



China Graphene Group Limited 中國烯谷集團有限公司

(Incorporated in Bermuda with limited liability) (於百慕達註冊成立之有限公司)
(Stock Code 股份代號 : 63)

2016

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



PRINCIPLES 宗旨

China Graphene Group Limited (the “Company”) and its subsidiaries (collectively referred to as the “Group”) persistently strive to operate its business in an economic, social and environmentally sustainable manner. During the year, while seeking business growth, the Group assumed its corporate environmental and social responsibilities proactively by making constant progress towards sustainable development. The Group has developed and improved its environmental policies, optimised the efficiency in the use of energy and resources, advocated and promoted environmental protection and reduced the impact of its business development on the environment.

As a responsible corporate citizen, the Group strictly follows the regulatory requirements on employment, human rights, labour rights, supply chain management, product responsibility and anti-corruption. The Group cares for the community and the environmental disadvantages as well as creates value for stakeholders including its employees, suppliers, clients, the community in order to make contribution to the overall advancement and sustainable development of the society.

The Company is pleased to present its first Environmental, Social and Governance Report, which aims to demonstrate its efforts on sustainability developments to both internal and external stakeholders.

This report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide as set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited. The report primarily highlights the Group’s major initiatives and activities implemented from 1 January 2016 to 31 December 2016 (“Year 2016”). For information regarding the governance section, please refer to the Corporate Governance Report as incorporated in the Company’s Annual Report 2016.

中國烯谷集團有限公司(「本公司」)及其附屬公司(統稱「本集團」)力求在經濟、社會及環境方面採用可持續發展的方式經營業務。年內，本集團在尋求業務增長的同時，透過在可持續發展方面不斷取得進展，積極承擔企業環境及社會責任。本集團已制定並改進其環境政策，優化能源及資源的使用效率，提倡並推動環境保護，以及減低業務發展對環境的影響。

作為盡責的企業公民，本集團恪守關於僱傭、人權、勞工權益、供應鏈管理、產品責任及反貪污的監管規定。本集團關注社區及環境的不利因素，並為僱員、供應商、客戶及社區等持份者創造價值，務求為社會的整體進步及可持續發展出一分力。

本公司欣然提呈其首份環境、社會及管治報告，旨在向內外界持份者展示其在可持續發展方面的努力。

本報告乃按照香港聯合交易所有限公司證券上市規則附錄27所載的環境、社會及管治報告指引編製。本報告主要顯示本集團於二零一六年一月一日至二零一六年十二月三十一日(「二零一六年度」)實施的主要措施及活動。有關管治部分的資料，請參閱本公司二零一六年年報所載的企業管治報告。



The Company is committed to the long-term sustainability of its business, as well as providing support to environmental protection and the communities in which it operates. Quality products and services are delivered to customers, and its business is managed prudently under sound decision-making processes. Dialogue is maintained with stakeholders such as shareholders, customers, employees, suppliers, creditors and regulators. The Company seeks to balance the views and interests of these stakeholders through constructive conversation with a view to setting the course for long-term prosperity. The board of directors (the "Board") is responsible for evaluating and determining the environmental, social and governance risks of the Company, and ensuring that relevant risk management and internal control systems are in place and operate effectively. The Group has set up the ESG working team which meet regularly to review and evaluate the corporate performance on the relevant environmental, social and governance issues.

As a start, this report will focus on two subsidiaries namely Century Elegant Limited ("Century Elegant") which is a property management services provider of the building named "The ICON", and Cheung Kee Garden Limited ("Cheung Kee") which is engaged in provision of horticultural services under the brand name "Cheung Kee Garden". The operations of Century Elegant and Cheung Kee are the material business segments of the Group in related to the environmental aspects.

This report has primarily highlighted the major performance and disclosure implemented in Year 2016 for the three environmental aspects and eight social aspects.

本公司致力維持其業務的長遠可持續發展，以及為環境保護及其營運所在的社區提供支援。本公司為客戶提供優質的產品及服務，並根據可靠的決策程序審慎管理業務。本公司與股東、客戶、僱員、供應商、債權人及監管機構等持份者保持聯繫，並透過具建設性的溝通，致力平衡該等持份者的意見及利益，從而釐定長遠的發展方向。董事會（「董事會」）負責評估及釐定本公司的環境、社會及管治風險，並確保相關風險管理及內部監控系統適當及有效運作。本集團已成立環境、社會及管治工作團隊，而該團隊會定期會面以檢討及評估公司在相關環境、社會及管治事宜方面的表現。

首先，本報告將會把焦點放在就本集團物業「The ICON」提供物業管理服務之附屬公司進加有限公司（「進加」）及以「張記花園」的品牌提供園藝服務之另一附屬公司的張記花園有限公司（「張記」）。進加及張記的營運為本集團與環境範疇有關的重大業務分部。

本報告主要報告於二零一六年度在三個環境範疇及八個社會範疇的主要表現及披露。



Emissions

The Group is principally engaged in horticultural services business, property development, property management as well as project management services business. Hence, the emission relating to air and greenhouse gas emissions, discharges into the water and land, as well as generation of hazardous and non-hazardous wastes are minimal in Year 2016.

During the Year 2016, the major emissions of the office in Wanchai, Cheung Kee Garden and The ICON were: (i) the fuel consumed, kilometres travelled and greenhouse gases generated from use of motor vehicles; (ii) greenhouse gases generated from the electricity consumed; (iii) greenhouse gases generated from the paper waste disposed at landfills; and (iv) greenhouse gases generated from business air travel by employees.

In order to minimise the fuel consumption, energy consumption, paper wastage and air travel by employees, various sustainable development measures have been enforced to address environmental responsibilities under normal operating procedures, including but not limited to the followings:– (i) motor vehicles are restricted to serve for senior management to attend business meetings and use by important client or business partners; (ii) staff were advised to switch off the light and air-conditioning after the use of a room; (iii) staff were encouraged to print only when necessary and prior use recycle papers for printing; (iv) use of electronic form of documents to reduce paper out; (v) staff were encouraged to prevent unnecessary overseas business travel; and (vi) video conference and conference call were extensively adopted.

The main source of exhaust gas and greenhouse gases was emitted by two trucks used by Cheung Kee Garden in Year 2016. The Group has improved the use of its vehicles by ensuring the effective usage and environmentally friendly operation as well as strictly controlling exhaust gas emissions.

排放物

本集團主要從事園藝服務業務、物業發展、物業管理以及項目管理服務業務。因此，於二零一六年度，有關廢氣的排放及溫室氣體排放、向水及土地的排污以及產生的有害及無害廢棄物甚少。

於二零一六年度，灣仔辦事處、張記花園及The ICON的主要排放為：(i)燃料消耗、行駛里數及使用汽車產生的溫室氣體；(ii)用電產生的溫室氣體；(iii)於堆填區處置廢紙產生的溫室氣體；及(iv)僱員航空差旅產生的溫室氣體。

為盡量減少燃料消耗、能源消耗、紙張浪費及僱員航空差旅，本公司已實行各種可持續發展措施，務求在一般營運程序中履行環境責任，包括但不限於以下各項：(i)限制汽車僅可供高級管理人員參加商務會議時使用以及供重要客戶或業務夥伴使用；(ii)建議員工在使用房間後關閉照明設備及空調；(iii)鼓勵員工僅在有需要時打印，並優先使用回收紙打印；(iv)使用電子形式的文件以減少紙張使用；(v)鼓勵員工避免不必要的海外差旅；及(vi)廣泛採用視像會議及電話會議。

於二零一六年度，廢氣及溫室氣體的主要來源為張記花園使用的兩輛卡車。本集團一直改善汽車的使用情況，確保有效使用汽車及以環保方式運作，並嚴格監控廢氣排放。



Emissions (Continued)

General office wastes and domestic wastes: sorted and collected before being delivered to environmental hygiene stations for centralised treatment.

The electricity consumed in Cheung Kee Garden and The ICON were 794 kWh and 195,214 kWh respectively for Year 2016, representing 500 kg and 154,219 kg of CO₂ emitted respectively.

Fuel consumption by Cheung Kee Garden's trucks are the major source of nitrogen oxides ("NO_x"), sulphur oxides ("SO_x") and particulate matter ("PM") emissions. The NO_x, SO_x and PM emissions were 50.41 kg, 0.09 kg and 2.34 kg respectively in Year 2016.

Fuel consumption by The ICON's electricity generator is the major source of methane and nitrous oxides, which is direct emission of greenhouse gas. The total emission of greenhouse gas in Year 2016 was 40.05 kg.

Compliance with relevant laws and regulations

The Group is not aware of any non-compliance with the relevant laws and regulations that has an impact relating to air and greenhouse gas emissions, discharges into water and land, generation of hazardous and non-hazardous waste of the Group in Year 2016.

No fines or non-monetary sanctions for non-compliance with relevant laws and regulations had been reported in Year 2016.

排放物(續)

一般辦公室垃圾及生活垃圾：分類及收集後送往環境衛生垃圾站作中央處理。

張記花園及The ICON於二零一六年度の耗電量分別為794千瓦時及195,214千瓦時，相當於分別排放500公斤及154,219公斤二氧化碳。

張記花園的卡車燃料消耗為排放氮氧化物(「氮氧化物」)、硫氧化物(「硫氧化物」)及顆粒物(「顆粒物」)的主要來源。於二零一六年度，本公司排放的氮氧化物、硫氧化物及顆粒物分別為50.41公斤、0.09公斤及2.34公斤。

The ICON的發電機所消耗燃料為甲烷及氧化亞氮的主要來源(即直接排放溫室氣體)。於二零一六年度，溫室氣體總排放量為40.05公斤。

遵守相關法例及規例

於二零一六年度，本集團並不知悉與本集團在廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生方面有關，並構成影響的任何違反相關法例及規例的情況。

於二零一六年度，概無因違反相關法例及規例而被判處罰款或非金錢處罰。

Use of Resources

The Group is committed to minimising the impact of business activities on the environment, and supporting environmental protection programmes. In particular, a number of initiative measures designed to conserve resources were introduced to promote employee awareness of the need in order to achieve efficient utilisation of resources.

As mentioned in the above "Emission" section, the Group has a series of policies and procedures to minimise the electricity consumed by the employees in the office in Wanchai, Cheung Kee Garden and The ICON.

資源使用

本集團致力盡量減少業務活動對環境的影響，並積極支持環保活動。具體而言，本集團推出多項旨在節約資源的主動措施，讓僱員意識到有關需要，從而有效利用資源。

誠如上文「排放物」一節所述，本集團設有一系列政策及程序，以盡量減少灣仔辦事處、張記花園及The ICON的僱員耗電量。



In addition, multi-function devices with printing, scanning and photocopying have been extensively adopted. Employees are advised to switch on the computers only when use and switch off after office hours.

For the efficient use of water resources in the offices, all staff are encouraged to save water at pantry. The drinking water containers are well maintained to prevent leakage. For use of packaging material, all staff are encouraged to use recycle paper boxes.

此外，本公司已廣泛採用具有打印、掃描及複印功能之多功能設備，並建議僱員僅在需要使用時開啟電腦，並在下班後關閉電腦。

就於辦事處有效利用水資源而言，本公司鼓勵所有員工在茶水間節約用水，並為飲水機進行良好保養，以防止漏水。至於使用包裝材料方面，本公司鼓勵所有員工使用回收紙箱。

Use of Resources (Continued)

In Year 2016, the Group continued to drive its efforts in energy saving and emission reduction. The specific measures taken by the Group include: (i) the light emitting diode (LED) lightings are widely used; (ii) the rule “turn off the power before leaving” is adopted for the lighting, air-conditioners and electric appliances in operating and office spaces; and (iii) the electronic devices are configured to energy-saving mode.

The Environment and Natural Resources

The Group encourages all employees to participate in different kinds of recycling activities and minimising the use of natural resources. In Year 2016, there was no significant impact on the environment and natural business from the operations of the Group, in particular, the office in Wanchai, Cheung Kee Garden and The ICON.

The Group integrates promotion with practice in its daily office operation, develops the environmental awareness of its employees and encourages its employees to fulfill its environmental responsibilities.

The Group actively introduces environmental protection measures in the office spaces, including priority use of energy-saving lighting and electrical appliances, turning off electric equipment and lighting during non-office hours and reusing of papers. In addition, the Group also encourages its employees to save resources, cherish food and avoid waste of resources by beginning with trivial things.

In Year 2016, The ICON carried out environmental protection plan (環保計劃), the measures of The ICON are as follows: (i) placing the 3-colour recycling bin in the lobby of The ICON; (ii) using the LED lighting system in the car park and public area of The ICON; (iii) changing the mode from “cool mode” to “fan mode” of the air conditioners located in the lobby and sport room when the room temperature is below 26°C; and (iv) turning off part of the lights in the lobby at daytime.

資源使用(續)

於二零一六年度，本集團繼續致力推動節能減排。本集團採用的具體措施包括：(i) 廣泛使用發光二極管(LED)照明設備；(ii) 對營運及辦公空間的照明設備、空調及電器採用「離開前關閉電源」的原則；及(iii) 將電子產品設置為節能模式。

環境及天然資源

本集團鼓勵全體僱員參與各種回收活動並盡量減少使用天然資源。於二零一六年度，本集團的營運(特別是灣仔辦事處、張記花園及The ICON)概無對環境及自然構成重大影響。

本集團在日常辦公室運作中結合推動與實踐的方式，培養僱員的環保意識並鼓勵僱員履行環保責任。

本集團在辦公空間積極實施環保措施，包括優先選用節能照明設備及電器、確保在非辦公時間關閉電子設備及照明設備及重複使用紙張。此外，本集團亦鼓勵僱員透過從小事做起，實行節約資源、珍惜食物及避免浪費資源。

於二零一六年度，The ICON實行環保計劃，其採用的措施如下：(i) 在The ICON大堂放置三色回收箱；(ii) 在停車場及The ICON公共空間採用LED照明系統；(iii) 當室溫低於攝氏26度時，將大堂及運動室的空調由「製冷模式」轉為「風扇模式」；及(iv) 白天時關閉大堂的部分照明設備。

The Environment and Natural Resources (Continued)

To help conserve the environment, the environmental potential measures undertaken by Cheung Kee Garden to recycle retrieved potted plants and plant wastes are as follows: (i) plastic or bamboo supporting sticks will be reused; (ii) all vessels whether they are fiberglass, plastic, glass, porcelain, earthenware, will be re-used at customers' venues if still marketable; (iii) soil in retrieved pots of plant will be dried up under the sun, mixed with sand soil and/or cultivation soil in its desired proportion for various usage; and (iv) hard wood logs mostly from Christmas trees will be cut up, sun dried and used as fencing or sent to recycle factories for recycling.

環境及天然資源 (續)

為保護環境，張記花園就其回收的盆栽植物及植物廢料而採用的環保措施如下：(i)重用塑膠或竹製支撐棒；(ii)在仍可作銷售的情況下在客戶的場地重用所有以玻璃纖維、塑膠、玻璃、瓷器及陶器等物料製造的容器；(iii)在陽光下曬乾從植物盆栽中回收的泥土，並按所需比例與砂土及／或栽培土壤混合以用於各種用途；及(iv)切割及曬乾多數來自聖誕樹的堅硬原木，並用於製作籬笆或送往回收廠作回收。



The Environment and Natural Resources (Continued)

The Group has created new green health office. “Safe”, “healthy”, “environment-friendly” and “energy-saving and emission-reducing” are widely adopted in daily operation to promote green buildings in order to help making the city a better place.

Employment

The Group emphasises on developing human resources and provides competitive remuneration and welfare packages. Promotion opportunities and salary increments are benchmarked against individual performance. Employees are entitled to different kinds of leaves and benefits such as birthday leave, marriage leave, maternity leave, jury service leave, examination leave, compassionate leave, hospitalisation leave etc. and medical insurance coverage in accordance with local laws and regulations.

The Group emphasises on equal opportunities for all employees in respect of hiring, pay rates, training and development, promotion and other terms of employment. The Group is committed to providing a work environment that is free from any form of discrimination on the basis of ethnicity, gender, religion, age, disability or sexual orientation.

環境及天然資源 (續)

本集團已打造全新的綠色健康辦公室，將「安全」、「健康」、「環保」及「節能減排」的理念廣泛融入日常營運中，以推廣綠色建築，令城市成為更美好家園。

僱傭

本集團重視發展人力資源及提供富競爭力的薪酬和福利待遇，並根據個人表現給予晉升機會及加薪。根據本地法例及規例，僱員有權享有生日假、婚假、產假、陪審團假、考試假、恩恤假、住院假及醫療保險等各種假期及福利。

本集團注重在招聘、薪酬、培訓與發展、晉升及其他聘用條款方面為全體僱員提供平等機會。本集團致力提供一個不存在種族、性別、宗教、年齡、殘疾或性取向等任何歧視的工作環境。

Employment (Continued)

The working hours for general employees are normally not more than 8 hours a day and 40 hours a week. Integrated computation of working hours is implemented with reference to the requirements of the Employment Ordinance of the Hong Kong.

Treatment of employee's misconduct must be fair and reasonable in all of the circumstances. Misconduct may lead to a warning, and more serious misconduct may lead to a dismissal. Any acts of misconduct are to be reported to the human and administration department. In Year 2016, no incident of serious misconduct was identified.

The Group has diversified cultures including the employees with different genders, ages, skills, educational backgrounds, industry experiences and other qualifications in order to achieve the most suitable composition and balance.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination and other benefits and welfare on the Group in Year 2016.

No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2016.

Health and Safety

The Group has maintained good indoor air quality within the properties as an important part of ensuring its residents enjoy a healthy, comfortable, and safe environment.

The Group places a high priority on securing health and safety of all its employees. The Group endeavors to protect them from work-related accidents or injuries and pledges full compliance with the relevant occupational health and safety in Hong Kong business.

Regular indoor cleaning services and pest control services are provided in Wanchai office.

僱傭(續)

一般僱員的工作時間通常不超過每天8小時及每週40小時。工作時間乃經參考香港僱傭條例規定綜合計算。

僱員如有不當行為，在所有情況下均須公平合理地處理。一經發現不當行為，將給予警告，而在嚴重的情況下，則予以解僱。任何不當行為均會向人力及行政部門報告。於二零一六年度，並無發現涉及嚴重不當行為的事件。

本集團擁有多元文化，包括聘用不同性別、年齡、技能、教育背景、行業經驗及其他資格的僱員，以達致最合適的組合及平衡。

遵守相關法例及規例

於二零一六年度，本集團並不知悉與本集團在薪酬及解僱、招聘及晉升、工作時間、假期、平等機會、多元化、反歧視以及其他待遇及福利方面有關並構成重大影響的任何嚴重違反相關法例及規例的情況。

於二零一六年度，概無因違反法例而被判處重大罰款或處罰。

健康與安全

作為確保住戶享有健康、舒適及安全的環境之重要一環，本集團一直在其旗下的物業維持良好的室內空氣質素。

本集團將保障全體僱員的健康及安全列作重要的考慮。本集團致力保護僱員以免發生工傷事故，並承諾就香港業務全面遵守相關職業健康及安全法例。

灣仔辦事處已定期進行室內清潔及滅蟲。

Health and Safety (Continued)

The ICON prohibits smoking in most common areas at its managed areas. The Group pays particular attention to materials used in maintenance and repair works, and also prohibits the use of products and materials containing volatile organic compounds and formaldehyde. The maintenance contractors of The ICON clean air-conditioning filters and system coils regularly.

Cheung Kee Garden conducts the risk assessment of working environment for its employees regularly, the specific measures taken include: (i) the guidelines of protective clothing; (ii) the methods of safety use of tools and equipment; and (iii) the working practices for employees working in the hot environment.



The health and safety of employees are the basis of ensuring the smooth operation. The ICON and Cheung Kee Garden (i) actively promote the safety strategy; (ii) continuously improve responsibilities; (iii) initially implement safety risk prevention and process control; and (iv) regularly provide for the safety training in order to strengthen the awareness for the employees at all levels.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards in Year 2016.

No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2016.

健康與安全 (續)

The ICON 管理範圍的大部分公共區域內均禁止吸煙。本集團尤其關注維修及保養工程中使用的物料，並禁止使用含有揮發性有機化合物及甲醛的產品及物料。The ICON 的維修承辦商會定期清潔空調隔塵網及系統盤管。

張記花園定期為僱員進行工作環境風險評估，具體措施包括：(i) 防護衣物指引；(ii) 工具及設備的安全使用方法；及 (iii) 僱員在酷熱環境下工作的工作方式。

僱員的健康與安全是確保運作暢順的基礎。The ICON 及張記花園 (i) 積極推廣安全策略；(ii) 不斷提升責任感；(iii) 初步實施安全風險防控及流程監管；及 (iv) 定期提供安全培訓，以加強各級僱員的意識。

遵守相關法例及規例

於二零一六年度，本集團並不知悉與本集團在提供安全工作環境及保障僱員避免職業性危害方面有關並構成重大影響的任何嚴重違反相關法例及規例的情況。

於二零一六年度，概無因違反法例而被判處重大罰款或處罰。

Development and Training

The Group strives to provide an environment where its employees can grow professionally and develop their career path that meets the long-term growth of their expectation simultaneously. In view of that, the Group encourages its staff to participate in the continuous learning activities especially the safety training programs. The Group also provides training to directors with regular reading materials to ensure that they keep abreast of the latest regulatory requirements, corporate governance practices and market trends.

The Group encourages the relevant staff to participate external training at accredited professional institution during office hours such as seminar held by The Stock Exchange of Hong Kong Limited.

Labour Standards

The Group fully understands that exploitation of child and forced labour is universally condemned, and therefore takes the responsibilities against child and forced labour very seriously. The Group strictly complies with all laws and regulations against child and forced labour. Internal policies are also in place to ensure that no person who is underage or under coercion is hired and, if any such case is identified during the recruitment process, it will report to the relevant authorities.

Employment by the Group is based on the principle of fairness, openness and willingness. All individuals enter into employment contracts without acts of forced labour.

To prevent the exploitation of child, human resources department staff checks the identity card of permanent employees.

Compliance with relevant laws and regulations

The Group is not aware of any non-compliance with the relevant laws and regulations relating to preventing child or forced labour on the Group in Year 2016.

No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2016.

發展及培訓

本集團致力提供一個良好的環境，讓其僱員可在專業方面有所成長及發展彼等的事業以同時滿足彼等實現長遠發展的期望。有鑑於此，本集團鼓勵其員工參加持續進修活動，尤其是安全培訓課程。本集團亦定期以提供閱讀材料為董事提供培訓，務求確保彼等緊貼最新的監管規定、企業管治常規及市場趨勢。

本集團鼓勵相關員工於辦公時間內在認可的專業機構參加外部培訓，例如香港聯合交易所有限公司舉辦的講座。

勞工準則

本集團深知僱用童工及強制勞工嚴重違反普世價值觀，因此竭力反對一切僱用童工及強制勞工的行為。本集團嚴格遵守所有針對僱用童工及強制勞工的法例及規例。本集團亦設有內部政策，以確保絕不僱用未成年或受脅迫的人士，而倘若在招聘過程中發現任何有關情況，將上報相關機構。

本集團本著公平、公開及自願的原則僱用員工。全體僱員均簽訂僱傭合約，並無強制勞工行為。

為防止僱用童工，人力資源部門的員工會核對長期僱員的身份證。

遵守相關法例及規例

於二零一六年度，本集團並不知悉與本集團在防止僱用童工或強制勞工方面有關的任何違反相關法例及規例的情況。

於二零一六年度，概無因違反法例而被判處重大罰款或處罰。

Supply Chain Management

The Group has the greatest respect for the laws and regulations that govern its business. The Group always adheres to good practices and conducts fair and unbiased procurement processes when dealing with suppliers.

The Group hires suppliers and contractors that have a demonstrable track record of performance satisfactory. The Group requires its suppliers to act responsibly and adhere to its environmental, social and governance standards. In situations where several companies can meet its project requirements, the Group will select those with a good reputation for being environmentally and socially responsible and/or that hold environmental certification. The Group offers its contractors encouragement and support in its efforts to further improve their environmental protection.

Product Responsibility

The Group places a high priority to ensure customer satisfaction in terms of its products and services. Strenuous efforts are made to ensure compliance with the laws and regulations relating to product health and safety, labelling and privacy matters of the jurisdictions in which the Group operates. The Group requires its people to comply with the applicable governmental and regulatory laws, rules, codes and regulations. Policies about product quality and safety as well as compliance with laws and regulations are clearly communicated to its employees and service provider. In addition, The ICON and Cheung Kee run training sessions for its relevant staff members in respect of product responsibilities. Orientation training is conducted for new employees, while refreshment trainings are provided for all employees on a regular basis.

供應鏈管理

本集團嚴格遵守規管其業務的法例及規例。本集團一直以良好慣例及公平公正的採購程序處理與供應商的交易。

本集團僱用的供應商及承辦商均擁有可證明的良好往績。本集團要求其供應商以負責任的方式行事，並恪守其環境、社會及管治標準。倘若有多家公司符合本集團的項目要求，本集團會選擇在環保及社會責任方面具備良好聲譽及／或持有環保認證的公司。本集團鼓勵及支持其承辦商進一步改善彼等的環保表現。

產品責任

確保客戶滿意產品及服務是本集團的主要目標。本集團致力確保其在產品健康與安全、標籤及私隱方面均遵守其經營所在司法權區的法例及規例。本集團要求其僱員遵守適用的政府及監管法例、規則、守則及規例。有關產品品質與安全的政策以及在遵守法例及規例方面情況已向僱員及服務供應商清楚闡明。此外，The ICON及張記為相關員工舉辦產品責任方面的培訓課程。本集團為新僱員安排入職培訓，而所有現有僱員則定期接受再培訓。



Product Responsibility (Continued)

The ICON has conducted regular maintenance and renovation works to ensure residents continue to enjoy a high-quality living environment. The ICON has also strengthened security by increasing the number of patrols and enhancing property entrance controls.

Cheung Kee disinfects all plants and ensures that all products are in good quality before they are delivered to our clients. To enhance after sales services, Cheung Kee undertakes to replace all subsided plants and undesirable products within the guarantee period.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact relating to health and safety, labelling and privacy matters relating to products and services provided and methods of redress on the Group in Year 2016.

No significant fines had been reported in Year 2016.

產品責任 (續)

The ICON已定期進行維修保養及翻新工程，以確保住戶繼續享有高質素的生活環境。The ICON亦已透過增加巡查次數及加強物業出入管制，提升保安水平。

張記對所有植物進行滅蟲工作，並在確保所有產品的品質良好後，方會向客戶交付產品。為改善售後服務，張記承諾於保質期內更換所有枯萎植物及不良產品。

遵守相關法例及規例

於二零一六年度，本集團並不知悉與本集團所提供產品及服務的健康與安全、標籤及私隱事宜以及補救方法方面有關並構成重大影響的任何嚴重違反相關法例及規例的情況。

於二零一六年度，概無任何重大罰款。

Anti-corruption

The Group has policy regarding bribery and corruption in any form or at any level. The Group 's Bribery, Gifts & Entertainment Policy sets out its requirements and practices regarding the prevention, identification, and handling of any instances of alleged, proven bribery or corruption.

The Group has established a regular review process on its business practices and anti-corruption measures and guidelines, as well as reported improprieties investigation.

Sound organisational structures and policies are in place in the Group to uphold a high standard of corporate governance and maintain an ethical corporate culture.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact on the issuer relating to bribery, extortion, fraud and money laundering in Year 2016.

There was no legal case concerning corruption brought against the Group or its employees in Year 2016.

Community Investment

The Group aims to help creating a harmonious, dynamic and liveable environment for the communities in which we operate by developing and managing properties that take into account local culture, environment and community priorities. The Group maintains an appropriate level of community involvement and provides support to community activities and encourages employees to take part in work-life balance activities and community services.

反貪污

本集團設有禁止任何形式或任何層面的賄賂及貪污行為的政策。本集團的賄賂、饋贈及款待政策載有其就防止、識別及處理任何涉嫌及經證實涉及賄賂或貪污的事件採納的規定及做法。

本集團已定期檢討其業務慣例、反貪污措施及相關指引，以及調查被舉報的不當行為。

本集團設有健全的組織架構及政策，以維持高水平的企業管治及維繫符合道德水平的企業文化。

遵守相關法例及規例

於二零一六年度，本集團並不知悉在賄賂、勒索、欺詐及洗黑錢方面與發行人有關並構成重大影響的任何嚴重違反相關法例及規例的情況。

於二零一六年度，本集團或其僱員並無涉及有關貪污的法律訴訟。

社區投資

本集團在開發及管理物業過程中考慮當地文化、環境及社區優先事項，務求協助我們營運所在社區創造和諧、富有活力的宜居環境。本集團維持適當水平的社區參與度，支持社區活動，並鼓勵僱員參與有助達致工作與生活平衡的活動及社區服務。

Subject Areas, Aspects, General Disclosures 主要範疇、層面、一般披露	Section/Statement 章節／聲明	Page No. 頁次
ENVIRONMENTAL		
環境		
Aspect A1 : Emissions		
層面 A1 : 排放物		
General Disclosure		
一般披露		
Information on below in relation to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste:		
以下有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生的資料：		
(a) the policies; and 政策；及	As stated in the section of “Emissions”. 如「排放物」一節所述。	3-4
(b) compliance with relevant laws and regulations that have a significant impact on the issuer 遵守對發行人有重大影響的相關法例及規例	The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact relating to air and greenhouse gas emissions, discharges into water and land, generation of hazardous and non-hazardous waste of the Group in Year 2016. 於二零一六年度，本集團並不知悉與本集團在廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生方面有關並構成重大影響的任何嚴重違反相關法例及規例的情況。 No fines or non-monetary sanctions for non-compliance with relevant laws and regulations had been reported in Year 2016. 於二零一六年度，概無因違反相關法例及規例而被判處罰款或非金錢處罰。	4

Subject Areas, Aspects, General Disclosures	Section/Statement	Page No.
主要範疇、層面、一般披露	章節／聲明	頁次
Aspect A2 : Use of Resources		
層面 A2 : 資源使用		
General Disclosure		
一般披露		
<p>Policies on the efficient use of resources, including energy, water and other raw materials.</p> <p>有效使用資源(包括能源、水及其他原材料)的政策。</p> <p>Note: Resources may be used in production, in storage, transportation, in buildings, electronic equipment, etc.</p> <p>註：資源可用於生產、儲存、運輸、樓宇、電子設備等。</p>	<p>As stated in the section of "Use of Resources".</p> <p>如「資源使用」一節所述。</p>	5-6
Aspect A3 : The Environment and Natural Resources		
層面 A3 : 環境及天然資源		
General Disclosure		
一般披露		
<p>Policies on minimising the issuer's significant impact on the environment and natural resources.</p> <p>減低發行人對環境及天然資源構成重大影響的政策。</p>	<p>As stated in the section of "The Environment and Natural Resources".</p> <p>如「環境及天然資源」一節所述。</p>	6-8

Subject Areas, Aspects, General Disclosures	Section/Statement	Page No.
主要範疇、層面、一般披露	章節／聲明	頁次
SOCIAL		
社會		
Aspect B1 : Employment		
層面 B1 : 僱傭		
General Disclosure		
一般披露		
Information on below relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare:		
以下有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的資料：		
(a) the policies; and 政策；及	As stated in the section of “Employment”. 如「僱傭」一節所述。	8-9
(b) compliance with relevant laws and regulations that have a significant impact on the issuer 遵守對發行人有重大影響的相關法例及規例	The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination and other benefits and welfare on the Group in Year 2016. 於二零一六年度，本集團並不知悉與本集團在薪酬及解僱、招聘及晉升、工作時間、假期、平等機會、多元化、反歧視以及其他待遇及福利方面有關並構成重大影響的任何嚴重違反相關法例及規例的情況。 No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2016. 於二零一六年度，概無因違反法例而被判處重大罰款或處罰。	9

Subject Areas, Aspects, General Disclosures	Section/Statement	Page No.
主要範疇、層面、一般披露	章節／聲明	頁次
Aspect B2: Health and Safety		
層面 B2：健康與安全		
General Disclosure		
一般披露		
Information on below relating to providing a safe working environment and protecting employees from occupational hazards:		
以下有關提供安全工作環境及保障僱員避免職業性危害的資料：		
(a) the policies; and 政策：及	As stated in the section of “Health and Safety”. 如「健康與安全」一節所述。	9–10
(b) compliance with relevant laws and regulations that have a significant impact on the issuer 遵守對發行人有重大影響的相關法例及規例	The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards in Year 2016. 於二零一六年度，本集團並不知悉與本集團在提供安全工作環境及保障僱員避免職業性危害方面有關並構成重大影響的任何嚴重違反相關法例及規例的情況。 No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2016. 於二零一六年度，概無因違反法例而被判處重大罰款或處罰。	10

Subject Areas, Aspects, General Disclosures	Section/Statement	Page No.
主要範疇、層面、一般披露	章節／聲明	頁次
Aspect B3: Development and Training		
層面 B3：發展及培訓		
General Disclosure		
一般披露		
Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	As stated in the section of "Development and Training". 如「發展及培訓」一節所述。	11
Aspect B4: Labour Standards		
層面 B4：勞工準則		
General Disclosure		
一般披露		
Information on below relating to preventing child and forced labour: 以下有關防止童工或強制勞工的資料：		
(a) the policies; and 政策；及	As stated in the section of "Labour Standards". 如「勞工準則」一節所述。	11
(b) compliance with relevant laws and regulations that have a significant impact on the issuer 遵守對發行人有重大影響的相關法例及規例	The Group is not aware of any non-compliance with the relevant laws and regulations relating to preventing child or forced labour on the Group in Year 2016. 於二零一六年度，本集團並不知悉與本集團在防止僱用童工或強制勞工方面有關的任何違反相關法例及規例的情況。 No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2016. 於二零一六年度，概無因違反法例而被判處重大罰款或處罰。	11

Subject Areas, Aspects, General Disclosures	Section/Statement	Page No.
主要範疇、層面、一般披露	章節／聲明	頁次
Aspect B5: Supply Chain Management		
層面 B5：供應鏈管理		
General Disclosure		
一般披露		
Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	As stated in the section of “Supply Chain Management”. 如「供應鏈管理」一節所述。	12
Aspect B6: Product Responsibility		
層面 B6：產品責任		
General Disclosure		
一般披露		
Information on below relating to health and safety, labeling and privacy matters relating to products and services provided and methods of redress: 以下有關所提供產品和服務的健康與安全、標籤及私隱事宜以及補救方法的資料：		
(a) the policies; and 政策；及	As stated in the section of “Product Responsibility”. 如「產品責任」一節所述。	12–13
(b) compliance with relevant laws and regulations that have a significant impact on the issuer 遵守對發行人有重大影響的相關法例及規例	The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact relating to health and safety, labelling and privacy matters relating to products and services provided and methods of redress on the Group in Year 2016. 於二零一六年度，本集團並不知悉與本集團所提供產品及服務的健康與安全、標籤及私隱事宜以及補救方法方面有關並構成重大影響的任何嚴重違反相關法例及規例的情況。 No significant fines had been reported in Year 2016. 於二零一六年度，概無任何重大罰款。	13

Subject Areas, Aspects, General Disclosures	Section/Statement	Page No.
主要範疇、層面、一般披露	章節／聲明	頁次
Aspect B7: Anti-corruption		
層面 B7：反貪污		
General Disclosure		
一般披露		
Information on below relating to bribery, extortion, fraud and money laundering:		
以下有關防止賄賂、勒索、欺詐及洗黑錢的資料：		
(a) the policies; and 政策；及	As stated in the section of "Anti-corruption". 如「反貪污」一節所述。	14
(b) compliance with relevant laws and regulations that have a significant impact on the issuer 遵守對發行人有重大影響的相關法例及規例	The Group is not aware of any material non-compliance with the relevant laws and regulations that has a significant impact on the issuer relating to bribery, extortion, fraud and money laundering in Year 2016. 於二零一六年度，本集團並不知悉在賄賂、勒索、欺詐及洗黑錢方面與發行人有關並構成重大影響的任何嚴重違反相關法例及規例的情況。 There was no legal case concerning corruption brought against the Group or its employees in Year 2016. 於二零一六年度，本集團或其僱員並無涉及有關貪污的法律訴訟。	14
Aspect B8: Community Investment		
層面 B8：社區投資		
General Disclosure		
一般披露		
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. 有關以社區參與來了解發行人營運所在社區需要和確保其業務活動會考慮社區利益的政策。	As stated in the section of "Community Investment". 如「社區投資」一節所述。	14