

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

About This Report

Silver Grant International Holdings Group Limited (the “Company”, “Silver Grant”, or “we”), together with its subsidiaries, collectively the “Group”) is pleased to publish its 2023 Environmental, Social and Governance Report (this “Report”), so as to disclose the Group’s performance and results on its environmental, social and governance (“ESG”) aspects from 1 January 2023 to 31 December 2023 (the “Reporting Period” or “2023”) to all stakeholders in response to their concerns.

Scope of This Report

Unless otherwise specified, the policies, statements and key performance indicators (“KPIs”) herein cover the Group’s investment business and property leasing business in Mainland China and Hong Kong, China (“Hong Kong”), which is consistent with the disclosure scope of financial reports and similar to the scope of the ESG report for the previous year. The Group continuously deepens the integration of material topics on ESG and its routine business, and determines whether to extend the coverage and depth of the disclosure on an annual basis. This Report reveals the Group’s ESG performance based on the ESG report of the previous year, and discloses the relevant targets and performance.

Reporting Basis

This Report has fully complied with the requirements on “Mandatory Disclosures” and “Comply or Explain” in the Environmental, Social and Governance Reporting Guide (the “ESG Guide”) as set out in Appendix 27 (renumbered to C2 with effect from 31 December 2023) to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) during the Reporting Period and has applied the four reporting principles (i.e. materiality, quantitative, balance and consistency) in this Report preparation.

關於本報告

銀建國際控股集團有限公司(「本公司」或「銀建」或「我們」，連同其附屬公司，統稱「本集團」)欣然發佈其二零二三年環境、社會及管治報告(「本報告」)，以向各持份者披露本集團由二零二三年一月一日至二零二三年十二月三十一日(「報告期」或「二零二三年」)在環境、社會及管治(「ESG」)方面的表現與績效，作為對持份者關心的回應。

報告範圍

除特殊說明外，本報與持續業務重融合，並按年釐定是否增添披露的科目和深度。在上一年報告的基礎上，本報告對本集團在ESG方面的表現進行梳理，並就相關目標和績效進行了披露。

報告準則

本報告遵循香港聯合交易所有限公司(「聯交所」)發佈的《香港聯合交易所有限公司證券上市規則》附錄27(重新編號為C2並由二零二三年十二月三十一日起生效)所載的環境、社會及管治報告指引(「環境、社會及管治指引」)中有關「強制披露」及「不遵守就解釋」的規定，並已將四項匯報原則，即重要性、量化、平衡及一致性，應用於本報告的撰寫中。

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Materiality

By conducting questionnaire surveys and materiality assessments with stakeholders, the Group was able to identify material ESG issues and establish a reporting framework based on the materiality of the issues to ensure that relevant material issues are covered in this Report. The results of relevant stakeholder communication and materiality matrix have been disclosed in the section headed "Material Issues", as well as in the paragraphs headed "Identification of Issues" and "Order of Materiality" therein.

Quantitative

The standards, methods, and assumptions used for quantitative information are disclosed where feasible, and comparative data are provided where appropriate. Such disclosures have been made in the sections where the KPI descriptions or data applicable for reporting purpose. All data used in this Report are from the Company's internal documents and statistical reports.

Balance

This Report provides reasonable disclosure of the scope of the Group's business activities and avoids unfair selection, omission or presentation of content and information, so as not to have an inappropriate impact on the decisions or judgments of readers of this Report.

Consistency

In order to facilitate comparisons between different periods, the Group used a consistent approach to report data and information. When changes occur, the Group will disclose changes in the approach used or other relevant factors that affect meaningful comparisons. No such change occurred in 2023.

重要性

通過與持份者進行問卷調查及重要性評估，本集團得以確定ESG重要議題，並按議題的重要性建立報告框架，確保報告已涵蓋相關重要議題。相關持份者溝通結果與重要性矩陣已於「重大議題」章節，以及當中的「議題識別」及「重要性排序」中披露。

量化

於可行情況下披露量化資料所用標準、方法及假設，並於適當情況下提供比較數據。此類披露在列報適用關鍵績效指標表述或數據的章節中。本報告中使用的所有數據均來自本公司之內部文件和統計報告。

平衡

本報告對本集團經營活動所涉範疇進行合理的披露，盡可能避免不公平的選擇、遺漏或呈列內容及資料，以免對本報告的讀者的決定或判斷造成不適當的影響。

一致性

為了便於對不同時期表現進行比較，本集團使用一致的方法來報告數據及資料。當發生變化時，本集團會披露所使用的方法或其他影響有意義比較的相關因素的變化。二零二三年內並無發生該等變化。

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Statement of This Report

The contents set out in this Report are sourced from the internal documentation, data and estimates of the Group and relevant subsidiaries of the Company, and have been reviewed and approved by the Board of Directors (the “Board”) of the Company. In order to help readers to understand more easily the contents disclosed in this Report, a complete content index is appended to the last section of this Report for reference. This Report is prepared and published in both Chinese and English and has been uploaded onto the respective websites of the Stock Exchange (www.hkexnews.hk) and the Company (<http://www.silvergrant.com.cn>). If there is any conflict or discrepancy between the Chinese and English versions, the Chinese version shall prevail. The Group welcomes any comments from stakeholders regarding the contents of this Report, which will benefit the Group in establishing a more robust ESG strategy in the future. If you have any questions or suggestions on the contents of this Report, please email the Company at the following address: info@silvergrant.com.cn.

本報告聲明

本報告所刊載之內容均來自於本集團及本公司相關附屬公司之內部文檔、數據及估算，並已由本公司董事會（「董事會」）審閱及批准。為協助讀者能更容易理解本報告所披露的內容，本報告最後一章附有完整索引供參考。本報告以中、英文編寫，並已分別上載至聯交所網站 (www.hkexnews.hk) 及本公司網站 (<http://www.silvergrant.com.cn>)。倘中英文版本有任何抵觸或不符之處，概以中文版本為準。本集團歡迎持份者就本報告的內容提出意見，以助本集團持續加強在ESG建設方面的策略及實踐。如閣下對本報告的內容有疑問或建議，請按以下電郵地址給本集團發送電子郵件：info@silvergrant.com.cn。

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Part I: Overview of the Company

The Company is committed to creating value for stakeholders, and has established a competitive business system with characteristics after decades of development.

Guided by China's strategic goals of "carbon peak and carbon neutrality", the Group focuses on developing new energy.

第一部分：公司概覽

本公司以為持份者創造價值為己任，經過數十年發展，已構建了具有自身特色和競爭力的業務體系。

在中國國家「碳達峰、碳中和」戰略目標的引領下，本集團在保持原有業務的基礎上，重點佈局新能源領域：本集團對北京靈駿新能源科技有限責任公司進行投資，其主要從事光伏電池技術的研發、轉讓及推廣業務，將作為本集團向新能源產業發展戰略轉型的重要支點；中海油氣(泰州)石化有限公司是本集團之合營企業，主要產品包括潤滑油基礎油、柴油、石腦油、甲基叔丁基醚等，並通過技術改造持續提振產品競爭力，擁有穩健的市場銷售和盈利能力，為本集團的戰略實施提供堅實基礎。本集團亦持有一處位於中國北京的商業物業東環廣場，開展物業租賃業務，通過不斷提升服務管理水平贏得口碑和客戶信心，支撐本集團的多元化可持續發展。

可持續發展理念

我們依據自身的業務特點和所在行業屬性，探索並確定了本集團的可持續發展原則，並在業務活動中貫徹實施。我們在投資業務中力求通過項目篩選，考察候選被投公司除財務表現之外的環境、社會和管治方面的作為，求取商業效果與可持續發展之間的平衡和統一；在對在投項目的管理和績效評估過程中，本集團在董事會層面參與戰略評估和風險監察，並考察其可持續發展方面的績效；在提供物業租賃服務的過程中，我們關注當地社區對安全和衛生的規範要求，同時兼顧客戶需求。

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Part II: Practices for Sustainable Development

The Group gradually integrates the concept of sustainable development into its routine operations so as to achieve the targets related to environmental protection, social benefits and corporate governance, and maintain healthy corporate development.

Structure and Focus of the ESG Control System

The Board is the highest governance body in the Group, and it is responsible for the monitoring, review and decision-making for various ESG matters as well as assuming full responsibility for the Group's ESG governance, policies, strategies, reporting and goal setting. The Board has delegated to the Senior Management the authority to establish the ESG strategy and to implement it on a day-to-day basis. The Senior Management advises the Board on the development of strategy, policies and principles, and facilitates the performance and achievement of targets through discussions with designated personnel, including heads of divisions, at semi-annual meetings.

During the Reporting Period, the Board has assessed and decided ESG-related risks and material issues, and ensured that the corresponding policies and measures are effective. The Board has been aware of the urgency for the Group to set goals of sustainable development. Despite being in a phase of strategic adjustment over the last two years, both internal and external evaluations, discussions, and decisions regarding this issue are still in an early stage. The Group is actively working to reveal the sustainable development goals and the pathway to achieve them as promptly as it can.

第二部分：可持續發展建設

本集團將可持續發展理念逐步融入日常運營工作中，以期達到環境保護、社會效益及公司管治的相關目標，保持企業健康發展。

ESG管控體系架構及工作重點

董事會是本集團的最高管治機構，負責對各環境、社會及管治事宜進行監督、審視及決議，對本集團的ESG方針、策略、匯報及目標制定負有全面責任。董事會授權高級管理層確立ESG的策略並落實日常實施，高級管理層就策略、政策和原則的制定向董事會提供建議，並透過與包括部門主管在內的指定人員在半年一次的會議上進行討論以促進相關工作表現及目標達成進度。

報告期內，董事會已就ESG相關風險及重大議題進行評估及決議，並確保相應的政策及措施行之有效。董事會已知悉本集團設立可持續發展目標的迫切性，但因近兩年本集團一直處於戰略調整階段，就此議題展開的內外部評估、討論及決策尚未成熟，我們正在為儘早披露可持續發展目標和實現路徑積極推進相關工作。

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Corporate Governance

The Group strictly complies with the Rules Governing the Listing of Securities on the Stock Exchange (the “Hong Kong Listing Rules”) and applicable laws and regulations in the places where it operates, improves its policies and measures continuously, and conducts relevant training regularly. Meanwhile, the Group follows the its shareholders communication policy, which enables the Group to establish effective communication with both its shareholders and stakeholders. The Group’s commitment includes timely and precise disclosure of material events, such as financial reports and appointments of directors.

The Audit Committee, the Remuneration Committee, and the Nomination Committee of the Company operate under the Board’s authority. They conduct monitoring, review, and provide conclusions and professional advice to the Board. The Board places importance on independence and diversity. Guided by the Hong Kong Listing Rules, it has established the board diversity policy and the independent views policy to ensure diverse and balanced skills, experiences, and perspectives among its members. This approach enhances the quality of the decisions of the Board and strengthens Board efficiency and corporate governance. As at 31 December 2023, the Board consisted of nine directors, wherein independent non-executive directors accounted for approximately 33%.

The Board is aware of the Stock Exchange’s guidance and mandates related to gender diversity on the Board and the Nomination Committee is actively identifying appropriate candidate of female director and will announce the appointment when its takes place.

公司管治

本集團嚴格遵守《香港聯合交易所有限公司證券上市規則》(「香港上市規則」)及經營所在地適用的法律法規，不斷健全制度和措施，同時開展相關的定期培訓。我們亦遵循《股東通訊政策》保持與股東和持份者的溝通，確保包括財務報告及董事任命等重大事項獲得及時、準確的披露，並保持與持份者的有效互動。

董事會設有審核委員會、薪酬委員會及提名委員會，各委員會按其獲授權的職責範圍開展監察和檢審等工作，並將結論和專業意見提報董事會。董事會重視其獨立性和多元性，在香港上市規則的指引下，制定並遵循《董事會多元化政策》和《確保董事會可獲得獨立意見的政策》，務求保障董事會成員在技能、經驗及觀點方面的多元化和平衡性，從而達成高質量的董事會決策，提升董事會效率和企業管治水平。截止至2023年12月31日，董事會共有9名董事，獨立非執行董事佔比約達33%。

董事會亦關注到聯交所關於董事會成員性別多樣性的建議和規定，提名委員會正在尋找合適的女性董事候選人，並適時公佈委任信息。

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風險管理

董事會重視風險防範和內部控制，授權審核委員會履行相關監管責任。審核委員會不時檢討風險管理和內部控制系統的效力，並

時檢討統缺陷

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Identification of Issues

Throughout 2023, the Group continued to communicate with stakeholders through the above-mentioned means. The Group has conducted analysis and review with reference to 1) the latest disclosure requirements and guidelines of the Stock Exchange and other standard-setting bodies, 2) the relevant ESG issues of its peers in news media and public opinions, and 3) the suggestions and demands of customers and investors, and in combination of its latest business development strategy. After a comprehensive assessment, the following decisions have been made: based on the 18 material issues in five categories in previous year, the Group removed three issues of weak relevance, such as community investment, leasees' sustainability impact and green procurement, and combined the discussion on energy and greenhouse gas ("GHG") emissions, forced labour and employment policies and raw materials and natural resources. Meanwhile, the 11 issues relating to risks and opportunities of sustainable development are now reviewed and managed from the three aspects of environment, society and governance. The relevant performance of the issues that have been removed and combined is still covered in this Report.

議題識別

於2023年內，本集團繼續通過以上方式與各利益相關方溝通，並參考1)聯交所及其他標準制定機構的最新披露要求與指引，2)新聞輿論中同業的相關ESG課題，及3)客戶及投資人的建議和訴求，並結合本集團業務最新發展戰略進行分析檢審，綜合評估後作出決定，即在去年5大範疇內18項重大議題的基礎上進一步聚焦，移除社區投資、租戶的可持續發展影響和綠色採購三個相關性較弱的議題，合併討論能源和溫室氣體排放、強迫勞動與僱傭制度，以及原材料與自然資源等相關議題，並改由從環境、社會和管治三個方面審視和管理可持續發展風險與機會相關的11個議題。本報告依然涵蓋被移除和合併課題的相關表現。

Governance issues 管治議題	Social issues 社會議題	Environmental issues 環境議題
Anti-corruption 反貪污	Training and development 培訓與發展	Energy and emissions 能源與排放
Cybersecurity 網路安全	Employment policies 僱傭政策	Climate change 氣候變化
	Occupational health and safety 職業健康與安全	Resource utilisation 資源利用
	Product responsibility 產品責任	Waste management 廢棄物管理
	Supply chain 供應鏈	

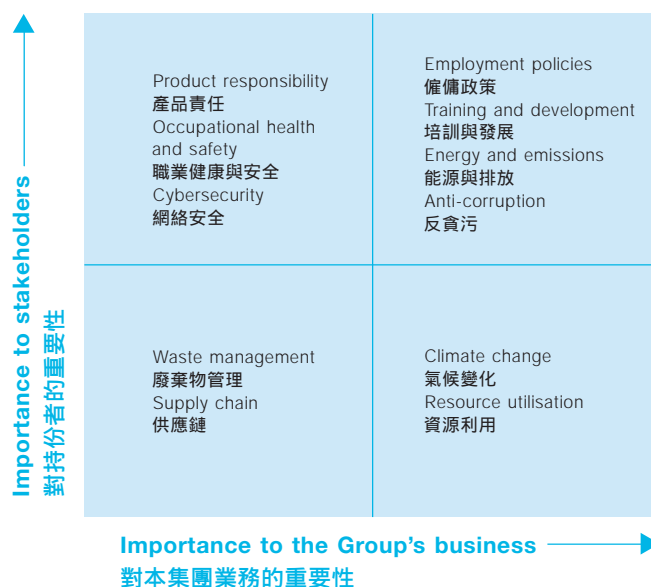
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Order of Materiality

The order of materiality of material issues of the Group is subject to the principle of materiality recommended by the Stock Exchange. The following materiality matrix is concluded based on the importance to the Group's business and the importance to stakeholders. Specifically, the employment policies, training and development, energy and emissions, and anti-corruption are highly material issues of common concern. The Group conducts an overall survey on materiality every two to three years. The following matrix is based on the scope and results of the 2022 survey as well as the business strategy and changes in the external environment during the Reporting Period.

重要性排序

本集團對重大議題排序的檢審，沿用聯交所推薦的重要性原則，即：對本集團業務的重要性，以及對持份者的重要性，依據這兩個象限分析得出以下議題重要性矩陣，其中僱傭政策、培訓與發展、能源與排放及反貪污為共同關注的高度重要性議題。本集團每兩至三年進行一次重要性評估的整體調查，以下矩陣的生成以2022年的調查議題範圍及結果為基礎，並結合了對期內業務策略和外部環境變化的考量。



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Part III: Business Conduct

Honesty, integrity and fairness are the core values that all directors and employees of the Group uphold at all times, and fundamentals for us to safeguard the interests of our stakeholders and ensure sustainable corporate development. The Group constantly reviews and strengthens the development of the relevant policies, norms, and mechanisms, and will intensify the monitoring of fair competition and conflicts of interest.

Anti-corruption and Reporting Policies

The Group advocates a culture of integrity, strictly conforms to the laws and regulations such as the Anti-Money Laundering Law of the People's Republic of China, the Criminal Law of the People's Republic of China as well as the laws and regulations in Hong Kong such as the Prevention of Bribery Ordinance and Anti-Money Laundering and Counter-Terrorist Financing Ordinance which are relating to bribery, extradition, fraud and money laundering and applicable in Mainland China and Hong Kong, and endeavours to eliminate bribery and corruption in any form. There was no violation of laws and regulations relating to bribery, extradition, fraud and money laundering by the Group during the Reporting Period.

The Group complies with the relevant provisions in the Group's Code of Conduct to clarify the principles which itself and all employees must observe in terms of the prevention of bribery, extortion, fraud and money laundering, the acceptance and provision of interests, reception, document treatment, conflicts of interest and information protection, as well as relations with suppliers, contractors, partners, and customers. Employees who are aware of any conflict of interest at work should declare or report it to the Human Resources Department under the President's Office of the Group to prevent the relevant risks.

第三部分：商業操守

誠實、廉潔、公平是本集團所有董事和員工時刻維護的核心價值，也是我們守護持份者利益、保障企業永續發展的根本。本集團持續審視和加強相關制度、規範及機制建設，未來將加強在公平競爭和利益衝突方面的監察。

反貪污與舉報制度

本集團推廣廉潔的營運文化，嚴格遵守《中華人民共和國反洗錢法》、《中華人民共和國刑法》及香港法例條例中的《防止賄賂條例》和《打擊洗錢及恐怖分子資金籌集條例》等適用於中國內地及香港地區有關賄賂、引渡、欺詐及洗錢的相關法律及法規，致力於杜絕任何形式的貪污腐敗。報告期內，本集團概無有關賄賂、引渡、欺詐及洗錢的違法違規行為。

本集團謹守《行為準則》的相關規定，明確企業和所有員工在防止賄賂、勒索、欺詐及洗錢、接受利益、提供利益、款待、文件處理、利益衝突、資料保護及與供應商、承包商、合作夥伴及客戶的關係等方面必須遵守的原則。若有員工在工作過程中發現有利益衝突關係，則需向集團總裁辦人力運營部申報或報告，以防範相關風險。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

本集團在《員工手冊》和《行為準則》中知會員工舉報可疑事件的程序和渠道，並設有專門的《舉報政策》規範舉報責任和保障，以及維護舉報人和被舉報人的隱私權和其他權益。本集團嚴肅對待所有舉報，由審核委員會負責對舉報政策落實給予監督及定期檢審，將調查結果向董事會呈報。本集團會就相關舉報展開調查，如個案屬實，本集團將按事件的嚴重程度進行處理，包括但不限於解僱相關員工及向有關執法機構舉報。

本集團還要求員工在簽署勞動合同時，簽署《員工法律責任書》，以加強對違規行為的約束，並對全體員工定期進行合規培訓。由於報告期內本集團員工培訓的重點在集團戰略轉型所聚焦發展的業務領域，本集團於報告期內未向員工提供包含反貪污方面內容的合規培訓，我們計劃將於

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The Group has always attached importance to the protection of intellectual property rights and privacy. During the Reporting Period, the Group complied with relevant laws and regulations relating to health and safety, advertising, labelling and privacy matters relating to services provided of the regions where the Group operates, such as the Cybersecurity

Law of the People's Republic of China, the Personal Information Protection Law of the People's Republic of China, the Personal Information Protection Law of Hong Kong, and the relevant laws and regulations in the regions where the Group operates.

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本集團一貫重視知識產權和隱私保護。報告期內，我們遵守《中華人民共和國網絡安全法》、《關鍵信息基礎設施安全保護條例》和《中華人民共和國數據安全法》，以及香港法例中《個人資料(隱私)條例》等運營所在地區有關所提供服務的健康與安全、廣告、標籤及私隱事宜的相關法律法規，並嚴格執行本集團的《檔案管理辦法》，確保對個人和機密信息的保護，維護本集團商業秘密和知識產權等重要資產。

《檔案管理辦法》明確規定本集團檔案管理、文件收集與整理、檢索、使用及移交的程序，嚴格限制對敏感個人資料的訪問。在未經事先授權情況下，任何人不得取得、複製或複印任何個人或客戶資料。如有員工需要查閱超出其獲取權限的資料，須填寫申請表並獲得相關主管人員的批准。本集團亦安裝並定期更新系統防火牆及防毒軟件，以防止來自外部的網絡攻擊。部門負責人為團隊組織數據處理相關的培訓，並負責規避由於員工離職等原因造成的機密信息洩漏風險。

在為所有辦公電腦安裝防毒軟件的基礎上，本集團自建並維護互聯網數據中心，為自有數據提供「防病毒系統+虛擬應用控制網關+專用網段隔離管理」的三重安全防護，保證本集團資料儲存和調用的高效性和安全性。

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本集團總裁辦負責統籌數據保護及隱私政策的實施及監督，每半年組織一次匯集集團各業務單位信息技術和行政部門參與的工作會議，檢審相關政策的實施情況，分析和處置不合規事項，並提出整改措施。

報告期內，本集團並無知悉任何顧客個人隱私或機密資料洩露相關的個案。

第四部分：員工福祉與發展

本集團之發展與營運基於全體員工的投入與付出，亦有賴於吸引、培養和保留發展所需的優秀人才。為此，本集團本著公平、透明和真誠的態度與員工保持溝通，在員工之待遇與福利、健康與安全、培訓及晉升及勞工慣例等方面制定了完善的政策與措施，以提高員工歸屬感，同時增加本集團的競爭力。

為維繫與員工之間的良好溝通和互動，本集團打造扁平化的組織架構，提供多種渠道，例如內部電話、電子郵件、公告欄及實時通訊軟件等，確保員工可及時有效地向所在部

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As of 31 December 2023, the Group had a total of 55 formal employees and two labour outsourced employees. Due to the team consolidation as a result of adjustment of the Group's business focus, the combined turnover rate of all employees during this Reporting Period was 31.58%.

截至2023年12月31日止，本集團共有正式僱員55人，另有勞務外包人員2人。由於本集團圍繞業務重點調整進行的團隊整合，報告期內全體僱員的綜合流失率為31.58%。

Category 類別	Number of employees 員工數	Turnover rate 流失率
By gender 按性別		
Male employees 男員工	29	34.48%
Female employees 女員工	28	28.57%
By age 按年齡		
29 and below 29歲及以下	8	12.50%
30-49 years old 30歲至49歲	37	40.54%
50 and older 50歲及以上	12	16.67%
By region 按地區		
Mainland China 中國內地	48	35.42%
Hong Kong, China 中國香港	9	44.44%
By grade 按級別		
The Senior Management 高級管理層	6	-
The Middle Management 中級管理層	8	12.50%
General employees 基層員工	43	39.53%

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招聘及僱傭

本集團嚴格遵守各業務所在國家和地區的勞務和僱傭法律和規定，並制定了屬地化的人力資源政策，提供人事管理工作的規範及指引，且定期對其進行檢審和更新，以確保僱員的各項權益和發展機會得到保護與支持。

Business region 業務地區	Policies within the Group 本集團內部政策	Laws and regulations complied 已遵守之法律法規
Hong Kong 香港	The Employee Manual 《員工手冊》	Relevant sections of the laws of Hong Kong, including the Employment Ordinance, the Sex Discrimination Ordinance, the Disability Discrimination Ordinance, the Family Status Discrimination Ordinance and the Race Discrimination Ordinance. 香港法例中有關章節，包括《僱傭條例》、《性別歧視條例》、《殘疾歧視條例》、《家庭崗位歧視條例》和《種族歧視條例》
Mainland China 中國內地	The Recruitment Management Measures, the Attendance Management Measures (Revised in 2022), the Employee Grading and Salary Management Measures, the Management Measures for	

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In 2023, the Group complied with the relevant laws and regulations in Mainland China and Hong Kong relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare of employees. Meanwhile, the relevant internal policies and measures were strictly followed. No violation of laws or regulations was

2023年內，本集團遵守中國內地及香港地區有關補償及解僱、招聘及晉升、工作時間、休息時間、平等機會、多元化、反歧視、以及其他福利及待遇的相關法律及法規，嚴格執行內部相關政策措施，期內未發現有關違法違規情況。

- **公平客觀原則**

本集團通過公平客觀的人力資源體系，力求保持在人才招聘和保留方面的競爭力。我們按相關崗位的從業要求，綜合學歷、經驗、能力及資質等條件進行招聘和擬定薪資；我們還以員工的既往和近期表現及評價，結合各業務單位的發展需求，進行晉升評估和薪資調整，賦能僱員在合適的崗位上一展所長。

針對離職員工，本集團確保所有流程全面符合運營所在地的勞動法律及法規，包括但不限於向僱員提供適當的通知期或代通知金。本集團亦會安排部門領導或人事部與離職僱員面談，瞭解員工的離職原因，以對相關措施進行評估和必要的改進。

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- ***Labour Standards***

The Group's business in Mainland China and Hong Kong does not involve labour-intensive activities and strictly prohibits the employment of child labour or forced labour in any form. The Group strictly conforms to relevant laws and regulations relating to preventing child and forced labour, such as the Employment Ordinance of the laws of Hong Kong and the Labour Law of the People's Republic of China, the Provisions on Prohibition of Using Child Labour of the People's Republic of China and the Law on the Protection of Minors of the People's Republic of China. Concurrently, the Group has formulated the corresponding internal policies, which require employees to provide ID cards when they are onboard, and adopt appropriate procedures to verify their ages to ensure the applicants have attained the legal minimum working age. If the Group is informed of any possible violations, the Group will conduct a comprehensive investigation on the premise of ensuring the safety and privacy of relevant individuals. Once behavior involving false personal information is confirmed, the employment will be terminated immediately and reported to the relevant government agencies if necessary.

During the Reporting Period, the Group was not aware of any violation of its relevant employment and labour practices that have a material impact on it or any cases of child labour or forced labour.

- ***Equal Opportunities, Diversity and Anti-discrimination***

The Group values and firmly upholds an equal and inclusive corporate culture, strictly prohibits any discrimination against any candidates or employees in respect of race, colour, nationality, religion, gender, age and others, and maintains a positive and healthy working environment and an open and transparent working style.

- ***勞工準則***

本集團分佈在中國內地及香港地區的業務並無涉及勞動密集型活動，並嚴禁以任何形式僱傭童工或強迫勞動。我們嚴格遵守香港法例之《僱傭條例》及中國內地之《中華人民共和國勞動法》、《中華人民共和國禁止使用童工規定》及《中華人民共和國未成年保護法》等防止僱傭童工和強迫勞動的相關法律法規，並設立相應內部政策，要求在僱員入職時提供個人身份證明，採取適用程序核實年齡，以確保申請人已達到法定最低工作年齡。如獲知任何可能的違規情況，本集團會在保障相關人士安全和隱私的前提下進行全面核查，一旦確認涉及個人信息不實行為，立即解除勞動關係，必要情況下上報相關政府機構。

報告期內，本集團並無知悉任何對其產生重大影響的有關其僱傭及勞工慣例的違法違規事項，亦無知悉任何僱用童工或強迫勞工的個案。

- ***平等機會、多元化及反歧視***

本集團珍視和堅決維護平等和包容的企業文化，嚴禁對任何應徵者或僱員作出任何針對種族、膚色、國籍、宗教信仰、性別、年齡等之歧視行為，並維持積極健康的工作環境和公開透明的工作風格。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

The Group has zero tolerance for any form of discrimination or sexual harassment, and has formulated a whistle-blowing mechanism and multiple mechanism channels for employees to report the relevant incidents to their department heads or the Human Resources Department. All complaints are handled as top confidential information and prudently evaluated to safeguard a healthy working environment and the legitimate rights and interests of all employees.

Benefits and Compensation

The Group places much importance on employee protection. The Group ensures that all employees are treated fairly and

本集團嚴格禁止任何歧視或性騷擾，並制定了舉報機制和多種舉報渠道，供僱員向部門主管或人力資源部門舉報相關事件，所有投訴均會被視為最高等級保密信息處理且被審慎評估，以維護健康的工作環境和所有僱員的正當權益。

福利與薪酬

本集團重視對僱員的保障，嚴格執行中國內地及香港地區的相關法律及法規外，準時向所有僱員發放全額工資，並向中國香港地區僱員提供強制性公積金、醫療保險，以及向中國內地僱員提供社會保險，包括養老保險、醫療保險、失業保險、工傷保險、生育保險及住房公積金。在工作時數方面，若僱員需要超時工作，本集團根據當地的勞動法及其僱員合約給予僱員公平的補償。除法定假期外，本集團僱員亦享有多項帶薪假期，包括年假、婚假、產假、陪產假、喪假、工傷假、病假及撫恤假等。

作為關愛員工的措施之一，本集團亦適時為僱員提供如午餐福利、過節費、生日費、防暑降溫或取暖補貼等福利津貼，並通過組織集體或團隊活動增強團隊的凝聚力和文化認同感。報告期內，本集團組織了包括國際婦女節下午茶會和員工生日會在內的三次活動，共吸引58人次參與。

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Development and Training

The Group highly values talent cultivation and believes that improvement in employee capabilities is the largest momentum for the Group's long-term development. Annual training plans are formulated by the President's Office of the Group in accordance with the Training Management Measures of the Group. Professional training is arranged in line with the requirements of different job positions, and general outsourced and internal training is provided to employees for free. Meanwhile, the Group also encourages its employees to seek external training or study for a higher degree according to their personal development plans, in order to satisfy the requirements of new skills and knowledge for the Group and job positions due to market changes.

發展與培訓

本集團重視人才培育，相信員工能力的提升是企業長遠發展的最大動能。由集團總裁辦統籌，我們依據《培訓管理辦法》制定年度培訓計劃，根據不同崗位需求安排必要的專業培訓，並為員工免費提供通用類外聘培訓及內部培訓。同時，本集團亦支持僱員根據個人發展規劃尋求相關的外部培訓或攻讀學位，以應對市場變化對本集團和各崗位帶來的新技能及知識要求。



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In response to China's strategic goal of "carbon peak and carbon neutrality", the Group has accelerated the layout of its investment business in the new energy industry, while reinforcing its investment and reserve of the relevant talent and skills. Throughout the Reporting Period, the Group organised three thematic trainings on the themes of Photovoltaic Cell Technology Change, Introduction to Distributed Photovoltaic Business and Development Procedures, and the Phased Incentive Schemes and Investment and Financing Modes of Distributed Photovoltaic Projects, which benefited 68 employees in total both on-site and online.

The Group, in 2023, coordinated a total of 12 training sessions for employees, covering topics such as financial management, financial investment, photovoltaic technology and business development, with an employee coverage ratio of 54.39% and the length of training per capita of 3.77 hours.

本集團響應中國「碳達峰、碳中和」的戰略目標，加速投資業務向新能源產業的佈局，同時加大對相關人才和技能的投資儲備。報告期內，本集團有針對性地組織了三場專題培訓，主題包括《光伏電池技術變革》、《分布式光伏業務介紹及開發流程》和《分布式光伏項目階段性激勵方案及投融資模式》。通過現場和線上形式參與培訓的員工共計68人次。

年內，本集團共統籌了12場員工培訓，覆蓋財務管理、金融投資、光伏技術及業務開發等課題，集團全員培訓比例達到54.39%，培訓時長為人均3.77小時。

Category 類別	Number of trainees 受訓人數	Percentage 佔比	Average training hours 平均培訓時數
By gender 按性別			
Male employees 男員工	12	41.38%	2.10
Female employees 女員工	19	67.86%	5.50
By grade 按級別			
The Senior Management 高級管理層	1	16.67%	0.33
The Middle Management 中級管理層	7	87.50%	11.50
Grass-roots employees 基層員工	23	53.49%	2.81

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Health and Safety

健康與安全

本集團嚴格遵守各運營所在地有關生產安全的相關法律法規，包括《中華人民共和國勞動法》、香港法例中的《職業安全及健康條例》以及《僱員補償條例》等，致力於為員工提供安全舒適的工作環境，避免職業健康危害。

本集團的日常運營場所包括位於廣州、北京、江蘇泰州和香港的寫字樓，不涉及戶外或高危工作，生產安全相關政策措施由各辦公地點的行政部或綜合管理部負責監督執行。

在香港，本集團遵循職業安全與健康委員會發佈的指引，通過確保辦公室於任何時候都有良好的照明及通風，以保護其香港辦事處僱員的健康及安全。而在中國內地的業務單位，本集團總裁辦之行政部協同物業管理公司負責日常工作環境的安全，確保及時進行辦公區域的維修、用電及用水安全，及時識別和消除安全隱患。本集團定期檢查辦公室消防設備，制定應急計劃及逃生路線，及定期進行火災演習以確保僱員熟悉應急措施。除了為僱員安排年度體檢外，本集團更通過舉辦各種趣味活動向僱員提倡勤奮工作、快樂生活的理念，營造健康和諧的工作氛圍。本集團總裁辦透過頻繁及時地與僱員溝通來監督上述職業健康安全措施的執行情況。



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ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

As the major initiative of “Community Vitality”, the Group’s Property Leasing Business Unit actively participated in the community development of East Gate Plaza by organising activities on International Women’s Day and St. Patrick’s Day, Easter wreath-making activities, and International Children’s Day and second-hand market activities from March to April 2023, attracting approximately 300 visitors. During the Reporting Period, such business unit invested a total of approximately RMB150,000 into community development, with the participation of two employees.

The Group will continue to explore initiatives beneficial to community development and deepen communication and co-development with the communities through volunteer activities and donations.

Part V: Supplier Management and Customer Service

Due to its business characteristics, the Group’s main suppliers are service-providing intermediary agencies, including the law firms, accounting firms, appraisal companies, auctioneers, rating agencies, consulting companies, and guarantee companies required for investment business and asset management business, as well as property service organisations for leasing business.

Supplier Management

The Group has formulated and implemented the Management Measures of Silver Grant International Holdings Group Limited for the Selection and Engagement of Intermediary Agencies (Trial) to ensure that the Group’s requirements for professional qualifications, credibility, quality, compliance, environmental protection, social responsibility and other aspects are fully considered and satisfied during the decision-making of the engagement of intermediary agencies.

作為「促進社區活力」的主要舉措，本集團物業租賃業務分部積極參與東環廣場的社區建設，於2023年3月至4月期間，舉行了國際婦女節活動、「聖帕特里克節」活動、復活節花環製作活動、國際兒童節及二手市集活動，到訪客流量約300人次。年內，該業務分部為社區建設投入資金共計約人民幣15萬元，參與員工數為2人。

本集團將繼續探索支持社區發展的有益舉措，並期待在將來以組織志願者活動及捐款捐物等方式加深與所在社區的溝通共建。

第五部分：供應商管理與客戶服務

基於業務特性，本集團的主要供應商合作對象為提供服務的中介機構，包括投資業務和資產管理業務所需的律師事務所、會計師事務所、評估公司、拍賣公司、評級公司、諮詢公司、擔保公司等，以及租賃業務所需的物業服務機構。

供應商管理

本集團制定並執行《銀建國際中介服務機構選聘管理辦法(試行)》，確保中介機構的聘任決策過程中，充分考慮並確認符合本集團在專業資格、信譽、質量、合規、環境保護、社會責任及其他方面的要求。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

本集團風控法務中心下設中介管理部門，負責根據《中介服務機構考核評價實施辦法》等內部政策對現有服務機構的表現進行監督和審核，並通過訪談和調研等方式定期檢審中介機構備選庫，在必要時將不合資格供應商從備選庫中剔除，以確保所有備選供應商符合本集團所需的服務品質。

本集團意識到中介機構的聲譽亦會影響其形

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

Service and Feedback

Due to the Group's business characteristics, the Group's customers are the leasees in property leasing business, including enterprises and individuals. The Group upholds the concept of "customer first, service first", and strive to strengthen the quality of interactions with its customers.

The Group's customer service and feedback conform to the Law of the People's Republic of China on the Protection of Consumer Rights and Interests. The Group has also established internal standardised procedures for handling complaints to ensure timely response and resolution of customer feedback and requests.

Through responsible supplier management and smooth feedback channels, the Group provides high-quality services to its leasees and fulfil its responsibilities and commitments including property security, responsible marketing, privacy protection, energy conservation, emission reduction and green procurement.

With respect to customer satisfaction surveys, the Property Leasing Business Unit of the Group obtains face-to-face feedback on leasee satisfaction through routine visits, and promptly handles and resolves issues raised by leasees. Meanwhile, customers can provide feedback to the property management company through the customer service hotline. The Group promptly handles complaints in accordance with the standardised complaint handling procedures of the Group to improve the overall service quality and customer satisfaction.

服務與反饋

鑒於本集團的業務特點，我們的客戶為物業租賃業務中的租戶，包括企業和個人。我們秉持「客戶至上、服務至上」的理念，致力於提升與客戶互動的質量。

我們的客戶服務與反饋遵循《中華人民共和國消費者權益保護法》的要求，並設置內部標準化投訴處置程序，確保客戶反饋和訴求得到及時回應和解決。

我們通過負責任的供應商管理和通暢的反饋渠道，為租賃業務的租戶提供高質量的服務，履行包括物業安全、負責任營銷、隱私保護、節能減排和綠色採購等在內的責任和承諾。

在客戶滿意度調查方面，本集團物業租賃業務分部透過日常拜訪租戶，調研服務滿意度，當面獲得租戶的滿意度反饋，並及時處理解決租戶提出的問題。客戶也可以通過客戶服務熱線向物業管理公司反饋意見，本集團根據標準化的投訴處理程序及時處理投訴，以改善整體服務質量，同時提高服務體驗和滿意度。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

During the Reporting Period, the Group's Property Leasing Business Unit intensified the value-added services for East Gate Plaza in Beijing through cooperation with the property management company, including:

- Provision of a weekend shuttle bus and a children's playground and upgraded the fibre-to-the-premise network speed.
- Offered free consulting services to corporate customers in terms of business licences, business registration, fire safety procedures and engineering and decoration techniques.
- Requested the property management company to enhance security services and conduct regular property facility inspections in line with the Implementation Rules for Property Management of the Property Leasing Business Unit of the Group.

In addition, the property management company exerted its best to satisfy leasees' ad hoc needs for curtain cleaning, cleaning and replacement of sofa covers and installation of blinds by deploying resources.

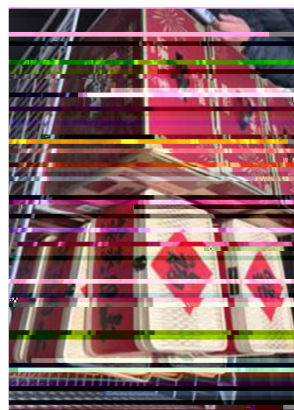
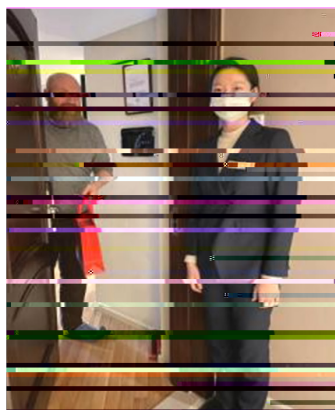
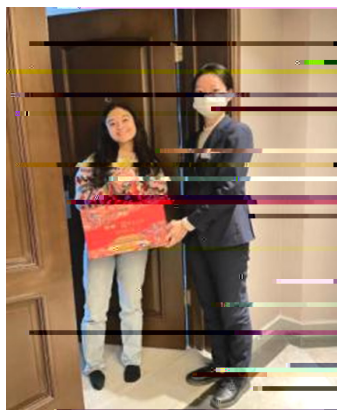
The Group carried out customer satisfaction surveys through routine communication and face-to-face opinion solicitation. In 2023, the Group visited leasees 231 times (including 117 times for corporate customers) and obtained unanimous satisfaction ratings.

報告期內，本集團物業租賃業務分部透過與物業管理公司合作，加強為北京東環廣場的租戶提供增值服務，包括：

- 增設週末生活班車和兒童歡樂園，升級入戶光纖網速等
- 為企業客戶辦理營業執照及企業註冊、消防安全手續、工程裝修技術等提供免費諮詢服務
- 根據物業管理細則，要求物業公司加強安保服務和定期物業設施排查

此外，物業管理公司還盡力調配資源，滿足租戶臨時提出的清洗窗簾、沙發套送洗更換、百葉窗安裝等需求。

我們通過日常溝通和入戶徵求意見的方式進行客戶滿意度調研，年內共拜訪租戶231次（包括企業客戶117次），獲得一致的客戶滿意評價。



ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

報告期內，本集團未有接獲任何對客戶造成重大影響之投訴，其中物業租賃業務分部在北京東環廣場項目的公共區域設有投訴舉報電話和北京12345公共服務投訴電話的公示牌，年內亦未有收到重大投訴。

第六部分：環境與資源管理

氣候變化

本集團關注氣候變化議題以及其對社會生活和經濟發展帶來的影響，以及其對本集團運營活動的影響和機遇。針對實體風險中的風暴、洪水、火災或熱浪等極端天氣事件可能對本集團各辦公地點和東環廣場造成的主要影響，包括對租戶環豆滯

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

此外，本集團近年來積極調整經營策略，將向新能源領域拓展作為戰略轉型的重要舉措，加大對可再生能源和氣候適應技術的探索力度，以回應持份者的關切。

環境影響

本集團自身業務活動產生的負面環境影響有限，同時，我們嚴格遵守《中華人民共和國環境保護法》、《中華人民共和國固體廢物污染環境防治法》等環保相關法律法規，識別和排查自身排放源，制定內部政策和採取必要措施，盡可能降低運營活動對環境及自然生態系統帶來的負擔，年內沒有發生任何違法違規情況。

本集團的業務活動以位於中國廣州、北京、江蘇泰州和香港的辦公室為經營場所，運營活動並無產生污染排放物、廢水或有害廢棄物¹，業務活動所使用的自有車輛的燃料消耗以及辦公地點的照明、空調和其他辦公設備的電力消耗是主要的溫室氣體排放源。我們所需的辦公室生活用水由各地市政供水提供，所產生的生活污水配合各運營地的物業管理公司排放至市政污水管網，於所在地區的污水處理設施進行後續處理。報告期內，本集團各項業務活動未有對環境或氣候變化造成重大負面影響的情況發生，

¹ 本年度報告範圍不包含已外判予第三方物業管理公司的租賃物業。

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管理舉措

本集團認同自身肩負的企業社會責任及對保護環境的承諾。年內，本集團繼續執行和持續優化相關節能減排的管理舉措，加強對員工、供應商和客戶等持份者踐行綠色生活方式的倡導，包括：

- 通過辦公室張貼和日常宣講倡導節能綠色辦公，使用節能照明設施，在非辦公時間關閉電腦和辦公室燈光，提升員工節約用水意識，採用智能化用電控制設備，適時調節空調溫度等。
- 降低廢氣排放方面，我們在年內繼續推行有關措施，包括由集團總裁辦牽頭，各業務單位之行政部門負責維護所有車輛處於良好狀態，定期記錄及監測其車輛行駛里程及燃料消耗量評估實際使用

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ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

East Gate Plaza under the Group's property leasing business, complies with the relevant policies, measures and requirements of Beijing for low-carbon green urban development, especially the efficient and sustainable use of resources. The following initiatives were taken to improve the efficient use of resources:

1. Energy conservation: The building is equipped with energy-saving devices such as LED lighting, energy-efficient air conditioning systems, and water-saving devices. The building has achieved a 15% reduction in energy consumption compared to the previous year.

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

Energy Use

The Group practices the strategy of reducing the environmental impact by enhancing resource utilisation and energy efficiency. During the Reporting Period, the Group kept improving operations and management. The total energy consumption was 295MWh, with an increase of 5% from the previous year as a result of the increase in gasoline consumption due to gradual recovery of business activities from the impact of COVID-19 pandemic and the frequency of vehicle use and driving distance increased as compared with that of the previous year, which exceeded the established target of maintaining the same level as that in 2021; energy consumption intensity increased significantly as compared with the previous year due to the shrinking areas of business premises. Due to the changes in energy consumption during the Reporting Period and taking into account of the direction of business transformation, the Group will actively studies and formulates targets for energy use in a responsible manner and in line with its own development.

能源使用

本集團貫徹通過提高資源利用能效降低對環境影響的策略。期內，我們不斷改善運營管理，能源消耗總量為295兆瓦時，較上一年度增加5%，並已超出了與2021年水平持平的既定目標，主要由於因業務活動逐步從新冠疫情的影響中恢復，車輛使用頻次和行駛距離較上年有所增加，導致的汽油用量上升；能源消耗密度亦由於經營場所面積的減小，與上年相比有顯著增長。基於年內能源消耗的變化，並結合業務轉型的方向，本集團將積極研究和制定體現負責態度和符合自身發展的能源使用目標。

Energy use 能源使用	MWh 兆瓦時		
	2023 ³ 二零二三年 ³	2022 ² 二零二二年 ²	2021 二零二一年
Gasoline ¹ 汽油 ¹	188	145	222
Purchased electricity 外購電力	107	137	343
Total 合計	295	282	555
Intensity (per square metre) 密度(每平方米)	0.09	0.06	0.10

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

Remarks:

1. The increase in gasoline consumption was due to the fact that during the Reporting Period, the Group's various businesses and operating activities gradually recovered from the impact of COVID-19 pandemic, and the frequency of vehicle use and driving distance increased as compared with that of the previous year.
2. In order to improve the comparability and accuracy of data, the purchased electricity, total energy use and energy use intensity (per square metre) in 2022 have been restated and adjusted based on the statistical scope and calculation method in 2023.
3. The Group's Taizhou business unit relocated from an independent office to a shared office in early 2023 and there was no longer separate settlement of purchased electricity. Therefore, the electricity consumption of such business unit in 2023 was not available, and its office area was not included in the calculation of energy consumption intensity for 2023. The purchased electricity data in 2023 only included the electricity consumption of the Group's offices in Hong Kong, Guangzhou, and Beijing, while the purchased electricity data from 2021

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

GHG emissions

The GHG emission of the Group during the Reporting Period mainly came from fuel consumption of its own vehicles and electricity consumption of offices and equipment. The Group's total GHG emissions and emission intensity in 2023 were 115.05 tonnes and 0.04 tonnes per square metre, increasing by 5.3% and 52.7% year-on-year respectively, mainly due to the relocation of the Group's Taizhou office and the adjustment of statistical standards, which led to a significant decrease in the Group's total office area, but reached the established target of GHG emission intensity being basically the same as that in 2021.

溫室氣體排放

本集團於報告期內的主要溫室氣體排放源包括自有車輛的燃料消耗，和各地辦公室所在建築及設備的電力消耗。2023年內，本集團溫室氣體排放總量及排放密度分別為115.05公噸和每平方米0.04公噸，同比提高分別為5.3%和52.7%，主要原因為本集團泰州辦公室遷址和統計口徑的調整導致集團總辦公面積大幅下降，但已達至與2021年溫室氣體排放密度基本持平的既定目標。

GHG emissions 溫室氣體排放	Tonnes CO ₂ -e 公噸二氧化碳當量		
	2023 ² 二零二三年 ²	2022 ¹ 二零二二年 ¹	2021 二零二一年
Scope 1 範圍一	52.59	35.33	58.11
Scope 2 範圍二	62.47	73.93	203.27
Total 總計	115.05	109.26	261.38
Intensity (per square metre) 密度(每平方米)	0.04	0.02	0.05

Remarks:

- Total GHG emissions (Scope 2), total emissions and intensity (per square metre) in 2022 have been restated and adjusted based on the statistical scope and calculation method in 2023 to ensure and improve the comparability and accuracy of data.
- As data on purchased electricity for the Group's Taizhou business unit in 2023 was not available, the scope 2 data of GHG emissions in 2023 only included the emissions generated by the purchased electricity for the Group's offices in Hong Kong, Guangzhou and Beijing. The scope 2 data for 2021 and 2022 included the emissions of purchased electricity from the Group's four offices in Hong Kong, Guangzhou, Beijing and Taizhou.

備註：

- 2022年溫室氣體排放範圍二、排放總計及排放密度(每平方米)已根據2023年的統計範疇和計算方法作出重述調整，以保障和完善數據的可比性和準確性。
- 由於無法獲取本集團泰州業務單位2023年之外購電力數據，2023年溫室氣體排放範圍二數據只包含本集團香港、廣州、北京辦公室外購電力所產生的排放量。2021年及2022年之範圍二數據包含了本集團香港、廣州、北京、泰州四個辦公場所外購電力之排放量。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

Other Resource Use

Since the office spaces rented by the Group's business units in Guangzhou, Taizhou and Hong Kong are not required to pay separately for water consumption, the relevant water consumption data are not available, time being. T, tts n, ter

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

The non-hazardous waste generated from the Group's routine operations mainly includes domestic waste and office paper. During the Reporting Period, office paper used by the Group amounted to 0.21 tonnes, dropping by 56% year on year which exceeded the established target i.e. to reduce the generation of non-hazardous waste by 3%-5% by 2030. Domestic waste and office paper generated from office premises during operation is collected and disposed of by the property management company of each office. The Group will further optimise the information collection methods and channels to enhance the management and performance of resource utilisation. In this E5Jathis EPerice p1 resour

本集團日常運營所產生的主要無害廢棄物包括生活垃圾和辦公用紙。期內，本集團辦公用紙總量為0.21公噸，同比下降56%，已超出了既定目標（即至2030年，無害廢棄物產生量較2021年之產生量減少3%-5%）。運營過程中辦公場所產生的生活垃圾及辦公用紙由各辦公地點物業管理公司收集及處理。本集團將進一步優化信息收集方法和渠道，以提升對資源利用的管理和績效，在此基礎上制定符合本集團實際情況的資源利用目標。

Non-hazardous waste 無害廢棄物	Tonnes 公噸		
	2023 二零二三年	2022 二零二二年	2021 二零二一年
Office paper ¹ 辦公用紙 ¹	0.21	0.476	0.499
Intensity (per employee) 密度(每員工)	0.004	0.013	0.009

備註：

- 該等數據由打印機及紙張購買記錄中獲取。其中2021年至2022年數據只包含本集團香港及廣州辦公室用紙量，2023年數據包含了本集團香港、廣州、北京及泰州辦公室用紙量。

本集團業務不涉及採購和使用原材料和包裝材料，故本報告不對此項進行披露。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

Appendix: The Content Index of the
“Environmental, Social and Governance
Reporting Guide” of The Stock Exchange

附錄：香港聯交所《環境、社會及管治報
告指引》之內容索引

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露 及關鍵績效指標	Description 描述	Section 章節
Aspect A1: Emissions 層面A1：排放物		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Part VI: Environment and Resources Management > Environmental Impact 第六部分 環境與資源管理 > 環境影響
KPI A1.1 關鍵績效指標A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	Part VI: Environment and Resources Management > Emissions and Energy Consumption 第六部分 環境與資源管理 > 排放與能耗
KPI A1.2 關鍵績效指標A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	Part VI: Environment and Resources Management > Emissions and Energy Consumption 第六部分 環境與資源管理 > 排放與能耗

ENVIRONMENTAL, SOCIAL AND GOVERNANCE 環境、社會及管治

Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標	Description 描述	Section 章節
KPI A1.3 關鍵績效指標A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位, 每項設施計算)。	Part VI: Environment and Resources Management > Emissions and Energy Consumption 第六部分 環境與資源管理 > 排放與能耗
KPI A1.4 關鍵績效指標A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位, 每項設施計算)。	Part VI: Environment and Resources Management > Emissions and Energy Consumption 第六部分 環境與資源管理 > 排放與能耗
KPI A1.5 關鍵績效指標A1.5	Description of emission target(s) set and steps taken to achieve them. 描述所訂立的排放量目標及為達到這些目標所採取的步驟。	Part VI: Environment and Resources Management > Management Initiatives; Emissions and Energy Consumption 第六部分 環境與資源管理 > 管理舉措; 排放與能耗
KPI A1.6 關鍵績效指標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. 描述處理有害及無害廢棄物的方法, 及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	Part VI: Environment and Resources Management > Management Initiatives; Emissions and Energy Consumption 第六部分 環境與資源管理 > 管理舉措; 排放與能耗

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KPI A2.5 關鍵績效指標A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量。	N/A 不適用
Aspect A3: The Environment and Natural Resources 層面A3：環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	Part VI: Environment and Resources Management > Environmental Impact 第六部分 環境與資源管理 > 環境影響
KPI A3.1 關鍵績效指標A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	Part VI: Environment and Resources Management > Management Initiatives 第六部分 環境與資源管理 > 管理舉措
Aspect A4: Climate Change 層面A4：氣候變化		
General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer. 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。	Part II: Practices for Sustainable Development > Material Issues 第二部分 可持續發展建設 > 重大議題 Part VI: Environment and Resources Management > Environmental Impact 第六部分 環境與資源管理 > 環境影響
KPI A4.1 關鍵績效指標A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them. 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	Part VI: Environment and Resources Management > Management Initiatives 第六部分 環境與資源管理 > 管理舉措

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Aspect B1: Employment 層面B1：僱傭		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, antidiscrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Part IV: Employee Well-being and Development > Recruitment and Employment; Benefits and Compensation; Development and Training 第四部分 員工福祉與發展 > 招聘及僱傭；福利與薪酬；發展與培訓
KPI B1.1 關鍵績效指標B1.1	Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region. 按性別、僱傭類型(如全職或兼職)、年齡組別及地區劃分的僱員總數。	Part IV: Employee Well-being and Development 第四部分 員工福祉與發展
KPI B1.2 關鍵績效指標B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失率。	Part IV: Employee Well-being and Development 第四部分 員工福祉與發展

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Aspect B2: Health and Safety 層面B2：健康與安全		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Part IV: Employee Well-being and Development > Health and Safety 第四部分 員工福祉與發展 > 健康與安全
KPI B2.1 關鍵績效指標B2.1	Number and rate of work-related fatalities occurred in each of the past three years (including the reporting year). 過去三年(包括匯報年度)每年因工亡故的人數及比率。	Part IV: Employee Well-being and Development > Health and Safety 第四部分 員工福祉與發展 > 健康與安全
KPI B2.2 關鍵績效指標B2.2	Lost days due to work injury. 因工傷損失工作日數。	Part IV: Employee Well-being and Development > Health and Safety 第四部分 員工福祉與發展 > 健康與安全
KPI B2.3 關鍵績效指標B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	Part IV: Employee Well-being and Development > Health and Safety 第四部分 員工福祉與發展 > 健康與安全

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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。	Part IV: Employee Well-being and Development > Development and Training 第四部分 員工福祉與發展 > 發展與培訓
KPI B3.1 關鍵績效指標B3.1	The percentage of employees trained by gender and employee category (for example, senior management, middle management). 按性別及僱員類別(如高級管理層、中級管理層等)劃分的受訓僱員百分比。	Part IV: Employee Well-being and Development > Development and Training 第四部分 員工福祉與發展 > 發展與培訓
KPI B3.2 關鍵績效指標B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	Part IV: Employee Well-being and Development > Development and Training 第四部分 員工福祉與發展 > 發展與培訓
Aspect B4: Labour Standards 層面B4：勞工準則		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child or forced labour. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Part IV: Employee Well-being and Development > Recruitment and Employment 第四部分 員工福祉與發展 > 招聘及僱傭

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KPI B4.1 關鍵績效指標B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	Part IV: Employee Well-being and Development > Recruitment and Employment 第四部分 員工福祉與發展 > 招聘及僱傭
KPI B4.2 關鍵績效指標B4.2	Description of steps taken to eliminate such practices when discovered. 描述在發現違規情況時消除有關情況所採取的步驟。	Part IV: Employee Well-being and Development > Recruitment and Employment 第四部分 員工福祉與發展 > 招聘及僱傭
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 supply chain. 管理供應鏈的環境及社會風險政策。	Part V: Supplier Management and Customer Service > Supplier Management 第五部分 供應商管理與客戶服務 > 供應商管理
KPI B5.1 關鍵績效指標B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	Part V: Supplier Management and Customer Service > Supplier Management 第五部分 供應商管理與客戶服務 > 供應商管理
KPI B5.2 關鍵績效指標B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及相關執行及監察方法。	Part V: Supplier Management and Customer Service > Supplier Management 第五部分 供應商管理與客戶服務 > 供應商管理
KPI B5.3 關鍵績效指標B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored. 描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	Part V: Supplier Management and Customer Service > Supplier Management 第五部分 供應商管理與客戶服務 > 供應商管理

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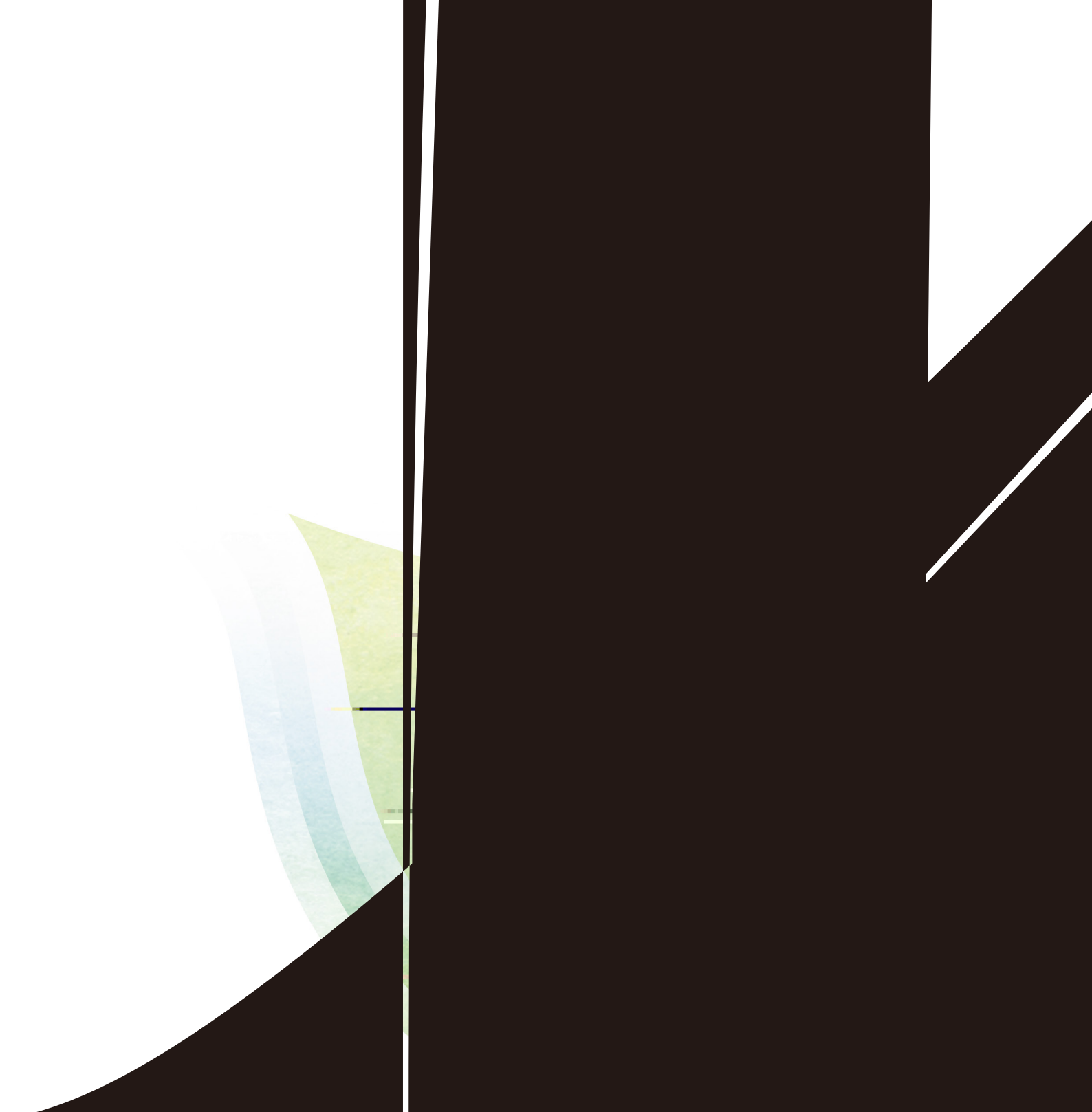
Subject Areas, Aspects, General Disclosures and KPIs 主要範疇、層面、一般披露及關鍵績效指標	Description 描述	Section 章節
KPI B5.4 關鍵績效指標B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored. 描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	Part V: Supplier Management and Customer Service > Supplier Management 第五部分 供應商管理與客戶服務 > 供應商管理
Aspect B6: Product Responsibility 層面B6：產品責任		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Part V: Supplier Management and Customer Service > Service and Feedback 第五部分 供應商管理與客戶服務 > 服務與反饋
KPI B6.1 關鍵績效指標B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全與健康理由而須回收的百分比。	N/A 不適用
KPI B6.2 關鍵績效指標B6.2	Number of products and service related complaints received and how and Customer Service > Service and Feedback 第五部分 供應商管理與客戶服務 >	

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KPI B6.3 關鍵績效指標B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	Part III: Business Conduct > Information Security and Privacy Protection 第三部分 商業操守 > 信息安全與隱私保護
KPI B6.4 關鍵績效指標B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	N/A 不適用
KPI B6.5 關鍵績效指標B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored.	Part III: Business Conduct > Information Security and Privacy Protection 第三部分 商業操守 > 信息安全與隱私保護
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KPI B7.2 關鍵績效指標B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	Part III: Business Conduct > Anti-corruption and Reporting Policies 第三部分 商業操守 > 反貪污與舉報制度
KPI B7.3 關鍵績效指標B7.3	Description of anti-corruption training provided to directors and staff. 描述向董事及員工提供的反貪污培訓。	Part III: Business Conduct > Anti-corruption and Reporting Policies 第三部分 商業操守 > 反貪污與舉報制度
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. 有關以社區參與來瞭解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	Part IV: Employee Well-being and Development > Community Investment 第四部分 員工福祉與發展 > 社區投資
KPI B8.1 關鍵績效指標B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). 專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	Part IV: Employee Well-being and Development > Community Investment 第四部分 員工福祉與發展 > 社區投資
KPI B8.2 關鍵績效指標B8.2	Resources contributed (e.g. money or time) to the focus area. 在專注範疇所動用資源(如金錢或時間)。	Part IV: Employee Well-being and Development > Community Investment 第四部分 員工福祉與發展 > 社區投資



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