



**GME Group Holdings Limited**  
**駿傑集團控股有限公司**

(incorporated in the Cayman Islands with limited liability)  
(Stock Code: 8188)

**2019** Environmental, Social And Governance Report



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## TABLE OF CONTENTS

<b>1</b>	<b>ABOUT THIS REPORT</b>	<b>2</b>
1.1	BUSINESS REVIEW	2
1.2	REPORTING BOUNDARY	2
1.3	REPORTING FRAMEWORK	2
1.4	ESG GOVERNANCE	2
1.5	STAKEHOLDERS ENGAGEMENT	3
1.6	MATERIALITY ASSESSMENT	4
1.7	APPROVAL	5
<b>2</b>	<b>ENVIRONMENT CONSCIOUSNESS</b>	<b>6</b>
2.1	ENVIRONMENTAL POLICY AND MANAGEMENT SYSTEM	6
2.2	EMISSIONS MANAGEMENT	7
2.3	EFFECTIVE RESOURCES MANAGEMENT	11
<b>3</b>	<b>SOCIAL PERFORMANCE</b>	<b>12</b>
3.1	EMPLOYMENT AND TALENT DEVELOPMENT	12
3.2	WORKPLACE HEALTH AND SAFETY	14
3.3	PRODUCT AND SERVICE MANAGEMENT	15
3.4	COMMUNITY CONTRIBUTION	16
<b>4</b>	<b>PERFORMANCE TABLE</b>	<b>17</b>
4.1	ENVIRONMENTAL PERFORMANCE	17
4.2	SOCIAL PERFORMANCE	19
<b>5</b>	<b>THE STOCK EXCHANGE'S ESG GUIDE INDEX</b>	<b>20</b>

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 1 ABOUT THIS REPORT

### 1.1 Business Review

GME Group Holdings Limited (the “**Company**”) and its subsidiaries (collectively referred to as the “**Group**” or “**GME**”) is an established subcontractor engaged in civil engineering works operating solely in Hong Kong. The Group is principally engaged in the provision of underground construction services and mainly serves private main contractors in public sector infrastructure projects. The Group offers (i) tunnel construction services (including excavation, shotcreting, shutter design and fabrication, tunnel lining services, advanced and structural works); and (ii) utility construction and others (mainly structural works). For the year ended 31 December 2019 (the “**Reporting Period**”) and the year ended 31 December 2018, the Group was mainly involved in non-tunnel construction works.

Please refer to GME’s website at <http://www.gmehk.com> for more information about the business of the Group.

### 1.2 Reporting Boundary

The scope of this Environmental, Social and Governance (“**ESG**”) report covers the Group’s operations in Hong Kong which consist of the two service areas mentioned above during the Reporting Period.

### 1.3 Reporting Framework

This ESG report is prepared in accordance with Appendix 20 — Environmental, Social and Governance Reporting Guide (“**ESG Guide**”) issued by The Stock Exchange of Hong Kong Limited (the “**Stock Exchange**”) under the Rules Governing the Listing of Securities on GEM of the Stock Exchange (the “**GEM Listing Rules**”).

The Company considers the maintenance of a high standard of corporate governance important to the continuous growth of the Group. The Company’s corporate governance practices are based on the code provisions as set out in the Corporate Governance Code and Corporate Governance Report as contained in Appendix 15 to the GEM Listing Rules. Information regarding corporate governance of the Group is addressed in the annual report of the Group for the year ended 31 December 2019 in accordance with Appendix 15 to the GEM Listing Rules.

### 1.4 ESG Governance

The board of directors of the Company (the “**Board**”) is responsible for overseeing of ESG matters, assessing the potential impacts of ESG issues and managing material ESG issues as part of the risk assessment and internal controls of the Group. The management and the employees of the Group who are responsible for the Group’s key business operations have formed an ESG working group (the “**ESG Working Group**”) to manage and monitor the ESG issues and prepare this ESG report.

The Group’s ESG approach is summarised as follows:

- Step 1: Identify relevant material ESG issues through stakeholders engagement
- Step 2: Prioritise relevant material ESG issues through materiality assessment
- Step 3: Manage and monitor the material ESG issues
- Step 4: Respond to stakeholders’ feedback

The ESG Working Group reports the assessment results of the ESG issues to the Board. Then, the Board makes recommendation to the ESG Working Group in relation to the general direction of the Group’s ESG strategies and ensures the Group has implemented effective ESG monitoring system in respect of the Group’s ESG strategies.

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 1.5 Stakeholders Engagement

The Group recognises the importance of effective communication with stakeholders in order to achieve long term sustainable development. Therefore, the Group regularly communicates with its key stakeholders, including but not limited to employees, shareholders/investors, customers, suppliers, statutory bodies and community, through various communication channels and proactively responds to their opinions.

The Group's major communication channels with its key stakeholders are summarised as follows:

Key stakeholders	Major communication channels
Employees	Performance appraisals Regular departmental meetings
Shareholders/investors	Company's website Annual general meeting Financial reports Announcements and circulars
Customers	Tender meetings Customers satisfaction survey Progress meetings
Suppliers	Suppliers assessment Site inspection
Statutory bodies	Announcements and circulars Written correspondence
Community	ESG report Charity events

The Group welcomes stakeholders to raise any questions regarding any ESG issues, which will assist the Group in assessing various ESG aspects and defining its business sustainability approach.

The Group's ESG approach and performance rely on the valuable feedback from its stakeholders. Written comments or enquiries about ESG may be sent to the Company through the company secretary of the Company ("**Company Secretary**") whose contact details are as follows:

Address: Room 1001-2, 10/F, 148 Electric Road, Hong Kong  
 Fax: +852 3105 1881  
 E-mail: companysecretary@gmehk.com

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 1.6 Materiality Assessment

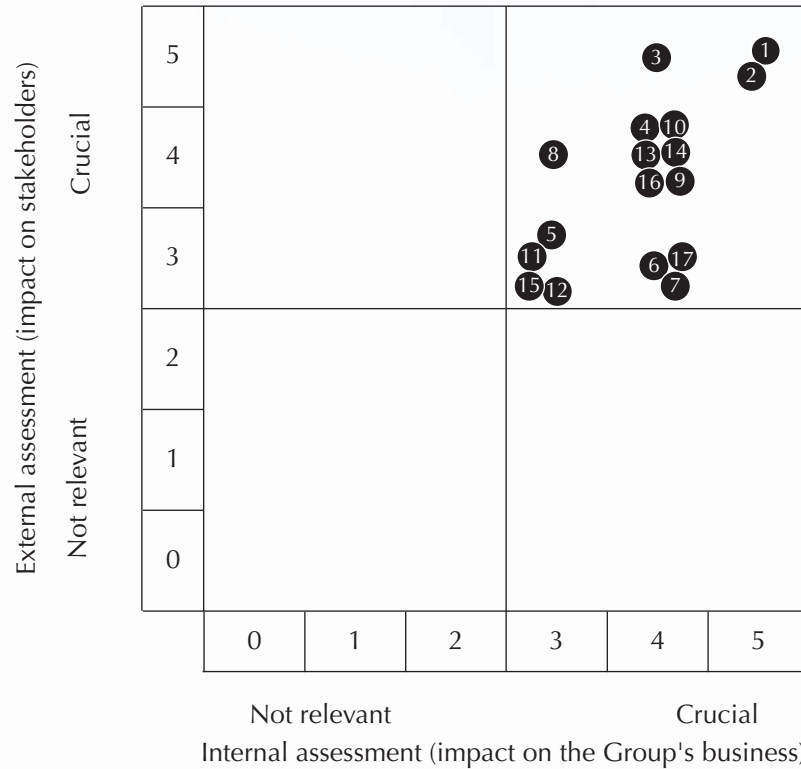
Through the engagement of different stakeholders' activities via the communication channels mentioned above, the ESG Working Group has conducted materiality assessment of various ESG aspects by using the materiality matrix, identified material ESG issues and considered their impacts on the stakeholders and their importance and relevance to the Group's operations.

The Group has identified the following material ESG issues:

ESG aspects	Material ESG issues	Materiality matrix label
<b>A. Environment</b>		
A1. Emissions	A1.1 Air Pollutant and Greenhouse Gas Emissions	1
	A1.2 Dust Emissions	2
	A1.3 Waste Management	3
	A1.4 Noise Abatement	4
	A1.5 Wastewater Management	5
A2. Use of Resources	A2.1 Energy Efficient Initiative	6
	A2.2 Waste Reduction Initiative	7
A3. The Environment and Natural Resources	A3.1 Construction Impact Control	8
<b>B. Social</b>		
B1. Employment	B1.1 Employment Practices	9
B2. Health and Safety	B2.1 Employee Protection	10
B3. Development and Training	B3.1 Vocational Training and Career Development	11
B4. Labour Standards	B4.1 Proscription of Child and Forced Labour	12
B5. Supply Chain Management	B5.1 Supplier Selection	13
B6. Product Responsibility	B6.1 Quality Management	14
	B6.2 Customer Data Protection	15
B7. Anti-corruption	B7.1 Corporate Integrity	16
B8. Community Investment	B8.1 Community Contribution	17

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

The diagram below is the materiality matrix of the Group for the Reporting Period, which serves to identify and prioritise the material ESG issues covered in this ESG report. The material ESG issues of the Group at the top right-hand quadrant are identified as critical and have greater impact on the business and the stakeholders of the Group.



Based on the results of the materiality assessment, GME and its stakeholders are mostly concerned about (i) the emissions management in relation to air pollutant and greenhouse gas emissions and dust emissions; (ii) workplace health and safety in relation to the employee protection; and (iii) product and service management in relation to the quality management and corporate integrity. The Group reviews material ESG issues regularly for continuous improvement in its sustainability performance.

## 1.7 Approval

This ESG report was confirmed and approved by the Board on 22 June 2020.

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 2 ENVIRONMENT CONSCIOUSNESS

### 2.1 Environmental Policy and Management System

GME is well aware of its environmental footprints and is dedicated to implement relevant mitigation measures to improve its environmental performance. The Group is committed to reducing the environmental impact of its activities. In line with its environmental consciousness approach, the Group has set up the following environmental policies and management system relating to its construction activities which are in line with the relevant environmental laws, regulations and requirements:

- Operate in manners pursuant to local environmental laws and regulations
- Integrate pollution control, conservation of resources and waste reduction practices in all operations through rapid communications with main contractors
- Implement environmental-friendly workplace policies to engage employees in sustainable environment practices and raise their awareness in environmental protection
- Establish environmental objectives and review those objectives with targets to continuously improve GME's environmental-friendly workplace policies

The principles of the environmental-friendly workplace policies are aimed at improving the Group's environmental consciousness for future sustainability to manage the Group's emissions and resources by applying the concept of 4Rs in the Group's operation, i.e. reduce, reuse, recycle and replace.

Prior to undertaking construction activities that are conducted under the guidance of method statements, GME had assessed the risks of the identified environmental impacts and programmed appropriate measures to limit and mitigate the influence accordingly. The environmental impacts vary according to the nature and the scope of work of the Group's construction activities. Therefore, the measures to limit and mitigate such impacts also vary for different projects. For these reasons, the key performance indicators ("**KPI**") disclosed in this ESG report in relation to the ESG aspects represent the Group's overall performance based on the construction activities mix during the Reporting Period. The comparative figures of such KPI for the corresponding year in 2018 may have different construction activities mix in such year. Please refer to the section headed "Business Review" above for details of the construction activities.

During the Reporting Period, the Group has complied with the applicable environmental laws and regulations related to air pollutant and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous wastes.

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 2.2 Emissions Management

### Air Pollutant and Greenhouse Gas Emissions

The Group's main source of air emissions are carbon dioxide and greenhouse gas generated by fuel-powered machineries and vehicles usages on operation sites, and electricity consumption in the office. The volume of the air pollutant and greenhouse gas emissions vary according to the nature and the scope of construction activities. For these reasons, the Group carefully calculates the planned machineries hours usage before the commencement of the construction activities. Besides, the Group uses approved or exempted Non-road Mobile Machinery (NRMMs) when necessary. Moreover, the workers are asked to avoid queuing of trucks and idling of machines on site to lower unnecessary emissions. At the same time, the technical staff of the Group works closely with the main contractors to monitor gaseous emissions.

Regarding the emissions associated, the Group has implemented mitigation measures, including but not limited to the application of low-emission equipment and ultra-low-sulfur diesel as fuel. This fuel in turn has allowed equipment to fulfil emissions standards. The Group has also monitored the gaseous emissions regularly to ensure it complies with the Air Pollution Control Ordinance (Chapter 311 of the Laws of Hong Kong).

#### Overview of Energy Consumption

	<b>2019</b>	<b>2018</b>
	<b>kWh</b>	<b>kWh</b>
Electricity	36,002	38,058
Diesel <sup>(1)</sup>	644,565	944,986
Petrol <sup>(1)</sup>	209,196	238,810
<b>Total Energy Consumption</b>	<b>889,763</b>	<b>1,221,854</b>

Note <sup>(1)</sup>: The calculation method and emission factors used are referenced from 《附件8、中國陸上交通運輸企業溫室氣體排放核算方法與報告指南(試行)》.

The decrease in the total energy consumption by 332,091 kWh or approximately 27.2% was mainly due to the decrease in the diesel consumption during the Reporting Period. Most of the diesel was used in the machineries for the Group's non-tunnel road and drainage projects. Major excavation works for these projects have commenced in 2018, which resulted in the lower consumption of diesel. As a result, the greenhouse gas ("GHG") and other air pollutant emissions were decreased in 2019.

The decrease in petrol consumption was mainly due to the decrease in the travel mileage on the Group's owned motor vehicles during the Reporting Period. Mitigation measures were taken to minimise the environmental impact, including but not limited to (i) conducting regular and proper maintenance of the motor vehicles; (ii) switching off of the motor vehicles when idling; and (iii) planning the route ahead of time so that the employees can travel to the construction site together to reduce the motor vehicle usage.

Due to the delay in sites handover and substantial design changes of several projects, the Group submitted claims to the main contractors, and certain variation orders were yet to be certified as of 31 December 2019, which affected the Group's revenue during the Reporting Period. Therefore, the energy intensity and GHG intensity calculated below increased accordingly.



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### Overview of GHG and Other Air Pollutant Emissions <sup>(2)</sup>

	<b>2019</b> <b>Tonne of CO<sub>2</sub></b> <b>equivalent</b>	<b>2018</b> <b>Tonne of CO<sub>2</sub></b> <b>equivalent</b>
Scope 1 Direct GHG Emission	231	318
Scope 2 Indirect GHG Emission	28	30
Total GHG Emissions	259	348
NO <sub>x</sub> Emission	1.87	2.73
PM Emission	0.11	0.17

Note <sup>(2)</sup>: The calculation method and emission factors used are referenced from EMEP/EEA air pollutant emission inventory guidebook 2016 (passenger cars, light commercial trucks, heavy duty vehicles including buses and motor cycles).

Scope 1 direct GHG emission represented the direct emission from the source owned or controlled by the Group, which included the construction machineries and motor vehicles. Scope 2 indirect GHG emission represented the indirect emission from the source resulted from the purchase of the electricity consumed by the Group. Therefore, the decrease in the total GHG emissions was mainly due to the decrease in the consumption of the diesel and petrol as mentioned above.

### Overview of Energy Intensity and GHG Intensity

<b>Energy Intensity</b>	<b>Unit</b>	<b>2019</b>	<b>2018</b>
Revenue <sup>(3)</sup>	HK\$ million	81	141
Total Energy Consumption	kWh	889,763	1,221,854
Energy Intensity (Total Energy Consumption/Revenue <sup>(3)</sup> )		10,985	8,666
<b>GHG Intensity</b>	<b>Unit</b>	<b>2019</b>	<b>2018</b>
Revenue <sup>(3)</sup>	HK\$ million	81	141
Total GHG Emissions	Tonne	259	348
Energy Intensity (Total GHG Emissions/Revenue <sup>(3)</sup> )		3.20	2.47

Note <sup>(3)</sup>: The revenue of the Group was extracted from the annual report of the Group for the year ended 31 December 2019.

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## Dust Management

Dust and debris are identified as a major pollutant generated during the excavation process of the construction. Dust containment solutions including dust suppression by use of water, dust control curtains and application of low-dust equipment were therefore implemented to minimize the impact. In close collaboration with the main contractors, the Group has also conducted regular dust monitoring. In case of dust level exceeding the compliance limit, proper corrective measures will be taken to control it.

## Waste Management

During the Reporting Period, the Group's projects mainly focused on non-tunnel construction works. Therefore, hazardous waste was not material to the Group's operations. In case there is any hazardous waste produced, the Group must engage a qualified chemical waste collector to handle such waste, which is complied with the relevant environmental regulations and rules.

The Group has identified two main categories of non-hazardous waste: construction and demolition waste and general refuse.

### *Construction and Demolition Waste*

Construction wastes are categorised into inert and non-inert construction and demolition ("**C&D**") waste at the construction sites. Inert C&D waste is mainly generated from excavation which contains soil, concrete and debris. It is often reusable in later stage of construction. Non-inert C&D waste consists of metals, wood and general refuse. Recyclable non-inert C&D waste is reused when applicable while other non-recyclable materials are collected by waste handling company and sent to landfill.

Through close cooperation with the main contractors, GME has implemented its waste management policy in accordance with the Waste Disposal Ordinance (Chapter 354 of the Laws of Hong Kong) to assist the Group to manage and record waste generated over the construction period effectively. The policy includes the following key principles:

- Quantify materials required and prevent over purchasing
- Store material by type accordingly and avoid deterioration
- Reuse material where possible to minimise waste

### *Office Refuse*

The Group is committed to promoting waste reduction and recycling in the office. To effectively manage waste, the Group has designated an area for placing waste recycling facilities, engaging employees to support such initiative. Endorsed in the environmental-friendly workplace policies, the Group has disclosed and implemented the followings to reduce waste and promote recycling:

- Reuse single-side printed paper
- Put mis-printed or waste papers in the recycle paper box near the photocopier to encourage reuse
- Store surplus materials for future use
- Reuse stationery supplies such as envelope and document folders
- Assign an area and place recycling bins to collect recyclable wastes

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### *Overview of Waste Generation*

The following table contains the overall waste generation during the Reporting Period:

	<b>2019 Tonne</b>	<b>2018 Tonne</b>
C&D Waste	252	265
General Refuse	66	159
Total	318	424

Waste generated on site and from office is systematically collected with appropriate segregation and sorting on site prior to disposal, in accordance with local regulatory requirements. All practicable steps are taken to minimise general refuse and waste.

The decrease in C&D waste was mainly due to the decrease in soil excavated from the Group's operation for landfilling during the Reporting Period. The soil excavated from the road and drainage projects was temporary stored at the construction site for future backfill.

The Group is dedicated to continuously look into possibilities of enhancing waste management practices. During the Reporting Period, waste management has been managed in accordance with relevant laws and regulations.

### **Noise Abatement**

With close cooperation with the main contractors, the Group had ensured that the construction sites were installed with noise barriers and had monitored the noise levels to ensure they did not exceed the compliance level stipulated in the Noise Control Ordinance (Chapter 400 of the Laws of Hong Kong) and distract the surroundings. Furthermore, construction workers were guided to take appropriate proactive measures such as avoiding machine idling during high noise level activities to minimise the impact of noise pollutions, especially at noise-sensitive areas.

### **Wastewater Management**

The wastewater generated mainly comes from tunnel excavation, shotcreting and dust suppression activities. These wastewater discharges often contain mixed pollutants such as suspended solids and chemical components. GME understands the importance of managing wastewater discharge to prevent contamination of the nearby water bodies. The Group tends to minimise the water consumption whenever possible. Wastewater generated is collected and treated in strict compliance with the Water Pollution Control Ordinance (Chapter 358 of the Laws of Hong Kong).

### **Climate Change**

The Group is committed to providing information, training, and resources to preserve natural resources due to the increase in the awareness of the impact of climate change. GME operates solely in Hong Kong. The rising temperature, more frequent heavy rain and extreme weather events may affect the Group's operation. Therefore, the Group is committed to implementing and maintaining a high standard of emissions management to protect the environment. The Group continues to provide workers training for the prevention of heatstroke, resting kiosks, and other facilities for workers to meet the challenge of construction works during the hot weather in Hong Kong. Besides, the Group secures sufficient materials and builds temporary structures to prevent losses resulting from the heavy rain.

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 2.3 Effective Resources Management

### Energy Usage

Reduction of energy usage is a major part of the Group's environmental management approach. The Group strives to comply with all energy requirements while implementing proactive measures to save energy generated from fuels and electricity. GME has adopted energy efficient machineries which lower the emissions and energy usage compare to normal machineries having the same output. Maintenance was carried out frequently to optimise machineries performance and fuel usage efficiency.

The Group has gradually installed environmental friendly LED lighting fixtures in the office. In addition, the following measures have been adopted as required under GME's environmental-friendly workplace policies:

- Switch off electrical appliances when they are not in use
- Maintain the temperature of the air conditioner at 25 degrees Celsius
- Purchase electrical appliances with Grade 1 or 2 energy label
- Use energy-saving fluorescence or LED lighting fixtures

### Water Consumption

During the Reporting Period, the Group's projects mainly focused on non-tunnel construction works and water was provided by the main contractors for floor cooling and washing purposes. Therefore, water consumption is not material to the Group's operations. In addition, the majority of the water supply facilities are provided and managed by main contractors. Therefore, the procurement of suitable water sources is not material to the Group.

In relation to utilising water resources, GME has implemented best practices for water usage in its operations. As to eliminating unnecessary use of fresh water, wastewater is treated and recycled on sites in accordance with the instructions from the main contractors, and sprayed and used for concrete cooling and equipment washing.



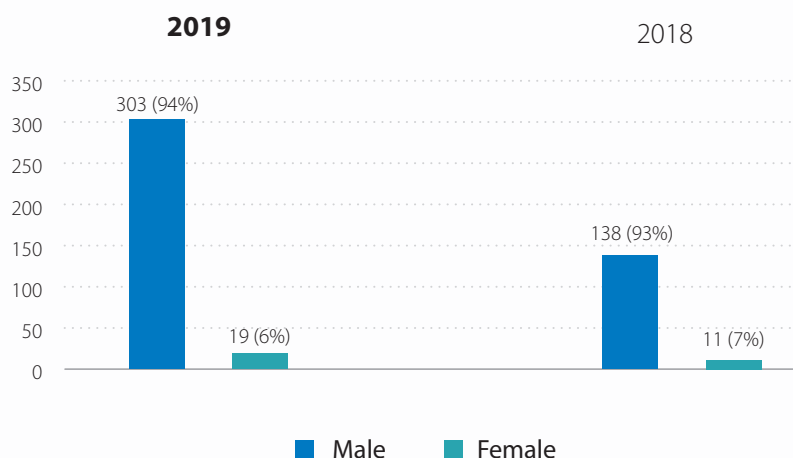
# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 3 SOCIAL PERFORMANCE

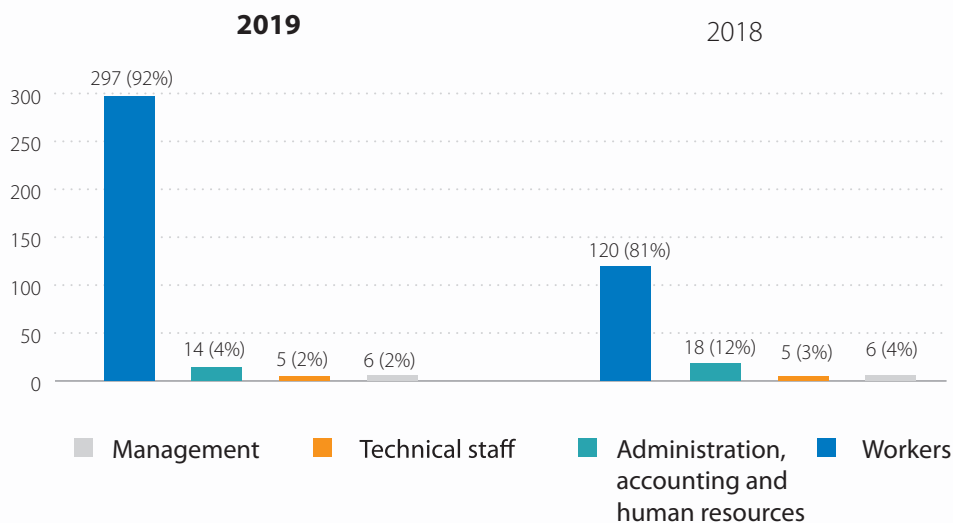
### 3.1 Employment and Talent Development

The Group believes business can be sustained with a supportive and dynamic team and thus, places great emphasis on talent acquisition and development in order to pool suitable talents together and take its success to the next level. The Group is committed to maintaining a diverse workforce in terms of age, gender, family status, nationality and race. Starting with recruitment and promotion policies to conducting appraisals, GME has continued to develop talents and bring out their full potentials through strategic job assignment that recognises their strengths and talents. Below is the statistics of the Group's employment profile for the Reporting Period with the comparative figures for the corresponding year in 2018.

**Number of employees and percentage by gender in Hong Kong**

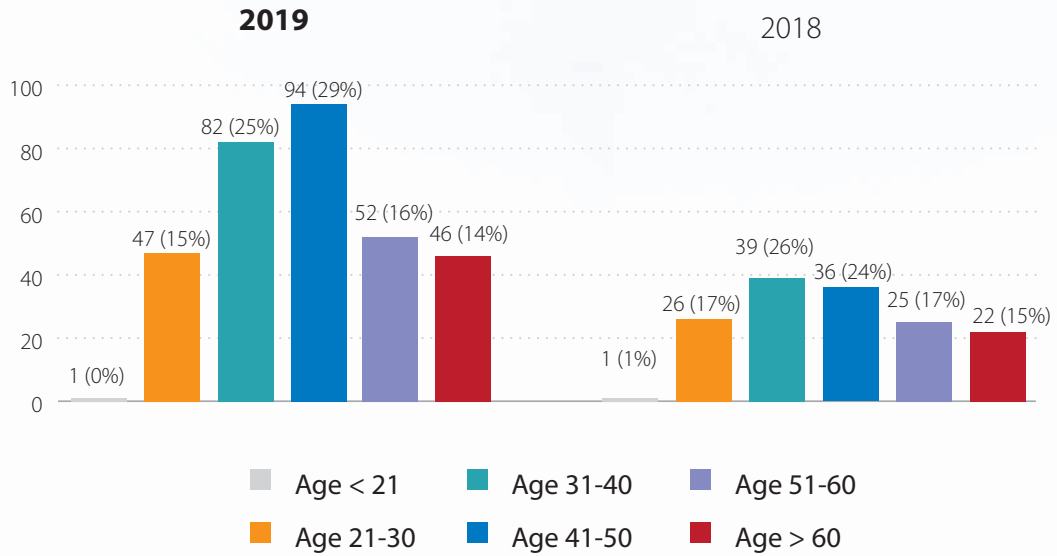


**Number of employees and percentage by professional profile in Hong Kong**



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

**Number of employees and percentage by age in Hong Kong**



### Employment Practices

GME is devoted to create a harmonious work environment where staff feels comfortable to adapt to and strive at. All candidates and employees were solely assessed based on their capabilities and qualifications. The human resources department of the Group is responsible for maintaining the fairness of the recruitment procedures including the avoidance of discrimination in all practices. In accordance with applicable local laws, all staff was also offered reasonable remunerable packages according to their experience and performance. Reasonable working hours and annual leaves were provided to staff to encourage a work-life balance. Dismissal of employee’s contract shall be enforced in line with the Employee Handbook of the Group, which is in accordance with the Employment Ordinance (Chapter 57 of the Laws of Hong Kong).

### Vocational Training and Career Development

The Group considers staff as the Group’s foundation to sustain future development. For this instance, GME encourages staff to build up their capacities and refine their skills, knowledge and competency in order for that they are capable of leading the Group to achieve its business excellence. Based on the job nature and role, employees were provided with relevant vocational trainings sponsored by the Group to strengthen their skills and expertise in their duties and talents.

### Labour Standards

GME has continually taken positive actions to ensure equal opportunities in the conduct of employment activities. The human resources department of the Group sternly avoids the recruitment of child and forced labour to protect the human rights of the employees by screening candidates at all workplaces including the construction sites.

During the Reporting Period, the Group has complied with all relevant employment laws and regulation, including the Employment Ordinance (Chapter 57 of the Laws of Hong Kong).

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 3.2 Workplace Health and Safety

In order to aim at creating a low-risk environment, the Group provides a healthy and safe workplace for its employees and continuously reviews and improves its health and safety policies from time to time to minimise occupational risks where possible.

### Health and Safety Policies

The Group's health and safety policies are as follows:

- Establish a culture that promotes employee wellness and health
- Provide medical examinations for workers to assure their health status if deemed required
- Implement and maintain improvement plans and practices regarding to key improvement areas
- Furnish necessary safety information and provide relevant trainings
- Increase employees' health and safety awareness and knowledge through regular communications
- Ensure commitments from all employees and all levels of management
- Require business partners to meet the same health and safety standard

### Employee protection

GME has adopted various safety measures at construction sites, which are in line with the main contractors' high standards of health and safety practices, to safeguard its employees' from workplace injuries. Such measures include but not limited to:

- Provide adequate training to workers and appoint supervisors coaching them on safe postures for lifting heavy or bulky objects
- Pre-check and ensure machineries are only operated by professionally trained workers
- Conduct regular maintenance on machineries to prevent malfunctions
- Properly stack construction materials to prevent them from sliding or collapsing where overhead work is being performed
- Erect warning signs in working areas with potential occupational risks

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## *Construction Safety Review*

The Group is conscious of workers safety and will continue to reform related practices where possible to safeguard workers' safety. During the Reporting Period, the Group appointed an independent consultant to review the construction sites safety.

The lost time injuries frequency rate ("**LTIFR**") was approximately 2.9 for the year ended 31 December 2019 (2018 approximately: 7.2). LTIFR is a frequency rate that shows how many lost time injuries occurred over a specified time (e.g. per 1,000,000 hours) worked in a period. The LTIFR mentioned above is calculated by multiplying the number of lost time injuries of the Group that occurred during the relevant calendar year by 1,000,000 divided by the number of hours worked by site workers over the same calendar year. It is assumed that the working hour of each worker is ten hours per day. The number of working days for the year ended 31 December 2019 was 351 days (2018: 301 days). The decrease in LTIFR was due to the decrease in the number of lost time injuries and increase in the number of workers during the Reporting Period.

During the Reporting Period, the Group's operations have complied with all relevant laws and regulations relating to workplace health and safety, including the Occupational Safety and Health Ordinance (Chapter 509 of the Laws of Hong Kong).

### **3.3 Product and Service Management**

GME treasures the trust that the Group has built with its valuable customers based on the quality products and services that were delivered to them, and the Group treats it as an incentive for its continuous growth and mastery of its craft.

#### **Quality Management**

GME is committed to providing exquisite products and services with its sustained efforts. Complying with ISO 9001:2015, the Quality Management System ("**QMS**") has been established and applied on management activities, resources management, product realisation and quality control.

Under the guidance of QMS, each project is carefully supervised to guarantee the services provided by GME meet its customers' expectations including completion within the agreed timeframe and budget and compliance of applicable regulations.

#### **Customer Data Protection**

The Group cares about customers' privacy rights and takes related issues seriously. Daily operations are guided by and recorded through the Document, Data and Record Control Procedures and Management System Record List to safeguard customers' intellectual property rights.

During the Reporting Period, the Group was not aware of any incidents of non-compliance with regulations and laws concerning healthy and safety, advertising, labelling and privacy matters of its products and services provided.



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### Supply Chain Management

The Group greatly appreciates the support from a diverse pool of committed suppliers. The Group recognises their importance in providing construction materials and equipment in premium business quality, and the Group is committed to engaging them to contribute to a better future together.

A comprehensive QMS was implemented to monitor the supplier selection and procurement processes. The suppliers are assessed in numerous criteria including environmental and social aspects and inspections are conducted to further assure suppliers' overall rating. Apart from meeting the Group's quality requirements in all aspects, suppliers are also required to meet GME ethical standards in order to become a qualified supplier.

GME pays extra attention to construction materials sourcing to secure product stability and safety. In this regard, the Group either sends the obtained material samples from qualified suppliers to laboratories to conduct quality tests or, request suppliers to provide test reports. The samples that fail to pass such test would be returned to the suppliers.

### Corporate Integrity

The Group is dedicated in upholding its integrity and fairness in the entire operation. Any form of corruption activities is strictly prohibited and this is clearly communicated to staff at all levels and suppliers to ensure business professionalism in making decisions. For the purpose of monitoring corporate ethics, GME has implemented the Code of Conduct and Employee Handbook which encapsulated proper procedures to follow to avoid related legal and ethical issues, including bribery, extortion, fraud and money laundering. Staff and the suppliers must declare conflicts of interests.

The Group has adopted a whistle-blowing policy whereby stakeholders are encouraged to report any suspected misconduct, malpractices, impropriety or unethical and unfair treatment without fear of reprisal to the Company Secretary. All cases reported are strictly confidential and investigations will be carried out thoroughly in a sensitive manner. In case of any violation found, the Group shall handle in accordance with the applicable law and undertake disciplinary actions as necessary.

During the Reporting Period, the Group was not aware of any breach of laws and regulations relating to anti-corruption.

### 3.4 Community Contribution

The Group is devoted in contributing to the betterment of society where we operate. Embracing the culture of giving back to the community, we actively worked with non-profit organisations and participated in fund-raising activities, and provided financial support to the socially vulnerable groups. During the Reporting Period, the Group participated in and supported a community event for raising medical and rehabilitation funds for patients and children with rare diseases to continue their lives.

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 4. PERFORMANCE TABLE

The following tables summarise the key performance indicators in respect of the environmental and social performance of the Group during the Reporting Period and their comparative figures for the corresponding year in 2018, which have been disclosed in the sections headed "Environmental Consciousness" and "Social Performance" of this ESG report.

### 4.1 Environmental Performance

<b>Overview of Energy Consumption</b>	<b>2019 kWh</b>	<b>2018 kWh</b>
Electricity	36,002	38,058
Diesel <sup>(1)</sup>	644,565	944,986
Petrol <sup>(1)</sup>	209,196	238,810
<b>Total Energy Consumption</b>	<b>889,763</b>	<b>1,221,854</b>

Note <sup>(1)</sup>: The calculation method and emission factors used are referenced from 《附件8、中國陸上交通運輸企業溫室氣體排放核算方法與報告指南(試行)》.

<b>Overview of Greenhouse Gas ("GHG") and other Air Pollutant Emissions <sup>(2)</sup></b>	<b>2019 Tonne of CO<sub>2</sub> equivalent</b>	<b>2018 Tonne of CO<sub>2</sub> equivalent</b>
Scope 1 Direct GHG Emission	231	318
Scope 2 Indirect GHG Emission	28	30
<b>Total GHG Emissions</b>	<b>259</b>	<b>348</b>
NO <sub>x</sub> Emission	1.87	2.73
PM Emission	0.11	0.17

Note <sup>(2)</sup>: The calculation method and emission factors used are referenced from EMEP/EEA air pollutant emission inventory guidebook 2016 (passenger cars, light commercial trucks, heavy duty vehicles including buses and motor cycles).

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

<b>Energy Intensity</b>	<b>Unit</b>	<b>2019</b>	<b>2018</b>
Revenue <sup>(3)</sup>	HK\$ million	81	141
Total Energy Consumption	kWh	889,763	1,221,854
Energy Intensity (Total Energy Consumption/Revenue <sup>(3)</sup> )		10,985	8,666

<b>GHG Intensity</b>	<b>Unit</b>	<b>2019</b>	<b>2018</b>
Revenue <sup>(3)</sup>	HK\$ million	81	141
Total GHG Emissions	Tonne	259	348
Energy Intensity (Total GHG Emissions/Revenue <sup>(3)</sup> )		3.20	2.47

Note <sup>(3)</sup>: The revenue of the Group was extracted from the annual report of the Group for the year ended 31 December 2019.

<b>Overall waste</b>	<b>2019</b>	<b>2018</b>
	<b>Tonne</b>	<b>Tonne</b>
Construction and Demolition Waste	252	265
General Refuse	66	159
Total	318	424

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 4.2 Social Performance

	2019 No. of people	2018 No. of people
<b>Employees by Gender in Hong Kong</b>		
Male	303	138
Female	19	11
<b>Employees by Professional Profile in Hong Kong</b>		
Management	6	6
Technical staff	5	5
Administration, accounting and human resources	14	18
Workers	297	120
<b>Employees by Age in Hong Kong</b>		
Age <21	1	1
Age 21–30	47	26
Age 31–40	82	39
Age 41–50	94	36
Age 51–60	52	25
Age >60	46	22
<b>Occupational Health and Safety</b>		
Number of work-related fatalities	0	0
Lost time injuries frequency rate (“ <b>LTIFR</b> ”) <sup>(4)</sup>	2.9	7.2

Note <sup>(4)</sup>: LTIFR is a frequency rate that shows how many lost time injuries occurred over a specified time (e.g. per 1,000,000 hours) worked in a period. The LTIFR mentioned above is calculated by multiplying the number of lost time injuries of the Group that occurred during the relevant calendar year by 1,000,000 divided by the number of hours worked by site workers over the same calendar year. It is assumed that the working hour of each worker is ten hours per day. The number of working days for the year ended 31 December 2019 was 351 days (2018: 301 days).



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 5 THE STOCK EXCHANGE'S ESG GUIDE INDEX

Aspect/Description/KPI	Statement/Section	Page No.
<b>A. Environmental</b>		
<b>A1 Emissions</b>		
A1 General Disclosure	Emissions Management	7
A1.1 The types of emissions and respective emissions data	Emissions Management	7
A1.2 Greenhouse gas emissions in total and intensity	Emissions Management – Air Pollutant and Greenhouse Gas Emissions	7
A1.3 Total hazardous waste produced and intensity	Emissions Management – Waste Management	9
A1.4 Total non-hazardous waste produced and intensity	Emissions Management – Waste Management; Waste intensity does not reflect the Group's environmental performance as the quantity was dependent on the type of project and construction activities mix involved during the Reporting Period.	9
A1.5 Description of measures to mitigate emissions and results achieved	Emissions Management	7
A1.6 Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved	Emissions Management – Waste Management	9
<b>A2 Use of Resources</b>		
A2 General Disclosure	Effective Resources Management	11
A2.1 Direct and/or indirect energy consumption by type in total and intensity	Emissions Management	7
A2.2 Water consumption in total and intensity	Effective Resources Management	11
A2.3 Description of energy use efficiency initiatives and results achieved	Effective Resources Management	11

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

Aspect/Description/KPI	Statement/Section	Page No.
A2.4 Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved	Effective Resources Management	11
A2.5 Total packaging material used for finished products and, if applicable, with reference to per unit produced	The Group is principally engaged in the provision of underground construction services. Therefore, packaging material is not material to the Group's operations.	N/A
<b>A3 The Environment and Natural Resources</b>		
A3 General Disclosure	Environment Consciousness	6
A3.1 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them	Environment Consciousness	6
<b>B. Social</b>		
<b>B1 Employment</b>		
B1 General Disclosure	Employment and Talent Development	12
B1.1 Total workforce by gender, employment type, age group and geographical region	Employment and Talent Development	12
B1.2 Employee turnover rate by gender, age group and geographical region	Not disclosed	N/A
<b>B2 Health and Safety</b>		
B2 General Disclosure	Workplace Health and Safety	14
B2.1 Number and rate of work-related fatalities	Performance Table — Social Performance	19
B2.2 Lost days due to work injury	Not disclosed; Instead, the lost time injuries frequency rate for the Reporting Period has been disclosed under subsection headed "Construction Safety Review" in this ESG report.	15

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

Aspect/Description/KPI	Statement/Section	Page No.
B2.3 Description of occupational health and safety measures adopted, how they are implemented and monitored	Workplace Health and Safety	14
<b>B3 Development and Training</b>		
B3 General Disclosure	Employment and Talent Development	12
B3.1 The percentage of employees trained by gender and employee category	Not disclosed	N/A
B3.2 The average training hours completed per employee by gender and employee category	Not disclosed	N/A
<b>B4 Labour Standards</b>		
B4 General Disclosure	Employment and Talent Development	12
B4.1 Description of measures to review employment practices to avoid child and forced labour	Employment and Talent Development	12
B4.2 Description of steps taken to eliminate such practices when discovered	Employment and Talent Development	12
<b>B5 Supply Chain Management</b>		
B5 General Disclosure	Product and Service Management	15
B5.1 Number of suppliers by geographical region	Not disclosed	N/A
B5.2 Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored	Product and Service Management	15
<b>B6 Product Responsibility</b>		
B6 General Disclosure	Product and Service Management	15
B6.1 Percentage of total products sold or shipped subject to recalls for safety and health reasons	During the Reporting Period, the Group was not aware of any products recall due to safety and health reasons.	N/A

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

Aspect/Description/KPI	Statement/Section	Page No.
B6.2 Number of products and service related complaints received and how they are dealt with	During the Reporting Period, the Group was not aware of any product and service related complaints.	N/A
B6.3 Description of practices relating to observing and protecting intellectual property rights	Intellectual property rights are non-material issue to the Group's operations.	N/A
B6.4 Description of quality assurance process and recall procedures	Product and Service Management	15
B6.5 Description of consumer data protection and privacy policies, how they are implemented and monitored	Product and Service Management	15
<b>B7 Anti-Corruption</b>		
B7 General Disclosure	Product and Service Management; During the Reporting Period, the Group was not aware of any breach of laws and regulations relating to anti-corruption.	15
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	Product and Service Management; There was no concluded legal cases regarding corrupt practices brought against the Company or its employees during the Reporting Period.	15
B7.2 Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored	Product and Service Management	15
<b>B8 Community Investment</b>		
B8 General Disclosure	Community Contribution	16
B8.1 Focus areas of contribution	Community Contribution	16
B8.2 Resources contributed to the focus area	Community Contribution	16

Remarks:

N/A: not applicable