

# REDCO HEALTHY LIVING

力高健康生活有限公司

REDCO HEALTHY LIVING COMPANY LIMITED

(incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

Stock code 股份代號：2370



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

2022



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# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### ABOUT THE REPORT

This Environmental, Social and Governance (ESG) Report (the “ESG Report”) concentrates on performance in sustainable development and corporate social responsibility, as well as future plans and objectives, including the impacts of Redco Healthy Living Company Limited’s (stock code: 2370) (“Redco Healthy Living” or “Group”) operation on the environment, society, and economy. The Report is published on the website of the HKEX and the Group’s website ([www.redcohealthy.com](http://www.redcohealthy.com)).

### Reporting Period and Scope

This Report covers the period from 1 January 2022 to 31 December 2022 (the “reporting period” or “the Year”). The scope of the report comprises headquarters of Redco Healthy Living and Redco Healthy Living’s subsidiaries but excludes companies that Redco Healthy Living does not hold interest in. There was no change to the reporting scope compared to the previous reporting period.

### Report Standard

This report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide (“ESG Guide”) contained in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“Stock Exchange” or “HKEX”).

### Reporting Principles

- **Materiality:** Material topics are identified, assessed, reviewed and confirmed by senior management to ensure their significance.

### 關於本報告

本環境、社會及管治(ESG)報告(「ESG報告」)專注於報告在可持續發展與企業社會責任方面的表現，以及未來計劃及目標，包括力高健康生活有限公司(股份代號：2370)(「力高健康生活」或「本集團」)業務對環境、社會及經濟的影響。本報告刊發於香港聯交所網站及本集團網站([www.redcohealthy.com](http://www.redcohealthy.com))。

### 報告期間及範圍

本報告的時間範圍為二零二二年一月一日至二零二二年十二月三十一日(「報告期間」或「本年度」)。報告範圍為力高健康生活總部及其附屬公司，未包括並非由力高健康生活持有權益之公司。報告範圍與上一期報告期間相比未發生變化。

### 報告標準

本報告乃根據香港聯合交易所有限公司(「聯交所」或「香港聯交所」)證券上市規則附錄二十七所載環境、社會及管治報告指引編製(「ESG指引」)。

### 報告原則

- **重要性：**重大ESG議題由高級管理層識別、評估、審查和確認，以確保其重要性。

- **Quantitative:** Quantitative data are presented with calculation methods and relevant terms are defined.
  - **Balance:** The ESG performance data is disclosed on an unbiased basis with a full picture of both our accomplishments for the reporting period and potential for enhancement in the future.
  - **Consistency:** The data is calculated using consistent methodologies to allow effective year-over-year comparisons.
- **定量性：**呈列定量數據及計算方法，並就相關術語給出定義。
  - **平衡性：**公平公正地披露 ESG 績效數據，全面描述我們於報告期間內取得的成就和未來的提升潛力。
  - **一致性：**使用與歷年一致的方法計算數據，以便進行有效的同比比較。

### Source of Information

The figures and data contained in this Report were derived from the Group's archived documents, records, and surveys in relation to the core and significant projects of the Group's operation and property development business covering material matters and key performance indicators in environmental management, social responsibility, and governance. The Group strives to turn the initiatives outlined in this Report into action, we are dedicated and desire to become a socially responsible organisation.

### Feedback

We welcome your feedback and your valuable input will help us continue to improve. If you have any feedback on the content of the Report, please feel free to contact us by email at redcohealthy\_ir@redco.cn.

### 資料來源

本報告的數據及資料源於本集團各項存檔文件、記錄及統計，內容有關本集團營運及物業開發業務的核心重大項目，涵蓋環境管理、社會責任及管治的重大事宜及關鍵績效指標。本集團力在就本報告概述之計劃付諸行動，致力且有意成為對社會負責的機構。

### 反饋意見

我們歡迎閣下的反饋意見，閣下的寶貴意見將幫助我們持續改進。如閣下對本報告內容有任何反饋意見，歡迎發送電郵至 redcohealthy\_ir@redco.cn。

## CORPORATE GOVERNANCE

### Corporate Governance Structure

An effective corporate governance framework is crucial for ensuring that ESG issues are well considered and well incorporated into the Company's business agenda and is crucial for safeguarding the interests of stakeholders and enhancing corporate value. It is the responsibility of the Board of Directors and the management of the Company to ensure that the Company's obligations to stakeholders are met, as well as to maintain a well-established governance framework to govern corporate behavior. As a company, we adhere to high ethical and business standards and maintain a compliant operation at all times under the strict application of our policies and procedures. Regular reviews of current laws and regulations are conducted by both the Legal and Compliance Department and the Company Secretarial Department to make sure all pertinent requirements are met and to prevent various risks, such as non-compliance with applicable laws and regulations, and necessary changes will then be made to the Company's policies.

The Board has established three Board Committees: Audit Committee, Remuneration Committee and Nomination Committee.

The Board charters each committee. It determines strategy, policy, and financial performance and leads the organisation.

The Board has established and delegated authority to the Audit, Remuneration and Nomination Committees, in which the Audit Committee is responsible for ensuring that the Company has formal and transparent arrangements for considering matters relating to risk management and internal control systems, and the duties of Remuneration and Nomination Committees set out in the corresponding terms of reference, covering the relevant code provisions of the Corporate Governance Code.

The Board is also responsible for the overall sustainability strategy of the Group including set out the terms of reference for the sustainability taskforce (including member authority, scope of work and resources), and taking charge of the development direction, overall strategies and policies of the Group going forward.

## 企業管治

### 企業管治架構

有效的企業管治框架對確保ESG議題得到充分考慮及將其更好地融入本集團的業務進程中，以及對維護持份者利益及提升企業價值而言屬重要。董事會及本公司管理層有責任確保本公司已滿足持份者要求，以及維持完善的管治框架以管治企業行為。作為一家公司，我們堅持高道德及商業標準，在政策和程序的嚴格執行下，保證無時無刻均合規經營。為確保遵守所有相關要求及防範如未遵守適用法律法規等各類風險，法律合規部及公司秘書部共同對現行法律法規進行定期審閱，並對本公司政策進行必要的修改。

董事會已成立三個委員會：審核委員會、薪酬委員會及提名委員會。

董事會為各委員會訂立章程。其決定策略、政策、財務表現及領導本機構。

董事會已設立並授權審核、薪酬及提名委員會，其中由審核委員會負責確保本公司作出正規且透明的安排，以審議與風險管理和內部監控制度相關的事項，而薪酬及提名委員會的職責則載於對應的職權範圍內，涵蓋企業管治守則之相關守則條文。

董事會亦負責本集團的整體可持續發展戰略，包括訂立可持續發展工作小組的職權範圍(包括成員權限、工作範圍及資源)，並負責本集團的未來發展方向、整體策略及政策。

### Board Independence, Diversity and Performance

Board members are selected by our Nomination Committee based on our “Board Diversity Policy”. We believe our Board should reflect the diversity of our business by having a balance of skills, experience and opinions. Our Board of Directors comprises executive, managerial, financial, industry and governance expertise.

### 董事會獨立性、多元化及表現

提名委員會根據「董事會多元化政策」挑選董事會成員。我們認為藉董事會所具備適當之技能、經驗及意見可反映出業務多元化。我們的董事由行政、管理、財務及行業人員及管治專家組成。

Age 年齡		FY2022 二零二二財年 No. of Directors 董事數量
Below 30	30歲以下	1
30 - 50	30至50歲	2
Above 50	50歲以上	4

Gender 性別		FY2022 二零二二財年 No. of Directors 董事數量	Ratio 比率
Female	女性	2	29%
Male	男性	5	71%

Independence 獨立性		FY2022 二零二二財年 No. of Directors 董事數量	Ratio 比率
Independent Non-Executive Directors	獨立 非執行董事	3 1	43% 14%
Executive Directors	執行董事	3	43%

#### Sustainability Governance

The Board is responsible for the overall sustainability strategy of the Group including setting out the terms of reference for the sustainability taskforce (including member authority, scope of work and resources), taking charge of the development direction, overall strategies and policies of the Group going forward.

Our directors consider that establishing and implementing sound ESG principles and practices will help increase the investment value of the Company and provide long-term returns to our stakeholders. To ensure the effectiveness of our ESG measures, our directors will be responsible for overseeing, adopting and evaluating the formulation and reporting of our ESG strategies and matters, reviewing the progress made against ESG related goals and targets, and monitoring the ESG-related risks.

Furthermore, our board of directors with the assistance of departments head and management will execute the requirements of the sustainability committee on matters pertaining to ESG within the areas of their responsibility and provide regular reporting. The sustainability taskforce comprises members from the following departments:

- Human Resources Administration
- Cost Management, Tender-based Procurement Management
- Engineering Management
- Operation Management, Sales and Customer Relations
- Brand Management
- Financial Management

#### 可持續發展管治

董事會負責本集團的整體可持續發展戰略，包括訂立可持續發展工作小組的職權範圍(包括成員權限、工作範圍及資源)，並負責本集團的未來發展方向、整體策略及政策。

董事認為，建立和實施良好的ESG原則和常規將有助於提高本公司的投資價值，並為持份者提供長期回報。為確保我們的ESG措施的有效性，董事將負責監督、採納及評估ESG戰略及事項的製定及報告，檢討針對ESG相關目標的進展，並監控ESG相關風險。

此外，我們的董事會在部門負責人和管理層的協助下，將在其職責範圍內執行可持續發展委員會關於ESG事項的要求，並提供定期報告。可持續發展工作小組由下列部門的成員組成：

- 人力資源管理
- 成本管理、招標採購管理
- 工程管理
- 運營管理、銷售及客戶關係
- 品牌管理
- 財務管理

## Business Ethics and Compliance

### Anti-Corruption

The Company adheres to the highest ethical standards and responsibilities. We take a zero tolerance approach to all forms of bribery, fraud, and corruption associated with any aspect of the Group's operation. Director and employee training on anti-corruption was also provided at least once a year. The Group's internal audit team conducted an anti-corruption training this year on topics such as fraud, falsifying financial information, bribery, and legal consequences.

The Group has established a Code of Business Conduct which all employees must comply with. Employees are expected to fulfil the responsibilities outlined in the code in an honest and ethical manner. In support of our Ethical Conduct Policy, the Group has a whistle-blowing policy and a grievance mechanism in place through which employees at all levels can report unlawful conduct.

The whistleblower's identity and all cases related to whistleblowing are handled in strict confidence according to the procedures outlined in the policy. Cases will be given to the designated officer for further investigation.

The Group upholds its values of integrity by implementing ethical management practices for each project and department. We also clearly established rules and procedures related to corporate governance to combat corruption.

The Group fully complies with national laws and regulations and prohibits staff from bribing any person, namely civil servants, government officials, or connected persons. Staff members are also forbidden from embezzlement, theft, concealment, or misapplication of the Group's assets. When the Group suspects any corrupted behaviour, an internal investigation and disciplinary action, such as duty suspension and contract termination, will be taken against the staff. If any reported cases involve the violation of national laws, the staff will be handed over to the concerned department for further actions.

## 商業道德及合規

### 反貪污

本公司秉持最高的道德標準及責任，對任何與本集團營運有關的各種形式的賄賂、欺詐及貪污採取零容忍態度。本集團亦每年至少為董事及僱員提供一次反貪污培訓。本集團內部審計團隊於本年度就欺詐、偽造財務資料、賄賂及法律後果等主題開展了一次反貪污培訓。

本集團已建立《業務行為守則》，所有僱員均須遵守。預期僱員將以誠實守德的方式履行該守則內所訂明之責任。為配合道德行為政策，本集團已制定舉報政策及申訴機制，供各級僱員舉報任何不合法行為。

舉報者的身份及所有與舉報相關的個案將按該政策的程序規定嚴格保密處理。個案將由指定負責人作進一步調查。

本集團透過對每個項目及部門實施道德管理措施，堅守誠信正直之價值觀。我們亦已訂明有關企業管治之規則及流程以防範貪污。

本集團全面嚴格遵守國家法律法規，明文規定員工不得以任何形式賄賂任何人士，包括公職人士、政府官員，或關連人士。同時，所有員工亦不得挪用、盜竊、匿藏或濫用本集團財產。若本集團發現任何貪污行為，將進行內部調查並予以懲處，例如停職及解除勞動合約。如有任何舉報個案涉及觸犯國家法例，本集團將移交員工至司法機構以進一步處理。



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

To prevent bribery and collusion among the Group's suppliers, suppliers have signed binding integrity agreements to ensure they are not corrupted. We have also established a system to report and reward suppliers, employees, and other stakeholders who report abuse. Reports are processed by the risk management department and then scrutinised by the internal audit department. The Group is committed to strengthening the oversight of its anti-corruption system to promote good corporate governance. There were no incidents of corruption initiated against group members during the Review Period.

During the reporting period, the Group was not aware of any non-compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud, and money laundering.

#### *Regulatory Compliance*

All laws, rules, and regulations under business operation are strictly complied with by the Group. The Group reviewed and monitored its regulatory frameworks and revised internal policies appropriately. Seminars and/or training on the Group's internal controls and compliance process are held regularly to enhance employees' knowledge and awareness.

During the reporting year, we did not observe any form of non-compliance or violation with laws and regulations that might have a significant impact on the Group's operating areas, such as environmental protection, employment, labour practices, operational and organisational activities.

供應商已簽署《廉潔協議書》，旨在透過簽署具約束力協議，確保彼等一貫廉潔，以防本集團供應商之間受賄同謀。此外，本集團亦設有匿名舉報制度及獎勵系統，鼓勵供應商、僱員及其他持份者主動向本公司舉報濫用情況。風險管理部將負責接收舉報資料，並由內部審計部進行核實。本集團將持續完善防範貪污的制度體系，強化監管力度，為本集團提供良好的企業管治。於回顧期間內，本集團任何成員公司概無發生任何貪污個案。

於報告期間內，本集團並不知悉任何對有關賄賂、勒索、欺詐及洗黑錢事宜產生重大影響之任何相關法律法規的違反情況。

#### *監管合規*

本集團嚴格遵守所有有關業務運營法律、規則及法規。本集團已審查及監控其監管框架，並適當修訂內部政策。本集團定期舉辦研討會及／或關於本集團內部控制及合規程序的培訓，以提高僱員的認知與意識。

於報告年內，本集團並不知悉可能對本集團包括環境保護、就業、勞工準則、營運及組織活動的經營範圍產生重大影響之任何相關法律法規的不合規或違反情況。

## STAKEHOLDER ENGAGEMENT AND MATERIALITY ASSESSMENT

We engaged our management and staff in reviewing our operations and obtaining feedback from a variety of stakeholders, including shareholders, customers, employees, suppliers, creditors, regulators, and the general public, in order to identify the ESG issues that matter to the Group. Our stakeholder engagement process takes place regularly through a variety of channels, including meetings, hotlines, and emails. Afterward, the identified ESG issues were evaluated in terms of their importance for our stakeholders, both internal and external, as well as their impact on the Group as a whole. Our sustainability strategy is derived from the results of our materiality assessment. In order to achieve the greatest impact, the strategy focuses on the areas that are most important to our stakeholders and those where we believe we can make the most impact.

### Stakeholder Engagement

#### 持份者參與

Stakeholder Groups 持份者群組	Why we engage 參與理由	Channels 渠道
Customers 客戶	Customer feedback assists us in improving our products, services, and processes. 顧客反饋有助於我們改善產品、服務及流程。	<ul style="list-style-type: none"> <li>• Social media</li> <li>• Customer service</li> <li>• Customer satisfaction surveys</li> <li>• 社交媒體</li> <li>• 顧客服務</li> <li>• 顧客滿意度調查</li> </ul>
Employees 僱員	The Company's long-term development depends on attracting, retaining, and developing talented employees. Engaging with our employees and listening to their views, ideas, and concerns is a priority. 本公司的長遠發展取決於吸引、挽留及栽培人才。與員工交流，傾聽彼等之觀點、想法及關切事宜為首要任務。	<ul style="list-style-type: none"> <li>• Associate inductions for new employees</li> <li>• Annual performance reviews</li> <li>• Staff surveys</li> <li>• Regular team building activities</li> <li>• Staff newsletters (including ESG newsletters)</li> <li>• 新僱員入職培訓</li> <li>• 年度表現檢討</li> <li>• 員工調查問卷</li> <li>• 定期舉辦團建活動</li> <li>• 員工通訊(包括ESG通訊)</li> </ul>

## 持份者參與及重要性評估

我們已安排管理層及員工參與營運檢討，並從不同持份者，包括股東、客戶、僱員、供應商、債權人、監管機構以及公眾中取得意見，以識別對而言本集團屬重要的ESG議題。我們的持份者參與流程透過不同渠道定期進行，包括會議、熱線及電郵。其後，我們就已識別的ESG議題對內外部持份者的重要性，以及彼等對整個集團的影響作出了評估。我們的可持續發展戰略源自我們的重要性評估結果。為達致產生最大影響，該戰略著重於對我們的持份者最重要的領域，以及我們認為可以產生最大影響的領域。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

Stakeholder Groups 持份者群組	Why we engage 參與理由	Channels 渠道
Shareholders and Investors 持份者及投資者	We communicate our ESG strategy and performance to our shareholders and investors so that they may make informed investment decisions. Consequently, we are able to gain a better understanding of their expectations. 我們與持份者及投資者溝通 ESG 策略及表現以便彼等可作出知情投資決定。因此，我們能夠更好地理解彼等的期望。	<ul style="list-style-type: none"> <li>Annual General Meeting</li> <li>Annual and interim reports</li> <li>Results briefings</li> <li>Roadshows</li> <li>Investor events</li> </ul>
Suppliers and Business Partners 供應商及業務夥伴	Through close collaboration with our business partners, we can monitor their performance throughout our partnership. In this way, high-quality products and services can be delivered. 透過與業務夥伴密切合作，我們可於整個合作過程中監控彼等的表現。藉此，可提供優質產品及服務。	<ul style="list-style-type: none"> <li>Supplier screenings and assessments</li> <li>Online surveys</li> <li>Regular project meetings</li> </ul>
Government and Regulators 政府及監管機構	Regulations and laws can have a significant impact on our operations. To ensure compliance with all relevant laws and regulations, we maintain close communication with relevant government bodies. 法律及法規可對我們的營運造成極大影響。我們與有關政府機構密切溝通，確保我們遵守所有相關法律及法規。	<ul style="list-style-type: none"> <li>Statutory filings and announcements</li> <li>進行法定備案及公佈</li> </ul>

Stakeholder Groups 持份者群組	Why we engage 參與理由	Channels 渠道
Media	Media is our primary method for increasing company exposure. Thus, it is necessary to ensure that media partners are well informed of our performance.	<ul style="list-style-type: none"> <li>• Press conferences</li> <li>• Press releases</li> <li>• Media briefings</li> <li>• Responses to customer enquiries and feedback</li> <li>• Media interviews</li> </ul>
媒體	媒體是提高公司知名度之主要途徑，故我們須確保媒體夥伴充分知悉我們之表現。	<ul style="list-style-type: none"> <li>• 新聞發佈會</li> <li>• 新聞稿</li> <li>• 媒體簡報</li> <li>• 回應客戶查詢及回饋</li> <li>• 媒體採訪</li> </ul>
Community Group	For a company to be more visible, we use media as our primary marketing tool. It is therefore essential to inform our media partners about our performance	<ul style="list-style-type: none"> <li>• Donations</li> <li>• Volunteering</li> </ul>
社區群組	為使公司更容易被看到，我們以媒體為主要市場推廣工具。因此，有必要使媒體夥伴了解我們的表現。	<ul style="list-style-type: none"> <li>• 捐贈</li> <li>• 義工</li> </ul>

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

#### Material Topics

##### 重大議題

The ESG issues considered to be material are listed below:

視為重大的 ESG 事宜載列如下：

#### ESG aspects as set forth in ESG Reporting Guide ESG 報告指引所載的 ESG 層面

#### Material ESG issues for the Group 本集團重大的 ESG 事宜

##### A. Environmental

###### A. 環境

A1 Emissions

A1 排放物

Emission and waste management

排放及廢棄物管理

A2 Use of resources

A2 資源使用

Use of electricity, water and packaging materials

電力、水資源和包裝材料的使用

A3 The environment and natural resources

A3 環境及天然資源

Measures to minimise the impact on the environment and natural resources

盡量減低對環境及天然資源造成影響的措施

A4 Climate change

A4 氣候變化

Climate risk and opportunity

氣候風險和機遇

##### B. Social

###### B. 社會

B1 Employment

B1 僱傭

Working conditions and employee care

工作條件及員工關愛

B2 Health and safety

B2 健康與安全

Health and safety workplace

健康及安全的工作環境

B3 Development and training

B3 發展及培訓

Staff development and training

員工發展及培訓

B4 Labour standards

B4 勞工準則

Anti-child and forced labour

防止童工及強迫勞工

B5 Supply chain management

B5 供應鏈管理

Supply chain management

供應鏈管理

B6 Product responsibility

B6 產品責任

Quality assurance and product responsibility

品質保證和產品責任

B7 Anti-corruption

B7 反貪污

Anti-corruption measures

防範貪污措施

B8 Community investment

B8 社區投資

Community services and care

社區服務和關愛

## ENVIRONMENTAL

The Group has continuously strived to achieve harmony in the coexistence of people, capitals, and characters during the design process. While maintaining our commitment to grow on inexperienced lands, we continue to adhere to environmental red lines as our tasks and responsibilities.

By establishing and improving our environmental management systems, the Group minimises the impact of its business on the environment and natural resources while ensuring corporate development. Our operation processes are optimised for energy savings, greenhouse gas emissions, pollutants, and other environmental impacts.

The Group strives to go beyond regulatory compliance and continuously to improve the environmental performance of our assets and businesses. We have adopted the concept of maximising the use of materials, reducing emission and waste and energy consumption. We are committed to implementing environmental protection measures to minimise our impact on the environment. The countermeasures are as follows:

- Proper collection, recycling and disposal of waste;
- General office and domestic waste will be collected separately from recyclables;
- Recycling batteries and plastic bottles, reusing paper and printing on both sides; and
- Employees are constantly reminded to turn off all electrical devices in their working area before leaving work every day and check, from time to time and when not in use.

The Group will continue to analyse the environmental impact of its activities, identify up-to-date green machinery and best practices, record and track resource consumption data, and improve efficiency strategies to increase its contribution to environmental sustainability through good environmental practices.

## 環境

本集團一直努力實現人與資本的和諧共存以及於整個設計過程中的品質。本集團於發展新土地時始終持守承諾，並一直恪守環境紅線作為我們的任務與職責。

透過建立及完善環境管理系統，本集團盡力減少其業務對環境及自然資源的影響，同時確保企業發展。我們的營運過程最大限度的實現節約能源、減少溫室氣體排放、污染物及其他環境影響。

本集團致力於超越監管合規並持續地改善資產及業務的環境表現。我們已採納最大化使用材料、減少排放物及廢棄物及能源消耗的理念。我們致力於實施環保措施以盡量減少對環境的影響。應對措施如下：

- 妥善處理廢棄物的收集、回收及處置；
- 一般辦公及生活廢棄物及可回收物分開收集；
- 回收電池及塑料瓶，重複使用紙張並雙面打印；及
- 經常提醒員工於下班前關掉其工作區域內的所有電子設備，並不時及於不使用時檢查這些電子設備。

本集團將繼續分析其業務活動對環境造成的影響、識別最新的綠色機器及最佳慣例、記錄及跟蹤資源耗用數據並改進效率策略，從而透過良好的環境措施，對環境可持續性作出更多貢獻。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

The Group is subject to a number of laws and regulations in China in relation to environmental protection, impact on the environment, noise pollution, and environmental protection for development projects, including the Environmental Protection Law of the People's Republic of China, the Law of the People's Republic of China on the Prevention and Control of Water Pollution, the Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution, and the Law of People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes.

During the Review Period, the Group was not aware of any non-compliance with the relevant laws and regulations that have a significant impact on the Group in relation to air and greenhouse gas emissions (GHG), discharges into water and land, and generation of hazardous and non-hazardous wastes.

### Emissions

#### *Greenhouse gas and other air pollutants*

The daily operation of buildings and offices relies on energy, and their main energy use comes from the purchase of electricity generated from fossil fuels, which is accompanied by high greenhouse gas emissions. As our business structure does not involve in the use of other fuels, scope 1 emissions are considered not material to the Group and not disclosed in this report. We do not directly emit major greenhouse gas pollutants, but we are still ready to respond to our environmental efforts.

本集團受多項有關環境保護、環境影響、噪音污染及發展項目環境保護的中國法律及法規所規限，包括《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》及《中華人民共和國固體廢物污染環境防治法》。

於回顧期間內，本集團並不知悉有任何未有遵守有關空氣及溫室氣體排放（「GHG」）、污水排放、陸基排放，以及產生有害及無害廢料的相關法律及法規且對本集團有重大影響之情況。

### 排放物

#### *溫室氣體及其他空氣污染物*

建築物及辦公室的日常運營依賴於能源，而其主要使用的能源是購買來自化石燃料產生的電力，其伴隨較高的溫室氣體排放。由於我們的業務結構並不涉及使用其他燃料，範圍1排放被視為對本集團不重大及不予於本報告披露。我們並不直接排放主要溫室氣體污染物，但我們仍準備好應對我們的環保工作。

## Waste

Waste mainly includes garbage. In the Review Period and year ended 31 December 2022, there were no material hazardous waste and non-hazardous waste generated from the Group's operation and is not disclosed in this report.

With the tightening of waste management regulations in Hong Kong and mainland China, standardised waste management practices are gradually being implemented in existing and new facilities in Hong Kong and mainland China.

The Group will continue to work closely with residents to carry out various waste reduction activities such as separating and recycling construction waste such as paper, metal can, and plastic bottles. Also, the Group will reasonably plan the land of the community to build the garbage sorting stations to facilitate the collective disposal, treatment and transportation of garbage for residents. Currently, the Group is exploring a systematic system to keep track of the non-hazardous waste from offices among different locations.

## Use of Resources

In the Review Period, the Group continued to implement measures to reduce energy usage and conserve resources. Total direct energy consumption is considered not material to the Group and not disclosed in this report.

### Energy consumption

The policies set out in the paragraph headed under the section headed "Environmental" also aims to conserve energy and resources within the Group's headquarters and property management offices. We also pay attention to energy conservation by improving energy efficiency through actively promote energy-saving transformation and updated energy-saving technologies.

In order to improve energy consumption management, the energy saving target in the year ended 31 December 2022 is set to decrease by 8% compared to the year ended 31 December 2021, a number of existing initiatives have been continued and new initiatives have been initiated in 2022:

1. Strengthen lighting system energy management: A combination of infrared sensors and shunts is used to control the lighting system for the building, park, gallery, and equipment room. The LED lights are controlled with timers and infrared sensors.

## 廢棄物

廢棄物主要包括垃圾。於回顧期間及截至二零二二年十二月三十一日止年度，本集團營運並未產生重大有害廢棄物及無害廢棄物且不予於本報告披露。

隨著香港及中國內地廢棄物管理法規的收緊，香港及中國內地現有及新設施的標準化廢棄物管理措施逐步落地。

本集團會繼續與住戶密切合作開展各種各樣的減廢活動，比如分類及回收建築廢棄物，如紙張、金屬罐及塑料瓶。本集團亦會合理規劃社區用地，建立垃圾分類站，方便垃圾集中投放、處理，為住戶及垃圾清運帶來便利。目前，本集團正在探索一個系統化的系統以記錄來自不同地點辦公室的無害廢棄物。

## 資源使用

於回顧期間，本集團持續實施減少能源使用及節約資源的措施。直接能源消耗總量被視為對本集團不重大及不予於本報告披露。

### 能源消耗

載於上文「環境」一段的政策亦旨在於本集團總部及物業管理辦公室中節約能源及資源。我們亦著重節約能源，透過積極推進能源節約轉型及更新能源節約技術提高能源效率。

為改善耗能管理，截至二零二二年十二月三十一日止年度，我們已設定節能目標，旨在較截至二零二一年十二月三十一日止年度而言減少8%的耗能，就此，於二零二二年，我們在繼續落實有多項舉措的同時推出新的節能舉措：

1. 加強照明系統能源管理：利用紅外線傳感器及分流器控制建築物、花園、走廊及機房的照明系統。LED燈則由定時器及紅外線傳感器控制。



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

2. Enhance energy management for equipment rooms: The temperatures in important equipment rooms are controlled by an infrared remote control, which maintain the temperature at 30 degrees by air conditions. The air conditions in other equipment rooms will be turned on when necessary. As a result, high energy consumption and reduced equipment life are avoided when the air conditioning is operated automatically.
2. 提高設備間能源管理：重要設備間的溫度由紅外遙控控制，通過空調將溫度保持在30度。其他設備間的空調將在必要時打開。故此，空調自動運行可避免能耗高、設備壽命縮短的問題。
3. Strengthen elevator energy consumption management: The elevator machine room was cooled with axial flow fans, and braking resistors were retrofitted to reduce energy consumption.
3. 加強電梯能源管理：電梯機房採用軸流風機製冷，並加裝製動電阻，降低能耗。

#### Water consumption

We recognise that reducing water usage and reusing water can contribute to the efficient use of water resources. Due to the nature of the Group's business operation, we do not involve in large volume of water consumption. We will reuse waters for planning and alert employees to save water, such as reducing unnecessary water in pantries and toilets.

In addition to group-wide water management measures, construction sites and individual properties are implementing their own measures to reduce water consumption. Several properties have set-up rainwater or groundwater recycling systems for cleaning and irrigation to minimise water usage. The domestic water tanks were transformed in order to address the issues of heavy energy consumption of water pumps, loud operating noises, and easy water pollution caused by the fuel consumption of the pumps.

In the Review Period, the Group's water consumption was 585,947 m<sup>3</sup>, compared with 640,200m<sup>3</sup> in the year ended 31 December 2021. The decrease is mainly the result of the above water management measures.

#### Environment and Natural Resources

Living in harmony with nature is inseparable from our lives. It is a valuable asset to us as humans who rely on its resources to grow and live healthy lives.

Due to the business nature of the Group, the Group does not have a significant impact on the environment or natural resources. Nevertheless, we are fully aware that everyone has a role to play in protecting the environment. We will continue to pass on such concept from the individual to the community.

#### 用水

我們認識到減少用水及重複用水可促進水資源的有效利用。由於本集團業務運營的性質，我們並不涉及大量用水。我們會為規劃重複用水並提醒員工節約用水，比如減少茶水間及洗手間的不必要浪費。

除本集團範圍的用水管理措施外，建築工地和個別物業各自實施減少用水措施。若干物業已經設立雨水或地下水回收系統，用於清潔及灌溉，以盡量減少用水量。為解決水泵高能耗、運作噪音大以及水泵消耗燃油容易造成水污染的問題，從而對生活水箱進行改造。

於回顧期間，與截至二零二一年十二月三十一日止年度的640,200立方米相比，本集團的用水量為585,947立方米。該減少主要為上述水管理措施的結果。

#### 環境及天然資源

與自然和諧共生與我們的生活密不可分。由於人類依賴於天然資源以成長並過上健康生活，天然資源對於我們來說是寶貴的資產。

由於本集團的業務性質，本集團並未對環境或天然資源有重大影響。儘管如此，我們深明每個人都有義務保護環境。我們將繼續把這一理念從個人傳遞到社區。

To demonstrate our commitment to combat climate change and reduce the environmental impacts of our Group's business, the Group has developed new environmental goals through:

- Minimising GHG emission
  - Enhancing energy efficiency by installing LED lighting systems, thermostat controlled and energy efficient air conditioning
  - Increasing employee's awareness for energy saving and environmental protection
  - To obtain green certificates for the managed properties with above environmental initiatives
- 使溫室氣體排放減至最少
  - 通過安裝LED照明系統、恆溫器控制及節能空調來提高能源效益
  - 提高僱員的節能環保意識
  - 藉上述綠色倡議為所管理的物業獲取綠色證書

The Group is committed to including environmental protection at every stage of its construction activities. Additionally, we comply with applicable laws and regulations in Hong Kong and Mainland China to minimise our impact on the environment and natural resources. The Group also does not use packaging materials in its business operations.

本集團力求將環境保護納入其建築活動的每一個階段中。同時，我們根據香港及中國內地適用法例及法規，盡力減低我們對環境及天然資源造成的影響。本集團亦未在其業務運營中使用包裝材料。

Furthermore, the Group strives to balance efficiency in the construction process and decrease emissions and waste. By using modern technologies and designs, we aim to increase efficiency and reduce our carbon footprint, but we also provide a range of "ENVIRONMENTAL" and "USE OF RESOURCES" to minimise water usage and reduce emissions and waste.

此外，本集團力求平衡建築過程的效率以及減少排放及廢棄物。透過使用現代技術及設計，我們旨在提高效率及減少碳足跡，然而我們亦提供一系列「環境」及「資源使用」措施以盡力減少用水量、減少排放及廢棄物。

### Climate Change

The Group has taken proactive steps to respond to the effects brought by climate change and strictly complies with national laws and regulations, such as the Law of the People's Republic of China on Coping with Climate Change and the 14th Five-Year Plan on Controlling Greenhouse Gas Emissions.

### 氣候變化

本集團已採取積極措施應對氣候變化帶來的影響及嚴格遵守《中華人民共和國應對氣候變化法》、《「十四五」控制溫室氣體排放》等國家法律及法規。

The potential adverse implications of climate change on our assets were evaluated by the Group during the planning and design phases. The Group adopted the latest climate-resistant designs, and anticipated and responded to more frequent severe weather occurrences, to prevent the possibility of mitigating asset values.

本集團於規劃及設計階段已評估氣候變化對我們資產的潛在不利影響。本集團採納最新的耐氣候設計，以及預測及應對更趨頻繁的惡劣天氣，從而防止資產減值。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

Climate change may cause extreme weather events such as typhoons, seasonal storms, and severe rainfall to occur more frequently. In order to manage and mitigate climate risks caused by extreme weather events and protect the Group from potential economic losses, the Group has formulated an emergency response to reduce disruption and loss due to business interruption.

The Group will timely evaluate the effect of climate change on its operation. It will formulate measures to react to different risks to reduce the impact to the Group and reap sustainable operations in the future. The Board will continue to monitor all relevant risks and opportunities and enhance its strategy in responding to climate change.

### EMPLOYMENT AND LABOUR PRACTICES

Employees are our most precious asset. As of 31 December 2022, the Group had 2,449 employees. As the Group expands, loyal and industrious employees are presented with many opportunities for career advancement. The Group adopts non-discriminatory employment practices and provides a safe and healthy workplace.

The Group will focus on achieving greater cross-functional integration and diversifying our professional workforce. Local offices will also ensure compliance with relevant employment and occupational health and safety laws and regulations in all relevant jurisdictions.

#### Employment

The Group values the contributions of our employees and strives to be free of discrimination and prejudice in the workplace. We have adopted a recruitment policy to prevent discrimination in employment based on age, nationality, race, religion, sexual orientation, gender, marital status, and political stance.

Recruitment and selection training courses are provided to recruiting staff to ensure that the recruitment process adheres to the Group's standards.

As a company, we believe it is our responsibility to respect and protect employee rights and benefits. As part of our operation in Hong Kong and China, we adhere strictly to laws and regulations, including compensation and dismissal, recruitment and promotion, working hours, rest periods, equality, diversity, antidiscrimination, and other benefits and welfare.

氣候變化可導致颱風、季節性風暴及暴雨等極端天氣事件更頻繁發生。為管理及減少極端天氣事件導致的氣候風險，並保護本集團免受潛在經濟損失，本集團已制定應急預案以減少因業務中斷而造成的中斷及損失。

本集團將及時評估氣候變化對其經營的影響。其未來將制定應對不同風險的措施，以減少對本集團的影響及實現可持續經營。董事會將繼續監控所有相關風險及機遇，並加強其應對氣候變化的戰略。

### 僱傭及勞工常規

僱員是我們最珍貴的資產。截至二零二二年十二月三十一日，本集團擁有2,449名僱員。由於本集團擴張，忠誠勤奮的員工能獲得大量事業發展機會。本集團採納非歧視性的僱傭守則，並提供安全與健康的工作環境。

本集團將把重點放在實現更大範圍的跨職能整合及打造多元化的專業團隊。各地辦事處亦將確保在所有相關司法權區內遵守與僱傭及職業健康安全有關的法律法規。

#### 僱傭

本集團重視我們員工的貢獻，並力爭消除工作場所的歧視及偏見。我們已採納一項招聘政策，以求避免年齡、國籍、種族、信仰、性取向、性別、婚姻狀況及政治立場等就業歧視。

我們亦向招聘人員提供招聘及挑選人才培訓，確保招聘程序依循本集團的標準。

作為一家公司，我們有責任尊重及保障員工的權益。由於我們的部分業務在香港及中國內地進行，我們嚴格遵守涉及薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視及其他待遇及福利等相關法律及法規。

In addition to the legal employment contract, the Group protects employee benefits by adhering to standard working hours. The Group provides paid leave, social insurance and public reserve funds as the main means of protection. Furthermore, by recognising women's legitimate rights, we provide safety and protection systems for working women, as well as maternity leave, breastfeeding leave, and annual obstetrics and gynecological examinations.

The Company attempts to build a mutually respectful and understanding relationship with its employees. The Staff Handbook which contained information on personnel rules, regulations, and employee benefits to guarantee that all employees are treated fairly and reasonably were distributed to all employees when they join the Company. Our Human Resources Department frequently reviews the Staff Handbook to ensure that it complies with existing labour laws and regulations and is current with market developments.

During the reporting period, the Group was not aware of any non-compliance with the 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.

### Health and Safety

The health and well-being of employees are the most critical factors contributing to organisational success. The Group is dedicated to supporting employees by providing a safe workplace and encouraging a healthy work-life balance.

Compliance assessment and black spot monitoring will be performed by the Group's administration and management centre. The Group will also engage external consultants to provide guidance on enhancing environmental, health, and safety (EHS) policies.

The Group's administration and management centre will regularly submit feedback reports to its subsidiaries in order to comply with the relevant occupational health and safety policies. These reports will be used to evaluate and analyse the health and safety performance of the Group through the Occupational Safety and Health Assessment Mechanism.

本集團依法與員工簽訂勞動合同，保障勞工權益，包括遵守標準工時制度。本集團提供有薪假期、社會保險及公積金作為主要保障手段。此外，通過重視女性員工的合法權益，我們為職業女性提供安全及保護制度、產假、哺乳假及年度婦產科檢查。

本公司努力與其員工建立互相尊重及理解的關係。所有僱員入職時均獲派發《員工手冊》，其中包含有關人事規章、制度及僱員福祉等信息，以保障所有員工都得到公平和合理的待遇。我們的人力資源部門頻密審查《員工手冊》，確保其遵守現有勞工法律及法規以及當前市場發展。

於報告期間，本集團並不知悉任何未有遵守對有關薪酬及解僱、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對發行人有重大影響的相關法律及法規的情況。

### 健康與安全

員工健康與福祉乃推動企業走向成功的最關鍵因素。本集團透過提供安全的工作場所及鼓勵健康的工作與生活平衡給予員工一定的支持。

本集團的行政及管理中心將進行合規評估及危險點監控。本集團亦將委聘外部顧問指導完善環境、健康及安全（「EHS」）政策。

為遵守相關職業健康與安全政策，本集團行政管理中心將向其附屬公司定期提交反饋報告。根據職業安全及健康評核機制，該等報告將用於評估及分析本集團的健康與安全表現。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

In addition to mental health wellbeing, the Group encourages its employees to maintain a healthy work-life balance while fostering a friendly and collaborative workplace environment. For instance, the Group organises various family activities and conducts annual health checks for all employees. Staff meetings are also held regularly to facilitate problem-solving and communication for employees at all levels.

The production safety committee and special internal safety working groups will conduct regular safety inspections to improve the Group's safe working conditions.

The Group has worked diligently and implemented precautionary measures such as the installation of dust removers and noise reduction devices to protect the well-being of its employees. We also hold safety management training every six months to raise safety awareness in the workplace.

The Group has been implementing different measures to improve the occupational health and safety policy. Some of the measures includes:

- Provide physical examination for employees in every 2 years;
- Provide labour protection supplies, such as safety helmets;
- Arrange regular fire drills and trainings to enhance staff's awareness of fire safety; and
- Provide sufficient compensation and work injury leaves to staff suffered from work related injuries in accordance with the requirements of laws.

During the Covid-19 pandemic, the Group strictly aligns with government's disease prevention and control policies and regulations, and performed precautionary measures to protect the health and safety of the employees. At the same time, we have introduced a series of employee health protection measures such as providing anti-pandemic items, arrange flexible working hours, and frequently performed disinfection procedures in our working environment.

除心理健康外，本集團鼓勵其僱員於營造友好及合作的工作環境的同時，保持健康工作與生活的平衡。例如，本集團會開展各種家庭活動並為所有僱員安排年度健康檢查。我們亦定期召開員工會議，以促進各級僱員解決問題及溝通。

安全生產委員會及專門的內部安全工作小組將定期開展安全檢查，改善本集團的安全工作條件。

本集團勤勤懇懇，並已實施安裝除塵器及降噪裝置等預防措施，以保護其僱員的福祉。此外，本集團每六個月舉行一次安全管理培訓，以提高工作場所的安全意識。

本集團一直採取不同措施以改善職業健康及安全政策。其中包括：

- 每兩年為員工安排一次體檢；
- 提供勞保用品，如安全帽；
- 定期安排消防演習及培訓，提高員工的消防安全意識；及
- 依法為因工受傷的員工提供充分補償及工傷假。

新冠肺炎疫情期間，本集團嚴格根據政府疾病防控政策及法規，做好預防措施，以保障僱員的健康與安全。同時，我們已推出一系列僱員健康保護措施，例如提供防疫物品、安排彈性工作時間及在工作環境中經常執行消毒程序。

The number and rate of work-related fatalities occurred in each of the past three years including the reporting year is zero, and there is no lost working days due to work-related injuries.

During the reporting period, the Group was not aware of any non-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.

### Development and Training

The Group focuses on grooming talent to advance its business development. We design training based on business needs and offer a comprehensive talent development programme to develop talent at all levels. The Group has established Redco College, a systematic training programme for all employees to become familiar with our culture and industry practice. In addition, it provides regular trainings to update our staff's knowledge periodically.

All employees will receive introductory training on their first day of employment to become familiar with the corporate culture, including leadership, management, and personnel management practices.

The management of the Group also held regular meetings for new employees to express their opinions. Moreover, a variety of monthly programmes for on-duty employees were launched to improve their management skills and expertise through internal interactions, open lectures, and external meetings. Psychology and team management trainings were provided to our sales team to boost their performance.

We utilise rigorous training methods to ensure that all of our staff have adequate knowledge of our cybersecurity practices. Our staff receives regular training on data privacy and security to enhance their awareness of increasing cybersecurity risks and how to mitigate them.

In the Review Period, the Group provided average of 8 training hours per employee. In addition to developing the Group and responding to the training needs of its employees, the Group continuously provide, evaluates and improve training courses to keep the team's performance in step with the Group's business development.

過去三年(包括報告年度)中每年發生因公死亡的人數及比率為零，且並無因工傷缺勤的天數。

於報告期間，本集團並不知悉任何未有遵守對有關提供安全工作環境及保障僱員避免職業化危害對發行人有重大影響的相關法律及法規的情況。

### 發展及培訓

本集團著重人才培養以推動其業務發展。我們基於業務需求設計培訓，並提供全面的人才發展計劃，以培養各級人才。本集團已成立力高學院，為所有僱員提供系統的培訓計劃，以熟悉我們的文化及行業慣例。此外，本集團提供定期培訓以更新員工的知識。

所有僱員將於第一天上班時接受入門培訓，以熟悉企業文化，包括領導才能、管理及人事管理實踐。

本公司管理層亦定期召開會議，以便新僱員對工作發表意見。此外，本集團已為在職僱員推出各種月度計劃，通過內部互動、公開講座及外部會議，提高其管理技能及專業知識。本集團會為銷售團隊提供心理及團隊管理培訓，以提高其業務水平。

我們採納嚴格的培訓方法，確保全體員工對我們的網絡安全實踐有充分認識。我們對員工開展定期數據隱私與安全培訓，加強彼等對網絡安全風險增高的意識，並了解如何減少有關風險。

於回顧期間，本集團每名僱員平均受訓時數8小時。除發展本集團及響應其僱員的培訓需求外，本集團不斷提供、評估及改進培訓課程，使團隊的表現與本集團的業務發展步調一致。

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The Group has also recruited registered training organisations externally to provide expertise knowledge to our employees. Types of trainings included:

#### Senior and Middle Management

- Training on management on team performance, improvements on management skills and enhancements on leadership capabilities.

#### General Staff

- Training on fire management skills to improve the ability to handle fire and other emergencies;
- Trainings to enhance customer service etiquette and service skills; and
- Trainings on buildings maintenance and electronic engineering skills such as marble maintenance and elevator maintenance.

#### Labour Standards

The Group considers it of the utmost importance to strictly abide by the requirements of the National Labour Law and other relevant legal requirements in Hong Kong and Mainland China in prohibiting the recruitment of child labour and forced labour.

Electorate guidelines set forth regulations and restrictions, such as the requirement to reach the age of majority, sign an employment contract before starting employment, and provide an identity document to ensure that any employment by the Group is legal and prevent child or forced labour.

During the reporting period, the Group was not aware of any non-compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.

本集團亦於外部聘請註冊培訓機構，為員工提供專業知識。培訓類型包括：

#### 中高級管理人員

- 團隊績效管理培訓、管理技能提升及領導能力提升。

#### 普通員工

- 火災管理技能培訓，以提高其火災及其他緊急情況的處置能力；
- 旨在提高客戶服務禮儀及服務技能的培訓；及
- 建築物維護及電子工程技能培訓，如大理石維護及電梯維護。

#### 勞工準則

本集團認為嚴格遵守國家勞動法及其他香港及中國內地相關法律規定，禁止招聘童工及強制勞工至關重要。

選民指引規定了法規及限制，例如達到法定年齡的規定及於開始僱用前簽訂僱傭合同，以及提供身份證明文件，從而確保本集團的任何一次僱傭均屬合法，並防止使用童工及強制勞工。

於報告期間，本集團並不知悉任何未有遵守有關防止僱用童工及強制勞工對發行人有重大影響的相關法律及法規的情況。

## OPERATING PRACTICES

To promote environmentally and socially responsible practices, the Group has extended its sustainability objectives to its suppliers and business partners throughout the value chain. The majority of suppliers engaged by the Group are security, cleaning, firefighting, elevator maintenance and greening maintenance which are located in the PRC.

A total of 1131 suppliers have cooperated with us in many fields, including security, cleaning, firefighting, elevator maintenance and greening maintenance. The suppliers are mainly located in the PRC.

Our suppliers primarily included (i) subcontractors providing engineering, cleaning, security, greening and gardening, and repair and maintenance services and (ii) vendors of materials needed for our daily operations.

### Supply Chain Management

The Group has a simple but thorough supply chain structure. We select our suppliers by conducting a supplier visit following a procurement procedure. Eligible suppliers will then be classified as “Approved suppliers” who demonstrate exceptional performance will be promoted to “High performer suppliers” through the Group’s internal nomination procedure and will be provided with more opportunities to engage with the Group. Alternatively, the Group will terminate unqualified suppliers to ensure the quality of suppliers.

- Selection: For project of over RMB200,000, tenders will be conducted in accordance with the principle of comparison to select the most suitable proposed suppliers. Qualifies suppliers are recorded in the supplier information database. Supplier must meet all criteria such as license, years of business since establishment, level of service, etc. before being considered eligible.
- Evaluation: Evaluations are conducted quarterly and yearly, and evaluation criteria include product quality, timeliness and accuracy of delivery, after-sales service, and price levels.

## 營運常規

為促進對環境及社會負責的實踐，本集團已將可持續發展目標貫徹至整個價值鏈中的供應商及業務合作夥伴。本集團委聘的多數供應商主要是位於中國境內的安防、保潔、消防、電梯維護及綠化保養。

與我們合作的供應商共計1131家，涉及安防、保潔、消防、電梯維修及綠化維護等多個領域。該等供應商主要位於中國。

我們的供應商主要包括(i)提供工程、保潔、安防、綠化、園藝及維修以及保養服務的分包商，以及(ii)我們日常營運所需材料的供應商。

### 供應鏈管理

本集團的供應鏈架構簡單但全面。於挑選供應商時，我們會按照採購程序進行前期考察。合資格供應商將被分類為「認可供應商」，業績突出的「認可供應商」將透過本集團內部提名程序晉升為「優秀供應商」，並將獲得更多與本集團合作的機會。另外，本集團將不再與不合格供應商合作，以確保供應商質素。

- 遴選：對人民幣20萬元以上的項目，按比對原則進行招標，選擇最合適的擬議供應商。合資格供應商記錄在供應商信息數據庫中。供應商須滿足所有標準，例如許可證、業務開展年限(自成立開始)、服務水平等，才被視為合資格。
- 評估：每季度及每年進行一次評估，評估標準包括產品質量、交付及時性和準確性、售後服務和價格水平。



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- Rectification: For suppliers who fails to meet the criteria in the assessment, we will suspend cooperation with them and request for rectification.

The Group holds regular meetings with suppliers for the purpose of collecting feedbacks and complaints in order to establish positive relationships and address any potential issues in a timely manner.

#### Product Responsibilities

The Group strives to achieve community harmony and improve residents' quality of life by providing quality housing and ensuring property safety in our residential properties. We strictly complies with national laws including "Contract Law of the People's Republic of China" and "Construction Law of the People's Republic of China", and regulations on construction and acceptance such as the "Regulations on the Quality Management of Construction Projects" to prevent mistakes and defects.

The Group performs on-site inspections regularly with the assistance of third-party construction supervisory agencies to ensure applicable laws and regulations are complied with properly. We also evaluate construction on a quarterly basis in terms of safety, construction quality, and project management effectiveness to ensure compliance with local safety standards.

In order to offer clients true and accurate property information, the Group adheres to rules and regulations such as "Regulatory Measures on the Sale of Commercial Houses" and "Provisions on the Release of Real Estate Advertisements" during the marketing process. Additionally, the Group adheres to the "Notice of Issuing the Model Commercial Housing Sales Contract" and other laws and regulations to provide clients with standardised sales contracts and protect their interests.

- 整改：對考核不達標的供應商，我們將暫停與之合作並要求整改。

本集團定期與供應商召開會議，以收集供應商的反饋和投訴，以及時建立良好關係及解決潛在問題。

#### 產品責任

本集團透過提供優質房屋及確保住宅內的物業安全，努力實現社區和諧及提高居民的生活質素。我們嚴格遵守《中國人民共和國合同法》及《中華人民共和國建築法》等國家法律，並遵從《建設工程質量管理條例》等相關施工及驗收規定，減少出錯及紕漏的機會。

本集團在第三方施工監理機構的協助下定期進行實地巡查，以確保遵守適用法律及法規。我們亦就安全、建築質素及項目管理的有效性等方面每季評估建築，以確保符合當地安全標準。

在營銷過程中，本集團遵守《商品房銷售管理辦法》《房地產廣告發佈暫行規定》等規章制度，為顧客提供真實、準確的樓盤資料。此外，本集團根據《關於印發商品房買賣合同示範文本的通知》等法律法規，為客戶提供規範的售樓合同，保障他們的利益。

During the reporting period, the Group was not aware of any non-compliance with the 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.

“Knowing our client” is essential to building an ideal community. The Group has implemented a complaint handling process, a “customer relationship management system” (CRM), and complaint and risk reporting systems to promote consumer input.

Customer service officers and on-site property agents will handle received complaints using a CRM system that depicts the sales process. Through interdepartmental collaboration and proactive communication, the Group resolves complaints effectively to bring satisfactory services to the Group’s customers. To collect more feedback from residents and improve the quality of service accordingly, the Group has created two channels to make it easier to communicate these reviews to the Company’s management:

1. District customer service centre - immediate complaint directly handled by property managers; and
2. Online reporting form - soliciting customers’ feedback around the clock and directly reporting to the back-end system of the Company.

To protect its clients’ interests, the Group will continue to enhance its service management system and its privacy protection policy.

During the Review Period, the Group was not aware of any material unresolved complaints relating to product responsibilities which had a significant impact on the Group.

## COMMUNITY INVESTMENT

Supporting education and building a more productive community are the main focus of the Group’s community investment strategy. In the Review Period, the Group donated RMB 23,877 to various charitable organisations and charities to help the underprivileged.

於報告期間，本集團並不知悉任何未有遵守有關所提供產品及服務的健康與安全、廣告、標籤及私隱事宜以及補救方法對發行人有重大影響的相關法律及法規的情況。

「了解客戶所需」為建設理想社區的關鍵。本集團已實施投訴處理流程，並建立「客戶關係管理」（「CRM」）系統及投訴、風險信息上報機制，以促進客戶反饋。

客戶服務人員與現場物業代理將跨部門合作，隨時通過CRM系統進行描述銷售程序追蹤處理客戶的投訴，透過積極溝通制定最終解決方案，確保投訴能得到有效解決，為客戶帶來稱心服務。為收集住戶的更多意見、建議或投訴，並針對此改善服務質素，本集團設有兩個渠道，讓住戶可更輕易向本公司管理層傳達意見：

1. 小區物業客服中心—讓物業管理人員直接向該區住戶提供即時跟進；及
2. 線上投訴表單—讓客戶可隨時填寫意見，並直接讓該意見進入本公司的後勤系統。

本集團將繼續完善其服務管理體系及私隱保障政策，以保障客戶的利益。

於回顧期間內，本集團概不知悉有關產品責任對本集團造成重大影響的任何重大未解決投訴。

## 社區投資

支援教育及建設更具生產力社區乃本集團社區投資戰略的主要導向。於回顧期間，本集團向各慈善機構及慈善團體捐贈人民幣23,877元以幫助弱勢群體。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

#### DATA TABLE

#### 數據表

#### Environmental Performance

#### 環境表現

	Unit 單位	2022 二零二二年	2021 二零二一年
<b>GHG emissions</b>			
<b>溫室氣體排放量</b>			
Total GHG emissions 總溫室氣體排放量	tonnes CO <sub>2</sub> e 噸二氧化碳當量	19,178.36	19,908.56
Scope 2 emissions 範圍2排放量	tonnes CO <sub>2</sub> e 噸二氧化碳當量	19,178.36	19,908.56
Total GHG emissions intensity <sup>1</sup> 總溫室氣體排放量密度 <sup>1</sup>	tonnes CO <sub>2</sub> e/employee 噸二氧化碳當量/僱員	7.83	7.44
<b>Resource consumption</b>			
<b>資源耗用</b>			
Office paper consumption 辦公用紙量	tonnes 噸	9.83	9.17
<b>Use of energy</b>			
<b>所耗能源</b>			
Purchased electricity 外購電力	kWh 千瓦時	31,434,785.90	23,894,075.07
Total energy consumption 能源消耗總量	kWh 千瓦時	31,434,785.90	23,894,075.07
Total indirect energy consumption 間接能源消耗總量	kWh 千瓦時	31,434,785.90	23,894,075.07
Indirect energy consumption intensity <sup>1</sup> 間接能源消耗密度 <sup>1</sup>	kWh/employee 千瓦時/僱員	12,835.76	8,929.03
<b>Water consumption</b>			
<b>用水量</b>			
Total water consumption 用水總量	m <sup>3</sup> 立方米	585,946.70	640,200.34
Water consumption intensity <sup>1</sup> 用水密度 <sup>1</sup>	m <sup>3</sup> /employee 立方米/僱員	239.26	239.24

<sup>1</sup> As of the publication date of the ESG report, our Group is still in the process of preparing our financial statements. Due to the fact that we have not yet been able to confirm the amount of revenue, we have changed the parameter from “Revenue” to “Headcount”.

<sup>1</sup> 截至環境、社會及管治報告刊發日期，本集團仍在編製其財務報表。由於我們尚不能夠確認收入金額，我們已將參數「收入」更改為「僱員」。

Social Performance

社會表現

	Unit 單位	2022 二零二二年	2021 二零二一年
<b>Employee profile</b>			
<b>僱員人數分佈</b>			
Total workforce 僱員總數	No. of people 人	2,449	2,676
<b>Total workforce by employment type</b>			
<b>按僱傭類型劃分之僱員總數</b>			
Full-time 全職	No. of people 人	2,440	2,676
Part-time 兼職	No. of people 人	9	—
<b>Total full-time workforce by gender</b>			
<b>按性別劃分的全職僱員總數</b>			
Male 男性	No. of people 人	1,368	1,480
Female 女性	No. of people 人	1,072	1,196
<b>Total full-time workforce by category</b>			
<b>按類別劃分的全職僱員總數</b>			
General staff 一般員工	No. of people 人	2,216	2,566
Middle management 中級管理層	No. of people 人	203	100
Senior management 高級管理層	No. of people 人	21	10
<b>Total full-time workforce by age group</b>			
<b>按年齡組別劃分的全職僱員總數</b>			
Below 30 30歲以下	No. of people 人	406	590
30 - 50 30歲至50歲	No. of people 人	1,096	1,046
Above 50 50歲以上	No. of people 人	938	1,040
<b>Total full-time workforce by geographic location</b>			
<b>按地區劃分的全職僱員總數</b>			
Mainland China 中國內地	No. of people 人	2,437	2,673
Hong Kong 香港	No. of people 人	3	3

	Unit 單位	2022 二零二二年	2021 二零二一年
<b>Employee turnover</b> <b>僱員流失</b>			
Employee turnover rate <sup>2</sup> 僱員流失率 <sup>2</sup>	%	69.1%	51.8%
<b>Full-time employee turnover rate</b> <b>by gender</b> <b>按性別劃分的全職僱員流失率</b>			
Male 男性	%	67.7%	53.9%
Female 女性	%	70.7%	49.3%
<b>Full-time employee turnover rate</b> <b>by age group</b> <b>按年齡組別劃分的全職僱員流失率</b>			
Below 30 30歲以下	%	136.2%	56.8%
30 - 50 30歲至50歲	%	57.8%	49.2%
Above 50 50歲以上	%	53.2%	51.6%
<b>Full-time employee turnover rate</b> <b>by geographic location</b> <b>按地區劃分的全職僱員流失率</b>			
Mainland China 中國內地	%	69.1%	51.9%
Hong Kong 香港	%	—	—

<sup>2</sup> Total employee turnover applies to full-time employees only. Total employee turnover rate is calculated as “total number of full-time employees voluntarily and involuntarily leaving employment during the reporting year divided by total number of full-time employees as of 31 December of the reporting year and then multiplied by 100%”.

<sup>2</sup> 總僱員流失率僅適用於全職僱員。總僱員流失率按「於報告年度自願及非自願離職的全職僱員總數除以截至報告年度十二月三十一日全職僱員總數再乘以100%」計算。

	Unit 單位	2022 二零二二年	2021 二零二一年	2020 二零二零年
<b>Occupational health and safety</b> <b>職業健康安全</b>				
Work-related fatalities 因工死亡	No. of people 人	0	0	0

	Unit 單位	2022 二零二二年	2021 二零二一年
Lost day due to work injury <sup>3</sup> 因工傷缺勤天數 <sup>3</sup>	No. of days 天	0	0

<sup>3</sup> The lost day is calculated based on sum of the number of injuries\* no. of days cannot attend to work.

<sup>3</sup> 缺勤天數乃按受傷總數乘以無法工作天數計算。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

	Unit 單位	2022 二零二二年	2021 二零二一年
<b>Development and training</b>			
<b>發展與培訓</b>			
Total workforce trained 受訓僱員總數	No. of people 人	2,440	2,676
<b>Full-time Employee trained by gender</b>			
<b>按性別劃分的全職受訓僱員</b>			
Male 男性	No. of people 人	1,368	1,480
Female 女性	No. of people 人	1,072	1,196
<b>Full-time Employee trained by employee category</b>			
<b>按僱員類別劃分的全職受訓僱員</b>			
General staff 一般員工	No. of people (%) 人(%)	2,216 (90.8%)	2,566 (95.9%)
Middle management 中級管理層	No. of people (%) 人(%)	203 (8.3%)	100 (3.7%)
Senior management 高級管理層	No. of people (%) 人(%)	21 (0.9%)	10 (0.4%)
<b>Full-time Employee trained by gender</b>			
<b>按性別劃分的全職受訓僱員</b>			
Male 男性	%	100%	100%
Female 女性	%	100%	100%

	Unit 單位	2022 二零二二年	2021 二零二一年
<b>Full-time employee trained by employee category</b>			
<b>按僱員類別劃分的全職受訓僱員</b>			
General staff 一般員工	%	100%	100%
Middle management 中級管理層	%	100%	100%
Senior management 高級管理層	%	100%	100%
<b>Average training hours per full-time employee by gender</b>			
<b>按性別劃分的每名全職僱員的平均受訓小時</b>			
Male 男性	Hours/employee 小時／僱員	7.7	6.7
Female 女性	Hours/employee 小時／僱員	7.7	6.7
<b>Average training hours per full-time employee by employee category</b>			
<b>按僱員類別劃分的每名全職僱員的平均受訓小時</b>			
General staff 一般員工	Hours/employee 小時／僱員	7.7	6.6
Middle management 中級管理層	Hours/employee 小時／僱員	7.7	10.0
Senior management 高級管理層	Hours/employee 小時／僱員	7.6	10.0



AWARDS AND MEMBERSHIP

獎項及會籍

Awards

獎項

Project  
項目

Awards in 2022  
二零二二年所獲獎項

Shenzhen Junyu Garden  
深圳君御花園

Shenzhen - 「Two-Star Green Property」 Management Unit  
深圳市－「二星級綠色物業」管理單位

Zhongshan Royal Family  
中山君禦世家

Zhongshan- 「Advanced Sanitary Management Community」  
中山市－「先進衛生管理小區」

Royal Family  
君禦世家

Redco Royal Family Outstanding Project  
力高君禦世家優秀項目  
Epidemic Prevention and Control Outstanding Work Unit  
疫情防控優秀工作單位  
China Index Academy - Top 100 Demonstration Project  
北京中指信息技術研究院－百強示範項目

UG Property Co., Ltd.  
優居美家物業有限責任公司

Advanced Collective  
先進集體  
Advanced Branch Committee  
先進支部委員會

UG Property Management Co., Ltd.  
Jinan Branch Company  
優居美家物業服務有限責任公司濟南分公司

Qilu Evening News and Qilu Yidian, Jinan Property Management  
Industry Association - No.1 Team Certificate of Honour  
齊魯晚報·齊魯壹點、濟南市物業管理行業協會－團隊第一名榮譽  
證書  
Patriotic Health Campaign Committee of Shandong Province -  
Provincial Advanced Unit of Sanitation Award  
山東省愛國衛生運動委員－省級衛生先進單位獎項

Spain Standard  
國際城

Spain Standard Outstanding Project  
力高國際城優秀項目

Riverlake International  
濱湖國際

Provincial Property Management Demonstration Residential  
省級物業管理示範住宅小區

Mix Kingdom  
共和城

Mix Kingdom Three-Star Party Organisation  
共和城三星級黨組織  
Regional - Epidemic Prevention and Control Outstanding  
Volunteers  
區域－疫情防控優秀志願者  
Eastern District - Epidemic Prevention and Control Outstanding  
Work Unit  
東區－疫情防控優秀工作單位

Royal International  
君禦國際

Epidemic Prevention and Control Outstanding Work Unit  
疫情防控優秀工作單位

Senlin Property

「Double Strong and Six Good」 Non-public Enterprises Party  
Organization  
「雙強六好」非公企業黨組織  
The 15th Civilization Pacesetter Unit of Wuhu  
蕪湖市第十五屆文明標兵單位

森林物業

## Membership

### 會籍

Names of Associations Joined 已入協會名稱	Association Positions 協會職位
Hefei Property Management Association 合肥市物業管理協會	Council Member Unit 理事單位
Anhui Property Management Association 安徽省物業管理協會	Executive Council Member Unit 常務理事單位
Gejiang Property Management Association 弋江區物業管理協會	President 會長
Wuhu Property Management Association 蕪湖市物業管理協會	Vice President Unit 副會長單位
Nanchang Property Management Association 南昌市物業管理協會	Vice President Unit 副會長單位
Nanchang County Property Management Association 南昌縣物業管理協會	Vice President Unit 副會長單位
Jiangxi Property Management Association 江西省物業管理行業協會	Vice President Unit 副會長單位
Xianyang Property Management Association 咸陽市物業管理協會	Vice President 副會長
Jiyang Jinan Property Management Association 濟南市濟陽區物業管理行業協會	Vice President 副會長
Jinjiang Property Management Association 晉江市物業管理協會	Member 成員

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

<b>Names of Associations Joined</b> 已入協會名稱	<b>Association Positions</b> 協會職位
Luojiang Quanzhou Property Management Association 泉州市洛江區物業管理行業協會	Member 成員
Shenzhen Property Management Association 深圳市物業管理行業協會	Member 成員
Jiangmen Property Management Association 江門市物業管理協會	Member 成員
Zhanjiang Property Management Association 湛江市物業管理行業協會	Member 成員
Jinan Property Management Association 濟南市物業管理行業協會	Member 成員
ECO-CITY Property Management Association 生態城物業管理協會	Member 成員
Lixia Jinan Property Management Association 濟南市曆下區物業管理行業協會	Member 會員
Yingtian Property Management Association 鷹潭市物業管理協會	Member Unit 會員單位

HKEX ESG REPORTING GUIDE CONTENT INDEX

港交所環境、社會及管治報告指引內容索引

Mandatory Disclosure Requirements 強制披露規定	Cross-reference in this Report/Comment 本報告內的相互參照／意見
Governance Structure 管治架構	P.4
Reporting Principles 匯報原則	P.2-3
Reporting Boundary 匯報範圍	P.2

Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/Comment 本報告內的 相互參照／意見
<b>A. Environmental</b> A. 環境		
<b>Aspect A1: Emissions</b> 層面 A1：排放物		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 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：	P.14
KPI A1.1 關鍵績效指標 A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	P.26
KPI A1.2 關鍵績效指標 A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity. 直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度。	P.26 (Scope 2 範圍2) Scope 1 emissions are considered not material to the Group and not disclosed in this report. 範圍1 排放被視為對本集團不重大及不予於本報告披露。

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

Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/ Comment 本報告內的 相互參照／意見
KPI A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity.	Total hazardous waste is considered not material to the Group and not disclosed in this report.
關鍵績效指標 A1.3	所產生有害廢棄物總量(以噸計算)及(如適用)密度。	有害廢棄物總量被視為對本集團不重大及不予於本報告披露。
KPI A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity.	Total non-hazardous waste is considered not material to the Group and not disclosed in this report.
關鍵績效指標 A1.4	所產生無害廢棄物總量(以噸計算)及(如適用)密度。	無害廢棄物總量被視為對本集團不重大及不予於本報告披露。
KPI A1.5	Description of emission target(s) set and steps taken to achieve them.	P.15
關鍵績效指標 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。	
KPI 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.	P.15
關鍵績效指標 A1.6	描述處理有害及無害廢棄物的方法，並描述所訂立的減廢目標及為達到這些目標所採取的步驟。	

Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/ Comment 本報告內的 相互參照／意見
<b>Aspect A2: Use of Resources</b>		
<b>層面 A2：資源使用</b>		
General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials	P.15-16
一般披露	有效使用資源(包括能源、水及其他原材料)的政策	
KPI 2.1	Direct and/or indirect energy consumption by type in total (kWh in '000s) and intensity.	P.26 (total indirect energy consumption 間接能源消耗總量) Total direct energy consumption is considered not material to the Group and not disclosed in this report.
關鍵績效指標 2.1	按類型劃分的直接及／或間接能源消耗總量(以千個千瓦時計算)及密度。	直接能源消耗總量被視為對本集團不重大及不予於本報告披露。
KPI 2.2	Water consumption in total and intensity	P.26
關鍵績效指標 2.2	用水總量及密度	
KPI 2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	P.16
關鍵績效指標 2.3	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。	

Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/ Comment 本報告內的 相互參照／意見
KPI 2.4	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.	P.16
關鍵績效指標 2.4	描述求取適用水源上可有任何問題，以及所設立的用水效益目標及為達到這些目標所採取的步驟。	
KPI 2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	N/A
關鍵績效指標 2.5	製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量。	The Group does not use packaging materials in its business operations. 不適用 本集團並未在其業務運營中使用包裝材料。
<b>Aspect A3: The Environment and Natural Resources</b>		
<b>層面 A3：環境及天然資源</b>		
General Disclosure	Policies on minimising the issuer's significant impact on the environment and natural resources.	P.16-17
一般披露	減低發行人對環境及天然資源造成重大影響的政策。	
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	P.16-17
關鍵績效指標 A3.1	描述業務活動對環境及天然資源的重大影響及採取管理有關影響的行動。	
<b>Aspect A4: Climate Change</b>		
<b>層面 A4：氣候變化</b>		
General Disclosure	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	P.17-18
一般披露	識別及減輕已經及可能會對發行人產生影響的重大氣候相關問題的政策。	
KPI A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	P.17-18
關鍵績效指標 A4.1	描述已經及可能會對發行人產生影響的重大氣候相關問題以及應對行動。	

Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/ Comment 本報告內的 相互參照/意見
<b>B. Social</b>		
<b>B. 社會</b>		
<b>Aspect B1: Employment</b>		
<b>層面 B1：僱傭</b>		
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, antidiscrimination, 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。	P.18-19
KPI B1.1  關鍵績效指標 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。	P.27
KPI B1.2  關鍵績效指標 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率。	P.28
<b>Aspect B2: Health and Safety</b>		
<b>層面 B2：健康及安全</b>		
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。	P.19-21
KPI B2.1  關鍵績效指標 B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.  過去三年(包括匯報年度)每年因工死亡的人數及比率。	P.29
KPI B2.2  關鍵績效指標 B2.2	Lost days due to work injury.  因工傷缺勤天數。	P.29
KPI B2.3  關鍵績效指標 B2.3	Description of occupational health and safety measures adopted, 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。	P.19



Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/ Comment 本報告內的 相互參照／意見
<b>Aspect B3: development and Training</b> 層面 B3：發展及培訓		
General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 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。	P.21-22
KPI B3.1 關鍵績效指標 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。	P.30-31
KPI B3.2 關鍵績效指標 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。	P.31
<b>Aspect B4: Labour Standards</b> 層面 B4：勞工準則		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. 有關防止童工或強制勞工的：(a) 政策；及(b) 遵守對發行人有重大影響的相關法律及規例的資料。	P.22
KPI B4.1 關鍵績效指標 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。	P.22
KPI B4.2 關鍵績效指標 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。	P.22

Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/ Comment 本報告內的 相互參照/意見
<b>Aspect B5: Supply Chain Management</b> <b>層面 B5：供應鏈管理</b>		
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。	P.23-24
KPI B5.1 關鍵績效指標 B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	P.23-24
KPI B5.2 關鍵績效指標 B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, 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。	P.23-24
KPI B5.3 關鍵績效指標 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。	P.23-24
KPI B5.4 關鍵績效指標 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。	P.23-24

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/ Comment 本報告內的 相互參照/意見
<b>Aspect B6: Product responsibility</b> 層面 B6：產品責任		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的：(a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	P.24
KPI B6.1 關鍵績效指標 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。	P.24
KPI B6.2 關鍵績效指標 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。	N/A There were no substantiated complaints received relating to the provision and use of products and services that have a significant impact on our operations in 2022. 不適用 概無收到有關提供及使用對我們二零二二年的運營產生重大影響的產品及服務的經證實的投訴。
KPI B6.3 關鍵績效指標 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。	N/A The Group has provided employee trainings to provides clear guidelines to ensure intellectual property rights and copyright rules are observed. 不適用 本集團為員工提供培訓以及明確指引，確保遵守知識產權及版權規則。

Aspects, General Disclosure, KPIs 層面、一般披露、 關鍵績效指標	Description 描述	Cross-reference in this Report/ Comment 本報告內的 相互參照/意見
KPI B6.4	Description of quality assurance process and recall procedures.	N/A
關鍵績效指標 B6.4	描述品質檢定過程及產品回收程序。	Our business nature does not involve in the selling of goods or products. 不適用 我們的業務性質並未涉及貨物或產品的銷售。
KPI B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored.	P.24
關鍵績效指標 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。	
<b>Aspect B7: Anti-corruption</b>		
<b>層面 B7：反貪污</b>		
General Disclosure	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	P.7-8
一般披露	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。	
KPI B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases.	P.7-8
關鍵績效指標 B7.1	於報告期間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。	
KPI B7.2	Description of preventive measures and whistleblowing procedures, how they are implemented and monitored.	P.7-8
關鍵績效指標 B7.2	描述防範措施及舉報程序，以及相關執行及監察方法。	
KPI B7.3	Description of anti-corruption training provided to directors and staff.	P.8
關鍵績效指標 B7.3	描述向董事及員工提供的反貪污培訓。	
<b>Aspect B8: Community investment</b>		
<b>層面 B8：社區投資</b>		
General Disclosure	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.	P.25
一般披露	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。	
KPI B8.1	Focus areas of contribution.	P.25
關鍵績效指標 B8.1	專注貢獻範疇。	
KPI B8.2	Resources contributed to the focus area.	P.25
關鍵績效指標 B8.2	在專注範疇所動用資源。	

