

CHINLINK

普匯中金

CHINLINK INTERNATIONAL HOLDINGS LIMITED

普匯中金國際控股有限公司

(Incorporated in Bermuda with limited liability 於百慕達註冊成立之有限公司)

HKSE Stock Code 港交所股份代號: 0997



環境、
社會及
管治報告

2018

Environmental,
Social and
Governance
Report

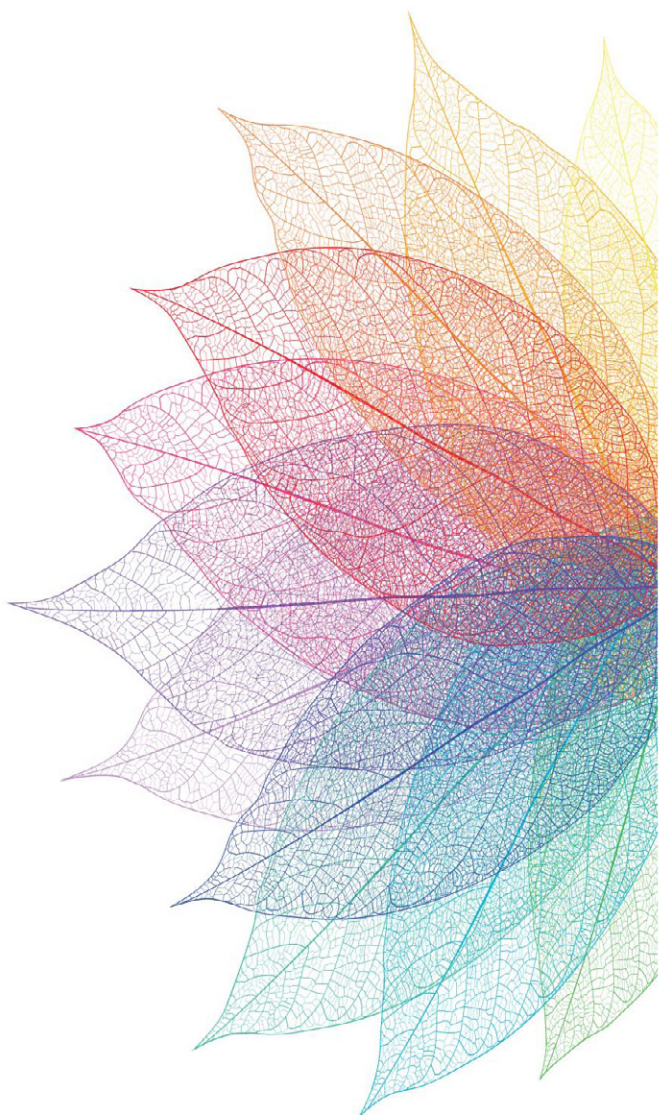


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1 Company Overview

公司概況

Chinlink International Holdings Limited (the “**Company**” or “**Chinlink**”, with its subsidiaries, collectively the “**Group**”) is a company whose shares are listed on the Main Board of The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”). The Group operated as a comprehensive financial services provider for small and medium-sized enterprises (“**SMEs**”) in the People’s Republic of China (the “**PRC**”) with main focus in the Shaanxi Province and Hong Kong during the financial year ended 31 March 2018 (the “**Year**”). The business is carried out by its multi-licensed financial services vehicles, including Shaanxi Chinlink Financial Guarantee Limited (the “**Financial Guarantee Company**”) (an indirect non-wholly-owned subsidiary of the Company) and Chinlink Finance Lease Company Limited (the “**Finance Lease Company**”) (an indirect non-wholly-owned subsidiary of the Company) based in Xi’an and Hanzhong of Shaanxi Province. The Group also involves actively in supply chain finance and international trading in Xi’an and Hong Kong, and logistics and property investment in Xi’an and Hanzhong in the Shaanxi Province.

As a socially and environmentally responsible company, the Group also values sustainability in the business operations and the interactions among all stakeholders.

普匯中金國際控股有限公司（「**本公司**」或「**普匯中金**」及其附屬公司，統稱「**本集團**」）為一家股份於香港聯合交易所有限公司（「**聯交所**」）主板上市的公司。於二零一八年三月三十一日止財政年度（「**本年度**」），本集團繼續作為中華人民共和國（「**中國**」）中小型企業（「**中小企**」）綜合金融服務供應商，服務客戶主要集中在陝西省及香港。該業務乃由其持有多個牌照的金融服務公司提供，包括於陝西省西安及漢中作據點的陝西普匯中金融資擔保有限公司（「**融資擔保公司**」）（本公司的間接非全資附屬公司）及普匯中金融資租賃有限公司（「**融資租賃公司**」）（本公司的間接非全資附屬公司）。本集團亦於西安及香港積極從事供應鏈融資及國際貿易，以及於陝西省西安及漢中從事物流及物業投資。

作為一家對社會和環境負責的企業，本集團十分重視業務營運的可持續性及所有持份者之間的互動。

2 Our Reporting Approach

我們的匯報方式

This Environmental, Social and Governance (“**ESG**”) Report (the “**Report**”) summarises the Group’s ESG performance and accomplishments during the Year. The scope of this Report covered (i) the Group’s Corporate Headquarters; (ii) a China Regional Headquarters; and the business units which were major revenue and workforce contributors of the Group, which included (iii) Chinlink Tian Hui Company Limited in Hong Kong; (iv) Daminggong Construction Materials and Furniture Shopping Centre (Dongsanhuan Branch) (the “**Commercial Complex**”), (v) the Financial Guarantee Company and (vi) the Finance Lease Company in Xi’an; and (vii) Chinlink · Worldport Integrated Logistics Park (“**Chinlink · Worldport**”) in Hanzhong.

本環境、社會及管治（「**環境、社會及管治**」）報告（「**本報告**」）總結了本年度集團的環境、社會及管治表現及成就。本報告的範圍涵蓋了（i）本集團的集團總部；（ii）中國區域總部；以及貢獻本集團主要收入及公司員工人數較多的業務單位，包括（iii）位於香港的普中天匯有限公司；位於西安市的（iv）大明宮建材家居·東三環店（「**商業大樓**」）、（v）融資擔保公司及（vi）融資租賃公司；以及（vii）位於漢中市的普匯中金·世界港綜合物流園（「**普匯中金·世界港**」）。



The relevant reporting scope included:
相關報告範圍包括：

Function / Service Provision/ Major Property 職能 / 所提供的服務 / 主要物業	The Company and Its Subsidiaries 本公司及其附屬公司	Place of Operations 營運地點
Corporate Headquarters 集團總部	Chinlink International Holdings Limited 普匯中金國際控股有限公司	Hong Kong 香港
China Regional Headquarters 中國區域總部	Chinlink Management Consulting (Xi'an) Company Limited 普匯中金管理諮詢(西安)有限公司	Xi'an, Shaanxi Province, PRC 中國陝西省西安市
Finance lease 融資租賃	Chinlink Finance Lease Company Limited 普匯中金融租賃有限公司	Xi'an, Shaanxi Province, PRC 中國陝西省西安市
International trading 國際貿易	Chinlink Tian Hui Company Limited 普中天匯有限公司	Hong Kong 香港
Financing guarantee 融資擔保	Shaanxi Chinlink Financial Guarantee Limited 陝西普匯中金融擔保有限公司	Xi'an, Shaanxi Province, PRC 中國陝西省西安市
Self-owned investment property named Chinlink · Worldport Integrated Logistics Park ^(Note 1) 自置投資物業，名為普匯中金·世界港綜合 物流園 ^(註一)	Chinlink International Trade Centre (Hanzhong) Company Limited 普匯中金國際交易中心(漢中)有限公司	Hanzhong, Shaanxi Province, PRC 中國陝西省漢中市
Logistics park and wholesale distribution centre for construction materials and home furnishing products 物流園區和建築材料及家居產品批發配送 中心	Chinlink Property Management (Shaanxi) Company Limited 普匯中金物業管理(陝西)有限公司	
Self-owned investment property named Daminggong Construction Materials and Furniture Shopping Centre (Dongsanhuan Branch) 自置投資物業，名為大明宮建材家居· 東三環店	Xi'an Tang Rong Real Estate Limited 西安唐榮置業有限公司	Xi'an, Shaanxi Province, PRC 中國陝西省西安市
Wholesale and retail shopping centre for construction materials and home furnishing products 建築材料和家居產品批發和零售購物中心	Xi'an Da Ming Gong Ba Qiao Furniture and Fixture Limited 西安大明宮灞橋建材家居有限公司	


Note 1: For the reporting scope of of this Report, only the self-occupied office in Chinlink · Worldport had been included in the Year.
註一：就本報告的匯報範圍而言，普匯中金·世界港只有其自用的辦公室被納入本年度的範圍內。

This Report was prepared in accordance with Appendix 27 of the Environmental, Social and Governance Reporting Guide (the “ESG Guide”) of the Rules Governing the Listing of Securities on the Stock Exchange (the “Listing Rules”). In preparation of this Report, the Group strictly adhered to the reporting principles in the ESG Guide to reveal all the material aspects of the business in a quantitative, balanced and consistent manner. A content index is attached at the back of this Report as a tool to navigate readers to the specific sections corresponding to the ESG Guide requirements. Corporate governance information is disclosed more in depth in the annual report of the Group for the Year in accordance with Appendix 14 of the Main Board Listing Rules.

本報告乃根據《聯交所證券上市規則》(《上市規則》)發表的附錄二十七的《環境、社會及管治報告指引》(《環境、社會及管治指引》)所編制。本集團在編制本報告時嚴格遵守《環境、社會及管治指引》中的報告原則，以量化、平衡和一致的方式披露業務的所有重要層面。內容索引已附在本報告的頁尾，以作為讀者翻查報告中與環境、社會及管治指引相對應章節的工具。有關企業管治資料將根據主板上市規則附錄十四於本集團本年度之年報內單獨列出。

3 Chairman's Statement

主席的話



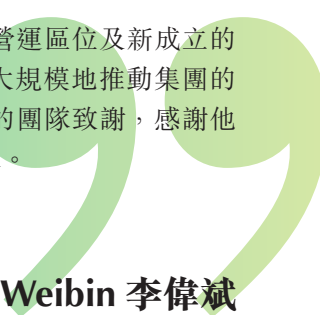
The Group's strategic and sustainable development has reaped favorable results in recent years. As an integrated financial services provider with a firm establishment in Xi'an and Hanzhong of Shaanxi Province, coupled by the burgeoning economic activities spurred by China's Belt and Road Initiative, the Group is witnessing and seizing the vast business opportunities at hand. In the midst of the Group's growth and expansion, the Group is committed to provide comprehensive financial services under a long-term sustainable mindset.

At Chinlink, sustainable development is an integral part of managing business operations and interactions with our stakeholders. The board of directors of the Company (the "**Board**") recognises its overall responsibility for the Group's ESG strategy and reporting. Therefore, we have specifically set up our Environmental, Social and Governance Committee (the "**ESG Committee**") to help drive environmental, social and governance issues pertaining to the Group's operations. Chaired by Mr. Siu Wai Yip, Executive Director of the Company and formed by representatives from various departments of Corporate Headquarters, the ESG Committee establishes strategic ESG direction for the Group. Our focus is on nurturing a talented and sustainable team culture, recognising ways to protect the environment by being responsible in resource management, and contributing to the society to bring positive impacts into the communities in which we live and work.

We are confident that with the favorable governing policies, our prime operating geographic location, and the new set-up of the ESG Committee will be able to propel the Group's business to greater extent. I would like to extend my thanks to our talented and dedicated team in helping the Group steer towards a sustainable future together.

本集團近年在策略性與可持續性的發展取得良好的成果。作為一家已在陝西省西安及漢中建立據點的綜合金融服務供應商，憑藉中國「一帶一路」倡議所帶動的蓬勃經濟發展活動，本集團正見證並抓緊目前的龐大商機。在業務增長及擴展過程中，本集團致力以長期可持續發展的思維模式，提供全面的金融服務。

在普匯中金，可持續發展是業務營運管理和與持份者互動的重要組成部分。本公司董事會（「**董事會**」）確認其對本集團的環境、社會及管治策略及匯報之全部責任。因此，我們專門成立了環境、社會及管治委員會（「**環境、社會及管治委員會**」），以幫助推動與集團營運相關的環境、社會及管治議題。該委員會由本公司執行董事蕭偉業先生擔任主席及由集團總部多個部門代表組成，負責制定本集團的環境、社會及管治策略方向。我們著重培養具才能和可持續發展的團隊文化，通過有效的資源管理來提高環保意識，並為我們生活和工作的社區帶來正面影響，作出貢獻。



我們相信有利的管治政策、優越的營運區位及新成立的環境、社會及管治委員會，將能更大規模地推動集團的業務發展。我謹向我們優秀、敬業的團隊致謝，感謝他們與集團攜手締造可持續發展的未來。

Li Weibin 李偉斌
Chairman 主席

Hong Kong, 26 October 2018
香港，二零一八年十月二十六日

4 Our Approach to Sustainability 我們如何推動可持續發展

4.1 ESG Governance Structure

All businesses in Chinlink evolved around its three core values: innovation, integrity, and collaboration. Therefore, the Group strived to build close relationships with its stakeholders, nurture a sustainable team, engage with the community, and develop a sustainable and environmentally conscious operation.

4.1 環境、社會及管治管治架構

普匯中金的所有業務都圍繞著其三大核心價值：創新、誠信和合作。因此，本集團致力與持份者建立密切關係，培育可持續發展的團隊，參與社區活動和發展既可持續又具環保意識的營運。



In light of the Group's responsibility to incorporate its sustainable practices into its core values, the Group established the Chinlink Corporate Social Responsibility Committee (the "CSR Committee") in 2015 and the ESG Committee in 2017 respectively. The two committees collaboratively developed a mission to formulate sustainable strategies and to execute activities. As a result, their efforts would contribute long-term positive impacts to the environment, employees and communities.

鑒於堅決將可持續的營運納入核心理念的社會責任，本集團分別於二零一五年成立普匯中金企業社會責任委員會（「企業社會責任委員會」）及於二零一七年成立環境、社會及管治委員會。兩個委員會的使命乃攜手制定可持續策略並執行相關活動。因此，它們的努力會為環境、員工和社區帶來長期的正面影響。

ESG Governance Structure 環境、社會及管治管治架構

Decision making and strategy development 決策及戰略發展

ESG Committee Chairman
環境、社會及管治委員會主席



Executive Director
執行董事

Advising, facilitation of communication and monitoring 提供諮詢、促進溝通和監督

ESG Committee Members
環境、社會及管治委員會成員



Admin and HR Dept., Corporate Development Dept., Corporate Communications Dept., Finance Dept., Internal Audit Dept. and Investor Relations Dept.
行政及人力資源部、企業發展部、企業傳訊部、財務部、內部審計部及投資者關係部

Policy implementation and data supply 實施政策及提供資料

Subsidiaries in Reporting Scope
匯報範圍內附屬公司



The Group viewed the relationships with its stakeholders as a big part of its priorities. On top of that, the Group valued the continuing benefits and the sustainable development together with its stakeholders. In this Year, the Group reached out to various key stakeholders to evaluate on the important subject areas in order to identify the material issues to be addressed. The major stakeholders of the Group and the respective communication channels are summarised as follows:

本集團視其與持份者的關係為首選事項之一。此外，本集團亦重視與其持份者的持續效益及可持續發展。本集團於本年度致力與多方關鍵持份者溝通以評估主要範疇，從而辨認出需要斟酌處理的重要議題。本集團的主要持份者及各自的溝通渠道概述如下：

Stakeholders and Communication Channels

持份者與溝通渠道



Through establishing sustainable strategies and engaging stakeholders, the two committees had identified the key issues of the Group including employment practices, occupational health and safety, anti-corruption, community involvement, energy and resource consumption, and greenhouse gas (“GHG”) emission. From the identified material issues, the committees shall further invest resources and explore opportunities for the Group's sustainable development.

在制定可持續發展策略和吸引持份者同時，兩個委員會從中辨認出本集團的關鍵議題，包括僱傭守則、職業健康及安全、反貪污、社區參與、能源及資源消耗和溫室氣體（「溫室氣體」）排放。根據已辨認的重要議題，委員會將更進一步投放資源和尋找本集團的可持續發展機會。

In the future, the two committees will lead the Group to continue its hard work for developing social enhancement solutions and making greater contributions to the sustainable prosperity and harmony in the society.

未來，兩個委員會將會帶領本集團繼續鼎力於發展社會優化方案，並為社會的可持續繁榮及和諧作出更大貢獻。



Highlight: ESG Training 重點活動：環境、社會及管治培訓

Driven by the ESG Committee, the Group offered ESG trainings to employees from all levels and locations. All employees of the Group were invited to participate in ESG training provided by professions in the field. The executive Directors of the Group and top management of the subsidiaries also participated in the training. Mr. Siu Wai Yip, Executive Director of the Company and Chairman of ESG Committee, stressed on the importance of ESG to all participated employees at the beginning of the training. Through these training sessions, employees learned about different aspects of ESG and gained a different perspective to consider their role to contribute in building more sustainable business and environment. On top of that, the Group has upraised their awareness and responsibility in sustainability issues.

在環境、社會及管治委員會的推動下，本集團為各地各級的員工提供環境、社會及管治培訓。本集團的所有附屬公司均獲邀參加由專業人士主講的環境、社會及管治培訓。本公司的執行董事及其附屬公司的高級管理層均有參與培訓。本公司執行董事暨環境、社會及管治委員會主席蕭偉業先生在培訓開始時對所有參與員工強調了環境、社會及管治的重要性。通過此培訓，員工了解到環境、社會及管治的不同範疇，並從不同的角度考慮自身的角色，為建構更可持續及展的業務和環境作出貢獻。此外，本集團提升了員工在可持續發展議題上的意識和責任。



Employees in Hong Kong listened to the speaker's introduction of ESG reporting criteria. 香港員工細聽講者介紹環境、社會及管治的報告標準。



Mr. Siu Wai Yip, Executive Director of Chinlink International Holdings Limited and Chairman of ESG Committee, explained to the employees the requirements of ESG aspects of the Group. 普匯中金國際控股有限公司執行董事暨環境、社會及管治委員會主席蕭偉業先生向員工闡述集團在環境、社會及管治方面的要求。



Employees in Shaanxi Province participated in the ESG training to learn about different aspects of ESG. 陝西省員工參加環境、社會及管治培訓，從中學習環境、社會及管治的不同範疇。



4.2 Awards and Recognition

In recognition of the Group's efforts to support social responsibility and promote environmentally sustainable business practices, the Group has received various awards and recognition as the milestones to mark its success:

Outstanding ESG Award

The Group received the Outstanding ESG Award presented by *Economic Digest* in February 2018, to highlight the Group's determination on increasing transparency to disclose ESG performance and mark the Group's ongoing hard work to improve its sustainability development.

傑出環境社會企業管治大獎

本集團於二零一八年二月獲得《經濟一週》頒發傑出環境社會企業管治大獎，表揚本集團在提高披露環境、社會及管治績效透明度的決心，並肯定本集團持續優化可持續發展的不懈努力。



Capital 7th CSR Award

The Group was awarded the Capital 7th CSR Award presented by *Capital Magazine* in June 2017 to recognise the Group's all-rounded efforts to care for its employees, invest in the community, and protect the environment as ways to incorporate sustainability into the business model.

第七屆企業社會責任大獎

本集團於二零一七年六月獲《資本雜誌》頒發第七屆企業社會責任大獎，彰顯本集團在員工關懷、社區投資及環境保護上多方面的努力，從而將可持續發展納入其商業模式。



"Caring Company" Logo

The Group was awarded the "Caring Company" Logo for the fourth consecutive year, presented by the Hong Kong Council of Social Service in March 2018. This distinguished logo was a milestone to show the Group's contribution to care for the environment, employees, and community.

「商界展關懷」標誌

本集團於二零一八年三月連續四年榮獲由香港社會服務聯會頒發的「商界展關懷」標誌。榮獲此具公信力的標誌乃本集團的重要里程碑，印證其在環境、員工及社區關懷的貢獻。



"Green Office 1+" and "Eco-Healthy Workplace" Labels

The Group participated in the Green Office Awards Labelling Scheme organised by World Green Organisation (WGO). After undertaking a green audit, the Group had been awarded two labels named "Green Office 1+" Label and "Eco-Healthy Workplace" Label in November 2017, in recognition of the efforts in implementing green office practices.

「綠色辦公室 1+」及「健康工作間」標誌

本集團參與由世界綠色組織舉辦的綠色辦公室獎勵計劃。在進行綠色審核後，本集團於二零一七年十一月獲頒「綠色辦公室 1+」標誌及「健康工作間」標誌，以表彰本集團在實踐綠色辦公室的努力。



4.3 Nurturing a Sustainable Team

Employment Breakdown

Based on the statistics covered in the reporting scope, the total number of employees in Hong Kong and China was 237 by the end of the Year, whereas, the turnover rate was 9.95%. The breakdown of employees by gender, categories, and locations are as listed below:



4.3 培育可持續發展團隊

僱傭概況

根據所涵蓋報告範圍的數據，於本年度末香港和中國的員工總數為 237 人，而員工流失率為 9.95%。不同性別、類別及地區的員工劃分如下：

Employment Practices

In Chinlink's effort to expand its team of talents, the Group has recognised its employees as one of the key components for the Group's success. In this regard, the Group has protected employees' rights, emphasised on talent management, and cared for the employees. The Group has also operated in compliance of the Employment Ordinance of Hong Kong and the Labour Law of the People's Republic of China.

As an operation that strictly complied with applicable statutory and legal requirements, the Group took preventive measures to eliminate any forms or recruitment of child or forced labour. Throughout this Year, the Group did not violate any incident or lawsuit regarding employment of child and forced labour.

Under the Group's Code of Conduct, the recruitment policies prohibited all forms of discrimination on gender, religion, race, disability, family status or age. Equal opportunities in recruitment, internal transfer, and promotion were granted to all employees and applicants.

Furthermore, the Group had created a respectful, safe, and harmonious working environment for all employees. Therefore, the Group provided a diverse working culture respecting its core values that facilitated the collaboration and competitive in the operation.

僱傭守則

普匯中金在努力擴展其人才團隊的過程中，本集團視其員工為成功的關鍵之一。就這方面，本集團保障員工權益、強調人才管理和關懷員工。本集團亦遵守香港的《僱傭條例》及《中華人民共和國勞動法》。

本集團嚴格遵守相關法規，並採取預防措施防止以任何形式聘請童工或強制勞工。於本年度內，本集團並無任何違反僱用童工和強制勞工的事件或訴訟。

根據本集團的《行為守則》，該招聘政策嚴禁一切對性別、宗教、種族、殘疾、家庭狀況或年齡的歧視。所有員工和應徵者均享有平等的招聘、內部轉職及晉升機會。

此外，本集團為全體員工營造出尊重、安全及和諧的工作環境。因此，本集團以其核心價值為基礎，從中提供多元化的工作文化，以促進營運上的合作和競爭力。

Benefits and Welfares

The Group offered a range of fringe benefits. For example, it has provided medical insurance and compensation insurance to the employees of the Corporate Headquarters. The Corporate Headquarters had also devised a competitive remuneration package, including discretionary bonuses and overtime reimbursements.

In accordance with respective local laws, the Group ensured its employees were given reasonable working hours and provided paid holidays such as marriage leave, compassionate leave, maternity and paternal leave. Besides statutory holiday and standard annual leave, employees were eligible for additional paid leave after working for a certain service period.

福利及待遇

本集團提供了一系列額外的福利。例如，為集團總部員工提供醫療保險和勞工保險。此外，集團總部還制定了富競爭力的薪酬待遇，包括酌情性花紅和加班補償福利。

按照各自的當地法律，本集團保障員工被給予合理的工作時間，並提供帶薪假期，如婚假、恩恤假、產假和侍產假。除法定假期和基本年假外，員工在服務若干期後亦可享有額外年假。



Employee Care

The Group organised a wide variety of activities, such as monthly birthday celebrations, annual parties, and more, for employees to increase sense of belonging in the Group and to strengthen team bonding.



員工關懷

本集團為員工舉辦各種各樣的活動，例如每月生日慶祝活動及年度派對等，以增強員工對本集團的歸屬感，加強團隊凝聚力。

Birthday party held in the Corporate Headquarters' office filled with laughter, fun, and shared a delicious cake.

在集團總部辦公室舉辦的生日派對中充滿了笑聲、歡樂，大家一起分享美味的蛋糕。

Because of the consistently high temperature, the management of the Commercial Complex led the "Relieve Summer Heat" activity in July 2017 to show care to their employees working outdoors. They had prepared heat relieving drinks and materials, such as green bean sweet soup, sour plum soup, and medicated oil. Through this activity, the managers gained a more comprehensive understanding of different employees' working condition and employees felt embraced and motivated.

針對持續的高溫天氣，商業大樓的一眾管理層於二零一七年七月舉辦「夏日送清涼」活動，並親赴前線為戶外工作的員工送上關懷。他們準備了消暑飲料及物資，如綠豆湯、酸梅湯和藥油。透過是次活動，管理層對不同員工的工作狀況有更透徹的了解，員工亦從中感受到關懷和激勵。



Managers of the Commercial Complex distributed cold drinks to outdoor workers in hot summer.

商業大樓的管理層在炎炎夏日中向戶外工作人員派發清涼飲品。

To relieve the employees from stress and to reinforce their bonding, Chinlink·Worldport organised a spring company trip to Dingjun Mountain in March 2018. Employees enjoyed the beautiful field of rape flowers on their way to Mianxian, a famous ancient town. Later on, they spent a delightful afternoon together in the Dingjun Mountain to play games and relax.

為紓緩員工的工作壓力及促進員工之間的聯繫，普匯中金·世界港於二零一八年三月舉辦了全員春遊——定軍山之旅。員工在前往著名古鎮勉縣的路上遠眺美麗的油菜花田。及後，他們在定軍山上遊玩及放鬆身心，度過了一個愉快的下午。



Employees of Chinlink·Worldport relaxed on Dingjun Mountain to enjoy the beautiful scenery and fresh air.

普匯中金·世界港的員工在定軍山上休憩並欣賞迷人的山景，享受清新的空氣。



The China Regional Headquarters launched the “Chinlink China Regional Headquarters Annual Party 2018” in January 2018 with all the Group’s business units’ participation. The highlights of the party included the distribution of excellent performance awards to employees, the talent show contest, etc. The party provided all-levels of employees with an opportunity to communicate and share a memorable time together.

中國區域總部於二零一八年一月舉辦了「普匯中金中國區域總部 2018 年聯歡會」，本集團旗下所有業務單位均參與其中。聯歡會的亮點包括優秀員工頒獎禮及才藝表演等。聯歡會為各級員工提供了工作以外的交流機會，一起締造難忘回憶。



Group photo of employees from all subsidiaries attended the party.

參加聯歡會的所有業務單位員工一同大合照。



Employees performed in the talent contest during the party.

員工在聯歡會的才藝比賽中表演。

During Winter Solstice Festival, the Group organised festive parties and granted earlier leave to celebrate the traditional Chinese holiday.

在冬至當日，本集團組織了節日派對及提早下班時間，以慶祝該中國傳統節日。



Employees of the China Regional Headquarters worked together to make dumplings during lunch hour.

中國區域總部的員工在午餐時間一起包餃子。



Employees of the Commercial Complex teamed up to participate in a dumpling making contest for celebrating Winter Solstice Festival.

商業大樓的員工組隊參與迎冬至包餃子比賽。

As a way to enhance the well-being of employees, the Group often encouraged employees to do physical exercise. For example, the Corporate Headquarters cooperated with a fitness centre and provided membership fee subsidy each month if the employee reached the exercise target set by the Corporate Headquarters. Employees of the Commercial Complex were encouraged to use the self-owned sport complex in Xi’an for various sports activities such as basketball and badminton.

為提升員工的身心健康，本集團經常鼓勵員工做運動。例如集團總部與健身中心合作，如員工能達到集團總部所設定之運動目標，則可每月獲取會費補貼。商業大樓鼓勵其員工於其位於西安自置的體育場館中進行各種體育活動，如籃球和羽毛球。



Highlight: Chinlink Health Week 2017 重點活動：普匯中金健康周 2017



The Group served a variety of fruits to employees to encourage consumption of vitamins and fibre.

本集團向員工提供多種水果，以鼓勵攝取維他命和纖維。



Employees of the Corporate Headquarters joined a lunch talk session to share tips on a healthy diet, nutritional values, and more health-related topics.

集團總部的員工參與有營養午餐日活動，分享有關健康飲食、營養價值和其他與健康相關主題的貼士。



Subsidiaries in Shaanxi Province organised a morning exercise session to inspire employees to stretch more in the workplace.

陝西省的附屬公司設有早操時段，以鼓勵員工在辦公室多做伸展運動。



Employees of the Corporate Headquarters participated in a rewarding workout session.

集團總部的員工進行強健身心的體能運動。



Employees from subsidiaries in Shaanxi Province came together for the sports day.

陝西省各附屬公司的員工聚首一堂，落力參與趣味運動會。



To promote a healthy lifestyle, the Group hosted a groupwide event named the "Chinlink Health Week 2017" in all geographic locations including Hong Kong, Xi'an, and Hanzhong of Shaanxi Province in October 2017.

為促進健康的生活方式，本集團於二零一七年十月在香港、陝西省西安及漢中舉辦全集團的活動——「普匯中金健康周 2017」。

During the four-day event, the Group launched series of events to promote the importance of health and to help to form an ongoing exercising habit. These events included fruits sharing week, lunch talk session relating to diets, workout sessions, sports days, etc. Besides, the Group also sponsored the fee for employees' body check in the Corporate Headquarters and provided dental and body check-ups for employees in subsidiaries in Shaanxi Province.

在這為期四天的活動中，本集團舉辦了一系列的活動，以宣揚健康的重要性，以及幫助培養持續鍛煉的習慣。這些活動包括健康水果周、有營養午餐日、操 FIT 運動日及趣味運動會等。此外，本集團還贊助了集團總部員工的身體檢查費用，並為其陝西省附屬公司的員工提供牙科和身體檢查。

The exercising culture is gradually built among the Group through the on-going regular daily stretching practices as well as simple exercises like yoga during lunch hours in subsidiaries.

通過附屬公司持續定期進行日常伸展活動及於午餐時間進行如瑜伽等簡單運動，本集團正逐步建立運動的文化。



Highlight: Care and Support to Employee's Family 重點提要：關懷及支持員工家庭

The Group cared deeply for its employees and their family in ways beyond compliance with employment laws and regulations. For example, the Group has presented gift vouchers during major Chinese festivals. In addition, the Group has always expressed condolences and compassion to employees and their family in need.

In support of the family of an employee who was heavily injured by a car accident in July 2017, Chinlink · Worldport organised a 3-day voluntary donation campaign called "Love Donation" Campaign among the Group and employees collectively contributed approximately RMB50,000 donation to his family for support.

本集團除了遵從法律和法規外，更以深切方式關懷員工及其家庭。例如本集團會於中國傳統節日餽贈禮券予員工。此外，本集團經常向有需要的員工及其家人表示慰問和關愛。

為支持於二零一七年七月因車禍嚴重受傷的員工家屬，普匯中金·世界港舉行了為期三天，名為「愛心捐贈」活動的自願募捐活動，向全集團的員工進行募捐並籌得善款人民幣約 50,000 元，以示對其家人的支持。

Chinlink · Worldport launched "Love Donation" Campaign to help the colleague in need.

普匯中金·世界港發起了「愛心捐贈」活動，以幫助有需要的同事。



In December 2017, the Commercial Complex sponsored RMB20,000 to an employee's mother for her rectum cancer surgery. The benevolent and positive support of the Commercial Complex sent their family hope and encouragement to fight against disease.

二零一七年十二月，商業大樓資助了人民幣 20,000 元予一名員工的母親進行直腸癌手術。商業大樓的慈善和積極的支持使該家庭重獲與疾病鬥爭的希望和勇氣。



The management of the Commercial Complex condoled the beneficiary family in the hospital.

商業大樓的管理層到醫院慰問受惠家庭。

Development and Training

The Group understood the importance of development and training for employees in a growing business, therefore the Group has provided a wide-range of in-house and external trainings to equip employees with necessary knowledge and skill sets in order to further employee's career and to contribute to business growth. During the Year, employees participated in a total of 108.65 training hours in 47 various learning and development programmes and seminars in Hong Kong and China.

Based on the nature of their job positions, the Group provided job-relevant training to employees, for example, Office Software Training and work value development workshops for all employees to strengthen their computer skills and improve their quality of work. Also, the Group encouraged the top management employees to participate in 19 programmes to further develop their management and professional skills. Some of the important highlights of trainings during the Year are summarised as follows:

發展及培訓

本集團了解員工發展及培訓對於業務增長的重要性，因此本集團提供廣泛的內部及外部培訓，以為員工配備所需的知識及技能，從而進一步促進員工的職業生涯發展及提升業務增長。本年度，員工在香港和中國於 47 個不同的學習和發展項目及研討會參與合共 108.65 小時的培訓。

根據工作崗位的性質，本集團為員工提供與工作相關的培訓，例如為員工提供辦公室軟件培訓和工作價值發展研討會，旨在加強他們的電腦技能並提高他們的工作質量。此外，本集團鼓勵管理層參與 19 項計劃，以進一步發展其管理及專業技能。本年度培訓中的重要亮點概述如下：

Top Management 管理層



- Seminar on Corporate Governance and Regulatory Update
- Seminar on Insights into the Hong Kong Budget and Corporate Governance
- Anti-bribery Conference
- Usage on Office Software Training
- ESG Training
- 企業治理及監管更新研討會
- 香港預算及企業治理見解研討會
- 反賄賂會議
- 辦公室軟件使用培訓
- 環境、社會及管治培訓

Middle Management 中層管理人員



- Seminar on Corporate Governance and Regulatory Updates
- Supply Chain and Finance Operation Session
- Investor Relations Symposium
- Usage on Office Software Training
- ESG Training
- 企業治理及監管更新研討會
- 供應鏈和財務運作會議
- 投資者關係研討會
- 辦公室軟件使用培訓
- 環境、社會及管治培訓

General Staff 一般員工



- Property Management Training
- E-Banking Training Class
- Work Value Development Workshops
- Risk Management Session
- Security Training
- Service Quality and Management Practices
- Usage on Office Software Training
- ESG Training
- 物業管理培訓
- 網上理財培訓課程
- 工作價值發展研討會
- 風險管理會議
- 保安培訓
- 服務質量和管理實踐
- 辦公室軟件使用培訓
- 環境、社會及管治培訓

In support of employee development and training, the Corporate Headquarters provided examination leave for employees taking examination accountable of acquiring relevant qualifications. The Group intended to arrange more training sessions and created more opportunities for external training for employees to participate in the future.

為支持員工發展和培訓，集團總部為考取相關資格的員工提供考試假。本集團擬在未來安排更多培訓課程，並為員工創造更多外部培訓機會。

Safety Precaution

With a full awareness of the importance of work safety, the Group organised a number of measures to ensure the safety of every employee. For example, the Chinlink · Worldport and the Commercial Complex provided fire safety training and fire drill to reduce employee's risk in case of a fire.

The Commercial Complex offered regular checkup and maintenance of escalators, lifts and fire-fighting equipment. The Group also ensured that employees of the subsidiaries handled materials in the warehouses properly, and the equipment in the warehouses was in good conditions. During the Year, there was no occupational injury or work fatality reported.

Occupational Health and Safety

The Group recognised the health and safety of its employees as the foundation of its thriving and sustainable business. With this in mind, the Group complied with all relevant regulations and went beyond legal requirements to enhance the health and safety of its employees.

The Group was committed to providing and maintaining healthy working conditions for all employees. For example, the Corporate Headquarters carried out regular cleaning of air-conditioning system and disinfection treatment of carpets and decorated the offices with plants to improve indoor air quality. While the China Regional Headquarters sponsored regular body check for its employees to ensure their health conditions.

安全預防措施

在充分意識到職業安全重要性的同時，本集團制定了多項預防措施，以確保每位員工的安全。例如，普匯中金·世界港及商業大樓提供消防安全培訓和消防演習，以減低員工在發生火災時的風險。

商業大樓為扶手電梯、電梯及消防設備提供定期檢查和維護。本集團亦致力於確保其附屬公司員工妥善處理倉庫物料，以及確保倉庫設備的良好狀況。本年度內，沒有與工傷或致命事故相關的報告。

職業健康及安全

本集團將員工的健康及安全視為其蓬勃發展和可持續發展業務的基礎。考慮到這一點，本集團遵守所有相關法規，並以高於法律要求去提高員工的健康和安全。

本集團致力為所有員工提供及維持健康的工作環境。例如，集團總部定期清潔空調和消毒地毯，並以植物裝飾辦公室，旨在改善室內空氣質量。而中國區域總部會定期資助員工進行身體檢查，以確保其健康狀況良好。



Employee participated in fire safety training.

員工參與消防安全培訓。



Plant decoration in office.
辦公室植物裝飾。



4.4 Corporate Governance

The Board is dedicated to maintaining a good standard of corporate governance as it believes that corporate governance practices are the pillars to maintain a smooth and effective operation. In addition to safeguarding shareholders' interests, corporate governance can enhance the Group's core values in its shareholders.

The Board is responsible for the oversight of the management of the business and affairs of the Group with the objective of enhancing shareholders' value. The Board has also acknowledged its responsibility for maintaining good corporate governance practices and a sound system of risk management and internal control as well as for the review of effectiveness of these systems.

To maintain a fair and honest business environment, the Group strictly prohibited bribery and corrupt practices, and it adopted section 9 of the Prevention of Bribery Ordinance as its internal anti-bribery policy. Any employee soliciting or accepting an advantage as an inducement to or reward in connection with his or her work would commit an offence. All employees should avoid any situation which may lead to an actual or perceived conflict of interest.

The Group also established a whistleblowing policy to increase the transparency of the business environment by providing a communication channel for employees to disclose any misconduct, malpractice or irregularity. During the Year, the Group did not receive any report of whistleblowing incident and was not aware of any non-compliance incident.

To achieve a more effective control environment, the Group's risk management framework is designed to be an integral part of the Group's corporate governance framework as well as strategic and business planning processes, and it also embeds into each key activity and/or function.

For more details of the Group's risk management approach, please refer to the Corporate Governance Report of the Group's Annual Report 2018.

4.4 企業管治

董事會奮力維持良好的公司治理標準。董事會深信，企業管治常規是維持暢順而有效經營的支柱。除維護股東利益外，企業管治亦能為股東鞏固本集團的核心價值。

董事會負責監督本集團之業務及事務之管理工作，以提升股東價值為目標。同時，董事會確認其有責任維持良好企業管治常規及穩健之風險管理及內部監控系統，以及檢討該等系統是否有效。

為維護公平且誠實的營商環境，本集團嚴格禁止賄賂及貪腐行為，並採取《防止賄賂條例》第九條作為其內部反賄賂政策。任何員工索取或接受與其工作有關的利益作為誘惑或獎勵都會構成罪行。所有員工都應避免任何有關導致切實或疑似利益衝突的情況。

本集團還制定了舉報政策，為員工提供溝通渠道去披露任何行為不當、舞弊或違規事件，以提高營商環境的透明度。本年度，本集團沒有收到任何舉報事件報告，亦沒發現任何違規事件。

為營造更有效之控制環境，本集團之風險管理體系乃設計為本集團企業管治體系和策略及業務規劃過程不可或缺之一部分，並嵌入各主要活動及／或職能之中。

有關本集團風險管理方法的更多詳情，請參閱本集團二零一八年年報內之《企業管治報告》。

5 Community Engagement

社區參與

As a socially responsible group, the CSR Committee has encouraged the Group's participation in various community engagement events, such as voluntary services and donations. Through these events, the Group gave back to those in need. The Group aimed to forge meaningful and long-term relationships to support positive change in the community.

作為一個充滿社會責任感的集團，企業社會責任委員會鼓勵本集團參與各種社區活動，例如義工服務及捐贈。透過這些活動，本集團為有需要的人作出回饋。本集團旨在建立有意義的長期關係，並從中支持社區的積極改變。

5.1 Community Services

Chinlink · Mid-Autumn Caring Campaign

In September 2017, the Corporate Headquarters sponsored the "Chinlink · Mid-Autumn Caring Campaign", organised by the Jockey Club Yau Tong Children and Youth Integrated Services Centre, The Boys' and Girls' Clubs Association of Hong Kong for the third consecutive year. Chinlink Corporate Volunteer Service Team visited the singleton elderlies living in Yau Tong to show love and care to the singleton.

5.1 社區服務

普匯中金·中秋送暖關懷活動

二零一七年九月，集團總部連續第三年贊助由香港小童群益會賽馬會油塘青少年綜合服務中心舉辦的「普匯中金·中秋送暖關懷活動」。普匯中金企業義工隊到油塘的獨居長者家中進行探訪，展示愛與關懷。

Chinlink Corporate Volunteer Service Team took a group photo with all volunteers before heading to visit the elderlies.

普匯中金企業義工隊在前往長者家前與所有義工合影。



MicroForests Workshop

The Corporate Headquarters participated in the "MicroForests Workshop" organised by MicroForests, a social enterprise, in September 2017. The workshop provided a meaningful training and dignified job opportunities for women who are single parents, new arrivals, or from low-income families, and it empowered them to regain confidence, dignity and enhance their well-being and unleashed the creativity of the employees.

微型森林工作坊

同年九月，集團總部參加了由社會企業微型森林舉辦的「微型森林工作坊」。該工作坊為單親、新移民或低收入家庭的婦女提供了具意義且體面的工作及培訓機會，使她們重獲自信及尊嚴同時提高福祉，亦發揮了員工創造力。

Employees of the Corporate Headquarters developed a new perspective to experience the hard work of single mothers.

集團總部員工以新視角感受單親母親的辛勞。



Tree Planting Activity

The Chinlink · Worldport participated in the tree planting activity in March 2018. They planted cherry blossom trees in Hanzhong to enhance the landscape and spread green positive energy to promote environmental protection.

全員植樹活動

普匯中金·世界港於二零一八年三月參加了植樹活動。他們在漢中種植櫻花樹，以美化園區景觀及促進環保理念，並從中宣揚綠色正能量。



Dressing green to show their dedication to push forward greening, Chinlink · Worldport put an effort to restyle the landscape.

身穿綠色衣服以凸顯普匯中金·世界港推動綠化的決心，以及為重建景觀所付出的努力。



5.2 Donations

The Community Chest Activities

The Group and its employees continued to participate in charitable events and donate to charity. For the fourth consecutive year, the Corporate Headquarters supported and donated to "The Community Chest Dress Causal Day" organised by the Community Chest of Hong Kong. In addition, the Corporate Headquarters supported "The Community Chest Green Day", "Love Teeth Day", and "Skip Lunch Day" to show continuous support for the community and those in needs in the society.

Employees of the Corporate Headquarters once again participated in "The Community Chest Dress Causal Day".

集團總部員工再次參與「公益金便服日」。

5.2 捐贈

公益金活動

本集團及其員工繼續參與慈善活動並向慈善機構捐贈。集團總部連續第四年支持並捐贈到香港公益金舉辦的「公益金便服日」。此外，集團總部還支持「公益綠識日」、「公益愛牙日」和「公益行善折食日」，以表達對社會及對社區中的有需要人士的持續支持。



"Children's Day Love Donation" Activity

The Commercial Complex participated in the "Children's Day Love Donation" Activity organised by the Xi'an Charity Association, the Xi'an Daily, and the Daminggong Group. The activity donated school supplies to underprivileged students in May and June 2017. Throughout the event, the Commercial Complex's colleagues visited five schools in Xi'an and donated new backpacks, stationaries, books, shoes, and eye-protecting lights, to a total of 120 children to improve their learning conditions.

兒童節愛心捐贈

商業大樓於二零一七年五及六月參加了由西安市慈善會、西安晚報及大明宮集團為貧困學童獻上愛心禮物的「兒童節愛心捐贈」活動。活動期間，商業大樓在西安探訪了五所學校，並為 120 名學童送贈新書包、文具、圖書、運動鞋和護目燈，以改善他們的學習條件。

Children accepting the gifts prepared by the Commercial Complex.
學童接受由商業大樓送上的禮物。



Care for Difficult Families

The Chinlink · Worldport participated in the "Care for Difficult Families" activity, organised by the Hanzhong Baohe Logistics Park Management Committee in February 2018. The Chinlink · Worldport's colleagues visited the underprivileged families in Wuxiang Town.

慰問困難家庭

普匯中金·世界港於二零一八年二月參加了由漢中褒河物流園管委會發起的「慰問困難家庭」活動。普匯中金·世界港的員工到武鄉鎮慰問貧困家庭。

6 Sustainable and Environmentally Conscious Operations

可持續及環保意識兼具的營運

6.1 Responsible Operating Practices

Services quality has always been crucial to the Group in contributing to the Group's success in the pursuit of operation excellence. In this instance, the Group attached high importance to the entire financial services and international trading process from managing suppliers to providing responsible services to customers. Therefore, supply chain management and quality management were important considerations for the Group's business development.

The Group also believed that enhancing the suppliers' environmental and social awareness was a fundamental step towards responsible supply chain management. The Group carried out supplier evaluation periodically to assess their environmental and social performance and behavior in order to avoid cooperating with suppliers with any record of misconduct.

In terms of quality management, the Group worked hard to ensure all services offered met or exceeded customer expectations. As a large-scale shopping centre, the Commercial Complex established Service Pledge to not only maintain responsible and excellent services to valuable customers but to also establish the ambitious standards that employees were constantly striving towards. The Group also established customer enquiries and complaints guideline for training employees to professionally address customers' concerns. Complaints received were recognised, inspected, and followed up properly. During the Year, the Group received no complaint.

In addition to customer services quality, the Group also valued product quality. According to the Product Quality Management Guideline of the Commercial Complex, the Group strengthened the quality supervision to firmly resist the inflow of counterfeit and shoddy goods. The Group conducted product inspection and recorded the result of inspection daily to prevent any kind of violations of poor quality goods.

Ensuring the privacy of customers' personal information and other data was also critical in maintaining the Group's reputation for good governance. With regards to the protection of confidential information, the Group has set up a principle in the Code of Conduct that required employees to protect any confidential or sensitive information. The Group also required employees to strictly follow Personal Data (Privacy) Ordinance, the Consumer Protection Law of the PRC and full procedures of handling company confidential information according to the Code of Conduct in the Employee Handbook.

Being a comprehensive financial services provider, the Group and our team of financial specialists hold various necessary licences when carrying out businesses and are regulated by relevant laws and regulations.

6.1 盡責的營運實踐

服務質量對於本集團在追求卓越營運的成功至關重要，所以本集團非常重視從管理供應商到為客戶提供盡責的服務的整個金融服務及國際貿易流程。因此，供應鏈管理和質量管理是本集團業務發展的重要考慮因素。

本集團亦明白提高供應商環境和社會意識是實現盡責供應鏈管理的重要一步。本集團定期進行供應商評估，以評核其環境及社會表現及行為，避免與有任何不當行為記錄的供應商合作。

在品質管理方面，本集團致力確保所提供的服務均達到或高於客戶要求。作為一個大型購物中心，商業大樓訂立了服務承諾，不僅為尊貴的客戶提供盡責和優質的服務，而且還為員工建立了力爭上游的標準。本集團亦訂立了客戶查詢及投訴指引，以培訓員工專業地解決客戶的疑慮。接獲的投訴會得到確認、調查及妥善跟進。本集團於本年度內未接獲任何投訴。

除了服務品質外，本集團亦重視產品品質。根據商業大樓《商品質量管理制度》，本集團加強對質量監督，堅決抵制假冒偽劣商品的流入。本集團每日進行產品檢驗並記錄檢驗結果，以防止任何劣質產品的違例情況。

確保客戶個人資料和其他私隱訊息對於維護集團良好管治的聲譽也至關重要。在保護機密資料方面，本集團在行為準則中制定了一項原則，要求員工保護任何機密或敏感訊息。本集團亦要求員工嚴格遵守《個人資料（私隱）條例》，《中華人民共和國消費者權益保護法》及根據《僱員手冊》中的行為守則處理公司機密資料的全部程序。

作為綜合金融服務供應商，本集團與我們的金融專家團隊在開展業務時持有各種必要的許可證，並遵守相關法律法規的管制。



6.2 Environmental Policy

In contribution to a more sustainable world, the Group has established environmental policies to minimise any negative impact on the environment during operation. The Group strictly complied with relevant regulations related to the emissions to the environment, such as to reduce GHG emission and wastes generation during operation.

The Group stipulated all employees to conduct operations in a proactive manner to ensure environmental protection. The Group implemented a green office policy which promoted the efficient use of resources, reduction of waste, and reduction in use of energy. Additionally, the Group used the Forest Stewardship Council Certified Paper in reports printing, which paper is from certified sustainable forests, to support eco-friendly resources and reduce effect on the environment. Through these policies and implementations, the Group encouraged employees' participation in protecting the environment and in raising their overall awareness on environmental issues.

6.3 Energy Consumption and Greenhouse Gas Emissions

As a financial service group, the Group's main business activities did not have significant impacts on the environment and natural resources. However, the Group still recognised the importance of being an environmentally friendly and socially responsible company. Therefore, the Group has made commitments to enhancing resource efficiency, as a way to reduce the environmental impact of the Group's operation.

Energy Consumption

The main source of energy consumption in the Group's daily use came from the electricity consumption in office operations.



Overview of Electricity Consumption in 2017/18 2017/18 電力消耗概覽

Electricity Consumption ('000 kWh)
耗電量 (千個千瓦時)

6,817

Total Electricity Intensity in Gross Floor Area (GFA) ('000 kWh / m²)
以總樓面面積計算之電力密度 (千個千瓦時 / 平方米)

0.020

6.2 環境政策

為了更能實現持續發展的世界，本集團制定了環境政策以減少營運期間對環境產生的負面影響。本集團嚴格遵守有關環境排放的相關規定，例如減少溫室氣體排放和營運期間的廢物產生。

本集團規定所有員工在工作時也需積極兼顧保護環境的責任。本集團實施了綠色辦公室政策，促進資源有效利用、減少廢棄物產生和能源使用。此外，本集團在打印報告時均使用經認證為來自可持續環境的森林管理委員會認證紙張，以支持環保資源並減少對環境的影響。本集團透過這些政策和措施鼓勵員工參與環保活動和提高他們對環境問題的整體意識。

6.3 能源消耗與溫室氣體排放

作為一個金融服務集團，本集團的主要業務活動對環境和自然資源沒有重大影響。然而，本集團依然明白到成為一間環保且對社會負責的集團的重要性。因此，本集團承諾提升資源效率以減少集團營運對環境的影響。

能源消耗

本集團日常使用的主要能源消耗來自辦公室營運的電力消耗。

Greenhouse Gas Emission

As a result of electricity consumption, indirect GHG emissions were recorded.



溫室氣體排放

由於集團營運以耗電為主，因此需記錄間接溫室氣體排放。

Overview of GHG Emissions in 2017/18 2017/18 溫室氣體排放概覽

Total GHG emission ^(Note 2) (Tonnes of CO ₂ equivalent (tCO ₂ e)) 總溫室氣體排放 ^(註二) (公噸二氧化碳當量)	4,370
GHG emission intensity in GFA (tCO ₂ e / m ²) 以總樓面面積計算之溫室氣體排放密度 (公噸二氧化碳當量 / 平方米)	0.013

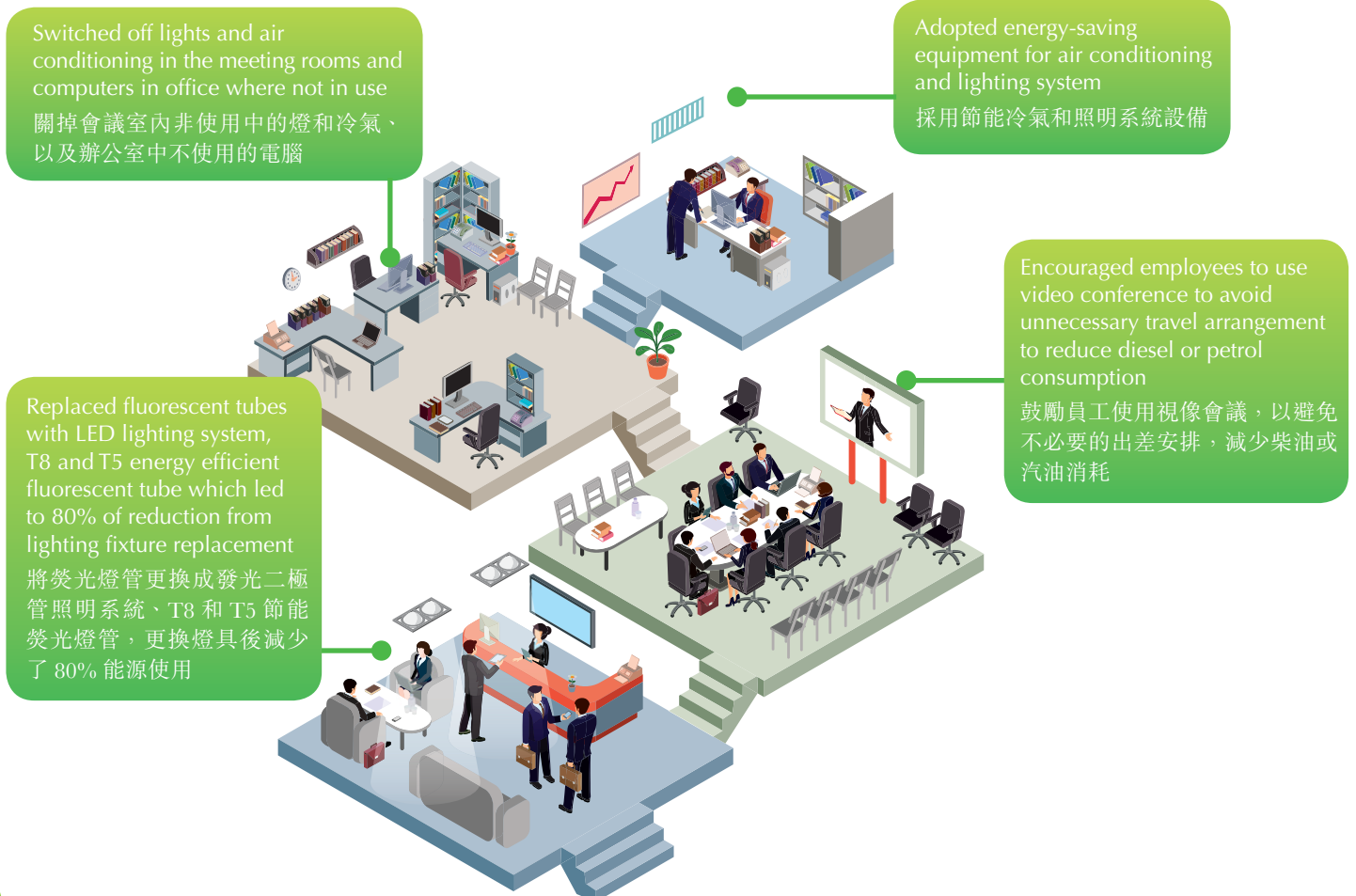
Note 2: The Group only generated Scope 2 GHG emission. Scope 2 GHG emission refers to indirect GHG emission resulting from the generation of the electricity which the Group purchased.

註二：本集團僅產生範圍二的溫室氣體排放。範圍二溫室氣體排放是指本集團因購買電力而產生的間接溫室氣體排放。

The Group strived to reduce the GHG emission by improving the management of energy consumption during operations. The Group established and set up relevant energy efficiency programs to implement comprehensive management and control of energy consumption. The Group established the following initiatives to effectively improve the overall efficiency of energy use:

本集團通過改善營運期間的能源消耗管理，努力減少溫室氣體排放。本集團建立及制定了相關能效計劃，實施能耗綜合管理和控制。該集團制定了以下措施，以有效提高能源使用的整體效率：

Office Energy Saving Initiatives 辦公室節能措施





6.4 Water Consumption

Material water consumption was attributed to the Commercial Complex only. The Commercial Complex consumed 53,350m³ of water from municipal water suppliers and had complied with all relevant laws and regulations. Due to the Group's business nature, water sourcing is not material to the Group's operation. During the Year, the total volume of water consumption and intensity are listed as follows:



Overview of Water Consumption in 2017/18 2017/18 耗水量概覽

Total water consumption (m³)
總耗水量 (立方米)

53,350

Water consumption intensity in GFA (m³ / m²)
以總樓面面積計算之耗水密度 (立方米 / 平方米)

0.281

In efforts to advocate for water conservation, the Group has promoted practical water-efficiency measures. Employees were reminded to save water and reduce wastage. The key water reduction initiatives were listed below:

在倡導節約用水方面，本集團推行了切實可行的節水措施以提醒員工節約用水和減少浪費。主要的節水措施如下：

Installation 安裝



Installed automatic water-efficient faucets to effectively reduce daily water usage;
安裝自動感應節水水龍頭，有效減少日常用水量；

Inspection 檢查



Established a regular inspection system to enhance the daily maintenance of water equipment, water supply and drainage system to reduce water leakage;
建立定期檢查系統，加強水設備、供水和排水系統的日常維護，減少漏水；

Education 教育



Strengthen education of conservation to promote water saving.
加強節約教育，推廣節約用水。

6.5 Waste Management

Due to the business nature, the Group only generated a limited amount of non-hazardous wastes during the Year, such as paper, cans and bottles. For the purpose of the scope of this Report, hazardous waste was not material to the Group's operation, therefore it was not recorded.

The Group encouraged employees to use email and electronic office system for daily communications; also the Group encouraged the adoption of electronic documentation in order to reduce the paper waste generation. The Group also established Electronic Communication Policy and Guideline for guiding employees minimising hard copies.

The Corporate Headquarters established garbage sorting bins to assist in the proper collection, sorting, and storage of general refuses. Qualified third-party waste management companies were appointed to handle the refuse every other day, while recyclable wastes were sent to recycling station.

The amount of non-hazardous waste consumption generated by the Group is shown as below:

6.5 廢棄物管理

由於本集團於本年度的業務只涉及有限量的無害廢棄物，如廢紙、鋁罐及膠樽。就本報告範圍而言，有害廢棄物對本集團的營運並不相關，因此未作記錄。

本集團鼓勵員工使用電郵及電子辦公室系統作為日常溝通工具，亦鼓勵員工採用電子文件，以減少廢紙的產生。此外，本集團制定了《電子通訊政策和指引》，指導員工盡量減少紙本印刷。

集團總部設有廢棄物收集箱，妥善收集、分類和儲存一般廢棄物。集團會聘請合資格的第三方廢棄物管理公司每隔一天進行廢棄物處理，而可回收的廢棄物則會被送往回收站。

本集團產生的無害廢棄物消耗量如下：



Overview of Non-Hazardous Waste Consumption in 2017/18 2017/18 無害廢棄物量概覽

Total non-hazardous waste (Tonnes)
無害廢棄物總量 (公噸)

145,806

7 Looking Forward 展望將來

Steered by the ESG Committee, the Group will endeavor to seek opportunities to improve operations, optimise resource management, engage with stakeholders, and contribute to society with a sustainability mindset. Through many environmental and social activities carried out and awards achieved in the past year, the Group hopes to educate employees and raise awareness of how ESG issues are relevant to the business and to the life of every individual.

In regards to the future, the Group will keep on fulfilling its corporate social responsibility and adhere to the spirit of caring for society. We look forward to building upon the solid foundation we have established, and look forward to a bright and promising future for Chinlink.

通過環境、社會及管治委員會的帶領，本集團將努力尋求改善營運、完善資源管理、與持份者互動和以可持續發展思維為社會做出貢獻的機會。透過過去一年開展的各種環境和社會活動以及獲得的獎項，本集團希望教育員工，並提高員工有關環境、社會及管治議題如何關係企業和每個人的生活的意識。

展望將來，本集團將繼續秉持關愛社會的精神，履行社會責任。我們期望在以往締造的堅實基礎之上，建立普匯中金的光明和充滿希望的未來。



8 ESG Content Index

環境、社會及管治內容索引

Aspect / Description / KPI 層面 / 描述 / 績效		Statement / Section 聲明 / 章節	Page No. 頁數
A. Environment 環境			
A1 Emission 排放物			
A1	General disclosure 一般披露	6.2 – 6.5	21 – 24
A1.1	Types of emissions and respective emissions data 排放物種類及相關排放資料	6.3	21 – 22
A1.2	Greenhouse gas emissions in total and, where appropriate, intensity 溫室氣體總排放量及密度	6.3	21 – 22
A1.3	Total hazardous waste produced and, where appropriate, intensity 所產生有害廢棄物總量及密度	6.5	24
A1.4	Total non-hazardous waste produced and, where appropriate, intensity 所產生無害廢棄物總量及密度	6.5	24
A1.5	Description of measures to mitigate emissions and results achieved 描述減低排放量的措施及所得成果	6.3	21 – 22
A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved 描述處理有害及無害廢棄物的方法、減低產生量的措施及所得成果	6.5	24
A2 Use of Resources 資源使用			
A2	General disclosure 一般披露	6.2 - 6.5	21 – 24
A2.1	Direct and / or indirect energy consumption by type in total and intensity 按類型劃分的直接及間接能源總耗量及密度	6.3	21 – 22
A2.2	Water consumption in total and intensity 總耗水量及密度	6.4	23
A2.3	Description of energy use efficiency initiatives and results achieved 描述能源使用效益計劃及所得成果	6.3	21 – 22
A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved 描述求取適用水源上可有任何問題，以及提升用水效益計劃及所得成果	6.4	23
A2.5	Total packaging material used for finished products and with reference to per unit produced 製成品所用包裝材料的總量及每生產單位佔量	Packaging material is not material to the Group's operations, therefore was not recorded. 包裝材料對於本集團的營運並不相關，因此並無記錄。	N/A 不適用



Aspect / Description / KPI 層面 / 描述 / 績效		Statement / Section 聲明 / 章節	Page No. 頁數
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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	6.2 - 6.3	21 – 22
B. Social 社會			
B1 Employment and Labour Practices 僱主及勞工常規			
B1	General disclosure 一般披露	4.3	8 – 15
B1.1	Total workforce by gender, employment type, age group and geographical region 按性別、僱傭類別、年齡組別及地區劃分的僱員總數	4.3	8 – 15
B1.2	Employee turnover rate by gender, age group and geographical region 按性別、僱傭類別、年齡組別及地區劃分的僱員流失比率	4.3	8 – 15
B2 Health and Safety 健康與安全			
B2	General disclosure 一般披露	4.3	8 – 15
B2.1	Number and rate of work-related fatalities 因工作關係而死亡的人數及比率	The Group has zero case of work-related fatality 本集團並無因工作關係而死亡的案例	N/A 不適用
B2.2	Lost days due to work injury 因工傷損失工作日數	The Group has zero lost day due to work injury 本集團並無因工傷損失的工作日	N/A 不適用
B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored 描述所採納的職業健康與安全措施，以及相關執行及監察方法	4.3	8 – 15
B3 Development and Training 發展及培訓			
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B3.1	Percentage of employees trained by gender and employee category 按性別及僱員類別劃分的受訓僱員百分比	4.3	8 – 15
B3.2	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時數	4.3	8 – 15
B4 Labour Standard 勞工準則			
B4	General disclosure 一般披露	4.3	8 – 15
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	4.3	8 – 15
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	4.3	8 – 15

Aspect / Description / KPI 層面 / 描述 / 績效		Statement / Section 聲明 / 章節	Page No. 頁數
B5 Supply Chain Management 供應鏈管理			
B5	General disclosure 一般披露	6.1	20
B5.1	Number of suppliers by geographical region 按地區劃分的供應商數目	Not disclosed 不披露	N/A 不適用
B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及有關的執行及監察方法	6.1	20
B6 Product Responsibility 產品責任			
B6	General disclosure 一般披露	6.1	20
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	There was no material non-compliance regarding product responsibility during the Year 本年度內沒有與產品責任重大的相關違規事件	N/A 不適用
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	6.1	20
B6.3	Description of practices relating to observing and protecting intellectual property rights 描述與維護及保障智慧財產權有關的慣例	6.1	20
B6.4	Description of quality assurance process and recall procedures 描述品質檢定過程及產品回收程式	6.1	20
B6.5	Description of consumer data protection and privacy policies, 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	6.1	20
B7 Anti-Corruption 反貪污			
B7	General disclosure 一般披露	4.4	16
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	There was no non-compliance with anti-corruption practice in the Year 本年度內沒有發生任何與反貪腐常規的相關的違規事件	N/A 不適用
B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored 描述防範措施和舉報程式，以及相關執行及監察方法	4.4	16
B8 Community Investment 社區投資			
B8	General disclosure 一般披露	5	17 – 19
B8.1	Focus areas of contribution 貢獻範圍	5	17 – 19
B8.2	Resources contributed 已動用的資源	5	17 – 19



CHINLINK

普匯中金

CHINLINK INTERNATIONAL HOLDINGS LIMITED

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