

昊天國際建設投資集團有限公司

Hao Tian International Construction Investment Group 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 : 1341)

2021/22

ENVIRONMENTAL, SOCIAL AND
GOVERNANCE REPORT

環境、社會及
管治報告



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ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

SCOPE OF THE REPORT

The ESG Report focuses on the Group's key business activities carried out in Hong Kong, which include the segments of construction machinery business and financial services business, which represent the Group's major source of revenue and income. After the comprehensive completion of data collection system and the Group's deepening in its ESG work, the Group has identified certain environmental, social and governance issues ("ESG issues") relevant to the Group, which have been assessed by considering their materiality and importance to the Group's principal activities and stakeholders as well as the Group. Those identified ESG issues and Key Performance Indicators ("KPIs") have been disclosed in the ESG Report.

While striving for performance, the Group pursues business sustainability by being a responsible corporate citizen and is committed to maintaining high standards of business practices in relation to environmental protection, social responsibility and corporate governance.

The report covers the 2021–2022 financial year (from 1 April 2021 to 31 March 2022), which is in line with the time period of the annual report.

This Report is prepared in accordance with the "Environmental, Social and Governance Reporting Guide" (the "ESG Guide") of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") set out in Appendix 27 of Main Board Listing Rules. The ESG Report provides a simplified overview on the environmental, social and governance ("ESG") performance of the Group. The information in the ESG Report is derived from the Group's official documents and statistics, as well as the integration and summary of monitoring, management and operational information provided by subsidiaries of the Group.

This report is available in an electronic version which can be viewed on the website of the Company (<http://www.haotianint.com.hk>) and on the website of HKEx (<http://hkexnews.hk>).

報告範圍

環境、社會及管治報告重點關注集團在香港開展的主要業務活動，包括建築機械業務分部及金融服務分部，其為集團的主要收益及收入來源。在全面完成數據收集系統及集團深化環境、社會及管治工作後，集團已識別若干與集團有關的環境、社會及管治事宜（「環境、社會及管治事宜」），並透過考慮其對集團主要業務及持份者以及集團的重大程度及重要性予以評估。該等已識別的環境、社會及管治事宜及關鍵績效指標（「關鍵績效指標」）已於環境、社會及管治報告中披露。

於追求更佳業務表現的同時，集團履行作為負責任企業公民的義務，從而加強業務的可持續性，並致力在環境保護、社會責任及企業管治方面維持高標準的商業常規。

報告所涵蓋期間為二零二一年至二零二二年財政年度（二零二一年四月一日至二零二二年三月三十一日），與年報的時間一致。

本報告乃根據主板上市規則附錄二十七所載香港聯合交易所有限公司（「聯交所」）《環境、社會及管治報告指引》（「環境、社會及管治指引」）編製。環境、社會及管治報告對集團的環境、社會及管治（「環境、社會及管治」）表現進行簡要概述。環境、社會及管治報告中的資料乃來自集團的正式文件及統計數據，以及根據集團附屬公司提供的監測、管理及營運資料所整合匯報。

本報告以電子版形式發佈，可在本公司網站（<http://www.haotianint.com.hk>）及聯交所網站（<http://hkexnews.hk>）上瀏覽。

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COMMUNICATION WITH STAKEHOLDERS

The Group understands that the solid support of stakeholders is crucial for the Group's long-term development. To improve communications with stakeholders, the Group has taken great efforts to establish effective communication channels. The Group has published the Environmental, Social and Governance report on the website for the convenience of all stakeholders. Meanwhile, the Group has also communicated with stakeholders regarding its vision and initiatives on the environmental, social and governance aspect through channels such as meetings, e-mails and service hotlines.

The Group understands the customer's expectations on product responsibility, and the government's supervision on construction machinery emissions and financial services. At the same time, through understanding employees' concerns on occupational health and safety, training and development, and through communication with suppliers to understand their concerns with the Group's supply chain management policy, the Group has adopted a series of policies and measures in response to the demands of all parties.

與持份者溝通

集團深明持份者的堅實支持對集團的長遠發展十分重要。為著不斷加強與持份者溝通，集團十分注重建立有效的溝通渠道，集團在網站發佈環境、社會及管治報告以便各界持份者取閱。與此同時，集團亦透過會議、電郵及服務熱線等渠道，與持份者交流公司的環境、社會及管治方面的願景及舉措。

集團深明顧客對公司產品責任的期望以及政府當局對建築機械的排放物以及金融服務的監管，與此同時通過了解僱員對職業健康安全以及培訓發展的關注，亦透過與供應商溝通明瞭他們關注集團的供應鏈管理政策，集團故此採取一系列政策及措施以回應各方的訴求。

Stakeholders and engagement methods

持份者及參與方式

Stakeholders 持份者	Interests and concerns 利益及關注事項	Engagement channels 參與渠道
Shareholders and Investors 股東及投資者	<ul style="list-style-type: none"> Return on investment and dividends 投資回報及股息 Corporate strategy and governance 公司策略及管治 Risk mitigation and management 風險緩減及管理 	<ul style="list-style-type: none"> Annual General Meeting 股東週年大會 Interim and annual reports, corporate websites 中期及年度報告、公司網站 Announcements, notices of meetings, circulars 公告、會議通知、通函
Customers 客戶	<ul style="list-style-type: none"> Legal and high-quality products/ services 合法及優質產品／服務 Information transparency 資訊透明 Business ethics and integrity 商業道德及操守 	<ul style="list-style-type: none"> Group websites, product specification, annual reports and announcements 集團網站、產品明細、年度報告及公告 Email and customer service hotline 電郵及客戶服務熱線 Meetings 會議

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COMMUNICATION WITH STAKEHOLDERS (continued)

與持份者溝通 (續)

Stakeholders and engagement methods (continued)

持份者及參與方式 (續)

Stakeholders 持份者	Interests and concerns 利益及關注事項	Engagement channels 參與渠道
Employees 僱員	<ul style="list-style-type: none"> • Compensation and benefits 薪酬及福利 • Occupational health and safety 職業安全及健康 • Career development opportunities 職業發展機會 • Corporate culture and well-being 企業文化及福利 	<ul style="list-style-type: none"> • In-house training programmes 內部培訓計劃 • Performance reviews and appraisals 績效回顧及評核 • Promote career development and enhance competence at all levels 促進各職級職業發展並提高競爭力
Suppliers 供應商	<ul style="list-style-type: none"> • Long-term partnership 長期合作關係 • Ethical business practices 道德商業慣例 • Supplier assessment criteria 供應商評估標準 	<ul style="list-style-type: none"> • Procurement processes 採購過程 • Audits and assessments 審計及評估
Government 政府	<ul style="list-style-type: none"> • Laws and regulation compliance 遵守法律及法規 	<ul style="list-style-type: none"> • Review latest laws and regularly inspection 審查最新法律及定期進行檢查

The business of the Group affects different stakeholders, and stakeholders have different expectations on the Group. The Group will maintain communication with stakeholders continuously, collect opinions of stakeholders through different forms more extensively, and make substantive analysis more comprehensively. At the same time, the Group will enhance the reporting principles of materiality, quantification, balance and consistency, in order to define the content of the ESG Report and presentation of the information that is more in line with the expectations of stakeholders.

集團的業務對不同持份者構成影響，而持份者對集團有不同期望。集團將持續與持份者溝通，並透過不同形式更廣泛地收集持份者的意見，令實質性分析更完備。同時，集團也會提升重要性、量化、平衡及一致性的匯報原則，以更符合持份者期望的方式，界定環境、社會及管治報告內容及資訊的呈現方式。

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環境、社會及管治報告

A ENVIRONMENT

The Group is aware of its responsibility and required commitment to the environmental sustainable development of its on-going operations. The Group supports “Green Environment” ideas, comply with the requirements of the Hong Kong Special Administrative Region (“HKSAR”) laws, and specific guides in the industry, and are committed to the social responsibility of protecting the environment as a responsible corporation. The Group has implemented policies and taken measures to ensure the business and operation to be energy, water and resources saving.

The Group had not been subjected to any reported violation in relation to its emissions and waste discharges or other environmental issues during the Reporting Period. The Group did not note any material non-compliance with environmental laws and regulations during the Reporting Period.

Aspect A1. Emissions

The Group is aware that emission reduction has increasingly become an important element for the global economy, hence has integrated environmental management into the operational decisions and various processes of the Group.

A 環境

集團意識到其對持續經營的環境可持續發展的責任和所須承擔。集團支持「環境綠化」理念，恪守香港特別行政區（「香港特別行政區」）法例及行業特別指引，且作為一家負責任的企業，我們肩負致力保護環境的社會責任。集團執行政策及採取措施確保業務及營運可節約能源、用水及資源。

於報告期間，集團並無涉及任何已呈報有關廢氣及廢物排放或其他環境事宜的違規行為。於報告期間，集團並未發現任何重大違反環境法律及法規的情況。

方面A1. 排放物

集團意識到排減降耗日漸成為環球經濟的重要元素，因此將環境管理納入集團的營運決策以及各個流程當中。

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A ENVIRONMENT (continued)

Aspect A1. Emissions (continued)

The Group's construction machinery sector primarily engages in the leasing and sales of construction machinery. Despite not being the end user of the construction machinery, the Group has still acted in accordance with government policies and has taken measures to help end users achieve better emissions standards. The Group has procured machinery that complies with the Environmental Protection Department's regulatory control on emissions of non-road mobile machinery. Older machinery would be progressively phased out. Most of the machineries comply with the standards of the EU Stage IIIA or the Ministry of the Environment of Japan. Where technically feasible and where market conditions permitted, the Group has endeavoured to introduce construction machinery with better emission performance. This year the Group has procured twelve new crawler cranes that comply with the newest regulatory control on emissions of non-road mobile machinery to help customers improve on environmental protection performance and reduce the impact on the environment. Meanwhile, the Group has also regularly serviced and maintained rental machinery to ensure that the operation and emission of machinery are in excellent condition. The Company follows the policy requirements of the Environmental Protection Department to phase out pre-Euro IV diesel vehicles to improve emission performance.

A 環境 (續)

方面A1. 排放物 (續)

集團的建築機械板塊主要從事租賃及銷售建築機械，縱然集團並非建築機械的最終使用者，但仍配合政府政策，並致力採取一系列措施協助最終使用者達到最佳的排放表現。集團採購符合環境保護署管制非道路移動機械廢氣排放規例的機械，並繼續逐步淘汰較舊的機器，大部分機械均已符合歐盟IIIA期或日本環境省標準，集團更在技術上可行以及市場情況許可的情況下優先引入具有更佳排放表現的建築機械。集團年內採購十二台符合最新的非道路移動機械廢氣排放規例的新型履帶吊機，協助客戶提升環保表現，減低環境影響。集團與此同時亦定期維修保養供出租的建築機械，確保機械的運作及排放表現優良。公司遵循環境保護署的政策要求，淘汰歐盟四期以前的柴油車輛以持續改善排放表現。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

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A ENVIRONMENT (continued)

Aspect A1. Emissions (continued)

With respect to waste management, the Group has registered with the Environmental Protection Department as a producer of chemical waste given that the Group produces waste oil when performing mechanical repairs. In strict compliance with relevant requirements and guidelines, the Group has entrusted licensed chemical waste collectors to collect and dispose of all waste oil to ensure that the waste oil would be treated in an environmentally approved manner to prevent any impact on the environment. Non-hazardous waste produced by the Group in daily operation are categorised and collected by respective property management companies.

The Group has strictly complied with the relevant environmental laws and regulations. During the reporting period, there were no cases of prosecution for violating environmental laws and regulations.

A 環境 (續)

方面A1. 排放物 (續)

而在廢物管理方面，鑑於集團進行機械維修時會產生廢機油，集團已向環境保護署登記成為化學廢物產生者，並且恪守相關要求及指引，委託持牌的化學廢物收集商收集及處理所有廢機油，以確保廢機油得以環保合規的方式處理，避免對環境構成影響。集團於日常營運中產生的無害廢棄物已分類，並由相關物業管理公司收集。

集團嚴格遵行相關的環保法例，報告期內並無因為違反與環保相關的法例而被檢控的個案。

Types of emissions	排放物種類	respective emissions data	
		2021/22	2020/21
		二零二一／ 二二年	二零二零／ 二一年
Automobile NOx emission (in kg)	汽車氮氧化物排放(公斤)	793.18	848.4
Automobile SOx Emission (in kg)	汽車硫氧化物排放(公斤)	1.99	3.7
Automobile particle emission (in kg)	汽車顆粒排放(公斤)	70.59	74.3

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A ENVIRONMENT (continued)

A 環境(續)

Aspect A1. Emissions (continued)

方面A1. 排放物(續)

Greenhouse gas emissions and waste produced in total and intensity (note 1)

溫室氣體和廢棄物總量及密度(附註1)

		2021/22 二零二一／ 二二年	2020/21 二零二零／ 二一年
The calculation scope includes the consumption of gasoline and diesel oil by mobile sources, the consumption of diesel oil and liquefied petroleum gas by stationary sources, electricity power consumption, and acetylene combustion (in tCO ₂ e)	計算範圍包括流動源的汽油及柴油消耗、固定源的柴油及液化石油氣消耗、電力消耗、以及乙炔燃燒(公噸二氧化碳當量)	487.14	783.0
Include	其中		
Scope 1 Direct emission (in tCO ₂ e)	範圍一直接排放 (公噸二氧化碳當量)	322.42	596.4
Scope 2 Indirect energy emission (in tCO ₂ e)	範圍二能源間接排放 (公噸二氧化碳當量)	164.72	186.6
Average greenhouse gas emissions per person (kgCO ₂ e/person)	平均每人產生的溫室氣體排放量(公斤二氧化碳當量/人)	3.94	6.5
Hazardous waste produced (in tonne)	有害廢棄物總量(公噸)	0.4	0.8
Average hazardous waste emissions per person (kg/person)	平均每人產生的有害廢棄物排放量(公斤/人)	3.24	6.7
Non-hazardous waste produced (in tonne)	無害廢棄物總量(公噸)	0.71	0.77
Average non-hazardous waste emissions per person (kg/person)	平均每人產生的無害廢棄物排放量(公斤/人)	5.78	6.38

To join the global efforts in reducing emission, the Group formulated a series of environmental targets that aim to reduce its operational impact on the environment. The Group took into consideration the industry's best practices and analysed its previous quantitative environmental data disclosed in past ESG reports in developing a set of appropriate environmental targets.

為全球減少排放物出一分力，集團設立一系列的環境目標，旨在減少其營運對環境的影響。集團於制定一系列適當的環境目標時，考慮到行業的最佳做法，並分析其過往環境、社會及管治報告中披露的環境量化數據。

Note 1: The intensity of emissions or waste produced was calculated by dividing the total amount of particular emissions or waste produced with the average number of employees during the reporting period.

附註1：排放物或廢棄物的密度按特定排放物總量或廢棄物總量除以報告期間的平均僱員人數計算。

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A ENVIRONMENT (continued)

A 環境 (續)

Aspect A1. Emissions (continued)

方面A1. 排放物 (續)

Greenhouse gas emissions and waste produced in total and intensity (continued)

溫室氣體和廢棄物總量及密度 (續)

Issue 事宜	Target 目標
GHG Emissions 溫室氣體總排放量	By 2024/25, reduce GHG emissions (Scope 1 & 2) intensity (by CO2/employee) by 2%, compared to a FY21/22 baseline. 與二一／二二年財政年度的基準相比，到二零二四／二五年，溫室氣體總排放量（範圍一及二）密度（以二氧化碳／僱員計算）減少2%。
Waste 廢棄物總量	By 2024/25, reduce waste produced intensity (by per employee) by 2%, compared to a FY21/22 baseline 與二一／二二年財政年度的基準相比，到二零二四／二五年，廢棄物總量密度（以每名僱員計算）減少2%。

Aspect A2. Use of Resources

方面A2. 資源使用

The Group understands that Earth's resources are limited, hence judicious use of resources must go hand in hand with emission reduction. Where feasible, the Group's construction machinery sector has prioritized purchasing construction machinery with better fuel efficiency, and choosing appliances labelled with grade 1 energy efficiency label. With effective use of resources as the key principle, the Group's office has adopted natural ventilation and reduced the use of air conditioner as much as possible to help reduce energy consumption. The Group used recycled water for cleaning equipment and machinery, and encouraged employees to save and cherish water by advocating the concept of good use of water resources. By doing so, the Group aim to reduce 2% energy and water consumption in 3 years.

集團明瞭地球的資源有限，慎用資源與減少排放必須相輔相承，集團的建築機械板塊在可行的情況下優先引入具有更佳燃油效益的建築機械，又優先選用具有一級能源效益標籤的電器產品。集團以有效使用資源為大原則，在辦公室盡量引入自然通風，減少使用空調，以期降低能源消耗。集團又會以回收水清潔設備及機械，並鼓勵僱員節約及珍惜用水，宣揚善用水源的理念。藉此集團目標能夠於3年內減少2%的能源及水的消耗。

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A ENVIRONMENT (continued)

Aspect A2. Use of Resources (continued)

As paper usage in the office would impose burden on forestry resources, the Group has actively promoted the use of digital imaging and electronic file archives. The Group has implemented policies that promote paper conservation and encourage electronic medium, such as advocating double-sided printing and reusing paper, thereby achieving the goal of reducing the amount of paper used and ensuring substantive action for the protection of forestry resources. The Group has also set up recycling containers to collect and recycle paper, aluminium cans and plastic waste, in order to make full use of available resources.

The products of the Group are mainly machinery, for which the delivery does not involve material use of packaging materials. Hence, the packaging material the Group used is immaterial.

Direct and indirect energy consumption in total and intensity

		Annual consumption		Intensity of consumption per person (note 2)	
		年耗用量		每人耗用密度(附註2)	
		2021/22	2020/21	2021/22	2020/21
		二零二一／二二年	二零二零／二一年	二零二一／二二年	二零二零／二一年
Diesel (including automobile diesel and industrial diesel)	Litre	107,557	208,691	871	1,739
柴油(包括車用柴油及工業柴油)	升				
Petrol	Litre	17,341	21,343	140	178
汽油	升				
Electricity	kWh	261,460	263,730	2,117	2,198
電力	千瓦時				
Water	cubic meter	720	720	6	6
水	立方米				

Note 2: The intensity of consumption was calculated by dividing the total amount of particular resource consumption with the average number of employees during the reporting period.

A 環境(續)

方面A2. 資源使用(續)

有鑑於辦公室用紙會為林木資源帶來負荷，集團致力推動使用數碼方式作為圖像及文件存檔，落實政策推廣節約用紙及電子化，又例如提倡雙面列印、紙張再用，從而達到減少紙張用量的目的，為保護林木資源採取實質行動。集團又設置回收箱分別回收廢紙、鋁罐及塑膠廢棄物，務求充分善用資源。

集團的貨品主要為機械，其交付並不涉及使用大量包裝材料。因此，集團所用的包裝材料微不足道。

直接及間接能源總耗量及密度

附註2：耗用密度按特定資源耗用總量除以報告期間平均僱員人數計算。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

A ENVIRONMENT (continued)

Aspect A3. Environmental and Natural Resources

The Group's construction machinery sector has regularly arranged its employees to attend seminars held by the Environmental Protection Department, followed up closely on policy and regulatory changes of relevant regulatory authorities, and updated its environmental management policies in a timely manner to comply with the latest legislative requirements. The Group has strictly complied with the policy requirements for the control of non-road mobile machinery emissions, non-road vehicle emissions and the phase-out of pre-Euro IV diesel vehicles, to ensure that all client users can achieve good emission level and minimize the potential environmental impact on the air quality.

As for the Group's financial sector, the Group is aware that the future international capital market must invest large sums of money to push the transition of a traditional economy to a green economy. The market's awareness of green finance has also deepened day by day, therefore assets invested in green financial products and projects have rapidly increased. Governments have taken action to encourage the development of green finance. The Hong Kong government would also strengthen its promotion on the advantages of the Hong Kong capital market and highlight the conditions for Hong Kong to develop green financial products. The Group would also actively explore development opportunities in this trend and context.

By implementing environmental management policies, the Group did not have any significant environmental accidents during the year.

A 環境 (續)

方面 A3. 環境及天然資源

集團的建築機械板塊定期安排僱員出席環境保護署舉行的講座，密切跟進相關監管當局的政策及法規變動，適時更新公司的環境管理政策，以符合最新的法例要求。集團嚴格遵守有關管制非道路移動機械廢氣排放、非道路車輛的廢氣排放及淘汰歐盟四期以前的柴油車輛的政策要求，確保各使用客戶都能達到良好的排放水平，將對空氣質素的潛在環境影響減至最低。

而集團金融板塊方面，集團知悉未來國際資本市場須投入大量資金推動傳統經濟過渡到綠色經濟。市場對綠色金融的認知亦日益加深，投資於綠色金融產品及項目的資產也因而迅速增加，各國政府紛紛採取行動鼓勵發展綠色金融，而香港政府亦會加強宣傳香港資本市場的優勢，突顯香港發展綠色金融產品的條件。集團在此趨勢及背景下亦會積極探求發展機遇。

集團透過施行環境管理政策，年內未有重大的環境事故發生。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

A ENVIRONMENT (continued)

Aspect A4. Climate Change

Because of the extreme climate caused by global warming, combating climate change has become an important issue with global concern. Moreover, energy conservation and reduction of greenhouse gas emissions have become the top priority of enterprises.

The risks posed by climate change include extreme weather events, such as severe typhoons, heavy rains and flooding, and the chance to affect the Group especially the construction machinery sector which has employees who work outdoor. We have established a typhoon emergency command group and formulated a typhoon and flood prevention emergency plan for strong typhoons and rainstorms, in order to ensure the safety of our employees. Risk assessment and emergency rescue preparation are made in the event of extreme weather. The Group has formulated an emergency preparedness and response control procedures and other systems to conduct regular emergency drills every year, in order to establish a complete emergency plan system against severe threats from climate change. In the future, the Group will make great efforts to promote the utilisation of new energy and build solar power plants in its plants to reduce electricity consumption and carbon emissions.

A 環境 (續)

方面A4. 氣候變化

隨著全球暖化而導致極端氣候，應對氣候變化已成為全球關注的重要議題。此外，節約能源及減少溫室氣體排放亦已成為各個企業的首要任務。

氣候變化帶來的風險包括極端天氣，例如強勁颱風、暴雨及水浸，並有機會影響僱員於戶外工作的集團建築機械板塊。為確保僱員的安全，我們已設立颱風應急指揮小組，並針對強勁颱風和暴雨制定了颱風及水浸應急預防方案。一旦發生極端天氣時會作出評估風險及緊急救援的準備。為了針對各種因氣候變化而出現的嚴重氣候威脅，建立完善的應急方案制度，集團已制定應急準備及響應監控程序以及其他制度規定每年進行定期應急演習。未來，集團將努力推廣使用新能源，並於其廠房內建設太陽能發電，減少電力消耗及碳排放。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL

Aspect B1. Employment

Equal rights and interests of employees are one of the core values on which the Group places great importance. The Group is opposed to any form of discrimination, and respects the difference in gender, age, race, religion, disability, and other aspects of each person, thereby ensuring that each employee shall receive full respect and protection. The Group would provide competitive remuneration to its employees according to market standards, as well as medical insurance. In the event of unfortunate work injury, the Group would provide fair and reasonable subsidies and aid to its employees and their families.

Through evaluating employees' performance, the Group would make salary adjustments and job promotions according to objective based evaluation results, staff experience and ability.

The Group respects the established work hours and would refrain from forcing employees to work overtime, protecting employees' rest and leave benefits. The Group would also organize recreational activities for employees to help achieve work-life balance and improve work efficiency.

B 社會

方面B1. 僱傭

僱員的平等權益為集團重視的核心價值之一，集團反對任何性質的歧視，並尊重每個人的性別、年齡、種族、宗教及殘疾等各方面的異同，從而確保每位員工都能得到充份的尊重及保障。集團參考市場水平向僱員提供具競爭力的薪酬待遇，並且為僱員提供醫療保險。而若果不幸發生工傷事故，集團亦會為僱員及其家人提供公平合理的補助及支援。

集團通過評核僱員的工作表現，按照評核結果以及員工的經驗和能力等客觀依據對薪酬作出調整及安排職位晉升。

集團尊重既定的工作時間，絕不強迫僱員超時工作，維護僱員休息和休假的權益，又為員工籌辦康樂活動，幫助僱員達致工作生活平衡、提高工作效率。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B1. Employment (continued)

The Group has strictly complied with the relevant employment laws and regulations. During the year, there were no cases of prosecution for violating employment laws and regulations.

Total number of employees at the end of the period by gender

Male	109
Female	18

Total number of employees at the end of the period by employment type

Fulltime	125
Contract	2

Total number of employees at the end of the period by age group

25–34	7
35–44	21
45–54	40
55–64	45
65 or above	14

Total number of employees at the end of the period by geographical region

Hong Kong	124
Mainland China	3

Employee turnover rate by gender

Male	17%
Female	17%

B 社會 (續)

方面 B1. 僱傭 (續)

集團嚴格遵行相關的僱傭法例，年內並無因為違反與僱傭相關的法例而被檢控的個案。

期末按性別劃分的僱員總數

男性	109
女性	18

期末按僱傭類型劃分的僱員總數

全職	125
合約	2

期末按年齡組別劃分的僱員總數

25–34 歲	7
35–44 歲	21
45–54 歲	40
55–64 歲	45
65 歲或以上	14

期末按地區劃分的僱員總數

香港	124
中國內地	3

按性別劃分的僱員流失比率

男性	17%
女性	17%

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B1. Employment (continued)

Employee turnover rate by age group

25–34	25%
35–44	20%
45–54	28%
55–64	10%

Employee turnover rate by geographical region

Hong Kong	17%
Mainland China	0%

Aspect B2. Health and Safety

The Group places great importance on occupational safety and has sought to continuously improve the level of occupational safety of the Group through education, verification and other such aspects. Before assigning an employee to a new workplace to perform their duties, the Group's construction machinery sector would provide safety training to ensure that they understand the type, environment and circumstances of the site and are fully aware of the safety matters needing attention when operating relevant construction machinery at the site. The Group has also arranged safety seminars and training every month to enhance the safety awareness of employees, refreshing and learning safety issues, so that employees can identify high-risk areas and take appropriate measures to minimize risks.

As the final line of defence of the safety system, the Group has provided protective equipment for each employee who operates machinery, such as safety helmets and dust masks. The Group has also arranged designated staff to manage and record protective equipment, in order to ensure that the equipment is effective and in good condition, and to enhance the protection of employees' occupational safety.

B 社會(續)

方面B1. 僱傭(續)

按年齡組別劃分的僱員流失比率

25–34歲	25%
35–44歲	20%
45–54歲	28%
55–64歲	10%

按地區劃分的僱員流失比率

香港	17%
中國內地	0%

方面B2. 健康與安全

集團非常重視職業安全，從教育及核查等各個方面入手，務求不斷提高集團的職業安全水平。集團的建築機械板塊在派遣僱員到新工作場所履行職務前都會提供安全培訓，確保他們具體了解該工地的類型、環境及情況，並充份認識在該工地操作相關建築機械時需要注意的安全事項。集團又每月安排安全講座及培訓，加強僱員的安全意識，溫故知新，令僱員能有效辨識高風險的區域並採取適當措施減低風險。

集團為每位操作機械的僱員提供安全帽、防塵口罩等防護裝備作為安全體系的最後一道防線，並且安排專責人員管理及記錄防護裝備，確保裝備處於有效期及狀況良好，以加強保護僱員的職業安全。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B2. Health and Safety (continued)

The Group has strictly complied with the relevant safety laws and regulations. During the reporting period, there were no cases of prosecution for violating safety laws and regulations.

Number and rate of work-related fatalities and lost days due to work injury

Number of work-related fatalities	Nil
Rate of work-related fatalities	0%
Number of lost days due to work injury	0 man-day

Aspect B3. Development and Training

Talent is a valuable asset to the corporation and also the impetus for the Group's long-term development. The Group has actively provided employees with all aspects of vocational skills training and would sponsor appropriate employees to participate in further education so as to enhance the overall quality of employees. The Group is committed to nurturing talents for the long-term development of the Group.

The Group has provided in-service training to new employees to ensure that they have the necessary skills and knowledge to perform their duties. The construction machinery sector has also provided technical courses to existing employees who operate complex construction machinery. In order to obtain the latest skills and knowledge of machinery that are being leased and sold, the Group would send employees to participate in training courses organised by construction machinery manufacturers. All operators and engineering personnel of the Group must hold relevant certificates and licenses. The financial services sector would also provide compliance training related to securities and futures trading to existing employees to ensure that relevant employees are aware of the relevant internal control requirements and regulatory rules of relevant authorities.

B 社會(續)

方面B2. 健康與安全(續)

集團嚴格遵守相關的安全法例，報告期內並無因為違反與安全相關的法例而被檢控的個案。

因工死亡人數和比率及因工傷損失工作日數

因工死亡人數	無
因工死亡比率	0%
因工傷損失工作日數	0人力日數

方面B3. 發展及培訓

人才是企業寶貴的資產，亦是集團長遠發展的原動力。集團主動為僱員提供各方面的職業技能培訓，亦會資助合適的僱員參與進修，從而提升僱員的整體質素，為集團的長遠發展致力培育人才。

集團為新入職僱員提供入職培訓，以確保他們具備履行職務所需的必要技能及知識。建築機械板塊又為其所屬僱員提供操作複雜建築機械的技術課程，派遣僱員參與由建築機械製造商舉辦的訓練課程，以獲取有關租賃及銷售機械的最新技能及知識。集團所有的操作員及工程人員都必須持有相關的證書及執照。而金融服務板塊亦會為其所屬僱員提供有關證券及期貨交易等的合規培訓，以確保相關僱員充份認識相關的內部監控的要求以及有關當局的監管守則。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B3. Development and Training (continued)

The Group has also arranged for senior staff to guide junior staff so that employees can complement each other and pass on valuable experience, establishing a talent hierarchy for the future development of the Group.

Percentage of employees trained, and annual average training hours completed per employee

		Annual percentage of employees trained per year 年度受訓僱員百分比	Annual average training hours completed per employee 每名僱員年度平均完成的受訓時數
By gender	按性別		
Male	男性	94%	5.40
Female	女性	33%	0.94
By employee category	按僱員類別		
Senior management	高級管理層	70%	6.23
Middle management	中級管理層	53%	4.04
Supervisor	主管	92%	7.95
General staff	一般員工	86%	4.28

Aspect B4. Labour Standards

The Group strictly prohibit child labour and forced labour. During staff recruitment, the identity of potential employees would be strictly reviewed to ensure that they are at least eighteen years of age. The Group prohibit any form of forced labour or servitude and ensured that all employees are working on a voluntary basis.

The Group did not have any situations of child labour or forced labour during the reporting period.

B 社會 (續)

方面 B3. 發展及培訓 (續)

集團又安排資深員工指導資歷較淺的員工，讓僱員互相交流補足，令寶貴的經驗得以傳承，建立穩定的人材梯隊扶助公司未來發展。

受訓僱員百分比，及每名僱員年度平均完成的受訓時數

		Annual percentage of employees trained per year 年度受訓僱員百分比	Annual average training hours completed per employee 每名僱員年度平均完成的受訓時數
By gender	按性別		
Male	男性	94%	5.40
Female	女性	33%	0.94
By employee category	按僱員類別		
Senior management	高級管理層	70%	6.23
Middle management	中級管理層	53%	4.04
Supervisor	主管	92%	7.95
General staff	一般員工	86%	4.28

方面 B4. 勞工準則

集團嚴禁童工及強迫勞工等情況，並於招聘僱員時對其身份資料進行嚴格審查，以確保其年齡足滿十八歲。集團禁止任何形式的強迫勞工或勞役，並確保所有僱員均於自願情況下勞動或工作。

集團於報告期內並無出現任何童工或強迫勞工的情況。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B5. Supply Chain Management

The Group understands that to achieve sustainable development, one cannot rely on its own strength. It requires concerted efforts from various parties. Therefore, the Group has conducted strict background investigations on its major suppliers to evaluate their corporate social responsibility performance and has kept close communication to enhance both parties' awareness on sustainable development. The Group would also review and evaluate existing suppliers annually and update the approved supplier list according to the evaluation results on a regular basis. Before selecting a new supplier, the Group would evaluate factors such as the supplier's background information, reputation, quality of product or service, market price, delivery date and level of customer service. The Group works with 59 suppliers in which 55 are located in Hong Kong, 2 are located in Japan, 1 is located in Korea, and 1 is located in Italy.

The Group takes into environmental and social considerations when managing its supply chain. Reviewed annually, the Code of Practice for Suppliers sets out the Group's expectations on Labour practice and standards, Environmental policy, Ethics and Review and documentation policy.

Labour practice and standards: This includes compliance with child labour laws, anti-discrimination practices, health and safety standards, working conditions, working hours, compensation, right to association and freely chosen employment.

Environmental policy: This takes into account product and material use, as well as transportation technology.

Ethics: These components are in place to establish anti-corruption measures, while also adhering to fair business practices and managing partner relationships (e.g. upstream in the supply chain).

B 社會(續)

方面B5. 供應鏈管理

集團深明可持續發展不能單靠一己之力，必須多方攜手合作，因此對主要供應商作出嚴格的背景調查，從而評估它們的企業社會責任表現，並與其密切溝通以增進雙方對可持續發展的共識。集團又會每年檢討評估現有的供應商，並依據結果定期更新核准供應商列表。而在選用新供應商前，集團會評估供應商的背景資訊、聲譽、產品或服務的質素、市場價格、交貨期、客戶服務的水平等因素。集團與59名供應商合作，當中55名供應商位於香港、2名位於日本，1名位於韓國，以及1名位於意大利。

集團在管理其供應鏈時考慮到環境及社會因素。每年審閱的供應商行為守則載列集團對勞工慣例及標準、環境政策、道德以及審查及文件政策的期望內。

勞工慣例及標準：包括遵守童工法例、反歧視慣例、健康與安全標準、工作條件、工作時間、薪酬、結社權利及自由選擇就業。

環境政策：慮及產品及材料的使用，以及運輸技術。

道德：推行該等組成部分以設立反貪污措施，同時奉行公平的營商常規及管理合作夥伴關係(例如供應鏈上流)。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B5. Supply Chain Management (continued)

Review and documentation policy: Outlines how the components are monitored and reviewed.

Furthermore, suppliers are more likely to be selected or retained if they are certified with the ISO 14000 Environmental management or SA 8000 Social Accountability. The Group is also dedicated to working with suppliers who demonstrate commitment to sustainable development and promote environmental practices in their supply chain through implementing environmental policies, conducting sustainability initiatives, and reporting their sustainability performance. In addition to ensuring that the supplier's safety and environmental awareness is assessed during the supplier performance assessment, employees liaise with suppliers and seek to ensure that they meet the same safety standards and requirements as upheld by the Group.

Aspect B6. Product Responsibility

Product and service quality are the cornerstones for the long-term development of the Group. Products distributed through the construction machinery sector would be subjected to a series of testing and verification procedures before leaving the factory to ensure that the quality, performance, emission and safety levels are in compliance with the requirements of non-road mobile machinery. The Group has also provided comprehensive after-sales technical support, regular inspection, and repair and maintenance services for such distributed products. The manufacturer would generally provide a 12-month warranty for new machinery, and would be responsible for all liability and expenses in the event of any defects or malfunctions with regard to design, manufacturing or material during the warranty period. The Group has made clear requirements to all sales staff members to provide accurate and genuine information to customers during sales, reflecting the Group's reputation, and its emphasis on long-term cooperation with customers.

B 社會(續)

方面B5. 供應鏈管理(續)

審查及文件政策：概述如何監察及審查有關組成部分。

此外，倘供應商通過ISO 14000環境管理體系或SA 8000社會責任標準認證，則更有可能獲選中或保留。集團亦致力與通過實施環境政策、開展可持續發展倡議及匯報其可持續發展表現以證明對可持續發展的承諾並在其供應鏈中推廣環保措施的供應商合作。除確保於供應商績效評估期間對供應商的安全與環境意識進行評估外，僱員亦與供應商聯繫，並尋求確保彼等符合與集團所堅持的相同安全標準及規定。

方面B6. 產品責任

產品及服務質素是集團長遠發展的基石、建築機械板塊代理的產品於出廠前均接受一系列的檢測及驗證程序，確保產品的質量、表現、排放及安全水平均符合非道路移動機械的要求。集團又為代理的產品提供全面的售後技術支援、定期檢查及維修保養服務。製造商一般會為全新機械提供十二個月保質期，在保質期內如發生任何因設計、製造或材料導致的缺陷和故障，製造商均會承擔全部責任和費用。集團又明確要求所有銷售部員工在銷售時均須向客戶提供準確及真實資訊，體現集團的信譽，重視與客戶長期合作的機會。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B6. Product Responsibility (continued)

The Group's financial sector has referred to the Codes and Guidelines issued by the Securities and Futures Commission, and has formulated and implemented corresponding policies, procedures and control measures according to the rules and standards for services such as financial products, securities and futures trading. Relevant regulations such as Securities and Futures Ordinance have been met. When naming products or services, the Group would avoid any names that are inappropriate or misleading. Sales documents would also clearly contain information that investors need to allow them to make an informed decision.

The Group undertakes not to purchase any pirated software and hardware, and has provided employees with clear guidelines on how to implement control rights on the computer system, and to protect the stability of the system to minimize the risk of viruses. The Group attaches great importance to the protection of consumer information and privacy, and has managed customers' personal information in accordance with the requirements of Personal Data (Privacy) Ordinance. Without the consent of customers, the collected customer data would not be used for promotional purposes. The Group has regularly reviewed the security of the information storage system, protecting the security and stability of the information system through firewalls and management of Internet access to reduce the risk of personal information disclosure.

The Group has strictly complied with the relevant product responsibility laws and regulations. During the year, there were no cases of prosecution for violating product responsibility or product description laws and regulations.

In the reporting period, we received no customer complaints, nor were products recalled for safety reasons.

B 社會(續)

方面B6. 產品責任(續)

集團的金融板塊參照證監會所發出的守則及指引，依據對金融產品、證券期貨交易等服務的相關規定及標準制訂及執行相應的政策、程序及管控措施，以符合《證券及期貨條例》等相關條例。集團為產品或服務命名時會避免任何不恰當或具誤導成份的名稱，銷售文件亦清晰明確地載有投資者所需的資料，讓他們作出有根據的判斷。

集團承諾不會購買任何盜版軟硬件，並為僱員提供清晰指引，執行電腦系統的監控權限，維護系統的穩定及免於惡意程式的威脅。集團高度重視消費者資料及私隱保障，並按照《個人資料(私隱)條例》的要求管理涉及的客戶個人資料。除非徵得客戶同意，收集到的客戶資料不會用作宣傳之用。集團定期檢視資料儲存系統的安全性，通過防火牆、管理上網行為等渠道監察管理，維護資料系統的安全及免於個人資料洩露的風險。

集團嚴格遵行相關的產品責任法例，年內並無因為違反與產品責任或產品說明相關的法例而被檢控的個案。

於報告期間，我們並無接獲客戶投訴亦無產品因安全問題需要回收。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B6. Product Responsibility (continued)

Percentage of total products sold or shipped subject to recalls for safety and health reasons

Percentage of products subject to recalls for safety and health reasons Nil

Aspect B7. Anti-corruption

The Group understands that fairness and integrity is important to the sustainable development of the Group. The Board of Directors of the Group has developed a code of conduct that is applicable to directors and employees, and established an audit committee to conduct internal audits, to review its corporate governance structure and performance on a regular basis. All transactions of the Group would be supported by appropriate documentation. Apart from internal audit, the Group has entrusted an external auditor to audit financial statements.

The Group's code of conduct has expressly required all employees not to receive commission, rebate, gratuity, loan, gift or preference from any person, Group or organisation that has business dealings with the Group, and not to ask for any benefits from any such person, Group or organisation. Employees engaging in such activities without the consent of the Board of Directors would be subject to disciplinary actions. The Group has also set up reporting channels for employees to report such cases for effective supervision. The Group has also required employees not to directly or indirectly engage in any activities or transactions with customers, principals, suppliers or third parties who are in conflict with the work commitment and the interests of the Group, and any conflicts of interest shall be reported in advance.

B 社會 (續)

方面 B6. 產品責任 (續)

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

因安全與健康理由而須回收的產品百分比 無

方面 B7. 反貪污

集團明瞭公平誠信對集團的可持續發展極為重要。集團的董事局通過制定適用於董事及僱員的紀律守則，並且設立審核委員會進行內部審核，定期檢討企業管治架構及其表現。集團的所有交易均備有適當文件作為依據，除內部審核外，並委託外部審計師審計財務報表。

集團的紀律守則明確要求所有僱員都不可從與集團有業務往來的任何人、集團或組織收取佣金、回扣、酬金、貸款、禮品或優待，亦不能向此等人士、集團或組織索取任何利益。若未得董事局同意而進行此類行為的僱員都會受到紀律處分。集團亦已設立申訴渠道讓僱員舉報個案，進行有效監管。集團同時要求僱員不得直接或間接從事與客戶、委託人、供應商或第三方任何與對工作承諾和集團利益有衝突的活動或交易，凡有利益衝突的情況必須提前上報。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B7. Anti-corruption (continued)

The Group's financial sector has referred to the Anti-Money Laundering and Counter-Financing of Terrorism Guidelines issued by the Securities and Futures Commission, and has formulated and implemented corresponding policies, procedures and control measures according to the rules and standards for anti-money laundering and counter-financing of terrorism. Ordinances such as the Anti-Money Laundering and Counter-Financing of Terrorism Ordinance, United Nations (Anti-Terrorism Measures) Ordinance, United Nations Sanctions Ordinance have been abided by, eliminating illegal activities such as money-laundering. The Group has fought against money-laundering with methods such as assessing country risk, customer risk, service and product risk, customer due diligence, and establishing effective notification mechanisms.

An effective whistle-blowing systems and procedures can prevent and correct improper or illegal acts in a timely manner. Therefore, the Group has formulated the Whistle-blowing System and Procedures to standardise the business management of the Group, striving to make a good corporate cultural environment. Employees are encouraged to report any suspicious improper or illegal acts, and the suspicious case will be investigated by independent personnel. The whistle-blowers are protected in reporting and investigation procedures which are free from unfair treatment and victimisation.

The Group has strictly complied with the relevant laws and regulations for anti-corruption and anti-bribery, extortion and fraud prevention, and fighting against money-laundering. During the reporting period, there were no cases of prosecution for violating the related laws and regulations.

B 社會(續)

方面B7. 反貪污(續)

集團的金融板塊參照證監會所發出的《打擊洗錢及恐怖分子資金籌集指引》，依據打擊洗錢及恐怖分子資金籌集的相關規定及標準以制訂及執行相應的政策、程序及管控措施，以符合《打擊洗錢及恐怖分子資金籌集條例》、《聯合國(反恐怖主義措施)條例》、《聯合國制裁條例》等條例，杜絕洗黑錢等違法活動。集團通過評估國家風險、客戶風險、服務或產品的風險、客戶盡職審查以及建立有效的通報機制等方法打擊清洗黑錢。

有效的舉報制度及程序可及時防範及糾正不當或違法違規行為。因此，集團已制定舉報制度及程序，以規範集團業務管理，力求營造一個良好的企業文化氛圍。集團鼓勵僱員匯報任何可疑不當或違法違規行為，有關可疑個案將由獨立人士進行調查。舉報人在舉報及調查程序中受到保護，不會受到不公平待遇及報復性對待。

集團嚴格遵行相關的反貪防賄、防止勒索欺詐、打擊洗黑錢等法例，報告期內並無因為違反相關法例而被檢控的個案。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B SOCIAL (continued)

Aspect B8. Community Investment

The Group commit itself to contributing to the society. As a part of Hong Kong society, we are honoured to serve the community, because interacting with the communities in which we live is an important corporate culture. From sports, visiting the elderly, helping children with special needs, and caring for the environment, we are actively seeking more opportunities to build a better community.

During the reporting period, the Group has formed a volunteer team to support various anti-epidemic activities, covering packing anti-epidemic package and distributing to various social welfare organizations to let the people in need can possess for free. In the reporting period, the total number of volunteering hours amounted to 25 hours.

THE WAY FORWARD

In the future, the Group will continue to take more initiatives that will be beneficial to the environment, society and governance, including responding to relevant government policies and participating in activities organized by relevant organisations, in order to reflect the Group's commitment to the environment and society.

B 社會(續)

方面B8. 社區投資

集團一直致力回饋社會。作為香港社會的一份子，我們很榮幸可以為社區服務，因為與我們所生活社區互動是我們重要的企業文化。由體育運動、老人探訪、幫助特殊兒童、及至愛護環境等，我們均積極尋求更多機會建立一個更好的社區。

在報告期間，集團組織了一支義工隊伍以響應各種抗疫活動，其中包括包裝抗疫用品包，再捐贈分派予不同的社會福利機構讓有需要的群體可以免費索取。在報告期間，義務工作的總時數合共25小時。

展望

集團在未來會繼續在營運上採取更多有利於環境、社會以及管治的舉措，包括響應相關的政府政策，以及參與相關團體舉辦的活動等，以反映集團對環境及社會的承擔。

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KPI B.2.2	Number of lost days due to work injury	There were no lost days due to work injury during the period
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昊天國際建設投資集團有限公司
Hao Tian International Construction Investment Group Limited