

# Century Group International Holdings Limited 世紀集團國際控股有限公司

(incorporated in the Cayman Islands with limited liability)

Stock Code: 2113

(於開曼群島註冊成立之有限公司)

股份代號：2113



## 2023

ENVIRONMENTAL, SOCIAL AND  
GOVERNANCE REPORT

環境、社會及管治報告



## CONTENTS 目錄

INTRODUCTION	
緒言 .....	2
OUR BUSINESS	
我們的業務 .....	3
REPORTING PRINCIPLES	
報告原則 .....	4
OUR APPROACH TO SUSTAINABILITY	
可持續發展方針 .....	4
PRESERVING OUR ECOSYSTEMS AND RESOURCES	
保護生態系統及資源 .....	8
ENGAGING IN STRONGER SOCIAL RELATIONSHIPS	
鞏固社會關係 .....	13
DRIVING OPERATIONAL EXCELLENCE	
推動卓越營運 .....	19
ESG PERFORMANCE TABLE	
環境、社會及管治績效表 .....	24

## INTRODUCTION

This is the seventh Environmental, Social and Governance (“ESG”) report (“this Report”) of Century Group International Holdings Limited (the “Company” or “Century Group”) and its subsidiaries (collectively, the “Group”). The Board of Directors (the “Board”) is responsible for the Group’s ESG strategy and reporting, and endeavours to ensure that appropriate and effective ESG risk management and internal control systems are in place.

Century Group is committed to annually report on its sustainability programme, including both qualitative and quantitative information about its economic, environmental and social impacts and initiatives in a transparent and accountable manner. Its sustainability programme includes the Group’s ESG management approaches, strategies, priorities and objectives, which are communicated along with our ESG performances through this Report.

Through stakeholder engagements, the Group understands the concerns of its stakeholders, and intends to address these concerns through this annual ESG report (the “Report”). It presents the Group’s sustainability management approach, initiatives and performances undertaken within the Group’s corporate office and project sites for the year ended 31 March 2023, unless specified otherwise. Relevant environmental and social key performance indicators may be further limited to the Group’s corporate office only. The Group will continuously improve its data collection system and expand the scope of data in the future.

The Board will lead and participate in the continuous review and decision-making of material ESG-related issues, including identifying ESG risks, developing management plans and policies, setting ESG management strategy and approach, and review annual ESG reports. The Board is responsible for overseeing the identification of material ESG issues and the progress made against ESG-related goals to ensure the integration of ESG concepts, corporate strategy and corporate actions. It is responsible for reviewing and evaluating the effectiveness of the Group’s sustainable development framework, and managing ESG issues that are important to the Group and ESG performance. All performance and relevant recommendations will be reported to the Board on a regular basis. The Board regularly reviews the Group’s overall ESG performance, and monitors the Group’s ESG-related activities. The Board regularly inspects and reviews management effectiveness, including reviewing the Group’s ESG performance and adjusting corresponding action plans.

## 緒言

此乃世紀集團國際控股有限公司（「本公司」或「世紀集團」）及其附屬公司（統稱「本集團」）的第七份環境、社會及管治（「環境、社會及管治」）報告（「本報告」）。董事會（「董事會」）負責本集團的環境、社會及管治策略及報告，並力求確保落實適當和有效的環境、社會及管治風險管理及內部控制系統。

世紀集團致力每年以具透明度與負責任的方式報告其關於可持續發展的計劃，透過質化及量化資料披露有關在經濟環境和社會方面所實行的相關措施及其影響。可持續發展規劃涵蓋本集團的環境、社會及管治管理方針、策略、優先次序及目標，有關資料與環境、社會及管治績效一併載於本報告。

透過持份者參與，本集團了解到持份者的關注事項，並擬於本年度環境、社會及管治報告（「本報告」）回應其關注。除另有指明外，本報告呈列於截至二零二三年三月三十一日止年度內本集團公司辦公室及項目地盤所採取的可持續發展管理方針、措施及績效。相關環境及社會關鍵績效指標可能僅限於本集團的公司辦公室。未來，本集團將持續改善數據收集系統及擴大數據範圍。

董事會將領導和參與重大環境、社會及管治相關問題的持續審查和決策，包括識別環境、社會及管治風險、制定管理計劃和政策、制定環境、社會及管治管理戰略和方法及審查環境、社會及管治年度報告。董事會負責監督重大環境、社會及管治問題的識別以及針對環境、社會及管治相關目標所取得的進展，以確保環境、社會及管治概念、企業戰略和企業行動的整合。其負責審查和評估本集團可持續發展框架的有效性，並管理對本集團和環境、社會及管治績效具有重要意義的環境、社會及管治問題。所有績效及相關建議將定期向董事會報告。董事會定期檢討本集團的整體環境、社會及管治績效，並監察本集團的環境、社會及管治相關活動。董事會定期檢查及檢討管理成效，包括檢討本集團的環境、社會及管治績效及調整相應的行動計劃。

## OUR BUSINESS

The business of the Group is based mainly in Hong Kong and partly in the People's Republic of China ("PRC"). The subsidiary in PRC was acquired in March 2020. Considered the nature of business and operation in scale, its effect on ESG is insignificant during the Reporting Period. Therefore, the ESG Report focuses mainly on the Group's business in Hong Kong.

The Group is committed to achieving sustainable growth in site formation works in Hong Kong. As a subcontractor, the Group offers comprehensive and innovative site formation solutions to our customers.

## COMPREHENSIVE SITE FORMATION SOLUTIONS

### GENERAL EARTHWORKS

#### 一般土石工程

Soil and rock excavation, disposal of construction and demolition materials, backfilling and compaction for forming a new site or achieving designed formation level

土壤及岩石挖掘、拆建物料處置、為形成一個新地盤或達致設計結構水平的填土及壓實

### TUNNEL EXCAVATION WORKS

#### 隧道挖掘工程

Rock excavation works for construction of tunnels through drill and break and/or drill and blast methods as well as construction of associated temporary tunnel support structures

透過鑽孔及破碎及／或鑽孔及燃爆方式建造隧道以及建造相關臨時隧道承托建築物的岩石挖掘工程

### FOUNDATION WORKS

#### 地基工程

ELS works and associated structural works for construction of pile caps for commercial and residential building projects

為商業及住宅樓宇項目建造樁帽的挖掘及側向承托工程及相關結構工程

### ROAD AND DRAINAGE WORKS

#### 道路及渠務工程

Construction of access roads and drainage systems at construction sites

於建築工地建造進出道路及渠務系統

### ANCILLARY SERVICES

#### 配套服務

Steel fabrication and installation of steel working platform

鋼鐵加工及安裝鋼鐵工作平台

We are dedicated to ensuring that our business operations bring sustained value to our shareholders, employees and customers, and make a positive contribution to the environment and communities in which we work and live in. We shall continue to operate in an accountable and sustainable manner through integrating sustainable development considerations into our daily operations.

## 我們的業務

本集團業務主要位於香港，業務的另一部分位於中華人民共和國（「中國」）。於中國內的附屬公司乃於二零二零年三月收購。考慮到其業務性質及營運規模，其於報告期間的環境、社會及管治影響並不明顯。因此，本環境、社會及管治報告主要集中在於本集團位於香港之業務。

本集團致力於香港的地盤平整工程實現可持續發展。作為分包商，本集團向客戶提供全面、創新的地盤平整解決方案。

## 全面地盤平整解決方案

我們力求確保業務營運能夠為股東、僱員及客戶帶來持續的價值，並且為我們工作和生活的環境及社區作出積極貢獻。我們應繼續以負責任和可持續的方式運作，把可持續發展的考慮因素融入到日常營運當中。

## REPORTING PRINCIPLES

This Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “ESG Reporting Guide”) as set out in Appendix 27 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) (the “Listing Rules”). The Report describes the sustainability efforts made by the Group during the period from 1 April 2022 to 31 March 2023 (the “Reporting Period” or the “Year”).

In preparing the Report, the Group is based on the following four reporting principles as specified in the ESG Reporting Guide:

1. **Materiality:** Disclose the issues which have significant impacts of the Group on the economy, environment and society, or the scope of assessments and decisions of stakeholders being influenced.
2. **Quantitative:** Disclose key performance indicators in a measurable way and ensure the Group’s ESG policies and management systems are evaluated and explained in an effective manner.
3. **Balance:** Commit to present the Report regarding to its business operations of the Group in an objective manner, to reflect a comprehensive picture of the sustainability performance of the Group, including both positive and negative information.
4. **Consistency:** Adopt methods used in previous year(s), or state the revised reporting methods, or illustrate other relevant factors that will affect meaningful comparison.

## OUR APPROACH TO SUSTAINABILITY

Sustainable development is an integral part of the Group’s business strategy in order to achieve business excellence and enhance capabilities for long-term competitiveness. We are committed to operating in a manner that is economically, socially and environmentally sustainable while balancing the interests of our various stakeholders and fostering a positive impact on the society. The Board aims to provide stakeholders with an understanding of the overall ESG governance structure of the Company. The Board acknowledges its role of oversight of ESG issues through the consideration and discussion of ESG issues in board meetings. In this section the Board will further explain its ESG management approach and strategy, including the process used to evaluate, prioritise, and manage material ESG-related issues (including risks to the issuer’s businesses), and how it reviews progress made against ESG-related goals and targets with an explanation of how they related to the Company’s business.

## 報告原則

本報告乃根據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27所載之環境、社會及管治報告指引（「環境、社會及管治報告指引」）編製。本報告闡述本集團於二零二二年四月一日至二零二三年三月三十一日期間（「報告期間」或「本年度」）之可持續發展工作。

本集團根據環境、社會及管治報告指引中規定之以下四項報告原則編製本報告：

1. **重要性：**披露本集團對經濟、環境及社會有重大影響之議題，或影響持份者評估及決定之範疇。
2. **量化：**以可衡量之方式披露關鍵績效指標，以及確保以有效方式評估和闡明本集團之環境、社會及管治政策及管理體系。
3. **平衡：**承諾以客觀的方式呈列有關本集團業務經營之本報告，全面反映本集團之可持續發展績效，包括正負面資訊。
4. **一致性：**採用過往年度採納之方法，或註明經修訂呈報方法，或說明將影響有意義對比之其他相關因素。

## 可持續發展方針

為實現卓越業務及提升長遠競爭能力，可持續發展是本集團業務策略的組成部分。本集團致力以經濟、社會及環境可持續發展之方式進行經營，並同時平衡各持份者之利益及對社會締造正面影響。董事會旨在向持份者提供對本公司整體環境、社會及管治架構的理解。董事會通過於董事會議上審議及討論環境、社會及管治事宜，確認其監督環境、社會及管治事宜的角色。於本節，董事會將進一步解釋其環境、社會及管治的管理方針及策略，包括評估、優先處理及管理與環境、社會及管治有關的重大事項（包括發行人業務的風險）的程序，以及檢討違反環境、社會及管治相關目標的進展情況，並解釋其與本公司業務的關係。

To ensure cohesion with existing business strategies and processes, the Board aligns its ESG management approach and strategy with our existing governance framework (i.e. risk management and internal controls system, for more information please refer to the Corporate Governance report). The ESG-related risks are therefore evaluated, prioritised, and managed as part of the existing processes of this governance framework, so that ESG-related risks are managed just as effective as those which are not ESG-related.

Through an integrated, dual top-down and bottom-up approach, risks identified at each level of defense are discussed, evaluated and prioritised at that level as well as between the other levels. Material risks are then communicated and considered by the Board and the senior management regularly at board and committee meetings. Hence, in formulating our sustainability we take not only the principle of sustainability seriously, we also take into careful consideration various risk including legal compliance, operational, finance and also the opinions from stakeholders. We have established and implemented various policies to manage and monitor the risks related to the environment, employment, operating practices and community.

An internal control manual sets out the Group's internal control policies and the specific roles of different departments on the Group's operations. Employees are expected to follow the operational procedures explained in the manual to avoid malpractices and ensure customer satisfaction. The manual is subject to the Board's periodic review and amendments to maintain the efficiency and effectiveness of our operations.

Hence through regular engagement with stakeholders the Group is committed to sustainable development using the following practical approaches:

- Continuously improving its environmental performance and minimizing all environmental impacts resulting from our operations, activities and services.
- Identifying materials, processes, products and wastes that may cause pollution, and implementing measures to avoid, reduce or control pollutions where technically and economically viable.
- All applicable environmental laws, regulations, code of practices and other requirements would be strictly complied.
- Safeguarding the health and safety of all personnel employed, the public and any other who may come in contact with the Group's operations, by integrating all reasonably practical safety measures into project planning.

為確保與現有業務策略及流程的一致性，董事會將其環境、社會及管治管理方法及策略與我們現有的管治框架(即風險管理及內部控制系統，詳情請參閱企業管治報告)框架保持一致。因此，我們將環境、社會及管治相關風險作為該管治框架現有流程的一部分進行評估、優先排序及管理，以使環境、社會及管治相關風險的管理與環境、社會及管治無關風險的管理一樣有效。

透過綜合的自上而下及自下而上的雙重方法，在每個防禦級別識別的風險會在該級別以及其他級別之間進行討論、評估及優先排序。重大風險隨後由董事會及高級管理層定期在董事會及委員會會議上進行溝通及審議。因此，我們制定的可持續發展不但重視可持續發展原則，亦審慎考慮各類風險，包括法律合規情況、營運、財務及持份者意見。我們已建立及實施多項政策，以管理及監察與環境、僱傭、營運慣例及社區相關之風險。

內部控制手冊載列本集團的內部控制政策及不同部門對本集團營運的具體作用。僱員應遵循手冊所述的運作程序，以免作出失當行為，並確保客戶滿意度。該手冊經由董事會定期審閱及修訂，以保持我們的營運效率及效益。

因此，透過與持份者的定期溝通，本集團致力於採用以下實際方法實現可持續發展：

- 不斷提升環保績效及盡量減少我們營運、活動及服務產生的一切環境影響。
- 努力識別可能造成污染的材料、工序、產品及廢物，並在技術及經濟可行的情況下執行措施避免、減少或控制污染。
- 嚴格遵守所有適用的環保法律、法規、實務守則及其他規定。
- 將一切合理可行的安全措施納入項目規劃，保障全體受僱人員、公眾及任何其他可能與本集團營運有聯繫的人士之健康及安全。

Details of the management approaches to sustainable development of different areas are illustrated in this Report. For details of our corporate governance structure and practices, please refer to the Corporate Governance Report also published annually within the Annual Report.

## STAKEHOLDER ENGAGEMENT

Communications is an important aspect of our daily operations. For companies in the contracting industry such as ours, stakeholder engagement and communications are crucial in understanding the expectations and priorities of our stakeholders, and delivering high quality and safe operations to our customers, business partners and general public.

The Group values the opinion of our stakeholders and has thus set up and maintained various communications channels for different stakeholder groups. Comments and suggestions are welcomed as they represent an opportunity to improve the company and its services. Apart from regular communication channels, the Group has also conducted an ESG survey to collect opinion from employees, management and external stakeholders, so that the Group can better assess the materiality of various ESG aspects.

不同領域可持續發展的管理方法詳述於本報告。有關我們企業管治架構及常規的詳情，請參閱每年刊發的年報所載企業管治報告。

## 持份者參與

溝通是我們日常營運的重要一環。對於我們這種承包行業公司而言，持份者參與及溝通是了解持份者期望及優先事項的關鍵，其對我們向客戶、業務夥伴及公眾提供高質素及安全營運亦有關鍵作用。

本集團重視持份者的意見，因此已為不同持份者組別建立及保持多個溝通渠道。我們歡迎各種意見及建議作為改善公司及其服務的契機。除定期的溝通渠道外，本集團亦進行了環境、社會及管治問卷調查，以收集員工、管理層和外部持份者的意見，以便本集團可以更好地評估環境、社會及管治各個方面的重要性。

Stakeholder 持份者	Key Communication Channels 主要溝通渠道	Most Concerned Topics 最關注的議題
Shareholders 股東	<ul style="list-style-type: none"> <li>Announcements and circulars</li> <li>Interim and annual reports</li> <li>Shareholders' meetings</li> <li>Company website</li> <li>公告及通函</li> <li>中期報告及年報</li> <li>股東大會</li> <li>公司網站</li> </ul>	<ul style="list-style-type: none"> <li>Financial performance</li> <li>Corporate image</li> <li>Corporate governance</li> <li>財務表現</li> <li>企業形象</li> <li>企業管治</li> </ul>
Customers 客戶	<ul style="list-style-type: none"> <li>Business visits and meetings</li> <li>Audit and performance feedback</li> <li>業務拜訪及會議</li> <li>稽核及表現反饋</li> </ul>	<ul style="list-style-type: none"> <li>Quality, environmental and safety performance</li> <li>Management of explosives</li> <li>Code of conduct implementation</li> <li>Labour relations and rights</li> <li>Compliance with laws and regulations</li> <li>Transparency and reliability of information disclosure</li> <li>質量、環境及安全表現</li> <li>爆炸品管理</li> <li>行為準則執行</li> <li>勞資關係及勞工權利</li> <li>遵守法律及法規</li> <li>資訊披露透明與可靠性</li> </ul>

Stakeholder 持份者	Key Communication Channels 主要溝通渠道	Most Concerned Topics 最關注的議題
Employees 僱員	<ul style="list-style-type: none"> <li>Company internal website, correspondences, suggest box</li> <li>Annual performance appraisal</li> <li>Onsite safety trainings and meetings</li> <li>公司內部網站、信函、意見箱</li> <li>年度表現評估</li> <li>工地安全培訓及會議</li> </ul>	<ul style="list-style-type: none"> <li>Employment practices, including salaries and benefits</li> <li>Labour relations and rights</li> <li>Workplace safety</li> <li>僱傭措施，包括薪金及福利</li> <li>勞資關係及勞工權利</li> <li>工作環境安全</li> </ul>
Suppliers and subcontractors 供應商及分包商	<ul style="list-style-type: none"> <li>Business correspondences</li> <li>Procurement contracts and letters of undertaking</li> <li>Performance appraisals</li> <li>商務信函</li> <li>採購合約及承諾函</li> <li>表現評估</li> </ul>	<ul style="list-style-type: none"> <li>Fair competition</li> <li>Management of explosive</li> <li>Suppliers evaluation</li> <li>公平競爭</li> <li>爆炸品管理</li> <li>供應商評估</li> </ul>
Government and regulatory authorities 政府及監管機構	<ul style="list-style-type: none"> <li>Compliance inspections</li> <li>Due submissions</li> <li>Conferences and seminars</li> <li>合規檢查</li> <li>盡職呈報</li> <li>會議及研討會</li> </ul>	<ul style="list-style-type: none"> <li>Compliance with law and regulations</li> <li>Corporate governance</li> <li>遵守法律及法規</li> <li>企業管治</li> </ul>
Community and public 社區及公眾	<ul style="list-style-type: none"> <li>Press releases and news</li> <li>新聞發佈及消息</li> </ul>	<ul style="list-style-type: none"> <li>Environmental management</li> <li>Career opportunities</li> <li>Community welfare outreach</li> <li>環境管理</li> <li>就業機會</li> <li>社區公益回饋</li> </ul>

## COMPLIANCE WITH LAW AND REGULATIONS

Compliance is essential to the healthy operations of our Group. We are meticulous and are committed in ensuring compliance with all applicable statutory and regulatory requirements, especially for material ESG aspects that have a significant impact on our operations. During the Reporting Period, we were not aware of any material non-compliance incidents with relevant statutory or regulatory requirements that has a significant impact on our operations.

## 遵守法律及法規

合規對本集團的健全運作至關重要。我們一絲不苟，力求確保遵守所有適用法定及監管規定，尤其是重大環境、社會及管治方面且會對我們營運構成重要影響者。於報告期間，我們並不知悉任何嚴重違反相關法定或監管規定且對我們營運造成重大影響的事件。



During the Reporting Period, the Group was not aware of any non-compliance with the relevant laws and regulations that had significant impact on the Group relating to bribery, extortion, fraud and money laundering, and there was no legal case regarding corrupt practices happened within the Group during the year.

## SUSTAINABILITY MODEL

Our sustainability model is driven by our commitment to excel in the industry through preserving our ecosystem and resources, engaging in stronger social relationships and driving operational excellence, which will be described in detailed in these sections headings below.

## PRESERVING OUR ECOSYSTEMS AND RESOURCES

Century Group understands the importance of preserving our precious ecosystems and scarce resources for the sustainability of our operations, the cities we operate in, and the world. The contracting industry often work with different kinds of equipment, machineries and agents that may pose an ongoing threat to the natural environment.

To reduce the likelihood of damage to the environment, the Group strictly complies with all relevant laws and regulations, and considers numerous natural environmental factors in our overall operational plans.

During the Reporting Period, there was no material non-compliance issue with relevant laws and regulations related to the environment. The relevant laws and regulations include but not limited to Waste Disposal Ordinance of Hong Kong.

To further manage our environmental impact, the IMS involves an EMS that fully complies with the requirements of the internationally recognized ISO 14001 certifications. The EMS organizes the way we manage explosives, air and noise emissions, waste generation and disposal, and water and energy usage.

Our environmental goals include:

1. To receive less than 3 cases of environmental complaint per quarter
2. To conduct environmental awareness training
3. To implement better waste and recyclables management on project sites

於報告期間，本集團並未知悉任何違反有關賄賂、勒索、欺詐及洗黑錢且對本集團造成重大影響的法律及法規事宜，且年內本集團內部並無發生任何涉及腐敗行為的法律案件。

## 可持續發展模式

我們的可持續發展模式源自對保護生態系統及資源、鞏固社會關係及推動卓越營運作出的承諾，有關詳情將載於以下該等章節。

## 保護生態系統及資源

世紀集團深知保護珍貴的生態系統及稀缺資源對於我們營運、經營所在城市及世界可持續發展的重要性。承包行業經常使用可能對自然環境構成持續威脅的不同種類設備、機器及試劑。

為減低可能對環境造成的損害，本集團嚴格遵守所有相關法律及法規，並於整體營運規劃中考慮眾多自然環境因素。

於報告期，概無發生重大環境違法違規情況。相關法律及法規包括但不限於香港廢物處置條例。

為進一步管理我們對環境的影響，綜合管理系統包含完全符合國際認可的ISO 14001認證要求的環境管理系統。環境管理系統組織我們管理爆炸品、空氣及噪音污染、廢物產生及處置以及水及能源的使用的方法。

我們的環保目標包括：

1. 每季度接獲少於3宗環境投訴
2. 進行環保意識培訓
3. 改善對項目地盤廢物及可回收物料的管理

Based on the operating activities and services from the project sites and office, an identification of potential environmental impacts arising from the work activities shall be conducted. All environmental aspects shall be evaluated to identify their significance. Environmental aspects that have relevant statutory requirements or have influential environmental impact shall be considered significant and shall be handled with due care.

The “Environmental Control” procedure within the IMS outlines basic environmental guidelines for the handling and disposal of project site discharges, as well as working practices and measures to reduce air pollutants, dust emissions, noise, and other wastes, during our operations.

Century Group’s business operations involve the use of explosives on a regular basis, as an efficient mean of blasting rock. Hence the Group recognizes its responsibility in ensuring environmental impact from the use of explosives is minimized to the greatest extent.

The Group strictly complies with the Dangerous Goods Ordinance, all other relevant legislation, and safety regulations relating to explosives and blasting. It also guarantees that all certifications, licenses, and permits are obtained from the Mines Division of Civil Engineering and Development Department, prior to the use of explosives at a work site for carrying out blasting works. The Group relies on its suppliers and the Government to ensure they also obtained the correct licenses required for the storage and transportation of such explosives.

The Group also exercises stringent control on the use of explosives. Assessments are conducted to identify key hazards and constraints for blasting works. Practical measures are applied to reduce air pollutants or dust emissions, as well as to ensure the safety of all onsite personnel and the public.

The protection of air quality is highly significant within our operations. Atmospheric emissions stem mostly from our excavation and earthwork operations, including dust from plant operations, soil stockpile, and excavation process. Smoke emissions during the cutting and welding work of structural steel works, as well the hauling of construction materials also contribute to the generation of atmospheric emissions.

Some general precautionary site practices are implemented to reduce air pollutants or dust emissions:

1. Cover dusty materials on vehicles, aggregate stockpile with impervious material, exposed surface of excavation, cement bags, among others
2. Water or dampen necessary excavation area, unpaved areas used by site traffic and active construction areas, and during other operations, such as drilling

我們根據項目地盤及辦公室的經營活動及服務確定工作活動可能對環境產生的影響，評估所有環境影響，以確定影響程度。涉及相關法定規定或具有較大環境影響的環境因素被視為重大，將予審慎處理。

綜合管理系統內的「環境管制」程序概述處理及棄置項目地盤排放物的基本環境準則，以及於營運期間減少空氣污染物、粉塵排放、噪音及其他廢物的工作常規及措施。

世紀集團的業務營運涉及定期使用爆炸品（燃爆岩石的有效手段）。因此本集團深知自身有責任確保使用爆炸品對環境的影響減至最少。

本集團嚴格遵守危險品條例、所有其他相關法例以及與爆炸品及燃爆有關的安全規例。亦保證於工地使用爆炸品進行燃爆工程前已向土木工程拓展署礦務部取得所有認證、執照及許可證。本集團倚賴其供應商及政府，以確保彼等亦已取得貯藏及運送爆炸品所需的正確執照。

本集團亦嚴格管控爆炸品的使用，並進行評估以識別燃爆工程的主要危險及制約因素。我們亦已採取實際措施，以減低空氣污染物或粉塵排放，並確保所有工地人員及公眾的安全。

於我們的營運過程中保護空氣質素極其重要。大氣排放物主要源自我們的挖掘及土石方工程，包括廠房運作、堆存泥土及挖掘過程所產生的粉塵。鋼材結構切割及焊接工作以及建築材料運送途中排放的黑煙亦會產生大氣排放物。

為減少空氣污染物或粉塵排放，已實施若干通用防範性工地常規：

1. 覆蓋車輛上的易生塵埃物料、含有不透水物料料的存料堆、挖掘處的外露地面、水泥袋等
2. 灑水或澆濕挖掘區、地盤運送所使用的未鋪砌區域、活躍建築區域及進行鑽探等其他工程的區域

3. Carry out regular maintenance for vehicles and equipment
4. Secure or remove materials that may be blown away in any windy area

Various noise management initiatives are in place to reduce the amount of disturbance we create on the project sites. These management initiatives target excavation, concreting, piling and road works. In addition to applying for construction noise permit for works to be carried out during off-peak hours, the Group utilizes quieter or silenced type equipment whenever possible. Regular maintenance is carried out for relevant equipment and machineries to ensure all operations are conducted as fast as possible to minimize all impacts.

Another air emission is the emissions of greenhouse gases (“GHG”) through our operations. Our GHG emissions mainly comprise of direct emissions from fuel combustions of our vehicles and indirect emissions from electricity consumption. Although GHG emissions from our operations is currently not considered significant to the environment within our environmental aspect identification, we shall not underestimate its potential impact in the natural environment and in the world.

The Group is committed to conducting annual evaluation of our GHG emissions. We will also continuously consider various reduction and remediation initiatives our Group can contribute in. The Group has assessed its annual GHG emissions, which the scope covers our offices and project sites.

Understanding the environmental impact our vehicles may affect the people and neighbouring communities, we take precaution and endeavour to minimize air emissions from our vehicles, including GHG emissions and other air pollutants, such as nitrogen oxides (“NOX”), sulphur oxides (“SOX”) and respiratory suspended particles (“RSP”, also known as Particulate Matter (“PM”). There is currently insufficient data to calculate an accurate amount of air pollutants our vehicles emit, due to lack of monitoring systems practices in place. While we consider the necessity of transportation of materials and wastes, other measures such as regular vehicle maintenance are conducted.

## WASTE GENERATION AND DISPOSAL

As Century Group mainly operates within Hong Kong, the Group is inevitably aware of and concerned with the city’s imminent waste problem at landfills. Relying on landfills alone in treating waste is not sustainable and hence we are in support of the Government’s initiative in reducing waste at source. Wherever applicable, appropriate general practices to relieve landfill pressure are assessed and applied.

3. 定期維護車輛及設備
4. 綁緊或移走於當風位置容易被吹走的物料

多項噪音管理措施已經落實，以減少我們於項目地盤造成的滋擾。該等管理措施針對挖掘、混凝土澆築打樁及道路工程。除了就非繁忙時間進行的工程申請建築噪音許可證外，本集團亦盡可能使用低噪音或靜音式設備。相關設備及機器進行定期維護，確保所有作業盡快執行，盡量減少所有影響。


另一類空氣污染為我們營運中排放的溫室氣體（「溫室氣體」）。我們的溫室氣體排放主要包括車輛燃燒燃料過程所致的直接排放及用電所致的間接排放。儘管於我們環境因素識別範圍內。營運排放的溫室氣體對環境的影響目前不大，但我們不會低估其對自然環境及世界可能造成的影響。

本集團每年評估我們的溫室氣體排放量。我們亦持續考慮本集團可出力支持的各種減排及補救措施。本集團已評估其全年溫室氣體排放量，評估範圍涵蓋我們的辦公室及項目地盤。

我們深明車輛造成的環境影響可能波及民眾及周邊社區，因而採取預防措施並竭力減少我們車輛的空氣污染，包括溫室氣體排放及其他空氣污染物，如氮氧化物（「NOX」）、硫氧化物（「SOX」）及可吸入懸浮粒子（「RSP」，亦稱為顆粒物（「PM」）。由於未有落實監測系統常規，目前用於準確計算我們車輛所排放的空氣污染物數量的數據不足。我們會考慮是否有必要運走物料及廢物，且已採取其他措施，如定期車輛維護。

## 廢物的產生及處置

由於世紀集團主要於香港境內營運，本集團清楚及關注香港迫在眉睫的堆填區廢物問題，單單依靠堆填區處理廢物並非持續可行的方法，因此我們支持政府源頭減廢方針，在適用的情況下評估及應用適當的一般措施以減輕堆填區的壓力。



Waste management is material in the contracting industry. Currently, all wastes at project sites are sorted, segregated and collected for delivery to public fill reception facilities and other outlets. The increase in construction waste disposal charges within the Reporting Period has encouraged the Group and the industry to further reduce and reuse construction waste.

Whenever possible, the Group strives to fully utilize ordered materials to avoid generation of abandoned materials, designate sufficient area for storage of different types of waste including excavated materials, conduct regular housekeeping work, use spill tray for fuel storage, and transport inert waste to approved landfill sites.

When the generation of chemical waste is applicable, the Group would abide by the Waste Disposal (Chemical Waste) (General) Regulation. The Group would register as chemical waste producer and appoint a licensed chemical waste collector to collect and transport all chemical waste, including used fuel, oil and lubricants, to a licensed waste treatment centre for proper handling.

As of 31 March 2023, the Group has 300,613 tonnes disposed construction waste (31 March 2022: 118,085 tonnes) recorded from all of our project sites.

## WATER CONSUMPTION

Water is mainly used for dust suppression and cleaning purposes at the project sites. To minimize dust stir up, whenever applicable, we water any unpaved areas used for site traffic and any active construction areas, and we wash off any dust or mud from the wheels of all vehicles leaving project sites. Especially during excavation, site employees ensure that exposed surface is wet prior to, during and after excavation works. Water spraying is also carried out whenever possible for drilling works. We do not have any issue in sourcing water that is fit for purpose.

Due to the primary purpose of water in dust suppression within our operations, we must also consider wastewater quality when discharged. A list of general practice is described in the Environmental Control and would be applied when possible. Some ongoing initiatives are the use of sedimentation tanks, recycling of treated water, and regular maintenance of drainage systems. A temporary drainage management plan would normally be set up on project sites and handled by main contractors.

於承包行業，廢物管理相當重要。目前，項目地盤的所有廢物均經過分類、分隔及收集，再運送至公眾填料接收設施及其他場所。於報告期間，建築廢物處置收費增加，鼓勵本集團及行業進一步減少及回收再用建築廢物。

本集團盡可能充分利用所訂購物料以避免產生廢棄物料，劃出足夠的區域以供儲存不同類型廢物，(包括挖掘物料)，定期進行保潔工作，使用貯漏盤貯存燃料，並將惰性廢物運送至核准的堆填區。

對於化學廢物的產生，本集團遵守廢物處置(化學廢物)(一般)規例。本集團登記為化學廢物產生者。並委任持牌化學廢物收集商收集及運送所有化學廢物(包括廢燃料、油類及潤滑劑)至持牌廢物處理中心妥善處理。

截至二零二三年三月三十一日，本集團於我們所有項目地盤錄得300,613噸建築廢物(二零二二年三月三十一日：118,085噸)。

## 耗水量

水主要用於項目地盤的除塵及清潔工作。為盡量減少揚起塵埃，我們於適當時候於工地交通所用的未鋪砌區域及活躍建築區域灑水，為所有離開項目地盤的車輛的車輪清洗塵埃或泥巴。尤其是於挖掘工程，工地人員會確保外露地面於挖掘工程之前、期間及之後濕潤。另外亦盡可能為鑽探工程灑水。我們在獲取合適用途水源方面並無任何問題。

由於在我們的營運中用水的主要目的為除塵，我們必須同時考慮排放時的廢水質量。通用做法列表載於環境管制，將在可能的情況下予以應用。正在實施的舉措包括使用沉澱池、回收經處理的廢水及定期維護排水系統。臨時排水管理計劃通常於項目地盤制訂，由總承包商處理。

## ENERGY CONSUMPTION

On the other hand, energy usage is mostly dedicated to fuel consumption for the hauling of construction materials, as well as electricity usage at the office.

As we have no operational or financial control of water or electricity use on project sites, we are unable to present any onsite water or electricity consumption data. Our electricity consumption at the office is 14,123.00 kWh (31 March 2022: 14,619.00 kWh) and at the warehouse is 14,299.00 kWh (31 March 2022: 14,401.00 kWh), with an intensity of 229.21 kWh (31 March 2022: 197.41 kWh) per full time employee.

Energy 能源	Unit 單位	2023 二零二三年	2022 二零二二年
Electricity Consumption 耗電量	kWh 千瓦時	28,422.00	29,020.00
Office 辦公室	kWh 千瓦時	14,123.00	14,619.00
Warehouse 倉庫	kWh 千瓦時	14,299.00	14,401.00
Gasoline Consumption 汽油耗量	L 升	46,805.19	19,033.00
Diesel Consumption 柴油耗量	L 升	713,851.00	13,141.00
Total Energy Consumption 總能源耗量	MJ 兆焦耳	29,257,705.30	1,262,643.20

## PACKAGING MATERIAL USED

Due to the nature of the industry, our business does not use any packaging material in our finished products. Therefore, the relevant key performance indicators were not applicable.

## 能源耗量

另一方面，能源使用主要為運送建築材料的燃料消耗以及辦公室用電。

由於我們對項目地盤的水或電力使用並無運營或財務控制，我們無法提供任何地盤耗水量或耗電量數據。我們辦公室的耗電量為14,123.00千瓦時（二零二二年三月三十一日：14,619.00千瓦時），倉庫耗電量為14,299.00千瓦時（二零二二年三月三十一日：14,401.00千瓦時），每名全職員工的耗電量為229.21千瓦時（二零二二年三月三十一日：197.41千瓦時）。

## 所用包裝材料

由於行業的性質，我們的業務對成品不使用任何包裝材料。因此，相關的關鍵績效指標並不適用。

## THE ENVIRONMENT AND NATURAL RESOURCES

The Group's business operation does not involve the use of natural resources, and hence there was no material impact on the environment in this aspect during the Reporting Period. By taking the above-mentioned green initiatives on saving electricity, water, petrol and paper, the Group will continue its commitment in protecting the environment. We will maintain our practices in penetrating the concept of environmental production into our daily operations and advocate the concept of building a green office together with the involvement of all employees.

### CLIMATE CHANGE

Climate change is the most pressing global challenge in current years. It leads to frequent extreme weather, which has a significant impact on business operations. Under the prevalence of global climate actions, The Group has developed working mechanisms and related policies to identify and mitigate climate change issues that may have significant impacts. In the meantime, the Group has taken energy-saving measures to reduce greenhouse gas emissions. We have identified climate change risks during the Reporting Period, including physical risks like flooding, super typhoons, etc. If the Group is affected by extreme weather, we will actively respond to the relevant policies of the local government and make emergency plans to ensure the safety of employees.

On the other hand, the nature of the Group's business is not involved in large-scale production activities and does not consume a lot of energy or generate a large amount of emissions. Climate change generally has a little significant impact on our operations. Although the Group do not severely pollute the environment, the Group is still committed to minimise energy and material consumption and adopted various other measures to save resources.

The Group continues to monitor the climate related risks regularly and implement relevant measures to minimise the potential impact of climate change. Currently, it is expected that potential extreme weather conditions and change in environmental related regulations do not directly impose material threat to the Group's operations.

## ENGAGING IN STRONGER SOCIAL RELATIONSHIPS

The Group internalizes the importance of retaining high-calibre employees within the industry it operates in. Therefore, the Group must provide a healthy, safe, fair, encouraging and positive work environment for our employees.

## 環境及自然資源

本集團之業務經營並不涉及使用自然資源，故於報告期在此方面概無對環境造成重大影響。透過採取上述節約電力、水、汽油及紙張之綠色措施，本集團將繼續致力保護環境。我們將繼續於日常營運秉承環保理念，提倡全員參與、共同打造綠色辦公室之理念。

### 氣候變化

氣候變化是近年來最緊迫的全球挑戰，導致極端天氣頻發，對企業經營產生重大影響。在全球氣候行動盛行的情況下，本集團制定了工作機制和相關政策，以識別和緩解可能產生重大影響的氣候變化問題。同時，本集團採取節能措施減少溫室氣體排放。報告期內，我們已識別出氣候變化風險，包括洪水、超強颱風等物理風險。如果本集團受到極端天氣的影響，我們將積極響應本地政府的相關政策，制定應急預案，確保員工的安全。

另一方面，本集團的業務性質不涉及大規模生產活動，不消耗大量能源或產生大量排放。氣候變化通常對我們的運營影響不大。雖然本集團沒有嚴重污染環境，本集團仍致力盡量減少能源及物料消耗，並採取多項其他措施節約資源。

本集團繼續定期監測氣候相關風險，並採取相關措施將氣候變化的潛在影響降至最低。目前，預計潛在的極端天氣條件和環境相關法規的變化不會直接對本集團的運營構成重大威脅。

## 鞏固社會關係

本集團深知於其經營所在行業留用優秀僱員的重要性。因此，本集團必須為僱員提供健康、安全、公平、積極及正面的工作環境。

## HEALTH AND SAFETY

To engage in stronger relationships with our employees and their families, it is of utter importance that Century Group safeguards the health and safety of all its employees, subcontractors and general public. The construction industry is inherently high-risk regarding health and safety due to the fact that its operations involve the use of heavy machineries and explosives. In Hong Kong, the construction industry records the highest number of fatalities and accident rate among all industry sectors in recent years. Therefore, the Group is dedicated to implementing effective health and safety policies and plans to manage and address safety risks, and to secure people's physical wellbeing.

Reviewed annually, it is our Group's policy to ensure health and safety is a top priority above all others in any circumstances, and to acknowledge that health and safety awareness is integrated within all business activities. Our Group is committed to implementing and maintaining a high level of health and safety performance, with full compliance of all statutory and contractual obligations with respect to occupational health and safety, as the minimum standard.

Health and safety components have been integrated across our business. The Group's IMS assures that the Group operates with a certified OHSMS in accordance with ISO 45001 requirements. The Group has set two targets:

1. Strengthen employees' safety awareness through relevant in-house safety training
2. Ensure that accident incidents are no more than 3 cases per year

Guided by OHSMS, the Group has implemented multiple layers of health and safety precautionary initiatives, including establishment of a dedicated committee, communications through project safety plans, risk assessments, and more. Further to reaching the two aforementioned safety targets, the Group has set safety goals and developed action plans in 2017. We understand that there is room for improvement, and we shall continue to pursue the ultimate goal of achieving zero accident.

Meeting biannually, a Health and Safety Committee is established to maintain a safety management system, which includes the preparation of health and safety plan, risk assessment reports, safety inspections, safety audits, regular safety meetings, written safe working procedures, and communication systems. The committee also reports and evaluates on all accident reports and statistics, as well as considers and adopts recommendations for improvement.

## 健康及安全

為鞏固我們與僱員及其家庭的關係，世紀集團保障全體僱員、分包商及公眾的健康及安全乃重中之重。建築行業具有與健康及安全有關的較高內在風險，原因為其營運涉及運用重型機器及爆炸品。於香港，建築行業近年錄得的致命事件及意外率居各行業之首。因此，本集團致力推行有效的健康及安全政策及計劃，以管理及應付安全風險，保障人員的身體健康。


本集團在任何情況下，均以確保健康及安全放在首位，以及將健康及安全意識融入到所有業務活動中為政策，並每年審閱。本集團力求實施及維持高水平的健康及安全表現，於有關職業健康及安全方面完全履行所有法定及合約責任，並視之為最低標準。

健康及安全因素已全面納入我們的業務中。本集團的綜合管理系統確保其營運符合經認證的職業健康及安全管理系統ISO 45001的要求。本集團已訂定兩大目標：

1. 透過相關內部安全培訓提高僱員的安全意識
2. 確保每年的意外事故不多於3宗

本集團以職業健康及安全管理系統為導向，實施多重健康及安全預防措施，包括成立專責委員會、透過項目安全計劃的通訊、風險評估等。除了達成上述兩大安全目標外，本集團亦於二零一七年訂立安全目標及制訂行動計劃。我們深知尚有改善空間，並將繼續努力實現零事故的最終目標。

健康及安全委員會已告成立，每年召開兩次會議，以維持安全管理系統，當中包括編製健康及安全計劃、風險評估報告、安全視察、安全稽核、定期安全會議、書面安全工作程序及溝通制度。委員會亦報告及評估所有意外報告及統計數據，並考慮及採納改善建議。



Each project site also has a dedicated site safety committee that closely monitors the safety policy, safety plan and procedures, organization, accident and statistics, health and safety training, as well as safety promotions on site. On each project site, the safety organization comprises of safety managers, senior safety officers, safety officers, safety supervisors, first aiders and health care officers, to undertake all safety related concerns.

Project safety plans are laid out to effectively address a process of identification, organization and planning, implementation, monitoring and review of all activities of the site operations to protect the health and safety of all personnel engaged on the project and others, who may be affected by the activities undertaken. These plans also serve to ensure that relevant legislation, code of practices, and contractual obligations are approved and observed.

Risk assessments in relation to health and safety issues are conducted periodically during the works/services stages, as well as prior to the implementation of any corrective and preventive actions for accidents, incidents or non-conformances. Result of the risk assessments will be used to develop health and safety procedures, training material and checklist for implementation. This can ensure that plant, personal protective equipment and trainings provided are in accordance with health and safety procedures, method statements, or permit to work.

## PROCESS CONTROL PROGRAMMES

Separate process control programmes, along with references, safety rules and procedures are laid out for the following:

- Fire arrangement
- Working at height
- Housekeeping
- Health and safety in office
- Manual materials handling
- Electricity
- Portable tools
- Substances hazardous to health
- Ladders and accesses

各項目地盤亦設有專責地盤安全委員會，密切監督安全政策、安全計劃及程序、組織、意外及統計數據、健康及安全培訓以及地盤安全推廣工作。於各個項目地盤，安全組織由安全經理、高級安全主任、安全主任、安全督導員、急救人員及保健人員組成，負責一切安全相關事宜。

制訂項目安全計劃旨在有效識別、組織及規劃、實施、監督及檢查工地作業的所有活動，保護因參與項目及其他活動而可能受影響的所有人員的健康及安全。該等計劃亦有助於確保相關法例、工作守則及合約責任獲批准及遵守。

與健康及安全問題有關的風險評估於施工／服務期內並於實施任何針對意外、事故或不合格情況的糾正及預防措施前定期進行。風險評估結果會用以制訂健康及安全程序、培訓材料及實施情況核查清單，從而確保廠房、個人防護裝備及提供的培訓符合健康及安全程序、施工方法或工作許可證。

## 過程控制方案

已就下列各方面訂明獨立的過程控制方案及其參考、安全規則及程序：

- 消防安排
- 高處工作
- 保潔
- 辦公室健康與安全
- 人工搬運
- 電力
- 便攜工具
- 對健康有害的物質
- 爬梯及通道



The Group also communicates and promotes health and safety through onsite bulletin boards at prominent locations, newsletters, and suggestion boxes. The following are especially displayed:

- The Company's IMS Policy Statement
- Newly issued safety procedures
- Minutes of last Health & Safety Committee Meeting
- Previously publications from relevant authorities
- Accident information and statistics
- Other issues related to health and safety matters

Safe campaign of prevention of heat stroke was launched in the summer of 2018, with promotional events such as tool box talk related to heat stress and dehydration indicators and preventive measures, conducted to enhance the knowledge on how to prevent heat strokes for all site employees.

Within the Reporting Period, there was nine (2022: five) reported work injury incidents. Our Group shall continue to provide health and safety trainings to employees to improve their awareness to potential health and safety risks. Further information on safety training can be found in the Training and Development section in this Report.

## EMPLOYMENT

Fairness is integrated throughout the employment process, as employment at Century Group emphasizes on work performance. Annual performance assessments are held to review employees' work performance throughout the year. Salary raises, promotions and bonuses are based on each employee's performance assessment, to ensure a competitive and fair incentive and remuneration package. All wages and compensation are adequately remunerated, and meet, or exceed, legal and industry minimum standards.

Discrimination is strictly forbidden in the company, especially during recruitment, employment, promotion, or other human resource development. Anti-discriminatory employment process guarantees the Group's strategy and ability to attract diverse and qualified employees. It also signifies Century Group's effort in implementing and encouraging inclusive employment practices. The Group's employment practices are exercised without discrimination of any kind based on age, gender, religion, political background, disability, marital and family status or other status.

本集團亦透過設於顯眼位置的告示板、快訊及意見箱進行溝通及推廣健康與安全。特別是以下內容：

- 本公司的綜合管理系統政策聲明
- 新公佈的安全程序
- 最近一次健康及安全委員會會議記錄
- 相關當局的過往出版物
- 意外資料及統計數據
- 其他與健康及安全事項相關的事宜

於二零一八年夏季，已舉行預防中暑安全運動，並開展宣傳活動，例如與暑熱壓力及脫水症狀及預防措施相關的工地座談會，以加強所有工地人員有關預防中暑的知識。

於報告期間內有九宗(二零二二年：五宗)工傷事故。本集團將繼續向僱員提供健康及安全培訓，以提高彼等對潛在健康及安全風險的意識。有關安全培訓的進一步資料，請參閱本報告「培訓及發展」一節。

## 僱傭

世紀集團僱用人員時著重工作表現，整個僱傭過程充分體現公平原則。我們會進行年度表現評估，檢討僱員全年的工作表現。加薪、晉升及花紅乃基於每名僱員的表現評估釐定，以確保具競爭力且公平的激勵及薪酬待遇。所有工資及補償屬充分，且符合或高於法定及行業最低標準。

公司內嚴禁歧視，尤其在招聘、僱傭、晉升或其他人力資源發展方面。反歧視僱傭過程保證本集團多元化吸納合資格僱員的策略及能力，同時意味著世紀集團於實行及支持包容性僱傭措施方面不遺餘力。本集團的僱傭措施概不帶有對年齡、性別、信仰、政治背景、殘障、婚姻及家庭狀況或其他身份等任何方面的歧視。

The Group respects its employees and guarantees to safeguard the privacy of each employee. Personal details of all employment are protected within a secure system, whereby only authorized personnel are granted access.

All employees are issued a staff handbook that details employees' rights and responsibilities. Within the employment period, employees are expected to abide by the rules and regulations of the Group, as detailed within the staff handbook. Any violation may result in disciplinary actions or penalties.

As of 31 March 2023, the Group employed a total of 127 (2022: 147) full time staff members, of which 113 (2022: 131) were male and 11 (2022:16) were female in the subsidiary in Hong Kong. Further breakdown of our employment data can be found in the ESG Performance Table at the end of this Report.

During the Reporting Period, the Group has not experienced any significant problems with its employees due to labour disputes, nor has it experienced any difficulty in the recruitment or retention of experienced staff.

## TRAINING AND DEVELOPMENT

The Group recognizes and supports the diverse development needs of each employee. We encourage employees to attend high quality training programmes to develop and refine their skills, acquire market insights and updates, and pursue further knowledge.

These programmes allow our employees to perform with higher efficiency, effectiveness, and accuracy. In addition, our employees are also free to explore and request for special training or retraining from external training sources. It is highly important for our company to instil a continuous learning culture within the Group.

Overall safety training needs are identified through training needs analysis, and training modules are developed to suit the identified needs. The company annually reviews, evaluates, and updates the training programme.

On the other hand, all site employees at project sites are required to attend all necessary and relevant occupational health and safety trainings provided by our occupational safety consultant or main contractors at the project sites, prior to entering or working onsite. All newcomers are required to attend site safety induction training prior to work commencement. Onsite safety trainings may include method statement, blasting, rock trimming, excavation, noise barrier maintenance, proper usage of Personal Protective Equipment, and others.

本集團尊重其僱員，確保維護每名僱員的私隱。所有僱傭的個人資料均受安全系統保護，僅供獲授權人員存取。

所有僱員均獲發員工手冊，當中詳述僱員的權利及職責。於僱用期內，僱員應遵守員工手冊所詳述本集團的規章制度。違規者可能遭到紀律處分或罰款。

截至二零二三年三月三十一日，本集團共僱用127名全職員工，（二零二二年：147名員工），其中位於香港之附屬公司僱用113名男性（二零二二年：131名）及11名女性（二零二二年：16名）。有關我們僱傭數據的進一步資料，請參閱本報告最後部分「環境、社會及管治績效表」。

於報告期間，本集團並無因勞資糾紛而與僱員發生任何重大問題，在招聘或挽留資深員工方面亦無任何困難。

## 培訓及發展

本集團認同並支持每名僱員的多樣化發展需要。我們鼓勵僱員參與高質素的培訓計劃，助其發展及完善技能、掌握市場行情及最新消息並且進一步增加知識。

該等計劃讓僱員提高工作效率、效益及準確度。此外，僱員亦可自行探索及要求參與專項培訓或外部培訓課程的再培訓。於本集團內灌輸持續進修文化於本公司而言極其重要。

總體安全培訓需要乃透過分析培訓需要而確定，繼而因應所確定的需要編製培訓課程。本公司每年檢討、評估及更新培訓計劃。

另一方面，項目地盤的全體工地人員於進入工地或於工地工作前均須參加由我們的職業安全顧問或總承包商於項目地盤提供的所有必要及相關的職業健康及安全培訓。所有新入職人員於開始工作前均須參加地盤安全入職培訓。工地安全培訓可能包括施工方法、爆破、岩石修整、挖掘、隔音屏障維護、個人防護裝備的正確使用等。

#### Training Modules (for onsite personnel)

1. Induction Training
2. Green Card Training
3. Tool Box Talk
4. Trade Specific Training (Safety)
5. Safety Training (Supervisory staff)
6. Safety Training (Managerial staff)

As employees attend training from external training sources or from main contractors, the relevant key performance indicators were not applicable.

## LABOUR STANDARD

The Group is committed to follow strictly of the laws and regulations including Employment Ordinance (Chapter 57 of the Laws of Hong Kong) and other related labour laws and regulations in Hong Kong to prohibit any child and/or forced labour employment. These laws and regulations are set up to prohibit child and forced labour within the Group. At the first line of defence, all newly recruited employees are required to provide valid identification documents to ensure no underage labour is employed. If any illegal issues are discovered, the Group will immediately terminate the employment and report to the relevant government authorities in a timely manner.

During the Reporting Period, no material non-compliance with the laws and regulations related to the prevention of child labour or forced labour have been found by the Group.

## COMMUNITY INVESTMENT

The Group strives to extend its care from its employees to the greater community where it operates in, in order to fulfil its commitment to give back to the community. It is our goal to enrich our employees' lives, and to empower underprivileged groups for the betterment of our society.

#### 培訓課程(工地人員)

1. 入職培訓
2. 平安卡培訓
3. 工地座談會
4. 特定工種培訓(安全)
5. 安全培訓(監督人員)
6. 安全培訓(管理人員)

由於僱員參與外部培訓課程或總承包商的培訓，相關的關鍵績效指標並不適用。

## 勞工準則

本集團致力嚴格遵守法律及法規，包括僱傭條例(香港法例第57章)以及香港的其他相關勞工法律及法規，禁止僱用任何童工及／或強迫勞工。制定該等法律及法規旨在禁止在本集團內使用童工及強迫勞工。作為第一道防線，所有新入職僱員均須提供有效身份證明文件，以確保概無僱用未成年勞工。倘發現任何違法事宜，本集團將即時終止僱傭，並適時通知相關政府部門。

於報告期內，本集團概無發現按相關法律及法規，與防止童工或強迫勞工有關之重大違規情況。

## 社區投資

本集團致力將對僱員的關愛推廣至其經營所在的廣大社區，從而履行回饋社會的承諾。我們的最終目標是豐富僱員的生活，並且推動弱勢群體自強、社會進步。



The Group participates in community events from time to time, and to the improvement of community well-being and social services. Century Group supports and encourages staff to actively participate in a wide range of charitable events outside working hours, to raise awareness and concern for the community, and to inspire more people to take part in serving the community. In the coming year, the management shall review policies relating to community investment and explore the feasibility of increasing community investment activities.

## DRIVING OPERATIONAL EXCELLENCE

Century Group strives to enhance customer satisfaction and corporate values by excelling in its operational practices by following the principles of sustainable development. Our QMS is devised with reference to international standards, which ensures not only operational compliance, but also operational excellence.

To maintain consistent quality services for our customers, we have established a formal QMS that is certified to be in compliance with the requirements of ISO 9001 within our IMS. Our QMS specifies in-house quality assurance requirements, including work procedures for performing different types of site works, personnel responsibilities, quality inspection procedures and standards, among others. Our employees and subcontractors are required to follow these procedures, and various trainings are provided to ensure they understand our requirements.

Quality control must meet our customers' requirements, be completed within the deadline and budget allocated for the project, and comply with all relevant laws and regulations. In particular, the Group closely monitors overall work quality and project progress, as well as work quality of our subcontractors.

The Group shall continue to exercise due care in the pursuance of its existing core business and furtherance of its development plans to balance the risks and opportunities in the construction industry in Hong Kong.

本集團不時參與社區活動，以改善社區福祉及社會服務。世紀集團支持及鼓勵員工於工餘時間積極參與各類慈善活動，以提升社區意識及對社區的關注，並激發更多力量參與社區服務。管理層將於來年檢討社區投資有關政策，探討增加社區投資活動之可行性。

## 推動卓越營運

世紀集團遵循可持續發展原則，在營運模式上精益求精，以求提高客戶滿意度及企業價值。我們參考國際標準制訂質量管理系統，於確保營運合規的同時實現卓越營運。

為向客戶提供穩定優質的服務，我們已於綜合管理系統內建立正式的質量管理系統，並獲證明符合ISO 9001的要求。我們的質量管理系統規範內部質量保證要求，其中包括進行不同類型地盤工程的工作程序、員工職責、質量檢測程序及標準等。我們的僱員及分包商須遵照該等程序行事，而我們亦已提供各類培訓以確保彼等了解我們的要求。

質量控制必須符合客戶的要求，於限期及項目獲分配的預算範圍內完成，且符合所有相關法律及法規。本集團尤其密切監察整體工程質量及項目進度，以及分包商的工作質量。

本集團從事現有核心業務及推進發展計劃時，將繼續審慎行事，以平衡香港建築行業的風險及機遇。

## SUPPLY CHAIN

Our direct customers are mostly main contractors of various types of infrastructural and commercial and residential buildings in Hong Kong. These projects are generally categorised into public and private sector projects. Throughout the Reporting Period, majority of our work lies in public sector projects<sup>1</sup>, where we are engaged by the main contractors included on the List of Approved Contractors for Public Works as subcontractors for such projects.

We have maintained stable relationships with our major customers. As a subcontractor, we secure our projects from main contractors or other contractors through tenders by invitation. Tender invitations are provided along with preliminary information on the specifications, site conditions and relevant drawings. Upon receiving tender or quotation details, our Group makes a preliminary assessment on the requirements, including consideration of whether to bid, profitability, feasibility, our expertise and capacity, available manpower resources, project schedule, quality expectation, preliminary safety and environmental risk analysis and other possible risk factors associated. On-site inspections of the conditions of sites may also be conducted.

Depending on the scale and complexity of the project, a project team would be formed and is generally comprised of the following key personnel: project manager, engineer, superintendent, quantity surveyor and foreman. If blasting works are involved, the project team will also include blasting engineer and registered shotfirer.

## 供應鏈

我們的直接客戶大多數為香港基建及商業及住宅樓宇的各類總承包商。該等項目一般分類為公營及私營項目。於整個報告期間，我們的大部分工程屬於公營項目<sup>1</sup>。我們獲認可公共工程承建商名冊所載的總承包商委聘作為該等項目的分包商。

我們與主要客戶維持穩定關係。作為分包商，我們透過招標形式自總承包商或其他承包商獲得項目。招標書乃連同有關規格、工地情況及相關圖則的初步資料一同準備。於接獲招標或報價詳情後，本集團會初步評估各項要求。包括考慮競投與否、盈利程度、可行性、我們的專門知識及能力、可用人力資源、項目時間表、質量期望、初步安全及環境風險分析及其他可能相關的風險因素。另外亦可能對工地情況進行現場視察。

我們根據項目規模及複雜程度成立項目團隊，團隊一般由以下主要人員組成：項目經理、工程師、監督、工料測量師及管工。倘項目涉及爆破工程，項目團隊成員亦會包括爆工程師及註冊引爆手。

<b>Project Identification</b> 選定項目	<b>Tender Analysis and Preparation</b> 招標分析及準備工作	<b>Project Acceptance</b> 承接項目	<b>Project Team Formation</b> 成立項目團隊
The Group is usually invited by our customers by way of invitation letters  本集團通常獲客戶以邀請函形式邀請 01	Preliminary assessment of the requirements of the tender are made, prior to tender preparation and submission  於擬備及提交招標文件前，對招標要求進行初步評估 02	Once tender is accepted, we would enter into a formal agreement with client incorporating detailed terms  一但中標，我們會與客戶訂立正式協議並納入詳細條款 03	Depending on project scale and complexity, project team would be formed with key personnel  根據項目規模及複雜程度成立由主要人員組成的項目團隊 04

<sup>1</sup> Public sector projects refer to projects where the main contractors are employed by the Government or statutory bodies, while private sector projects refer to those that not public sector projects.

公營項目指由政府或法定機構僱用總承包商的項目，而私營項目指公營項目以外的項目。

## DRIVING OPERATIONAL EXCELLENCE

Depending on the Group's capability, project schedule, resources level, cost effectiveness and complexity of each project, we may subcontract specific parts of projects to our subcontractors in Hong Kong. The Group conducts rigorous evaluation, selection and control of all subcontractors and material suppliers, prior to the inclusion into the List of Approved Subcontractors/Suppliers. Performance reviews, especially safety performance appraisals, are conducted at yearly intervals, for the assessment of continuing suitability and potential for future projects.

All subcontractors and suppliers are expected to abide by laws and regulations, contractual requirements, the Company's instruction and work instructions. Failure to comply with safety requirements or other special obligations may lead to disciplinary actions or other serious repercussions.

Especially for the procurement of safety equipment, a List of Approved Suppliers includes recommended manufacturer pending availability of stock. All safety equipment is ordered as per the approved list; where specific or special safety equipment is required and is not on the approved list, the specification of the order shall undergo further comments and verifications. All safety equipment brought onsite by subcontractors or suppliers are subject to examination and should comply with established standards. Defective equipment shall be discarded immediately.

This year, we worked closely with 141 suppliers and 11 subcontractors (31 March 2022: 158 suppliers and 12 subcontractors).

## QUALITY ASSURANCE

Quality assurance for all our works are conducted by both our project teams and customer representation. We must ensure that all projects are completed, tested and approved to the satisfaction of our customers, verified with inspections and free of apparent defect.

All construction works are executed by our direct labours and/or our subcontractors under strict supervision of our on-site project teams and customers representatives. Throughout the construction, our project manager will meet with our customers to review work progress and resolve any issues identified during the course of construction.

## 推動卓越營運

根據本集團的能力、各項目的項目時間表、資源水平、成本效益及複雜程度，我們可能將項目的特定部分外判予香港的分包商。本集團將分包商、材料供應商納入認可分包商／供應商名單前會嚴格評審、挑選及控制，並在其後每年進行表現檢討，尤其是安全表現評估，為未來項目評估持續適用性及潛力。

所有分包商及供應商應遵守法律及法規、合約規定、本公司的指示及工作指示。如未能符合安全要求或其他特殊責任，可引致紀律處分或其他嚴重後果。


特別是對於安全設備的採購，認可供應商名單包括有可用庫存前的建議製造商。所有安全設備乃按照獲核准的清單下訂；如需要特定或特殊安全設備而未有列於獲核准的清單，則訂單格式須作進一步解釋及確認。分包商或供應商帶往工地的所有安全設備均須經過審查，並應符合既定標準。設備如有損壞，應立即棄用。

於本年度，我們與141名供應商及11名分包商緊密合作(二零二二年三月三十一日：158名供應商及12名分包商)。

## 質量保證

我們所有工程的質量保證乃由我們的項目團隊及客戶代表進行。我們必須確保所有項目完工、檢驗及核准達到客戶要求，並且經過檢查核實及無明顯缺陷。

所有建築工程乃由我們的直接勞工及／或我們的分包商在駐地盤項目團隊及客戶代表的嚴格監督下進行。於整個施工期間，我們的項目經理會與客戶面談，以檢討工作進度及解決建築過程中發現的任何問題。



The Group would monitor work progress, project performance, customer comments and follow-up matters for each project. Progress meetings are also held with our customers throughout the project to ensure we keep our customers informed of project status and major issues identified. Our team is responsible for monitoring of quality and ensuring that all projects are executed in accordance with our quality standards.

We are committed to meeting all clients' requirements and increase client satisfaction through enhancing and continuously improving our service quality. We are also committed to ensuring we fulfil our and our clients' contractual and statutory requirements in a planned and systematic manner, in terms of quality and health and safety.

To fulfil our commitments in the area of quality, environment, and health and safety, the Group has established and since operated under an Integrated Management System (IMS). The IMS allows the company to operate a Quality Management System (QMS), an Environmental Management System (EMS), and an Occupational Health and Safety Management System (OHSMS), which fully comply with the requirements of the international standard ISO 9001:2015, ISO 14001:2015, and ISO 45001:2018 respectively.

The IMS is developed and implemented to demonstrate the Group's ability to consistently provide services to meet client and applicable regulatory and statutory requirements, and to address client satisfaction through effective application of the IMS, which emphasizes continual improvement and prevention of nonconformity.

Due to our business nature, there was no product subject to recalls for safety or health reasons or non-compliance with relevant laws and regulations regarding product responsibility.

## CUSTOMER RELATIONS

Century Group has yielded many professional and satisfactory customer relationships, through its comprehensive quality standards and procedures, its employees' meticulous care in providing outstanding products, and unequivocally excellent customer services.

In addition, "listening" and "engaging" are important attributes in achieving client satisfaction. Multiple channels for engagement with the Company has been set up for our clients to express their feedback, including a biannual client satisfaction survey. Surveyed client satisfaction data, information and feedback allows us to reflect on our operations and analyze client expectations and needs. The Group shall continue to review these biannual results and strive to improve its product and service offerings.

本集團會監督各項目的工作進度、項目績效、客戶意見及後續工作。於整個項目施工期間亦會與客戶舉行進度會議，以確保客戶知悉項目狀況及發現的主要問題。我們的團隊負責監管質量並確保所有項目按照我們的質量標準執行。

我們致力於滿足所有客戶要求，並透過提高及持續改進服務質素提高客戶滿意程度。我們亦致力確保在質量及健康與安全方面，我們有計劃及系統地履行本公司及客戶合約及法定規定。

為履行我們在質量、環境及健康與安全方面的承諾，本集團已設立綜合管理系統並按照此系統營運。綜合管理系統有助本公司執行質量管理系統、環境管理系統以及職業健康及安全管理系統，該等系統分別完全符合國際標準ISO 9001：2015、ISO 14001：2015及ISO 45001：2018的要求。

建立及執行綜合管理系統旨在證明本集團能夠提供貫徹一致的服務以滿足客戶及適用監管及法定要求，以及透過有效應用綜合管理系統以持續改善及預防不合常規情況，從而提升客戶滿意程度。

由於我們的業務性質，並無產品因安全或健康問題或不遵守有關產品責任的相關法律及法規而被召回。

## 客戶關係

憑藉完善的質量標準及程序、僱員細緻周到地提供優質產品以及超卓的客戶服務，世紀集團已與許多客戶建立專業而融洽的關係。

此外，「聆聽」及「聯繫」是達成客戶滿意度的重要因素。我們已建立客戶與本公司聯繫的多重渠道以供其表達回饋意見，包括每年兩次的客戶滿意度調查。客戶滿意度調查數據、資料及回饋意見可讓我們反省自身營運狀況並分析客戶期望及需要。本集團將繼續檢討該等半年度結果，致力改善產品及服務供應。



## ANTI-CORRUPTION AND ETHICS

Corporate ethics is central to our operations. We are committed to operating our business with integrity and in accordance with the highest ethical standards. Our operations are guided by a fraud risk management system to prevent fraud through corporate governance, internal control and risk management. Designed according to our company size, business complexity and processes, an appropriate fraud risk management plan is developed through prevention, detection and response. The Group has also built appropriate control procedures in relevant aspects, and has a sound and effective internal control and auditing mechanism. The Board also plays a major role in continuously monitoring the operations of fraud risk management.

Fraud risk management system defines fraud as corruption, misappropriation of assets, and misrepresentation. It is the Board and management's responsibility to engage in prevention and detection of fraud, to ensure the effective reduction in fraud risk. By implementing various preventative strategies and initiatives, the Group strives to establish and promote a corporate culture based on honesty and integrity as its core values. Periodic trainings and communications are given to continuously instill and promote corporate ethics.

Employees are encouraged to submit any positive and constructive criticism for the Group to enhance its services or work environment. All comments are seriously considered, and may be implemented with management approval. All requests for confidentiality are treated in confidence.

Whistleblowing channels are established within the Group and are detailed within the staff handbook, which are issued and distributed to every employee. Employees are encouraged to raise concerns and report any possible improprieties or matters in relation to business ethics. All reports are treated confidentially.

Confidentiality is also stressed for employees who receive or draft all records and memos that may contain trade secrets or confidential information, pertaining to the company, its suppliers, subcontractors, or customers. Employees are expected to keep all information confidential, even after employment with the company, and to prevent release of any confidential information for personal or public use.

An internal control manual sets out the Group's internal control policies and the specific roles of different departments on the Group's operations. Employees are expected to follow the operational procedures explained in the manual to avoid malpractices and ensure customer satisfaction. The manual is subject to the Board's periodic review and amendments to maintain the efficiency and effectiveness of our operations.

Details of our corporate governance structure and practices are available in the Corporate Governance Report also published annually within the Annual Report.

## 反貪污與道德

企業道德是我們營運的核心。我們致力以正直誠實的態度開展業務，並按最高道德標準行事。我們的營運採取欺詐風險管理系統，透過企業管治、內部控制及風險管理防止欺詐。欺詐風險管理計劃乃根據我們的公司規模、業務複雜程度及流程設計，從防止、檢查及應對層面著手適當制訂而成。本集團亦於相關方面設有適當的控制程序，並制定完善有效的內部控制及審計機制。董事會亦持續監控欺詐風險管理的實施情況，在此方面擔當重要角色。

欺詐風險管理系統將欺詐定義為貪污、資產挪用及虛報。董事會及管理層有責任預防及查察欺詐，以確保有效降低欺詐風險。透過落實各種預防性策略及舉措，本集團努力建立及推廣以誠實可信及廉潔守正為核心價值的企業文化，定期進行培訓及溝通以持續灌輸及推廣企業道德。

我們鼓勵僱員提出積極、具建設性的批評意見，以助本集團改善服務或工作環境。所有意見均予認真考慮，且經管理層批准後可予落實。若要求保密，則會保密處理。

本集團提供舉報渠道，於分發予每名僱員的員工手冊內詳細載述。我們鼓勵僱員關注任何可能發生的不當行為或與商業道德有關的事宜並作出舉報。所有舉報均保密處理。

僱員凡接收或草擬含有關於本公司、其供應商、分包商或客戶的商業秘密或機密資料的一切記錄及備忘，亦應注意保密。僱員即使離職後仍須將所有資料保密，及避免洩漏任何保密資料作個人或公開用途。

內部控制手冊載列本集團的內部控制政策及不同部門對本集團營運的具體作用。僱員應遵循手冊所述的運作程序，以免作出失當行為，並確保客戶滿意。該手冊經由董事會定期審閱及修訂，保持我們的營運效率及效益。

有關我們企業管治架構及常規的詳情，請參閱每年刊發的年報所載「企業管治報告」。



## ESG PERFORMANCE TABLE

This table is provided for the purpose of easy reference to quantitative data. It should be read in conjunction with the other sections in this ESG report to obtain a full understanding of the ESG governance of this company, including but not limited to, commitments to sustainable development through the various targets and initiatives described in this Report.

## 環境、社會及管治績效表

該表提供定量數據方便參考。其應與環境、社會及管治報告其他章節一併閱讀，以全面了解本公司環境、社會及管治方面的管治情況，包括但不限於本報告中所述若干目標及舉措對可持續發展的承諾。

### ENVIRONMENTAL ASPECTS 環境層面

Aspects and KPIs 層面及關鍵績效指標	2023 二零二三年	2022 二零二二年	Unit 單位
Aspect A1: Emissions <sup>1</sup> 層面A1: 排放物 <sup>1</sup>			
A1.1 Air emissions 廢氣排放			
Nitrogen oxides 氮氧化物	12,546.48	530.69	Kg 公斤
Sulphur oxides 硫氧化物	12.18	0.49	Kg 公斤
Particulate matters 顆粒物	921.48	38.98	Kg 公斤
A1.2 Greenhouse gas emissions 溫室氣體排放			
Total GHG emissions 溫室氣體排放總量	2,098.11	98.65	tonnes CO2-e 公噸二氧化碳當量
Scope 1 emissions 範圍1排放	2,087.60	87.91	tonnes CO2-e 公噸二氧化碳當量
Scope 2 emissions 範圍2排放	10.52	10.74	tonnes CO2-e 公噸二氧化碳當量
GHG intensity 溫室氣體強度	419.62	9.86	tonnes CO2-e/projects 公噸二氧化碳當量／項目
A1.4 Non-hazardous Wastes in total 無害廢物總量			
Construction Waste Disposed 棄置建築廢物	300,613	118,085	tonnes 公噸
Construction Waste Disposed Intensity 棄置建築廢物強度	60,123	11,808	tonnes/projects 公噸／項目

1 Air emissions and scope 1 direct emissions include the daily consumption of vehicle fuels of the Group. The emission factors are based on Appendix 2 issued by Stock Exchange. Scope 2 indirect emissions include indirect GHG emissions generated by the purchased electricity of the Group. The emission factors are based on emission factor published by CLP Holdings Limited.

廢氣排放及範圍1直接排放包括本集團日常汽車燃料消耗量。排放系數採用聯交所發佈的附錄二。範圍2間接排放包括本集團外購電力產生的間接溫室氣體排放。排放系數乃基於中電控股有限公司公佈的排放系數。

## ENVIRONMENTAL ASPECTS 環境層面

Aspects and KPIs 層面及關鍵績效指標	2023 二零二三年	2022 二零二二年	Unit 單位
Aspect A2: Use of Resources 層面A2:資源使用			
A2.1	Direct and indirect energy consumption by type 直接及間接能源消耗(按類別)		
	Total energy consumption 能源消耗總量	29,257.71	1,262.60 GJ-e 吉焦當量
	Direct energy consumption 直接能源消耗	29,155.39	1,158.20 GJ 吉焦
	Indirect energy consumption 間接能源消耗	28.42	29.00 MWh 兆瓦時
	Energy intensity 能源強度	235.12	8.60 GJ-e/employee 吉焦當量/僱員
A2.2	Water consumption in total and intensity 水消耗總量及強度		
	Total water consumption <sup>2</sup> 水消耗總量 <sup>2</sup>	N/A 不適用	17.70 cubic metres 立方米
	Water consumption intensity (by employee) <sup>2</sup> 水消耗強度(按僱員) <sup>2</sup>	N/A 不適用	0.12 cubic metres/employee 立方米/僱員
A2.5	Paper usage in total and intensity 用紙總量及強度		
	Total Paper usage 用紙總量	893	390 Kg 公斤
	Paper usage intensity 用紙強度	7.20	2.65 Kg/employee 公斤/僱員

2 During the year ended 31 March 2023, the water usage was not provided by the property management agent, and hence no relevant volume of consumption can be collected.

截至二零二三年三月三十一日止年度，因物業管理公司未有提供用水量，因此無法收集相關數據。

## SOCIAL ASPECTS 社會層面

### Aspects and KPIs

#### 層面及關鍵績效指標

2023  
二零二三年

2022  
二零二二年

Unit  
單位

Aspect B1: Employment

層面B1：僱傭

Aspect B1: Employment	2023	2022	Unit
層面B1：僱傭	二零二三年	二零二二年	單位
B1.1 Workforce 人力資源			
Total number of employees 僱員總數	124	147	number of people 人數
Number of employees (by gender): 員工總數(按性別劃分)：			
Female 女性	11	16	number of people 人數
Male 男性	113	131	number of people 人數
Number of employees (by category): 員工總數(按僱員類型劃分)：			
Short-term contracts/part-time employees 短期合約／兼職員工	0	0	number of people 人數
Full time general employees 全職一般員工	31	27	number of people 人數
Full time technical employees 全職技術員工	79	99	number of people 人數
Full time middle management 全職中級管理層	10	17	number of people 人數
Full time senior management 全職高級管理層	4	4	number of people 人數
Number of employees (by age group): 員工總數(按年齡組別劃分)：			
Aged below 30 30歲以下	12	8	number of people 人數
Aged between 30 and 40 30至40歲	18	18	number of people 人數
Aged between 40 and 50 40至50歲	27	39	number of people 人數
Aged between 50 and 60 50至60歲	31	40	number of people 人數
Aged above 60 60歲以上	36	42	number of people 人數

## SOCIAL ASPECTS 社會層面

### Aspects and KPIs

#### 層面及關鍵績效指標

	2023 二零二三年	2022 二零二二年	Unit 單位
B1.2 Turnover rate <sup>3</sup> 流失率 <sup>3</sup>			
Employee turnover rate (by gender): 員工流失率(按性別劃分):			
Female 女性	119	80	%
Male 男性	201	99	%
Employee turnover rate (by age group): 員工流失率(按年齡組別劃分):			
Aged below 30 30歲以下	360	130	%
Aged between 30-40 30至40歲	178	111	%
Aged between 40-50 40至50歲	182	63	%
Aged between 50-60 50至60歲	234	127	%
Aged above 60 60歲以上	128	84	%

## SOCIAL ASPECTS 社會層面

### Aspect B2: Health and Safety

#### 層面B2：健康與安全

#### KPIs

#### 關鍵績效指標

	2023 二零二三年	2022 二零二二年	2021 二零二一年	Unit 單位
Work-related fatalities 因工死亡人數	0	0	0	number of people 人數
Lost days due to work injury 因工傷損失工作日數	1,384	1,697	1,697	Man-days 工作日數

<sup>3</sup> turnover rate calculation: (number of employees turnover ÷ ((number of employees at the beginning of the year + number of employees at the end of the year) ÷ 2)) × 100%

流失率計算方法：(該類別僱員的離職人數 ÷ ((該類別僱員年初總數 + 該類別僱員年末總數) ÷ 2)) × 100%

