



中國五礦

五礦地產
MINMETALS LAND

五礦地產有限公司
MINMETALS LAND LIMITED

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

Stock Code 股份代號：230



2023

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







2023 Environmental,
Social &
Governance Report
環境、社會及管治報告





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ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

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ABOUT THIS REPORT

This is the eighth Environmental, Social and Governance Report (the "Report") published by Minmetals Land Limited ("Minmetals Land" or the "Company", and together with its subsidiaries, the "Group"), highlighting the Group's environmental, social and governance ("ESG") policies, initiatives and performance for the period from 1 January 2023 to 31 December 2023 (the "Year"), to enable stakeholders to understand the Group's progress and direction in these areas. This Report is available in Chinese and English on the website of the Stock Exchange of Hong Kong Limited (the "Stock Exchange") and on the Company's website at www.minmetalsland.com.

Reporting Scope

The businesses covered in this Report is the Group's major operating businesses, i.e. real estate development and property management business¹. The operation scope of this Report covers the Beijing and Hong Kong headquarters offices, the property management projects and real estate development projects in the Pan Bohai Rim², Yangtze Delta³, Central China⁴, Chengdu-Chongqing Region⁵ and Pearl River Delta⁶. The Group will continue to review and improve the quality of data from other operating locations, and will incorporate additional businesses and operating locations into the reporting scope in due course, thereby gradually enhancing ESG information disclosure.

- 1 Real estate development includes projects and their offices located in the Pan Bohai Rim, Yangtze Delta, Central China, Chengdu-Chongqing Region and Pearl River Delta in which the Group has a 50% or more interest and which are not completed within 2023. Property management includes property projects under management and their offices in the Pan Bohai Rim, Yangtze Delta, Central China and Pearl River Delta.
- 2 Pan Bohai Rim includes operations in Tianjin, Yingkou and Langfang.
- 3 Yangtze Delta includes operations in Nanjing and Suzhou.
- 4 Central China includes operations in Changsha, Xiangtan.
- 5 Chengdu-Chongqing Region includes operations in Chengdu.
- 6 Pearl River Delta includes operations in Guangzhou, Huizhou, Shenzhen and Hong Kong.

關於本報告

本報告為五礦地產有限公司（「五礦地產」或「本公司」，連同其附屬公司統稱「本集團」）發表的第八份《環境、社會及管治報告》（「本報告」），重點闡述本集團於二零二三年一月一日至二零二三年十二月三十一日（「本年度」或「年內」）期間在環境、社會及管治（「ESG」）方面的政策、措施和績效，令各持份者了解本集團於ESG方面的進程及發展方向。本報告備有中文及英文版本，可於香港聯合交易所有限公司（「聯交所」）及本公司網站（www.minmetalsland.com）上閱覽。

報告範圍

本報告所涵蓋的業務為本集團的主要營運業務，即房地產發展及物業管理業務¹。本報告覆蓋的營運範圍包括北京及香港的總部辦公室，環渤海地區²、長三角地區³、華中地區⁴、成渝地區⁵及珠三角地區⁶的物業管理項目及房地產發展項目。本集團將持續審視及完善其他營運點的數據質量，適時將其他業務及營運點納入報告範圍，逐步完善ESG信息披露。

- 1 房地產發展包括位於環渤海地區、長三角地區、華中地區、成渝地區、珠三角地區，本集團所佔權益為50%及以上，且2023年內未完工的項目及其辦公室。物業管理包括位於環渤海地區、長三角地區、華中地區及珠三角地區的物業在管項目及其辦公室。
- 2 環渤海地區包含天津、營口、廊坊的營運點。
- 3 長三角地區包含南京、蘇州的營運點。
- 4 華中地區包含長沙、湘潭的營運點。
- 5 成渝地區包含成都的營運點。
- 6 珠三角地區包含廣州、惠州、深圳及香港的營運點。

Reporting Standard

This Report was prepared in accordance with the Environmental, Social and Governance Reporting Guide set out in Appendix C2 of the Rules Governing the Listing of Securities on the Stock Exchange. A full index is set out in the last section of the Report for inspection.

報告準則

本報告根據聯交所《證券上市規則》附錄C2中的《環境、社會及管治報告指引》編製。本報告最後一章載有完整索引以供查閱。

Reporting Standard 匯報原則	Application of the Group 本集團的應用
Materiality 重要性	Based on the results of the materiality assessment from the previous year, the Group's business development, sustainability reporting criteria, industry trend analysis, ESG rating focus, peer group issues and expert assessment, environmental and social issues that have a significant environmental and social impact on the Group's operations and are important to stakeholders are identified, reviewed and validated by the Board of Directors (the "Board"), and disclosure is made on the identification process and results. 以上年度重要性議題評估結果為基礎，結合本集團業務發展、可持續發展報告標準、行業趨勢分析、ESG評級關注重點、同行議題及專家評估，識別本集團營運對環境及社會有重大影響及對持份者而言屬重要的環境及社會議題，由董事會（「董事會」）審視及確認，並就其識別過程及結果做出披露。
Quantified 量化	The Group records and calculates quantitative information, where available, and provides comparisons with past performance. 本集團在可行情況下，紀錄及計算量化資料，並提供與過往績效以作比較。
Balanced 平衡	The Group discloses information in an objective and truthful manner to ensure an unbiased presentation of the Group's sustainability performance. 本集團以客觀、真實的方式披露信息，確保不偏不倚地呈現本集團於可持續發展方面的表現。
Consistency 一致性	The Report adopts a consistent approach to information disclosure. Any changes that may affect comparisons with previously reported information and performance are explained in the Report. 本報告使用一致的方法披露資訊。如有任何可能影響與過往報告資訊及績效作比較的變更，本報告將作出相應解釋。

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Recognition and Approval

All information contained in this Report has been derived from the Group's official documents, statistical data, and management and operational information collected in accordance with the Group's policies. Every effort has been made to ensure the accuracy and reliability of the information presented in this Report. This Report was confirmed and approved by the Board of the Company on 22 April 2024.

Feedback

If you have any comments or suggestions regarding this Report and the Group's sustainability performance, please contact the Group at the following address:

18th Floor, China Minmetals Tower,
79 Chatham Road South Tsimshatsui, Kowloon, Hong Kong
Phone: (852) 2613 6363
Fax: (852) 2581 9823

確認及批准

本報告引用的所有資料均來自本集團的正式文件、統計數據，及其根據本集團制度收集的管理和營運資料，竭力確保本報告所呈現的資料均準確可靠。本報告已於二零二四年四月二十二日由本公司董事會確認及批准。

意見反饋

如閣下對本報告和本集團可持續發展表現有任何意見或建議，請透過以下地址與本集團聯絡：

香港九龍尖沙咀漆咸道南79號
中國五礦大廈18樓
電話：(852) 2613 6363
傳真：(852) 2581 9823

STATEMENT OF THE BOARD

As a real estate enterprise in the PRC integrating real estate development, professional construction, property investment and property management, Minmetals Land is committed to providing quality services while shouldering its social responsibility as a state-owned enterprise and incorporating the concept of sustainable development into its day-to-day operations.

Taking on the Responsibility of Governance

The Board is aware of the requirements of the Stock Exchange for all listed companies to disclose the Board's oversight of ESG matters. The Board assumes full responsibility for sustainability issues of the Group. To further strengthen the Board's management of sustainability issues, the Group's Sustainable Development Committee is chaired by the Chairman of the Board. Other members include the Managing Director and one of the Deputy Managing Director of Minmetals Land. Under the authority of the Board, the Sustainable Development Committee shall be fully responsible for sustainability-related matters of the Group, including the formulation of sustainability strategies, identification and management of sustainability risks, enhancement of sustainability performance and sustainability reporting, among others. The Sustainable Development Committee also provides regular updates to the Board on the Group's sustainability performance. Under the Sustainable Development Committee, there is also a Sustainable Development Task Force consisting of certain department heads of the Company. It is mainly responsible for the implementation of the sustainable development strategy formulated by the Sustainable Development Committee and coordinating sustainable development related matters. In order to promote and implement ESG-related work for employees and enhance their ESG knowledge and ability, during the Year, the Group continued to provide ESG special trainings for employees by engaging external consultants.

董事會聲明

作為國內集房地產開發、專業建築、物業投資以及物業管理於一身的房地產企業，五礦地產致力於在提供優質服務的同時，肩負起自身為央企的社會責任，將可持續發展的理念融入日常工作中。

承擔管治責任

董事會明白聯交所對所有上市公司關於披露董事會對ESG事宜監管的要求。本集團由董事會對可持續發展事宜承擔全部責任。為進一步加強董事會對可持續發展事宜的管理，本集團可持續發展委員會由董事會主席擔任委員會主席，其他成員包括五礦地產的董事總經理及一位董事副總經理。在董事會的授權下，可持續發展委員會全權負責本集團可持續發展相關事宜，包括制訂可持續發展策略、識別及管理可持續發展風險、提升可持續發展表現以及進行可持續發展匯報等工作。可持續發展委員會亦會定期向董事會匯報本集團可持續發展最新表現。可持續發展委員會下亦設有可持續發展工作小組，由本公司若干部門負責人組成，主要負責執行可持續發展委員會制訂的可持續發展策略及統籌可持續發展工作相關事宜。為促進員工更好地推進和落實ESG相關工作，提升其ESG知識能力，本年度本集團繼續通過聘請外部顧問為員工提供ESG專題培訓。

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Managing Risks and Opportunities

In the face of an increasingly complex operating environment, the Group recognises the importance of managing sustainability risks and seizing sustainability opportunities for the Group's business. The Group has been proactively addressing sustainability issues ranging from climate change to occupational health and safety as well as supply chain management and customer privacy. It has established three lines of defence for risk management, integrating various sustainability issues into risk considerations to further enhance the management of sustainability risks and opportunities. The Board will communicate with various risk management departments on a regular basis to further improve the management of sustainability risks. The Sustainable Development Committee has approved the assessment of the materiality of the Group's ESG issues and has reported to the Board for the final approval and confirmation of the assessment results for the Year.

Sustainable Development Goals

With the deepening of the national "Dual Carbon" target, the importance of green sustainable development in the real estate industry has become increasingly prominent. As a state-owned enterprise, the Group has actively responded to the national strategy and strived to help the country in achieving the "Carbon Neutral" target. Minmetals Land has successfully obtained the "Green Finance Pre-issuance Stage Certificate" issued by the Hong Kong Quality Assurance Agency, and successfully issued a US\$300 million five-year green concept sustainability bond. The Board regularly reviews the Group's instrumental environmental targets and their progress and will continue to focus on the implementation progress of the targets as a basis for setting quantitative environmental objectives in the future. At the same time, the Group has also promoted green building in its daily operations to facilitate the achievement of environmental objectives by leveraging its professional strengths.

Going forward, as always, the Group will shoulder the responsibility of offering premium products and services to set the pinnacle of quality life, striving to realise our vision and become an excellent real estate enterprise that is both innovative and sustainable.

管理風險及機遇

面對日益複雜的營運環境，本集團深明管理可持續發展風險及把握可持續發展機遇對本集團業務的重要性。從氣候變化到職安健，以至供應鏈管理和客戶隱私等可持續發展議題，本集團均積極應對，並基於已建立的風險管理三道防線，將不同可持續發展議題納入風險考量中，以進一步加強對可持續發展風險及機遇的管理。而董事會將會與不同風險管理部門定期溝通，進一步完善可持續發展風險的管理工作。可持續發展委員會已批准本集團的ESG議題重要性評估，並向董事會匯報，最終審批及確認本年度的評估結果。

可持續發展目標

隨著國家「雙碳」目標的深入推進，房地產行業踐行綠色可持續發展的重要性日益凸顯。作為一家國有企業，本集團積極相應國家戰略，致力通過低碳可持續運營助力國家實現「碳中和」目標。五礦地產已成功獲得由香港品質保證局頒發的「綠色金融認證發行前證書」，並成功發行綠色概念三億美元五年期的可持續發展債券。董事會定期檢閱本集團的方向性環境目標及其進展，並將持續關注目標實施進度，作為未來訂立量化性環境目標的基礎。同時，本集團亦已在日常營運中推行綠色建築，力求通過自身專業優勢，推動環境目標的實現。

未來，本集團將始終如一，肩負起築就產品服務品質，創造價值生活典範，竭力邁向成為具有創新力的、可持續發展的優秀房地產企業的美好願景。

SUSTAINABILITY GOVERNANCE

Sustainability Governance Framework and Management Approach

Minmetals Land's governance structure comprises a Sustainable Development Committee, whose responsibilities include continuously improving the Company's sustainability governance structure, overseeing the management and effectiveness of the Company's sustainability issues, and ensuring the smooth implementation of relevant policies and initiatives in different business areas and units. The Sustainable Development Committee of the Company is divided into five management areas based on the ESG issues relevant to the Group, including 1) sustainability strategy, 2) sustainability risk, 3) sustainability performance, 4) sustainability reporting, and 5) sustainability bond. The Sustainable Development Committee regularly reports to the Board and provides professional opinions and recommendations for improvement on relevant issues. The Sustainable Development Task Force has been established under the Sustainable Development Committee to assist with its work.

可持續發展管治

可持續發展管治架構及管理方針

五礦地產的管治架構中設有可持續發展委員會，其職責包括持續改進本公司可持續發展管治架構，監督公司在ESG事務上的管理工作與成效，並確保相關政策和措施在不同的業務範疇和單位中順利實施。本公司的可持續發展委員會按照與集團相關的ESG議題劃分為五大管理範疇，包括：1)可持續發展策略、2)可持續發展風險、3)可持續發展表現、4)可持續發展匯報，以及5)可持續發展債券。可持續發展委員會定期向董事局匯報，並就相關事宜提出專業的觀點及改善意見。可持續發展委員會下設有可持續發展工作小組，協助委員會落實執行相關工作。

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ESG Risk Assessment

The Group understands that the management of ESG risks has become an essential component of corporate risk management and sustainable development. Therefore, the Group has identified and assessed significant ESG risks based on the characteristics of the industry in which it operates. The Group's key ESG risks are as set out below:

ESG風險評估

本集團深明ESG風險管理已成為企業風險管理以及可持續發展的重要組成部分。因此，根據本集團所處的行業特性，本集團已進行了重大ESG風險的識別和評估。本集團面臨的主要ESG風險載列如下：

Risk factor 風險因素	Description 風險描述	The Group's response/plan 本集團的應對措施／計劃
Climate change 氣候變化	<p>Frequent and severe extreme weather events and ever-changing climate patterns may affect the Group's operations. Minmetals Land needs to re-examine its responses to climate risks, including ongoing assessment of climate change risks, developing action plans to address them, and reducing potential operating costs (e.g., maintenance and insurance premiums) arising from extreme weather.</p> <p>頻繁及嚴重影響的極端天氣事件和不斷變化的氣候模式可影響本集團的營運。五礦地產需重新檢視其於氣候風險的應對，包括對氣候變化風險的持續評估，制訂應對行動計劃，減低極端天氣的潛在營運成本（例如維修及保險保費）。</p>	<ul style="list-style-type: none">• Study the development of a property portfolio climate risk assessment• Set carbon reduction targets and strive for long-term carbon reduction• Monitor and reduce carbon emissions from the construction process and implicit carbon emissions from key building materials <p>研究開展物業組合氣候風險評估 制定減碳目標，致力於長期減碳 監察並減少施工過程碳排放以及主要建築材料產生的隱含碳排放</p>

Risk factor 風險因素	Description 風險描述	The Group's response/plan 本集團的應對措施/計劃
<p>Cyber security</p> <p>網絡安全</p>	<p>With the development of cloud technology, big data, Internet of Things, artificial intelligence and other technologies in the real estate industry, cyber attacks may lead to business interruption, data leakage, and reputational and/or financial loss for the Group.</p> <p>隨著雲技術、大數據、物聯網、人工智慧等技術於房地產業內的發展，網絡攻擊可能導致本集團業務中斷、數據外洩、公司聲譽受損及/或本集團財務損失。</p>	<ul style="list-style-type: none"> • Conduct regular information security audits and network security tests • Provide training to employees to enhance information security awareness • Establish a cybersecurity incident response plan to deal with potential cyber attacks that may threaten the Company's business • Contract with third-party data processors to stipulate the confidentiality obligations to be fulfilled • 定期進行信息安全審查，開展網絡安全測試 • 為員工提供培訓以加強信息安全意識 • 設立網絡安全事故應變方案處理可能威脅本公司業務的潛在網絡攻擊 • 與第三方數據處理商訂立合約時訂明須履行的保密責任
<p>Low-carbon economy</p> <p>低碳經濟</p>	<p>The trend of low-carbon economy will affect policies, credit markets, customers and consumers' choices. If the Company fails to respond to changes in the external regulatory environment and markets, including carbon taxes, carbon trading, laws and regulations, and consumer preferences for green buildings, it will result in financial, market, reputational and operational losses.</p> <p>低碳經濟發展趨勢將會影響政策、信貸市場、客戶及消費者選擇。如公司未能應對外部監管環境及市場的變化，包括碳稅、碳交易、法律法規、消費者對綠色建築偏好等，將遭受財務、市場、聲譽及營運等方面的損失。</p>	<ul style="list-style-type: none"> • Maintain communication with regulatory authorities on ESG-related policies and closely monitor policy developments • Actively promote the use of renewable energy for power supply in real estate development projects to provide green and low-carbon energy to property owners and tenants • 就ESG相關政策與監管部門保持溝通，密切留意政策動態 • 積極推進房地產發展項目採用可再生能源供電，為業主和租戶提供綠色低碳能源

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Risk factor 風險因素	Description 風險描述	The Group's response/plan 本集團的應對措施／計劃
Energy and emissions 能源和排放	<p>The Group's property operations result in significant energy consumption, primarily relating to space heating, ventilation, air-conditioning, water heating, lighting, and the use of equipment and appliances. With policy changes towards energy efficiency and emission reduction, and with tenants demanding more efficient building energy usage, Minmetals Land shall implement effective energy management to avoid increased operating costs and regulatory risks.</p> <p>本集團的物業營運需消耗大量能源，主要與空間供暖、通風、空調、水加熱、照明以及設備和電器的使用有關。隨著政策改變指向節能減排的大方向，及租戶對建築能源的效益要求增高，五礦地產需實施有效的能源管理，以避免增加營運成本和監管風險。</p>	<ul style="list-style-type: none">• Increase investment in renewable energy• Apply smart technology and data analysis to promote energy efficiency retrofitting and technology development so as to enhance the energy efficiency and environmental performance of projects• Achieve energy and environmental design certifications (such as "LEED") for projects <p>增加可再生能源方面的投資</p> <p>應用智能科技和數據分析，推進節能改造和技術研發，提升項目的能源效益及環境表現</p> <p>為項目取得能源與環境設計（如「LEED」）等認證</p>

STAKEHOLDER COMMUNICATION

Minmetals Land values the opinions of its stakeholders and recognises the contribution of effective communication with all stakeholders to the Group in obtaining diverse opinions and suggestions from various parties, thereby continuously improving its sustainable development strategy. The Group strives to maintain close communication with internal and external stakeholders through various channels to understand and respond to stakeholders' key concerns about the Group's sustainable development, and further examine potential ESG risks and opportunities in relation to the development of its business strategy.

持份者溝通

五礦地產重視持份者的意見，深知與所有持份者進行良好的溝通有助於本集團獲取多方面的意見與建議，進而不斷完善可持續發展戰略。本集團致力於透過多種渠道與內外部持份者保持密切溝通，了解並回應持份者對本集團可持續發展的關注重點，進而審視與自身業務策略發展相關的潛在ESG風險及機遇。

Major stakeholder 主要持份者	Principal communication channel 主要溝通渠道
Shareholders and prospective investors 股東及準投資者	<ul style="list-style-type: none">• Publishing annual and interim results announcements• Holding Annual General Meetings• Publishing latest Company information on the Company's website• 發放全年及中期業績公告• 舉行股東週年大會• 於公司網站發放最新的公司信息
Clients 客戶	<ul style="list-style-type: none">• Providing online platforms and social media platforms• Setting up a hotline for customer feedback and opinions• Operating Customer service center• Organising community events for clients• Conducting owner seminars• 提供網絡平台及社交媒體平台• 設立熱線聆聽客戶反饋及意見• 營運客戶服務中心• 為客戶組織社區活動• 舉行業主座談會
Employees 員工	<ul style="list-style-type: none">• Organising annual and quarterly work meetings• Regularly evaluating staff performance• Organising training courses and workshops in different areas• Holding regular departmental meetings• Conducting questionnaires and surveys• 舉辦年度及季度工作會議• 定期評估員工表現• 舉辦不同範疇的培訓課程及工作坊• 定期舉行部門會議• 進行問卷調查
Business partners 業務夥伴	<ul style="list-style-type: none">• Organising supplier conferences• Organising brand launches• 舉辦供應商大會• 舉辦品牌發佈會
Community and public 社區及公眾	<ul style="list-style-type: none">• Hosting charitable events• 舉辦慈善活動

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Assessing Material Issues

During the Year, the Group identified and defined the material ESG issues for the Year through the following three steps.

Steps to identify material ESG issues

重要議題評估

本年度，本集團透過下列三個步驟，識別及確定年內的重要ESG議題。

識別重要議題的步驟

Update of the list of ESG issues for 2023 更新2023年度ESG議題清單

- During the Year, the Group identified 25 issues that were most closely related to its business and the impacts by referencing the ESG issues of great concern to its peers and the real estate industry, ESG ratings, and the list of industry material issues for relevant reporting standards.
- 本年度，本集團通過參考同行及房地產行業密切關注的ESG議題、ESG評級以及相關報告標準的行業重要性議題清單，識別出了25項與本集團業務及其影響最密切相關的議題。

Identification of ESG issues in order of priority 識別ESG議題優次順序

- Through a comprehensive analysis of the ranking of each issue in the Group's 2022 materiality assessment, the findings of the real estate peer group's materiality assessment, and the issues of concern to the ESG ratings and reporting standards for the real estate industry, the Group adjusted and optimised the names and materiality rankings of ESG issues for the Year, resulting in a consensus of 13 highly material issues and 12 generally material issues.
- 本集團通過綜合分析各項議題在本集團2022年度重要性評估結果中的排序、地產同行的重要性議題評估結果以及地產行業ESG評級和報告標準關注的議題三個層面，對本年度ESG議題的名稱和重要性排序進行了調整及優化，最終識別出13項高度重要議題及12項一般重要議題。

Determination of material issues by the Sustainable Development Committee 可持續發展委員會確認重要議題

- The Sustainable Development Committee has reviewed and confirmed the materiality ranking for the Year.
- 可持續發展委員會已就本年度重要議題排序進行了審閱及確認。

Order of ESG Material Issues for the Year

本年度ESG議題重要性排序

Issues that are highly material:

高度重要議題：

Order of materiality (from high to low) 議題重要性順序 (由高至低)	Issues 議題名稱	Corresponding chapters in the Report 本報告對應章節
1	Service quality and customer satisfaction 服務品質及客戶滿意度	Service and Project Quality Management 服務及項目質量管理
2	Customer health and safety 客戶健康與安全	Health and Safety of Customers 客戶健康與安全
3	Safe and healthy working environment 安全和健康的工作環境	Occupational Health and Safety 職業健康和安全
4	Privacy protection 隱私保護	Privacy and Intellectual Property Protection 隱私及知識產權保護
5	Labour relations and labour rights 勞資保護及勞工權益	Employee Rights and Care 員工權益及關懷
6	Training and development 培訓和發展	Training and Development 培訓和發展
7	Employee diversity and equal opportunity 員工多元化和平等機會	Employee Rights and Care 員工權益及關懷
8	Anti-corruption 反貪腐	Anti-corruption 反貪腐
9	Use of water resource 水資源使用	Water Resources Management 水資源管理
10	Use of energy 能源使用	Energy Efficiency Management 能源效益管理
11	Green and sustainable building design 綠色及可持續建築設計	Promoting Green Buildings 推廣綠色建築
12	Prevention of child labour or forced labour 防止童工或強制勞工	Employee Rights and Care 員工權益及關懷
13	Waste disposal 廢棄物處理	Emissions Management 排放物管理

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Issues that are generally material:

一般重要議題：

Order of materiality (from high to low) 議題重要性順序 (由高至低)	Issues 議題名稱	Corresponding chapters in the Report 本報告對應章節
14	Sewage disposal 污水處理	Emissions Management 排放物管理
15	Intellectual property protection 保護知識產權	Privacy and Intellectual Property Protection 隱私及知識產權保護
16	Compliant operation 合規經營	Compliance Management 合規管理
17	Supply chain environment and social risk management 供應鏈環境及社會風險管理	Supply Chain Management 供應鏈管理
18	Reasonable marketing and promotion 合理營銷與推廣	Service and Project Quality Management 服務及項目質量管理
19	Greenhouse gas emission 溫室氣體排放	Response to Climate Change 應對氣候變化
20	Material consumption 物料消耗	Promoting Green Buildings Environment and Natural Resources 推廣綠色建築 環境及天然資源
21	Response to climate change 應對氣候變化	Response to Climate Change Practicing Green Finance 應對氣候變化 踐行綠色金融
22	Community development and social integration 社區發展與社會共融	Community Investment 社區投資
23	Risk management and contingency plans 風險管理與應急準備	ESG Risk Assessment ESG風險評估
24	Biodiversity protection 生物多樣性保護	Environment and Natural Resources 環境及天然資源
25	Industry exchange and renovation 行業交流與創新	Community Investment 社區投資

RESPONSIBLE OPERATION

Minmetals Land is committed to developing pleasant and harmonious communities, promoting regional economic development, and meeting people's needs for a happy life. The Group consistently adheres to the business philosophy of "cherishing the limited and creating the unlimited." Through responsible operations, we maintain stable and long-term relationships with our customers, suppliers, and communities, creating unlimited value for customers, employees, and shareholders with limited resources.

Anti-corruption

Minmetals Land has established a dedicated whistleblowing channel such as Report Box for corruption violations pursuant to the "Employee Conduct and Business Ethics Practice", and has in place a strict investigation and handling process. Whistleblowers can report directly to the human resources director in charge of employee relations in the Human Resources and Administration Department. The receiving department and personnel will cooperate with the relevant unit or department to properly investigate and handle complaints and reports, and strictly maintain the confidentiality of complainants and whistleblowers. After thorough investigation, the Human Resources and Administration Department will formulate a proposed solution according to the relevant policy, which will be implemented upon the approval by the Company's management. The Group's "Employee Handbook" also stipulates clearly that employees are prohibited from soliciting any benefits from customers, contractors, suppliers or other parties related to the Company's business. The Group has also put in place the "Regulations on the Management of Problematic Tips (Anti-Corruption)" (《問題線索管理辦法(反腐敗)》) to regulate the management of problematic tips and further strengthen the disciplinary review and reporting work. The Group will distribute the "Employee Handbook" and the "Employee Conduct and Business Ethics Practice" to our new employees when they first join the Group in order to provide guidance. In addition to direct complaints to the human resources director of the Human Resources and Administration Department, Minmetals (Nan'an) Valve Smart Industrial Park Development Co., Ltd. (五礦(南安)閥門智造產業園開發有限公司 (Nan'an Company)) has developed and implemented a corruption risk assessment process to set up other reporting channels, such as reporting hotlines, emails, online forms and integrity reporting mailboxes, to specify confidentiality policies and procedures, and to develop investigation processes and standards to ensure the impartiality and professionalism of the investigations.

負責任經營

五礦地產致力於建設宜居的和諧社區，推動區域經濟發展，滿足人們幸福生活需求。本集團始終如一地遵循「珍惜有限，創造無限」的經營理念，通過負責任營運，與我們的客戶、供應商及社區維持穩定及長遠的關係，用有限的資源為客戶、員工和股東創造無限的價值。

反貪腐

五礦地產已透過《員工行為和商業道德規範》設置舉報信箱等貪污違紀情況專項舉報渠道，並有嚴格的調查及處理程序。舉報人可直接向人力行政部負責員工關係的人力主管提出。受理部門和人員會與關聯單位或部門配合，認真調查處理投訴和舉報，並嚴格為投訴人和舉報人保密。事情調查清楚後，由人力行政部根據有關制度草擬處理方案，經本公司領導批准後執行。同時，本集團於《員工手冊》中清楚規定僱員不得向客戶、承辦商、供應商或其他與本公司業務有關的人士索取任何利益。本集團亦於《問題線索管理辦法(反腐敗)》建立了問題線索及關於進一步加強執紀審查報備工作的管理辦法。本集團在新員工入職時向其派發《員工手冊》及《員工行為和商業道德規範》以提供指引。除向人力行政部的人力主管直接投訴，五礦(南安)閥門智造產業園開發有限公司(南安公司)制定並實施貪污風險評估流程設立其他舉報管道，如舉報熱線、電子郵件、線上表單以及廉政舉報信箱，明確保密政策和程式，並制定調查流程和標準，確保調查的公正性和專業性。

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During the Year, an anti-corruption initiative exhibition was set up at our Beijing headquarter, where senior and middle management attended in trainings and engaged in anti-corruption communications with the Company's management who are in charge of anti-corruptions. During the Year, the subsidiaries of the Group conducted various activities such as, among others, thematic anti-corruption education and warning education month, watching warning educational videos and conducting special rectification on illegal business entertainment and other issues. The subsidiaries have also set up a special column titled "The Mirror of Integrity (廉廉鑒)" on its public platform to regularly disseminate anti-corruption learning materials and published relevant special issues around festivals and holidays to raise the employees' awareness of clean business practices. During the Year, the Group provided a total of 4,687.38 hours of anti-corruption trainings to 9 directors and 555 employees. The Group did not have any corruption litigation cases during the Year.

本年度於北京總部公司內設有反貪腐倡導展覽，中管理層參與培訓，亦與分管反貪腐工作的本公司領導開展反腐倡廉談話工作。本集團之附屬公司於本年度多次開展廉政教育專題學習及警示教育月、觀看警示教育視頻以及開展違規業務招待等專項整治等活動，並在公眾平台設立「廉廉鑒」專欄，定期推送反貪腐相關學習，並於節假日前後發佈相關特刊，以提高員工的廉潔從業意識。本年度，本集團共為9名董事和555名員工提供了共計4,687.38小時的反貪污培訓。本年度，本集團未發生任何貪污訴訟案件。



Minmetals Real Estate (Xiangtan) Development Co., Ltd. (五礦地產(湘潭)開發有限公司) organised the "Warning Education Month" activity, where the general manager of the company delivered courses to its middle-level cadres on topics of warning education, continuing to strengthen their awareness of honest use of power and clean business practice.

五礦地產(湘潭)開發有限公司組織「警示教育月」活動，公司總經理為公司中層幹部講授警示教育主題相關課程，持續強化廉潔用權及廉潔從業意識。

Minmetals Land's Beijing head office organised training for newly appointed leaders in 2023 on clean business practices.

五礦地產北京總部組織2023年新任職領導人員廉潔從業教育培訓。

Health and Safety of Customers

The health and safety of customers is the top priority of Minmetals Land, and it has established a number of management measures to regulate how property companies handle and respond to various incidents and accidents. The Group has established the “Incident and Accident Management Measures” (《事件事故管理辦法》) to regulate incident and accident management methods of each property company. Based on the four principles (including rapid response, unified command, compliance with orders, and unity and cooperation), and through deployment of functions, classification of incidents, and a series of management procedures and supervision in place, the Company strives to ensure safe operations. In order to ensure the safety of people’s lives and corporate properties, and to promote safe development, the Group has established the “Implementation Rules for Safety and Environmental Protection Supervision and Inspection” (《安全環保監督檢查實施細則》), which specifies the following requirements for on-site safety production supervision and inspection. Minmetals Land Tianjin Property Management (五礦地產天津物業管理) formulated emergency plans and strengthened training, established and implemented the “Minmetals Land Safety Management Implementation Rules” (《五礦物業安全管理實施細則》) to standardize emergency response measures and safeguard the health and safety of customers.

客戶健康與安全

五礦地產將客戶的健康與安全放在首位，並制定多項管理辦法以規範物業公司對於各種事件與事故的處理及應對方法。本集團設有《事件事故管理辦法》，透過四大原則（包括快速反應、統一指揮、服從命令及團結協作），職能分配，事件分類，並列明一系列管理程序和監察，確保本公司營運生產。為確保人民生命和企業財產安全，促進安全發展，本集團設有《安全環保監督檢查實施細則》政策，對現場安全生產監督檢查提出具體要求。五礦地產天津物業管理制定應急預案並加強培訓，建立並執行《五礦物業安全管理實施細則》，規範事故應急處理方法，以障客戶的健康與安全。

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The Group strives to provide care for customers and has set up the Customer Care Fund, which includes a Quality Improvement Fund and a Community Culture Fund, so as to enrich and improve the construction of facilities and community culture-related contents in delivered communities, thereby enhancing the quality of the community life and owners' satisfaction. Through community services, owner and tenant talks, and other themed activities, the Group's subsidiaries strive to create a healthy, comfortable, safe and livable space for owners and tenants. During the Year, Minmetals Yiyun Garden Property (五礦壹雲花園物業) collaborated with the local community to provide free medical services on Double Ninth Festival, offering health consultations and preliminary disease screenings for common and chronic diseases for women, children and the elderly in the community, and thus popularised general medical knowledge and health information. The Group's other major activities are as follows:

本集團致力於為客戶提供關懷，並設立了客戶關懷基金，涵蓋品質提升基金與社區文化基金，以豐富和完善已經交付的社區設施建設和社區文化內容，從而提高社區品質及業主滿意度。本集團各附屬公司通過舉辦社區服務、業戶交談和其他主題活動，竭力為業戶打造一個健康、舒適、安全和宜居的環境。本年度，五礦壹雲花園物業聯合當地社區合作開展重陽節義診活動，為居民開展婦女、兒童、老年人常見病和慢性病的健康諮詢和疾病初步篩查，普及醫學常識和健康知識等活動。本集團其他主要活動案例如下：

Regular Activities	<ul style="list-style-type: none">Free carpet cleaning for tenants and owners, and repairing and cleaning of indoor air conditioning systemOrganising drills for tenants and owners in the buildingOrganising large scale free clinic events (such as free Chinese medicine or eye clinics)On-site instruction from professional elevator engineers on emergency elevator escape procedures
常規活動	<ul style="list-style-type: none">為業戶免費清洗地毯，檢修清洗室內空調系統組織業戶共同在大廈進行演習舉辦大型義診活動(如中醫或眼睛義診)由專業電梯工程師現場指導電梯事故逃生辦法
Theme Events	<ul style="list-style-type: none">Tenants and owners recorded a video blessing their mothers on site and sent it to their mothers via WeChat, and the property companies gave out gifts to express good wishesOrganising a mid-autumn festival for owners and property staff as well as a medium-sized festival show
主題活動	<ul style="list-style-type: none">業戶現場錄製祝福視頻給母親，並微信推送母親接收，物業公司贈送禮品表達祝福組織業主、物業員工共度中秋，舉辦中型演出活動
Community Wellness	<ul style="list-style-type: none">Inviting star-grade fitness trainers to conduct interactive fitness classes with tenants and owners via TikTok
社區健康	<ul style="list-style-type: none">邀請星級健身運動教練，通過抖音平台與業戶互動健身課程
Connecting the Elderly and Children	<ul style="list-style-type: none">Bringing families with "One Elderly and One Child" enrolled for the event to visit the oceanarium together, so that the elderly and children could experience the marine world and family time
老少共融	<ul style="list-style-type: none">帶領「一老一小」家庭式報名業主共同參觀海洋館，讓老人孩子感受一下海洋世界，多一份陪伴

Service and Project Quality Management

To ensure the projects quality, the Group regularly conducts internal self-inspections of product quality rectifying and improving issues in a timely manner. The Group also monitors sensitive points of product quality issues that are of concern to customers, predicting the risk of customer complaints and ensuring proper handling of relevant tasks. The Company's subsidiaries also provide internal quality management training to ensure that employees familiarity and compliance with new standards and processes. Regular product management committee meetings are convened to review product risk ratings and adjust strategies.

Minmetals Land 5M Intelligent Health System serves as the standard configuration for all Minmetals Land products, guiding the development projects of the Group, consisting of architecture, fine decoration, electromechanical equipment, landscape and low-carbon sections, which has successfully passed the expert assessment and acceptance. Minmetals Land 5M Intelligent Health System has been successfully transformed from technology research and development to products based on the following three dimensions: green operation, green construction, and green materials. It incorporates environmentally-friendly equipment and processes such as new wind turbines, graphene floor heating, full bathrooms, and quantum purification tiles to new projects. Among them, the multi-mode new wind turbine and multi-mode new wind intelligent control, developed in collaboration with the Chinese Academy of Sciences, have been granted two patents by the State Intellectual Property Office. The new wind turbine, as the result of their application, has gained leading market position with the advantages of "stronger function at the same price" and "lower price with same function". Suzhou Lanyue Xiyun Project (蘇州瀾悅溪雲項目) has enhanced its project competitiveness through the application of the Group's 5M Intelligent Health System; among which it has accomplished 5 major missions, 15 core technologies and implemented 49 technical facilities with the electromechanical section, along with 5 major missions, 18 core technologies, and 41 technical facilities with the landscape section.

服務及項目質量管理

為保障項目質量，本集團定期進行產品品質內部自檢並及時整改完善。對於客戶關注的產品品質敏感點，重點跟進，提前預判客戶投訴風險點並做好相關工作。本公司附屬公司亦開展內部質量管理培訓，確保員工熟悉並遵守新的標準和流程，以及定期召開產品管理委員會會議，審議產品風險評級並調整策略。

五礦地產5M智慧健康體系是指導本集團項目開發的全體系產品配置標準，由建築篇、精裝篇、機電設備篇、園林景觀篇和低碳專篇組成，並已順利通過專家評審驗收。五礦地產5M智慧健康體系從綠色運營、綠色施工、綠色材料三個維度出發，成功實現技術研發到產品轉化，將新風機、石墨烯地暖、整體衛浴、量子淨化磚等環保設備和工藝應用於新建項目。其中，與中國科學院合作研發的多模新風機、多模新風智慧控制已獲得國家知識產權局發放的兩項專利技術，其應用成果新風機以「同等價位功能更強」、「同等功能價格更低」的優勢獲得市場領先地位。蘇州瀾悅溪雲專案通過集團5M系統智慧健康體系的運用，其中機電設備篇實現了5大使命，15項核心技術、49項技術設施落地；園林景觀篇實現了5大使命，18項核心技術、41項技術設施落地，從而提升了項目競爭力。

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The Group is committed to continuously refining the 5M Intelligent Health Product System to promote and implement the 5M concepts of healthy living, intelligent system, considerate management, comfortable environment and green materials into its various product lines, and providing solid and strong systematic assurance and technical support for the implementation of Minmetals Land's luxury strategy through ongoing research and development, core technologies application, construction technological upgrades, and the delivery of high-quality products and services.

本集團致力於不斷精進5M智能健康產品體系，將健康生活、智慧系統、貼心管理、舒適環境及綠色材料的5M理念推廣及貫徹至旗下多個產品線中，通過持續研發及運用核心科技、提升施工技術措施、提供高品質的產品及服務，為五礦地產實施精品策略提供堅實有力的體系保障和技術支撐。

Minmetals Land 5M Intelligent Health System (Low-carbon Section) Successfully Passed Expert Assessment and Acceptance

五礦地產5M智慧健康體系
(低碳專篇)順利通過專家評審驗收



On 22 February 2023, the Minmetals Land 5M Intelligent Health System (Low-carbon Section), organised and developed by the Minmetals Land Design and Research Institute, successfully passed expert assessment and acceptance. Authoritative domestic experts from well-known scientific research institutions and the field of low-carbon buildings were invited as assessors in the assessment meeting. All experts agreed that the R&D process of Minmetals Land 5M Intelligent Health System (Low-carbon Section) adheres to Minmetals Land's green, healthy, intelligent and low-carbon product concepts. Focusing on the refining and enhancing mature technical measures, it explores the carbon reduction characteristics across different segments and provides support to enhance the overall competitiveness of products. Through industry comparative analysis and technology path research, it strengthens the research and exploration in key technical information on low-carbon residential design and photovoltaic integration, achieving technological breakthrough. The R&D outcomes are highly efficient, innovative, breakthrough-oriented, and practical, as well as forward-thinking, advanced, implementable, and operable.

2023年2月22日，五礦地產設計研究院組織搭建的五礦地產5M智慧健康體系(低碳專篇)順利通過專家評審驗收。評審會議邀請了國內著名科研院校、低碳建築領域的權威專家擔任評審。專家們一致認為：五礦地產5M智能健康體系(低碳專篇)的研發堅持了五礦地產綠色、健康、智慧、低碳的產品理念，聚焦成熟技術措施的提煉和完善，探索支撐不同專業之間減碳邏輯，提升了產品綜合競爭力；研發通過行業對比分析及技術路徑研究，在住宅低碳設計和光伏一體化關鍵技術資訊方面加強研究探索，形成了專項技術突破口；高效率、講創新、尋突破、重實用的研發成果具有前瞻性、先進性、可落地性和可操作性。

The R&D of Minmetals Land 5M Intelligent Health System (Low-carbon Section) is not only in line with the country's overall strategy of green, healthy, and low-carbon development, but also consistent with Minmetals Land's responsibility and commitment to proactively pursue future development. Its R&D and implementation will direct Minmetals Land's residential products towards a greener, healthier, more intelligent and low-carbon development, thereby accelerating the formation of a high-quality and low-carbon construction system for residential buildings. This initiative aims to enhance the quality of products, increase the efficiency of development, solidify core competitiveness of products, and eventually lay a solid foundation for Minmetals Land's implementation of low-carbon innovations and pursuit of high-quality development.

《五礦地產5M智能健康體系(低碳專篇)》的研發既符合國家綠色、健康、低碳發展的總體戰略，更與五礦地產主動謀求未來發展的職責擔當相一致。它的研發和落地將指引五礦地產住宅產品向更加廣闊的綠色、健康、智慧、低碳方向發展，加快住宅形成高品質低碳建造體系，提高產品品質，提高開發效率，凝聚產品核心競爭力，為五礦地產實施低碳創新，實現高品質發展夯實基礎。

In terms of customer service, the Group has established the “Procedures for Handling Owner and Tenant Complaints/Suggestions”, allowing owners and tenants to submit complaints or suggestions through a variety of channels, such as online platforms (e.g. owner and tenant forums and social media platforms), the customer service center hotline, visits to the customer service center and written means. The Company’s “Customer Complaint Service Guidelines” sets out principles, responsibilities and complaint classifications in regards to customer complaints. The customer service center will record the complaints of owners and tenants in a timely manner, fill corresponding forms, and actively address the complaint situation and results until satisfaction is achieved. Subsidiaries of the Group operate a 24/7 call center to receive customer complaints, consultations, suggestions and revisits on products and services. The project customer managers will promptly follow up, implement actions and provide feedback within one working day. In addition to the above, the Group’s property management subsidiaries have established and implemented the “Customer Complaint Management Rules” (《客戶投訴管理辦法》), the “Operating Procedures for Owners’ Satisfaction Survey” (《業主滿意度調查作業規程》) and the “Operating Procedures for Handling of Owners’ Complaints” (《業戶投訴處理作業規程》), and the procedures of which are strictly observed to handle reported customer complaints on a timely and in a closed-loop manner. At the same time, the Group has also established a customer complaint handling plan to prevent customer complaints from occurring in advance. 215 complaint cases were received this Year, which mostly were complaints of property management services.

在客戶服務方面，本集團設立《業戶投訴管理／建議作業處理規程》，明確業戶可透過多方面渠道，如網絡平台（如業戶論壇以及社交媒體平台等）、客戶服務中心熱線、到訪客戶服務中心以及書面方式提出投訴或建議。本公司於《客戶投訴服務工作指引》列明處理客戶投訴的原則、職責分工和投訴分類。客戶服務中心及時記錄業戶投訴內容，填寫相應表單，積極處理投訴情況及結果，直至業戶滿意為止。本集團附屬公司組建呼叫中心，24小時全天候受理客戶對產品和服務的投訴、諮詢、建議及回訪等，由專案客戶經理在一個工作日內及時跟進、落地執行與反饋。除此之外，本集團附屬物業管理公司建立並執行《客戶投訴管理辦法》、《業主滿意度調查作業規程》以及《業戶投訴處理作業規程》，嚴格按照流程對已出現的客戶投訴進行及時的閉環處理。與此同時，本集團亦建立客戶投訴處理預案，對容易出現客戶投訴的環節進行提前預防。本年度，本集團共收到215宗投訴個案，主要是物業管理服務服務類投訴。

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In terms of customer satisfaction survey, subsidiaries of the Group gather customers' opinions and ideas through annual and special satisfaction surveys, which form the basis for improving customer service. In accordance with the annual customer satisfaction target, Minmetals Land's property subsidiaries have continuously requested each project to strengthen customer relationship, and conduct community cultural activities, customers visits, and quality improvement of on-site services in order to ensure customer satisfaction. Different service programs will be formulated for each type of customer. During the Year, the Group conducted customer satisfaction surveys for its real estate development and property management services through third-party and telephone callbacks, and received a total of 7,597 feedback responses, with an overall customer satisfaction rate of approximately 73%. The Group was ranked 48th in the "Top 100 Property Service Satisfaction in China in 2023" in the "2023 China Property Service Satisfaction Blue Book" published by Leju Finance Institute, marking an 8-place improvement from 2022, demonstrating the Group's commitment to improve customer satisfaction.

在客戶滿意度調查方面，在客戶滿意度調查方面，本集團附屬公司通過年度及專項滿意度調查等方式，收集客戶意見和想法，作為客戶服務改善的依據。五礦地產附屬物業公司根據全年客滿指標，不斷要求各專案增強與客戶的關係，開展社區文化活動，業戶走訪以及提高現場品質的方式來確保客戶滿意，並針對每一類的業戶均制定不同的服務方案。本年度，本集團房地產發展及物業管理服務透過第三方及電話回訪進行客戶滿意度調查，共計收到7,597份反饋，客戶總體滿意度約為73%。本集團在樂居財經研究院發佈的《2023中國物業服務滿意度藍皮書》中榮登「2023年中國物業服務滿意度百強」排行榜第48名，較2022年提升8名，展示本集團為提升客戶滿意度的決心。

Minmetals Real Estate (Xiangtan) Development Co., Ltd. (五礦地產(湘潭)開發有限公司) held a special meeting on customer satisfaction improvement

五礦地產(湘潭)開發有限公司
岸召開客戶滿意度提升專項會議



In addition, the Group is committed to providing truthful and accurate information to potential customers during promotion of its development projects. It follows the Group's internal procedures for confirmations from relevant departments and project managers. During promotions, the Group utilises brand advertising in a standardised manner in accordance with the latest edition of its corporate image identification manual. The Beijing head office has also set up a unified risk avoidance standard for marketing promotions to ensure responsible promotional and marketing practices. In order to keep owners informed of the progress of the projects, certain subsidiaries launched a variety of owners' activities according to different seasons and festivals. They collaborate with the Property Services Centre and the Real Estate Customer Service Centre, to create the Minmetals Family Letters and capture the progress of the projects on site, which were sent to owners on a monthly basis.

此外，本集團亦承諾於宣傳發展項目時，為潛在客戶提供真誠及準確的資訊，並按照本集團的內部流程予負責部門及項目負責人確認。本集團在宣傳時會通過集團公司新版企業形象識別手冊規範化廣告品牌應用，北京總部亦設立營銷宣傳統一避險標準，以確保負責人的宣傳及營銷方式。為使業主及時了解項目進展，部分附屬公司根據不同季節、節日節點，由地產客服和物業服務中心配合，開展豐富多彩的業主活動，製作五礦家書，拍攝現場工程進度，每月一對一發送至業主。

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Supply Chain Management

Minmetals Land recognises the importance of a good supply chain in ensuring the quality of the Company's projects, and is committed to providing a platform for fair competition among all suppliers. All suppliers are selected based on a combination of quality, competitiveness, price, reliability and credibility. During the Year, the Group had a total of 1,014 suppliers⁷, who are mainly engaged in the maintenance, procurement, supplies, services, engineering, legal and service consulting sectors.

The Company has established a series of procurement management policies and systems, such as the "Supplier Management Rules", "Service Procurement Management Rules" and "Material Procurement Management Rules". The "Supplier Management Rules" require suppliers to provide relevant certifications, and conducting on-site inspections, evaluations, and annual re-evaluations to ensure that the products or services meet the requirements.

In order to maintain the quality of suppliers, the Group has established the "Supplier Assessment Standard" and identifies qualified suppliers by annual assessment and places them on the qualified supplier list. The annual evaluation officers consist of the heads of the operation management department, professional function departments, the finance department, and professional procurement-related personnel. The main evaluation standard is that all suppliers shall fill in the "Supplier Contract Evaluation Form" according to the service/supply timeliness, service, materials, quality, personnel attitude, price competitiveness and other circumstances for the Year. In the case of identified supplier misconduct, the Group has a blacklisting mechanism with a series of criteria to define non-compliant suppliers, and will collect relevant information to identify, inform, aggregate and report the relevant information from suppliers.

供應鏈管理

五礦地產深知良好的供應鏈對公司項目質量保障的重要性，承諾為所有供應商提供一個公平競爭的平台。所有供應商的選擇均基於品質、競爭力、價格、可靠性和信譽度的綜合考量。本年度，本集團共有1,014家供應商⁷，主要為維修、採購、物資類、服務類、工程類、法務類、服務諮詢類。

本公司制訂了《供應商管理辦法》、《服務採購管理辦法》、《物資採購管理辦法》等一系列採購管理制度體系。《供應商管理辦法》要求供應商提供有關認證並會有現場考察、評審、以及年度複評，以確保產品或服務符合要求。

為保持供應商質素，本集團設立《供應商評分標準》並透過年度評審，識別合資格供應商並納入合格供應商名冊。年度評審人員由分管領導、運營管理部負責人、專業職能部門負責人、財務部負責人及專業線採購相關人員組成。評審標準主要為所有供應商按本年度服務／供貨及時性、服務、物資、質量、人員態度、價格優勢等情況填寫《供應商覆約評價表》。當發現供應商不良行為，本集團設有黑名單機制並列出一系列準則界定不良供應商，並將收集相關信息以識別、告知、匯總及申報供應商相關信息。

⁷ 71 of them are located in Hong Kong, and the remaining are located in Mainland China.

⁷ 其中71家位於香港，其餘位於中國內地。

The ESG risks affect not only the business operations of Minmetals Land, but also its suppliers, which can have long-term impact on the quality of the Group's projects and services. For example, climate change-related risks, such as extreme weather, can disrupt the supply chain; while potential labour risks for project construction contractors can also damage the Group's reputation. In order to mitigate environmental and social risks in the supply chain, the Group advocates and actively promotes green procurement, considering suppliers with ISO 14001 environmental management system certification, ISO 14025 Type III environmental labelling product certification, ISO 9001 quality management system certification and ISO 18001 occupational health and safety management system certification when selecting suppliers. Subsidiaries of the Company incorporate environmental and social factors into their supplier selection and rating system, prioritising suppliers with better environmental and social performance, providing regularly performance monitoring, and professional training for employees responsible for supplier selection. In the future, Minmetals Land will continue to deepen ESG risk considerations in supply chain management and strengthen communication with suppliers to promote sustainable business practices.

ESG風險不單影響五礦地產的業務營運，更可影響其供應商，長遠影響本集團的項目及服務質量。例如，氣候變化相關風險如極端天氣可引致供應鏈中斷，或項目建造承包商的潛在勞工風險，亦可對本集團聲譽造成損害。為降低供應鏈環境及社會風險，本集團倡導並積極推行綠色採購，選擇供應商時會考慮其是否具有ISO 14001環境管理體系認證、ISO 14025 III型環境標誌產品認證、ISO 9001質量管理體系認證、ISO 18001職業健康安全管理体系認證等證書。本公司附屬公司在供應商篩選及評分體系中納入環境和社會因素，優先選擇環境和社會表現較好的供應商，定期監督供應商的表現，並為負責篩選供應商的員工安排專業化的培訓。未來，五礦地產將繼續深化供應鏈管理中的ESG風險考量並加強與供應商的溝通，推廣可持續的營運慣例。

Privacy and Intellectual Property Protection

The “Employee Conduct and Business Ethics Practice” (《員工行為和商業道德規範》) outlines the confidentiality obligations of employees, requiring directors and employees of the Company to maintain the confidentiality of all non-public business information of the Company, whether during or after employment. The “Employee Handbook” (《員工手冊》) governs the conduct of employees and requires employees to handle all documents, money, receipts and other company properties with due care. Such information may relate to the Company’s operations, including investment strategies, sales and marketing plans, financial plans, customer information, etc. Employees are prohibited from disclosing the Company’s proprietary information to external parties at any time without permission, and from using confidential information for personal gain, such as insider trading. In terms of intellectual property protection, the Group respects the intellectual property rights of others and protects its own intellectual property rights such as technological innovations, trademarks and patents in accordance with the law, and pays attention to the prevention of risks of intellectual property infringement in the course of business development and daily operation and management. The Company updates and improves its product development programme guidelines in a timely manner to ensure that they comply with the latest laws and regulations as well as market demands. Through a regular infringement risk assessment mechanism, we monitor and analyse potential infringement risks, and we also formulated and implemented internal guidelines on the handling of trade secrets, including confidentiality measures and staff training. We regularly review and update the terms of contracts relating to intellectual property rights to ensure that they are adequately protected. We sign confidentiality agreements with our customers or business partners to clarify the confidentiality obligations and liabilities of both parties, and our Contracts Department makes confidentiality clauses a fixed term in the awarded procurement contracts. Minmetals Land Tianjin Properties (五礦地產天津物業) regularly organises confidentiality training and signs confidentiality agreements with key personnel.

隱私及知識產權保護

《員工行為和商業道德規範》闡明員工保密義務，對於有關本公司一切未經公開披露的業務信息，無論於受僱期間或離職以後，本公司董事和員工均有保守該秘密的義務。《員工手冊》規範員工的行為，規定僱員對於一切文件、金錢、單據等本公司物品，僱員須小心處理。該等資料可能涉及本公司的運作，包括投資策略、銷售及市場推廣計劃、財政計劃、客戶資料等，未得許可，僱員不論何時都不得向外界人士洩露本公司的專有資料，也不得利用機密資料謀取個人利益，例如：進行內幕交易。在知識產權保護方面，本集團尊重他人知識產權並依法保障自身科技創新成果、商標、專利等知識產權，於業務開展及日常經營管理中注重防範知識產權侵權風險。本公司及時更新和完善產品開發程式準則，確保其符合最新的法律法規和市場需求。通過定期的侵權風險評估機制，對潛在的侵權風險進行監測和分析，以及制定和實施處理商業秘密的內部準則，包括保密措施、員工培訓等。定期審查和更新與智慧財產權有關的合約條款，確保權益得到充分保護。我們通過客戶或商業夥伴簽訂保密協議明確雙方的保密義務和責任，並將保密條款作為合約部中標採購合同中的固定條款。五礦地產天津物業定期組織開展相關保密培訓，對關鍵崗位人員簽訂保密協議書。

The Group's "Measures for Confidentiality Management" (《保密管理辦法》) and "Measures for Information Management" (《信息管理辦法》) dictate that only employees directly involved are permitted access to confidential customer information. Prior approval and record-keeping are required for printing, sending and borrowing of all confidential documents by employees. In addition, new employees are required to sign a confidentiality agreement upon reporting duty in which they agree to abide by the system established by the Group in this regard. They must return all information related to the Group when leaving their service.

本集團於《保密管理辦法》及《信息管理辦法》中規定，客戶機密資料只授權予與業務相關的員工存取。員工在列印、發送和借閱機密文件時亦需事先獲得審批和記錄。另外，員工入職時需簽署保密協議，按本集團定下的保密制度行事，並於離職時將所有與本集團相關的資料交還。

HARMONIOUS WORKPLACE

Minmetals Land has formulated the “Employee Handbook” (《員工手冊》) and the “Employee Conduct and Business Ethics Practice” (《員工行為和商業道德規範制度》), and implements employment-related management measures in accordance with the policies. The Group has established a job assessment system to ensure equal treatment of employees in promotion, transfer, training, career development, dismissal and redundancy.

Employee Rights and Care

Minmetals Land has established the “Recruitment Management Policy” (《招聘管理制度》) in strict accordance with the Labour Law and in line with the Company’s own situation, which serves as the template for personnel recruitment. In the recruitment and promotion process, the Group takes into account the diversity of employees and management, regardless of any difference in gender, age, nationality, religion, sexual orientation, physical and mental health, etc., and provides equal development opportunities as well as relevant training and support for all.

The Group is committed to providing internal guidance to our employees on equal opportunities, anti-discrimination and anti-harassment, and providing and establishing training programmes and guidelines on equal opportunities, human rights and anti-discrimination. The Group also ensures that it provides a caring, equal and friendly working environment for employees by establishing relevant communication channels and complaint mechanisms to handle and respond to employees’ questions and suggestions on equal opportunities, human rights and anti-discrimination in a timely manner.

In order to prevent child labour and forced labour, the Human Resources Department shall check the identity documents of the employees at the time of employment and shall disqualify them from employment if they fail to provide valid identity documents. The Group also prohibits forced labour and does not require employees to pay a deposit or submit their identification documents at the time of employment, nor does it withhold wages, benefits, property or other documents from employees to compel them to work continuously.

和諧職場

五礦地產已制定《員工手冊》及《員工行為和商業道德規範制度》，並按照政策執行僱傭相關管理措施。本集團建立工作評核制度，確保僱員在晉升、調職、培訓、職業發展、解僱、裁員等方面均得到平等對待。

員工權益及關愛

五礦地產嚴格遵守勞動法規定，根據企業自身情況制定了《招聘管理制度》，作為人員招聘的範本。在招聘和晉升過程中，本集團考慮到員工和領導層的多元性，無論性別、年齡、國籍、宗教、性取向、身心健康等方面的差異性，給予所有人平等的發展機會，同時提供相應的培訓和支持。

本集團致力於為員工提供與平等機會、反歧視和反騷擾有關的內部指導，提供並建立與平等機會、人權和反歧視相關的培訓方案與準則。本集團亦通過建立相關溝通管道和投訴機制，及時處理並回應員工關於平等機會、人權和反歧視的問題及建議，確保為員工提供一個關愛、平等且友善的工作環境。

為防止誤聘童工及強制勞工，員工入職時，人力資源部須檢查其身份證明文件，若員工未能出示有效身分證明文件，本集團將取消其入職資格。本集團亦嚴禁強制勞工，不會要求員工在入職時繳納押金或寄存身份證明文件、亦不會扣留員工工資、福利、財產或其他證件以迫使其連續工作。

The Group's subsidiaries have also put in place risk assessment mechanisms to identify the risk of inadvertently recruiting child labour and cases of forced labour. At the same time, training on prevention of child labour is organised for human resources departments, especially recruiters, with remedial action plans activated in case of non-compliance. In terms of the prevention of forced labour, we have established an overtime management system to monitor the implementation of measures to prevent forced labour and ensure their effectiveness.

The Group attaches great importance to the welfare and care of its employees. Through measures such as purchasing supplementary medical insurance for employees, providing reading and leisure space for employees, providing a mother and baby room for female employees, organising games and parent-child activities for employees, as well as exercising the functions of trade unions and facilitating channels for employees' suggestions and complaints, the Group has been able to enhance employees' sense of belonging and motivation at work. The Group appreciates the families of its employees for their support in its employees' works, and has provided supplementary medical insurance benefits to the families through optional packages. Minmetals Land's Chengdu Company has established relocation benefits and subsidies for its employees to effectively support their lives. To ensure work-life balance, the staff union of Minmetals Land's East China Regional Company have set up table tennis tables and regularly organised fitness activities such as football clubs, badminton clubs and running clubs, so that their employees can exercise during their leisure time to balance work and rest.

Occupational Health and Safety

Minmetals Land is devoted to providing a safe and healthy working environment for its employees. The "Employee Handbook" and the "Employee Conduct and Business Ethics Practice" of Minmetals Land contain relevant laws and regulations related to health and safety, and health and safety assurance (including fire prevention measures, first aid facilities, sanitary facilities, sufficient lighting and air circulation) are provided to employees at work sites in compliance with Occupational Safety and Health Ordinance. Each employee is responsible for creating a safe and healthy working environment for other employees, including reporting incidents, injuries, unsafe facilities, operations, and conditions.

本集團附屬公司亦構建風險評估機制，以識別誤招童工及出現強制勞工個案的風險。同時，面向人力資源部門，尤其是招聘人員，組織防止童工的培訓，出現違規狀況時啟動補救行動方案。在防止強制勞工方面，我們設立超時工作管理體系，監督防止強制勞工措施的執行情況，保證其有效實施。

本集團重視員工福利與關懷，通過為員工購買補充醫療保險，設置員工閱讀和休閒空間，提供女性員工母嬰室，開展員工運動會和親子活動，以及發揮工會職能，暢通員工建議及申訴渠道等措施，提高員工歸屬感和工作積極性。本集團感謝員工家屬對其職業的支持，亦為員工家屬提供了補充醫療保險優惠自選套餐。五礦物業成都公司為員工制定了異地調遣福利補助措施，有效助力員工生活。為確保員工達到工作和生活的平衡，五礦地產華東區域公司員工工會設置了乒乓球桌，並定期組織足球社團、羽毛球社團、跑團的健身活動，以便員工工作之餘鍛煉身體，勞逸結合。

職業健康和安

五礦地產致力於為員工提供一個安全、健康的工作環境。五礦地產《員工手冊》及《員工行為和商業道德規範制度》包含有相關健康與安全的政策，同時遵照職業安全及健康相關法律法規為員工在工作地點提供安全及健康的保障，包括防火措施、急救設施、衛生設備、充足的照明及空氣流通。每一位員工都有責任為其他員工創造一個安全、健康的工作環境，包括對事故、傷害和不安全設備、操作和條件的報告等。

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The Group's Production Safety Committee set up under the "Production Safety Management Rules" has established production safety management organisation, assigned specialised safety management personnel and conducted regular inspections on and promotion of safe production in strict compliance with relevant laws and regulations. Minmetals Land has established the "Occupational Health Supervising and Monitoring Work Management Measures" and provided supervision and guarantee for employees' occupational health. Each year, each member would provide annual medical examinations, with different examination sets established according to different age and gender, focusing on the employees' health conditions.

During the Year, the Group had no work-related fatalities⁸. For the 10 cases of work injuries and occupational diseases, the Group comforted the relevant employees and reported work-related injuries in a timely manner. During the new employee training and safety production education month, the Group organised and carried out training on the employees' safety and health, raising the employees' safety awareness.

Training and Development

Minmetals Land formulated the "Training Management Rules" and the "Interim Measures on Training Appraisal", to provide guidance on employee training and appraisal. The Company's Human Resources and Administration Department is responsible for the integrated management of the Company's training activities and coordinated arrangement of the training plan. Employees can be trained through centralised face-to-face lessons or online business schools, while the types of training include: induction training, position qualification training, professional knowledge training (such as real estate business, engineering business, contract legal business), comprehensive management ability training and professional skills training. In the process of promoting education and training planning in 2023, Minmetals Land actively followed the strategic planning of Minmetals Land and closely focused on the "one core, two wings and three supports" business layout, to strengthen the professional ability training and knowledge level of its employees. By improving the education and training system, we are dedicated to achieve the goals in our Group Companies and Minmetals Land's talent team building plan, striving to cultivate a group of high-quality, high-caliber talents for the Company who are dedicated to their jobs and have both ability and integrity. During the Year, the Group carried out operation and management training with a focus on cultivating strategic operation and management talents with strong strategic thinking ability, good

本集團《安全生產管理辦法》設立的安全生產委員會嚴格按照相關法律法規要求設置安全生產管理機構，配備專職安全管理人員，定期進行安全生產檢查及宣貫。五礦地產制定《職業健康監督監察工作管理辦法》，為員工職業健康提供監督及保障。每年各成員公司為員工提供年度體檢，根據年齡、性別設定不同的體檢套餐，關注員工健康情況。

本年度，本集團並無因工死亡個案⁸。針對10宗工傷及職業病個案，本集團安撫員工並及時為員工申報工傷。在新員工培訓及安全生產宣教月時，本集團組織開展員工安全與健康培訓，提高員工安全防範意識。

培訓和發展

五礦地產制定了《培訓管理辦法》、《培訓考核管理暫行辦法》為員工培訓及考核工作提供指引。本公司人力行政部負責對本公司培訓工作統一管理及統籌安排培訓計劃。員工可透過集中授課或是網絡商學院進行培訓，培訓類別包括：入職培訓、崗位資質培訓、專業知識培訓(例如，地產業務、工程業務、合約法律業務)、綜合管理能力培訓和專業技能培訓。五礦地產在2023年度推進教育培訓規劃工作過程中，積極服務於五礦地產戰略規劃，緊密圍繞「一核兩翼三支撐」業務佈局，強化員工專業化能力培訓和知識水準，完善教育培訓體系，堅決完成集團公司和五礦地產的人才隊伍建設規劃目標，全力為公司培育一批高素質、高水準，愛崗奉獻、德才兼備的優秀人才隊伍。本年度，本集團開展經營管理培訓，著力培養具有較強戰略思維能力，業務素

⁸ Over the last three years, the Group did not have any records on employee's fatalities in the course of employment.

⁸ 本集團於過去三年並未錄得員工因工死亡的事件。

business sense, strong market awareness, and potential in operation and management. We strengthened the “Class 80” brand and successfully held the third “Class 80” project with one training camp in Chengdu and one in Huizhou. Minmetals Land’s East China Regional Company launched professional external training courses organized by the human resources departments, and the business departments organized skill competitions to improve employees’ professional skills through competitions instead of training. All employees of Minmetals Land’s headquarter engaged in the comprehensive assessment at the end of the year, which consisted of two parts, namely performance evaluation and ability assessment. During the Year, a total of 826 employees received training, representing 89% of the total number of employees, with the trained hours reaching 22,232.8 hours. The key training projects and their contents are as follows:

質好、市場意識強，在經營管理方面具有潛質的戰略型經營管理人才。強化「80班」品牌，成功舉辦三期「80班」成都研習營和惠州研習營等兩個班次。五礦地產華東區域公司開展由人力部門組織的專業外部培訓課程，業務部門組織技能競賽等，以賽代訓，提高員工崗位技能。五礦地產總部全體員工參與年底綜合測評，包含業績測評及能力測評兩部分。本年度，本集團共有826名員工接受培訓，佔總員工人數89%，培訓時數共22,232.8小時。以下為重點培訓項目以及內容：

Class 80 young professional project plan

To nurture young management as excellent management personnel and future leading talents, the Group successfully held the third Class 80 young professional project plan in September 2021. Adhering to the headquarters’ educational training system, subsidiaries adopted various training programmes to develop operational management talents by respectively carrying out the “Climber Plan” of the regional company in Northern China, the “Red Star Class” of the regional company in Central China, the “Qiji Plan” of the regional company in Southern China, the “Casting Star Plan” of Chengdu Company, etc.

80班青年專才項目計劃

為培養年輕管理人員成為優秀的管理人員和未來領導人才，本集團於二零二一年九月成功舉辦第三期80班青年專才項目計劃。秉承總部教育培訓體系，下屬公司經營管理人才培養形式多樣：分別開展了華北區域公司「攀登者計劃」、華中區公司「紅星班」、華南區域公司「騏驎計劃」、成都公司「鑄星計劃」等等。

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Professional training

Focused on the Company' strategic targets, core business, key areas and development directions and according to the principle of sorting by category, by level and by region, professional education trainings such as real estate development, industry properties, business management, property service, property finance, etc. were strengthened. Based on the actual development of the Company's business and the employees' own development needs, the Minmetals Land headquarters has created a "Craftsmanship Workshop" (匠心坊) training platform. Each business department has formulated special training for each section and conducted multiple trainings on general real estate knowledge and skills covering operations, marketing, design, cost, engineering, etc. The Group comprehensively adopted various forms such as theme research, theme lectures, on-site study, workshops and research camps, to guide and help cadre employees to enrich professional knowledge, promote professional abilities, exercise professional styles and cultivate professional spirits.

專業培訓

圍繞公司戰略目標、核心業務、重要領域和發展方向，按照分類、分層、分域的原則，加強房地產開發、產業地產、商業管理、地產服務、地產金融等專業化教育培訓。根據公司業務實際發展同時結合員工自身發展需求，五礦地產總部打造了「匠心坊」培訓平台，各業務部門製定了各版塊專項培訓工作，開展了多次包括運營、營銷，設計、成本、工程等地產通用知識和技能知識類培訓。本集團綜合採用專題研修、專題講座、現場學習、工作坊、研習營等多種形式，引導和幫助幹部員工豐富專業知識、提升專業能力、錘煉專業作風、培育專業精神。

Skill trainings

Through a series of trainings such as position knowledge training, professional knowledge training, management standard training, and operation service standards, various property companies of Minmetals Land carried out trainings on the knowledge, mindset, behaviour and skills necessary for adopting to work sorted by category and level, thus promoting employees' professional knowledge level and service skills from various aspects.

技能培訓

五礦地產所屬各物業公司通過職位知識培訓、專業知識培訓、管理標準培訓、操作服務準則等系列培訓，分類分層次開展適應工作需要的知識、心態、行為和技能培訓，從多角度提高員工專業知識水平及服務技能。

Minmetals Land has established a job position system, including the "Working Measure of Selection and Appointment of Cadres", "Management Measure of Position Structure" and "Management Measure of Qualification of Profession Structure", to provide employees with equal, open and transparent career development paths in accordance with the provisions of the career development channel.

五礦地產已製定職位體系，包括《幹部選拔任用工作辦法》、《職位體系管理辦法》、《專業序列任職資格管理辦法》，按照職位體系規定為員工提供平等、公開、清晰的職業發展通道。

GREEN AND LOW-CARBON OPERATION

In order to achieve the national strategic goal of “reaching carbon peak” and “carbon neutrality” and make greater contributions to sustainable economic development, Minmetals Land will continue to take the responsibility for environmental protection.

Response to Climate Change

As a state-owned enterprise with real estate as its core business, Minmetals Land follows the national vision of “carbon neutrality” and actively promotes the energy-saving and carbon reduction targets proposed in the 14th Five-Year Plan. Recognising the risks and opportunities arising from climate change, the Group has formulated and implemented the “Climate Change Policy” (《氣候變化政策》) in order to better manage the impact of climate change on the Group. This policy covers the Group’s governance direction on climate change, and our response in terms of mitigation, adaptation, prevention and disclosure of climate change issues. During the Year, the Group’s subsidiaries responded to the potential impact of extreme weather and other climate-related risks by issuing extreme weather warnings, formulating and updating extreme weather contingency plans and conducting drills, and carrying out flood prevention work during the flood season.

綠色低碳運營

為實現國家「碳達峰」與「碳中和」策略目標以及為可持續經濟發展做出更大貢獻，五礦地產將持續肩負保護環境責任。

應對氣候變化

作為以房地產為主營業務的央企，五礦地產緊跟國家「碳中和」目標願景，積極推進落實「十四五」規劃中的節能減碳指標建議。本集團明白氣候變化所帶來的風險及機遇，制定並實施《氣候變化政策》以更好地管理氣候變化為本集團帶來的影響。此政策涵蓋本集團於氣候變化的管治方向，以及於減緩、適應、抵禦及披露氣候變化事宜的應對措施。本年度，本集團各附屬公司通過發佈極端天氣預警通知，制定更新極端天氣應急預案並進行演練，於汛期開展防汛工作等方式，應對極端天氣等氣候相關風險帶來的潛在影響。

Governance

管治

- Directors are the highest decision makers on climate change within the Group
- Provide regular climate change training for management and employees
- 董事為本集團氣候變化部門的最高決策層
- 定期為管理層及員工提供氣候變化培訓

Mitigation

減緩

- Establish a comprehensive carbon emission statistics system as a basis for carbon emission management
- Proactively explore opportunities to use renewable energy at properties to further reduce carbon emissions from the use of fossil fuels
- Encourage employees, suppliers and owners to reduce carbon emissions in their daily business activities
- 建立完善的碳排放統計體系，以作為碳排放管理基礎
- 積極探索於物業使用可再生能源的機會，進一步減少使用化石燃料產生的碳排放
- 鼓勵員工、供應商及業主於日常業務活動中減少碳排放

Adaptation

適應

- Regularly evaluate the physical risks and opportunities caused by climate change
- Continually enhance the property designs to prevent and reduce the potential damage to new development projects caused by climate change
- 定期評估氣候變化帶來的實體風險與機遇
- 持續提升旗下物業的設計，以預防或減少氣候變化對新發展項目可能造成的破壞

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Prevention	<ul style="list-style-type: none">Assess the impact of climate change in the operational area, and conduct regular property inspections to ensure properties are resilient to extreme weather events caused by climate changeIntroduction of climate change prevention measures in the planning and design stages of new development projects
抵禦	<ul style="list-style-type: none">了解氣候變化對營運所在地的影響，並定期進行物業巡檢，確保物業能抵禦因氣候變化引致的極端天氣事件在新發展項目的規劃及設計階段引入氣候變化抵禦措施
Disclosure	<ul style="list-style-type: none">Disclose information on the management of climate change-related issues on the Group's public channels (e.g. website, social media platforms)Regularly report on the Group's approach, measures and progress in enhancing its climate-related risk response capability through designated publications
披露	<ul style="list-style-type: none">於本集團公開渠道(如網頁、社交平台)披露有關管理氣候變化相關事宜的信息定期透過指定刊物匯報本集團有關提升氣候相關風險應對能力的方針、措施及進展

Minmetals Land's Nan'an Company has implemented a variety of measures to tackle extreme weather. During the onslaught of strong typhoons, the company will held typhoon preparation meetings, prepared and issued typhoon preparation circulars, typhoon safety precautionary notices, launched typhoon safety inspections, implemented typhoon precautionary reinforcement measures and personnel relocation measures, and arranged 24-hour typhoon emergency duty and watch. By way of these measures, we have weathered through no. 5 Typhoon Doksuri, no. 9 Typhoon Saola, no. 11 Typhoon Haikui and no. 14 Typhoon Koinu. Measures to reduce carbon emissions mainly include carrying out promotion, education and training on energy conservation and carbon reduction, obtaining approvals of environmental impact and water conservation assessments for investment projects, setting up a three-level sedimentation tank + water recycling and reuse system as well as dust and noise monitors, using dust-proof net, conducting watering and dust reduction on site, and holding dust control observation meetings.

Practicing Green Finance

In order to take responsibility for the sustainable development of the environment and community, Minmetals Land published the "Sustainability Financing Framework" in July 2021, which is in line with the Sustainability Bond Guidelines of the International Capital Market Association, and obtained third party opinions from S&P Global, Sustainalytics and the Hong Kong Quality Assurance Agency, thus laying a solid foundation for the Company to practice green finance.

五礦地產南安公司實施多種措施以面對極端天氣。強颱風來襲時，公司通過召開防颱部署會、編製下發防颱工作聯繫函、防颱安全防範工作通知、開展防颱安全專項檢查、落實颱風防範加固措施和人員轉移安置措施、24小時防颱應急值班值守等工作，平安度過5號颱風「杜蘇芮」、9號颱風「蘇拉」、11號颱風「海葵」、14號颱風「小犬」。減少碳排放措施主要是開展節能降碳宣傳教育培訓、投資專案取得環評水保批復手續，現場設置三級沉澱池+水迴圈重複利用系統、揚塵雜訊監測儀、覆蓋防塵網、灑水降塵等工作，並開展防塵治理觀摩會。

踐行綠色金融

為承擔對於環境、社區可持續發展的責任，2021年7月，五礦地產發佈了符合國際資本市場協會可持續發展債券指引的《可持續發展融資框架》，並獲得標普全球(S&P Global)、Sustainalytics及香港品質保證局出具的第三方意見書，為本公司踐行綠色金融奠定了堅實基礎。

Minmetals Land established a “Sustainable Financing Framework” (the “Framework”) and plans to issue green, social and sustainability bonds, loans and other debt-like instruments under the Framework. The proceeds therefrom were used to finance and/or re-finance, in whole or in part, existing and/or future projects aimed at reducing the Group’s carbon emissions, with a view to enhancing the sustainability performance of the Company’s business in China. The Framework defines standards in seven green areas including green building, renewable energy, energy efficiency, pollution prevention and control, sustainable water and wastewater management, adaptation to climate change and clean transportation, and sets the eligibility criteria for equal access to basic services in social area.

Promoting Green Buildings

Since 2019, all projects delivered have met the national standard of Green Building 1 Star. Minmetals Land has deepened the application of renewable energy in buildings, improved building energy efficiency and promoted the integrated use of new energy sources such as solar thermal and shallow geothermal energy. The Group formulated and promoted the 5M Intelligent Health System and adopted various technologies to promote the use of renewable energy in accordance with local conditions, while promoting energy metering to ensure the practical implementation of operational and energy-saving effects. During the Year, the Group’s development project, Hong Kong’s Montego Bay, received the BEAM Plus New Building Gold Level Certification. Four projects under construction of Minmetals Land’s Chengdu Company have been selected as Chengdu Green Benchmark Construction Sites.

五礦地產制定了可持續金融框架(「框架」)，並打算根據該框架發布綠色、社會和可持續發展債券、貸款和其他類似債務的工具。所得款項將用於融資和／或對旨在減少本集團碳排放的現有和／或未來項目進行全部或部分再融資，提高本公司在中國業務的可持續發展績效。該框架在七個綠色領域定義了標準：綠色建築、可再生能源、能源效率、污染防治、水和廢水可持續的管理、氣候變化適應及清潔運輸，以及在社會領域定下有關平等獲得基本服務的標準。

推廣綠色建築

自二零一九年起，已經交付全部項目均滿足綠建一星的國家標準。五礦地產深化可再生能源建築應用，提升建築能效，推動太陽能光熱、淺層地熱能等新能源的綜合利用。制定並推廣5M智能健康體系，因地制宜採用各項技術推進可再生能源的使用，同時推進能量計量，確保運營和節能效果的切實落地。本年度，本集團發展項目香港蔚藍東岸獲綠建環評新建建築金級認證。五礦地產成都公司四個在建項目均獲成都市綠色標桿工地。

Chengdu Minmetals West Lake Future City was awarded the 2023–2024 China Industrial New City Benchmark Project

成都五礦西湖未來城
被授予以2023–2024中國產業
新城標桿項目



Minmetals Group and Dayi County signed the “Future Eco-City’ Project Cooperation Framework Agreement”. Pursuant to the requirements of the “Action Plan for the Construction of a Park City Demonstration Zone in Chengdu to Implement the New Development Concepts”, we adhered to the concept of “green industrial new city” and implemented comprehensive development to the Chengdu High-tech West Lake Science and Technology Park area by exploring the EOD model oriented to ecological construction, thereby striving to realize the goal of building a future park community.

Chengdu Minmetals West Lake Future City includes the 3,000-acre Chengdu West Lake Ecological Park, the second deepest lake in southwest China, with water quality reaching surface level I standard all year round. Chengdu High-tech West Lake Science and Technology Park, which relies on the synergy between the High-tech Zone and Dayi County, is a new lakeside city that realizes the integration of five scenarios, namely, ecological integration, humanistic education, green transportation, healthcare, and common governance and shared use. It is also a city that connects “life, production, and ecology”, an important model for Chengdu’s future park community. Focusing on “green industry” to create a dynamic new city that integrates “people, city, environment and industry” in its development, Minmetals West Lake Future City is a trillion-dollar state-owned enterprise’s attempt to operate a city and upgrade the area in a comprehensive large-scale project. From a state of desolation a few years ago to a vibrant scene today, Minmetals Land has driven the prosperity of the region through a revolution in the urban development landscape, turning it into a famous city site and landmark and achieved rapid progress. As such, it won the title of “2023–2024 Urban Typical Sample Project” and “2023–2024 China Industrial New City Benchmark Project”.

五礦集團與大邑縣簽訂《「未來生態城」專案合作框架協定》，按照《成都建設踐行新發展理念的公園城市示範區行動計劃》的要求，秉持「綠色產業新城」理念，探索生態建設為導向的EOD模式，以未來公園社區建設為引領，對成都高新西湖科技園片區實施綜合開發。

成都五礦西湖未來城，坐擁3000畝成都西湖生態公園（中國西南地區第二的深水湖泊，水質常年達到地表I類水質），依託高新區與大邑縣結對聯動重點建設的成都高新西湖科技園，是一座實現「生態融合、人文教育、綠色出行、健康醫養、共建共治共用」五大場景融合的濱湖新城，是一座集「生活、生產、生態」於一體的「三生」融合之城，也是成都未來公園社區的重要樣板。聚焦「綠色產業」打造「人城境業」融合發展的活力新城，五礦西湖未來城是萬億央企踐行城市運營、片區升級的綜合大型專案，從幾年前的一片荒蕪到如今生機勃勃的景象，五礦帶動區域崛起顛覆城市開發格局，再到成為城市名片與一方地標，真正實現快速推進。以此榮獲「2023–2024城市典型樣本專案」、「2023–2024中國產業新城標桿專案」稱號。

Minmetals Land “5M Intelligent Health System” won the 20th Elite Science and Technology Award (精瑞科學技術獎)

五礦地產「5M智能健康體系」榮獲
第20屆精瑞科學技術獎



Minmetals Land’s 5M Intelligent Health System follows the concepts of wisdom, health, green, and low carbon. Based on national and international green and health-related standards, we have investigated and summarised advanced experience and research results in related domestic fields, benchmarked against leading systems and technologies in the industry, and taken into account customer needs to formulate a standardised system for smart, healthy, and green homes. This award of Minmetals Land’s 5M Intelligent Health System solution reflects the industry’s recognition of its sustainability, technology, innovation and social benefits.

五礦地產5M智慧健康體系以智慧、健康、綠色、低碳為理念，基於國內外綠色、健康相關標準，調研並總結了國內相關領域的先進經驗和研究成果，對標了行業內領先的體系和技術，融入客戶需求，制定了針對住宅中智慧、健康、綠色的標準體系。五礦地產5M智慧健康體系解決方案獲此殊榮，代表該技術體系的可持續性、科技性、創新性和社會效益等方面獲得業界肯定。

Emissions Management

Minmetals Land has put in place the “Ecological Environment Protection Measures”, requiring that each unit gives priority to the use of clean energy and to adopt processes and equipment with high resource utilisation rates and low pollutant emissions as well as technologies for comprehensive utilisation of waste and harmless treatment of pollutants to reduce the generation of pollutants. In an effort to reduce carbon footprint, the Group increased the ratio of renewable energy in its operations and encouraged all business units and suppliers to maximise the use of renewable energy where feasible and practical.

The Group is studying ways to improve the recycling rate of waste and is implementing pilot scheme in cities with better domestic waste management. Waste separation bins are installed in all property projects and offices, and waste is collected and handled by qualified professional organisations. We also provide educational and promotional activities on waste recycling to our customers every year to raise the awareness of recycling. In order to reduce the generation of hazardous waste, the Group will set a target for hazardous waste reduction, while ensuring that the hazardous waste is handled in accordance with the laws. The Group attaches great importance to the management of clean production and has gradually started related work. All units have to strengthen the management of clean production with a clear goal of implementing clean production consciously. We also encourage and support the subsidiaries to carry out clean production reviews. All units should carry out clean production reviews in accordance with the requirement of relevant local competent departments.

排放物管理

五礦地產已制定《生態環境保護辦法》，要求各單位應當優先使用清潔能源，採用資源利用率高、污染物排放量少的工藝、設備以及廢棄物綜合利用技術和污染物無害化處理技術，減少污染物的產生。為減少碳足跡，本集團通過增加可再生能源在其運營中的比例，並鼓勵所有業務單位以及供應商在切實可行的情況下最大限度地使用可再生能源。

本集團將探討提升廢棄物回收率的方案，並於生活垃圾管理較完善的城市推行試行計劃。在所有物業項目以及辦公室放置廢物分類回收箱，並聘請合資格專業機構收集及處理。每年亦為客戶提供廢物回收相教育宣傳活動，提高回收意識。為減少危險廢棄物產生，本集團將設立減少危險廢棄物目標，並保證危險廢棄物合規處理。本集團高度重視並逐步開展清潔生產管理工作，各單位切實加強對清潔生產工作的管理，明確清潔生產目標，自覺實施清潔生產，鼓勵並支持附屬公司開展清潔生產審核工作，所屬各單位應根據地方相關主管部門要求開展清潔生產審核工作。

Emission reduction measures**減少廢氣排放措施**

- Encourage employees to commute by green travel and use public transport as much as possible
- Adopt online meetings such as video conferencing to replace physical meetings
- Conduct regular inspection and maintenance of official vehicles
- Arrange reasonable routes to reduce fuel consumption
- Purchase electric vehicles that are friendly to environment, give priority to electric vehicles when traveling, and eliminate old business vehicles with high energy consumption
- 鼓勵員工上下班綠色出行，儘量乘坐公共交通工具
- 採用線上會議如視頻會議等形式代替實體會議
- 定期檢查和保養公務車輛
- 合理安排行駛線路，減少燃料消耗
- 購置電動環保汽車，出行優先使用電動汽車，淘汰高耗能、老舊公務車

Wastewater management measures**廢水管理措施**

- Regular empty and clean septic wells, sewage wells and pipelines
- 定期對化糞井、污水井及管路進行清掏、清洗

Waste reduction measures**減少廢棄物措施**

- Purchase printing paper made from sustainably sourced materials (e.g. FSC™ Forest Stewardship Council certified paper)
 - Use double-sided printing to reduce paper consumption
 - Use the unused side of paper for drafting, printing and receiving faxes
 - Actively promote paperless offices and make full use of the OA system and electronic communication equipment
 - Reduce the use of disposable office supplies and replace them only when they are fully used up
 - Provide waste reduction and recycling guidelines to staff
 - Recycling bins are placed in the offices of Hong Kong Headquarters to collect plastic, which is regularly disposed of to the recycling bins provided by the government
 - Cartridges are managed by human resources and administration department, and discarded cartridges are centrally collected on a 1 old for 1 new basis, which will then handed over to cartridge supplier for recycling and reuse.
 - 購買使用由可持續資源取材製造的打印紙（例如，由FSC™森林管理委員會認證的紙張）
 - 使用雙面打印，減少打印紙消耗
 - 紙張未使用的一面，作草擬、列印及接收傳真用途
 - 積極推行無紙化辦公，充分利用OA辦公系統及電子通訊設備
 - 減少使用一次性辦公用品，用品完全耗盡才更換
 - 向員工提供減廢及廢物回收指引
 - 香港總部於辦公區放置環保回收箱回收塑膠，定期存放於政府提供的回收箱內
 - 墨盒由人力行政部管理，以1新換1舊方式，統一收集廢棄墨盒，之後交墨盒供應商回收重用
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Energy Efficiency Management

The Group has in place the “Energy-saving Management Measure”, which stipulates efficient and rational use of energy by reducing consumption and losses at all stages from energy generation to consumption. According to the “Ecological Environment Protection Measures”, the Group prioritises the use of clean energy and adopts processes and equipment with high resource utilisation rate and low pollutant emissions as well as technologies for comprehensive utilisation of waste and harmless treatment of pollutants to reduce the generation of pollutants. The Group strives to install renewable energy equipment to its newly-built and existing buildings as and where appropriate and feasible in order to increase the ratio of renewable energy in energy consumption.

能源效益管理

本集團《節能管理辦法》要求從能源生產到消費的各個環節，降低消耗、減少損失，有效、合理地利用能源。本集團透過《生態環境保護辦法》要求優先使用清潔能源，採用資源利用率高、污染物排放量少的工藝、設備以及廢棄物綜合利用技術和污染物無害化處理技術，減少污染物的產生。本集團致力在適當和可行的情況下，在新建和現有建築物安裝可再生能源設備，以增加可再生能源在能源使用中的比例。

Energy-saving measures

- Replace the lighting fixtures in the building with energy-saving fixtures
- Add time controls to lighting, fountains, fans, external street lighting, etc., in public areas
- Install sound and light control switches on fire escape lighting
- Maintain the temperature in the common area of the building to 24 to 26 degrees Celsius, and install a protection box to prevent arbitrary adjustment
- Suspend electricity supply for vacant floors
- Utilise energy-saving smart switches in office areas, that can be controlled and checked by mobile phone to turn off the lights at any time
- Regularly clean dust filters and coil fans to ensure efficient operation of the air conditioning system
- Adhere to local management requirements regarding the activation of air conditioning or heating system only when the specified temperatures are reached
- Implement lighting management, air conditioning management during summer, and incorporate designs for natural lighting, sun protection and other aspects of building sustainability
- 大廈內照明燈具更換為節能燈具
- 公區照明、噴泉、風機、外圍路燈等增加時控
- 消防通道照明加裝聲光控開關
- 將大廈公區溫度統一調整為攝氏24至26度，加裝保護盒避免被隨意調改
- 空置樓層不供電
- 辦公區域更換節能智慧開關，管理人員可隨時手機控制、查看，及時關閉照明裝置
- 定期清洗隔塵網及盤管式風機，確保空調系統高效運作
- 按屬地管理要求，達到規定溫度才可打開冷氣或暖氣
- 實施照明管理、夏季空調管理及建築物自然採光、防曬等設計

節省能源措施

Air conditioning energy-saving reminders have been posted at Minmetals Land's Hong Kong head office to raise energy-saving awareness within the company

五礦地產香港總部張貼空調節能提醒，於公司內部深化節能降耗意識



Water Resources Management

During the Year, no operational site of the Company encountered issues in acquiring applicable water sources. The aim for development projects is to improve water efficiency by 2025, including rain collection, flow regulators and dual flush toilets. For managed properties, water facilities will be replaced with more efficient models. The Group also actively encourages customers of each property project and subsidiary offices to participate in water-saving projects.

水資源管理

本年度，本公司的營運地點未發現面臨求取適用水源的問題。對於開發項目，目標是二零二五年前提高用水效率，包括雨水收集、流量調節器和雙沖式馬桶。對於托管物業，用水設備被更高效模型所取代。本集團亦積極鼓勵各物業項目的客戶，以及附屬公司辦公室參與節水項目。

Measures of waster saving

- Using sensor faucet in bathrooms
- Regularly inspect faucets and pipes for problems such as running and unclosed taps, leaks and drips, and arrange timely maintenance
- Posting water saving posters to enhance employees' water saving awareness
- 衛生間使用感應水龍頭
- 定期巡查水龍頭及喉管的跑、冒、滴、漏情況，及時安排維修
- 張貼節約用水宣傳牌，深化員工節水意識

節約用水措施

Environment and Natural Resources

To protect biodiversity and cherish the environment and natural resources, by putting forward the "Measure of Ecological Environmental Protection" and "Measures of Inspection and Supervisory Management of Environmental Protection", Minmetals Land establishes the ecological and environmental protection leading team, which is responsible for supervising the implementation of ecological and environmental protection of companies under its direct control, and regularly listens to the work progress report on ecological and environmental protection. Subsidiaries shall establish and complete the environmental inspection system and strengthen the environmental inspection. State-owned enterprises shall install and use online monitoring devices in accordance with requirements of environmental protection authorities, ensure the normal operation of the monitoring devices, and mark and complete abnormal and missing data according to regulations. Enterprises that are listed as entities subject to priority regulation of soil pollution by local ecological and environmental protection departments shall strictly control the discharge of toxic and hazardous substances, formulate and implement self-monitoring plans, and report related information to the ecological and environmental authority as required.

環境及天然資源

為保護生物多樣性，珍惜環境及天然資源，五礦地產通過《生態環境保護辦法》及《環境保護檢查督查管理辦法》設有生態環境保護領導小組，負責監督各直管企業生態環境保護落實情況，定期聽取生態環境保護工作進展彙報。要求下屬公司建立、健全環境監測制度，加強對環境監測管理。國有企業應當按照環境保護主管部門要求安裝、使用在線監測設備，保證監測設備正常運行，對異常和缺失數據按規範進行標識和補充。被地方生態環保部門列為土壤污染重點監管的企業應當嚴格控制有毒有害物質排放，制定、實施自行監測方案，並按要求向生態環境主管部門報告相關情況。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

To implement the green development concept, the Group's "Ecological Environment Protection Measures" requires each unit to incorporate ecological environment protection into its corporate development plan by fully considering for the impact of production and operation on the ecological environment, and to support the formulation and implementation of ecological protection development projects or action plans by taking measures to protect and improve the ecological environment. The Group strictly implements management measures and environmental access regulations related to the ecological red line and strictly prohibits construction activities incompatible with the function positioning of the main body the emission of pollutants within the ecological red lines.

Minmetals Land's Fujian Company has compiled the "Comprehensive Emergency Plan for Environmental Emergencies of Minmetals Land's Fujian Company" (《五礦產城福建公司突發環境事件綜合應急預案》) and established a "Safety and Environmental Protection Responsibility List" for all employees, ensuing stringent adherence. All investment projects have obtained approvals of environmental impact and water conservation assessment, and have completed all procedures for legal and regulatory compliance in respect of ecological and environmental protection. Ecological and environmental protection measures are strictly implemented in daily operations, and no ecological and environmental protection-related penalties have been imposed. In order to reduce pollution emissions, Minmetals Land's East China Regional Company uses non-polluting energy (such as solar energy) and low-pollution energy (such as natural gas) in most of its newly developed real estate projects.

COMMUNITY INVESTMENT

Since 2019, Minmetals Land has established the Hong Kong volunteer team, the core team of which is composed of employees from various companies of China Minmetals in Hong Kong. Minmetals' volunteer team in Hong Kong actively participates in volunteer work, serving the Hong Kong local community and proactively spreading positive social energy, building a healthy and positive community cultural environment. The volunteer team in Hong Kong organises volunteer activities from time to time. During the Year, the team visited the elderly in Yau Tong District four times and distributed gift packs, rice dumplings and moon cakes to the elderly. In addition, Minmetals Tianjin Property Company organised and carried out 21 projects of community cultural activities throughout the year. The customer service department of Minmetals Land's East China Regional Company regularly organises community activities, such as Mid-Autumn Festival evening variety show, owners' birthday parties, strawberry picking activities in the spring, etc.

為了踐行綠色發展理念，本集團《生態環境保護辦法》規定各單位應當將生態環境保護工作納入企業發展規劃中，充分考慮生產經營對生態環境的影響，配套制定並實施生態環境保護發展專項規劃或行動方案，採取保護和改善生態環境措施。本集團嚴格落實有關生態紅線管理措施與環境准入制度，嚴禁在生態紅線範圍內開展不符合主體功能定位的建設活動或排放污染物。

五礦地產福建公司編製《五礦產城福建公司突發環境事件綜合應急預案》，建立全員《安全環保責任清單》並嚴格執行。投資項目均已取得環評、水保批覆，生態環保合法合規手續齊全，日常經營中嚴格落實生態環保措施，未受到生態環保方面相關處罰。五礦地產華東區域公司為減少污染排放量，新開發地產項目社區多採用無污染能源（如太陽能）和低污染能源（如天然氣）。

社區投資

五礦地產於自二零一九年成立香港義工隊，核心團隊由中國五礦各駐港企業的員工組成。五礦香港的義工隊身體力行積極參與義務工作，致力於服務香港地區社群，積極傳遞社會正能量，營造健康向上的社區文化環境。香港義工隊不定期舉辦義工活動，本年度曾4次探訪油塘區長者，向長者派發禮包、粽、月餅。除此之外，五礦天津物業公司全年組織開展專案社區文化活動21次。五礦地產華東區域公司客服部定期組織社區活動，如中秋晚會、業主生日會、春季採草莓活動等。

Minmetals Land donated disaster relief materials worth RMB100,000 to Zhuozhou, Hebei Province

五礦地產向河北省涿州市
捐贈10萬元賑災物資



Since late July of the Year, Beijing, Hebei, Tianjin and other areas have been struck by floods and geological disasters as torrential rains lashed these regions with the strike by Typhoon Doksuri and caused material casualties and property damage. Zhuozhou City, one of the regions hardest hit by the heavy rainfall, saw severe disruption of people's lives and work. In times of trouble, love prevails. After learning about the disaster in Zhuozhou, He Jianbo, Secretary of the Party Committee and Chairman of Minmetals Land, called an emergency meeting of the board of directors for the business concerning disaster relief, and the decision taken was to donate disaster relief materials worth RMB100,000 to Zhuozhou for resumption to normal life and post-disaster reconstruction in Zhuozhou. A delegated team led by Wang Qi, deputy secretary of the Company's party committee, left for Zhuozhou to help with its disaster relief, and the North China Regional Company was the designated party for supplies procurement and transportation.

Entrusted this ad hoc task, the North China Regional Company strengthened communication with relevant government authorities in Hebei to learn about the supplies for victims to address their needs in terms of life and work as soon as possible. It also formulated an option for donation and formed a "flood prevention and relief vanguard team" to purchase rice, flour, cooking oil, drinking water and other materials, liaise with transportation fleets, and carry out disaster relief preparation in an orderly manner. A dozen of volunteers led by the leader of the Company who, with the instruction of the Minmetals Land Party Committee and the compassion from everyone in Minmetals Land, went by car to the steel research material storage point of Zhuozhou City to carry out disaster relief activities with the theme "Minmetals Land Stands with the People of Zhuozhou".

7月下旬以來，受颱風「杜蘇芮」影響，我國京津冀等地極端強降雨引發洪澇和地質災害，造成北京、河北、天津等地人員傷亡和財產損失。涿州市是此次強降雨的重災區，人民生產生活受到嚴重影響。洪水無情人有情，大災面前有大愛。得知涿州的受災情況後，五礦地產黨委書記、董事長何劍波緊急召開會議，專題研究賑災事項，決定向涿州市捐贈10萬元賑災物資，用於涿州生活恢復和災後重建工作，並委託公司黨委副書記王奇帶隊前往賑災，指定華北區域公司負責物資採買和運送等工作。

接到任務後，華北區域公司加強與河北相關政府部門的溝通聯繫，第一時間瞭解災區人民所需的生活生產保障物資，制訂捐贈方案，組建「防汛賑災先鋒隊」，採買大米、麵粉、食用油、飲用水等物資，聯繫運輸車隊，有序開展賑災準備工作。公司領導人率領10餘名志願者，帶著五礦地產黨委的囑託和五礦地產人的深情，驅車前往涿州市鋼研物資儲備點，開展「五礦地產與涿州人民在一起」主題賑災活動。

Changsha Evening Post's coverage of Minmetals Properties Hunan Company: "Keeping the community young forever" with high-quality services

《長沙晚報》報導五礦物業湖南公司： 以優質服務讓社區「永葆青春」

Over the past three years, Minmetals Properties Hunan Company has invested a total of more than RMB5.58 million in quality improvement and renovation of old equipment and facilities under management, involving 172 renovations of various types including roads, car parks, access control, surveillance devices, fire-fighting facilities, with a view to maintaining the security of residents and facilitating their commuting, so that their communities are revamped and become "new clothing to wear" every year.

As a state-owned enterprise in property services, Minmetals Properties Hunan Company actively responded to the call for rural revitalisation by way of targeted support, specialty sales and assistance for migrant workers. With the launching of the "Selection by Places of Origin" and "Minmetals' Selection" brand series and the "Purchasing instead of Assisting" campaign to support farmers and agriculture, while residents in various communities with high-quality subsidiary agricultural products, they also helped contribute to the economic development of the regions from which the products originated.

The Group recognises the importance of communication and innovation in the industry. In the future, the Group will continue to explore opportunities for cooperation, promote innovation and enhance its competitiveness, as well as strive for sustainable development and steady enhancement of its position within the real estate industry.

近3年來，五礦物業湖南公司累計投入558萬餘元，針對各在管老舊設備設施進行提質改造，涉及各類改造172項，覆蓋道路、停車場、門禁、監控、消防設施等，保障社區業主居住安全和出行便利，讓社區年年都有「新衣穿」。

作為物業服務央企，五礦物業湖南公司積極回應鄉村振興號召，開展定點幫扶、特產銷售、務工幫扶等工作，推出「產地甄選」、「五礦優選」系列品牌，通過「以購代扶」助農活動提高農戶收入，既為各社區業主提供優質農副產品，又為帶動產地經濟發展作出貢獻。

本集團深知行業交流與創新的重要性。未來，本集團將繼續開拓合作機會，推動創新和提高競爭力，並致力於在地產行業中的持續發展和地位穩步提升。

COMPLIANCE MANAGEMENT

Minmetals Land strictly complies with applicable laws and regulations that are important to the Group's operations. The Group's operation was regulated by relevant laws and regulations of the operation sites, while the Group has considered and recognised the impact of violation of relevant laws and regulations on the Group's operations, including:

- Administrative penalties caused by violation of relevant laws and regulations, such as fines and imprisonment, with the possibility of revocation of business licence in serious cases;
- Lawsuits caused by violating others' rights; and
- Damage to the Group's reputation due to non-compliance.

The Board takes full responsibility for ensuring compliance throughout the Group's operations and oversees compliance requirements of the management of various departments of the Group to ensure adherence to the policies formulated by the Group. Laws and regulations that have a significant impact on the Group include but are not limited to the following laws and regulations:

合規管理

五礦地產嚴格遵守並適用對本集團的營運而言屬重要的相關法律及規例。本集團的營運受到營運所在地的相關法律法規規管，而本集團亦已審視及確定違反相關法律法規對本集團營運的影響，包括：

- 因違反相關法律法規而引致的行政處罰，如罰款及監禁，嚴重更可能被吊銷營業執照；
- 因侵犯他人權利引致的訴訟；及
- 因不合規情況而導致本集團聲譽受損。

本公司董事會對本集團營運合規性負全部負責，並負責監管本集團各部門管理相關規要求切實執行本集團所制訂的政策。對本集團有重大影響的法律法規包括但不限於以下法律和規例：

Aspect 層面	Relevant laws and regulations that are important to the Group's operation 對本集團的營運而言屬重要的相關法律及規例
Emission 排放物	Water Pollution Prevention and Control Law of the People's Republic of China Air Pollution Control Ordinance Waste Disposal Ordinance Regulation on Urban Drainage and Sewage Treatment Administrative Measures for the Prevention and Control of Environmental Pollution by Electronic Waste Measures for the Prevention and Control of Environment Pollution by Discarded Dangerous Chemicals Pollutant Emission Standards at Idle Speed for Gasoline Vehicles Emission Standards for Light Duty Vehicle Exhaust Pollutants Wastewater Quality Standards for Discharge to Municipal Sewers Comprehensive Sewage Discharge Standards 《中華人民共和國水污染防治法》 《空氣污染管制條約》 《廢物處理條例》 《城鎮排水與污水處理條例》 《電子廢物污染環境防治管理辦法》 《廢棄危險化學品污染環境防治辦法》 《汽油車怠速污染物排放標準》 《輕型汽車排氣污染物排放標準》 《污水排入城鎮下水道水質標準》 《污水綜合排放標準》

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Aspect 層面	Relevant laws and regulations that are important to the Group's operation 對本集團的營運而言屬重要的相關法律及規例
Employment and labour standards 僱傭及勞工準則	The Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases Occupational Safety and Health Ordinance Employment Ordinance Employees' Compensation Ordinance Minimum Wage Ordinance The Law of the People's Republic of China on the Protection of Minors Employment of Children Regulations The Labor Law of the People's Republic of China Labor Contract Law of the People's Republic of China Provisions on the Prohibition of Using Child Labor of the People's Republic of China 《中華人民共和國職業病防治法》 《職業安全及健康條例》 《僱傭條例》 《僱員補償條例》 《最低工資條例》 《中華人民共和國未成年人保護法》 《僱用兒童規例》 《中華人民共和國勞動法》 《中華人民共和國勞動合同法》 《中華人民共和國禁止使用童工規定》
Health and safety 健康與安全	The Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases Occupational Safety and Health Ordinance Production Safety Law of the People's Republic of China Provisions on Safety Training of Production and Operation Entities Notice on Strengthening and Standardising Management of Safety Production Training 《中華人民共和國職業病防治法》 《職業安全及健康條例》 《中華人民共和國安全生產法》 《生產經營單位安全培訓規定》 《關於加強和規範安全生產培訓管理工作的通知》

Aspect 層面	Relevant laws and regulations that are important to the Group's operation 對本集團的營運而言屬重要的相關法律及規例
Product responsibility 產品責任	Operational Guidelines for Product Quality Measurement and Survey in Real Estate Project Implementation Rules for Evaluation and Management of Project Construction in Real Estate Projects Measures for Confidentiality Management Measures for Information Management The Advertising Law of the People's Republic of China Trademark Law of the People's Republic of China Copyright Ordinance 《房地產項目產品質量實測實量操作指引》 《房地產項目工程評估管理實施細則》 《保密管理辦法》 《信息管理辦法》 《中華人民共和國廣告法》 《中華人民共和國商標法》 《版權條例》
Anti-corruption 反貪污	Prevention of Bribery Ordinance Anti-Money Laundering and Counter-Terrorist Financing Ordinance Provisions of Case Inspection Work of the Discipline Inspection Authorities of the Communist Party of China Notice on Actual Strengthening and Standardising Management of Clues of Leading Cadres' Problems Regulations on the Supervision and Implement of the Discipline Inspection Organs of the Communist Party of China (Trial) 《防止賄賂條例》 《打擊洗錢及恐怖分子資金籌集條例》 《中國共產黨紀律檢查機關案件檢查工作條例》 《關於切實加強和規範反映領導幹部問題線索管理工作的通知》 《中國共產黨紀律檢查機關監督執紀工作規則(試行)》

During the Year, there were no significant instances of non-compliance by the Group. The Group will continue to review the laws and regulations that have a significant impact on the Group's business operations in different regions, and the situations in which they may cause significant impact on the Group.

本年度，本集團未發生任何重大違規個案。本集團將繼續審視對本集團在不同地區業務營運有重大影響的法律法規，以及其可能對本集團構成重大影響的情況。

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KEY PERFORMANCE INDICATOR SUMMARY

關鍵績效指標摘要

Environmental performance⁹

環境績效⁹

Indicator 指標	2023 ¹⁰ 二零二三 ¹⁰	2022 二零二二	Unit 單位
Categories of air pollutants and their emissions 空氣污染排放物種類及排放			
Nitrogen oxide 氮氧化物	255.2	177.9	kg 千克
Sulfur oxide 硫氧化物	83.3	33.3	kg 千克
Respirable inspired particulates 可吸入懸浮粒子	172.9	101.5	kg 千克
Total emission of greenhouse gas 溫室氣體總排放			
Scope 1 ¹¹ 範圍1 ¹¹	500.8	1,090.7	CO ₂ equivalent in tonnes 公噸二氧化碳當量
Scope 2 ¹² 範圍2 ¹²	14,223.2 ¹⁴	10,405.3	CO ₂ equivalent in tonnes 公噸二氧化碳當量
Scope 3 ¹³ 範圍3 ¹³	80.7 ¹⁵	39.7	CO ₂ equivalent in tonnes 公噸二氧化碳當量
Total emission volume of greenhouse gas (Scope 1, 2 and 3) 溫室氣體總排放量(範圍1、2及3)	14,804.8	11,535.6	CO ₂ equivalent in tonnes 公噸二氧化碳當量
Emission concentration of greenhouse gas (Scope 1, 2 and 3) (calculated by area) 溫室氣體排放密度(範圍1、2及3)(以面積計算)	1.23	1.07	CO ₂ equivalent in tonnes/1,000 m ² 公噸二氧化碳當量/千平方米

9 Assessment of greenhouse gas included six greenhouse gas and Hydrochlorofluorocarbon regulated by the "Kyoto Protocol", to provide true and fair information related to greenhouse gas. The quantitative process and emission factors took reference of the "Greenhouse Gas Emissions Assessment Methods and Report Guidelines for Public Building Operation Enterprises (Trial)" and the ISO14064-1 international standard. The quantitative emissions used the average emission factors of the national grid and the global warming potential in the 5th assessment report of IPCC.

10 The data coverage includes Beijing head office and Hong Kong head office. Real estate development includes offices and projects in Pan Bohai Rim region, Yangtze River Delta region, Central China region, Chengdu-Chongqing region and Pearl River Delta region. Property management includes projects and offices in Pan Bohai Rim region, Yangtze River Delta region, Central China region, Chengdu-Chongqing region and Pearl River Delta region.

11 The main emission source of total emission of greenhouse gas (Scope 1) is: the emission of greenhouse gas from the Group's use of fossil fuel and operations of equipment and system in fixed source and mobile source.

12 The main emission source of total emission of greenhouse gas (Scope 2) is: the emissions from the Group's consumption of purchased power.

13 The main emission source of total emission of greenhouse gas (Scope 3) is: the emissions from the Group's airplane business trips and water and wastewater treatment.

14 The Scope 2 GHG total emissions increased significantly compared to the previous year due to the further clarification and standardisation of the Group's statistical guidelines and the increase in electricity consumption in each item during the year.

15 The increase in business travel records during the year increased Scope 3 emissions.

9 溫室氣體評估涵蓋了《京都議定書》管制的六種溫室氣體及含氫氣氟氫，以提供真實及公平的溫室氣體相關資料。量化過程及排放因子參考了《公共建築運營企業溫室氣體排放核算方法和報告指南(試行)》及國際標準ISO 14064-1。量化排放則使用了國家電網平均排放因子及IPCC第五次評估報告內的全球升溫潛能值。

10 數據涵蓋範圍包括北京總部辦公室及香港總部辦公室。房地產發展包括位於環渤海地區、長三角地區、華中地區、成渝地區、及珠三角地區的辦公室及項目。物業管理包括位於環渤海地區、長三角地區、華中地區、成渝地區及珠三角地區的項目及辦公室。

11 溫室氣體總排放(範圍1)主要排放源為：本集團於固定源及移動源化石燃料使用、設備及系統運作時溫室氣體的排放。

12 溫室氣體總排放(範圍2)主要排放源為：本集團外購電力消耗的排放。

13 溫室氣體總排放(範圍3)主要排放源為：本集團飛機商務旅行以及食水和污水處理所產生的排放。

14 本年度本集團進一步明確和規範了統計口徑，且本年度各項目用電量均有增加，因此範圍2溫室氣體總排放較上年顯著增加。

15 本年度商務旅行記錄增加，故導致整體範圍3排放增加。

Indicator 指標	2023 ¹⁰ 二零二三 ¹⁰	2022 二零二二	Unit 單位
Hazardous waste¹⁶ 有害廢棄物¹⁶			
Total volume of hazardous waste 有害廢棄物總量	2,366.7	768.4	kg 公斤
Emission concentration of hazardous waste (calculated by area) 有害廢棄物排放密度(以面積計算)	0.20	0.07	kg/1,000 m ² 公斤/千平方米
Non-hazardous waste¹⁷ 無害廢棄物¹⁷			
Total volume of non-hazardous waste 無害廢棄物總量	496.4 ¹⁸	61.7	tonnes 公噸
Emission concentration of non-hazardous waste (calculated by area) 無害廢棄物排放密度(以面積計算)	0.0413	0.0057	tonnes/1,000 m ² 公噸/千平方米
Energy consumption 能源耗用			
Direct energy 直接能源	1,601.5	1,830.7	MWh 兆瓦時
Petrol 汽油	936.9	1,084.0	MWh 兆瓦時
Natural Gas 天然氣	371.3	431.9	MWh 兆瓦時
LPG 液化石油氣	293.3	309.5	MWh 兆瓦時
Coal Gas 煤氣	—	5.2 ¹⁹	MWh 兆瓦時
Indirect energy 間接能源	24,943.2	18,254.7	MWh 兆瓦時
Electricity 電力	24,943.2	18,254.7	MWh 兆瓦時
Total energy consumption volume 能源總耗量	26,544.7	25,294.1	MWh 兆瓦時
Consumption concentration of energy (calculated by area) 能源耗用密度(以面積計算)	0.0022	0.0024	MWh/m ² 兆瓦時/平方米

16 Including waste batteries, printer cartridge, electronic waste and old light tubes collected by qualified contractors.

17 Including domestic waste, waste paper and plastic waste.

18 During the year, the Group further clarified and standardized the definitions of indicators and statistical thresholds, increased the occupancy rate of projects during the year, and included waste disposed of by property counterparties, thus increasing the weight of non-hazardous waste.

19 Towngas data in 2022 was restated after verification due to units.

16 包括由合資格承辦商收集的廢電池、碳粉盒、電子廢棄物及老舊光管。

17 包括生活垃圾、廢紙及塑膠廢棄物。

18 本年度本集團進一步明確和規範了指標的定義及統計口徑，本年度項目入駐率增加，並將物業對接處理的垃圾包含在內，因此導致無害廢棄物重量增加。

19 2022年煤氣數據因單位原因於核實後進行重列。

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Indicator 指標	2023 ¹⁰ 二零二三 ¹⁰	2022 二零二二	Unit 單位
Water consumption 耗水量			
Total consumption volume of water 總耗水量	668,307.8	671,904.4	m ³ 立方米
Consumption concentration of water (calculated by area) 耗水密度(以面積計算)	0.056	0.062	m ³ /m ² 立方米/平方米

Social performance

社會績效

Number of employees²⁰

員工人數²⁰

Indicator 指標	2023 二零二三	2022 二零二二	Unit 單位
Total number of employees 總員工人數	923	1,264	person 人
By type of employment 按僱傭類型劃分			
Full-time 全職	923	1,264	person 人
Part-time 兼職	0	0	person 人
By gender 按性別劃分			
Male 男	566	758	person 人
Female 女	357	506	person 人
By age group 按年齡組別劃分			
Aged 20-29 20-29歲	186	292	person 人
Aged 30-39 30-39歲	431	585	person 人
Aged 40-49 40-49歲	237	294	person 人
Aged above 50 50歲以上	68	93	person 人

20 Number of employees as of 31 December 2023.

20 截至二零二三年十二月三十一日的員工人數。

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Indicator 指標	2023 二零二三	2022 二零二二	Unit 單位
The number of employees by rank 按職級劃分的員工人數			
Senior management 高級管理人員	41	63	person 人
Middle management 中級管理人員	134	189	person 人
General employee 一般員工	748	1,012	person 人
The number of employees by region 按地區劃分的員工人數			
Hong Kong 香港	46	43	person 人
Mainland China 中國內地	877	1,221	person 人

Number and rate of employee turnover²¹

流失員工人數及比率²¹

Indicator 指標	2023 二零二三	2022 二零二二	Unit 單位
Total number of employee turnover 總流失員工人數	341	374	person 人
Total rate of employee turnover 總流失員工比率	36.9%	29.6%	percentage 百分比

21 Rate of employee turnover = (number of employee turnover in 2023/number of current employees at 31 December 2023) × 100%.

21 員工流失率 = (二零二三年全年流失員工人數 / 二零二三年十二月三十一日在職員工人數) × 100%。

Indicator 指標		2023 二零二三	2022 二零二二	Unit 單位
By gender 按性別劃分				
Male 男	Number of employee turnover 流失人數	180	242	person 人
	Rate of employee turnover 流失比率	31.9%	31.9%	percentage 百分比
Female 女	Number of employee turnover 流失人數	161	132	person 人
	Rate of employee turnover 流失比率	45.0%	26.1%	percentage 百分比
By age group 按年齡組別劃分				
Aged 20-29 20-29歲	Number of employee turnover 流失人數	131	155	person 人
	Rate of employee turnover 流失比率	70.4%	53.1%	percentage 百分比
Aged 30-39 30-39歲	Number of employee turnover 流失人數	155	149	person 人
	Rate of employee turnover 流失比率	35.9%	25.5%	percentage 百分比
Aged 40-49 40-49歲	Number of employee turnover 流失人數	52	51	person 人
	Rate of employee turnover 流失比率	21.9%	17.3%	percentage 百分比
Aged above 50 50歲以上	Number of employee turnover 流失人數	3	19	person 人
	Rate of employee turnover 流失比率	4.8%	20.4%	percentage 百分比

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Number of other labour personnel

其他勞動人員人數

Indicator 指標	2023 二零二三	2022 二零二二	Unit 單位
Total number of other labour personnel ²² 其他勞動人員總人數 ²²	2,769	2,997	person 人
Dispatched 派遣	294	463	person 人
Outsourced 外包	2,474	2,543	person 人

Health and safety²³

健康與安全²³

Indicator 指標	2023 二零二三	2022 二零二二	Unit 單位
Number of employees suffered from work injury 員工因工受傷人數	1	1	person 人
Lost days due to work injury of employees 員工因工受傷日數	14	79	day 日
Number of other labour personnel suffered from work injury 其他勞動人員因工受傷人數	9	8	person 人
Lost days due to work injury of other labour personnel 其他勞動人員因工受傷日數	430	516	day 日

22 The total number of other labour personnel includes one retired and rehired employee in addition to dispatched and outsourced employees.

23 The main causes of injuries are falls and traffic accidents. All work-related injuries have been handled according to established procedures, and the injured have been properly taken care of.

22 其他勞動人員總數除派遣及外包員工外，還包括一名退休返聘員工。

23 主要受傷原因為跌傷及交通事故，所有工傷事故已按既定程序處理，傷患亦已獲妥善照顧。

Training and development^{24, 25}

培訓與發展^{24, 25}

Indicator 指標		2023 二零二三	2022 二零二二	Unit 單位
Total number of trained employees 總受訓員工	Number of trained employees 受訓員工人數	826	1,074	person 人
	Percentage of trained employees 受訓員工比率	89.4%	85.0%	percentage 百分比
	Total number of hours trained 受訓總時數	22,232.8	26,257	hour 小時
	Average number of hours trained 受訓平均時數	26.9	20.8	hour 小時
By gender²⁶ 按性別劃分 ²⁶				
Male 男	Number of trained employees 受訓員工人數	508	640	person 人
	Percentage of trained employees 受訓員工比率	89.6%	84.4%	percentage 百分比
	Average number of hours trained 受訓平均時數	25.97	20.4	hour 小時
Female 女	Number of trained employees 受訓員工人數	318	434	person 人
	Percentage of trained employees 受訓員工比率	89.0%	85.8%	percentage 百分比
	Average number of hours trained 受訓平均時數	28.46	21.3	hour 小時

24 Data of departed employees included, thus the number of trained personnel maybe higher than the number of employees.

25 Average trained percentage of employees of relevant category = total trained number of employees of specified category/number of employees of specified category; average trained hour of employees of relevant category = total trained hours of employees of specified category/number of employees of specified category.

26 Percentage of trained employees by gender: male (62%) and female (38%).

24 包括已離職員工的數據，故培訓人數可能高於員工人數。

25 相關類別員工平均受訓百分比 = 特定類別員工的總受訓人數 / 特定類別的員工人數；相關類別員工平均受訓時數 = 特定類別員工的總受訓時數 / 特定類別的員工人數。

26 按性別劃分的受培訓員工佔比：男性(62%)和女性(38%)。

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Indicator 指標		2023 二零二三	2022 二零二二	Unit 單位
By rank²⁷ 按職級劃分 ²⁷				
Senior management 高級管理人員	Number of trained employees 受訓員工人數	36	51	person 人
	Percentage of trained employees 受訓員工比率	87.3%	81.0%	percentage 百分比
	Average number of hours trained 受訓平均時數	42.37	29.9	hour 小時
	Number of trained employees 受訓員工人數	117	170	person 人
Middle management 中級管理人員	Percentage of trained employees 受訓員工比率	86.9%	89.9%	percentage 百分比
	Average number of hours trained 受訓平均時數	33.67	24.5	hour 小時
	Number of trained employees 受訓員工人數	673	853	person 人
	Percentage of trained employees 受訓員工比率	90.0%	84.3%	percentage 百分比
General employees 一般員工	Average number of hours trained 受訓平均時數	24.95	19.5	hour 小時

27 Percentage of trained employees by rank: senior management (4%), middle management (14%) and general employees (81%).

27 按職級劃分的受訓員工佔比：高級管理人員(4%)、中級管理人員(14%)和一般員工(81%)。

Anti-corruption training²⁸

反貪污培訓²⁸

Indicator 指標		2023 二零二三	2022 二零二二	Unit 單位
Members of the Board 董事會成員	Number of members of the Board trained 受訓董事會成員人數	9	6	person 人
	Average hours of trained members of the Board 受訓董事會成員平均時數	4.67	9.0	hour 小時
Total number of employees trained 總受訓員工	Number of employees trained 受訓員工人數	555	760	person 人
	Average hours of trained employees 受訓員工平均時數	8.37	4.2	hour 小時
By rank 按職級劃分				
Senior management 高級管理人員	Number of trained employees 受訓員工人數	37	47	person 人
	Average hours of trained employees 受訓員工平均時數	7.3	8.7	hour 小時
Middle management 中級管理人員	Number of trained employees 受訓員工人數	125	129	person 人
	Average hours of trained employees 受訓員工平均時數	8.6	4.2	hour 小時
General employees 一般員工	Number of trained employees 受訓員工人數	393	584	person 人
	Average hours of trained employees 受訓員工平均時數	8.4	4.0	hour 小時

28 Average trained hour of employees of relevant category = total trained hours of employees of specified category/number of employees of specified category.

28 相關類別員工平均受訓時數 = 特定類別員工的總受訓時數 / 特定類別的員工人數。

REPORTING CONTENT INDEX

報告內容索引

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
Mandatory Disclosure Requirements 強制披露規定		
Governance Structure 管治架構	<ul style="list-style-type: none"> (i) a disclosure of the board's oversight of ESG issues. (i) 披露董事會對環境、社會及管治事宜的監管。 (ii) the Board's 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). (ii) 董事會的環境、社會及管治管理方針及策略，包括評估、優次排列及管理重要的環境、社會及管治相關事宜(包括對發行人業務的風險)的過程。 (iii) how the board reviews progress made against ESG-related goals and targets with an explanation of how they relate to the issuer's businesses. (iii) 董事會如何按環境、社會及管治相關目標檢討進度，並解釋它們如何與發行人業務有關連。 	8-17
Reporting Standard 匯報原則	<p>Materiality: The ESG report should disclose: (i) the process to identify and the criteria for the selection of material ESG factors; (ii) if a stakeholder engagement is conducted, a description of significant stakeholders identified, and the process and results of the issuer's stakeholder engagement.</p> <p>重要性：環境、社會及管治報告應披露：(i)識別重要環境、社會及管治因素的過程及選擇這些因素的準則；(ii)如發行人已進行持份者參與，已識別的重要持份者的描述及發行人持份者參與的過程及結果。</p> <p>Quantitative: Information on the standards, methodologies, assumptions and/or calculation tools used, and source of conversion factors used, for the reporting of emissions/energy consumption (where applicable) should be disclosed.</p> <p>量化：有關匯報排放量／能源耗用(如適用)所用的標準、方法、假設及／或計算工具的資料，以及所使用的轉換因素的來源應予披露。</p> <p>Consistency: The issuer should disclose in the ESG report any changes to the statistical methods or KPIs used, or any other relevant factors affecting a meaningful comparison.</p> <p>一致性：發行人應在環境、社會及管治報告中披露統計方法或關鍵績效指標的變更(如有)或任何其他影響有意義比較的相關因素。</p>	6

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
Reporting Scope 匯報範圍		5
	A narrative explaining the reporting boundaries of the ESG report and describing the process used to identify which entities or operations are included in the ESG report. If there is a change in the scope, the issuer should explain the difference and reason for the change. 解釋環境、社會及管治報告的匯報範圍，及描述挑選哪些實體或業務納入環境、社會及管治報告的過程。若匯報範圍有所改變，發行人應解釋不同之處及變動原因。	
“Comply or explain” provisions 「不遵守就解釋」條文		
A. Environment A. 環境		
Aspect A1: Emissions 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： (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。	41-42, 48
A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	51
A1.1		
A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 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（如以每產量單位、每項設施計算）。	51
A1.2		
A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量（以噸計算）及（如適用）密度（如以每產量單位、每項設施計算）。	52
A1.3		
A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量（以噸計算）及（如適用）密度（如以每產量單位、每項設施計算）。	52
A1.4		

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Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
A1.5	Description of emissions target(s) set and steps taken to achieve them.	The greenhouse gases generated by the electricity used by the Group's air-conditioning are not the main source of emissions.
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。	本集團空調用電產生的溫室氣體並非最主要排放來源。
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.	41
A1.6	描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	
A2: Use of Resources		
A2：資源使用		
General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源(包括能源、水及其他原材料)的政策。	43-44
A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in'000s) and intensity (e.g. per unit of production volume, per facility).	52
A2.1	按類型劃分的直接及／或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	
A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	53
A2.2	總耗水量及密度(如以每產量單位、每項設施計算)。	
A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	43
A2.3	描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	
A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them.	There was no issue in sourcing water of the Group.
A2.4	描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	本集團於求取適用水源上未有任何問題。
A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	The Group's operations did not include use of packaging material.
A2.5	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。	本集團的營運不包括包裝材料的使用。

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
Aspect A3: Environment and Natural Resources		
層面A3：環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impacts on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	44-45, 48
A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	44-45
A3.1	描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	
Aspect A4: Climate Change		
層面A4：氣候變化		
General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer. 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。	36-37
A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them. 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	36-38
A4.1	描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	
B. Social		
B. 社會		
Aspect B1: Employment		
層面B1：僱傭		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (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。	31-32, 48
B1.1	Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region. 按性別、僱傭類型（如全職或兼職）、年齡組別及地區劃分的僱員總數。	54-55
B1.1	按性別、僱傭類型（如全職或兼職）、年齡組別及地區劃分的僱員總數。	

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Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
B1.2	Employee turnover rate by gender, age group and geographical region.	56
B1.2	按性別、年齡組別及地區劃分的僱員流失比率。	
Aspect B2: Health and Safety		
層面B2：健康與安全		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障僱員避免職業性危害的： (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。	32-33, 49
B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	The Group did not have work-related fatalities over the past three years.
B2.1	過去三年(包括匯報年度)每年因工亡故的人數及比率。	本集團過去三年沒有因工死亡個案。
B2.2	Lost days due to work injury.	57
B2.2	因工傷損失工作日數。	
B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored.	32-33
B2.3	描述所採納的職業健康與安全措施，以及相關執行及監察方法。	
Aspect B3: Development and Training		
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。	33-35
B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	58-59
B3.1	按性別及僱員類別(如高級管理層、中級管理層)劃分的受訓僱員百分比。	
B3.2	The average training hours completed per employee by gender and employee category.	58-59
B3.2	按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
Aspect B4: Labour Standards		
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。	31-32, 49
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。	32
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。	31-32
Aspect B5: Supply Chain Management		
層面B5：供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	27-28
B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	27
B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及相關執行及監察方法。	27-28
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。	27-28
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。	27-28

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
Aspect B6: Product Responsibility		
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。	20-24, 29, 32-33, 49-50
B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	During the Year, there were no incidents of product recalled due to safety and health reasons of the Group.
B6.1	已售或已運送產品總數中因安全與健康理由而須回收的百分比。	本年度，本集團未有因健康與安全而回收的事件。
B6.2	Number of products and service-related complaints received and how they are dealt with.	24
B6.2	接獲關於產品及服務的投訴數目以及應對方法。	
B6.3	Description of practices relating to observing and protecting intellectual property rights.	29-30
B6.3	描述與維護及保障知識產權有關的慣例。	
B6.4	Description of quality assurance process and recall procedures.	22-23
B6.4	描述質量檢定過程及產品回收程序。	
B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored.	29-30
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。	

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
Aspect B7: Anti-corruption		
層面B7：反貪污		
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.	18-19, 50
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。	
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.	19
B7.1	於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	
B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.	18-19
B7.2	描述防範措施及舉報程序，以及相關執行及監察方法。	
B7.3	Description of anti-corruption training provided to directors and staff.	19
B7.3	描述向董事及員工提供的反貪污培訓。	
Aspect B8: Community Investment		
層面B8：社區投資		
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.	45-47
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。	
B8.1	Focus areas of contribution.	45-47
B8.1	專注貢獻範疇。	
B8.2	Resources contributed to the focus area.	45-47
B8.2	在專注範疇所動用資源。	



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