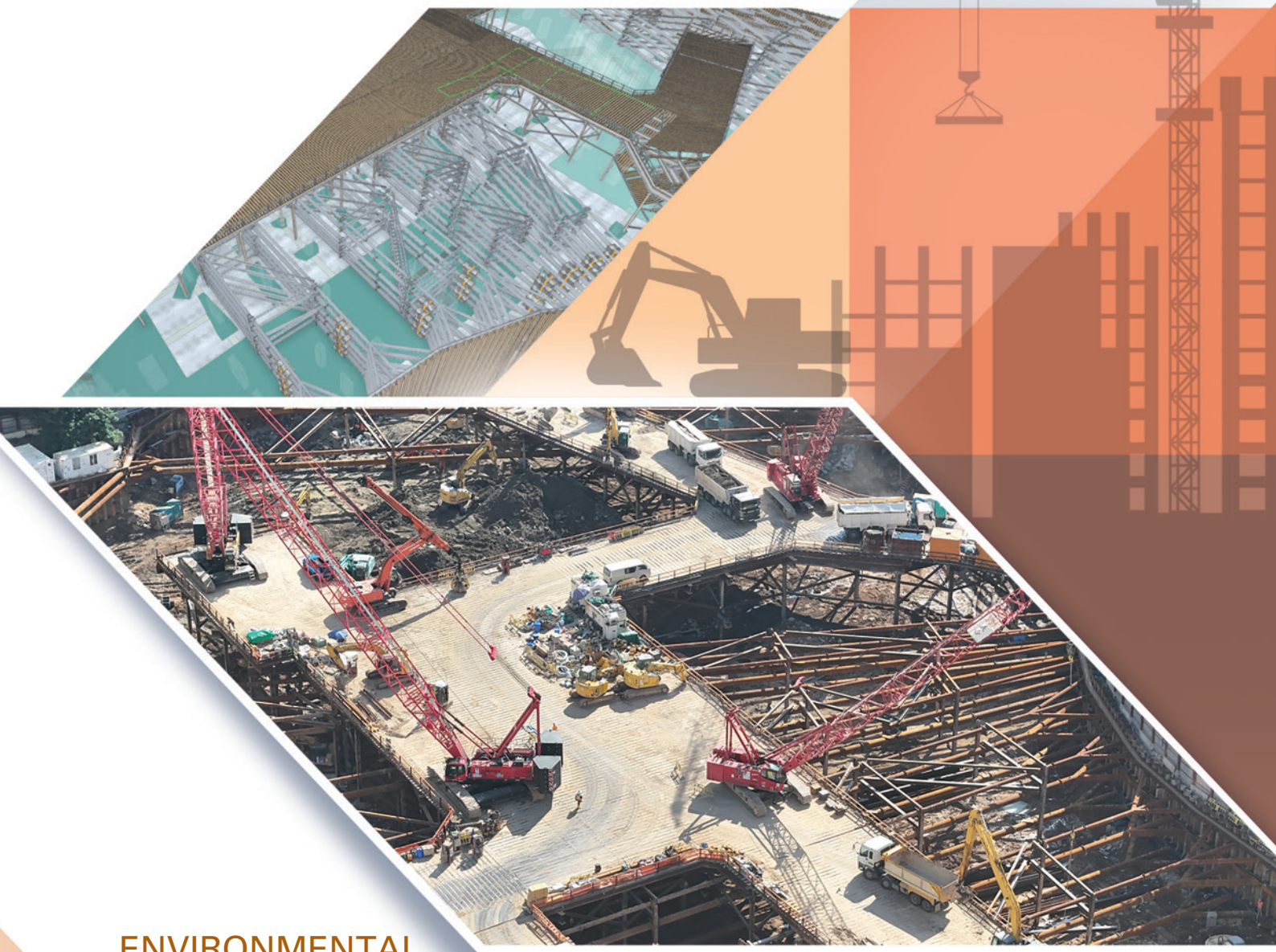
Yee Hop Holdings Limited
義合控股有限公司

(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立的有限公司)
Stock Code 股份代號：1662



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

2024/25

環境、社會及管治報告



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ABOUT THIS ESG REPORT

Yee Hop Holdings Limited (stock code: 1662) (hereinafter referred to as "Yee Hop", or along with its subsidiaries, the "**Group**") is delighted to present its annual Environmental, Social and Governance ("**ESG**") Report (the "**ESG Report**"). This ESG Report adheres to the "mandatory disclosure requirements" and "comply or explain" provisions of the ESG Reporting Guide under Appendix C2 of the Main Board Listing Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited ("**HKEX**").

This ESG Report intends to communicate the Group's approaches, commitments, strategies and performances on material ESG issues and corresponding impact on its sustainable development. All information is collated from the Group's policies, practices and official documents and presented in an accurate, impartial and transparent manner. The Board of Directors (the "**Board**"), which oversees and manages ESG-related matters of the Group, has reviewed and approved the publication of this ESG Report.

The reporting scope of this ESG Report covers the Group's head office operations (the "**Office**") in Hong Kong and its foundation works and other civil works business in Hong Kong. Since the foundation and other civil works business continues to be the most important business segment based on revenue generation and its related business operations have the most material ESG impact, other business segments are excluded and not reported on. Quantitative data disclosed in this ESG Report covers our Office operations and a representative project from our foundation works and other civil works business division, namely "Contract No.: 12/WSD/20 – Term Contract for Risk-Based Improvement of Small Water Mains – Hong Kong & Islands and New Territories West" (the "**Project**"). Unless otherwise specified, this ESG Report covers the period from 1 April 2024 to 31 March 2025 (the "**Reporting Period**").

This ESG Report conforms to the following reporting principles:

Materiality	Following confirmation from the Board and Management, this ESG Report is structured based on the materiality of ESG issues identified from a stakeholder engagement exercise.
Quantitative	Key performance indicators ("**KPIs**") and quantitative data from the Office and the Project are disclosed in this ESG Report.
Balance	An unbiased representation of the Group's ESG performance is portrayed, and both achievements and areas of improvement are disclosed.
Consistency	The calculation methodologies used are consistent with preceding reports, which allow a meaningful comparison of ESG data over time.

Opinion and Feedback

We value and encourage your feedback on this ESG Report and the Group's approach to sustainability. You are welcome to reach out to us through the following channels:

Post Units 1104–06, Nan Fung Commercial Centre, 19 Lam Lok Street, Kowloon Bay, Hong Kong

E-mail info@yee-hop.com.hk

CHAIRMAN'S STATEMENT

Dear Valued Stakeholders,

On behalf of the Board, it is my pleasure to present our annual ESG Report for the financial year ("**FY**") ended 31 March 2025. As geopolitical tensions and trade wars show no promising signs of de-escalation coupled with sluggish economies, the global market environment remains ever challenging and is prone to uncertainties. Companies must adapt quickly to successfully navigate this turbulent and dynamic business climate. At Yee Hop, we eagerly shoulder the responsibility of building a vigorous and resilient business that is both innovative and sustainable to maintain the legitimate rights and interests of stakeholders.

Owing to a multitude of local and global factors, the construction industry in Hong Kong is expected to experience a decline in activity and sector growth. Nevertheless, the Group was awarded 3 projects relating to foundation works and 2 projects relating to tunnelling works, as well as 2 additional construction projects. Regarding the Group's premises revitalisation and enhancement business in the People's Republic of China (the "**PRC**"), the persistently tough market conditions has led to limited opportunities to secure business growth. The Group ventured into the biomedical and biochemical industry by engaging in the formulation and development of specialty health and environmental innovative products. Equipped with a state-of-the-art laboratory, the Group will pursue research and breakthroughs of revolutionary solutions to transform industries, with objectives to include public/city/transportation environmental health; the food chain environmental health; and the possibility of ESG building material segment in Hong Kong, the PRC and other Asian countries.

As a responsible corporate, the Group aligned its sustainability strategy with the United Nations ("**UN**") Sustainable Development Goals ("**SDGs**") and selected 8 that resonate with its strategic objectives and business operations. Moving forward, we will step up our contributions by embedding the aligned SDGs into our corporate culture and collaborating with different partners to implement impactful initiatives.

Buttressing our safety framework with innovative technologies manifests our continuous commitment to protect workers from the various occupational risks evident at construction sites. To this end, we implemented a smart site safety system that harnesses the power of technology to keep our workers safe, in which our mechanism was validated by the 4S Labelling Scheme of the Construction Industry Council ("**CIC**"). To reinforce the importance of site safety and recognise those who go beyond the extra mile, we held the "9th Edition of the Health, Safety and Environment Forum and Safety Commendation Ceremony" for all staff and subcontractors to attend, which serves as a learning opportunity for all. In collaboration with the CIC, health checks were provided to workers at construction sites to help them maintain their well-being. Apart from occupational health and safety, we encourage employees to prioritise work-life balance. Hence, our employees also spent quality time through social activities including a Christmas party, sports and bowling, as well as participating in voluntary work for local community charities.

Acting as a steward for the environment is Yee Hop's primary concern. We had established a range of environmental targets in FY21/22, which have now been concluded, and 6 targets were successfully achieved, whereas 4 targets fell below expectations. These shortcomings have been acknowledged and evaluated, in which we will carefully monitor our progress to accelerate our environmental performance. In accordance with our strategic objectives, we formulated a series of new environmental targets. Our commitment to tackling climate change is embodied in the newly created Climate Change policy, which has been enacted across our operations. Steps have also been taken to enhance our climate readiness and facilitate compliance with the latest climate-related disclosure requirements. In the future, we aim to develop a plan that lays out our approach to addressing climate-related risks and opportunities in order to realise a low-carbon planet.

I would like to express my gratitude to all our stakeholders for their unwavering commitment and support in pursuit of the Group's business objectives. We will adopt a tenacious and resourceful attitude whilst engaging in exciting collaborations with our partners to accelerate the creation of a prosperous society and healthy environment. We cordially invite you to acknowledge our efforts presented in this ESG Report and work with us hand-in-hand to pave the way for a truly sustainable future.

Jim Yin Kwan Jackin
Chairman and Executive Director

Hong Kong, 27 June 2025

ABOUT YEE HOP

Yee Hop was founded in 1989 and is a leading contractor of engineering and construction services in Hong Kong. It is principally engaged in (i) the provision of foundation, other civil works and tunnelling works in Hong Kong, (ii) premises revitalisation and enhancement in the PRC, and (iii) the health and environmental innovations, including the distribution, research and development of specialty biomedical and biochemical products. In addition, the Group has invested in an associate focusing on property development, namely the Birmingham Property Project. This Project consists of 304 residential apartments situated at Windmill Street, Birmingham, the United Kingdom, in which almost all apartments have been sold.

i) Foundation, Other Civil Works and Tunnelling Works

The Group provides foundation and other civil works through its subsidiary Yee Hop Engineering Co. Ltd ("**YHE**"). Foundation works involve the construction of mini-piles, rock-socketed steel H-piles and driven steel H-piles, whereas other civil works include site formation works, and road and pavement works. The Group's tunnelling works involve pipe jacking, hand dig tunnel and cut-and-cover tunnel works.

By undertaking and completing diverse construction projects including residential developments, commercial developments and infrastructure projects, the Group has built a wealth of experience and successfully expanded its foundation and other civil works business operations to the Philippines since 2018.

ii) Premises Revitalisation and Enhancement

To leverage growth opportunities, the Group commenced operations in the premises revitalisation and enhancement business, in which four cooperation agreements relating to premises situated in Guangzhou (a first-tier city in the PRC) were established. Three out of four premises had completed renovation and enhancement works, and the overall occupancy rate is approximately 79.0% as at 31 March 2025.

iii) Health and environmental innovations

The Group is involved with health and environmental innovations business through its indirect non-wholly owned subsidiary Absolute Pure EnviroSci Limited ("**APEL**"). Under the subsidiary, GERMAGIC™ PET is a brand that develops cutting-edge technological solutions to safeguard the health and well-being of pets. APEL has jointly established a laboratory with The Hong Kong University of Science and Technology to introduce groundbreaking health and environmental innovations that are environmentally friendly and sustainable to markets across the world.

AWARDS AND RECOGNITIONS

Organisation and Scheme	Award Name and Recipient	Project Site
CIC, Hong Kong Special Administrative Region ("**HKSAR**") Government	Certificate of Appreciation – Pioneering Worker Appreciation	N/A
	Certificate of Appreciation – Caring Company Appreciation	N/A
The Lok Sin Tong Benevolent Society, Kowloon Smoking Cessation Program in Workplace	Workplace Corporate Creativity Awards 2024 (無煙工作間企業創意獎2024)	N/A
China International Invitation Competition 2024 (Welding, Additive Manufacturing)	Mr. Chow Lok Yin – Silver Medal	N/A
Worldskills Lyon 2024 Competition	Mr. Chow Lok Yin – Welding – Medallion for Excellence	N/A







SUSTAINABILITY AT YEE HOP

At Yee Hop, pursuing sustainable development is a key driver of achieving business growth and resilience. Our commitment to embracing sustainability throughout our operations enables us to build a foundation that thrives on influencing stakeholders to act responsibly and compassionately in order to maintain the longevity of the environment and society.

Sustainability Governance

Integrating sustainability principles to create a robust governance mechanism enables a streamlined approach and promotes synergy between actions and objectives. The Board engages in strategic planning to accelerate our sustainable development journey, whereas the committees support the Board with the operational execution and monitoring of initiatives, in which updates are routinely reported to the Board.

The Board

The Board spearheads sustainability by defining the ESG agenda, refining the sustainability strategy and providing dedicated management and oversight of ESG-related matters. During board meetings and the Management Review Meeting, which are convened annually, the Board evaluates ESG issues to identify material risks and opportunities, as well as the affected parties, and then formulates corresponding measures for execution by department heads. Furthermore, the Board will set, review or update objectives, targets and action plans, especially for safety and environmental aspects, in which the progress is periodically monitored and recorded by assigned personnel.

Corporate Safety Committee

To ensure safety is placed at the forefront of our operations, a Corporate Safety Committee to monitor our safety management system and assess our safety performance is in place. A director serves as the chairman and management representatives from our subsidiaries constitute as members. It is tasked with formulating safety protocols, coordinating safety initiatives including training programmes, and reviewing injury cases.

Site Safety and Environmental Management Committee

To enhance our safety management and environmental performance, we have established a Site Safety and Environmental Management Committee, which includes the Service Manager's Delegate as the chairman, and representatives from subcontractors and specialist contractors as members. It is in charge of ensuring the implementation of safety plans, monitoring the effectiveness of safety and health measures, and promoting safety awareness.

Site Safety Committee

To foster a strong sense of safety awareness at construction sites, a Site Safety Committee comprising safety representatives from subcontractors and workers representatives has been set up at YHE. It is chaired by the Site Agent and responsible for communicating safety objectives, policies and schemes, evaluating site safety status, and reviewing risk assessments as well as safety procedures.

Sustainability Strategy

Sustainability is considered as our primary business philosophy that creates long-term value. To capture this ethos, the Group has set out its Environmental and Corporate Social Responsibility ("**CSR**") Policy, which provides guidance on its aspirations and goals to facilitate the practice of responsible operations. Our sustainability strategy is underpinned by the four cornerstones of Workplace, Marketplace, Community and Environment, and it shapes our agenda and trajectory in realising our vision and objectives. Through this approach, we are committed to allocating resources for purpose-driven initiatives, cooperating with like-minded organisations, and accelerating the global transition to sustainable development. During the Reporting Period, we aligned our sustainability strategy with the UN SDGs and mapped 8 out of the 17 that are most relevant to our operations, in which we intend to deliver impactful contributions to the global sustainable development agenda.



Workplace

- Foster a supportive and quality work environment
- Uphold fair and equal employment practices that protect employee rights and interests
- Support staff training and career development opportunities
- Maintain a healthy and safe work environment
- Facilitate stakeholder communication for meaningful and trusting relationships

Marketplace

- Operate under high standards of integrity, transparency and accountability to provide professional expertise
- Remain flexible and responsive to evolving market demands
- Promote principles of sustainable development among our stakeholders

Environment

- Integrate environmental considerations throughout the lifecycle of our projects
- Seek strategic environmental improvements through conserving natural resources, reducing the use of energy, minimising and recycling waste
- Enhance environmental awareness for all stakeholders whilst supporting environmental initiatives in the community

Community

- Support local initiatives that create positive impact and lasting benefits to the community
- Establish community partnerships
- Mobilise a productive and engaged workforce through facilitating volunteering opportunities

Strategic Pillar	Policies	Practices
Workplace 	• ISO 45001 Occupational Health and Safety Manual • Alcohol and Drug Free Policy • Employee Handbook • Environmental and CSR Policy • Health and Safety Manual • No Child Labour Policy • Preventing Illegal Working Policy • Prevention Discrimination and Harassment Policy • Workplace Quality Policy	• Leverage modern technology to maintain the well-being of employees and subcontractors at construction sites • Facilitate job-related growth and development for staff by offering training and sponsorship • Promote equal opportunities for minority groups, including ethnic minorities and women
Marketplace 	• ISO 9001 Quality Manual • Anti Corruption Policy • Environmental and CSR Policy • Personal Data and Privacy Policy • Product Responsibility Policy • Supply Chain Sustainability Policy • Whistleblowing Policy	• Incorporate innovation and sustainability principles into operations and supply chain to build resilient infrastructure • Uphold strong business ethics by enforcing anti-corruption principles and addressing grievances
Environment 	• ISO 14001 Environmental Manual • ISO 50001 Energy Manual • Climate Change Policy • Environmental and CSR Policy	• Adopt low-carbon and resource-efficient construction practices and building materials • Build resilience against climate change by integrating climate-specific risks and opportunities into strategic planning
Community 	• Environmental and CSR Policy	• Forge meaningful alliances with local community organisations to advance causes that resonate with our ambitions • Amplify social impact by dedicating funds and personnel

Sustainability Standards

In order to create a robust framework that promotes best practices within the industry and regulates the consistency of its operational quality, environmental management, occupational health and safety, and energy management, Yee Hop has formulated various policies and management systems, which are implemented in accordance with international standards.

ISO 9001	ISO 14001	ISO 45001	ISO 50001
Quality Management System ("**QMS**")	Environmental Management System ("**EMS**")	Occupational Health and Safety Management System ("**OHSMS**")	Energy Management System ("**EnMS**")

Stakeholder Engagement

The Group acknowledges that maintaining ongoing communication and collaboration with stakeholders is fundamental to its business operations. We engage with stakeholders through different channels to strengthen our understanding of stakeholders' expectations and facilitate diverse perspectives that influence our strategic planning and implementation of corresponding initiatives. During the Reporting Period, we adopted the following engagement channels to interact with our stakeholder groups.

Internal Stakeholders	Key Engagement Channels	External Stakeholders
Board Management Administrative Executives General Staff	Meeting Interview Email Letter Seminar Suggestion Box Performance Review Regular Assessment	Shareholders Investors Customers Suppliers Regulators Community

Materiality Assessment

To determine the Group's most material issues pertaining to its sustainable development, the Group commissioned an independent sustainability consultancy to conduct a stakeholder engagement exercise in 2022/23. The following 3-step approach was applied to identify relevant ESG issues and evaluate their materiality.

Step 1: Identification	22 ESG issues were identified to be material to the Group by benchmarking industry peers, reviewing previous ESG reports, and referencing the Global Reporting Initiative Standards. The criteria for the selection of material ESG issues was based on the extent of the issue's significance on both stakeholders' perceptions and the sustainable development of Yee Hop.
Step 2: Prioritisation	An online survey was distributed to key stakeholder groups, which include the Board, management, employees and customers. They were invited to rank the ESG issues based on the relative importance to Yee Hop or their own perspectives, and 36 responses in total were received.
Step 3: Validation and Review	The Group's senior management has confirmed and validated the list of material ESG issues for disclosure in this ESG Report. The Board has reviewed the material issues and assessment results to ensure relevance and materiality to Yee Hop.

During the Reporting Period, the Group reviewed the identified ESG issues and materiality of such issues from 2022/23. It was concluded that the stakeholder engagement exercise remains valid and relevant to current business operations, owing to no significant changes in strategic planning. Hence, the materiality assessment results from 2022/23 were adopted for this ESG Report.

The materiality matrix below portrays the relative importance of each ESG issue towards the sustainable development of the Company (represented by the Board and management) against the viewpoints of different stakeholder groups (represented by employees). The top 10 material issues are presented in bold in the following table. The structure of this ESG Report is based on the calculated average scores of all ESG issues as assigned by stakeholders.



Workplace	Marketplace
1. Occupational Health and Safety 2. Promoting Human Rights (Forced and Child Labour) 3. Employee Training and Development 4. Employee Engagement and Recognition 5. Equality, Diversity and Anti-discrimination	6. Anti-corruption 7. Customer Data Protection and Privacy 8. Corporate Governance and Compliance 9. Customer Safety, Engagement and Satisfaction 10. Supplier and Subcontractor Engagement 11. Product and Service Quality Management 12. Transparent Procurement Practices 13. Sustainable and Responsible Supply Chain
Environment	**Community**
14. Site Environmental Impact Mitigation 15. Green Office 16. Emissions Management 17. Climate Change Adaptation 18. Resource Management and Circularity (Energy, Water and Waste) 19. Sustainable Construction Practices and Materials Usage 20. Environmental Compliance	21. Minimising Site Impact on Local Communities 22. Community Development and Engagement

WORKPLACE

The health and safety of workers is intrinsic to companies operating in the construction industry and must not be underestimated. At Yee Hop, we have set out stringent occupational health and safety procedures to build a safety-driven culture and minimise potential hazards. We aim to promote an equal and diverse workplace that is free from discrimination, develop the competencies of our people by providing training experiences, and engage with employees to recognise their contributions all whilst promoting fundamental human rights by upholding ethical labour standards.

Occupational Health and Safety

Protecting the health and safety of employees is of paramount importance and is indispensable to our operations. Our Safety and Health Policy Statement, which is reviewed annually and coordinated and implemented by the Safety Manager, embodies our commitment to making great strides in safeguarding our employees from occupational hazards. The Safety Manager is also responsible for evaluating the Group's safety performance in order to make continuous progress and achieve the determined safety objectives.

Safety and Health Policy Statement Commitments
• Adopt measures to control and eliminate hazards, as well as to reduce occupational health and safety risks. • Consult and prioritise participation of workers, and where they exist, workers' representatives. • Continually improve occupational health and safety management and performance. • Provide safety training to all employees for their understanding, implementing and maintaining of the Safety and Health Policy Statement.

Safety Objectives From 2024
• **0** prosecutions • **<0.30** accident frequency rate per 100,000 man hours worked

During the Reporting Period, we recorded 11 cases of work-related injuries and 132 lost days as a result of these work injuries. There were no work-related fatalities reported during the past three years, which includes the Reporting Period. To care for the injured employees, we took immediate action to provide medical attention and investigated the root causes of accidents to facilitate the implementation of follow-up corrective actions, and ultimately prevent recurrences. In addition, special training on the incidents will be provided to workers as a learning and improvement opportunity.

11 **Work injuries** **(2023/2024: 4)**	**132** **Lost days due to work injuries** **(2023/2024: 803)**
3 **Prosecutions** **(2023/2024: 0)**	**0.83** **Accident rate per 100,000 man-hours worked** **(2023/2024: 0.31)**

Safety Governance

To reinforce the Group's commitment to managing health and safety risks, it has set up safety committees to build an effective safety management system. The Corporate Safety Committee and Site Safety Committee meet on a quarterly and monthly basis respectively, with an aim to educate safety personnel on their responsibilities and drive a safety-conscious culture.

Corporate Safety Committee Key Responsibilities
• Coordinate and evaluate safety management policies • Monitor and review operational control measures • Allocate resources for the execution of safety programmes • Accelerate progress in achieving safety goals and objectives

Site Safety Committee Key Responsibilities
• Examine site safety inspection reports and recommend corrective actions • Review method statements, risk assessments and safety procedures • Report on site injuries and conduct trends analysis • Evaluate safety training and promote safety awareness

Our robust OHSMS is implemented, maintained and continually improved in accordance with the ISO 45001 standards. The Occupational Health and Safety Manual supports the execution of the OHSMS, and it is designed to assist with delegating safety responsibilities to specific personnel, assessing safety risks and opportunities, formulating safety targets and objectives, preparing and responding to emergencies, as well as coordinating safety training programmes and inspections. An internal audit and management review is carried out at least once a year to ensure the OHSMS continuously conforms to our policies and objectives, the ISO standards and regulatory requirements.

Furthermore, our Health and Safety Manual describes our enforced procedures in order to minimise risks associated with different construction activities and assure the well-being of workers. The manual communicates clear guidelines and executed initiatives relating to health and safety training, safety rules and regulations, safety inspections, job hazard analysis, emergency preparedness, and so on.

A Safety Plan is prepared for each individual construction project, which specifies our framework to uphold safety in the workplace and is frequently updated to align with best practices. In addition, we produce a Monthly Safety Report, which provides a summary of completed or updated risk assessments, conducted safety checks and inspections, accident statistics, arranged training sessions and the upcoming schedule, as well as the safety and environmental performance of subcontractors, amongst others.

During the Reporting Period, we strengthened our procedures on managing hazards and upholding safety in confined spaces, which includes enhancing our alarm system and installing surveillance cameras at access and egress points, to adhere to the standards set out in the "Code of Practice for Safety and Health at Work in Confined Spaces" promulgated by the HKSAR Government.

Yee Hop is mindful of the effects associated with alcohol and drug abuse, including harm to employees' well-being, safety and productivity. Thus, we strictly prohibit this unhealthy behaviour and strive to eliminate its occurrence within the workplace. Our established Alcohol and Drug Free Policy, which was reviewed during the Reporting Period, states that all employees must undergo a medical examination prior to the assignment of duties, and that such examinations should be carried out at least once every two years. We will carry out spot checks at project sites as a monitoring measure, and employees who refuse to participate in random checks or are reasonably suspected to be under the influence of alcohol or drugs will be dismissed immediately.

Safety Evaluation and Enhancement

To reinforce our high safety standards, the Group practises a Site Safety Cycle consisting of numerous safety-related activities, which are categorised under Daily Cycle, Weekly Cycle and Monthly Cycle. As part of this routine, we regularly conduct safety inspections at the project sites, including a weekly safety walk arranged by the Project management and Resident Engineer's management. The Safety Officer and Safety Supervisor carries out safety inspections on a monthly and weekly basis respectively, which are conducted in accordance with legislative standards and assesses our performance on aspects including general site conditions, scaffolding, lifting appliances and lifting gears, and personal protective equipment ("**PPE**"). Moreover, the Safety Officer will prepare a Site Safety Inspection Report and collates and analyses the inspection results, which will be marked as an agenda item for discussion at the Site Safety Committee meetings.

An internal audit programme is in place, which is executed by independent auditors biannually, to scrutinise the Group's safety planning, development, organisation, implementation, measurement, audit and review processes, amongst others. Upon completion, a comprehensive analysis of our site safety performance and the effectiveness of the OHSMS will be provided, and the audit results will be evaluated by both safety committees to facilitate the execution of improvement measures. Additionally, external audits are carried out to validate that our safety management approach aligns with legislative requirements. During the Reporting Period, four safety audits were performed on YHE, in which our safety performance achieved a rating of good.

To strengthen employees' response to handling emergency situations, the Group has established a drill programme for each construction project. Safety drills are held at least once a year and cover topics including but not limited to flooding and typhoons, chemical spillages and electric shocks. Fire drills are arranged annually at the Office and biannually at the project sites. We will also produce drill reports to evaluate the effectiveness of our procedures and identify any areas for improvement.

Safety Promotion and Programmes

By enacting different initiatives, Yee Hop aims to motivate employees to embrace responsible safety practices. Our monthly Site Safety Star Award comprising a certificate and a cash prize is rewarded to staff members that demonstrate a strong safety awareness. Through our Safety Suggestion Notice scheme ("安全建議通告"), workers are encouraged to suggest improvements, which will be reviewed by management, and contributions that are accepted will be recognised with a cash prize. Our Safety Cash Incentive Scheme ("安全獎金") is in place to incentivise workers at project sites who exert great efforts in upholding health and safety in the workplace. Conversely, subcontractors who consistently demonstrate strong safety behaviour will be awarded a Certificate of Appreciation.

To promote a smart site safety system ("**SSSS**" or "**4S**"), we have leveraged modern technology at project sites, which is documented in our SSSS Implementation Plan. Smart remote surveillance cameras with artificial intelligence have been installed, and smart watches have been provided for workers to track health parameters, in which alerts will be communicated in real-time to site managers and site supervisors. In addition, sensors on excavators, safety helmets with RFID technology, a digital permit to work system and virtual reality training for workers have been adopted to bolster workplace safety and prevent potential accidents. A centralised management platform was set up to instantaneously monitor the site's health and safety conditions, pinpoint the location of workers and facilitate response measures should emergencies arise. During the Reporting Period, the Group applied for and was recognised with the 4S Labelling Scheme coordinated by the CIC, which validates its commitment to site safety management.

During the Reporting Period, we held the "9th Edition of the Health, Safety and Environment Forum and Safety Commendation Ceremony", which was attended by all employees and subcontractors, to share best practices and industry knowledge relating to health and safety whilst publicly commending staff that have demonstrated exemplary behaviour. Also, we coordinated with the CIC to deliver the "CIC Medical Examination Scheme" for all our workers at construction sites. To support our workers to lead healthier lifestyles, we participated in the World Health Organisation's annual "World No Tobacco Day". 42 employees joined the event, aspiring to change their habits by either reducing or quitting smoking. 60 workers participated in a "Fascia Ball Muscles Relaxation" activity to alleviate muscle stiffness. Furthermore, we have mobilised the Solar Cooling Kiosk to provide workers with a well-equipped resting space in order to prevent heat stroke and enacted a thunder alert system for remote work areas.





During the Reporting Period, we recorded three violations to the Factories and Industrial Undertaking Ordinance (Cap. 59 of the Laws of Hong Kong). These offences related to ensuring that all on-site workmen were wearing suitable safety helmets, providing safe access to and egress from a place of work, and preventing a person on-site from falling from a height of 2 metres or more. The Group incurred a total of HK$45,000 in fines. Apart from the above-mentioned cases, the Group strictly complied with relevant laws and regulations, which include the Occupational Safety and Health Ordinance (Cap. 509 of the Laws of Hong Kong).

Equality, Diversity and Anti-Discrimination

Yee Hop aims to foster equal opportunities and diversity in the workplace, whilst eliminating all forms of discrimination. The Employee Handbook, Prevention Discrimination and Harassment Policy, and Workplace Quality Policy lays out our principles on upholding fairness within all recruitment and employment procedures, which are exclusively based on objective criteria, individual performance and merit. Direct or indirect discrimination on characteristics relating to sex, pregnancy, marital status, age, disability, family status, ethnic origin, race or religious belief is not tolerated under any circumstances. Employees that have experienced prejudice can file complaints to the General Manager, which will be handled in a confidential manner. Disciplinary actions, which includes summary dismissal, will be enforced if employees are proven to have committed wrongdoings.

During the Reporting Period, we were not aware of any cases concerning discriminatory behaviour, harassment or unfair treatment in the workplace.

Employee Training and Development

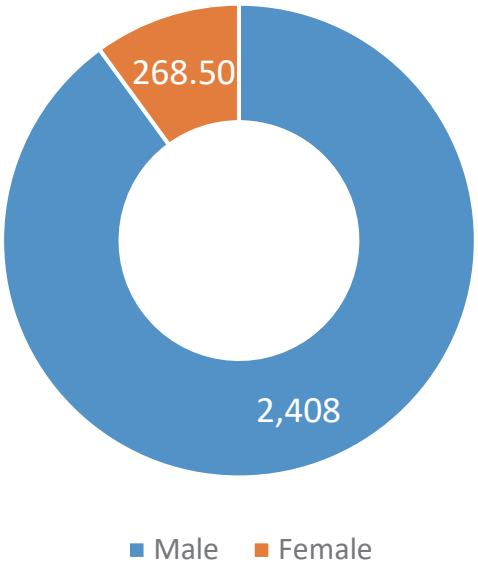
Diversifying the abilities of employees enables us to build a competent workforce and unlock their potential. Thus, we are determined to support the long-term career prospects of employees by providing valuable experiences through training and development opportunities. Our Workplace Quality Policy states that we provide sponsorship (upon the passing of any required examinations) and training programmes to facilitate the job-related growth of employees.

The List of Quality Procedures specifies that training on our QMS, EMS, OHSMS and EnMS, as well as the corresponding policies, is provided to all staff that are engaged in duties relating to service quality. The Human Resources and Office Administrator is responsible for ensuring that the relevant staff are equipped with the necessary expertise. The training effectiveness is continuously appraised and evaluated at the Management Review Meeting.

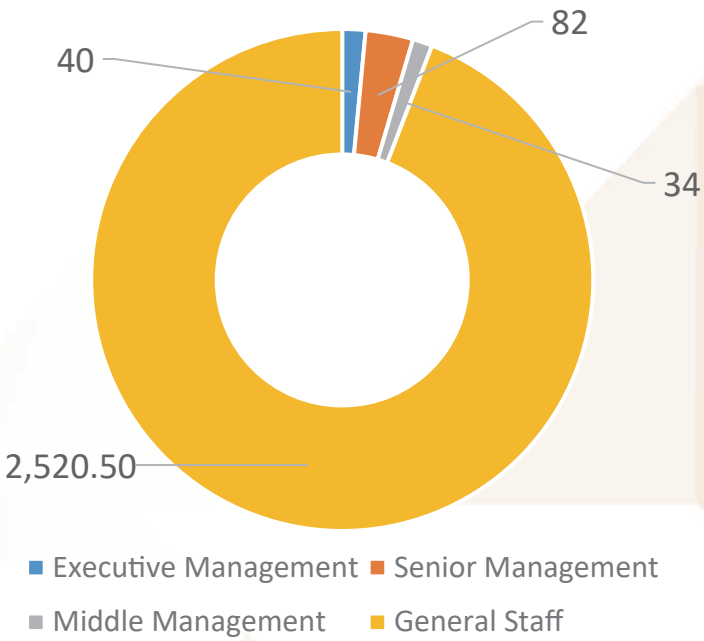
For every construction project, a Safety and Health Training Plan will be produced to strengthen the competencies of all on-site personnel, including managers, supervisors and workers, in relation to accident prevention and risk management. A structure that includes the topics, frequency and target participants is detailed within these training plans, which will be reviewed by the Corporate Safety Management Committee at the end of each year.

As mentioned in the Health and Safety Manual, employees must receive sufficient health and safety training prior to any works commencement. New employees must complete our Basic General Safety Training to develop a heightened safety awareness, which explains basic safety knowledge and the common types of hazards associated with different construction activities. Moreover, we will provide the General Safety Induction Training to new recruits to facilitate their understanding of our Safety Policy, the general particulars of the site, special characteristics of the works, emergency procedures, accident reporting procedures, as well as our safety rules and regulations. Regular tool box training covering different trades, specific health and safety training focusing on special or potential-high risk activities, and/or safety management-related training is organised for all on-site workers. During the Reporting Period, our employees attended training sessions on health and safety topics including but not limited to load shifting machinery, electric arc welding, prevention of heat stroke and working at height whilst pursuing certifications in lifting safety, confined spaces operation and first aid.

Total Training Hours Completed by Gender



Total Training Hours Completed by Employment Category



Employee Engagement and Recognition

The Group thoroughly respects the efforts and contribution of employees by carrying out engagement initiatives and recognising their dedication.

As described in the Employee Handbook, which complies with the Employment Ordinance (Cap. 57 of the Laws of Hong Kong), employees are offered competitive remuneration packages and entitled to various leave benefits, including annual leave, maternity leave, paternity leave, jury leave and sick leave in addition to paid holidays. They are also granted a discretionary year-end bonus, early finish on special occasions such as Mid-Autumn Festival, the Group medical insurance, and contributions to the provident fund scheme. A suggestion box was also set up to encourage feedback and recognise the ideas of employees.

To incentivise the endeavours of employees and encourage continuous growth, an annual review system is in place, in which managers will discuss with employees their annual performance on factors including but not limited to attendance, punctuality, teamwork, flexibility and overall achievements. Once the performance appraisal is completed, employees may be eligible for a discretionary reward in the form of a salary adjustment, bonuses and/or promotions.

To infuse enjoyment and enthusiasm for employees, we coordinated a range of social activities during the Reporting Period. Our employees and their families demonstrated their athletic prowess in the CIC's "Construction Industry Sports Day and Charity Fun Day 2024". To promote physical and mental well-being, employees participated in Lok Sin Tong's "Smoke-free Forest Bathing 2.0" (無煙森林浴2.0) event. For team building and social joviality, employees enjoyed a Christmas party as well as a few rounds of bowling during the CIC's "Construction Industry Bowling Family Fun Day".





Promoting Human Rights

Yee Hop champions the fundamental concept of human rights and strictly prohibits any instance of labour abuse, including child and forced labour. As stipulated in our No Child Labour Policy and Preventing Illegal Working Policy, measures are established to tackle illegal labour. During the recruitment process, background checks of candidates will be performed and identification documents will be scrutinised, in particular photographs and birth dates. The Human Resources Department and security staff at project sites are responsible for the implementation of these policies, whereas the project team and Safety Department conducts periodic assessments by undertaking random checks of records annually. If deceitful information or identities are discovered, we will immediately terminate such a person's recruitment or employment with the Group.

During the Reporting Period, we complied with the Construction Workers Registration Ordinance (Cap. 583 of the Laws of Hong Kong), amongst others, and we were not aware of any incidents relating to child and forced labour.

MARKETPLACE

Establishing a robust corporate governance system provides a solid framework for continuously maintaining operational compliance and enables us to operate with integrity under all circumstances. To build a sustainable supply chain, we follow a transparent procurement process and closely collaborate with all business partners, suppliers and subcontractors to empower them to act responsibly. Our commitment to providing support to uphold customer safety and engaging in ongoing communication to enhance their satisfaction drives us to deliver quality excellence in relation to our products and service.

Corporate Governance and Compliance

Instilling strong business ethics into our corporate culture influences employees to act ethically and responsibly. We are determined to stamp out corruptive behaviour, safeguard customer data and protect intellectual property to bolster accountability and transparency.

Anti-corruption

The Group emphasises a zero-tolerance approach to corruption, which can be found in the Anti-Corruption Policy. As stated, employees should always avoid engaging in activities that could be misconstrued as impropriety and are strictly prohibited from soliciting, accepting or offering advantages from or to any clients, contractors, suppliers and government officials who have a business relationship with the Group. All entertainment invitations must pass the 'Sunshine Test' to uphold integrity and avoid any sense of misgiving. Periodic internal monitoring and risk assessments are conducted to prevent fraudulent activities, and disciplinary actions including summary dismissal will be taken should employees fail to follow our expectations or comply with the Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong).

A Whistleblowing Policy is in place to encourage employees to promptly report suspected cases of misconduct. Employees can submit their concerns by e-mail or post, which will be managed in a confidential manner, and we will exert utmost efforts to protect whistleblowers against potential unwarranted action or behaviour. Each allegation will be recorded in the Whistleblowing Register, and an investigation will be carried out by a designated department. They will prepare and submit an investigation report and recommendations for improvement for the Audit Committee's review, which is also responsible for monitoring the implementation of this Policy. During the Reporting Period, the Group was not aware of any non-compliance with relevant laws and regulations or any legal cases brought against the Group relating to bribery, extortion, fraud or money laundering.

To keep abreast of best practices, during the Reporting Period, we arranged an internal anti-corruption training, which was attended by 15 directors and senior management, 5 managers and 4 site agents. The Group endeavours to uphold its commitment to anti-corruption by educating employees and instilling integrity into its corporate culture.

Customer Data Protection and Privacy

We have an obligation to safeguard the data of customers and prevent data breaches. The Employee Handbook states that employees are required to keep confidential data of the Company in the strictest confidence and refrain from disclosing such data to external parties under all circumstances. Also, employees are reminded to act prudently in order to protect customer data from accidental or unauthorised access, disclosure, modification or deletion. All internal or external disks must be scanned by antivirus software prior to use. If a data breach is detected, the employees involved will be held accountable and subject to disciplinary action, which includes summary dismissal.

To enhance the data security of employees, we have formulated a Personal Data and Privacy Policy, which indicates the types of data collected, defined usage purposes and specific parties that are authorised to access such data. The Chief Executive Officer is responsible for the implementation and monitoring of this Policy. During the Reporting Period, we complied with relevant laws and regulations, including the Personal Data (Privacy) Ordinance (Cap. 486), and did not record any data breaches.

Intellectual Property Rights

Yee Hop adopts a mindful approach in order to respect the intellectual property rights of third parties. We require employees to sign the Employee Handbook annually to reaffirm their commitment to not making or using unauthorised computer software and maintaining compliance with the Copyright Ordinance (Cap. 528 of the Laws of Hong Kong). Employees who breach these policies and procedures will be held liable for their actions. During the Reporting Period, the Group was not aware of any non-compliance with laws and regulations relating to intellectual property rights.

Sustainable and Responsible Supply Chain

The Group has a duty to incorporate sustainability within the supply chain and influence suppliers to act responsibly. To this end, we formulated the Supply Chain Sustainability Policy, Environmental and CSR Policy, and the Product Responsibility Policy to manage supply chain risks and minimise our environmental and social impact. The Procurement Department is in charge of the implementation and monitoring of all practices relating to supply chain management and green procurement.

To promote sustainable procurement and support the local economy, we predominantly purchase from suppliers based in Hong Kong, which reduces our carbon footprint. FSC-certified timber is procured where possible, and quiet rock breaking machines are used to mitigate noise emissions. The smart remote surveillance cameras and Solar Cooling Kiosks adopted at project sites are powered by solar energy, whilst electric vehicles are prioritised for sourcing. Our sustainability commitments, which are listed in the table below, are extended to our suppliers and subcontractors to foster ethical business practices.

Risk Assessment	• Assess risk factors in the supply chain regularly and report assessment results to senior management for internal review • Mitigate compliance risk of the suppliers in all ESG aspects through regular monitoring
Quality Assurance	• Perform quality inspections on incoming raw materials • Procure products and services only from approved suppliers or subcontractors • Assess and evaluate approved suppliers and subcontractors annually
Safety Performance	• Provide workers of the subcontractor with safety training and briefing sessions twice a week • Mitigate risks arising from our OHSMS to safeguard the health and safety of our employees and the subcontractors • Inspect safety performance of the subcontractors on-site regularly and communicate inspection results during Safety Committee meetings
Environmental Practices	• Instruct our supply chain partners to implement our environmental requirements • Collaborate with suppliers and subcontractors to realise our environmental commitments • Enhance environmental awareness of our supply chain partners via effective communication of the relevant policies

Transparent Procurement Practices

We concentrate our best efforts on developing fair and transparent procurement practices to champion ethical business operations. Our Supply Chain Sustainability Policy reinforces our commitment to promoting fair, open and honest competition, as well as equal opportunities for all business partners.

Supplier and Subcontractor Engagement

Maintaining collaborative and resilient relationships with business partners is the key to our success. Thus, we regularly engage with suppliers and subcontractors to improve their performance and support them to meet our sustainability objectives.

All suppliers must fulfil our criteria relating to cost, quality, delivery lead time, compliance records, and so on, whereas all subcontractors are required to have acceptable safety and environmental performance. Relevant policies, procedures and regulations that include safety and environmental matters will be stated as contractual obligations for all suppliers.

As described in our Sub-Contractor & Supplier Evaluation Procedures, which can be found in the List of Quality Procedures, new suppliers or subcontractors must undergo a probation period of three project life cycles in order to be placed onto our list of approved suppliers. Current suppliers and subcontractors are subject to an annual assessment, which is executed through an internal review, to confirm that our quality, reliability and sustainability standards are consistently met, with a particular emphasis paid to the safety and environmental performance of subcontractors. Suppliers and subcontractors with an unsatisfactory performance will be given a warning or removed from the list of approved suppliers. During the Reporting Period, we engaged with 400 suppliers, subcontractors and other types of product or service providers from Hong Kong.

Customer Safety, Engagement and Satisfaction

The Group emphasises the importance of safeguarding the health and safety of customers. By engaging in ongoing communication with customers, we are determined to satisfy their requirements and exceed their expectations.

We aim to deliver a safe experience for customers from project commencement to project delivery. Throughout the project lifecycle, customers are permitted to visit project sites to monitor the progress and conduct quality inspections. To prevent customer injuries and strengthen their safety on-site, we put into practice stringent measures, which are monitored and reviewed by both of our Safety Committees, including providing PPE and assigning a safety officer to act as a guide. During the Reporting Period, no customer injuries were reported at project sites.

To meet customer expectations and achieve excellent customer service, we will examine tender notices and planning documents at the design stage to enable us to deliver products that are high-quality with superior value. Upon project completion, customers will be invited to share their feedback on various aspects, including manpower, progress, workmanship, responsiveness, and planning and management, through a customer satisfaction survey. This mechanism supports our continuous improvement in order to better serve our customers.

In the event of a customer complaint, we will manage these according to the guidelines detailed in our List of Quality Procedures. As specified, the Project Manager will evaluate the authenticity of the received complaint. For complaints deemed to be appropriate, we will take corrective action and enact preventative measures to address the problem, which will be recorded in the Corrective Action Request. During the Reporting Period, no customer complaints were received by the Group.

Product and Service Quality Management

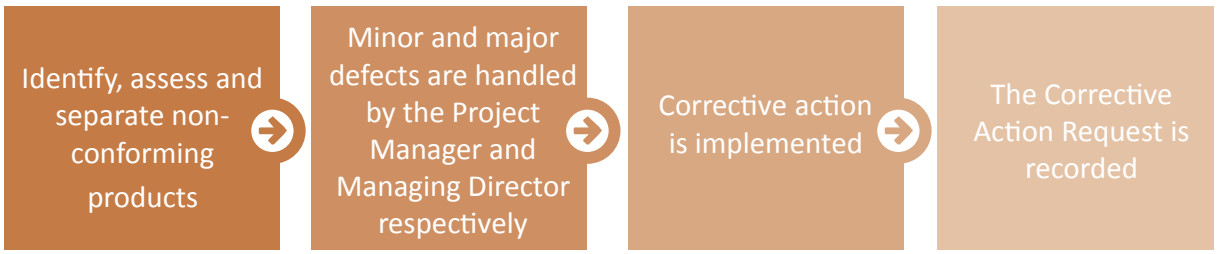
Delivering high levels of product and service quality is a key priority of the Group. Thus, we have developed rigorous quality assurance procedures to achieve customer objectives and continuously uphold our stringent standards concerning reliability, craftsmanship and excellence.

Our QMS adheres to the ISO 9001 Standards and supports our goal of providing products and services that satisfy client needs and regulatory requirements. Our formulated Quality Manual mentions information on the needs and expectations of relevant parties, handling procedures and processes, organisational roles and responsibilities, as well as risks and opportunities identification. In addition, the Quality Manager communicates quality policies and objectives to employees to enable continuous improvement. Top management will conduct a management review annually to evaluate the performance of the QMS and determine optimisation opportunities, whereas internal audits will be performed periodically to monitor the effectiveness of our quality management approach.

Quality Assurance and Control

A robust quality assurance and control process is in place, which is described in the List of Quality Procedures, to ensure that our customers receive a seamless experience. The supervisor is in charge of inspecting all incoming materials and approving the materials against the provided documentation, whereas the Project Manager is tasked with checking the delivery order and validating the inspection results. If required, the materials may need to be tested in accordance with the contractual requirements or approved by customers in order to be purchased. All inspections and tests must be completed and passed before proceeding to the next stage of the process. The Project Manager will conduct final inspections, which are recorded in relevant forms, and products are only delivered to customers if these are deemed to satisfy our quality standards.

Products that contain defects will be handled according to our Non-conforming Product Control Procedures, which can be found in the List of Quality Procedures. Non-conforming products are separated and then classified into minor and major defects, which will be addressed by the Project Manager and Managing Director respectively. Corrective measures will be performed to rectify the problem, which includes repairing the defective product and subsequently re-inspecting it, changing the use of the item, disposing of the item, or negotiating with the customer for a concession. The defects and follow-up measures must be recorded in the Corrective Action Request.



During the Reporting Period, we appropriately handled all product defects and did not recall any products due to health and safety reasons. Furthermore, we complied with relevant laws and regulations relating to product responsibility, including the Buildings Ordinance (Cap. 123 of the Laws of Hong Kong).

ENVIRONMENT

Acting as a steward for the environment is an important obligation for all companies to undertake and is a role that Yee Hop is committed to. To this end, we prudently manage our consumption of natural resources and promote the concept of a circular economy, as well as a green office model. Practising sustainable construction and optimising raw materials usage, as well as managing emissions particularly from construction sites, are key drivers in mitigating our environmental impact. We are mindful of operating in compliance with environmental laws and regulations, and taking urgent action to tackle the increasingly destructive phenomenon of climate change.

Resource Management and Circularity

Consuming natural resources in a mindful and efficient manner is of utmost importance to the Group. We are determined to responsibly manage energy, water and waste by executing various measures that promote resource circularity and drive behavioural change.

Energy Efficiency

To evaluate consumption patterns and strengthen our energy management practices, we have developed an EnMs, which is maintained in accordance with ISO 50001 standards. The EnMS is reviewed by top management annually and subject to internal audits periodically to ensure its effective implementation. The Energy Manual describes the foundation of our EnMS, whilst the Energy Policy Statement outlines our commitment to enhancing performance in energy conservation.

Energy Policy Statement Commitments

- Comply with relevant legislation and regulations in relation to our energy use, consumption and efficiency.
- Provide adequate and appropriate resources to implement this Policy.
- Communicate this Energy Policy Statement and provide relevant training to staff at all levels to ensure that the EnMS is fully understood, effectively implemented and continually improved.
- Use energy in a socially responsible and environmentally friendly manner.
- Apply best practices for continual improvement in our energy performance.
- Monitor energy consumption closely and provide adequate resources to achieve energy management objectives and targets.

Furthermore, to enhance energy efficiency at construction sites, the Group regularly provides relevant training to workers and subcontractors. Energy usage at the Group primarily consists of diesel and petrol to fuel company vehicles, and electricity to support daily business operations. The Group's energy consumption during the Reporting Period is shown in the table below.

Energy Type	Unit	Office	Project	Total
Diesel Consumption	L	649.15	4,453.81	5,102.96
Petrol Consumption	L	5,192.24	8,749.86	13,942.10
Electricity Consumption	kWh	42,668.53	371,356.85	414,025.38
Total Energy Consumption	MJ	353,019.33	1,802,622.02	2,155,641.35

In FY21/22, we formulated a set of mitigation targets to realise our energy efficiency ambitions and objectives. Our progress, which is shown in the table below, is constantly monitored and recorded annually. During the Reporting Period, we established a set of new energy management targets to support a transition to low-carbon operations.

Scope	FY21/22 Targets	Progress	Status
Electricity			
Office	By FY24/25, reduce absolute electricity usage by 4%, when compared to the FY19/20 baseline.	FY22/23: increased by approximately 7% FY23/24: increased by approximately 11%[2] FY24/25: increased by approximately 0%	Uncompleted
Office and Specific Project Site[1]	By FY24/25, provide at least 2-hour energy and resource saving training for our employees.	Office FY22/23: held 1-hour training (22 staff) FY23/24: no progress FY24/25: held 1-hour training (20 staff) Specific Project Site FY22/23: held monthly training (all staff) FY23/24: held monthly training (all staff) FY24/25: held monthly training (all staff)	Office Achieved Specific Project Site Achieved
Petrol			
Office	By FY24/25, reduce petrol usage intensity by revenue (litre/HK$'million) by 3%, when compared to the FY18/19 baseline.	FY22/23: reduced by approximately 24% FY23/24: reduced by approximately 60% FY24/25: reduced by approximately 78%	Achieved

Scope	FY24/25 Targets
Energy	
Office and Project Sites	By FY25/26, run and complete the Energy Management System training successfully for relevant staff.

During the Reporting Period, we documented one violation to the Electricity Ordinance (Cap. 406 of the Laws of Hong Kong), which concerned a failure in reasonably ensuring the prevention of the occurrence of an electrical incident or interruption to the supply of electricity. As a result, a HK$5,000 fine was incurred by the Group.

[1] Specific Project Site refers to "Contract No.: 12/WSD/20 – Term Contract for Risk-Based Improvement of Small Water Mains – Hong Kong & Islands and New Territories West".

[2] This figure has been revised due to a clerical error.

Water Efficiency

The Group's primary water usage is for cleaning and dust suppression on-site. Water conservation guidelines are adopted for the Office and project sites to instil a culture of responsible water consumption and enable the regular maintenance of water systems to prevent wastage. For wastewater, it is properly treated prior to discharge, and the surface runoff is intercepted by sandbags to minimise water pollution. Moreover, we have applied for a Water Pollution Control Ordinance (WPCO) licence and ensure compliance with the licence conditions.

Water Conservation Initiatives
• Recycle water from tunnel boring machine operations • Use recycled sewage to clean vehicle wheels or ground dust • Put up water conservation signs and provide relevant training to raise awareness on water conservation • Analyse water consumption data periodically to review the effectiveness of water conservation measures for continuous improvement • Maintain all water facilities periodically to avoid water leakages

During the Reporting Period, water usage at the Group was 360.69 m^3, which excludes the Office as its water consumption is managed by the facilities management office of the building and hence, relevant records cannot be obtained. In addition, the Group did not encounter any issues in sourcing water that is fit for purpose.

To promote water conservation, the Group has achieved the following results for the mitigation targets established in FY21/22. During the Reporting Period, the Group developed new targets to further promote the responsible use of water.

Scope	FY21/22 Targets	Progress	Status
Water			
Specific Project Site	By FY24/25, provide at least 2-hour energy and resource saving training for our employees.	FY22/23: held monthly training (all staff) FY23/24: held monthly training (all staff) FY24/25: held monthly training (all staff)	Achieved

Scope	FY24/25 Targets
Water	
Project Sites	By FY25/26, obtain 0 prosecutions by ensuring compliance with the Water Pollution Control Ordinance license (for applicable project sites only).

During the Reporting Period, we noted one violation to the Water Pollution Control Ordinance (Cap. 358 of the Laws of Hong Kong), which involved discharging polluted wastewater into a communal drain, and a penalty of HK$7,000 was received.

Waste Management

The EMS describes our processes and procedures to reduce waste. Non-hazardous construction waste at project sites is our main source of waste generation. Construction waste is separated into different waste streams and stored in our on-site recycling bins to practise responsible waste management and comply with the Waste Disposal Ordinance (Cap. 354 of the Laws of Hong Kong). Construction waste that cannot be recycled will be disposed of through the Construction Waste Disposal Charging Scheme enacted by the Environmental Protection Department ("**EPD**") of the HKSAR Government. To properly dispose of construction and demolition materials, we follow the Trip Ticket System (TTS) enacted by The Development Bureau of the HKSAR Government. We endeavour to recycle paper waste, whereas other types of non-hazardous waste are collected and disposed of by licensed waste collectors.

Our waste management targets set in FY21/22, which focuses on mitigation, emphasise a consolidated approach in order to accelerate progress, which can be found in the table below. During the Reporting Period, we created a series of new waste management targets to minimise natural resource usage.

Scope	FY21/22 Targets	Progress	Status
Waste			
Office	By FY24/25, maintain absolute paper waste disposal at the FY20/21 level.	FY22/23: reduced by approximately 37% FY23/24: reduced by approximately 44% FY24/25: reduced by approximately 33%	Achieved
Office and Specific Project Site	By FY24/25, ensure at least 30% of procured materials is FSC– or PEFC-certified.	FY22/23: no progress FY23/24: no progress FY24/25: no progress	Uncompleted
	By FY24/25, ensure at least 20% of paper waste is recycled.	Office FY22/23: recycled approximately 35% FY23/24: recycled approximately 27% FY24/25: recycled approximately 17% Specific Project Site FY22/23: no progress FY23/24: recycled approximately 4% FY24/25: recycled approximately 3%	Office Uncompleted Specific Project Site Uncompleted

Scope	FY24/25 Targets
Waste	
Office and Project Sites	By FY25/26, reduce consumption of A4 paper by 5%, when compared to the FY24/25 baseline.

Sustainable Construction Practices

The Group aims to adopt a sustainable construction model throughout its operations by embracing green practices and efficiently consuming materials in order to mitigate the impact from construction sites on the environment and biodiversity.

As specified in the Environmental Manual, we have established an EMS in accordance with the ISO 14001 standards to enhance compliance with environmental laws and regulations, as well as the sustainability of our practices. To verify the effectiveness of the EMS, the Quality Manager and top management will carry out an internal audit and review respectively at least once a year.

An Environmental Management Plan is formulated for each individual construction project, which lays out our procedures to uphold responsible construction practices and is frequently updated to align with recent developments. The Group's Environmental Policy Statement, which is reviewed by top management annually, sets out our principles on environmental protection, including emissions and waste, and provides a framework for setting environmental objectives. To strengthen our environmental management approach, employees are reminded that they have a responsibility to execute this Policy.

Environmental Policy Statement Commitments

- Provide adequate and appropriate resources to implement this policy.
- Communicate this Policy to all the employees and interested parties.
- Promote environmental awareness to all the employees at all levels through the provision of appropriate advocation, education and training.
- Initiate and implement actions to prevent environmental pollution and to improve environmental performance continuously.
- Set environmental objectives and targets that lead to continuous environmental improvement.

At project sites, the Environmental Officer conducts a weekly audit and fills in the Weekly Environmental Walk Inspection Checklist by inspecting if the necessary environmental mitigation measures are in place and establishing follow-up actions for situations that require improvement. In addition, the Environmental Officer prepares a Monthly Environmental & Hygiene Report, which summaries the control measures in place to promote sustainable construction. Our Site Safety and Environmental Management Committee convenes meetings each month to address environmental issues and ultimately improve environmental performance.

Site Safety and Environmental Management Committee Key Responsibilities

- Assess pollution (air, noise and wastewater) incidents and develop remedies
- Monitor and review waste management practices and performance targets
- Coordinate measures to reduce environmental impact or nuisance
- Evaluate environmental inspections and overall environmental performance

Materials Usage

To promote the responsible usage of raw materials, excavated materials are repurposed for backfilling, whilst recycled materials are used where possible. For new recruits, Environmental Induction Training is arranged to increase their understanding of best practices. Sustainable technologies are embraced at project sites to enhance the efficiency of construction equipment, which include a cloud management system for machinery.

Site Environmental Impact Mitigation

Yee Hop is mindful of the negative environmental impact caused as a result of daily business operations, especially from construction activities at project sites, and carries out initiatives to mitigate its environmental footprint.

Environmental training is provided on a weekly basis to workers at project sites. As stipulated in the Environmental Manual, environmental aspects are evaluated to reduce the undesirable effects of risks or create opportunities, in which the effectiveness of actions taken is reviewed by the Managing Director. Significant environmental aspects and their corresponding impacts are incorporated into the maintenance of the EMS and formulation of EMS objectives. A programme is then created to facilitate the achievement of the determined objectives, which are reviewed annually at the Management Review Meeting. We identified the following issues relating to energy management that may pose a risk to our business activities and developed control measures to turn them into opportunities.

Issues	Risks	Measures
Compliance with customer specifications and legal requirements	Violation or customer rejection of product	• Review customer and regulatory requirements during the quotation and contract review stages
Customers require the development of an EnMS	Increased operating costs	• Establish and implement an EnMS as well as formulate control procedures
Inspection and audit by certification body	Failure to meet inspection and audit standards requirements	• Perform daily maintenance operations and conduct regular internal audits on the EnMS
Machinery and equipment resource management	Affect project operations and incur financial loss	• Prioritise the procurement of energy saving machinery and equipment • Evaluate energy usage of products and services
Monitoring instruments and equipment for energy usage	Affect data collection of energy usage	• Maintain, control and calibrate the instruments
Energy design in service delivery	Increased operating costs	• Apply energy efficiency principles in engineering design and adopt energy saving construction plans
Review and improvement of energy saving results and performance	Affect the provision of quality products and services	• Formulate energy policies, objectives and indicators • Ensure that the EnMS can meet standards and customer requirements
Climate change impact (natural resource depletion, energy usage, greenhouse gas ("**GHG**")	Increased operating costs	• Practise energy saving construction methods, such as pre-fabrication • Develop resource recovery channels for surplus construction materials

Biodiversity Conservation

We acknowledge that construction activities can cause irreversible damage to surrounding biodiversity and ecosystems. Thus, we endeavour to protect the flora and fauna at country parks and special protected sites by ensuring that our operations do not neither harm plants nor disturb, hunt or trap wildlife, whilst the extraction of plants is also strictly prohibited. We observe the health condition of trees by executing tree protection measures, and we keep a reasonable distance at all times. Timber usage is kept to a minimum, and FSC-certified timber is used where possible to conserve forests.

Emissions Management

Yee Hop recognises that it has an obligation to mitigate harmful emissions. To this end, we are dedicated to minimising noise, air and GHG emissions, which directly affects the well-being of surrounding communities, and complying with the Air Pollution Control Ordinance (Cap. 311 of the Laws of Hong Kong), amongst others. Our approach to and principles on managing emissions is mentioned in the EMS.

Noise Emissions

The reverberation of noise deriving from on-site equipment and machinery can cause environmental nuisance and interfere with the comfort of the neighbouring inhabitants. To prevent excessive noise, the Group established a set of procedures and operated equipment according to the conditions stipulated in the Construction Noise Permit issued by the EPD.

Noise Emissions Mitigation Measures
• Set up noise protection barriers in the vicinity of noise sensitive receivers • Machinery known to emit significant noise is strategically placed to avoid noise sensitive receivers • Employ machinery with lower noise levels where feasible • Properly fit silencers on machinery to dampen noise levels • Operate construction activities at reasonable hours (between 7am and 7pm on weekdays only) where possible • Apply new construction methods that are quieter where feasible

Air Emissions

The Group endeavours to limit air emissions, which stem from on-site vehicles and machinery usage, as well as dust emissions from construction sites. As required by the Air Pollution Control (Construction Dust) Regulation (Cap. 311R of the Laws of Hong Kong), we will submit a notification to the EPD prior to any works commencement. We also regularly remind employees to switch off idle vehicles and machinery when not in use. To restrict dust emissions, we spray water on excavation, earth moving and drilling construction activities, and so on, whereas dusty materials are stored and disposed of in enclosed containers. Furthermore, dust screens are set up and nearby roads exposed to airborne dust will be cleaned up.

Greenhouse Gas Emissions

GHG emissions are attributable to numerous activities throughout our operations. To mitigate emissions and reduce our carbon footprint, we have adopted measures for employees to put into practice. We perform routine vehicle and machinery inspections, as well as maintenance and repairs, to optimise the condition, and we aim to gradually adopt electric-powered vehicles and machinery. In FY22/23, we initiated a project to accelerate our transition to low-carbon operations. Through this initiative, at the Office and Project, we have switched a total of 5 fossil fuel-based vehicles to electric vehicles and purchased 5 electric vehicles in addition to gaining approval for the New Energy Transport Fund operated by the EPD.

To accurately measure GHG emissions from the Office and Project, we have collaborated with an independent sustainability consultancy to evaluate our performance. The quantification process references both Hong Kong and international guidelines, which include the "Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong" published by the EPD and the Electrical and Mechanical Services Department of the HKSAR Government, and the "Greenhouse Gas Protocol" developed by the World Resources Institute and World Business Council for Sustainable Development. The emission factors are referenced from the respective utility companies in Hong Kong, whereas the Global Warming Potential values are referenced from the Intergovernmental Panel on Climate Change's Sixth Assessment Report.

The Group has applied the operational control approach to measure GHG emissions as it manages its own operational sites and has the direct authority to influence emissions generated from related business activities. Scope 1 emissions are derived from the combustion of fuels from vehicles, and fuel bills as well as mileage records are used for calculations. Scope 2 emissions include the consumption of purchased electricity for daily operations, which is measured using consumption data from electricity bills. Scope 3 emissions comprise electricity used for freshwater treatment processes (category 1: purchased goods and services), electricity used for sewage treatment processes and methane gas generation from paper waste disposal at landfills (category 5: waste generated in operations). For quantifying scope 3 emissions, consumption data from water bills is used, and paper waste data is obtained from bills and records provided by government departments and relevant companies. The Group's GHG emissions during the Reporting Period is shown in the table below.

The above-mentioned inputs are applied since we believe that they accurately reflect the Group's scope 1, scope 2 and scope 3 emissions generation. It is assumed that 100% of the Project's freshwater will enter the sewage system due to a lack of wastewater treatment facilities at the respective site. In line with the guidelines from the respective departments of the HKSAR Government, the paper waste collected and associated emissions from landfill disposal is assumed to be emitted into the atmosphere during the Reporting Period. In addition, the emissions generated does not take into account any reduction in emissions from the collection, recovery and utilisation of landfill gas due to the management practices at landfills. All stored or purchased paper that is not recycled is expected to be eventually disposed of at landfills.

Currently, internal carbon prices are not applied to our decision-making processes, whereas the remuneration policies of directors and employees are not linked to any climate-related performance.

Scope	Unit	Office	Project	Total
Scope 1 Direct Emissions	Tonnes of CO_2-e	15.58	35.31	50.89
Scope 2 Energy Indirect Emissions	Tonnes of CO_2-e	16.21	141.12	157.33
Scope 3 Other Indirect Emissions	Tonnes of CO_2-e	4.14	7.89	12.03
Total GHG Emissions	Tonnes of CO_2-e	35.93	184.31	220.24

The Group's performance mentioned in the table below demonstrates its progress on the mitigation targets set in FY21/22 relating to tackling emissions. These emissions reduction targets cover carbon dioxide (CO_2), methane (CH_4) and nitrous oxide (N_2O). During the Reporting Period, the Group established new targets to minimise and control GHG emissions, with an aim to address its carbon footprint.

Scope	FY21/22 Targets	Progress	Status
Emissions			
Office	By FY24/25, reduce absolute gross greenhouse gas emissions (scope 1-3) by 3%, when compared to the FY19/20 baseline.	FY22/23: reduced by approximately 20% FY23/24: reduced by approximately 28% FY24/25: reduced by approximately 46%	Achieved
Office and Specific Project Site	By FY24/25, join an industry association/coalition/partnership group to promote carbon reduction in the construction industry.	FY22/23: no progress FY23/24: no progress FY24/25: no progress	Uncompleted
	By FY24/25, organise an environmental initiative that reduces or offsets greenhouse gas emissions.	FY22/23: adopted 7 electric vehicles (Office and Specific Project Site) FY23/24: adopted 3 electric vehicles (Specific Project Site) FY24/25: no progress	Achieved

Scope	FY24/25 Targets
Emissions	
Office and Project Sites	By FY27/28, provide training to all employees on managing greenhouse gas emissions and climate change.

Climate Change Adaptation

The interconnectedness of climate change and human activity is increasingly evident. At Yee Hop, we realise that the synergy of these factors is the driving force to a harmonious, sustainable future. Thus, we are committed to managing the risks and impacts associated with climate change in order to strengthen the resilience of our operations. Our contingency plan to mitigate the magnitude of extreme weather events is put into action, whilst adverse weather drills are periodically coordinated.

Sequence	Mitigation Measures
Before the extreme weather event	• Set up an Emergency Team to execute emergency protocols • Cover all machinery appliances • Fasten and secure loose construction materials • Check silt removal facilities, channels and manholes to ensure proper functioning • Implement intercepting channels to divert storm run-offs away from exposed soil surfaces • Complete the typhoon and rainstorm checklist and confirm all preventive measures are carried out
After the extreme weather event	• Observe the site, report damages and repair damaged facilities back to safe condition prior to work commencement • Inspect silt removal facilities, channels and manholes to ensure that they are all in satisfactory working condition before use

The Board keeps abreast of climate-related risks and opportunities, and oversees the formulation of as well as evaluates the progress made on climate-related targets through discussions during annual board meetings and Management Review Meetings. Furthermore, the Group has created and enacted a climate change policy during the Reporting Period.

In FY21/22, the Group performed a preliminary climate-related risk assessment based on the recommendations of the Task Force on Climate-Related Financial Disclosures (TCFD) to identify risks pertaining to both operations at construction sites and the Group-level that could have an impact on financial planning over the short-, medium– or long-term. Physical risks (acute and chronic) and transition risks (policy and legal, technology, market and reputation) were assessed, and a 3x3 risk matrix based on severity and frequency was adopted to evaluate climate-related risks, in which a risk level (high, medium and low) was subsequently determined. To prioritise climate-related risks against other risks for risk management and mitigation, the materiality of the corresponding operational or financial impacts on our business strategy and financial planning was scrutinised and compared.

Through the above-mentioned approach, nine climate-related risks were identified as relevant to the Group, and it was concluded that apart from the chronic physical risk of rising temperatures, which was designated as a medium risk, all risks were a low risk to the Group. The current and anticipated impact of rising temperatures was further evaluated on its significance to the Group's operations and financial standing. Our revenue would be affected due to the potential disruptions to construction activities, and costs would increase to allocate extra resources for safeguarding construction workers from the increasingly intense extreme heat situations, such as increased medical insurance premiums and illness-related payments. To mitigate this risk, we have formulated measures including but not limited to arranging regular work/rest cycles, organising training sessions for heat stroke awareness, and providing fans or cooling units. We also expect to allocate more resources in order to strengthen the effectiveness of these mitigation measures and adopt best practices.

Green Office

Operating a green office model provides a framework to promote a work environment that reduces waste and conserves resources. To this end, the Group developed a set of Environmental Management Guidelines to cultivate a sustainability-driven corporate culture and influence employees to care for future generations by acting as stewards for the environment.

Environmental Aspect	Initiatives
Paper Usage	• Use electronic means to replace paper and choose double-sided printing when printing is necessary • Use recycled paper for drafts, printing and faxing • Reuse envelopes internally
Energy Consumption	• Turn off lights during lunch hour or adopt automatic sensors • Set the indoor temperature at 25.5°C. • Require employees to switch off computers and monitors after work • Audit electricity efficiency measures periodically
Waste Management	• Collect used fluorescent lamps, ink cartridges, batteries and CDs for recycling • Install recycling bins for paper and plastic, amongst others • Replace disposable paper cups with reusable glassware
Green Procurement	• Use reusable stationery, such as mechanical pencils, refillable ball pens, reusable ink cartridges and filing boxes made of recycled paper • Procure equipment with energy labels • Purchase office furniture made of wood fragments
Environmental Awareness	• Cooperate with employees to strengthen our green office culture

COMMUNITY

Yee Hop champions philanthropy and social well-being to enable individuals and organisations within communities to thrive. Thus, we aspire to cultivate harmonious relationships with different community groups by devoting resources to promote their initiatives and ultimately foster a prosperous society.

Community Development and Engagement

The Group is passionate about supporting charitable organisations and initiatives that are in line with its strategic priorities, which are to cultivate a caring culture that embraces employee development, diversity, inclusion, wellbeing and family-friendly practices, as well as giving back to the community. Through this commitment, we aim to foster the well-being of stakeholders and build inclusive communities to drive a sustainable society. The Environmental Department is responsible for engaging with organisations to establish robust rapport and optimising our resources to continuously deliver meaningful impact to the local communities that we operate in. It will also review the effectiveness of our approach to ensure that activities resonate with our key objectives.

Championing Quality Education

To nurture the talents of future generations, we donated HK$13,200 to Twinklestars to provide financial assistance to two students in Nanning, China in pursuing their educational aspirations. Through this helping hand, we aim to foster equal opportunities for the youth and enable them to build a fruitful future, as well as inspiring them to contribute to the growth of society.

Empowering Underprivileged Children

As an advocate of assisting underprivileged groups in society, we supported Lok Sin Tong by participating in the "Lok Sin Tong Territory-wide Flag Day 2024", in which 7 employees each volunteered 3 hours to encourage the general public to lend a helping hand. In addition, we contributed HK$8,000 to the "Lok Sin Tong Charity Walk 2024", and the funds will be used to promote whole-person development and support services for the youth.

Fostering Healthy Lifestyles

To stimulate individuals to lead active and healthy lifestyles, Yee Hop donated HK$25,000 to the Kai Tak Sports Initiative, which aims to encourage the uptake of sports and fitness activities in order to advance the health and well-being of society.

Maintaining Cultural Heritage

As a company with roots in Hong Kong, we are committed to preserving intangible cultural assets and stimulating heritage education. In this regard, we donated HK$5,500 to The Hong Kong Inheritage Foundation Limited to endorse their meaningful action in raising awareness of the richness of Hong Kong's cultural identity.

Promoting Spiritual Well-being

Yee Hop is dedicated to helping different groups within local communities. Hence, it donated HK$30,000 to The Chinese Christian & Missionary Alliance On Shing Church to facilitate religious mindfulness and learning whilst enhancing the well-being of Christian worshippers.

LAWS AND REGULATIONS COMPLIANCE

Workplace

- Apprenticeship Ordinance (Cap. 47 of the Laws of Hong Kong)
- Employment Ordinance (Cap. 57 of the Laws of Hong Kong)
- Factories and Industrial Undertaking Ordinance (Cap. 59 of the Laws of Hong Kong)
- Immigration Ordinance (Cap. 115 of the Laws of Hong Kong)
- Employee Compensation Ordinance (Cap. 282 of the Laws of Hong Kong)
- Dangerous Goods Ordinance (Cap. 295 of the Laws of Hong Kong)
- Occupational Retirement Schemes Ordinance (Cap. 426 of the Laws of Hong Kong)
- Sex Discrimination Ordinance (Cap. 480 of the Laws of Hong Kong)
- Mandatory Provident Fund Schemes Ordinance (Cap. 485 of the Laws of Hong Kong)
- Disability Discrimination Ordinance (Cap. 487 of the Laws of Hong Kong)
- Occupational Safety and Health Ordinance (Cap. 509 of the Laws of Hong Kong)
- Family Status Discrimination Ordinance (Cap. 527 of the Laws of Hong Kong)
- Construction Workers Registration Ordinance (Cap. 583 of the Laws of Hong Kong)
- Race Discrimination Ordinance (Cap. 602 of the Laws of Hong Kong)
- Minimum Wage Ordinance (Cap. 608 of the Laws of Hong Kong)

Marketplace

- Buildings Ordinance (Cap. 123 of the Laws of Hong Kong)
- Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong)
- Summary Offences Ordinance (Cap. 228 of the Laws of Hong Kong)
- Occupiers Liability Ordinance (Cap. 314 of the Laws of Hong Kong)
- Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong)
- Copyright Ordinance (Cap. 528 of the Laws of Hong Kong)
- Competition Ordinance (Cap. 619 of the Laws of Hong Kong)

Environment

- Boilers and Pressure Vessels Regulations (Cap. 56A of the Laws of Hong Kong)
- Public Health and Municipal Services Ordinance (Cap. 132 of the Laws of Hong Kong)
- Air Pollution Control Ordinance (Cap. 311 of the Laws of Hong Kong)
- Air Pollution Control (Construction Dust) Regulation (Cap. 311R of the Laws of Hong Kong)
- Air Pollution Control (Non-road Mobile Machinery) (Emission) Regulation (Cap. 311Z of the Laws of Hong Kong)
- Waste Disposal Ordinance (Cap. 354 of the Laws of Hong Kong)
- Water Pollution Control Ordinance (Cap. 358 of the Laws of Hong Kong)
- Road Traffic Ordinance (Cap. 374 of the Laws of Hong Kong)
- Noise Control Ordinance (Cap. 400 of the Laws of Hong Kong)
- Electricity Ordinance (Cap. 406 of the Laws of Hong Kong)
- Electricity Supply Lines (Protection) Regulations (Cap. 406H of the Laws of Hong Kong)
- Dumping at Sea Ordinance (Cap. 466 of the Laws of Hong Kong)
- Environmental Impact Assessment Ordinance (Cap. 499 of the Laws of Hong Kong)
- Hazardous Chemicals Control Ordinance (Cap. 595 of the Laws of Hong Kong)

KEY PERFORMANCE TABLE

Key Performance Indicators	Unit	Office	Representative Project	Total
Environmental				
Air and GHG Emissions				
Nitrogen Oxides	kg	4.53	76.48	81.01
Sulphur Oxides	kg	0.09	0.20	0.29
Particulate Matter	kg	0.33	6.97	7.30
GHG Emissions (Scope 1)	tCO_2-e	15.58	35.31	50.89
GHG Emissions (Scope 2)	tCO_2-e	16.21	141.12	157.33
GHG Emissions (Scope 3)	tCO_2-e	4.14	7.89	12.03
Total GHG Emissions (Scope 1–3)	tCO_2-e	35.93	184.31	220.24
GHG Emissions Intensity by Revenue[3]	tCO_2-e/ HK$'million	0.20		
Energy				
Diesel Usage	Litre	649.15	4,453.81	5,102.96
Petrol Usage	Litre	5,192.24	8,749.86	13,942.10
Electricity Usage	kWh	42,668.53	371,356.85	414,025.38
Total Energy Usage	MJ	353,019.33	1,802,622.02	2,155,641.35
Electricity Usage Intensity by Revenue	kWh/HK$'million	373.53		
Energy Usage Intensity by Revenue	MJ/HK$'million	1,944.82		
Water				
Water Usage	m^3	N/A	360.69	360.69
Water Usage Intensity by Revenue	m^3/HK$'million	N/A	0.33	
Waste				
Construction Waste Disposal	Tonnes	N/A	399.77	399.77
Construction Waste Recycled	Tonnes	N/A	1.47	1.47
Metal Recycled	Tonnes	N/A	0.00	0.00
Wood Recycled	Tonnes	N/A	0.00	0.00
Paper Waste Disposal	kg	862.50	1,608.10	2,470.60
Paper Waste Recycled	kg	175.00	41.90	216.90
Total Waste Generated	Tonnes	1.04	402.89	403.93
Construction Waste Generated Intensity by Revenue	Tonnes/ HK$'million	N/A	0.36	
Paper Waste Generated Intensity by Revenue	kg/HK$'million	2.42		

[3] Intensity by revenue is calculated based on the Group's total revenue of HK$1,108.4 million.

Key Performance Indicators	Unit	Office	All Projects	Total
Social[4]				
Workforce				
Total Workforce	Person	33	326	359
Workforce by Employment Type				
Full-time	Person	33	323	356
Part-time	Person	0	3	3
Workforce by Gender				
Male	Person	20	296	316
Female	Person	13	30	43
Male to Female Employee Ratio	–	1.54:1	9.87:1	7.35:1
Workforce by Age Group				
<30 Years Old	Person	3	23	26
30-40 Years Old	Person	8	56	64
41-50 Years Old	Person	5	68	73
>50 Years Old	Person	17	179	196
Workforce by Employment Category				
Executive Management	Person	4	0	4
Senior Management	Person	8	6	14
Middle Management	Person	3	16	19
General Staff	Person	18	304	322
Turnover Rate				
Total Turnover Rate	%	15.38	65.84	61.21
Turnover Rate by Gender				
Male	%	20.00	67.92	64.86
Female	%	8.00	44.83	33.73
Turnover Rate by Age Group				
<30 Years Old	%	28.57	125.49	113.79
30-40 Years Old	%	40.00	74.07	69.92
41-50 Years Old	%	15.38	60.94	56.74
>50 Years Old	%	0.00	56.58	52.20

[4] Social KPIs have been updated to include data and calculations of both the Group's full-time and part-time employees.

Key Performance Indicators	Unit	Office	All Projects	Total
Employees Trained				
Total Employees Trained	%		95.54	
Employees Trained by Gender				
Male	%		100.00	
Female	%		62.79	
Employees Trained by Employment Category				
Executive Management	%		100.00	
Senior Management	%		71.43	
Middle Management	%		100.00	
General Staff	%		96.27	
Training Hours				
Average Training Hours	Hours/Employee		7.46	
Average Training Hours by Gender				
Male	Hours/Employee		7.62	
Female	Hours/Employee		6.24	
Average Training Hours by Employment Category				
Executive Management	Hours/Employee		10.00	
Senior Management	Hours/Employee		5.86	
Middle Management	Hours/Employee		1.79	
General Staff	Hours/Employee		7.83	
Work-related Incidents				
Work-related Fatalities	Case	0	0	0
Work Injury Cases	Case	0	11	11
Work Injury Rate	Per 1,000 Employees	0	33.74	30.64
Lost Days Due to Work Injury	No. of Days	0	132.00	132.00

HKEX ESG GUIDE CONTENT INDEX

Aspects, General Disclosures and KPIs	Description	Relevant Section/Subsection or Explanation
Mandatory Disclosure Requirements		
Governance Structure		
	A statement from the board containing the following elements: (i) a disclosure of the board's oversight of ESG issues; (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); and (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.	SUSTAINABILITY AT YEE HOP – Sustainability Governance, Sustainability Strategy, Sustainability Standards, Stakeholder engagement, Materiality Assessment
Reporting Principles		
	A description of, or an explanation on, the application of the following Reporting Principles in the preparation of the ESG report: 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. 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 discussed. Consistency: The issuer should disclose in the ESG report any changes to the methods or KPIs used, or any other relevant factors affecting a meaningful comparison.	ABOUT THIS ESG REPORT SUSTAINABILITY AT YEE HOP – Stakeholder engagement, Materiality Assessment KEY PERFORMANCE TABLE
Reporting Boundary		
	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.	ABOUT THIS ESG REPORT

Aspects, General Disclosures and KPIs	Description	Relevant Section/Subsection or Explanation
"Comply or Explain" Provisions		
A. Environmental		
Aspect A1: Emissions		
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 air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.	ENVIRONMENT – Resource Management and Circularity, Sustainable Construction Practices, Emissions Management LAWS AND REGULATIONS COMPLIANCE
KPI A1.1	The types of emissions and respective emissions data.	ENVIRONMENT – Emissions Management KEY PERFORMANCE TABLE
KPI 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).	ENVIRONMENT – Emissions Management KEY PERFORMANCE TABLE
KPI A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	The Group did not generate any hazardous waste during the Reporting Period
KPI A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	KEY PERFORMANCE TABLE
KPI A1.5	Description of emissions target(s) set and steps taken to achieve them.	ENVIRONMENT – Emissions Management
KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them.	ENVIRONMENT – Resource Management and Circularity, Sustainable Construction Practices

Aspects, General Disclosures and KPIs	Description	Relevant Section/Subsection or Explanation
Aspect A2: Use of Resources		
General Disclosure	Policies on the efficient use of resources, including energy, water and other raw materials.	ENVIRONMENT – Resource Management and Circularity
KPI 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).	ENVIRONMENT – Resource Management and Circularity KEY PERFORMANCE TABLE
KPI A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	ENVIRONMENT – Resource Management and Circularity KEY PERFORMANCE TABLE
KPI A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	ENVIRONMENT – Resource Management and Circularity, Sustainable Construction Practices
KPI 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.	ENVIRONMENT – Resource Management and Circularity
KPI A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	The Group did not use any packaging materials during the Reporting Period
Aspect A3: The Environment and Natural Resources		
General Disclosure	Policies on minimising the issuer's significant impacts on the environment and natural resources.	ENVIRONMENT – Resource Management and Circularity, Sustainable Construction Practices, Emissions Management, Green Office
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	ENVIRONMENT – Resource Management and Circularity, Sustainable Construction Practices, Emissions Management, Green Office
Aspect A4: Climate Change		
General Disclosure	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	ENVIRONMENT – Climate Change Adaptation
KPI A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	ENVIRONMENT – Climate Change Adaptation

Aspects, General Disclosures and KPIs	Description	Relevant Section/Subsection or Explanation
B. Social		
Employment and Labour Practices		
Aspect B1: Employment		
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 compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	WORKPLACE – Equality, Diversity and Anti-Discrimination, Employee Engagement and Recognition LAWS AND REGULATIONS COMPLIANCE
KPI B1.1	Total workforce by gender, employment type (for example, full– or part-time), age group and geographical region.	KEY PERFORMANCE TABLE
KPI B1.2	Employee turnover rate by gender, age group and geographical region.	KEY PERFORMANCE TABLE
Aspect B2: Health and Safety		
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 providing a safe working environment and protecting employees from occupational hazards.	WORKPLACE – Occupational Health and Safety LAWS AND REGULATIONS COMPLIANCE
KPI B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	WORKPLACE – Occupational Health and Safety KEY PERFORMANCE TABLE
KPI B2.2	Lost days due to work injury.	WORKPLACE – Occupational Health and Safety KEY PERFORMANCE TABLE
KPI B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored.	WORKPLACE – Occupational Health and Safety

Aspects, General Disclosures and KPIs	Description	Relevant Section/Subsection or Explanation
Aspect B3: Development and Training		
General Disclosure	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	WORKPLACE – Employee Training and Development
KPI B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	KEY PERFORMANCE TABLE
KPI B3.2	The average training hours completed per employee by gender and employee category.	KEY PERFORMANCE TABLE
Aspect B4: Labour Standards		
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 preventing child and forced labour.	WORKPLACE – Promoting Human Rights LAWS AND REGULATIONS COMPLIANCE
KPI B4.1	Description of measures to review employment practices to avoid child and forced labour.	WORKPLACE – Promoting Human Rights
KPI B4.2	Description of steps taken to eliminate such practices when discovered.	WORKPLACE – Promoting Human Rights
Operating Practices		
Aspect B5: Supply Chain Management		
General Disclosure	Policies on managing environmental and social risks of the supply chain.	MARKETPLACE – Sustainable and Responsible Supply Chain
KPI B5.1	Number of suppliers by geographical region.	MARKETPLACE – Sustainable and Responsible Supply Chain
KPI 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.	MARKETPLACE – Sustainable and Responsible Supply Chain
KPI B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	MARKETPLACE – Sustainable and Responsible Supply Chain
KPI B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	MARKETPLACE – Sustainable and Responsible Supply Chain

Aspects, General Disclosures and KPIs	Description	Relevant Section/Subsection or Explanation
Aspect B6: Product Responsibility		
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 health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.	MARKETPLACE – Corporate Governance and Compliance, Customer Safety, Engagement and Satisfaction, Product and Service Quality Management LAWS AND REGULATIONS COMPLIANCE
KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	MARKETPLACE – Product and Service Quality Management
KPI B6.2	Number of products and service related complaints received and how they are dealt with.	MARKETPLACE – Customer Safety, Engagement and Satisfaction,
KPI B6.3	Description of practices relating to observing and protecting intellectual property rights.	MARKETPLACE – Corporate Governance and Compliance
KPI B6.4	Description of quality assurance process and recall procedures.	MARKETPLACE – Product and Service Quality Management
KPI B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored.	MARKETPLACE – Corporate Governance and Compliance

Aspects, General Disclosures and KPIs	Description	Relevant Section/Subsection or Explanation
Aspect B7: Anti-corruption		
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.	MARKETPLACE – Corporate Governance and Compliance LAWS AND REGULATIONS COMPLIANCE
KPI B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases.	MARKETPLACE – Corporate Governance and Compliance
KPI B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.	MARKETPLACE – Corporate Governance and Compliance
KPI B7.3	Description of anti-corruption training provided to directors and staff.	MARKETPLACE – Corporate Governance and Compliance
Community		
Aspect B8: Community Investment		
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.	COMMUNITY – Community Development and Engagement
KPI B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	COMMUNITY – Community Development and Engagement
KPI B8.2	Resources contributed (e.g. money or time) to the focus area.	COMMUNITY – Community Development and Engagement



Yee Hop Holdings Limited
義合控股有限公司