

SUSTAINABILITY



AS A BUSINESS DRIVER





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# CE'S MESSAGE

## 行政總裁寄語

Noky Wong | Chief Executive, Jardine Engineering Corporation (JEC)  
怡和機器有限公司 | 行政總裁黃應星

I am very delighted to introduce Jardine Engineering Corporation's first Sustainability Report.

我們欣然呈獻怡和機器首份《可持續發展報告》。



Our vision at JEC is that together, we engineer a better Asia. Applying our technical and engineering expertise, we help our business partners to deliver essential services for the public – from local and international travel to education, medical care, renewable, environmental projects and facilities management.

In doing so, we support a high quality of life for individuals, families and communities; contribute to job creation and prosperity, in Hong Kong and elsewhere; and enable citizens to survive and thrive in a more stable and sustainable environment.

Throughout 2021 we continued to face a tough operating context, due to the ongoing COVID-19 pandemic and associated lockdowns, travel bans, and restricted flows of goods and services.

Despite these challenges, JEC again proved to be highly resilient. We continued our operations and growth agenda, providing solutions to many new and existing clients. I would like to extend my personal thanks to all our colleagues who worked hard to keep our business moving and COVID-safe this year.

As we look to the future, we embark upon an exciting new era – formalising the critical role of sustainability as a business driver. Our new Sustainability Strategy sets out our ambition in three key areas – People, Innovation, Environment – supported by efforts to strengthen our sustainability governance and integration. (For details, please see page 10.)

We will continue to disclose our progress in delivering the Sustainability Strategy in our future Sustainability Reports.

怡和機器的願景為「齊創新 促發展 攜手建亞洲」。為此，我們運用廣泛的技術和工程專業知識，不論是本地和國際運輸、教育、醫療保健、再生能源，以至環境項目和設施管理，皆能協助合作夥伴為大眾提供全方位的服務。

在這個過程中，我們不僅能為香港及其他在地社區提供就業機會，更能促進當地社區的繁榮，藉此為市民大眾帶來穩定的生活，在可持續的環境中蓬勃發展。

新型冠狀病毒疫情持續為2021整個年度帶來挑戰。限聚、封關、供應鏈斷裂等相關措施，皆使營商環境困難重重。

儘管如此，怡和機器一再迎難而上，克服挑戰。在這期間，我們的營運和增長計劃從未間斷，持續為眾多新舊客戶提供解決方案。在此，我要向所有同事表示謝意，在安全情況下努力保持業務發展，將疫情的影響減到最低。

展望未來，我們將承先啟後，向讓人振奮的新時代邁步——實現可持續發展成為驅動業務成長這關鍵要素。我們全新的可持續發展策略，以可持續發展管治為基石，貫穿「人員」、「創新」和「環境」三大重點範疇，從中展現出怡和機器的抱負。（詳情請參閱第 10 頁。）

未來，我們將繼續在《可持續發展報告》中，披露實施可持續發展策略的進展。





# ABOUT THIS SUSTAINABILITY REPORT

Welcome to The Jardine Engineering Corporation Limited's (JEC's) inaugural Sustainability Report. This Report details our policies, performance and initiatives with regards to those environmental, social and governance (ESG) issues that we consider most relevant – or 'material' – to our business and stakeholders. It sits alongside our 2021 Annual Report.

The reporting period is January 1, 2021 through December 31, 2021.

## ORGANISATION PROFILE | 企業概覽

Established in Shanghai in 1923, JEC is headquartered in Hong Kong and operates throughout Asia. JEC is a wholly-owned subsidiary of the Jardine Matheson Group.

JEC enables customers to operate their facilities at world-class standards by providing the contracting expertise to design, supply and install building and specialised processes; facility operation and management; asset enhancement and energy management; and the sourcing of electrical and mechanical equipment and architectural fixtures.

怡和機器於1923年在上海成立，總部現設於香港，業務遍及亞洲，為怡和集團旗下的全資附屬公司。

怡和機器具備設計，以及供應和安裝樓宇及專業工程服務的專業知識，加上設施營運和管理；資產完善增值和能源管理、採購電氣和機械設備，以及建築固定裝置的能力，讓客戶得以運作世界首屈一指的設施。











# 有關本可持續發展報告

歡迎閱讀怡和機器有限公司的首份《可持續發展報告》。本報告詳述對我們的業務和持份者「相關」或「重大」的環境、社會和管治 (ESG) 議題，及其政策、表現和計劃。

報告期為 2021 年 1 月 1 日至 2021 年 12 月 31 日。

## MAIN SECTORS | 主要行業

 <b>ENVIRONMENTAL</b> 環境	 <b>ENERGY AND RENEWABLES</b> 能源及可再生能源	 <b>INFRASTRUCTURE AND TRANSPORTATION</b> 基建及運輸	 <b>EDUCATION</b> 教育
 <b>HEALTHCARE</b> 醫療保健	 <b>DATA CENTRE</b> 數據中心	 <b>LEISURE</b> 休閒	 <b>COMMERCIAL</b> 商業

JEC operates joint venture businesses in Hong Kong and Thailand with Trane, one of the world leaders in air-conditioning systems, services and solutions. JEC also manages the wholesale distribution of agricultural products, applied construction chemicals and household consumer items in the Philippines through Jardine Distribution Inc.

怡和機器與國際知名的空調系統、服務和方案供應商特靈，在香港和泰國經營合資企業。此外，怡和機器旗下的 Jardine Distribution Inc. 於菲律賓營運農產品、建築物料及家居用品批銷業務。

## GRI ALIGNMENT | 符合GRI準則

This report has been prepared with reference to the Global Reporting Initiative (GRI) Standards Reporting Guidelines, as well as with the 'comply or explain' provisions of the Stock Exchange of Hong Kong's ESG Reporting Guide.

本報告參考全球報告倡議組織 (GRI) 標準，以及香港交易所《環境、社會及管治報告指引》的「不遵守就解釋」的條文編制。

# SUSTAINABILITY AS A BUSINESS DRIVER

At JEC, we view sustainability not as an afterthought, but as an integral driver of business success. Achieving sustainability objectives strengthens our commercial performance, while commercial growth enables us to continually expand our impact.

We have a long history of delivering high-quality solutions in environmental engineering. As we have grown, a broader conceptualisation has emerged of what sustainability means for our business, encompassing a wider range of social, environmental and governance factors, in tandem with our financial and economic contribution.

Specifically, we need the best people to thrive, and strong relationships with our stakeholders; this enables us to deliver innovative products and solutions, which in turn help to deliver better outcomes for the environment and all stakeholders.

All underpinned by effective governance, to ensure that we do business in an ethical, transparent way.

## OUR SUSTAINABILITY JOURNEY

Environmental services and energy are among the major sectors served by JEC, historically and presently. Some of our key clients include the Hong Kong SAR Government's Environmental Protection, Drainage Services and Water Suppliers Departments; CLP Power Hong Kong Limited; and the Electricity Generating Authority of Thailand.

In recent years, we have sought to progress from embracing specific, isolated business opportunities to a more strategic, holistic and joined-up sustainability approach.

In 2021 we established an internal Sustainability Taskforce, comprising senior and executive-level representatives from across various departments, business units and central functions.

In this first year, we also engaged an external consultant to assist us in developing this first Sustainability Report, alongside our inaugural Sustainability Strategy, consisting of our Sustainability Framework and 3-year Action Plan.

As part of this work, we undertook an extensive programme of stakeholder engagement – involving interviews with our executive team and a small number of external stakeholders, as well as a staff survey – to identify and articulate our material issues and themes.

We recognise that the road to sustainability is long, and we are still at the beginning. Our Sustainability Strategy and 3-year Action Plan identifies a number of opportunities for us to drive forward. Meanwhile, we will continue to disclose our progress annually, while continuing and further expanding stakeholder dialogue, internally and externally.

# 可持續發展作為業務驅動力

怡和機器視可持續發展為業務成功不可或缺的推動力。實現可持續發展目標，有助提升業務表現、帶動業績上升，更可以不斷擴大我們的影響力。

我們在環境工程方面，有著提供優質解決方案的悠久歷史。隨著業務拓展，可持續發展對業務的意義更廣而深遠，涵蓋社會、環境和管治等多個因素，以及對財務和經濟的貢獻。

具體而言，我們務必讓優秀的人才茁壯成長，並與持份者建立穩固的關係，致使創新的產品和解決方案得以推出市場，為環境和所有持份者帶來更好的成果。

行之有效的管治基礎，是賴以成功的基石，確保我們能以合乎道德、透明的方式開展業務。

## 可持續發展之旅

環境服務和能源是怡和機器一直以來的主要業務領域之一。我們的主要客戶包括香港特別行政區政府轄下的環境保護署、渠務署和水務署；另有中華電力有限公司和和泰國電力局。

近年來，我們力求從特定和單一的商機，發展至更具策略、全面和綜合的可持續發展方針。

我們於2021年，成立了跨部門的可持續發展專責工作小組。成員來自多個不同部門和總部統籌職能的高級和行政級別代表。

在開展可持續發展之旅的首年，我們更聘請外部顧問，以協助編制首份《可持續發展報告》，以及首個可持續發展策略。當中更包括可持續發展框架和三年行動計劃。

其中的重要一環，是開展廣泛的持份者參與計劃，當中包括與執行團隊和數位外部持份者訪談。此外，我們亦展開了員工問卷調查，以識別和釐清我們的重大議題和主題。

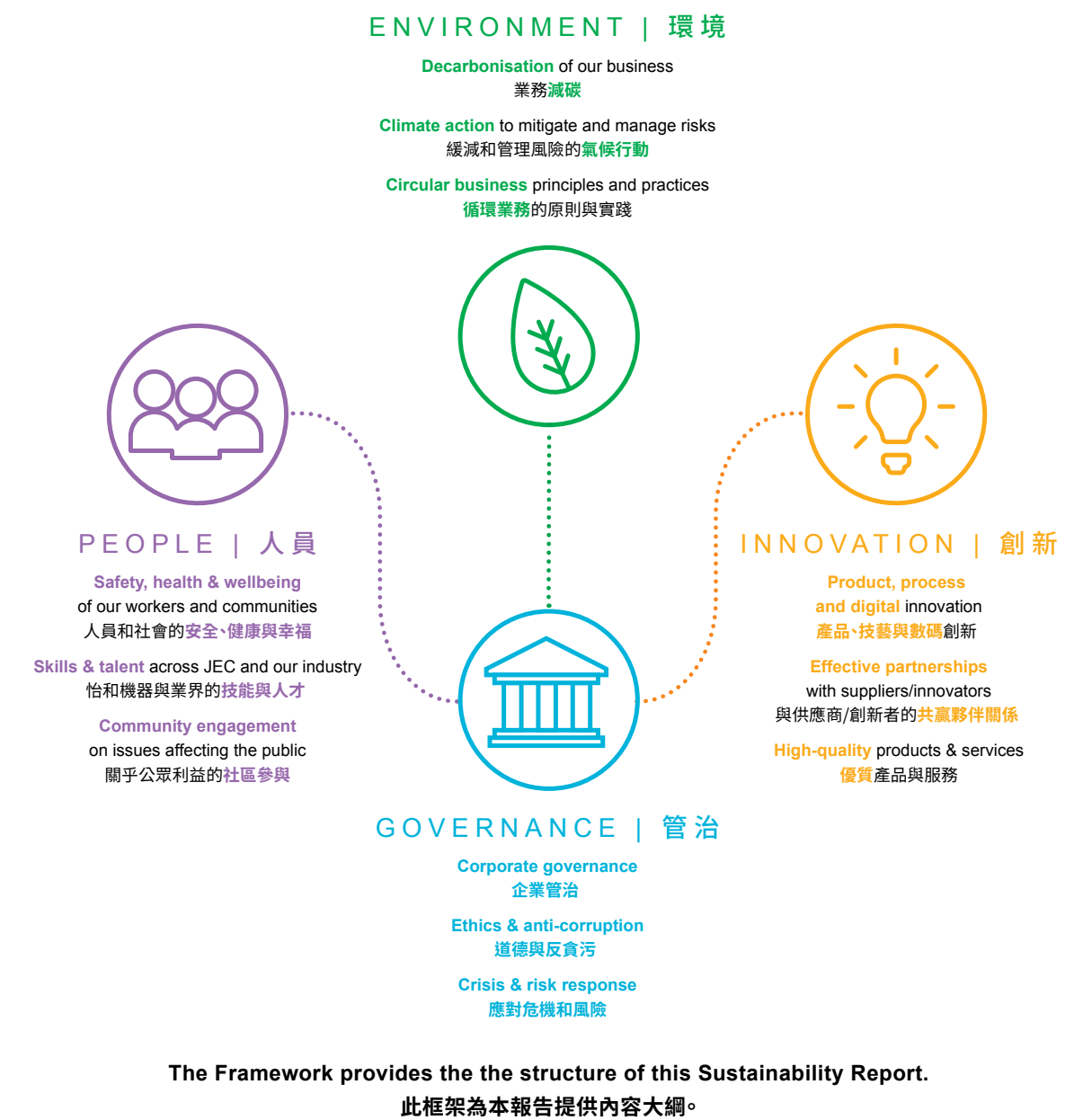
我們明白，怡和機器在可持續發展的道路上，正處於起步階段，前路仍然漫長。縱然如此，可持續發展策略和三年行動計劃，卻讓我們明確了向前邁進的機會。與此同時，我們將繼續每年披露進展，並與內部和外部持份者進一步展開對話。



## OUR SUSTAINABILITY FRAMEWORK | 可持續發展框架

Our Sustainability Framework sets out our material topics under three key themes – People, Innovation and Environment – underpinned by a foundational Governance theme.

我們以重大議題為切入點，制定出可持續發展框架，並以「管治」為基石，貫穿「人員」、「創新」和「環境」三大重點範疇。



## ALIGNMENT WITH THE SDGs

We have also considered how JEC's operations and long-term outlook contribute to the international sustainable development agenda, namely the United Nation's Sustainable Development Goals (SDGs). These were created to help solve the world's toughest challenges such as education, inequality, and climate change by 2030.

Through internal stocktaking of our operations and activities, we have identified a few focus areas where we see synergies between our own efforts to become a sustainable business and the broader sustainable development agenda.

## 貢獻聯合國可持續發展目標

我們致力探討怡和機器的營運和未來發展，如何能貢獻聯合國可持續發展目標（SDG）等國際可持續發展議程，藉以於2030年或以前，協助解決教育、不平等和氣候變化等世界當前最嚴峻的挑戰。

為此，我們全面檢視公司的營運和活動，從中議定出數個重點領域，以期透過自身的努力，在邁向可持續發展企業的同時，能在更廣闊的可持續發展議程中，發揮積極作用。

The specific SDGs and targets with which we see greatest alignment are as follows:  
我們認為，公司業務能為以下可持續發展目標及其具體目標出一分力：

GOAL 目標	TARGET 具體目標	INDICATOR 指標	MEASURED BY 量度單位
8	8.8	Protect labour rights and promote safe and secure working environments for all workers, including migrant workers, in particular women migrants, and those in precarious employment. 保障勞工權益，為所有勞工，包括移民勞工，特別是女性移民和從事不穩定工作的勞工，營造安全可靠的工作環境。	Frequency rates of fatal and non-fatal occupational injuries, by sex and migrant status 按性別和移民身分劃分的死亡和非死亡的工傷意外率
9	9.4	By 2030, upgrade infrastructure and retrofit industries to make them sustainable, with increased resource-use efficiency and greater adoption of clean and environmentally sound technologies and industrial processes, with all countries taking action in accordance with their respective capabilities. 到 2030 年或以前，完善基礎設施和改造行業，提升資源利用效益，並採用更多清潔和環保的技術和工業流程，促進可持續發展。所有國家應因應自身能力採取行動。	CO <sup>2</sup> emission per unit of value added 每單位附加值的二氧化碳排放量
12	12.2	By 2030, achieve the sustainable management and efficient use of natural resources. 到2030年或以前，實現可持續管理和高效利用自然資源。	Material footprint, material footprint per capita, and material footprint per GDP 物料足跡、人均物料足跡，以及人均生產總值的物料足跡
	12.6	Encourage companies, especially large and transnational companies, to adopt sustainable practices and to integrate sustainability information into their reporting cycle. 鼓勵企業，尤其是大型跨國企業，採取可持續的實務常規，將可持續發展資訊於報告周期中匯報。	Number of companies publishing sustainability reports 發布可持續發展報告的企業數目

As we build upon our new Sustainability Framework and finalise our 3-year Action Plan, we will continue to consider where there may be opportunities for us to contribute to the SDGs.

隨著全新的可持續發展框架及三年行動計劃經已確立，我們將繼續探討能為可持續發展目標貢獻的機會。





## PEOPLE 人員



People are fundamental to our business. As an engineering company, we rely on the skills and ingenuity of our employees to operate efficiently and continue to deliver innovative, effective and sustainable solutions for our clients. In addition, since our facilities service a wide cross-section of sectors, consumers and citizens across a number of Asian countries, it is imperative that we maintain good relationships and the trust of all our stakeholders.

人是業務之本。作為一家工程公司，我們倚重員工的技能、獨創心思，才能高效營運，並繼續為客戶提供創新、有效和可持續的解決方案。此外，由於我們的設施服務，遍及亞洲多國的各行各業、消費群組，甚至普羅大眾，因此，保持良好的關係和獲得持份者的信任十分重要。

## SAFETY, HEALTH AND WELLBEING | 安全、健康與福祉

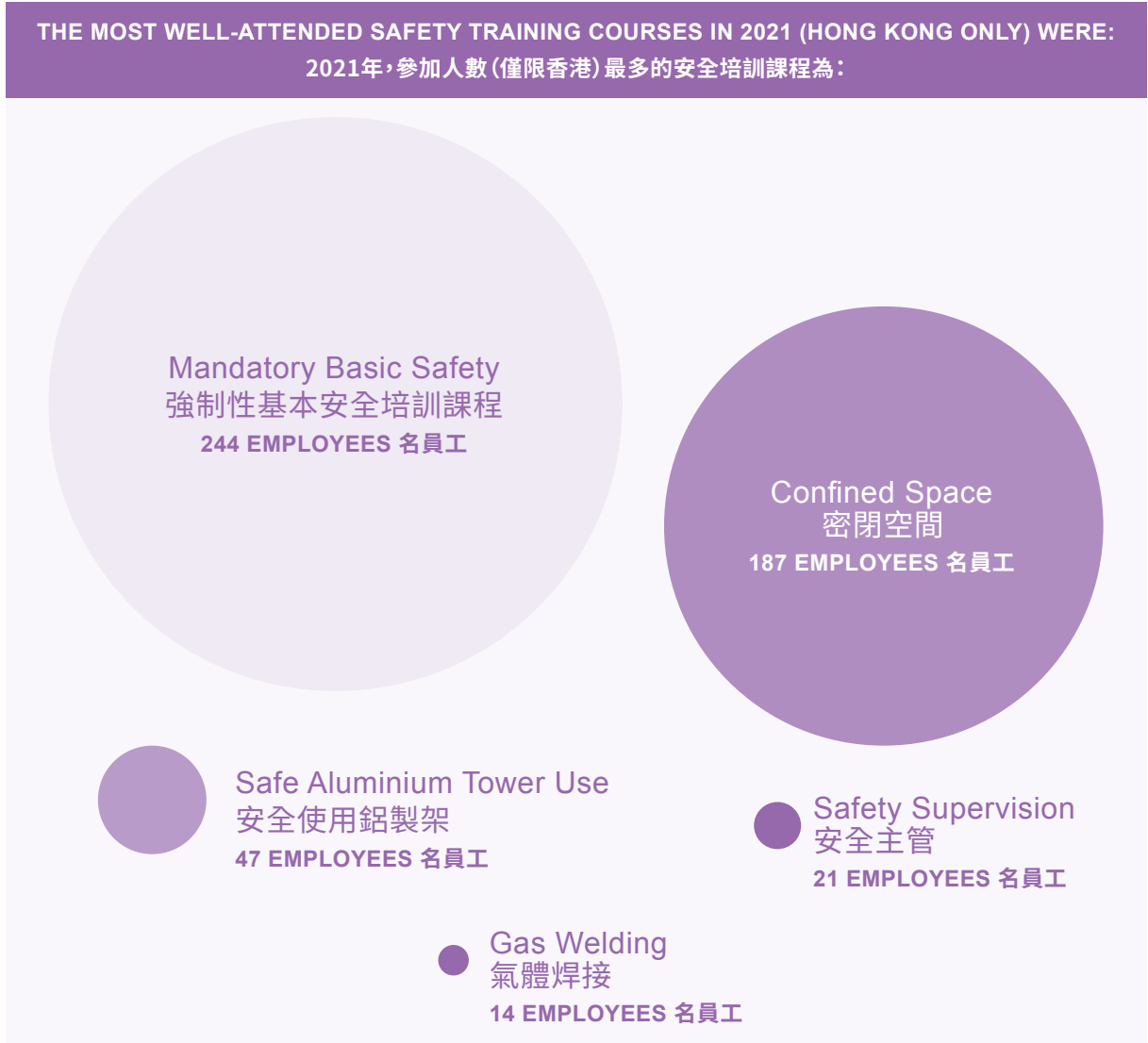
JEC is committed to maintaining safe, healthy environments for everyone who uses our service and facilities, or who may be affected by our business operations. These range from employees, suppliers and sub-contractors to commuters and travellers, school pupils and hospital patients, as well as office workers, shoppers and local communities.

Our Group Health & Safety Policy details executive and management responsibilities in this area, while our Human Capital Policies & Procedures manual specifies what is expected of all employees, and what they can expect from JEC. Safety training courses covering a wide range of technical topics were delivered across JEC in 2021 – from metal scaffolding and railway safety to first aid and fire emergency response.

我們致力為服務和設施的用戶，以及受業務影響的人士，保持環境安全和健康。當中包括員工、供應商和分判商、途經的市民或旅客、學生和醫院病人，以及上班族、消費者和本地社區的每一員。

集團的《健康與安全政策》，詳述了我們在這範疇執行和管理的職責，而《人力資本政策及程序手冊》則詳細說明了對所有員工的期望，以及他們對怡和機器應有的期望。2021 年，怡和機器提供的安全培訓課程，涉及多方面的主題——從金屬棚架和鐵路安全，以至急救和消防緊急應對措施皆應有盡有。





As a result of these efforts, there were no known incidents of non-compliance with statutory regulations or voluntary codes concerning safety and health in 2021.

All JEC employees and subcontracted workers are covered by our occupational health and safety management system. In 2021, there were no work-related fatalities, but sadly one serious work-related injury. Of our 2,814 employees, thirteen recorded minor work-related injuries. We recorded zero cases of work-related ill-health.

In 2021, fourteen workers who were not directly employed by JEC suffered minor work-related injuries

在團隊的努力下，2021 年並無發生任何不遵守安全和健康法律和規例或自願守則的已知事件。

我們的職業健康與安全管理體系，涵蓋所有怡和機器員工和分判商員工。2021 年，我們並沒有錄得任何與工作相關的死亡事故。對於期間發生的一宗嚴重工傷事故，我們深表遺憾。在 2,814 名員工中，錄得 13 宗輕微工傷意外，與工作有關的疾病則錄得零宗。至於非直接受僱於怡和機器的前線人員，輕微工傷意外則錄得 14 宗。

## CASE STUDY | 案例分享

### SAFETY AND HEALTH AWARENESS

#### 安全和健康意識



A number of initiatives have been rolled out to promote safety and health awareness amongst our employees and workers.

In December 2021, JEC Hong Kong held an Environment, Health and Safety (EHS) Week for all staff. Safety posters and videos were launched, and displayed on-site.

We participated in the Construction Industry Council's (CIC's) Life First campaign, to support project staff and workers in managing site safety. Employees, partners and senior staff in client companies participated in activities across a range of project sites.

JEC Singapore secured the Gold Award at the Royal Society for the Prevention of Accidents (RoSPA) Health & Safety Awards in 2021, in recognition of its stringent health and safety standards. In addition, team members across a range of projects attained site-specific safety performance certificates.

我們推出多項活動，以提高前線和支援服務員工的安全和健康意識。

2021 年 12 月，香港怡和機器為全體員工舉辦了環境、健康及安全周。期間發布的安全海報和影片，一一於活動現場展示。

我們亦參與了建造業議會主辦的「生命第一」活動，以支持項目前線和支援服務員工，妥善管理地盤安全。客戶公司的員工、合作夥伴和高級職員，更前來各個項目現場，一同參與各項活動。

新加坡怡和機器於 2021 年榮獲英國皇家事故預防協會頒發健康與安全金獎，以表揚其嚴格的健康和安全標準。此外，多個項目團隊的成員，更憑藉項目現場安全表現，授予證書。





The effectiveness of our operational health and safety provisions is monitored year-round through pre-job site inspections, worker feedback as part of work planning, accident/injury follow-up, in-house audit by our in-house Registered Safety Auditor, and management site visits and surprise checks. We are audited externally by relevant authorities, and by HKQAA for the purposes of our ISO management certification.

我們透過工作前實地巡查、對前線人員的工作計劃給予意見、跟進意外/受傷、內部註冊安全審核員展開的內部審計，以及實地考察管理和突擊檢查，全年監察營運健康和安條文的實施成效。為了獲取ISO管理認證，我們更邀請有關當局和香港品質保證局，為營運展開外部審核。

**Since the onset of COVID-19, we have implemented a range of additional measures to ensure a safe and hygienic environment for our employees, workers and members of the public. These include:**

**自2019新型冠狀疫情毒病爆發以來，我們已實施一系列附加措施，以確保員工、前線人員和公眾享有安全衛生的環境。當中包括：**



Introduction of new guidelines for regular site cleaning and infection control; 引入定期清潔工作場所和控制感染的新指引；



Social distancing measures in the workplace and common areas; 制定工作場所和公共空間的社交距離措施；



Provision of protective equipment e.g. masks, rapid test kits and sanitisers; 提供口罩和消毒潔手液等防護物資；



Daily COVID-related case reporting mechanism; 設立每日呈報相關病例的機制；



Individual health declarations and test reporting; 要求提交個人健康聲明和檢測報告；



All colleagues and workers encouraged and/or supported to get vaccinated, with a staff vaccination webinar, paid vaccination leave, an onsite vaccination service for our staff in Thailand, and vaccine purchase in countries where supply was unstable (Myanmar, Philippines). 透過疫苗接種網絡研討會和有薪疫苗接種假，鼓勵和/或支援所有同事和前線人員接種疫苗。我們更為身處泰國的員工，提供實地疫苗接種服務，並為緬甸、菲律賓等疫苗供應不穩的國家購買疫苗。

To promote broader health and wellbeing, JEC launched the Key2Wellness programme for all employees in 2021, with support from the Jardine Matheson Group. The programme provides easy access to a range of resources and activities relating to all aspects of good health, including physical, mental and even financial wellbeing.

In the year ahead, we will review and further enhance onsite risk mitigation strategies and staff safety training. In the medium-term, we are also looking to upgrade JEC offices and site facilities to create a more pleasant working environment, whilst implementing new measures to monitor and enhance our employees' wellbeing and work-life balance.

2021年，怡和機器在怡和集團的支持下，推出Key2Wellness 計劃，全方位促進所有員工的健康和幸福。計劃提供一系列與身心健康相關的資源和活動，方便員工獲取有關身心靈，以至財務健康的相關資訊。

來年，我們將檢討並進一步加強緩解現場風險策略和員工安全培訓。中期而言，我們將尋求完善怡和機器辦公室和工地設施，以創造更愉快的工作環境。與此同時，我們亦會監察新措施的實施情況，加求改善工作與生活平衡，使員工更健康和幸福。

## SKILLS AND TALENT | 技能與人才

Attracting and retaining a skilled workforce is essential if we are to remain competitive. The engineering and maintenance industries face skills shortages across Hong Kong and beyond, as demand for our services grows, older workers retire, and not enough young people choose to study science, technology, engineering, and math (STEM) subjects.

With this in mind, we aim to increase the pipeline of new recruits with relevant skills into our industry and JEC, whilst ensuring that we offer a positive, rewarding company culture – one that values all of our existing employees, and nurtures our future leaders.

資深的前線人員退休，以及選擇學習科學、技術、工程和數學 (STEM) 科目的年輕人不足，都令香港及其他地區的工程和維修行業，面臨技術人才短缺的現象。

有見及此，我們的目標，是吸引具有相關技能的求職者，加入機電工程和怡和機器的行列。與此同時，我們亦要傳揚積極和豐盛充實的企業文化——珍視所有現職員工並培養未來領袖。

## BENEFITS, INCLUSION AND RETENTION | 福利、共融與留任

Salary reviews are conducted annually for all staff, based on the cost of living, company performance, market conditions, individual performance and other factors. Discretionary bonus payments and incentive schemes are also in place for colleagues.

The Jardine Sports Association offers sporting and recreational opportunities for all employees and their families in Hong Kong, and some in Macau. Other benefits available include retirement funds; medical insurance and a voluntary dental scheme; and leisure activities including subsidised junk boat hire and holiday homes.

We are committed to providing equal opportunities to all staff; our policy forbids discrimination of any kind against any employee on the basis of gender, age, marital status, religion/creed, race/ethnicity/colour, nationality/national origin, or disability. No incidents of discrimination were reported in 2021.

The overwhelming majority of our employees are male (82%), reflecting challenges recruiting women across our sector. One way that we are looking to address this is by reviewing the gender pay gap; currently, the basic salary received by JEC's male employees is on average 7.2% higher than that received by our female colleagues.

Our total staff turnover in 2021 was 17.6%; this was relatively low compared to the averages for Hong Kong and the engineering sector in general. We attracted more than 500 new recruits in 2021, of which 40% were aged under 30.

每年，我們都會根據生活指數、公司業績、市場狀況、個人表現及其他因素，檢討所有員工的薪酬，亦會為員工提供酌情獎金和獎勵計劃。

怡和體育會為香港所有和澳門部分員工及家屬，提供體育及康樂設施。其他福利包括退休金、醫療保險和自願牙科計劃，以及遊艇和度假屋租賃等休閒活動。

我們致力為所有員工提供平等機會，並備有政策，嚴禁因性別、年齡、婚姻狀況、宗教/信仰、種族/民族/膚色、國籍/民族血統或殘疾等理由，歧視任何員工。2021年，公司並無接獲有關歧視的事件報告。

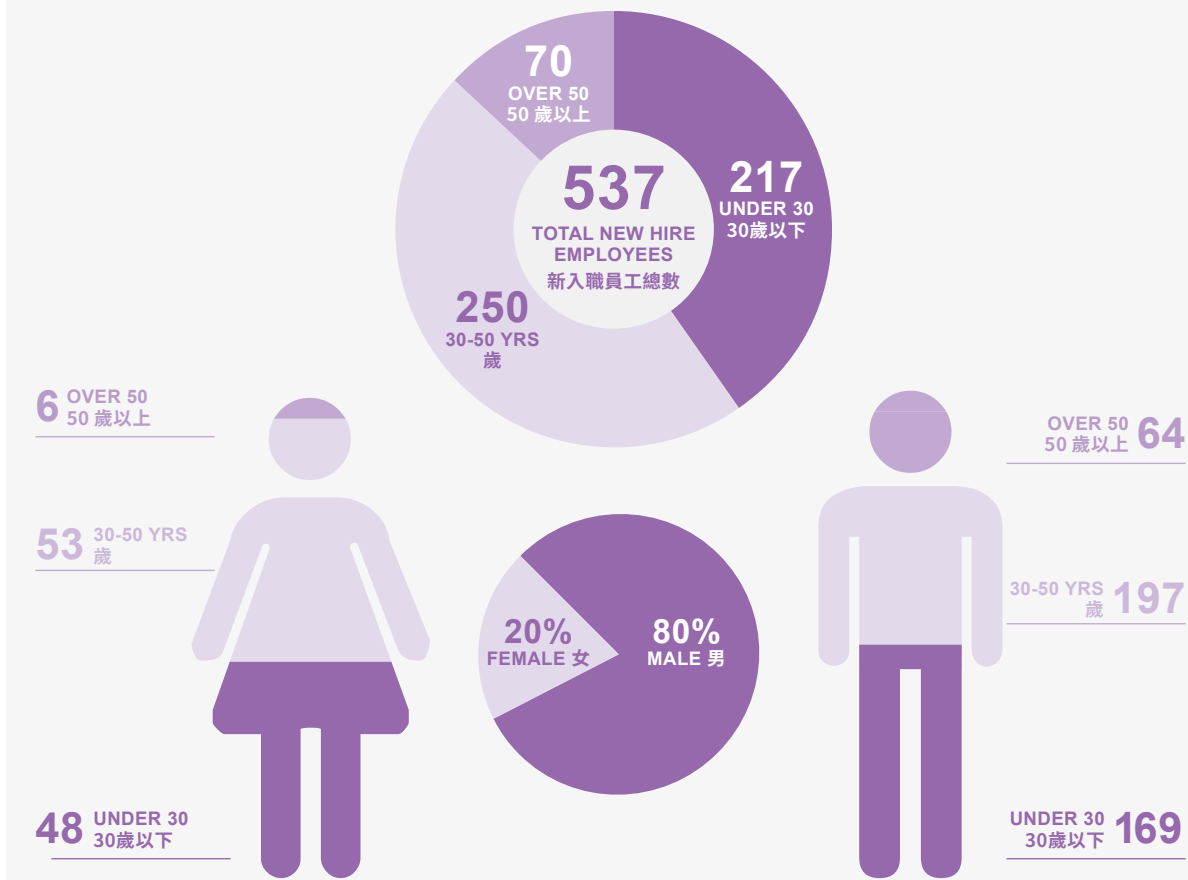
我們大多數員工為男性，佔全體員工82%。為解決行業招聘女性的挑戰，我們致力尋求方法，解決性別薪酬差距。目前，怡和機器男性員工的基本工資，平均較女性員工高7.2%。

2021年，我們的員工總流失率為17.6%，與香港和整個工程行業的平均水平相比較低。我們於年內招聘了500多名員工，其中40%為30歲以下。





NEW HIRES BY AGE AND GENDER | 按年齡和性別劃分的新入職員工



Looking forward, we will assess what further measures we can take to retain more of our best employees, and explore how best to restore a sense of belonging in an era of social distancing and remote working. At the same time, we are also considering how best to capitalise on the new reality of remote, online and decentralised delivery, to enable our teams to work more flexibly and collaboratively across locations.

展望未來，我們將評估可採取的進一步措施，以留住更多最優秀的員工，並致力尋求方法，在面對社交距離措施和在家工作的挑戰下，重拾員工的歸屬感。與此同時，我們亦會思考在新常態中，利用遙距、網上和分散交付的最佳方法，使團隊能跨越地域界限，在彼此合作中都能更靈活自如。

TRAINING, PROGRESSION AND ENCOURAGING STEM SKILLS

We provide all employees with training and assistance to acquire the necessary technical skills, knowledge and behavioural competencies to perform their duties to the required standard, and to realise their full potential. On average, each employee participated in just over 10.5 hours of training this year – although for engineering and technical roles, this rose to 16.8 hours and 22.4 hours, respectively.

Managers conduct regular performance reviews with team members, to identify training and development needs, and agree individual action plans. Through our Education, Learning and Development Sponsorship Scheme (ELDSS), every employee can access fully-subsidised job-related external training and events, as well as 50% sponsorship towards other academic/professional study and certifications.

Almost one-third of our employees are granted access to the Jardine Matheson Group's on-line platform where they could access news around the Group as well as online learning materials covering a wide variety of topics, including communications, management, engineering, IT, and more.

We know that if we are to meet the growing demand for our services, we must look beyond our existing workforce and encourage more young people and women to enter our industry. Through our annual internship programmes, we offer students the opportunity to work with us for between eight and 26 weeks so that they can understand more about our profession, and the benefits of working in our industry.

We also provide an Apprenticeship Training Programme, in partnership with the Vocational Training Council. Students are offered on-the-job training, usually for three to four years, focusing on in-demand technical skills such as air-conditioning and refrigeration, building services, fire services, electrical, or mechanical. The students attend school every week to build foundational knowledge, then work under the guidance and supervision of our experienced staff to put their knowledge into practice. Every year, 30-40 new apprentices are recruited into the programme.

In addition, JEC awards scholarships to outstanding apprentices – not limited to those employed by the company – to encourage them to stay in the industry.

Through our Management Trainee programme, we provide a structured, comprehensive training curriculum for graduates to develop as potential leaders and managers – equipping them with essential technical knowledge and business skills to support succession planning and JEC's future business expansion. Fourteen new graduates were recruited to the programme in 2021. The programme is recognised by the Hong Kong Institution of Engineers as Scheme A graduate training, providing a fast track option for graduates wishing to become chartered engineers.

In the months and years ahead, we will review and further enhance our efforts in this area – for example: offering international job rotation opportunities to new engineering and technical colleagues; providing scholarships for STEM degrees; and partnering with academic institutions and industry bodies to help enable further student engagement and support initiatives.

COMMUNITY ENGAGEMENT

From hospitals and transport hubs, commercial buildings and datacentres to waste-to-energy and sewage treatment plants – many of the buildings and facilities that we service are situated within or close to communities. Therefore, we must consider the impacts of our operations on local communities, as well as their views, needs and aspirations.

Further demonstrating our commitment to local people, we delivered a range of community investment and giving initiatives in 2021. These included donations and support to local hospitals, equipment donation and disaster relief in Thailand and the Philippines; as well as support for mental health and youth charities in Hong Kong.

JEC was awarded the 15 Years Plus Caring Company logo by the Hong Kong Council of Social Service in recognition of its commitment to community service since the establishment of the Caring Team in 2006.





## 培訓、進修和鼓勵STEM技能

我們提供培訓和支援，讓所有員工學習必要的技術、知識和軟實力，使他們得以按照要求的標準履行職責，藉此發揮一己潛力。儘管本年度工程和技术職位的培訓時數，分別上升至 16.8 小時和 22.4 小時，每位員工參加培訓的平均時數，卻僅逾10.5 小時。

部門經理定期為團隊成員評估績效，在識別培訓和發展需求的同時，雙方協定個人行動計劃。每位員工，都可透過教育、學習和發展贊助計劃，獲得全額津貼，參加與工作相關的外部培訓和活動，而其他學術/專業課程和認證，亦可獲50% 贊助。

我們約有三分之一的員工，可以使用怡和集團的網上學習平台，從中獲取有關集團的資訊，以及涵蓋溝通、管理、工程、資訊科技等各種主題的網上學習材料。

我們明白，要滿足服務不斷增長的需求，必須鼓勵更多的年輕人和女性入行，以壯大現有的勞動力。有見及此，我們透過年度實習計劃，為學生提供為期26周的實習機會，從中加深對行業的認識，以及入行的好處。

我們亦與職業訓練局合作，提供學徒培訓計劃，為學生提供為期三至四年的在職培訓。期間重點培訓的範疇包括空調和製冷、建築服務、消防服務、電氣或機械等的緊缺技術。學生透過每周課堂，建立基礎知識，然後在我們經驗豐富的員工指導和監督下，化知識為實踐。每年，計劃均招募 30-40 名學徒。

此外，怡和機器亦向優秀的學徒（不僅限於機和機器僱用的學徒）頒發獎學金，以鼓勵留任行業，一展所長。

我們透過的管理培訓生計劃，提供有系統和全面的培訓課程，培養畢業生成為未來領袖和管理者，不僅為他們提供必要的技術知識和業務技能，同時亦能支持繼任計劃，應付怡和機器未來擴展業務的需要。計劃受香港工程師學會認可為工程畢業生培訓計劃A，為立志成為特許工程師的畢業生，提供快捷途徑。2021 年共招募了 14 名應屆畢業生。

未來數月和數年，我們將檢討並進一步加強培訓方面的工作，如為新入職的工程和技术同事提供國際輪崗機會、為STEM學位課位提供獎學金，並與學術機構和行業機構合作，進一步促進學生參與和支持計劃。

## 社區參與

我們服務的多個建築物和設施，不論是醫院和交通樞紐、商廈和數據中心，還是轉廢為能和污水處理廠，都處位社區核心或社區周邊。因此，我們必須深思營運對當地社區的影響，以及他們的意見、需求和期望。

為進一步展示對當地民眾的承諾，我們於2021 年開展了一系列社區投資和捐贈活動。當中包括，向泰國和菲律賓的當地醫院提供支援，捐贈救災物資；並支持與香港精神健康和青年相關的慈善機構。年內，怡和機器獲香港社會服務聯會頒授 15年+「商界展關懷」標誌，以表彰公司自2006年成立關愛義工隊以來，實踐對社區服務的承諾。



INNOVATION  
創新





行政總裁寄語			CE'S MESSAGE
有關本可持續發展報告			ABOUT THIS REPORT
可持續發展作為業務驅動力	<p>Technological change helps us deliver the solutions our clients and communities need in ever more efficient and sustainable ways. To remain relevant and continuously improve, it is vital that we harness new technologies and new ways of thinking in our own products and processes; that we build effective working relationships with suppliers and other partners who share our values; and that we maintain the trust of our stakeholders by striving for ever-greater quality, reliability and safety in all that we do.</p> <p>技術變革有助我們以更高效和可持續的方式，為客戶和社區提供所需的解決方案。因此，將新技術和新思維融合於產品和流程中，使我們得以保持優勢並不斷改進至關重要。我們與志同道合的供應商和其他合作夥伴，建立有效的工作關係，以提供更優質、可靠和安全的服務，與持份者維持互信關係。</p>		SUSTAINABILITY AS A BUSINESS DRIVER
人員			PEOPLE
創新	<p><b>PRODUCT, PROCESS AND DIGITAL INNOVATION   產品、技藝與數碼創新</b></p> <p>JEC has a decades-long history of designing, building and operating large-scale environmental engineering solutions for government and public sector agencies. In Hong Kong, these include the Hong Kong SAR Government's Water Supplies, Drainage Services and Environmental Protection Departments, as well as MTR Corporation and CLP.</p> <p>Examples include the Shek Wu Hui sewage treatment plant, where we increased capacity by 35,000 m3 per day whilst also enhancing environmental performance through the installation of a new thermal hydrolysis pre-treatment system and side stream treatment facilities. In addition, we are responsible for a number of innovative waste treatment facilities that turn municipal, food and agricultural waste into saleable products – creating additional output for utility operators (see case study in Environment section).</p> <p>怡和機器為政府和公營機構，設計、建造和營運大型環境工程解決方案，已有數十年的歷史。當中包括香港特別行政區政府轄下的水務署、渠務署和環境保護署，以及港鐵有限公司及中華電力有限公司等。</p> <p>部份主要項目包括石湖墟污水處理廠的擴建工程，增加每日 35,000 立方米的處理能力，並透過安裝熱解預處理系統及側流處理設施，提升環境表現。此外，我們亦負責多個創新的廢棄物處理設施，將城市、食品和農業廢品轉化為可銷售的產品，為公用事業營運商，創造額外產量（請參閱「環境章節」的案例分享）。</p>		INNOVATION
環境			ENVIRONMENT
管治			GOVERNANCE
附錄			APPENDICES

Our engineers employ cutting-edge techniques and technologies to maximise efficiency, effectiveness and sustainability across our projects and operations. For example, for the Sha Tau Kok temporary sewage treatment plant in Hong Kong, modular integrated construction (MiC) technology was applied to pre-manufacture the plant's steel processing tanks in modules; these were then transported to the site for installation.

For a new desalination plant in Tseung Kwan O, advanced reverse osmosis technology was applied to provide Hong Kong with a strategic water resource that will remain resilient in the face of growing climate change impacts. Modular Integrated Construction (MiC) techniques were applied for the reverse osmosis rack installation.

In both our client-facing solutions and internal operations, efficiency and environmental sustainability are closely intertwined. For example, JEC's bespoke Jardine Engineering Digital Insights (JEDI) platform utilises advanced data management and analytics, including artificial intelligence (AI) and machine learning, to help clients reduce their energy bills and carbon footprints by identify opportunities to enhance energy efficiency.

JEC has a dedicated in-house Business Information Modelling (BIM) team, which proactively supports projects teams to implement BIM on significant projects.

In our own operations, an ongoing workflow digitisation drive has significantly reduced unnecessary printing and paper flows, while a new mobile app for frontline staff allows 900 technicians to record timesheets, apply for leave and download payslips online.

In Hong Kong, our web-based Digital Works Supervision System (DWSS) is utilised in major joint-venture projects, managing site activity workflows to optimise efficiency, safety and quality performance.

Looking forward, we will consult internally on how to further embed an innovation culture across JEC in 2022/23, and define key investment opportunities.

我們的工程師採用尖端科技和技術，使項目和業務達至最佳的效益和成效，促進可持續發展。例如，香港沙頭角臨時污水處理廠，採用裝合成建築法，將廠房的鋼製污水處理缸，預製成組件，然後運送到工地現場裝嵌。

位於將軍澳的新海水淡化廠，採用先進的逆滲透技術，為香港提供策略性水資源。即使面對日趨嚴重的氣候變化影響，仍能保持靈活的應變能力。裝合成建築法亦應用於逆滲透機架安裝上。

無論是為客戶提供的解決方案，還是內部營運，效益和環境可持續發展皆密不可分。例如，怡和機器開發 JEDI 平台，利用人工智能和機器學習等先進的數據管理和分析，提高能源效益，以協助客戶減少能源費用和碳足跡。

怡和機器亦擁有專門的建築信息模擬團隊 (BIM)，全力支持項目團隊在重大項目中實施 BIM。

在我們的營運中，持續數碼化的工作流程，已顯著減少了不必要的打印和紙張用量。我們亦為前線員工，制定全新的流動應用程式，讓900 名技術人員記錄工時、申請休假，以及於網上下載糧單。

在香港，我們利用網上數碼工程監督系統於大型合資項目，妥善管理工地活動的工作流程，有效提升效率、安全和質量表現。

展望未來，我們將展開內部諮詢，就如何於 2022至2023年期間，將創新文化進一步融合於怡和機器的業務中，從中識別關鍵的投資機會。



EFFECTIVE PARTNERSHIPS | 共贏的夥伴關係

We need to maintain strong, effective relationships with our suppliers and business partners, so that we can continue to bring innovative solutions to our clients. JEC’s Procurement Policy sets out our standards and procedures for ensuring that procurement of goods and services is handled in a manner that is consistent, transparent and fair.

We strive to partner with organisations that share our values, particularly in relation to sustainability. Approved suppliers are required to adhere to specific provisions within ISO14001 and OHSAS 18001 – including (but not limited to): control and usage of materials and resources; minimisation, reuse and recycling of waste materials; handling and disposal of waste materials; and usage of recyclable materials wherever possible.

Teams procure not only on the basis of cost, but also with sustainability performance in mind – for example, products with higher energy efficiency performance and ratings.

我們需要與供應商和業務合作夥伴，保持穩固和共贏的關係，才可持續為客戶帶來創新的解決方案。怡和機器的《採購政策》，清楚訂明準則並規範流程，以確保我們能以透明和公平的方式，處理商品和服務採購。


我們力求與志同道合的機構合作，尤其在可持續發展方面。獲選的供應商，必須遵守 ISO14001 和 OHSAS 18001 中的具體規定，包括（但不限於）控制和使用物料和資源；盡量減少、重用和回收廢棄物料；處理和處置廢棄物料；以及盡可能使用可回收的物料。

成本並非團隊採購考慮的唯一因素，環保表現同樣重要。例如，我們會採購能源效益表現和評價更佳的产品。

### CASE STUDY | 案例分享

### SUPPLY BASE REVIEW

### 供應基礎審查



To ensure alignment between JEC and our supply base on ESG, an in-depth review of existing supplier engagement and partnerships was carried out in 2021.

The review concluded that our supplier qualification survey, as well as stringent on-site client requirements, helps to ensure that non-compliance with environmental, health and safety requirements is rare. However, our fragmented supply base – where our top vendors account for only around 20% of overall spend – makes meaningful engagement for continuous improvement more challenging.

Actions identified to drive further improvements in 2022 and beyond include consolidating our supply base, with a greater focus on key vendors who both understand our future direction and the need to improve performance with regards to ESG; exploring options for more robust supplier qualification; and implementing an improved, electronic procurement platform.

為確保怡和機器的基礎供應商，符合ESG的要求，我們於2021年，深入審核現有供應商和合作夥伴。

經過審核後，我們確認供應商的資格審查，以及實地探訪客戶的嚴格要求，皆使不遵守環境、健康和安全要求的情況極為罕見。然而，在我們眾多的供應商名單中，頂級供應商僅佔總支出約20%，為持續改進而展開的建設性溝通帶來更多挑戰。

我們已為2022年及以後，識別進一步的改進行動，包括鞏固供應基礎，加倍關注既了解我們的未來方向，又需要提高 ESG 表現的關鍵供應商；探討更行之有效的供應商資格審核方案；並推出經優化的電子採購平台。

HIGH-QUALITY PRODUCTS AND SERVICES | 優質的產品與服務

At JEC, we seek continuous improvement in the quality, reliability and safety of the solutions that we provide. This ensures a comfortable and consistent experience for those who use the buildings and facilities that we service, and a reputation for dependability amongst our existing and potential clients.

To ensure technical proficiency and customer satisfaction, our Peer Review Policy and Procedure requires a third party within JEC, independent of the project team, to periodically assess the status and effectiveness of project delivery, on all projects. Any emerging risks are identified and discussed, and additional support from management secured, where necessary, to ensure that the project is completed on time, on budget and as per the client’s requirements.

怡和機器致力不斷改進，以提供更優質、可靠和安全的解決方案。這樣便能確保享用我們服務的建築物和設施，恒久為大眾帶來舒適的體驗，並在現在和潛在的客戶間建立可靠的聲譽。

為確保技術水平和客戶滿意度，我們的《同儕評審政策和程序》訂明，獨立於項目團隊的怡和機器第三方人員，會定期評估所有項目的交付情況和成效。當新風險湧現時，我們會再三確認和討論，並在必要時向管理層尋求額外資源，以確保項目按時、按預算和按客戶要求完成。

### CASE STUDY | 案例分享

### THAI TRANSPORT HUBS

### 泰國交通樞紐



JEC was selected to supply, install, test and commission a number of key systems – air-conditioning and ventilation, fire protection, and sanitary – in three stations along the Bangkok Red Line construction project, which during normal operations connects more than 300,000 rail passengers each day with the city region’s suburbs.

Elsewhere in Thailand, we provided Suvarnabhumi Airport’s tunnel ventilation, sanitary and fire protection systems, as well as its automated people mover and baggage handling systems.

怡和機器獲選為曼谷地鐵紅綫東段沿線的三個車站，提供安裝、測試和調試一系列關鍵系統——空調和通風、消防和衛生。在日常營運期間，紅綫每天能運載超過 300,000 名乘客，穿梭市郊地區。

另外，我們亦為曼谷蘇凡納布國際機場，提供隧道通風、衛生和消防系統，以及自動化的旅客捷運系統和行李處理系統。



Our dedication to excellent service extends into the digital realm, too. Given growing threats to online data privacy, it is critical that we handle our clients’ and customers’ data with the utmost care and attention. To date, there have been no breaches or complaints related to customer privacy and data security.

我們對優質服務的熱誠，延展至數碼化的領域中。面對網上數據私隱的威脅日趨嚴重，我們必須謹而慎之，小心處理客戶和顧客的數據。迄今，並沒有發生與客戶私隱和數據安全相關的違規或投訴個案。





## ENVIRONMENT 環境

Our business needs a stable, healthy environment to operate effectively – from the supply of materials and inputs to supporting healthy, prosperous people and communities. We recognise that the efficient use and protection of resources is vital for our continued success, and provides tangible benefits to our customers and communities.

我們的業務需要穩定、健康的環境，才能有效營運。這包括物料供應，以至為民眾健康與社區繁榮投放資源。我們認為，有效利用和保護資源，對我們的持續成功至關重要，同時亦為客戶和社區帶來實在的裨益。

### DECARBONISATION | 減碳

The JEC Group Environmental Policy confirms our commitment to environmental stewardship and protection. Through the planning, design and operation of our facilities and services, we seek to minimise energy and materials use, waste, and pollution, whilst enhancing the protection of biodiversity and ecosystems. We engage not only our own employees on environmental protection, but also our sub-contractors and suppliers.

Across our projects, JEC teams deploy equipment with proven high energy-efficiency and ratings, and designs facilities with energy-efficiency in mind.

In 2021, JEC consumed approximately 2,200,000 kWh of electricity from non-renewable sources. We produced 43,480 kWh of renewable (solar) energy, which we sold to CLP.

Our total scope 1 (direct) emissions – from burning diesel, gasoline, LPG and ultra-low sulphur diesel – were just over 2,437 tCO<sub>2</sub>e. Our scope 2 (indirect) emissions, from purchased electricity, were just over 1,029 tCO<sub>2</sub>e.

怡和機器集團的《環境政策》，確認了我們對環境管理和保護的承諾。我們透過設施和服務規劃、設計和營運，力求將能源和物料使用、浪費和污染減至最少，同時加強保護生物多樣性和生態系統。我們不僅推進員工推動環境保護，更讓分判商和供應商參與其中。

怡和機器的團隊，不僅在項目中使用經驗證和效能評級高的設備，並在設計設施時考慮能源效益。

2021 年，怡和機器主要使用來自非再生能源的電力，用量為 2,200,000 千瓦時。我們也生產了 43,480 千瓦時太陽能再生能源，並售予中華電力。

我們的總範圍 1（直接）排放，來自燃燒柴油、汽油、液化石油氣和超低硫柴油，僅逾 2,437 噸二氧化碳當量；而因購買電力而產生的範圍 2（間接）排放量，僅逾 1,029 噸二氧化碳當量。



ENERGY CONSUMED 能源消耗	VOLUME 用量	UNIT 單位
NON-RENEWABLE SOURCES   非再生能源		
Electricity 電力	2,212,138	kWh 千瓦時
Gasoline 汽油	66,543	L 升
LPG 液化石油氣	2,349	L 升
Diesel 柴油	787,855	L 升
RENEWABLE ENERGY GENERATED   產生的可再生能源		
Solar 太陽能	43,480	kWh 千瓦時

To reduce the carbon footprint of our business, we will continue to improve energy efficiency. Electric vehicles are being considered for future purchase.

為減少業務的碳足跡，我們將繼續提高能源效益。目前，我們正考慮將來購入電動汽車代步。

### CLIMATE ACTION | 氣候行動

Our broader commitment to climate action encompasses two key areas: actively supporting our clients to reduce their own emissions; and developing mitigating measures to future-proof our business from both physical risk (how a changing climate impacts on our assets) and transition risks (which include the impact of changing regulation, technology and markets, and reputational risks linked to our actions).

The aforementioned Jardine Engineering Digital Insights (JEDI) platform supports energy optimisation and ESG reporting for a number of our key clients, including MTR Corporation, LINK REIT, Hongkong Land, Hactl and The University of Hong Kong.

Further examples of where we have applied engineering solutions to help clients enhance their environmental impacts include a large-scale air-conditioning improvement programme across 17 MTR stations, where existing chillers were replaced with advanced, environmentally-friendly systems; and TPP Healthcare International in Thailand, whose JEC-designed hospital incorporates a range of energy-efficiency features and technologies and achieved the prestigious LEED Gold certification.

In the future, we will help even more of our clients to identify and implement renewable energy, energy efficiency and other solutions to reduce their carbon emissions.

我們對氣候行動的宏大承諾，包括兩大關鍵領域：積極支持客戶減少排放；制定緩解措施，使我們的業務，免受氣候變化對資產等影響，造成實體風險。同時亦不會因瞬息萬變的監管、技術和市場要求對業務的影響，以及與我們行動相關的聲譽風險而造成的轉型風險。

上述的JEDI平台，為我們的多個主要客戶，提供能源優化和ESG報告，包括港鐵有限公司、領展房地產投資信託基金、置地公司、香港空運貨站和香港大學。

我們亦另有其他應用工程解決方案，有助客戶減低對環境的影響，包括為17個港鐵站更換製冷機組的大型工程，利用更環保的風冷式製冷機組取代現行系統。位於泰國的TPP國際醫療保健中心，採用的一系列節能功能和技術皆由怡和機器設計，因此而榮獲著名的能源與環境先導設計(LEED)的金級標準。

未來，我們將致力尋求和實施可再生能源、能源效益和其他解決方案，協助更多客戶減低碳排放。

### CIRCULAR BUSINESS | 循環業務

Circular business principles are a natural extension of our efficiency mindset at JEC – designing out waste wherever possible, whilst harnessing our colleagues’ technical ingenuity to transform any residual waste outputs into new useful, saleable products.

循環業務的原則，是怡和機器出於自然的效益宏觀思維——不僅致力將物盡其用的思維融合於設計中，同時利用同事的獨創技術，將任何產生的殘餘廢料，轉化為有用、可銷售的全新產品。

#### CASE STUDY | 案例分享

#### WASTE-TO-ENERGY IN HONG KONG

#### 轉廢為能在香港



JEC has designed and built two major waste-to-energy plants in Hong Kong. 在香港，怡和機器設計和建造了兩大主要轉廢為能發電廠。

CLP’s West New Territories Landfill (WENT), built and operated by JEC, is Hong Kong’s largest landfill gas power generation project. WENT captures and converts gas from landfill waste into 68 million kWh of electrical energy annually – enough to power more than 17,000 four-person households for a whole year.

中電的新界西垃圾堆填區沼氣發電項目(WENT)，由怡和機器建造和營運，是香港最大的沼氣發電項目。WENT將垃圾堆填區收集得來的氣體，轉化為6800萬千瓦時的電能，足以為17,000多個四人家提供一年電力所需。



The O·PARK 2 project for the Environmental Protection Department will make use of anaerobic digestion bioprocess technology to convert up to 300 tonnes of food waste each day into 30,000m³ of biogas, helping to power even more local homes and businesses.

In addition, EPD’s animal waste composting plant at Ngau Tam Mei converts up to 40 tonnes of animal waste per day into compost for agricultural uses.

環保署的O·PARK 2項目(有機廢物處理設施第二期)，利用厭氧消化堆肥法，每天將多達300公噸廚餘轉化為30,000立方米沼氣，為更多當地家庭和企業提供電力。

此外，環保署位於牛潭尾的動物廢料堆肥廠，每天將多達40公噸的動物糞便，轉化為堆肥作農業用途。



In our own operations, we consider waste or pollution as design flaws, rather than inevitable by-products. In 2021, we sent approximately 10,337 tonnes of solid waste to landfill, but recycled or reuse approximately 256 tonnes of hazardous and non-hazardous waste.

**Moving forward, we will consult across our business and externally to identify new opportunities for promoting circularity, both for our clients and in our own operations.**

在怡和機器的營運中，我們視浪費或污染為設計缺陷，並非無可避免的副產品。2021年，我們將約10337噸的固棄體廢物送往堆填區，並將約256噸固體無害及有害廢棄物回收。

**展望未來，我們將諮詢業務部門和外部機構，從內營運和客戶中，識別促進循環業務的新機會。**



GOVERNANCE  
管治





Good governance underpins all of our work to be a responsible, sustainable business. It helps us to monitor and manage risks in an effective, systematic way – and to prioritise actions to address them whilst improving our performance.

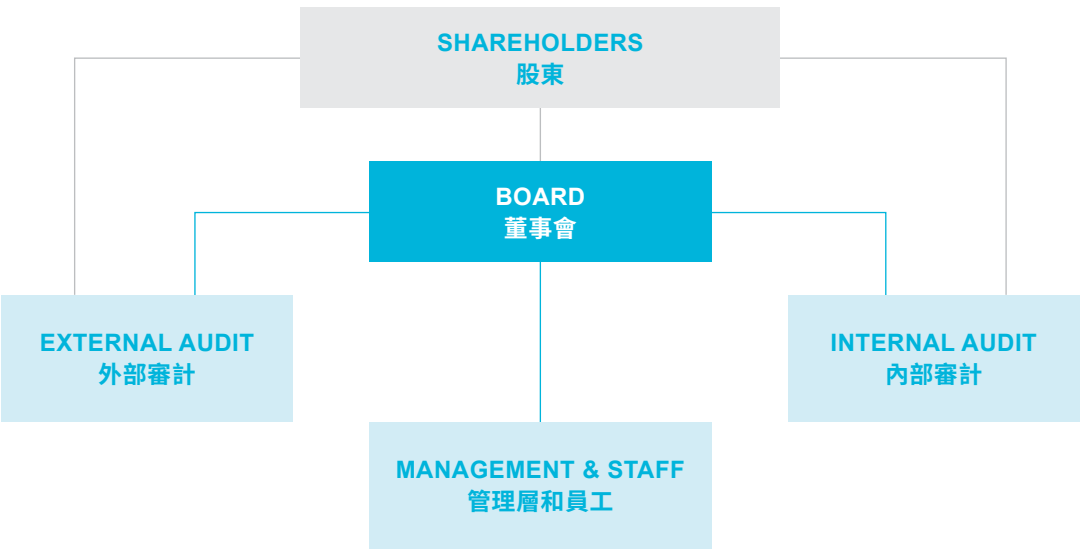
良政善治是執行所有工作的基礎，不僅能帶領我們成為負責任和可持續的企業，亦是識別和制訂行動的指引，在提升表現的同時，有效地以有系統的方式監控和管理風險。

CORPORATE GOVERNANCE | 企業管治

JEC’s Executive Committee is appointed by Jardine Matheson Group and is chaired by our Chief Executive. The Executive Committee meets with the Board and Finance Committee periodically to report on the company’s strategy, performance, and significant business activities, such as any proposed mergers and acquisitions or major changes to the business model.

怡和機器的執行委員會由怡和集團任命，並由行政總裁擔任主席。執行委員會定期與董事會和財務委員會會面，匯報公司的策略、業績和重大業務活動，例如任何併購建議或業務模式的重大改變。

JEC CORPORATE GOVERNANCE FRAMEWORK | 怡和機器的企業管治架構



Good corporate governance helps to embed a strong company culture and enables clarity regarding the company’s objectives and responsibilities to drive long-term value. These include areas such as risk management, corporate compliance and internal controls, as well as key operating processes such as sales and tendering, human capital and custody of corporate assets.

JEC’s corporate governance policies and procedures are reviewed on a regular basis to ensure that they remain relevant and practical. They are published on JEC’s intranet, which all employees can access and are required to observe.

The Sustainability Taskforce leads our sustainability-related work, including the development of our Sustainability Strategy and this Sustainability Report. The Taskforce comprises executives and senior managers from a range of JEC business units and teams. It regularly reports upwards to, and seeks input from, the Executive Committee.

**In the coming months and years, we will further embed sustainability into our corporate governance structures and processes, and move towards even greater transparency and disclosure.**

良好的企業管治，有助建立深厚的企業文化，讓公司的目標和責任更為明確，從而推動長期價值。當中包括風險管理、企業合規和內部監控等領域，以及銷售和招標、人力資本和企業資產託管等關鍵營運流程。

怡和機器定期檢討企業管治，確保相關的政策和程序實用並與時並進。這些政策和程序，已上載於怡和機器的內聯網，供查閱並要求所有員工遵守。

可持續發展專責工作小組，領導我們開展可持續發展的相關工作，包括制定可持續發展策略和編制本《可持續發展報告》。工作小組由來自怡和機器各業務部門和團隊的高管和高級管理人員組成，定期向執行委員會匯報和徵求意見。

**未來數月和收年，我們將進一步將可持續發展融合於企業管治架構和流程中，並朝著更透明的方向邁進，披露更多相關資訊。**





## ETHICS AND ANTI-CORRUPTION

The Jardine Matheson Group Policy Manual contains a Code of Conduct that is applicable to all employees of Group companies. The Code sets out expectations and obligations with regards to specific ethical areas such as illicit payments, entertainment, anti-competitive practices, and conflicts of interest. A leaflet summarising the Code of Conduct is distributed to all new employees upon joining JEC.

In addition, our Speak Out service is an independent, anonymous hotline run by an independent consulting firm, for employees to blow the whistle on any actual or suspected misconduct, such as fraud, bribery and corruption, or bullying and harassment.

Refresher training on the Code of Conduct is delivered regularly. Anti-corruption training is conducted annually by the Independent Commission Against Corruption (ICAC) reminding our employees about the importance of integrity and fair play.

## CRISIS AND RISK MANAGEMENT

Each JEC regional office has established a Crisis Management Team (CMT) to lead crisis resolution and communications during a crisis incident. The CMT in our Hong Kong headquarters comprises senior executives, led by our Chief Executive, with team members including the Chief Financial Officer, Chief Operating Officer, Executive Director of Human Capital and Communications, Group Information Technology Director and Group Communications Manager. An internal manual has been developed for the CMTs, providing a clear process for decision-making and action, when required.

JEC's Business Continuity Plan sets out responsibilities, actions and procedures to recover critical business functions in the event of a disaster, in order to minimise operational and financial impacts. The plan describes how the Emergency Operations Team would interact with dedicated functional teams, such as the Human Capital Recovery Team and the Information Technology Recovery Team, as well as our regional operations and subsidiaries, in the event of such a disaster.

More broadly, JEC's Risk Management and Controls Framework provides a structure for internal risk assessment processes and mitigation measures. Business units must identify a range of business risks – external, internal, strategic, operational, non-compliance, etc. – that may deter the business from achieving its goals. 'Risk Champions' develop appropriate counter-measures to reduce and control risks, and continuously monitor their effectiveness.

Going forward, we will work with our Risk Champions to further embed sustainability-related risks into our Risk Management and Controls Framework, and strengthen both internal protocols and external partnerships for effective crisis preparedness and response.

## 道德與反貪污

怡和集團的政策手冊，內含適用於集團成員的所有員工的《行為準則》，當中訂明對特定道德範疇的期望和義務，如非法付款、娛樂、反競爭行為和利益衝突。機和機器會向所有新入職員工派發《行為準則》小冊子。

此外，公司設有名為「Speak Out」的機制，由獨立顧問公司營運，為員工提供不具名的獨立熱線，舉報任何實際或可疑的不當行為，例如欺詐、賄賂與貪污，或欺凌與騷擾。

我們亦會定期提供有關《行為準則》的複修培訓。每年，廉政公署都會舉辦反貪污培訓，提醒員工誠信和公平競爭的重要性。

## 危機與風險管理

每個怡和機器地區辦事處，均已建立危機管理團隊，在危機出現時擔當領導，解決危機，並負責溝通工作。香港總部的危機管理團隊，由高級管理人員組成，並由行政總裁領導團隊成員，包括財務總監、營運總監、人力資本和傳訊執行董事、集團資訊管理總監和集團傳訊經理。為團隊而制定的內部手冊，在需要時提供清晰的決策和行動流程。

怡和機器的業務連續計劃，訂明災難發生時恢復關鍵業務功能的責任、行動和程序，以盡量減少對營運和財務的影響。計劃闡釋緊急行動小組與專門職能團隊，在發生災難時的協作方針，例如人力資本恢復團隊和資訊管理恢復團隊，以及我們的區域營運和子公司。

廣而言之，怡和機器的風險管理和監控框架，使內部風險評估流程和緩解措施更有系統。業務部門必須識別一系列或會疾礙企業實現目標的業務風險——外部、內部、策略、營運、違規等。「風險管理專責人員」制定得宜的應對措施，以降低和控制風險，並持續監控其成效。

展望未來，我們將與風險管理專責人員合作，進一步將可持續發展相關風險納入於風險管理和控制框架，並加強內部規程和外部合作夥伴關係，以有效地準備和應對危機。





# LOOKING AHEAD

Alongside our new Sustainability Framework and this inaugural Sustainability Report, our Sustainability Taskforce has developed a new 3-year Action Plan, which will underpin our Sustainability Strategy going forward.

SOME OF THE GOALS CONTAINED IN OUR SUSTAINABILITY STRATEGY AND PLAN INCLUDE:  
在我們的可持續發展策略和計劃中，包括以下的一些目標：

 PEOPLE 人員	<ul style="list-style-type: none"><li>» Upgrade more of our offices and site facilities</li><li>» Improve work-life balance and employees' self-reported happiness</li><li>» Recruit more female engineers and fresh graduates</li></ul>
	<ul style="list-style-type: none"><li>» 完善辦公室和工地設施</li><li>» 改善工作與生活的平衡和員工滿足度</li><li>» 招聘更多女性工程師和應屆畢業生</li></ul>
 INNOVATION 創新	<ul style="list-style-type: none"><li>» Increase company investments in innovation</li><li>» Conduct sustainability assessments on all key suppliers</li><li>» Further increase customer satisfaction</li></ul>
	<ul style="list-style-type: none"><li>» 增加公司對創新的投資</li><li>» 評估所有主要供應商可持續發展表現</li><li>» 進一步提高客戶滿意度</li></ul>

# 展望未來

除了新推出的可持續發展框架和這份首份《可持續發展報告》外，我們的可持續發展專責工作小組亦剛制定了3年行動計劃，為未來可持續發展策略給予支持。

 ENVIRONMENT 環境	<ul style="list-style-type: none"><li>» Set a science-based target for initial carbon reduction by 2025</li><li>» Achieve BEAM Plus certification for selected new buildings</li><li>» Develop and implement a circular business strategy</li></ul>
	<ul style="list-style-type: none"><li>» 為2025年的初始減碳設定科學基礎減量目標</li><li>» 為特定的新建築取得「綠建環評」認證</li><li>» 制定和實施循環業務策略</li></ul>
 GOVERNANCE 管治	<ul style="list-style-type: none"><li>» Further embed sustainability into JEC's corporate governance</li><li>» Incorporate sustainability risks into enterprise risk management systems and protocols</li><li>» Build external partnerships for more robust crisis preparedness and response</li></ul>
	<ul style="list-style-type: none"><li>» 進一步將可持續發展融入於怡和機器的企業管治中</li><li>» 將可持續發展風險納入企業風險管理系統和規程中</li><li>» 建立外部夥伴關係，以加強危機準備和對策</li></ul>

As we push forward with implementation of the new Sustainability Strategy, we will continue to report our progress annually.

隨著全新的可持續發展策略付諸實行，我們將繼續每年匯報進展。



# APPENDICES

## PERFORMANCE METRICS

GRI	HKEX	ECONOMIC DISCLOSURES經濟披露	UOM 量度單位	2021
PROCUREMENT PRACTICES 採購常規				
204-1	B5.1	Proportion of spending on local suppliers 來自本地供應商的採購支出比例		
		Percentage of the procurement budget used for significant locations of operation that is spent on suppliers local to that operation (such as percentage of products and services purchased locally). 在重要運營地點的採購預算，用於營運本地供應商的百分比（例如採購本地產品和服務的百分比）。	%	90
ANTI-CORRUPTION 反貪污				
205-1		Total number and percentage of operations assessed for risks related to corruption 評估貪污相關風險的業務總數和百分比		
		Number of operations assessed for risks related to corruption 已評估貪污相關風險的營運點數量	#	0
		Percentage of operations assessed for risks related to corruption 已評估貪污相關風險的營運點百分比	%	0
205-2	B7.3	Total number and percentage of governance body members that the organization's anticorruption policies and procedures have been communicated to. 機構就反貪污政策和程序，與管治機構成員溝通的總數和百分比。		
		Number of governance bodies 管治機構的數量		4
		Percentage of governance bodies 管治機構的百分比	%	100
205-2	B7.3	Total percentage of employees that the organization's anti-corruption policies and procedures have been communicated to, broken down by employee category and region. 機構就反貪污政策和程序，按員工類別與員工溝通的百分比。		
		Total總數	%	99.29%
		Senior Management 高級管理人員		100.00%
		Middle Management 中級管理人員		100.00%
		Engineering 工程人員		100.00%
		Technical 技術人員		100.00%
		Sales 銷售人員		100.00%
		Support 支援服務人員		96%
205-3	B7.1	Confirmed incidents of corruption and actions taken 已確認的貪污事件和採取的行動		
		Total number of confirmed incidents of corruption 已確認貪污事件的總數	#	0
		Total number of confirmed incidents in which employees were dismissed or disciplined for corruption 員工因貪污而被解僱或受到紀律處分的已確認事件總數		0
		Total number of confirmed incidents when contracts with business partners were terminated or not renewed due to violations related to corruption 因觸犯與貪污有關的規定，與商業夥伴合同終止或不續簽的已確認事件總數		0

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## 表現指標

GRI	HKEX	ECONOMIC DISCLOSURES經濟披露	UOM 量度單位	2021
RESOURCE MANAGEMENT 資源管理				
302-1	A2.1	Energy consumption: non-renewable 能源消耗:非再生能源		
		Electricity 電力	kWh 千瓦時	2,212,137
		Gasoline 氣油	L 升	66,543
		LPG 液化石油氣		2,349
		Diesel 柴油		787,855
301-1	A2.5	Materials used by weight or volume 按重量或體積使用的物料		
		Total weight of or volume of materials used to produce and package the organization's primary products 用於生產和包裝機構主要產品物料的總重量或體積	kg 公斤	180
		Non-renewable materials 非再生物料		180
		Renewable materials 再生物料		0
ENVIRONMENTAL IMPACT MANAGEMENT 環境影響管理				
305-1,2	A1.2	GHG air emission 溫室氣體排放		
305-1		Direct (Scope 1) GHG Emissions 直接(範圍 1) 溫室氣體排放	tonnes CO <sup>2</sup> e	2,437
305-2		Energy indirect (Scope 2) GHG Emissions 能源間接(範圍 2) 溫室氣體排放	噸 二 氧化 碳當 量	1,029
306-3		Solid waste generated產生的固體廢棄物		
		Composted堆肥	tonnes 公噸	0
		Incinerated焚化		158
		Recycled 可回收		227
		Landfilled堆填		10,337
		Other disposal method其他處理方法		110
306-4	A1.3	Waste diverted from landfill 避免送往堆填區		
		Total waste diverted from landfill避免送往堆填區總量	tonnes 公噸	256
		Hazardous waste 有害廢棄物		38
		Non-hazardous waste 無害廢棄物		218



APPENDICES

PERFORMANCE METRICS

GRI	HKEX	SOCIAL DISCLOSURES 社會披露	UOM 量度單位	2021		
EMPLOYEE MANAGEMENT 員工管理						
401-1	B1.1 B1.2	Employee hiring 員工招聘		Female 女性	Male 男性	Overall employee 全體員工
		Total number of employees 員工總數	#	494	2,320	2,814
		Total number of employees 員工總數	%	18	82	100
		Total new hire of employees 新招聘的員工	%	20	80	19
		Total turnover of employees員工總流失率	%	18	82	18
401-2		Benefits provided to full-time employees that are not provided to temporary or part-time employees 提供給全職員工但不提供給臨時或兼職員工的福利		Female 女性	Male 男性	Overall employee 全體員工
		Total benefits availed, by gender 按性別劃分的可享福利	%	16	84	-
		Life insurance 人壽保險	%	15	85	55
		Health care 醫療	%	15	85	69
		Disability and invalidity coverage 殘疾保險	%	15	85	52
		Parental leave 育嬰假	%	16	84	61
		Retirement provision 退休金	%	19	81	80
401-3		Parental leave 育嬰假		Female 女性	Male 男性	Overall employee 全體員工
		Total number of employees entitled to parental leave 享有育嬰假的員工總數	#	476	1739	2215
		Total number of employees that took parental leave 已享受育嬰假的員工總數		7	24	31
		Total number of employees that returned to work within reporting period 報告期內復工員工總數		7	24	31
		Total number of of employees still employed 12 months after their return to work 休假後 12 個月仍在職的員工總數		1	16	17
402-1		Labor management relations勞資關係				
		Minimum number of weeks notice typically provided to employees 對員工通知期的最少周數	#	2-4 weeks		
		Are notice period and provisions for consultations and negotiations specified in collective bargain agreements? 集體談判協議中是否規定通知期限和協商談判條款？	Yes/No 是／否	Yes 是		

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表現指標

GRI	HKEX	SOCIAL DISCLOSURES 社會披露	UOM 量度單位	2021		
EMPLOYEE MANAGEMENT 員工管理						
403-9	B2.1 B2.2	Work-related injuries工傷意外		All employee 全體員工	Non-employee 外判人員	
		The number of fatalities as a result of work-related injury 因工傷意外導致的死亡人數和比率	#	0	0	
		The number and rate of high-consequence work-related injuries (excluding fatalities) 後果嚴重的工傷意外數量和比率 (不包括死亡事故)		1	0	
		The number recordable work-related injuries 可紀錄工傷意外		14	14	
		The main types of work-related injury 工傷意外的主要類型		• Injured by hand tools • Trapped in or between objects • Injury while lifting or carrying objects • Slip, trip, or fall at the same height • 被手工具所傷 • 受困於物件之內或物件之間 • 提舉或搬運物件時受傷 • 滑倒、絆倒或在同一高度跌倒		
		The number of hours worked 工作時數		6,784,000	4,559,000	
403-10	B2.1 B2.2	Work-related ill-health 與工作有關的疾病		All employee 全體員工		
		The number of fatalities as a result of work-related ill health 職業病所造成死亡的個案宗數	#	0.00		
		The number of cases of recordable work-related ill health 可紀錄之職業病的個案宗數		0.00		
		The main types of work-related ill health 與工作有關的主要疾病類型		N/A 不適用		
404-1	B3.1 B3.2	Employee training and development 員工培訓與發展		Female 女性	Male 男性	Overall average 整體平均
		Average training hours provided to employees 為員工提供的平均培訓時數				
		Senior Management 高級管理人員	#	20	3	11
		Middle Management 中級管理人員		11	16	14
		Engineering 工程人員		19	14	17
		Technical 技術人員		26	19	22
		Sales 銷售人員		5	4	4
		Support 支援服務人員		4	4	4



# APPENDICES

## PERFORMANCE METRICS

GRI	HKEX	SOCIAL DISCLOSURES 社會披露	UOM 量度單位	2021		
EMPLOYEE MANAGEMENT 員工管理						
405-1	B1.1	Diversity and equal opportunity 多元和平等機會		Female 女性	Male 男性	Overall employee 全體員工
		% of workers in the workforce by gender 在全體員工中，按性別劃分的前線人員百分比	#	18	82	100
		Number of board members 董事會成員人數		1	3	4
		Percent of board members by gender 按性別劃分的董事會成員百分比		25	75	100
405-2	B1.1.1	Ratio of female to male basic salary 女性對男性基本工資的比率		Ratio 比例		
		Senior Management 高級管理人員	%	25		
		Middle Management 中級管理人員		13		
		Engineering 工程人員		2		
		Technical 技術人員		14		
		Sales 銷售人員		33		
		Support 支援服務人員		-1		
CUSTOMER MANAGEMENT 客戶管理						
416-1	B6	Customer health and safety 客戶健康與安全				
		Incidents of non-compliance with regulations resulting in a fine or penalty 違反規定導致罰款或處罰的事件	#	0		
		Incidents of non-compliance with regulations resulting in a warning 違規導致警告的事件宗數		0		
		Incidents of non-compliance with voluntary codes 違反自願守則的事件宗數		0		
417-1	B6	Marketing and labeling 市場推廣和標籤				
		The sourcing of components of the product or service 採購產品或服務成分	Yes/No 是／否	Yes 是		
		Content, particularly with regard to substances that might produce an environmental or social impact 成分，特別是關於可能產生環境或社會影響的物質				
		Safe use of the product or service 安全使用產品或服務				
		Disposal of the product and environmental or social impacts 產品處置，以及環境或社會影響				

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## 表現指標

GRI	HKEX	SOCIAL DISCLOSURES 社會披露	UOM 量度單位		2021
418-1	B6.2	Customer privacy and data 客戶私隱和數據			
		Total number of substantiated complaints received concerning breach of customer privacy 接獲經證實侵犯客戶私隱的投訴個案總數	#	0	
		Complaints received from outside parties and substantiated by the organization 來自外部各方並由機構證實的投訴個案			
		Complaints from regulatory bodies 來自監管機構的投訴個案			
		Total number of identified leaks, thefts, or losses of customer data 經證實之洩露、失竊或遺失客戶資料事件的總數			



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GRI Disc. GRI披露	HKEX ESG Guide 香港交易所《ESG指引》	Disclosure Name 披露	Reporting Location / Remarks 所在章節/備註
2-1		Organizational details 機構名稱	<a href="#">About this Sustainability Report 關於本報告</a>
2-2		Entities included in the organization's sustainability reporting 機構在可持續發展報告中所包括的團體	
2-3		Reporting period, frequency and contact point 報告期、周期和聯絡人	
2-4		Restatements of information 資料重述	—
2-5		External assurance 外部核實	—
2-6		Activities, value chain and other business relationships 活動、價值鏈、以及其他業務關係	<a href="#">About this Sustainability Report 關於本報告</a>
2-7		Employees 員工	—
2-8		Workers who are not employees 非僱員的工作人員	<a href="#">People, Performance Metrics 人員、表現指標</a>
2-9		Governance structure and composition 管治架構及其組成	<a href="#">Governance 管治</a>
2-10		Nomination and selection of the highest governance body 提名和遴選最高管治機構	—
2-11		Chair of the highest governance body 最高管治機構的主席	<a href="#">Governance 管治</a>
2-12		Role of the highest governance body in overseeing the management of impacts 最高管治機構在監督影響方面的角色	
2-13		Delegation of responsibility for managing impacts 授予管理影響的職責	
2-14		Role of the highest governance body in sustainability reporting 最高管治機構在可持續發展報告的角色	
2-15		Conflicts of interest 利益衝突	
2-16		Communication of critical concerns 就關切事項的溝通	
2-17		Collective knowledge of the highest governance body 最高管治機構的集體知識	
2-18		Evaluation of the performance of the highest governance body 最高管治機構的表現評價	—
2-19		Remuneration policies 薪酬政策	—
2-20		Process to determine remuneration 決定薪酬的流程	—

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## 內容索引

GRI Disc. GRI披露	HKEX ESG Guide 香港交易所《ESG指引》	Disclosure Name 披露	Reporting Location / Remarks 所在章節/備註
2-21		Annual total compensation ratio 年度總薪酬比例	—
2-22		Statement on sustainable development strategy 有關可持續發展策略的聲明	<a href="#">Sustainability as a Business Driver</a> 可持續發展驅動業務增長
2-23		Policy commitments 對政策的承諾	—
2-24		Embedding policy commitments 融入對政策的承諾	<a href="#">Sustainability as a Business Driver</a> 可持續發展驅動業務增長
2-25		Processes to remediate negative impacts 補救負面影響的流程	—
2-26		Mechanisms for seeking advice and raising concerns 尋求建議和提出疑慮的機制	—
2-27		Compliance with laws and regulations 遵守法律和規例	—
2-28		Membership associations 協會的會員資格	—
2-29		Approach to stakeholder engagement 持份者參與的方針	<a href="#">Sustainability as a Business Driver</a> 可持續發展驅動業務增長
2-30		Collective bargaining agreements 集體談判協議	—
GRI 3: MATERIAL TOPICS 重大議題2021			
3-1		Process to determine material topics 決定重大議題的流程	<a href="#">Sustainability as a Business Driver</a> 可持續發展驅動業務增長
3-2		List of material topics 重大議題清單	
ENVIRONMENTAL TOPICS 環境議題			
GRI 302: Energy 能源2016			
3-3		Management of material topics 管理重大議題	<a href="#">Environment</a> 環境
302-1	A2.1 A2.1 A2.5	Energy consumption: non-renewable 能源消耗：非再生能源	<a href="#">Environment, Performance Metrics</a> 環境、表現指標
GRI 305: Emissions 排放 2016			
3-3		Management of material topics 管理重大議題	<a href="#">Environment</a> 環境
305 -1	A1.2	Direct (Scope 1) GHG emissions 直接(範圍 1) 溫室氣體排放	<a href="#">Environment, Performance Metrics</a> 環境、表現指標
305 -2		Other Indirect (Scope 2) GHG emissions 其他間接(範圍 2) 溫室氣體排放	
GRI 306: Waste 廢棄物2020			
3-3		Management of material topics 管理重大議題	<a href="#">Environment</a> 環境
306-3	A1.4	Solid waste generated 產生的固體廢棄物	<a href="#">Environment, Performance Metrics</a> 環境、表現指標
306-4	A1.3	Waste diverted from landfill 避免送往堆填區	



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SOCIAL TOPICS 社會議題			
GRI 201: Economic Performance 經濟表現2016			
3-3	General Disclosure (GD) 一般披露B8	Management of material topics 管理重大議題	<a href="#">Sustainability as a Business Driver</a> 可持續發展驅動業務增長
201-1	KPI B8.2	Direct economic value generated and distributed 產生和分配的直接經濟價值	<a href="#">Performance Metrics</a> 表現指標
GRI 204: Procurement Practices 採購常規 2016			
3-3		Management of material topics 管理重大議題	<a href="#">Innovation</a> 創作
204-1	B5.1	Proportion of spending on local suppliers 來自本地供應商的採購支出比例	<a href="#">Performance Metrics</a> 表現指標
GRI 401: Employment 僱傭2016			
3-3		Management of material topics 管理重大議題	<a href="#">People</a> 人員
401-1	B1.1 B1.2	Employee hiring 員工招聘	<a href="#">People, Performance Metrics</a> 人員、表現指標
401-2		Benefits provided to full-time employees that are not provided to temporary or part-time employees 提供給全職員工但不提供給臨時或兼職員工的福利	
401-3		Parental leave 育嬰假	
GRI 402 Labor management relations 勞資關係 2016			
402-1		Labor management relations勞資關係	<a href="#">People, Performance Metrics</a> 人員、表現指標
GRI 403: Occupational Health and Safety 職業健康與安全 2018			
403-1		Occupational health and safety management system 職業健康與安全體系	<a href="#">People</a> 人員
403-5		Worker training on occupational health and safety 前線人員就職業健康與安全的培訓	<a href="#">People, Performance Metrics</a> 人員、表現指標
403-4		Worker participation, consultation, and communication on occupational health and safety 前線人員就職業健康與安全培訓的參與、諮詢和溝通	
403-9	B2.1 B2.2	Work-related injuries 工傷意外	
403-10		Work-related ill-health 與工作有關的疾病	
GRI 404: Training and Education 培訓與教育 2016			
3-3		Management of material topics 管理重大議題	<a href="#">People</a> 人員

GRI Disc. GRI披露	HKEX ESG Guide 香港交易所《ESG指引》	Disclosure Name 披露	Reporting Location / Remarks 所在章節/備註
404-1	B3.1 B3.2	Average hours of training per year per employee 每位員工每年的平均培訓時數	<a href="#">People, Performance Metrics</a> 人員、表現指標
404-2		Programs for upgrading employee skills and transition assistance programs 員工技能提升和轉型協助計劃	
404-3		Percentage of employees receiving regular performance and career development reviews 接受定期表現評估並討論職業發展需求的員工百分比	
GRI 405 : Diversity and equal opportunity 多元和平等機會 2016			
3-3		Management of material topics 管理重大議題	<a href="#">People</a> 人員
405-1	B1.1	Diversity and equal opportunity 多元和平等機會	<a href="#">People, Performance Metrics</a> 人員、表現指標
405-2		Ratio of female to male basic salary 女性對男性基本工資的比率	
GOVERNANCE TOPICS 管治議題			
GRI 205: Anti-corruption 反貪污2016			
3-3		Management of material topics 管理重大議題	<a href="#">Governance</a> 管治
205-2	B7.3	Communication and training about anti-corruption policies and procedures 就有關反貪污政策和程序的溝通和培訓	<a href="#">Governance, Performance Metrics</a> 管治、表現指標
205-3	B7.1	Confirmed incidents of corruption and actions taken 已確認的貪污事件和採取的行動	
GRI 307: Environmental Compliance 遵守環境法例2016			
3-3		Management of material topics 管理重大議題	<a href="#">Governance</a> 管治
307-1		Non-compliance with environmental laws and regulations 違反環境法律和規例	There were no significant fines or nonmonetary sanctions for non-compliance with relevant laws or regulations that had a significant impact at JEC during the reporting period.  報告期內，並沒有因違反對怡和機器產生重大影響的有關法律及規定而導致巨額罰款或非金錢制裁。





JEC