processing are vigorously taken into the Group's consideration.

By minimising the losses caused by disasters, and protecting the safety of employees' lives and corporate property, we have timely reviewed internal policies and initiatives to ensure our emergency response speed and coordination level of emergencies. In the future ESG risk assessment, the Group will continuously monitor and control ESG risks at different levels to ensure long-term and stable business development.

4.3 ESG Targets

Over the years, we are committed to operating our business in an all-round and responsible manner with consideration of environmental, social and economic benefits, and ensure that sustainable development elements are integrated into all aspects of operations and all business decisions. We have encouraged our subsidiaries to set up customised achievable targets according to their business nature to achieve the Group's target collectively.

災難及應急預案規劃

在理解已識別的2個重大ESG風險的性質時，該等風險的相似之處在於其緊急性質。本集團已就上述ESG風險採取適當的應對及預防措施，有關未來緊急事件的規劃及緊急事件後續處理的討論，已被積極納入本集團的考量。

透過最大限度地減少災害造成的損失，保護員工生命和企業財產安全，我們已及時檢討內部政策及措施，以確保我們對突發事件的應急反應速度及協調水平。在未來的ESG風險評估中，本集團將持續監測及控制不同層級的ESG風險，確保業務長期穩健發展。

4.3 ESG目標

多年來，我們致力於全方位負責地經營業務，並考量環境、社會及經濟效益，確保可持續發展元素融入到業務的各個層面以及所有商業決策中。我們鼓勵附屬公司根據其業務性質設立個性化的可實現目標，共同實現本集團的目標。



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4. 可持續發展管治

The Board authorises the ESG Working Group to review the progress of the ESG target and direction, and has formulated the following targets with corresponding actions for the environmental aspects:

董事會授權ESG工作小組審閱ESG目標及方向的進展，並制定以下環境方面的目標及相應的行動：



Mid-term 中期 (3–5 years) (3–5年)

Reduce Exhaust Emissions 減少廢氣排放

- Adopt air pollution prevention and control technologies such as denitration process, improve the waste gas collection facilities of production equipment, and reduce the fugitive emission
採用脫硝工藝等空氣污染防治技術，完善生產設備的廢氣收集設施，減少逸散性排放

Strengthen Air Pollutant Management 加強空氣污染物管理

- Formulate internal emission reduction regulations
制定內部減排法規
- Develop fuel efficiency, such as the adaption of low emission fuels and machinery model for vehicles and work machinery
發展燃料效益，如車輛及工作器械採用低排燃料及機械型號

Long-term 長期 (5–10 years) (5–10年)



Invest, Improve and Adopt the Use of Clean Energy gradually 投資、改善及逐步採納清潔能源的使用

- Reduce the use of fossil fuel and gradually improve the usage ratio of clean energy
減少使用化石燃料，逐步提高清潔能源的使用比例
- Investment in advancement of clean energy application
投資清潔能源的應用推廣



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

 <p>Greenhouse Gas (GHG) Emission Targets 溫室氣體排放目標</p>	<p>Short to mid-term 短至中期 (1–5 years) (1–5年)</p> <p>Long-term 長期 (5–10 years) (5–10年)</p> <p>Reduce Office Carbon Emissions 減少辦公室碳排放</p> <ul style="list-style-type: none"> Replace and reduce energy-intensive equipment and activities, and explore alternatives 取替並減少高耗能的設備及活動，探尋替代方案 <p>Formulate Achievable Carbon Reduction Roadmap 制定可實現的碳減排路線圖</p> <ul style="list-style-type: none"> Acknowledge the existence of carbon emissions sources to develop long-term GHG reduction strategies and actions 明確碳排放源的存在，制定長期的溫室氣體減排策略及行動 Guide employees to co-create a green and low-carbon office environment 引導員工共創綠色低碳的辦公環境
 <p>Energy Efficiency Targets 能源效益目標</p>	<p>Short-term 短期 (1–2 years) (1–2年)</p> <p>Mid-term 中期 (3–5 years) (3–5年)</p> <p>Reduce Overall Energy Consumption 減少整體能源消耗</p> <ul style="list-style-type: none"> Integrate energy-saving concepts in projects and offices area 將節能理念帶入項目及辦公區域 <p>Carry Out Energy Management 開展能源管理</p> <ul style="list-style-type: none"> Encourage all subsidiaries to obtain energy management certifications 鼓勵所有附屬公司取得能源管理認證 Regular energy management performance review 定期進行能源管理績效審閱



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治



Short-term
短期
(1–2 years)
(1–2年)

Strengthen Waste Reduction at The Sources
加強源頭減廢

- Formulate Group's level energy management system and internal energy management policy
制定集團層面的能源管理制度及內部能源管理政策
- Prioritise the use of resources that reduce harm to the environment
優先使用能降低環境危害的資源

Mid-term
中期
(3–5 years)
(3–5年)

Encourage Resource Recycling
鼓勵資源回收

- Increase waste recycling rate, covering from the wastes from offices and the wastes generated from the kitchen waste business and construction business
提高廢物回收率，包括源自辦公室的廢物及餐廚垃圾業務及建築業務產生的廢物
- Emphasise concept of "Resource reusing, recycling and proper disposal" in the group value chain
在集團價值鏈中強調「資源再利用、回收及妥善處置」的概念



Mid-term
中期
(3–5 years)
(3–5年)

Increase Investment in Water-Saving Equipment
加大對節水設備的投資

- Carry out Water-saving engineering measures, and improve the utilisation rate of water, such as constructing wastewater recycling facilities and use of recycling treated wastewater
開展節水工程措施，提高水的利用率，如建設廢水回收設施及回收經處置廢水

Strengthen Sewage Treatment and Formulate Sewage Treatment Management Measures
加強污水處理及制定污水處理管理措施

- Identify types of sewage treatment methods, coordinate with the third party in sewage treatment, and conduct timely sampling review to ensure the reduction of impact of the wastewater on surrounding communities
識別污水的處理方式類型，與第三方協調處理污水，並按時進行抽樣檢查，確保減少污水對周邊社區的影響

Long-term
長期
(5–10 years)
(5–10年)

Reduce Average Water Consumption
減少平均耗水量

- Implement water-saving measures, regularly maintain, and inspect the water device, replace the aging device in time to avoid waste caused by leakage
實施節水措施，定期維護、檢查用水設備，及時更換老化設備以免滲漏造成浪費



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

4.4 Operational Compliance

The Board is devoted to the ongoing enhancement of the efficiency and has followed strictly the *Compliance Manual* of the Group, which sets out the standard of good practices concerning the general management responsibilities of the Board and the Group shall comply.

Meanwhile, New Concepts regards compliance management as the basis for maintaining its daily operations and requires all departments and subsidiaries to ensure operational compliance and compliance with the Group's policies and the course of business. The Group has established clear procedures to deal with violations in the relevant areas. When notified of potential breaches, the Group will promptly investigate to ensure appropriate corrective actions are taken to address any misconduct.

When the applicable safety, health and environmental laws, regulations, rules and standards are updated or revised, all departments and subsidiaries should update the internal safety, health and environmental laws, regulations and standards in a timely manner. Relevant training and publications are considered so as to improve employees' awareness and regulate their behaviors.

4.4 合規營運

董事會致力於持續提升工作效率，並嚴格遵守本集團的《合規手冊》，當中規定本集團應遵守的有關董事會一般管理責任的良好實務標準。

同時，創業集團視合規管理為維持日常營運的基礎，並要求所有部門及附屬公司確保營運合規，遵守本集團的政策及業務過程。本集團已建立明確的程序來處理相關領域的違規行為。一旦發現潛在的違規行為，本集團將迅速進行調查，以確保採取適當的糾正措施來處理任何不當行為。

當適用的安全、健康及環境法律、法規、規則及準則進行更新或修訂時，所有部門及附屬公司應及時更新內部安全、健康及環境法律、法規及準則。並考慮進行有關培訓及出版刊物，以提高員工的意識及規範員工的行為。



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

Social Compliance

The following tables set forth the laws, and regulations that have a significant impact on the issuer which include but not limited to regarding social aspects that New Concepts has confirmed that the Group has no violations on our operations:

社會合規

下表載列對發行人有重大影響的法律及法規，包括但不限於創業集團已確認本集團營運過程中並無違反的社會方面的法律及法規：

Aspects 方面	Laws and Regulations 法律及法規
Labour Standard (Relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.)	<i>Labour Law of the People's Republic of China</i> <i>Work Safety Law of the People's Republic of China</i> <i>Employees' Compensation Ordinance (Chapter 282 of the Laws of Hong Kong)</i> <i>Sex Discrimination Ordinance (Chapter 480 of the Laws of Hong Kong)</i> <i>Mandatory Provident Fund Schemes Ordinance (Chapter 485 of the Laws of Hong Kong)</i> <i>Disability Discrimination Ordinance (Chapter 487 of the Laws of Hong Kong)</i> <i>Family Status Discrimination Ordinance (Chapter 527 of the Laws of Hong Kong)</i> <i>Race Discrimination Ordinance (Chapter 602 of the Laws of Hong Kong)</i> <i>Minimum Wage Ordinance (Chapter 608 of the Laws of Hong Kong)</i>
勞工準則(關於薪酬及解僱、招聘及晉升、工作時長、假期、平等機會、多元、反歧視及其他利益及福利。)	《中華人民共和國勞動法》 《中華人民共和國安全生產法》 《僱傭補償條例》(香港法例第282章) 《性別歧視條例》(香港法例第480章) 《強制性公積金計劃條例》(香港法例第485章) 《殘疾歧視條例》(香港法例第487章) 《家庭崗位歧視條例》(香港法例第527章) 《種族歧視條例》(香港法例第602章) 《最低工資條例》(香港法例第608章)
Child Labour and Forced Labour 童工及強迫勞工	<i>Provisions on the Prohibition of Using Child Labour Law of the People's Republic of China</i> <i>Employment Ordinance (Chapter 57 of the Laws of Hong Kong)</i> <i>Employment of Children Regulations under the Employment Ordinance (Chapter 57 of the Laws of Hong Kong)</i> 《中華人民共和國禁止使用童工規定》 《僱傭條例》(香港法例第57章)項下《僱用兒童規例》
Product quality (Relating to product health and safety and method of redress) 產品品質(關於產品健康及安全以及補救方法)	<i>Building Ordinance (Chapter 123 of the Laws of Hong Kong)</i> 《建築物條例》(香港法例第123章)



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4. 可持續發展管治

Aspects 方面	Laws and Regulations 法律及法規
Health and Safety (Relating to providing a safe working environment and protecting employees from occupational hazards)	<i>Law of the People's Republic of China on the Prevention and Control of Occupational Diseases</i> <i>Work Safety Law of the People's Republic of China</i> <i>Fire Safety (Commercial Premises) Ordinance (Chapter 502 of the Laws of Hong Kong)</i> <i>Occupational Safety and Health Ordinance (Chapter 509 of the Laws of Hong Kong)</i>
健康及安全(關於提供安全工作環境及保障僱員免受職業危害)	《中華人民共和國職業病防治法》 《中華人民共和國安全生產法》 《消防安全(商業處所)條例》(香港法例第502章) 《職業安全及健康條例》(香港法例第509章)
Marketing and Promotion (Relating to advertising)	<i>Advertising Law of the People's Republic of China</i> <i>Trademark Law of the People's Republic of China</i> <i>Trade Description Ordinance (Chapter 362 of the Laws of Hong Kong)</i>
營銷及推廣(關於廣告)	《中華人民共和國廣告法》 《中華人民共和國商標法》 《商品說明條例》(香港法例第362章)
Information Security (Relating to privacy matters)	<i>Law of the People's Republic of China on the Protection of Consumer Rights and Interests</i> <i>Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong)</i>
信息安全(關於私隱事宜)	《中華人民共和國消費者權益保護法》 《個人資料(私隱)條例》(香港法例第486章)
Intellectual Property Rights	<i>Specifications for the Administration of Intellectual Property Rights of Enterprises</i> <i>Patent Law of the People's Republic of China</i> <i>Trade Marks Ordinance (Chapter 559 of the Laws of Hong Kong)</i> <i>Trade Descriptions Ordinance (Chapter 362 of the Laws of Hong Kong)</i> <i>Patents Ordinance (Chapter 514 of the Laws of Hong Kong)</i> <i>Copyright Ordinance (Chapter 528 of the Laws of Hong Kong)</i>
知識產權	《企業知識產權管理規範》 《中華人民共和國專利法》 《商標條例》(香港法例第559章) 《商品說明條例》(香港法例第362章) 《專利條例》(香港法例第514章) 《版權條例》(香港法例第528章)
Anti-corruption (Relating to bribery, extortion, fraud and money laundering)	<i>Criminal Law of the People's Republic of China</i> <i>Anti-Money Laundering Law of the People's Republic of China</i> <i>Prevention of Bribery Ordinance (Chapter 201 of the Laws of Hong Kong)</i>
反貪污(關於賄賂、勒索、詐騙及洗錢)	《中華人民共和國刑法》 《中華人民共和國反洗錢法》 《防止賄賂條例》(香港法例第201章)



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

Environmental Compliance

The Group has complied with and has confirmed that the Group has no violations of our operations with the following laws and regulations that have a significant impact on the issuer relating to air and greenhouse gases emissions, discharges into water and land, and generation of hazardous and non-hazardous waste during the Reporting Period (including but not limited to):

環境合規

本集團已遵守並確認本集團於報告期內並無違反以下對發行人有重大影響的涉及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的法律法規(包括但不限於)：

Environmental-related Laws and Regulations

與環境有關的法律及法規

The Environmental Protection Law of the People's Republic of China
The Law of the People's Republic of China on Environmental Impact Assessment
The Water Pollution Prevention Law of the People's Republic of China
Administrative Measures for Pollutant Discharge Licensing (for Trial Implementation)
The Opinion on the Strengthening of the Overhaul of Gutter Oil and Management of Cooking Wastes issued by the General Office of the State Council
Measures for the Administration of Concession for Infrastructure and Public Utilities
Air Pollution Control (Non-road Mobile Machinery) (Emission) Regulation (Chapter 311Z of the Laws of Hong Kong)
Air Pollution Control (Construction Dust) Regulation (Chapter 311R of the Laws of Hong Kong)
Noise Control Ordinance (Chapter 400 of the Laws of Hong Kong)
 《中華人民共和國環境保護法》
 《中華人民共和國環境影響評價法》
 《中華人民共和國水污染防治法》
 《排污許可證管理暫行規定》
 《國務院辦公廳關於加強地溝油整治和餐廚廢棄物管理的意見》
 《基礎設施和公用事業特許經營管理辦法》
 《空氣污染管制(非道路移動機械)(排放)規例》(香港法例第311Z章)
 《空氣污染管制(建造工程塵埃)規例》(香港法例第311R章)
 《噪音管制條例》(香港法例第400章)



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

Our Responses and Actions: Rising Concerns on the Risks of Environmental Compliance

Facing the tightened environmental protection policies, laws, regulations, and industry standards nationally, we believe that with our rich experience in the environmental industry and excellent compliance practices, the management team is confident to capture and minimise the adverse changes in policies changing and adjust the corporate strategy accordingly. The ESG working group and our management team will continuously pay attention to the compliance-related issues by studying the market dynamics, and actively carry out relevant preparations work to minimise the compliance risks and potential impacts on our business. For more information on our environmental compliance measures, please refer to the “Environmental Policies and Performance” in the Annual Report 2022 and the “Protecting Our Environment” in the Report.

4.5 Stakeholder Communications

The sustainable development of New Concepts is closely related to our stakeholders. We believe that expectations and concerns from our stakeholders are valuable in strategically improving our sustainability performance. To maintain an effective communication mechanism with our stakeholders, we have collected their feedback in a timely manner and through various engagement channels listed below.

我們的回應及行動：更加關注環境合規風險

面對國內不斷收緊的環保政策、法律、法規及行業標準，我們相信，憑藉我們在環保行業的豐富經驗及出色的合規實務，管理團隊有信心發現及減低政策變動帶來的不利影響，並相應地調整企業戰略。ESG工作小組與我們的管理團隊將通過研究市場動態，持續關注合規相關議題，並積極開展相關準備工作，以儘量減少合規風險以及對我們業務的潛在影響。有關我們的環境合規措施的更多資料，請參閱2022年年報「環境政策及績效」及本報告「保護我們的環境」。

4.5 持份者溝通

創業集團的可持續發展與我們的持份者緊密相關。我們相信，持份者的期望及關注對於從策略上改善可持續發展表現甚具價值。為求與持份者保持有效溝通機制，我們通過以下各種接觸渠道及時收集彼等的反饋。



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

Stakeholders 持份者	Expectations and Concerns 期望及關注	Engagement Channels 溝通渠道
Employees 僱員	<ul style="list-style-type: none"> Employee compensation and benefits Career development Health and safety in workplace 僱員薪酬及福利 職業發展 工作環境的健康與安全 	<ul style="list-style-type: none"> Performance reviews Regular meetings and training Emails, notice boards, hotline 表現評估 定期會議及培訓 電郵、公告板、熱線電話
Customers 客戶	<ul style="list-style-type: none"> High-quality products and services Protection of customer rights 高品質產品及服務 保護客戶權益 	<ul style="list-style-type: none"> Customer satisfaction survey Face-to-face meetings and on-site visits Customer service hotline and email 客戶滿意度調查 面對面會議及現場訪問 客戶服務熱線及電郵
Business Partners 業務夥伴	<ul style="list-style-type: none"> Business compliance 業務合規 	<ul style="list-style-type: none"> Whistleblowing system Development Bureau and Housing Authority assessment and license renewal Emails Face-to-face meetings and on-site visits Phone and video conferences 舉報系統 發展局及房屋委員會評估及牌照續期 電郵 面對面會議及現場訪問 電話及視像會議
General Public 公眾	<ul style="list-style-type: none"> Involvement in communities Business compliance Environmental protection awareness 社區參與 業務合規 環境保護意識 	<ul style="list-style-type: none"> Media conferences and responses to enquiries Public welfare activities Company websites 媒體發佈會及答覆諮詢 公益活動 公司網站



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

Stakeholders 持份者	Expectations and Concerns 期望及關注	Engagement Channels 溝通渠道
Shareholders and Investors 股東和投資者	<ul style="list-style-type: none"> Return on investments Corporate governance Business compliance 	<ul style="list-style-type: none"> Regular reports and announcements Regular general meetings Official Company websites 定期報告和公告 定期股東大會 公司官方網站
Subcontractors and Suppliers 分包商和供應商	<ul style="list-style-type: none"> Fair and open procurement Win-win cooperation 	<ul style="list-style-type: none"> Open tendering Suppliers' satisfactory assessments Face-to-face meetings and on-site visits 公開招標 供應商滿意度評核 面對面會議及現場訪問
Government and Regulatory Authorities 政府和監管機構	<ul style="list-style-type: none"> Compliance with laws and regulations Business sustainability 	<ul style="list-style-type: none"> Supervision on the compliance with local laws and regulations Regular reporting Face-to-face meetings, on-site visits and inspections 監督遵守當地法律及規例的情況 定期報告 面對面會議，現場訪問及檢查

4.6 Materiality Assessment

The Group identifies high-materiality issues annually to understand the latest ESG-related concern of its stakeholders for further ESG and sustainable development considerations. The Group would disclose its performances and management approaches related to the high-materiality and other ESG issues in detail in the Report to respond to its stakeholders' concerns.

4.6 重要性評估

本集團每年均會識別高重要性議題，以了解持份者對ESG的最新關注，作為更進一步的ESG及持續發展考量。本集團將在報告中詳細披露與高重要性及其他ESG議題相關的表現及管理方法，以充分回應持份者的關注。



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

The procedures of the materiality assessment are as follows:

重要性評估的程序如下：



Step 1: Identify potential ESG issues and key stakeholders

第一步：確定潛在ESG議題及主要持份者

- The Board identified a total of 32 ESG issues to establish the 2022 ESG issue pool with reference to the *ESG Reporting Guide*, the characteristic of the Group's various businesses and peer benchmarking.
董事會參照《ESG指引》、本集團各項業務的特點及同業基準，共確定ESG議題32項，以建立2022年ESG議題數據庫。
- The Board identified 7 groups of key stakeholders based on the level of influence and dependence on the Group, including the Board, management, employees, shareholders and investors, customers, subcontractors and suppliers and the general public.
董事會根據對本集團的影響及依賴程度，識別7組關鍵持份者，包括董事會、管理層、員工、股東及投資者、客戶、業務夥伴、分包商及供應商，以及公眾。



Step 2: Collect stakeholders' opinions

第二步：收集持份者的意見

- The Group invited stakeholders to rank the issues in 3 categories, including environmental responsibility, employment and labour practices and operation practices through an online survey. 本集團通過線上調查，邀請持份者對包括環境責任、僱傭及勞工慣例以及運營慣例在內的3類議題進行排序。



Step 3: Analyse the high-materiality issues

第三步：分析高重要性議題

- The Group analysed the results through mapping materiality matrices in 2 dimensions, namely the "importance to stakeholders" (vertical axis) and "the importance to the Group" (horizontal axis). 本集團通過繪製2維重要性矩陣（即「對持份者的重要性」（垂直軸）及「對本集團的重要性」（水平軸））對結果進行分析。
- The Group identified 16 issues that score half or above in both of the dimensions as "high-materiality issues". 本集團確定16項在兩個維度上的得分均超過一半或以上的議題為「高重要性議題」。



Step 4: Validate the high-materiality issues

第四步：驗證高重要性議題

- The Board of the Group validated the high-materiality issues and the other ESG issues to ensure that the results were relevant with the Group latest situation. 本集團董事會驗證高重要性議題及其他ESG議題，以確保符合本集團最新的發展狀況。



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

The materiality matrices and rankings of ESG issues are presented as follows:

ESG議題的重要性矩陣及排序如下：

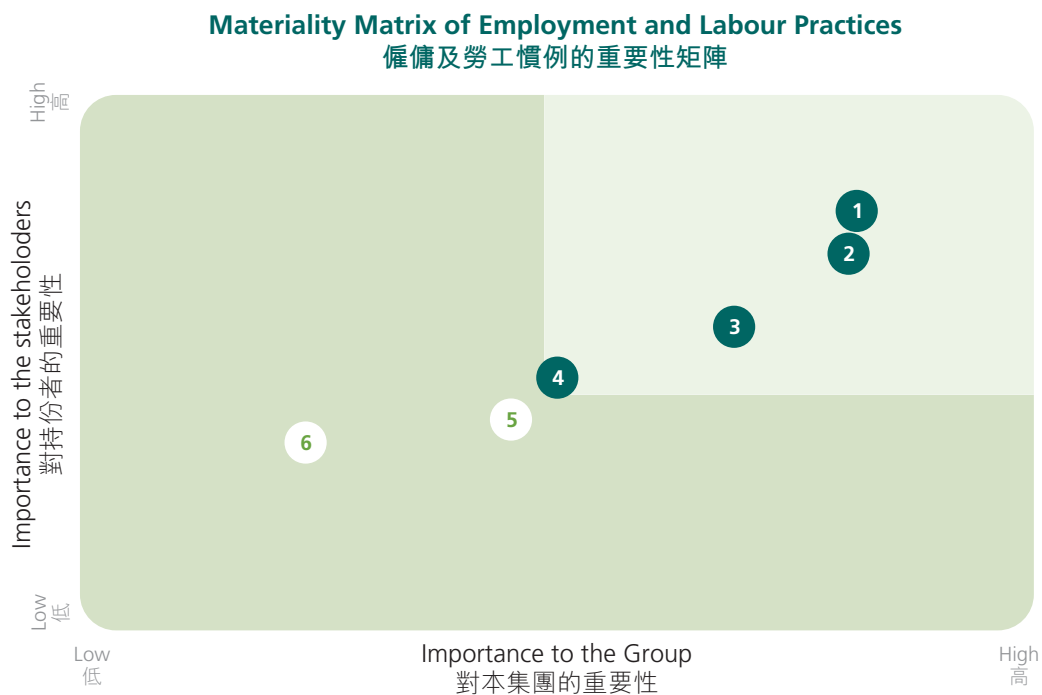


High-materiality issues: 高重要性議題：	Other issues: 其他議題：
1. Air emissions 廢氣排放	7. Environmental compliance 環境合規
2. Waste handling 廢棄物處理	8. Noise management 噪音管理
3. Wastewater treatment 污水處理	9. Mitigation measures to protect natural resources 保護天然資源的緩解措施
4. Use of energy 能源使用	10. Response to climate change 應對氣候變化
5. Greenhouse gases emission 溫室氣體排放	
6. Use of water 用水	



4 GOVERNING SUSTAINABILITY

4. 可持續發展管治



High-materiality issues: 高重要性議題：	Other issues: 其他議題：
1. Employee remuneration and benefits 僱員薪酬及福利	5. Preventing child and forced labour 防止童工及強制勞工
2. Occupational health and safety 職業健康與安全	6. Composition of employees 僱員構成
3. Equal opportunities, diversity and anti-discrimination 平等機會、多樣性及反對歧視	
4. Employee development and training 僱員發展及培訓	

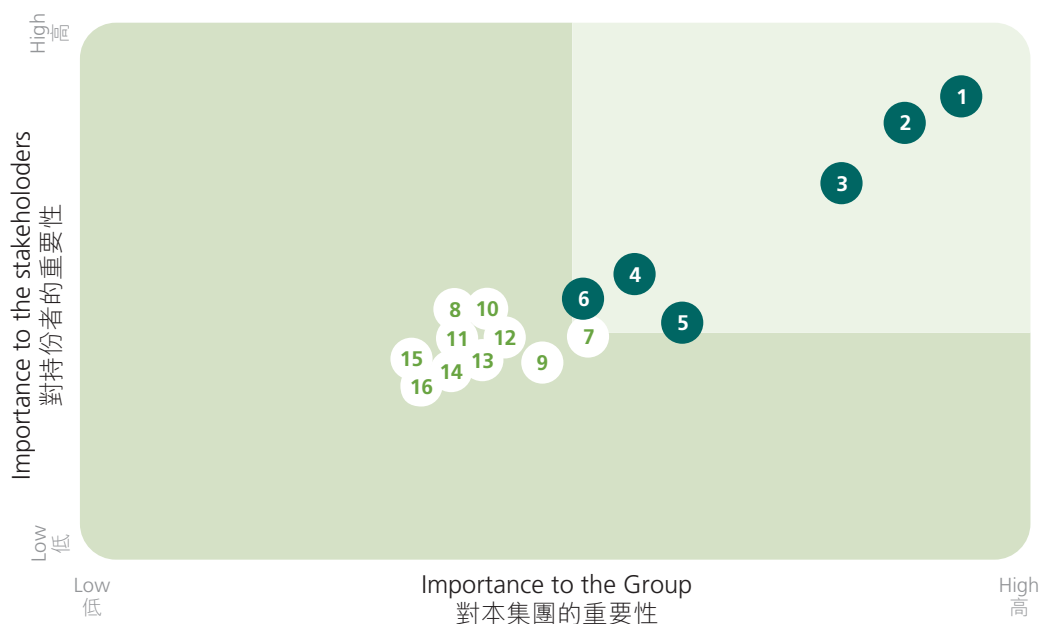


4 GOVERNING SUSTAINABILITY

4. 可持續發展管治

Materiality Matrix of Operational Practices Issues

營運慣例議題重要性矩陣



High-materiality Issues: 高重要性議題：	Other Issues: 其他議題：
1. Health and safety relating to products/ services 產品／服務的健康與安全	7. Observing and protecting intellectual property rights 監察及保護知識產權
2. Operational compliance 合規營運	8. Information security 信息安全
3. Anti-corruption 反貪污	9. Customer satisfaction 客戶滿意度
4. Communication with stakeholders 持份者溝通	10. Environmental risks assessment of the suppliers 供應商環境風險評核
5. Disaster and emergency planning and response 災害及應急規劃及回應	11. Social risks assessment of the suppliers 供應商社會風險評核
6. Product quality control and management 產品質量控制和管理	12. Green procurement 綠色採購
	13. Protecting customer's information and privacy 保障客戶信息及私隱
	14. Public welfare and charity 公益和慈善
	15. Marketing and promotion 營銷和推廣
	16. Procurement practices 採購慣例



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

The Group is committed to fostering a company culture of compliance and ethical behavior. Besides, we improve our corporate management continuously in various aspects intending to deliver better services and products to our customers, enhancing our long-term competitiveness.

本集團致力培養合規及合乎道德行為的公司文化。此外，我們在多方面持續改善企業管理，務求為客戶帶來卓越的服務及產品，並增加我們長期的競爭力。

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

- Anti-corruption
反貪污
- Health and safety relating to products/services
產品／服務的健康與安全
- Product quality control and management
產品質量控制和管理



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

5.1 Abiding By Business Ethics

It is our long-standing attitude to combat corruption with integrity and adhering to the highest ethical standards in the course of business.

Anti-Corruption Policies and Reporting Channels

The Group has formulated the *Whistleblowing Policy* and the *Fraud Prevention & Detection Policy* to establish the detection and prevention measures relating to unethical behaviors such as bribery, extortion, fraud and money laundering.

We have formulated standard whistleblowing procedures in the *Whistleblowing Policy*. We encourage our employees and other third-party such as representatives of vendors, suppliers or subcontractors to report any suspected unethical behaviors in writing or in person. After receiving reports from whistle blowers, we would assign a senior officer to investigate and report their findings to the chairperson of the Audit Committee who will determine the appropriate response.

To further protect the rights of whistle blowers, we keep their personal identities strictly confidential. According to the *Whistleblowing Policy*, any unauthorised disclosures of the identity of complaint would be dealt with in accordance with the Company's disciplinary procedure. Besides, we do not tolerate any reprisals, discrimination, harassment, intimidation, or victimisation against whistle blowers. The Group also encourages its subsidiaries to establish policies against all forms of illegal practices such as fraud.

Moreover, we understand the importance of maintaining a competitive market and thus strictly comply with laws and regulations relating to preventing anti-behaviors. Besides, we prohibit bid-rigging and strictly abide by the rules listed in the tender document when we are involved in tendering process, to maintain fair competition among our competitors. We strictly prohibit any anti-competitive behaviors in our tendering process. To further ensure our tendering process is conducted in a legitimate manner, we invite multiple subcontractors/suppliers to submit their tender proposals to avoid colluding between subcontractors/suppliers.

5.1 恪守商業倫理

反腐倡廉是我們一貫的態度，並以誠信及堅持以最高的道德標準體現在我們的業務裡。

反貪污政策及舉報渠道

本集團制定了《舉報政策》及《防止欺詐和檢測政策》，以建立與不道德行為有關的防止及檢測措施，例如賄賂、勒索、詐騙及洗錢。

我們在《舉報政策》制定了標準的舉報程序，我們鼓勵我們的員工以及其他第三方例如賣方、供應商或分包商以書面或親身舉報任何有疑問的不道德行為，當收到舉報者的舉報後，我們會指派一位高級職員展開調查，並將結果報告給審核委員會的主席，而這位主席會決定適合的應對措施。

為進一步保障舉報者的權利，我們會對他們的身份嚴格保密。根據《舉報政策》，任何未經授權而披露投訴人的身份，會根據公司的紀律程序處理。此外，我們對任何對舉報人的報復、歧視、騷擾、恐嚇或傷害是零容忍。本集團亦鼓勵附屬公司制定針對所有形式的不合法行為例如詐騙的政策。

此外，我們明白維持一個競爭市場的重要，因此會嚴格遵守與防止反行為有關的法律及規例。再者，當我們參與招標時，我們會禁止串通投標並嚴格遵守在招標文件中列出的規則，以便與我們的競爭對手維持公平競爭。而在招標過程中，我們也嚴格禁止任何反競爭的行為。為進一步確保我們的招標過程是合法地進行，我們會邀請多個分包商／供應商提交其招標方案，以避免與分包商／供應商串通。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

Cultivating Anti-Corruption Culture

We have implemented the abovementioned measures effectively against all illegal practices. To enhance and strengthen employees of different positions in understanding and awareness of ethical behaviours in operations, regular training with the theme of corporate anti-bribery and anti-corruption obligations above commercial interest have been conducted.

培育廉潔文化

我們有效地實行上述針對不合法行為的措施。為提高及強化不同崗位僱員對經營中道德行為的理解和意識，本集團定期舉辦以企業反賄賂及反貪污責任高於商業利益為主題的培訓。

Achieving Good Governance Practices and Training among the Board and Senior Management 在董事會及高級管理層中實現良好管治實踐和培訓

To promote good corporate governance, the *Fraud Prevention & Detection Policy* have set out the management's responsibility for detection and prevention of fraud as follows:

為促進良好企業管治，《防止欺詐和檢測政策》已列明管理層在檢測和預防欺詐方面的責任：



Management's Responsibility 管理層的責任

- **Familiarise each employee with the types of improprieties that might occur in their workplace**
熟悉每一位員工可能會在工作地點發生的不恰當行為
- **Educate employees about fraud prevention and detection**
向員工傳授有關檢測和預防欺詐的知識
- **Create a culture whereby employees are encouraged to report any fraud or suspected fraud which comes to their knowledge, without any fear of victimisation**
創造一種文化，鼓勵員工舉報他們所知道的任何詐騙或疑似詐騙行為，而不必擔心受到傷害
- **Promote employee awareness of ethical principles**
促進員工對道德原則的認識

During the Reporting Period, training on the topic of "Ethical and Governance Roles of Directors and Senior Management of Publicly Listed Companies" has been organised with the coordination of the Independent Commission Against Corruption (ICAC). The training emphasised the importance of the management role in ensuring fairness, just and transparency of the Group's business, which further strengthen good cooperate governance practices in the Group.

於報告期內，本公司在廉政公署的協調下，舉辦了「商誠記—上市公司董事及高級管理人員的誠信管治角色」為主題的培訓。培訓強調了管理層在確保本集團業務公平、公正、透明方面的重要作用，進一步強化了本集團良好的企業管治實踐。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

Safeguarding Intellectual Property Rights

We regard technological innovation as a cornerstone to maintaining our competitiveness. Our Hefei Plant have obtained High and New Tech Enterprise certifications regarding their achievement in environmental technology. In our Environmental Protection Business, we encourage our subsidiaries to utilise new technologies in solving environmental problems. We regard intellectual property rights as our intangible property and strive to protect our rights by registering all patents promptly. To further avoid infringement of intellectual property rights, we only allow authorised employees to use our intellectual property for business purposes.

保護知識產權

我們視技術創新為維持我們競爭力的基石。我們的合肥項目就他們在環境技術方面的成就，取得了高新技術企業的證書。在我們的環保業務中，我們鼓勵附屬公司利用新技術解決環境問題。我們視知識產權為我們的無形資產，並及時註冊所有專利以致力保障我們的權利。為進一步避免侵犯知識產權，我們只容許獲授權的員工使用我們的知識產權作商業用途。

Hefei Plant — High and New Tech Enterprise Certifications
合肥項目 — 高新技術企業證書



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

Tianjin Office — Obtained 8 Utility Model Patents 天津辦公室 — 獲得8項實用新型專利

During the Reporting Period, we have obtained total 8 patents on our Environmental Protections Services covering advanced technologies on anaerobic, suspended solids and wastewater treatment in kitchen waste treatment. 2 latest and published patents are shown as below:

於報告期內，我們在環保服務方面共取得8項專利，涵蓋餐廚垃圾厭氧、懸浮物及廢水處理的先進技術。最新公佈的2項專利如下：



5.2 Quality Management and Assurance

We strive to provide high-quality services and products to our customers to maintain long-term cooperation with them. Meanwhile, the Group has strictly complied with the local laws and regulations on product quality where its businesses operate. We proactively value customers feedbacks related to Health and safety relating to products and our services, thereby we take responsibilities towards our products, and will formulate and standardise the products recalling and related measures in the future. During the Reporting Period, none of our products sold or shipped is subject to recalls for safety-related and health-related reasons.

5.2 品質管理及保證

我們致力為客戶提供高品質的服務及產品，以便與他們維持長期的合作關係。同時，本集團於業務營運所在地嚴格遵守當地就產品質量方面的法律及規例。我們積極重視客戶對產品和服務健康安全的反饋，從而對我們的產品負責，並將在未來制定和規範產品召回和相關措施。在報告期內，我們售出或發運的產品均未因安全性和健康相關原因而被召回。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

We prioritise quality management of our construction projects for the Construction Business in Hong Kong. The Group has established a robust quality management system according to ISO 9001. We regularly review and update the guidelines of our quality management system, the *Integrated Management System Manual*, ensuring our quality management system is up to date. To strictly abide by the requirements set by the *Building Ordinance* and our customers, the Group has established a systematic approach to defining the responsibility of each department in ensuring the quality of the project.

我們將質量管理排在首位。本集團按照ISO 9001的標準建立健全的質量管理體系，並經常審視及更新質量管理體系的手冊《綜合管理體系手冊》內的指引，確保我們的質量管理體系是最新的。而為嚴格遵守《建築物條例》所定下以及客戶的要求，本集團已制定系統性方法以界定每個部門的職責，從而確保項目質量。

Departments 部門	Responsibilities 職責
Contract Department 合同部	<ul style="list-style-type: none"> Determine the requirements related to services, such as the statutory and regulatory requirements and the requirements of the customer 確定與服務有關的要求，如法定及監管要求以及客戶要求
Design Division 設計科	<ul style="list-style-type: none"> Review the design to ensure all the requirements are met 審閱相關設計以確保符合所有要求
Project Department 項目部	<ul style="list-style-type: none"> Establish an IMS project plan to satisfy the requirements of internal IMS and international standards 制定IMS項目計劃，以滿足內部IMS及國際標準的要求 Verify that the product requirements are met 核實是否滿足產品要求
QSHE Department QSHE部	<ul style="list-style-type: none"> Verify that the product requirements are met 核實是否滿足產品要求 Establish a quality improvement procedure to deal with non-conforming products, until the quality of the project is met requirements 制定產品改進程序，對未達標產品直至項目質量符合要求為止



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

To deliver high-quality construction projects, we monitor and evaluate the quality of each project to verify that legal and agreed requirements have been met. For any quality issues detected before delivery, we will establish and implement a quality improvement procedure until the quality of the project meets the legal and agreed requirements. For the quality issues detected after delivery, we will take appropriate actions to correct the quality issues.

For the Environmental Protection Business in the PRC, the Group provides kitchen waste treatment services to the local regions and sells the by-products produced from the kitchen waste treatment process such as grease, organic fertilisers, biogas, etc. The Group's kitchen waste treatment projects operate under the BOT model. We strictly follow the contractual obligations of all kitchen waste treatment projects to maintain the kitchen waste treatment plant's operation to a specified level of serviceability and restore the plants to a specified condition before handing over the plants to the grantor at the end of the service concession arrangement. To fulfil the obligations, our subsidiaries also implement relevant control measures on maintaining the quality of services. For instance, our plants monitor the quality indicators such as the moisture content of kitchen waste during the kitchen waste treatment process to maintain high-quality services.

為交付高質素的建築項目，我們監察及評核每一個項目的質量，以核實是否符合法律及商定的要求。如在交付前檢測出有任何質量問題，我們會建立及實行質量改善程序，直至項目的質量是符合法律及商定的要求。而假如在交付後才檢測出質量上的問題，我們會採取適當行動改正有關問題。

對於在中國的環保業務，本集團會向當地提供餐廚垃圾處理服務，並銷售餐廚垃圾處理過程產生的副產品，例如油脂、有機肥料以及沼氣等。本集團的餐廚垃圾處理項目是在BOT模式下運作，我們嚴格遵守所有餐廚垃圾處理項目的合同義務，作為其將餐廚垃圾處理廠的營運維持在指定可維護水平的牌照條件。而在特許經營權安排結束時，我們有義務在將廠房移交予授權人前，將其恢復至指定狀況。而為履行義務，附屬公司亦對生產及交付程序執行相關控制措施以維持高水平服務，例如我們的廠房會監察餐廚垃圾處理過程中，餐廚垃圾水份含量的質量指標。

NY/T 525–2021 Quality Assurance on Hefei Plant Organic Fertiliser Production

NY/T 525–2021合肥項目有機肥生產品質保證

Hefei Project has produced safe and high-quality organic fertilisers by following strictly the National standard (NY/T 525–2021), which conducted the required indicators, processing procedures and quality assurance of the products. Our organic fertiliser production has adhered to the basic principles of "Safety, Hygiene, Stability and Effectiveness" stated in the documents and regulations.

合肥項目嚴格按照國家標準(NY/T 525–2021)生產安全優質的有機肥，對產品的各項指標、加工工藝和品質進行了嚴格的控制。我們的有機肥生產堅持了文件和法規中所規定的「安全、衛生、穩定及有效」的基本原則。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

5.3 Supply Chain Management

We regard supply chain management as an essential part of our sustainability. As we maintain close cooperation with our suppliers in our business, the environmental and social performance of subcontractors and suppliers may pose risks to our business operation. Therefore, we have formulated internal policies in managing the selection procedures and the performance of subcontractors and suppliers to reduce the environmental and social risks associated with suppliers.

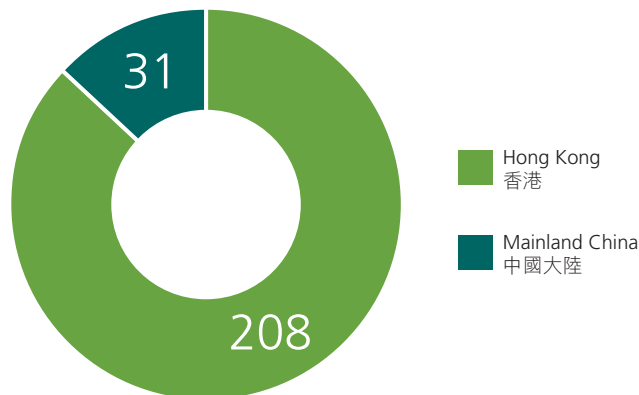
During the Reporting Period, we engaged a total of 239 suppliers according to the Group or the subsidiary's policies relating to supplier management. The number of the Group's subcontractors and suppliers by geographical region is as follows:

5.3 供應鏈管理

我們視供應鏈管理為我們可持續發展的重要組成部分，由於我們與業務上的供應商維持緊密合作，分包商及供應商在環保及社會方面的表現或許會對我們的營運構成風險，因此，我們制定了內部政策管理篩選程序以及分包商和供應商的表現，以減低與供應商有關的環境及社會風險。

於報告期內，我們根據本集團或附屬公司有關供應商管理的政策委聘合共239名供應商。本集團按地區劃分的分包商及供應商數目如下：

Number of Subcontractors and Suppliers of Geographical Region
按地區劃分的分包商及供應商數目



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

Green Procurement

The Group adopts a green procurement concept in our supply chain. We have stipulated our requirements relating to environmental protection in a commercial agreement with our subcontractors and suppliers. We require all qualified subcontractors or suppliers to comply with the requirements by issuing monetary penalties to violated subcontractors or suppliers. Besides, the Hefei Plant has applied the green procurement concept by avoiding disposable products and using products with higher energy efficiency and less toxic nature upon disposal, for example, purchases energy-saving bulbs over traditional bulbs. We prioritise the consideration of local subcontractors and suppliers to reduce the emission from logistics, to effectively reduce the emission raised from material transportation.

Aligning Our Sustainability Values in Supplier Selection and Evaluation

At the Group level, we have formulated the *General Management System Manual* to manage the performance of our subcontractors and suppliers. We have strict control over procurement procedures. To promote a fair tendering process, we invite different subcontractors and suppliers to submit tender proposals. We select our suppliers based on various factors. Firstly, we conduct supplier evaluations on potential suppliers to ensure that they comply with our internal requirements and local regulations at the same time. The qualified suppliers are then added to our internal qualified supplier list. We review the qualification of each supplier annually. Besides the result of supplier evaluation, we also select our subcontractors and suppliers based on their financial background, product/service quality, price, customer service quality, reputation, experience, and delivery time. To further reduce our procurement risks, we have an alternative supplier option to ensure the smooth completion of the whole procurement process. The abovementioned process has been applied to all suppliers in our Reporting Period and have been timely reported to our directors if applicable.

綠色採購

本集團於供應鏈中採納綠色採購概念。我們於與分包商及供應商的商業協議中列明有關環保的要求。我們向違規的分包商或供應商施加罰款，從而要求所有合資格分包商或供應商遵守規定。此外，合肥項目透過避免用完即棄產品及使用高能源效益及棄置時毒性較低的產品來應用綠色採購概念。舉例而言，購買節能燈泡，而不是傳統燈泡。我們優先考慮地方分包商及供應商以減低物流排放，有效減低大型運輸產生的排放。

供應商篩選及評核與可持續發展價值相一致

於集團層面，我們已制定《一般管理制度手冊》以管理分包商及供應商的表現。我們嚴格控制採購程序。為促進公平招標程序，我們邀請不同分包商及供應商提交標書。我們根據不同因素挑選供應商。首先，我們對潛在供應商進行供應商評估，以確保其同時符合我們的內部規定及地方法規。之後，合資格供應商會列入內部合資格供應商名單。我們每年檢討各供應商的資格。除供應商評估的結果外，我們亦根據其財務背景、產品／服務質量、價格、客戶服務質量、聲譽、經驗及交貨時間來選擇分包商及供應商。為加以減低採購風險，我們有替代供應商可供選擇以確保整個採購程序順利完成。於報告期內，上述程序已應用於所用供應商，並已及時呈報予我們的董事（如適用）。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

Our subsidiaries have formulated supplier management policies according to their business culture. For the Construction Business, we implement the *Subcontractor/Supplier Engagement and Evaluation Policy* to regulate the procurement process of new subcontractors or suppliers. As the performance on occupational health and safety of subcontractors is considered indispensable, we include the subcontractors' safety management system as a factor in subcontractor assessment and selection. We have identified environmental and social risk along the supply chain in the daily operation, the project manager would evaluate the safety performance of subcontractors and carry out safety walks, site safety meetings and safety reviews regularly to monitor subcontractors' performance, reducing the safety risk at the site after the commencement of the project. To control the environmental risks of our suppliers, we require all subcontractors to strictly follow the environmental protection measures set out in the *Construction Site Environmental Protection Guidelines*.

Besides, our subsidiaries under the Environment Protection Business also stipulated the management in the procurement through the formulating of relevant policies. Hefei Plant has formulated the standard procedure for the daily supplier management, supplier evaluation and selection in the Supplier Management System. All suppliers are required to provide relevant information for evaluation. For important material suppliers, the Procurement Department could propose an on-site visit to evaluate suppliers' performance. Hefei Plant has also standardised the material procurement process in the (Tentative) Procurement Management Approach to managing the selection of important material suppliers.

附屬公司已根據其業務文化制定供應商管理政策。對於建築業務，我們實施《分包商／供應商聘請和評估政策》，以規範新分包商或供應商的採購流程。由於分包商的職業健康及安全表現至關重要，我們將分包商的安全管理系統納入分包商評估及挑選的因素。項目開始後，我們已經識別了日常營運中供應鏈的環境和社會風險，項目經理會評估分包商的安全表現及定期執行安全巡查、地盤安全會議及安全檢討，以監察分包商的表現，減低地盤的安全風險。為控制供應商的環境風險，我們規定所有分包商須嚴格遵守《施工場地環保指引》所載的環保措施。

此外，環境保護業務下的附屬公司亦通過制定有關政策，規定採購工作的管理。合肥項目已透過《供應商管理制度》制定日常供應商管理、供應商評估及挑選的標準程序。所有供應商須提供有關資料以供評估。對於重大物料供應商，採購部門會建議實地考察以評估供應商的表現。合肥項目亦已透過《採購管理辦法(暫行)》規範物料採購程序，以管理重大物料供應商的挑選。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

Case Study: Reducing Safety Risks of Subcontractors at The Construction Site 案例研究：於施工場地減低分包商的安全風險

We emphasise the safety of workers at the construction site to reduce potential safety risks. As we have close cooperation with our subcontractors at the construction site, we highly value the safety performance of subcontractors.

我們重視施工場地工人的安全，以減低潛在安全風險。我們於施工場地與分包商緊密合作，故我們非常重視分包商的安全表現。

We enhance safety management by implementing control measures for our subcontractors. We stipulate the safety responsibilities of subcontractors as follows:

我們對分包商實施控制措施以加強安全管理。我們規定分包商的安全責任如下：

- Be familiar with the **Site Safety and Health Management Plan**, statutory regulations and special safety rules applicable to the work;
熟悉《地盤安全及健康管理規劃》、適用於工程的法定規例及特殊安全規則；
- Appoint enough safety supervisors and first-aiders;
委任足夠的安全監督及急救人員；
- Ensure that use protective clothing and equipment appropriately;
確保妥善使用保護衣物及裝備；
- Participate daily/monthly-morning safety meetings, daily/weekly process safety discussions and Site Safety Committee Meeting;
參與每日／月安全早會、每日／週程序安全討論及地盤安全委員會會議；
- Attend daily and weekly site safety inspections and arranges workforce to improve safety performance.
出席每日及每週地盤安全檢驗及安排人手以改進安全表現。

Besides conducting safety audits, we also impose an administration levy if subcontractors fail to follow the safe working procedures, effectively raising the compliance to our safety management measures for subcontractors.

除了進行安全檢核外，倘分包商未有遵守安全工作程序，我們亦會施加行政徵費，以有效提高分包商的安全管理措施合規情況。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

5.4 Customer Service

The Group's principal customers are governments, NGOs and private developers. To achieve continuous business growth, we strive to meet our customers' expectations to deliver high-quality service and products. Meanwhile, we build mutual trust with our customers by protecting their rights and interest.

Customers Satisfaction & Communications

During the Reporting Period, we did not receive any complaints regarding our products and service. We enhance customer satisfaction by maintaining efficient communications with customers in the following ways:

5.4 客戶服務

本集團的主要客戶是政府、非政府組織及私人發展商。為達致持續業務增長，我們致力滿足客戶預期，交付優質服務及產品。同時，我們保護客戶的權利及權益，藉此建立互信。

客戶滿意度及溝通

於報告期內，我們並無接獲任何有關產品及服務的投訴。我們透過與客戶維持有效溝通提高客戶滿意度，方法如下：

Understanding our Customers Expectations and Needs**理解客戶預期及需求**

- We maintain various communication channels, including customer service hotline and email, to collect our customer opinions in a timely manner.
我們維持多個溝通渠道，包括客戶服務熱線及電子郵件，及時收集客戶意見。
- As regulated by the IMS Manual, a contract manager and a project manager are responsible for customer communication at the tendering stage and project implementation stage respectively. The contract manager and project manager collect and respond to customers' feedback properly throughout the project and hence achieve customers' satisfaction.
據《IMS手冊》規管，合同經理和項目經理分別負責招標階段和項目實施階段的客戶溝通。合同經理和項目經理在整個項目過程中妥善收集及回應客戶反饋，從而使客戶滿意。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

Establishing Appropriate Complaint Handling Procedures 建立適當的投訴處理程序

- We encourage our subsidiaries to develop their complaint handling and based on their business natures. 我們鼓勵附屬公司根據業務性質建立其投訴處理程序。
- Regular meetings are held in the Construction Business with property owners during the construction phase to receive their opinions and complaints. The project managers will follow up and resolve if they receive any complaints from property owners. 在建築業務方面，我們與業主舉行定期會議，以於施工階段中收集其意見及投訴。項目經理如收到業主的任何投訴，會與業主跟進解決問題。

Collecting our Customers Feedbacks on our Service for Continuous Improvement 收集客戶對我們服務的反饋以不斷進步

- We maintain good communication with our customers to understand their future expectations on our services. 我們與客戶維持良好溝通，以理解其對我們服務的未來期許。
- We conduct a customer survey to its customers to understand their opinions on its service. 我們對客戶開展客戶調查，以了解其對我們服務的意見。
- QSHE managers of the Construction Business are required to collect the analysis data relating to customer satisfaction at the end of a construction project. 建築業務的QSHE經理須於建築項目完結時收集有關客戶滿意度的分析數據。

Marketing and Promotion

To protect our customers' rights, the Group strives to avoid any inaccurate product information. The Group has established internal guidelines to ensure the sales and marketing departments of the Group provide unbiased product and service descriptions and information that comply with the relevant local laws and regulations to our customers. Any misrepresentation in marketing materials or exaggeration of offerings is strictly prohibited.

營銷及推廣

為保護客戶權益，本集團努力規避任何不正確的產品信息。本集團已建立內部指引，以確保本集團的銷售及市場推廣部門向客戶提供符合當地相關法律法規的公正產品及服務描述和信息。嚴禁在市場推廣材料中歪曲陳述或誇大產品供應。



5 OPERATING OUR BUSINESS RESPONSIBLY

5. 負責任營運業務

Information Security

The Group strives to avoid the leakage of personal privacy and commercially confidential information, as information security is the first step to protecting both the rights of the Group and its customers.

We have strengthened our management of confidential documents containing personal and commercially confidential information. We have the following internal policies and regulations and are accessible to all employees:

- Confidential information is strictly monitored to prevent any direct or indirect information leakage to external parties through any means.
- Disclosing and taking away any confidential information relating to our businesses is strictly prohibited.
- Only authorised employees are allowed to access our information system which may contain our customer's personal information.
- Management will investigate directly, and follow-up actions will be taken if there are any suspicious cases.

To further protect our customer's privacy, we engage our employees in information security management, *Confidentiality agreements* are required to sign in the Tianjin office reinforce their responsibility in information security with its employees.

信息安全

本集團致力避免私隱及商業機密資料外洩，因為信息安全是保護本集團及其客戶權利的第一步。

我們已加強管理包含個人及商業機密資料的機密文件。我們設有下列內部政策及規定，所有員工均可查閱：

- 嚴格監控機密資料，防止通過任何方式直接或間接向外部洩露任何信息。
- 嚴禁僱員披露及帶走與業務有關的任何機密資料。
- 只有經授權僱員方可查閱可能載有客戶個人資料的資訊系統。
- 如有任何可疑情況，管理層將直接調查，並採取後續行動。

為了進一步保護客戶隱私，我們促使僱員參與信息安全管理。於天津辦公室，僱員須簽署保密協議，以加強其於信息安全的責任。



6 PROMOTING PEOPLE-ORIENTED CULTURE

6. 推廣以人為本文化

Employees are the key driving force for the Group's development. We are committed to providing an ideal workplace for each employee and strive to retain talents through outstanding employment management. We treat every employee fairly and provide equal opportunities for his/her career development. To maintain our competitiveness, we are dedicated to building a working team containing high-calibre employees through providing training which develops our employees' professional skills.

僱員乃本集團發展的關鍵驅動力。我們致力為每名僱員提供理想的工作場所，並透過良好的僱傭管理保留人才。我們公平對待每名僱員及為其事業發展提供平等機會。為維持競爭力，我們藉提供可發展僱員專業技能的培訓，盡心建設由優秀僱員組成的工作團隊。

High-materiality issues disclosed in this chapter

本章節披露的高重要性議題

- Employee remuneration and benefits
僱員薪酬及福利
- Equal opportunities, diversity, and anti-discrimination
平等機會、多元及反歧視
- Employee development and training
僱員發展及培訓
- Occupational health and safety
職業健康與安全



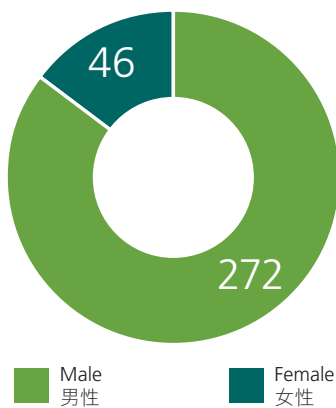
6 PROMOTING PEOPLE-ORIENTED CULTURE

6. 推廣以人為本文化

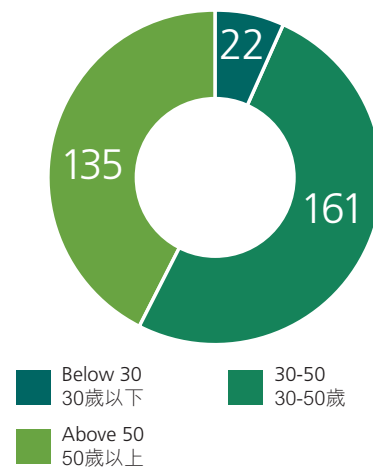
6.1 Our Employment Portfolio

On 31 March of 2022, the Group has a total of 318 employees in Mainland China and Hong Kong, including 316 full-time and 2 part-time employees. The number of employees by gender, age group, employee category and geographical region are as follows:

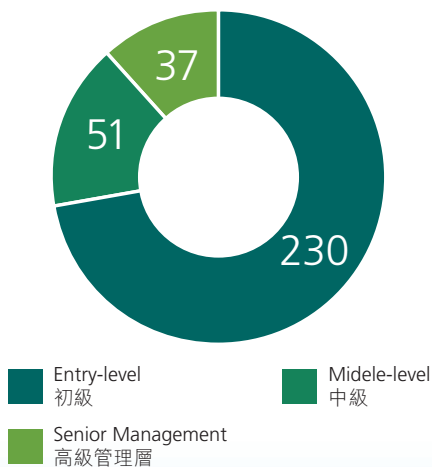
**Number of Employees
by Gender**
僱員總數(按性別劃分)



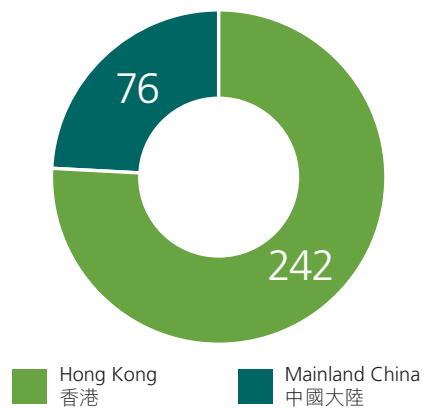
**Number of Employees
by Age Group**
僱員總數(按年齡組別劃分)



**Number of Employees
by Employee Category**
僱員總數(按僱員類別劃分)



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



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The turnover rates^{1, 2} of the Group are summarised in the following table:

本集團的僱員流失比率^{1, 2}概述於下表：

Gender 性別	Turnover Rate 流失比率
Male 男	76%
Female 女	26%

Age Group 年齡組別	Turnover Rate 流失比率
Below 30 30歲以下	18%
30-50 30-50歲	117%
Above 50 50歲以上	19%

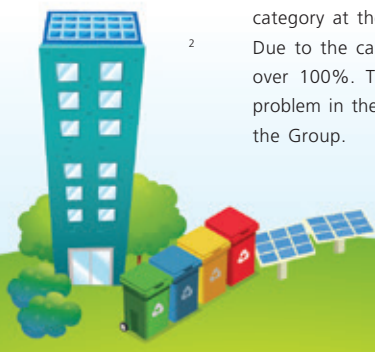
Geographical Region 地理位置	Turnover Rate 流失比率
Mainland China 中國大陸	18%
Hong Kong 香港	84%

¹ The calculation method of turnover rate = Employees in the specified category leaving employment/Number of employees in the specified category at the end of the Reporting Period

² Due to the calculation method, the turnover rate of specific category may over 100%. The high turnover rate, which has always been an inherent problem in the construction industry, has been reviewed by management of the Group.

¹ 流失比率的計算方法 = 本公司具體類別僱員離職人數／報告期末具體類別僱員人數

² 由於計算方法的原因，具體類別的流失比率可能超過100%。高流失比率一直是建築行業的固有問題，本集團管理層已對該問題進行檢討。



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6.2 Employment Management Approach

To effectively attract and retain talents, the Group has established an internal human resources policy to protect the rights and benefits of its employees. While strictly complying with labour standard, we have been offering reasonable and competitive employees remuneration and benefits and strives to provide equal opportunity in the workplace.

6.2 僱傭管理方法

為有效吸引和留住人才，本集團已制定內部人力資源政策以保護僱員的權利及利益。在嚴格遵守勞工標準的同時，我們為僱員提供合理及具競爭力的薪酬和福利，並致力於提供平等的工作機會。



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Working Hours, Holidays and Welfare

The Group and its subsidiaries have formulated relevant policies to ensure employees work for reasonable hours in accordance with local laws and regulations. The *Staff Handbook* outlines clear instructions on overtime work arrangement, which states that employees need to get approval to work overtime and eligible employees are entitled to overtime allowance.

The Group is also committed to providing employees with adequate rest time and benefits to protect their mental and physical health. In addition to the basic paid annual leave and statutory holidays stipulated by the laws and regulations, employees of our subsidiaries also enjoy additional holiday benefits such as sick leave, maternity leave, jury leave, compassionate leave, etc. To protect the rights and interests of employees, the Group also purchases insurance for employees after employment. As our success depends on employees' efforts, we prioritise providing employee benefits and welfare beyond legal standards. For example, our operating subsidiaries provides meal allowance and business allowance for employees.

The Group participates in defined contribution retirement schemes for its employees in Hong Kong and the PRC through Mandatory Provident Fund Scheme and defined contribution retirement benefit scheme organised by the relevant local government authorities in the PRC whereby the Group is required to make contributions to the Retirement Benefit Scheme at a certain rate in the PRC during the year.

工作時長、假期及福利

本集團及其附屬公司已根據當地法律及法規制定相關政策以確保僱員的工作時間合理。《員工手冊》概述超時工作安排的清晰指引，當中列出僱員超時工作須取得批准，而符合條件的僱員可享有加班津貼。

本集團亦致力為僱員提供足夠的休息時間及福利，以保護其精神及身體健康。除法律及法規規定的帶薪年假和法定假日外，附屬公司的僱員亦享有病假、產假、陪審假、陪產假等其他休假福利。為了保障僱員的權利及權益，本集團亦於僱員入職後購買保險。我們的成功有賴僱員努力，故此，我們重視提供高於法律標準的僱員利益及福利。舉例而言，營運附屬公司為僱員提供用膳津貼及商務津貼。

本集團透過強制性公積金計劃及由中國相關地方政府機關組織的定額供款退休福利計劃，為其香港及中國僱員參與定額供款退休計劃，據此，本集團須於年內按中國的若干比率向退休福利計劃供款。



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Recruitment and Promotion

A set of transparent and clear procedures have been adopted in the Group to conduct our recruitment process in an “Open, Fair, Transparent and Standardised” manner. To conduct recruitments following our business needs, we formulate recruitment plans depending on our workforce demands annually. Our Tianjin office has standardised its annual recruitment process in the *Human Resources Management Rules*. Each department needs to submit the annual recruitment plan at the end of each calendar year based on job vacancy and workforce demands. To recruit talents with the right competencies for each position, senior managements conduct interviews with candidates to assess whether their abilities match post requirements in the recruiting process.

To remain our competitiveness, we retain our talents by awarding employees with outstanding performance. We regularly evaluate the employees’ performance through appraisals and provide promotion opportunities for high-calibre employees, ensuring that employees’ efforts and contributions are appropriately rewarded by the Group.

Compensation and Dismissal

The Group offers competitive remuneration and benefits based on the candidates’ performance, work experience and career aspirations in the recruitment process. The Group regularly reviews its compensation package regarding market benchmarks. The Group strictly prohibits any unfair or illegitimate dismissals to protect the rights and interests of its employees. According to the *Staff Handbook*, both the Group and its employees have the right to terminate the employment contract based on reasonable and lawful grounds. We have set out the standard dismissal procedures in the *Staff Handbook* to ensure the dismissal is carried out in compliance with the local laws and regulations.

招聘及晉升

本集團採用一套透明、清晰的程序以按「公開、公平、透明及規範」的形式執行招聘程序。為遵照業務需要進行招聘，我們每年視乎人力需求制定招聘計劃。天津辦公室已按《人力資源管理規則》統一其年度招聘程序。各部分須根據職位空缺及人力需求，於各曆年末提交年度招聘計劃。為了聘請適任人才擔任每個職位，高級管理職於招聘過程中與應徵者面談，以評估其能力是否切合職位要求。

為保持競爭力，我們獎勵表現出色的僱員以保留人才。我們定期透過評核來評估僱員表現及為優秀僱員提供晉升機會，以確保本集團對僱員的努力和貢獻給予妥當獎勵。

薪酬與解僱

於招聘過程中，本集團根據應聘者的表現、工作經驗和職業志向提供具有競爭力的薪酬及福利。本集團參考市場基準定期檢討其薪酬待遇。本集團嚴格禁止任何不公平或非法解僱以保障僱員的權利及權益。根據《員工手冊》，本集團及其僱員均有權基於合理合法的理由終止僱傭合同。我們於《員工手冊》列出標準解僱程序以確保解僱遵照當地法律及法規進行。



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Equal Opportunity and Anti-discrimination

The Group is committed to creating a fair, mutually respectful and diversified working environment by promoting anti-discrimination and equal opportunities in all its human resources and employment decisions. We strictly abide by local laws and regulations relating to anti-discrimination and do not tolerate any form of harassment or discrimination, whether based on gender, sexual orientation, disability, age, race, skin colour, nationality, ethnic origin etc. The *Anti-discrimination Policy* applies to all recruitment, promotion, transfer, incentive and training processes and all business departments of the Group. To establish an effective anti-discrimination reporting system, we encourage employees to report to department managers or human resources managers when they encounter discriminatory behaviours. In addition, we are also responsible for evaluating, handling, recording and taking necessary disciplinary measures for such incidents.

Avoidance of Child and Forced Labour

The Group strongly prohibits the use of child labour and forced labour to respect human rights.

To prevent the unlawful use of the workforce, the Group requires job applicants to provide valid identification documents before employment confirmation to ensure that the applicants can be legally employed. Our Group has set up measures in safeguarding the labour rights of our employees. We sign labour contracts with all employees based on equality and free will to protect employees' human rights. We encourage our employees to report verbally or in writing if they are forced to work. Our Human Resources Department will immediately take action in accordance with the *Communication and Grievance Procedure*. Our Group has no tolerance against child labour, once we discover child labour, immediate dismissal of the employees will be taken.

In Hefei Plant, any employee who is imprisoned and forced to work can appeal to the Administrative and Personnel Department orally or in writing. The Administrative and Personnel Department will immediately follow the *Communication and Appeal Procedures* after receiving the appeal.

平等機會與反歧視

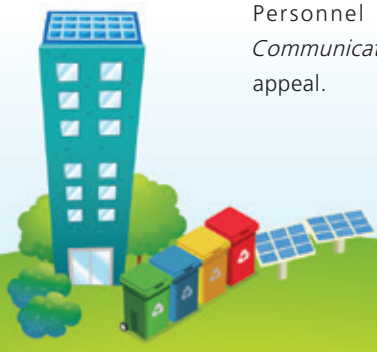
本集團致力於在所有人力資源和僱傭決策範疇中提倡反歧視和平等機會，創造公平、相互尊重且多樣化的工作環境。我們嚴格遵守與反歧視有關的當地法律及法規，絕不容許任何形式的騷擾或歧視，無論是基於性別、性取向、殘疾、年齡、種族、膚色、國籍及族裔等因素。反歧視政策適用於所有招聘、晉升、調動、獎勵和培訓程序，並在本集團的所有業務部分應用。為建立有效的反歧視報告制度，我們鼓勵僱員在遇到任何歧視行為時向部門經理或人力資源經理報告。此外，我們亦負責評估、處理、記錄有關事件並對此採取必要的紀律處分。

防止童工及強制勞工

本集團堅決禁止僱用童工和強迫勞工以尊重人權。

為防止不法使用勞工，本集團要求求職者在確認僱用前提供有效的身份證件，以確保求職者可合法受僱。人力資源部已設立措施以保障僱員的勞工權利。我們與全體僱員於自願情況下簽署平等的勞動合約，以保障僱員的人權。如僱員被強迫工作，我們鼓勵彼等作口頭或書面報告。人力資源部將根據《溝通及申訴程序》即時採取行動。本集團絕不容忍使用童工，一旦發現存在使用童工的情況，將立即解僱僱員。

在合肥項目中，任何被監禁和強迫工作的僱員均可以口頭或書面方式向行政人事部申訴。行政人事部在接到申訴後，將立即按照《溝通及申訴程序》予以處理。



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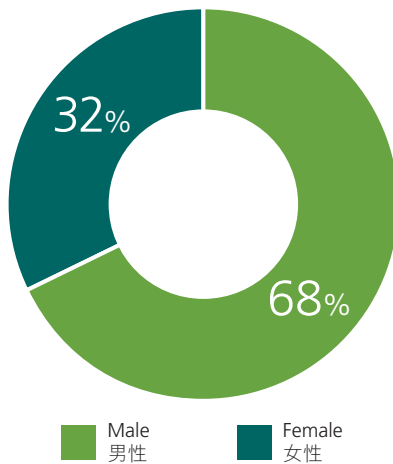
6.3 Supporting Talent Development

Talent grooming is one of our strategic focus areas. We are motivated to create a working environment where employees' potential and skills can be well-developed, thereby we design our training based on business needs, and offer comprehensive talent development programmes to nurture our talents from all levels.

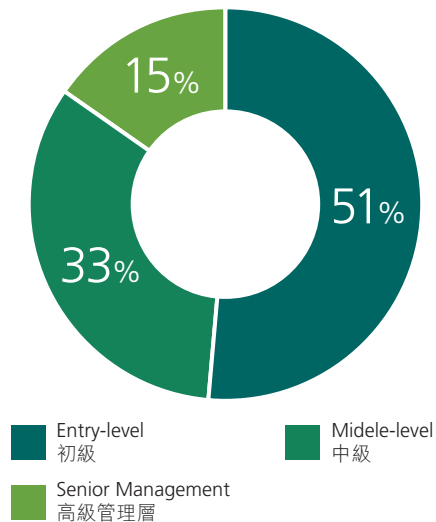
Employees' Training Indicators

The percentage of employees trained by gender and employee category³ of the Group are as follows:

Percentage of Trained Employees by Gender
按性別劃分的受訓僱員百分比



Percentage of Trained Employees by Employee Category
按僱員類別劃分的受訓僱員百分比



6.3 支援人才發展

人才培育是我們的策略焦點範疇之一。我們矢志創造可以令僱員的潛力和技能得以全面發揮的工作環境，因此，我們按業務需要設計培訓並提供全面的人才發展課程，以培育各個層級的人才。

僱員培訓指標

本集團按性別及僱員類別³劃分的僱員受訓百分比如下：

³ The calculation method of percentage of employees trained = Employees who took part in training in the specified category (not including employees who left during the Reporting Period)/Number of trained employees at the end of the Reporting Period

³ 僱員受訓百分比的計算方法 = 參加具體類別培訓的僱員人數(不包括報告期內離職僱員)/報告期末受訓僱員人數



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During the Reporting Period, the average⁴ training hours by gender and employee category⁵ are as follows:

於報告期內，按性別及僱員類別⁵計算的平均⁴培訓時長如下：

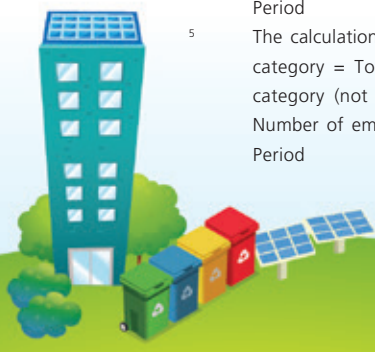
Specified Employee Category 具體僱員類別	Total Training Hours in the Specified Category 具體僱員類別培訓總時長	Average Training Hours 平均培訓時長
<i>By Gender</i> 按性別劃分		
Male 男性	594	2.15
Female 女性	227	4.28
<i>By Employee Category</i> 按僱員類別劃分		
Senior Management 高級管理層	66	1.78
Middle-level 中級	331	6.13
Entry-level 初級	424	1.78
Total 總計	821	2.58

⁴ The calculation method of average training hours per employee = Total number of training hours (not including employees who left during the Reporting Period)/Total number of employees at the end of the Reporting Period

⁵ The calculation method of average training hours for employees in specified category = Total number of training hours for employees in the specified category (not including employees who left during the Reporting Period)/Number of employees in the specified category at the end of the Reporting Period

⁴ 每名僱員平均培訓時長的計算方法 = 培訓總時長(不包括報告期內離職僱員)／報告期末僱員總數

⁵ 具體類別僱員平均培訓時長的計算方法 = 具體類別僱員總培訓時長(不包括報告期內離職僱員)／報告期末具體類別僱員人數



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Nurturing Diverse Talents

The Group has formulated a set of internal training policies to improve the vocational skills and performance of employees and training policies and regulations of training according to the characteristics of each subsidiary.

Through organising various on-job training and irregular external training, the Group endeavors that all employees have the necessary professional knowledge, and at the same time assists employees in achieving their professional qualifications. To ensure that the employees receive quality training opportunities, the Group also evaluates the training after it is completed and adds different topics and new technical knowledge to meet the needs of our employees and to respond to future development trends as soon as possible. In the Construction Business, we have formulated the *Training Policy* to improve employees' work performance.

The Group has provided support and worked closely with our subsidiaries to assist, monitor and review the training quality and related issues. During the Reporting Period, Hefei Plant has completed the following training record:

培養多元化人才

本集團根據各附屬公司的特點制定了一系列內部培訓政策，以改善僱員的職業技能和表現，並制定了培訓政策及培訓制度。

本集團通過組織各類在職培訓和不定期的外部培訓，努力使全體僱員具備必要的專業知識，同時協助僱員取得專業資格。為確保僱員獲得優質培訓機會，本集團亦於培訓完成後進行評估，並加入不同課題及新技術知識，以滿足僱員的需求，並儘快回應未來發展趨勢。在建築業務方面，我們已制訂培訓政策，以改善僱員的工作表現。

本集團已提供支援並與附屬公司緊密合作，以協助、監察及檢討培訓質素及相關事宜。報告期內，合肥項目完成了以下培訓記錄：



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Meanwhile, we also provide in-house induction training for new employees, covering the Group's corporate culture, business processes, safety and health, first aid and other specific topics.

In the Construction Business, to maintain the quality of the induction training for new employees, we only invite qualified and competent personnel to conduct the training. In addition, we provide external training in consolidating our employee's industrial knowledge relating to IMS, safety and environmental and technical aspects. For example, the technical employees are encouraged to participate in continuous professional development training organised by institutions such as the Hong Kong Institution of Engineers.

Meanwhile, the Hefei Plant has established a 3-level training programme for new employees as follows:

同時，我們亦為新僱員提供內部入職培訓，涵蓋本集團企業文化、業務流程、安全健康、急救等具體主題。

在建築業務中，為保持新僱員入職培訓的質素，我們僅邀請合資格及有能力的人員進行培訓。此外，我們為僱員提供外部培訓，鞏固其有關IMS、安全及環保及技術方面的行業知識。例如，技術人員應參加由相關機構（如香港工程師學會）舉辦的持續專業發展培訓。

與此同時，合肥項目已為新僱員設立3個級別的培訓課程，詳情如下：

Level of Training 培訓級別	Focus 側重點
Company Level 公司級別	Company introduction, basic knowledge of safe production including law and regulations, protective measures and preventive measures of safety accidents 公司介紹、對安全生產的基本認識，包括法律及法規、對安全事故的保護措施及預防措施
Department Level 部門級別	Workshop overview, workshop specific safety knowledge such as working environment and risk factors, the use and maintenance of safety equipment and facilities and workshop safety production guidelines 車間概覽、車間特定安全知識，例如工作環境和風險因素、安全設備和設施的使用及維護以及車間安全生產指引
Team Level 團隊級別	Specific knowledge related to the job position including instruction on the use of processing equipment and job responsibility 職位相關特定知識，包括對使用加工設備和職責的說明

New employees are required to pass an assessment after receiving all levels of training to ensure the effectiveness of the assessment.

新僱員接受所有級別的培訓後，需通過評核，確保評核的有效性。



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6.4 Securing Health and Safety in Workplace

We prioritise work safety and strive to maintain a safe and healthy work environment. We have formulated internal safety and health policies in line with relevant laws and regulations, to ensure the well-being of our employees.

In our Construction Business, employee safety is particularly material that we highly valued. While delivering quality projects, we strive to protect our employees' and workers' health and safety in day-to-day operations. The Group has formulated the *Policy Statement for Safety and Health* to promote a high standard of safety and health for our employees and workers. To effectively coordinate, control and monitor the safety and health affairs at construction sites, we establish safety committees for every project. The safety committee ensures relevant safety measures should be taken to protect our employees and workers. We have adopted the following safety measures for prevention and awareness promotion:

6.4 確保工作場所的健康與安全

我們將工作安全放在首位，致力維持安全健康的工作環境。我們已制定符合相關法律法規的內部安全和健康政策，確保僱員身心康泰。

在建築業務中，僱員安全尤其重要，我們對其高度重視。我們於日常營運中在交付優質項目的同時，亦致力保障僱員和工人的健康和 safety。本集團已制定《安全和健康政策聲明》，以推廣高標準的僱員和工人安全和健康。為有效協調、控制及監察建築地盤的安全和健康事宜，我們已就各個項目成立安全委員會。安全委員會確保採取相關安全措施，保障僱員和工人。我們已採用以下預防及提高意識的安全措施：

Preventive Measures
預防措施

- Conducting job hazard analysis before the commencement of the project to identify and prevent major occupational hazards
在項目施工前進行職業危害分析，以識別及預防主要職業危害
- Providing proper personal protective equipment according to the type of work at construction sites, protecting the workers from occupational hazards
根據建築地盤的工作類別，提供適當的個人防護裝備，保障工人免受職業危害
- Formulating contingency plans related to safety accidents, such as fire and work injuries and conduct drills regularly to reduce the impact of any emergencies
制定安全事故相關應急計劃，例如火災和工傷，並定期進行演習，以減低任何緊急事故的影響

Awareness Promotion
提高意識

- Safety guidelines and posters are post at construction sites and deliver leaflets and publications to raise the safety awareness of workers
在建築地盤張貼安全指引和海報，並派發宣傳單張和刊物，以提高工人的安全意識
- Providing incentives to workers who strictly follow safety measures through the Site Safety Worker Award
透過「工地安全工人獎」向嚴格遵守安全措施的工人提供獎勵
- Safety training to all workers are provided to improve their safety skills
向所有工人提供安全培訓以改善其安全技能



6 PROMOTING PEOPLE-ORIENTED CULTURE

6. 推廣以人為本文化

High Safety Awareness Practices and Trainings 高標準安全意識實踐及培訓

We have honorably reward Merit Award on one of construction project in the 2021/2022 Construction Industry Safety Award Scheme which commend whom have performed well in occupational safety and health of the year.

於2021/2022年度建造業安全獎勵計劃中，我們其中一個建造項目獲頒優異獎，以表揚我們在職業安全及健康方面出色表現。

We keen on provide training that related with safety issues to our employees. We regularly share safety information. In addition, we have launch a series of promotion and training activities during the year to enhance our staff and contractor's safety awareness. We are committed to encourage work together to create a safe site environment.

我們熱衷於為僱員提供與安全相關的培訓並定期分享安全資訊。此外，本公司於年內亦舉辦了一系列宣傳及培訓活動，以提高僱員及承包商的安全意識。我們致力及鼓勵共同創造一個安全的地盤環境。



In the Environmental Protection Business, we encourage our subsidiaries to establish safety policies and safety management systems based on the nature of their business. Hefei Plant has established internal safety management systems to stipulate the safety management in safety inspections, safety precaution and prevention and safety risk control. We have assigned the responsible departments to identify the occupational risks in the working environment and organised occupational health checks for employees.

During the Reporting Period, Hefei Plant has set up a Plant Emergency Responding Mechanism and relevant measures to effectively prevent and properly respond to the occurrence of emergency accidents occurred in the workplace to further minimise the potential loss and the well-being of our employees.

在環保業務方面，我們鼓勵附屬公司根據其業務性質制定安全政策和安全管理體系。合肥項目已建立內部安全管理體系，說明有關安全視察、安全預防和安全風險控制的安管理工作。我們已指派部門負責識別工作環境中的職業危害，並為僱員安排職業健康檢查。

於報告期內，合肥項目已建立項目應急反應機制及相關措施，有效預防及妥善應對工作場所發生的緊急事故，進一步將潛在損失降至最低，為僱員造福。



6 PROMOTING PEOPLE-ORIENTED CULTURE

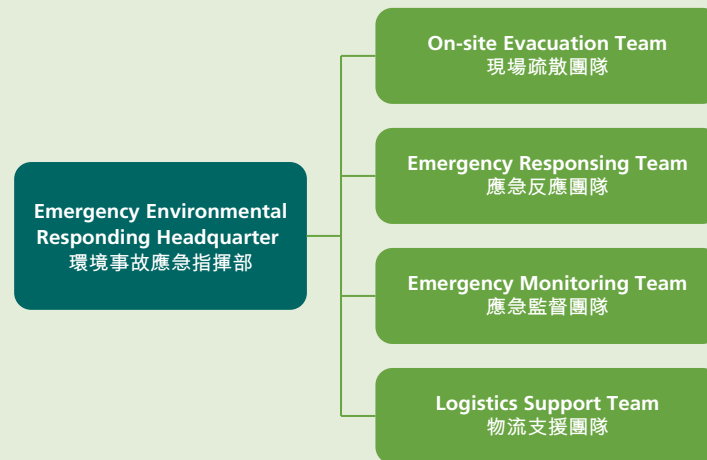
6. 推廣以人為本文化

Case Study: Hefei Plant Emergency Responding Mechanism for Environmental Accidents

案例研究：合肥項目環境事故應急反應機制

- Emergency Environmental Responding Headquarters has been set up to effectively prevent and proper response to the occurrence of environmental emergencies. Defined obligations are designed when an emergency happens. Meanwhile, they also respond to leadership by providing management and supervision to the pro-emergency preparations, such as the setting up of *Environmental Incident Classification Standards* and relevant responding evacuation routes and planning.

為有效預防和妥善應對突發環境事故的發生，我們已成立環境事故應急指揮部。緊急情況發生時，將會制定明確的義務，同時亦響應領導號召，對應急準備工作進行管理和監督，如建立《環境事故分類標準》及相關應急疏散路線和規劃。



- One of the guidelines of the Emergency Responding Mechanism refers to efficient handling and coordinated responses. Efficient responding and evacuating measures with clear division of labor and strategical operations are required.

應急反應機制的指導原則之一是高效處理和協調反應。需要分工明確、戰略性操作的高效反應及疏散措施。

- We have formulated *Comprehensive Emergency Plans and System for Environmental Emergencies*, which consists of on-sites chemical disposal plan for chemical leakage, malfunctioning pollutant treatment facilities and other explosion-related environmental incidents.

我們制定了《突發環境事故綜合應急預案》，包括化學品洩漏、污染物處理設施故障及其他爆炸性環境事故的現場化學品處置方案。

- As to extend the processing capacity and regional emergency resources with a joint response, Hefei Plant has established an Emergency Linkage Mechanism with the local authorities, which includes Hefei Ecological Environment Bureau, Hefei Baohe District Ecological Environment Bureau and other departments.

為了擴大處理能力和區域應急資源，合肥項目與當地建立了應急聯動機制，包括合肥市生態環境局、合肥市包河區生態環境局等部門，共同應對突發情況。



6 PROMOTING PEOPLE-ORIENTED CULTURE

6. 推廣以人為本文化

Safety Inspections and Drills

To protect our employees from safety accidents, we conduct regular safety inspections and provide proper personal protective equipment for employees. Besides, we regularly organise safety drills to enhance employees' awareness of safety and improve their skills in handling safety accidents. To ensure occupational safety and health in the office environment, our Tianjin office has formulated the *Environmental and Occupational Health Management Manual*, which regulates the daily management of environmental safety in the office, office equipment and facility operation, fire safety and emergency response mechanism.

安全視察及演習

為保障僱員免於發生安全事故，我們定期進行安全視察，並為僱員提供適當的個人保護裝備。此外，我們定期舉行安全演習，提高僱員的安全意識，改善彼等處理安全事故的技巧。為確保辦公室環境的職業安全 and 健康，我們的天津辦公室已制定《環境及職業健康管理手冊》，對辦公室的環境安全、辦公室設備和設施的運作、消防安全和緊急事故應對機制的日常管理作出規範。

Case Study: Fire Drill in Hefei Plant

案例研究：合肥項目火災演習

Hefei Plant has conducted a fire drill during the Reporting Period to strengthen employees' skills and knowledge of emergency evacuation and rescue. During the drill, our employees practiced the emergency evacuation and rescue procedure in case of a fire accident. Apart from simulating a fire accident, a representative from the emergency response team shared knowledge of firefighting in the debriefing session. This drill has strengthened employees' ability in responding to fire accidents.

合肥項目已於報告期內舉行了火災演習，以加強僱員對應急逃生和救援的技巧和知識。在演習過程中，僱員練習了在火災事故發生時的緊急逃生和拯救程序。除模擬火災事故外，應急團隊的代表在簡報環節分享了有關消防的知識。是次演習強化了僱員應對火災事故的能力。



6 PROMOTING PEOPLE-ORIENTED CULTURE

6. 推廣以人為本文化

Safety and Health Training 安全與健康培訓

Hefei Plant organised a safety training programme and invited local occupational health expertise as guest speaker to deliver the latest development on the national, regional, and local health-related policies and regulations.

合肥項目組織了一次安全培訓課程，並邀請當地職業健康專家作為主講嘉賓，介紹國家、地區和當地健康相關政策和法規的最新進展。



During the past 3 years (including the Reporting Period), the Group did not receive any report on work-related fatalities. The loss of working days due to work injury is 50 in the Reporting Period (2020: 180 days).

We emphasise our responsibility on work accidents, and are highly concern and aware the importance of safety in our operation. We endeavor to refine safety-related measures to prevent and reduce potential work injuries through strengthening on-sites safety work awareness among our employees. In the future, we will continuously evaluate the effectiveness of our Health & Safety policies, guidelines, and measurements, so as to promote excellence safety and health in our workplaces.

過去3年(包括報告期)，本集團並無收到任何有關工傷死亡的報告。報告期間因工傷而損失的工作日為50日(2020年：180日)。

我們強調對工作事故的責任，高度關注並意識到安全在經營中的重要性。我們致力完善安全措施，通過加強僱員在施工現場的安全工作意識，預防和減少潛在工傷。未來，我們將持續評估我們健康與安全政策、指引及措施的有效性，從而推動我們工作場所的卓越工作安全與健康。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Echoes with our sustainable development commitments, the Group has adopted and implemented environmental protection policies and procedures to enable its commitment to the long-term sustainability of the environment and communities in which it operates. In continuously developing in a greener business mode, we abided by relevant environmental laws and regulations and actively adopt environmental-friendly measures and initiatives to reduce and mitigate the environmental impacts caused by our operation. Our potential environmental impacts resulting from our operation include air emissions, wastewater discharge, waste disposal, energy and water use and noise emissions. We will continue to cooperate with different parties on contributing to the sustainable development of our society.

為配合我們可持續發展的承諾，本集團採取和落實各項環保政策及程序，以踐行其對經營所在的環境及社區的長期可持續發展承諾。為持續發展綠色的商業模式，我們遵守相關環境法律和法規，並積極採取環保措施和舉措，以減少和緩解我們的營運對環境造成的影響。我們的營運對環境造成的潛在影響包括廢氣排放、廢水排放、廢物處理、能源和水的使用以及噪音排放。我們將繼續與各方合作，為社會的可持續發展作出貢獻。

High-materiality issues disclosed in this chapter

本章節披露的高重要性議題

- Air emissions
廢氣排放
- Waste handling
廢物處理
- Wastewater treatment
污水處理
- Use of energy
能源使用
- Greenhouse gases emissions
溫室氣體排放
- Use of water
用水



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

7.1 Fulfilling Environmental Responsibility
Highlights of our Green Efforts7.1 履行環保責任
綠色工作亮點Hong Kong Green Award 2021
香港綠色企業大獎2021

Hong Kong Green Awards 2021 has been organised by the Green Council to recognise companies with remarkable performances and achievements in environmental aspects.

環保促進會舉辦了香港綠色企業大獎2021，以表揚在環保方面有卓越表現和成就的公司。

Our subsidiary in the Construction Business was honorably awarded an award related to Green Management and an Environmental, Health and Safety Award for its outstanding environmental management including water conservation, energy efficiency, air pollution control and waste management at the project level and company level.

我們的建築業務幸獲綠色管理的獎項及環境、健康及安全獎項，以表彰我們出色的環境管理，包括項目層面和公司層面的節水、能源效益、空氣污染控制和廢物管理。

The subsidiary demonstrated the implementation of the environmental commitments and outstanding environmental management outcomes. We believe that alongside our excellent environmental management approaches as well as earnest actions from our employees, our efforts in sustainability will be more recognised.

通過參與香港綠色企業大獎，該附屬公司展示了對環境承諾的執行和傑出環境管理的成果。我們相信，憑藉優秀的環境管理方式和員工的熱心行動，我們為可持續發展付出的努力將進一步獲得認可。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

ISCC Certifications for Our Environmental Protection Business 環保業務的國際可持續發展與碳認證

The International Sustainability and Carbon Certification (ISCC) are developed and maintained by an open multi-stakeholder group and served as a certification system for sustainability and greenhouse gas emissions to supply global environmentally, socially and economically sustainable production and use of various biomass in the supply chain.

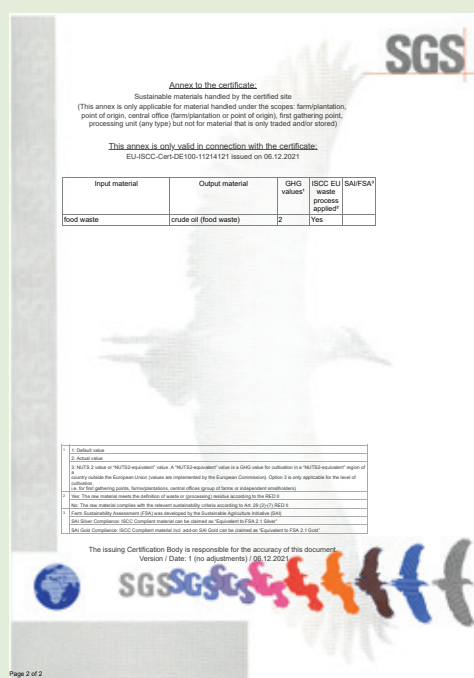
國際可持續發展與碳認證(ISCC)是由公開的多持份者組織制定及維持的可持續發展與溫室氣體排放認證體系，目標是在供應鏈內按照全球環境、社會及經濟永續的原則生產及使用各種生物量。

During the Reporting Period, Hefei Plant and Beijing Office are certificated with the ISCC which endorsed our 3 strengths: resource recovery, environmental logistics and biomass balance.

報告期內，合肥項目及北京辦公室均獲得ISCC認證，肯定了我們在資源回收、環境物流及生物量平衡3方面的優勢。

Hefei Plant has been preparing to continue the projects in the line with European RED II implementation and Biomass fuel Plan, carbon offsetting and search for new opportunities and places in the circular economy and the bio-economy. The certification and assurance have verified and encourage our efforts in the environmental protection services, with an aim to meet market demands with soil carbon accumulation, implications, and developments in the future.

合肥項目一直籌備按照歐洲《可再生能源指令II》及生物量燃料計劃繼續進行各個項目和碳抵銷，在循環經濟和生物經濟中尋找新的機遇和空間。此認證證明並鼓勵了我們為迎合未來土壤碳累積的市場需求、影響和發展，而在環保服務方面付出的努力。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Advancing Production Process: Technical Upgrading and Reconstruction Works 推進生產程序：技術升級及改建工程

For the past few years, the Hefei Plant has been strengthening for technical upgradation and improvement work coving the kitchen waste treatment facilities, oil extraction facilities for kitchen grease, and the waste gas treatment facilities.

過去幾年，合肥項目進行加強技術升級及改善工程，涵蓋餐廚垃圾處理設施、餐廚油脂的油類提煉設施及廢氣處理設施。

**Enhanced
Equipment
Effectiveness**
提高設備效率

**Improved
Production
Efficiency**
改善生產效益

**Advanced
Treatment
Capacity**
先進處理能力

We have adjusted production processes to improve productivity and strengthen the processing ability. Efficiency on oil extraction exhaust gas treatment such as odour and biogas, are greatly improved while complying with the national standard. We strive to continuously reduce the impacts of our operations to contribute to the surrounding community. We are looking forwards to the positive impacts of our environmental achievements in the coming years.

我們調整了生產程序，藉以提高生產力和加強處理能力。油類提煉和廢氣(如氣味和沼氣)處理設施合乎國家標準的同時，效率亦大大提升。我們致力持續減低營運造成的影響，為周邊社區作出貢獻。我們期望在未來年度在環保成就中的正面影響。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Responding to the Identified Climate change-related Risks and Opportunities

By conducting ESG risk assessment in the Reporting Period, climate change-related risks are identified as “moderate” level risks. The following shows our comprehensive responses.

應對已識別的氣候變化相關風險及機遇

我們在報告期內進行ESG風險評估，並將氣候變化相關風險識別為「中」級風險。以下是我們全面的應對方式。

Moderate ESG Risk 中級ESG風險	Potential Impact 潛在影響	How We Respond 我們的應對方式
Climate Change and Extreme Weather Risk 氣候變化與極端天氣風險	<p>Climate change leads to sea-level rise and brings extreme weather such as droughts, storms, floods, sandstorms, smog, etc. which results in potential damage to the Group's assets.</p> <p>氣候變化會造成海平面上升，並帶來乾旱、風暴、洪水、沙暴、煙霧等極端天氣，可能對本集團的資產造成損害。</p>	<p>Proactive actions have been taken to manage potential risks associated with extreme weather and thereby increase resilience to climate change. 我們積極採取行動管理極端天氣的相關潛在風險，從而提高適應氣候變化的韌性。</p> <ul style="list-style-type: none"> Construction Business 建築業務 <p>Standard procedures for pre-typhoon and rainstorm inspections at construction sites have been established. Follow-up safety inspections of all equipment, underground tunnels and soil and the safety of employees are assessed to ensure whether the site is safe for resuming work.</p> <p>我們訂立了施工場地颱風及暴雨前檢驗的標準程序。我們對所有設備、地下隧道和土壤進行跟進安全檢查並評估員工安全，確保有關場地是否可以安全復工。</p> Hefei Plant 合肥項目 <p>Weather-related events may damage production facilities and disrupt the value chain. The project has formulated the <i>Production Safety Accident Response Plan</i> in detail while training and drills are conducted regularly.</p> <p>氣候相關事件或會令生產設施受損，對價值鏈造成干擾。合肥項目制定了詳盡的《生產安全事故應對計劃》，並定期進行培訓和演習。</p>



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Meanwhile, the Group seizes the opportunities brought by climate change. We are committed to exploring the possibilities for further development in our Environmental Protection Business to actively respond to the growing market under the national calls in advocating for green development.

Through supportive coordination of our ESG Working Group, risks and opportunities related to climate change, as well as the policies and initiatives formulation for relevant risk mitigation, adaptation and disclosures, will be continuously explored in the Group's strategical development in our sustainable development pathway. We strive to adopt precautionary measures to ensure that the Group is well prepared for any potential impact and to further build up our business climate resilience.

Environmental Objectives and Actions in Subsidiary Level

The Group encourages the subsidiaries to take the responsibility in setting up and implementing the achievable objectives according to their business nature in subsidiary level. Through disclosing and reporting on its environmental performance regularly, it enables the Group to guide, monitor and assess improvements in our green operation. As we are supported by a series of environmental-conscious actions that will be further explained in the following chapters. During the Reporting Period, According to the *Hefei Energy Saving and Emission Reduction Plan 2022* and *Energy Manual* from the Construction Business, two subsidiaries have set up the customised targets to respond with the target in the Group's level that have mentioned in 4.3 ESG Targets:

與此同時，本集團把握氣候變化帶來的機遇，致力探索環保業務進一步發展的可能性，在全國響應綠色發展的呼聲下，積極回應不斷增長的市場。

通過ESG工作小組的支持協調，本集團將在可持續發展的策略發展道路上，繼續探索與氣候變化相關的風險及機遇，以及制定相關風險緩解、調適及披露的政策及措施。我們致力採取防範措施，確保本集團準備好應對任何潛在影響，進一步為我們的業務建立氣候韌性。

業務層面的環保目標及行動

本集團鼓勵附屬公司承擔責任，根據各自的業務性質在附屬公司層面設定和執行可實現的目標，通過定期披露及匯報其環境表現，使本集團得以指導、監察和評估其綠色營運中的可改進之處。我們亦採取一連串關注環保的行動以作支援，詳情見以下章節。報告期內，兩家附屬公司根據建築業務的《合肥節能減排方案2022》和《能源手冊》設定了自訂目標，以配合「4.3 ESG目標」所述的本集團層面的目標：



7 PROTECTING OUR ENVIRONMENT

7. 保護環境



Air Emissions Targets and Strategies

廢氣排放目標及策略

Hefei Plant plans to use biogas boilers and adopt more anti-pollution measures such as denitration technology, and to improve waste gas collection facilities from production equipment, and fugitive emissions of waste gas. Meanwhile, we are developing comprehensive system to further promote low-nitrogen combustion of biogas. Refined management of back-end steam equipment is carried out to improve the utilisation rate of thermal energy. In terms of machinery, diesel with lower sulphur content will be preferred and used as much as possible.

合肥項目計劃使用沼氣鍋爐及採取更多防污染措施(如脫硝技術)，改善生產設備的廢氣收集設施和廢氣的逸散性排放。我們同時開發全面的系統，進一步促進沼氣的低氮燃燒。我們對後端蒸汽設備實行精細化管理，以提升熱能利用率。機械方面，我們亦盡可能選用低硫柴油。

Construction Business is committed to continuously improve dust management, such as requiring vehicles, wheels, to be cleaned before leaving the site. We will further develop arrangements and plans for the use of low-emission fuels for vehicles and machinery in the sites to gradually reduce our air pollutants emissions.

建築業務致力持續改善粉塵管理，例如要求在離開工地前清潔車輛和車輪。我們將進一步制定各項安排和計劃，推動工地上的車輛和機械使用低排放燃油，務求逐步減少排放空氣污染物。



Greenhouse Gas Emissions Targets and Strategies

溫室氣體排放目標及策略

Hefei Plant plans to strengthen the recovery method of steam heat source, and reuse it for reduce the loss of steam heat source. The biogas power generation project is planned in progress, which the surplus biogas used is under study for further power generation of replacing municipal electricity consumption and carbon emissions.

合肥項目計劃強化蒸汽熱源的回收方法，並加以重用，以減少蒸汽熱源的流失。沼氣發電項目正在規劃階段，以研究使用多餘沼氣進一步發電，取代市政電力消耗和碳排放。

Construction Business will continue to implement various electricity-saving initiatives, emphasised on the reduction of resource consumption and carbon emissions.

建築業務將繼續實行各項節電措施，專注減少資源耗用和碳排放。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境



Energy Efficiency Targets and Strategies

能源效益目標及策略

Hefei Plant in the short-term will review and reduce energy-intensity equipment, with an aim to reduce the use of municipal power supply and energy consumption.

合肥項目短期內將檢討及減少能源密集設備，矢志減少使用市政供電和能源消耗。

Construction Business will continuously update the “Guidelines for Environmental Protection Work”, and we have kept in close contact with suppliers to obtain information on environmental protection and energy-saving products, such as solar energy products and renewable energy products as for further considerations in our operation.

建築業務將繼續更新《環保工作指引》，我們亦與供應商保持密切聯繫，獲取有關環保和節能產品（如太陽能產品和再生能源產品）的資訊，以進一步考慮在營運中使用。



Waste Reduction Targets and Strategies

減廢目標及策略

Hefei Plant planned to convert the perishable organic matter in the kitchen waste into its physical state and generate new products with use value (Such as: biogas, insects or fertilisers) for reuse. Meanwhile, we will further develop comprehensive solid non-hazardous waste handling process while covering classification, storage, collection, and recycling.

合肥項目計劃將餐廚垃圾中的易腐壞有機物質轉為實物狀態，以產生具使用價值的新產品（如沼氣、昆蟲或肥料）供循環再用。另外，我們將進一步開發全面的固體無害廢棄物處理程序，涵蓋分類、存放、收集和回收各階段。

Construction waste will be clearly studied, and we will continuously explore the possibility in reuse in our construction projects or for further social development.

我們將會明確研究建築垃圾，持續發掘在建設項目中再利用或作進一步社會發展的可能性。



Water Efficiency Targets and Strategies

用水效益目標及策略

Hefei Plant will further improve the utilisation rate of water through set up waste water and rainwater collection system. The collected water will be reused for cleaning vehicles, workshops and factories, as well as water for greening in the factory area.

合肥項目將會設立廢水及雨水收集系統，進一步提高水利用率。收集所得的水將再用作車輛、車間和廠房清潔，以及作為廠區綠化用水。

The sewage generated by the Construction business on-site is centrally treated in the sedimentation tank, and discharged into the public sewers after coordination and treatment with coordination of the third party, we are exploring the optimisation of the treatment process so as to further reduce the impact of the wastewater on the surrounding communities.

建築業務在工地產生的污水會在沉澱池統一處理，經與第三方協調及處理後再排放到公共污水渠。我們正在研究優化處理程序，務求進一步減少廢水對周邊社區造成的影響。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

7.2 Energy Conservation and Air Emissions Reduction

Our air and GHG emissions mainly come from the energy consumption during the operation, such as fuel consumption for cars and machinery, electricity consumption and the use of boilers in the kitchen waste business. Therefore, we strive to reduce our emissions by implementing effective energy conservation measures.

7.2 節約能源及減少氣體排放

我們的空氣及溫室氣體排放主要來自運營過程中的能源消耗，如汽車及機械的燃料消耗、電力消耗及於餐廚垃圾業務中使用鍋爐。因此，我們努力通過落實有效的節能措施減少排放量。

Green Office Practices — Energy Saving Culture

綠色辦公室實務 — 節能文化

We strive to reduce our energy consumption and emissions in office operations. To encourage energy-saving culture, equipment and machinery with 'Energy-Efficiency' labels are preferred. Meanwhile, teleconferences and public transportation are advised. We encourage our employees to follow the following green office practices:

我們致力減少辦公室營運過程中的能源消耗及排放。為鼓勵節能文化，我們優先選用具有「能源效益」標籤的設備及機械。此外，我們亦建議員工使用電話會議和乘搭公共交通工具，並鼓勵員工實行以下綠色辦公室實務：

- Turn off all lights, electronic equipment and other energy consumption equipment at the end of the day;
於工作時間結束時關掉所有照明、電子設備及其他耗電設備；
- Switch off the idle equipment when they are not in use;
不使用時關掉閒置的設備；
- Avoid the operation of electricity-intensive procedures during peak hours of electricity usage;
避免於用電高峰時段進行高耗電量操作；
- Replace high electricity consumption lamps with electricity saving lamps;
以節能燈具替代耗電量高的燈具；
- Adjust the set temperature of air conditioners in the offices based on the seasons.
按照季節調節辦公室空調溫度。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

In our Construction Business, we have enhanced our environmental management as guided by the *Environmental Policy Statement*. While committing to provide sufficient resources for energy management, we have implemented multiple measures to reduce our energy consumption at construction sites. To achieve our energy conservation target, we have adopted the use of machinery with an approval label by the Environmental Protection Department, effectively reducing fuel consumption and relevant NO_x and PM emissions by 60% compared to the machinery without approval label. Besides, we have inspected the machinery regularly to prevent energy loss due to abnormal operations. We have also adopted measures to reduce other air pollutants such as SO_x and suspended matter at sites. For example, we use ultra-low sulphur diesel for all machinery to further reduce SO_x emissions.

對於建築業務，我們按照《環境政策聲明》的指引加強了環境管理。我們致力於為能源管理提供足夠資源，同時實施多種措施以減少施工現場的能源消耗。為了實現節能目標，我們採用附有環境保護署批准標誌的機械，與沒有批准標誌的機械相比，其有效減少60%的燃料消耗及相關 NO_x 和PM排放。此外，我們定期對機械進行檢查，防止因不正常操作而導致的能源損失。我們亦採取措施減少其他空氣污染物，如 SO_x 及工地上的懸浮物。舉例而言，我們在所有機械上使用超低硫柴油，以進一步減少 SO_x 排放。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Suspended Matter Control Measures at Construction Site 建築地盤的懸浮物控制措施

Construction processes such as dredging can produce suspended matter, which causes adverse health and environmental impact. We have formulated the *Air Pollution Monitoring Guidelines* to implement the following reduction measures:

挖泥等施工過程會產生懸浮物，對健康和環境造成不良影響。我們制定《空氣污染監測指引》，實施以下減排措施：

- Sprinkle water on dredging machinery during operation;
在操作過程中向疏浚機械灑水；
- Regularly sprinkle water on the road inside the site;
定期向工地內的道路灑水；
- Cover the dusty materials with nets during transportation and storage.
在運輸和儲存過程中用網覆蓋有灰塵的材料。

We also conduct weekly measurements on suspended matters around the site to monitor the emissions level. To carry out appropriate dust reduction measures, we conduct regular briefings and training for our employees.

我們亦每週對工地周圍的懸浮物進行測量，以監測排放水平。為進行適當的降塵措施，我們對員工進行定期的簡介及培訓。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

For the kitchen waste treatment business, the major GHG and air emissions come from the indirect emission from electricity use and direct emission generated from the use of vehicles. There are 3 emission reduction policies, and monitoring measures to manage fuel consumption and relevant emissions for the Hefei Plant as shown below.

對於餐廚垃圾處理業務，主要的溫室氣體及空氣排放物來自電力使用的間接排放物及車輛使用產生的直接排放物。我們採取以下3項減排政策及監測措施來管理合肥項目的燃料消耗及相關排放。

Management Mechanism 管理機制

Atmospheric Pollution Prevention and Control Management System and Environmental Emergency Contingency Plan for Hefei Plant have been stipulated the environmental management of all the operation procedures that produce air pollutants.

我們為合肥項目制定了《大氣污染防治管理系統》及《環境應急計劃》以規定所有產生空氣污染物的營運流程的環境管理。

Emissions Reduction 減排

Install treatment facilities such as scrubbing tower, flare system and desulphurisation system to reduce the air emissions.

安裝處理設施，例如洗滌塔、火炬系統及脫硫系統，以減少空氣排放。

Replace traditional fossil fuel with biogas, a by-product produced by kitchen waste treatment, has been utilised as power the plants and reduce the emissions from fuel.

用沼氣代替傳統化石燃料為工廠供電，減少了燃料的排放。沼氣是餐廚垃圾處理產生的副產品。

Monitoring 監測

Install monitoring devices to track the emissions of pollutants and entrusted external agency to conduct regular inspections on the air emission at the boilers, strictly complying with the standards set by the *Emission standard of air pollutants for coal-burning oil-burning gas-fired boiler (GB13271-2014)*.

嚴格遵守《燃煤、燃油和燃氣鍋爐大氣污染物排放標準》(GB13271—2014)規定的標準，安裝監測裝置以追蹤污染物的排放情況，並委託外部機構對鍋爐的空氣排放進行定期檢查。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

7.3 Water Management

Our business operation involves water consumption and produces wastewater. Although we did not encounter any difficulties in sourcing water, we emphasise water management.

To increase the efficiency of water usage, we encourage all operational sites to reuse the wastewater as much as possible. Meanwhile, we have been carried out water-saving practices in offices, including:

- Fix dripping taps immediately and avoid further leakage of the water supply system;
- Shut off the water supply system at night and during holidays;
- Strengthen the inspection and maintenance of the water tap, water pipelines and water storage;
- Advocate the importance of saving water among employees.

The Group will continue to monitor and collect data on water use efficiency to evaluate our achievements from the abovementioned measures in future.

At our construction site, we have formulated the Construction Site Environmental Guidelines to implement wastewater control measures. We stipulate that all construction sites must obtain permits for the discharge of wastewater. Besides, we collect and treat all wastewater in the eco tank and ensure all the treated wastewater meets the standards set out in the permit before discharge. To avoid the accidental leakage of collected wastewater, we set up sufficient water storage and electric pumps to avoid overflow of collected wastewater and rainwater. We conduct sampling of treated wastewater monthly to strengthen our monitoring of compliance.

The Group's kitchen waste treatment plants actively manage the wastewater produced during operation. All our kitchen waste treatment plants have built on-site wastewater treatment plants to treat all wastewater prior to discharging wastewater to the municipal sewage treatment plant.

7.3 水資源管理

我們的業務營運涉及水消耗，並產生廢水。儘管我們在求取水源上並無遇到任何困難，但我們亦注重水資源管理。

為提高用水的效率，本集團鼓勵所有營運場所盡可能進行廢水再利用。我們同時在辦公室實行節水措施，包括：

- 立即修理滴水的水龍頭，防止供水系統進一步漏水；
- 於晚間及假期關閉供水系統；
- 加強檢修水龍頭、水管及水箱；
- 向僱員提倡節水的重要性。

本集團將繼續監測並收集用水效率相關資料，以評估上述措施在日後取得的成果。

我們為施工場地制定了《施工場地環境指導》，以實施廢水控制措施。我們規定所有施工場地必須取得廢水排放許可證。此外，我們收集並處理生態池中的所有廢水，並確保所有經處理廢水在排放前符合許可證的規定標準。為避免收集的廢水意外滲漏，我們設置足夠的水箱和電泵以避免收集的廢水及雨水溢出。我們每月對處理過的廢水進行採樣，以加強對合規情況的監控。

本集團的餐廚垃圾處理廠積極管理營運過程中產生的廢水。我們所有的餐廚垃圾處理廠均已建造現場污水處理廠，以在排放到市政污水處理廠前處理所有廢水。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Hefei Plant Wastewater Management 合肥項目廢水管理

Hefei Plant has formulated the *Water Pollution Prevention and Control Management System* to standardise the control procedures of wastewater, such as applying for permits and the maintenance of wastewater treatment plants. We obtained a pollutant discharge license in accordance with the requirements of the Administrative Measures for Pollutant Discharge Licensing (for Trial Implementation).

合肥項目制定了《水污染防治管理系統》，以規範廢水控制程序，如許可申請和廢水處理廠的維護。我們已按照《排污許可管理辦法(試行)》的規定取得排污許可證。

To strengthen wastewater control, we have set up an automatic monitoring system to monitor the wastewater and invited a qualified agency to examine wastewater regularly.

為了加強廢水控制，我們建立了自動監測系統，對廢水進行監測，並定期邀請合資格機構檢查廢水。

7.4 Waste Management

As guided in *Corporate Environmental Responsibility System*, we strictly follow proper wastes treatment process and methods. At Tianjin Office, *Solid Waste Management Regulations* has provided clear instructions covering hazardous wastes and other domestic wastes involved in our operation.

Meanwhile, we adhere to green practices in offices. We formulate relevant guidelines towards different categories of wastes. For example, wastepaper is the common waste produced in the daily operation of offices. Thereby, we actively promote paperless offices to reduce waste and promote technological innovation. We strategically promote a “paperless office” by adopting the following measures:

- Distribute information electronically wherever possible (i.e. via email or electronic notice boards);
- Set printers to default double-sided printing mode;
- Reuse single-sided paper for printing internal documents.

The solid wastes generated by the Group mainly include construction waste and chemical waste from the Construction Business and solid wastes produced from the kitchen waste treatment, such as plastic, wastepaper from the pre-treatment process and waste chemicals.

7.4 廢物管理

我們遵照《企業環境責任系統》的指引，嚴格遵守適當的廢物處理程序和方法。在天津辦公室，《固體廢物管理規例》就我們營運中涉及的有害廢棄物及其他生活垃圾提供了清晰指示。

與此同時，我們在辦公室內亦奉行各項環保措施。我們針對不同種類的廢物制定相關指引。舉例來說，廢紙是辦公室日常運作中產生的常見廢物。因此，我們積極推動無紙辦公，以減少廢料和促進技術創新。我們通過採取以下措施，策略性地倡導「無紙辦公」政策：

- 盡量以電子方式發佈信息(即通過電子郵件或電子公告板)；
- 將打印機設置為默認的雙面打印模式；
- 重複使用單面紙打印內部文件。

本集團產生的固體廢物主要包括建築業務產生的建築垃圾及化學廢物，及餐廚垃圾處理產生的固體廢物，如塑膠、預處理過程產生的廢紙及廢棄化學品。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Waste Reduction Strategy — Avoid, Reduce and Disposal

減廢策略 — 避免、減少及處理

We strive to enhance our management of construction waste in the Construction Business. We adopt the waste reduction strategy of “Avoid, Reduce and Disposal”. Before the commencement of work, we estimate the total waste generated by each project for better waste reuse planning. To follow the concept of reuse, we have set up a waste sorting area at each site to separate reusable materials such as waste metals, inert construction waste and wood, reducing the amount of waste generated. For other general waste, we entrust licensed collectors for disposal. Meanwhile, we handle our hazardous chemical waste with care through proper packing, labelling and storing the chemical waste before delivery to the waste treatment facility by licensed collectors.

我們努力加強對建築業務中建築垃圾的管理，並採取「避免、減少及處理」減廢策略。工程開始前，我們會估計每個項目產生的廢物總量，以便更好規劃廢物再利用。為了遵循回收再用的理念，我們在每個工地設立垃圾分類區，將可重複使用的材料（如廢金屬、惰性建築垃圾和木材）分開，減少產生廢物量。就其他一般廢物，我們委託持牌收集商進行處置。同時，我們通過妥當包裝、標籤及儲存化學廢物，仔細處理我們的有害化學廢物，其後方由持牌收集商運送至廢物處置設施。

Waste Management Approach — Sort, Recycle and Reuse

廢物管理方式 — 分類、回收及再利用

For kitchen waste treatment business, we have strengthened waste management through sorting, recycling and reuse. We have formulated the *Hazardous Waste and General Solid Waste Management Procedures* to manage the collecting, recycling and disposal of hazardous waste and general solid waste. For non-hazardous waste, we have set up bins for recyclable and non-recyclable waste for separate collection.

就餐廚垃圾處理業務，我們通過分類、回收及再利用，加強廢物管理。我們制定了《有害廢棄物及一般固體廢物管理程序》，對有害廢棄物及一般固體廢物的收集、回收及處理進行管理。就無害廢棄物，我們設立可回收及不可回收的垃圾桶，方便分開收集廢物。

For hazardous waste listed in the *National Catalogue of Hazardous Wastes*, we entrust the relevant department by the government or licensed collectors for safe disposal. To utilise the solid waste resources, we recycle scrap iron, plastic waste, waste glass and wastepaper. To further promote the reuse of solid waste, Hefei Plant reuses kitchen waste residue as the raw material of fertilisers.

就列入《國家危險廢物名錄》的有害廢棄物，我們委託政府有關部門或持牌回收商進行安全處置。為了善用固體廢物資源，我們對廢鐵、廢塑膠、廢玻璃和廢紙進行回收。為進一步促進固體廢棄物的再利用，合肥項目則將餐廚垃圾作為化肥原料進行再利用。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

7.5 Noise Management

Noise from the construction sites can cause a nuisance to the surrounding area. Therefore, we have strengthened the noise management of the operation of machinery and equipment, which are the source of noise from our construction sites.

We prior to purchase equipment with *Quality Powered Mechanical Equipment Label*, which is used to identify construction equipment items that are notably quieter and more environmentally friendly. Meanwhile, as according to our Site Environmental Memos, employees are encouraged to reduce the number of concurrently running equipment and shut down any idle equipment so as to reduce the noise at sources.

The following are the other measures we adopted to reduce the noise generated by the Group:

7.5 噪音管理

施工場地的噪音會對周圍地區造成困擾。因此，我們加強對機器及設備運作的噪音管理，而這亦是我們在施工場地的噪音來源。

我們優先購買帶有優質機動設備標籤（用以識別明顯較靜及更環保的建築設備）的設備。另外，根據我們的《工地環境備忘》，我們亦鼓勵員工減少同時運作的設備數量，並關閉閒置設備，以從源頭降低噪音。

此外，本集團採取了以下措施以減少噪音：

Noise Management In Construction Site 施工場地的噪音管理

- Obtained the construction noise permit when we carry out our noisy work at the designated area;
在指定區域開展產生噪音的工程時已取得建築噪音許可證；
- Strictly comply with the conditions set out by the permit and operate noisy equipment only at a specific time to reduce the impact on the residents of the surrounding area;
嚴格遵守許可證規定的條件，僅在特定時間操作高噪音設備，以減少對周圍居民的影響；
- Regular measurements on sound levels at the boundary of the construction sites are conducted to ensure the noises arising from construction sites meet the legal standards;
定期測量施工現場範圍的聲級，以確保施工現場產生的噪音符合法律標準；
- Noise barriers are adopted to insulate the noise from construction sites, effectively reducing the noise spread to the surrounding area.
採用噪音屏障隔絕施工現場的噪音，有效減少噪音傳播至周圍地區。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

7.6 Environmental Management

The Group values the importance of establishing a robust environmental management system. Meanwhile, we emphasise environmental protection in the Group to cultivate our employees and our business partners.

In accordance with relevant environmental protection laws and regulations, the Group proactively advised our subsidiaries to formulated the Environmental Management Measures based on the actual situation of their business to regulate the environmental matters. This includes the operation and management system of environmental protection facilities of relevant emissions, effective resource use, and environmental protection responsibility system, hazardous waste management system and other environmental protection management systems. For example, at Tianjin offices, we are guided *Management of Water and Electricity Resource Conservation*, *Solid Waste Management Regulations* and *Environmental Operation Control Management Measures* and other green office policies that is applicable.

At the same time, the Group strives to further reduce the adverse impacts of our operation to the environment through ongoing research and development of various environmental protection technologies covered in our business.

7.6 環境管理

本集團十分重視建立健全的環境管理系統，亦注重在本集團內推動環保，以培養員工和業務夥伴的環保意識。

根據相關環保法律及法規，本集團積極建議附屬公司按照其實際業務狀況制定《環境管理辦法》，以規管環境事宜，包括相關排放、有效運用資源和環保責任系統的環保設施營運及管理系統、有害廢棄物管理系統及其他環保管理系統。舉例來說，我們在天津辦公室的營運均遵行《水電資源節約管理》、《固體廢物管理規例》、《環境營運控制管理辦法》及其他適用的綠色辦公室政策的指引。

同時，本集團亦持續研發業務中涵蓋的不同環保技術，努力進一步減低營運對環境造成的不利影響。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Environmental Management Mechanism

In our Construction Business, to manage our environmental impacts on the project level, we conducted an environmental impact assessment to assess the potential impact of each project and proposed mitigation measures accordingly. We are guided and complied with international standards, we have obtained certifications such as ISO 50001:2011 Energy Management System, ISO 14001:2015 Environmental Management System, ISO 9001:2015 Quality Management System.

環境管理機制

就我們的建築業務，為管理項目層面的環境影響，我們進行環境影響評估來評估各項目的潛在影響，並提出相應的緩解措施。我們緊遵各項國際標準的指引，並已取得ISO 50001:2011能源管理系統、ISO 14001:2015環境管理系統及ISO 9001:2015質量管理系統等證書。



For the kitchen waste treatment business, we have formulated the *Corporate Environmental Responsibility System* to guide our employees in environmental-conscious practices every day. Besides, we have established the environmental risk monitoring system, alert system and emergency plans to discover the emergencies at the early stage and control the spread of accidents, minimised the potential environmental impacts caused by accidents.

對於餐厨垃圾處理業務，我們設立《企業環境責任系統》以指導僱員的日常環保實務。我們亦確立了環境風險監察系統、警報系統和應急計劃，以盡早發現緊急情況，防止意外規模的擴大，從而減低意外造成的潛在環境影響。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Understanding our Environmental Impacts through Environmental Impact Assessment 通過環境影響評估了解我們對環境造成的影響

To evaluate the impacts on the environment and natural resources brought by our kitchen waste treatment business, we have engaged independent third parties to conduct environmental risk assessments and obtained the environmental impact approvals issued by competent government authorities according to the regulations set by the Law of the *People's Republic of China on Environmental Impact Assessment*.

為評估餐廚垃圾業務對環境及天然資源造成的影響，我們根據《中華人民共和國環境影響評價法》的規定聘請了獨立第三方進行環境風險評估，並取得了政府主管部門頒發的環境影響批准。

Hefei Plant has conducted an environmental impact assessment to assess its potential impact on air, water and noise timely, ensuring the environmental impact brought by its operation to the surrounding environment is at an acceptable range according to the legal standards.

合肥項目已進行環境影響評估，以及時評估其對空氣、水及噪音的潛在影響，確保其營運對周圍環境造成的環境影響屬合乎法律標準的可接受範圍。

Promoting Environmental Protection

Joint efforts are required to promote environmental sustainability. Therefore, we are committed to raising awareness of environmental protection among our employees. We provide training to our management to ensure they have a sufficient understanding of environmental issues. Monthly awards are provided to recognise the employee who have shown good environmental-conscious practices. Besides, weekly induction training and weekly environmental training are provided to our employees, which further enrich our employees' knowledge on environmental protection.

We cooperate with a range of environmental organisations to organise environmental activities with educational purposes, in order to promote our sustainability values outside our business.

推廣環保

推動環境持續發展需要大家攜手努力。因此，我們致力提高僱員的環保意識。我們培訓管理層以確保彼等充分了解環境事宜。我們每月頒發獎項，嘉許有效踐行環保理念的僱員。此外，我們向僱員提供每週入職培訓及每週環境培訓，進一步增進僱員的環保知識。

我們與多個環境組織合作舉辦有教育意義的環境活動，以在業務以外推廣我們的可持續發展價值。



7 PROTECTING OUR ENVIRONMENT

7. 保護環境

Actions Encouraging Employees in Performing High Environmental Awareness 鼓勵僱員身體力行響應環保



Internal Environmental-Conscious Conference 內部環境關注會議

Management leads and organises monthly inter-departmental meetings on the discussions of the management and practices of the implemented environmental protection initiatives, which effectively provide timely review and supervise the related objectives in the business.

管理層負責領導和組織每月部門會議，以商討已落實的環保措施的管理和實務，以便有效及時檢討和監督相關的業務目標。

We acknowledge the latest information on environmental-friendly products and industry best practices by maintaining a close tie with our business partners, those information have been proactively brought into our future environmental protection plan.

我們與業務夥伴保持緊密聯繫，以獲得有關環保產品和行業最佳實務的最新資訊，並主動將有關資訊納入未來的環保計劃中。



8 CARING OUR COMMUNITY

8. 關懷社區

The Group recognises the utmost importance of participation and contribution to the community where we operate. We strive to support the growth of the local community and aim to create a harmonious society. Looking forward, we will continuously explore the possibility of establishing policies to deepen our strategic planning in community participation. The Group will be keen on the support of the development of the communities where the projects are located and devoted to a variety of charitable activities.

During the Reporting Period, we continued our commitments to exploring the needs of the local communities and to ensure our activities take communities' interests into account. We have donated HK\$100,000 to the Construction Charity Fund Integrated Service Centre.

We leverage our resources for giving back to the society. Meanwhile, we have maintained close communication with the local communities, which allows us effectively respond and contribute to their needs.

本集團深知參與及貢獻我們經營所在地的社區極其重要。我們努力支援當地社區的發展，旨在創造和諧社會。展望未來，我們將繼續探索設立政策以深化我們在社區參與方面的策略規劃。本集團熱心支持項目所在的社區發展，致力為各類慈善活動作出貢獻。

報告期內，我們繼續致力探索當地社區的需求，確保我們的活動顧及社區的利益。我們已向建造業關懷基金綜合服務中心捐款港幣100,000元。

我們利用資源回饋社會之餘，亦與當地社區保持緊密溝通，因此得以有效回應其需求並作出貢獻。

Maintaining Close Ties with Surrounding Community 與周邊社區保持緊密聯繫

All of the construction projects have been conducted an environmental assessment. Nevertheless, we generally maintain good communications with the local community, such as the district council, and other general public. We have provided open communication channels to understand their expectations. We value safeguarding stakeholders' interests in our operations and strive to minimise the impacts of our operations on the surrounding community.

雖然所有建設項目均經過環境評估方始進行，但我們一般也會與當地社區保持良好溝通，例如區議會和其他社會大眾等。我們提供公開溝通渠道，以了解他們的期望。我們在營運中重視維護持份者的利益，並致力減低營運對周邊社區造成的影響。



8 CARING OUR COMMUNITY

8. 關懷社區

In the PRC, one of our focuses is raising awareness of environmental protection in society. As waste management is significantly valued, the Group is actively promoting its kitchen waste treatment technologies to the local communities.

在中國，提高環保意識是我們在社區方面的重點之一。由於高度重視廢棄物管理，本集團正在積極向當地社區推廣廚餘垃圾處理技術。

Case Study: Visits from Hefei Shanghai World Foreign Language School 案例研究：合肥上海世界外國語學校到訪

During the year, Hefei Plants arranged the visiting from the students of the primary school. The purpose of the visit is to educate the students on the importance and benefits of kitchen waste treatment. The event has provided introductions of our kitchen waste treatment in its advanced processing ability and the procedures, including how to capture and utilise wastes such as biogas into reusable resources. Not only with theoretical knowledge explanations, but the field visits have also provided students to have more awareness of the waste classification, waste-to-resources, and other environmental protection knowledge. 於本年度，合肥項目安排小學部學生的參觀活動，目的是向學生灌輸餐廚垃圾處理的重要和好處。此活動介紹了我們的餐廚垃圾處理的先進處理能力和程序，包括如何獲取和利用沼氣等廢物，並轉化為可再資源。活動不但包含理論知識解說，更提供實地考察，以提高學生對廢物分類、轉廢為材及其他環保知識的認識。

In the future, we will continuously explore the possibility of organising more environmental education activities in our plant to take the responsibility as a driving role to the responses of the national calls for environmental science popularisation.

未來，我們將繼續探索在廠房內舉辦更多環保活動的可能性，承擔起推動者的責任，以回應國家對推廣環境科普的呼籲。



9 APPENDIX

9. 附錄

9.1 Environmental Performance Table Environmental Data⁶

9.1 環境表現表 環境數據⁶

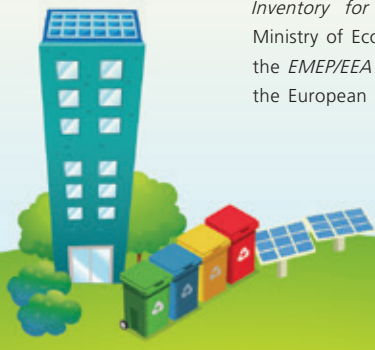
Air Emissions ⁷ 廢氣排放 ⁷			
KPI 關鍵績效指標	Total Emissions in 2022 2022年總排放量	Total Emissions in 2021 2021年總排放量	Units 單位
NO _x	49.27	50.36	Tonnes 噸
SO _x	0.06	0.37	Tonnes 噸
CO	16.30	18.28	Tonnes 噸
PM ₁₀	1.43	2.67	Tonnes 噸

⁶ The data has shown in two years for meaningful comparison, which refers to the Reporting Period "2022" (From 1 April 2021 to 31 March 2022), and the last Reporting Period "2021" (From 1 April 2020 to 31 March 2021) respectively. As stated in part 2.2 Reporting Scope of the Report, there are variations in reporting scope due to business development. Major differences between the data of the periods, unless otherwise stated, are related to the exclusion of data in Taiyuan Plant and the inclusion of available data in Xuancheng Plant and in Beijing office during the period that we have management rights in the Reporting Period.

⁷ Air emissions are from boilers in the kitchen waste treatment plants, and the use of vehicles and engineering machinery by the subsidiaries. The data of air emissions is composed of monitoring data of boilers and calculated air pollutant emissions from vehicles and engineering machinery. The calculation method of air emission of vehicles and machinery refers to the *Technical Guide for Air Pollutant Emission Inventory for On-road Vehicles (Trial Implementation)* and *Technical Guide for Air Pollutant Emission Inventory for Non-road Vehicles (Trial Implementation)* issued by the Ministry of Ecology and Environment of the People's Republic of China and the *EMEP/EEA Air Pollutant Emission Inventory Guidebook 2019* issued by the European Environment Agency.

⁶ 為進行有意義的比較，數據分兩年顯示，分別指報告期間「2022年」(由2021年4月1日至2022年3月31日)及上一個報告期間「2021年」(由2020年4月1日至2021年3月31日)。誠如本報告第2.2部報告範圍所述，由於業務發展，報告範圍存在差異。除另有說明，各期間資料之間的主要差異與報告期內我們擁有管理權的期間排除太原項目的資料及納入宣城項目及北京辦公室的可用資料有關。

⁷ 廢氣排放來源於餐廚垃圾處理廠內的鍋爐，以及附屬公司使用的車輛和工程機械。廢氣排放數據包括鍋爐監測數據以及車輛和工程機械的空氣污染物排放計算值。車輛及機械廢氣排放量根據中華人民共和國生態環境部發佈的《道路機動車大氣污染物排放清單編製技術指南(試行)》及《非道路移動源大氣污染物排放清單編製技術指南(試行)》和歐洲環境署發佈的《EMEP/EEA大氣污染物排放清單指南(2019年版)》計算。



9 APPENDIX
9. 附錄

GHG Emissions 溫室氣體			
KPI 關鍵績效指標	Total Emissions in 2022 2022年總排放量	Total Emissions in 2021 2021年總排放量	Unit 單位
Scope 1 ⁸ (Direct Emission) 範圍一 ⁸ (直接排放)	4,674.39	4,318.39	Tonnes CO ₂ e 噸CO ₂ 當量
Intensity ⁹ 密度 ⁹	7.14	7.30	Tonnes CO ₂ e/HK\$ Million 噸CO ₂ 當量／百萬港幣
Scope 2 ¹⁰ (Indirect Emission) 範圍二 ¹⁰ (間接排放)	2,135.17	3,338.6	Tonnes CO ₂ e 噸CO ₂ 當量
Intensity 密度	3.26	5.64	Tonnes CO ₂ e/HK\$ Million 噸CO ₂ 當量／百萬港幣
Total Emissions (Scope 1 and Scope 2) 總排放量(範圍一及範圍二)	6,809.56	7,656.99	Tonnes CO ₂ e 噸CO ₂ 當量
Intensity 密度	10.40	12.95	Tonnes CO ₂ e/HK\$ Million 噸CO ₂ 當量／百萬港幣

⁸ Scope 1 GHG emissions are from the combustion of fuel of boilers, vehicles and construction machinery. Meanwhile, we also take calculations on the emissions from the total biogas production, direct combustion biogas and boiler biogas combustion in the Reporting Period. The calculation method of GHG emission of boilers refers to the *Guidelines for Accounting and Reporting Greenhouse Gas Emissions Other Industrial Enterprises (Trial)* issued by the National Development and Reform Commission of the People's Republic of China. The calculation method of GHG emission of vehicles refers to the *Guidelines for Accounting and Reporting Greenhouse Gas Emission China Land Transportation Enterprises (Trial)* issued by the National Development and Reform Commission of the People's Republic of China and the *Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong 2010 Edition* issued by the Environmental Protection Department and the Electrical and Mechanical Services Department of Hong Kong. The calculation method of GHG emission of construction machinery refers to the *EMEP/EEA Air Pollutant Emission Inventory Guidebook 2019* issued by the European Environment Agency. Due to the limitation of data availability and calculation guidelines for GHG emissions from biogas combustion in the PRC, GHG emissions from biogas generated during the treatment of kitchen waste are not included in the scope of GHG emissions.

⁹ Intensity was calculated by dividing the amount by the Group's revenue from businesses in Hong Kong and Mainland China of approximately HK\$654.90 million during the Reporting Period and HK\$591.50 million respectively in last Reporting Period.

¹⁰ Scope 2 GHG emissions are from indirect GHG emissions generated in the production process of purchased power. The GHG emissions in Mainland China are calculated based on the 2021 China Regional Power Grid Average Carbon Dioxide Emission Factor published by the National Development and Reform Commission of PRC, and the calculation of GHG emissions caused by power use in Hong Kong adopts to the emission factors in the *Sustainability Report of CLP Power Hong Kong Limited in 2021* for the construction sites and offices located in Kowloon and New Territories and the *Sustainability Report of Hong Kong Electric Investment Limited in 2021* for the construction sites located in Hong Kong Island, Ap Lei Chau and Lamma Island. We have adopted latest available emission factors for the calculation of 2021 data.

⁸ 範圍一的溫室氣體排放來自鍋爐、車輛和建築機械的燃料燃燒。同時，我們亦計算報告期內的沼氣總產量、直接燃燒的沼氣及鍋爐沼氣燃燒的排放量。鍋爐溫室氣體排放量根據中華人民共和國國家發展和改革委員會發佈的《工業其他行業企業溫室氣體排放核算方法與報告指南(試行)》計算。車輛溫室氣體排放量根據中華人民共和國國家發展和改革委員會發佈的《中國陸路運輸企業溫室氣體排放核算方法與報告指南(試行)》和香港環境保護署及機電工程署發佈的《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(2010年版)》計算。建築機械溫室氣體排放量根據歐洲環境署發佈的《EMEP/EEA 大氣污染物排放清單指南(2019年版)》計算。由於中國沼氣燃燒產生的溫室氣體的數據和計算指南有限，因處理餐廚垃圾過程中產生的沼氣而產生的溫室氣體排放未包括在溫室氣體排放範圍內。

⁹ 密度乃以用量除以報告期間及上一報告期間本集團來自香港及中國內地業務的收入(分別約6.5490億港幣及約5.9150億港幣)計算。

¹⁰ 範圍二的溫室氣體排放來自所購電力生產過程中產生的間接溫室氣體排放。中國內地的溫室氣體排放量根據中國國家發展和改革委員會發佈的《2021年中國區域電網平均二氧化碳排放因子》計算，而香港用電產生的溫室氣體排放量使用香港中電控股有限公司《2021可持續發展報告》中的排放係數(就位於九龍及新界的施工現場及辦公室而言)及香港電力投資有限公司的《2021可持續發展報告》中的排放係數(就位於香港島、鴨脷洲及南丫島的施工現場而言)計算。我們採納最新可得的排放因素計算2021年數據。



9 APPENDIX

9. 附錄

Wastewater and Waste 廢水及廢棄物			
KPI 關鍵績效指標	Total Emissions in 2022 2022年總耗量	Total Emissions in 2021 2021年總耗量	Unit 單位
Wastewater 廢水	56,224	154,115	Tonnes 噸
<i>Intensity</i> 密度	85.85	260.55	Tonnes/HK\$ Million 噸／百萬港幣
Hazardous Waste ¹¹ 有害廢棄物 ¹¹	0	1.01	Tonnes 噸
<i>Intensity</i> 密度	0	0.0017	Tonnes/HK\$ Million 噸／百萬港幣
Non-Hazardous Waste 無害廢棄物	65,448.24	46,078.66	Tonnes 噸
<i>Intensity</i> 密度	99.94	77.90	Tonnes/HK\$ Million 噸／百萬港幣
<i>Non-Hazardous Waste by Type</i> 按類型劃分的無害廢棄物			
Domestic Waste 生活垃圾	0.85	7.29	Tonnes 噸
<i>Intensity</i> 密度	0.0013	0.0123	Tonnes/HK\$ Million 噸／百萬港幣
Wastepaper 廢紙	0.79	2.77	Tonnes 噸
<i>Intensity</i> 密度	0.0012	0.0047	Tonnes/HK\$ Million 噸／百萬港幣
Kitchen Waste Residue 餐厨垃圾	11,578.60	28,929.60	Tonnes 噸
<i>Intensity</i> 密度	17.68	48.90	Tonnes/HK\$ Million 噸／百萬港幣
Construction Waste 建築垃圾	53,868	17,139	Tonnes 噸
<i>Intensity</i> 密度	82.25	28.98	Tonnes/HK\$ Million 噸／百萬港幣

¹¹ We have entrusted professional to further handle all hazardous waste generated in our business operation.

¹¹ 我們已委託專業人員進一步處理我們業務運營中產生的所有有害廢物。



9 APPENDIX

9. 附錄

Resources Usage 資源使用			
KPI 關鍵績效指標	Amount in 2022 2022年總耗量	Amount in 2021 2021年總耗量	Unit 單位
Water 水	117,707	117,883	Cubic Metres 立方米
Intensity 密度	179.73	199.29	Cubic Metres/HK\$ Million 立方米／百萬港幣
Total Energy Consumptions 消耗能源總量	21,381.59	17,021.72	mWh 兆瓦時
Intensity 密度	32.6	28.78	mWh/HK\$ Million 兆瓦時／百萬港幣
Direct Energy 直接能源			
Gasoline ¹² 汽油 ¹²	110.52	479.37	mWh 兆瓦時
Diesel ¹³ 柴油 ¹³	17,605.96	15,029.46	mWh 兆瓦時
Natural Gas ¹⁴ 天然氣 ¹⁴	0	574,579.05	mWh 兆瓦時
Total Direct Energy 直接能源總量	17,716.48	11,381.70	mWh 兆瓦時
Indirect Energy 間接能源			
Electricity 電力	3,665.10	5,640.02	mWh 兆瓦時
Total Indirect Energy 間接能源總量	3,665.10	5,640.02	mWh 兆瓦時

¹² The measurement units of the usage of Gasoline are shown in mWh in the Reporting Period, and the 2021 data has been restated to improve the data comparability. The usage is 11,881 Litres in the Reporting Period, and 51,533 Litres in 2021 respectively.

¹³ The measurement units of the usage of Diesel are shown in mWh in the Reporting Period, and the 2021 data has been restated to improve the data comparability. The usage is 1,783,855 Litres in the Reporting Period, and 15,029.46 Litres in 2021 respectively.

¹⁴ The measurement units of the usage of Natural Gas are shown in mWh in the Reporting Period, and the 2021 data has been restated to improve the data comparability. The usage is 0 Cubic Metres in the Reporting Period, and 139,899 Litres in 2021 respectively.

¹² 於報告期內，汽油用量的計量單位為兆瓦時，2021年的資料已進行重列，以提高資料的可比性。報告期內的用量為11,881升，2021年為51,533升。

¹³ 於報告期內，柴油用量的計量單位為兆瓦時，2021年的資料已進行重列，以提高資料的可比性。報告期內的用量為1,783,855升，2021年為15,029.46升。

¹⁴ 於報告期內，天然氣用量的計量單位為兆瓦時，2021年的資料已進行重列，以提高資料的可比性。報告期內的用量為0立方米，2021年為139,899升。



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9. 附錄

Kitchen Waste Treatment 餐廚垃圾處理			
KPI 關鍵績效指標	Amount in 2022 2022年處理量	Amount in 2021 2021年處理量	Unit 單位
Kitchen Waste Treated ¹⁵ 已處理餐廚垃圾 ¹⁵	58,837.13	132,478.98	Cubic Metres 立方米
Biogas Generated 已產生沼氣	2,465,600.00	9,390,941.28	Cubic Metres 立方米
Amount of Biogas Combusted in Boilers 鍋爐的沼氣燃燒量	1,748,000.00	3,395,000.00	Cubic Metres 立方米

¹⁵ Due to the reconstruction and upgradations of the Hefei Plant and other business development, the kitchen waste treatment amounts have been reduced during the Reporting Period.

¹⁵ 由於合肥項目的重建及升級以及其他業務發展，報告期內廚房垃圾處理量有所減少。



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9. 附錄

9.2 Social Performance Table
Social Performance Table9.2 社會表現表
社會表現表

Employees Statistics 僱員統計數據				
KPI 關鍵績效指標	2022 2022年 Numbers of Employees 僱員人數	Turnover Rate ¹⁶ 流失比率 ¹⁶	2021 2021年 Numbers of Employees 僱員人數	Turnover Rate ¹⁷ 流失比率 ¹⁷
Total 總計	318	67%	427	5%
<i>By Gender</i> 按性別劃分				
Male 男性	272	75%	361	3%
Female 女性	46	23%	66	17%
<i>By Age</i> 按年齡劃分				
Below 30 30歲以下	22	17%	53	6%
30-50 30至50歲	161	113%	214	4%
Above 50 50歲以上	135	19%	160	7%
<i>By Geographical Region</i> 按地區劃分				
Hong Kong 香港	242	84%	224	9%
Mainland China 中國大陸	76	18%	203	2%
<i>By Employee Category</i> 按僱員類型劃分				
Entry-level 初級	230	—	347	—
Middle-level 中級	51	—	53	—
Senior Management 高級管理層	37	—	27	—
<i>By Employment Category</i> 按僱傭類型劃分				
Full-time 全職	316	—	425	—
Part-time 兼職	2	—	2	—

¹⁶ The calculation method of the turnover rate: Employees in the specified category leaving employment/Number of employees in the specified category at the end of the Reporting Period

¹⁷ The calculation method of the turnover rate: Employees in the specified category leaving employment/Number of employees in the specified category at the end of the Reporting Period

¹⁶ 流失比率的計算方法：指定類別的離職僱員／報告期末指定類別的僱員人數

¹⁷ 流失比率的計算方法：指定類別的離職僱員／報告期末指定類別的僱員人數



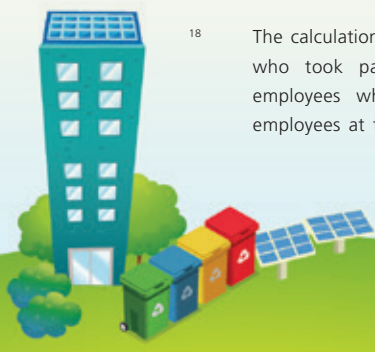
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9. 附錄

Training 培訓		
KPI 關鍵績效指標	2022 2022年	2021 2021年
	Percentage of Employees Trained ¹⁸ 受訓僱員百分比 ¹⁸	
By Gender 按性別劃分		
Male 男性	68%	85%
Female 女性	32%	15%
By Employee Category 按僱員類型劃分		
Entry-level 初級	51%	12%
Middle-level 中級	33%	16%
Senior Management 高級管理層	15%	72%

¹⁸ The calculation method of the percentage of employees trained: Employees who took part in training in the specified category (not including employees who left during the Reporting Period)/Number of trained employees at the end of the Reporting Period

¹⁸ 受訓僱員百分比的計算方法：參加特定類別培訓的僱員（不包括報告期內離職的僱員）／報告期末受訓僱員人數



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9. 附錄

Training 培訓				
KPI 關鍵績效指標	2022 2022年		2021 2021年	
	Average Training Hours ¹⁹	Total Training Hours	Average Training Hours ²⁰	Total Training Hours
	受訓平均時數 ¹⁹	受訓總時數	受訓平均時數 ²⁰	受訓總時數
<i>By Gender</i> 按性別劃分				
Male 男性	2.18	594	1.41	510
Female 女性	4.93	227	2.33	154
<i>By Employee Category</i> 按僱員類型劃分				
Entry-level 初級	1.84	424	1.17	407
Middle-level 中級	6.49	331	2.49	132
Senior Management 高級管理層	1.78	66	4.63	125

¹⁹ The calculation method of average training hours for employees in specified category: Total number of training hours for employees in the specified category (not including employees who left during the Reporting Period)/ Number of employees in the specified category at the end of the Reporting Period

²⁰ The calculation method of average training hours for employees in specified category: Total number of training hours for employees in the specified category (not including employees who left during the Reporting Period)/ Number of employees in the specified category at the end of the Reporting Period

¹⁹ 指定類別僱員受訓平均時數的計算方法：指定類別僱員受訓總時數(不包括報告期內離職的僱員)／報告期末指定類別的僱員人數

²⁰ 指定類別僱員受訓平均時數的計算方法：指定類別僱員受訓總時數(不包括報告期內離職的僱員)／報告期末指定類別的僱員人數



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9. 附錄

Employee Safety 僱員安全			
Number of Fatalities 死亡人數	2022 2022年	0	Person 人
	2021 2021年	0	Person 人
	2020 2020年	0	Person 人
	2022 2022年	2021 2021年	
Loss of working days Due to Work Injury 因工傷損失工作日數	50	180	Day 日
Number of Subcontractors/Suppliers 分包商／供應商數目			
	2022 2022年	2021 2021年	
<i>By Geographical Region</i> 按地區劃分			
Hong Kong 香港	208	53	
Mainland China 中國大陸	31	89	
Total 總計	239	142	



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9. 附錄

Product and Service 產品及服務			
	2022 2022年	2021 2021年	
Product Recalls Due to Safety and Health 基於安全及健康的產品召回	0	0	Event 次
Customer Complaints 客戶投訴	0	0	Event 次

Anti-corruption 反貪污			
	2022 2022年	2021 2021年	
Reported Legal Cases Regarding Corrupt Practices 有關貪污行為的報告法律案件	0	0	Event 次



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9. 附錄

9.3 Content Index of the ESG Reporting Guide

9.3 《ESG指引》索引

Mandatory Disclosure Requirements 強制披露規定	Content 內容	Chapter Reference or Notes 所在章節或附註
Governance Structure	A statement from the board containing the following elements: (i) a disclosure of the board's oversight of ESG issues; (ii) the board's ESG management approach and strategy, including the process used to evaluate, prioritise and manage material ESG-related issues (including risks to the issuer's businesses); and (iii) how the board reviews progress made against ESG-related goals and targets with an explanation of how they relate to the issuer's businesses.	4. Governing Sustainability
管治架構	由董事會發出的聲明，當中載有下列內容： (i) 披露董事會對環境、社會及管治事宜的監管； (ii) 董事會的環境、社會及管治管理方針及策略，包括評估、優次排列及管理重要的環境、社會及管治相關事宜（包括對發行人業務的風險）的過程；及 (iii) 董事會如何按環境、社會及管治相關目標檢討進度，並解釋它們如何與發行人業務有關連。	4. 可持續發展管治



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Mandatory Disclosure Requirements 強制披露規定	Content 內容	Chapter Reference or Notes 所在章節或附註
Reporting Principles	<p>A description of, or an explanation on, the application of the following Reporting Principles in the preparation of the ESG report:</p> <p>Materiality: The ESG report should disclose: (i) the process to identify and the criteria for the selection of material ESG factors; (ii) if a stakeholder engagement is conducted, a description of significant stakeholders identified, and the process and results of the issuer's stakeholder engagement.</p> <p>Quantitative: Information on the standards, methodologies, assumptions and/or calculation tools used, and source of conversion factors used, for the reporting of emissions/energy consumption (where applicable) should be disclosed.</p> <p>Consistency: The issuer should disclose in the ESG report any changes to the methods or KPIs used, or any other relevant factors affecting a meaningful comparison.</p>	2. About the Report
匯報原則	<p>描述或解釋在編備環境、社會及管治報告時如何應用下列匯報原則：</p> <p>重要性：環境、社會及管治報告應披露：(i)識別重要環境、社會及管治因素的過程及選擇這些因素的準則；(ii)如發行人已進行持份者參與，已識別的重要持份者的描述及發行人持份者參與的過程及結果。</p> <p>量化：有關匯報排放量／能源耗用(如適用)所用的標準、方法、假設／／或計算工具的資料，以及所使用的轉換因素的來源應予披露。</p> <p>一致性：發行人應在環境、社會及管治報告中披露統計方法或關鍵績效指標的變更(如有)或任何其他影響有意義比較的相關因素。</p>	2. 關於本報告
Reporting Boundary	<p>A narrative explaining the reporting boundaries of the ESG report and describing the process used to identify which entities or operations are included in the ESG report. If there is a change in the scope, the issuer should explain the difference and reason for the change.</p>	2. About the Report
匯報範圍	<p>解釋環境、社會及管治報告的匯報範圍，及描述挑選哪些實體或業務納入環境、社會及管治報告的過程。若匯報範圍有所改變，發行人應解釋不同之處及變動原因。</p>	2. 關於本報告



9. 附錄

A. Environmental A. 環境			
General Disclosure & KPI 一般披露及 關鍵績效指標	Description 指標內容		Chapter Reference/ Explanation 所在章節／說明
Aspect A1: Emissions 層面A1：排放物			
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. Note: Air emissions include NO _x , SO _x , and other pollutants regulated under national laws and regulations 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。 附註：氣體排放物包括氮氧化物、硫氧化物及國家法律及法規規定的其他污染		4.4 Operational Compliance 4.4 合規營運
KPI 關鍵績效指標	A1.1	The types of emissions and respective emissions data.	7.2 Energy Conservation and Air Emissions Reduction 9.1 Environmental Performance Table 7.2 節約能源及減少氣體排放 9.1 環境表現表
	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).	9.1 Environmental Performance Table
	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)。	9.1 環境表現表



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9. 附錄

A. Environmental A. 環境			
General Disclosure & KPI 一般披露及 關鍵績效指標		Description 指標內容	Chapter Reference/ Explanation 所在章節／說明
	A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	9.1 Environmental Performance Table
	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)。	9.1 環境表現表
	A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	9.1 Environmental Performance Table
	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)。	9.1 環境表現表
	A1.5	Description of emissions target(s) set and steps taken to achieve them.	4.3 ESG Targets 7.1 Fulfilling Environmental Responsibility 7.2 Energy Conservation and Air Emissions Reduction
	A1.5	描述所訂立的排放量目標及為達到這些目標所採取的步驟。	4.3 ESG目標 7.1 履行環保責任 7.2 節約能源及減少氣體排放
	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.	4.3 ESG Targets 7.1 Fulfilling Environmental Responsibility 7.3 Waste Management
	A1.6	描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	4.3 ESG目標 7.1 履行環保責任 7.3 廢物管理



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9. 附錄

		A. Environmental A. 環境	
General Disclosure & KPI 一般披露及 關鍵績效指標		Description 指標內容	Chapter Reference/ Explanation 所在章節／說明
Aspect A2: Use of Resources 層面A2：資源使用			
General Disclosure		Policies on the efficient use of resources, including energy, water and other raw materials.	7. Protecting Our Environment (Our business did not involve in issues related to other raw materials.)
一般披露		有效使用資源(包括能源、水及其他原材料)的政策。	7. 保護環境(業務並無涉及有關其他原材料的事宜。)
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).	9.1 Environmental Performance Table
關鍵績效指標	A2.1	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)。	9.1 環境表現表
	A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	9.1 Environmental Performance Table
	A2.2	總耗水量及密度(如以每產量單位、每項設施計算)。	9.1 環境表現表
	A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	4.3 ESG Targets 7.1 Fulfilling Environmental Responsibility 7.2 Energy Conservation and Air Emissions Reduction
	A2.3	描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	4.3 ESG目標 7.1 履行環保責任 7.2 節約能源及減少氣體排放



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9. 附錄

A. Environmental A. 環境			Chapter Reference/ Explanation 所在章節／說明
General Disclosure & KPI 一般披露及 關鍵績效指標	Description 指標內容		
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.		4.3 ESG Targets 7.1 Fulfilling Environmental Responsibility 7.3 Water Management
A2.4	描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。		4.3 ESG目標 7.1 履行環保責任 7.3 水資源管理
A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.		Our products did not involve in issues related to packaging materials.
A2.5	製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量。		產品並無涉及有關包裝物料的事宜。
Aspect A3: The Environmental and Natural Resources			
層面A3：環境及天然資源			
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。		7.6 Environmental Management 7.6 環境管理
KPI	A3.1 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.		7.6 Environmental Management
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。		7.6 環境管理
Aspect A4: Climate Change			
層面A4：氣候變化			
General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer. 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。		7.1 Fulfilling Environmental Responsibility 7.1 履行環保責任



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9. 附錄

		A. Environmental A. 環境	
General Disclosure & KPI 一般披露及 關鍵績效指標		Description 指標內容	Chapter Reference/ Explanation 所在章節／說明
KPI	A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	7.1 Fulfilling Environmental Responsibility
關鍵績效指標	A4.1	描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	7.1 履行環保責任

		B. Social B. 社會	
General Disclosure & KPI 一般披露及 關鍵績效指標		Indicator Description 指標描述	Chapter Reference 所在章節
Aspect B1 : Employment 層面B1：僱傭			
General Disclosure		Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	4.4 Operational Compliance 6. Promoting People-oriented Culture
一般披露		有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.4 合規營運 6. 推廣以人為本文化



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9. 附錄

		B. Social B. 社會	
General Disclosure & KPI 一般披露及 關鍵績效指標		Indicator Description 指標描述	Chapter Reference 所在章節
KPI	B1.1	Total workforce by gender, employment type, age group and geographical region.	6. Promoting People-oriented Culture 6.1 Our Employment Portfolio 9.2 Social Performance Table
關鍵績效指標	B1.1	按性別、僱傭類型、年齡組別及地區劃分的僱員總數。	6. 推廣以人為本文化 6.1 僱傭組合 9.2 社會表現表
	B1.2	Employee turnover rate by gender, age group and geographical region.	6. Promoting People-oriented Culture 6.1 Our Employment Portfolio 9.2 Social Performance Table
	B1.2	按性別、年齡組別及地區劃分的僱員流失比率。	6. 推廣以人為本文化 6.1 僱傭組合 9.2 社會表現表
Aspect B2: Health and Safety			
層面B2：健康與安全			
General Disclosure 一般披露		Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障員工避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.4 Operational Compliance 6.4 Securing Health and Safety in Workplace 4.4 合規營運 6.4 確保工作場所的健康及安全
KPI	B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	9.2 Social Performance Table
關鍵績效指標	B2.1	過去三年(包括報告年度)每年因工作關係而死亡的人數及比率。	9.2 社會表現表



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9. 附錄

B. Social B. 社會			
General Disclosure & KPI 一般披露及 關鍵績效指標	Indicator Description 指標描述		Chapter Reference 所在章節
	B2.2	Lost days due to work injury.	6.4 Securing Health and Safety in Workplace 9.2 Social Performance Table
	B2.2	因工傷損失工作日數。	6.4 確保工作場所的健康及安全 9.2 社會表現表
	B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored.	6.4 Securing Health and Safety in Workplace
	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。	6.4 確保工作場所的健康及安全
Aspect B3: Development and Training 層面B3：發展及培訓			
General Disclosure 一般披露		Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	6.3 Supporting Talent Development
		有關提升員工履行工作職責的知識及技能的政策。描述培訓活動。	6.3 助力人才發展
KPI 關鍵績效指標	B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	6.3 Supporting Talent Development 9.2 Social Performance Table
	B3.1	按性別及僱員類別(如高級管理層、中級管理層等)劃分的受訓僱員百分比。	6.3 助力人才發展 9.2 社會表現表
	B3.2	The average training hours completed per employee by gender and employee category.	6.3 Supporting Talent Development 9.2 Social Performance Table
	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。	6.3 助力人才發展 9.2 社會表現表



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9. 附錄

B. Social B. 社會		
General Disclosure & KPI 一般披露及 關鍵績效指標	Indicator Description 指標描述	Chapter Reference 所在章節
Aspect B4: Labour Standards 層面B4：勞工準則		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.4 Operational Compliance 6.2 Employment Management Approach 4.4 合規營運 6.2 僱傭管理方式
KPI 關鍵績效指標	B4.1 Description of measures to review employment practices to avoid child and forced labour. B4.1 描述檢討招聘慣例的措施以避免童工及強制勞工。	6.2 Employment Management Approach 6.2 僱傭管理方式
	B4.2 Description of steps taken to eliminate such practices when discovered. B4.2 描述在發現違規情況時消除有關情況所採取的步驟。	6.2 Employment Management Approach 6.2 僱傭管理方式
Aspect B5: Supply Chain Management 層面B5：供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	5.3 Supply Chain Management 5.3 供應鏈管理
KPI	B5.1 Number of suppliers by geographical region.	5.3 Supply Chain Management 9.2 Social Performance Table
關鍵績效指標	B5.1 按地區劃分的供貨商數目。	5.3 供應鏈管理 9.2 社會表現表



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B. Social B. 社會		
General Disclosure & KPI 一般披露及 關鍵績效指標	Indicator Description 指標描述	Chapter Reference 所在章節
B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	5.3 Supply Chain Management
B5.2	描述有關聘用供貨商的慣例，向其執行有關慣例的供貨商數目、以及有關慣例的執行及監察方法。	5.3 供應鏈管理
B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	5.3 Supply Chain Management
B5.3	描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	5.3 供應鏈管理
B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	5.3 Supply Chain Management Green Procurement
B5.4	描述在篩選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	5.3 供應鏈管理 綠色採購
Aspect B6: Product Responsibility		
層面B6：產品責任		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.4 Operational Compliance 5. Operating Our Business responsibly (Our products did not involve in issues related to labelling.) 4.4 合規營運 5. 負責任地經營業務 (產品並無涉及有關標籤的事宜。)



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B. Social B. 社會			
General Disclosure & KPI 一般披露及 關鍵績效指標	Indicator Description 指標描述		Chapter Reference 所在章節
KPI	B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	5. Operating Our Business responsibly 9.2 Social Performance Table
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。	5. 負責任地經營業務 9.2 社會表現表
	B6.2	Number of products and service-related complaints received and how they are dealt with.	5.4 Customer Service 9.2 Social Performance Table
	B6.2	接獲關於產品及服務的投訴數目以及應對方法。	5.4 客戶服務 9.2 社會表現表
	B6.3	Description of practices relating to observing and protecting intellectual property rights.	5.1 Abiding By Business Ethics
	B6.3	描述與維護及保障知識產權有關的慣例。	5.1 遵守商業道德
	B6.4	Description of quality assurance process and recall procedures.	5.2 Quality Management and Assurance
	B6.4	描述質量檢定過程及產品回收程序。	5.2 質量管理及保證
	B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored.	5.4 Customer Service
	B6.5	描述消費者數據保障及私隱政策，以及相關執行及監察方法。	5.4 客戶服務



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General Disclosure & KPI 一般披露及 關鍵績效指標	Indicator Description 指標描述	Chapter Reference 所在章節
Aspect B7: Anti-corruption 層面B7：反貪污		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	4.4 Operational Compliance 5.1 Abiding By Business Ethics 4.4 合規營運 5.1 恪守商業道德
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.	4.4 Operational Compliance 5.1 Abiding By Business Ethics 9.2 Social Performance Table
關鍵績效指標	B7.1 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	4.4 合規營運 5.1 恪守商業道德 9.2 社會表現表
	B7.2 Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored.	5.1 Abiding By Business Ethics
	B7.2 描述防範措施及舉報程序，以及相關執行及監察方法。	5.1 恪守商業道德
	B7.3 Description of anti-corruption training provided to directors and staff.	5.1 Abiding By Business Ethics
	B7.3 描述向董事及員工提供的反貪污培訓。	5.1 恪守商業道德



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B. Social B. 社會		
General Disclosure & KPI 一般披露及 關鍵績效指標	Indicator Description 指標描述	Chapter Reference 所在章節
Aspect B8: Community Investment 層面B8：社區投資		
General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	8 Caring Our Community 8 關懷社區
KPI 關鍵績效指標	B8.1 Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	8 Caring Our Community
	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)。	8 關懷社區
	B8.2 Resources contributed (e.g. money or time) to the focus area.	8 Caring Our Community
	B8.2 在專注範疇所動用資源(如金錢或時間)。	8 關懷社區





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