



中國五礦

五礦地產
MINMETALS LAND

五礦地產有限公司
MINMETALS LAND LIMITED

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

Stock Code 股份代號：230

2022

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

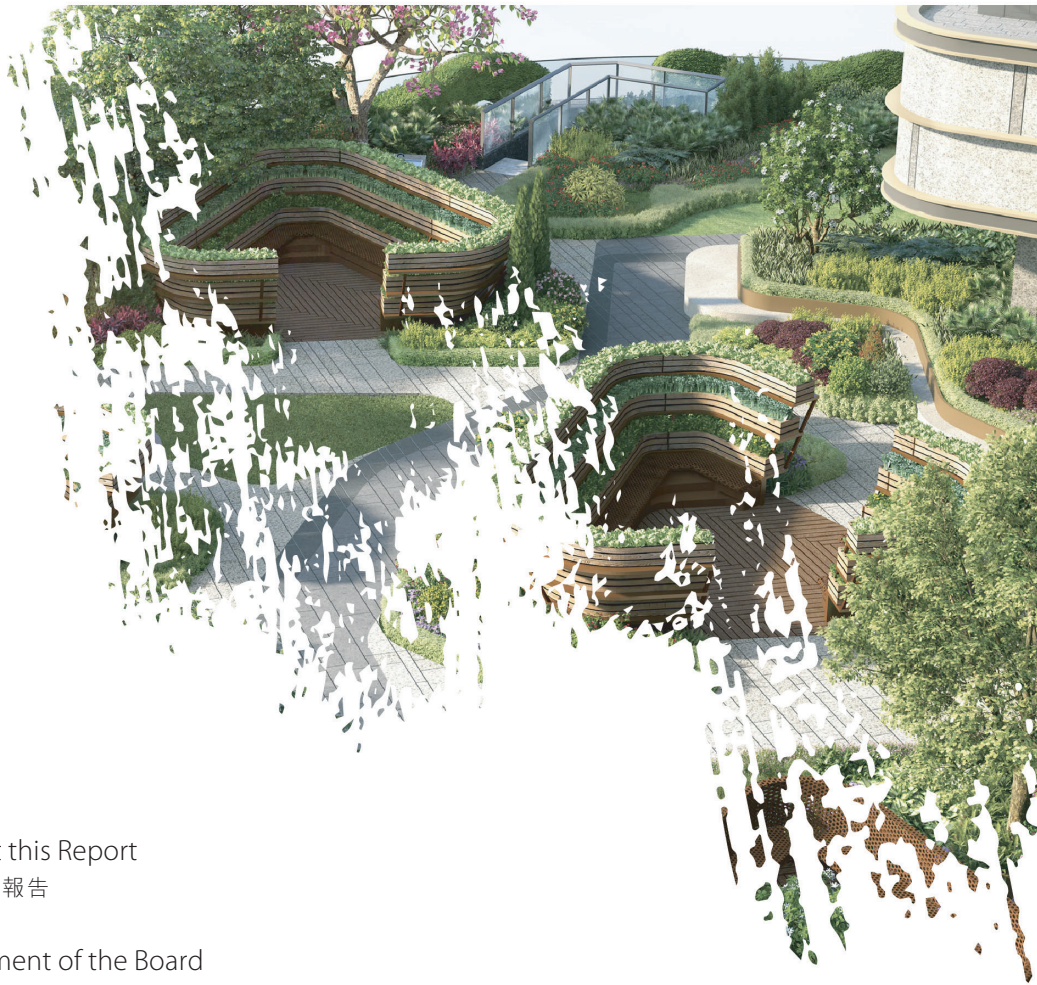
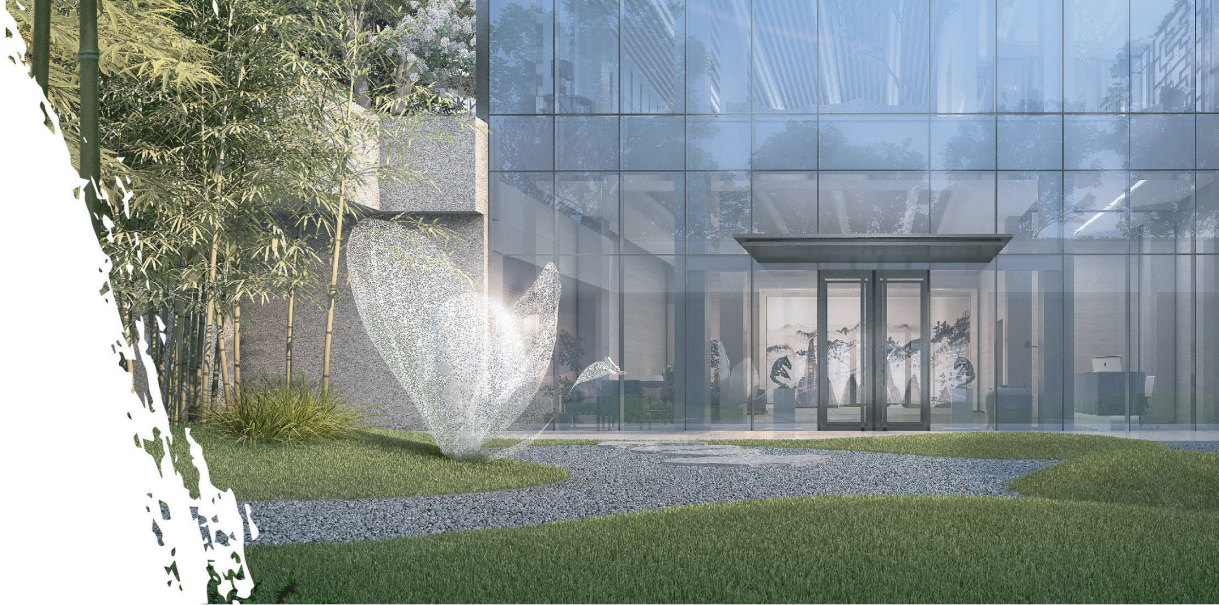


環境、社會及管治報告

Environmental,
Social &
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Report



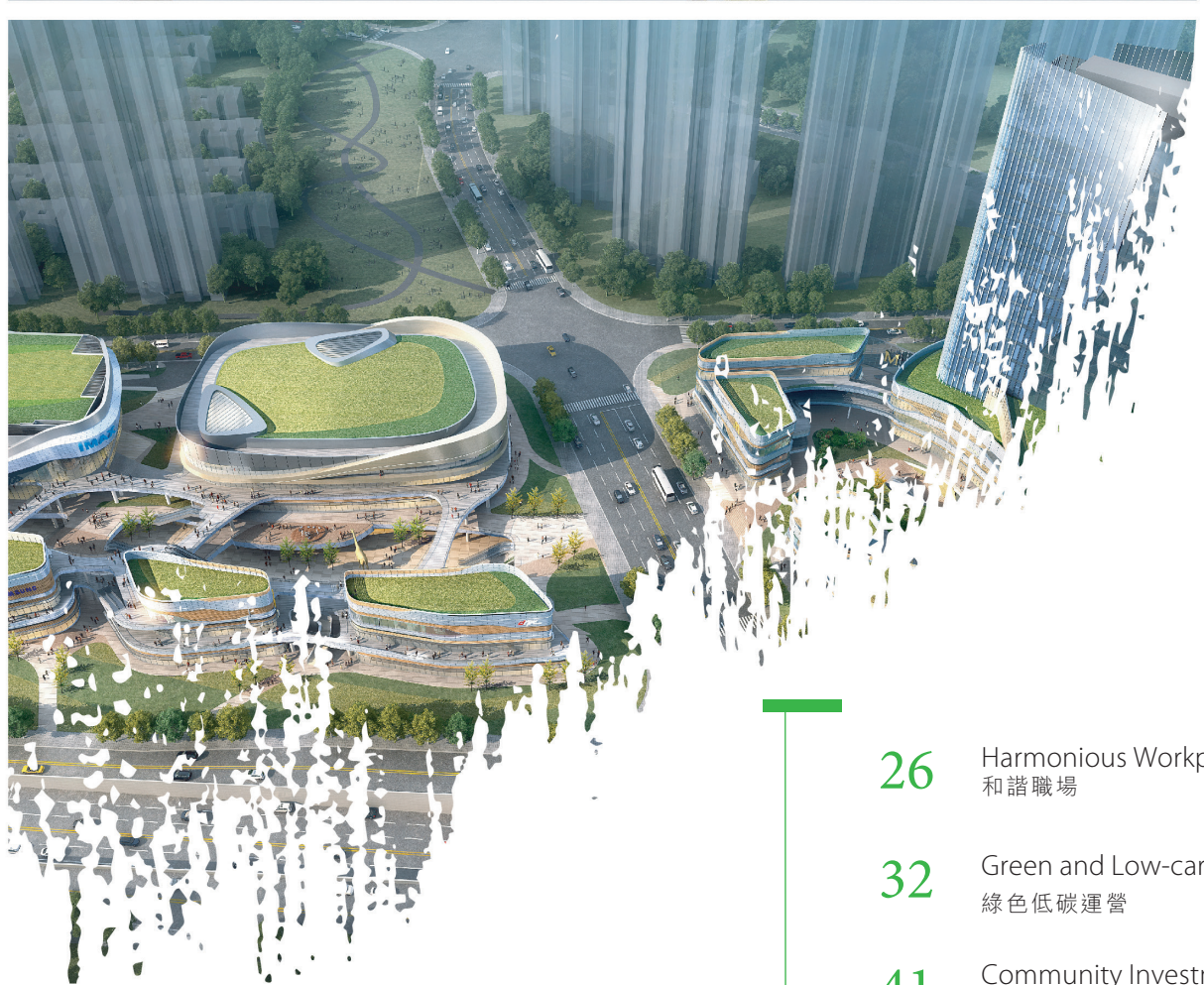




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ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

ABOUT THIS REPORT

This is the seventh Environmental, Social and Governance Report (the "Report") published by Minmetals Land Limited ("Minmetals Land" or the "Company", and together with its subsidiaries, the "Group"), highlighting the Group's environmental, social and governance ("ESG") policies, initiatives and performance for the period from 1 January 2022 to 31 December 2022 (the "Year"), to enable stakeholders to understand the Group's progress and direction in these areas. This Report is available in Chinese and English on the website of the Stock Exchange of Hong Kong Limited (the "Stock Exchange") and on the Company's website at www.minmetalsland.com.

Reporting Scope

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

- 1 Real estate development includes projects and their offices located in the Pan Bohai Rim, Yangtze Delta, Central China, Chengdu-Chongqing Region and Pearl River Delta in which the Group has a 50% or more interest and which are not completed within 2022. Property management includes property projects under management and their offices in the Pan Bohai Rim, Yangtze Delta, Central China and Pearl River Delta.
- 2 Pan Bohai Rim includes operations in Tianjin, Yingkou and Langfang.
- 3 Yangtze Delta includes operations in Nanjing and Suzhou.
- 4 Central China includes operations in Changsha, Xiangtan, Wuhan and Taian.
- 5 Chengdu-Chongqing Region includes operations in Chengdu.
- 6 Pearl River Delta includes operations in Guangzhou, Huizhou, Shenzhen and Hong Kong.

關於本報告

本報告為五礦地產有限公司(「五礦地產」或「本公司」，連同其附屬公司統稱「本集團」)發表的第七份《環境、社會及管治報告》(「本報告」)，重點闡述本集團於二零二二年一月一日至二零二二年十二月三十一日(「本年度」或「年內」)期間在環境、社會及管治(「ESG」)方面的政策、措施和績效，令各持份者了解本集團於ESG方面的進程及發展方向。本報告備有中文及英文版本，可於香港聯合交易所有限公司(「聯交所」)及本公司網站(www.minmetalsland.com)上閱覽。

報告範圍

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

- 1 房地產發展包括位於環渤海地區、長三角地區、華中地區、成渝地區、珠三角地區，本集團所佔權益為50%及以上，且2022年內未完工的項目及其辦公室。物業管理包括位於環渤海地區、長三角地區、華中地區及珠三角地區的物業在管項目及其辦公室。
- 2 環渤海地區包含天津、營口、廊坊的營運點。
- 3 長三角地區包含南京、蘇州的營運點。
- 4 華中地區包含長沙、湘潭、武漢及泰安的營運點。
- 5 成渝地區包含成都的營運點。
- 6 珠三角地區包含廣州、惠州、深圳及香港的營運點。

Reporting Standard

This Report was prepared in accordance with the Environmental, Social and Governance Reporting Guide set out in Appendix 27 of the Rules Governing the Listing of Securities on the Stock Exchange. A full index is set out in the last section of the Report for inspection.

報告準則

本報告根據聯交所《證券上市規則》附錄二十七中的《環境、社會及管治報告指引》編製。本報告最後一章載有完整索引以供查閱。

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

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

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Recognition and Approval

All information contained in this Report has been derived from the Group's official documents, statistical data, and management and operational information collected in accordance with the Group's policies, and every effort has been made to ensure the accuracy and reliability of the information presented in this Report. This Report was confirmed and approved by the Board of the Company on April 2023.

Feedback

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

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

確認及批准

本報告引用的所有資料均來自本集團的正式文件、統計數據，及其根據本集團制度收集的管理和營運資料，竭力確保本報告所呈現的資料均準確可靠。本報告已於二零二三年四月由本公司董事會確認及批准。

意見反饋

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

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

STATEMENT OF THE BOARD

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

Taking on the Responsibility of Governance

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

董事會聲明

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

承擔管治責任

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

Managing Risks and Opportunities

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

Sustainable Development Goals

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

管理風險及機遇

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

可持續發展目標

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

SUSTAINABILITY GOVERNANCE

Sustainability Governance Framework and Management Approach

Minmetals Land's governance structure includes a Sustainable Development Committee, which is responsible for continuously improving the sustainability governance structure to oversee the management and effectiveness of the Company's sustainability issues and to ensure the smooth implementation of policies and initiatives in different areas and business units of the Company. The Sustainable Development Committee is divided into five management areas based on sustainability issues relevant to the Group, including 1) sustainable development strategy, 2) sustainability risk, 3) sustainability performance, 4) sustainability reporting, and 5) sustainability bond. The Sustainable Development Committee will report annually to the Board and make recommendations for improvement where necessary. Sustainable Development Task Force has been established under the Sustainable Development Committee to assist with its work.

可持續發展管治

可持續發展管治架構及管理方針

五礦地產的管治架構中包含可持續發展委員會，負責持續完善可持續發展管治架構，以監督本公司在ESG事宜上的管理工作和成效，並確保政策及措施得以於本公司不同範疇和業務單位順利開展。可持續發展委員會按與本集團相關的ESG議題分成為五個管理範疇，包括：1)可持續發展策略、2)可持續發展風險、3)可持續發展表現、4)可持續發展匯報、以及5)可持續發展債券。可持續發展委員會每年向董事局匯報並適時提出改善建議。可持續發展委員會下設有可持續發展工作小組，協助可持續發展委員會落實執行相關工作。

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ESG Risk Assessment

The management of ESG risks has become an essential component of corporate risk management. The Group has identified and assessed significant ESG risks in the industry based on industry characteristics. The Group's key ESG risks are as set out below:

ESG風險評估

ESG風險的管理已成為企業風險管理重要組成部分。本集團已根據行業特性，對行業內重大ESG風險進行識別及評估，本集團面臨的主要ESG風險載列如下：

Risk factor 風險因子	Description 風險描述	The Group's response/plan 本集團的應對措施／計劃
Post-pandemic recovery 疫後恢復	<p>The COVID-19 pandemic has brought unprecedented challenges to the world, with increased demand for health, green space and community support. In the face of growing market and investor concerns about ESG, Minmetals Land is required to review its operating model to address the sustainability and health requirements.</p> <p>新冠疫症為全球帶來前所未有的挑戰，大眾對健康、綠色空間以及社區支援需求增高。面對市場及投資者對企業ESG的關注日益增高，五礦地產需檢視公司營運模式以回應可持續發展和健康的的要求。</p>	<ul style="list-style-type: none">• Provide rent concessions or reductions to support tenants affected by the pandemic• Develop local community activities to stimulate local economic growth and help communities recover economically <p>提供租金優惠或減免以支援受疫情影響嚴重的租戶 因地制宜開展社區活動，帶動當地經濟增長，幫助社區經濟復甦</p>
Climate change 氣候變化	<p>Frequent and severe extreme weather events and ever-changing climate patterns may affect the Group's operations. Minmetals Land needs to re-examine its response to climate risks, including ongoing assessment of climate change risks, developing action plans to address them, and reducing potential operating costs (e.g., maintenance and insurance premiums) arising from extreme weather.</p> <p>頻繁及嚴重影響的極端天氣事件和不斷變化的氣候模式可影響本集團的營運。五礦地產需重新檢視其於氣候風險的應對，包括對氣候變化風險的持續評估，制訂應對行動計劃，減低極端天氣的潛在營運成本（例如維修及保險保費）。</p>	<ul style="list-style-type: none">• Study the development of a property portfolio climate risk assessment• Set carbon reduction targets and strive for long term carbon reduction• Monitor and reduce carbon emissions from the construction process and implicit carbon emissions from key building materials <p>研究開展物業組合氣候風險評估 制定減碳目標，致力長期減碳 監察並減少施工過程碳排放以及主要建築材料產生的隱含碳排放</p>

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

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

STAKEHOLDER COMMUNICATION

持份者溝通

Minmetals Land maintains close communication with internal and external stakeholders through various channels to understand and respond to stakeholders' concerns and further examine potential ESG risks and opportunities in relation to the development of its business strategy.

五礦地產透過多種渠道與內外部持份者保持密切溝通，了解並回應持份者關切，進而審視與自身業務策略發展相關的潛在ESG風險及機遇。

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

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Assessing Material Issues

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

Steps to identify material ESG issues

重要議題評估

本年度，本集團透過下列三個步驟，識別及確定年內的重要ESG議題。

識別重要ESG議題的步驟

Update of the list of ESG issues 更新ESG議題清單

- 21 issues most closely related to our business and their impact were identified by reference to the latest industry ESG issues, ESG ratings and the list of industry material issues for relevant reporting standards.
- 參考同行最新的ESG議題、ESG評級以及相關報告標準的行業重要性議題清單，識別出21項與業務及其影響最密切相關的議題。

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

- After consolidating the analysis of 1) the ranking of each issue in the Group's 2021 materiality assessment, 2) the findings of the real estate peer group's materiality assessment, and 3) the issues of concern to the ESG ratings and reporting standards for the real estate industry, the issue names and materiality ranking were adjusted and refined, resulting in a consensus of 10 highly material issues and 11 generally material issues.
- 綜合分析1)各議題在本集團2021年度重要性評估結果中的排序，2)地產同行的重要性議題評估結果，以及3)地產行業ESG評級和報告標準關注的議題三個方面，對議題名稱和重要性排序進行調整及優化，最終共識別出10項高度重要議題、11項一般重要議題。

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

- The Sustainable Development Committee reviewed and confirmed the materiality ranking for the year.
- 可持續發展委員會審閱並確認本年度重要議題排序。

Order of ESG Material Issues for the Year

本年度ESG議題重要性排序

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

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Order of materiality (from high to low) 議題重要性順序 (由高至低)	Issues 議題名稱	Corresponding chapters in the Report 本報告對應章節	Category 議題重要性分類
11	Intellectual property protection 保護知識產權	Privacy and Intellectual Property Protection 隱私及知識產權保護	Generally material 一般重要
12	Greenhouse gas emission 溫室氣體排放	Response to Climate Change 應對氣候變化	
13	Use of energy 能源使用	Energy Efficiency Management 能源效益管理	
14	Risk management and contingency plan 風險管理與應急準備	ESG Risk Assessment ESG風險評估	
15	Sewage disposal 污水處理	Emissions Management 排放物管理	
16	Response to climate change 應對氣候變化	Response to Climate Change Practicing Green Finance 應對氣候變化 踐行綠色金融	
17	Use of water resource 水資源使用	Water Resources Management 水資源管理	
18	Community development and social integration 社區發展與社會共融	Community Investment 社區投資	
19	Biodiversity protection 生物多樣性保護	Environment and Natural Resources 環境及天然資源	
20	Supply chain environment and social risk management 供應鏈環境及社會風險管理	Supply Chain Management 供應鏈管理	
21	Prevention of child labour or forced labour 防止童工或強制勞工	Employee Rights and Care 員工權益及關懷	

RESPONSIBLE OPERATION

Minmetals Land is committed to developing pleasant and harmonious communities, promoting regional economic development, meeting people's needs for a happy life, and maintaining stable and long-term relationships with our customers, suppliers and communities through responsible operations.

Anti-corruption

Minmetals Land has established a dedicated whistleblowing channel such as Report Box for corruption violations pursuant to the "Employee Conduct and Business Ethics Practice", and has in place a strict investigation and handling process. Whistleblowers can report directly to the human resources director in charge of employee relations in the Human Resources and Administration Department. The receiving department and personnel will cooperate with the relevant unit or department to properly investigate and handle complaints and reports, and strictly maintain the confidentiality of complainants and whistleblowers. After thorough investigation, the Human Resources and Administration Department will formulate a proposed solution according to the relevant policy, which will be implemented upon the approval by the Company's management. The Group's "Employee Handbook" also stipulates that employees are prohibited from soliciting any benefits from customers, contractors, suppliers or other parties related to the Company's business. The "Regulations on the Management of Problematic Tips (Anti-Corruption) (問題線索管理辦法(反腐敗))" regulates the management of problematic tips and further strengthens the disciplinary review and reporting work. The Group will distribute the "Employee Handbook" and the "Employee Conduct and Business Ethics Practice" to our employees when they first join the Group in order to provide guidance.

負責任經營

五礦地產致力於建設宜居和諧社區、推動區域經濟發展、滿足人們幸福生活需求，以及透過負責任營運，與我們的客戶、供應商及社區維持穩定及長遠的關係。

反貪腐

五礦地產已透過《員工行為和商業道德規範》設置舉報信箱等貪污違紀情況專項舉報渠道，並有嚴格的調查及處理程序。舉報人可直接向人力行政部負責員工關係的人力主管提出。受理部門和人員會與關聯單位或部門配合，認真調查處理投訴和舉報，並嚴格為投訴人和舉報人保密。事情調查清楚後，由人力行政部根據有關制度草擬處理方案，經本公司領導批准後執行。同時，本集團於《員工手冊》中亦規定僱員不得向客戶、承辦商、供應商或其他與本公司業務有關的人士索取任何利益。《問題線索管理辦法(反腐敗)》建立了問題線索及關於進一步加強執紀審查報備工作的管理辦法。本集團會在員工新入職時派發《員工手冊》及《員工行為和商業道德規範》以提供指引。

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During the Year, an anti-corruption initiative exhibition was set up at our Beijing headquarter, where senior and middle management attended in trainings and engaged in anti-corruption communications with the Company's management who are in charge of anti-corruptions. Subsidiaries are improving employees' awareness of honest practices by holding special study sessions on anti-corruption, watching warning educational videos, conducting special rectification on illegal business entertainment, setting up a column for honest and upright officials on the public account platform, providing "minilectures on discipline inspection", sending short messages on honest practices during holidays, etc. During the Year, the Group provided a total of 5,387 hours of anti-corruption trainings to 6 directors and 760 employees. The Group did not have any corruption litigation cases during the Year.

Health and Safety of Customers

For effective control of various incidents and accidents, the Group has established the "Incident and Accident Management Measures" to regulate incident and accident management methods of each property company. Based on the four principles (including rapid response, unified command, compliance with orders, and unity and cooperation), and through deployment of functions, classification of incidents, and a series of management procedures and supervision in place, the Company strives to ensure safe operations. In order to ensure the safety of people's lives and corporate properties, and to promote safe development, the Group has established the "Implementation Rules for Safety and Environmental Protection Supervision and Inspection", which specifies the following requirements for on-site safety production supervision and inspection.

本年度於北京總部公司內設有反貪腐倡導展覽，中高管理層參與培訓，亦與分管反貪腐工作的本公司領導開展反腐倡廉談話工作。附屬公司通過開展廉政教育專題學習、觀看警示教育視頻、開展違規業務招待等專項整治、於公眾號平台開設廉政廉潔專欄、推送《紀檢小課堂》、節假日發送廉潔提醒短信等途徑，提高員工的廉潔從業意識。本年度，本集團共為6名董事和760名員工提供了共計5,387小時的反貪污培訓。本年度，本集團未發生任何貪污訴訟案件。

客戶健康與安全

為了有效管控各種事件事故，本集團設有《事件事故管理辦法》規範各物業公司應對事件事故管理方法，透過四大原則（包括快速反應、統一指揮、服從命令及團結協作），職能分配，事件分類，並列明一系列管理程序和監察，確保本公司營運生產。為確保人民生命和企業財產安全，促進安全發展，本集團設有《安全環保監督檢查實施細則》政策，對現場安全生產監督檢查提出具體要求。

The Group's Customer Care Fund can be set up as a Quality Improvement Fund or a Community Culture Fund, which are mainly used to enrich and improve the construction of facilities and community culture-related contents in delivered communities, so as to enhance the quality of the community life and owners' satisfaction. Through community services, owner and tenant talks, themed activities and other community activities, our subsidiaries have created a healthy, comfortable, safe and liveable space for owners and tenants. The following are examples of major activities:

本集團客戶關懷基金可設立為品質提升基金及社區文化基金兩項，主要用於豐富完善已交付社區設施建設與社區文化相關內容，以提升社區品質及業主滿意度。各附屬公司通過舉辦便民服務類、業戶交談類、主題類等社區活動，為業戶打造健康舒適、安全宜居的居住空間。以下為主要活動例子：

Regular Activities

常規活動

- Free carpet cleaning for tenants and owners, and repairing and cleaning of indoor air conditioning system
- Organising drills for tenants and owners in the building
- Organising large scale free clinic events (such as free Chinese medicine or eye clinics)
- On-site instruction from professional elevator engineers on emergency elevator escape procedures
- 為業戶免費清洗地毯，檢修清洗室內空調系統
- 組織業戶共同在大廈進行演習
- 舉辦大型義診活動（如中醫或眼睛義診）
- 由專業電梯工程師現場指導電梯事故逃生辦法

Theme Events

主題活動

- Tenants and owners recorded a video blessing their mothers on site and sent it to their mothers via WeChat, and the property companies gave out gifts to express good wishes
- Organising a mid-autumn festival for owners and property staff as well as a medium-sized festival show
- 業戶現場錄製祝福視頻給母親，並微信推送母親接收，物業公司贈送禮品表達祝福
- 組織業主、物業員工共度中秋，舉辦中型演出活動

Community Wellness

社區健康

- Inviting star-grade fitness trainers to conduct interactive fitness classes with tenants and owners via TikTok
- 邀請星級健身運動教練，通過抖音平台與業戶互動健身課程

Connecting the Elderly and Children

老少共融

- Bringing families with "One Elderly and One Child" enrolled for the event to visit the oceanarium together, so that the elderly and children could experience the marine world and family time
- 帶領「一老一小」家庭式報名業主共同參觀海洋館，讓老人孩子感受一下海洋世界，多一份陪伴

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During the prevention and control of the COVID-19 pandemic, the Group attached great importance to protecting the health of its customers and strictly followed the government's control policies by formulating a pandemic prevention and control manual and establishing a plan for handling COVID-19 infections. At the same time, the Group strengthened the stockpiling of pandemic prevention materials, temperature checking, double-code verification and disinfection at sales sites, and implemented staggered hours to control the number of visitors.

Service and Project Quality Management

To ensure the quality of our projects, the Group regularly conducts internal self-inspection of product quality and rectifies and improves them in a timely manner. The Group also follows up on sensitive points of product quality issues that are of concern to customers, predicts the risk of customer complaints and ensures that relevant work is handled properly.

Minmetals Land 5M Intelligent Health System is the configuration standard for all Minmetals Land products guiding the development projects of the Group, consisting of architecture, fine decoration and electromechanical equipment and landscape sections, which has successfully passed the expert assessment and acceptance. The Group is committed to the continuous refinement of the 5M intelligent and healthy product system, promoting and implementing the 5M concept of healthy living, intelligent system, caring management, comfortable environment and green materials into its various product lines. Through continuous research and development and application of core technologies, improvement of construction technology measures, and provision of quality products and services, we provide Minmetals Land with solid and powerful system protection and technical support for the implementation of its high-quality strategy.

新冠肺炎疫情防控期間，本集團高度重視保障客戶健康，嚴格按照政府管控政策，制定疫情防控手冊並建立新冠肺炎感染的處理預案。同時加強銷售現場的防疫物資儲備、體溫監測、雙碼核驗、消殺等工作，並實施錯峰控制來訪人員數量。

服務及項目質量管理

為保障項目質量，本集團定期進行產品品質內部自檢並及時整改完善。對於客戶關注的產品品質敏感點，重點跟進，提前預判客戶投訴風險點並做好相關工作。

五礦地產5M智慧健康體系是指導本集團項目開發的全體系產品配置標準，由建築篇、精裝篇、機電設備篇和園林景觀篇組成，已順利通過專家評審驗收。本集團致力於不斷精進5M智能健康產品體系，將健康生活、智慧系統、貼心管理、舒適環境及綠色材料的5M理念推廣及貫徹至旗下多個產品線中，通過持續研發及運用核心科技、提升施工技術措施、提供高品質的產品及服務，為五礦地產實施精品策略提供堅實有力的體系保障和技術支撐。

Minmetals Land 5M Intelligent Health System 五礦地產5M智慧健康體系

Minmetals Land 5M Intelligent Health System has been successfully transformed from technology research and development to products based on the following three dimensions: green operation, green construction, and green materials, applying environmentally-friendly equipment and processes such as new wind turbines, graphene floor heating, full bathrooms, and quantum purification tiles to new projects. Among them, the multi-mode new wind turbine and multi-mode new wind intelligent control, developed in collaboration with the Chinese Academy of Sciences, have been granted two patents by the State Intellectual Property Office, and the new wind turbine, as the result of their application, has won the leading position in the market with the advantages of “stronger function at the same price” and “lower price at the same function”.

五礦地產5M智慧健康體系從綠色運營、綠色施工、綠色材料三個維度出發，成功實現技術研發到產品轉化，將新風機、石墨烯地暖、整體衛浴、量子淨化磚等環保設備和工藝應用於新建項目。其中，與中國科學院合作研發的多模新風機、多模新風智慧控制已獲得國家知識產權局發放的兩項專利技術，其應用成果新風機以「同等價位功能更強」、「同等功能價格更低」的優勢獲得市場領先地位。

In terms of customer service, the Group has established the “Procedures for Handling Owner and Tenant Complaints/Suggestions”, which stipulates that owners and tenants can submit complaints or suggestions through a variety of channels, such as online platforms (e.g. owner and tenant forums and social media platforms), the customer service center hotline, visits to the customer service center and written means. The Company’s “Customer Complaint Service Guidelines” sets out the principles, division of responsibilities and classification of complaints in regards to customer complaints. The customer service center will record the complaints of owners and tenants in a timely manner, fill in the corresponding forms, and actively handle the complaint situation and results until they are satisfied. At the same time, the Group has also established a customer complaint handling plan to prevent customer complaints from occurring in advance. 188 complaint cases were received this Year, which mostly were complaints of property management services.

In terms of customer satisfaction survey, subsidiaries of the Group understand customers’ opinions and ideas through annual satisfaction surveys and special satisfaction surveys, which serve as the basis for improving customer service. This Year, according to Yingkou Property Management Company’s residential customer satisfaction survey, a total of 152 responses were received through telephone interviews, with an overall satisfaction rate of 77% for property services. The Group was ranked 56th in the “Top 100 Property Service Satisfaction in China in 2022” in the “2022 China Property Service Satisfaction Blue Book” published by Leju Finance Institute.

在客戶服務方面，本集團設有《業戶投訴管理／建議作業處理規程》列明業戶可透過多方面渠道，網絡平台（如業戶論壇以及社交媒體平台等）、客戶服務中心熱線、到訪客戶服務中心以及書面方式提出投訴或建議。本公司於《客戶投訴服務工作指引》列明處理客戶投訴的原則、職責分工和投訴分類。客戶服務中心及時記錄業戶投訴內容，填寫相應表單，積極處理投訴情況及結果，直至業戶滿意為止。與此同時，本集團亦建立客戶投訴處理預案，對容易出現客戶投訴的環節進行提前預防。本年度，本集團共收到188宗投訴個案，主要是物業管理服務類投訴。

在客戶滿意度調查方面，本集團附屬公司通過年度滿意度調查及專項滿意度調查等方式，了解客戶意見和想法，作為客戶服務改善的依據。本年度營口物業管理公司住宅客戶滿意度調查，透過電話訪問共收到152個回饋，總體對物業服務滿意度為77%。本集團在樂居財經研究院發佈的《2022中國物業服務滿意度藍皮書》中榮登「2022年中國物業服務滿意度百強」排行榜第56名。

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In addition, the Group is committed to providing honest and accurate information to potential customers when promoting its development projects, and to follow the Group's internal procedures for confirmations from relevant departments and project managers before conducting promotional activities. In order to keep owners informed of the progress of the projects, some of the subsidiaries launched a variety of owners' activities according to different seasons and festivals, and with in cooperation with the Property Services Centre and the Real Estate Customer Service Centre, they prepared the Minmetals Family Letters and photographed the progress of the projects on site, which were sent to owners on a monthly basis.

Supply Chain Management

Minmetals Land recognises the importance of a good supply chain in ensuring the quality of the Company's projects, and is committed to providing a platform for fair competition for all suppliers. All suppliers are selected based on a combination of quality, competitiveness, price, reliability and credibility. During the Year, the Group had a total of 1,974 suppliers⁷, who are mainly engaged in the maintenance, procurement, supplies, services, engineering, legal and service consulting sectors.

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

此外，本集團亦承諾於宣傳發展項目時，為潛在客戶提供真誠及準確的資訊，並按照本集團的內部流程予負責部門及項目負責人確認，方可進行宣傳活動。為使業主及時了解項目進展，部分附屬公司根據不同季節、節日節點，由地產客服和物業服務中心配合，開展豐富多彩的業主活動，製作五礦家書，拍攝現場工程進度，每月一對一發送至業主。

供應鏈管理

五礦地產深知良好的供應鏈對公司項目質量保障的重要性，承諾為所有供應商提供一個公平競爭的平台。所有供應商的選擇均基於品質、競爭力、價格、可靠性和信譽度的綜合考量。本年度，本集團共有1,974家供應商⁷，主要為維修、採購、物資類、服務類、工程類、法務類、服務諮詢類。

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

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

⁷ 其中73家位於香港，其餘位於中國內地。

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

The ESG risks affect not only the business operations of Minmetals Land, but also its suppliers, which can have long-term impact on the quality of the Group’s projects and services. For example, climate change-related risks such as extreme weather can lead to supply chain disruptions; potential labour risks for project construction contractors can also damage the Group’s reputation. In order to reduce environmental and social risks in the supply chain, the Group advocates and actively promotes green procurement and considers suppliers with ISO 14001 environmental management system certification, ISO 14025 Type III environmental labelling product certification, ISO 9001 quality management system certification and ISO 18001 occupational health and safety management system certification when selecting suppliers. In the future, Minmetals Land will continue to deepen ESG risk considerations in supply chain management and strengthen communication with suppliers to promote sustainable business practices.

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

ESG風險不單影響五礦地產的業務營運，更可影響其供應商，長遠影響本集團的項目及服務質量。例如，氣候變化相關風險如極端天氣可引致供應鏈中斷，或項目建造承包商的潛在勞工風險，亦可對本集團聲譽造成損害。為降低供應鏈環境及社會風險，本集團倡導並積極推行綠色採購，選擇供應商時會考慮其是否具有ISO 14001環境管理體系認證、ISO 14025 III型環境標志產品認證、ISO 9001質量管理體系認證、ISO 18001職業健康安全管理体系認證等證書。未來，五礦地產將繼續深化供應鏈管理中的ESG風險考量並加強與供應商的溝通，推廣可持續的營運慣例。

Privacy and Intellectual Property Protection

The “Employee Conduct and Business Ethics Practice” clarifies the confidentiality obligations of employees. The directors and employees of the Company are required to maintain the confidentiality of all information concerning the Company’s business that is not publicly disclosed, whether during or after employment. The “Employee Handbook” governs the conduct of employees and requires employees to handle all documents, money, receipts and other company properties with due care. Such information may relate to the Company’s operations, including investment strategies, sales and marketing plans, financial plans, customer information, etc. Employees are prohibited from disclosing the Company’s proprietary information to external parties at any time without permission, and from using confidential information for personal gain, such as insider trading.

The Group’s “Measures for Confidentiality Management” and “Measures for Information Management” stipulate that access to confidential customer information is restricted only to those involved employees. Prior approval and record keeping are required for printing, sending and borrowing of all confidential documents by employees. In addition, new employees are required to sign a confidentiality agreement upon reporting duty in which they agree to act in accordance with the system established by the Group in this regard. They must return all information related to the Group when leaving their service. In order to further protect the privacy of property owners and tenants, our subsidiaries have established a filing and data cabinet exclusively for owners and tenants, with keys held by dedicated personnel, while passwords are required for accessing electronic data. Department staff are not permitted to disclose information and matters relating to owners and tenants to external parties. Regular trainings are provided on working practices to protect owners’ and tenants’ information and data management.

In respect of intellectual property protection, the Group respects the intellectual property rights of others and protects its own technological innovations, trademarks, patents and other intellectual property rights in accordance with the law, and pays attention to the prevention of intellectual property infringement risks in its business development and daily operation management.

隱私及知識產權保護

《員工行為和商業道德規範》闡明員工保密義務，對於有關本公司一切未經公開披露的業務信息，無論於受僱期間或離職以後，本公司董事和員工均有保守該秘密的義務。《員工手冊》規範員工的行為，規定僱員對於一切文件、金錢、單據等本公司物品，僱員須小心處理。該等資料可能涉及本公司的運作，包括投資策略、銷售及市場推廣計劃、財政計劃、客戶資料等，未得許可，僱員不論何時都不得向外界人士洩露本公司的專有資料，也不得利用機密資料謀取個人利益，例如：進行內幕交易。

本集團於《保密管理辦法》及《信息管理辦法》中規定，客戶機密資料只授權予與業務相關的員工存取。員工在列印、發送和借閱機密文件時亦需事先獲得審批和記錄。另外，員工入職時需簽署保密協議，按本集團定下的保密制度行事，並於離職時將所有與本集團相關的資料交還。為及進一步保障業戶私隱，附屬公司建立了專屬於業戶的檔案資料櫃，鑰匙由專人保管，存取電子數據時必須提供密碼，部門人員不得向外界洩露關於業戶的信息及情況，定期組織部門人員進行業戶信息保密和資料管理作業規程的培訓。

在知識產權保護方面，本集團尊重他人知識產權並依法保障自身科技創新成果、商標、專利等知識產權，於業務開展及日常經營管理中注重防範知識產權侵權風險。

HARMONIOUS WORKPLACE

Minmetals Land has formulated the “Employee Handbook” and the “Employee Conduct and Business Ethics Practice”, and implements employment-related management measures in accordance with the policies. The Group has established a job assessment system to ensure that employees are treated equally in terms of promotion, transfer, training, career development, dismissal and redundancy.

Employee Rights and Care

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

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

The Group attaches great importance to the welfare and care of its employees. Through measures such as purchasing supplementary medical insurance for employees, providing reading and leisure space for employees, providing a mother and baby room for female employees, organising games and parent-child activities for employees, as well as exercising the functions of trade unions and facilitating channels for employees’ suggestions and complaints, the Group has been able to enhance employees’ sense of belonging and motivation at work.

和諧職場

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

員工權益及關愛

五礦地產嚴格按照勞動法規定，結合企業自身情況而制定《招聘管理制度》，以此制度為人員招聘的藍本。本集團於招聘及晉升過程中，考慮員工和領導層的多元化（不論任何差異性，包括性別、年齡、國籍、宗教、性取向、身心健全等），一律給予平等的發展機會，並提供適當的培訓和支援。

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

本集團重視員工福利與關懷，通過為員工購買補充醫療保險，設置員工閱讀和休閒空間，提供女性員工母嬰室，開展員工運動會和親子活動，以及發揮工會職能，暢通員工建議及申訴渠道等措施，提高員工歸屬感和工作積極性。

Occupational Health and Safety

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

The Group’s Production Safety Committee set up under the “Production Safety Management Rules” has established production safety management organisation, assigned specialised safety management personnel and conducted regular inspections on and promotion of safe production in strict compliance with relevant laws and regulations. Minmetals Land has established the “Occupational Health Supervising and Monitoring Work Management Measures” and provided supervision and guarantee for employees’ occupational health. Each year, each subsidiary would provide annual medical examinations, with different examination sets established according to different age and gender, focusing on the employees’ health conditions. During the period of pandemic, the Group improved the management arrangements for pandemic prevention and control in response to the changes in the pandemic situation, specifying specific management measures for office premises, meals, meetings, staff movement and infected staff, etc. At the same time, the Group distributed masks, disinfectants and medical kits to employees and implemented special work arrangements to minimise the risk of infection among employees.

職業健康和安安全

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

本集團《安全生產管理辦法》設立的安全生產委員會嚴格按照相關法律法規要求設置安全生產管理機構，配備專職安全管理人員，定期進行安全生產檢查及宣貫。五礦地產制定《職業健康監督監察工作管理辦法》，為員工職業健康提供監督及保障。每年各附屬公司為員工提供年度體檢，根據年齡、性別設定不同的體檢套餐，關注員工健康情況。疫情期間，本集團因應疫情變化，完善疫情防控管理安排，明確了辦公場所、用餐、會議、人員流動、員工確診情況處理等方面的具體管理舉措，同時為員工發放口罩、消毒液、醫療包等物資並實施特別工作安排，最大限度減低員工感染風險。

Anti-pandemic arrangements for employees

員工防疫安排

- Arrange flexible working hours to avoid peak crowds
 - Provide work-from-home arrangements
 - Promote video or telephone conferencing to reduce non-essential offline meetings
 - Reorganise staff seating to maintain a safe distances
 - Adjust lunch times to avoid peak crowds
 - Require masks in the office
 - A temperature check area is set up at the entrance to the office, where staff can take their body temperature and complete daily logs. Only those with a normal body temperature will be allowed for entry
 - Office is cleaned on a daily basis with disinfectant products
 - Hand sanitiser, hand rub and disinfectant paper towels are available for staff use
 - 安排彈性上、下班時間，避開高峰人流
 - 安排居家辦公
 - 提倡召開視頻或電話會議，減少非必要的線下會議
 - 重新編排員工坐位，保持安全距離
 - 調整午餐時間，避免人流高峰
 - 辦公室內必須配帶口罩
 - 辦公室入口處設置體溫檢測區，員工每天量度體溫及填寫記錄，體溫正常方可進入
 - 辦公室每天用消毒用品進行清潔
 - 設置洗手液、搓手液、消毒紙巾供員工使用
-

During the Year, there were no cases of work-related fatalities of the Group⁸ and 1 case of work injuries and occupational diseases. During the new employee training and safety production education month, the Group organised and carried out training on the employees' safety and health, raising the employees' safety awareness.

本年度，本集團未發生因工死亡個案⁸，發生1宗工傷及職業病個案。在新員工培訓及安全生產宣教月時，本集團組織開展員工安全與健康培訓，提高員工安全防範意識。

8 There was no record of incidents of employee's death due to work of the Group in the past three years.

8 本集團於過去三年均未發生員工因工死亡的事件。

Training and Development

Minmetals Land formulated the "Training Management Rules" and the "Interim Measures on Training Appraisal", to provide guidance on employee training and appraisal. The Company's Human Resources and Administration Department is responsible for the integrated management of the Company's training activities and coordinated arrangement of the training plan. Employees can be trained through centralised face-to-face lessons or online business schools, while the types of training include: induction training, position qualification training, professional knowledge training (such as real estate business, engineering business, contract legal business), comprehensive management ability training and professional skills training. All employees of Minmetals Land's headquarter engaged in the comprehensive assessment at the end of the year, which consisted of two parts, namely performance evaluation and ability assessment. During the Year, a total of 1,074 employees received training, representing 85.0% of the total number of employees, with the trained hours reaching 26,257 hours. The key training projects and their contents of the Year are as follows:

培訓和發展

五礦地產制定了《培訓管理辦法》、《培訓考核管理暫行辦法》為員工培訓及考核工作提供指引。本公司人力行政部負責對本公司培訓工作統一管理及統籌安排培訓計劃。員工可透過集中授課或是網絡商學院進行培訓，培訓類別包括：入職培訓、崗位資質培訓、專業知識培訓(例如，地產業務、工程業務、合約法律業務)、綜合管理能力培訓和專業技能培訓。五礦地產總部全體員工參與年底綜合測評，包含業績測評及能力測評兩部分。本年度，本集團共有1,074名員工接受培訓，佔總員工人數85.0%，培訓時數共26,257小時。以下為本年度重點培訓項目以及內容：

Class 80 young professional project plan

80班青年專才項目計劃

To cultivate young management as excellent management personnel and leading talents in the future, the Group continued to implement the Class 80 young professional project plan this Year. Adhering to the headquarters' educational training system, subsidiaries adopted various forms of training operational management talents by respectively carrying out the "Climber Plan" of the regional company in Northern China, the "Red Star Class" of the regional company in Central China, the "Qiji Plan" of the regional company in Southern China, the "Casting Star Plan" of Chengdu Company, etc. 為培養年輕管理人員成為優秀的管理人員和未來領導人才，本年度本集團繼續開展80班青年專才項目計劃。秉承總部教育培訓體系，下屬公司經營管理人才培養形式多樣：分別開展了華北區域公司「攀登者計劃」、華中區公司「紅星班」、華南區域公司「騏驎計劃」、成都公司「鑄星計劃」等等。

Professional training

專業培訓

Focused on the Company' strategic targets, core business, key areas and development directions and according to the principle of sorting by category, by level and by region, professional education trainings such as real estate development, industry properties, business management, property service, property finance, etc. were strengthened. Special trainings were conducted in accordance with the business development needs of each subsidiary and the development demands of employees themselves. The Group comprehensively adopted various forms such as theme research, theme lectures, on-site study, workshops and research camps, to guide and help cadre employees to enrich professional knowledge, promote professional abilities, exercise professional styles and cultivate professional spirits.

圍繞公司戰略目標、核心業務、重要領域和發展方向，按照分類、分層、分域的原則，加強房地產開發、產業地產、商業管理、地產服務、地產金融等專業化教育培訓。各附屬公司根據業務發展需要及員工自身發展需求開展專項培訓。本集團綜合採用專題研修、專題講座、現場學習、工作坊、研習營等多種形式，引導和幫助幹部員工豐富專業知識、提升專業能力、錘煉專業作風、培育專業精神。

Skill trainings

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

技能培訓

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

For the third consecutive year, Wuhan Company launched the annual training programme "Five Moves for a Better Life, Wonderful Wuhan"(五動人生·精彩武漢), focusing on capacity enhancement in five dimensions: vitality, quality, vision, ability and credentials. This Year, a total of 84 training sessions were completed, with 681 participants and a total of 960 training hours. At the same time, it made use of external training media such as Real Estate Cloud Classroom, Central China Regional General Manager Classroom and Think and Enjoy Classroom to build up its training brand and help employees broaden their horizons and enhance their capabilities. Taian Company launched the annual "Leading Plan" training programme, combining three forms of online classes, book reading and sharing activities, and internal training of professional departments to comprehensively improve the professional skills and comprehensive quality of its employees. The regional company in Southern China held the 3rd and 4th training camps of the "Qiji Plan", and comprehensively improved the theoretical knowledge and practical ability of young backbone in team management through various forms, such as lectures by instructors, cross-industry visits and learning, and workshops for improving management ability. Chengdu Company continued to launch the "Star Casting Plan" to enhance the leadership skills of leaders. To enhance the professional knowledge and skills of its employees, Nanjing Company regularly arranged training for management positions and positions requiring skills such as project manager certificate, fire-fighting certificate and electrician certificate, while Suzhou Company organised employee skills competitions through the business department to replace training with competitions.

武漢公司連續三年開展「五動人生·精彩武漢」年度培訓，從活力、素質、眼界、能力和證件學歷五個維度著力能力提升，本年度共計完成培訓84期，培訓人次達681人次，總課時達960小時；同時利用房地產雲課堂等外部培訓媒介、華中區域總經理課堂、思享課堂等進行培訓品牌打造，幫助員工拓寬視野提升能力。泰安公司開展年度「領跑計劃」培訓，結合線上網絡課堂、讀書分享活動、專業部門內訓三種形式，全面提升員工專業技能及綜合素質水平。華南區域公司舉辦「騏驎計劃」第3、4期集訓營，通過導師授課、跨界參觀學習、管理能力提升修煉工作坊等豐富的形式，全方位提升青年骨幹在團隊管理方面的理論知識和實踐能力。成都公司繼續開展「鑄星計劃」卓越領導力提升培訓，提升領導者的管理技巧和領導能力。為提升員工專業知識和技能，南京公司定期為項目經理證書、消防證書、電工證書等管理崗位和有技能要求的崗位安排相關培訓，蘇州公司通過業務部門組織員工技能競賽，以賽代訓。

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Regional company in Southern China held the 3rd training camp of the “Qiji Plan”
華南區域公司舉辦「騏驎計劃」第3期集訓營



Regional company in Southern China held the 4th training camp of the “Qiji Plan”
華南區域公司舉辦「騏驎計劃」第4期集訓營



Chengdu Company carried out the “Star Casting Plan”
成都公司開展「鑄星計劃」領導力培訓



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

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

GREEN AND LOW-CARBON OPERATION

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

Response to Climate Change

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

綠色低碳運營

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

應對氣候變化

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

Governance

管治

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

Mitigation

減緩

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

Adaptation

適應

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

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

Practicing Green Finance

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

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

踐行綠色金融

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

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

In January 2022, Minmetals Land was awarded the “Best Sustainability Bond of the Year 2021 (China Offshore) — Real Estate” at the Triple A Country Awards 2021 organised by The Asset magazine, for its first US\$300 million sustainable bond with a green concept to be issued in 2021. This reflects the recognition of the Group’s green financial research and practice by external professional institutions. For more details, please refer to the Annual Report on Sustainable Bonds in the Company’s Annual Report for 2022.

Promoting Green Buildings

Since 2019, all projects delivered have met the national standard of Green Building 1 Star. Minmetals Land has deepened the application of renewable energy in buildings, improved building energy efficiency and promoted the integrated use of new energy sources such as solar thermal and shallow geothermal energy. The Group formulated and promoted the 5M Smart Health System and adopted various technologies to promote the use of renewable energy in accordance with local conditions, while promoting energy metering to ensure the practical implementation of operational and energy-saving effects. During the Year, the Group’s joint project with Sunac, Beijing-Chaoyang One, won the “2022 China Real Estate Green and Low-carbon Brand Project” award.

2022年1月，在《財資》雜誌舉辦的「AAA國家大獎2021」(Triple A Country Awards 2021)中，五礦地產憑藉2021年發行的首筆綠色概念3億美元可持續債券，榮膺「2021年度最佳可持續發展債券(中國離岸) — 房地產行業」，彰顯出外部專業機構對本集團綠色金融探索與實踐的認可。詳情請參閱本公司2022年度報告中的《可持續債券年度報告》。

推廣綠色建築

自二零一九年起，全部已經交付的項目均滿足綠建一星的國家標準。五礦地產深化可再生能源建築應用，提升建築能效，推動太陽能光熱、淺層地熱能等新能源的綜合利用。制定並推廣5M智能健康體系，因地制宜採用各項技術推進可再生能源的使用，同時推進能量計量，確保運營和節能效果的切實落地。本年度，本集團與融創合作項目北京·朝陽壹號榮獲「2022中國房地產綠色低碳品牌項目」獎項。

Minmetals Land 5M Smart Health System Upgrade and Low-Carbon Project Symposium

五礦地產5M智能健康體系升級暨低碳專題研討會



On 9 September 2022, Minmetals Land, together with the Beijing Institute of Architectural Design, held a quadripartite symposium in Beijing on Minmetals Land's 5M System Upgrade and Low-Carbon Project. The background, technical route and progress of the development of Minmetals Land's 5M System Upgrade and Low-Carbon Project were shared with many experts in the low-carbon industry. In addition, participants spoke enthusiastically and discussed various topics including "Low-Carbon Residential Photovoltaic Application" and "Application of Natural Ventilation and Lighting in Residential Buildings".

Under the guidance of the "dual carbon" policy, Minmetals Land Design and Research Institute has consciously put into practice the new development concept and made continuous efforts in the research, application and promotion of low-carbon technologies, combining low-carbon technologies with Minmetals Land's core product values of green, healthy, intelligent and low-carbon, and actively making its voice heard in the industry to contribute to the realisation of the national "dual carbon" target.

2022年9月9日，五礦地產聯合北京市建築設計研究院在北京舉辦了五礦地產5M體系升級暨低碳專題四方研討會，與低碳行業眾多專家交流分享了五礦地產5M體系升級暨低碳專題的研發背景、技術路線和研發進展。此外，參會人員圍繞「低碳住宅光伏一體化應用」、「自然通風採光在住宅中的應用」等多個議題進行了熱烈發言和充分討論。

在「雙碳」政策指導下，五礦地產設計研究院自覺踐行新發展理念，在低碳技術研究、應用和推廣上持續發力，將低碳技術與五礦地產綠色、健康、智慧、低碳的核心產品價值相結合，並在業內積極發聲，為國家「雙碳」目標的實現貢獻五礦力量。

Green Building Case — Changsha Minmetals Plaza Project Pre-certified

綠色建築案例 — 長沙五礦廣場項目WELL金級預認證



On 22 June 2022, the Changsha Minmetals Plaza project was accredited by the International WELL Building Institute (or IWBI) and officially awarded the WELL Pre-Certification Certificate, with the assessment result reaching the Gold standard. This is the second time that the Changsha Minmetals Plaza project has been certified by an authoritative organisation after the LEED Gold pre-certification.

By providing fresh air units with high efficiency filtration equipment in public areas, the project ensures that the PM2.5 concentration in the air is below 25 $\mu\text{-g}/\text{m}^3$ to ensure healthy and fresh indoor air, thereby providing a “breathable” living and working environment for customers. Indoor air quality parameters such as PM2.5, CO₂ and ozone concentration can be displayed to users via a mobile app or display panel. The visualisation of the data enhances the perception of indoor air quality and provides users with a real time understanding of indoor air quality.

The project is equipped with a direct drinking water filtration system to reduce the contamination of water supply pipes, improve the taste of drinking water and filter out dissolved metals, organics, additives and other harmful substances from the tap water, so as to provide a healthy drinking experience and ensure water safety for the residents. To strengthen the bond between users and nature, the project also introduces a pro-nature design approach by covering the building rooftop with a large green roof and decorating the indoor common areas with greenery to provide a comfortable and natural environment for residents.

2022年6月22日，長沙五礦廣場項目通過國際WELL建築研究院(或IWBI)的評審，正式被授予WELL預認證證書，評估結果達到金級標準。這是長沙五礦廣場項目繼LEED金級預認證後，再次獲得權威機構評價認證。

該項目通過在公共區提供新風機組並配置高效過濾設備，確保空氣中PM2.5的濃度達到25微克/立方米以下，以保障健康和清新的室內空氣，進而為客戶提供能「安心呼吸」的生活與工作環境。室內的PM2.5、CO₂以及臭氧濃度等空氣質量參數可通過手機APP或顯示面板向用戶展示。可視化數據可增強室內空氣質量的可感知性，使用戶實時了解室內空氣質量。

該項目為用戶安裝直飲水過濾系統，以減少供水管道的污染，提高飲用水的口感，並且充分過濾自來水中的溶解金屬、有機物、添加劑及其他有害物質，為住戶提供健康的飲水體驗，保障用水安全。為加強用戶與自然之間的紐帶，該項目還引入了親自然的設計手法，在建築屋面覆蓋大面積綠化屋頂，室內公共區域佈置綠色植物，為住戶提供舒適自然的室內外環境。

Emissions Management

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

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

排放物管理

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

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

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

- Encourage employees to commute by green travel and use public transport as much as possible
- Adopt online meetings such as video conferencing to replace physical meetings
- Conduct regular inspection and maintenance of official vehicles
- Arrange reasonable routes to reduce fuel consumption
- 鼓勵員工上下班綠色出行，儘量乘坐公共交通工具
- 採用線上會議如視頻會議等形式代替實體會議
- 定期檢查和保養公務車輛
- 合理安排行駛線路，減少燃料消耗

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

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

Waste reduction measures**減少廢棄物措施**

- Purchase printing paper made from sustainably sourced materials (e.g. FSC™ Forest Stewardship Council certified paper)
 - Use double-sided printing to reduce paper consumption
 - Use the unused side of paper for drafting, printing and receiving faxes
 - Actively promote paperless offices and make full use of the OA system and electronic communication equipment
 - Reduce the use of disposable office supplies
 - Provide waste reduction and recycling guidelines to staff
 - Recycling bins are placed in the offices of Hong Kong Headquarters to collect plastic, which is regularly disposed of to the recycling bins provided by the government
 - 購買使用由可持續資源取材製造的打印紙（例如，由FSC™森林管理委員會認證的紙張）
 - 使用雙面打印，減少打印紙消耗
 - 紙張未使用的一面，作草擬、列印及接收傳真用途
 - 積極推行無紙化辦公，充分利用OA辦公系統及電子通訊設備
 - 減少使用一次性辦公用品
 - 向員工提供減廢及廢物回收指引
 - 香港總部於辦公區放置環保回收箱回收塑膠，定期存放於政府提供的回收箱內
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Energy Efficiency Management

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

能源效益管理

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

Energy-saving measures

- Replace the lighting fixtures in the building with energy-saving fixtures
- Add time controls to lighting, fountains, fans, external street lighting, etc. in public areas
- Install sound and light control switches on fire escape lighting
- Set the temperature in the common area of the building to 24 to 26 degrees Celsius, and install a protection box to prevent arbitrary adjustment.
- No electricity supply for vacant floors.
- Use energy saving smart switches in office areas, that can be controlled and checked by mobile phone to turn off the lights at any time
- Regular cleaning of dust filters and coil fans to ensure efficient operation of the air conditioning system
- 大廈內照明燈具更換為節能燈具
- 公區照明、噴泉、風機、外圍路燈等增加時控
- 消防通道照明加裝聲光控開關
- 將大廈公區溫度統一調整為攝氏24至26度，加裝保護盒避免被隨意調改
- 空置樓層不供電
- 辦公區域更換節能智慧開關，管理人員可隨時手機控制、查看，及時關閉照明裝置
- 定期清洗隔塵網及盤管式風機，確保空調系統高效運作

節省能源措施

Water Resources Management

During the Year, operational sites of the Company were not faced with problems of acquiring applicable water sources. The goal for development projects is to improve water efficiency by 2025, including rain collection, flow regulator and dual flush toilet. For managed properties, water facilities will be replaced with more efficient models. The Group also actively encourages customers of each property project and subsidiary offices to participate in water-saving projects.

水資源管理

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

Measures of waster saving

節約用水措施

- Using sensor faucet in bathrooms
- Regularly inspect faucets and pipes for problems such as leaks and drips, and arrange timely maintenance
- 衛生間使用感應水龍頭
- 定期巡查水龍頭及喉管的漏水及滴水等情況，及時安排維修

Environment and Natural Resources

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

環境及天然資源

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

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

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

COMMUNITY INVESTMENT

Since 2019, Minmetals Land has established the Hong Kong volunteer team, the core team of which is composed of employees from various companies of China Minmetals in Hong Kong (the "Minmetals Hong Kong Volunteer Team"). The Minmetals Hong Kong Volunteer Team actively takes action and engages in volunteer work, dedicating itself to serving the Hong Kong local group and proactively delivering positive social energy, building a healthy and positive community cultural environment. During the Year, the Group's Hong Kong volunteer team carried out activities to promote community inclusion, including the distribution of festive food to the elderly and pandemic prevention materials to the community.

All subsidiaries also actively mobilised their employees to participate in volunteer activities for community pandemic prevention and control, farming activities and tree planting activities to help those in need and fulfil their corporate responsibilities, contributing to the building of a better community.

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

社區投資

五礦地產於自二零一九年成立香港義工隊，核心團隊由中國五礦各駐港企業的員工組成（「五礦香港義工隊」）。五礦香港義工隊身體力行積極參與義務工作，致力於服務香港地區社群，積極傳遞社會正能量，營造健康向上的社區文化環境。本年度，香港義工隊開展了向長者派送節日食品，以及向社區居民派送防疫物資等社區關懷活動，促進社區共融。

各附屬公司亦積極動員員工參與社區疫情防控志願活動、愛心助農活動、志願植樹活動等，幫扶有需要人士，履行企業公民責任，為美好社區建設貢獻五礦力量。

Minmetals Changsha • Live Sports Summer Series Events

五礦長沙 • Live運動之夏系列活動



On 12 June 2022, with the support of the Changsha Sports Bureau and other organisations, Changsha Minmetals Commercial Management Company Limited (“Minmetals Changsha”), together with Changsha Rope Skipping Association and Hunan Youth Sports Training Centre to organise the second “Healthy Hunan” National Sports Changsha Rope Skipping Competition, which was part of the Minmetals Changsha • Live Sports Summer Series Events. More than 100 athletes from nine counties (cities) competed at the Minmetals Changsha • Live Hunan Youth Sports Training Centre.

Minmetals Changsha made meticulous and thoughtful arrangements for the event, including perfecting the venue, safety and security, hygiene and pandemic prevention, to ensure that the competition was held in a safe and orderly manner. After the completion of the Youth Training Centre, a series of competitions followed, which not only brought a wave of sports fever to projects and merchants, but also laid a good foundation for the national fitness movement.

2022年6月12日，在長沙市體育局等機構的支持下，長沙五礦商業管理有限公司（「五礦長沙」）攜手長沙市花樣跳繩協會、湖南省青少年體育訓練中心等組織承辦了五礦長沙•Live運動之夏系列活動之第二屆「健康湖南」全民運動會長沙市跳繩選拔賽。九縣區（市）組織各自的精兵強將共百餘名選手在五礦長沙•Live湖南省青少年體育訓練中心開展精彩的比拼。

五礦長沙為本次活動進行了細緻而周到的統籌部署，落實了完善場地、安全保障、衛生防疫等方面工作安排，力保比賽安全有序進行。青訓中心落地後，一系列賽事接踵而來，不僅為項目和商戶帶來一陣體育熱流量，更為全民健身運動奠定了良好基礎。

Minmetals Land's "Night School for Farmers"

五礦地產「農民工夜校」



In May 2022, Minmetals Land, together with Shanghai Baoye Group Corp., Ltd., established a "Night School for Farmers" (the "Night School") at the Beijing Chaoyang One project site to provide training on skills, quality and safety for farmworkers, focusing on enhancing their ideology, knowledge and skills, enriching their cultural life after work and strengthening their sense of ownership and cultural belonging.

During the preparation period of the Night School, Minmetals Land, as the construction unit, used the project's Digital Construction Centre as a classroom, equipped with LED display screens, VR immersive experience equipment, blackboards and other teaching aids, and acquired books on construction, safety production, quality control and protection of migrant workers' rights and interests, and sent project management staff to teach classes from time to time, providing the Night School with various guarantees in terms of venue, equipment and capital.

At present, the Night School has conducted nearly 20 professional training sessions, such as foundation pit support drawings and related knowledge seminars, prefabricated construction courses, key points of large volume concrete pouring, excavation safety training, immersive safety education on pandemic prevention and control, national environmental protection requirements, interpretation of the handbook on protection of farmers' rights and interests, etc. It has also conducted activities such as "mentor-apprentice pairing up", reading classic books and watching red films. More than 1,800 people were trained, with achieving tangible results.

2022年5月，五礦地產攜手上海寶冶集團有限公司在北京朝陽壹號項目工地開辦了「農民工夜校」(「夜校」)，對農民工開展技能、質量、安全等方面培訓，著力提升農民工思想觀念、知識技能，豐富農民工業餘文化生活，增強農民工主人翁意識和文化歸屬感。

夜校籌備期間，五礦地產作為建設單位，先後利用項目部數字化建造中心作為教室，配備LED顯示屏、VR沉浸式體驗設備、黑板等教具，添置建築施工、安全生產、質量控制、農民工權益保障等書籍，並不定期選派項目公司工程管理人員進行授課，為夜校提供了場地、設備、資金等多方面保障。

目前，夜校已開展基坑支護圖紙交底及相關知識講座、裝配式施工課程講解、大體積混凝土澆築要點、土方開挖安全培訓、沉浸式安全教育疫情防控要點、國家環保要求宣貫、農民工權益保障手冊解讀等專業培訓近20場，並開展了「師帶徒、結對子」、讀經典書籍、觀紅色電影等活動，接受培訓達1,800餘人次，取得了實實在在的成效。

COMPLIANCE MANAGEMENT

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

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

The Board takes full responsibility for the Group's operations in compliance and is responsible for supervising the relevant compliance requirements of the management of various departments of the Group and the actual implementation of the policies formulated by the Group to ensure operation in compliance. Laws and regulations that have a significant impact on the Group include but are not limited to the following laws and regulations:

合規管理

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

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

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

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

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

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

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

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

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

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

KEY PERFORMANCE INDICATOR SUMMARY

關鍵績效指標摘要

Environmental performance⁹

環境績效⁹

Indicator 指標	2022 ¹⁰ 二零二二 ¹⁰	2021 二零二一	Unit 單位
Categories of air pollutants and their emissions¹¹ 空氣污染排放物種類及排放 ¹¹			
Nitrogen oxide 氮氧化物	177.9	112.4	kg 千克
Sulfur oxide 硫氧化物	33.3	5.0	kg 千克
Respirable inspired particulates 可吸入懸浮粒子	101.5	4.7	kg 千克

9 Assessment of greenhouse gas included six greenhouse gas and Hydrochlorofluorocarbon regulated by the "Kyoto Protocol", to provide true and fair information related to greenhouse gas. The quantitative process and emission factors took reference of the "Greenhouse Gas Emissions Assessment Methods and Report Guidelines for Public Building Operation Enterprises (Trial)" and the ISO14064-1 international standard. The quantitative emissions used the average emission factors of the 2022 national grid and the global warming potential in the 5th assessment report of IPCC.

10 The data coverage includes Beijing head office and Hong Kong head office. Real estate development includes projects and offices in Pan Bohai Rim, Yangtze River Delta, Central China region, Chengdu-Chongqing region and Pearl River Delta. Property management includes projects under management and offices in Pan Bohai Rim, Yangtze River Delta, Central China region and Pearl River Delta. The total areas for intensity calculation includes: the total areas of head offices in Beijing and Hong Kong, the total areas of sales centres of property development projects and offices, and the total areas of property management projects under management and offices.

11 During the Year, there is an increase in the use of fossil fuels in the Group's own canteens and vehicles while the use of welding and cutting maintenance in property management services generates certain emissions, thus leading to an increase in air emissions compared to the previous year.

9 溫室氣體評估涵蓋了《京都議定書》管制的六種溫室氣體及含氫氟碳，以提供真實及公平的溫室氣體相關資料。量化過程及排放因子參考了《公共建築運營企業溫室氣體排放核算方法和報告指南(試行)》及國際標準ISO 14064-1。量化排放則使用了2022年度全國電網平均排放因子及IPCC第五次評估報告內的全球升溫潛能值。

10 數據涵蓋範圍包括北京總部辦公室及香港總部辦公室。房地產發展包括位於環渤海地區、長三角地區、華中地區、成渝地區、珠三角地區的項目及其辦公室。物業管理包括位於環渤海地區、長三角地區、華中地區及珠三角地區的物業在管項目及其辦公室。用以計算密度的總面積包括：北京和香港總部辦公室總面積，房地產發展項目銷售中心及辦公室總面積，物業管理項目在管面積及辦公室總面積。

11 本年度本集團自有食堂及車輛使用的化石燃料增加，且物業管理服務中使用電焊和切割維修產生部分廢氣，因此廢氣排放較上年度有所增加。

Indicator 指標	2022 ¹⁰ 二零二二 ¹⁰	2021 二零二一	Unit 單位
Total emission of greenhouse gas 溫室氣體總排放			
Scope 1 ¹² 範圍1 ¹²	1,090.7	131.4	CO ₂ equivalent in tonnes 公噸二氧化碳當量
Scope 2 ¹³ 範圍2 ¹³	10,405.3	1,478.2	CO ₂ equivalent in tonnes 公噸二氧化碳當量
Scope 3 ¹⁴ 範圍3 ¹⁴	39.7	27.6	CO ₂ equivalent in tonnes 公噸二氧化碳當量
Total emission volume of greenhouse gas (Scope 1, 2 and 3) 溫室氣體總排放量(範圍1、2及3)	11,535.6	1,637.2	CO ₂ equivalent in tonnes 公噸二氧化碳當量
Emission concentration of greenhouse gas (Scope 1, 2 and 3) (calculated by area) 溫室氣體排放密度(範圍1、2及3)(以面積計算)	1.07	3.87	CO ₂ equivalent in tonnes/1,000 m ² 公噸二氧化碳當量/千平方米
Hazardous waste¹⁵ 有害廢棄物 ¹⁵			
Total volume of hazardous waste 有害廢棄物總量	768.4	126.9	kg 公斤
Emission concentration of hazardous waste (calculated by area) 有害廢棄物排放密度(以面積計算)	0.07	0.24	kg/1,000 m ² 公斤/千平方米
Non-hazardous waste¹⁶ 無害廢棄物 ¹⁶			
Total volume of non-hazardous waste 無害廢棄物總量	61.7	103.3	tonnes 公噸
Emission concentration of non-hazardous waste (calculated by area) 無害廢棄物排放密度(以面積計算)	0.0057	0.24	tonnes/ 1,000 m ² 公噸/千平方米
12	The main emission source of total emission of greenhouse gas (Scope 1) is: the use of refrigerants and the emission of greenhouse gas from the use of fossil fuel and operations of equipment and system in fixed source and mobile source. During the Year, there is an increase in the use of fossil fuels in the Group's own canteens and vehicles, thus leading to an increase in Scope 1 emissions compared to the previous year.	12	溫室氣體總排放(範圍1)主要排放源為：製冷劑使用以及於固定源及移動源化石燃料使用、設備及系統運作時溫室氣體的排放。本年度本集團自有食堂及車輛使用的化石燃料增加，因此範圍1排放較上年度有所增加。
13	The main emission source of total emission of greenhouse gas (Scope 2) is: the emissions from the consumption of purchased power. During the Year, the Group further clarified and standardised the definition of indicators and statistical caliber, with electricity consumption in sales offices of real estate development projects and electricity consumption in common areas of property management projects being included in the scope of statistics, resulting in a significant increase in Scope 2 emissions as compared to the previous year.	13	溫室氣體總排放(範圍2)主要排放源為：外購電力消耗的排放。本年度本集團進一步明確和規範了指標的定義及統計口徑，房地產發展項目銷售中心用電以及物業管理項目公區用電均納入統計範圍，因此範圍2排放較上年度顯著增加。
14	The main emission source of total emission of greenhouse gas (Scope 3) is: the emissions from airplane business trips and paper waste disposed at landfills.	14	溫室氣體總排放(範圍3)主要排放源為：飛機商務旅行以及棄置到堆填區的廢紙所產生的排放。
15	Including waste batteries, printer cartridge, electronic waste and old light tubes collected by qualified contractors. The Group has estimated the weight of some of the waste based on the number of units generated and the unit weight.	15	包括由合資格承辦商收集的廢電池、碳粉盒、電子廢棄物及老舊光管。本集團基於產生個數和單位重量對部分廢棄物的重量進行了估算。
16	Including domestic waste, waste paper and plastic waste.	16	包括生活垃圾、廢紙及塑膠廢棄物。

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Indicator 指標	2022 ¹⁰ 二零二二 ¹⁰	2021 二零二一	Unit 單位
Energy consumption 能源耗用			
Direct energy 直接能源	1,830.7	537.9	MWh 兆瓦時
Petrol 汽油	1,084.0	435.1	MWh 兆瓦時
Natural Gas 天然氣	431.9	45.1	MWh 兆瓦時
LPG 液化石油氣	309.5	57.7	MWh 兆瓦時
Coal Gas 煤氣	5,214.0	—	MWh 兆瓦時
Indirect energy 間接能源	18,254.7	2,459.7	MWh 兆瓦時
Electricity 電力	18,254.7	2,459.7	MWh 兆瓦時
Total energy consumption volume 能源總耗量	25,294.1	2,997.6	MWh 兆瓦時
Consumption concentration of energy (calculated by area) 能源耗用密度(以面積計算)	0.0024	7.08	MWh/m ² 兆瓦時/平方米
Water consumption¹⁷ 耗水量 ¹⁷			
Total consumption volume of water 總耗水量	671,904.4	49,574.0	m ³ 立方米
Consumption concentration of water (calculated by area) 耗水密度(以面積計算)	0.062	0.12	m ³ /m ² 立方米/平方米

17 During the Year, the Group further clarified and standardised the definition of indicators and statistical caliber, with water consumption in sales offices of real estate development projects and water consumption in common areas of property management projects (including greening) being included in the scope of statistics, resulting in a significant increase in water consumption as compared to the previous year.

17 本年度本集團進一步明確和規範了指標的定義及統計口徑，房地產發展項目銷售中心用水以及物業管理項目公區用水(包括綠化用水)均納入統計範圍，因此耗水量較上年度顯著增加。

Social performance

社會績效

Number of employees¹⁸

員工人數¹⁸

Indicator 指標	2022 二零二二	2021 二零二一	Unit 單位
Total number of employees 總員工人數	1,264	904	person 人
By type of employment 按僱傭類型劃分			
Full-time 全職	1,264	904	person 人
Part-time 兼職	0	0	person 人
By gender 按性別劃分			
Male 男	758	550	person 人
Female 女	506	354	person 人
By age group 按年齡組別劃分			
Aged 20-29 20-29歲	292	207	person 人
Aged 30-39 30-39歲	585	436	person 人
Aged 40-49 40-49歲	294	198	person 人
Aged above 50 50歲以上	93	63	person 人

18 Number of employees as of 31 December 2022.

18 截至二零二二年十二月三十一日的員工人數。

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Indicator 指標	2022 二零二二	2021 二零二一	Unit 單位
The number of employees by rank 按職級劃分的員工人數			
Senior management 高級管理人員	63	32	person 人
Middle management 中級管理人員	189	117	person 人
General employee 一般員工	1,012	755	person 人
The number of employees by region 按地區劃分的員工人數			
Hong Kong 香港	43	41	person 人
Mainland China 中國內地	1,221	863	person 人

Number and rate of employee turnover¹⁹

流失員工人數及比率¹⁹

Indicator 指標	2022 二零二二	2021 二零二一	Unit 單位	
Total number of employee turnover 總流失員工人數	374	295	person 人	
Total rate of employee turnover 總流失員工比率	29.6%	33.0%	percentage 百分比	
By gender 按性別劃分				
Male 男	Number of employee turnover 流失人數	242	177	person 人
	Rate of employee turnover 流失比率	31.9%	32.2%	percentage 百分比
Female 女	Number of employee turnover 流失人數	132	118	person 人
	Rate of employee turnover 流失比率	26.1%	33.3%	percentage 百分比

19 Rate of employee turnover = (number of employee turnover in 2022/number of current employees at 31 December 2022) × 100%.

19 員工流失率 = (二零二二年全年流失員工人數 / 二零二二年十二月三十一日在職員工人數) × 100%。

Indicator 指標		2022 二零二二	2021 二零二一	Unit 單位
By age group 按年齡組別劃分				
Aged 20-29	Number of employee turnover	155	139	person
20-29歲	流失人數			人
	Rate of employee turnover	53.1%	67.1%	percentage
	流失比率			百分比
Aged 30-39	Number of employee turnover	149	107	person
30-39歲	流失人數			人
	Rate of employee turnover	25.5%	25.0%	percentage
	流失比率			百分比
Aged 40-49	Number of employee turnover	51	37	person
40-49歲	流失人數			人
	Rate of employee turnover	17.3%	19.0%	percentage
	流失比率			百分比
Aged above 50	Number of employee turnover	19	11	person
50歲以上	流失人數			人
	Rate of employee turnover	20.4%	17.4%	percentage
	流失比率			百分比

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Number of other labour personnel

其他勞動人員人數

Indicator 指標	2022 二零二二	2021 二零二一	Unit 單位
Total number of other labour personnel 其他勞動人員總人數	2,997	720	person 人
Dispatched 派遣	463	433	person 人
Outsourced 外包	2,534	287	person 人

Health and safety

健康與安全

Indicator 指標	2022 二零二二	2021 二零二一	Unit 單位
Number of employees suffered from work injury 員工因工受傷人數	1	2	person 人
Lost days due to work injury of employees 員工因工受傷日數	79	181	day 日
Number of other labour personnel suffered from work injury 其他勞動人員因工受傷人數	8	1	person 人
Lost days due to work injury of other labour personnel 其他勞動人員因工受傷日數	516	120	day 日

Indicator 指標		2022 二零二二	2021 二零二一	Unit 單位
Total number of trained employees 總受訓員工	Number of trained employees 受訓員工人數	1,074	824	person 人
	Percentage of trained employees 受訓員工比率	85.0%	91.1%	percentage 百分比
	Total number of hours trained 受訓總時數	26,257	13,987	hour 小時
	Average number of hours trained 受訓平均時數	20.8	15.4	hour 小時
By gender²² 按性別劃分²²				
Male 男	Number of trained employees 受訓員工人數	640	516	person 人
	Percentage of trained employees 受訓員工比率	84.4%	93.8%	percentage 百分比
	Average number of hours trained 受訓平均時數	20.4	12.3	hour 小時
Female 女	Number of trained employees 受訓員工人數	434	308	person 人
	Percentage of trained employees 受訓員工比率	85.8%	87.0%	percentage 百分比
	Average number of hours trained 受訓平均時數	21.3	10.4	hour 小時

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

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

22 Percentage of trained employees by gender: male (59.6%) and female (40.4%).

20 包括已離職員工的數據，故培訓人數可能高於員工人數。

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

22 按性別劃分的受培訓員工佔比：男性(59.6%)和女性(40.4%)

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Indicator 指標		2022 二零二二	2021 二零二一	Unit 單位
By rank²³ 按職級劃分²³				
Senior management 高級管理人員	Number of trained employees 受訓員工人數	51	26	person 人
	Percentage of trained employees 受訓員工比率	81.0%	81.3%	percentage 百分比
	Average number of hours trained 受訓平均時數	29.9	15.7	hour 小時
	Number of trained employees 受訓員工人數	170	110	person 人
Middle management 中級管理人員	Percentage of trained employees 受訓員工比率	89.9%	94.0%	percentage 百分比
	Average number of hours trained 受訓平均時數	24.5	23.6	hour 小時
	Number of trained employees 受訓員工人數	853	675	person 人
	Percentage of trained employees 受訓員工比率	84.3%	89.4%	percentage 百分比
General employees 一般員工	Average number of hours trained 受訓平均時數	19.5	9.7	hour 小時

23 Percentage of trained employees by rank: senior management (4.7%), middle management (15.8%) and general employees (79.4%).

23 按職級劃分的受訓員工佔比：高級管理人員(4.7%)、中級管理人員(15.8%)和一般員工(79.4%)。

Anti-corruption training²⁴

反貪污培訓²⁴

Indicator		2022	2021	Unit
指標		二零二二	二零二一	單位
Members of the Board	Number of members of the Board trained	6	6	person
董事會成員	受訓董事會成員人數			人
	Average hours of trained members of the Board	9.0	8.0	hour
	受訓董事會成員平均時數			小時
Total number of employees trained	Number of employees trained	760	458	person
總受訓員工	受訓員工人數			人
	Average hours of trained employees	4.2	0.5	hour
	受訓員工平均時數			小時
By rank				
按職級劃分				
Senior management	Number of trained employees	47	26	person
高級管理人員	受訓員工人數			人
	Average hours of trained employees	8.7	2.8	hour
	受訓員工平均時數			小時
Middle management	Number of trained employees	129	96	person
中級管理人員	受訓員工人數			人
	Average hours of trained employees	4.2	3.3	hour
	受訓員工平均時數			小時
General employees	Number of trained employees	584	330	person
一般員工	受訓員工人數			人
	Average hours of trained employees	4.0	1.4	hour
	受訓員工平均時數			小時

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

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

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REPORTING CONTENT INDEX

報告內容索引

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引/備注
Mandatory Disclosure Requirements 強制披露規定		
Governance Structure 管治架構		8-17
(i)	a disclosure of the board's oversight of ESG issues. 披露董事會對環境、社會及管治事宜的監管。	
(ii)	the Board's ESG management approach and strategy, including the process used to evaluate, prioritise and manage material ESG-related issues (including risks to the issuer's businesses). 董事會的環境、社會及管治管理方針及策略，包括評估、優次排列及管理重要的環境、社會及管治相關事宜(包括對發行人業務的風險)的過程。	
(iii)	how the board reviews progress made against ESG-related goals and targets with an explanation of how they relate to the issuer's businesses. 董事會如何按環境、社會及管治相關目標檢討進度，並解釋它們如何與發行人業務有關連。	
Reporting Standard 匯報原則		6
	Materiality: The ESG report should disclose: (i) the process to identify and the criteria for the selection of material ESG factors; (ii) if a stakeholder engagement is conducted, a description of significant stakeholders identified, and the process and results of the issuer's stakeholder engagement. 重要性： 環境、社會及管治報告應披露：(i)識別重要環境、社會及管治因素的過程及選擇這些因素的準則；(ii)如發行人已進行持份者參與，已識別的重要持份者的描述及發行人持份者參與的過程及結果。	
	Quantitative: Information on the standards, methodologies, assumptions and/or calculation tools used, and source of conversion factors used, for the reporting of emissions/energy consumption (where applicable) should be disclosed. 量化： 有關匯報排放量/能源耗用(如適用)所用的標準、方法、假設及/或計算工具的資料，以及所使用的轉換因素的來源應予披露。	
	Consistency: The issuer should disclose in the ESG report any changes to the statistical methods or KPIs used, or any other relevant factors affecting a meaningful comparison. 一致性： 發行人應在環境、社會及管治報告中披露統計方法或關鍵績效指標的變更(如有)或任何其他影響有意義比較的相關因素。	

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引/備注
Reporting Scope 匯報範圍		5, 47
	<p>A narrative explaining the reporting boundaries of the ESG report and describing the process used to identify which entities or operations are included in the ESG report. If there is a change in the scope, the issuer should explain the difference and reason for the change.</p> <p>解釋環境、社會及管治報告的匯報範圍，及描述挑選哪些實體或業務納入環境、社會及管治報告的過程。若匯報範圍有所改變，發行人應解釋不同之處及變動原因。</p>	
“Comply or explain” provisions 「不遵守就解釋」條文		
A. Environment A.環境		
Aspect A1: Emissions 層面A1：排放物		
General Disclosure 一般披露	<p>Information on:</p> <p>(a) the policies; and</p> <p>(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.</p> <p>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：</p> <p>(a) 政策；及</p> <p>(b) 遵守對發行人有重大影響的相關法律及規例的資料。</p>	37–38, 44
A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	47
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)。	48
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)	48

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Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引/備注
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)。	48
A1.5	Description of emissions 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。	38 The Group is committed to reducing air and greenhouse gas emissions by, where appropriate and feasible, increasing the proportion of our clean energy use. 本集團致力通過在適當和可行的情況下，增加清潔能源使用比例，減少廢氣及溫室氣體排放。
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。	37
A2: Use of Resources		
A2 : 資源使用		
General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源(包括能源、水及其他原材料)的政策。	39-40
A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility). 按類型劃分的直接及/或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	49
A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度(如以每產量單位、每項設施計算)。	49
A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them. 描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	39
A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them. 描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	40 There was no issue in sourcing water of the Group. 本集團於求取適用水源上未有任何問題。

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引/備注
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)每生產單位估量。	The Group's operations did not include use of packaging material. 本集團的營運不包括包裝材料的使用。
Aspect A3: Environment and Natural Resources		
層面A3：環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impacts on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	40-41, 44
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。	40-41
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。	32-33
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。	32-34
B. Social		
B. 社會		
Aspect B1: Employment		
層面B1：僱傭		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	26, 45

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引/備注
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。	50-51
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比率。	51-52
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。	27-28, 45
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。	The Group did not have work-related fatalities over the past three years. 本集團過去三年沒有因工死亡個案。
B2.2	Lost days due to work injury. 因工傷損失工作日數。	53
B2.3	Description of occupational health and safety measures adopted, and 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。	27-28
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。	29-31
B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management). 按性別及僱員類別(如高級管理層、中級管理層)劃分的受訓僱員百分比。	54-55

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引/備注
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。	54-55
Aspect B4: Labour Standards		
層面B4：勞工準則		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	26, 45
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。	26
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。	26
Aspect B5: Supply Chain Management		
層面B5：供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	23, 24
B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	23
B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及相關執行及監察方法。	23-24
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。	23-24

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環境、社會及管治報告

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引／備注
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。	23-24
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。	19-23, 25, 46
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。	During the Year, there were no incidents of product recalled due to safety and health reasons of the Group. 本年度，本集團未有因健康與安全而回收項目的事件。
B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	22
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。	25

Key areas 主要範疇	Descriptions 描述	Page index/Notes 頁面索引/備注
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。	21-22
B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	25
Aspect B7: Anti-corruption		
層面B7：反貪污		
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 bribery, extortion, fraud and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	18-19, 46
B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases. 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	19
B7.2	Description of preventive measures and whistle-blowing procedures, and 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。	18
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。	19
Aspect B8: Community Investment		
層面B8：社區投資		
General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來了解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。	41
B8.1	Focus areas of contribution. 專注貢獻範疇。	41-43
B8.2	Resources contributed to the focus area. 在專注範疇所動用資源。	41-43



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