



# 中泛控股有限公司

## CHINA OCEANWIDE HOLDINGS LIMITED

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

Stock Code 股份代號: 715



# 2022

SOCIAL RESPONSIBILITY REPORT  
社會責任報告

# SOCIAL RESPONSIBILITY REPORT 2022

## 2022 年社會責任報告

### TABLE OF CONTENTS

### 目錄

<b>About the Report</b>	關於本報告	2
<b>Statement from the Board</b>	董事會聲明	4
<b>Social Responsibility</b>	社會責任	6
<b>Communication with Stakeholders</b>	與持份者溝通	12
<b>Customer Orientation</b>	以客為本	14
<b>Talent Development</b>	培育人才	18
<b>Environmental Protection</b>	環境保護	24
<b>Contribution to the Community</b>	回饋社會	31
<b>Performance Data Summary</b>	表現數據摘要	32
<b>HKEX ESG Reporting Guide Content Index</b>	香港交易所《環境、社會及管治報告指引》內容索引	41

## ABOUT THE REPORT

China Oceanwide Holdings Limited (the “Company”, together with its subsidiaries, the “Group” or “we” or “us”) is a conglomerate principally engaging in the businesses of real estate development, energy and finance investments. We are pleased to release the Social Responsibility Report 2022 (the “Report”), aiming to provide a comprehensive disclosure of the Group’s policies, initiatives and performance in environmental, social and governance (“ESG”) aspects.

The Report is prepared in both English and Chinese and has been uploaded to the websites of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) ([www.hkexnews.hk](http://www.hkexnews.hk)) and of the Company ([www.oceanwide.hk](http://www.oceanwide.hk)).

### Reporting Scope

This is the sixth social responsibility report for the Company. It covers material ESG issues of the Group in respect of four business segments, namely Property Investment, Real Estate Development, Energy and Finance Investments and Others, located in Shanghai and Hong Kong of the People’s Republic of China (“PRC”), New York, Los Angeles and Hawaii of the United States of America (“U.S.”), and Jakarta of the Republic of Indonesia (“Indonesia”) (collectively the “Operating Offices”) from 1 January 2022 to 31 December 2022 (the “Reporting Period” or “2022”). As the commercial properties in Shanghai, the PRC of the property investment segment and the real estate development project in New York, the U.S. have no longer been consolidated in the Group’s consolidated financial statements since April 2022 and May 2022, respectively (the “Deconsolidation”), the Report only includes the data on such operations prior to Deconsolidation.

### Reporting Principles

The Report has been prepared in accordance with the ESG Reporting Guide (the “Guide”) as set out in Appendix 27 of the Rules Governing the Listing of Securities on the Stock Exchange and disclosed in compliance with the four reporting principles, i.e. materiality, quantitative, balance and consistency, as contained in the Guide.

## 關於本報告

中泛控股有限公司(「本公司」，連同其附屬公司稱為「本集團」或「我們」)是一家主要業務為房地產開發、能源電力及財務投資的綜合企業。我們欣然發佈2022年度社會責任報告(「本報告」)，旨在全面披露本集團在環境、社會及管治(「環境、社會及管治」)方面的各項政策、措施及績效。

本報告以中、英文編寫，並已上載至香港聯合交易所有限公司(「聯交所」)([www.hkexnews.hk](http://www.hkexnews.hk))及本公司網站([www.oceanwide.hk](http://www.oceanwide.hk))。

### 報告範圍

此乃本公司的第六份社會責任報告，涵蓋本集團由2022年1月1日至2022年12月31日(「報告期」或「2022年」)位於中華人民共和國(「中國」)上海及香港、美利堅合眾國(「美國」)紐約、洛杉磯及夏威夷，以及印度尼西亞共和國(「印尼」)雅加達共四個業務板塊，即物業投資、房地產開發、能源電力，以及財務投資及其他(統稱「各營運點」)的重大環境、社會及管治事宜。由於物業投資板塊的中國上海商用物業及美國紐約房地產開發項目分別於2022年4月及2022年5月不再納入本集團的合併報表(「出表」)，故本報告只包括該等業務於出表前的數據。

### 報告原則

本報告按聯交所證券上市規則附錄二十七《環境、社會及管治報告指引》(「《指引》」)編製，並遵循指引中的四項報告原則(重要性、量化、平衡及一致性)進行披露。

## Reporting

### Principles

#### 報告原則

### Interpretation

#### 釋義

### Application

#### 應用

Materiality 重要性	<p>The Report should focus on the disclosure of ESG topics that have a significant impact on the Group and the stakeholders. 本報告應重點披露對本集團及持份者產生重要影響的環境、社會及管治議題。</p>	<p>The Group invites internal and external stakeholders to participate in an online survey to identify material ESG topics as the key disclosures in the Report. For details, please refer to “Important Topics” under “Communication with Stakeholders”. 本集團邀請內部及外部持份者進行網上問卷調查，以識別重要的環境、社會及管治議題，作為本報告的重點披露內容。詳情請參閱「與持份者溝通」之「重要議題」。</p>
Quantitative 量化	<p>The key performance indicators (“KPI(s)”) and the data thereof of the report should be measurable and, where appropriate, historical data should be available in order to compare and assess the effectiveness of ESG policies and management systems. 本報告的關鍵績效指標（「關鍵績效指標」）及其數據應可予計量，並適當地提供歷史數據，以比較及評估環境、社會及管治政策及管理系統的效益。</p>	<p>The Company engages an independent professional consultant to conduct a carbon assessment in accordance with international and local standards, so as to ensure the accuracy of the data of the environmental KPI data. The Group records, measures and discloses in a quantitative manner the relevant KPIs, where practicable. 本公司委託獨立專業顧問根據國際及本地標準進行碳評估，確保環境關鍵績效指標數據的準確性。在可行情況下，本集團記錄、計算及以量化的方式披露相關的關鍵績效指標。</p>
Balance 平衡	<p>The Report should report on ESG performance in an unbiased manner, allowing the readers to assess the Group’s overall performance objectively. 本報告應不偏不倚地匯報環境、社會及管治方面的表現，讓報告讀者客觀地評估本集團的整體表現。</p>	<p>The Company complies with the principle of impartiality when preparing the Report in order not to disseminate biased information. 本公司遵從不偏不倚的原則撰寫本報告，避免發放偏頗的信息。</p>
Consistency 一致性	<p>Disclosures made and statistical methodologies used in the Report should be consistent in order to make meaningful comparisons of relevant data in the future. 本報告的披露和統計方法應保持一致，以便日後能就相關數據進行有意義的比較。</p>	<p>Unless otherwise stated, the Company uses statistical methodologies that are consistent with those used in previous years to ensure comparability. 除特別說明外，本公司採用與往年一致的統計方法，以確保其可比性。</p>



## Source of Information

All information as referred to in the Report is derived from the Group's official documents and related statistical data. The Group has mechanisms in place to collect, manage and use such information to ensure the accuracy and reliability of the contents in this Report. The Report was confirmed and approved by the board of directors of the Company (the "Board") on 31 March 2023.

## Feedback

The valuable feedback from stakeholders helps the Group to make continuous progress. If you have any enquiries, comments and suggestions on our ESG performance or on the Report, please contact the Company via email at [ir@oceanwide.hk](mailto:ir@oceanwide.hk).

## STATEMENT FROM THE BOARD

In the past year, the repeated resurgence of the global coronavirus pandemic and the imminent climate crisis continued to threaten and affect all walks of life to various extents and in different nature. In recent years, the countries around the world have actively responded to a series of environmental and economic crises caused by climate change, aiming to achieve the new goal of carbon neutrality, which marked the urgency of green and low-carbon transition for enterprises.

The Group actively seeks to manage and operate the business in such way as is consistent with the macro environment, and meanwhile promotes the ESG performance to better address risks and capture opportunities. In addition to striving to maintain a high level of corporate governance, the Group believes that sustainability is critical to its long-term development and is determined to integrate ESG into its structure and operations. The Group is committed to reviewing and improving the ESG strategies and objectives on an ongoing basis to respond to the concerns and expectations of the stakeholders.

## 資料來源

本報告引用的所有資料均來自本集團的正式文件及相關統計數據。本集團已設立有關機制收集、管理及應用相關資料，確保本報告的內容準確可靠。本報告於2023年3月31日由本公司董事會（「董事會」）確認及批准。

## 意見反饋

各持份者的寶貴意見有助本集團持續進步。如閣下對我們的環境、社會及管治績效或本報告有任何查詢、意見及建議，請透過電郵至 [ir@oceanwide.hk](mailto:ir@oceanwide.hk) 與本公司聯絡。

## 董事會聲明

過去一年，全球新冠肺炎疫情持續反覆，加上氣候危機迫在眉睫，各行各業仍受到不同程度和性質的威脅及衝擊。近年全球積極面對氣候變化引起的一系列環境及經濟危機，各國均以碳中和為新目標，象徵了企業綠色低碳轉型的逼切性。

本集團積極尋求配合宏觀環境的業務管理及營運方式，同時促進環境、社會及管治方面的表現，以更有效地應對風險和抓緊機遇。除了竭力維持高水平的企業管治，本集團相信可持續發展對其長遠發展攸關重要，並決心將環境、社會及管治融入其架構及營運。本集團承諾將持續檢視及改進環境、社會及管治方面的策略和目標，以回應各持份者的關注和期望。

As to pandemic prevention, the Group has implemented pandemic prevention measures and flexible working arrangements, and enhanced the use of online meeting facilities to protect the health and safety of the employees. In terms of environmental management, the Group will strengthen the energy efficiency plan and head towards the directions of energy saving and emission reduction so as to achieve the goals of “carbon peaking and carbon neutrality” and be in line with the national policies.

Looking ahead, the Group will continue to actively fulfill the corporate social responsibility and create sustainable value for the stakeholders. With courage and determination, we will continue to improve our ESG management to lay the foundation for low-carbon transition and seize the opportunities brought by low-carbon economy in the face of the ever-changing development and ensuing challenges in the world.

China Oceanwide Holdings Limited

**Liu Guosheng**

*Chairman*

31 March 2023

在應對疫情方面，本集團實行防疫措施及彈性上班安排，加強線上會議工具的使用，保障員工的健康與安全。在環境管理方面，本集團將加強能源效益方案，朝着節能減排的方向邁進，配合國家實現「雙碳」目標。

展望未來，本集團將繼續積極履行企業社會責任，為各持份者創造可持續價值。面對世界瞬息萬變的發展及接踵而來的挑戰，我們憑藉勇氣和決心，將繼續完善環境、社會及管治的管理，為低碳轉型打好基礎，把握低碳轉型經濟帶來的機遇。

中泛控股有限公司

主席

劉國升

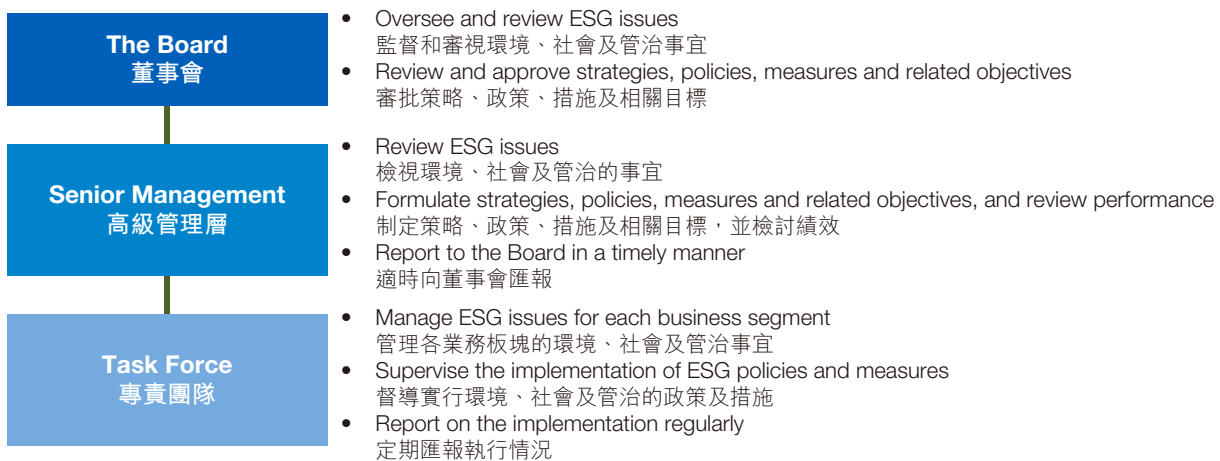
2023年3月31日

## SOCIAL RESPONSIBILITY

The Group's social responsibility governance aims to achieve high quality sustainable corporate development, and it firmly believes that a good sustainability development strategy is able to effectively help achieving the long-term strategies and objectives of the Group, as well as to grasp and address opportunities and risks arising from sustainable development. To this end, the Group actively integrates social responsibility into its day-to-day management system in a full range to be responsible for stakeholders, society and the environment in all respects.

### ESG Management

Stable and long-term corporate development relies on good corporate governance. The Group believes that a well-defined governance structure and system will facilitate the consistent implementation of strategies, policies and initiatives from top to bottom and continuously create long-term value for all stakeholders. There are clear duties and responsibilities at all levels of the Group which help to enhance ESG performance.



## 社會責任

本集團社會責任管治以實現高質量的企業可持續發展為目標，並堅信良好的可持續發展策略能有效推進本集團長遠策略和目標的實現，把握和應對可持續發展帶來的機遇和風險。為此，本集團積極將社會責任全面融入日常管理體系中，承擔起對持份者、社會及環境等各方面的責任。

### 環境、社會及管治管理

穩定及長遠的企業發展有賴良好的企業管治。本集團深信建構一個明確的管治架構及制度，能促使各項策略、政策及措施從上而下貫徹執行，持續為各持份者創造長遠價值。本集團各層級均有清晰的職責，有助提升環境、社會及管治的表現。

The Board, as the highest governance body of the Company, reviews the Group's ESG issues at least once each year, including the strategies, measures and performance in relation thereto, to effectively monitor the ESG related risks and opportunities. The senior management (the "Management") of the Company and the task force are responsible for planning, co-ordination and implementation thereof, and report the progress and effectiveness to the Board on a regular basis. During the Reporting Period, the Group was in the process of updating and improving the ESG related policies to enhance the management thereof.

### **Risk Management**

The Company has engaged an internal control adviser and endeavours to establish appropriate, effective and sound internal control and risk management systems to identify, assess and monitor risks that are significant to the Group. The Board is responsible for ensuring that such systems are effective and are reviewed at least once a year. During the Reporting Period, the Board reviewed the effectiveness of the Group's internal control and risk management systems through the Audit Committee and was satisfied that the procedures were adequate and effective. For details of the Group's internal control and risk management, please refer to pages 108 to 111 of the Company's 2022 annual report.

With the authorisation from the Board, the Management oversees the ESG matters of the Group, reports to the Board on significant issues or risks for further discussion and assessment, and formulates countermeasures. During the Reporting Period, there were no significant ESG risk events for the Group.

### **Compliance Management**

As a responsible corporate citizen, the Group strictly complies with the laws and regulations of the countries and regions where it operates and fully understands the risks in respect of penalties, enforcement actions and litigation caused by non-compliance, which all would affect the operations, performance and reputation of the Group. The Group has developed and implemented a series of internal systems to improve its compliance management and required all staff to comply with such systems. During the Reporting Period, the Group did not have any significant ESG related non-compliance with laws and regulations.

董事會作為本公司的最高管治架構，每年對本集團環境、社會及管治方面的事宜最少進行一次檢討，包括相關策略、措施及績效等，以有效監察環境、社會及管治的相關風險和機遇。本公司高級管理層（「管理層」）及專責團隊則負責規劃、統籌及執行有關工作，並定期向董事會匯報工作進度及成效。於報告期內，本集團正更新及完善環境、社會及管治的相關政策，以加強有關管理工作。

### **風險管理**

本公司外聘內部監控顧問，並竭力設立合適有效且健全的內部監控及風險管理系統，以識別、評估及監管對本集團有重大影響的風險。董事會負責確保該等程序行之有效，並每年最少進行一次檢討。於報告期內，董事會已透過審核委員會檢討本集團內部監控及風險管理系統的成效，並信納有關系統屬足夠和有效。有關本集團內部監控及風險管理的詳情，請參閱本公司2022年年報第108頁至111頁。

在董事會的授權下，管理層監督本集團在環境、社會及管治方面的事項，就重大事宜或風險向董事會匯報以作進一步討論及評估，並制定應對方案。於報告期內，本集團在環境、社會及管治方面並無出現重大風險事項。

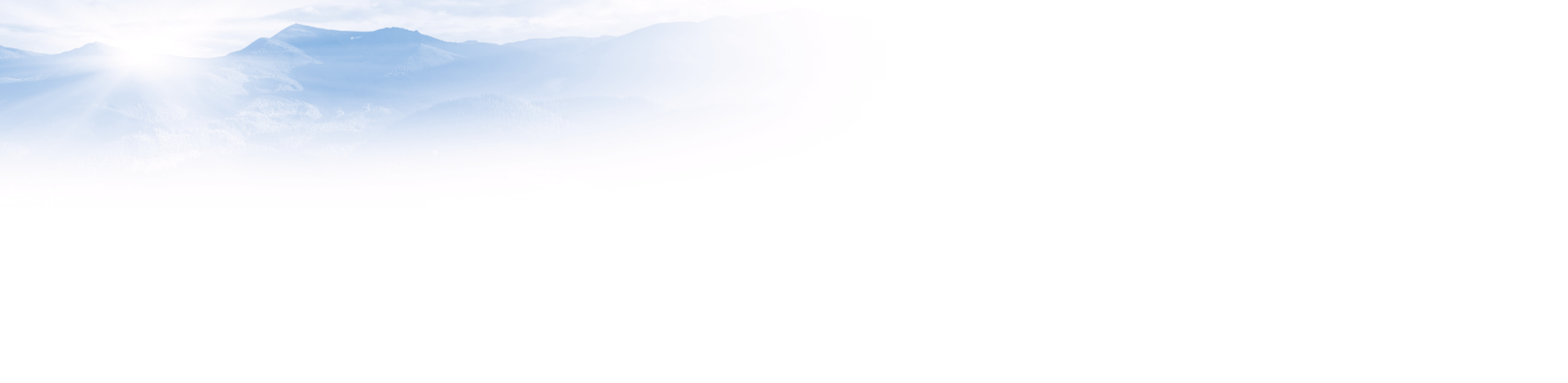
### **合規管理**

作為負責任的企業公民，本集團嚴格遵守業務所在國家及地區的法律及法規，並深明違規行為所導致的刑罰、執法行動及訴訟等風險，均會影響本集團的營運、業績及聲譽。本集團已制定及實施一系列內部制度提升其合規管理水平，並要求所有員工遵守該等制度。於報告期內，本集團並無任何與環境、社會及管治相關的重大違法及違規情況。



Areas 範疇	Issues 議題	Laws and Regulations Complied in Different Regions (Including but not limited to) 於不同地區遵守的法律及規例 (包括但不限於)	Compliance 合規情況
Environmental 環境	Emissions 排放物	Hong Kong 香港 <ul style="list-style-type: none"> <li>• Environmental Impact Assessment Ordinance 環境影響評估條例</li> <li>• Waste Disposal Ordinance 廢物處置條例</li> </ul>	The Group has no material non-compliance with relevant laws and regulations 本集團並無相關的重大違法及違規情況
	The Environment and Natural Resources 環境及天然資源	The PRC 中國 <ul style="list-style-type: none"> <li>• Environmental Protection Law of the PRC 中國環境保護法</li> <li>• Water Pollution Prevention and Control Law of the PRC 中國水污染防治法</li> <li>• Atmospheric Pollution Prevention and Control Law of the PRC 中國大氣污染防治法</li> <li>• Solid Waste Pollution Prevention and Control Law of the PRC 中國固體廢物污染環境防治法</li> <li>• Environmental Impact Assessment Law of the PRC 中國環境影響評價法</li> </ul> The U.S. 美國 <ul style="list-style-type: none"> <li>• Storm Water Pollution Control Requirements of Los Angeles Department of Building and Safety 洛杉磯建築及安全部雨水污染控制規定</li> <li>• The Clean Air Act 清新空氣法</li> <li>• The Toxic Substances Control Act 有毒物質管制法</li> <li>• The National Environmental Policy Act 國家環境政策法</li> <li>• The California Environmental Quality Act 加利福尼亞州環境質素法</li> </ul> Indonesia 印尼 <ul style="list-style-type: none"> <li>• Water Pollution Control from the Ministry of Environment and Forestry in Indonesia 印尼環境與林業部的水污染管制</li> <li>• Air Pollution Control from the Ministry of Environment and Forestry in Indonesia 印尼環境與林業部的大氣污染管制</li> </ul>	The Group has no material non-compliance with relevant laws and regulations 本集團並無相關的重大違法及違規情況

Areas 範疇	Issues 議題	Laws and Regulations Complied in Different Regions (Including but not limited to) 於不同地區遵守的法律及規例(包括但不限於)	Compliance 合規情況
Social 社會	Employment and Labour Standards 僱傭及勞工準則	<p>Hong Kong 香港</p> <ul style="list-style-type: none"> <li>• Employment Ordinance 僱傭條例</li> </ul> <p>The PRC 中國</p> <ul style="list-style-type: none"> <li>• Labor Law of the PRC 中國勞動法</li> <li>• Labor Contract Law of the PRC 中國勞動合同法</li> </ul> <p>The U.S. 美國</p> <ul style="list-style-type: none"> <li>• Age Discrimination in Employment Act 年齡歧視就業法</li> <li>• Americans with Disabilities Act 美國殘疾人法</li> <li>• Fair Labor Standards Act 公平勞工標準法</li> <li>• Family and Medical Leave Act 家庭與醫療假法</li> <li>• National Labor Relations Act 全國勞資關係法</li> <li>• Worker Adjustment and Retraining Notification Act 員工整頓及再培訓通知法</li> </ul> <p>Indonesia 印尼</p> <ul style="list-style-type: none"> <li>• Government Regulation in Lieu of Law of Indonesia and Presidential Regulation of Indonesia 印尼代法令政府條例和印尼總統條例</li> </ul>	<p>The Group has no material non- compliance with relevant laws and regulations 本集團並無相關的重大 違法及違規情況</p>



Areas 範疇	Issues 議題	Laws and Regulations Complied in Different Regions (Including but not limited to) 於不同地區遵守的法律及規例 (包括但不限於)	Compliance 合規情況
	Health and Safety 健康與安全	<p>Hong Kong 香港</p> <ul style="list-style-type: none"> <li>• Occupational Safety and Health Ordinance 職業安全及健康條例</li> <li>• Employees' Compensation Ordinance 僱員補償條例</li> </ul> <p>The PRC 中國</p> <ul style="list-style-type: none"> <li>• Work Safety Law of the PRC 中國安全生產法</li> </ul> <p>The U.S. 美國</p> <ul style="list-style-type: none"> <li>• Occupational Safety and Health Act 職業安全及健康法</li> </ul>	<p>The Group has no material non-compliance with relevant laws and regulations 本集團並無相關的重大違法及違規情況</p>
	Product Responsibility 產品責任	<p>The PRC 中國</p> <ul style="list-style-type: none"> <li>• Patent Law of the PRC 中國專利法</li> <li>• Trademark Law of the PRC 中國商標法</li> <li>• Regulation for the Implementation on Trademark Law of the PRC 中國商標法實施條例</li> </ul>	<p>The Group has no material non-compliance with relevant laws and regulations 本集團無相關的重大違法及違規情況</p>

Areas 範疇	Issues 議題	Laws and Regulations Complied in Different Regions (Including but not limited to) 於不同地區遵守的法律及規例(包括但不限於)	Compliance 合規情況
	Anti-corruption 反貪污	<p>Hong Kong 香港</p> <ul style="list-style-type: none"> <li>Prevention of Bribery Ordinance 防止賄賂條例</li> </ul> <p>The PRC 中國</p> <ul style="list-style-type: none"> <li>Anti-money Laundering Law of the PRC 中國反洗錢法</li> </ul> <p>The U.S. 美國</p> <ul style="list-style-type: none"> <li>Foreign Corrupt Practices Act 國外反貪污法</li> <li>Money Laundering Control Act 洗錢防制法</li> </ul> <p>Indonesia 印尼</p> <ul style="list-style-type: none"> <li>Regarding Eradication of Criminal Acts of Corruption of Indonesia 印尼根除貪污犯罪行為法</li> </ul>	<p>The Group has no material non-compliance with relevant laws and regulations and no concluded legal cases on corruption brought against the Group and its employees</p> <p>本集團並無相關的重大違法及違規情況，以及任何針對本集團及其員工提出且已審結的貪污訴訟案件</p>

## COMMUNICATION WITH STAKEHOLDERS

The Group maintains good relationships with stakeholders through a variety of communication channels regularly to understand their expectations and needs for the Group's sustainable development and to review the risks and opportunities arising therefrom, so as to lay a strong foundation for addressing the challenges brought by future sustainable development.

## 與持份者溝通

本集團定期透過多元化的溝通途徑與各持份者保持良好關係，藉此了解彼等對本集團可持續發展的期望及需求，審視當中的風險及機遇，為應對未來可持續發展的挑戰奠定良好基礎。

### Major Stakeholders

#### 主要持份者

### Main Communication Channels

#### 主要溝通渠道

The Board, Management and Employees 董事會、管理層及員工	The Board meetings, internal meetings, training courses, questionnaires, annual surveys, emails 董事會會議、內部會議、培訓課程、問卷調查、年度調查、電郵
Shareholders and Investors 股東及投資者	General meetings, announcements, financial reports, circulars, press releases, the Company's website 股東大會、公告、財務報告、通函、新聞稿、本公司網站
Customers 客戶	Questionnaires, interviews, phone calls, emails 問卷調查、訪談、電話、電郵
Suppliers, Contractors and Partners 供應商、承包商及合作夥伴	Audits and evaluations, meetings, questionnaires 審核與評估、會議、問卷調查
Industry Associations 行業協會	Regular meetings 定期會議
Community 社區	Community services 社區服務



## Material Issues

To understand stakeholders' views on the ESG of the Group, the Group has identified 18 issues covering four major areas, namely "Environment", "Employment and Labour Practices", "Operating Practices" and "Community" with the assistance of an independent consultant, and invited internal and external stakeholders to participate in an online survey to rate such issues. The independent consultant have collected a total of 28 valid questionnaires, and identified four material issues, namely anti-corruption, data privacy protection, occupational health and safety and protection of intellectual property rights, after making a materiality assessment based on the results thereof. These issues have been confirmed by the Board.

## 重要議題

為了解各持份者對本集團環境、社會及管治方面的意見，本集團在獨立顧問公司的協助下識別18項議題，涵蓋「環境」、「僱傭及勞工常規」、「營運慣例」及「社區」等四大範疇，並邀請內部及外部持份者參與網上問卷調查以就該等議題進行評分。獨立顧問公司共收集28份有效問卷，並按相關結果進行重要性分析後識別出反貪污、保護數據私隱、職業健康與安全及保護知識產權等4項重要議題。該等議題已獲董事會確認。

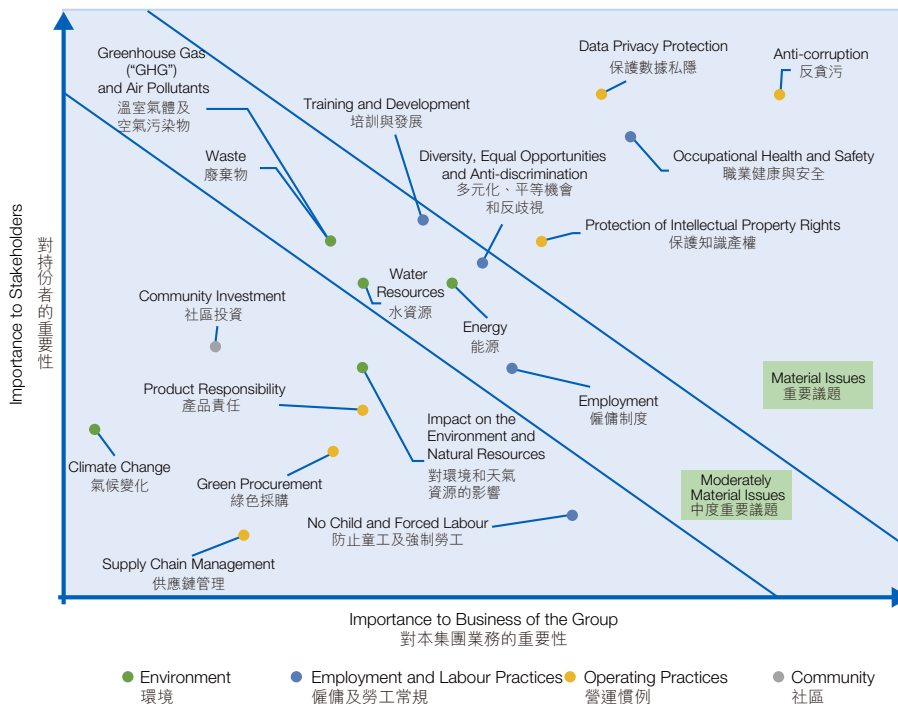
### Important Issues

#### 重要議題

### Sections

#### 相關章節

1. Anti-corruption 反貪污	Customer Orientation (see pages 14 to 15 hereof for details) 以客為本(詳見本報告第14頁至第15頁)
2. Data Privacy Protection 保護數據私隱	Customer Orientation (see page 16 hereof for details) 以客為本(詳見本報告第16頁)
3. Occupational Health and Safety 職業健康與安全	Talent Development (see pages 18 to 20 hereof for details) 培育人才(詳見本報告第18頁至第20頁)
4. Protection of Intellectual Property Rights 保護知識產權	Customer Orientation (see page 16 hereof for details) 以客為本(詳見本報告第16頁)



## CUSTOMER ORIENTATION

### Anti-corruption

The Group is committed to carrying out business with high ethical standards and adopts zero tolerance on bribery and corruption in any form. To enhance internal control, our Anti-corruption and Anti-bribery Policy and the Code of Conduct for Employees set out all criteria for preventing and monitoring corruption and bribery risks and acts, covering areas such as conflict of interest, fair transactions, business gifts and hospitality. All employees are required to strictly comply with the policies and laws and regulations on anti-corruption, and shall not engage in improper trading activities such as bribery, extortion, fraud and money laundering, nor take advantage of their positions in the course of business operations to commit any act against fairness that is detrimental to the interests of the Group or affects the Group's business decisions. The Group has also indicated its required ethical standards to contractors and other business partners by including anti-corruption and anti-bribery clauses in contracts, to further define and monitor potential acts on corruption and to establish transparent and ethical business relationships.

## 以客為本

### 反貪污

本集團堅決以高水平的道德標準營商，並對任何形式的貪污賄賂行為採取零容忍態度。為加強內部規管，我們於《反貪污及反賄賂制度》及《員工操守守則》闡明一切有關防範和監控貪污賄賂風險及行為的準則，涵蓋利益衝突、公平交易、商業饋贈及款待等範疇。所有員工須嚴格遵守與反貪污有關的政策及法律法規，不得參與賄賂、勒索、欺詐及洗黑錢等不正當的交易活動，或於業務營運過程中利用其職務之便進行任何損害本集團利益或影響本集團業務決策等違背公平原則的行為。本集團亦通過於合約中加入反貪污及反賄賂條款，向承包商及其他業務合作夥伴表明本集團對其道德標準的要求，以進一步界定並監管潛在貪污行為，建立透明且合乎道德的業務關係。

The Group is committed to building a comprehensive anti-corruption system and has a clear internal whistle-blowing policy in place. We establish confidential reporting channels to encourage employees to report irregularities such as suspected misconduct, bribery, corruption, malpractice or favouritism and to protect whistleblowers from any unfair treatment or harm. All new employees in Hong Kong are required to receive anti-corruption training at enrollment to enhance their awareness of anti-corruption and understanding of policies in relation thereto.

During the Reporting Period, the Group arranged an integrity and anti-corruption training for a total of 3 hours for the Board and employees, and continued to disseminate internally a culture of integrity, so as to enhance their understanding of anti-corruption laws and regulations.

### Products and Services

The Group has adopted a series of policies and measures to ensure the quality of its products and services to meet the needs and expectations of its customers.

#### Quality Management 質量管理

The Group values quality management of products and services and implements product quality control measures. For the Real Estate Development segment, we carefully select raw materials required and engage an external consultant to conduct regular and rigorous quality assessment and measurement analysis on construction materials such as steel and concrete, to ensure that they meet the required safety and quality standards. In addition, we delegate the supply chain management to the general contractor and manage the performance of contractors through a series of site procedures and standards.

本集團重視產品及服務的質量管理，並實行產品質量控制措施。房地產開發板塊方面，我們嚴格挑選所需原材料，並委聘外部顧問為建築材料（如鋼筋及混凝土）定期進行嚴格的質量評估及測量分析，確保它們達到要求的安全和質量標準。同時，我們授權總承包商管理供應鏈，並通過一系列工地程序及準則管理承包商的表現。

本集團致力構建全面的廉政體系，並已制定清晰的內部舉報政策。我們設立保密舉報渠道，鼓勵員工呈報涉嫌不當行為、賄賂、貪污、舞弊或徇私等違規行為，並保護檢舉人免受不公平對待或傷害。所有香港新入職員工在入職時需接受反貪污培訓，以提升員工對防貪污意識及對相關政策的了解。

於報告期內，本集團已為董事會及員工安排共3小時的誠信道德及反貪污培訓，持續在內部推廣廉潔文化，以加強彼等對防貪污法規的認識。

### 產品和服務

本集團採取一系列政策及措施，確保產品及服務的質素，以滿足客戶的需求及期望。

## Customer Services 客戶服務

The Group has been maintaining good relationships with its customers through various communication channels, such as establishing service enquiry hotlines and listening to customers' feedback and complaints, in order to improve service quality. Once any complaint is received, relevant departments will investigate and take follow-up actions to ensure the complaint is properly handled in a timely manner. For the Property Investment segment, the Group provides professional and targeted services to customers during the negotiation of lease terms, with an aim to make satisfactory lease arrangements for tenants and property owners. The Group has a 24-hour telephone enquiry hotline in place to enhance its office management and communicate with owners and tenants in a timely and effective manner.

本集團透過不同的溝通渠道與客戶保持良好的關係，如設立服務查詢熱線及聆聽客戶回饋和投訴，從而提升服務質素。一旦接獲投訴，相關部門將展開調查及採取跟進行動，確保有關投訴能夠及時獲妥善處理。物業投資板塊方面，本集團會在磋商租賃條件的過程中向客戶提供專業及精準的服務，務求為租戶與物業業主提供滿意的租賃安排。本集團設有24小時電話查詢熱線，以加強其辦公室管理及與業主和租戶作出適時有效溝通。

## Customer Privacy and Intellectual Property Rights 客戶私隱及知識產權

The Group has a comprehensive and safe data storage system in place to protect customers' privacy and internal and external intellectual property rights. All employees are required to sign a confidentiality agreement and to comply with the Code of Conduct for Employees and all relevant laws and regulations. Without approval or consent from customers, the disclosure of confidential information, including business secrets, customers' information and data or related intellectual property rights, to any third parties are strictly prohibited, so as to protect the interests of the Group and its customers.

本集團已建立完善的安全數據儲存系統，保障客戶的個人私隱及內外部知識產權。所有員工須簽訂保密協議並遵守《員工操守守則》及所有相關法律規例，嚴禁未經批准或客戶同意擅自向第三方提供商業秘密、客戶資料及數據或有關知識產權等機密資料，以保障本集團及其客戶的利益。

In addition, the Group provides sufficient trainings for the employees to raise their awareness of network security, and installs various anti-malware softwares such as firewalls, anti-virus systems and internet authorization systems, to prevent and reduce the risk of leakage, theft and unauthorized access of customers' information and data caused by network threats. The Group also engages legal advisors to provide legal advice on the protection of intellectual property rights and procures in-house legal personnel to monitor and prevent infringement of intellectual property rights.

同時，本集團向員工提供充足培訓提高其網絡安全意識，並安裝防火牆、防毒系統及互聯網授權系統等不同抗惡意軟件，預防及減少客戶資料及數據受網絡威脅而導致泄露、盜用及未經授權查閱的風險發生。本集團亦委託法律顧問就保護知識產權提供法律意見，安排內部法務人員監察及防止侵犯知識產權。

Document Preparation  
文件制定

The Group shall comply with relevant local and international laws and regulations when preparing any documents relating to its products and services to ensure that the contents therein are valid. For the Property Investment segment, the Group requires the information contained in lease agreements and related documents to be true and accurate, to ensure the customers are protected by the lease agreements properly.

本集團在制定任何涉及其產品及服務的文件時，務必遵從相關地區及國際法律及規例，確保內容有效。物業投資板塊方面，本集團要求租約及相關文件所載的資料必須真實和準確，確保客戶受到租約的應有保障。

During the Reporting Period, the Group was improving its policies to further regulate its liability for products and services, advertising and labelling. Meanwhile, it did not receive any service-related complaints.

於報告期內，本集團正完善相關政策，以進一步規範其產品及服務責任、廣告及標籤，同時，未有接獲任何與服務相關的投訴。

### Supply Chain Management

As a socially responsible enterprise, the Group emphasizes on the environmental and social risk management and responsible procurement in the supply chain. By going through the procedures such as selecting suppliers, reviewing standards and purchasing, the Group communicates with suppliers and contractors on its requirements and promotes a culture of sustainability development to establish long-term and mutually beneficial partnerships. The Group engaged a total of 260 suppliers during the Reporting Period.

### 供應鏈管理

作為對社會負責任的企業，本集團重視供應鏈的環境及社會風險的管理及負責任的採購。本集團通過實施供應商的篩選、審核標準及採購等程序，與各供應商和承包商溝通其要求，及推廣可持續發展文化，以建立長遠互惠的夥伴關係。於報告期內，本集團合共委聘260名供應商。

In selecting and monitoring suppliers, the Group takes into account social and environmental factors. The internal tender team evaluates potential suppliers in various aspects, such as product and service quality, production capacity, reputation, qualifications, track records and quotations, and conducts on-site inspections as necessary. For the Real Estate Development segment, potential suppliers are required to provide certifications including the ISO 9001 Quality Management, ISO 14001 Environmental Management System and ISO 45001 Occupational Health and Safety Management System and other business documents for internal evaluation. To further reduce the potential environmental and social risks in the supply chain, we have established a list of qualified suppliers who are required to comply with all environmental and social regulations stipulated in the contracts, and we evaluate their performance on a regular basis.

在挑選及監察供應商方面，本集團將社會和環境因素納入考慮。內部招標小組會從多方面評估潛在供應商，例如產品及服務質素、產能、聲譽、資格、往績紀錄及報價，並會因應需要進行實地調查。房地產開發板塊方面，潛在供應商須提供ISO 9001 質量管理、ISO 14001 環境管理體系及ISO 45001 職業健康安全管理体系認證及其他業務文件作內部評估。為進一步降低供應鏈對環境和社會的潛在風險，我們設有合資格供應商名單，合資格供應商須遵守合約中訂明的所有環保及社會條例，並定期評估其表現。





When selecting office equipment, the Administration Department prefers environmentally friendly products where practicable. For the Real Estate Development segment, the Group authorizes the general contractor to manage the supply chain and engages an external consultant to monitor and test the quality of the construction materials regularly. In addition, the Group manages the environmental and social performance of contractors through a series of site procedures and standards, including the Environmental, Health and Safety (“EHS”) Manual, the Construction Indoor Air Quality Management, and Construction Waste Management Plan. In the Energy segment, the Group organizes regular meetings and trainings with respect to the EHS aspect for the subcontractors and closely monitors the environmental indices and the site cleanliness. The Group is committed to continuously monitoring and managing the sustainability development performance of the suppliers and is drafting relevant policies to more effectively review and address environmental and social risks in its supply chain.

於挑選辦公室設備時，行政部於可行情況下偏向選用環保產品。房地產開發板塊方面，本集團授權總承包商管理供應鏈，並委聘外部顧問定期監察及測試建築材料的質量。此外，本集團通過一系列工地程序及準則，包括環境、健康及安全（「環境、健康及安全」）手冊、工程室內空氣質素管理，以及工程廢棄物管理計劃等，管理承包商的環境及社會表現。能源電力板塊方面，本集團定期為分包商安排環境、健康及安全會議及培訓，並密切監察環境指數及地盤清潔。本集團承諾將持續監控及管理供應商的可持續發展表現，並正草擬有關政策，以更有效地審視及應對其供應鏈中的環境及社會風險。

## TALENT DEVELOPMENT

### Occupational Health and Safety

The Group is committed to creating a healthy and safe working environment for the employees. The Employee Handbook sets out our commitment and requirements to protect the health and safety of the employees in order to raise their awareness of occupational safety and health. Meanwhile, the Group has adopted various guidelines and measures in relation to occupational safety and health to protect employees from occupational hazards.

## 培育人才

### 職業健康與安全

本集團致力為員工建設一個健康且安全的工作環境。《員工手冊》載列我們對確保員工健康與安全的承諾及要求，藉以提高彼等有關職業安全及健康的意識。同時，本集團採取多項職業安全及健康相關的指引及措施，保護員工免受職業性危害。

Risk Assessment and Management  
風險評估及管理

- Conduct regular assessments on working environment to assess and identify potential and existing health and safety risks in operations and develop counter-measures  
定期進行工作環境評核，以評估及識別營運中潛在及現有的健康與安全風險，並制定應對措施
- Ensure that all projects meet and comply with all relevant regional and international laws and regulations and related standards in terms of safety and quality  
確保所有項目的安全與質量符合及遵守所有相關地區及國際法律及規例及相關標準

Appropriate Guidance and  
Facilities  
合適指引及設施

- Put first aid supplies in workplace where they are easily accessible  
設置急救用品於工作場所方便取得的地方
- Display evacuation maps in all office areas and keep escape routes clear  
張貼逃生地圖於各個辦公區域，並保持逃生路線暢通
- Provide guidance to employees on the prevention of occupational health and safety risks and the reporting system in the Employee Handbook  
於《員工手冊》向員工提供預防職業健康與安全的風險、匯報機制等指引
- Prohibit smoking and drinking liquor in workplace (including the lifts and toilets)  
禁止在工作場所(包括升降機及洗手間)吸煙及飲酒
- Clean the air conditioning system and conduct carpet disinfection regularly  
定期清潔空調系統及消毒地氈
- Install ventilation system and air purifier  
安裝通風系統及空氣清新機

Real Estate Development Segment

房地產開發板塊

- Request the general project contractor to:  
要求項目總承包商：
  - establish a comprehensive Site EHS Manual to ensure the contractors provide a safe and healthy working environment for all workers and management personnel on site  
建立全面的工地環境、健康及安全手冊，以確保承包商提供安全及健康的工作環境予場內所有工作及管理人員
  - keep monitoring the safety and quality of projects at all stages of construction to ensure the highest standards are met  
於所有施工階段一直監控項目的安全及質素，以確保符合最高標準
  - strictly comply with and disclose EHS requirements, site-specific conditions, significant hazards and risks, and project safety and risk response regulations  
嚴格遵守及披露環境、健康及安全要求、特定場地狀況、重大危險及風險，以及項目安全及風險應對的規範

Energy Segment

能源電力板塊

- Organize regular EHS meetings and safety trainings for subcontractors, and closely monitor environmental indices and site cleanliness to ensure the safety of all workers and management personnel on site  
為分包商定期安排環境、健康與安全會議及安全培訓，並密切監察環境指數及地盤清潔，確保場內所有工作及管理人員的安全



Promoting a Culture of Health and Safety  
推廣健康與安全文化

- Provide fire and safety trainings for employees to familiarize them with various precautionary measures and related emergency response process in order to enhance their crisis awareness of risks  
向員工提供消防及安全培訓，讓其熟悉各種預防措施及相關應急流程，加強危機意識
- Provide employees with applicable medical insurance benefits and physical examinations  
為員工提供相關醫療保險福利及身體檢查

Emergency Management  
應急管理

- Develop various contingency plans to effectively respond to various emergencies  
制定不同應變計劃，以有效處理各種緊急情況

Response to Coronavirus  
應對新冠肺炎疫情

- Establish an emergency response team to closely monitor the development of the pandemic  
設立緊急應變小組，以密切監察疫情發展
- Require employees to take a body temperature check and wear face mask before entering the workplace  
要求員工在進入工作場所前，進行體溫檢測及佩戴口罩
- Strengthen disinfection in operations and ensure sufficient stock of disinfection supplies such as face masks and hand sanitizers  
於營運中加強消毒，並確保備存充足消毒用品(如口罩及消毒搓手液)
- Increase the use of teleconferencing and videoconferencing tools  
加強電話及視像會議工具的使用
- Implement flexible working arrangements such as flexible working hours, working by shift and working at home  
實行彈性上班時間、輪班工作及在家工作等彈性上班安排

During the Reporting Period, the Group did not have any work-related fatalities or injuries.

於報告期內，本集團未有發生任何因工死亡或受傷的個案。

**Employment Management**

Retaining talents is critical to the Group's future business development. Upholding the people-based principle, the Group is committed to providing a respectful, fair and comfortable working environment for the employees and encouraging them to make continuous contribution to the development of the Group. The Group keeps the employees informed of its human resources policies and various employment arrangements through the Employee Handbook, the Code of Conduct for Employees and other employment policies and guidelines. During the Reporting Period, we were reviewing and updating such policies to provide a more comprehensive picture of diversity, equal opportunities and anti-discrimination and the code of labour standards.

**僱傭管理**

挽留人才乃本集團未來業務發展的關鍵。本集團秉持以人為本的原則，矢志為員工提供尊重、公平及合適的工作環境，鼓勵他們為本集團發展持續作出貢獻。本集團透過《員工手冊》、《員工操守守則》及其他僱傭政策及指引，讓員工了解其人力資源政策及各項僱傭安排。於報告期內，我們正審閱及更新有關政策，以更全面地闡述多元化、平等機會及反歧視，以及勞工準則的規範。

Recruitment, Promotion  
and Dismissal  
招聘、晉升及離職

The Group recruits staff on an open and fair basis and has formulated the Employee Handbook and the Recruitment and Transfer Administration Policy to manage its recruitment, promotion and dismissal procedures. The Human Resources and Administration Department develops a recruitment plan based on the Group's business objectives and development plans, and provides fair and competitive compensation packages to attract and retain talents. In addition, the Group provides equal opportunities for promotion based on employees' working experience, qualifications and performance. The Group strictly prohibits unfair or unreasonable dismissal of any type. Where an employee intends to resign or terminate his/her employment contract, he/she may submit the resignation to his/her department head and the Human Resources and Administration Department in accordance with the relevant procedures.

本集團以公開公平的原則招聘員工，並制訂《員工手冊》及《招聘錄用及調配管理制度》以管理其招聘、晉升及解僱程序。人力資源及行政部根據本集團經營目標和發展計劃，制訂招聘計劃，並提供公平具競爭力的薪酬待遇吸引及挽留人才。此外，本集團按照員工的工作經驗、資歷及表現提供平等的晉升機會。本集團嚴格禁止任何類型的不公平或不合理解僱。如員工有意離職或終止僱傭合約，可按相關程序向其部門主管及人力資源及行政部提出。

Compensation and  
Benefits  
薪酬及福利

The Group continuously reviews employees' compensation packages and offers comparable and competitive compensation and benefits according to the overall market environment, the Group's development and employees' performance, including medical and life insurance and long service bonus, aiming to enhance employees' dedication and motivation to work. The Group also pays bonuses based on employees' performance to ensure the efforts and contributions of its employees are properly recognized by the Group.

本集團持續檢討員工的薪酬待遇，及根據整體市場環境、本集團發展及員工表現等提供相應且具競爭力的薪酬及福利，當中包括醫療及人壽保險與長期服務獎等，旨在增強員工對工作的投入度和主動積極性。本集團亦會按員工表現發放花紅，確保員工的努力及貢獻獲本集團給予適當肯定。

Working Hours and Rest  
Periods  
工作時間及假期

The working hours and rest periods are set out in the Employee Handbook and the employment contract. In addition to basic paid annual leaves and statutory holidays stipulated by the employment laws of local governments, employees are also entitled to additional leaves such as marriage leave, sick leave and funeral leave. Employees who work during non-office hours may apply for compensation leaves in accordance with the relevant procedures.

工作時間及假期載列於《員工手冊》及僱傭合約。除基本有薪年假及各地政府僱傭法律訂明的法定假期外，員工亦可享婚假、病假、喪假等額外休假。於非辦公時間工作的員工，可按相關程序申請補償假期。



Diversity, Equal  
Opportunity and Anti-  
discrimination  
多元化、平等機會及反歧  
視

The Group has established the Employee Handbook, the Code of Conduct for Employees and the Recruitment and Transfer Administration Policy, which set out the practices on diversity, anti-discrimination and equal opportunities to ensure job applicants or employees are not treated differentially in recruitment, training, promotion, transfers and remuneration on the grounds such as age, gender, disability, family status, marital status, pregnancy, race, religion, nationality or sexuality. In addition, the Group has zero tolerance on sexual harassment or abuse in any form in the workplace.

本集團制定《員工手冊》、《員工操守守則》和《招聘錄用及調配管理制度》，訂明有關多元化、反歧視及平等機會的常規，確保求職者或員工不會因年齡、性別、殘障、家庭狀況、婚姻狀況、懷孕、種族、宗教、國籍或性取向等因素，於招聘、培訓、晉升、調動及薪酬方面受到差別待遇。同時，本集團絕不容忍任何形式的職場性騷擾或欺凌行為。

Labour Standards  
勞工準則

In order to prevent from misemploying child labour, relevant departments shall conduct recruitment based on the Group's recruitment principles and procedures and in accordance with the requirements in the Employee Handbook and the Recruitment and Transfer Administration Policy. Candidates are required to provide identification documents to ensure they meet the legal minimum working age requirement. In the event that there is any misrepresentation, the Group will terminate the employment in accordance with relevant laws and make further investigations as appropriate. The Group also prohibits forced labour in any form. The employment contract sets out employee terms to ensure employees work voluntarily and in a lawful and compliant manner, so as to protect the statutory rights and interests of both employers and employees.

本集團為防止誤聘童工，相關部門須按照本集團的招聘原則及程序及《員工手冊》和《招聘錄用及調配管理制度》的規範進行招聘。應徵者須提供身份證明文件，以確保其符合法定最低工作年齡規定。如有任何失實資料，本集團將根據相關法律終止僱用，並視乎情況進一步調查。本集團禁止任何形式的強制勞工。《僱傭合約》訂明僱員條款，確保員工在自願且合法合規的情況下工作，藉以保障僱傭雙方的法定權益。

As of 31 December 2022, the Group had a total of 71 employees, including 15 employees from commercial properties in Shanghai, the PRC in the Property Investment segment prior to the Deconsolidation. The data on employee profile, additional employees and turnover is set out in the Social Performance in the Appendix.

截至2022年12月31日，本集團共有71名僱員，包括物業投資板塊的中國上海商用物業於出表前的15名僱員。有關員工概況、新增及流失員工的數據載列於附錄的社會績效。



## Career Development and Training

The Group values the professional and personal development of the employees and strives to build a working environment with growth potential. The Group has established the Employee Handbook and Training Policy to regulate the management and procedures for employee development and training. The Group also appraises the performance and development progress of the employees regularly and determines their scope of work and targets for the coming year based on the appraisal results and provide promotion opportunities.

In terms of employee training, the Group provides appropriate training to employees at different levels to enhance their work-related skills and knowledge. Department heads are responsible for identifying training needs and relevant internal trainings are provided to employees when there are policy updates and regulatory changes. The Management also formulates training plans and updates training contents according to the Group's business needs, market trends and employees' development goals, so as to help them explore their potential and talents to meet the ever-changing market demands and prepare for the Group's future business development. In addition to internal trainings, the Group provides external trainings for its employees and encourages them to pursue ongoing learning to enhance their values.

## 職業發展及培訓

本集團重視員工的專業與個人發展，致力建設具發展空間的工作環境。本集團制定《員工手冊》和《培訓制度》以規範員工發展與培訓的管理工作及程序。本集團定期為員工的表現及發展進度進行評核，並按照評核報告結果為他們訂定來年工作範圍及目標，以及提供晉升機會。

在員工培訓方面，本集團為不同職級的員工提供合適的培訓，增強其工作相關的技能及知識。部門主管負責識別培訓需要，並在有政策更新及法規有變化的情況時為員工提供相關內部培訓。管理層亦會根據本集團業務需要、市場趨勢及員工發展目標制訂培訓計劃及更新培訓內容，協助員工發掘其個人潛質及才能，以配合瞬息萬變的市場需求及為本集團未來業務發展作準備。除內部培訓外，本集團為員工提供外部培訓，鼓勵員工持續進修，自我增值。

### Training Types

#### 培訓類別

### Training Contents

#### 培訓內容

Orientation Training  
入職培訓

Aim to help new comers understand the Group such as corporate culture and development, organizational structure, management system and business processes, so as to help them adapt to the jobs as soon as possible  
旨在幫助新入職員工了解本集團，如企業文化及發展、組織架構、管理制度及業務流程，以協助他們盡快適應工作

On-the-job Training  
在職培訓

Encourage or provide employees with appropriate training programs according to the business needs of the Group, including responses to global crisis, tax and accounting reports, corporate management and development direction, risk control and management and directors' liability insurance, in order to enhance the professional and working standards of employees  
根據本集團業務需求鼓勵或向員工提供合適的培訓課程，包括全球危機應對、稅務及會計報告、企業管理及發展方向、風險監控管理及董事責任保險，以提升員工的專業和工作水平

During the Reporting Period, a total of 21 employees of the Group were trained, representing 29.6% of the total number of employees, with an average of 1.81 hours of training per employee. The data on staff training is set out in Social Performance in the Appendix.

## ENVIRONMENTAL PROTECTION

The Group understands that implementing sound ESG practices can effectively enhance its sustainability development performance of the Group. Therefore, in the pursuit of business growth, we are committed to managing and reducing environmental footprint by taking various measures in the aspects of emissions, use of resources, the environment and natural resources and climate change, and formulating corresponding targets and implementation plans to facilitate the transition to low carbon economy. The Group has implemented the ISO 14001 Environmental Management System and strictly monitored the environmental performance of all business segments. In addition to the resource efficiency measures as set out in the Employee Handbook, we were drafting the Environmental Policy and Climate Change Policy during the Reporting Period to further strengthen the corresponding management. In order to head towards the direction of sustainable development, the Group compiles and reviews the environmental data and business operations on a regular basis, as well as sets and optimises environmental targets in terms of emissions, waste reduction, use of energy and water efficiency aspects.

### Emissions

#### Air and GHG Emissions

We strive to manage and reduce the emissions from our business operations by:

- encouraging employees to use electric vehicles or public transport to reduce fuel consumption and emissions;
- increasing the use of online meeting facilities to reduce the need for business trips;

於報告期內，本集團共有 21 名員工接受培訓，佔總員工人數的 29.6%，平均每名員工已接受 1.81 小時的培訓。有關員工培訓的數據載列於附錄之社會績效。

## 環境保護

本集團深明實施穩健的環境、社會和管治措施能有效地加強本集團的可持續發展表現。因此，在追求業務增長的過程中，我們致力在排放物、資源使用、環境及天然資源和氣候變化的層面上採取不同的措施，並制定相應的目標及行動方案，管理及降低環境足跡，支持低碳經濟轉型。本集團推行 ISO 14001 環境管理體系，嚴格監察所有業務板塊的環境表現。除了在《員工手冊》列明資源效益措施，我們於報告期內正草擬《環境政策》及《氣候變化政策》，進一步加強有關管理工作。為朝著可持續發展的方向邁進，本集團定期統計及檢視各項環境數據和業務營運，設立及優化在排放量、減廢、能源使用及用水效益方面的環境目標。

### 排放物

#### 廢氣及溫室氣體排放

我們致力通過以下方式，管理和減少業務營運的排放：

- 鼓勵員工使用電動車或公共交通工具，以減少消耗燃料及排放；
- 加強使用線上會議工具，以減少公幹的需求；

- maintaining office equipment regularly and selecting energy-efficient office equipment, such as energy-labelled products and light-emitting diode lamps;
  - closing the venetian blinds in the office to reduce the need for air conditioning;
  - arranging for the last employee who leaves the office to check and turn off all electronic devices; and
  - measuring, monitoring and reporting on related environmental performance to identify the possibility for improvement.
- 定期維護辦公設備，並選用具有高能源效益的辦公設備，例如貼有能源標籤的產品及發光二極管燈；
  - 關閉辦公室內的百葉簾，以減低對空調的需求；
  - 安排最後離開辦公室的員工檢查並關閉所有電子設備；及
  - 測量、監測和報告相關環境績效，以識別改進機會。

#### Types of Emissions and Respective Emission Data<sup>1</sup>

##### 排放物種類及相關排放數據<sup>1</sup>

	Unit 單位	2022	2021
Nitrogen Oxides 氮氧化物	kg 千克	<b>4.96</b>	6.20
Sulphur Oxides 硫氧化物	kg 千克	<b>0.17</b>	0.12
Respirable Suspended Particulates 可吸入懸浮粒子	kg 千克	<b>0.35</b>	0.50

<sup>1</sup> The quantitative process is made reference to “Appendix 2: Reporting Guidance on Environmental KPIs” of “How to Prepare an ESG Report” published by the Stock Exchange and “AP 42 Compilation of Air Pollutant Emission Factors (The Fifth Edition) – Volume 1” published by the United States Environmental Protection Agency. The emissions are mainly from the combustion of gasoline and liquefied petroleum gas (“LPG”).

<sup>1</sup> 量化過程參考聯交所《如何準備環境、社會及管治報告》之《附錄二：環境關鍵績效指標匯報指引》及美國國家環境保護局《AP 42 空氣污染物排放因子彙編（第五版）— 第1卷》，排放主要來自燃燒汽油及液化石油氣（「液化石油氣」）。

## GHG Emissions and Intensity<sup>2</sup>

溫室氣體排放量及密度<sup>2</sup>

Unit

單位

2022

2021

Scope 1 <sup>3</sup>	Direct GHG Emissions	tCO <sub>2</sub> eq.	<b>22.45</b>	21.54
範圍一 <sup>3</sup>	直接溫室氣體排放	噸二氧化碳當量		
Scope 2 <sup>4</sup>	Energy Indirect GHG Emissions	tCO <sub>2</sub> eq.	<b>99.55</b>	132.91
範圍二 <sup>4</sup>	能源間接溫室氣體排放	噸二氧化碳當量		
Scope 3 <sup>5</sup>	Other Indirect GHG Emissions	tCO <sub>2</sub> eq.	<b>3.65</b>	9.24
範圍三 <sup>5</sup>	其他間接溫室氣體排放	噸二氧化碳當量		
Total GHG Emissions		tCO <sub>2</sub> eq.	<b>125.65</b>	163.69
溫室氣體總排放量		噸二氧化碳當量		
GHG Emission Intensity		tCO <sub>2</sub> eq./employee	<b>1.77</b>	2.10
(in Terms of the Number of Employees)		噸二氧化碳當量／		
溫室氣體排放密度(以員工數目計算)		每名員工		

<sup>2</sup> The quantitative process is made with reference to “Appendix 2: Reporting Guidance on Environmental KPIs” of “How to Prepare an ESG Report” published by the Stock Exchange. The GHG emission factors and the global warming potential are made reference to “Appendix 2: Reporting Guidance on Environmental KPIs” of “How to Prepare an ESG Report” published by the Stock Exchange and the “GHG Emission Factors Hub” of the United States Environmental Protection Agency

<sup>2</sup> 量化過程參考聯交所《如何準備環境、社會及管治報告》之《附錄二：環境關鍵績效指標匯報指引》，溫室氣體排放系數和全球暖化潛勢參照聯交所《如何準備環境、社會及管治報告》之《附錄二：環境關鍵績效指標匯報指引》及美國國家環境保護局《溫室氣體盤查排放因子》

<sup>3</sup> Scope 1 includes direct GHG emissions from the combustion of gasoline and LPG from stationary and mobile sources

<sup>3</sup> 範圍一包括來自固定源及移動源燃燒汽油及液化石油氣的直接溫室氣體排放

<sup>4</sup> Scope 2 includes energy indirect GHG emissions from electricity purchased from third parties; in terms of the emission factors of purchased electricity, the “Sustainability Report 2021” of HK Electric Investments Limited in Hong Kong, the “Guidelines on Corporate Greenhouse Gas Emissions Accounting Methodology and Reporting — Power Generation Facilities (2022 Revision)” in the PRC, the “GHG Emission Factors Hub” of the United States Environmental Protection Agency in the U.S. and the database from Directorate General of Electricity under the Ministry of Energy and Mineral Resources of Indonesia in Indonesia are referred to

<sup>4</sup> 範圍二包括來自從第三方購買電力的能源間接溫室氣體排放；在購買電力排放系數方面，香港參照港燈電力投資有限公司《2021年可持續發展報告》、中國參照《企業溫室氣體排放核算方法與報告指南——發電設施(2022年修訂版)》、美國參照美國國家環境保護局《溫室氣體盤查排放因子》及印尼參照印尼能源和礦產資源部轄下的電力管理局數據庫

<sup>5</sup> Scope 3 includes other indirect GHG emissions from business air travel and paper waste disposal. The quantitative process for emissions from business air travel is reported with reference to the Carbon Emissions Calculator from International Civil Aviation Organization

<sup>5</sup> 範圍三包括來自乘坐飛機外出公幹及棄置廢紙的其他間接溫室氣體排放；乘坐飛機外出公幹排放的量化過程參考國際民用航空組織碳排放計算器報告

During the Reporting Period, the Group-owned vehicles such as passenger cars and light goods vehicles operated on petrol were used and natural gas was combusted in the daily business operations, which contributed to the emissions of 4.96kg of nitrogen oxides, 0.17 kg of sulphur oxides and 0.35 kg of respirable suspended particulates, representing a decrease of respirable suspended particulates emissions from the previous reporting period. The increase in sulphur oxides emissions was due to the increased usage of gasoline. Meanwhile, the Group's business activities contributed to the GHG emissions of 125.65 tonnes of carbon dioxide equivalents ("tCO<sub>2</sub>eq."), and the GHG intensity was 1.77 tCO<sub>2</sub>eq., representing a 16% decrease as compared to the previous reporting period.

#### **Hazardous and Non-hazardous Wastes**

To reduce the wastes produced, the Group has adopted the following green office practices of:

- adopting automated office and promoting electronic/paperless office operation;
- encouraging employees to print on both sides and set the printer's default mode to double-sided printing;
- providing washable and reusable mugs and kitchenware;
- installing a water filtration system in the office to reduce the consumption of bottled water; and
- installing hand dryers in washrooms to reduce the use of paper towels.

During the Reporting Period, the Group generated a total of 25.20 kg of hazardous waste and 0.31 tonnes of non-hazardous waste. The hazardous waste mainly included batteries, cleaning products and toner cartridges, which would be delivered to building management office or qualified third parties for disposal. In addition, the non-hazardous waste generated from the Group's operations mainly consisted of paper waste and domestic waste such as scrap metals, glass, plastics, packaging materials and food waste, which would be delivered to the building management office for recycling and disposal. For construction waste, the Group hired a professional waste management company for disposal on site.

於報告期內，本集團於日常業務營運中使用以汽油運作的自置汽車（如乘用車及輕型貨車）及天然氣燃燒，分別排放氮氧化物4.96千克、硫氧化物0.17千克及可吸入懸浮粒子0.35千克，較上一報告期的可吸入懸浮粒子有所減少。硫氧化物增加原因為汽油用量上升。與此同時，本集團業務活動產生的溫室氣體排放二氧化碳當量為125.65噸（「噸二氧化碳當量」），溫室氣體排放密度為1.77噸二氧化碳當量，較上一報告期間減少16%。

#### **有害及無害廢棄物**

為減少製造廢物，本集團採納了以下綠色辦公措施：

- 採納辦公室自動化，推廣電子／無紙辦公室運作；
- 鼓勵員工使用雙面紙，並將打印機的預設模式設定為雙面打印；
- 提供可清洗及可重用的馬克杯及廚具；
- 辦公室配有濾水系統，減少消耗樽裝水；及
- 於洗手間設置乾手機，減少使用紙巾。

於報告期內，本集團產生總共25.20千克有害廢棄物及0.31噸無害廢棄物。有害廢棄物主要包括電池、清潔產品及碳粉匣，而該等有害廢棄物將交由樓宇管理公司或合資格第三方進行處理。另外，本集團營運產生的無害廢棄物主要由廢紙及家居廢棄物組成，例如廢金屬、玻璃、塑膠、包裝材料及廚餘，並交由樓宇管理公司回收及處理。有關工程廢棄物，本集團則聘請專業廢棄物管理公司實地處理。



## Use of Resources

The Group is committed to improving the resources utilization efficiency. All employees are required to comply with the environmental protection measures contained in the Employee Handbook to ensure the proper use of resources by the Operating Offices. For details, please refer to the above section headed "Emissions".

## Energy

### Total Energy Consumption and Intensity<sup>6</sup>

能源總耗量及密度<sup>6</sup>

	Unit 單位	2022	2021
Direct Energy 直接能源	kWh 千瓦時	<b>82,032.00</b>	78,020.00
Petrol 汽油	kWh 千瓦時	80,186.00	78,020.00
LPG 液化石油氣	kWh 千瓦時	1,846.00	—
Indirect Energy 間接能源	kWh 千瓦時	<b>130,261.00</b>	164,992.00
Electricity 電力	kWh 千瓦時	130,261.00	164,992.00
Total Energy Consumption 能源總耗量	kWh 千瓦時	<b>212,293.00</b>	243,012.00
Energy Consumption Intensity (in Terms of the Number of Employees) 耗能密度(以員工數目計算)	kWh/employee 千瓦時/每名員工	<b>2,990.00</b>	3,115.53

During the Reporting Period, the Group's total energy consumption was 212,293.00 kWh, with an overall energy consumption intensity of 2,990.00 kWh per employee, representing a 4% decrease over the previous reporting period.

## 資源使用

本集團致力提高資源應用效益，所有員工須遵守《員工手冊》內的環境保護措施，以確保各營運點合理使用資源，詳情請參閱上文「排放物」章節。

## 能源

於報告期間，本集團的能源消耗總量為212,293.00千瓦時，整體能源消耗密度為每名員工2,990.00千瓦時，較上一報告期間減少4%。

<sup>6</sup> Conversion factors were made reference to Energy Statistics Manual of International Energy Agency; LPG and natural gas are additional disclosures after the data collection system improved in 2022

<sup>6</sup> 換算系數參考國際能源署能源統計手冊；液化石油氣及天然氣為2022年數據收集系統完善後的新增披露項目

### **Use of Water**

The Group's business does not require a large amount of water. The corresponding water resources are mainly sourced from the municipal supply and there are no issues on sourcing water. The Group encourages the employee to conserve water and adopts various measures for different business segments, such as conducting regular leakage tests on faucets and gaskets for defects, and enhancing proper maintenance and repairs of water supply system to improve water usage efficiency. During the Reporting Period, the Group's total water consumption was 1.30 cubic meters<sup>7</sup> with an overall water consumption intensity of 0.02 cubic meters per employee.

### **Use of Paper**

The Group has actively implemented electronic/paperless office operation by taking the measures as set out in the section headed "Hazardous and Non-hazardous Waste" above. During the Reporting Period, the Group's total paper consumption was 50.19 tonnes, with an overall paper consumption intensity of 0.71 tonnes per employee.

### **The Environment and Natural Resources**

In order to fulfill its commitment to corporate social responsibility, the Group has been making every effort to reduce the potential impact of its business on the surrounding environment and natural resources. To this end, the Group has formulated corresponding measures on the use of energy, water and resources in the business operations, to specifically enhance the efficiency of use of energy, water and resources in our business operations, so as to reduce the consumption of relevant environment and natural resources by the Group.

<sup>7</sup> It is the additional disclosure after the data collection system improved in 2022. However, as water supply in some offices is managed by the building management office or there are only public water facilities, the data on these water consumption is not available

### **用水**

本集團的業務無需要使用大量用水，而相關水資源主要取自市內供應，且並無求取水源方面的問題。本集團鼓勵員工珍惜用水，並因應不同業務板塊採納各項措施，例如對水龍頭及墊圈的缺陷進行定期漏水檢測，以及加強適當的供水系統保養及維修，提高用水效率。於報告期間，本集團的總耗水量為1.30立方米<sup>7</sup>，整體耗水密度為每名員工0.02立方米。

### **用紙**

本集團積極推行電子／無紙辦公室運作，有關措施載列於上文「有害及無害廢棄物」一節。於報告期間，本集團的總耗紙量為50.19噸，整體耗紙密度為每名員工0.71噸。

### **環境及天然資源**

為履行企業社會責任的承諾，本集團一直竭力減低業務對周邊環境及天然資源產生的潛在影響。為此，本集團已針對業務營運的能源、水和資源使用，制定相關措施，明確提升我們業務營運的能源、水和資源使用效率，以減少本集團對相關環境及天然資源的消耗。

<sup>7</sup> 為2022年數據收集系統完善後的新增披露項目，惟部份辦公室的供水由樓宇管理公司管理，或只設公用水設施，故無法獲取有關用水數據



Meanwhile, the Group has established and implemented various controlling and mitigation schemes. In particular, all real estate development projects are required to comply with the requirements established by Leadership in Energy and Environmental Design to comprehensively improve various environmental criteria, including site planning, atmosphere, energy, water resources, materials and resources and indoor environmental quality, in order to design more environmentally friendly and economically efficient buildings.

### Climate Change

Climate change is considered to be one of the most influential environmental risks in the world. With the increasing threat of climate change and the associated physical damage, the Group is prompted to take action to enhance its climate adaptability and mitigate climate change. Our strategies to address the risks associated with climate change and to respond to climate change are summarised below:

同時，本集團制定並實施不同監控及緩解計劃，例如，各房地產開發項目均須遵從領先能源與環境設計的規定，全面提升多個環境要素，包括地盤規劃、大氣、能源、水資源、材料及資源與室內環境質素，以設計更環保與具經濟效益的建築物。

### 氣候變化

氣候變化被認為是世界上最具影響力的環境風險之一。隨著氣候變化及相關實體損害的威脅愈趨嚴重，促使本集團採取行動加強其氣候適應能力和減緩氣候變化。我們面對與氣候變化有關的風險和應對氣候變化的策略概要如下：

Risk Type 風險類別	Risk Aspect 風險層面	Impact on the Group 對本集團的影響
Physical Risk 實體風險	Extreme weather events, such as floods and typhoons, are likely to occur more frequently and intensely 極端天氣事件，如洪水及颱風等，可能會更加頻繁和強烈地發生	<ul style="list-style-type: none"> <li>Damaging buildings and facilities, thereby threatening the safety of employees 損壞建築物及設施，從而威脅員工的安全</li> <li>Increasing the cost of maintenance and repairs, insurance premiums and operating cost 增加維修、保費及營運成本</li> </ul>
Transition Risk 轉型風險	Economic, political and social responses to the transition of responding to climate change, such as the implementation of new policies to reduce emissions 經濟、政治及社會層面應對氣候變化的轉型，如推行減排的新政策	<ul style="list-style-type: none"> <li>Decreasing investment appeals for locations and even entire metropolitan areas 對某地區甚至整個大都會的投資意欲下降</li> <li>Increasing the operating costs associated with new policy compliance 增加與新政策合規性相關的營運成本</li> </ul>

The Group recognizes the importance of enhancing its climate resilience. During the Reporting Period, we drafted the Climate Change Policy to strengthen the management on climate change response, so as to improve the Group's resilience and adaptability to climate change.

Although climate change has no significant direct impact on the Group's operations, the Group keeps monitoring and adapts to the consequences arising from climate change by optimizing its day-to-day operations.

## CONTRIBUTION TO THE COMMUNITY

Adhering to its corporate social responsibility, the Group is dedicated to contributing to building a better community and helping those who genuinely need help. We have media, public engagement and donation systems in place, which provide clear guidance on participating in any activities related to social groups and non-governmental organizations to ensure that the Group's resources are delivered to those in need. The Group actively engages in various community activities with an aim to bring positive benefits to the community, while balancing the resources of the Company. During the Reporting Period, the Group was drafting the Community Investment Policy to make community investment more effective in the future.

本集團深知提升其氣候應變能力的重要性，我們於報告期內草擬《氣候變化政策》，加強應對氣候變化的管理工作，以提高本集團對氣候的韌性及適應力。

雖然氣候變化不會對本集團的經營造成嚴重的直接影響，但本集團仍不斷留意並透過優化日常營運來適應氣候變化所帶來的後果。

## 回饋社會

本集團堅守企業社會責任，致力為打造美好社區作出貢獻，幫助真正有需要的人士。我們設有傳媒、公共參與和捐款制度，為參與任何涉及社區團體和非政府組織的活動提供清晰的指引，確保本集團的資源送達有需要的人士。本集團在平衡本公司各項資源的情況下，積極參與各類社區活動，旨在為社會帶來正面效益。於報告期內，本集團正草擬《社區投資政策》，以在未來更有效地進行社區投資。

## PERFORMANCE DATA SUMMARY

## 表現數據摘要

### Environmental Performance

### 環境績效

Environmental KPI 環境關鍵績效指標	Unit 單位	2022	2021
<b>Types of Emissions and Respective Emission Data<sup>8</sup></b>			
排放物種類及相關排放數據 <sup>8</sup>			
Nitrogen Oxides 氮氧化物	kg 千克	<b>4.96</b>	6.20
Sulphur Oxides 硫氧化物	kg 千克	<b>0.17</b>	0.12
Respirable Suspended Particulates 可吸入懸浮粒子	kg 千克	<b>0.35</b>	0.50

<sup>8</sup> The quantitative process is made reference to "Appendix 2: Reporting Guidance on Environmental KPIs" of "How to Prepare an ESG Report" published by the Stock Exchange and "AP 42 Compilation of Air Pollutant Emission Factors (The Fifth Edition) – Volume 1" published by the United States Environmental Protection Agency. The emissions are mainly from the combustion of gasoline and LPG

<sup>8</sup> 量化過程參考聯交所《如何準備環境、社會及管治報告》之《附錄二：環境關鍵績效指標匯報指引》及美國國家環境保護局《AP 42 空氣污染物排放因子彙編（第五版）— 第1卷》，排放主要來自燃燒汽油及液化石油氣

Environmental KPI		Unit	2022	2021
環境關鍵績效指標		單位		
<b>GHG Emissions and Intensity<sup>9</sup></b>				
<b>溫室氣體排放量及密度<sup>9</sup></b>				
Scope 1 <sup>10</sup>	Direct GHG Emissions	tCO <sub>2</sub> eq.	<b>22.45</b>	21.54
範圍一 <sup>10</sup>	直接溫室氣體排放	噸二氧化碳當量		
Scope 2 <sup>11</sup>	Energy Indirect GHG Emissions	tCO <sub>2</sub> eq.	<b>99.55</b>	132.91
範圍二 <sup>11</sup>	能源間接溫室氣體排放	噸二氧化碳當量		
Scope 3 <sup>12</sup>	Other Indirect GHG Emissions	tCO <sub>2</sub> eq.	<b>3.65</b>	9.24
範圍三 <sup>12</sup>	其他間接溫室氣體排放	噸二氧化碳當量		
Total GHG Emissions		tCO <sub>2</sub> eq.	<b>125.65</b>	163.69
溫室氣體總排放量		噸二氧化碳當量		
GHG Emission Intensity (in Terms of the Number of Employees)		tCO <sub>2</sub> eq./employee	<b>1.77</b>	2.10
溫室氣體排放密度(以員工數目計算)		噸二氧化碳當量／每名員工		

<sup>9</sup> The quantitative process is made reference to “Appendix 2: Reporting Guidance on Environmental KPIs” of “How to Prepare an ESG Report” published by the Stock Exchange. The GHG emission factors and the global warming potential are made reference to “Appendix 2: Reporting Guidance on Environmental KPIs” of “How to Prepare an ESG Report” published by the Stock Exchange and the “GHG Emission Factors Hub” of the United States Environmental Protection Agency

<sup>10</sup> Scope 1 includes direct GHG emissions from the combustion of petrol and LPG from stationary and mobile sources

<sup>11</sup> Scope 2 includes energy indirect GHG emissions from electricity purchased from third parties; in terms of the emission factors of purchased electricity, the “Sustainability Report 2021” of HK Electric Investments Limited in Hong Kong, the “Guidelines on Corporate Greenhouse Gas Emissions Accounting Methodology and Reporting — Power Generation Facilities (2022 Revision)” in the PRC, the “GHG Emission Factors Hub” of the United States Environmental Protection Agency in the U.S. and the database from Directorate General of Electricity under the Ministry of Energy and Mineral Resources of Indonesia in Indonesia are referred to

<sup>12</sup> Scope 3 includes other indirect GHG emissions from business air travel and paper waste disposal. The quantitative process for emissions from business air travel is reported with reference to the Carbon Emissions Calculator from International Civil Aviation Organization

<sup>9</sup> 量化過程參考聯交所《如何準備環境、社會及管治報告》之《附錄二：環境關鍵績效指標匯報指引》、溫室氣體排放系數和全球暖化潛勢參照聯交所《如何準備環境、社會及管治報告》之《附錄二：環境關鍵績效指標匯報指引》及美國國家環境保護局《溫室氣體盤查排放因子》

<sup>10</sup> 範圍一包括來自固定源及移動源燃燒汽油及液化石油氣的直接溫室氣體排放

<sup>11</sup> 範圍二包括來自從第三方購買電力的能源間接溫室氣體排放；在購買電力排放系數方面，香港參照港燈電力投資有限公司《2021年可持續發展報告》、中國參照《企業溫室氣體排放核算方法與報告指南—發電設施(2022年修訂版)》、美國參照美國國家環境保護局《溫室氣體盤查排放因子》及印尼參照印尼能源和礦產資源部轄下的電力管理局數據庫

<sup>12</sup> 範圍三包括來自乘坐飛機外出公幹及棄置廢紙的其他間接溫室氣體排放；乘坐飛機外出公幹排放的量化過程參考國際民用航空組織碳排放計算器報告



Environmental KPI 環境關鍵績效指標	Unit 單位	2022	2021
<b>Total Amount and Intensity of Hazardous Waste</b>			
<b>有害廢棄物總量及密度</b>			
Total Hazardous Waste	kg	<b>25.20</b>	15.70
有害廢棄物總量	千克		
Hazardous Waste Intensity (in Terms of the Number of Employees)	kg/employee	<b>0.35</b>	0.20
有害廢棄物密度(以員工數目計算)	千克/每名員工		
<b>Total Amount and Intensity of Non-hazardous Waste<sup>13</sup></b>			
<b>無害廢棄物總量及密度<sup>13</sup></b>			
Total Non-hazardous Waste	tonnes	<b>0.31</b>	1.33
無害廢棄物總量	噸		
Intensity of Non-hazardous Waste (in Terms of the Number of Employees)	tonnes/employee	<b>0.004</b>	0.01
無害廢棄物密度(以員工數目計算)	噸/每名員工		
<b>Total Energy Consumption and Intensity<sup>14</sup></b>			
<b>能源總耗量及密度<sup>14</sup></b>			
Direct Energy	kWh	<b>82,032.00</b>	78,020.00
直接能源	千瓦時		
Indirect Energy	kWh	<b>130,261.00</b>	164,992.00
間接能源	千瓦時		
Total Energy Consumption	kWh	<b>212,293.00</b>	243,012.00
能源總耗量	千瓦時		
Energy Consumption Intensity (in Terms of the Number of Employees)	kWh/employee	<b>2,990.00</b>	3,115.53
耗能密度(以員工數目計算)	千瓦時/每名員工		

<sup>13</sup> It is the additional disclosure of paper data after the data collection system improved in 2022

<sup>13</sup> 2022年數據收集系統完善後的新增披露紙張數據

<sup>14</sup> Conversion factors were made reference to Energy Statistics Manual of International Energy Agency; LPG and natural gas are additional disclosures after the data collection system improved in 2022

<sup>14</sup> 換算系數參考國際能源署能源統計手冊；液化石油氣及天然氣為2022年數據收集系統完善後的新增披露項目

Environmental KPI 環境關鍵績效指標	Unit 單位	2022
<b>Total Water Consumption and Intensity<sup>15</sup></b>		
<b>總耗水量及密度<sup>15</sup></b>		
Total Water Consumption 總耗水量	m <sup>3</sup> 立方米	<b>1.30</b>
Water Consumption Intensity (in Terms of the Number of Employees) 耗水密度(以員工數目計算)	m <sup>3</sup> /employee 立方米/每名員工	<b>0.02</b>
<b>Total Paper Consumption and Intensity</b>		
<b>總耗紙量及密度</b>		
Total Paper Consumption 總耗紙量	tonnes 噸	<b>50.19</b>
Paper Consumption Intensity (in Terms of the Number of Employees) 耗紙密度(以員工數目計算)	tonnes/employee 噸/每名員工	<b>0.71</b>

<sup>15</sup> It is the additional disclosure after the data collection system improved in 2022. However, as water supply in some offices is managed by the building management office or there are only public water facilities, the data on these water consumption is not available

<sup>15</sup> 為2022年數據收集系統完善後的新增披露項目，惟部份辦公室的供水由樓宇管理公司管理，或只設公用水設施，故無法獲取有關用水數據

## SOCIAL PERFORMANCE

## 社會績效

Employee Profile <sup>16</sup> 員工概況 <sup>16</sup>		2022	
		Number 人數	Percentage 比率
<b>Total</b> 總數		71	—
<b>Gender</b> 性別	Male 男性	34	47.9%
	Female 女性	37	52.1%
<b>Age</b> 年齡	25 or below 25歲或以下	1	1.4%
	26-35 26-35歲	11	15.5%
	36-45 36-45歲	25	35.2%
	46-55 46-55歲	23	32.4%
	56 or above 56歲或以上	11	15.5%
	<b>Position</b> 職級	Senior Management 高級管理層	15
	Middle Management 中級管理層	22	31.0%
	Frontline and Other Employees 前線及其他僱員	34	47.9%
<b>Employment</b> Category 僱傭類別	Full-time 全職	70	98.6%
	Part-time 兼職	1	1.4%
<b>Geographical</b> Region 地區	Mainland China 中國內地	15	21.1%
	Hong Kong, China 中國香港	19	26.8%
	United States 美國	16	22.5%
	Indonesia 印尼	21	29.6%

<sup>16</sup> The total workforce at the end of the Reporting Period includes the employee data of commercial properties in Shanghai, China before the Deconsolidation in the Property Investment segment

<sup>16</sup> 報告期末的員工總數，包括物業投資板塊的中國上海商用物業於出表前的員工數據

Employee Turnover <sup>17</sup> 員工流失 <sup>17</sup>		2022	
		Number 人數	Percentage 比率
<b>Total</b> 總數		9	12.7%
<b>Gender</b> 性別	Male 男性	3	8.8%
	Female 女性	6	16.2%
<b>Age</b> 年齡	25 or below 25歲或以下	0	0%
	26-35 26-35歲	6	54.5%
	36-45 36-45歲	3	12.0%
	46-55 46-55歲	0	0%
	46-55 46-55歲	0	0%
	56 or above 56歲或以上	0	0%
<b>Position</b> 職級	Senior Management 高級管理層	0	0%
	Middle Management 中級管理層	2	9.1%
	Frontline and Other Employees 前線及其他僱員	7	20.6%
<b>Geographical Region</b> 地區	Mainland China 中國內地	0	0%
	Hong Kong, China 中國香港	8	42.1%
	United States 美國	0	0%
	Indonesia 印尼	1	4.8%

<sup>17</sup> Employee turnover rate (in percentage) = the number of resigned employees in such category / total workforce in such category at the end of the Reporting Period x 100%

<sup>17</sup> 流失員工比率(百分比) = 該類別流失員工人數 / 該類別報告期末的員工總數 x 100%

New Employee <sup>18</sup> 新入職員工 <sup>18</sup>		2022	
		Number 人數	Percentage 比率
<b>Total</b> 總數		<b>4</b>	<b>5.6%</b>
<b>Gender</b> 性別	Male 男性	<b>1</b>	<b>2.9%</b>
	Female 女性	<b>3</b>	<b>8.1%</b>
<b>Age</b> 年齡	25 or below 25歲或以下	<b>1</b>	<b>100%</b>
	26-35 26-35歲	<b>2</b>	<b>18.2%</b>
	36-45 36-45歲	<b>1</b>	<b>4.0%</b>
	46-55 46-55歲	<b>0</b>	<b>0%</b>
	56 or above 56歲或以上	<b>0</b>	<b>0%</b>
	<b>Position</b> 職級	Senior Management 高級管理層	<b>0</b>
	Middle Management 中級管理層	<b>1</b>	<b>4.5%</b>
	Frontline and Other Employees 前線及其他僱員	<b>3</b>	<b>8.8%</b>
<b>Geographical Region</b> 地區	Mainland China 中國內地	<b>0</b>	<b>0%</b>
	Hong Kong, China 中國香港	<b>4</b>	<b>21.1%</b>
	United States 美國	<b>0</b>	<b>0%</b>
	Indonesia 印尼	<b>0</b>	<b>0%</b>

<sup>18</sup> New employee rate (in percentage) = the number of new employees in such category / total workforce in such category at the end of the Reporting Period x 100%

<sup>18</sup> 新入職員工比率(百分比) = 該類別新入職員工人數 / 該類別報告期末的員工總數 x 100%

## Occupational Health and Safety

### 職業健康與安全

	2022	2021	2020
Number and Rate of Work-related Fatalities 因工亡故的人數及比率	0	0	0
Number of Work-related Injuries 因工受傷人數	0	0	0
Working Days Lost due to Work-related Injuries 因工傷損失的工作日數	0	0	0
Work-related Injury Frequency Rate 工傷意外率	0	0	0

		2022	
Employees Trained <sup>19</sup> 受訓員工 <sup>19</sup>		Number 人數	Percentage 比率
<b>Total</b> 總數		<b>21</b>	<b>29.6%</b>
<b>Gender</b> 性別	Male 男性	<b>6</b>	<b>17.6%</b>
	Female 女性	<b>15</b>	<b>40.5%</b>
<b>Position</b> 職級	Senior Management 高級管理層	<b>3</b>	<b>20.0%</b>
	Middle Management 中級管理層	<b>10</b>	<b>45.5%</b>
	Frontline and Other Employees 前線及其他僱員	<b>8</b>	<b>23.5%</b>

<sup>19</sup> Employee trained rate (in percentage) = the number of employees trained in such category / total workforce in such category at the end of the Reporting Period x 100%

<sup>19</sup> 受訓員工比率(百分比) = 該類別受訓員工人數 / 該類別報告期末的員工總數 x 100%



## Average Training Hours<sup>20</sup>

平均培訓時數<sup>20</sup>

2022

<b>Per employee</b>		<b>1.81 hours</b>
每名員工		小時
<b>Gender</b>	Male	<b>2.09 hours</b>
性別	男性	小時
	Female	<b>1.55 hours</b>
	女性	小時
<b>Position</b>	Senior Management	<b>0.80 hours</b>
職級	高級管理層	小時
	Middle Management	<b>4.93 hours</b>
	中級管理層	小時
	Frontline and Other Employees	<b>0.24 hours</b>
	前線及其他僱員	小時

<sup>20</sup> Average training hours of employees = total training hours of employees in such category / total workforce in such category at the end of the Reporting Period

<sup>20</sup> 員工平均培訓時數 = 該類別受訓員工總時數 / 該類別報告期末的員工總數

## HKEX ESG REPORTING GUIDE CONTENT INDEX

## 香港交易所《環境、社會及管治報告指引》內容索引

### Aspects, General Disclosure, KPIs

層面、一般披露、  
關鍵績效指標

Contents  
內容

Page(s)  
頁碼

### A1 Emissions

#### A1 排放物

層面、一般披露、 關鍵績效指標	Contents 內容	Page(s) 頁碼
General Disclosure 一般披露	Information on: a) the policies; and b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and GHG emissions, discharges into water and land, and generation of hazardous and non-hazardous waste 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等： 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	8, 24-27
A1.1	The types of emissions and respective emissions data 排放物種類及相關排放數據	25, 27, 32
A1.2	Direct and energy indirect GHG emissions and intensity 直接及能源間接溫室氣體排放量及密度	26-27, 33
A1.3	Total hazardous waste produced and intensity 所產生有害廢棄物總量及密度	27, 34
A1.4	Total non-hazardous waste produced and intensity 所產生無害廢棄物總量及密度	27, 34
A1.5	Description of emissions target(s) set and steps taken to achieve them 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	24-25
A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them 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	24, 27, 29

**Aspects, General  
Disclosure, KPIs**  
層面、一般披露、  
關鍵績效指標

**Contents**  
內容

**Page(s)**  
頁碼

**A2 Use of Resources**

**A2 資源使用**

General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials 有效使用資源(包括能源、水及其他原材料)的政策	24, 28-29
A2.1	Direct and/or indirect energy consumption by type in total and intensity 按類型劃分的直接及／或間接能源總耗量及密度	28, 34
A2.2	Water consumption in total and intensity 總耗水量及密度	29, 35
A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them 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	24-25, 28
A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them 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	24, 29
A2.5	Total packaging materials used for finished products 製成品所用包裝材料的總量 (In view of the nature of the business, the Group's operations do not involve any use of packaging materials.) (鑒於業務性質，本集團營運並不涉及任何包裝材料使用。)	—

**A3 The Environment  
and Natural  
Resources**

**A3 環境及天然資源**

General Disclosure 一般披露	Policies on minimizing the issuer's significant impacts on the environment and natural resources 減低發行人對環境及天然資源造成重大影響的政策	8, 24, 29-30
A3.1	Description of the significant impacts of business activities on the environment and natural resources and the actions taken to manage them 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動	24, 29-30

**Aspects, General  
Disclosure, KPIs**

層面、一般披露、  
關鍵績效指標

**Contents**  
內容

**Page(s)**  
頁碼

**A4 Climate Change**

**A4 氣候變化**

General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策	24, 30-31
A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them 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	24, 30-31

**B1 Employment**

**B1 僱傭**

General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利： (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	9, 20-22
B1.1	Total workforce by gender, employment type, age group and geographical region 按性別、僱傭類型、年齡組別及地區劃分的僱員總數	22, 36
B1.2	Employee turnover rate by gender, age group and geographical region 按性別、年齡組別及地區劃分的僱員流失比率	37, 38

**Aspects, General  
Disclosure, KPIs**  
層面、一般披露、  
關鍵績效指標

**Contents**  
內容

**Page(s)**  
頁碼

**B2 Health and Safety**

**B2 健康與安全**

General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards 有關提供安全工作環境及保障僱員避免職業性危害： (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	10, 18-20
B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the Reporting Period 過去三年(包括報告期)每年因工亡故的人數及比率	20, 39
B2.2	Lost days due to work injury 因工傷損失工作日數	20, 39
B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored 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	18-20

**B3 Development and  
Training**

**B3 發展及培訓**

General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities 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	23-24
B3.1	The percentage of employees trained by gender and employee category 按性別及僱員類別劃分的受訓僱員百分比	24, 39
B3.2	The average training hours completed per employee by gender and employee category 按性別及僱員類別劃分，每名僱員完成受訓的平均時數	24, 40

**Aspects, General  
Disclosure, KPIs**  
層面、一般披露、  
關鍵績效指標

**Contents**  
內容

**Page(s)**  
頁碼

**B4 Labour Standards**

**B4 勞工準則**

General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child or forced labour 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	9, 20, 22
B4.1	Description of measures to review employment practices to avoid child and forced labour 描述檢討招聘慣例的措施以避免童工及強制勞工	22
B4.2	Description of steps taken to eliminate such practices when discovered 描述在發現違規情況時消除有關情況所採取的步驟	22

**B5 Supply Chain  
Management**

**B5 供應鏈管理**

General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain 管理供應鏈的環境及社會風險政策	17-18
B5.1	Number of suppliers by geographical region 按地區劃分的供應商數目	17
B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及相關執行及監察方法	17-18
B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored 描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法	17-18
B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored 描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法	17-18



**Aspects, General  
Disclosure, KPIs  
層面、一般披露、  
關鍵績效指標**

**Contents  
內容**

**Page(s)  
頁碼**

**B6 Product**

**Responsibility**

**B6 產品責任**

General Disclosure  
一般披露

Information on:

- (a) the policies; and
- (b) compliance with relevant laws and regulations that have a significant impact on the issuer

relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress

有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的：

- (a) 政策；及
- (b) 遵守對發行人有重大影響的相關法律及規例的資料

(In view of the nature of the business, the Group's operations are not significantly related to advertising or labelling.)

(鑒於業務性質，本集團營運與廣告或標籤並沒有重大關聯。)

B6.1

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

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

(In view of the nature of the business, the Group's operations do not involve products subject to recalls for safety and health reasons.)

(鑒於業務性質，本集團營運並不涉及因安全與健康理由須回收的產品。)

B6.2

Number of products and service related complaints received and how they are dealt with

接獲關於產品及服務的投訴數目以及應對方法

B6.3

Description of practices relating to observing and protecting intellectual property rights

描述與維護及保障知識產權有關的慣例

B6.4

Description of quality assurance process and recall procedures

描述質量檢定過程及產品回收程序

B6.5

Description of consumer data protection and privacy policies, and how they are implemented and monitored

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

10, 15-17

—

16-17

16

15

16

**Aspects, General  
Disclosure, KPIs**  
層面、一般披露、  
關鍵績效指標

**Contents**  
內容

**Page(s)**  
頁碼

**B7 Anti-corruption**

**B7 反貪污**

General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料	11, 14-15
B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the Reporting Period and the outcomes of the cases 於報告期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果	11
B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored 描述防範措施及舉報程序，以及相關執行及監察方法	14-15
B7.3	Description of anti-corruption training provided to directors and employees 描述向董事及員工提供的反貪污培訓	15

**B8 Community**

**Investment**

**B8 社區投資**

General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策	31
B8.1	Focus areas of contribution 專注貢獻範疇	31
B8.2	Resources contributed to the focus area 在專注範疇所動用資源	31



**中泛控股有限公司**  
CHINA OCEANWIDE HOLDINGS LIMITED

