



**G-Vision International (Holdings) Limited**  
**環科國際集團有限公司**

Stock Code 股份代號: 657

Environmental, Social and Governance Report  
環境、社會及管治報告

21-22

# 環境、社會及管治報告 Environmental, Social and Governance Report

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# 環境、社會及管治報告

## Environmental, Social and Governance Report

### 關於本報告

環科國際集團有限公司(「本公司」)連同其附屬公司(統稱為「本集團」)欣然發布此份已根據香港聯合交易所有限公司證券上市規則(「上市規則」)附錄27所載的《環境、社會及管治報告指引》(「香港交易所《環境、社會及管治報告指引》」)而編制的環境、社會及管治報告(「環境、社會及管治報告」)。

本環境、社會及管治報告主要集中對本集團截至2022年3月31日止年度(「本報告期」)於營運環境和社會方面的評估。就企業管治而言，本集團已在其年報的企業管治報告中分開披露。

於報告期內，本集團已遵守香港交易所《環境、社會及管治報告指引》中所載的所有強制披露規定及「不遵守就解釋」條文。本環境、社會及管治報告已經本公司董事會(「董事會」)審議及批准。

### 報告範圍

本集團主要在香港經營兩家專營潮州菜的酒樓及一間管理公司。自2019年11月起，本集團透過香港管理公司正式開始其澳洲物業發展業務。以下是本集團在香港之三個經營地點：

1. 管理公司(尖沙咀東海中心)
2. 潮州城酒樓(尖沙咀東海中心)
3. 潮觀城酒樓(觀塘裕民坊)(自2021年12月7日開始營業)

### ABOUT THIS REPORT

G-Vision International (Holdings) Limited (the “Company”) and its subsidiaries (collectively referred to as the “Group”) is pleased to publish the Environmental, Social and Governance Report (“ESG Report”) which has been prepared in accordance with the ESG Reporting Guide contained in Appendix 27 to the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited (the “Listing Rules”) (the “HKEX ESG Reporting Guide”).

This ESG Report mainly focuses on the evaluation of the environmental and social aspects of the Group’s operations for the year ended 31 March 2022 (the “Reporting Period”). For corporate governance, it has been disclosed separately in the Corporate Governance Report in the Group’s annual report.

The Group has complied with all the mandatory disclosure requirements and the “comply or explain” provisions set out in the HKEX ESG Reporting Guide for the Reporting Period. This ESG Report has been reviewed and approved by the board of directors of the Company (the “Board”).

### Reporting Boundary

The Group is principally engaged in the operations of two restaurants specialising in Chiu Chow Cuisine and a management office in Hong Kong. Since November 2019, the Group commenced its property development operations in Australia via its management office in Hong Kong. The following are the three operating sites in Hong Kong:

1. Management office (East Ocean Centre, Tsim Sha Tsui)
2. City Chiu Chow Restaurant (East Ocean Centre, Tsim Sha Tsui)
3. Kwun Tong City Chiu Chow Restaurant (Yue Man Square, Kwun Tong) (commenced operation from 7 December 2021)

### **2019年冠狀病毒病（「COVID-19」）大流行的影響**

自2020年1月起，COVID-19全球大流行爆發對香港餐飲業造成嚴重影響。為減低COVID-19在社區的傳播風險，香港政府實施各項社交距離措施及法規以限制酒樓的座位容量和營業時間。為安全起見，本集團酒樓曾於COVID-19全球大流行期間之不同時段暫停營業，因此導致在本報告期內損失約16%營業天數（2021年：13%）。此乃排放數據於本報告期及去年同期減少的主要因素。

### **酒樓分店變動**

於2021年9月30日租約屆滿後，本集團已終止位於長沙灣廣場「潮濠城酒樓」的酒樓業務，該酒樓總建築面積為2,400平方米。本集團另於2021年12月7日，於裕民坊開設新酒樓「潮觀城酒樓」，其總建築面積為500平方米。為了更有效地比較環境、社會及管治表現數據隨時間的變化，排放數據的強度已從每平方米建築面積排放量更改為每千港元（「千港元」）收入排放量。

### **Impact of the Coronavirus Disease 2019 (“COVID-19”) pandemic**

Since January 2020, the outbreak of the COVID-19 pandemic has a profound impact on the food and beverage industry in Hong Kong. In order to minimise the risk of COVID-19 spreading in the community, the Hong Kong government has imposed social distancing measures and regulations to restrict restaurants' seating capacity and operating hours. As safety measures, the Group suspended its restaurant operations at different periods of time amid the COVID-19 pandemic resulting in a loss of business days of approximately 16% for the Reporting Period (2021: 13%). This is a major factor contributing to the reduction in emission data for the Reporting Period and the last corresponding period.

### **Changes in Restaurant Outlets**

Following the expiry of lease on 30 September 2021, the Group terminated the restaurant operations for Hover City Chiu Chow Restaurant at Cheung Sha Wan Plaza which covered a total floor area of 2400m<sup>2</sup>. On 7 December 2021, the Group opened a new restaurant Kwun Tong City Chiu Chow Restaurant at Yue Man Square which covers a total gross area of 500m<sup>2</sup>. The change in total floor area for the restaurant operations resulted in the change in reporting scope. For better comparison in ESG performance data over time, the presentation of intensity for emission data has changed from emission per m<sup>2</sup> floor area to emission per thousand Hong Kong Dollars (“HK\$’000”) revenue.

# 環境、社會及管治報告

## Environmental, Social and Governance Report

### 報告原則

本集團在編制環境、社會及管治報告時採納並遵守香港交易所《環境、社會及管治報告指引》中列出的以下四項報告原則：

1. **重要性：**報告對投資者和其他持份者有足夠重要性的環境、社會及管治議題；
2. **量化：**報告和比較環境、社會及管治的關鍵績效指標（「**關鍵績效指標**」），並設定目標以降低環境、社會及管治的影響；
3. **平衡：**就本集團的環境、社會及管治表現提供持平的見解；
4. **一致性：**採用一致的方法比較環境、社會及管治數據隨時間的變化。

### 董事會聲明

董事會致力於環境和社會的可持續發展，並承認其在監督本集團的環境、社會及管治策略和報告方面的整體責任。本集團通過由本公司全體執行董事及主要附屬公司高級管理人員組成的環境、社會及管治管理團隊（「**環境、社會及管治團隊**」），努力遵守有關保護環境的法律法規，並採取有效的環保措施以確保企業在保護環境方面符合要求的標準和道德規範。環境、社會及管治團隊和審計委員會對環境、社會及管治風險管理和內部監控系統的適當性和有效性進行了年度審查，並認為現有的系統是充足和有效的。

### Reporting Principles

The Group adopts and adheres to the following four reporting principles outlined in the HKEX ESG Reporting Guide in the preparation of the ESG Report:

1. **Materiality:** to report on ESG issues sufficiently important to investors and other stakeholders ;
2. **Quantitative:** to report and compare ESG's Key Performance Indicators (**KPIs**) and to set targets to reduce ESG's impact ;
3. **Balance:** to provide an unbiased view of the Group's ESG performance ;
4. **Consistency:** to apply consistent approach for comparison of ESG data over time.

### THE BOARD STATEMENT

The Board is committed to the sustainable development of the environment and the society and recognises its overall responsibility in overseeing the Group's ESG strategy and reporting. The Group, through its ESG management team ("**ESG Team**") which consists of all executive directors of the Company and senior management of its major subsidiaries, has endeavoured to comply with the laws and regulations regarding environmental protection and adopts effective environmental practices to ensure the business meets the required standards and ethics in respect of environmental protection. The ESG Team and the audit committee conducted an annual review on the appropriateness and effectiveness of the ESG's risk management and internal control systems and considered that the systems in place are adequate and effective.

# 環境、社會及管治報告

## Environmental, Social and Governance Report

### 環境、社會及管治的管理方針及策略

環境、社會及管治團隊在評估、優先考慮和管理重大環境、社會及管治相關議題時，會採用重要性、量化、平衡和一致性四項報告原則。環境、社會及管治管理方法涉及選定與本集團營運相關的持份者，透過與這些持份者的各種溝通方式，環境、社會及管治團隊會確定他們的主要關鍵問題，並使用矩陣表進行重要性評估決定為那些關鍵問題作出優先考慮。環境、社會及管治團隊會收集數據，編制每個報告期的環境、社會及管治關鍵績效指標，並進行同期比較和分析，以監測和減輕環境、社會及管治的長期風險及影響。重要性評估的結果載於本環境、社會及管治報告的「持份者參與及重要性」部分。

### 可持續發展承諾的目標和指標

董事會將可持續發展視為其業務目標的重要組成部分，並努力以負責任的方式開展業務。環境、社會及管治團隊通過密切關注持份者的反饋以及環境和社會關鍵績效指標的變化來評估集團環境、社會及管治進展的有效性。以下與環境、社會及管治相關的目標和指標已納入本集團的業務模式及其長期企業目標：

- 降低碳足跡
- 實施更多節能措施
- 供應鏈管理的持續改進
- 降低與工作相關的風險和傷害
- 在職場上提高對環境、社會及管治的意識

### ESG Management Approach and Strategy

The ESG Team applies the four reporting principles of materiality, quantitative, balance and consistency in evaluating, prioritising and managing material ESG-related issues. The ESG management approach involves the selection of stakeholders related to the Group's operations and based on the various means of communication with these stakeholders, the ESG Team identifies their key concerns and uses matrix table to perform materiality assessment and to prioritise these concerns. The ESG Team also collects data to compile ESG's KPIs for each reporting period and to perform year-on-year comparison and analysis in order to monitor and mitigate ESG's risks and their impacts in the long run. The results of the materiality assessment are presented in the "Stakeholder Engagement and Materiality" section of this ESG Report.

### Goals and Targets on Sustainability Commitment

The Board regards sustainability as an integral part of its business objective and strives to carry out its business in a responsible manner. The ESG Team evaluates the effectiveness of the Group's ESG progress by closely monitoring the feedback from our stakeholders and the changes in the environmental and social KPIs. The following ESG-related goals and targets are incorporated into the Group's business model and its long-term corporate goals:

- Lower carbon footprint
- Implement more energy saving measures
- Continuous improvement in supply chain management
- Lower work-related risks and injuries
- Promote ESG awareness in our workplace

# 環境、社會及管治報告 Environmental, Social and Governance Report

## 持份者參與及重要性

本集團為了確認那些環境、社會及管治表現較為重要並作出披露，會充分考慮其對不同持份者的利益和影響。本集團維持與不同界別之持份者對話，當中包括但不限於其客戶、員工、供應商、承包商、服務供應商、股東、投資者、行業監管機構以及其他政府和社區團體。持續與持份者保持正式及非正式交流促使本集團能識別其優勢和弱點，並能更好地應付環境、社會及管治未來之挑戰。以下列表展示各持份者的主要關鍵問題及其重要性：

## STAKEHOLDER ENGAGEMENT AND MATERIALITY

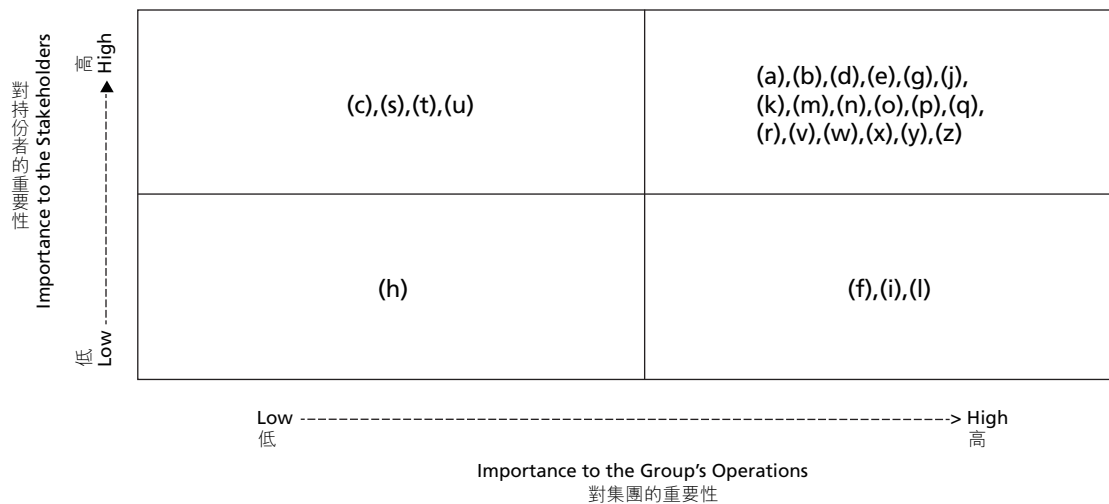
In order to identify the most significant aspects for the Group to report on its ESG performance, the Group considers the interests and influences attributing to the different stakeholder groups. The Group maintains ongoing dialogues with a diverse of group of stakeholders including but not limiting to its customers ; employees ; suppliers ; contractors ; service providers ; shareholders ; investors ; industry regulators and other governmental bodies and community groups. By maintaining continuous communication with them both formally and informally enables the Group to identify the major ESG issues, to address its strengths and weaknesses and to better position itself in responding to the ESG challenges ahead. The following table illustrates the key concerns identified for each of the stakeholder groups:

持份者 Stakeholders	溝通渠道 Communication Channels	關鍵問題 Key Concerns	重要 Material
顧客 Customers	* 與環境、社會及管治團隊成員進行公開對話 Open dialogue with ESG Team members	(a) 食品和產品的質量和安全 Quality and safety of food and products	√
	* 社交媒體 Social media	(b) 客戶服務和用餐體驗 Customer service and dining experience	√
	* 電話、電子郵件 Telephone, emails	(c) 健康和營養 Health and nutrition	
	* 書面通信 Written correspondence	(d) 消費者資料保障 Consumer data protection	√
僱員 Employees	* 僱傭合同—行為準則 Employment contracts - Code of Conduct	(e) 薪酬待遇和工作保障 Remuneration package and job security	√
	* 定期員工會議 Regular staff meeting	(f) 培訓與發展 Training and development	
	* 操作培訓 Staff training	(g) 職業健康和安全 Occupational health and safety	√
	* 員工須知 Staff notices	(h) 平等機會 Equal opportunities	
供應商 Suppliers	* 舉報政策 Whistleblowing policy	(i) 反腐敗 Anti-corruption	
	* 與環境、社會及管治團隊成員進行公開對話 Open dialogue with ESG Team members	(j) 食品和產品的質量和安全 Quality and safety of food and products	√
	* 市場信息或供應商網站 Market information or suppliers' websites	(k) 供應鏈管理 Supply chain management	√
	* 電話、電子郵件 Telephone, emails	(l) 反腐敗 Anti-corruption	

# 環境、社會及管治報告

## Environmental, Social and Governance Report

持份者 Stakeholders	溝通渠道 Communication Channels	關鍵問題 Key Concerns	重要 Material
承包商/服務供應商 Contractors/Service Providers	* 與環境、社會及管治團隊成員進行公開對話 Open dialogue with ESG Team members	(m) 服務質量和安全 Quality and safety of services	√
	* 市場信息或企業網站 Market information or corporate websites	(n) 環境、社會及管治措施 ESG initiatives	√
	* 電話、電子郵件 Telephone, emails	(o) 氣候和物流問題 Climatic and logistic issues	√
股東/投資者 Shareholders/Investors	* 通過公司和香港交易所網站發布 Corporate publications	(p) 財務和環境、社會及管治表現 Financial and ESG performance	√
	* 週年或特別股東大會 Annual or special general meetings	(q) 可持續發展 Sustainability development	√
	* 電話、電子郵件 Telephone, emails	(r) 投資者關係 Investors' relationship	√
社區團體 Community Groups	* 活動參與 Events Participation	(s) 捐款 Donations	
	* 書面通信 Written Correspondence	(t) 贊助 Sponsorship	
	* 電話、電子郵件 Telephone, emails	(u) 社區參與 Community involvement	
政府/監管機構 Government/Regulators	* 適用法律法規 Governing laws & regulations	(v) 遵守法律和法規 Compliance with laws and regulations	√
	* 實地檢查和合規檢查 Site inspection and compliance checking	(w) 排放 Emissions	√
	* 培訓課程 Training courses	(x) 資源使用 Use of resources	√
	* 書面通信 Written correspondence	(y) 資源保護 Preservation of resources	√
	* 電話、電子郵件 Telephone, emails	(z) 氣候變化 Climate change	√





# 環境、社會及管治報告

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以上根據矩陣表的重要性評估表示，政府團體和承包商等持份者於環境、社會及管治中較為關注環境方面，而我們的客戶、員工和供應商則更為關注社會方面。有關環境、社會及管治各方面的關鍵績效指標在本環境、社會及管治報告的「A.環境」和「B.社會」部分中有進一步披露和報告。

### 持份者之反饋

本集團歡迎持份者對本集團環境、社會及管治之方針及表現提出反饋，意見及建議可郵寄至香港九龍尖沙咀東部加連威老道98號東海商業中心1樓108室或以電郵發送至info@g-vision.com.hk。

### A. 環境

於環境、社會及管治報告中披露之環境數據僅涵蓋由酒樓及管理公司引致的直接排放和消耗數據，而不包括物業發展項目承包商產生之環境數據。

### 澳洲物業發展

集團只會聘請那些有良好記錄，除了會按照計劃和預算，同時也會保持高質量標準並且符合澳洲《國家建築守則》規定完成房地產開發項目的承包商。

本集團於澳洲新南威爾士州悉尼的卡姆登區之物業發展業務項目已根據BASIX《建築可持續性指數》進行評估和認證，並根據NatHERS《全國房屋能源評級計劃》進行評級。BASIX的目標為確保該項目之設計同建造，可減少使用飲用水及可減少溫室氣體排放。NatHERS是根據家居設計對其能源效益進行評級。

The materiality assessment based on the above matrix table indicates that the stakeholder groups such as the governmental groups and the contractors are more concerned with the environmental aspects of ESG while the Group's customers, employees and suppliers are more concerned with the social aspects of ESG. Further disclosure and reporting on KPIs for each of the ESG aspect will be presented under "A. Environmental" and "B. Social" sections of this ESG Report.

### Stakeholders' Feedback

The Group welcomes stakeholders' feedback on the Group's ESG approach and performance by sending comments and suggestions to Unit 108, 1st Floor, East Ocean Centre, 98 Granville Road, Tsimshatsui East, Kowloon, Hong Kong or via email to info@g-vision.com.hk.

### A. ENVIRONMENTAL

The environment data disclosed in this ESG Report cover only the direct emission and consumption data generated from the restaurants and the management office but do not include the environmental data generated by the contractors from the property development project.

### Property Development in Australia

The Group would only engage contractors who have proven track record to complete property development projects within schedule and on budget whilst maintaining high standards of quality and complying with the provisions as stipulated under the Australia's National Construction Code.

The Group's property development project in Camden, Sydney, New South Wales, Australia, has also been assessed and certified under BASIX (Building Sustainability Index) as well as rated under NatHERS (Nationwide House Energy Rating Scheme). The objective of BASIX is to ensure the project is designed and built to use less potable water and to produce fewer greenhouse gas emissions. NatHERS also rates the energy efficiency standard of a home, based on its design.

為符合BASIX倡議，該項目透過全面使用節能LED照明以及透過控制水流量配件把整個房地產項目之耗水量降至最低，從而大幅度減低能源使用量。在NatHERS星級評級中，為獲得高於行業之平均水平，該項目透過使用高於標準的絕緣層以及屋簷懸垂以便更有效地控制熱能，並且能實現更高能源效益。

#### A1. 排放

由本集團日常業務引致之排放種類包括廢氣及溫室氣體（「**溫室氣體**」）排放以及無害廢棄物。本集團廢氣及溫室氣體排放的源頭主要來自煤氣消耗、採購電量以及處理食水及污水。本集團無害廢棄物包括廚餘及廢紙。

於本報告期內，本集團並不知悉任何有關廢氣及溫室氣體排放，水和土地排放以及產生有害及無害廢棄物的嚴重違規事項。

##### A1.1 廢氣排放

於本報告期內，本集團之酒樓業務在消耗燃油時會排放出氮氧化物(NOx)及硫氧化物(SOx)。由於使用車輛產生的廢氣排放量相當輕微，因此本報告沒有提供懸浮顆粒物(PM)方面之數據。

In compliance with BASIX's initiative, the project seeks to minimize the use of energy via the use of energy efficient LED lighting throughout the entire project as well as minimize the water consumption throughout the premises with water control flow fittings. In obtaining a higher-than-average industry standard in NatHERS star rating, the project managed to achieve a more efficient use of energy consumption via the use of above par insulation and eaves overhang as better thermal control initiatives.

#### A1. Emissions

Types of emissions that the Group accounted for during its course of operation mainly include air and greenhouse gas (“**GHG**”) emissions and the generation of non-hazardous waste. The key sources of air and GHG emissions of the Group include the consumption of town gas and purchased electricity as well as from processing fresh and waste water. Non-hazardous waste disposal of the Group includes disposal of food waste and paper waste.

The Group is not aware of any cases of material non-compliance relating to air and GHG emissions, discharge into water and land, and the generation of hazardous and non-hazardous waste for the Reporting Period.

##### A1.1 Air Emissions

For the Reporting Period, air emissions including nitrogen oxides (NOx) and sulphur oxides (SOx) were emitted from fuel consumption of the Group's restaurant operations. Air emissions from vehicle are considered insignificant, thus no particulate matter (PM) data is being presented in this ESG Report.

# 環境、社會及管治報告 Environmental, Social and Governance Report

## 氣體燃料消耗

本集團之最大排放源頭來自煤氣消耗。本報告期內之總煤氣用量為102,796煤氣用度（2021年：113,474煤氣用度），其引致之氮氧化物(NOx)排放量為19.84公斤（2021年：21.90公斤），而硫氧化物(SOx)排放量則為0.10公斤（2021年：0.11公斤）。

## Gaseous Fuel Consumption

Consumption of town gas remains the biggest source of emission from the Group. A total of 102,796 units (2021: 113,474 units) of town gas was used for the Reporting Period, contributing to 19.84 kg (2021: 21.90 kg) of nitrogen oxides (NOx) emission and 0.10 kg (2021: 0.11 kg) of sulphur oxides (SOx) emission.

### A1.2 溫室氣體排放

### A1.2 Greenhouse Gas Emissions

溫室氣體 排放範圍 Scope of GHG Emissions	排放源 Emission Sources	截至2022年3月31日止 For the year ended 31 March 2022		截至2021年3月31日止 For the year ended 31 March 2021	
		以噸計 二氧化碳當量 Emission (in tCO <sub>2</sub> e)	總排放量 (百分比) Percentage of Total Emission	以噸計 二氧化碳當量 Emission (in tCO <sub>2</sub> e)	總排放量 (百分比) Percentage of Total Emission
<b>範圍1 Scope 1</b>					
直接排放 Direct Emission	固定燃料燃燒 Stationary Fuel Combustion 燃燒來源－煤氣 Combustion Source - Town Gas	262.44	46%	289.70	44%
<b>範圍2 Scope 2</b>					
間接排放 Indirect Emission	採購電量 Purchased Electricity	235.44	51%	271.55	52%
	採購煤氣 Purchased Town gas	60.44		67.18	
<b>範圍3 Scope 3</b>					
其他間接排放 Other Indirect Emission	用於處理食水之電力 Electricity used for processing fresh water	11.33	3%	14.07	4%
	用於處理污水之電力 Electricity used for processing wastewater	3.76		4.79	
	廢紙棄置 Paper Waste Disposal	4.52		5.45	
<b>共計 Total</b>		<b>577.93</b>	<b>100%</b>	<b>652.74</b>	<b>100%</b>

#### 附註：

- tCO<sub>2</sub>e = 以噸計二氧化碳當量
- 除非另有說明，否則排放係數已參照香港交易及結算有限公司所定之上市規則附錄27以及其他參考文件而釐定。

#### Notes:

- tCO<sub>2</sub>e = tonnes of carbon dioxide equivalent
- Emission factors were made reference to Appendix 27 of the Listing Rules and their referred documentation as set out by Hong Kong Exchanges and Clearing Limited, unless stated otherwise.

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於本報告期，溫室氣體之排放量為577.93噸二氧化碳當量(2021年：652.74噸二氧化碳當量)(主要有二氧化碳，甲烷，一氧化碳及氫氟碳化物)，排放強度為0.013噸二氧化碳當量／千港元收入(2021年：0.017噸二氧化碳當量／千港元收入)。

There were 577.93 tCO<sub>2</sub>e (2021: 652.74 tCO<sub>2</sub>e) greenhouse gases (mainly carbon dioxide, methane, nitrous oxide and hydrofluorocarbons) emitted for the Reporting Period, with an emission intensity of 0.013 tCO<sub>2</sub>e/HK\$'000 revenue (2021: 0.017 tCO<sub>2</sub>e/HK\$'000 revenue).

### A1.3 有害廢棄物

本集團並不知悉在其業務過程中會釋放出任何重大有害之廢棄物和污染物，因此本環境、社會及管治報告未有提供此方面之數據。

### A1.3 Hazardous Waste

The Group is not aware of any significant hazardous wastes and pollutants that are being discharged in the course of its business and hence no such data are being presented in this ESG Report.

### A1.4 無害廢棄物

本集團的無害廢棄物主要來自酒樓和辦公室的廚餘(包括經使用煮食油及隔油池廢物)和廢紙。於本報告期，已消耗合共940.95公斤(2021年：1,135.72公斤)之紙張並且產生了4.52噸二氧化碳當量(2021年：5.45噸二氧化碳當量)。

### A1.4 Non-hazardous Waste

Non-hazardous waste from the Group was mainly food waste (including used cooking oil and grease trap waste) and waste paper from the operation of restaurants and management office. A total of 940.95 kg (2021: 1,135.72 kg) of paper has been consumed for the Reporting Period, contributing to 4.52 tCO<sub>2</sub>e (2021: 5.45 tCO<sub>2</sub>e).

### A1.5 減少排放措施及目標

本集團採取積極主動的方式，盡量減少氣體排放對環境的影響，整體目標是持續減少溫室氣體排放，以實現長遠低碳足跡。本集團致力透過以下方法減少煤氣的消耗：

### A1.5 Emission Mitigation Measures and Targets

The Group adopts a proactive approach in order to minimize the environmental impact of gas emissions and its overall target is to continuously reduce GHG emissions to achieve lower carbon footprint in the long run. We strive to lower the consumption of town gas by:

- 定期升級至有更高能源效益評級的廚房設備；
- 在非使用時間關閉煤氣爐和熱水器；

- Upgrading kitchen equipment with higher efficiency rating on regular basis；
- Turning off the gas stoves and water heaters when not in use；

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- 為員工提供正確使用廚房設施和設備的指南；
- 聘請專業清潔公司定期檢查和清潔廚房之抽氣系統。

環境、社會及管治團隊全面負責確保廚房員工嚴格遵守規則和指南。

### **A1.6 減少廢棄物措施及目標**

環境、社會及管治團隊還透過以下各種措施制定了長期減少廢棄物處置的目標：

- 為了盡量減少廚餘，環境、社會及管治團隊會每天密切監測食品和其他庫存物品之採購、使用和儲存。所有的廚餘（包括經使用煮食油和隔油池廢物）都經由有牌照的垃圾處理公司收集和處理。本集團自2018年6月份起，已和廢油回收商合作，把經使用煮食油轉化為生物柴油，作為香港可再生能源的來源。本報告期內共收集了1,900公斤（2021年：2,100公斤）用過的食用油。香港特別行政區政府環境局特意向本集團頒發了感謝狀，表揚我們對香港環保園回收業務的支持。隔油池廢物會經由合資格廢物回收商運至西九龍廢物轉運站作處理。

- Providing guidelines to staff on proper use of the kitchen facilities and equipment ;
- Engaging professional company to regularly inspect and clean the exhaust system of the kitchen.

The ESG Team has an overall responsibility to ensure the rules and guidelines are strictly adhered to by the kitchen staff.

### **A1.6 Wastes Reduction Initiatives and Targets**

The ESG Team also sets long-term reduction targets on waste disposals through various measures as explained below:

- To minimize food waste, the ESG Team closely monitors the purchase, usage and storage of food and other inventory items. Food waste (including used cooking oil and grease trap waste) are collected and handled by licensed waste disposal companies. The Group has co-operated with a used oil recycling company since the month of June 2018 to dispose used cooking oils for converting into bio-diesel as a source of renewal energy for Hong Kong. A total of 1,900 kg (2021: 2,100kg) used cooking oils were collected during the Reporting Period. A certificate of appreciation has been awarded to the Group by the Government of the Hong Kong Special Administrative Region Environment Bureau in recognition of its support to the recycling business in the EcoPark of Hong Kong. Grease trap wastes are also properly disposed to the West Kowloon Transfer Station through a qualified waste collector.

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- 為了控制廢紙量，本集團鼓勵辦公室員工使用再用紙；以及使用雙面打印，並且以電子存檔代替打印文件。本集團亦鼓勵酒樓員工利用數碼營銷代替印刷材料推廣時令菜式及優惠。

- To control waste paper, office staff are encouraged to use recycled papers; to print on both side of papers and to save e-copies of documents instead of printing out. Restaurant staff are encouraged to make use of digital marketing instead of printed materials to promote seasonal dishes and offers.

## A2. 資源的使用

環境、社會及管治團隊認為減少溫室氣體排放和碳足跡的最直接和最有效方法是加強職場上對環境、社會及管治的意識，並且提升本集團營運的整體能源效益。本集團已制定了有效使用煤氣、電力和水等資源的政策和節能措施。

## A2. Use of Resources

The ESG Team regards the most direct and effective methods of reducing GHG emissions and our carbon footprint are to promote ESG awareness in the workplace and to enhance the overall energy efficiency in our Group's operations. There are Group's policies and energy-saving measures in place for the efficient use of resources, including town gas, electricity and water.

### A2.1 能源消耗

於本報告期內，本集團業務運作所產生的總能源消耗為1,974,304千瓦時（2021年：2,246,888千瓦時），其中電力和煤氣的使用強度為45千瓦時／千港元收入（2021年：57千瓦時／千港元收入）。

### A2.1 Energy Consumption

For the Reporting Period, the Group's business operations resulted in a total energy consumption of 1,974,304 kWh (2021: 2,246,888 kWh), with intensity of 45 kWh/HK\$'000 revenue (2021: 57 kWh/HK\$'000 revenue) from the use of electricity and town gas.

能源消耗源 Energy Consumption Sources	消耗(千瓦時) Consumption (in kWh)	
	截至2022年3月31日 止年度 For the year ended 31 March 2022	截至2021年3月31日 止年度 For the year ended 31 March 2021
煤氣 Town Gas	1,370,613	1,512,981
電力 Electricity	603,691	733,907

# 環境、社會及管治報告

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### 煤氣

於本報告期內，本集團經營酒樓已消耗102,796煤氣用度(2021年：113,474煤氣用度)，強度為2.33煤氣用度／千港元收入(2021年：2.90煤氣用度／千港元收入)。

### 電力

於本報告期內，本集團消耗603,691千瓦時(2021年：733,907千瓦時)，強度為13.68千瓦時／千港元收入(2021年：18.73千瓦時／千港元收入)。

### Town Gas

For the Reporting Period, the Group's restaurant operation has consumed 102,796 units (2021: 113,474 units) with an intensity of 2.33 units/HK\$'000 revenue (2021: 2.90 units/HK\$'000 revenue).

### Electricity

For the Reporting Period, the Group has consumed 603,691 kWh (2021: 733,907 kWh), with an intensity of 13.68 kWh/HK\$'000 revenue (2021: 18.73 kWh/HK\$'000 revenue).

		截至2022年3月31日 止年度 For the year ended 31 March 2022	截至2021年3月31日 止年度 For the year ended 31 March 2021
<b>酒樓 Restaurants</b>			
消耗 Consumption	千瓦時 kWh	579,700	708,332
強度 Intensity	千瓦時／千港元收入 kWh/HK\$'000 revenue	14.19	18.92
<b>管理公司 Management Office</b>			
消耗 Consumption	千瓦時 kWh	23,991	25,575
強度 Intensity	千瓦時／千港元收入 kWh/HK\$'000 revenue	7.33	14.64
<b>本集團 Group</b>			
消耗 Consumption	千瓦時 kWh	603,691	733,907
強度 Intensity	千瓦時／千港元收入 kWh/HK\$'000 revenue	13.68	18.73

### A2.2 耗水量

於本報告期內，本集團經營酒樓之用水量為26,454立方米（2021年：33,717立方米），強度為0.60立方米／千港元收入。（2021年：0.86立方米／千港元收入）。

### A2.3 節約能源措施及目標

為達到減少煤氣消耗的效率目標而採取之措施已在本環境、社會及管治報告「A1.5減少排放措施及目標」中作出披露。降低用電量是本集團為改善整體能源使用效率而設定的另一關鍵目標：

#### 照明和冷凍系統

電力的主要消耗是在本集團的酒樓和辦公室使用照明、空調、製冷、通風和辦公室設備。本集團已實施以下節能措施：

- 以發光二極管(LED)燈取代慳電膽(CFL)，進一步加大節約能源；
- 定期維修以維持所有電器的能源效益水平；
- 培訓酒樓員工關閉空置區域的燈和空調；
- 在設計和裝修新酒樓時盡量利用自然光；
- 將閒置的複印機和計算設備轉換至節能模式。

### A2.2 Water Consumption

For the Reporting Period, water consumption by the Group's restaurant operation was 26,454 m<sup>3</sup> (2021: 33,717 m<sup>3</sup>) with an intensity of 0.60 m<sup>3</sup>/HK\$'000 revenue (2021: 0.86 m<sup>3</sup>/HK\$'000 revenue).

### A2.3 Energy Use Efficiency Initiatives and Targets

The steps taken to achieve the efficiency targets for reducing town gas consumption have been disclosed in section "A1.5 Emission Mitigation Measures and Targets" of this ESG Report. Reducing electricity consumption is another key target the Group sets to improve the overall energy use efficiency:

#### Lighting & Cooling Systems

The major consumption of electricity is in the use of lighting, air-conditioning, refrigeration, ventilation and office equipment in the Group's restaurants and office. The Group has implemented the following energy-saving initiatives:

- Replacement of compact fluorescent light (CFL) bulbs with light-emitting diodes (LED) lights to further maximize energy conservation ;
- Regular maintenance to maintain the energy-efficiency level of all electrical appliances ;
- Restaurant employees are trained to switch off lights, air conditioners for vacant areas ;
- Maximum use of natural light in the design and built of new restaurant outlet ;
- Switch to energy-saving mode for idle photocopiers and computing equipment.



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## 電器採購

目前，於2008年通過《能源效益（產品標籤）條例》（香港法例第598章）介紹生效的強制性能源效益標籤計劃（「**強制性能源效益標籤計劃**」），規定室內冷氣機、電視機、儲水式電熱水爐、電磁爐、製冷電器、慳電膽、洗衣機和抽濕機需貼上能源標籤。本集團只會考慮採購符合強制性能源效益標籤計劃以及擁有較高能源效益標籤的電器。

### **A2.4 節約用水措施及目標。**

酒樓的運作需要使用水來處理食物和作為清潔用途，而水源則由水務署供應。採購合適用途的水大致上沒有問題。

為盡量節約用水，本集團已實施數項措施。安裝低流量固定裝置能調節從總控制之水流量。本集團已培訓酒樓員工在不需用水的情況下關掉所有水龍頭。定期檢查水管能防止漏水。本集團在本報告期內產生的污水經去水喉排出並由渠務署處理。

## Procurement of Electrical Appliances

Currently, the Mandatory Energy Efficiency Labelling Scheme (**MEELS**) introduced in 2008 through the commencement of Energy Efficiency (Labelling of Products) Ordinance (Cap. 598 of the Laws of Hong Kong) requires room air-conditioners, televisions, storage-type electric water heaters, induction cookers, refrigerating appliances, compact fluorescent lamps, washing machines and dehumidifiers to carry energy labels. The Group will only consider procuring energy-efficient electrical appliances which comply with the MEELS and with high efficiency grading labels.

### **A2.4 Water Use Efficiency Initiatives and Targets**

The operation of restaurants requires the use of water for food processing and cleaning purposes, and the water was supplied by the Water Supplies Department. There was no issue in sourcing water that is fit for purpose.

To maximize water saving target, the Group has implemented certain water conservation measures. Low flow fixtures were installed to control water flow from the main switch. Restaurant staff are trained to turn off all water taps when they are not in use. Water pipes are checked on a regular basis to prevent water leakage. Waste water generated from the Group during the reporting period was discharged to and treated by the Drainage Services Department.

### A2.5 包裝材料

本集團在日常運作中會使用不同的包裝材料包括外賣膠盒及膠袋。於本報告期內，本集團酒樓消耗此等包裝材料合共1,208公斤（2021年：1,323公斤），強度為0.027公斤／千港元收入。（2021年：0.034公斤／千港元收入）。本集團亦會於節日季節使用1,111公斤（2021年：821公斤，大概每盒0.170公斤（2021年：每盒0.171公斤）之紙盒，PET塑膠容器及環保袋包裝月餅及年糕。本集團將繼續監察包裝材料的使用情況，並在有需要時檢討及改變現有做法。為了進一步減少包裝浪費，我們鼓勵顧客自備容器打包食物。

### A3. 環境及天然資源

本集團意識到酒樓和辦公室業務會不斷消耗能源並無可避免地導致一定程度的氣體和廢物排放，最終對環境造成負面影響。為盡量減少此等風險影響，本集團致力在職場上推動環保意識，並實施於本環境、社會及管治報告「A1.排放」和「A2.資源使用」部分中已披露的不同節約能源措施。環境、社會及管治團隊將繼續努力，檢討、引入和實施更具環保意識的工作常規和政策，期望在節能工作，減少排放和減少廢棄物方面達到更理想的標準。

### A2.5 Packaging Material

The Group uses various packaging materials such as plastic takeaway boxes and bags in its day-to-day operation. A total of 1,208 kg (2021: 1,323 kg) with intensity of 0.027 kg/HK\$'000 revenue (2021: 0.034 kg/HK\$'000 revenue) of these packaging materials were consumed by the Group's restaurants for the Reporting Period. The Group also used 1,111 kg (2021: 821 kg) or approximately 0.170 kg/box (2021: 0.171 kg/box) of carton boxes, PET plastic containers and recycling bags for packaging moon cakes and Chinese New Year cakes during the festive seasons. The Group will continue to monitor its usage of packaging materials and will review and alter existing practice when necessary. To further reduce packaging waste, we encourage our customers to bring their own containers to take away the food.

### A3. The Environment and Natural Resources

The Group realizes that the restaurant and the office operations have continuously consume energy resources and inevitably led to certain extent of gas and waste emissions, which ultimately have negative impacts on the environment. To minimize the exposure of such risks, the Group is committed to promote environmental protection awareness in its workplace and implemented different energy-saving measures as disclosed in the "A1. Emissions" and "A2. Use of Resources" sections of this ESG Report. The ESG Team will continue its ESG effort, more environmentally conscious work practices and policies will be reviewed, introduced and implemented with the aim to achieve a higher standard in the work of energy saving as well as in the reduction in emissions and waste generation.

## A4. 氣候變化

董事會致力減低溫室氣體排放去對抗環境氣候變化。環境氣候變化及其對全球的影響將以不同方面威脅企業的利潤。人類日常活動產生的溫室氣體排放導致熱氣積聚及全球暖化。氣溫上升再導致其他與氣候相關的天然災害，例如更頻繁的熱浪、山火、熱帶氣旋、極端降雨量和洪水，繼而破壞財產、基礎設施和交通網絡，影響人類流動性和生產力，並對農業、漁業和旅遊業產生負面影響。環境、社會及管治團隊意識到與氣候變化相關之環境、社會及管治風險日益增加，以及它對集團營運構成之直接和間接影響：

### **對生態系統和食物供應鏈的影響**

除了因溫室效應導致氣溫上升外，香港經歷比以前更頻繁的暴雨。維多利亞港之水平線正在上升。水平線上升威脅沿海社區和生態系統。不斷變化的生態系統影響許多動植物品種遷徙和繁殖模式，導致食物供應來源變得不穩定和稀缺。更多的洪水和乾旱降低農作物產量並擾亂糧食供應的物流。更和暖天氣和濕度上升也增加水傳播疾病、食物中毒和過敏的風險以及污染食物供應鏈的機會。

糧食短缺可導致食物供應鏈中斷，推高食材價格以及降低本集團酒樓業務的利潤。為了減輕氣候變化的影響，環境、社會及管治團隊需要增加審查集團的供應商、食物質素和來貨價，並在需要時致力尋找更多或更好的食材來代替。

## A4. Climate Change

The Board is committed to lower GHG emissions to combat climate change. Climate change and its impacts across the globe are threatening the bottom line of businesses in a variety of ways. The GHG emissions produced by daily human activities trap heat on earth and leads to global warming. This subsequent rise in temperature will lead to other climate-related natural disasters such as more frequent heat waves, bush fire, tropical cyclones, extreme rainfall events and flooding which in turn will damage property, infrastructure and transportation network, impact human mobility and productivity, and negatively affect sectors such as agriculture, fisheries and tourism. The ESG Team is aware of the increasing ESG risks associated with climate change and of the direct and indirect impacts it poses on the Group's operations:

### **Impact on ecosystem and the food supply chain**

Apart from rising temperature due to the greenhouse effect, Hong Kong experiences more frequent heavy rain than before. The sea level is rising in Victoria Harbour. Rising sea level threatens coastal communities and ecosystems. Changing ecosystems influence migration and reproduction patterns of many plant and animal species causing the sources of food supplies to become unstable and scarce. More flooding and drought also reduce crop yields and disrupt the logistics of food supplies. Increasingly warmer weather and precipitation will also add to the risk of waterborne and foodborne diseases and allergies and increases the chance of contamination within the food supply chain.

The shortage in food supplies may cause disruption in food supply chain, drive up raw food prices and lower profit margin for the Group's restaurant operations. The ESG Team needs to mitigate these climate changes impacts by reviewing our suppliers, quality and pricing more frequently and strive to seek for more or better alternative food sources where necessary.

**對健康、流動性和生產力的影響**

香港平均氣溫跟隨全球趨勢持續上升。更和暖天氣增加極端天氣事件例如熱浪和熱帶氣旋的頻率、強度和持續時間，並且帶來健康風險，尤其是在年幼和年長的客戶群中。由於暴雨會導致嚴重的道路水浸以及交通擠塞，因此在惡劣天氣下，顧客較不願外出就餐。此外極端天氣情況不利流動，直接影響旅遊業。惡劣天氣預期會加劇心理健康問題，因為生產力和工時損失可能導致工資損失和其他社會問題。

環境、社會及管治團隊對香港天文台發出的警告及訊號需要保持警覺。若酒樓因警告及訊號需要暫停營業，須立即採取措施暫停新鮮食材的供應，以及處理顧客的查詢及取消。如果酒樓繼續營業，可能需要重新安排員工更表，以確保當值員工能夠安全上班。

**對公用事業、冷氣和保險費用的影響**

在極端天氣情況下，因發電變得不穩定，能源需求會增加，降雨頻率和降雨量的變化會影響供水和水質。這些都可能對本集團的營運造成突發性干擾。由於近年潮濕炎熱季節較長，空調系統需要加長運行時間，導致本集團的冷氣及維修費用增加。極端天氣情況（如熱浪、乾旱和洪水）的頻率和強度增加，會導致財產損失，對社會造成代價高昂的破壞，並間接降低第三方責任和所有財產風險保險的可負擔性和增加集團的保費成本。

**Impact on health, mobility and productivity**

Hong Kong's average temperature is rising in line with the global trend. Warmer temperatures increase the frequency, intensity, and duration of extreme weather events such as heat waves and tropical cyclones which can pose health risks, particularly amongst the younger and elderly group of customers. As the heavy rainfalls may cause serious road flooding and traffic congestion, our customers are usually less prone to dine out under severe weather conditions. In addition, severe weather reduces mobility and has a direct impact on our tourism business. It is also projected to exacerbate mental health issues as loss of productivity and labour hours may result in lost wages and other social problems.

The ESG Team needs to stay alert to warnings and signals issued by the Hong Kong Observatory Department. If the restaurants have to suspend operations as a result of these warnings and signals, immediate actions are required to suspend fresh food supply, to handle customers' enquiry and cancellation. If the restaurants will continue operations, rearrangement of staff shifts may be required to ensure those on shift are safe to travel to work.

**Impact on utility, cooling and insurance costs**

Under extreme weather events, the demand for energy will increase as power generation becomes less reliable, the changes in the patterns and amount of rainfall can affect water supply and water quality. These may cause abrupt disturbance to the Group's operations. Due to the lengthy hot and humid season in recent years, the demand for longer hours of air-conditioning service has resulted in higher cooling and maintenance charges for the Group. Increases in the frequency and intensity of extreme weather events, such as heat waves, droughts, and floods, can increase losses to property, cause costly disruptions to society, and indirectly reduce the affordability and increase the costs of insurance for third party liability and all property risks for the Group.

# 環境、社會及管治報告

## Environmental, Social and Governance Report

### B. 社會

#### 1. 僱傭及勞工常規

##### B1. 僱傭

於2022年3月31日，本集團共有員工約88人（2021年：約114人），全體員工乃來自香港中國人。

全職	Full-time
兼職	Part-time

高級管理人員	Senior Management
中層管理人員	Middle Management
前線員工和其他員工	Frontline Staff & Other Employees

18-25	18-25
26-35	26-35
36-45	36-45
46-55	46-55
56或以上	56 or above

男性	Male
女性	Female

### B. SOCIAL

#### 1. Employment and Labour Practices

##### B1. Employment

The Group had a total number of approximately 88 employees as of 31 March 2022 (2021: 114), and all employees are ethnic Chinese from Hong Kong.

##### 員工類型 Workforce by Employment Type (%)

93
7

##### 員工類別 Workforce by Employment Category (%)

16
22
62

##### 員工年齡組別 Workforce by Age Group (%)

0
2
11
38
49

##### 員工性別(%) Workforce by Gender (%)

52
48

## 環境、社會及管治報告 Environmental, Social and Governance Report

本報告期內，有關本集團酒樓及辦公室營運的報酬和解僱，招聘及晉升，工作時間，休息時間，平等機會，多元化及反歧視政策並無重大改變。於本報告期內，本集團並未發現任何重大僱傭違規事項。

本集團的僱傭合約已列明所有有關試用期、薪金標準、強制性公積金、休息日及公眾假期、休假申請手續、內部轉職、終止及解僱、獎勵或處分之資料及員工權利。環境、社會及管治團隊會不時檢討員工工資水平，並參考市場平均水平和趨勢。員工在職期間享有膳食供應和業績獎金。

本集團明白其業務性質可能導致較長工作時間，因此會聘用臨時工人，以降低長期僱員之工作量及減少其加班需要。

### 平等機會

本集團為致力促進平等機會之僱主，不會容忍基於宗教、殘疾、性別、家庭狀況、種族、婚姻狀況、懷孕或任何其他觸犯法例之歧視或騷擾。

For the Reporting Period, there were no major changes in policies relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunities, diversity and anti-discrimination for the Group's restaurant and office operations. The Group did not note any cases of material non-compliance in relation to employment during reporting period.

Employment contract has listed out all information and entitlement regarding probation period, payment term, mandatory pension fund, rest days and public holidays, rules and conditions on leave application, internal transfer, termination and dismissal, reward or penalty. The ESG Team reviews employees' remuneration from time to time and makes reference to market average and trend. Employees are also entitled to meals provided at work and revenue bonus.

The Group understands its operating environment may induce longer working hours at work, thus temporary workers will be hired to relieve the workload of permanent employees and lessen their necessities of working overtime.

### Equal Opportunity

The Group commits to be an equal opportunity employer and will not tolerate any illegal discrimination or harassment based on religion, disability, gender, family status, ethnic, marital status, pregnancy or any other discrimination prohibited by applicable law.

# 環境、社會及管治報告 Environmental, Social and Governance Report

## 流失

本集團全年流失率為3%，3名(2021年：11%，13名)離職員工均為來自香港中國人。員工流失主要是由於若干員工退休或辭職以及減少兼職員工所致。全年流失率只計入截至2022年3月31日仍在營運的酒樓。環境、社會及管治團隊將不時檢討僱員的薪酬待遇，以便本集團保持競爭力以挽留員工。按年齡組別和性別劃分的年度流失率如下：

## Turnover

The annual turnover rate of the Group was 3% with 3 employees (2021: 11% with 13 employees) left for the Reporting Period and they were all ethnic Chinese from Hong Kong. Turnover was mainly due to the retirement or resignation of certain employees and the reduction in part-time staff. The annual turnover rate only accounts for restaurants which are still in operation as at 31 March 2022. The ESG Team will review employees' remuneration packages from time to time in order for the Group to stay competitive in retaining staff. The annual turnover rates, categorized by age group and gender, are as follows:

		按年齡組別劃分之 年度流失率 <b>Annual Turnover Rate by Age Group (%)</b>
18-25	18-25	0
26-35	26-35	50
36-45	36-45	0
46-55	46-55	0
56或以上	56 or above	5

		按性別劃分之 年度流失率 <b>Annual Turnover Rate by Gender (%)</b>
男性	Male	2
女性	Female	5

**B2. 健康與安全**

本集團高度重視職業健康與安全，致力為所有員工提供安全的工作環境。新聘請員工必須參加與其工作職責相關的安全和職場衛生培訓。有關處理生食及使用電器產品；處置有害及無害廢物；以及消防安全措施和急救方面的指引已提供予僱員。於本報告期內，有關提供安全工作環境和保護員工免受職業危害的政策未有重大變化。

本集團必須嚴格遵守《職業安全及健康條例》(香港法例第509章)及《僱員補償條例》(香港法例第282章)的相關法律法規。於本報告期內，未有與健康及安全相關的重大違規事項。下表列明在過往三年(包括本報告期在內)各年度的因工身亡以及工傷個案：

**截至2022年3月31日止年度之職業健康與安全數據  
Occupational Health and Safety Data  
for the year ended 31 March**

		2022	2021	2020
因工身亡個案	宗數			
Work-related Fatality	Number of cases	0	0	0
工傷	宗數			
Work Injury	Number of cases	0	2	1
工傷造成的工作天損失	天			
Lost days due to Work Injury	Days	0	37	10

**B2. Health and Safety**

The Group places high priority to occupational health and safety and strives to provide a safe working environment for all our employees. Newly hired staff are required to attend safety and workplace hygiene training relevant to their job duties. There are guidelines provided to employees in handling raw food and electrical appliances; in the disposal of hazardous and non-hazardous wastes as well as on fire safety measures and first-aid. For the Reporting Period, there were no major changes in policies related to providing safe working environment and protecting employees from occupational hazards.

The Group must strictly abide by the relevant laws and regulations under the Occupational Safety and Health Ordinance (Cap. 509 of the Laws of Hong Kong) and the Employees' Compensation Ordinance (Cap. 282 of the Laws of Hong Kong). There was no material non-compliance issue in relation to health and safety during the Reported Period. The table below summarises the work-related fatality and work injury cases in each of the past three years including the Reporting Period:



### COVID-19大流行下的預防措施

COVID-19大流行在香港爆發對本集團的酒樓業務造成前所未有的影響，對員工和酒樓顧客的健康和安全構成巨大威脅。為了控制COVID-19的傳播，香港政府根據《預防及控制疾病(規定及指示)(業務及處所)規例》(香港法例第599F章)實施新例以對抗COVID-19，該規例於2020年3月28日下午6時起生效。新規例限制酒樓的容量和每枱座位，每張枱必須相隔至少1.5米。顧客和員工必須在進入場所前測量體溫，並在非用餐時佩戴口罩。酒樓須向顧客提供消毒搓手液。這些社交距離及安全措施會每兩週審查一次，並按照香港當前的COVID-19情況作出收緊或放寬。自2021年4月29日起，本集團旗下酒樓營運必須遵守「疫苗氣泡」政策下四種經營模式。另由2022年2月24日起，所有進入食肆的12歲或以上人士必須遵守「疫苗通行證」安排使用安心出行流動應用程式及出示其疫苗接種記錄。於本報告期內，本集團未有發現任何重大違反健康安全法律法規的事項。本集團將繼續抗疫工作以保障員工及酒樓顧客的健康與安全：

### Preventive measures under COVID-19 pandemic

The outbreak of COVID-19 pandemic in Hong Kong has caused disruption to the Group's restaurant operations on an unprecedented scale and poses enormous threat to the health and safety of our staff and restaurant patrons. In order to control the spread of COVID-19, the Hong Kong government imposed new regulations to fight COVID-19 under the Prevention and Control of Disease (Requirements and Directions) (Businesses and Premises) Regulation (Cap.599F of the Laws of Hong Kong) which took effect from 6 p.m. on 28 March 2020. The new directions restrict restaurants' capacity and seatings per table. Tables need to be at least 1.5 metres apart. Customers and staff are required to have their body temperature checked before entering the premise and wear masks at all time when they are not eating. Hand sanitizers had to be provided to customers. These social distancing and safety measures are reviewed every two weeks and are tightened or relaxed in accordance to prevailing COVID-19 conditions in Hong Kong. From 29 April 2021, the Group's restaurants have to abide by the "vaccine bubble" policy and to operate under the 4 types of mode of operations. Starting from 24 February 2022, all persons aged 12 or above entering the restaurants are required to adhere to the vaccine pass arrangements by using the LeaveHomeSafe mobile app and presenting their vaccination record. For the Reporting Period, the Group was not aware of any material cases of non-compliance in relation to health and safety laws and regulations. The Group will continue its anti-epidemic efforts to safeguard the health and safety of our staff and restaurant patrons by:

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- 在酒樓和辦公室安裝符合食物環境衛生署「餐飲處所換氣量及空氣淨化設備指引」要求的空氣淨化器；
  - 使用次氯酸消毒噴霧定期為酒樓和辦公室進行消毒；
  - 在COVID-19疫情嚴重時暫停營業；
  - 向員工提供外科口罩、消毒搓手液、COVID-19快速測試；
  - 允許辦公室員工彈性工作時間或在家工作；
  - 提供獨立房間供員工在辦公室享用午餐；
  - 對所有員工和顧客進行強制性體溫檢查；
  - 在股東大會上實施與COVID-19相關的安全措施；
  - 鼓勵透過視訊或電話會議進行商務會議。
- Installing air purifiers in restaurant premises and office meeting the requirements under “A Guide on Compliance with the Requirement on Air Change/Air Purifiers in Seating Areas of Dine-in Catering Premises” issued by the Food and Environmental Hygiene Department;
  - Disinfecting restaurants and office regularly with hypochlorous acid based disinfectant spray;
  - Suspending restaurant operations when COVID-19 cases become severe;
  - Providing surgical masks, hand sanitizers, COVID-19 rapid test kits to staff;
  - Allowing flexibility in working hours or working from home for office staff;
  - Offering separate rooms for staff to take lunch in office;
  - Compulsory temperature checking for all staff and patrons;
  - Implementing COVID-19 related safety measures at shareholders’ general meetings;
  - Holding business meetings via zoom-meeting and tele-conferencing.

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## B3. 發展和培訓

本集團相信發展和培訓是人力資源(「人力資源」)發展的重要組成部分，以確保員工能夠適當地履行其職責，並滿足客戶對品質和服務不斷提升的期望。本集團會為每一位新入職的員工(無論是否有過往經驗)以及調職之員工，提供在職簡報會，以確保他們每位都熟習工作條件、工作要求以及所有其他安全和工作場所的環境保護措施。集中性培訓計劃通常於試用期進行，為期一個月。本集團亦鼓勵員工參加其他持續發展培訓計劃，並資助他們修讀外部培訓課程及／或其他專業資格。

## B3. Development and Training

The Group believes development and training is a vital part of human resources (“HR”) development to ensure an employee can duly discharge his/her duties as well as in meeting the rise in customers’ expectation on quality and service. On the job briefing session is provided by the Group for every newly hired staff, whether with previous experience or not, and for those being relocated to new post, to ensure each of them is familiar with the working conditions, their job requirements as well as all other safety and environmental conservation practices at the workplace. An intensive training programme is usually taken out during the probation period which usually lasts for one month. The Group also encourages our staff to participate in other continuous development training programme and provides subsidies to them in pursuing external training courses and/or other professional qualifications.

### 按員工類別劃分之 受培訓員工百分比(%) Employees Trained by Employee Category (%)

高級管理人員	Senior Management	43
中層管理人員	Middle Management	37
前線員工和其他員工	Frontline & Other Staff	24

### 按性別劃分之 受培訓員工百分比(%) Employees Trained by Gender (%)

男性	Male	33
女性	Female	26

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按員工類別每位員工  
完成之平均培訓時間(小時)

## Average Training Hours Completed per Employee by Employee Category (hours)

高級管理人員	Senior Management	28
中層管理人員	Middle Management	71
前線員工和其他員工	Frontline & Other Staff	45

按員工性別每位員工  
完成之平均培訓時間(小時)

## Average Training Hours Completed per Employee by Gender (hours)

男性	Male	56
女性	Female	39

### B4. 勞工準則

本集團嚴禁童工、非法勞工和強迫勞動。所有就業和招聘都需要嚴格遵守《僱傭條例》(香港法例第57章)。於本報告期內，本集團並無發現任何有關防止童工及強制勞工的重大違規情況。

所有員工在面試時必須出示個人身份證明文件之正本。人力資源部將要求並檢查身份證、學歷證書、工資證明和其他推薦信。有需要時本集團會聯絡香港人民入境事務處進一步確認身份及個人資料，以防僱用非法勞工。如有懷疑個案，人力資源部會通知香港入境事務處及／或香港警方作進一步調查。

### B4. Labour Standards

Child labour, illegal labour and forced labour are strictly prohibited in the Group. All employment and recruitment shall strictly abide by the Employment Ordinance (Cap.57 of the Laws of Hong Kong). For the Reporting Period, no non-compliance with the relevant laws and regulations relating to preventing child and forced labour had been identified.

All job applicants must show original personal identification documents during interview to substantiate their identities. The HR department will request and check on identity card, academic certificates, salary proof and other reference letters. Further checking on identification and personal information may be arranged with the Hong Kong Immigration Department to ensure no illegal workers are hired by the Group. For suspected cases, the HR department will take immediate disciplinary action and report to the ESG Team internally and also refer to the Hong Kong Immigration Department and/or the Hong Kong Police for further investigation if necessary.

# 環境、社會及管治報告

## Environmental, Social and Governance Report

本集團禁止未經授權超時工作。每個工作崗位之工時於簽訂僱傭合同時已經明確規定和商定。如果員工被要求加班，需要預先獲得批准並可享有補償假。

The Group prohibits unauthorised overtime work. The number of working hours for each job position is clearly defined and agreed upon signing of employment contract. If employees are requested to work overtime, prior approval is required and they are eligible for compensation leave.

## 2. 營運常規

### B5. 供應鏈管理

供應鏈管理（「**供應鏈管理**」）已被認定為本集團的重大環境、社會及管治議題，不僅影響利潤，而且影響本集團業務的長期可持續性。本集團有一套標準的採購程序，強調透明度、公平性和競爭力。供應鏈管理政策和程序由環境、社會及管治團隊實施和審查。於本報告期內，供應鏈環境和社會風險管理政策未有發生重大變化。

#### 供應商的參與

於本報告期內，本集團已與約65個（2021年：100個）香港供應商合作。為保持高標準的食材品質和供應鏈的穩定性，本集團只與業內長期信譽良好的供應商合作。在聘請新供應商前，採購團隊將進行盡職調查和背景審查。樣品測試結果、實地檢查細節和運輸安排都會被評估和審查。供應商的定價需要及時更新。如發現有任何價格飆升和物流問題，必須立即知會環境、社會及管治團隊，並且實施後備計劃以減輕供應鏈中任何突發事故的損失。

## 2. Operating Practices

### B5. Supply Chain Management

Supply Chain Management (“**SCM**”) has been identified as a material ESG issue for the Group, impacting not only on the bottom line but also the long-term sustainability of the Group’s operations. The Group has a standard procurement procedure with emphasis on transparency, fairness and competitiveness. The SCM policies and procedures are implemented and reviewed by the ESG Team. For the Reporting Period, there were no major changes in policies on managing environmental and social risks of the supply chain.

#### Engagement of Suppliers

The Group has engaged with approximately 65 (2021: 100) suppliers from Hong Kong during the Reporting Period. In order to maintain a high standard of food quality and the stability of supply chain, the Group only collaborates with suppliers with long-term reputation in the industry. Due diligence works and background check would be performed by the procurement team prior to engaging a new supplier. Sample testing results, site inspection details and transportation arrangement would all be assessed and reviewed. Pricing of suppliers are updated on a timely basis. Any surge in prices and logistic issues identified are reported immediately to the ESG Team and back-up plans have to be implemented to mitigate the loss in relation to any abrupt disruption in supply chain.

# 環境、社會及管治報告 Environmental, Social and Governance Report

## 識別供應鏈中的環境和社會風險

正如本環境、社會及管治報告「A4.氣候變化」中所披露，影響食品供應鏈的環境、社會及管治風險正在增加。天氣問題對新鮮食材供應的穩定性和價格產生重大影響。對採購部分海鮮品種，選擇變得有限，供應緊張亦進一步推高價格。環境、社會及管治團隊必須密切監控所有供應品的市場價格，並經常審查和更新買賣價格。

本集團重視與我們供應商的長期合作夥伴關係，並會優先考慮那些也遵守本地有關勞工、健康和 safety、供應鏈管理、反腐敗及反賄賂之法律和法規的供應商。

## 用於推廣環保產品和服務的常規

本集團積極支持50公里以內的本土農業以避免空運食品及減少碳排放。本集團鼓勵供應商利用可重複使用的塑料籃子進行食材交付，而不是用紙板或聚苯乙烯製成的盒子。本集團鼓勵綠色採購定並會尋找環境、社會及管治方面表現良好的供應商。

## Identification of environmental and social risks along the supply chain

There are increasing ESG risks affecting the food supply chain as a result of climate change as disclosed in the “A4. Climate Change” session of this ESG Report. The weather issue has a major impact on the stability and prices of fresh food supply. For certain kinds of seafood, the choice of selection is getting limited and the tightness in supply further drives up prices. The ESG Team has to closely monitor the market prices of all supplies and has to review and update the purchase and selling prices on a more frequent basis.

The Group values long-term partnership with our suppliers and gives priority to those also complying with local laws and regulations regarding labour ; health and safety ; supply chain management ; anti-corruption and anti-bribery.

## Practices used to promote environmentally preferable products and services

The Group actively supports local farm industry within a radius of 50 km, thus reducing carbon emission by avoiding air transport of food. The Group encourages our suppliers to make use of reusable plastic baskets for food delivery instead of boxes made with cardboard or polystyrene. The Group encourages green procurement and will look for suppliers with good ESG performance.

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### **B6. 產品責任**

本集團客戶在考慮環境、社會及管治時，認為食物質素和安全以及客戶服務最為重要。食肆牌照的申請及續期受食物環境衛生署、屋宇署、消防處、環境保護署及機電工程處所制定的法例要求所規管。本集團在提供食物及服務時亦需要遵守《商品說明條例》(香港法例第362章)。於本報告期內，政策並無重大改變，而且本集團並無發現有任何在提供產品及服務時根據相關法例與法規要求之健康及安全、廣告、標籤及私隱事項有重大違規情況。

#### **食品安全和質量保證**

本集團確保酒樓員工對食品安全要求有充足培訓。除在本環境、社會及管治報告「B5. 供應鏈管理」文中提到要從可靠的供應商採購外，在處理生熟食品時，還需要遵循其他標準程序。環境、社會及管治團隊對新鮮食品供應進行定期抽樣和檢查，並有權拒絕和退回不符合質量要求標準的供應。

酒樓全部菜式都在酒樓廚房新鮮製作。這種做法減少在運送過程中被有害細菌污染食物之風險。另外，在處理和儲存生和半熟食品時會受到嚴格控制和監控，以避免交叉污染。

於本報告期內，並沒有因安全健康原因而被召回的食品及其他產品。

### **B6. Product Responsibility**

The Group's customers regard food quality and safety as well as customer service as material ESG aspect for the Group's operations. The application and renewal of restaurant licenses are governed by the regulatory requirements enacted by the Food and Environmental Hygiene Department, the Buildings Department, the Fire Services Department, the Environmental Protection Department and the Electrical and Mechanical Services Department. The Group also needs to comply with the Trade Descriptions Ordinance (Cap. 362 of the Laws of Hong Kong) in the provision of food and services. For the Reporting Period, there were no major changes in policies and the Group did not note any cases of material non-compliance regarding health and safety, advertising, labelling and privacy matters relating to products and services provided as required by related laws and regulations.

#### **Food Safety and Quality Assurance**

The Group ensures the restaurant staffs are well-trained on food safety requirements. Apart from sourcing from reliable source as explained in "B5. Supply Chain Management" session of the ESG Report, there are other standard procedures to follow in handling raw and cooked food. The ESG Team performs regular sampling and inspection on fresh food supplies and has the right to reject and return supplies not meeting the required quality standard.

All the food dishes are freshly made in the kitchen. This practice reduces the risk of food contamination with harmful bacteria during transportation. The handling and storage of raw and semi-prepared food is strictly controlled and monitored to avoid cross-contamination.

During the Reporting Period, there were no food and other products sold which were subject to recalls for safety and health reasons.

### 客戶服務

本集團重視與酒樓顧客的長期關係，並將其視為本集團業務長期成功的關鍵因素。本集團致力持續改善客戶服務，並會考慮每位客人對其用餐體驗的反饋。

本集團已制定處理客戶投訴的標準程序。客人對服務如有任何不滿可以向樓面經理反映跟進和採取補救措施。對於客人以書面形式向本集團提出正式投訴的嚴重個案，案件會被上報至環境、社會及管治團隊以採取進一步適當行動。環境、社會及管治團隊旨在迅速解決所有爭議，令客人滿意並且符合本集團的最佳利益。任何轉介至消費者委員會的個案，會以迅速、公平及負責任態度處理。

於本報告期內，本集團未有收到與產品及服務相關的書面投訴。

### 保護知識產權

本集團通過在香港及在其他相關司法管轄區註冊域名來保護其知識產權。僱傭合同和其他服務合同中還包含保密和不能透露條款。

本集團定有標準守則，在集團內的電腦上只能安裝正版軟件，以避免軟件版權引起的安全漏洞和法律糾紛。

### Customer Services

The Group values its long-term relationship with the restaurant patrons and regard them as key factors to the long-term success of the Group's operations. The Group strives for continuous improvement in customer services and shall consider feedback from each and every customer on their dining experiences.

The Group has a standard procedure in handling customers' complaints. If the customers are not satisfied with the services, they can raise to floor manager for immediate follow-up and remedial actions. For serious cases where the customers lodge formal complaints in writing to the Group, the cases will be escalated to the ESG Team for further appropriate actions. The ESG Team aims to resolve all disputes promptly to the satisfaction of the customers as well as to the best interests of the Group. Any cases referred to the Consumer Council have to be dealt with promptly and in a fair and responsible manner.

During the Reporting Period, there were no written products and service-related complaints lodged against the Group.

### Protecting Intellectual Property Rights

The Group protects its intellectual property rights by registration of domain names in Hong Kong and other relevant jurisdictions if relevant. There are also confidentiality and non-disclosure clauses built-in to the employment contracts and other service contracts.

The Group also has standard practice in which only genuine software can be installed on computer systems to avoid security vulnerabilities and legal disputes arising from software copyright.



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### 消費者資料保障及私隱政策

本集團了解其在消費者資料保障方面不可或缺的角色。本集團私隱政策嚴格遵守《個人資料(私隱)條例》(香港法例第486章)。本集團僅收集及存放與本集團業務相關或根據法律要求的個人資料。我們的員工已接受培訓，務必要謹慎處理在業務過程中客戶提供的所有敏感性個人資料。除非事先得到客戶的同意或法律要求，否則禁止向外界披露此等個人資料。為了防止未經授權獲得個人資料，載有客戶機密資料的電子文件會受密碼保護並被安全保存。本集團會定期更新電腦系統的防毒程式，以防止個人資料因網絡攻擊而被洩露。

### Customer Data Protection and Privacy Policies

The Group understands its indispensable role in consumer data protection. Its privacy policies strictly abide by the Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong). The Group only collects and retain personal data relevant to the Group's operations and as required by law. Our employees are trained to handle all sensitive personal information provided by our customers during the course of the business with due care. Disclosure of personal data to outside party is prohibited unless prior consent is obtained from the customer or it is as required by law. In order to prevent unauthorised access of personal data, electronic files containing confidential information of our customers are password protected and are securely kept. Anti-virus programmes are updated regularly on the Group's computer systems as protection against personal information divulgence via cyberattacks.

### B7. 反貪污

本集團致力以誠實、正直的方式，並遵守所有適用的反貪污規則和準則進行其業務。本集團在香港的業務受《公司條例》(香港法例第622章)、《證券及期貨條例》(香港法例第571章)及《防止賄賂條例》(香港法例第201章)(「**防止賄賂條例**」)監管。本集團嚴格執行行為守則以規範其員工的職業道德。每位員工必須閱讀並簽署同意其僱傭合同中列出的守則。環境、社會及管治團隊亦參考廉政公署(「**廉政公署**」)制定的《上市公司防貪系統實務指南》及《與公職人員往來的誠信防貪指南》以及廉政公署及證券及期貨事務監察委員會(「**證監會**」)不時發布的其他指引以制定風險管理控制措施來預防和偵查貪污及確保遵守相關法律法規。

董事會成員也有明確指引如何處理對股價敏感資料和內幕消息。本公司已採納證監會頒布的《內幕消息披露指引》作為其處理及發佈內幕消息的指引。

於本報告期內，有關防止賄賂、勒索、欺詐及洗黑錢的政策未有發生重大變化，亦沒有任何針對本集團或其僱員已審結的貪污訴訟案件。

### B7. *Anti-corruption*

The Group is committed to conducting its business with honesty, integrity and in accordance with all applicable anti-corruption rules and guidelines. The Group's operations in Hong Kong are regulated by the Companies Ordinance (Cap. 622 of the Laws of Hong Kong), the Securities and Futures Ordinance (Cap. 571 of the Laws of Hong Kong) and the Prevention of Bribery Ordinance (“**POBO**”) (Cap. 201 of the Laws of Hong Kong). The Group strictly imposes code of conduct to regulate the work ethic of its employees. Individual staff must read and sign to agree with the codes. The ESG Team also makes reference to “Anti-Corruption Programme – A Guide for Listed Companies” and “Integrity and Corruption Prevention Guide on Managing Relationship with Public Servants” developed by the Independent Commission Against Corruption (“**ICAC**”) and other guidance published by the ICAC and the Securities and Futures Commission (“**SFC**”) from time to time in formulating risk management control measures for preventing and detecting corruption and ensuring compliance with the relevant laws and regulations.

There are also clear guidelines for the Board members on how to deal with price-sensitive and insider information. The Company has adopted the “Guidelines on Disclosure of Inside Information” issued by SFC as its own guidelines in handling and dissemination of inside information.

For the Reporting Period, there were no major changes in policies relating to bribery, extortion, fraud and money laundering and there were no concluded legal cases regarding corrupt practices brought against the Group or its employees.

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本集團已制定舉報政策來處理有關疑似不當行為或不良操守個案之內部或外部投訴。所有指控會以書面記錄並提交至董事會進行獨立及保密調查。嚴重案件將被轉介廉政公署或證監會和／或香港警方作進一步調查及執法。

所有員工已接受培訓，應了解集團對賄賂和欺詐活動的零容忍政策。由廉政公署或證監會定期發出的刊物，會分發予員工及董事會成員，以加深其對《防止賄賂條例》規定及本集團反貪政策的認知。

### **B8. 社區投資**

本集團尚未制定具體的社區投資政策，但卻一直致力為社會作出貢獻。本集團願意參與及支持不同的商業、宗教及慈善團體和機構舉辦之活動。本集團亦會為在其下酒樓舉辦活動之不同本地及海外教育機構及學校提供折扣優惠。

環境、社會及管治團隊高度欣賞音樂兒童基金會為弱勢兒童提供的音樂課程，並在COVID-19大流行期間透過贊助其年度音樂會及向他們捐贈抗疫物資以表支持。

環境、社會及管治團隊致力於支持在社會上的長者服務，並透過愛承傳慈善團體向他們捐贈款項和物資。

The Group has a whistle-blowing policy to address all internal or external complaints regarding suspected misconduct and malpractice cases. All allegations will be documented and directed to the Board for independent and confidential investigation. Serious cases will be reported to the ICAC, SFC and/or the Hong Kong Police for further investigation and prosecution.

All staff are trained to make aware of the Group's zero-tolerance policy on bribery and fraudulent activities. Periodic publication issued by ICAC or SFC are circulated to staff and board members as reinforcement of knowledge on the requirements under the POBO and the Group's anti-corruption policy.

### **B8. Community Investment**

The Group has not yet established a specific policy on community investment but is committed to contribute to the society. The Group is willing to participate and support activities of various corporate, religious and charitable groups and organizations. Exclusive discounts are offered to selective local and overseas educational groups and schools for organising functions in the Group's restaurants.

The ESG Team highly appreciates the music programs offered by the Music Children Foundation to the underprivileged children and supports them by sponsoring its annual concert and by donating anti-epidemic supplies to them during the COVID-19 pandemic time.

The ESG Team is dedicated to supporting the elderly services in the society and has made money or merchandise donations to them via the Love Legacy charity group.

# 環境、社會及管治報告

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附錄：香港交易所《環境、社會及管治報告指引》索引

APPENDIX: INDEX OF HKEX ESG REPORTING GUIDE

主要領域、層面、一般披露及關鍵績效指標 Subject Areas, Aspects, General Disclosure and KPIs			頁數 Page
<b>A. 環境</b>			
<b>A. Environmental</b>			
層面A1：排放物 Aspect A1: Emissions	一般披露 General Disclosure	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。 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.	9
	關鍵績效指標A1.1 KPI A1.1	排放物種類及相關排放數據。 The types of emissions and respective emissions data.	9-10
	關鍵績效指標A1.2 KPI A1.2	直接(範圍1)及間接能源(範圍2)溫室氣體排放量(以噸計 算)及密度。 Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and intensity.	10-11
	關鍵績效指標A1.3 KPI A1.3	所產生有害廢棄物總量(以噸計算)及密度。 Total hazardous waste produced (in tonnes) and intensity.	不適用 N/A
	關鍵績效指標A1.4 KPI A1.4	所產生無害廢棄物總量(以公斤計算)及密度。 Total non-hazardous waste produced (in kg) and intensity.	11
	關鍵績效指標A1.5 KPI 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。 Description of emission targets set and steps taken to achieve them.	11-12
	關鍵績效指標A1.6 KPI 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。 Description of how hazardous and non-hazardous wastes are handled and a description of reduction targets set and steps taken to achieve them.	12-13

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APPENDIX: INDEX OF HKEX ESG REPORTING GUIDE (CONTINUED)

主要領域、層面、一般披露及關鍵績效指標 Subject Areas, Aspects, General Disclosure and KPIs			頁數 Page
層面A2： 資源的使用 Aspect A2: Use of Resources	一般披露 General Disclosure	有效使用資源(包括能源、水及其他原材料)的政策。 Policies on the efficient use of resources, including energy, water and other raw materials.	13
	關鍵績效指標A2.1 KPI A2.1	按類型劃分的直接及/或間接能源(如電、氣或油)總耗量(千瓦時)及密度。 Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity.	13-14
	關鍵績效指標A2.2 KPI A2.2	總耗水量及密度。 Water consumption in total and intensity.	15
	關鍵績效指標A2.3 KPI 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。 Description of energy use efficiency targets set and steps taken to achieve them.	15-16
	關鍵績效指標A2.4 KPI 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。 Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency targets set and steps taken to achieve them.	16
	關鍵績效指標A2.5 KPI A2.5	製成品所用包裝材料的總量(以公斤計算)。 Total packaging material used for finished products (in kg).	17
層面A3： 環境及天然資源 Aspect A3: The Environment and Natural Resources	一般披露 General Disclosure	減低發行人對環境及天然資源造成重大影響的政策。 Policies on minimising the issuer's significant impacts on the environment and natural resources.	17
	關鍵績效指標A3.1 KPI 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。 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	17
層面A4： 氣候變化 Aspect A4: Climate Change	一般披露 General Disclosure	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。 Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	18
	關鍵績效指標A4.1 KPI 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。 Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	18-19

# 環境、社會及管治報告

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<b>B. Social</b>			
層面B1： 僱傭 Aspect B1: Employment	一般披露 General Disclosure	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。 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.	20-21
	關鍵績效指標B1.1 KPI B1.1	按性別、僱傭類型(如全職或兼職)、年齡組別及地區劃分的僱員總數。 Total workforce by gender, employment type (e.g. full- or part-time), age group and geographical region.	20-21
	關鍵績效指標B1.2 KPI B1.2	按性別、年齡組別及地區劃分的僱員流失比率。 Employee turnover rate by gender, age group and geographical region.	22
層面B2： 健康與安全 Aspect B2: Health and Safety	一般披露 General Disclosure	有關提供安全工作環境及保障僱員避免職業性危害的：(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。 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.	23
	關鍵績效指標B2.1 KPI B2.1	過去三年(包括匯報年度)每年因工身亡的人數及比率。 Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	23
	關鍵績效指標B2.2 KPI B2.2	因工傷損失工作天數。 Lost days due to work injury.	23
	關鍵績效指標B2.3 KPI 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。 Description of occupational health and safety measures adopted, and how they are implemented and monitored.	23-25

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層面B3： 發展及培訓 Aspect B3: Development and Training	一般披露 General Disclosure	有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。 Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	26
	關鍵績效指標B3.1 KPI B3.1	按性別及僱員類別(如高級管理層、中級管理層)劃分受訓僱員百分比。 The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	26-27
	關鍵績效指標B3.2 KPI 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。 The average training hours completed per employee by gender and employee category.	27
層面B4： 勞工準則 Aspect B4: Labour Standards	一般披露 General Disclosure	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。 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.	27-28
	關鍵績效指標B4.1 KPI B4.1	描述檢討招聘常規的措施以避免童工及強制勞工。 Description of measures to review employment practices to avoid child and forced labour.	27-28
	關鍵績效指標B4.2 KPI B4.2	描述在發現違規情況時消除有關情況所採取的步驟。 Description of steps taken to eliminate such practices when discovered.	27-28

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層面B5： 供應鏈管理 Aspect B5: Supply Chain Management	一般披露 General Disclosure	管理供應鏈的環境及社會風險政策。 Policies on managing environmental and social risks of the supply chain.	28
	關鍵績效指標B5.1 KPI B5.1	按地區劃分的供應商數目。 Number of suppliers by geographical region.	28
	關鍵績效指標B5.2 KPI B5.2	描述有關聘用供應商的常規，向其執行有關常規的供應商數目，以及相關執行及監察方法。 Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored.	28
	關鍵績效指標B5.3 KPI B5.3	描述有關識別供應鏈每個環節的環境及社會風險的常規，以及相關執行及監察方法。 Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	29
	關鍵績效指標B5.4 KPI B5.4	描述在揀選供應商時促使多用環保產品及服務的常規，以及相關執行及監察方法。 Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	29



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層面B6： 產品責任 Aspect B6: Product Responsibility	一般披露 General Disclosure	有關所提供產品和服務的健康與安全、廣告、標籤及私隱事直以及補求方法的：(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。 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.	30
	關鍵績效指標B6.1 KPI B6.1	已出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。 Percentage of total products sold or shipped subject to recalls for safety and health reasons.	30
	關鍵績效指標B6.2 KPI B6.2	接獲關於產品及服務的投訴數目以及應對方法。 Number of products and service related complaints received and how they are dealt with.	31
	關鍵績效指標B6.3 KPI B6.3	描述與維護保障知識產權有關的常規。 Description of practices relating to observing and protecting intellectual property rights.	31
	關鍵績效指標B6.4 KPI B6.4	描述質量檢定過程及產品回收程序。 Description of quality assurance process and recall procedures.	31
	關鍵績效指標B6.5 KPI B6.5	描述消費者資料保障及私隱政策，以及相關執行及監察方法。 Description of consumer data protection and privacy policies, and how they are implemented and monitored.	32
層面B7： 反貪污 Aspect B7: Anti-corruption	一般披露 General Disclosure	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。 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.	33
	關鍵績效指標B7.1 KPI B7.1	於匯報期內對發行人或其僱員提出已審結的貪污訴訟案件的數目及訴訟結果。 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.	33
	關鍵績效指標B7.2 KPI B7.2	描述防範措施及舉報程序，以及相關執行及監察方法。 Description of preventive measures and whistle-blowing procedures and how they are implemented and monitored.	34
	關鍵績效指標B7.3 KPI B7.3	描述向董事及員工提供的反貪污培訓。 Description of anti-corruption training provided to directors and staff.	34

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層面B8： 社區投資 Aspect B8: Community Investment	一般披露 General Disclosure	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。 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.	34
	關鍵績效指標B8.1 KPI B8.1	專注貢獻範疇。 Focus areas of contribution.	34
	關鍵績效指標B8.2 KPI B8.2	在專注範疇所動用資源。 Resources contributed to the focus area.	34



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