



Enviro Energy International Holdings Limited 環能國際控股有限公司

(Incorporated in the Cayman Islands with limited liability)
(於開曼群島註冊成立之有限公司)
(Stock Code 股份代號：1102)



2024

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

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Environmental, Social and Governance Report

環境、社會及管治報告

BOARD STATEMENT

Enviro Energy International Holdings Limited (the “**Company**”) recognises the importance of sustainability and responsible business practices in shaping a resilient future. As a company principally engaged in the sales of materials, we are committed to integrating Environmental, Social and Governance (“**ESG**”) principles into our operations, ensuring that we contribute meaningfully to sustainable development while delivering long-term value to our stakeholders.

We strive to minimise the environmental impact of our operations and promote the responsible use of materials across our supply chain. By prioritising eco-friendly sourcing, optimising logistics, and reducing waste, we aim to advance sustainable practices within our industry. As part of our commitment, we actively explore innovative ways to support the transition toward a low-carbon economy.

Our success is built on strong relationships with our employees, customers, suppliers, and the communities we serve. We are dedicated to fostering a safe, inclusive, and equitable workplace while promoting ethical business practices throughout our network. In addition, we work to positively impact the communities in which we operate through meaningful engagement and support for local initiatives.

We hold ourselves accountable to the highest standards of governance, ensuring transparency, integrity, and compliance in every aspect of our business. The Board is committed to overseeing the implementation of ESG initiatives and monitoring progress to ensure alignment with our corporate values and strategic goals.

Looking ahead, we will continue to refine our ESG strategies and set measurable objectives to address global challenges while seizing opportunities for innovation and growth. By embedding ESG considerations into our business model, we are confident in our ability to drive sustainable value creation for all stakeholders.

The Board is committed to supporting the ESG principles and guiding the Company toward a sustainable and prosperous future.

Wu Wei
Chairman

Hong Kong, 28 April 2025

董事會聲明

環能國際控股有限公司（「**本公司**」）意識到可持續發展及負責任的商業行為對塑造一個穩健未來的重要性。作為一家主要從事材料銷售的公司，我們致力於將環境、社會及管治（「**環境、社會及管治**」）原則融入我們的營運，確保我們為可持續發展作出有意義的貢獻，同時為我們的持份者帶來長期價值。

我們致力於將營運對環境的影響降至最低，並在整個供應鏈中推廣以負責任的方式使用材料。透過優先採購環保產品、優化物流及減少廢棄物，我們旨在於行業內推動可持續發展的實踐。作為我們承諾的一部分，我們積極探索創新方法，以支持向低碳經濟轉型。

我們的成功建基於與僱員、客戶、供應商及我們所服務社區建立的良好關係。我們致力於營造一個安全、具包容性及公平的工作環境，同時在整個網絡中推廣道德商業實踐。此外，我們亦通過有意義的參與及對當地舉措的支持，努力對我們經營所在社區產生積極影響。

我們以最高的管治標準對自己負責，確保業務各方面的透明度、誠信及合規性。董事會致力於監督環境、社會及管治計劃的實施情況及監察有關進度，以確保符合我們的企業價值及策略目標。

展望未來，我們將繼續完善環境、社會及管治策略，並制定可衡量的目標，以應對全球挑戰，同時把握創新及成長的機會。透過將環境、社會及管治考量融入我們的業務模式，我們有信心能夠為所有持份者推動可持續的價值創造。

董事會致力於支持環境、社會及管治原則，並引導本公司邁向可持續發展及繁榮的未來。

吳偉
主席

香港，二零二五年四月二十八日

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

ABOUT THIS REPORT

This is the Environmental, Social and Governance report (“**Report**”) of Enviro Energy International Holdings Limited (the “**Company**”, together with its subsidiaries, the “**Group**”), highlighting the Group’s activities and performance on issues of sustainable development in a transparent and open manner, with the aim of enhancing the confidence and understanding of the stakeholders toward the Group.

The scope of the Report focuses on the Group’s core businesses in the People’s Republic of China (the “**PRC**”) and Hong Kong, including sales of materials business. The Report forms an integral part of our annual reporting and should be read in conjunction with our 2024 Annual Report, and in particular, the Corporate Governance Report contained therein.

The reporting scope includes the three offices in Hong Kong, Hangzhou and Shenzhen, of the PRC. As at 31 December 2023, the Group operated in four business sites, namely Hong Kong, Yingkou, Hangzhou and Shenzhen, of the PRC. In September 2024, the Group completed the disposal of certain subsidiaries which represented the whole properties investment business of the Group, the operation in Yingkou was ceased since then. As a result, the reporting scope and the information disclosed in this report reflects our current operations may not be comparable with the figures from previous year.

STAKEHOLDERS’ FEEDBACK

Your valuable comments on our performance and reporting format are essential for our continuous progress. You are welcome to email any questions or suggestions on the ESG Report to inquiry@enviro-energy.com.hk, which will enable us to continuously improve our ESG practices.

關於本報告

本報告為環能國際控股有限公司（「**本公司**」，連同其附屬公司統稱「**本集團**」）的環境、社會及管治報告（「**本報告**」），以透明及公開的方式重點闡述本集團在可持續發展議題上的活動及表現，旨在加強持份者對本集團的信心及了解。

本報告的範圍集中於本集團於中華人民共和國（「**中國**」）及香港的核心業務，包括銷售材料業務。本報告構成我們年度報告的一部分，並應與二零二四年年報（尤其是當中所載的企業管治報告）一併閱讀。

報告範圍包括位於中國香港、杭州及深圳的三個辦事處。於二零二三年十二月三十一日，本集團於中國香港、營口、杭州及深圳四個地點經營業務。於二零二四年九月，本集團完成出售若干附屬公司（即本集團的整個物業投資業務），營口業務自此終止。因此，本報告所披露的報告範圍及反映我們現時營運的資料可能無法與上年度的數字作比較。

持份者的反饋意見

閣下對我們的表現及報告形式所提出的寶貴意見對我們的持續進步至關重要。歡迎閣下將有關環境、社會及管治報告的任何問題或建議以電郵傳送至 inquiry@enviro-energy.com.hk，此舉將使我們能夠持續改善環境、社會及管治實踐。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

REPORTING PERIOD

All information herein reflects the performance of the Group in environmental management and social responsibility for from 1 January 2024 to 31 December 2024 (the “**Reporting Period**”).

REPORTING STANDARDS AND PRINCIPLES

The Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “**ESG Guide**”) as set out in Appendix C2 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”). The Group has complied with the “comply or explain” provisions and followed the Reporting Principles set out in the ESG Guide to define the report content and to ensure the quality of information presented, including:

報告期間

本報告所有資料反映本集團自二零二四年一月一日至二零二四年十二月三十一日(「**報告期**」)在環境管理及社會責任方面的表現。

報告準則及原則

本報告乃根據香港聯合交易所有限公司(「**聯交所**」)證券上市規則附錄C2所載的《環境、社會及管治報告指引》(「**環境、社會及管治指引**」)編製。本集團已遵守「不遵守就解釋」的條文，並遵循環境、社會及管治指引所載的報告原則，以界定報告內容及確保所呈報資料的質素，包括：



Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

STAKEHOLDER ENGAGEMENT AND MATERIALITY

持份者參與及重要性

The Group highly prioritises effective communication and engagement with stakeholders as essential components of our sustainability efforts. We actively seek feedback from stakeholders and incorporate it into our materiality assessment. To this end, we have established multiple communication channels to gain a comprehensive understanding of stakeholder expectations and requirements. We are committed to addressing their concerns by developing improvement strategies accordingly. The expectations and requirements of our various stakeholders, as well as our methods of communication and response, are outlined below:

本集團高度重視與持份者的有效溝通及參與，將其視為可持續發展工作的重要組成部分。我們積極尋求持份者的反饋意見，並將其納入重要性評估。為此，我們已建立多種溝通管道，以全面了解持份者的期望及要求。我們致力於通過制定相應的改進策略來解決彼等關注的問題。下文概述我們各持份者的期望及要求，以及我們的溝通及回應方法：

Stakeholders 持份者	Expectations and Concerns 期望及關注事項	Communication channels 溝通渠道
Government and regulatory organisations 政府及監管機構	<ul style="list-style-type: none"> Compliance with laws and regulations 遵守法律及法規 	<ul style="list-style-type: none"> Announcements and other regulatory reports 公告及其他監管報告
Shareholders and investors 股東及投資者	<ul style="list-style-type: none"> Return on investments Protection of interests and fair treatment of shareholders Sustainable development Compliance with laws and regulations 投資回報率 股東權益保護及公平待遇 可持續發展 遵守法律及法規 	<ul style="list-style-type: none"> Information disclosed on the Stock Exchange website and the Company's website Annual general meetings and other shareholders' meetings 在聯交所網站及本公司網站披露的資料 股東週年大會及其他股東會議
Employees 僱員	<ul style="list-style-type: none"> Employees' compensation and benefits Career development Occupational safety and health 僱員報酬及福利 職業發展 職業安全及健康 	<ul style="list-style-type: none"> Employee performance evaluation On-the-job training Internal email Regular meetings 僱員表現評估 在職培訓 內部電郵 定期會議

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

Stakeholders 持份者	Expectations and Concerns 期望及關注事項	Communication channels 溝通渠道
Suppliers 供應商	<ul style="list-style-type: none"> Creditworthiness Quality of products Performance of contracts 信譽 產品質素 合約履行情況 	<ul style="list-style-type: none"> Selection and performance assessment Meetings 甄選及表現評估 會議
Customers 客戶	<ul style="list-style-type: none"> Quality of products and services Protection of customer rights and personal information 產品及服務質素 保護客戶權利及個人資料 	<ul style="list-style-type: none"> Corporate website Meetings 公司網站 會議
Community and public 社區及公眾	<ul style="list-style-type: none"> Compliance with laws and regulations Involvement in communities Environmental protection awareness 遵守法律及法規 參與社區活動 環保意識 	<ul style="list-style-type: none"> Industry events Corporate social responsibility activities 行業活動 企業社會責任活動

During the Reporting Period, the Group has evaluated a number of environmental, social and operating items and assessed their importance to stakeholders and the Group through various channels. This assessment helps ensure that the Group's business objectives and development direction align with stakeholders' expectations and requirements. 21 ESG issues were identified where they mattered the most to the Group's businesses and stakeholders. The ESG issues that fall within the top right-hand quadrant are of the greatest importance.

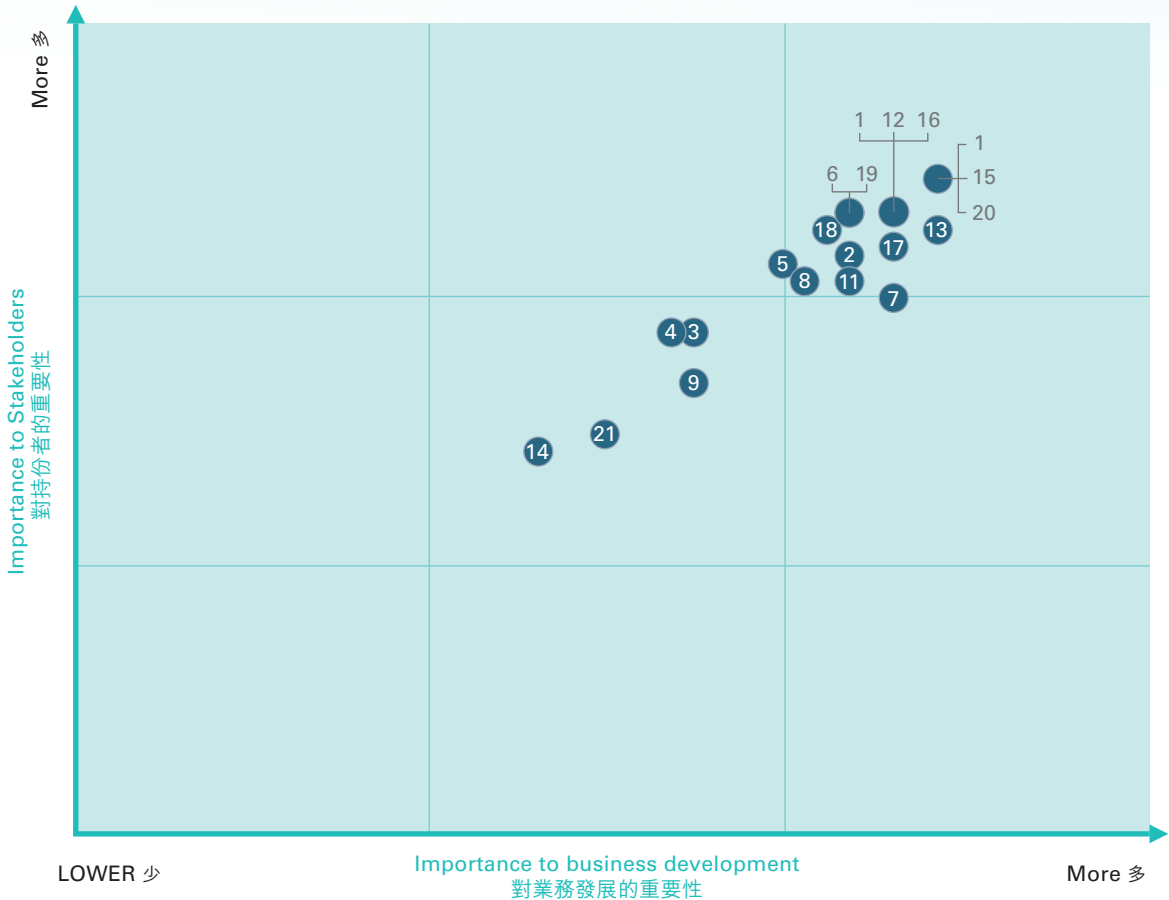
於報告期內，本集團已對多個環境、社會及經營項目進行評估，並透過不同渠道評估其對持份者及本集團的重要性。該評估有助於確保本集團的業務目標及發展方向符合持份者的期望及要求。21個環境、社會及管治議題被識別為對本集團業務及持份者而言最為重要的議題。位於右上方的環境、社會及管治議題最為重要。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

Stakeholder Materiality Matrix

持份者重要性矩陣



Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

- | | |
|--|---|
| 1. Air emissions
空氣排放 | 11. Staff development and training
員工發展及培訓 |
| 2. Waste and effluent management
廢棄物及污水管理 | 12. Labour standards
勞工準則 |
| 3. Greenhouse gas emissions
溫室氣體排放 | 13. Supply chain management
供應鏈管理 |
| 4. Use of resources
資源使用 | 14. Green procurement
綠色採購 |
| 5. Climate change risk management
氣候變化風險管理 | 15. Quality of service
服務質素 |
| 6. Impacts on the environment
對環境的影響 | 16. Complaint handling
投訴處理 |
| 7. Employment practices
僱傭慣例 | 17. Advertising and promotion
廣告及推廣 |
| 8. Equal opportunities and anti-discrimination
平等機會及反歧視 | 18. Intellectual property
知識產權 |
| 9. Employee retention
僱員保留 | 19. Protection of data
資料保護 |
| 10. Occupational health and safety
職業健康及安全 | 20. Anti-fraud and corruption
反欺詐及貪污 |
| | 21. Participation in philanthropy
參與慈善事業 |

Details of management approaches to the above material topics are provided in the relevant sections of this Report. The Group will continue to improve its ESG management and performance by proactively communicating with its stakeholders and constantly enhancing its internal policies.

上述重要議題的管理方針詳情載於本報告相關章節。本集團將透過積極與其持份者溝通以及不斷改善其內部政策，持續改善其環境、社會及管治管理及表現。

ENVIRONMENTAL

The Group does not have any factory operations nor engage in any activities that have a substantial effect on the environment, aside from the consumption of resources by the office administrative operations. Nevertheless, the Group pays due consideration and effort towards compliance with applicable laws and regulations in the PRC and Hong Kong. During the Reporting Period, there was no material non-compliance issues with relevant laws and regulations related to the environment.

環境

除辦公室行政運作的資源消耗外，本集團並無任何工廠運作，亦無從事任何對環境有重大影響的活動。然而，本集團對遵守中國及香港的適用法律及法規作出適當考慮及努力。於報告期內，在與環境有關的相關法律及法規方面並不存在任何重大違規問題。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

Emissions

Air Emissions and Greenhouse Gas (“GHG”) Emissions

The operations of the Group do not involve the use of motor vehicles or machinery powered by fuel. Therefore, there is no production of air pollutants, such as sulphur oxides, nitrogen oxides and respiratory suspended particles. The GHG emissions primarily arise from indirect emissions resulting from the use of purchased electricity in our offices in PRC. In the coming year, the Group targets to at least maintain and if possible, reduce our GHG emissions by 1–2%.

The table below summarises the GHG emission sources of the Group:

GHG emissions 溫室氣體排放	Unit 單位	2024 二零二四年	2023 二零二三年
Scope 2 — Purchased electricity 範圍2 — 外購電力	tCO ₂ eq. 噸二氧化碳當量	4.23	5.59
Total GHG emissions 溫室氣體排放總量	tCO ₂ eq. 噸二氧化碳當量	4.23	5.59
GHG emissions intensity 溫室氣體排放密度	tCO ₂ eq./employee 噸二氧化碳當量／僱員	0.18	0.20

Note: Emission factors of 0.5703 kgCO₂ e/kWh were used for purchased electricity in the PRC in the financial years 2024 and 2023, according to The Ministry of Ecology and Environment of the People’s Republic of China.

排放物

空氣排放及溫室氣體(「溫室氣體」)排放

本集團的營運不涉及使用以燃料為動力的汽車或機械。因此，不會產生空氣污染物，例如硫氧化物、氮氧化物及呼吸道懸浮粒子。溫室氣體排放主要來自中國辦事處使用外購電力所產生的間接排放。來年，本集團的目標是至少維持溫室氣體排放量，並在可能的情況下減少1至2%。

下表概述本集團的溫室氣體排放來源：

附註：根據中華人民共和國生態環境部的資料，中國於二零二四年及二零二三年財政年度的外購電力使用的排放係數為0.5703千克二氧化碳當量／千瓦時。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

Wastes Production

Due to the nature of our business, non-hazardous waste produced is primarily domestic waste and used papers from the daily office operations, which are collected and handled by the building's property management company of the office buildings. Therefore, the waste disposed of is immaterial and non-hazardous. Although the operation does not involve handling hazardous waste directly, we encouraged our staff to reduce waste and reuse resources whenever possible.

Wastes reduction and initiatives

Non-hazardous wastes generated from the Group's operation were collected by the office building management department. The major type of non-hazardous waste generated from the Group's business operations is paper.

The Group encourages employees to reduce paper consumption. Certain waste reduction measures have been formulated:

- Providing recycling paper collection trays at offices;
- Setting double-sided printing as its computers' default printing option;
- Receiving incoming faxes in digital format;
- Collecting and encouraging employees to reuse envelopes and files;
- Using reusable cups instead of paper cups in offices; and
- Reducing the use of disposable tableware.

廢棄物生產

基於我們的業務性質，所產生的無害廢棄物主要為日常辦公室運作所產生的生活廢棄物及使用過的紙張，該等廢棄物由辦公大樓的大廈物業管理公司負責收集及處理。因此，所處理的廢棄物並不重大且為無害。儘管營運並不涉及直接處理有害廢棄物，惟我們鼓勵員工盡可能減少廢棄物並重複使用資源。

減少廢棄物及有關措施

本集團營運產生的無害廢棄物由辦公大樓管理部門收集。本集團業務營運產生的主要類型無害廢棄物為紙張。

本集團鼓勵僱員減少紙張消耗。已制定若干減廢措施：

- 在辦公室提供回收廢紙收集盤；
- 將雙面打印設定為電腦預設打印選擇；
- 以數碼格式接收輸入傳真；
- 收集並鼓勵僱員重用信封及文件夾；
- 在辦公室使用可重用的杯而非紙杯；及
- 減少使用即棄餐具。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

Use of Resources

The Group is committed to upholding high environmental standards in order to promote environmental friendliness. The Group strives to minimise environmental impact by implementing various resource-saving measures and has encouraged green practices among employees.

Energy consumption

The Group's major energy consumption is derived from the lighting and air-conditioning system in the offices. Measures implemented to conserve energy and reduce consumption are as follows:

- Setting the room temperature at around 25.5°C;
- Selecting office equipment with Grade 1 Energy Label issued by the Electrical and Mechanical Services Department of Hong Kong;
- Ensuring doors and windows are closed when air conditioners are on; and
- Switching off all lights, air conditioners, computers, photocopiers and other electrical appliances before leaving the office.

資源使用

本集團致力維持高環保標準，以推廣環保。本集團透過實施各種資源節約措施，致力將對環境的影響減至最低，並已鼓勵僱員實踐綠色生活。

能源消耗

本集團的主要能源消耗來自辦公室的照明及空調系統。為節約能源及減少消耗而實施的措施如下：

- 將室溫設定為約攝氏25.5度；
- 選擇獲香港機電工程署頒發一級能源標籤的辦公設備；
- 確保空調開啟時關閉門窗；及
- 離開辦公室前關閉所有電燈、空調、電腦、影印機及其他電器。

	Unit 單位	2024 二零二四年	2023 二零二三年
Electricity 電力	KWh 千瓦時	7,410	8,617
Electricity consumption Intensity 耗電密度	kWh/employee 千瓦時／僱員	322.17	307.75

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

Water consumption

Our offices do not have individual water supply systems (e.g. tap and toilet facilities), so the respective data was therefore unavailable. Since the water supply is centrally managed and sourced from governmental bodies and sewage was discharged through the municipal wastewater system, there is no water sourcing or discharge issues during the Reporting Period.

	Unit 單位	2024 二零二四年	2023 二零二三年
Water 水	m ³ 立方米	70	54
Water consumption intensity 用水密度	m ³ /employee 立方米／僱員	3.04	2.35

The Group's water resource consumption was mainly from daily staff use in offices; hence, no policies nor initiatives have been formulated. Nevertheless, employees are reminded to always conserve water and reduce wastage.

The Environment and Natural Resources

The Group's business nature does not pose significant impacts on the environment and natural resources and hence, no formal policy has been formulated in this respect. However, the Group considers the use of resources as one of the important criteria when assessing and selecting suppliers and business partners.

The Group's operation is office-based and does not involve a significant consumption of resources and pollution of the environment. The major impact on the environment from its operation was the GHG emissions derived from the consumption of purchased electricity. The Group strives to avoid unnecessary use of electricity and enhance the energy efficiency of its electrical appliances installed at offices.

用水

我們的辦事處並無獨立的供水系統(如水龍頭及廁所設施)，因此未能提供相關數據。由於供水乃政府機關集中管理並採購，且污水通過市政污水系統排放，故報告期內不存在取水或排污問題。

本集團的水資源消耗主要來自辦公室員工的日常用水；因此，並無制定任何政策及措施。儘管如此，本集團會提醒僱員時刻節約用水以及減少浪費。

環境及天然資源

本集團的業務性質不會對環境及天然資源造成重大影響，因此並無就此制定正式政策。然而，本集團於評估並甄選供應商及業務夥伴時，將資源使用視為一項重要準則。

本集團營運時以辦公室為基礎，並不涉及大量資源消耗及環境污染。其營運對環境的主要影響為消耗外購電力產生的溫室氣體排放。本集團致力避免不必要地使用電力並提高其辦公室所安裝電器的能源效益。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

Climate Change

Climate change affects businesses to varying extents. The Group has no formal policy regarding climate change, but it is committed to mitigating climate change and enhancing its resilience to adapt to the increasing threat of climate-related consequences. Physical and transition risks relevant to the Group's business have been identified and assessed by the Board and the management. The physical and transition risks identified, their risk levels and their impact on the business are stated below. These risk levels are expected to increase in the future.

氣候變化

氣候變化對企業產生了不同程度的影響。本集團並無有關氣候變化的正式政策，惟其致力減緩氣候變化及提高應變能力，以適應與氣候有關的後果日益增加的威脅。董事會及管理層已識別及評估與本集團業務相關的物理及過渡風險。已識別的物理及過渡風險、其風險級別及其對業務的影響陳述如下。這些風險水平預計將在未來上升。

	Risk 風險	Risk Level 風險水平	Impact to business 對業務的影響
Physical Risk	Acute physical risk	High	Extreme weather events with increased severity during cyclones, hurricanes, storm surges and floods can cause supply chain interruption by bringing damage to local infrastructure, potential damage to offices and disruption to human resources.
物理風險	嚴重物理風險	高	在氣旋、颶風、風暴潮和洪水期間，極端天氣事件的嚴重性不斷增加，可能會對當地基礎設施造成破壞，對辦公室造成潛在破壞，並對人力資源造成干擾，從而導致供應鏈中斷。
	Chronic physical risk	High	Longer-term shifts in climate patterns can increase capital costs, operating costs, costs of human resources and increased insurance premiums.
	長期物理風險	高	氣候模式的長期變化可能會增加資本成本、營運成本、人力資源成本和保險費。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

	Risk 風險	Risk Level 風險水平	Impact to business 對業務的影響
Transition Risk	Technology	Low	During the transitional period, the Group expects increased procurement expenditures to introduce new and alternative technologies, and the additional cost of adopting/deploying new practices and processes.
過渡風險	技術	低	於過渡期間，本集團預期採購開支將會增加，以引進新技術及替代技術，以及採用／部署新實踐及流程的額外成本。
	Legal and policy	Low	Upon implementation of tightened environmental laws and the carbon pricing system, the Group will expect increased operating costs, increased costs resulting from fines and legal proceedings if non-compliance with newly implemented regulations occurs, and supply chain disruption or supply shortage if the carbon pricing system affects the metal markets.
	法律及政策	低	於實施更嚴格的環保法律及碳定價系統後，本集團預期營運成本將會增加，倘違反新實施的法規，則罰款及法律訴訟將導致成本增加，而倘碳定價系統影響金屬市場，則供應鏈將會中斷或供應短缺。
	Market	Low	During the transitional period, the Group might face a decrease in revenue due to higher environmental requirements of clients, if no strategy has been set accordingly.
	市場	低	於過渡期間，倘並無制定相應策略，本集團或會因客戶更高的環境要求而面臨收益減少。
	Reputation	Low	Stakeholders' concerns and negative news regarding climate-related issues in the Group might impact the stock price and market capitalisation of the Group, hence increasing the liquidity risk.
	聲譽	低	持份者對本集團氣候相關問題的擔憂及負面消息可能影響本集團的股價及市值，從而增加流動性風險。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

The Group has assessed the potential climate-related risks and identified the sustained elevated temperature and increasing severity and likelihood of extreme weather events, such as rainstorms and typhoons, as major physical risks impacting our daily operation. To cope with extreme weather conditions, the Group takes precautionary and protective measures, including, where necessary, home office arrangement and work schedule rearrangement, to minimise potential damage extreme weather will cause to its operation and, most importantly, to its employees.

In the future, the Group will continue to identify potential business activities impacting the environment and develop corresponding improvement measures, so as to further prevent the possible negative impacts of our operation on climate change.

SOCIAL

Employment and Labour Practices

The Group considers its employees to be one of its most valuable assets and places a high importance on their personal development. Staff are the key drivers of the Group's long-term growth and sustainability.

Employees were entitled to a basic salary and discretionary bonus commensurate with their educational background, professional knowledge, experience and responsibilities. In addition to medical insurance and a mandatory provident fund, discretionary bonuses are awarded based on performance. We have implemented appraisal and self-assessment systems to better identify human resource needs and support employee development.

The staff turnover rate is largely attributed to the disposal of properties investment business in September 2024, which resulted in significant restructuring within the organization. We are committed to fostering a supportive environment for our employees and ensuring that any future changes are managed with careful consideration of their impact on our workforce.

本集團已評估與氣候相關潛在風險，並將持續高溫以及極端天氣事件(如暴雨及颱風)的嚴重性及可能性的不斷增加識別為影響我們日常營運的主要物理風險。為應對極端天氣情況，本集團採取預防及保護措施，包括(如必要)安排在家工作及重新安排工作時間表，以盡量減少極端天氣對其營運(最重要的是對其僱員)造成的潛在損害。

未來，本集團將繼續識別可能對環境產生影響的業務活動，並制定相應改善措施，以進一步防止我們的營運對氣候變化可能產生的負面影響。

社會

僱傭及勞工慣例

本集團視其僱員為最寶貴的資產之一，並高度重視彼等的個人發展。員工是本集團長期增長及可持續發展的主要動力。

僱員有權收取基本薪金及與彼等教育背景、專業知識、經驗及責任相稱的酌情花紅。除醫療保險及強制性公積金外，酌情花紅則根據表現發放。我們已實施考核及自我評估制度，以更好地識別人力資源需求及支持僱員發展。

員工流失率主要歸因於二零二四年九月出售物業投資業務，導致組織內部進行重大重組。我們致力於為僱員創造一個具支持性的環境，並確保在管理任何未來變化時，均會謹慎考慮其對員工的影響。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

As of 31 December 2024, the Group had 23 (2023: 28) staff. The data on staff distribution and turnover rate in the Reporting Period are listed below:

截至二零二四年十二月三十一日，本集團共有23名(二零二三年：28名)員工。報告期內的員工分佈及流失率數據列示如下：

	Staff distribution 員工分佈	Staff turnover rate 員工流失率
Total 總計	23	39%
By Gender 按性別劃分		
Male 男性	15	32%
Female 女性	8	50%
By Employment Type 按僱傭類型劃分		
Full-Time 全職	23	39%
Part-Time 兼職	/	/
By Employee Category 按僱員類別劃分		
Senior Management 高級管理層	11	10%
Middle Management 中級管理層	3	50%
Frontline and Other Employees 前線及其他僱員	9	50%
By Age Group 按年齡組別劃分		
18-35 18至35歲	9	33%
36-45 36至45歲	4	67%
46-55 46至55歲	5	29%
56 or above 56歲或以上	5	29%
By Geographical Location 按地理位置劃分		
The PRC 中國	18	45%
Hong Kong 香港	5	18%

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

During the Reporting Period, the Group stringently complied with national and local laws and regulations regarding employment and labour practices, including but not limited to the followings:

- Employment Ordinance (Cap. 57)
- Inland Revenue Ordinance (Cap. 112)
- Sex Discrimination Ordinance (Cap. 480)
- Mandatory Provident Fund Schemes Ordinance (Cap. 485)
- Personal Data (Privacy) Ordinance (Cap. 486)
- Disability Discrimination Ordinance (Cap. 487)
- Family Status Discrimination Ordinance (Cap. 527)
- Race Discrimination Ordinance (Cap. 602)
- Minimum Wage Ordinance (Cap. 608)
- Labour Law
- Labour Contract Law
- Regulations on Paid Annual Leave for Employees
- Law on the Protection of Women's Rights and Interests
- Special Rules on the Labour Protection of Female Employees

The Group's employment contracts clearly outline the terms of employment, including job duties, working hours, holidays, remuneration, termination processes, and benefits. We ensure that potential employees fully understand these terms before mutually signing the contracts. The Group contributes to the Mandatory Provident Fund in Hong Kong and the social security insurance in the PRC. Employee performance and pay rates are reviewed annually, with opportunities for promotion or incentives, such as double-pay rewards and discretionary bonuses, based on the results of these performance appraisals.

於報告期內，本集團嚴格遵守有關僱傭及勞工慣例的國家及地方法律及法規，包括但不限於以下各項：

- 僱傭條例(第57章)
- 稅務條例(第112章)
- 性別歧視條例(第480章)
- 強制性公積金計劃條例(第485章)
- 個人資料(私隱)條例(第486章)
- 殘疾歧視條例(第487章)
- 家庭崗位歧視條例(第527章)
- 種族歧視條例(第602章)
- 最低工資條例(第608章)
- 勞動法
- 勞動合同法
- 職工帶薪年休假條例
- 婦女權益保障法
- 女職工勞動保護特別規定

本集團的僱傭合約清楚列出僱傭條款，包括工作職責、工作時間、假期、薪酬、終止合約程序及福利。我們確保準僱員於雙方簽訂合約前充分了解該等條款。本集團向香港強制性公積金及中國社會保障保險供款。僱員表現及薪酬水平會每年檢討一次，並根據該等績效評核結果提供晉升機會或獎勵，例如雙薪獎勵及酌情花紅。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

To foster a healthy work-life balance, the Group has adopted a five-day work arrangement. Employees are entitled to various types of leave, including annual leave, sick leave, maternity leave, and special leave (which includes marriage leave, compassionate leave, paternity leave and jury service leave).

Equal opportunity

The Group is committed to providing equal opportunities for all employees in recruitment, job advancement, compensation, benefits, and training and development. Employees are not discriminated against or deprived of opportunities based on gender, ethnic background, religion, colour, age, marital status, family status, retirement, disability, pregnancy, or any other discrimination prohibited by applicable law.

Employee Communication

The Group places great importance on workplace communication, recognising that it facilitates effective collaboration among employees and increases productivity. We have established various channels to enhance communication across different levels of the organisation. Directors and supervisors conduct annual appraisal meetings to review employee performance, understand their concerns, and set goals for the coming years. Employees are encouraged to voice their opinions and feedback during these meetings. To promote camaraderie in the workplace, the Group regularly organises gatherings, such as celebrations during Chinese New Year and Christmas.

Labour Standards

The Group attaches great importance to human rights and strictly prohibits child labour and forced labour. To ensure that all job candidates meet the legal working age, the human resources department conducts identity checks before arranging interviews. Candidates are required to provide official documents, such as an identity card, to verify the information they present during the interview.

為了促進健康的工作與生活平衡，本集團採取五天工作安排。僱員享有各種假期，包括年假、病假、產假及特別假期(其中包括婚假、恩恤假、侍產假及陪審團服務假)。

平等機會

本集團致力在招聘、晉升、薪酬、福利以及培訓及發展方面為所有僱員提供平等機會。僱員不會因性別、種族背景、宗教、膚色、年齡、婚姻狀況、家庭狀況、退休、殘疾、懷孕或適用法律禁止的任何其他歧視而受到歧視或被剝奪有關機會。

僱員溝通

本集團非常重視工作場所的溝通，認為溝通有助於僱員之間的有效合作，並提高生產力。我們已建立各種渠道，以加強組織內不同階層的溝通。董事及主管每年會召開評核會議，以檢討僱員績效、了解彼等的關注事宜，並制定未來數年的目標。在該等會議中，我們鼓勵僱員提出意見及反饋。為了促進工作間的友誼，本集團定期組織聚會，例如農曆新年及聖誕節慶祝活動。

勞工準則

本集團十分重視人權，並嚴禁僱用童工及強制勞工。為了確保所有應徵者符合法定工作年齡，人力資源部門會在安排面試前進行身份檢查。應徵者必須提供身份證等正式文件，以驗證彼等在面試時所提供的資料。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

To protect labour rights, the Group signs employment contracts with all employees. If any instances of forced labour are discovered, appropriate warnings, both verbal and written, would be issued based on the severity of the situation.

In the case of child labour, the human resources department will immediately remove the child from the workplace and contact the family for pick-up. During the Reporting Period, there were no instances of child labour or forced labour in the Group's operations.

Furthermore, no labour disputes between the company and our staff were recorded during the year. The Group adheres to laws and regulations prohibiting child labour and forced labour, which include the following:

- Employment of Children Regulations under the Employment Ordinance (Cap. 57) of HKSAR;
- The Labour Law; and
- The Law on Protection of Minors of the PRC.

Health and Safety

The health and safety of our employees are of utmost importance to the Group's operations. Although our activities do not involve heavy machinery or intensive manual handling, we are committed to providing a safe working environment for all employees. Every employee is covered by medical and labour insurance.

The Group has established a clear safety and health policy, along with response procedures for handling job-related injuries and accidents. In the event of an incident, the human resources department conducts thorough investigations and formulates corrective action plans to prevent similar occurrences in the future.

為了保障勞工權益，本集團會與所有僱員簽訂僱傭合約。倘發現任何強制勞工的情況，則會根據情況的嚴重性發出適當的口頭或書面警告。

如發生僱用童工，人力資源部門會立即將童工帶離工作場所，並聯絡其家人接回。於報告期內，本集團的營運並無出現童工或強制勞工的情況。

此外，本年度內並無公司與員工之間的勞資糾紛記錄。本集團遵守禁止僱用童工及強制勞工的法律及法規，包括以下各項：

- 香港特別行政區僱傭條例(第57章)項下的僱用兒童規例；
- 勞動法；及
- 中國未成年人保護法。

健康及安全

僱員的健康及安全對本集團的營運至為重要。儘管我們的活動不涉及重型機械或密集的體力勞動，惟我們致力於為所有僱員提供安全的工作環境。每名僱員均享有醫療及勞工保險。

本集團已制定明確的安全及健康政策，以及處理工傷及意外事故的應變程序。一旦發生事故，人力資源部門會進行徹底調查，並制定糾正行動計劃，以防止日後發生類似事件。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

We also prioritise indoor air quality in our offices, having installed air purifiers to create a comfortable work environment. To enhance fire safety awareness, the human resources department in each region provides fire evacuation plans for employees and actively participates in fire evacuation drills organised by building management.

The Group has complied with laws and regulations relevant to occupational health and safety, including but not limited to the Law of the PRC on The Prevention and Control of Occupational Diseases, Employees' Compensation Ordinance (Cap. 282) of HKSAR and Occupational Safety and Health Ordinance (Cap. 509) of HKSAR.

The data of the Group's work-related injuries and fatalities during the Reporting Period and the past two reporting periods is as follows:

我們亦注重辦公室的室內空氣質素，並已安裝空氣淨化機，以創造舒適的工作環境。為了加強消防安全意識，各區域的人力資源部門為僱員提供火警疏散計劃，並積極參與由大廈管理層組織的火警疏散演習。

本集團一直遵守與職業健康及安全有關的法律及法規，包括但不限於中國職業病防治法、香港特別行政區僱員補償條例(第282章)及香港特別行政區職業安全及健康條例(第509章)。

本集團於報告期內及過去兩個報告期間的工傷及死亡事故數據如下：

	2024 二零二四年	2023 二零二三年	2022 二零二二年
Work-related fatality 因工死亡	/	/	/
Lost days due to work-related injury 因工傷損失工作日數	/	/	/

Development and Training

The Group fully supports employees in participating in on-the-job training and external training programs, covering the costs associated with training relevant to their professional development. Additionally, we provide subsidies to employees pursuing skill enhancement.

These training courses encompass a range of topics, including management skills, leadership improvement, corporate strategy and culture, and business knowledge. We place particular emphasis on the ethics and conduct of the Board. To ensure compliance with legal standards, induction training was provided to directors prior to the commencement of their roles.

發展及培訓

本集團全力支持僱員參與在職培訓及外部培訓計劃，並承擔與彼等專業發展相關的培訓成本。此外，我們亦向追求技能提升的僱員提供補貼。

該等培訓課程涵蓋管理技能、領導才能提升、企業策略及文化以及商業知識等多個主題。我們特別重視董事會的道德及行為。為了確保符合法律標準，在董事開始擔任職務之前，我們已為彼等提供入職培訓。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

During the Reporting Period, 18% of the employees were trained and a total of 40 hours of training were provided. Each employee (inclusive of those who did not receive training) received 1.68 hours of training on average. The graphs below illustrate the percentage of employees trained by category and the average training hours trained per employee.

於報告期內，18%的僱員已接受培訓，而本集團則提供了合共40小時的培訓。每名僱員（包括未接受培訓的僱員）平均接受1.68小時的培訓。下圖說明按類別劃分的受訓僱員百分比及每名僱員的平均培訓時數。

		Average training hours attended 接受培訓的平均時數	Percentage of staff attended training 接受培訓的員工百分比
Gender	性別		
Male	男性	10	67%
Female	女性	/	/
Employee category	僱員類別		
Frontline and general staff	前線及一般員工	/	/
Middle management	中級管理層	10	33%
Senior management	高級管理層	10	27%

OPERATING PRACTICES

Supply Chain Management

The Group recognises its responsibility to promote sustainable products, particularly in the context of its materials trading operations. We strongly advocate for our suppliers to maintain high standards in both environmental protection and labour practices.

The procurement department plays a crucial role in selecting and managing these suppliers. In our selection process for key suppliers, environmental and social standards are considered. We regularly review and evaluate the performance of our suppliers and partners to ensure compliance with our sustainability goals. Prior to engagement, supplier assessments are performed, and those that are evaluated and approved are added to our approved vendor list. To maintain these standards, suppliers are reviewed annually to determine their continued eligibility for engagement in the upcoming year. This comprehensive approach ensures that we mitigate environmental and social risks within our supply chain, reinforcing our commitment to sustainability.

營運慣例

供應鏈管理

本集團深知其有責任推廣可持續發展的產品，尤其是在材料貿易業務方面。我們強烈認為供應商在環保及勞工慣例方面均須維持高標準。

採購部門在甄選及管理該等供應商方面扮演著重要角色。在我們甄選主要供應商的過程中，環境及社會標準均在考慮之列。我們會定期檢討及評估供應商及合作夥伴的績效，以確保符合我們的可持續發展目標。在委聘之前，我們會對供應商進行評估，經評估通過的供應商會加入我們的認可供應商名單。為了維持該等標準，我們會每年對供應商進行審核，以確定彼等在來年是否仍有資格參與其中。這種全面的方法可確保我們在供應鏈中降低環境及社會風險，以加強我們對可持續發展的承諾。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

Our head office in Hong Kong is in the practice of selecting electrical appliances with Grade 1 Energy Labels issued by the Electrical and Mechanical Services Department of Hong Kong, indicating that these appliances are in high energy efficiency.

During the Reporting Period, the Group engaged 124 major suppliers from the PRC, providing metals, building materials, and maintenance services for mechanical and electrical equipment. To reduce carbon footprint, approximately 91% of our suppliers are located in Zhejiang Province and Shanghai, which are in close proximity to our major operation office in Hangzhou. All engaged suppliers must comply with the aforementioned requirements to minimise environmental and social risks within the supply chain.

Product Responsibility

The Group fully understand that the quality of our products and services profoundly impacts our value chain. We strictly adhere to all relevant laws and regulations in Hong Kong and the PRC, such as the Trade Marks Ordinance (Cap. 559 of the laws of Hong Kong), Copyright Ordinance (Cap. 528 of the laws of Hong Kong), Law of the People's Republic of China on the Protection of Intellectual Property Rights, the Patent Law of the People's Republic of China, and the Trademark Law of the People's Republic of China. When employees join our Group, they are informed of relevant internal policies.

Anti-corruption

The Group is committed to maintaining high moral standards in its business conduct. It strictly adheres to the Prevention of Bribery Ordinance (Cap. 201) of Hong Kong, the Anti-Unfair Competition Law of the PRC, the Company Law of the PRC, the Criminal Law of the PRC, and other relevant laws and regulations concerning commercial bribery. All directors and employees are required to uphold the Group's objectives in preventing bribery, extortion, fraud, and money laundering.

我們的香港總辦事處慣常選用獲香港機電工程署頒發一級能源標籤的電器，表示該等電器具有較高能源效益。

於報告期內，本集團已委聘124名來自中國的主要供應商，提供金屬、建築材料及機電設備維修服務。為了減少碳足跡，我們約91%的供應商位於浙江省及上海市，與杭州的主要營運辦事處相鄰。所有獲委聘的供應商必須遵守上述要求，以盡量減少供應鏈中的環境及社會風險。

產品責任

本集團充分理解產品及服務質素對我們的價值鏈影響深遠。我們嚴格遵守香港及中國所有相關法律及法規，如商標條例(香港法例第559章)、版權條例(香港法例第528章)、中華人民共和國知識產權保護法、中華人民共和國專利法及中華人民共和國商標法。僱員在加入本集團時會被告知相關內部政策。

反貪污

本集團致力於在其商業行為中維持高道德標準。本集團嚴格遵守香港防止賄賂條例(第201章)、中國反不正當競爭法、中國公司法、中國刑法及其他有關商業賄賂的相關法律及法規。所有董事及僱員均須恪守本集團防止賄賂、勒索、欺詐及洗黑錢的目標。

Environmental, Social and Governance Report (Continued)

環境、社會及管治報告(續)

The Group has established official guidelines for business conduct in its Employee Handbook. Employees should not accept gifts, rewards, or commissions from business partners in the form of money, valuable items, or other work-related benefits, including invitations to inappropriate or extravagant hospitality. When a business partner offers any form of benefit, the employee must notify their supervisors, the Executive Director, and the human resources department to determine whether the benefit is acceptable. Such offers will be documented for the Group's records.

Employees must also avoid any situations that could lead to a conflict of interest. If an employee is aware of a potential conflict of interest, they must report it to their supervisors, the Executive Director, and the human resources department, and complete a declaration form.

The Group has established a whistle-blowing mechanism for reporting suspected fraud, malpractice, corruption, or other unethical behaviour. Employees are encouraged to report any suspected unethical acts to the Executive Director.

The Group believes that management of the Group plays a crucial role in fighting against corruption. Training sessions on anti-corruption are arranged particularly for the directors of the Group before the commencement of work as induction training. There was no concluded legal case regarding corrupt practices brought against the Group or our employees during the Reporting Period.

Community Investment

The Group acknowledges the significance of corporate social responsibility and encourages employees to engage with the community. While the Group has yet to establish a formal policy on community investment, it will occasionally make charitable donations as deemed appropriate. In the future, the Group aims to explore more opportunities to contribute to the community.

本集團已在僱員手冊中制定正式的商業行為準則。僱員不得接受業務合作夥伴以金錢、貴重物品或其他與工作相關的利益形式提供的禮物、獎勵或佣金，包括不適當或奢華的款待邀請。當業務夥伴提供任何形式的利益時，僱員必須通知其主管、執行董事及人力資源部門，以確定該利益是否可以接受。有關要約將被存檔，以供本集團記錄在案。

僱員亦必須避免任何可能導致利益衝突的情況。倘僱員發現潛在的利益衝突，必須向主管、執行董事及人力資源部門報告，並填寫申報表。

本集團已建立舉報機制，用以舉報涉嫌欺詐、舞弊、貪污或其他不道德的行為。我們鼓勵僱員向執行董事舉報任何可疑的不道德行為。

本集團相信，本集團管理層在反貪污方面扮演著重要角色。在開始工作前，本集團特別為董事安排有關反貪污的培訓課程作為入職培訓。於報告期內，本集團或其僱員並無涉及貪污行為的已審結法律案件。

社區投資

本集團認同企業社會責任的重要性，並鼓勵僱員參與社區活動。儘管本集團尚未制定正式的社區投資政策，但偶爾會在認為合適的情況下進行慈善捐款。未來，本集團旨在發掘更多貢獻社會的機會。

