



**FULLSUN INTERNATIONAL  
HOLDINGS GROUP CO., LIMITED**  
福晟國際控股集團有限公司

(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: 627**

**2022**

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



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# 關於本報告

## ABOUT THIS REPORT

福晟國際控股集團有限公司(「本公司」)連同其附屬公司(「本集團」或「我們」)欣然呈現本環境、社會及管治報告(「本報告」)，其中提供有關本集團管理重大營運事宜的概覽，包括環境、社會及管治方面的事宜。

### 編製基準及範圍

本報告乃依照香港聯合交易所有限公司(「聯交所」)證券上市規則(「上市規則」)附錄二十七—「環境、社會及管治報告指引」而編製，並已遵守上市規則所載的「不遵守就解釋」條文。

本報告概述本集團於企業社會責任方面的表現，內容涵蓋本集團於中華人民共和國(「中國」)及香港進行的物業發展及物業投資業務。為優化和改進本報告披露規定，本集團已主動制定政策，記錄相關數據，以及實行並監察措施。本報告內容涉及本公司與旗下主要附屬公司的數據及資訊。環境類數據主要來源已經覆蓋了本集團的重要住宅項目、商業項目及在其主要營運地點的環境、社會及管治表現。本報告於聯交所及本公司網站(www.fullsun.com.hk)上備有中英文版本。中英文版本如有任何歧義，概以英文本為準。

Fullsun International Holdings Group Co., Limited (the “Company”), along with its subsidiaries (the “Group”, or “we”), is pleased to present this Environmental, Social and Governance Report (the “Report”), which provides an overview of the Group’s management of significant operational issues, including environmental, social, and governance issues.

### PREPARATION BASIS AND SCOPE

This Report is prepared in accordance with Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) (the “Listing Rules”) – “Environmental, Social and Governance Reporting Guide” and has complied with “comply or explain” provision in the Listing Rules.

This Report summarises the performance of the Group in respect of corporate social responsibility, covering the property development and property investment business of the Group in the People’s Republic of China (“PRC”) and Hong Kong. With the aim to optimise and improve the disclosure requirements in the Report, the Group has taken the initiative to formulate policies, record relevant data as well as implement and monitor measures. It covers the data and information of the Company and its major subsidiaries. The environmental data is mainly gathered from the environmental, social and governance performance of the Group’s major residential projects, commercial projects and at its major workplaces. This Report shall be published both in Chinese and English on the website of the Stock Exchange and the Company (www.fullsun.com.hk). Should there be any discrepancy between the Chinese and the English versions, the English version shall prevail.

## 報告原則及參考標準

本報告編寫重點參考聯交所發佈的「環境、社會及管治報告指引」。本報告採用的報告原則著重於以下四個方面：

- 重要性：有關環境、社會及管治事宜會對投資者及其他利益相關者產生重要影響，是本報告做出匯報的前提。
- 量化：環境、社會及管治政策及管理系統的效益中涉及到的關鍵績效指標盡可能以量化數據的形式呈現，並附帶說明以闡述其目的及影響。
- 平衡：本報告客觀地呈報本集團的表現，避免可能會不恰當地影響報告讀者決策或判斷的選擇、遺漏或呈報格式。
- 一致性：使用一致的披露統計方法，令環境、社會及管治數據日後可作有意義的比較。

## 報告期間

本報告闡述我們於2022年1月1日至2022年12月31日的報告期內的可持續發展措施。

## 聯絡資料

本集團歡迎閣下就本報告中有關我們的可持續發展措施提供意見反饋。如欲聯絡我們，請電郵至 [cs@fullsun.com.hk](mailto:cs@fullsun.com.hk)。

## REPORTING PRINCIPLES AND REFERENCE STANDARDS

This Report is prepared mainly with reference to the Environmental, Social and Governance Reporting Guide issued by the Stock Exchange. The reporting principles adopted in this Report emphasise the following four aspects:

- Materiality: the threshold at which environmental, social and governance issues become sufficiently important to investors and other stakeholders should be reported in this Report.
- Quantitative: the key performance indicators involved in the effectiveness of environmental, social and governance policies and management systems shall be, as far as practicable, presented in the form of quantitative data accompanied by a narrative explaining its purposes and impacts.
- Balance: this Report provides an objective presentation of the Group's performance to avoid selections, omissions, or presentation format that may inappropriately influence report readers' decisions or judgments.
- Consistency: use consistent methodologies to allow for meaningful comparisons of environmental, social and governance data over time.

## REPORTING PERIOD

This Report demonstrates our sustainability initiatives during the Reporting Period from 1 January 2022 to 31 December 2022.

## CONTACT INFORMATION

The Group welcomes your feedback on this Report for our sustainability initiatives. Please contact us by emailing at [cs@fullsun.com.hk](mailto:cs@fullsun.com.hk).

# 緒言

## INTRODUCTION

本集團主要從事中國及香港物業發展及物業投資業務。物業發展業務涵蓋在中國及香港開發及銷售商業物業、公寓及住宅物業。物業投資業務涵蓋在中國及香港租賃投資物業。

展望將來，本集團將繼續在此情況下帶領管理團隊，適時審閱業務策略，為股東實現可觀回報。目前，本集團亦得悉為環境及社會以負責任方式營運的重要性。我們致力實現可持續發展，達致可負擔資本及長遠競爭力，將環境及社會因素納入管理考量。可持續發展策略乃基於遵守我們營運地區的合法規定及利益相關者意見而定。

本集團已設立及實施各項政策，以管理及監測有關環境、僱傭、營運常規及社會的風險。有關不同範疇的持續發展的管理方向闡述於本報告內。

The Group is principally engaged in the property development and property investment business in the PRC and Hong Kong. The property development business covers developing and selling commercial properties, apartments and residential properties in the PRC and Hong Kong. The property investment business covers the leasing of investment properties in the PRC and Hong Kong.

Looking forward, the Group will continue to lead the management team under such circumstances, review the business strategy in a timely manner, and achieve satisfactory returns to the shareholders. In the meantime, the Group also recognises the importance of operating in a responsible manner for the environment and community. We strive to achieve sustainable development for affordable capital and long-term competitiveness by integrating environmental and social factors into management considerations. The sustainability strategy is based on compliance with the legal requirements in the area where we operate and the opinions of stakeholders.

The Group has established and implemented various policies to manage and monitor the risks related to the environment, employment, operating practices and community. Details of the management approach to sustainable development in different areas are illustrated in this Report.

# 利益相關者參與及重要性評估

## STAKEHOLDERS ENGAGEMENT AND MATERIALITY ASSESSMENT

本集團明白本集團業務的成功有賴關鍵利益相關者支持，其(a)已投資或將投資於本集團；(b)有能力影響本集團的事宜；及(c)於本集團的業務、產品、服務及關係中佔有利益或受其影響或潛在影響。其可令本集團了解風險及機遇。本集團將繼續確保與其各關鍵利益相關者的有效溝通及維持良好關係。

本集團不時因應其角色及職責、戰略規劃及業務計劃而將利益相關者按緩急輕重排序。本集團與利益相關者溝通，以發展與利益相關者互惠互利的關係、諮詢他們對其業務建議及工作計劃的意見，以及推動市場、工作環境、社區及環境的可持續發展。

本集團確認從利益相關者對本集團業務活動的洞見、疑問及持續興趣所得情報的重要性。本集團已識別對我們業務屬重要的關鍵利益相關者並設立了多種溝通渠道。下表載列本集團的關鍵利益相關者及用以接觸、聆聽及回應的不同溝通平台及方法的概覽。

The Group understands the success of the Group's business depends on the support from its key stakeholders, who (a) have invested or will invest in the Group; (b) have the ability to influence the outcomes within the Group; and (c) are interested in or affected by or have the potential to be affected by the impact of the Group's activities, products, services and relationships. It allows the Group to understand risks and opportunities. The Group will continue to ensure effective communication and maintain a good relationship with each of its key stakeholders.

Stakeholders are prioritised from time to time in view of the Group's roles and duties, strategic plan and business initiatives. The Group engages with its stakeholders to develop mutually beneficial relationships and to seek their views on its business proposals and initiatives as well as to promote sustainability in the marketplace, workplace, community and environment.

The Group acknowledges the importance of intelligence gained from the stakeholders' insights, inquiries and continuous interest in the Group's business activities. The Group has identified key stakeholders that are important to our business and established various channels for communication. The following table provides an overview of the Group's key stakeholders, and various platforms and methods of communication are used to reach, listen and respond.

利益相關者 Stakeholders	期望 Expectations	參與渠道 Communication channels
<b>政府 Government</b>	<ul style="list-style-type: none"> <li>— 遵守法律及法規 Compliance with the laws and regulations</li> <li>— 妥為繳稅 Proper tax payment</li> <li>— 促進地區經濟發展及就業 Promote regional economic development and employment</li> </ul>	<ul style="list-style-type: none"> <li>— 實地視察檢查 On-site inspections and checks</li> <li>— 通過在中國進行工作座談會、編製及提交審批工作報告進行研究和討論 Research and discussion through work conferences, work reports preparation and submission for approval in the PRC</li> <li>— 年度及中期報告 Annual and interim report</li> <li>— 本公司網站 Company website</li> </ul>
<b>股東及投資者 Shareholders and Investors</b>	<ul style="list-style-type: none"> <li>— 低風險 Low risk</li> <li>— 投資回報 Return on the investment</li> <li>— 資訊披露及透明度 Information disclosure and transparency</li> <li>— 保護股東權益及公平對待股東 Protection of interests and fair treatment of shareholders</li> </ul>	<ul style="list-style-type: none"> <li>— 股東週年大會及其他股東大會 Annual general meeting and other shareholder meetings</li> <li>— 年度報告及公告 Annual report and announcements</li> <li>— 與投資者會面 Meeting with investors</li> <li>— 本公司網站及香港聯合交易所有限公司 Company website and The Stock Exchange of Hong Kong Limited</li> </ul>

## 利益相關者參與及重要性評估

### STAKEHOLDERS ENGAGEMENT AND MATERIALITY ASSESSMENT

#### 利益相關者 Stakeholders

#### 期望 Expectations

#### 參與渠道 Communication channels

##### 僱員 Employees

- 保障僱員權利和利益  
Safeguard the rights and interests of employees
- 工作環境  
Working environment
- 職業發展機會  
Career development opportunities
- 自我實現  
Self-actualisation
- 職業健康及安全  
Occupational health and safety

- 會議及座談會  
Meetings and conferences
- 培訓、講座及簡介會  
Training, seminars and briefing sessions
- 娛樂  
Entertainment
- 內聯網、電郵、通函及手冊  
Intranet, emails, circulars and manuals

##### 客戶 Customers

- 安全及高質產品  
Safe and high-quality products
- 穩定關係  
Stable relationship
- 資訊透明度  
Information transparency
- 誠信  
Integrity
- 業務操守  
Business ethics

- 本公司網站、小冊子及年度報告  
Company website, brochures and annual report
- 電子郵件及客戶服務熱線  
Email and customer service hotline
- 回饋表格  
Feedback forms

##### 供應商／合作夥伴 Suppliers/Partners

- 長期夥伴關係  
Long-term partnership
- 坦誠合作  
Honest cooperation
- 公平及公開  
Fair and open
- 資訊資源共享  
Information resources sharing
- 降低風險  
Risk reduction

- 業務會議、供應商座談會、電話、訪談  
Business meetings, supplier conferences, phone calls and interviews
- 檢討及評估  
Review and assessment

##### 同業／行業協會 Peers/Industry Associations

- 經驗分享  
Experience sharing
- 公平競爭  
Fair competition

- 行業會議  
Industry conference
- 公司考察  
Site visit

##### 金融機構 Financial Institutions

- 遵守法律及法規  
Compliance with the laws and regulations
- 資訊披露  
Information disclosure

- 顧問服務  
Consulting
- 資訊披露  
Information disclosure
- 報告  
Reports
- 透過關係經理溝通  
Communication through the relationship manager

# 利益相關者參與及重要性評估 STAKEHOLDERS ENGAGEMENT AND MATERIALITY ASSESSMENT

利益相關者 Stakeholders	期望 Expectations	參與渠道 Communication channels
媒體 Media	<ul style="list-style-type: none"> <li>資訊透明 Transparent information</li> <li>與媒體溝通 Communication with media</li> </ul>	<ul style="list-style-type: none"> <li>本公司網站 Company website</li> <li>媒體座談會 Media conference</li> </ul>
公眾及社區 Public and Communities	<ul style="list-style-type: none"> <li>就業機會 Career opportunities</li> <li>社會參與 Community involvement</li> <li>環境責任 Environmental responsibilities</li> <li>社會責任 Social responsibilities</li> </ul>	<ul style="list-style-type: none"> <li>義工活動 Volunteering</li> <li>慈善活動及社會投資 Charity and social investment</li> <li>年度報告及公告 Annual reports and announcements</li> </ul>

透過與利益相關者全面溝通，本集團得以了解利益相關者的期望和憂慮。所獲得的反饋意見使本集團能夠作出知情的決策，並更好地評估及管理由此產生的影響。

Through general communication with stakeholders, the Group understands the expectations and concerns of stakeholders. The feedbacks obtained allow the Group to make more informed decisions, and to better assess and manage the resulting impact.

通過理解對本集團業務至關重要的關鍵環境、社會及管治事宜，本集團在環境、社會及管治報告中採用了重要性原則。根據環境、社會及管治報告指引(上市規則附錄二十七)的建議，本報告對所有關鍵的環境、社會及管治事宜和關鍵績效指標(KPI)進行匯報。

The Group has adopted the principle of materiality in the ESG Reporting by understanding the key ESG issues that are important to the business of the Group. All the key ESG issues and key performance indicators (KPIs) are reported in the Report according to recommendations of the ESG Reporting Guide (Appendix 27 of the Listing Rules).

本集團已透過以下步驟評估環境、社會及管治方面的重大性及重要性：

The Group has evaluated the materiality and importance of ESG aspects through the following steps:

## 第1步：識別－行業對標

## STEP 1: IDENTIFICATION – INDUSTRY BENCHMARKING

- 根據審視本地及國際上的同業的環境、社會及管治報告，確定相關的環境、社會及管治範疇。
- 每個環境、社會及管治範疇的重大性是根據各環境、社會及管治範疇的重要性，透過管理層內部討論及環境、社會及管治報告指引(上市規則附錄二十七)的建議而確定。

- Relevant ESG areas were identified through the review of relevant ESG reports of the local and international industry peers.
- The materiality of each ESG area was determined based on the importance of each ESG area to the Group through internal discussion of the management and the recommendation of the ESG Reporting Guide (Appendix 27 of the Listing Rules).

## 第2步：優先順序－利益相關者參與

## STEP 2: PRIORITISATION – STAKEHOLDER ENGAGEMENT

- 本集團就上述識別的關鍵環境、社會及管治範疇與關鍵利益相關者討論，以確保涵蓋的所有關鍵方面。

- The Group discussed with key stakeholders on key ESG areas identified above to ensure all the key aspects are covered.



### 第3步：驗證－確定重大事宜

- 根據與關鍵利益相關者的討論及與管理層的內部討論，本集團管理層確保所有對業務發展重要的關鍵及重大環境、社會及管治方面的範疇已報告，並遵守環境、社會及管治報告指引。

### STEP 3: VALIDATION – DETERMINING MATERIAL ISSUES

- Based on the discussion with key stakeholders and internal discussion among the management, the Group's management ensured all the key and material ESG areas, which were important to the business development, were reported and in compliance with ESG Reporting Guide.

## 董事會對環境、社會及管治事宜的監察

### 董事會於管理環境、社會及管治事宜的整體願景及策略

董事會(「董事會」)在監察本集團可持續發展事宜的管理方面發揮主要作用。報告期間，董事會及環境、社會及管治工作組評估環境、社會及管治相關風險對我們營運的影響並制定相關政策以應對該等風險。董事會的監察旨在確保管理層擁有所有適當的工具及資源，以在策略及創造長期價值方面監察環境、社會及管治事宜。

此外，我們已委聘Riskory Consultancy Limited為獨立環境、社會及管治顧問，專責協助本集團編製本報告並且提供與環境、社會及管治相關的顧問服務。

### 環境、社會及管治工作組

為彰顯我們對透明度及問責性的承擔，本集團已成立一個環境、社會及管治工作組，並制定明確的職權範圍，當中載有董事會授予環境、社會及管治工作組的權力。我們極其重視每一位利益相關者的意見，視之為本集團發展的基石。報告期內，環境、社會及管治工作組由執行董事、副財務總監、金融經理、人力資源經理、物業發展項目經理組成。

環境、社會及管治工作組主要負責檢討及監督環境、社會及管治流程以及本集團的風險管理。工作組於會議上檢討不同的環境、社會及管治事宜。報告期內，環境、社會及管治工作組及管理層檢討環境、社會及管治治理情況及不同的環境、社會及管治事宜。

## BOARD'S OVERSIGHT OF ESG ISSUES

### BOARD'S OVERALL VISION AND STRATEGY IN MANAGING ESG ISSUES

The board of directors ("Board") has a primary role in overseeing the management of the Group's sustainability issues. During the Reporting Period, the Board and the ESG Working Group evaluated the impact of ESG-related risks on our operation and formulated relevant policies for dealing with the risks. The oversight of the Board aims to ensure the management has all the right tools and resources to oversee the ESG issues in the context of strategy and long-term value creation.

In addition, we have engaged Riskory Consultancy Limited as an independent ESG consultant to assist the Group in preparing this Report and provide ESG-related consultancy services.

### ESG WORKING GROUP

To demonstrate our commitment to transparency and accountability, the Group has established an ESG Working Group, which has clear terms of reference that set out the powers delegated to it by the Board. We highly value the opinions of each stakeholder and treat them as the cornerstone for the development of the Group. During the Reporting Period, the ESG Working Group consisted of Executive Directors, Deputy Chief Financial Officer, Finance Manager, Human Resource Manager, and Property Development Project Managers.

The ESG Working Group is primarily responsible for reviewing and supervising the ESG process, and risk management of the Group. Different ESG issues were reviewed by the Working Group at the meetings. During the Reporting Period, the ESG Working Group and the management reviewed the ESG governance and different ESG issues.

### 董事會對重大環境、社會及管治相關事宜的環境、社會及管治管理方法及策略

為更好地了解不同利益相關者對我們環境、社會及管治事宜的意見及期望，我們報告期間會進行重要性評估。我們確保使用各種平台和溝通方法來接觸、聆聽及回應關鍵利益相關者。通過與利益相關者進行全面溝通，本集團得以了解利益相關者的期望和憂慮。所獲得的反饋意見使本集團能夠作出更明智的決策，並更好地評估及管理由此產生的影響。

### 董事會對環境、社會及管治相關目的與目標的檢討進度

環境、社會及管治目標實施進度以及目的與目標的環境、社會及管治績效應不時獲仔細檢討。設定環境、社會及管治目標要求環境、社會及管治工作組須就本公司的抱負和目的作出權衡，仔細審查能否達成有關目標。倘進度未達預期，則可能需作出糾正。與關鍵利益相關者就目的與目標流程進行有效溝通乃至關重要，因為這使彼等可參與實施過程，亦感受彼等是公司渴望實現變革的一部分。

本集團以環境保護和節能減排作為企業發展應承擔的社會責任，推動綠色市場發展及降低氣候變化風險。報告期間，本集團一如既往地提倡可持續發展，提出更高的節能減排工作要求，致力於最大化地利用各種資源。在業務發展的同時，積極開展環境保護文化建設，提高本集團全體僱員的環保意識，將環境保護的理念融入日常營運管理的各個方面，使每一位員工都承擔起一份責任。本集團一直緊貼國際環保法例及運營所在地環保要求的發展，亦確保其環境政策不但在符合國際標準的情況下得以推行，同時亦確保其與全球同業步伐一致。

### BOARD'S ESG MANAGEMENT APPROACH AND STRATEGY FOR MATERIAL ESG-RELATED ISSUES

In order to better understand the opinions and expectations of different stakeholders on our ESG issues, a materiality assessment is conducted during the Reporting Period. We ensure various platforms and channels of communication are used to reach, listen and respond to our key stakeholders. Through general communication with stakeholders, the Group understands the expectations and concerns of stakeholders. The feedbacks obtained allow the Group to make more informed decisions, and to better assess and manage the resulting impact.

### BOARD REVIEW PROGRESS AGAINST ESG-RELATED GOALS AND TARGETS

The progress of ESG target implementation and the ESG performance of the goals and targets should be closely reviewed from time to time. Setting ESG targets requires the ESG Working Group to carefully examine the attainability of the targets which should be weighed against the Company's ambitions and goals. Rectification may be needed if the progress falls short of expectations. Effective communication about the goals and target process with key stakeholders is essential, as this enables them to be engaged in the implementation process, and to feel they are part of the change that the company aspires to achieve.

The Group takes environmental protection, energy conservation and emission reduction as its social responsibility for corporate development, which promotes the development of green markets and reduces the risk of climate change. During the Reporting Period, the Group, as always, advocates sustainable development, puts forward a higher energy conservation and emission reduction requirement, and is committed to maximising the use of various resources. At the same time as business development, the Group actively carried out the construction of environmental protection culture and raised the environmental awareness of all employees of the Group, integrated the concept of environmental protection into all aspects of daily operation and management, and made every employee take responsibility. The Group always keeps abreast of the development of international environmental protection laws and the environmental protection requirements of the locations where we operate, and ensures that the implementation of its environmental policy is in compliance with international standards and is at the same pace as its global peers.

## A. 環境層面

### A. ENVIRONMENTAL ASPECTS

#### A1. 排放物

本集團重視營運過程中產生的排放物管理。本集團作為以房地產開發業務的綜合性集團，在營運過程中未產生過量的有害及無害廢棄物。本集團在業務過程中，涉及的有害廢棄物主要為打印機所用硒鼓及照明燈泡，無害廢棄物主要為廢紙。同時，該類有害廢棄物的回收均通過物業管理公司統一處理，本集團以繳交租金／物業管理費的形式支付相關成本費用。

本集團堅持綠色辦公，在運營管理中對不同類型的資源採取不同的節能減排措施。紙張使用方面，無紙化辦公是本集團一貫堅持的辦公原則，通過將線下的工作流程遷移至線上，大大減少了紙張的使用。同時，本集團提倡雙面打印及紙張循環利用，努力做到不浪費一張紙。能源使用方面，本集團提倡全體僱員積極響應綠色出行，且本集團在使用空調過程中不涉及氟利昂及其替代品，避免空氣污染，具有高效、節能的優點。本集團對於排放物的控制嚴格遵守國家相關法律。

本集團嚴格遵守環境相關法律法規，包括但不限於《中華人民共和國環境保護法》、《中華人民共和國水污染防治法》、《中華人民共和國大氣污染防治法》、《中華人民共和國固體廢物污染環境防治法》。報告期間，概無發生有關廢氣及溫室氣體排放、污染物流入水源或土地以及產生有害或無害廢物之嚴重不合規情況。

#### 空氣污染物排放

減控排放對減輕環境影響及保障僱員健康至關重要。就物業發展項目而言，本集團一直鼓勵其承建商採取負責任的施工做法以減少空氣污染物排放。例如，於建築地盤採用持續灑水以減少塵埃擴散。使用密封容器盛載揮發性氣體以防止氣體洩漏。

#### A1. EMISSIONS

The Group places high emphasis on the management of emissions generated from the course of operation. As a conglomerate in the real estate industry, our operation has never generated excessive hazardous and non-hazardous waste. During the course of our business, the hazardous waste mainly includes cartridges used in printers and lighting bulbs, while the non-hazardous waste is mainly waste paper. As for the recycling of hazardous waste, it is disposed of uniformly through the property management companies to which the Group pays the rentals/management fee as the relevant cost.

The Group adheres to the green office and adopts different energy conservation and emission reduction measures for different types of resources in its operation and management. In terms of paper use, the paperless office is the office principle that the Group has always adhered to. By migrating offline workflows to online, paper use has been greatly reduced. At the same time, the Group promotes double-sided printing and paper recycling, and strives not to waste a piece of paper. In terms of energy use, the Group encourages all employees to actively respond to green travel, and uses air-conditioners which do not rely on Freon or other alternatives to avoid air pollution and with advantages of high efficiency and low energy consumption. The Group's control of emissions also strictly complies with relevant national laws.

The Group strictly complies with the related environmental laws and regulations including but not limited to the Environmental Protection Law of the People's Republic of China, Water Pollution Prevention and Control Law of the People's Republic of China, Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution, Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Wastes. During the Reporting Period, no material non-compliance with respect to air and greenhouse gas emissions, pollution discharge into water sources or on land, and the generation of hazardous or non-hazardous waste was reported.

#### AIR POLLUTANTS EMISSION

Air pollutants emission control is essential to mitigate environmental impacts and protect employees' health. For our property development projects, the Group constantly encourages its contractors to adopt responsible construction practices to reduce air pollutants emissions. For example, continuous sprinkling is adopted in construction sites to mitigate the spread of dust. Sealed containers are used for volatile gas to prevent gas leakage.

## A. 環境層面

### A. ENVIRONMENTAL ASPECTS

我們致力減少排放空氣污染物，並繼續減低對自然環境的不利影響。由於我們的物業發展項目已外判予建築承建商，故我們並無直接控制或擁有建築項目。然而，我們物業發展項目及建築團隊一直密切監察外判商的建築工程進度以減少空氣污染物排放。此外，我們於報告期內沒有使用車輛，因此未有產生重大空氣污染物。

We target to reduce air pollutant emissions and continue to eliminate any adverse environmental impacts to the natural environment. As our property development projects are subcontracted to construction contractors, we do not have direct ownership or control over the construction projects. However, our property development project and construction teams always closely monitor the construction process carried out by our subcontractors to mitigate their air pollutants emissions. Furthermore, we did not use vehicle during the Reporting Period, hence we did not generate significant air pollution.

#### 溫室氣體排放

本集團的溫室氣體排放主要來自範圍2能源間接排放(外購電力)。本集團大部分溫室氣體排放來自能源消耗，本集團透過降低業務營運中的能源消耗解決溫室氣體排放問題。

#### GREENHOUSE GAS (“GHG”) EMISSIONS

Regarding GHG emissions of the Group, were mainly from scope 2 indirect emissions (purchased electricity). Giving the majority of the GHG emissions of the Group come from energy consumption, the Group tackles the GHG emission by lowering the energy consumption in our business operations.

我們致力減少溫室氣體排放並繼續改善我們的環境表現。於整個營運過程中製定政策及程序(誠如「資源使用」一節所述)鼓勵節約能源，以減少碳足跡。

We target to reduce GHG emissions and continue to improve our environmental performance. Policies and procedures as described in the section “Use of Resources” to encourage energy saving have been incorporated throughout the operations in order to reduce the carbon footprint.

溫室氣體排放類別 Type of GHG Emissions	單位 Unit	2022年 2022
範圍2－能源間接排放 Scope 2 – Energy Indirect emissions	噸二氧化碳當量 Tons of CO <sub>2</sub> equivalent	21.94
總量 Total	噸二氧化碳當量 Tons of CO <sub>2</sub> equivalent	21.94
密度 Intensity	噸二氧化碳當量／百萬元人民幣收入 Tons of CO <sub>2</sub> equivalent/million RMB revenue	0.01

## 廢棄物管理

本集團明白減少廢棄物的重要性。本集團已頒佈廢棄物管理措施以減少所產生廢棄物及減輕營運對環境所構成影響。基於我們的業務營運性質，於報告期內並無產生任何有害廢棄物。

由於辦公室的營運性質，無害廢棄物主要為生活垃圾及廢紙，並由物業管理公司統一收集送往堆填或焚燒。本集團計劃未來嘗試實行廢棄物分類，於辦公室推廣回收，並為員工提供更清晰的分類指引，鼓勵員工從源頭減廢。此外，本集團採取措施，透過鼓勵僱員使用雙面印刷以減少廢紙數量。

我們於業務過程中致力妥善處理及減少產生及棄置廢棄物。對於物業發展項目，本集團要求各業務單位在排污、排水設計和施工方面，嚴格遵守中國有關法律法規。管理層在項目經理及工程師的協助下，根據本集團的項目管理政策及指引評審設計方案及施工方案，並監控整個施工過程。因此，我們可以避免因設計缺失或施工延誤偏離排污標準。本集團亦要求其承建商分類及循環再用(如適用)建築及拆卸所產生廢棄物。無法循環再用的建築及拆卸廢棄物將交由合資格廢棄物管理公司送往堆填區，可循環再用的廢棄物則由回收公司進行加工。於報告期內，日常辦公室運營乃商業廢棄物的主要來源，我們沒有產生重大的有害廢棄物。

本集團於報告期內產生的廢棄物如下：

產生的廢棄物類別 Type of waste generated	單位 Unit	2022年 2022
無害廢棄物 Non-hazardous waste	噸 Tons	0.33
無害廢棄物密度 Non-hazardous waste intensity	公斤／百萬元人民幣收入 Kg/million RMB revenue	0.18

## WASTE MANAGEMENT

The Group recognises the importance of waste reduction. Waste management measures have been introduced to minimise the amount of waste generated and reduce the impact of our operation on the environment. Due to our business operation nature, no hazardous waste was generated during the Reporting Period.

Due to the nature of office operation, the non-hazardous waste mainly consists of domestic waste and paper waste which are collected by the property management company for landfill or incineration. In the future, the Group plans to implement waste sorting, promote recycling in the office and provide clearer sorting guidance for staff, as well as encourage them to reduce waste at source. Besides, the Group takes the initiative to reduce the paper waste amount by encouraging its employees to use double-sided printing.

We target to properly handle and reduce waste generation and disposal during the course of our business. For property development projects, the Group requires all business units to strictly comply with the relevant laws and regulations of China in terms of waste discharge, drainage design and construction. The management, with the assistance of the project managers and engineers, assesses the design and construction plans and monitors the entire construction process according to the project management policies and guidelines of the Group. Therefore, we can avoid deviation from waste discharge standard due to design failures or delay in construction. The Group also requires its contractors to sort, classify and recycle (if applicable) the construction and demolition waste produced. Construction and demolition waste that cannot be recycled is delivered to landfills by qualified waste management companies and recyclable waste is processed by recycling companies. During the Reporting Period, daily office operation was the main source of commercial waste and we did not generate significant hazardous waste.

The waste generated by the Group during the Reporting Period is as follows:

## A. 環境層面

### A. ENVIRONMENTAL ASPECTS

#### A2. 資源使用

本集團認為環保為可持續及負責任業務的重要組成部分。本集團對保障環境可持續發展的重要性有深入理解，並於日常業務運營中引入若干措施，重視資源的有效利用。其認為，員工參與對取得有關目標至為關鍵。本集團亦採納政策以改善能源、水及其他材料的有效使用。

##### 能源

本集團致力於源頭減少耗電，以提升能源效益。本集團於其整個發展及運營過程中推廣節能減排理念。與此同時，本集團透過電郵發佈相關提醒或消息，致力於員工中推廣節能意識，建議彼等於工作日結束時關閉所有電燈、電腦及打印機。本集團鼓勵所有僱員於彼等離開閒置一段時間時將電腦設定為自動休眠模式。打印機及複印機亦為電腦設定自動休眠模式。

為了緊貼市場趨勢，本集團定期升級現有設施，例如更換過時的電腦、電話及其他電器，以滿足我們客戶的需求及提高運營效率。本集團在升級過程中奉行環保減廢原則，盡可能重用現有設備和物料，減少浪費。與此同時，其亦積極使用環保設備作任何替換。此等措施不僅能節省能源消耗，還能減少排放。

#### A2. USE OF RESOURCES

The Group considers environmental protection as an essential component of a sustainable and responsible business. The Group has an in-depth understanding of the importance of safeguarding sustainable development of the environment and attaches importance to the efficient utilisation of resources by introducing various measures in daily business operations. It understands that staff participation is the key to achieving such goals. The Group has also adopted policies to improve the efficient use of energy, water and other materials.

##### ENERGY

The Group targets to enhance energy efficiency by managing electricity reduction at sources. The Group promotes the concept of energy saving and emission reduction throughout the entire process of its development and operation. In the meantime, the Group puts effort into promoting energy-saving awareness among its staff by posting related reminders or messages through emails, recommending them to switch off all the lights, computers and printers by the end of the workday. The Group encourages all of its employees to set their computers to sleep mode automatically when left idle for a certain period of time. Printers and copiers are also set to sleep mode automatically for the computers.

In order to keep pace with the market trends, the Group regularly upgrades its existing facilities such as replacing outdated computers, phones and other electrical appliances to meet the needs of our customers and enhance operational efficiency. The Group adheres to environmental protection and waste reduction principles for its upgrading processes, and reuses existing facilities and materials wherever possible, so as to reduce waste. Meanwhile, it also actively uses eco-friendly equipment for any replacement. With these measures, not only can energy consumption be saved, but also the emission can be reduced.

## A. 環境層面

### A. ENVIRONMENTAL ASPECTS

辦公室運營方面，本集團致力創造節約使用資源的企業文化，藉以提高僱員的環保意識，鼓勵彼等透過一系列活動，例如植樹造林及宣揚節約用水，積極投入環保，為此出一分力。本公司亦在洗手間、電燈、空調及複印機旁張貼宣傳口號，例如「節約每一滴水」、「關燈省電」及「雙面打印，保護森林」，並規勸僱員節約能源珍惜用水的裨益，以提高彼等的環保意識，同時進一步改善辦公室的整體環保表現。

In relation to office operation, the Group strives to create a corporate culture of resource-saving for the purpose of enhancing employees' awareness of environmental protection and encouraging them to actively participate in and contribute to environmental protection commitments through a series of activities such as afforestation and water-saving publicity. The Company also puts up promotional slogans such as "Save every drop of water", "Turn off the lights to save electricity" and "Cherish the forest through double-sided printing" near the restrooms, lights, air conditioners and photocopiers, and provides employees with advice on the benefits of energy conservation and water saving so as to raise their awareness of environmental protection while further improving the overall environmental protection performance of the office.

報告期內，本集團的能源消耗情況如下：

The energy consumption of the Group during the Reporting Period is as follows:

能源類別消耗 Type of energy consumption	單位 Unit	2022年 2022
間接能源消耗 Indirect energy consumption		
外購電力 Purchased electricity	兆瓦時 MWh	35.97
總量 Total	兆瓦時 MWh	35.97
密度 Intensity	兆瓦時／百萬元人民幣收入 MWh/million RMB revenue	0.02



## A. 環境層面

### A. ENVIRONMENTAL ASPECTS

#### 水

水為重要天然資源。本集團致力於源頭節約用水，以提升用水效益。報告期間，本集團基於其業務性質及地理位置，故此於求取適用水源上並無任何問題。就中國及香港辦公室的耗水量而言，供水由樓宇物業管理公司全權控制及中央管理，各獨立辦公室單位並無獨立水錶記錄用水量，故本集團未能提供耗水量數據。然而，我們仍然積極尋求方法減少耗水。例如，本集團透過將洗手盆排水管連接至儲水缸作廢水沖廁，以鼓勵循環用水。此外，本集團對各運營階段進行定期檢查，以盡量減少漏水及浪費，並在辦公室內張貼海報，鼓勵僱員節約用水。

#### WATER

Water is an important natural resource. The Group targets to enhance water efficiency by managing the water reduction at sources. During the Reporting Period, the Group had no issue in sourcing water that is fit for purpose due to its business nature and geographical locations. For water consumption in both the PRC and Hong Kong offices, the water supply is solely controlled and centrally managed by the property management companies of the buildings, it is not feasible for the Group to provide water consumption data as there is no separate meter for each individual office unit on water usage record. However, we still actively seek ways to mitigate water consumption. For example, the Group encourages water recycling by connecting the washbasin outlet pipe to a water storage tank to use wastewater for toilet flushing. Besides, the Group conducts regular inspections of each operation stage to minimise leakage and wastage as well as posts posters in the office to encourage employees to save water.

	單位 unit	2022年 2022
總耗水量 Total water consumption	立方米 m <sup>3</sup>	240
密度 Intensity	立方米／百萬元人民幣收入 m <sup>3</sup> /million RMB revenue	0.13

### A3. 環境及天然資源

報告期內，本集團已遵守所有與環境及天然資源相關的法律法規，包括但不限於《建設項目環境保護管理條例》、《中華人民共和國環境影響評價法》、《建設工程勘察設計管理條例》、《建設工程施工場地文明施工及環境管理暫行規定》、《建築施工場界環境噪聲排放標準》和《聲環境質量標準》等。

雖然本集團的業務性質對環境及天然資源可能產生一定的影響（如：生物多樣性等），各個地區附屬公司的廢棄物均通過公司所在地物業管理公司統一處理，項目工地廢棄物則由總包方處理。因此，本集團產生的廢棄物（除廢氣外）不會對環境造成直接影響。本集團依然會時刻關注業務運營對環境可能產生的影響。若出現可能對環境及天然資源產生影響的情況，本集團將制定針對性的措施以減輕可能帶來的危害。

### A3. THE ENVIRONMENT AND NATURAL RESOURCES

The Group has complied with all laws and regulations related to the environmental and natural resources during the Reporting Period, including but not limited to the Regulations on the Administration of Construction Project Environmental Protection, the Law of the People's Republic of China on Environmental Impact Assessment, the Regulation on the Administration of Survey and Design of Construction Projects, the Interim Provisions on Civilized Construction and Environmental Management of Construction Site, the Emission Standard of Environmental Noise for Boundary Construction Site Area, and the Environmental Quality Standards for Noise.

Although the Group's business nature may, to a certain extent, cause impacts, on the environment and natural resources, such as biodiversity, the waste of each regional subsidiary is uniformly disposed of by their respective local property management companies and the waste in project sites are treated by the main contractors. Accordingly, the waste generated by the Group (except exhaust gas) would not have a direct impact on the environment. The Group will continue to pay close attention to any possible environmental impact which may be caused by our business operation. If there is any issue which may affect the environment and natural resources, the Group will formulate specific measures to alleviate any possible damage.

## A4.氣候變化

### 管治

本集團根據運營的風險性質應對氣候相關風險。氣候變化(包括極端天氣事件)對設施造成即時運營影響，並被視為運營風險。本集團環境、社會及管治工作小組會定期討論環境、社會及管治事宜及氣候相關風險及機遇。

在環境、社會及管治工作小組的支持下，董事會定期監督與氣候相關的事宜及風險，確保有關議題得以納入我們的策略當中。

為確保董事會能夠緊貼與氣候相關的事宜的最新趨勢，我們會提供相關培訓，以確保董事會具備所需專業知識及技能來監督與氣候相關的事宜的管理。董事會在有需要時亦會向外部專家尋求專業意見，以更好地支持決策過程。

我們的環境、社會及管治工作小組提供有效管治，以整合及解決我們業務中的環境、社會及管治事宜(包括氣候變化)。此外，環境、社會及管治工作小組與本集團不同運營部門緊密合作，致力發展貫徹一致及提升方法應對環境、社會及管治風險事宜並向管理層報告。

### 策略

由於其頻率及強度不斷提高，氣候變化構成我們整體風險情況的一部分。我們通過考慮服務範圍內眾多類別的一系列不同風險因素評估整體風險水平。該風險多樣性與我們業務策略結合，廣泛的地域覆蓋有助我們減低風險及為短期氣候變化的影響提供保護。就此，我們著力保障我們社區免受極端天氣影響。

### 風險管理

本集團識別氣候變化相關風險及按風險評估制定相應的策略，因此可識別需採取新策略的領域。

本集團與政府及其他適當機構合作，以緊貼預期及潛在監管及/或財務變化。於日常運營中，我們繼續提升有關監察碳排放及能源消耗足跡的氣候變化意識。

## A4. CLIMATE CHANGE

### GOVERNANCE

The Group addresses climate-related risks based on the nature of the risk to our operations. Climate change, including extreme weather events, have immediate operational impacts on facilities and are treated as operational risks. ESG issues and climate-related risks and opportunities, are regularly discussed by the Group's ESG Working Group.

Supported by our ESG Working Group, our Board oversees climate-related issues and risks regularly and ensures that they are incorporated into our strategy.

To ensure our Board keeps up with the latest trend of climate-related issues, relevant training will be provided to ensure it has the necessary expertise and skills to oversee the management of climate-related issues. Our Board also seeks professional advice from external experts when necessary to better support the decision-making process.

Our ESG Working Group provides effective governance for integrating and addressing ESG issues, including climate change, within our business. Moreover, the ESG Working Group works closely with the Group's different operation departments, with an aim to develop consistent and enhanced approaches to addressing ESG risk issues and reporting to the management.

### STRATEGY

Climate change risk forms part of our overall risk profile due to its increase in frequency and intensity. We assess the overall level of risk by taking into consideration a range of diverse risk factors across the many categories in our services range. This diversity of risk combined with our business strategy and broad geographic footprint helps us mitigate risk and provide protection against the impacts of short-term climate change effects. To this end, We strive to protect people in our communities against extreme weather.

### RISK MANAGEMENT

The Group identifies the climate-related risks and corresponding strategies with the aid of risk assessment. Hence, the areas where new strategies are needed could be identified.

The Group engages with the government and other appropriate organisations in order to keep abreast of expected and potential regulatory and/or financial changes. We will continue to raise awareness of climate change in regard to monitoring carbon and energy footprint in our daily operations.

## A. 環境層面

### A. ENVIRONMENTAL ASPECTS

#### 重大氣候相關事宜

報告期內，影響及／或可能影響本集團於(i)營運、產品及服務；(ii)供應鏈及價值鏈；(iii)適應及緩解活動；(iv)研發投資；及(v)財務規劃方面的業務及策略的重大且與氣候相關的實體風險及過渡風險，以及為管理該等風險而採取的步驟如下：

#### SIGNIFICANT CLIMATE-RELATED ISSUES

During the Reporting Period, the significant climate-related physical risks and transition risks, which have impacted/or may impact the Group's business and strategy in (i) operations, products and services, (ii) supply chain and value chain, (iii) adaptation and mitigation activities, (iv) investment in research and development, and (v) financial planning, as well as the steps taken to manage these risks, are as follows:

#### 氣候相關風險

##### Climate-related risks

#### 潛在財務影響

##### Potential financial impacts

#### 管理風險所採取的步驟

##### Steps taken to manage the risks

#### 實體風險

##### Physical risk

#### 急性實體風險

##### Acute physical risks

— 颶風、洪災及強風等極端天氣事件的嚴重性和發生頻率加劇。因此，員工可能更容易受傷。此外，在極端天氣事件下，交通、通訊及生活成本增加，可能導致財務虧損。

Increased impact and frequency of extreme weather events such as cyclones and floods, and strong wind. Hence, staff could be more prone to injuries. In addition, under extreme weather events, the costs of transportation, communications and living increase, which may lead to financial loss.

— 發生山火的可能性及嚴重性增加，可能阻礙公司營運。供應鏈、物流及運輸中斷可能引致財務虧損。

Increased likelihood and impact of wildfire, which may hinder the operations of companies. Financial loss occurs due to the interruption of the supply chain, logistics and transportation.

— 經營成本增加  
Operating cost increases

— 設施損壞導致資本成本增加  
Capital cost increases due to the damage to facilities

— 制定自然災害應急預案。  
Established a natural disasters emergency plan.

#### 長期實體風險

##### Chronic physical risks

— 持續高溫天氣或會增加能源消耗。

Prolonged hot weather may increase energy consumption.

— 經營成本增加  
Operating cost increases

— 計畫提升能源使用效益  
Planning to increase energy efficiency

氣候相關風險  
Climate-related risks

潛在財務影響  
Potential financial  
impacts

管理風險所採取的步驟  
Steps taken to manage the risks

過渡風險  
Transition risk

政策風險

Policy risks

- 排放量報告責任。我們可能需要額外資源來符合報告標準以遵守新義務。  
Enhanced emissions-reporting obligations. We may have to extra resources in fulfilling the report standards to comply with the new obligations.

- 高昂的合規成本令經營成本增加。  
Operating cost increases due to high compliance costs.

- 監察氣候相關的環境政策的最新消息，避免因違反相關政策而導致合規成本及開支增加。  
Monitor the updates of the relevant climate-related environmental policies, to avoid increase in compliance cost and expenditure due to the violation of the relevant policies.

法律風險

Legal risks

- 面臨合規風險。我們必須適應政府因氣候變化而頒佈的更嚴格法律及法規，而一旦未能完全遵守最新要求，彼等則面臨訴訟風險。  
Exposure to compliance risks. We have to adapt to the tightened law and regulations issued by the government due to climate change, and they have the risk of litigation once they fail to obligate the new rules.

- 由於合規成本高企及本集團的保費增加，經營成本增加。  
Operating cost increases for high compliance costs and increased insurance premiums for the Group.

- 監察環境法律及法規的最新變動，並提前制定應對方案。  
Monitor the updates of environmental laws and regulations and implement a response strategy in advance.

## A. 環境層面

### A. ENVIRONMENTAL ASPECTS

#### 氣候相關風險

##### Climate-related risks

#### 技術風險

##### Technology risks

- 採購低碳節能的建築材料和開發節能建築技術令資本投資及研發開支相應增加。  
Sourcing low-carbon and energy-saving construction materials and developing energy-saving technologies for the construction will lead to increase in the capital investment and R&D expenses.
- 同業採用更多的綠色建築與低碳節能技術。落後於同業或會削弱我們的競爭優勢。  
More green building with low-carbon, energy-saving technologies are adopted by industry peers. Lagging behind may weaken our competitive edges.

#### 市場風險

##### Market risks

- 越來越多的客戶考慮氣候相關風險與機遇，可能導致客戶物業的需求及偏好發生轉變。  
More customers are considering climate-related risks and opportunities, which may lead to changes in customers' demand and preferences for properties.
- 建築材料成本增加。更環保的原材料可能更加昂貴，這可能會增加建築成本。  
Increased cost of construction materials. More environmentally friendly raw materials may be much more expensive, which may increase the construction cost.

#### 潛在財務影響

##### Potential financial impacts

- 技術開發方面的資本投資增加。  
Capital investment in technology development increases.

- 收入減少、營銷成本增加或市場份額減少  
Revenue reduces, marketing costs increases or loss of market share

#### 管理風險所採取的步驟

##### Steps taken to manage the risks

- 計劃投資創新建築節能技術。  
Plan to invest in the innovations of energy-saving technologies for construction.
- 研究將最新的低碳節能技術應用於我們營運的可行性及效益。  
Study the feasibility and benefits of applying the latest low-carbon and energy-saving technologies into our operations.

- 計劃投資創新建築節能技術。  
Plan to invest in the innovations of energy-saving technologies for construction.

報告期內，主要氣候相關機遇及相應財務影響如下：

During the Reporting Period, the primary climate-related opportunities and the corresponding financial impacts were as follows:

**氣候相關機會**

**Climate-related opportunities**

**潛在財務影響**

**Potential financial impacts**

資源效益

Resource efficiency

- 減少用水量及消耗量  
Reduce water usage and consumption

- 透過提高效率 and 降低成本減低經營成本  
Operating cost reduced through increased efficiency and cost reductions.

能源來源

Energy source

- 使用較低排放的燃料來源  
Use of lower-emission fuel sources
- 使用新綠色技術  
Use of new green technologies

- 通過採用低成本減排減低經營成本  
Operating cost reduced through the use of lowest cost abatement
- 低排放技術的投資回報增加  
Returns on investment in low-emission technology increases

產品及服務

Products and services

- 制定氣候適應及保險風險解決方案  
Development of climate adaptation and insurance risk solutions

- 通過適應需求的新解決方案減低經營成本，例如保險風險轉移產品及服務  
Operating costs reduced through new solutions to adaptations needs, such as insurance risk transfer products and services

市場

Markets

- 進軍綠色建築及低碳新市場  
Access to green building, low carbon new markets

- 透過進軍新市場及新興市場增加收入  
Revenue increases through access to new and emerging markets

**指標及目標**

本集團定期追蹤能源消耗及溫室氣體排放指標以評估減排措施的成效，以及制定目標，以盡我們最大努力降低對氣候變化風險的影響。

**METRICS AND TARGETS**

The Group regularly tracks our energy consumption and GHG emissions indicators to assess the effectiveness of emission reduction initiatives, as well as set targets to contribute to our effort to have minimal impact on climate change risks.

## B. 社會層面

### B. SOCIAL ASPECTS

「企，有人則企，無人則止。」本集團以「人才是決勝未來的重要法寶，人才儲備重於土地儲備」為宗旨，以「共築美好生活，成就百年福晟」作為企業願景，本著「對僱員負責」的態度，將人才放在企業戰略的首位。本集團以「夯基礎、求突破、出成果」作為人力資源規劃的目標，力求在人力資源規劃、招聘、薪酬、績效、培訓和人才發展及僱員關係六大工作模塊中有所突破，並通過量化工作完成情況，對人力資源目標的實現進行持續監督。

本集團持續延伸及優化「五福」人才培養體系，不斷加強各層級的人才儲備，打造「立體化、高運轉、多層次、全體系」的人才供應鏈。本集團持續提升人力資源管理的標準化，優化薪酬及考核的激勵性，加強員工培訓，並透過結合「五福」人才培養體系，吸引了各層級的專業人才。我們以專業培訓提高員工綜合素質，以薪酬及考核激勵員工積極性，不斷打造精銳的福晟團隊，真正實現以人才為核心驅動的企業競爭力。

與僱員共享一直為本集團提倡的企業文化，科學適用的人力資源管理體系為員工發展提供必要保障。本集團致力於幫助全體僱員在工作上有所成就，使個人與集團同步發展，以促進整體戰略目標的實現。

“An enterprise booms with talents and is doomed without talents.” Upholding its principles of “Being a key to future success, talent pool outweighs land reserve”, corporate visions of “Building a better life together, lay a century-old Fullsun” and its attitude of “Being responsible for employees”, the Group considers talents as the top priority of its corporate strategies. Considering “Solidify foundation, strive for breakthroughs and achieve results” as the Group’s objectives of human resources planning, the Group is striving for breakthroughs in six sectors, namely human resources planning, recruitment, remuneration, performance, training and talent development and employee relations, as well as monitoring the achievement of human resources objectives continuously by quantifying the completion of works.

The Group continuously extends and optimises the “Five-Luck” talent development scheme and strengthens the talent pool at each level unceasingly, so as to create a talent supply chain which is “Tridimensional, highly efficient, multi-level and comprehensive”. The Group constantly promotes the standardisation of human resources management, optimises the incentives for remuneration and assessments and strengthens staff training, as well as attracting professional talents of each level by incorporating this “Five-Luck” talent development scheme. We enhance the overall quality of staff members through professional training and encourage the enthusiasm of our staff through remuneration and assessments, so as to establish an elite Fullsun team continuously, which can truly realise talent-driven corporate competitiveness.

Sharing with employees is the corporate culture that the Group has been promoting and the scientific human resources management system provides the necessary protection for staff development. The Group is devoted to helping all employees to have achievements in work and enabling individuals to develop simultaneously with the Group, so as to facilitate the achievement of overall strategic goals.

## B1. 僱傭

我們把事業前景留人、發展平台留人、激勵機制留人作為集團的人才發展特色，以任人唯賢、唯能、唯績為晉升原則，本集團職位出現空缺時，鼓勵僱員競爭上崗。

薪酬方面，本集團結合目前薪酬現狀，積極探索薪酬體系改革，建立完善的薪酬福利體系，梳理了薪酬與個人績效的關係，明確其關聯機制。同時，加強佣金管控，制定佣金管理標準，增加銷售回款的考核指標，並根據市場調研結果及時調整佣金標準。報告期內，本集團推出了《薪酬體系方案》和《佣金管理制度》，以對薪酬進行規範化管理。績效方面，本集團設置科學的、符合集團發展需求的績效考核指標，由集團到個人對績效指標進行層層分解，同時，績效考核指標隨集團經營目標變化及時聯動調整，實時保證與集團經營目標的一致性。另外，本集團逐步推行項目總責任制，將責任落實到績效考核指標，切實保證項目按照計劃穩定推進。

我們在僱傭過程積極促進平等機會與多元化。本集團尊重女性的平等權益，同時積極為女性僱員提供工作便利與福利，如在三八婦女節舉辦活動等關愛女性僱員。

## B1. EMPLOYMENT

We retain talents by offering brighter career paths, better development platform and more attractive incentives. Personal characters, capabilities and working performance are principles for promotion, which is one of the features of the Group's talent development. Whenever there is a vacancy in the Group, employees are encouraged to compete for promotion.

In respect of emoluments, by incorporating the current salary level, the Group actively explores the reform of the remuneration system and establishes a comprehensive remuneration and welfare system, while sorting out the relationship between salary and personal performance, and clarifying the related mechanism. Meanwhile, we enhance remuneration management and control, formulate the standards of remuneration management, increase the evaluation index of sales rebate and timely adjust our remuneration standards according to market research results. During the Reporting Period, the Group has formulated the "System Plan on Emolument" and "Remuneration Management System", so as to carry out standardised management in respect of emolument. In view of performances, the Group has set up scientific performance indicators which meet the development requirements of the Group and analyses performance indicators at all levels from the Group to each individual. At the same time, the Group will make timely linkage adjustments to the performance assessment indicators according to the changes in the Group's operating goals so as to real-time ensure consistency of the Group's operating goals. In addition, the Group gradually implements the project uniform liabilities system, and infuses responsibility into performance evaluation indicators to ensure the projects run steadily as planned.

We have made positive efforts to promote equality and diversity during the recruitment process. The Group shows great respect for female's equal rights, and also actively offers convenience and benefits to female employees, such as organising activities on 8 March, the International Women's Day, to show its care for female employees.



## B. 社會層面

### B. SOCIAL ASPECTS

本集團嚴格遵守《中華人民共和國勞動法》、《中華人民共和國社會保險法》、《中華人民共和國婦女權益保障法》和《中華人民共和國工會法》等。本集團亦嚴格遵守第57章《僱傭條例》、第282章《僱員補償條例》、第608章《最低工資條例》等香港法例。人力資源部會定期查閱相關的法律法規，倘若相關的條文有更新，將會即時通知員工。如有需要，本集團更會組織有關的會議培訓員工。報告期內，概無發生有關賠償及解僱、聘用及晉升、工時、休息期、平等機會、多元性、反歧視及其他利益及福利政策的法律法規之重大違規事宜，因而對本集團構成重大影響。

The Group strictly complies with the Labour Law of the People's Republic of China, the Social Insurance Law of the People's Republic of China, the Law of the People's Republic of China on the Protection of Rights and Interests of Women and the Trade Union Law of the People's Republic of China. The Group also strictly complies with the regulations in Hong Kong including Cap. 57 Employment Ordinance, Cap. 282 Employees' Compensation Ordinance and Cap. 608 Minimum Wage Ordinance, etc. The Human Resources Department reviews the relevant laws and regulations on a regular basis. If the relevant provisions are updated, the staff will be notified immediately. If necessary, the Group will organise relevant meetings to train the staff. During the Reporting Period, there was no material non-compliance with laws and regulations that posed a significant impact on the Group in relation to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare policies were reported.

於2022年12月31日，本集團有106名僱員，按性別、年齡組別、地區、僱傭類別及僱傭模式劃分的僱員構成如下：

As at 31 December 2022, the Group had 106 employees and the employee compositions by gender, age group, geographical region, employment category and employment type were as follows:

僱員構成	Employee compositions	2022年 2022
<b>按性別劃分</b>	<b>By gender</b>	
男	Male	57
女	Female	49
<b>按年齡組別劃分</b>	<b>By age group</b>	
30歲或以下	Age 30 or below	31
31歲至50歲	Age 31-50	72
51歲或以上	Age 51 or above	3
<b>按地區劃分</b>	<b>By geographical region</b>	
中國內地	Mainland China	4
香港	Hong Kong	5
<b>按僱傭類別劃分</b>	<b>By employment category</b>	
高層管理人員	Senior management	8
中層管理人員	Middle management	17
一般	General	81
<b>按僱傭模式劃分</b>	<b>By employment type</b>	
全職	Full-time	106
兼職	Part-time	0

報告期內，按性別、年齡組別及地區劃分的僱員流失比率如下：

The employee turnover rates by gender, age group and geographical region during the Reporting Period are as follows:

僱員流失比率	Employee turnover rate	2022年 2022
<b>按性別劃分</b>	<b>By gender</b>	
男	Male	7.0%
女	Female	4.1%
<b>按年齡組別劃分</b>	<b>By age group</b>	
30歲或以下	Age 30 or below	9.7%
31歲至50歲	Age 31-50	4.2%
51歲或以上	Age 51 or above	0.0%
<b>按地區劃分</b>	<b>By geographical region</b>	
中國內地	Mainland China	60.0%
香港	Hong Kong	75.0%

## B2. 健康與安全

本集團一貫相信企業的核心競爭力主要來自於企業的僱員，只有把僱員培養成優秀的人才，才能使企業有所發展。本集團致力為僱員打造一個良好、舒適的工作環境，為僱員的工作安全保駕護航，使每一位僱員能有良好的工作氛圍。

報告期內，湖南福晟安排了例行消防逃生演習，增強員工在辦工區域的安全意識，防範安全風險。同時，為保障員工的身心健康，年內為員工提供例行體檢，並組織經常性的體育鍛煉和娛樂活動。除了身體健康外，本集團還關注各級員工的心理健康與精神面貌，特制定了《福晟集團內部溝通管理辦法》，提倡「全員無障礙溝通」，鼓勵各級員工通過正式和非正式溝通的方式與上級領導溝通。本集團要求所有管理者關注下屬僱員的意見和情緒，營造融洽、暢通的溝通氛圍，不斷提高僱員的滿意度。本集團每年均舉辦迷你馬拉松、員工生日會、節日慶祝、聯誼會等不同的活動，關懷員工身心健康，提升員工工作投入程度。

## B2. HEALTH AND SAFETY

The Group always believes that the core competitiveness of an enterprise is mainly derived from its employees. The enterprise can enjoy growth only by nurturing its employees into elite talents. The Group strives to establish a good and comfortable working environment for its employees and safeguard workplace safety, so as to enable every employee to achieve a good working atmosphere.

During the Reporting Period, Hunan Fullsun arranged routine fire escape drills to raise staff's awareness of safety at the workplace in order to avoid safety risks. Meanwhile, to ensure both the physical and mental health of staff, routine body check, regular physical exercise and recreational activities have been arranged for staff. Apart from body health, the Group also places attention on the mental health and spiritual care of the staff at all positions. It has specially formulated the "Fullsun Group Internal Communication Management Regulation" to advocate "barrier-free communication for all staff", encouraging staff in all positions to communicate with their superiors in a formal or informal way. All managers of the Group are required to consider the opinions and emotions of their subordinate employees to create a harmonious and seamless communication atmosphere for continuous improvement of employees' satisfaction. The Group arranges different activities such as mini marathon, staff birthday parties, festival celebrations and fellowships every year to show its care for the physical and mental health of all staff and enhance the level of their commitment.

## B. 社會層面

### B. SOCIAL ASPECTS

本集團同樣關注施工現場的工作環境安全，要求每一個項目的施工總包單位建立施工現場安全管理制度規範，並確保其可以有效運行。工程項目開工前，總包單位必須對所有進場工人進行「三級安全教育」的培訓，提高工人的安全意識，規範工人的安全操作流程，力爭做到施工零事故，並能全方位提供一線員工的安全保障物資及安全相關服務。同時，本集團設置一位專職的安全人員，每天對項目現場進行安全巡檢，並進行詳細記錄。同時，定期召開安全會議，對安全管理工作進行總結，並對安全隱患進行及時排查和提出相應解決方案，因此相關工人可負責，以確保每一位員工的人身安全。

本集團嚴格遵守《中華人民共和國安全生產法》、《建設工程安全生產管理條例》、《中華人民共和國工會法》、《中華人民共和國職業病防治法》、《工傷保險條例》和《中華人民共和國社會保險法》等法律法規。此外，本集團已制定內部的安全管理制度，建立安全和事故管理方案以及安全責任制度，以確保制度及運營上能夠符合相關的法律及法規。報告期內，概無發生有關提供安全工作環境及保障僱員避免職業性危害的法律法規之重大違規事宜，因而對發行人有重大影響。

年內，我們的業務營運中概無工傷案件（2021年：無，2020年：無）及因工傷損失工作天數（2021年：無，2020年：無）。報告期內，概無因工死亡案例（2021年：無，2020年：無）。本集團已給予僱員帶薪病假以便康復。總體而言，報告期內概無僱員發生嚴重意外事故。

The Group pays equal attention to the safety of the working environment in construction sites and requires the main contractor of each project to establish a safety management system on-site and ensures its effectiveness. Before the commencement of the construction project, the main contractor is required to provide "Three-level Safety Training" for all workers to enhance their safety awareness and standardise the safe operation procedures for workers, so as to endeavor to achieve zero accidents during construction and provide safety protection materials and safety-related services for front-line staff comprehensively. At the same time, the Group assigns dedicated safety personnel and carries out daily on-site inspections and prepares detailed records. Also, regular safety meetings are held to summarise our safety management works and conduct timely investigations for potential safety hazards as well as propose corresponding solutions, so that the relevant workers will be accountable for ensuring the personal safety of every staff.

The Group strictly abides by laws and regulations such as Work Safety Law of the People's Republic of China, the Administrative Regulations on the Work Safety of Construction Projects, the Trade Union Law of the People's Republic of China, Law of the People's Republic of China on the Prevention and Control of Occupational Diseases, the Regulations on Work-related Injury Insurances and the Social Insurance Law of the People's Republic of China. In addition, the Group has established an internal safety management system, and implemented a safety and accident management plan and a safety responsibility system to ensure the system and operation comply with relevant laws and regulations. During the Reporting Period, there was no material non-compliance with laws and regulations that had a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards.

During the year, there was no work injury case (2021: nil, 2020: nil) and lost day due to work injury (2021: nil, 2020: nil) in our business operation. There was no work-related fatality case (2021: nil, 2020: nil) during the Reporting Period. Employees were given paid sick leave for their recovery. Overall, no employees had a serious accident during the Reporting Period.

### B3. 發展及培訓

本集團以人才培養為中心，倡導「團結、高效、廉潔、務實」的工作作風，於集團貫徹全覆蓋的培訓理念。以培訓計劃為基礎，令管理層、各職能部門、各業務部門及新入職員工得以提升，以提高全體僱員的工作技能及綜合工作素質。

本集團致力為僱員提供持續培訓及學習機會，以發展其才能及拓展本集團業務。本集團於年內為所有層級的僱員提供眾多發展機會，當中包括入職培訓、全公司培訓及部門培訓。所有僱員均有平等機會獲得培訓及發展機會。

本集團相信，僱員的專業及個人發展對彼等的持續發展至關重要。我們將繼續加強培訓體系，以促進僱員發展。

### B3. DEVELOPMENT AND TRAINING

The Group considers talent development as its core vision, promotes the work styles of “unity, high efficiency, integrity and pragmatism” and implements the training concepts with full coverage in the Group. Based on the training programs, the management level, each functional department, business department and newcomers are faithfully advanced, so as to enhance work techniques and integrated work quality of all employees.

The Group is committed to providing continuous training and learning opportunities for its employees to develop their talents and expand the Group’s business. The Group offers many development opportunities for employees at all levels throughout the year. These include induction training, company-wide training and departmental training. All employees have equal access to training and development opportunities.

The Group believes that the professional and personal development of its employees is essential to their sustainable development. We will continue to strengthen our training system to improve the development of our employees.

僱員培訓數據	Employee training data	受訓僱員 所佔百分比 Percentage of employees trained	每名僱員 平均受訓時數 Average training hours per employee
<b>按性別劃分</b>	<b>By Gender</b>		
男	Male	8.8	0.2
女	Female	8.2	0.2
<b>按僱傭類別</b>	<b>By employment category</b>		
高層管理人員	Senior management	62.5	1.3
中層管理人員	Middle management	11.8	0.2
一般	General	2.5	0.0

## B. 社會層面

### B. SOCIAL ASPECTS

#### B4. 勞工準則

本集團嚴格執行國家及地方關於勞動人事的法律法規，本著公平、公開、自願的原則招聘員工，並自錄用日期起簽訂合法僱傭勞動合同。本集團設有婚假、喪假、產假、探親假和年休假，鼓勵幫助僱員達到工作與生活平衡狀態。嚴禁強迫勞動及童工。報告期內，我們實施數項措施以杜絕任何童工及強迫勞動的情況：

- 確認新聘僱員的身份以核實其年齡；
- 與新聘僱員簽署合約以防止強迫勞動；及
- 如發現童工及強迫勞動，將即時進行調查，並檢討招聘程序以作改善。

本集團嚴格遵守防止童工及強迫勞動的法律法規，包括《中華人民共和國勞動法》、香港法例第57章《僱傭條例》、《未成年工特殊保護規定》、《禁止使用童工規定》。報告期內，概無發生有關防止童工或強制勞工的法律法規之重大違規事宜，因而對發行人有重大影響。

本集團針對供應商及客戶建立了管理體系及管理措施，代表著本集團對企業運營直接相關環境及社會影響的有效管控。供應商管理方面，通過明確各管理崗位的職能範圍及內部控制閉環管理，實現供應鏈的標準化管理。同時，本集團建立明確的供應商交流渠道，提高與供應商相關內容審核的效率。客戶管理方面，本集團廣泛聽取客戶的意見，並積極響應客戶的需要，不斷完善企業服務水平及質量。本集團堅決抵制任何方式的貪污腐敗，對此類行為採取零容忍態度。

#### B4. LABOUR STANDARDS

The Group has strictly complied with the national and local laws and regulations in relation to labour and human resources and recruitment is carried out based on fair, open and voluntary principles. Legal employment contracts are entered into on the commencement date of employment. The Group offers marriage leave, compassionate leave, maternity leave, family reunion leave and annual leave to encourage employees to achieve work-life balance. Forced labour and child labour are strictly prohibited. During the Reporting Period, we have implemented several measures to prevent any cases of child and forced labour:

- Confirm the identities of newly recruited employees to verify their ages;
- Sign a contract with newly recruited employees to prevent forced labour; and
- Should any cases of child or forced labour be discovered, an investigation will be carried out immediately, and the recruitment procedure will be reviewed for a room for improvement.

The Group strictly abides by laws and regulations in relation to the prevention of child labour or forced labour, including the Labour Law of the People's Republic of China, the Employment Ordinance (Chapter 57 of the Laws of Hong Kong), Provisions on the Special Protection of Juvenile Workers and the Provisions on the Prohibition of Using Child Labour. During the Reporting Period, there was no material non-compliance with laws and regulations that had a significant impact on the issuer relating to preventing child and forced labour.

The Group has established a management system and administrative measures specially for suppliers and customers, which demonstrates the Group's effective control on the impact on the environment and society directly attributable to its business operation. In terms of supplier management, the clarification of the functional area of the management roles and internal control of closed-loop management has achieved standardised management of the supply chain. Meanwhile, the Group establishes a clear communication channel with the suppliers to facilitate efficiency in reviewing the contents related to the suppliers. In terms of customer management, the Group extensively listens to opinions from customers and proactively responds to customer needs, to continuously improve the corporate service level and quality. The Group strives to eliminate all forms of corruption and adopts a zero tolerance attitude towards such behaviors.

## B5. 供應鏈管理

本集團在供應商方面建立了健全的管理制度，在供應商准入、履約管理、履約評價等關鍵的事宜上建立了標準的管理流程。因供應商對產品質量產生直接影響，本集團高度重視供應商准入的審核工作，對供應商的基本信息、資歷、工程技術標準、樣品等進行多重審核，確保滿足項目施工需求。此外，本集團會計入環境及社會考量的所有法律法規。我們篩選評估供應商時會優先採用推廣環保產品及服務之供應商。報告期內，本集團按照制度要求，對11名供應商進行考察評估，更新合作供應商名單，並開展了對供應商的履約評估工作。

供應商地區分佈情況如下：

## B5. SUPPLY CHAIN MANAGEMENT

The Group has established a sound management system for suppliers and a standardised management flow on significant issues such as supplier access, performance management and performance evaluation. Since the supplier has a direct influence on product quality, the Group highly values the review work of supplier access. The Group conducts multiple reviews on basic information, qualifications, engineering technology standard and samples to ensure the fulfilment of project construction requirements. Additionally, the environmental and social considerations will be taken into account. Our suppliers must abide by all laws and regulations related to environmental protection and applicable labour standards. Suppliers that promote environmentally preferable products and services are prioritised during the supplier selection and assessment processes. During the Reporting Period, the Group performs inspective evaluation on 11 suppliers, updates the list of cooperating suppliers and carries out supplier performance evaluation in accordance with the requirements of the system.

The distribution of suppliers by geographical location is as follows:

地區	Geographical locations	2022年 2022
中國內地	Mainland China	45
香港	Hong Kong	9
其他	Other	6
合計	<b>Total</b>	<b>60</b>

## B. 社會層面

### B. SOCIAL ASPECTS

#### B6. 產品責任

本集團制定《工程項目管理辦法》，進一步規範總分包及監理單位管理，落實建設質量方針，明確總分包及監理單位質量管理責任，促進合作共贏。本集團對工程質量管理的事前、事中、事後建立了標準的工作流程。在工程施工前，本集團制定詳細管理要求及行為規範，供應商需明確本集團的要求後方可施工；施工過程中，本集團定期進行工程質量、安全檢查，並建立明確的信息溝通渠道，保證施工穩步推進；工程驗收階段，本集團制定了標準驗收程序，不僅明確了各項工程詳細的驗收標準，同時規定了工程驗收需要提交的表單等程序性文件。此外，本集團珍視客戶意見及投訴。我們設有政策以確保客戶得到有效的回應。

本集團嚴格遵守香港法例第486章《個人資料(私隱)條例》法律法規。報告期內，概無發生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法律法規之重大違規事宜，因而對發行人有重大影響。

本集團致力於遵守國家關於保障知識產權的政策和法律法規。報告期內，本集團沒有收到關於維護及保障知識產權有關的呈報個案。

本集團致力於保護消費者隱私及相關資料，非相關人員無權限查看客戶資料。

報告期內，本集團沒有收到由於洩露客戶資料而引發的任何投訴及訴訟案件。

#### B6. PRODUCT RESPONSIBILITY

The Group has prepared the "Construction Project Management Measures" to further standardise general subcontracting and supervision unit management, implement construction quality policy and clarify general subcontracting and quality management responsibilities of the supervision unit, to facilitate "win-win" cooperation. The Group has established standard workflows for project quality management prior to, during and after the project. Before the commencement of works, the Group implemented detailed management requirements and norms of behavior, and the suppliers can only commence construction after fulfilling the Group's requirements. During the construction, the Group carries out quality and safety checks for the construction regularly and establishes clear communication channels, so as to ensure the works to be carried out in an orderly manner. During the acceptance phase of works, the Group has formulated the standard acceptance procedures, which not only clarify the detailed acceptance standards for each construction, but also standardise the procedural documents like the forms which need to be submitted in the acceptance phase of works. Additionally, the Group values customer opinion and complaints. We have the policy to ensure that effective responses are delivered to customers.

The Group strictly abides by laws and regulations such as Personal Data (Privacy) Ordinance Cap. 486. During the Reporting Period, there was no material non-compliance with laws and regulations that had 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.

The Group strives to comply with the relevant national policies, laws and regulations in relation to the protection of intellectual property rights. During the Reporting Period, the Group did not receive any reported case regarding the maintenance and protection of intellectual property rights.

The Group strives to protect the privacy and the relevant information of the consumers. Non-related persons shall have no access to customers' information.

During the Reporting Period, the Group did not receive any complaint and litigation case caused by the disclosure of customers' information.

## B7. 反貪污

本集團通過設置各部門、崗位的職責範圍，將不相容職責分離，形成各部門、崗位相互制約的工作機制，從而降低貪污舞弊事件發生的可能性。同時，本集團制定《員工獎懲管理辦法》，明確了員工貪污的定義及懲罰措施，做到有制度可依。另外，本集團制定《員工廉潔從業規定》，明確了廉潔監管機構-廉潔作風工作小組，與內控中心審計部形成協同工作機制，對僱員的廉潔工作提出了全面的要求，建立了多方位的舉報渠道，提倡全員監管。本集團已為董事及員工提供反貪污培訓課程。

本集團嚴格遵守《中華人民共和國刑法》、《中華人民共和國刑事訴訟法》、《中華人民共和國反不正當競爭法》、《關於禁止商業賄賂行為的暫行規定》、《中華人民共和國反洗錢法》和《防止賄賂條例》等法律法規。報告期內，概無發生有關防止賄賂、勒索、欺詐及洗黑錢的法律法規之重大違規事宜，因而對發行人有重大影響。

報告期內，概無對本集團或其僱員提出並已審結的貪污訴訟案件。隨著業務的發展，本集團將進一步完善監督體系，為本集團可持續發展提供有力保障。

## B8. 社區投資

本集團在力求發展的同時，一貫強調社會責任、家國情懷，牢記社會賦予的使命，將奉獻社會作為企業責任，踐行企業承諾，弘揚傳統美德。在履行社會責任的同時，本集團也積極建設有擔當、有作為的公司文化，並鼓勵僱員以實際行動參與社會奉獻。

不忘初心，以愛前行。本集團將會一直努力踐行企業的社會責任，在企業發展的同時，不斷將公司已取得的成就與社會各界分享，積極投身於社會公益活動中，發揚企業文化。用實際行動弘揚公益精神，以企業責任履行社會奉獻。

## B7. ANTI-CORRUPTION

The Group reduces the occurring possibility of corruption by setting up the responsibility coverages of each department and role, and segregating incompatible responsibilities, under which, each shall perform his own functions subject to accountability and restrictions. It has also set up "Staff Reward and Punishment Management Regulations" to clarify the definition and punishment of staff corruption so as to provide a system to be followed. Beyond that, the Group has developed "Employee Integrity Practice Regulations" to clarify the integrity supervision organization-Integrity Enforcement Working Team, which works with the audit department under the internal control centre to form a cooperative working mechanism. This has put forward comprehensive requirements for the integrity of employees, established multi-faceted reporting channels, and promoted supervision from all employees. The Group provides training sessions on anti-corruption to the directors and staff.

The Group strictly complied with the Criminal Law of the People's Republic of China, the Criminal Procedure Law of the People's Republic of China, the Anti-unfair Competition Law of the People's Republic of China, Interim Provisions on Banning Commercial Bribery, the Anti-money Laundering Law of the People's Republic of China and also the Prevention of Bribery Ordinance, etc. During the Reporting Period, there was no material non-compliance with laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.

During the Reporting Period, no concluded legal cases were reported regarding corrupt practices against the Group or its employees. Following the business development, the supervisory system will be further improved to provide strong protection for the sustainable development of the Group.

## B8. COMMUNITY INVESTMENT

While striving for development, the Group has always emphasised social responsibility and home-country feelings. Keeping in mind the mission entrusted by the society, the Group takes making a contribution to society as its corporate responsibility for fulfilling its corporate commitments, and promoting traditional virtues. While fulfilling social responsibilities, the Group also actively builds a responsible and effective company culture, and encourages employees to participate in social dedication with practical actions.

Never forget the original intention, and move forward with love. The Group will always strive to fulfil its corporate social responsibility. Throughout its corporate development, it will continue to share the Company's achievements with all sectors of society, actively participate in social welfare activities, and promote corporate culture, promote the spirit of public welfare with practical actions, and implement social dedication with corporate responsibility.



# 環境、社會及管治報告指引索引

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE INDEX

層面 Aspect	內容 Content	章節 Section
<b>強制披露規定</b> <b>Mandatory Disclosure Requirements</b>		
管治架構 Governance Structure	由董事會發出的聲明，當中載有下列內容： A statement from the board containing the following elements: i. 披露董事會對環境、社會及管治事宜的監管； i. a disclosure of the board's oversight of ESG issues; ii. 董事會的環境、社會及管治管理方針及策略，包括評估、優次排列及管理重要的環境、社會及管治相關事宜(包括對發行人業務的風險)的過程；及 ii. the board's ESG management approach and strategy, including the process used to evaluate, prioritize, and manage material ESG-related issues (including risks to the issuer's businesses); and iii. 董事會如何按環境、社會及管治相關目標檢討進度，並解釋它們如何與發行人業務有關連。 iii. how the board reviews progress made against ESG-related goals and targets with an explanation of how they relate to the issuer's businesses.	環境、社會及管治治理 ESG governance
匯報原則 Reporting Principles	描述或解釋在編備環境、社會及管治報告時如何應用匯報原則，即重要性、量化及一致性。 A description of, or an explanation on, the application of the Reporting Principles (Materiality, Quantitative and Consistency) in the preparation of the ESG report.	報告原則及參考標準 Reporting Principles and Reference Standards
匯報範圍 Reporting Boundary	解釋環境、社會及管治報告的匯報範圍，及描述挑選哪些實體或業務納入環境、社會及管治報告的過程。 A narrative explaining the reporting boundaries of the ESG report and describing the process used to identify which entities or operations are included in the ESG report.	報告原則及參考標準 Reporting Principles and Reference Standards

層面 Aspect	內容 Content	章節 Section
「不遵守就解釋」條文 “Comply or explain” Provisions		
<b>A. 環境</b> <b>A. Environment</b>		
層面A1：排放物 Aspect A1: Emissions		
一般披露 General Disclosure	有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： Information on: (a) 政策；及 (a) the policies; and (b) 遵守對發行人有重大影響的相關法律及規例 (b) compliance with relevant laws and regulations that have a significant impact on the issuer 的資料。 relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	排放物 Emissions
A1.1	排放物種類及相關排放數據。 The types of emissions and respective emissions data.	空氣污染物排放 Air Pollutants Emission
A1.2	直接(範圍1)及能源間接(範圍2)溫室氣體排放量及(如適用)密度。 Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions and, where appropriate, intensity.	溫室氣體排放 Greenhouse Gas Emissions
A1.3	所產生有害廢棄物總量及(如適用)密度。 Total hazardous waste produced and, where appropriate, intensity.	廢棄物管理 Waste Management
A1.4	所產生無害廢棄物總量及(如適用)密度。 Total non-hazardous waste produced and, where appropriate, intensity.	廢棄物管理 Waste Management
A1.5	描述所訂立的排放量目標及為達到這些目標所採取的步驟。 Description of emission target(s) set and steps taken to achieve them.	空氣污染物排放、溫室氣體排放 Air Pollutants Emission, Greenhouse Gas Emissions
A1.6	描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。 Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them	廢棄物管理 Waste Management

層面 Aspect	內容 Content	章節 Section
層面A2：資源使用 Aspect A2: Use of Resources		
一般披露 General Disclosure	有效使用資源(包括能源、水及其他原材料)的政策。 Policies on the efficient use of resources, including energy, water and other raw materials.	資源使用 Use of Resources
A2.1	按類型劃分的直接及／或間接能源總耗量及密度。 Direct and/or indirect energy consumption by type in total and intensity.	能源 Energy
A2.2	總耗水量及密度。 Water consumption in total and intensity.	水 Water
A2.3	描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。 Description of energy use efficiency target(s) set and steps taken to achieve them.	能源 Energy
A2.4	描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。 Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them.	水 Water
A2.5	製成品所用包裝材料的總量及(如適用)每生產單位佔量。 Total packaging material used for finished products, and if applicable, with reference to per unit produced.	基於本集團業務性質，我們並沒有產生重大包裝材料 Due to the Group's business nature, we did not generate significant packaging materials
層面A3：環境及天然資源 Aspect A3: The Environment and Natural Resources		
一般披露 General Disclosure	減低發行人對環境及天然資源造成重大影響的政策。 Policies on minimising the issuer's significant impact on the environment and natural resources.	環境及天然資源 The Environment and Natural Resources
A3.1	描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。 Description of the significant impacts of activities on the environment and natural resources and actions taken to manage them.	環境及天然資源 The Environment and Natural Resources
層面A4：氣候變化 Aspect A4: Climate Change		
一般披露 General Disclosure	識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。 Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	氣候變化 Climate Change
A4.1	描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。 Description of the significant climate-related issues which have impacted, and those which may impact, the issuer and the actions taken to manage them.	氣候變化 Climate Change

層面 Aspect	內容 Content	章節 Section
<b>B. 社會</b>		
<b>B. Social</b>		
<b>僱傭及勞工常規</b>		
<b>Employment and Labour Practices</b>		
層面B1：僱傭		
Aspect B1: Employment		
一般披露 General Disclosure	有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： Information on: (a) 政策；及 (a) the policies; and (b) 遵守對發行人有重大影響的相關法律及規例。 (b) compliance with relevant laws and regulations that have a significant impact on the issuer 的資料 relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	僱傭 Employment
B1.1	按性別、僱傭類型、年齡組別及地區劃分的僱員總數。 Total workforce by gender, employment type, age Group and geographical region.	僱傭 Employment
B1.2	按性別、年齡組別及地區劃分的僱員流失比率。 Employee turnover rate by gender, age Group and geographical region.	僱傭 Employment
層面B2：健康與安全		
Aspect B2: Health and Safety		
一般披露 General Disclosure	有關提供安全工作環境及保障僱員避免職業性危害的： Information on: (a) 政策；及 (a) the policies; and (b) 遵守對發行人有重大影響的相關法律及規例 (b) compliance with relevant laws and regulations that have a significant impact on the issuer 的資料。 relating to providing a safe working environment and protecting employees from occupational hazards.	健康與安全 Health and Safety
B2.1	過去三年(包括匯報年度)每年因工亡故的人數及比率。 Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	過去三年(包括報告期內)並無發現因工亡故。 No work-related fatalities were noted in each of the past three years (including the Reporting Period).
B2.2	因工傷損失工作日數。 Lost days due to work injury.	報告期內並無發現工傷事故。 No work-related injuries were noted during the Reporting Period.
B2.3	描述所採納的職業健康與安全措施，以及相關執行及監察方法。 Description of occupational health and safety measures adopted, how they are implemented and monitored.	健康與安全 Health and Safety

層面 Aspect	內容 Content	章節 Section
層面B3：發展及培訓 Aspect B3: Development and Training		
一般披露 General Disclosure	有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。 Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	發展及培訓 Development and Training
B3.1	按性別及僱員類別劃分的受訓僱員百分比。 The percentage of employees trained by gender and employee category.	發展及培訓 Development and Training
B3.2	按性別及僱員類別劃分，每名僱員完成受訓的平均時數。 The average training hours completed per employee by gender and employee category.	發展及培訓 Development and Training
層面B4：勞工準則 Aspect B4: Labour Standards		
一般披露 General Disclosure	有關防止童工或強制勞工的： Information on: (a) 政策；及 (a) the policies; and (b) 遵守對發行人有重大影響的相關法律及規例 (b) compliance with relevant laws and regulations that have a significant impact on the issuer 的資料。 relating to preventing child and forced labour.	勞工準則 Labour Standards
B4.1	描述檢討招聘慣例的措施以避免童工及強制勞工。 Description of measures to review employment practices to avoid child and forced labour.	勞工準則 Labour Standards
B4.2	描述在發現童工及強制勞工違規情況時消除有關情況所採取的步驟。 Description of steps taken to eliminate child and forced labour practices when discovered.	勞工準則 Labour Standards

層面 Aspect	內容 Content	章節 Section
<b>營運慣例</b> <b>Operating Practices</b>		
層面B5：供應鏈管理 Aspect B5: Supply Chain Management		
一般披露 General Disclosure	管理供應鏈的環境及社會風險政策。 Policies on managing environmental and social risks of the supply chain.	供應鏈管理 Supply Chain Management
B5.1	按地區劃分的供應商數目。 Number of suppliers by geographical region.	供應鏈管理 Supply Chain Management
B5.2	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。 Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored.	供應鏈管理 Supply Chain Management
B5.3	描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。 Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	供應鏈管理 Supply Chain Management
B5.4	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。 Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	供應鏈管理 Supply Chain Management

層面 Aspect	內容 Content	章節 Section
層面B6：產品責任 Aspect B6: Product Responsibility		
一般披露 General Disclosure	有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： Information on: (a) 政策；及 (a) the policies; and (b) 遵守對發行人有重大影響的相關法律及規例 (b) compliance with relevant laws and regulations that have a significant impact on the issuer 的資料。 relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.	產品責任 Product Responsibility
B6.1	已售或已運送產品總數中因安全與健康理由而須回收的百分比。 Percentage of total products sold or shipped subject to recalls for safety and health reasons.	報告期內並無發現已售或已運送產品因安全與健康理由而須回收。 No products sold or shipped subject to recalls for safety and health reasons were noted during the Reporting Period.
B6.2	接獲關於產品及服務的投訴數目以及應對方法。 Number of products and service related complaints received and how they are dealt with.	報告期內並無接獲關於產品及服務的投訴。 No products and service related complaints were received during the Reporting Period.
B6.3	描述與維護及保障知識產權有關的慣例。 Description of practices relating to observing and protecting intellectual property rights.	產品責任 Product Responsibility
B6.4	描述質量檢定過程及產品回收程序。 Description of quality assurance process and recall procedures.	產品責任 Product Responsibility
B6.5	描述消費者資料保障及私隱政策，以及相關執行及監察方法。 Description of consumer data protection and privacy policies, how they are implemented and monitored.	產品責任 Product Responsibility

# 環境、社會及管治報告指引索引

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE INDEX

層面 Aspect	內容 Content	章節 Section
層面B7：反貪污 Aspect B7: Anti-corruption		
一般披露 General Disclosure	有關防止賄賂、勒索、欺詐及洗黑錢的： Information on: (a) 政策；及 (a) the policies; and (b) 遵守對發行人有重大影響的相關法律及規例 (b) compliance with relevant laws and regulations that have a significant impact on the issuer 的資料。 relating to bribery, extortion, fraud and money laundering.	反貪污 Anti-corruption
B7.1	於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。 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.	報告期內並無發現已審結的訴訟案件。 No concluded legal cases were noted during the Reporting Period.
B7.2	描述防範措施及舉報程序，以及相關執行及監察方法。 Description of preventive measures and whistleblowing procedures, how they are implemented and monitored.	反貪污 Anti-corruption
B7.3	描述向董事及員工提供的反貪污培訓。 Description of anti-corruption training provided to directors and staff.	反貪污 Anti-corruption
<b>社區 Community</b>		
層面B8：社區投資 Aspect B8: Community Investment		
一般披露 General Disclosure	有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。 Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities takes into consideration communities' interests.	社區投資 Community Investment
B8.1	專注貢獻範疇。 Focus areas of contribution.	社區投資 Community Investment
B8.2	在專注範疇所動用資源。 Resources contributed to the focus areas.	社區投資 Community Investment



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