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## 環境、社會及管治報告

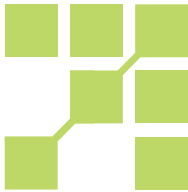
*Environmental, Social and  
Governance Report 2022-23*



環境、社會及管治報告  
Environmental, Social and  
Governance Report  
2022-23



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## 全力推進環境、社會及管治

生產力局欣然發布2022–2023《環境、社會及管治報告》，重點介紹近期取得的成就，並強調我們對環境、社會及管治(ESG)原則的承諾。在推動香港發展新質生產力、邁向新型工業化時代之際，生產力局堅定不移應用綠色科技和創新解決方案，促進香港發展成為國際創新科技中心和國際綠色金融中心，並定位為世界領先宜居的智慧城市。

生產力局深明可持續發展在應對氣候變化、能源危機等全球挑戰的重要性，承諾全力支持《香港氣候行動藍圖2050》、「碳中和夥伴計劃」及「3060雙碳目標」。

為配合香港特區政府於2035年前將香港的碳排放量減半，並於2050年前實現碳中和的願景，生產力局制定全面低碳轉型路線圖，從創科、新型工業化、綠色發展及政府資助方面為業界提供廣泛支持。

我們的中期目標著重減少溫室氣體排放及碳足跡。生產力局承諾於2030年之前將碳排放量減半，並將能源消耗減少15%，向減碳邁進一大步。目標包括提高能源效益、投資可再生能源計劃，以及推廣使用電動車，有望於2040年前實現碳中和。

在環保貢獻方面，生產力局憑藉傑出的研發成果再次獲得認可。值得一提的是，生產力局獲肯定的研發項目中有超過90%已落地應用，助業界解決痛點，進一步把握商機，在社會營造創科發展氛圍，以便在香港有更多的研發成果可以落地。

## Moving forward with ESG

HKPC is pleased to present its "Environmental, Social and Governance Report 2022-2023", which highlights recent achievements and underlines our commitment to Environmental, Social, and Governance (ESG) principles. As Hong Kong propels the development of new productive forces and steps into the era of new industrialisation, HKPC remains steadfast in applying green technologies and innovative solutions to develop Hong Kong into an international innovation and technology (I&T) centre and an international green finance centre, as well as position it as a world-leading livable smart city.

Recognising the significance of sustainable development in addressing global challenges like climate change and energy crisis, HKPC has pledged full support for "Hong Kong's Climate Action Plan 2050", "Carbon Neutrality Partnership", and "3060 Dual Carbon Targets".

Aligned with the vision of the HKSAR Government to halve Hong Kong's carbon emissions by 2035 and achieve carbon neutrality by 2050, HKPC has formulated a comprehensive low-carbon transformation roadmap, which provides extensive support to industry in terms of I&T, new industrialisation, green development, and Government funding.

Our medium-term targets focus on minimising greenhouse gas emissions and reducing our carbon footprint. HKPC has committed to cutting half of our carbon emissions by 2030, and reducing our energy consumption by 15%, marking a significant step towards decarbonisation. This involves enhancing energy efficiency, investing in renewable energy initiatives, and promoting the adoption of electric vehicles. Our organisation's goal is to become carbon neutral by 2040.

In terms of environmental contributions, HKPC has once again been recognised for its outstanding research and development (R&D) achievements. It should be noted that more than 90% of HKPC's recognised R&D projects have been commercialised, helping industry to address their pain points and seize further business opportunities, creating an atmosphere of I&T development in the community, so that more R&D outcomes can be adopted in practical applications in Hong Kong.

生產力局的科研成果屢獲國際權威肯定，近年榮獲逾200個獎項及嘉許，當中包括「愛迪生獎」及「百大科技研發獎」等。同時，生產力局獲委任為香港環境卓越大獎(HKAEE)及香港綠色機構認證(HKGOC)的技術顧問或項目經理，以肯定其卓越的專業知識及聲譽，鼓勵機構採用環保措施。

生產力局致力推動跨境合作，透過與深圳市環境科學研究院和深圳市環境科學學會合作，舉辦深受好評的生態環境科技交流大會及展覽。此外，生產力局成立粵港澳大灣區政策研究室，推進大灣區企業的發展。生產力局將擔當香港中小企「超級增值人」角色，並加快大灣區企業升級轉型，為區內發展發揮重要作用，包括研究及分析，以及舉辦一系列具有高影響力的論壇及交流研討會。

生產力局具備獨特且有利的優勢，推動香港發展成為國際創新科技中心、國際綠色金融中心，以及更綠色宜居的智慧城市。我們通過培養本地人才，同時吸引先進技術、海外高端人才及資金來實現這一目標。

未來，我們將繼續協力打造一個由目標一致、互惠互利的大中小企業組成的ESG生態圈社群。我們於2024年1月推出「ESG一站通」平台，為業界實現數碼轉型、履行ESG策略，提供全面支援。我們有意培養社區意識，為所有企業構建平衡的ESG生態圈，匯聚擁有共同目標和利益的持份者，提供資源並鼓勵合作，以制定未來的ESG策略，助香港實現可持續及低碳未來。

面對瞬息萬變的世界，生產力局保持韌性，為可持續發展的未來做好準備。本人衷心感謝各位同事、業界夥伴、持份者、理事會和特區政府對實現碳中和未來的寶貴貢獻和堅定承諾。展望未來，我們將繼續促進業務和經濟增長，保護環境並履行我們的ESG責任。這樣做時，我們將確保「香港製造」品牌在世界舞台上繼續發光發亮。

主席  
陳祖恒議員

HKPC's R&D achievements have been recognised by internationally renowned authorities, accumulating over 200 awards and recognitions in recent years. Some of the prestigious awards include the "Edison Awards" and the "R&D 100 Awards". Meanwhile, the expertise and reputation for excellence of HKPC was recognised by its appointment as the technical consultant or programme manager for the Hong Kong Awards for Environmental Excellence (HKAEE), and the Hong Kong Green Organisation Certificate (HKGOC), which encourages organisations to adopt environmentally-friendly practices.

HKPC's dedication to collaboration extended to cross-boundary initiatives. By working with the Shenzhen Academy of Environmental Sciences and the Shenzhen Environmental Science Society, we have organised well-received eco-environmental technology conferences and exhibitions. Furthermore, HKPC established the Greater Bay Area Policy Research Office to boost the development of enterprises in the Greater Bay Area (GBA). This builds on the concept of HKPC as a "super value-adder" for small and medium enterprises (SMEs) in Hong Kong, accelerating the upgrade and transformation of enterprises in the GBA. This gives HKPC a central role in the development of the region and involves research and analysis, as well as organising a series of high-impact forums and exchange seminars.

HKPC is in a unique and advantageous position to propel Hong Kong forward as an international I&T centre, an international green finance centre, as well as a greener and more livable smart city. We will achieve this by nurturing local talent while simultaneously attracting advanced technologies, global top talent and overseas capital.

In the future, we will continue to build a community that creates an ESG ecosystem where enterprises of all sizes share the same goals and enjoy mutual benefits. We introduced the "ESG One" platform in January 2024, which provides comprehensive support to the industry in realising digital transformation and fulfilling its ESG strategy. Our intention is to foster community awareness and create a balanced ESG ecosystem for enterprises of all sizes, bringing together stakeholders with aligned goals and interests, providing resources and encouraging collaboration for the development of future ESG strategies. This will contribute to a sustainable and low-carbon future for Hong Kong.

Navigating a changing world, HKPC remains resilient and well-positioned for a sustainable future. I am truly grateful to our colleagues, partners, stakeholders, the Council, as well as the Government, for their invaluable contributions and for reinforcing our commitment to a carbon-neutral future. Moving forward, we will continue to boost business, grow the economy, protect the environment, and fulfil our ESG responsibilities. In doing so, we will ensure that the "Made in Hong Kong" brand continues to shine brightly on the world stage.

**Hon Sunny TAN**  
Chairman



## 創新賦能 實現高質量發展

生產力局於十多年前就成為ESG領域的先驅者，針對本地企業的獨特需求量身定制，並積極支持傳統及新興行業推進新型工業化。我們堅定不移，致力提高香港企業的生產力，支持並促進ESG和可持續發展的目標。通過我們的努力和工作，生產力局銳意將香港定位為更繁榮、更綠色的智慧城市。

作為政府「碳中和夥伴計劃」的主要持份者，生產力局為各行各業提供綠色解決方案，並在香港及內地辦事處積極推廣環保意識。我們全面的環境政策涵蓋能源效益、節約資源、負責任的減廢以及環保產品與服務採購。我們向企業提供資助及技術支援，為不同行業設定更明確的ESG基準，以評估其表現。

## 環境倡議

為了解企業對碳中和、減碳工作的認識和挑戰，生產力局與香港城市大學合作進行「碳中和進展與挑戰」業界調查。調查結果顯示，不足兩成受訪企業及機構已設定實現碳中和的目標。有鑑於此，生產力局致力提供必要的支援，協助業界制定切實可行的減排策略，攜手邁向碳中和。

生產力局透過多個項目在實現自身可持續發展目標方面取得重大里程碑。其中一項成就為「廚餘再生俠」，它是香港首個自動將廚餘分解成漿液的廚餘轉化系統，可改善回收程序及有助減碳。「廚餘再生俠」屢獲本地及國際殊榮，為廚餘收集及運輸提供了簡單、清潔及衛生的方案。

## Technology Drives Development

HKPC has been a pioneer in the field of ESG for over a decade, tailoring them to meet the distinct needs of local enterprises and actively championing new industrialisation across both traditional and emerging sectors. Our goal is unwavering — to enhance the productivity of Hong Kong enterprises in service of ESG and sustainability. Through these efforts, we aim to position Hong Kong as a more prosperous and greener smart city.

As a pivotal stakeholder in the “Carbon Neutrality Partnership” of the Government, HKPC has delivered green solutions to industries and promoted environmental awareness through our Hong Kong and Mainland offices. Our comprehensive environmental policy spans energy efficiency, resource conservation, responsible waste reduction, and the procurement of green products and services. We extend funding and technical support to enterprises, setting more explicit ESG benchmarks for diverse industries to evaluate their performance.

## Environmental Initiatives

To understand enterprises' awareness of carbon neutrality, carbon reduction efforts, and challenges, HKPC conducted the “Carbon Neutrality Progress and Challenges Industry Survey” in collaboration with the City University of Hong Kong. The findings revealed that less than 20% of surveyed enterprises and organisations had set targets for achieving carbon neutrality. Recognising this industry gap, HKPC stands ready to provide the necessary support and formulate practical emission reduction strategies, working collaboratively towards carbon neutrality.

HKPC has achieved significant milestones in achieving its own sustainability goals through various projects. A notable success is “Food TranSmarter”, the first system in Hong Kong to automatically liquefy food waste, improving recycling processes and contributing to decarbonisation. A proud winner of local and international awards, it offers a simple, clean, and hygienic solution to collecting and shipping food waste.

ESG是新型工業化的關鍵要素。為讓業界更了解ESG在新型工業化及工業4.0中扮演的關鍵角色，生產力局推出「新型工業化成熟度模型」，對企業的成熟度及其生產過程進行評估及分級，為其提供基準以供遵循。此舉在提高生產力、效益及質量方面發揮重要作用，同時確保對環境產生積極影響，減少生產過程的碳足跡。

為支持特區政府的環保目標，生產力局擔任「清潔生產伙伴計劃」的秘書處，負責該計劃的運作，為廣東省的港資工廠提供資助及技術支援，至今已批出約3,849個申請項目，有助採用更潔淨的生產技術。同時，特區政府委任生產力局為回收基金的執行夥伴及秘書處，年內已向828個項目批出資助約港幣1.4億元，反映生產力局對提高回收能力的高度信心。

## 社會倡議

在社會層面，生產力局透過「中小企資援組」協助中小企，包括舉辦探訪活動及提供免費一對一諮詢服務。另外，生產力局資助計劃科於2021年成立，旨在優化資源分配，為10項政府資助計劃提供秘書處服務，以支持中小企發展。特區政府批准的資助金額龐大，於報告年度達港幣35億元，其中已向申請人發放超過港幣18億元。

此外，資助計劃科積極透過業界諮詢活動，與持份者及客戶溝通，以確保充分聆聽他們的寶貴意見。客戶滿意指數評分10分滿分中獲得9.3分，表現卓越，反映資助計劃科的服務發揮積極影響。同時，「HKPC集思匯」諮詢會亦提供平台，收集中小企的意見及反饋，鞏固我們對支持及提升香港企業業務發展的承諾。

我們將人才視為業界可持續發展的基石，生產力學院舉辦近1,000場「未來技能FutureSkills」培訓課程，參加人次達38,000人，課程涵蓋尖端技術應用及軟技能，包括人工智能、區塊鏈、大數據、設計思維及團隊管理，讓學員提升技能，為事業發展打好基礎，開創更光明豐盛的前景。

ESG is a crucial element of new industrialisation. To raise awareness of the pivotal nature of ESG in new industrialisation and Industry 4.0, HKPC introduced the "New Industrialisation Maturity Model", which assesses and categorises the maturity levels of enterprises and their production processes, providing benchmarks for them to follow. This initiative plays a significant role in improving productivity, efficiency, and quality while ensuring a positive impact on the environment and reducing the carbon footprint of manufacturing.

Supporting the Government's environmental protection goals, HKPC operates the "Cleaner Production Partnership Programme" as a secretariat that provides funding and technical support to Hong Kong-owned factories in Guangdong Province. Approximately 3,849 projects have been funded so far, contributing to the adoption of cleaner production technologies. Meanwhile, the Government appointed HKPC as the implementation partner and secretariat for the Recycling Fund, with an allocation of around HK\$140 million for 828 projects in the year. This reflects the high level of confidence in HKPC's ability to empower recycling.

## Social Initiatives

On a social level, HKPC has assisted small and medium enterprises (SMEs) through its "SME ReachOut" service, including visits and one-on-one, free-of-charge consultation sessions. Also, the Funding Scheme Branch of HKPC was established in 2021 to streamline resources in providing secretariat services for 10 Government funding schemes, aiming to support the development of SMEs. The approved Government funding is substantial, reaching HK\$3.5 billion in the reporting year, with over HK\$1.8 billion disbursed to applicants.

Furthermore, the Branch actively engaged stakeholders and customers through industry consultation events, ensuring their valuable input was heard. The remarkable Customer Satisfaction Index Score of 9.3/10 reflects the positive impact of the Branch's services. In addition, "Hong Kong Industry Network Clusters" consultation sessions provided platforms for gathering insight and feedback from SMEs, reinforcing our commitment to supporting and improving business development in Hong Kong.

Recognising talent as a cornerstone for industrial sustainability, the HKPC Academy organised almost 1,000 FutureSkills training programmes, involving 38,000 participants and covering cutting-edge technology applications and soft skills, including artificial intelligence, blockchain, big data, design thinking, and team management. This empowers participants to upgrade their skills for more promising and fulfilling careers.



在培育人才方面，「InnoTalent」計劃通過創新及科技相關實習，為97位大學生提供職場實戰機會，為他們加入創科行列鋪路。我們亦舉辦了138場「創科教育」活動，超過7,754位師生參與其中，為他們迎接數碼時代做好準備，並與教育界的科技教育趨勢保持同步。

生產力局與員工攜手並進，持續為員工提供培訓及發展機會。員工福利方面，生產力局於香港、大灣區及亞洲獲得23個人力資源獎項及認可，展現我們矢志創造有利於發展的工作環境。在報告期間，生產力局舉辦60場員工內部培訓課程，多元化的講題包括特定職位的技能培訓、健康與安全、合規、創科以及最佳實務分享，培訓總時數達7,311小時，共3,705員工人次參加。

### 管治倡議

未來，我們將建立完善的「ESG管理委員會」，整合現有委員會，如環境管理委員會、工作安全委員會、項目管理辦公室、ESG報告工作組及碳中和工作組，加強ESG管理水平。

生產力局衷心感謝各位持份者，並會繼續堅守使命，賦能各行各業，鼓勵可持續發展，促進創新，並為全球實現碳中和作出富意義的貢獻。

總裁  
畢堅文 MH

In the field of education, the "InnoTalent" programme provided 97 university students with real-life experiences through I&T related internship initiatives, paving the way for their engagement in R&D. We also hosted 138 Technology Education (TechEd) activities and involved over 7,754 students and teachers, preparing them for the digital era and keeping up with the TechEd trend for the education sector.

At HKPC, we strive to grow with our staff and are committed to providing continuous support through training and development. In terms of employee welfare, HKPC received 23 human resources awards and recognitions in Hong Kong, the GBA, and Asia, showcasing our commitment to a supportive workplace. During the reporting period, HKPC organised 60 in-house training sessions for staff, covering a wide range of topics, including job-specific skills, health and safety, compliance, I&T and best practice sharing. This amounted to 7,311 training hours, with 3,705 participants.

### Governance Initiatives

In the future, we will establish a comprehensive "ESG Management Committee" to enhance ESG management. This committee will consolidate existing committees, such as the Environmental Management Committee, Work Safety Committee, Project Management Office, ESG Reporting Task Force, and Carbon Neutral Task Force.

With immense gratitude to our stakeholders, HKPC remains steadfast in its mission to empower industries, encourage sustainable practices, foster innovation, and make meaningful contributions to the global pursuit of carbon neutrality.

**Mohamed D. Butt**, MH  
Executive Director

香港生產力促進局（以下簡稱「生產力局」）欣然發布2022-23年度環境、社會及管治報告（以下簡稱「本報告」）。本報告涵蓋2022–2023財政年度（2022年4月1日至2023年3月31日）期間，展示我們為實現可持續發展而不斷努力改善環境、社會和管治表現所付出的精神和努力。本報告對上一份報告中揭露的細分資料進行了一些調整，並在GRI內容披露2–4中進行了說明。

### 報告標準

本報告參照《香港聯合交易所有限公司證券上市規則》附錄C2概述的《環境、社會及管治報告指引》（《ESG指引》），並根據《全球報告倡議組織（GRI）可持續發展報告標準》（GRI標準）編寫，嚴格遵守《ESG指引》和GRI標準中訂明的相關報告原則，包括《ESG指引》中規定的重要性、量化、平衡及一致性，以及GRI標準中規定的準確性、平衡性、清晰性、可比較性、完整性、可持續發展背景、時效性和可驗證性。有關本報告根據《ESG指引》和GRI標準的相應指標進行披露的概述，請參閱本報告末尾章節的兩個內容索引表，以供交叉參考相關章節，並在適用情況下提供詳細額外說明。

### 報告保證

本報告經獨立第三方驗證，保證準確、可靠、可信，並且遵從《ESG指引》及GRI準則。詳情請參閱本報告隨附的「核實聲明」。

全球報告倡議組織透過「內容索引 — 必要服務」確認本報告已按符合其標準的方式清晰表述內容索引，並易於各持份者查閱。本服務不等同於也不替代外部審核驗證。

### 報告範圍

本報告呈報生產力局位於九龍塘的香港總部以及主要附屬公司的環境及社會措施與成效，於適用情況下包括深圳及東莞各獨資企業。除特別說明外，本報告中截至2023年3月31日止的所有數據均為標準化絕對數字。本報告披露的財務數據涵蓋2022-23財政年度，所有金額均以港幣為單位。有關財務數據詳情，另請參閱《生產力局年報2022-23》的「財務報告」部分，可於本局網站<https://www.hkpc.org/>瀏覽。

Hong Kong Productivity Council (hereinafter “HKPC”) is delighted to introduce its 2022-23 Environmental, Social, and Governance Report (hereinafter “this Report”). This Report, which covers the fiscal year 2022–2023 from 1 April 2022 to 31 March 2023, showcases our dedication and efforts in achieving sustainable development by continuously striving for improvements in environmental, social, and governance performances. This report makes some adjustments to the breakdown data disclosed in the previous report and described in GRI Content Disclosure 2-4.

### Reporting Standards

Prepared with reference to the Environmental, Social and Governance Reporting Guide (the “ESG Guide”) outlined in Appendix C2 of the Rules Governing the Listing of Securities of The Stock Exchange of Hong Kong Limited and in accordance with the GRI Sustainability Reporting Standards, this Report strictly adheres to the relevant reporting principles stated in the ESG Guide and the GRI Standards. These principles include Materiality, Quantitative, Balance, and Consistency, which are stated in the ESG Guide; as well as Accuracy, Balance, Clarity, Comparability, Completeness, Sustainability Context, Timeliness, and Verifiability, which are stipulated in the GRI Standards. For an overview of disclosures in this Report against corresponding indicators under the ESG Guide and the GRI Standards, please refer to the two content index tables close to the end of this Report. These content index tables offer cross-reference to relevant chapters, with additional remarks to provide details, where applicable.

### Reporting Assurance

This Report has been verified by an independent third party, which provides assurance on its accuracy, reliability, credibility, and compliance with the ESG Guide and the GRI Standards. Please refer to the Verification Statement enclosed in this Report for detailed information.

For the Content Index — Essentials Service, GRI Services reviewed that the GRI content index has been presented in a way consistent with the requirements for reporting in accordance with the GRI Standards, and that the information in the index is clearly presented and accessible to the stakeholders. The service does not constitute or replace an external assurance.

### Reporting Scope

This Report presents the significant environmental and social initiatives and accomplishments of HKPC, including its headquarters located in Kowloon Tong, Hong Kong, and relevant subsidiaries, including the Wholly Foreign Owned Enterprises (WFOEs) in Shenzhen and Dongguan, where applicable. All data presented in this Report are standardised and expressed in absolute figures as of March 31, 2023, to the best of our knowledge, unless specified otherwise. Financial information disclosed in this Report pertains to the fiscal year 2022-23, with monetary values denominated in Hong Kong Dollars. For detailed financial data, please also refer to the Financial Review section of HKPC Annual Report 2022-23, which is accessible through the corporate website at: <https://www.hkpc.org/>.



於報告期間內，商業化和業務發展組已升格為大灣區業務發展部，而中小企資援組已改為資助計劃部。此外，由於本局發展，員工總數增加10%。除此之外，於報告期間並無關於本局擁有權和供應鏈的重大變動。

## 回饋意見

我們非常歡迎您就本報告的報告方針、內容以及本局的環境、社會及管治表現或可持續發展表現提出寶貴意見和建議。您的寶貴意見將促進我們持續進行可持續發展的努力。如有任何查詢或意見，請以電郵與我們聯絡：[esg@hkpc.org](mailto:esg@hkpc.org)。

生產力局受《香港生產力促進局條例》(香港法例第1116章)規管，為跨專業的法定機構，致力支援本港各行各業提升生產力、營運效率及競爭力。本局堅持高水平的企業管治，以確保問責性、透明度、公平性及道德操守，作為可持續發展以及履行公眾使命和滿足持份者期望的基石。

於2022年，生產力局獲得兩個著名獎項，以表彰本局的承諾：生產力局前主席林宣武先生榮獲 Hong Kong Business Management Excellence Awards Executive of the Year (非牟利組織類別) 殊榮，而生產力局於2022公關大獎中榮獲「最佳企業事務策略獎」，展示本局於企業管治方面進行戰略管理以及溝通的不懈努力。

During the reporting period, the Commercialisation and Business Development Unit was upgraded to Greater Bay Area Business Development Division, and the SME Funding Division was transformed to the Funding Schemes Division. Moreover, there was an increase of 10% in the total workforce size due to organisational development. Apart from these, there are no significant changes occurred in terms of organisational ownership or supply chain during the reporting period.

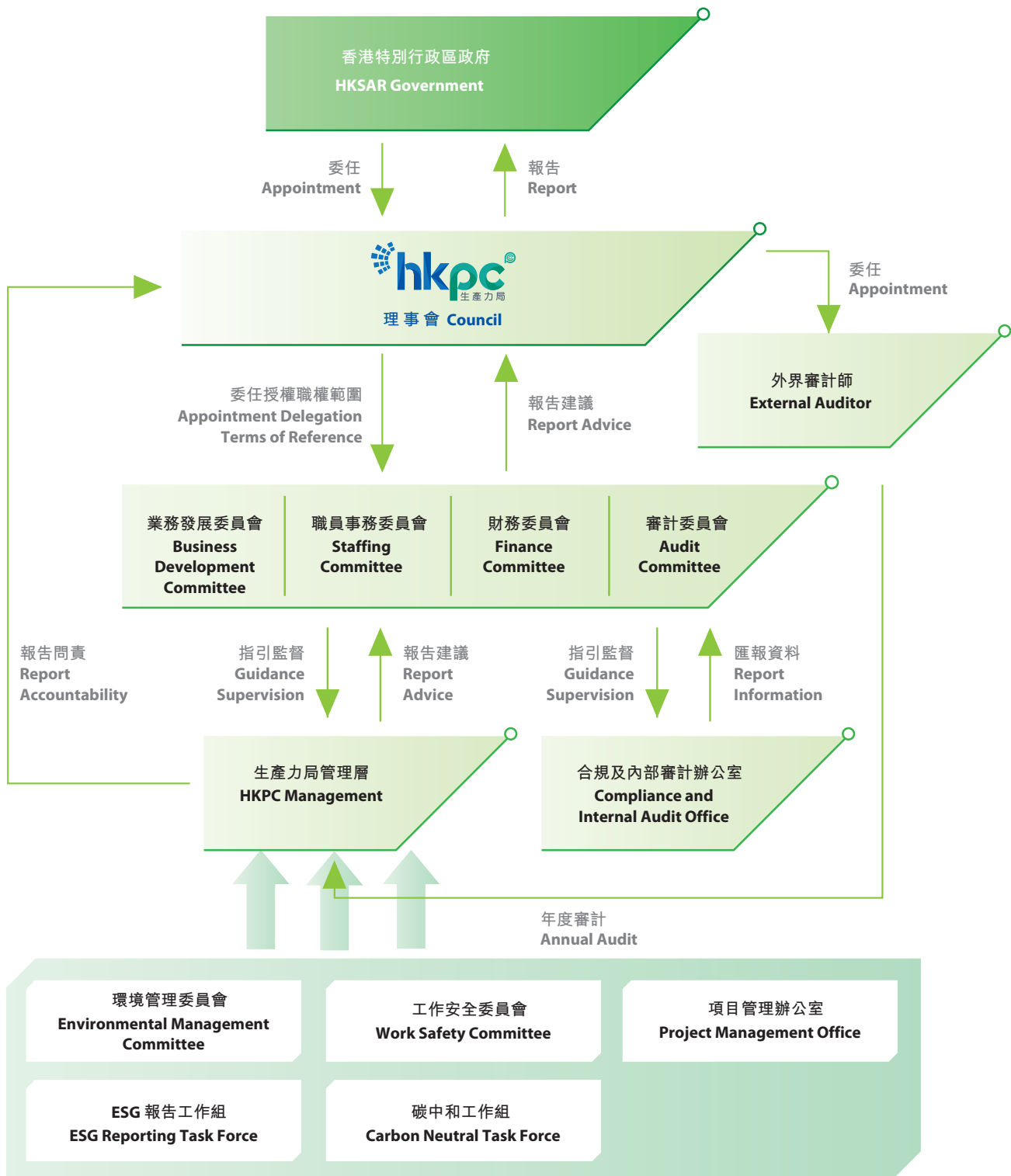
## Feedback

We highly appreciate your feedback and suggestions regarding the reporting approach, content, and our ESG or sustainability performance presented in this Report. Your valuable input will greatly contribute to our continuous efforts for sustainable development. If you have any enquiries or comments, please contact us via email at [esg@hkpc.org](mailto:esg@hkpc.org).

Governed by the Hong Kong Productivity Council Ordinance (Chapter 1116 of Laws of Hong Kong), HKPC is a multi-disciplinary organisation established by statute that is fully committed to supporting local industries in improving productivity, operational efficiency, and competitiveness. At HKPC, we uphold high standards of corporate governance to ensure accountability, transparency, fairness, and ethics, which serve as the cornerstones for our sustainable development, as well as for accomplishing public mission and meeting stakeholder expectations.

In 2022, this commitment was notably recognised by receiving two prestigious awards: Mr Willy LIN, former Chairman of HKPC, was honoured as the “Executive of the Year — Non-Profit Organisation” at the Hong Kong Business Management Excellence Awards, and HKPC won the “Best Corporate Affairs Strategy Award” at the PR Awards 2022, showcasing our continuous efforts to perform strategic management and communication for corporate governance.

可持續發展管治架構  
Governance Structure for Sustainability



生產力局可持續發展管治架構 Sustainability Governance Structure at HKPC



生產力局已將可持續發展管治納入企業架構。理事會為生產力局的最高管治機構，由政府委任的非執行成員組成，包括管理、勞工、專業或學術利益的代表及公職人員，為本局的可持續發展提供策略領導。理事會每年審閱及批准生產力局的三年策略計劃，以及相應的預測、方案及預算。理事會成員遵守《理事會成員行為守則》，當中涵蓋申報利益衝突、防止賄賂及收受利益等方面，在履行職務時以公眾及本局的利益為先，確保其行為符合本局的價值觀及聲譽。我們設有理事會成員利益登記冊，並每年更新，可供公眾查閱。

理事會下設四個主要委員會，即審計委員會、財務委員會、職員事務委員會及業務發展委員會，負責監督企業表現的各個方面。各委員會在行政總裁領導下指導及監督生產力局的管理層，而總裁則定期向委員會提交報告及建議。

環境管理委員會向生產力局管理層匯報，並由首席創新總監擔任主席，在提出和審查環境計劃方面發揮關鍵作用，以實現既定目標和指標，包括減碳、節電、廢物管理和水管理。為推動生產力局的碳中和過渡，我們成立由綠色生活與創新部領導的低碳專責小組，負責建議及檢討相關計劃。此外，本局已成立環境、社會及管治報告負責小組，協助管理層編製年度環境、社會及管治(ESG)報告。

工作安全委員會由各部門的代表組成，負責牽頭確保生產力局的職業健康與安全常規。委員會定期監察安全表現、評估潛在風險及影響、調查事故(如有)，以及向全體員工推廣安全意識。

作為一間提供廣泛諮詢服務的公營機構，生產力局高度重視採用健全的項目管理慣例，以確保執行品質、滿足合約要求及保護企業利益。項目管理辦公室與不同部門的資深員工合作，提供指導、開展培訓，並在內部分享良好做法。

我們持續檢視ESG表現和管治架構，正就設立專責委員會的可行性進行深入探討。有關生產力局企業管治的更多詳細資料，請參閱最新的2022-23年報及本局網站[www.hkpc.org](http://www.hkpc.org)。

Sustainability governance has been integrated within our corporate structure. The highest governance body of HKPC is the Council, which consists of non-executive members appointed by the Government, including representatives from management, labour, professional or academic interests, and public officers, providing strategic leadership for the organisation's sustainable development. The Council annually reviews and approves the Three-year Strategic Plan for HKPC, and corresponding forecast, programmes, and estimates. Adhering to the Code of Conduct for Council Members, which cover areas such as declaring conflict of interest, prevention of bribery, and acceptance of advantage, the Council Members prioritise public and HKPC's interests in their duties, ensuring their actions align with the organisation's values and reputation. A publicly accessible register of Council Members' interests is updated annually.

There are four main committees under the Council, namely Audit Committee, Finance Committee, Staffing Committee, and Business Development Committee, which oversee various aspects of corporate performance. These committees guide and supervise HKPC management, led by the Executive Director, who presents regular reports and recommendations to the Committees.

Reporting to HKPC management and chaired by the Chief Innovation Officer, the Environmental Management Committee plays a pivotal role in initiating and reviewing environmental programmes to achieve established objectives and targets, including carbon reduction, electricity savings, waste management, and water management. To drive HKPC's carbon-neutral transition, a Low Carbon Taskforce, led by the Green Living and Innovation Division, has also been established to propose and review associated programmes. In addition, an ESG Reporting Task Force has been formed to support the management in the development of annual Environmental, Social and Governance (ESG) reports.

The Work Safety Committee, consisting of representatives from various divisions, takes the lead to ensure occupational health and safety practices at HKPC. The committee regularly monitors safety performance, assesses potential risks and impacts, investigates incidents if any, and promotes safety awareness to all staff.

As a company providing a wide range of consultancy services, we place a high importance in adopting sound project management practices to ensure quality execution, meet contractual requirements, and protect corporate interests. The Project Management Office works with senior staff from different divisions to offer guidance, conduct training, and share good practices internally.

We continue to review our ESG performance and governance structure, exploring the feasibility of forming a dedicated committee. For more detailed information on HKPC's corporate governance, please refer to our latest Annual Report 2022-23 and corporate website at [www.hkpc.org](http://www.hkpc.org).

## 可持續發展願景 Sustainability Vision

### 願景 Vision



- 成為科技創新、技術應用和價值創造的賦能者及促進者，為社會、經濟和環境提供綜合支援，全面促進香港成為國際創新科技中心。
- To be an enabler and facilitator of technological innovation, technology application and value creation for the community, HKPC will provide integrated support to the community, the economy and the environment, and fully contribute to the development of Hong Kong into an international innovation and technology centre.

### 使命 Mission



- 致力推動技術以提升香港企業生產力。
- Relentlessly drive technologies to enhance the productivity of Hong Kong enterprises.

## 願景、使命與核心價值 Vision, Mission, and Core Values

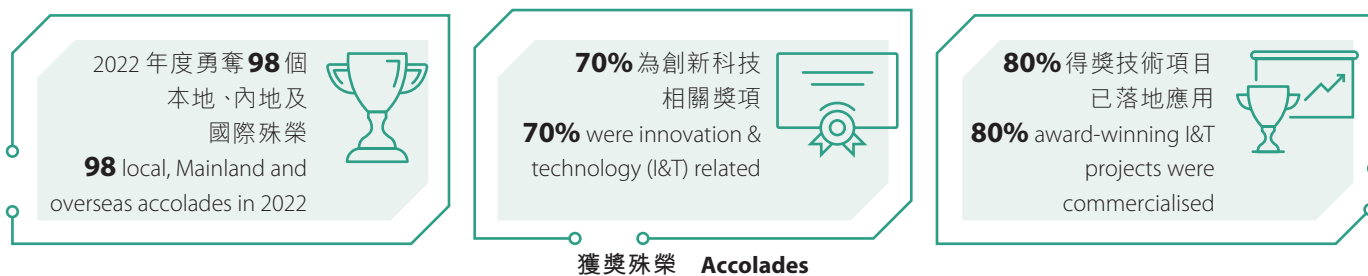




#### 發展重點 Game Plan

生產力局遵循既有的願景、使命、核心價值及發展重點的策略方向，透過推動世界級先進科技及創新服務，致力驅動卓越生產力，促進本地企業（包括中小企業及初創企業）的發展及競爭力，成為推動新型工業化的「工業4.0」及「企業4.0」的主要促成者，並支持香港成為國際創新及科技中心以及智慧城市。生產力局與合作夥伴緊密合作，夥拍行業、企業及研發機構，提供增值技術解決方案及人才發展計劃。我們的成就獲得廣泛的認可和獎項。於2022年，我們共獲得98項本地及國際獎項，涵蓋創新與科技、企業發展及人力資源管理。

Following the established Vision, Mission, Core Values, strategic direction of Game Plan, HKPC strives to promote productivity excellence to facilitate the development and competitiveness of local enterprises, including small and medium enterprises (SMEs) and startups, through driving world-class advanced technologies and innovative service offerings, serving as a key enabler of Industry 4.0 and Enterprise 4.0 to facilitate new industrialisation, and support Hong Kong to be an international innovation and technology centre and a smart city. Working closely with our partners, HKPC teams up with industries, enterprises, R&D institutes to offer value-added technology solutions and talent development programmes. Our achievements have garnered a wide range of recognitions and awards. In 2022, we received a total of 98 local and international accolades, covering innovation & technology, corporate development, and human resources management.



#### 獲獎殊榮 Accolades

為全面支持政府於2050年前實現碳中和及保障社區福祉的目標，生產力局承諾最早於2040年在生產力大樓實現該目標，透過致力減碳、減少空氣污染物、減少廢物及促進綠色技術創新，邁向低碳未來。於2022年5月，生產力局的「綠色科技館」揭幕，展示創新的綠色科技解決方案，賦能更環保的生活方式選擇，為香港實現碳中和目標作出貢獻，從而彰顯本局對環境可持續發展的承諾。生產力局設有《環保採購政策》及《環保政策》等政策，進一步支持對環境可持續發展的承諾，為日常營運中的環保措施提供指引。

To fully support the Government's goal of achieving carbon neutrality by 2050 and safeguard the community's well-being, HKPC pledges to reach this target at HKPC Building by as early as 2040, through committing to decarbonisation, reducing air pollutants, minimising waste, and fostering green technology innovations for a low-carbon future. In May 2022, HKPC demonstrated its environmental sustainability commitment by unveiling the "Green Hall," showcasing innovative GreenTech solutions that empower greener lifestyle choices and contribute to Hong Kong's carbon neutrality goal. HKPC's commitment to environmental sustainability is further supported by company policies such as the Green Procurement Policy and Environmental Policy, which offer guidance on green practices in daily operations.

## 合規及商業誠信

我們明白確保商業道德及行為守則對我們營運各方面的重要性。生產力局對誠信的承諾延伸至所有員工，並定期為員工提供培訓課程，以確保員工持續了解該等標準。於報告年度，本局舉辦了多項內部誠信及合規培訓及活動。例如，「Compliance GO 2023」涵蓋「公務員合規」、「商業道德」、「欺詐意識」和「採購合規」等培訓主題。我們鼓勵員工參與於2022年11月舉辦的現場合規遊戲，在生產力局內培養誠信及合規文化。

生產力局嚴格遵守《個人資料(私隱)條例》，恪守資料安全及保密的最高標準。生產力局的《私隱政策聲明》表明我們的承諾，並指導員工確保遵守相關標準。員工接受保護客戶、供應商及業務夥伴個人資料的培訓，並由個人資料私隱主任監督合規情況。此外，本局強制規定所有員工遵守《知識產權(雜項修訂)條例》，以防止傳送任何可能侵犯該等知識產權或第三方權利的物料。於2022年12月，生產力局舉辦網上研討會，邀請個人資料私隱專員公署講者分享私隱條例的基礎知識，以及收集、處理及使用個人資料的正確方法。

生產力局致力為不同種族的人士推廣平等機會，盡力確保無論其種族背景均可平等享用我們的服務。生產力局根據政制及內地事務局《促進種族平等行政指引》，制定有關促進種族平等的措施清單。為進一步提高員工對此的意識，生產力局於2023年3月舉辦網上研討會，由平等機會委員會的代表出席，為員工提供反歧視法律的必要教育。網上研討會提供有關相關法律權利及責任的見解，以及針對工作場所歧視及騷擾的預防措施。

## Compliance and Business Integrity

We understand the importance of ensuring business ethics and code of conduct in all aspects of our operations. HKPC's commitment to integrity extends to all staff, with training modules offered regularly for staff to ensure ongoing awareness to these standards. During the reporting year, HKPC had organised various internal integrity and compliance trainings and activities. For example, "Compliance GO 2023" covered the training topics of "Compliance of Public Servants", "Business Ethics", "Fraud Awareness", and "Compliance in Procurement". Staff were encouraged to participate in live compliance games that were organised in November 2022, boosting a culture of integrity and compliance within HKPC.

Strictly compliant with the Personal Data (Privacy) Ordinance (PDPO), HKPC observes the highest standards of data security and confidentiality. HKPC's Privacy Policy Statement demonstrates our commitment and guides staff to ensure compliance with relevant standards. Staff are trained in safeguarding personal data of clients, suppliers, and business associates, with a Personal Data Privacy Officer overseeing compliance. Additionally, the Intellectual Property (Miscellaneous Amendments) Ordinance is mandatory for all staff to observe, to prevent the transmission of any materials that may infringe on these rights or those of third parties. In December 2022, HKPC organised a webinar with speakers from the Office of the Privacy Commissioner for Personal Data (PCPD) sharing on the fundamentals of PDPO and proper methods for collecting, handling, and using personal data.

Committed to promoting equal opportunities for people of different races, HKPC places great efforts to ensure equal access to our services by the public, regardless of their racial background. In line with the Administrative Guidelines on Promotion of Racial Equality by the Constitutional and Mainland Affairs Bureau, HKPC has established a checklist of measures on promotion of racial equality. To increase staff awareness, HKPC hosted a webinar in March 2023 that was presented by representatives from the Equal Opportunities Commission (EOC), providing staff with essential education on anti-discrimination laws. The webinar offered insights into associated legal rights and liabilities, as well as preventive measures against discrimination and harassment in the workplace.



## 風險監控及舉報政策

生產力局的風險管理由審計委員會監督，為其可持續發展管治不可或缺的一環。審計委員會在合規及內部審計辦公室的支援下，監控各業務及營運方面的風險，包括員工及資源效益，並就此提供意見。年度審核計劃以風險為基礎，為審閱範圍的優先次序提供指引，並將審閱結果報告予審計委員會供其審閱。在合規及內部審計辦公室的指導下，不同業務單位每年評估各自領域的風險，包括營運、設施、環境、職業健康與安全及人力資源，確保符合企業管治標準。

生產力局設立全面的舉報機制，以讓對任何不當行為或瀆職行為有合理疑慮的人士作出舉報。舉報政策已上載於本局網站，規定處理與工作中發現的違規行為的書面投訴詳情。舉報政策亦詳述舉報渠道、程序及對舉報人的保護。

於2022-23年度，本局並無觸犯本地社會經濟及環境法例及法規的不合規個案，亦無接獲申訴個案，例如個人資料私隱、知識產權、反貪污、職業健康與安全、推廣服務、化學品管制及廢物處置等。

## Risk Controls and Whistleblowing Policy

HKPC's risk management, overseen by the Audit Committee, is integral to its sustainability governance. The Audit Committee, supported by the Compliance and Internal Audit Office (CIA), monitors and advises on risks across various business and operational aspects, including efficiency of people and resources. A risk-based annual audit plan guides the prioritisation of areas for review, with findings reported to the Audit Committee for review. Different business units, under CIA's guidance, assess risks in their respective areas on an annual basis, covering operations, facilities, environment, occupational health and safety, human resources, ensuring compliance with corporate governance standards.

To allow persons with legitimate concerns regarding any misconduct or malpractice, HKPC has set up a comprehensive whistleblowing mechanism. The Whistleblowing Policy is published on the corporate website to the public to stipulate the details of handling written complaints relating to irregularities found at work. Reporting channels, procedures, and protection to whistleblowers are also elaborated in the policy.

There were no non-compliance cases against local laws and regulations, or reported cases of grievance, covering socio-economic and environmental aspects such as personal data privacy, intellectual property right, anti-corruption, occupational health and safety, marketing of services, chemicals control and waste disposal, in 2022-23.



## 管理我們的供應商

為支持我們的日常營運，我們與各類供應商（包括物料供應商、服務供應商及承建商）緊密合作，以確保業務運作完善。該等供應商提供各種產品及服務，如機器、維修、辦公室用品及諮詢。於報告年度，生產力局與1,072家供應商合作，年度開支的86%用於本地供應商，其中69%為中小企業，彰顯支持本地及小型企業的堅定承諾。

生產力局的供應商甄選流程公開公平，並注重定期審查產品及服務質素。評估供應商時會考慮其社會及環境影響，確保符合OHSAS 18001、ISO 45001、能源效益標籤計劃及廢物管理法規等相關標準。在完成每份採購訂單後，生產力局會對供應商的表現進行全面評估，並結合這些不同的標準，以保持高標準和負責任的做法。生產力局每年評估根據採購訂單金額排行的頭100間供應商的表現，聚焦服務質素、可靠性及健康與安全標準等方面。嚴格的審核流程確保高質量的服務，並降低供應鏈的風險。不符合標準的供應商可能會面臨適當的紀律處分，確保持續合規及表現理想。

我們的採購流程已採用「ePROQ」電子採購系統，可簡化報價要求、招標及供應商註冊，減少人為錯誤及提高交易透明度，亦支持監察合規情況和控制開支，同時較過往招標方式大幅減少用紙。

生產力局的《環保採購政策》體現其對環境管理的承諾。該政策優先考慮選擇對環境有利的產品及服務，使採購決策符合相關環境法規、標準及準則。透過該政策，生產力局確保其採購慣例對環境管理及可持續發展作出積極貢獻。

## 持份者參與及重要性

生產力局非常重視持份者的意見，他們的回饋於指導業務發展及提升表現方面發揮關鍵作用。憑藉多元化的溝通渠道，生產力局緊貼持份者不斷變化的期望，建立信任、開放及透明的關係。積極參與策略確保生產力局可迅速回應，並符合持份者的需求。我們的持份者參與渠道及年度摘要概述如下。

## Managing Our Suppliers

To support our daily operations, we collaborate closely with a diverse range of suppliers, including material suppliers, service providers, and contractors, to ensure efficient operations. These suppliers offer various products and services like machinery, maintenance, office supplies, and consultancy. In the reporting year, HKPC worked with 1,072 suppliers, directing 86% of the annual spending towards local suppliers with 69% of which being SMEs, highlighting a strong commitment to supporting local and small businesses.

HKPC's supplier selection process is open and equitable, with a focus on regular quality reviews of products and services. Evaluations of suppliers include considerations of their social and environmental impact, ensuring compliance with relevant standards such as OHSAS 18001, ISO 45001, the Energy Efficiency Labelling Scheme, and waste management regulations. Following each purchase order, HKPC conducts a thorough evaluation of supplier performance, integrating these diverse criteria to maintain high standards and responsible practices. Annually, HKPC evaluates its top 100 suppliers based on purchase volume, focusing on aspects like service quality, reliability, and health and safety standards. This rigorous review process ensures high-quality services and mitigates risks in the supply chain. Suppliers not meeting standards may face appropriate disciplinary measures, ensuring consistent compliance and performance.

Our procurement process has adopted the "ePROQ", an e-Procurement system. This digital platform streamlines quotation requests, tendering, and supplier registration, reducing manual errors and increasing transaction transparency. It also supports compliance monitoring and spending controls, while significantly reducing paper usage compared to previous tendering methods.

HKPC's commitment to environmental stewardship is evident in its Green Procurement Policy. This policy prioritises the selection of products and services which are environmentally preferable, aligning procurement decisions with relevant environmental regulations, standards, and criteria. Through this policy, HKPC ensures that its purchasing practices contribute positively to environmental management and sustainability.

## Stakeholder Engagement and Materiality

HKPC places significant importance on stakeholder feedback, recognising its critical role in guiding business development and performance enhancement. By leveraging diverse communication channels, HKPC stays attuned to stakeholders' evolving expectations, fostering a relationship that is built on trust, openness, and transparency. This proactive engagement strategy ensures that HKPC remains responsive and aligned with stakeholder needs. Our stakeholder engagement channels and annual highlights are summarised below.



| 主要持份者組別<br>Key Stakeholder Groups | 主要參與渠道<br>Key Engagement Channels                                                                                                                                                                                                                                                                                                                                                                                                                                               | 主要持份者組別<br>Key Stakeholder Groups       | 主要參與渠道<br>Key Engagement Channels                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 員工<br>Employee                    | 員工大會<br>Town Hall meetings<br>圓桌會議<br>Roundtable meetings<br>辦公室通告及標準守則<br>Office circulars and standard practices<br>培訓課程<br>Training programmes<br>員工活動<br>Staff activities<br>電子通訊<br>eNewsletters<br>內聯網<br>Intranet<br>社交媒體平台<br>Social media platforms<br>好拍檔計劃<br>PAL programme<br>逆向導師計劃<br>Reverse mentoring programme<br>良好實務分享會<br>Best practice sharing sessions<br>「早禱會」<br>“Morning prayer”<br>工作安全委員會<br>Work Safety Committee<br>職員康樂會<br>Staff Recreation Club | 供應商及承辦商<br>Suppliers and Contractors    | 招標流程及表現評估<br>Tendering process and performance review<br>會議<br>Meetings                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 客戶<br>Customer                    | 客戶滿意度調查<br>Customer satisfaction survey<br>研討會/展覽/工作坊<br>Seminars/exhibitions/workshops<br>免費培訓課程<br>Free training courses<br>會議<br>Meetings<br>電子通訊<br>eNewsletters<br>中小企資援組的外展活動<br>Outreach activities by SME ReachOut                                                                                                                                                                                                                                                      | 政府<br>Government                        | 立法會會議<br>Legislative Council meetings<br>協作項目及計劃<br>Collaborative projects and schemes<br>申請政府資助計劃<br>Application for Government funding schemes<br>作為政府資助計劃秘書處/執行機構<br>Secretariats/Implementers of Government funding schemes<br>參與政府諮詢項目<br>Participation in Government consultation exercises<br>與政府官員的會議及官員實地考察<br>Meetings with and visits by Government officials<br>與創新科技署管制人員的實務會議<br>Housekeeping meetings with Controlling Officer from Innovation and Technology Commission (ITC) |
|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 工商業界聯會<br>Trade/Industry Association    | 業界諮詢會<br>Voice of Industry consultation meetings<br>「HKPC集思匯」諮詢會<br>Hong Kong Industry Network Clusters (HK-INC) consultation sessions                                                                                                                                                                                                                                                                                                                                                        |
|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 非政府機構<br>Non-governmental Organisations | 支持慈善活動<br>Support to charitable events and activities<br>會議<br>Meetings                                                                                                                                                                                                                                                                                                                                                                                                                       |
|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 公眾<br>The Public                        | 主題展館<br>Theme halls<br>本局刊物/網站/社交媒體平台<br>Corporate publications/website/social media platforms                                                                                                                                                                                                                                                                                                                                                                                                |

主要持份者參與渠道 Major Stakeholder Engagement Channels



2022-23 年度持份者參與摘要及客戶滿意度 Stakeholder Engagement Highlights & Customer Satisfaction Rate in 2022-23

生產力局遵循ESG指引及GRI準則的報告原則及要求，每年對選定的持份者組別進行調查，並在編製每份報告前評估重大議題，以提升ESG報告的相關性及準確性。此過程對確保全面了解持份者的觀點及協助管理層優先處理與環境、社會及管治及可持續發展相關的最重要議題，對有效的環境、社會及管治管理及報告至關重要。於2023年，我們邀請包括員工、供應商以及貿易和行業協會代表在內的眾多持份者完成一份網上問卷調查，其中包括33個與環境、社會及管治方面有關的潛在議題，包括與人權有關的議題。根據他們的寶貴意見，我們進行分析和管理層審查，以識別這些議題的相對重要性，從而指導優先考慮本報告中需要解決的最關鍵議題。

Following the ESG Guide and GRI Standards' reporting principles and requirements, HKPC conducts surveys on an annual basis with selected stakeholder groups and assesses material topics before the development of each report, to enhance the relevance and accuracy of ESG reporting. This process is important to ensure a comprehensive understanding of stakeholder perspectives and to help management prioritise most relevant issues of ESG and sustainability, which are critical for effective ESG management and reporting. In 2023, we invited a number of stakeholders, including staff, suppliers, and representatives from trade and industry associations, to complete an online questionnaire that consists of 33 potential topics pertaining to environmental, social, and governance aspects, including those concerning human rights. Based on their valuable input, an analysis and a management review were undertaken to discern the relative materiality of these topics, which guided the prioritisation of the most critical issues to be addressed in this Report.



2022-23 年度 ESG 報告重要議題矩陣 Materiality Assessment Matrix for 2022-23 ESG Report



下述重要議題矩陣呈列所有潛在議題的概覽，其相對重要性水平以對業務（內部）的影響及對持份者（外界）的影響表示。經管理層審視後，15個議題被識別為最重要的議題。其中，11個分佈在矩陣的優先次序曲線上方。此外，我們認為「氣候變化」、「平等機會及反歧視」、「本地社區」和「社會及經濟領域的監管合規」對我們的營運至關重要，因此亦納入本報告的重要議題列表。根據本年度的重要議題評估結果，我們於本報告新增三個社會議題：「職業健康及安全」、「反競爭行為」及「保障人權」，反映我們堅守促進企業責任的承諾。

The materiality matrix below presents an overview of all the potential topics, with their relative materiality levels being represented by impact to business (internal) and impact to stakeholders (external). After management review, 15 topics have been identified as the most material. Among these, 11 of those are shown above the priority curve in the matrix. In addition, the topics of "Climate Change", "Equal Opportunity and non-Discrimination", "Local Communities" and "Regulatory Compliance in Social and Economic Areas" are regarded as essential to our operations and thus also included to the list of material topics for this Report. Based on this year's materiality assessment results, we include three additional social topics in this report: Occupational Health and Safety, Anti-Competitive Behaviour, and Protecting Human Rights, reflecting our evolving commitment to corporate responsibility.

## 重要議題列表

## List of Material Topics

| 類別<br>Category                       | 重要議題在矩陣中的優先次序<br>Material Topics Prioritised in Matrix                                                                                                                                                                                                                    | 其他重要議題<br>Additional Material Topics                                              |
|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|
| 環境 (6)<br>Environmental (6)          | 物料 Materials<br>能源消耗 Energy Consumption<br>排放物 Emissions<br>廢物 Waste<br>環境合規 Environmental Compliance                                                                                                                                                                     | 氣候變化<br>Climate Change                                                            |
| 社會 (8)<br>Social (8)                 | 勞／資關係 Labour/Management Relations<br>僱員福利及待遇 Employee Welfare and Benefits<br>產品／服務責任 Product/Service Responsibility<br>保障人權 Protecting Human Rights <sup>#</sup><br>職業健康及安全 Occupational Health and Safety <sup>#</sup><br>反競爭行為 Anti-Competitive Behaviour <sup>#</sup> | 平等機會及反歧視<br>Equal Opportunity and non-Discrimination<br>本地社區<br>Local Communities |
| 管治／經濟 (1)<br>Governance/Economic (1) | —                                                                                                                                                                                                                                                                         | 社會及經濟領域的監管合規*<br>Regulatory Compliance in Social and Economic Areas*              |

附註：

- \* 生產力局2022/23年度環境、社會及管治報告增設三項新議題，即「職業健康及安全」、「反競爭行為」和「保障人權」。
- \* 本章參照GRI標準的一般披露要求，載述關於社會、經濟及環境的監管合規資料。

Notes:

- \* Three new topics, namely Occupational Health and Safety, Anti-Competitive Behaviour, and Protecting Human Rights are added to the material topics for HKPC's ESG Report for 2022/23.
- \* Regulatory compliance information regarding social, economic, and environmental aspects is included in this chapter, with reference to the general disclosure requirements of GRI Standards.

作為業界及社區的長期合作夥伴，生產力局致力透過多元化服務提高生產力及推動各行各業的增長，尤其專注於中小企業。憑藉與本地組織緊密合作的豐富經驗，我們了解他們的需要，致力協助他們解決技術問題，開發創新解決方案，並在不斷變化的環境中取得成果。我們的目標是利用我們的專業知識、行業聯繫及業界合作夥伴關係，在企業的整個生命週期中提供支持，從而促進新商機。

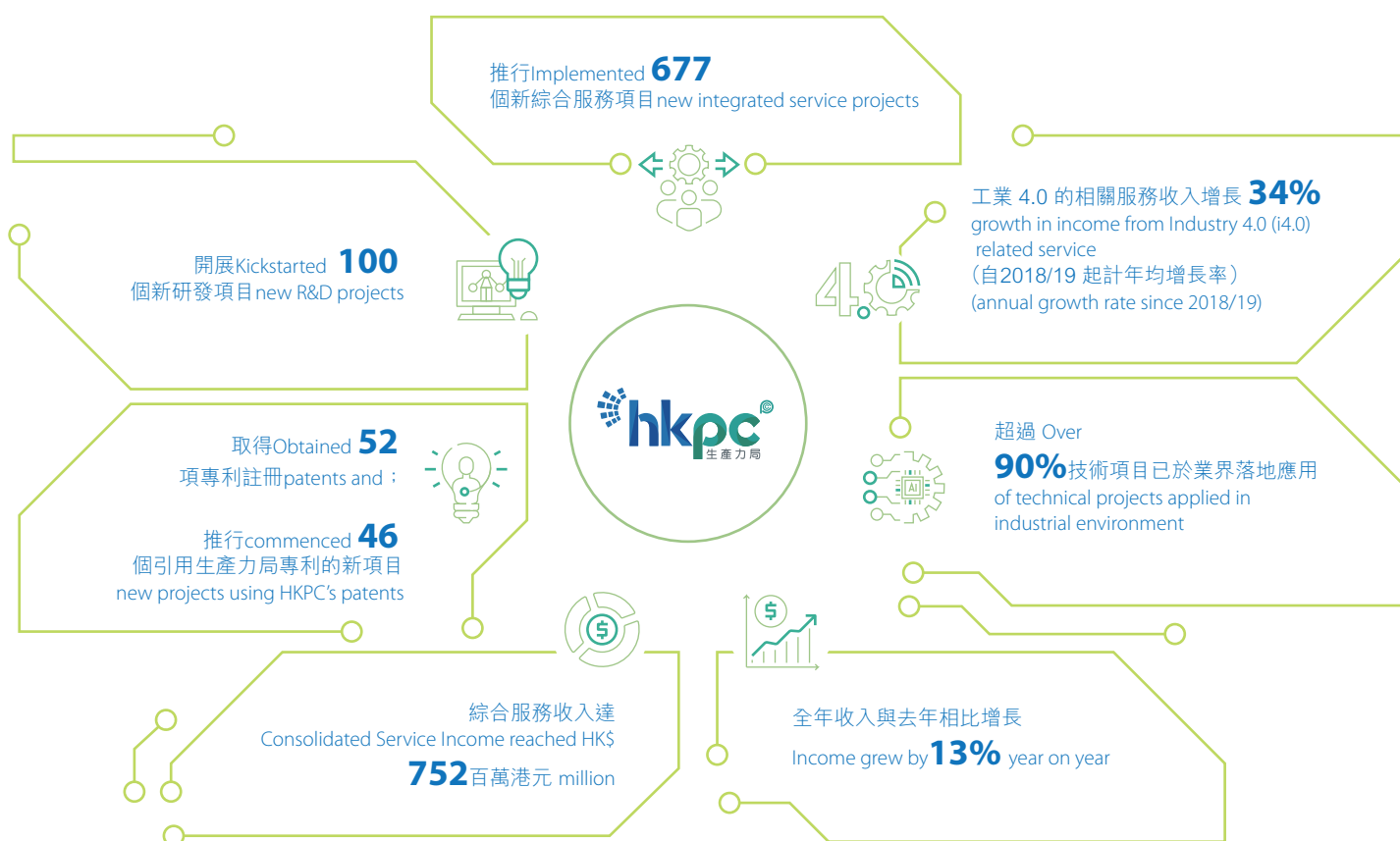
### 年度服務摘要

生產力局透過提供先進技術及綜合解決方案以提高生產力，支持行業及社區的可持續發展。我們亦積極與不同規模的企業以及公眾分享知識及經驗，以增進他們的能力。於報告年度，我們提供各式各樣的項目及活動，以滿足行業及社區的各種需求。

Proud to be a long-term partner for the industry and community, HKPC strives to enhance productivity and drive growth across various sectors, with a particular focus on SMEs, through our diverse range of services. With extensive experience in collaborating closely with local organisations, we understand their needs and are dedicated to helping them solve technical problems, develop innovative solutions, and succeed in an ever-evolving environment. Our goal is to support organisations throughout their lifecycles by leveraging our expertise, industry connections, and collaborative industry partnerships that facilitate new business opportunities.

### Highlights of Annual Services

HKPC supports the sustainable development of the industry and community, by providing advanced technologies and comprehensive solutions to enhance productivity. We are also proactive to share knowledge and experience with businesses of all sizes and the public to build up capability. During the reporting year, a wide range of projects, events, and activities were delivered to address various needs of the industry and community.



2022-23 年內生產力局服務摘要 Highlights of HKPC Services in 2022-23



## 通過技術進步提升生產力

香港特區政府於2022年底推出「香港創新科技發展藍圖」，標誌著我們致力建立全面創新及科技生態系統的策略承諾，推動香港邁向先進及可持續工業化時代。生產力局積極提倡有關願景，支持智能生產和環保行業慣例的舉措。我們對這項舉措的承諾，突顯我們為引領香港工業邁向適應力強、科技賦能的未來作出的重要貢獻。

## 新型工業化發展中心

新型工業化發展中心旨在通過解決技術、人才和資源方面的關鍵需求，推動香港工業界發展。通過聚焦整合工業物聯網、人工智能和數據分析等尖端科技，新型工業化發展中心將支援企業提高效率，減低對環境的影響，打造強大的「香港製造」品牌，鞏固香港作為大灣區以至區外創新科技中心的地位。

## 研發成果

我們堅持不懈追求創新，勇奪多項殊榮，彰顯我們於香港及其他地區研發領域的領導地位。我們在2023年日內瓦國際發明展上榮獲38個獎項，為本局歷年之最，另獲98個國際殊榮，當中包括著名「百大科技研發獎R&D 100 Awards」及「TechConnect創新獎」。

## 我們的創新技術屢獲殊榮

### 在元宇宙中的虛擬生產系統

#### Virtualised Manufacturing in the Metaverse

人工智能驅動預後和健康管理(PHM)系統採用物聯網邊緣計算技術，可監測自動門和其他工業設備的狀態，檢測或預測故障，並通過深度學習估算剩餘使用壽命(RUL)。

An AI powered Prognostic and Health Management (PHM) system with IoT edge computing can monitor status of automatic doors and other industrial equipment, detect or predict faults, and estimate Remaining Useful Life (RUL) by deep learning.

## Enhancing Productivity Through Technological Advancement

The HKSAR Government's launch of the "Hong Kong Innovation and Technology Development Blueprint" in late 2022 marked a strategic commitment to fostering a comprehensive innovation and technology (I&T) ecosystem, propelling the city into an era of advanced, sustainable industrialisation. HKPC is an active proponent of this vision, supporting initiatives for intelligent production and eco-friendly industry practices. Our commitment to this initiative underscores our integral contribution to steering Hong Kong's industries towards a resilient, tech-empowered future.

## New Industrialisation Development Centre

The New Industrialisation Development Centre (NI Centre) represents a strategic initiative to advance Hong Kong's industrial sector by addressing critical needs in technology, talent, and resources. By focusing on the integration of cutting-edge technologies such as the Industrial Internet of Things, AI, and data analytics, the NI Centre is set to support enterprises to boost their efficiency, reduce environmental impact, and create a robust 'Made-in-Hong-Kong' brand, cementing the city's status as a hub of innovation and technological advancement in the GBA and beyond.

## Achievement in Research and Development

Our relentless pursuit of innovation has led to an impressive suite of recognitions, highlighting our leadership in R&D within Hong Kong and beyond. We proudly received a record 38 awards at the 2023 Geneva International Exhibition of Inventions, complemented by a significant haul of 98 international accolades, including the prestigious "R&D 100 Awards" and "TechConnect Innovation Awards."

## Our Award-Winning Innovations





#### 應用於生物柴油生產的微波輔助提取動物油脂技術 Microwave-assisted System for Bio-diesel Extraction from Animal Waste

此項研發與倡威科技有限公司合作，利用先進微波技術加快動物脂肪組織細胞釋放脂質，從而提煉出生物柴油的原油，通過此技術可減少有害溶劑的使用，並縮短提取時間及提高提取效率。

In collaboration with Champway Technology Limited, the system is a technological breakthrough to generate bio-diesel oil from animal fatty tissue cells by using microwave. It can increase the oil extraction rate and shorten the extraction time.

#### 高桿燈檢查機械人 High Mast Inspection Robot

此項發明乃與智藝綠色照明有限公司合作，是一款堅固的機械人系統，能夠爬上高達三十五米的高桿燈，並運用攝像機檢查及記錄高桿燈的鏽蝕狀況。  
In collaboration with Green Light Multiplex Company Limited, this robust robotic system can climb masts of up to 35 metres high to inspect lamp poles and the rust status of high masts using cameras and make records.



#### 工業4.0升級及認可計劃

生產力局透過「工業4.0 1i成熟度等級認可」計劃，推動香港製造業整合工業4.0技術。

計劃的其中一個成功典型案例為成興塑膠製品有限公司，該公司不僅成為大灣區內第一家獲取「1i成熟度等級」的玩具企業，而且由於數據化管理，在提高生產效益並實現開源節流方面亦取得顯著成果。

另一個展現工業4.0落實成果的實例為鴻利達集團。此塑膠產品製造翹楚在中山的兩間工廠，分別通過了德國弗勞恩霍夫生產技術研究所及生產力局專家團隊的評估，獲評為已達到工業4.0的1i成熟度級別。

此外，通過「在莞港資企業升級轉型輔導計劃」，生產力局已為七家來自不同行業的企業提供支持，獲得東莞市商務局經費合共人民幣2.88百萬元，以促進其技術進步。生產力局的全面方針突顯其致力提高生產力，鞏固區內工業界作為創新及智能製造中心的地位。

#### Industry 4.0 Upgrade and Recognition Programme

HKPC is championing the integration of Industry 4.0 technologies across Hong Kong's manufacturing sector, notably through its "Industry 4.0 Maturity Recognition" programme.

A prime example of its success is Shing Hing Plastic Manufacturing Limited, which has not only become the first toy company in the GBA to reach the "1i Maturity Level" but has also seen substantial gains in efficiency, revenue, and cost savings, due to digitalised management.

Another notable achievement showcasing the adoption of Industry 4.0 is Hongrita Group, a leading manufacturer of plastics products. Hongrita's two factories in its Zhongshan base underwent evaluation by the Fraunhofer Institute for Production Technology and HKPC's team of experts. The evaluation recognized that both factories have attained Level 1i maturity in the Industry 4.0 domain.

Furthermore, leveraging the Dongguan TURN programme, HKPC has facilitated support for seven enterprises across various industries, securing a collective RMB2.88 million from the Dongguan Bureau of Commerce to foster their technological advancements. This comprehensive approach by HKPC underscores its commitment to enhancing productivity and fortifying the region's industrial sector as a hub of innovation and intelligent manufacturing.



### 提升數碼轉型的靈活性

生產力局在提高業界及社區對數碼轉型的認識及準備方面取得重大進展。為推廣數碼技術，生產力局於2022年7月推出「數碼不求人(DDIY)」網上平台。此平台操作精簡，為企業(包括中小企)提供即買即用的數碼解決方案，有助輕鬆獲取數據化資源，吸引超過40個行業協會及50個技術合作夥伴，上架超過150個不同領域的解決方案。「數碼不求人」憑藉在數碼轉型支援方面的卓越表現，以及舉辦超過10場線上線下研討會及活動，榮獲經濟通頒授「智慧生活夥伴大獎——傑出一站式數碼轉型方案平台」。

此外，生產力局積極利用科技支援社會服務業界的數碼轉型工作。本局與香港賽馬會慈善信託基金合作，推出「賽馬會資訊科技支援計劃」，為非政府組織提供全面的免費資訊科技顧問及諮詢服務。自推出以來，截至2023年3月底，已成功完成118個項目。

### Enhancing Readiness on Digital Transformation

HKPC made significant strides in enhancing the awareness and readiness of the industry and community on digital transformation. To promote digital technologies, HKPC launched the Digital DIY Portal (DDIY) in July 2022, a streamlined platform offering ready-to-use digital solutions for enterprises, including SMEs. It facilitates easy access to resources for digitalisation and has attracted over 40 industry associations and 50 tech partners, listing more than 150 solutions across various sectors. DDIY has received the Outstanding One-Stop Digital Transformation Solution Platform in Smart Living Partnership Award by ET Net, for excellence in digital transformation support and hosting more than 10 seminars and events, both online and offline.

Furthermore, the Hong Kong Productivity Council actively utilises technology to support the digital transformation efforts of the social service industry. In collaboration with the Hong Kong Jockey Club Charities Trust, the Hong Kong Jockey Club IT Support Programme for NGOs offers comprehensive free IT consultancy and advisory services to non-profit organisations in Hong Kong. Since its launch, 118 projects have been successfully completed as of the end of March 2023.



在民政及青年事務局的支持下，已主辦四屆「種籽聯盟」計劃。該計劃旨在利用資訊科技，以及透過「一對一」配對商界企業及社企，提升社企的營運。計劃自2016年推出至今，已有43間社企受惠。

With support from the Home and Youth Affairs Bureau, the annual SEED Programme has been conducted for four years. The programme aims to enhance the operations of Social Enterprises (SEs) by leveraging information technology and pairing SEs with synergistic corporate partners. Since its inception in 2016, 43 SE beneficiaries have participated in the program.

## 提升網絡安全

生產力局的香港電腦保安事故協調中心(HKCERT)在網絡安全方面表現積極主動，處理超過8,000宗保安事故，同時透過24小時熱線提供支援。HKCERT與業界緊密合作，能夠快速共享網絡威脅的情報，並通過舉辦多場免費研討會，向公眾教育及傳遞最新的網絡安全資訊。此外，HKCERT已出版「中小企保安事故應變指南」，提供重要工具幫助中小企業加強網絡防禦策略。

公佈「HKT香港企業網絡保安準備指數2022」標誌著提高網絡安全意識的顯著成果。隨著指數首次突破50點，表明企業越來越優先考慮和投資於網絡安全措施。然而，在網絡威脅(尤其是釣魚攻擊)日益複雜的情況下，該指數亦強調持續不斷提高員工的保安意識為最大的挑戰。

## Promoting Cyber Security

The Hong Kong Computer Emergency Response Team Coordination Centre (HKCERT) located at HKPC presents a proactive stance in cyber security, managing over 8,000 security incidents while ensuring support through a 24-hour hotline. Close collaboration with various sectors enables HKCERT to offer quick sharing of intelligence on cyber threats. Its commitment to public education is evident through organising many free seminars to disseminate latest cyber security information. Additionally, HKCERT has published an "Incident Response Guideline for SMEs," providing vital tools to help small and medium-sized enterprises enhance their cyber defense strategies.

The release of the "HKT Hong Kong Enterprise Cyber Security Readiness Index 2022" marked a notable achievement in cyber security awareness. With the Index surpassing 50 for the first time, it signaled that enterprises were increasingly prioritising and investing in cyber security measures. However, the Index also highlighted a persistent challenge enhancing staff awareness amidst the growing complexity of cyber threats, particularly phishing attacks.

### 資訊保安高峰會 2022

#### Information Security Summit 2022

生產力局於2022年9月成功舉辦香港主要網絡安全峰會「資訊保安高峰會2022」。峰會主要探討企業在網絡威脅加劇的環境下可以加強防禦的重要途徑，並圍繞最新的網絡攻擊趨勢、頂尖的防禦性技術、嶄新的安全框架和風險管理策略。

HKPC successfully hosted the Information Security Summit 2022 in September 2022, Hong Kong's premier cyber security event. The Summit brought to the spotlight the crucial ways enterprises can fortify their defenses against a backdrop of intensifying cyber threats. Discussions at the Summit revolved around latest cyber-attack trends, cutting-edge defensive technologies, new security frameworks, and risk management strategies.





## 與策略合作夥伴共同推動增長

我們與人工智能與機器人創新中心的策略合作夥伴關係以及成立「香港科技大學 — 香港生產力促進局聯合研究中心」，突顯我們致力於研究和培養先進製造業人才的決心。

同時，我們與本地機構簽署多份合作備忘錄，涵蓋 ESG 推廣以至創科教育和金融科技計劃的創新，反映我們矢志推動技術和教育進步。該等合作努力對於引領區內邁向融合創新及可持續發展的未來至關重要。

## 政府資助計劃

生產力局擔任多個政府資助計劃的秘書處及執行機構，繼續致力支持企業的發展及成長，詳情如下。

## Advancing Growth with Strategic Partnerships

Our strategic partnership with the Centre for Artificial Intelligence and Robotics and the creation of the "Hong Kong University of Science and Technology (HKUST) — HKPC Joint Laboratory" underscore our dedication to research and nurturing talent in advanced manufacturing.

Simultaneously, multiple Memorandums of Understanding (MoUs) with local organisations, ranging from ESG promotion to innovation in TechEd and fintech programmes, reflect our broader commitment to technological and educational progress. These collaborative efforts are pivotal in steering the region towards a future of integrated innovation and sustainable development.

## Government Funding Schemes

HKPC remains dedicated to supporting the development and growth of enterprises by serving as the secretariat and implementation body of multiple Government funding schemes, as detailed below.



政府資助計劃的執行機構 **Implementation Body for Government Funding Schemes**

## 2022-23 年度獲批申請及資助

## Approved Applications and Funding in 2022-23

|                                                                                      |                                                                                                                                             |
|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| 發展品牌、升級轉型及拓展內銷市場的專項基金<br>Dedicated Fund on Branding, Upgrading and Domestic Sales    | 截至2023年3月，5,867份申請已獲批准，資助超過35億1千萬港元。<br>As of March 2023, 5,867 applications had been approved, with funding of over HK\$3.51 billion.      |
| 中醫藥發展基金<br>Chinese Medicine Development Fund                                         | 截至2023年3月，超過6,300份申請已獲批准，資助超過2億1千萬港元。<br>As of March 2023, over 6,300 applications had been approved, with funding of over HK\$210 million. |
| 科技券計劃<br>Technology Voucher Programme                                                | 於2022-23年度，10,933份申請已獲批准，資助約為20億港元。<br>In 2022-23, 10,933 applications were approved, with funding of around HK\$2 billion.                 |
| 專利申請資助計劃<br>Patent Application Grant                                                 | 於2022-23年度，111個項目已獲批准，資助約為2千8百萬港元。<br>In 2022-23, 111 projects were approved, with funding of around HK\$28 million.                        |
| 智慧交通基金<br>Smart Traffic Fund                                                         | 於2022-23年度，22項申請已獲批准，資助超過1億2千萬港元。<br>In 2022-23, 22 applications were approved, with funding of over HK\$120 million.                       |
| 第三方物流服務供應商資助先導計劃<br>Pilot Subsidy Scheme for Third-party Logistics Service Providers | 於2022-23年度，53項申請已獲批准資助超過2千7百萬港元。<br>In 2022-23, 53 applications were granted funding of over HK\$27 million.                                |
| 清潔生產伙伴計劃<br>Cleaner Production Partnership Programme                                 | 於2022-23年度，218個項目及活動已獲批准，資助約為4千3百萬港元。<br>In 2022-23, 218 projects and activities were approved, with funding of about HK\$43 million.       |
| 回收基金<br>Recycling Fund                                                               | 於2022-23年度，828個項目已獲批准，資助約為1億4千萬港元。<br>In 2022-23, 828 projects were approved, with funding of around HK\$140 million.                       |

於報告年度，BUD專項基金已於2022年6月完成第二階段改善措施。因此，資助地域範圍擴大至內地及36個與香港簽訂自貿或投資協定的其他經濟體。於11月，每間企業的累計資助上限亦增加至7百萬港元。

我們於2022年10月推出「TVP ePROQ」數碼平台，方便申請人接觸能夠以具競爭力的價格提供所需服務的服務提供商。「TVP ePROQ」亦可幫助申請人進行及管理其採購活動，並為其申請提交相關記錄。

此外，生產力局推出「資助易BIZ Expands Easy (BEE)」網上平台及「資助通BEE ePass」服務，提供多達20個政府資助計劃的資料，改善機構申請政府資助的流程，瀏覽次數已超過300,000。我們亦於2023年3月推出新手機應用程式「BEE @ HKPC」，讓公眾更容易取得最新的政府資助資訊。

During the reporting year, BUD Fund completed the second phase of enhancement measures in June 2022. As a result, its geographical coverage was expanded to the Mainland and 36 other economies that had signed trading or investment agreement with Hong Kong. There was also an increase in cumulative funding ceiling per enterprise to HK\$7 million in November.

To connect applicants with service providers that can offer required services at competitive prices, a digital platform of "TVP ePROQ" was launched in October 2022. "TVP ePROQ" can also help applicants conduct and manage their procurement activities and submit relevant records for their applications.

In addition, HKPC launched the "BIZ Expands Easy (BEE)" funding portal, equipped with the "BEE ePass" service. The portal provides information on up to 20 Government funding schemes and enables organisations to optimise their government funding application process, having attracted over 300,000 public views. A new mobile application named "BEE@HKPC" was also introduced in March 2023, making latest government funding information more easily accessible by the public.



## 支持中小企業發展

我們深明中小企和初創企業是推動經濟活力的基礎，因此我們為中小企量身定制廣泛的服務。無論是要尋找立足點，或是正在開拓新市場的成熟品牌，生產力局致力為企業提供資源，以加強企業的能力及把握機遇。隨著香港經濟在疫情後站穩陣腳，生產力局於2023年初宣佈延長對本地企業的半價優惠紓困措施。此舉突顯我們在促進業務轉型和加速復甦方面發揮作用。

我們在香港中小型企業總商會主辦的「中小企最佳拍檔獎」中榮獲金獎，證明我們致力透過「中小企資援組」、「中小企一站通」、「知創企業家網絡」，以及各項技術顧問服務等，全方位支援中小企。

### 中小企資援組

生產力局透過中小企資援組舉辦外展活動，例如走訪商會、商業組織、共享工作空間以及工商大廈，以更好地與中小企接觸，並協助中小企配對合資格的資助計劃方案或解答查詢。於報告年度，我們舉辦49場外展活動、三場展覽及九場研討會。年內處理超過4,200宗查詢。

### 中小企一站通及知創企業家網絡

此外，生產力局的中小企一站通旨在協助本地中小企及初創企業建立競爭力。年內，我們透過知創企業家網絡舉辦18場線上線下活動，吸引約1,300人參與。該等活動與超過155個商會及工商機構合作，分享營商資訊、技術及政府資助計劃資訊。

## Supporting Development of SMEs

Recognising SMEs and startups underpin economic vitality, we tailor wide-ranging services to empower these enterprises. Whether they are seeking their footing or established brands exploring new markets, HKPC strives to equip enterprises with resources to strengthen their competencies and seize opportunities. As Hong Kong's economy finds its post-pandemic footing, HKPC announced an extension of half-price concessions in early 2023 for local businesses. This initiative underscores our role in catalysing business transformation and accelerating recovery.

We were recognised by the Gold Award in the "Best SME's Partner Award" organised by the Hong Kong General Chamber of Small and Medium Business, which demonstrated that we strive to support SMEs in all aspects, especially through HKPC's SME ReachOut, SME One and InnoPreneur Network, and various technology advisory services.

### SME ReachOut

Through SME ReachOut, HKPC organises outreach activities, such as visits to chambers of commerce, business organisations, co-working spaces, and industrial and commercial buildings, to better engage SMEs and helped them identify eligible funding schemes or handle inquiries. 49 outreach activities, three exhibitions, and nine seminars were conducted in the reporting year. Over 4,200 enquiries were addressed over the year.

### SME One and InnoPreneur Network

Moreover, HKPC's SME One aims to facilitate local SMEs and startups to build up their competitiveness. 18 online and offline events were organised through the InnoPreneur Network during the year, attracting around 1,300 participants. These events shared information on market insights, technologies, and government funding schemes, in collaboration with over 155 trade associations and organisations.

## 2022-23 年內對中小企的支援 Support to SMEs in 2022-23

獲批申請涉及的總政府資助額約港幣35億元，已發放的資助額超過港幣18億元

The total approved government funding amount reached around HK\$3.5 billion, of which over HK\$1.8 billion had been disbursed to applicants



「中小企資援組」年內服務中小企的次數超過10,700次  
Served SMEs for over 10,700 times by "SME ReachOut"



約60%採購自本地中小企；140個中小企供應商是首次向生產力局提供採購服務

About 60% purchased from local SMEs; 140 SME suppliers provided procurement services to HKPC for the first time



## 於大灣區的策略擴張及合作

生產力局憑藉其在創新及科技方面的專業知識，將自身定位為帶領香港中小企進入大灣區的主要促成者。生產力局的內地附屬公司已啟動重點項目，以加強在大灣區的合作，與地方當局和企業社區互動。為配合國家「十四五」規劃下將大灣區建設為國際科技創新中心，該等舉措專注於政策研究、行業交流及技術轉移。

### 策略合作夥伴關係及知識轉移

身處科技突飛猛進和區域協作的時代，策略聯盟和知識交流是創新的支柱。生產力局正正把握動力，致力促進建立夥伴關係，作為連接專業知識及技術的渠道。

生產力局自2021年10月起輪任為「粵港澳大灣區生產力促進服務聯盟」理事長，與本地機構及學校建立合作夥伴關係，以促進資訊科技增長。聯盟已舉辦28場活動，有175,000人參加，協辦及支持120場活動，與大灣區18間合作夥伴建立合作平台，旨在將技術創新轉化為實際解決方案。

生產力局大灣區未來人才發展中心在區域聯盟中發揮關鍵作用，舉辦全球公認的課程，例如瑞士商學院工商管理博士課程。中心亦營運內地知創企業家網絡，並為工商界舉辦如跨境營商、智能製造等不同主題的知創企業家論壇。中心亦安排企業培訓、考察團及跨境創科雲研學等活動，吸引超過500人參與，並與行業專家及各界商協會超過30個單位合作。

另外，其中一項重要合作，是與深圳市深港科技合作促進會在人才培養、科學研究、科技創新、技術諮詢、人才培訓及相關領域展開合作。此外，生產力局與香港電腦學會及大灣區商學院合作推出「深港澳金融科技師」專才計劃，旨在提升金融科技行業的專業知識，並促進三地專業人士之間的合作。

於2022年9月，粵港澳高校聯合實驗室獲批，專注於開發城市運維特種機器人。實驗室圍繞感知、認知、動作等技術問題，解決智能機械人行業的技術挑戰，並通過關鍵技術研究推進機械人產業化。

## Strategic Expansion and Collaboration in the GBA

HKPC has positioned itself as a key facilitator for Hong Kong's SMEs to access the GBA, leveraging its innovation and technology expertise. HKPC's Mainland subsidiaries have initiated key projects to bolster collaboration within the GBA, engaging with regional authorities and the corporate community. Aligned with the country's "14th Five-Year Plan" for establishing the GBA as an international I&T hub, these initiatives focus on policy research, industry exchange, and technology transfer.

### Strategic Partnerships and Knowledge Transfer

In an era marked by rapid technological advancement and regional collaboration, strategic alliances and the exchange of knowledge stand as pillars of innovation. Harnessing this dynamic, HKPC has been fostering partnership that bridge expertise and technology.

As the rotating chair of the Guangdong-Hong Kong-Macao Greater Bay Area Productivity Promotion Service Alliance since October 2021, HKPC has fostered partnerships with local institutes and schools to boost I&T growth. The alliance has hosted 28 events with 175,000 attendees and co-organised 120 additional functions to create a collaborative platform with 18 partners across the GBA, aimed at turning tech innovations into practical solutions.

The HKPC GBA FutureSkills Centre played a pivotal role in this regional alliance by organising globally recognised courses such as the Doctor of Business Administration program offered by SBS Swiss Business School. The centre also operated the GBA InnoPreneur Network and conducted GBA InnoPreneur Forums, focusing on various themes such as cross-border commerce and intelligent manufacturing for the industrial and business sectors. Corporate trainings, tours, and cross-border I&T virtual classes were also arranged, engaging over 500 participants, and collaborating with more than 30 industry experts and business associations.

One significant collaboration is with the Shenzhen-Hong Kong Science and Technology Cooperation Promotion Association, aiming to foster talent cultivation, scientific research, technological innovation, technical consulting, personnel training, and related areas. Furthermore, HKPC has joined hands with the Hong Kong Computer Society and GBA Business School to launch the "Shenzhen — Hong Kong — Macau FinTech Professional Programme," which aims to enhance professional expertise in the FinTech industry and promote collaboration among professionals across the three regions.

In September 2022, the Guangdong-Hong Kong-Macao Joint University Laboratory was approved, focusing on the development of specialised robots for urban infrastructure maintenance. Emphasising perception, cognition, and action, the laboratory aims to address technical challenges in the intelligent robotics industry and promote the industrialisation of such robots through key technology research.



於報告年度，生產力局參與34場活動，包括大灣區研討會及考察團，以推動新工業化及展示生產力局服務。我們計劃繼續該等舉措，並進一步研究人工智能及數據科學，以於來年推動行業創新。

In the reporting year, HKPC engaged in 34 activities, including seminars and study missions within the GBA, to advance new industrialisation and showcase HKPC services. Plans to continue these initiatives and further research in AI and data science were developed to drive industrial innovation in the forthcoming year.

### 合作推動大灣區工業4.0

隨著大灣區有望成為充滿活力的經濟中心，通過外展活動加強合作變得更加關鍵。生產力局致力加強聯繫及建立合作生態系統，以支持區內發展。通過建立策略合作夥伴關係並積極參與政策對話，生產力局旨在建立網絡，不僅有利於分享知識，亦有利於實施工業4.0發展的實際解決方案。

### Cooperation to Foster Industry 4.0 in GBA

With the GBA poised to become a vibrant economic hub, enhancing cooperation through outreach has never been more critical. HKPC is dedicated to strengthening ties and fostering a collaborative ecosystem that underpins the region's growth. By engaging in strategic partnerships and actively participating in policy dialogue, HKPC aims to construct a network that is not just conducive to sharing knowledge but also to implementing practical solutions for the development of Industry 4.0.

#### 粵港澳大灣區國際人工智能與機器人高峰會2022

#### GBA International Artificial Intelligence and Robotics Summit 2022

大灣區知名機構合辦高峰會，雲集傑出專家，探討人工智能及機械人技術進步。高峰會突顯大灣區作為科技合作和創新中心的角色，為未來智能機械人和人工智能應用提供見解。憑藉這些經驗，我們將繼續加大在大灣區科技行業的參與度，並借鑒高峰會對合作發展和科技進步的啟示。

This summit, co-organised with prominent institutions across the GBA, brought together distinguished experts to discuss AI and robotics advancements. It underscored the GBA's role as a hub for technology collaboration and innovation, providing insights into the future of intelligent robotics and AI applications. As we leverage these learnings, our engagement in the GBA's technology sector will continue to grow, informed by the summit's revelations on collaborative development and technological progress.



此外，生產力局亦為內地職業院校培育第一批符合工業4.0資格認可的講師團隊，並建立大灣區內第一家具備工業4.0智能製造網絡物理生產系統(CPPS)證書管理中心的職業院校，助力區內智能製造的發展與進步。

生產力局已簽署一系列合作備忘錄及合作框架協議，以發揮與內地同行之間的優勢。該等協議涉及多個領域，旨在加強智能製造及建立長期合作關係。主要合作項目包括，我們與佛山市的自動化和技術協會合作，推廣工業元宇宙技術，與福田區科技創新局加強科技創新，以及與教育機構合作，支持大灣區職業院校和企業的數碼轉型。

此外，我們與江門市科技局的合作旨在促進生產力管理及產業升級，舉辦多項具有影響力的活動，為促進大灣區創新和經濟協同效應作出貢獻。例如，於2022年12月舉辦「粵港澳企業發展政策展(江門)」網上展覽，展示粵港澳三角區的扶持政策以及大灣區充滿活力的市場之間的協同效應。是次活動得到多個政府機構支持，為促進政策研究、技術轉移和加強區內合作提供平台。

## 通過專業發展提升能力

生產力局非常重視提升在職專業人士的商業技能。生產力學院的全面培訓課程提供14個主要專業範疇的培訓，專為滿足動態市場需求和提升可持續發展管理能力而設，於2022年榮獲Job Market「最佳企業培訓服務機構獎」。我們舉辦近1,000個「未來技能FutureSkills」培訓課程，包括320個免費課程，惠及38,000名參與者，包括政府部門、公私營機構、中小企以及學校，足證我們的成功。

Furthermore, the HKPC delivered an Industry 4.0 certification programme for the inaugural batch of instructors from mainland vocational schools. It also established the pioneering vocational institute in the GBA for Industry 4.0 intelligent manufacturing Cyber-Physical Production System (CPPS) certificate management, contributing to the development and advancement of intelligent manufacturing within the region.

HKPC has signed a series of MoUs and collaboration framework agreements to leverage mutual advantages with Mainland counterparts. These agreements span various sectors and aim to enhance intelligent manufacturing and establish long-term cooperative relationships. Notable collaborations include those with automation and technology associations in Foshan to promote industrial metaverse technology, with Futian District Science and Technology Innovation Bureau to strengthen technological innovation, and with educational institutions to support the digital transformation of vocational schools and enterprises in the GBA.

Additionally, our partnership with environmental sciences and innovation centers in Jiangmen aims to foster productivity management and industrial upgrading. Partnered with Jiangmen Science and Technology Bureau, complement high-impact events contributing to HKPC's mission to propel innovation and economic synergy across the GBA. For instance, an online exhibition, Guangdong-Hong Kong-Macao Enterprise Development Policy Exhibition (Jiangmen), was held in December 2022, showcased the synergy between supportive policies in the Guangdong-Hong Kong-Macao triangle and the GBA's dynamic market. This event, which drew support from various governmental bodies, served as a platform to promote policy research, technology transfer, and strengthen inter-regional collaboration.

## Enhancing Capacity Through Professional Development

HKPC places a strong focus on enhancing the business skills of working professionals. HKPC Academy' comprehensive training programmes, which garnered the Best Corporate Training Award presented by Job Market in 2022, offer 14 key areas of expertise designed to meet the demands of a dynamic market and elevate management capabilities in sustainability. A testament to this success is the delivery of nearly 1,000 FutureSkills training programmes, including 320 complimentary courses that have benefited 38,000 participants, ranging from Government departments, public and private organisations, SMEs, to schools.



生產力學院推出「Play 4 Performance」計劃，將遊戲與科技學習相結合，並採用其靈活的「vLearn 網上學習平台」加上午間學習「Lunch & Learn」系列，切合不同在職專業人士的時間安排，在專業發展方面銳意創新。種種努力展示生產力局致力培養面向未來的員工團隊，使本地人才不僅具備行業特定技能，而且具備全球視野和數碼時代所需的能力。

此外，我們深明ESG為面向未來的重要議題，因此期望提高社會對ESG的整體認識和熟練程度。我們開辦一系列課程，以滿足初學者以至金融、科技業界專業人士等不同水準的個人需求。課程旨在幫助學員掌握必要的技能和知識，從而有效地駕馭和適應不斷變化的市場趨勢。

生產力局不斷努力提升在職專業人士的商業技能，為香港各行各業的競爭力及可持續發展作出貢獻。

Innovation in professional development is at the forefront with HKPC Academy's "Play 4 Performance" initiative, merging gamification with technological learning, and the flexible "vLearn" platform (HKPC Academy Online Learning Platform), which, alongside the "Lunch & Learn" series, caters to different schedules of working professionals. These efforts showcase HKPC's dedication to fostering a future-ready workforce, equipping local talent with not just industry-specific skills but also with a global perspective and competencies essential for the digital age.

Furthermore, we would like to bolster the overall ESG knowledge and proficiency within society, recognising its significance as a prominent and future-oriented subject. We have developed a range of courses tailored to cater to individuals at various proficiency levels, spanning from beginners to professionals in the Finance and Technology industries. These courses are specifically designed to equip participants with the necessary skills and knowledge to effectively navigate and adapt to the evolving market trends.

Through its continuous efforts to enhance the business skills of working professionals, HKPC contributes to the competitiveness and sustainability of various industries in Hong Kong.

## 2022-23年內的「未來技能」培訓 “FutureSkills” Training in 2022-23

舉辦近1,000個「未來技能FutureSkills」培訓課程，當中320個為免費活動，共有38,000人次參加

Organised nearly 1,000 "FutureSkills" training programmes, including 320 non-fee-charging courses, with 38,000 participants in total



舉辦120場「創科教育」活動，共有超過5,300位師生參與  
Held 120 "Technology Education" (TechEd) activities with over 5,300 students and teachers participated



夏季、冬季及其他與創科有關的實習計劃提供職場實戰及學習機會，為97個大專生加入科研行列鋪路

Summer, winter and other I&T related internship programmes provided real-life experience and learning opportunities for 97 tertiary students, paving the road for their engagement in R&D



## 引領未來行業趨勢

生產力局致力以具前瞻性的規劃和透過業界協作，積極識別和打造新興產業趨勢。我們對增長領域進行深入研究，並舉辦創意與人工智能結合的研討會，表明我們對創新的承諾，致力為業界提供深入見解，以保持市場領先地位。

### 人、機器、藝術、創意 — 國際研討會

生產力局與浸會大學合辦「人、機器、藝術、創意 – 國際研討會」，展示「圖靈人工智能交響樂團」人工智能共創藝術突破性計劃。研討會強調創意與科技的交匯，深入探討人工智能生成藝術的美學、科技在藝術創作的變革作用，以及對藝術經濟的廣泛影響，鞏固生產力局在促進大灣區蓬勃發展的產業趨勢及創新方面的影響力。

### 香港生命健康產業發展研究

生產力局與香港生物醫藥創新協會聯合公佈《香港生命健康產業發展研究》，為香港生命健康產業的現狀和未來提供寶貴見解。生產力局透過研究的見解，將帶領本地企業應對新型工業化的複雜問題，並把握健康科技的增長潛力。生產力局透過應對人才短缺及營運成本高昂的挑戰，以及推廣「香港製造」品牌的優勢，鞏固業界的全球競爭力，從而打造以創新為主導的經濟環境蓬勃發展。

### 渣打中小企領先營商指數

生產力局推出「渣打中小企領先營商指數」，作為香港中小企業業務前景的關鍵指標。於1月份公布的2023年第一季度指數出現反彈，反映中小企增長潛力穩定。此外，企業中有近四分之一期望將業務擴展至大灣區其他城市，指數不僅突顯當前營商氣氛，更揭視策略轉變及當中的新興發展機遇。生產力局致力協助中小企把握趨勢，維持競爭優勢。

## Navigating Future Industrial Trends

Guided by foresight and collaboration, we actively seek to identify and shape emerging industrial trends. Our endeavors, ranging from in-depth studies that pinpoint growth sectors to pioneering symposiums that blend human creativity with artificial intelligence, illustrate our commitment to innovation. These initiatives represent our commitment to equipping the industry with the insights necessary for staying at the forefront of the market.

### Human, Machine, Art, Creativity: International Symposium

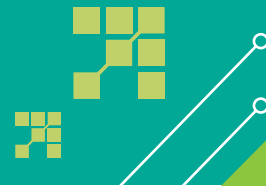
The “Human, Machine, Art, Creativity: International Symposium,” a collaborative effort between HKPC and HKBU, showcased the “Turing AI Orchestra”, a groundbreaking initiative in human-AI art co-creation. The symposium highlighted the intersection of creativity and technology, delving into the aesthetics of AI-generated art, the transformative role of technology in artistry, and the broader implications for the art economy, cementing HKPC’s influence in shaping industry trends and innovation within the GBA’s vibrant landscape.

### Hong Kong Life and Health Industry Development Study

The “Hong Kong Life and Health Industry Development Study”, jointly released by HKPC and the HK Bio-Med Innotech Association, offers valuable insights into the current state and the promising future of the life and health industry in Hong Kong. Reflecting on the study’s insights, HKPC positions itself to steer the city’s enterprises through the complexities of new industrialisation, emphasising the growth potential within Health Technology. By addressing the challenges of talent scarcity and high operating costs, and by promoting the strengths of the “Made in Hong Kong” brand, HKPC aims to fortify the global competitiveness of the industry, thereby nurturing a thriving, innovation-led economic landscape.

### Standard Chartered SME Leading Business Index

Hong Kong Productivity Council (HKPC) presents the “Standard Chartered SME Leading Business Index” as a key indicator for the business prospects of SMEs in Hong Kong. The Q1 2023 Index released in January shows a rebound, reflecting the steady growth potential for SMEs. Moreover, with a noteworthy quarter of these enterprises looking to expand their business into other cities within the GBA, the Index not only highlights the current business sentiment but also the strategic shifts and opportunities emerging for growth. HKPC is committed to aiding SMEs in harnessing this trend for sustained competitive advantage.



### 智瞻 2023 Foresight 2023

《智瞻 2023》論壇為生產力局的年度旗艦活動，旨在為業界提升競爭力及增長。論壇聚焦宏觀經濟展望，讓企業了解塑造全球商業的數碼及金融格局，強調迎接數碼轉型及金融科技解決方案的重要性。此外，論壇探討人工智能、機械人及可持續科技，突顯若干重要發展領域，企業和機構可藉此實現卓越營運並符合消費者期望。

The ForeSight 2023 event, a cornerstone initiative by HKPC, exemplifies our unwavering commitment to bolstering the competitiveness and growth of the industry. The event's focus on the macroeconomic outlook provided businesses with an understanding of the digital and financial landscapes that are shaping global commerce, emphasising the importance of embracing digital transformation and fintech solutions. Additionally, discussions on AI, robotics, and sustainable technologies highlighted some important developing fields, through which organisations can achieve operational excellence and align with consumer expectations.



### 「香港有工業・重要夥伴起動大會」 Hong Kong Got Industries: Strategic Alliance Showcase

生產力局致力推動香港工業可持續發展，我們成功舉辦了「香港有工業・重要夥伴起動大會」，超過40家本地企業在會上展示了他們在創新及新型工業化方面的成果。在生產力局的技術支持與政府提供的資金計劃援助下，這些企業已邁向智能製造和高端生產的轉型之路，當中一部分企業更取得了顯著的可持續發展成就。這次活動不僅彰顯了香港工業透過創新驅動的轉型力量，也進一步鞏固了「香港製造」這一品牌的價值主張。

HKPC is committed to fostering a sustainable industrial future in Hong Kong, we successfully hosted the "Hong Kong Got Industries: Strategic Alliance Showcase," where over 40 companies demonstrated their progress in innovation and new industrialisation. Supported by HKPC's expertise and government-funded schemes, these businesses have transitioned toward smart manufacturing and high-end production, with some also achieving significant sustainability milestones. This event demonstrated how Hong Kong's industries are evolving through innovation, reinforcing the "Made in Hong Kong" ethos.



### 栽培青年企業家及人才

我們非常重視栽培本地青年企業家及人才，致力促進香港年青一代的成長，並支持他們的創業理想。

### Nurturing Young Entrepreneurs and Talent

We place a strong emphasis on nurturing local young entrepreneurs and talent. Our efforts are dedicated to fostering the growth of young individuals in Hong Kong and supporting our entrepreneurial aspirations.

## 2022-23 年知創空間活動摘要

## Highlights of Innospace Activities in 2022-23

|                                                             |                                                                                                                                                      |
|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| 智慧校園計劃<br>Smart Campus Initiatives                          | 與超過 5,300 位師生及 STEM 教育合作夥伴合作，以提升資源及技術<br>Engaged with over 5,300 teachers, students, and STEM education partners to enhance resources and technology |
| 初創企業及 STEM 教育<br>Startups and STEM Education                | 舉辦近 60 場活動，包括工作坊、導師培訓課程及網絡研討會。<br>Hosted nearly 60 activities, including workshops, train-the-trainer sessions, and webinars                         |
| 青少年航天科普計劃<br>Youth Aerospace TechEd Programme               | 合辦計劃以培育 130 名航天科技人才<br>Co-organised the programme to nurture 130 talents in aerospace technology                                                     |
| 「奇趣 IT 識多啲」活動<br>"Know-IT Solution Day" Event               | 展示智慧校園計劃及創科教育的最新發展<br>Showcased the latest developments in Smart Campus initiatives and technology education (TechEd)                                |
| TechEd Playground 創科遊學館<br>TechEd Playground                | 設立 TechEd Playground 作為展示創科教育解決方案的互動平台<br>Established the TechEd Playground as an interactive platform for showcasing TechEd solutions               |
| TechEd STEM 創科競技賽<br>TechEd STEM: TechHunt Game Day         | 與香港資優教育學苑合作舉辦一系列工作坊，推廣創科教育<br>Collaborated with the Hong Kong Academy for Gifted Education to conduct a series of workshops to promote TechEd        |
| F1 in Schools 香港區決賽<br>F1 in Schools Hong Kong Finals       | 舉辦決賽和多場資訊科技比賽，以吸引和栽培年輕 STEM 人才<br>Organised the finals and various I&T competitions to engage and nurture young STEM talent                          |
| 「vHK 都會之旅」AR 創作比賽<br>"vHK Grand Tour" AR Design Competition | 邀請學生透過 AR 重新想像城市地標，培養數碼技能及智慧城市概念<br>Invited students to reimagine the city's landmarks through AR, fostering digital skills and smart city concepts  |

## 知創空間

知創空間位於生產力大樓，作為推動創新的平台，為創業人士提供支持和鼓勵。我們提供便利設施和資源，包括完善的設備、協作場所和網絡聯繫，鼓勵創業人士發揮創意。

## 合作促進人才發展

生產力局透過與不同機構合作，積極尋求人才發展的協同效應。例如，我們與香港華為國際有限公司合作，提供人才培訓課程，促進資訊及通信技術 (ICT) 人才培訓及發展。

另外，生產力局已與香港教育工作者聯會 (教聯) 創科教育中心及香港理工大學專業及持續教育學院 (PolyU CPCE) 等多間機構簽署合作備忘錄，以推廣創科教育及提升教學技能。生產力局另一項令人注目的合作是，與香港樹仁大學新聞與傳播學院簽署合作備忘錄，攜手培育新一代傳播及科技人才。

## Innospace

Situated in HKPC Building, Innospace serves as a modest hub for innovation, offering a supportive and inspiring environment for entrepreneurs. We offer amenities and resources that encourage creativity, including well-equipped facilities, collaborative workspaces, and networking opportunities.

## Collaboration for Talent Development

HKPC actively seeks synergistic impact for talent development by collaborating with various organisations. For instance, we have partnered with Huawei International Co. Limited to provide talent training programs, fostering information and communications technology (ICT) talent training and development.

In particular, HKPC has signed MoUs with several institutions, such as the Hong Kong Federation of Education Workers TechEd Centre (HKFEW TechEd Centre) and The Hong Kong Polytechnic University's College of Professional and Continuing Education (PolyU CPCE), to promote TechEd and enhance teaching skills. Another notable collaboration is the MoU between HKPC and the Department of Journalism and Communication of Hong Kong Shue Yan University, which aims to nurture future talent in media communications and technologies.



生產力局一直提倡可持續發展，並積極支持政府的環保措施。我們致力向商界及公眾推廣先進科技及解決方案，牽頭研發綠色科技，並與大灣區的業界及區內合作夥伴緊密合作，推進區內可持續發展議程。此外，我們致力評估和改善環境表現，加大管理對環境的影響及提高氣候適應能力。

### 環境服務及社會倡議

為促進環境可持續發展，生產力局積極與政府部門、公共機構、商會、企業及區內合作夥伴等持份者合作，研究市場需求、提高公眾意識及推廣良好實務。我們致力支持政府的環保倡議及公共措施，為多項與環境相關的政府資助及認可計劃提供技術諮詢，並繼續致力研發創新技術。

### 碳中和產業調查

為支持政府的《香港氣候行動藍圖2050》，生產力局訂下於2040年前實現碳中和的目標，並致力向業界及社會推廣碳中和及綠色科技。於2022年最後一個季度，生產力局與香港城市大學能源及環境學院合作，進行「碳中和進展與挑戰」業界調查。根據122份收回的業界反饋（其中51%來自中小企），調查結果指出大多數企業普遍缺乏與碳中和相關的意識或知識，可能對行業的減排工作構成重大挑戰。企業正尋求資助及技術支援，以實現低碳時代轉型。生產力局亦積極開發碳評估工具及提供顧問服務，協助企業／機構制定相關策略及採取有效措施，支持業界實現減碳目標。

HKPC has consistently been at the forefront of advocating for sustainable development and actively supports the Government's environmental protection initiatives. Our commitment extends to advancing and promoting advanced technologies and solutions to the business sectors and the public. We spearhead in research and development of green technology, or GreenTech, as well as engage in robust collaboration with the industry peers and regional partners within the GBA, aiming to foster advancing the regional agenda of environmental sustainability. Moreover, we are dedicated to assessing and improving our environment performance. Our efforts are greatly directed towards managing environmental impacts and enhancing climate resilience.

### Environmental Services and Initiatives for the Society

To contribute to environmental sustainability, HKPC proactively collaborates with stakeholders including Government departments, public institutions, chambers of commerce, businesses, and regional partners to study market needs, enhance public awareness, and promote good practices. We strongly support the Government's environmental advocacy and public initiatives by providing technical consultancy for several environmental-related Government funding and recognition schemes, and through continuing to stride in research and development of innovative technologies.

### Carbon Neutrality Industrial Survey

To support the Government's "Hong Kong Climate Action Plan 2050", HKPC has set a goal to achieve carbon neutrality by 2040 and is fully committed to promoting carbon neutrality and GreenTech to the industry and society. In the last quarter of 2022, HKPC joined hands with the School of Energy and Environment of the City University of Hong Kong, to conduct a "Carbon Neutrality Progress and Challenges Industry Survey". Based on the feedback of 122 received responses from the industry, including 51% from SMEs, the survey results indicated that most enterprises were generally lack of awareness or knowledge relating to carbon neutrality, which could pose significant challenges to the industry's emission reduction. Enterprises are seeking funding and technical supports to transform for a low carbon era. HKPC is also actively developing carbon assessment tools and providing consultancy services to assist enterprises/organisations in formulating related strategies and adopting effective measures, supporting the industry in achieving carbon reduction goals.

「碳中和進展與挑戰」業界調查  
Industry Survey on Carbon Neutrality  
Progress and Challenges

**72%** 受訪者並不熟悉碳中和  
of the respondents not familiar  
with Carbon Neutrality

最大挑戰  
Top Challenges

低碳的作業模式成本較高  
Low carbon business model  
costs higher

較高的財務資本需求  
High financial capital  
requirement

消費者和客戶需求不足  
Lack of demand from consumers & Clients

主要需求  
Top Needs

資金／資助支援  
Financial/Funding Support

技術支援 Technical Support

1. 評估工具 Assessment Tools
2. 培訓 Trainings
3. 顧問服務 Consultancy Services
4. 綠色技術 Green Technologies

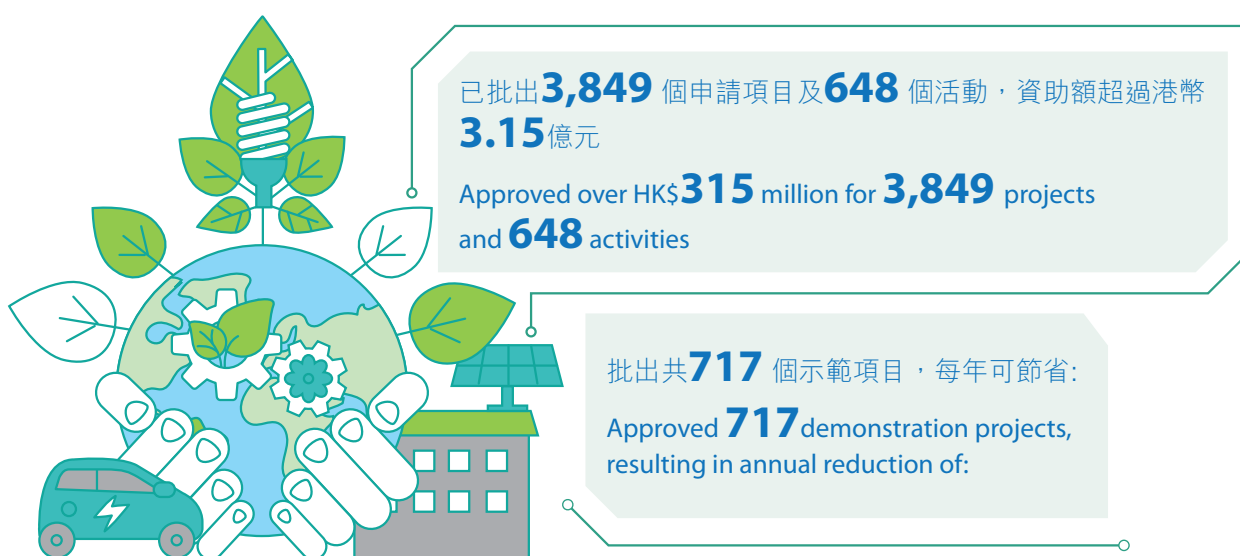


### 清潔生產伙伴計劃

生產力局一直於香港及廣東省經營的港資工廠推廣生產技術的採用和實踐。清潔生產伙伴計劃（下稱「計劃」）由香港政府轄下環境保護署及當時的廣東省經濟和信息化委員會（現稱廣東省工業和信息化廳）推出，於過去十五年生產力局一直擔任計劃的秘書處。計劃目的為鼓勵和促進粵港兩地的港資工廠採用清潔生產技術和方法，為改善環境作出貢獻。本局在計劃下向合資格的港資工廠提供大量資助及技術援助。我們的支持使這些工廠能夠更有效地利用資源，大幅節省成本，並提高企業的可持續發展表現和聲譽。

### Cleaner Production Partnership Programme

Concerted efforts have been devoted to promoting and adoption of cleaner production technologies and practices among the Hong Kong-owned factories in both Hong Kong and Guangdong. Over 15 years, HKPC has been implementing the Cleaner Production Partnership Programme (CPPP) as the Secretariat of the programme, launched by the Environmental Protection Department of the HKSAR Government, in collaboration with the then Economic and Information Commission of Guangdong Province (now the Department of Industry and Information Technology of Guangdong Province). The aim of the programme is to encourage and facilitate Hong Kong-owned factories in Hong Kong and Guangdong to adopt cleaner production technologies and practices, thereby contributing to improving the environment. Throughout the tenure of CPPP, we have provided substantial funding and technical assistance to eligible Hong Kong-owned factories. Our support has enabled these factories to achieve more efficient use of resources, significant cost savings, and enhanced corporate sustainability performance and reputation.



**2,884** 太焦耳  
tera-joules

能源消耗量  
of energy consumption



**> 17,145** 公噸  
tonnes

空氣污染物  
of air pollutants



**3.264** 百萬公噸  
million tonnes

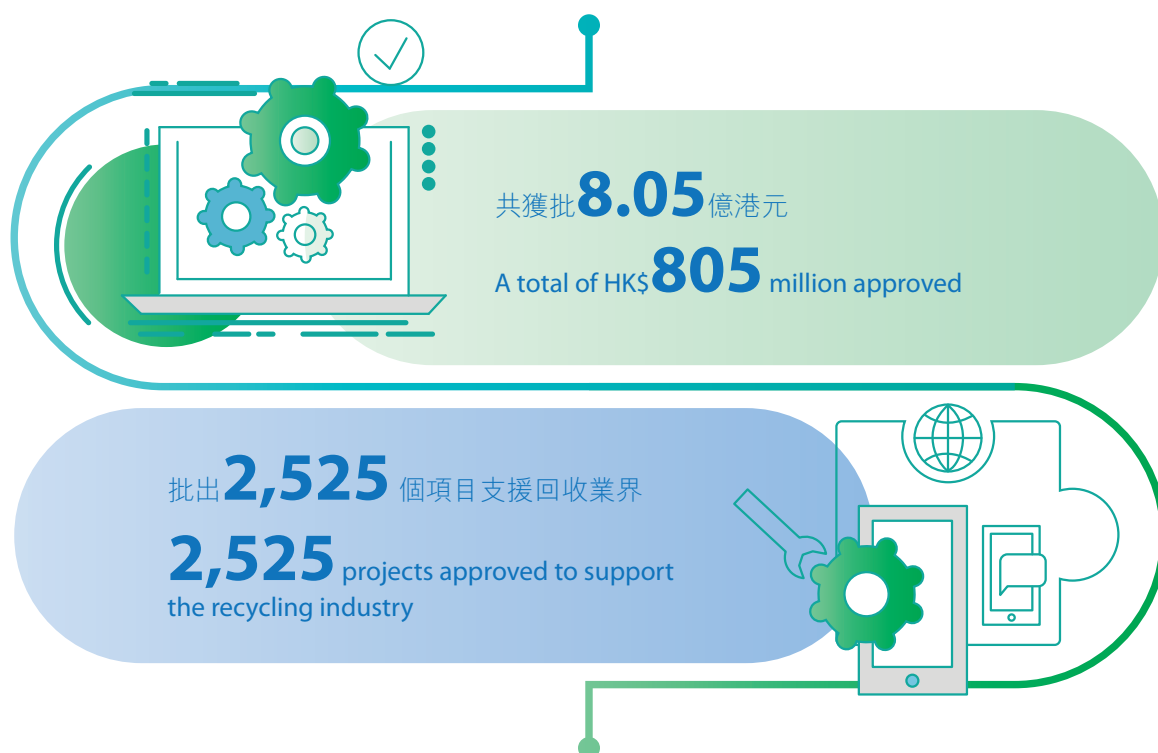
污水排放  
of effluent discharge

## 回收基金

政府的回收基金旨在提高營運效率，並促進回收業的可持續增長，從而大幅提高回收成果。自2015年推出基金計劃以來，生產力局一直管理基金的運作及協調推廣計劃，以加強業界支援。

## Recycling Fund

The Government's Recycling Fund is designed to promote operational efficiency and foster sustainable growth within recycling industry, leading to notable advancements in recycling outcomes. Since the launch of the fund scheme in 2015, HKPC has been managing operation of the fund and coordinating promotional initiatives to strengthen industry support.



回收基金摘要 (截至 2023 年 3 月) Highlights of the Recycling Fund (as of March 2023)

## 香港環境卓越大獎

作為2022年香港環境卓越大獎的技術顧問及合辦機構之一，我們一直與政府、環境運動委員會及其他合作機構合作，以加強各行各業的環境管理實務。多年來，我們對眾多機構進行嚴格評估，以表揚和祝賀他們在環境保護方面作出的貢獻。香港環境卓越大獎不僅作為表揚的平台，亦全力傳遞環境管理最佳實務。我們鼓勵得獎機構與同業交流，在多項活動中分享他們在環境管理方面的寶貴經驗，從而鼓勵他們廣泛採用可持續發展實務。

## Hong Kong Awards for Environmental Excellence

As a technical consultant and co-organiser of the 2022 Hong Kong Awards for Environmental Excellence (HKAEE), we have been working with the Government, the Environmental Campaign Committee, and other collaborating organisations to enhance environmental management practices across various industries. Over the years, we have rigorously evaluated numerous organisations, recognising and celebrating their contributions to environmental conservation. HKAEE not only serves as a platform for acknowledgement, but also as a catalyst for the dissemination of best practices in environmental stewardship. Award recipients are encouraged to engage with their industry peers, sharing their valuable experience in environmental management at a variety of events, thereby inspiring widespread adoption of sustainable practices.



2022年共有**3,282**家來自**15**個行業的機構報名，  
機構數目較2008年增加超過八倍。

當中**49**家機構獲得金、銀或銅獎。

In 2022, **3,282** applications from **15** industry  
sectors were received, over an eightfold increase  
compared with the number of applications in 2008,  
among which **49** won gold, silver or bronze awards.



## 香港環境卓越大獎 HKAEE

(生產力局合辦 Co-organised by HKPC)

2022 香港環境卓越大獎摘要 Highlights of 2022 HKAEE

## 香港綠色創新大獎

在尋求對環境有益的創新時，我們亦積極與政府及其他支持機構合辦2022年香港綠色創新大獎，並提供技術援助。自香港綠色創新大獎推出以來，香港出現大量綠色創新項目，旨在解決與廢物、空氣質量、水污染和碳排放等相關的環境問題。根據此認可計劃，我們對參與機構提供的產品或服務的傑出環境效益進行評估及認可，以表揚其創新性及實施的可行性。

## 香港綠色機構認證

於報告年度，作為香港綠色機構認證的技術顧問，生產力局繼續協助計劃主辦方環境運動委員會向香港公私營機構推廣環保措施。我們已就認證計劃進行技術評估，旨在表揚在減廢、節能、改善室內空氣質素及減碳方面達成指定環境要求的參與機構。

## 創新環保科技及解決方案

隨著香港過渡至低碳經濟及碳中和，我們相信創新及科技將對推動具影響力的變革方面發揮關鍵作用。為此，我們繼續與合作夥伴合作，通過研發工作探索新的解決方案。此外，綠色科技館亦於2022年5月開幕，成為綠色科技的超級聯繫平台。

生產力局認為，環保措施須由整個業界或區內同心協力推動，方會更見成效。因此，我們亦致力促進業界和港珠澳地區的合作，支持與持份者溝通及分享良好的環境實務。

## Hong Kong Green Innovation Awards

In the search for innovations beneficial to the environment, we have also taken an active role in co-organising and providing technical assistance for 2022 Hong Kong Green Innovation Awards (HKGIA), together with the Government and other supporting organisations. Since the launch of HKGIA, enormous green innovations emerged, aiming to resolve environmental problems related to aspects including waste, air quality, water pollution and carbon emissions. Under the recognition scheme, entries have been assessed and recognised for outstanding environmental benefits of products or services that they provide, celebrating their innovativeness and feasibility for implementation.

## Hong Kong Green Organisation Certification

During the reporting year, as the technical consultant for Hong Kong Green Organisation Certification, HKPC continued to assist the scheme organiser, the Environmental Campaign Committee, to promote environmental practices among public and private organisations in Hong Kong. We have carried out technical assessment for the certification scheme, which aims to provide recognition to participating organisations that have attained specified environmental requirements in waste reduction, energy conservation, indoor air quality improvement, and carbon reduction.

## Innovation of Environmental Technologies and Solutions

As Hong Kong transitions to a low-carbon economy and to carbon neutrality, we believe that innovations and technologies will play critical roles in driving impactful changes. To this end, we continued to explore new solutions through research and development work, in collaboration with our partners. Furthermore, an initiative of Green Hall was also unveiled in May 2022 to serve as a Super-Connector platform for GreenTech.

HKPC recognises that environmental initiatives would be more effective when there are collective efforts across the industry or the region. Therefore, we are also dedicated to fostering collaborations within the industry and in the Hong Kong-Zhuhai-Macao Region, supporting communications and sharing of good environmental practices with stakeholders.



## 創新廚餘處理技術

### Innovative Food Waste Treatment Technology

在香港，廚餘約佔每日送往堆填區的城市固體廢物的30%。因此，妥善處理來自工商業界的廚餘對於解決香港長久積存的廢物問題至關重要。為方便企業收集及回收廚餘，生產力局與其行業夥伴共同開發「廚餘再生俠」創新系統，通過機械和生物作用結合，只需對不同類型的廚餘進行簡單分類，便可從源頭抽取97%的有機物並轉化成漿液，以更高效和衛生的方式通過吸缸車運送至中央回收設施，從而幫助液化廚餘。該系統於2020年在香港首次推出，截至2023年3月底已應用於九個正在進行的項目，每日能處理一共6.5噸廚餘。我們已收集超過130噸廚餘進行回收，從而減少約78噸二氧化碳當量的碳排放，並產生合共39,000千瓦時的可再生能源。為表揚其在機械相關應用方面的重大貢獻，「廚餘再生俠」除了於2022年英國機械工程師學會（香港分部）舉辦的「IMEchE—機械創新大獎2021-2022」勇奪季軍殊榮，還奪得城市創科大挑戰公開組（環境的可持續發展）冠軍及最喜愛獎，以及香港工商業獎2021-22的「設備及機械設計大獎」等。

In Hong Kong, food waste accounts for about 30% of all municipal solid waste (MSW) that is sent to landfills every day. Proper handling of food waste from the commercial and industrial sectors is thus essential for addressing the long-standing waste challenge in Hong Kong. To facilitate enterprises in collecting and recycling food waste, an innovative system called the “Food TranSmarter” has been developed jointly by HKPC and its industry partner. Combining mechanical and biological actions, the technology only requires minimal separation of different types of food waste and helps liquefy food waste by extracting 97% of organic matters for conversion into slurry at sources where food waste is generated, which can then be shipped in tankers to centralised recycling facilities in a more efficient and hygienic manner. Introduced in 2020 as the first of its kind in Hong Kong, the system had been applied for nine ongoing projects by end of March 2023, offering a daily treatment capacity of 6.5 tonnes collectively. Over 130 tonnes of food waste had been collected for recycling, resulting in an approximate reduction in carbon emissions of 78 tonnes of CO<sub>2</sub> equivalent and a total amount of renewable energy generation of 39,000 kWh. In recognition of its significant contribution to mechanical-related applications, the “Food TranSmarter” won the 2nd Runner-Up in the “IMEchE — Mechanical Innovation Award 2021-2022” organised by the Institution of Mechanical Engineers (IMEchE) Hong Kong Branch in 2022, among other awards such as the Champion under the Open Group (Environmental Sustainability) category and Most Favoured Award in City I&T Grand Challenge, and Equipment and Machinery Design Award in the Hong Kong Awards for Industries 2021-22.



「廚餘再生俠」勇奪「IMEchE—機械創新大獎」

**Food TranSmarter Received Accolades from IMechE — Mechanical Innovation Award**

## 適用於電動叉車的高效率氫燃料電池混合動力系統 High Efficient Hydrogen Fuel Cell Hybrid System for Electric Forklifts

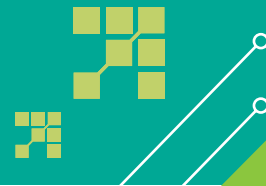
我們與行業夥伴合作，在政府創新及科技基金的資助下，通過開發創新的「適用於電動叉車的高效率氫燃料電池混合動力系統」，解決傳統電動叉車普遍存在的健康及環境安全隱患、成本高、充電時間長和能源供應不穩定等問題。此先進的解決方案提供零排放替代方法，並具有快速加油和適用於不同電動叉車類型的額外優勢，大大提高營運效益。於報告年度，項目的成功得到認可，勇奪2022「氫天獎」最佳示範項目獎，足以證明生產力局致力於開創性研發，支持業界向碳中和轉型，鞏固香港作為新興國際創新技術中心的地位。

In collaboration with an industry partner and with funding from the Government's Innovation and Technology Fund, we have addressed the common problems of traditional electric forklifts, such as health and environmental safety hazards, high cost, long charging time, and unstable energy supply, by developing an innovative "High Efficient Hydrogen Fuel Cell Hybrid System for Electric Forklifts". This cutting-edge solution offers a zero-emission alternative with the added benefits of rapid refuelling and adaptability to different electric forklift types, significantly improving operational efficiency. During the reporting year, the success of the project was recognised by the Best Demonstration Project Award at the 2022 Hydrogen Sky Award, a testament to HKPC's commitment to pioneering R&D that supports the industry's transition to carbon neutrality and cements Hong Kong's status as an emerging international innovation and technology centre.

「適用於電動叉車的高效率氫燃料電池混合動力系統」為電動叉車提供清潔環保、低成本的解決方案

**"High-efficient Hydrogen Fuel Cell Hybrid System for Electric Forklifts" Provides a Clean, Environmentally Friendly and Low-Cost Solution for Electric Forklifts**





### 新一代電單車電子燃油噴射系統 Advanced Motorcycle Electronic Fuel Injection System

生產力局與行業合作夥伴進行突破性合作，率先開發新一代電單車電子燃油噴射系統。在政府資助及生產力局旗下汽車科技研發中心的支持下，此項先進系統提供精確的電源控制方案，確保充足的電力供應，而與搭載汽化器的電單車相比，耗油量減少25%，從而大幅減少廢氣排放。系統的控制晶片採用先進的控制演算法，增強發動機的可靠性及壽命。系統符合最新的電單車國四標準／歐盟四期排放標準。項目在「2022年粵港澳大灣區企業成就獎」中「汽車與運輸系統」類別中獲獎，以表揚其對可持續汽車技術的貢獻。

In a ground-breaking collaboration, HKPC and an industry partner have pioneered to develop the next generation of advanced electronic fuel injection (EFI) systems for motorcycles. Supported by the Government's funding and the Automotive Platforms and Application Systems R&D Centre (APAS) under HKPC, this state-of-the-art system offers a precise power control solution to ensure sufficient power supply, while cutting fuel consumption by 25% compared to carburettor motorcycles, thus significantly reducing emissions. Its advanced algorithm deployed in the system control chip also enhances engine reliability and longevity. The system complies with the most recent China IV/Euro IV emission standards. Recognised for its contribution to sustainable automotive technology, the project received an award in the Automotive & Transport System category at the Hong Kong Business Greater Bay Area Enterprise Awards 2022.



「新一代電單車電子燃油噴射系統」採用先進的控制演算法，能顯著提高摩托車的可靠性和壽命

**The Advanced EFI system deploys an advanced engine control algorithm to improve motorcycle reliability and lifespan significantly**

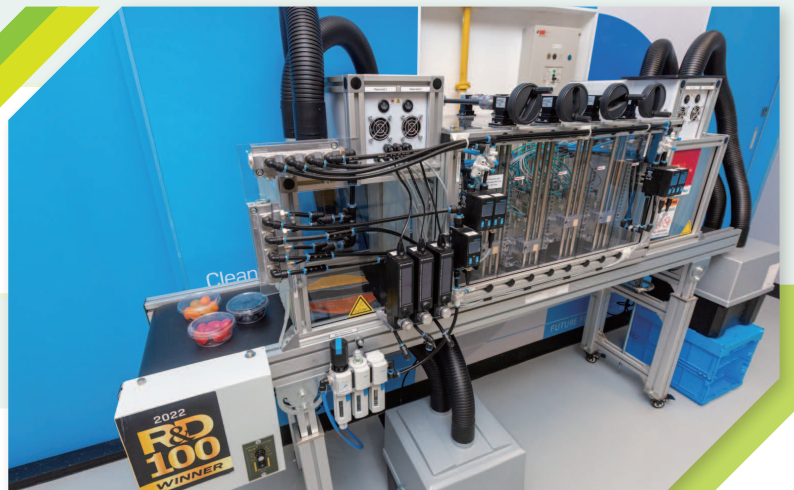


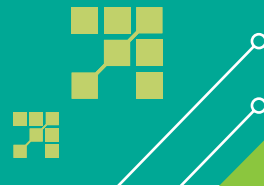
## CAPfresh 實現環保食品消毒 CAPfresh for Environmentally Friendly Food Disinfection

隨著對食品安全的擔憂日益增加，大眾對食品技術的興趣也與日俱增，希望透過改善消毒技術以延長食品保質期。CAPfresh是生產力局開發的冷電漿食品滅菌技術，可作為傳統消毒方法的環保替代品。此項技術於2022年日內瓦國際發明展獲得銀獎，並於2022百大科技研發獎——工藝／原型設計類別勇奪殊榮，其採用非破壞性、非加熱型物理處理工藝，利用攝氏20-37度產生的高活性帶電粒子破壞食品表面的細菌及孢子，達至滅菌目的。透過此技術，在短短3至5分鐘內，食品保質期可由幾天延長至數週（最多300%）。CAPfresh在不使用防腐劑的情況下，減少過期食品產生的廚餘，其耗電量約為0.52千瓦，即紫外光消毒器的約21%。

With increasing concerns about food safety, there is a growing interest in food technology in order to improve disinfection to extend the shelf life of food. CAPfresh refers to a cold plasma disinfection technology developed by HKPC as an eco-friendly alternative to traditional disinfection methods. Recognised at the 2022 Geneva International Exhibition of Inventions (Silver Award) and the 2022 R&D 100 Awards — Process/Prototyping, this non-destructive, non-thermal physical treatment process utilises active particles generated at 20-37°C to damage microbial cell membranes, effectively killing bacteria and spores on food surfaces. In just 3-5 minutes, food shelf life can be extended from a few days to weeks (up to 300%). In addition to reducing food waste generation from expired foods without using preservatives, the power consumption of CAPfresh is around 0.52 kilowatts, roughly 21% of that of ultraviolet food sterilisers.

### CAPfresh — 冷電漿食品滅菌技術 Cold Plasma Disinfection Technology





### 綠色科技館推廣綠色科技 Green Hall to Promote GreenTech

為響應政府的「零碳排放・綠色宜居・持續發展」願景，我們於報告年度內在生產力大樓設立綠色科技館。綠色科技館展示生產力局、汽車科技研發中心以及多名合作夥伴的各種綠色科技研發及應用。展品涵蓋「衣食住行」各個範疇，展示出多項本地開發的綠色科技應用與市民生活息息相關。參展機構獲邀透過綠色科技館的平台建立網絡及就最新趨勢進行交流。我們亦歡迎學校及公眾參觀生產力局，探索綠色科技的無限潛力。

Echoing the Government's "Zero-carbon Emissions, Liveable City, Sustainable Development" vision, we took an initiative to host a Green Hall at the HKPC Building during the reporting year. The Green Hall showcased a variety of GreenTech R&D and applications by HKPC, APAS and a number of partners. The GreenTech on display had a wide scope of locally developed technical applications, offering greener solutions about clothing, food, housing and transportation for daily lives. Industry players were invited to build network and have dialogues about the latest trends through the platform of the Green Hall. We also welcomed schools and the public to come and explore the unlimited potentials of GreenTech at HKPC.

#### 綠色科技館開幕 Launch of Green Hall



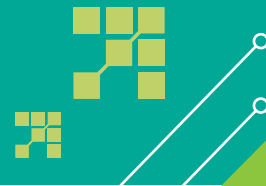
## 推動本地行業的ESG及企業可持續發展 Boosting ESG and Corporate Sustainability of Local Industries

憑藉十多年來支持機構採納可持續發展措施及報告的經驗，我們於2022年11月與香港中華廠商聯合會簽署合作備忘錄。是次策略聯盟致力於通過將ESG原則融入業界核心業務，推動工業邁向可持續發展的未來。根據香港中華廠商聯合會的ESG+計劃，我們將支持實施認可制度，以表揚企業在ESG方面的卓越實務，並通過貢獻我們的知識和諮詢專長，支持參與企業了解和實踐ESG，以提高行業的可持續發展意識和表現。

With over a decade of experience in supporting organisations to adopt sustainability measures and reporting, we formalised a MOU with Chinese Manufacturers' Association of Hong Kong (CMA) in November 2022. This strategic alliance is dedicated to propelling the industrial sector towards a sustainable future by integrating ESG principles into their core operations. Under CMAHK's ESG+ Scheme, we would support the implementation of a recognition system to affirm enterprises' efforts on excellent practices in ESG, and support participating enterprises on understanding and practicing ESG by contributing our knowledge and consultancy expertise to improve the industry's sustainability awareness and performance.

### 生產力局與廠商會攜手提升本港企業ESG意識和表現 HKPC and CMA Joined Hands to Boost Local Industry's ESG Awareness and Performance





## 區內創新環保科技合作

### Regional Collaboration for Innovative Eco-Environmental Science and Technology

於2022年11月，生產力局與深圳市環境科學研究院及深圳市環境科學學會合作，聯合舉辦深港2022年生態環境科技創新交流大會。大會圍繞「以科技創新促協同發展」為主題，旨在連繫兩地環保產業、科研、學術界同仁，展出超過50項優秀創科案例，涵蓋廢物、水、大氣、生態、能源等領域，深入推動深港環保技術品質提升與互相合作。另外，其中一個重點是生產力局與深圳市環境科學學會簽署合作備忘錄，以加強區內夥伴關係及培養環境科學人才，加強香港及大灣區對卓越環境的共同承諾。

Collaborating with the Academy of Environmental Sciences (SAES) and the Shenzhen Environmental Science Society (SESS), HKPC co-organised the Shenzhen Hong Kong 2022 Innovation Eco-Environmental Science and Technology Conference (the Conference) in November 2022. Under theme of "Technological Innovation for Co-ordinated Development", the Conference aimed to bridge environmental experts, researchers, and academia from Hong Kong and Shenzhen. It showcased over 50 excellent innovative technological projects across waste, water, air, ecology and energy sectors, promoting technologies advancements and regional cooperation in environment protection. A key highlight was the signing of a Memorandum of Understanding (MOU) between HKPC and SESS to strengthen regional partnerships and cultivate talent in environmental science, reinforcing the shared commitment of Hong Kong and the GBA to environmental excellence.

生產力局與深圳市環境科學研究院透過簽署合作備忘錄加強在區內生態環境保護領域的合作

**HKPC and SESS Signed a MOU to Collectively Boost Co-operation in Ecological and Environmental Protection in the Region**



## 締造綠色工作環境

我們致力於可持續發展，不僅透過推廣綠色科技方案，亦透過在工作場所培養環保意識。我們已制定穩健的環境政策，並制定涵蓋能源效益、減少廢物、節約用水及綠色採購的指引。相關原則已納入我們的決策，確保我們的營運盡量減少對環境的影響，並為可持續發展作出貢獻。

### 環境管理及合規

作為企業可持續發展管治的一部分，我們已營運實施穩健的環境管理規程。我們的主要業務營運集中於香港總部生產力大樓，大樓的用電量及碳排放佔本局總額的99%。因此，我們為生產力大樓制定一套環境目標，涵蓋碳排放、能源消耗、減廢和用水管理等方面，以不斷提高環境表現。

遵守當地環境法規是我們環境管理的重中之重。有鑑於此，我們委聘第三方檢測化驗所每月評估廢水及空氣質素，以助迅速查找任何潛在問題並採取糾正措施，盡量減低違反環境法規的風險。此外，我們與合格有害廢物收集商合作處理化學廢物，包括妥善標籤、儲存、處置及通報，全面遵守法規。

### 氣候行動

我們深知應對氣候變化的重要性，並致力為全球創造更可持續的未來作出貢獻。為響應政府的《氣候行動藍圖2050》，我們致力採取有意義的行動應對全球氣候變化挑戰，盡早於2040年實現生產力大樓的淨零排放。此外，與2015年的基線相比，生產力大樓已設定2030年中期減碳目標，引領我們持續努力減少對環境的影響。為減少碳足跡，我們已制定涵蓋多個方面的可持續發展策略，包括提高大樓的能源及用水效益以及改善廢物管理。

## Making Work Environment Greener

We are committed to sustainability, not only through promoting GreenTech solutions but also by cultivating environmental awareness at our workplace. We have established a robust environmental policy and set up guidelines covering energy efficiency, waste reduction, water conservation and green procurement. The associated principles are embedded in our decision making, ensuring our operations to minimise environmental impact and contribute to sustainability.

### Environmental Management and Compliance

As part of our corporate sustainability governance, we have implemented robust environmental management protocols for operations. Our primary business activities are concentrated in our Hong Kong headquarters, known as the HKPC Building, which accounts for 99% of our total electricity usage and carbon emissions. Consequently, we have established a set of environmental targets for the HKPC Building to drive continuous improvement in environmental performance, covering aspects such as carbon emissions, energy consumption, waste reduction, and water management.

Compliance with local environmental regulations is a top priority for our environmental management. In view of this, we engage a third-party testing laboratory to conduct monthly assessments of wastewater and air quality. This proactive approach allows us to swiftly identify any potential issues and take corrective actions, thereby minimising the risk of non-compliance with environmental regulations. Furthermore, we collaborate with a qualified hazardous waste collector to handle chemical waste, including appropriate labelling, storage, disposal, and reporting, in full compliance with regulations.

### Action for the Climate

We acknowledge the importance in addressing climate change and strive to contribute to the global efforts in creating a more sustainable future. Echoing the Government's Climate Action Plan 2050, we are committed to taking meaningful actions to combat the global climate change challenge by aiming to achieve net-zero emissions at the HKPC Building by as early as 2040. In addition, a medium-term carbon reduction target by 2030 has been set for the HKPC Building compared to the 2015 baseline, to guide our continuous effort to minimise the impact to the environment. To reduce carbon footprint, we have formulated a sustainability strategy that encompasses several aspects, including enhancing the energy and water efficiency of our building and improving our waste management.



減碳目標  
Carbon Targets

2015–2030 :  
減少碳排放  
Carbon Reduction

**-50%**

透過不斷改善，提升能源及水資源使用效率，並加強廢物管理  
Through continuously improving energy and water efficiency, and strengthening waste management



**2040 : 達致碳中和  
To Achieve Carbon Neutrality**



**2040 年前達致碳中和目標 To Achieve Carbon Neutrality by 2040**

為減輕氣候變化帶來的潛在風險，我們已考慮相關風險並實施積極措施。例如，我們已制定緊急應變程序，在颶風、水災及熱浪等極端天氣事件期間保障僱員安全及業務營運暢順。有關程序涉及多個營運方面，包括作好準備應對業務中斷的潛在風險、為員工提供培訓及資源，以及制訂緊急事故應變計劃。

To mitigate potential risks due to climate change, we have taken into consideration of relevant risks and implemented proactive measures. For example, emergency procedures have been developed to ensure the safety of our employees and operations during extreme weather events such as hurricanes, floods, and heat waves. These procedures address various operation aspects that include preparing for potential disruptions to our business, providing training and resources to our employees, and establishing protocols for emergency response.

## 表現進展

我們非常重視環境管理方針的透明度及問責性。為確保此目標，我們定期檢討實現目標的進度，並與員工、客戶及供應商等持份者保持溝通。這種合作方式使我們能夠將環境可持續發展理念融入我們營運的各個方面。

## 碳排放

為追蹤我們的溫室氣體排放，我們近年來每年進行碳評估，並聘請第三方進行碳審計。於報告年度，生產力大樓外購電力的間接（範圍二）排放佔生產力局溫室氣體總排放量 2,358.9 噸二氧化碳當量約 95%，佔我們企業碳足跡的最大部分。

## Performance Progress

We place a strong emphasis on transparency and accountability in our environmental management approach. To ensure this, we review our progress towards established goals and engage our stakeholders regularly, including employees, customers, and suppliers. This collaborative approach allows us to integrate environmental sustainability into every aspect of our operations.

## Carbon Emissions

To track our emissions of Greenhouse Gases (GHG), we have performed carbon assessment annually in recent years and have engaged third party to conduct carbon audit. During the reporting year, the indirect (Scope 2) emissions from purchased electricity for the HKPC Building accounted for around 95% of HKPC's total GHG emissions of 2,358.9 tCO<sub>2</sub>e, representing the most significant portion of our corporate carbon footprint.

### 監察碳排放

### Tracking Carbon Emissions

2015/2016:

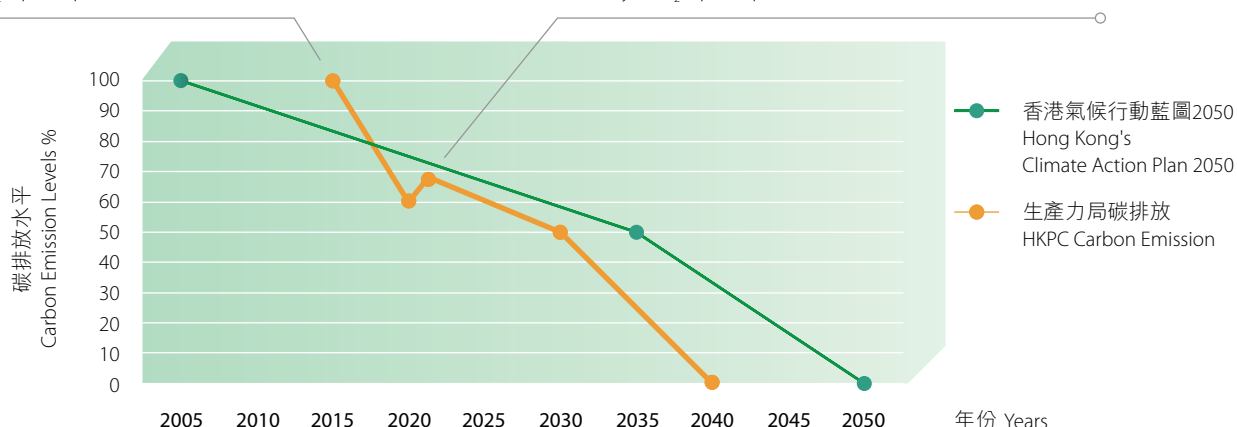
總溫室氣體排放量(二氧化碳當量)  
Total GHGs emission (tCO<sub>2</sub>e): **3,544**

碳強度(人均二氧化碳當量)  
Intensity (tCO<sub>2</sub>e per capita): **5.63**

2022/2023:

總溫室氣體排放量(二氧化碳當量)  
Total GHGs emission (tCO<sub>2</sub>e): **2,333.3**

碳強度(人均二氧化碳當量)  
Intensity (tCO<sub>2</sub>e per capita): **2.57**



**34%**

以2015/2016年作基準，於**2022/2023年**的碳排放  
**Carbon emission in 2022/2023**  
compared to 2015/2016

**54%**

以2015/2016年作基準，於**2022/2023年**的排放強度  
**Emission intensity in 2022/2023**  
compared to 2015/2016 baseline



## 能源消耗量

生產力局深知電力消耗對我們碳足跡的影響，因此將大幅減少用電量作為環境管理的優先事項。根據我們的減碳目標，我們已制定具體的能源目標，使生產力大樓於2025年前及2030年前的用電量，能比2015/16年度減少分別10%和15%。

為推動改善既定目標，我們已制定全面的能源管理計劃，涵蓋一系列改善用電的方法，包括實施資源效益的建築設計及營運措施、投資應用可再生能源技術及培養內部節能文化。通過該等方法，我們不僅旨在實現我們的節能目標，亦提高我們的營運效率及可持續表現。

於報告年度，生產力局繼續致力打造低碳節能的工作空間。儘管員工人數增加，我們的總用電量減少1.6%。在部分辦公室空間進行翻新的同時，我們已升級照明系統，配備更高效的LED設備，並在公共區域安裝額外的分區控制，以節約能源消耗。自2021年以來，天台太陽能光伏板一直運作發電，於報告年度向電網輸出6,253千瓦時的可再生能源。

## Energy Consumption

Recognising the contribution of electricity consumption to our carbon footprint, we strive to achieve significant reduction in this area as priority for environmental management. In line with our carbon reduction target, we have developed specific energy targets of reducing 10% of the electricity used at the HKPC Building by 2025 and 15% of that by 2030, respectively, compared to the baseline in 2015/16.

To drive improvement towards the set targets, a comprehensive energy management programme has been devised to encompass a range of approaches to optimise electricity usage, which include implementing resource-efficient building design and operation measures, investing in the application of renewable energy technology, and fostering an internal culture of conserving energy. Through these approaches, we not only aim to achieve our energy reduction targets, but also enhance the efficiency and sustainability of our operations.

In the reporting year, HKPC continued its efforts to create a low-carbon and energy-saving workspace. Our total electricity consumption reduced by 1.6%, despite an increase in the number of staff. As some office space underwent renovation, we have upgraded lights with more efficient LED devices and installed additional zoning controls in common areas to save energy consumption. The solar photovoltaic (PV) panels on the rooftop have been generating electricity since 2021, with 6,253 kilowatt-hours (kWh) of renewable energy output to the grid in the reporting year.

## 監察用電量

### Tracking Electricity Consumption

2015/2016:

總用電量(千兆焦耳)

Total electricity consumption (GJ):

22,716

強度(人均千兆焦耳)

Intensity (GJ per capita):

36.11

2022/2023:

總用電量(千兆焦耳)

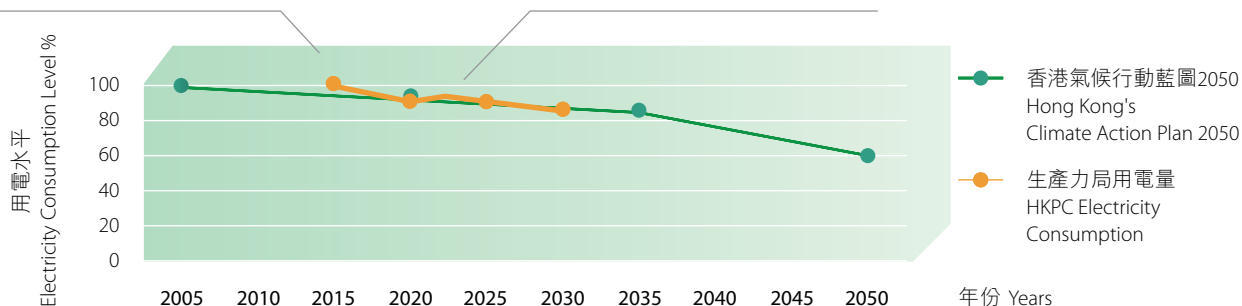
Total electricity consumption (GJ):

20,884

強度(人均千兆焦耳)

Intensity (GJ per capita):

22.4



8.1%

以2015/2016年作基準，於**2022/2023年的用電量**  
**Electricity consumption in 2022/2023**  
compared to the 2015/2016 baseline



37.9%

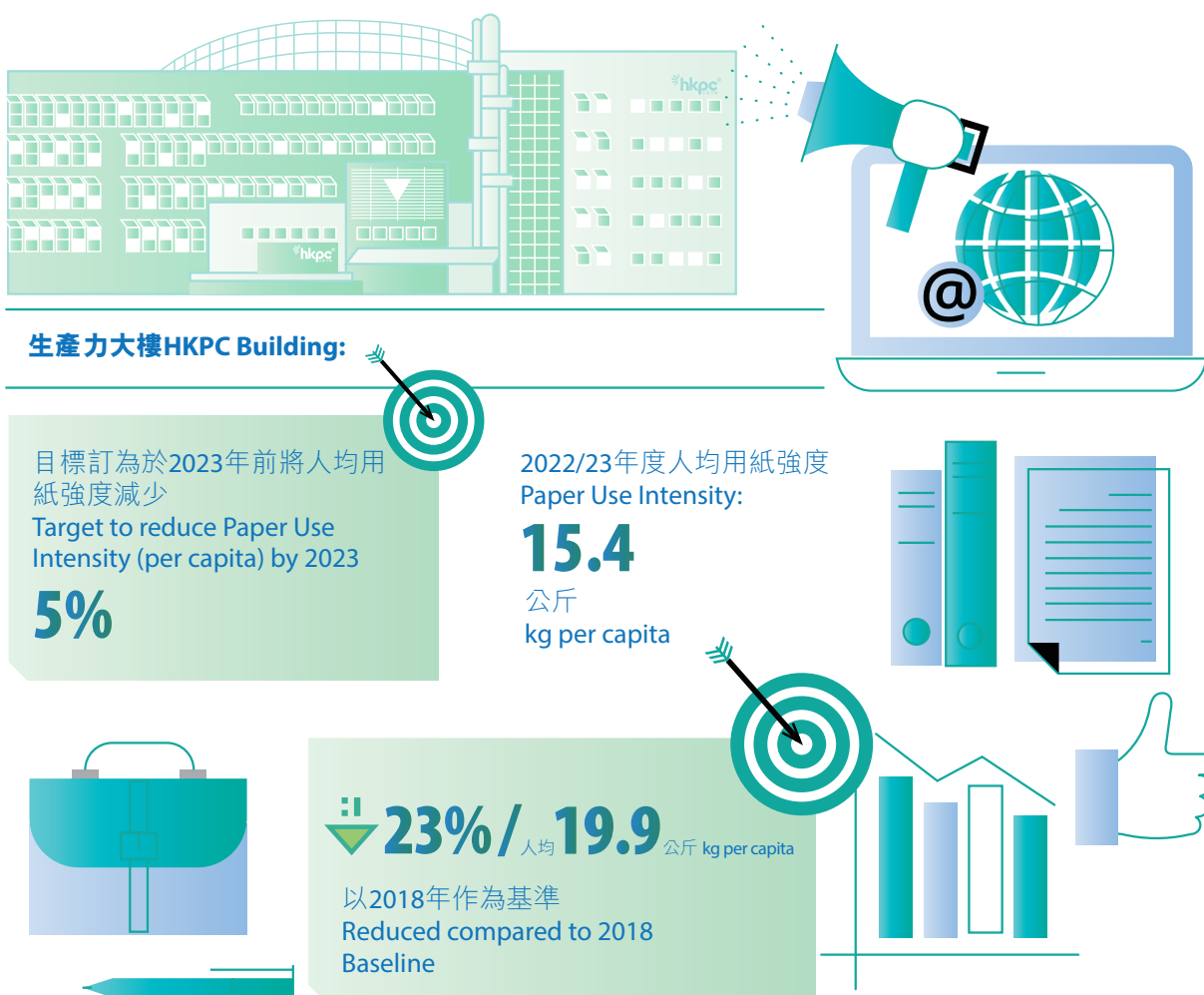
以2015/2016年作基準，於**2022/2023年的用電強度**  
**Electricity intensity in 2022/2023**  
compared to the 2015/2016 baseline

## 減少廢物

生產力局奉行3R原則，確保物盡其用、廢物利用及循環再造，優先考慮辦公室運營的減廢和廢物分流。我們繼續在辦公室實施減廢和回收計劃，以減少製造一般廢物和消耗紙張。我們已制定於2030年前減少消耗紙張的目標，使生產力大樓的人均紙張消耗比2018年的基準消耗量少5%。於報告年度，每名員工的平均用紙量較2018年減少23%，於過去數年顯著改善。

## Waste Reduction

Following the principles of Reuse, Reduce, and Recycling, we prioritise waste reduction and diversion for our office operations. We continue to implement waste reduction and recycling programs in office, in an aim to reduce general waste and paper consumption. A paper consumption target was set to reduce 5% paper use per capita at the HKPC Building by 2030, compared to the baseline in 2018. The average paper consumption of every staff in the reporting year was recorded to be 23% less than that in 2018, representing a significant improvement in the past few years.





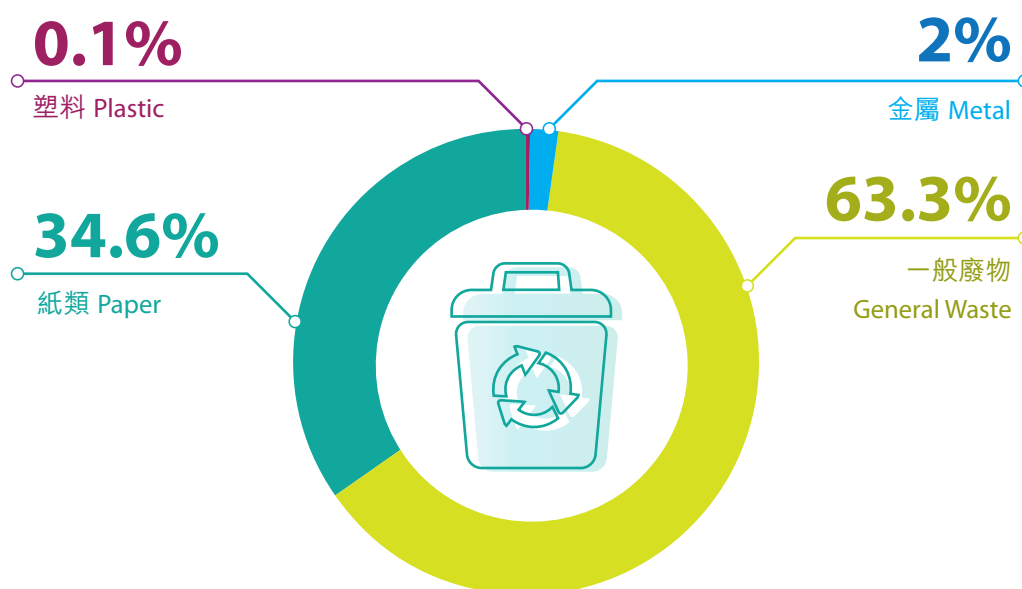
為鼓勵員工回收，我們在便利位置設置回收箱，以收集紙張、塑料及金屬等廢棄物料。與上一財政年度相比，回收紙張、塑料及金屬的重量增加2%。此外，我們向員工推廣負責任的電子廢物管理，並支持政府的「電腦及通訊產品回收計劃」。我們已制定電子廢物管理計劃，確保以環保方式處置我們的舊電器及電子設備（如電腦中央處理器、顯示器、掃描器及打印機）。

我們在2021/22年度已對生產力大樓進行廢物審計，以識別廢物管理中需要改善的地方。為作出負責任的採購決策，我們致力選擇環保產品及服務，並考慮該等產品及服務於生命週期內對環境的影響。

To encourage staff to recycle, we have placed recycling bins at easily accessible areas for collecting waste materials such as paper, plastic, and metal. There was a 2% increase in the weight of collected paper, plastic, and metal for recycling, when compared to the previous fiscal year. In addition, we promote responsible e-waste management among our employees and support the Government's Computer and Communication Products Recycling Programme (CCPR). An e-waste management plan has been put in place to ensure environmentally sound disposal of our used electrical and electronic equipment, such as CPUs, monitors, scanners, and printers.

We have also conducted waste audit in year 2021/22 for the HKPC Building to identify areas for improvement in our waste management. To make responsible purchasing decisions, we strive to select environmentally friendly products and services, taking into consideration of their impacts to the environment in lifecycle.

### 棄置及分流的非有害廢物組成 Composition of Disposed and Diverted Non-hazardous Waste



### 水資源管理

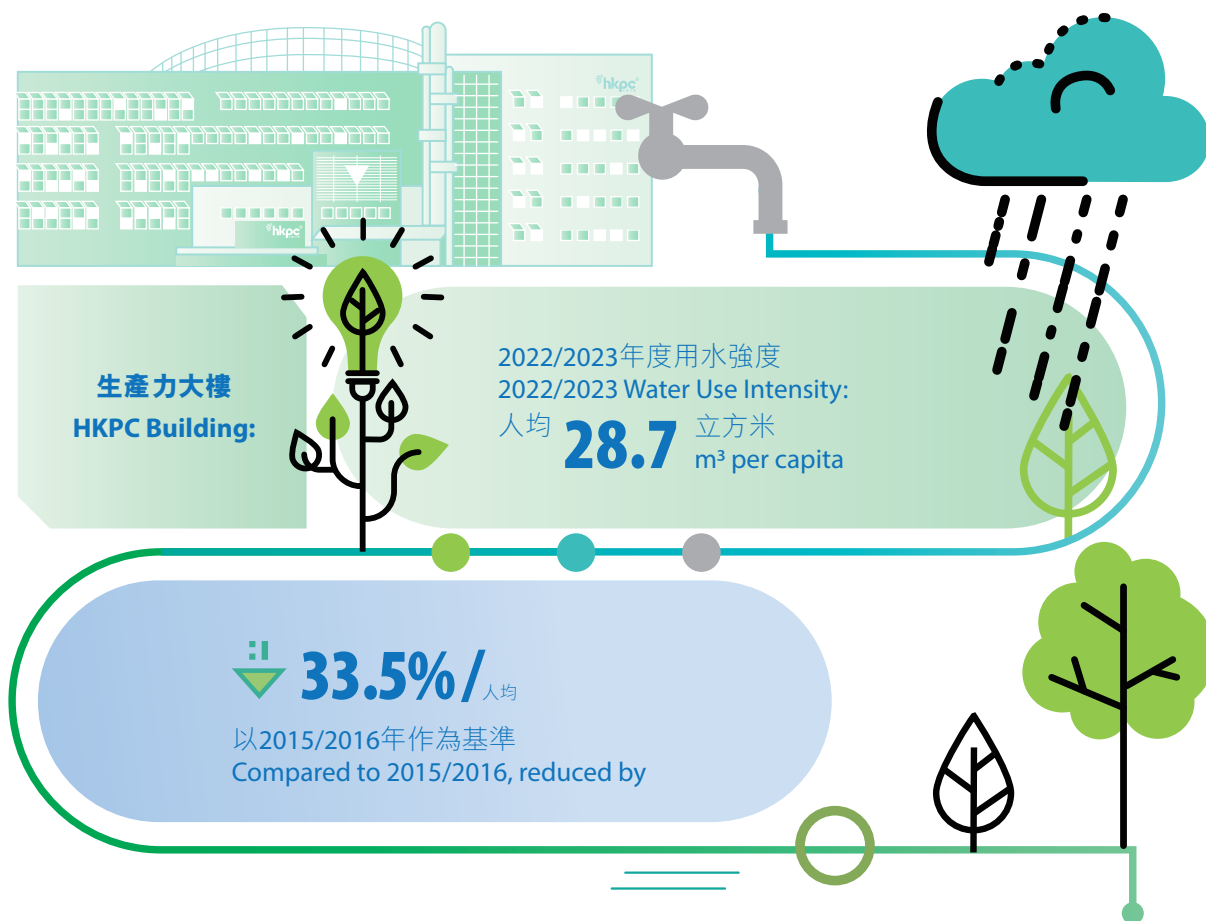
我們的水源來自本地市政供水，用於我們營運過程中的原材料加工、冷卻、測試及日常用水，因此我們深知負責任及高效用水對我們員工的重要性。我們致力避免污水污染，以確保水資源得到保護。生產力大樓已安裝附設感應器的節水式龍頭和坐廁，盡量減少用水量，締造可持續發展的環境。

### Water Management

Sourcing water from local municipal water supply, we understand the importance of responsible and efficient water usage to our staff, for various purposes such as raw material processing, cooling, testing, and domestic needs through our operations. We are committed to avoiding sewage contamination to ensure the protection of water resource. In the HKPC Building, sensor-equipped water-efficient faucets and toilets have been installed to minimise water consumption and contribute to a sustainable environment.

為改善我們的用水管理，我們於2023年開始對生產力大樓進行用水審核，以全面檢討我們的用水模式。根據審計結果，我們旨在識別潛在的節水技術或措施，並在未來幾年建立適用的改進指標，以促進節約用水，為碳中和的企業願景作出貢獻。審計發現，我們於報告年度的耗水強度（人均耗水量）較去年顯著減少12.3%，以2015/16年度作為基準，則減少33.5%，反映我們在提升生產力大樓的用水效益及節約資源方面作出不懈努力。

As a target for improving our water management, a water audit was commenced in 2023 for the HKPC Building to review our water use pattern in a comprehensive way. Based on the audit results, we aim to identify potential water saving technologies or measures, and establish applicable improvement indicators for the coming years, to promote water conservation and contribute to the corporate vision of carbon neutrality. The audit found that our water intensity (water consumption per capita) in the reporting year had a significant reduction of 12.3% compared to the last year and thus achieved a 33.5% reduction in comparison to the baseline in 2015/16, demonstrating our continuous efforts in enhancing water efficiency and resource conservation at the HKPC Building.



## 辦公室綠化

為進一步改善辦公室環境、室內空氣質素以及提高生產力，我們規劃及進行辦公室翻新項目，根據綠建環評既有建築計劃加入綠色設計原則。例如在2023年翻新辦公室期間，我們在辦公室走廊側邊放置了綠色植物。考慮到綠色採購的原則，我們聘請一家本地綠色供應商，提供約540棵不同品種的獨立植物，這些植物以Pafcal媒介，一種無土有機栽種方法種植，作為生產力大樓兩個樓層內的綠化。辦公室植物除營造綠化辦公環境外，亦示範更清潔及更節省用水的室內有機種植方法。

## Greenery in Office

To further improve office environment, indoor air quality, as well as fostering higher productivity, we have planned and initiated an office renovation project that incorporates green design principles in accordance with the BEAM Plus Standard Existing Buildings Scheme. For example, office greenery was placed at the sideways of office corridors in 2023 during the recent office renovation. Taking green procurement into consideration, we recruited a local green supplier for the provision of about 540 stand-alone plants of various species, grown in Pafcal, an organic soil-free planting media, for greenery on two floors of the HKPC Building. Other than providing a green office environment, these office plants also serve as a demonstration of a cleaner and more water-efficient method of indoor organic planting.



在生產力局致力為員工創造包容、安全和互相支持的工作環境，以促進高表現水平和平等的發展機會。生產力局培養關愛文化，保障工作場所的健康與安全，為員工提供全面福利，並提供多元化的培訓以培養人才。此外，我們通過不同的溝通渠道及員工活動（包括職員康樂會舉辦的活動）定期與員工互動，增進員工的身心健康並為社區作出貢獻。

於報告期間，生產力局在人力資源管理方面備受肯定。於2022年，生產力局共勇奪23項殊榮，是香港獲獎最多的研究機構之一。除了獲CTgoodjobs、Human Resources Online及JobMarket頒發多個本地及大灣區獎項外，生產力局亦獲HR Asia頒發「亞洲最佳企業僱主獎」，並獲香港會計師公會頒發「認可僱主」認證。該等獎項及認可證明生產力局於關愛員工及人才發展實務方面作出的貢獻。

At HKPC, we strive to create an inclusive, safe, and supportive work environment for employees, to foster a high level of performance and equal opportunity for development. Cultivating a caring culture, HKPC safeguards workplace health and safety, offers comprehensive welfare to employees, and provides diverse training to nurture talent. Furthermore, employees are regularly engaged through different communication channels and staff activities, including events held by our Staff Recreation Club to enhance employee well-being and contribute to the community.

During the reporting period, HKPC has received remarkable recognition in human resources management. With a total of 23 accolades in 2022, HKPC is one of the most awarded research institutions of such honours in Hong Kong. In addition to a number of local and Greater Bay Area (GBA) awards presented by CTgoodjobs, Human Resources Online and JobMarket, HKPC was also named one of the "Best Companies to Work for in Asia" by HR Asia and received the "Authorised Employer" accreditation from the Hong Kong Institute of Certified Public Accountants. These awards and accreditation demonstrate HKPC's contributions to employee-caring initiatives and talent development practices.



生產力局勇奪多項香港、大灣區及亞洲人力資源管理獎項與認證  
**HKPC Garner Multiple Hong Kong, GBA, and Asian Accolades  
in Human Resources Management**

## 共融工作環境 Inclusive Work Environment

生產力局擁有強大的員工團隊，員工總數較去年增加9.65%。除履行法定責任外，生產力局亦提供額外福利以支持人才發展，同時滿足員工和他們家人的需要。

HKPC has managed to sustain a robust workforce, with a 9.65% increase in the total number of employees over the previous year. Apart from fulfilling statutory obligations, HKPC provides extra benefits to support talent while catering to the needs of their families.

### ✦ 員工分佈

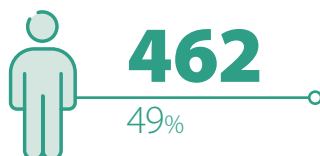
截至2023年3月31日，生產力局於香港及內地（深圳及東莞）共有943名員工，包括全職、兼職、長期及合約員工。此外，我們亦不時聘請臨時工協助各項目的支援工作。

### ✦ Workforce Distribution

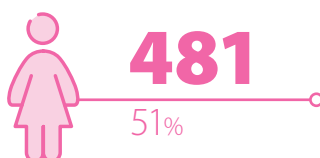
By 31 March 2023, HKPC had a total of 943 employees in Hong Kong and Mainland (Shenzhen and Dongguan), comprising full-time, part-time, permanent, and contract staff. Additionally, temporary workers were also hired occasionally to assist in providing support for our projects.

#### 按性別劃分 By Gender

男  
Male



女  
Female

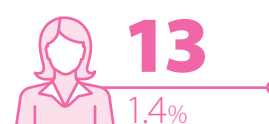


#### 按職階劃分 By Grade

董事  
Directors



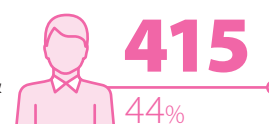
經理  
General managers



顧問及  
技術人員  
Consulting &  
technical staff



項目主任及  
一般職員  
Project officers &  
general staff





## ✿ 員工福利

生產力局全面遵守勞工法律及法規，致力打造開放及互相尊重、提供平等的機會及沒有歧視的工作環境。在進行招聘程序時，我們根據求職者的資歷、經驗及符合職位要求的職能進行評估，而不論性別、種族、婚姻狀況、傷健或家庭狀況。我們嚴禁任何形式的強迫勞動及童工，且於報告期間並無相關不合規情況。

生產力局已為員工制定具競爭力的薪酬待遇及福利廣納賢才。按照員工的職級和僱用條件，我們為香港員工提供多項福利，例如醫療保險、牙科保險、人壽保險、退休福利、稅務效益安排以及年假、病假、婚假、產假、侍產假、恩恤假及進修假期。根據當地法規，我們在內地附屬公司的員工亦享有多項福利，包括商業保險、社會保險、住房公積金、年假、病假、產假、男士陪產假、育兒假及子女護理假等。

我們對所有合資格全職員工進行系統化的年度評核。通過評核機制，我們表揚員工對本局作出的貢獻，並提供個別獎勵，例如調整薪酬及個別表揚等，以激勵及挽留員工。表現評核委員會負責審核評核結果，確保評核流程公平透明。

## ✿ 工作場所健康與安全

生產力局在日常營運及服務交付中優先考慮工作場所安全。我們嚴格遵守相關法律法規，遵循《職業健康及安全政策》指引，實施獲ISO 45001職業健康及安全管理國際標準認證的內部管理系統。本局已制定並定期檢討安全手冊、程序及作業指令，以確保其準確性及成效。該系統涵蓋業界支援服務的各個範疇，包括顧問、研發、實驗室及培訓服務。

我們已成立工作安全委員會，由不同部門的代表組成。工作安全委員會每季度召開一次會議，負責確保遵守安全法規、評估潛在風險及影響、調查事故及提高安全意識。為盡量減少安全隱患，我們定期進行工作場所評估及年度內部安全審計，並為員工提供必要的個人防護裝備。

## ✿ Staff Welfare

In full compliance with labour laws and regulations, HKPC endeavours to establish an open and respectful work environment with equal opportunity and non-discrimination. When conducting our recruitment process, we assess candidates based on their qualifications, experience and competencies that align with the position's requirements, irrespective of gender, race, marital status, disability or family status. We strictly prohibit any instances of forced labour and child labour, and there was no associated case of non-compliance during the reporting period.

To attract and retain talent, HKPC has formulated competitive remuneration packages and benefits for staff. Employees in Hong Kong receive a range of benefits, subject to different job grades or terms of employment, for example, medical insurance, dental insurance, life insurance, retirement benefits, tax efficiency arrangements, and leave entitlements that cover annual, sick, marriage, maternity, paternity, compassionate and study leaves. In Mainland subsidiaries, in line with local regulations, employees are also entitled to a diverse array of benefits, including commercial insurance, social insurance, housing fund, annual leave, sick leave, maternity leave, paternity leave, parental leave, childcare leave, and more.

We conduct a systematic appraisal process annually for all eligible full-time staff. Through this process, we recognise employees' contribution to the organisation, and offer them individual rewards such as variable pay and individual recognition, with an aim to motivate and retain employees. The Performance Appraisal Board is responsible for reviewing appraisal results to ensure the fairness and transparency of the process.

## ✿ Workplace Health and Safety

At HKPC, we prioritise workplace safety in our daily operations and service delivery. We adhere strictly to relevant laws and regulations. Guided by our Occupational Health and Safety Policy, we have implemented an internal management system that is certified to the international standard of ISO 45001 for occupational health and safety management. A series of safety manuals, procedures and work instructions have been developed and reviewed periodically to ensure their accuracy and effectiveness. The system covers all aspects of our industry support services, including consultancy, research and development, laboratory and training services.

We have established a Work Safety Committee (WSC) with broad representation from various divisions. The WSC meets quarterly and is responsible for ensuring compliance with safety regulations, assessing potential risks and impacts, investigating incidents and promoting safety awareness. To minimise exposure to safety hazards, we conduct regular workplace assessments and annual internal safety audits, as well as provide necessary personal protective equipment to our staff.

## ✿ 安全培訓與溝通

為培養員工的安全意識，我們定期為各級員工安排安全培訓課程。新入職員工的入職培訓包括安全意識培訓，內容涵蓋我們的安全政策及指引。此外，我們每年安排全體員工參加重溫培訓課程。我們為在實驗室工作的員工提供度身設計的安全培訓，並為不同設備編制使用指南，以防止潛在的安全隱患。當員工需要在非現場工作時，他們必須在整個工作過程中遵守安全措施。如出現不安全情況，應停止工作並向主管報告。

除為員工提供安全培訓外，我們亦採用各種溝通渠道，如電郵及工作安全委員會，鼓勵員工就工作相關的健康與安全問題提供反饋意見及提出建議。

## ✿ 承辦商及訪客的安全

我們承諾為現場工作的承辦商提供安全及健康環境，旨在防止工傷或疾病。我們定期與承辦商、客戶及到訪我們場所的訪客分享安全資訊。承辦商須嚴格遵守一套健康與安全規定。在生產力局進行若干項目之前，我們亦要求承辦商完成工作許可證評估。為提高訪客的安全意識，我們向參加生產力大樓活動的人士播放安全指引影片。

## ✿ 健康措施

於報告年度的大部分時間，疫情持續影響香港及許多人。我們定期提醒員工注意COVID-19的最新情況及醫療指引，以支持抗擊病毒。我們於辦公室提供外科口罩、消毒搓手液、空氣淨化器以及專業清潔服務，包括在辦公場所啟用機械人進行消毒工作。為確保員工身心健康，我們已設立僱員支援服務計劃，並由專業輔導員提供24小時輔導及諮詢熱線服務。此外，我們亦為員工舉辦健康講座及運動班，以提高員工的健康相關意識及知識。

## ✿ Safety Training and Communication

To foster safety awareness among our staff, we regularly arrange safety training sessions for employees at various levels. Safety awareness training is included in the induction training for new hires, which covers our safety policy and guidelines. Additionally, we conduct refresher training sessions annually for all staff. For staff that work in the laboratory, tailored safety training has been offered and operation manuals have been prepared for different equipment to prevent potential safety hazards. When staff need to work off-site, they are required to observe safe measures throughout their work. They shall stop work and report to supervisors if unsafe situations take place.

In addition to the provision of safety training for staff, we apply various communication channels, such as email and the WSC, to encourage staff to provide feedback and raise suggestions related to work-related health and safety issues.

## ✿ Safety of Contractors and Visitors

Our commitment to providing a safe and healthy environment extends to contractors working on-site, with the goal of preventing work-related injury or illness. Safety information is regularly shared with our contractors, clients and visitors to our premises. Contractors are required to strictly adhere to a set of health and safety requirements. Before carrying out certain projects at HKPC, we also request contractors to complete a work permit assessment. To increase safety awareness of our visitors, a safety video is shown to participants who attend events at the HKPC Building.

## ✿ Health Measures

Throughout much of the reporting year, the pandemic continued to impact the city and many individuals. We regularly reminded employees of the latest COVID-19 situations and healthcare guidelines to support the combat against the virus. Surgical masks, hand sanitiser, air purifiers and professional cleaning services were provided in the office, including a robot commissioned in the premise for disinfection tasks. To ensure the well-being of our employees, we have set up an employee assistance programme and a 24-hour counselling and consultation hotline staffed by professional counsellors. Additionally, we have organised health talks and physical exercise classes for employees to enhance their health-related awareness and knowledge.



## 人才發展 Talent Development



生產力局認為，雄厚的人才庫對我們服務的可持續發展至關重要。因此，我們致力透過提供各種培訓及發展機遇，改善屬下團隊。此外，我們積極透過實習計劃，培育專上學院的學生，為他們投身創新科技行業作好準備。

HKPC recognises that a strong talent pool is essential for the sustainable development of our services. Therefore, we are committed to building our team by offering a wide variety of training and development opportunities. Additionally, we actively prepare tertiary students for the innovation and technology industry through internship programmes.

### ✦ 員工培訓計劃

生產力局致力培育員工成長，透過持續提供支援及培訓，確保員工具備競爭力。我們會於年度考核評估員工的培訓及發展需要。於報告期間，我們舉辦60場內部培訓課程，多元化的講題包括個別職位的特定技能、健康與安全、合規、創科、客戶服務、管理與溝通、成長型思維模式、韌性以及最佳實務分享，逾3,700位員工參加，培訓總時數逾7,300小時。

為提倡正確措施和加強內部合規，我們每年均會開辦課程，重溫標準守則。疫情期間，我們運用iLearn網上學習平台，讓員工可在網上下載培訓教材，隨時隨地進行自修。

生產力局致力培才展能，讓員工盡展潛能，發揮最佳表現。我們全力支援員工提升技能及專業發展，為合資格員工提供學術培訓獎學金及進修假期，讓他們修讀更高學歷。此舉不但提升員工的學歷水準，更有助促進生產力局的可持續發展。

我們對培訓及發展的承擔，體現我們致力培育人才，打造知識淵博的員工團隊，以推動本局向前發展。

### ✦ Staff Training Programmes

HKPC is dedicated to fostering the growth of our staff and ensuring a competitive workforce through continuous support and training. The training and development needs of employees are assessed during their annual appraisal. Over the reporting period, we organised 60 in-house training sessions, covering various topics such as job-specific skills, health and safety, compliance, innovation and technology, customer service, management and communication, growth mindset, resilience and best practice sharing. These sessions involved over 3,700 participants, totaling more than 7,300 training hours.

To maintain proper practices and enhance internal compliance, we conducted annual refresher challenges, reinforcing standard practices. Even during the pandemic, we utilised the iLearn e-learning platform, enabling our staff to access training materials for self-learning at their convenience, regardless of location.

HKPC aims to empower our employees to unlock their potential and achieve high performance. To support upskilling and professional development, we offer academic training scholarships and study leave to eligible staff members for pursuing higher degrees. This initiative not only advances employees' academic qualifications but also contributes to HKPC's sustainable development.

Our commitment to training and development reflects our dedication to nurturing talent and maintaining a knowledgeable workforce that can drive the organisation forward.



## ✿ 培育年青人才

我們非常重視栽培本地青年企業家及人才，致力促進香港年青一代的成長，並支持他們的創業理想。

### 實習計劃

生產力局透過精心設計的實習計劃，提供職場實戰及學習機會，栽培下一代科技領袖，鞏固香港在創新科技領域的競爭優勢。

於報告年度內，夏季「InnoTalent」計劃讓48名實習生沉浸在充滿活力的元宇宙生態圈內，通過互動工作坊和實際開發項目，培養他們的綜合技能。實習計劃亦包括生產力局管理團隊影子實習活動，並以項目演示比賽為結尾，為實習生提供展示創新解決方案的平台。

冬季實習計劃有38名實習生參與「未來技能FutureSkills」工作坊，並實地參觀微軟香港等科技巨企，瞭解如何學以致用。實習生將所學運用到畢業項目，展示自己已準備好應對科技領域的挑戰。

## ✿ 與管理層溝通

為使員工透徹了解生產力局的願景及目標，我們定期舉行員工大會，安排管理層成員向全體員工講述最新的業務策略、發展進度、營運上的最新安排及公司政策。此外，管理層分享會已整合至每月部門會議，向各單位的員工提供有關內部指引及流程的詳細變動。

## ✿ 職員康樂活動

職員康樂會由人力資源部統籌，由自願參與的員工代表組成，專責計劃及安排各項計劃及活動，促進員工身心健康及健康的生活方式。即使於疫情期間，我們作出改動，舉辦線上活動，確保員工參與和保持聯繫。

於報告年度，生產力局的員工活動形形色色，包括「咖啡日」和「甜甜圈捐贈日」等廣受歡迎的活動，讓員工有機會互動和增進感情。此外，我們亦舉辦「電影之夜」活動，讓同事們一起享受電影帶來的樂趣。而為迎合大眾對虛擬實境遊戲日益增長的興趣，我們舉辦員工VR遊戲競賽，氣氛刺激高漲。

我們深知維持身心健康的重要性，特別安排減壓活動，舉辦正念減壓、改善睡眠、香水製作和陶瓷藝術等工作坊，讓員工有機會探索新嗜好，回復活力。我們將一如既往，致力謀求員工的福利和發展，不斷尋求各種方法，讓員工好好享受輕鬆時刻。

## ✿ Cultivating Young Talent

We place a strong emphasis on nurturing local young entrepreneurs and talent. Our efforts are dedicated to fostering the growth of young individuals in Hong Kong and supporting our entrepreneurial aspirations.

### Internship Programme

Through its well-crafted internship programmes, HKPC offers a blend of education and hands-on experience to empower the next generation of tech leaders, reinforcing Hong Kong's competitive edge in the realms of innovation and technology.

During the reporting year, the Summer InnoTalent Programme immersed 48 interns in the dynamic Metaverse ecosystem, where they developed a versatile skillset through interactive workshops and real-world project development. Their journey also included job shadowing alongside HKPC's management and culminates in a Project Presentation Competition, offering a platform to showcase their innovative solutions.

The Winter Internship Programme welcomed 38 interns to engage in FutureSkills workshops, with field visits to tech trailblazers like Microsoft Hong Kong for a look at practical applications of their learning. They would channel this experience into meaningful graduation projects that demonstrated their readiness to tackle challenges within the tech landscape.

## ✿ Communication with Management

To enhance our employees' understanding of HKPC's vision and objectives, we organise Town Hall meetings periodically, where the management team shares latest business strategies, development progress, operational changes and corporate policies, with all employees. Furthermore, management sharing sessions have been integrated into monthly divisional meetings to update employees of each business unit on detailed changes in internal guidelines and procedures.

## ✿ Staff Recreation Activities

Coordinated by Human Resources and comprising a group of voluntary staff members, the Staff Recreation Club (SRC) initiates and implements for staff a diverse range of programmes and activities to promote wellness and a healthy lifestyle. Even during the challenging pandemic period, we adapted by incorporating online events to ensure engagement and connectivity.

During the reporting year, HKPC organised a range of dynamic staff activities. These included popular events such as Coffee Day and Donuts Giving Day, which created opportunities for social interaction and bonding. Additionally, we organised a Movie Night, where colleagues came together to enjoy a cinematic experience. To cater to the growing interest in virtual reality (VR) gaming, we hosted an exhilarating VR Game Tournament, providing staff with an exciting and competitive platform.

Recognising the importance of both physical and mental health, we made sure to arrange stress-relieving activities. We conducted workshops on Mindfulness-based Stress Reduction, sleep improvement, perfume making and ceramic art, etc., offering staff a chance to explore new hobbies and replenish their energy. We remain committed to the welfare and development of our employees, continuously seeking ways to provide a well-deserved break and opportunities for rejuvenation.



香水調配體驗班  
Perfume Workshop



咖啡日  
Coffee Day



沙頭角一日遊  
A day trip to Sha Tau Kok



員工在聖誕派對盡慶  
Staffs having fun at Christmas party



手捏陶瓷工作坊  
Ceramic Workshop

## ✿ 社區義工服務

職員康樂會亦擔當重要角色，向員工推廣社區服務及社會責任。於整個報告期間，我們舉辦一系列有意義的義工活動。我們安排生產力局捐血日，讓員工有機會透過捐血為社會作出貢獻。我們深明共容和支持弱勢群體的重要性，因此舉辦蛋糕義賣活動，為自閉症患者和長者籌款。此外，我們積極參與2022年香港公益金新界區百萬行，鼓勵員工及他們的家人貢獻社區並發揮影響力。

為營造綠色社會，促進循環經濟，我們與breadline合作，收集未售出的麵包，分發予有需要人士。此外，我們藉著2023年度書出愛心活動提倡漂書概念，讓我們與廣大讀者分享書籍。我們亦參加「海岸清潔日」活動，以保護香港美麗的海岸線。

員工及他們的家人齊心協力，為社會帶來積極影響，我們深感自豪。

## ✿ Volunteering for the Community

The SRC also played a vital role in instilling a sense of community service and social responsibility among our employees. Throughout the reporting period, we organised a series of impactful volunteer activities. We facilitated the Blood Donation Day at HKPC, providing our staff with an opportunity to make a meaningful contribution to society by donating blood. Recognising the importance of inclusivity and support for vulnerable groups, we organised a Cake Sale to raise funds for individuals with autism and the elderly. Furthermore, we actively participated in the Community Chest New Territories Walk for Millions 2022, to encourage our staff and their families to contribute to the community and to make a difference.

In response to creating a greener society and promoting circular economy, we collaborated with breadline to collect the unsold bread and distributed to individuals in need. Moreover, our Books for Love 2023 initiative embraced the concept of bookcrossing, enabling us to share books with a broader audience. We also participated in the Shorelines Cleanup Day to preserve the beauty of Hong Kong's shorelines.

We are proud of the collective efforts made by our employees and their families to create a positive impact on our society.



海岸清潔日  
Shorelines Cleanup Day



新界區百萬行  
New Territories Walk for Millions



拯救麵包行動  
Bread Runner Day



環境表現  
Environmental Performance

|                                                               | 單位<br>Unit                         | 香港<br>Hong Kong       | 內地附屬公司<br>WFOES | 總數<br>Total           |
|---------------------------------------------------------------|------------------------------------|-----------------------|-----------------|-----------------------|
| 能源使用 Energy Consumption <sup>1</sup>                          |                                    |                       |                 |                       |
| 電力<br>Electricity                                             | 千兆焦耳<br>(兆瓦小時)<br>GJ (MWh)         | 20,732.0<br>(5,758.9) | 152.9<br>(42.5) | 20,884.9<br>(5,801.4) |
| 汽油<br>Petrol                                                  | 千兆焦耳<br>(公升)<br>GJ (L)             | 252.9<br>(7,268.5)    | 0<br>(0)        | 252.9<br>(7,268.5)    |
| 能源使用總量<br>Total energy consumption                            | 千兆焦耳<br>GJ                         | 20,985.0              | 152.9           | 21,137.9              |
| 能源強度 <sup>2</sup><br>Energy intensity <sup>2</sup>            | 人均千兆焦耳<br>GJ per capita            | 23.1                  | 4.5             | 22.4                  |
| 水資源使用 Water Resources Consumption                             |                                    |                       |                 |                       |
| 都市用水<br>Municipal water used                                  | 立方米 m <sup>3</sup>                 | 26,067.0              | 327.7           | 26,394.7              |
| 都市用水強度 <sup>2</sup><br>Municipal water intensity <sup>2</sup> | 人均立方米<br>m <sup>3</sup> per capita | 28.7                  | 9.6             | 28.0                  |
| 材料使用 Material Consumption                                     |                                    |                       |                 |                       |
| 用紙<br>Paper                                                   | 公斤 kg                              | 14,290.7              | 247.0           | 14,537.7              |
| 材料強度 <sup>2</sup><br>Material intensity <sup>2</sup>          | 人均公斤<br>kg per capita              | 15.7                  | 7.3             | 15.4                  |
| 氣體排放 Air Emissions <sup>3</sup>                               |                                    |                       |                 |                       |
| 硫氧化物<br>Sulfur oxides (SOx)                                   | 公斤 kg                              | 0.1                   | 0               | 0.1                   |
| 氮氧化物<br>Nitrogen oxides (NOx)                                 | 公斤 kg                              | 3.0                   | 0               | 3.0                   |
| 懸浮微粒<br>Particulate matter (PM)                               | 公斤 kg                              | 0.2                   | 0               | 0.2                   |

|                                                                                        | 單位<br>Unit                                      | 香港<br>Hong Kong | 內地附屬公司<br>WFOES | 總數<br>Total |
|----------------------------------------------------------------------------------------|-------------------------------------------------|-----------------|-----------------|-------------|
| <b>溫室氣體排放量 Greenhouse Gas (GHG) Emissions<sup>4</sup></b>                              |                                                 |                 |                 |             |
| 範疇一溫室氣體排放 <sup>5</sup><br>Scope 1 emissions <sup>5</sup>                               | 公噸<br>二氧化碳當量<br>tCO <sub>2</sub> e              | 18.1            | 0               | 18.1        |
| 範疇二溫室氣體排放 <sup>6</sup><br>Scope 2 emissions <sup>6</sup>                               | 公噸<br>二氧化碳當量<br>tCO <sub>2</sub> e              | 2,246.0         | 24.2            | 2,270.2     |
| 範疇三溫室氣體排放 <sup>7</sup><br>Scope 3 emissions <sup>7</sup>                               | 公噸<br>二氧化碳當量<br>tCO <sub>2</sub> e              | 69.2            | 1.4             | 70.6        |
| 溫室氣體排放總量<br>Total GHG emissions                                                        | 公噸<br>二氧化碳當量<br>tCO <sub>2</sub> e              | 2,333.3         | 25.6            | 2,358.9     |
| 溫室氣體排放強度 <sup>2</sup><br>GHG emissions intensity <sup>2</sup>                          | 人均公噸<br>二氧化碳當量<br>tCO <sub>2</sub> e per capita | 2.6             | 0.8             | 2.5         |
| <b>廢物 Waste</b>                                                                        |                                                 |                 |                 |             |
| 化學廢物<br>Chemical waste                                                                 | 公升 L                                            | 220.0           | 0               | 220.0       |
| 棄置於堆填區的非有害廢物 <sup>8</sup><br>Non-hazardous waste disposed of at landfills <sup>8</sup> | 公斤 kg                                           | 34,901.0        | 0               | 34,901.0    |
| <b>回收或重用的非有害廢物，包括以下各項 Non-hazardous waste recycled or reused, including the below</b>  |                                                 |                 |                 |             |
| 紙類(包括辦公室用紙、報紙和紙箱)<br>Paper (including office paper, newspaper, and carton boxes)       | 公斤 kg                                           | 19,100.0        | 0               | 19,100.0    |
| 塑料<br>Plastic                                                                          | 公斤 kg                                           | 38.0            | 0               | 38.0        |
| 金屬<br>Metal                                                                            | 公斤 kg                                           | 1,102.0         | 0               | 1,102.0     |



|                                                                                  | 單位<br>Unit | 香港<br>Hong Kong | 內地附屬公司<br>WFOES | 總數<br>Total |
|----------------------------------------------------------------------------------|------------|-----------------|-----------------|-------------|
| 回收或重用的有害廢物，包括以下各項 <b>Hazardous waste recycled or reused, including the below</b> |            |                 |                 |             |
| 碳盒/墨盒<br>Toner/inkjet cartridge                                                  | 數目 No.     | 184             | 0               | 184         |
| 廢電器電子產品<br>Electrical and electronic waste                                       | 數目 No.     | 420             | 0               | 420         |

- 換算成千兆焦耳的轉換系數為汽油 (0.0348 千兆焦耳/公升) 及電力 (3.6 千兆焦耳/兆瓦小時)。  
Conversion factors are used to standardise the units to gigajoules (GJ): petrol (0.0348GJ/L) and electricity (3.6GJ/MWh).
- 香港和內地附屬公司的人均溫室氣體排放及能源強度是基於全職員工的人數計算。  
The per capita GHG emissions and energy intensity for Hong Kong office and China are calculated based on the number of full-time staff.
- 硫氧化物、氮氧化物及懸浮微粒的排放系數取自香港交易所《附錄二 — 環境關鍵績效指標匯報指引》。  
The emission factor of SO<sub>x</sub>, NO<sub>x</sub>, and PM are obtained from HKEX Appendix 2 — Reporting Guidance on Environmental KPIs.
- 溫室氣體排放量乃參考《香港建築物 (商業、住宅或公共用途) 的溫室氣體排放及減除的審計和報告指引》(由環境保護署及機電工程署編製) 計算。溫室氣體包括二氧化碳、甲烷、氧化亞氮、氫氟烴、全氟烴化合物、六氟化硫及三氟化氮。  
The GHG emissions are calculated with reference to the Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for buildings (Commercial, Residential or Institutional Purposes) in Hong Kong (by the Environmental Protection Department and the Electrical and Mechanical Services Department). The types of greenhouse gases include carbon dioxide (CO<sub>2</sub>), CH<sub>4</sub>, and N<sub>2</sub>O, HFCs, PFCs, SF<sub>6</sub>, NF<sub>3</sub>.
- 直接排放 (範疇 1) 包括來自移動燃燒源的排放，每千瓦小時排放 19.26 公斤二氧化碳當量，以及來自額外樹木種植計劃的減排，每千瓦小時減排 1.13 公斤二氧化碳當量。  
Direct emission (Scope 1) includes emission from mobile combustion sources with a value of 19.26 kg CO<sub>2</sub> e/kWh and emission removals from planning of additional trees with a value of 1.13 kg CO<sub>2</sub> e/kWh.
- 間接排放 (範疇 2) 的排放因子來源於兩份報告：2021 年中電可持續發展報告，排放因子為每千瓦小時 0.39 公斤二氧化碳當量，以及中華人民共和國生態環境部 (2022 年) 的報告，排放因子為每千瓦小時 0.5703 公斤二氧化碳。  
The emission factors for indirect emissions (Scope 2) were sourced from two reports: the CLP Sustainability Report 2021 with a value of 0.39 kg CO<sub>2</sub> e/kWh and the Ministry of Ecology and Environment of the People's Republic of China (2022) with a value of 0.5703 kg CO<sub>2</sub> e/kWh.
- 其他間接排放 (範疇 3) 包括使用淡水處理和污水處理的電力排放，以及棄置於香港堆填區的廢紙和一般廢物的處理而產生的甲烷氣體。在報告期內，淡水和污水處理的其他間接排放 (範疇 3) 為 16.8 噸二氧化碳當量。由於記錄的紙張回收量高於報告期間消耗的紙張數量，且紙張回收對其他排放來源無法進行碳抵銷，因此在考慮其他間接排放 (範疇 3) 時，將紙張廢物處理的影響視為 0。  
Other indirect emission (Scope 3) includes emission from electricity used for freshwater processing and sewage processing, and methane gas generation at landfill in Hong Kong due to disposal of paper waste and general waste. In reporting period, the other indirect emission (Scope 3) from fresh water and sewage processing is 16.8 tCO<sub>2</sub> e. Since the recorded paper recycling amount is higher than the paper consumed during the reporting period, and paper recycling are not carbon offsetting for other emission sources, the impact of paper waste disposal is taken as 0 in the consideration of other indirect emissions (Scope 3).
- 棄置於堆填區的無害廢物數量是由外部顧問公司於廢物審計期間抽樣估算。  
The amount of non-hazardous waste disposed of to landfills is estimated through a sampling method during a waste audit conducted by an external consultant.

## 社會表現 Social Performance

### 職員編制<sup>9</sup> Staff Breakdown<sup>9</sup>

|                                |             | 單位<br>Unit    | 香 港<br>Hong Kong |       | 內 地 附 屬 公 司<br>WFOES |       | 總 數<br>Total |       |
|--------------------------------|-------------|---------------|------------------|-------|----------------------|-------|--------------|-------|
| 人員總數<br>No. of staff           |             | 人數<br>No.     | 909              |       | 34                   |       | 943          |       |
| 按性別劃分 By Gender                |             |               |                  |       |                      |       |              |       |
| 男<br>Male                      |             | 人數<br>No. (%) | 450              | 49.5% | 12                   | 35.3% | 462          | 49.0% |
| 女<br>Female                    |             | 人數<br>No. (%) | 459              | 50.5% | 22                   | 64.7% | 481          | 51.0% |
| 按僱用類型劃分 By Employment Type     |             |               |                  |       |                      |       |              |       |
| 全職<br>Full-time                | 男<br>Male   | 人數<br>No. (%) | 433              | 47.6% | 12                   | 35.3% | 445          | 47.2% |
|                                | 女<br>Female | 人數<br>No. (%) | 440              | 48.4% | 22                   | 64.7% | 462          | 49.0% |
| 兼職<br>Part-time                | 男<br>Male   | 人數<br>No. (%) | 17               | 1.9%  | 0                    | 0%    | 17           | 1.8%  |
|                                | 女<br>Female | 人數<br>No. (%) | 19               | 2.1%  | 0                    | 0%    | 19           | 2.0%  |
| 按僱用合約劃分 By Employment Contract |             |               |                  |       |                      |       |              |       |
| 長工<br>Permanent                | 男<br>Male   | 人數<br>No. (%) | 312              | 34.3% | 1                    | 2.9%  | 313          | 33.2% |
|                                | 女<br>Female | 人數<br>No. (%) | 278              | 30.6% | 5                    | 14.7% | 283          | 30.0% |
| 合約工<br>Contract                | 男<br>Male   | 人數<br>No. (%) | 138              | 15.2% | 11                   | 32.4% | 149          | 15.8% |
|                                | 女<br>Female | 人數<br>No. (%) | 181              | 19.9% | 17                   | 50.0% | 198          | 21.0% |



|                                               | 單位<br>Unit    | 香港<br>Hong Kong | 內地附屬公司<br>WFOES | 總數<br>Total |       |     |       |
|-----------------------------------------------|---------------|-----------------|-----------------|-------------|-------|-----|-------|
| 按年齡劃分 By Age                                  |               |                 |                 |             |       |     |       |
| 30歲以下<br>Age under 30                         | 人數<br>No. (%) | 116             | 12.8%           | 7           | 20.6% | 123 | 13.1% |
| 30–49歲<br>Age 30–49                           | 人數<br>No. (%) | 509             | 56.0%           | 26          | 76.5% | 535 | 56.7% |
| 50歲或以上<br>Age 50 or above                     | 人數<br>No. (%) | 284             | 31.2%           | 1           | 2.9%  | 285 | 30.2% |
| 按職階劃分 By Grade                                |               |                 |                 |             |       |     |       |
| 董事<br>Directors                               | 人數<br>No. (%) | 4               | 0.4%            | 0           | 0.0%  | 4   | 0.4%  |
| 經理<br>General managers                        | 人數<br>No. (%) | 13              | 1.4%            | 0           | 0.0%  | 13  | 1.4%  |
| 顧問及技術人員<br>Consulting & technical staff       | 人數<br>No. (%) | 490             | 54.0%           | 21          | 61.8% | 511 | 54.2% |
| 項目主任及一般職員<br>Project officers & general staff | 人數<br>No. (%) | 402             | 44.2%           | 13          | 38.2% | 415 | 44.0% |

9 生產力局不會聘用非員工的工人。  
HKPC does not employ workers who are not employees.

員工培訓  
Training Performance

|                                                          | 單位<br>Unit         | 香港<br>Hong Kong | 內地附屬公司<br>WFOES | 總數<br>Total |
|----------------------------------------------------------|--------------------|-----------------|-----------------|-------------|
| 受訓員工總數<br>Total trained employees                        | 人次<br>Person-times | 3,705           | 2               | 3,707       |
| 總培訓時數<br>Total training hours                            | 小時<br>Hour         | 7,311           | 32              | 7,343       |
| 按性別劃分的受訓僱員人次 Person-times of Employees Trained By Gender |                    |                 |                 |             |
| 男<br>Male                                                | 人次<br>Person-times | 1,647           | 0               | 1,647       |
| 女<br>Female                                              | 人次<br>Person-times | 2,058           | 2               | 2,060       |
| 按職階劃分的受訓僱員人次 Person-times of Employees Trained By Grade  |                    |                 |                 |             |
| 董事<br>Directors                                          | 人次<br>Person-times | 11              | 0               | 11          |
| 經理<br>General managers                                   | 人次<br>Person-times | 19              | 0               | 19          |
| 顧問及技術人員<br>Consulting & technical staff                  | 人次<br>Person-times | 2,712           | 1               | 2,713       |
| 項目主任及一般職員<br>Project officers & general staff            | 人次<br>Person-times | 963             | 1               | 964         |
| 按性別劃分的平均培訓時數 Average Training Hours By Gender            |                    |                 |                 |             |
| 男<br>Male                                                | 小時<br>Hour         | 7.3             | 0               | 7.3         |
| 女<br>Female                                              | 小時<br>Hour         | 8.8             | 1.5             | 10.3        |
| 按職階劃分的平均培訓時數 Average Training Hours By Grade             |                    |                 |                 |             |
| 董事<br>Directors                                          | 小時<br>Hour         | 5.1             | 0               | 5.1         |
| 經理<br>General managers                                   | 小時<br>Hour         | 2.2             | 0               | 2.2         |
| 顧問及技術人員<br>Consulting & technical staff                  | 小時<br>Hour         | 11.0            | 0.8             | 11.8        |
| 項目主任及一般職員<br>Project officers & general staff            | 小時<br>Hour         | 4.6             | 1.2             | 5.8         |



員工流失量<sup>10</sup>  
Staff Turnover<sup>10</sup>

|                                | 單位<br>Unit    | 香港<br>Hong Kong |       | 內地附屬公司<br>WFOES |       | 總數<br>Total |       |
|--------------------------------|---------------|-----------------|-------|-----------------|-------|-------------|-------|
| 員工流失總量<br>Total Staff Turnover | 人數<br>No. (%) | 424             | 46.6% | 7               | 20.6% | 431         | 45.7% |
| 按性別劃分 By Gender                |               |                 |       |                 |       |             |       |
| 男<br>Male                      | 人數<br>No. (%) | 210             | 49.5% | 2               | 28.6% | 212         | 49.2% |
| 女<br>Female                    | 人數<br>No. (%) | 214             | 50.5% | 5               | 71.4% | 219         | 50.8% |
| 按年齡劃分 By Age Group             |               |                 |       |                 |       |             |       |
| 30歲以下<br>Age under 30          | 人數<br>No. (%) | 210             | 49.5% | 1               | 14.3% | 211         | 49.0% |
| 30–49歲<br>Age 30–49            | 人數<br>No. (%) | 177             | 41.8% | 6               | 85.7% | 183         | 42.4% |
| 50歲或以上<br>Age 50 and above     | 人數<br>No. (%) | 37              | 8.7%  | 0               | 0.0%  | 37          | 8.6%  |

<sup>10</sup> 為了計算香港和內地附屬公司的「員工流失率」和「新入職員工」的百分比，分母分別為員工流失總數和新員工總數。例如，男性新僱員的百分比是用公式「(男性新僱員人數/新僱員總數)\*100%」得出的。

To calculate the percentages for "Staff Turnover" and "New Employee Hires" in both the Hong Kong Unit and WFOES Unit, the denominator is determined as the total number of staff turnovers and new employees, respectively. For example, the percentage of new male employees is obtained using the formula "(number of new male employees/number of total new employees) \* 100%".

新入職員工  
New Employee Hires

|                            | 單位<br>Unit    | 香港<br>Hong Kong |       | 內地附屬公司<br>WFOES |       | 總數<br>Total |       |
|----------------------------|---------------|-----------------|-------|-----------------|-------|-------------|-------|
| 新入職員工總數<br>Total New Hires | 人數<br>No. (%) | 504             | 55.4% | 13              | 38.2% | 517         | 54.8% |
| 按性別劃分 By Gender            |               |                 |       |                 |       |             |       |
| 男<br>Male                  | 人數<br>No. (%) | 239             | 47.4% | 6               | 46.2% | 245         | 47.4% |
| 女<br>Female                | 人數<br>No. (%) | 265             | 52.6% | 7               | 53.8% | 272         | 52.6% |
| 按年齡劃分 By Age Group         |               |                 |       |                 |       |             |       |
| 30歲以下<br>Age under 30      | 人數<br>No. (%) | 291             | 57.7% | 6               | 46.2% | 297         | 57.5% |
| 30–49歲<br>Age 30–49        | 人數<br>No. (%) | 188             | 37.3% | 7               | 53.8% | 195         | 37.7% |
| 50歲或以上<br>Age 50 and above | 人數<br>No. (%) | 25              | 5.0%  | 0               | 0.0%  | 25          | 4.8%  |



## 職業安全與健康統計數據 Occupational Safety and Health Statistics

### 生產力局員工 For HKPC employees

|                                                                                   | 單位<br>Unit                                                       | 香港<br>Hong Kong | 內地附屬公司<br>WFOES | 總數<br>Total |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------|-----------------|-----------------|-------------|
| 過往3年發生與工作有關的死亡事故<br>Work-related fatalities in the past 3 years                   | 人數<br>No.                                                        | 0               | 0               | 0           |
|                                                                                   | 比率<br>Rate                                                       | 0               | 0               | 0           |
| 嚴重工傷<br>High-consequence work-related injuries                                    | 人數<br>No.                                                        | 0               | 0               | 0           |
|                                                                                   | 比率(每200,000<br>工時所佔人數)<br>Rate (number per<br>200,000 man hours) | 0               | 0               | 0           |
| 已記錄的工傷事故 <sup>11</sup><br>Recordable work-related injury <sup>11</sup>            | 人數<br>No.                                                        | 3               | 0               | 3           |
|                                                                                   | 比率(每200,000<br>工時所佔人數)<br>Rate (number per<br>200,000 man hours) | 0.4             | 0               | 0.4         |
| 工傷引致損失工作日<br>Lost days due to injury                                              | 數目<br>No.                                                        | 9               | 0               | 9           |
| 工作時數<br>Number of hours worked                                                    | 小時<br>Hour                                                       | 1,675,112.4     | 70,992.0        | 1,746,114.4 |
| 與工作相關的健康問題的死亡人數<br>Number of fatalities as a result of work-related ill<br>health | 數目<br>No.                                                        | 0               | 0               | 0           |
| 已記錄的與工作相關的健康問題病例數目<br>Number of cases of recordable work-related ill<br>health    | 數目<br>No.                                                        | 0               | 0               | 0           |

11 任何涉及生產力局當值人員的意外報告，包括沒有導致傷者放病假的意外。在2022/23年度，生產力局員工因工受傷的主要類別為因化學品洩漏、從樓梯墜下及被機器割傷而受傷。

Any accident involving the HKPC personnel on duty reported, including those accidents which have not resulted in the granting of any sick leave to the injured person. Main types of work-related injury reported in 2022/23 for the HKPC employees were injured due to chemical spillage, falling from stairs and cut by machine.

生產力局承辦商  
For HKPC Contractors

|                                                                                   | 單位<br>Unit                                                       | 香港<br>Hong Kong | 內地附屬公司<br>WFOES | 總數<br>Total |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------|-----------------|-----------------|-------------|
| 過往3年發生與工作有關的死亡事故<br>Work-related fatalities in the past 3 years                   | 人數<br>No.                                                        | 0               | 0               | 0           |
|                                                                                   | 比率<br>Rate                                                       | 0               | 0               | 0           |
| 嚴重工傷<br>High-consequence work-related injuries                                    | 人數<br>No.                                                        | 0               | 0               | 0           |
|                                                                                   | 比率(每200,000<br>工時所佔人數)<br>Rate (number per<br>200,000 man hours) | 0               | 0               | 0           |
| 已記錄的工傷事故 <sup>11</sup><br>Recordable work-related injury <sup>11</sup>            | 人數<br>No.                                                        | 0               | 0               | 0           |
|                                                                                   | 比率(每200,000<br>工時所佔人數)<br>Rate (number per<br>200,000 man hours) | 0               | 0               | 0           |
| 工傷引致損失工作日<br>Lost days due to injury                                              | 數目<br>No.                                                        | 0               | 0               | 0           |
| 工作時數<br>Number of hours worked                                                    | 小時<br>Hour                                                       | 52,452.6        | 500             | 52,952.6    |
| 與工作相關的健康問題的死亡人數<br>Number of fatalities as a result of work-related ill<br>health | 數目<br>No.                                                        | 0               | 0               | 0           |
| 已記錄的與工作相關的健康問題病例數目<br>Number of cases of recordable work-related ill<br>health    | 數目<br>No.                                                        | 0               | 0               | 0           |



## 合規性 Compliance

|                                                                              | 單位<br>Unit    | 香港<br>Hong Kong | 內地附屬公司<br>WFOES | 總數<br>Total |
|------------------------------------------------------------------------------|---------------|-----------------|-----------------|-------------|
| <b>法律合規 Legal Compliance</b>                                                 |               |                 |                 |             |
| 被定罪的貪污案件<br>Convicted cases of corruption                                    | 人數<br>No. (%) | 0               | 0               | 0           |
| <b>社會合規 Social Compliance</b>                                                |               |                 |                 |             |
| 被定罪的不遵守法律或法規的案件<br>Convicted cases of non-compliance with laws or regulation | 人數<br>No. (%) | 0               | 0               | 0           |
| 罰款<br>Significant fines                                                      | 港元<br>HK\$    | 0               | 0               | 0           |

## 育嬰假 Parental Leave

|                                                                                                        | 單位<br>Unit    | 香港<br>Hong Kong | 內地附屬公司<br>WFOES | 總數<br>Total |      |    |       |
|--------------------------------------------------------------------------------------------------------|---------------|-----------------|-----------------|-------------|------|----|-------|
| 享有育嬰假的員工 <b>Employees entitled to parental leave</b>                                                   |               |                 |                 |             |      |    |       |
| 男<br>Male                                                                                              | 人數<br>No.     | 408             | 12              | 420         |      |    |       |
| 女<br>Female                                                                                            | 人數<br>No.     | 402             | 22              | 424         |      |    |       |
| 使用育嬰假的員工 <b>Employees who took parental leave</b>                                                      |               |                 |                 |             |      |    |       |
| 男<br>Male                                                                                              | 人數<br>No.     | 10              | 4               | 14          |      |    |       |
| 女<br>Female                                                                                            | 人數<br>No.     | 7               | 4               | 11          |      |    |       |
| 休完育嬰假後復職的員工 <b>Employees who returned to work after parental leave ended</b>                           |               |                 |                 |             |      |    |       |
| 男<br>Male                                                                                              | 人數<br>No. (%) | 10              | 100%            | 4           | 100% | 14 | 100%  |
| 女<br>Female                                                                                            | 人數<br>No. (%) | 7               | 100%            | 4           | 100% | 11 | 100%  |
| 休完育嬰假且復職後 12 個月仍在職的員工 <b>Employees who remained employed 12 months after the end of parental leave</b> |               |                 |                 |             |      |    |       |
| 男<br>Male                                                                                              | 人數<br>No. (%) | 9               | 90%             | 3           | 75%  | 12 | 85.7% |
| 女<br>Female                                                                                            | 人數<br>No. (%) | 6               | 86%             | 4           | 100% | 10 | 90.9% |

| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs | 描述<br>Description | 部份<br>Section | 頁數<br>Page<br>number | 備註<br>Remarks |
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**A. 環境 Subject Area A. Environmental**

**層面 A1：排放物 Aspect A1: Emissions**

|                            |                                                                                                                                                                            |                                                                                               |                      |  |
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| 一般披露<br>General Disclosure |                                                                                                                                                                            | 創造更綠色的環境<br>Contributing to a Greener Environment                                             | P. 34–36             |  |
| KPI A1.1                   | 排放物種類及相關排放數據。<br>The types of emissions and respective emissions data.                                                                                                     | 表現摘要－環境表現<br>— Environmental Performance                                                      | P. 62                |  |
| KPI A1.2                   | 直接（範圍1）及能源間接（範圍2）溫室氣體排放量（以噸計算）及（如適用）密度。<br>Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity. | 創造更綠色的環境<br>Contributing to a Greener Environment<br>表現摘要－環境表現<br>— Environmental Performance | P. 48–50<br>P. 63    |  |
| KPI A1.3                   | 所產生有害廢棄物總量（以噸計算）及（如適用）密度。<br>Total hazardous waste produced (in tonnes) and, where appropriate, intensity.                                                                 | 創造更綠色的環境<br>Contributing to a Greener Environment<br>表現摘要－環境表現<br>— Environmental Performance | P. 51–52<br>P. 63–64 |  |
| KPI A1.4                   | 所產生無害廢棄物總量（以噸計算）及（如適用）密度。<br>Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity.                                                             | 創造更綠色的環境<br>Contributing to a Greener Environment<br>表現摘要－環境表現<br>— Environmental Performance | P. 51–52<br>P. 63–64 |  |
| KPI A1.5                   | 描述所訂立的排放量目標及為達到這些目標所採取的步驟。<br>Description of emission target(s) set and steps taken to achieve them.                                                                       | 創造更綠色的環境<br>Contributing to a Greener Environment                                             | P. 48–53             |  |



| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs | 描述<br>Description                                                                                                                                                                                                    | 部份<br>Section                                                                                                              | 頁數<br>Page<br>number     | 備註<br>Remarks |
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| KPI A1.6                                                       | 描述處理有害及無害廢棄物的方法，<br>及描述所訂立的減廢目標及為達到<br>這些目標所採取的步驟。<br>Description of how hazardous and<br>non-hazardous wastes are handled, and<br>a description of reduction target(s) set<br>and steps taken to achieve them.      | 創造更綠色的環境<br>Contributing to a<br>Greener Environment                                                                       | P. 51–52                 |               |
| <b>層面 A2：資源使用 Aspect A2: Use of Resources</b>                  |                                                                                                                                                                                                                      |                                                                                                                            |                          |               |
| 一般披露<br>General Disclosure                                     |                                                                                                                                                                                                                      | 創造更綠色的環境<br>Contributing to a<br>Greener Environment                                                                       | P. 47–53                 |               |
| KPI A2.1                                                       | 按類型劃分的直接及／或間接能源<br>(如電、氣或油)總耗量(以千個千<br>瓦時計算)及密度。<br>Direct and/or indirect energy<br>consumption by type (e.g. electricity,<br>gas or oil) in total (kWh in '000s) and<br>intensity.                                 | 創造更綠色的環境<br>Contributing to a<br>Greener Environment<br>表現摘要－環境表現<br>Performance Summary<br>— Environmental<br>Performance | P. 50–51<br><br>P. 62–64 |               |
| KPI A2.2                                                       | 總耗水量及密度。<br>Water consumption in total and<br>intensity.                                                                                                                                                             | 創造更綠色的環境<br>Contributing to a<br>Greener Environment<br>表現摘要－環境表現<br>Performance Summary<br>— Environmental<br>Performance | P. 52–53<br><br>P. 62–64 |               |
| KPI A2.3                                                       | 描述所訂立的能源使用效益目標及<br>為達到這些目標所採取的步驟。<br>Description of energy use efficiency<br>target(s) set and steps taken to achieve<br>them.                                                                                       | 創造更綠色的環境<br>Contributing to a<br>Greener Environment                                                                       | P. 49–50                 |               |
| KPI A2.4                                                       | 描述求取適用水源上可有任何問題，<br>以及所訂立的用水效益目標及為達<br>到這些目標所採取的步驟。<br>Description of whether there is any issue<br>in sourcing water that is fit for purpose,<br>water efficiency target(s) set and steps<br>taken to achieve them. | 創造更綠色的環境<br>Contributing to a<br>Greener Environment                                                                       | P. 52–53                 |               |

| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs        | 描述<br>Description                                                                                                                                                                           | 部份<br>Section                                     | 頁數<br>Page<br>number | 備註<br>Remarks                                                                                       |
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| KPI A2.5                                                              | 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位估量。<br>Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.                                |                                                   |                      | 生產力局只提供服務，不會生產附有包裝的產品。<br>HKPC only provides services and does not produce products with packaging. |
| <b>層面 A3：環境及天然資源 Aspect A3: The Environment and Natural Resources</b> |                                                                                                                                                                                             |                                                   |                      |                                                                                                     |
| 一般披露<br>General Disclosure                                            |                                                                                                                                                                                             | 創造更綠色的環境<br>Contributing to a Greener Environment | P. 34, 36, 37        |                                                                                                     |
| KPI A3.1                                                              | 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。<br>Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.                    | 創造更綠色的環境<br>Contributing to a Greener Environment | P. 47–53             |                                                                                                     |
| <b>層面 A4：氣候變化 Aspect A4: Climate Change</b>                           |                                                                                                                                                                                             |                                                   |                      |                                                                                                     |
| 一般披露<br>General Disclosure                                            |                                                                                                                                                                                             | 創造更綠色的環境<br>Contributing to a Greener Environment | P. 47–48             |                                                                                                     |
| KPI A4.1                                                              | 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。<br>Description of the significant climate-related issues which have impacted, and those which may impact the issuer, and the actions taken to manage them. | 創造更綠色的環境<br>Contributing to a Greener Environment | P. 47–53             |                                                                                                     |



| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs | 描述<br>Description | 部份<br>Section | 頁數<br>Page<br>number | 備註<br>Remarks |
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## B. 社會 Subject Area B. Social

### 僱傭及勞工常規 Employment and Labour Practices

#### 層面 B1：僱傭 Aspect B1: Employment

|                            |                                                                                                                                                      |                                   |          |  |
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| 一般披露<br>General Disclosure |                                                                                                                                                      | 關愛員工<br>Caring for Employees      | P. 54–56 |  |
| KPI B1.1                   | 按性別、僱傭類型（如全職或兼職）、年齡組別及地區劃分的僱員總數。<br>Total workforce by gender, employment type (for example, full- or part-time), age group and geographical region. | 表現摘要－社會表現<br>— Social Performance | P. 65–66 |  |
| KPI B1.2                   | 按性別、年齡組別及地區劃分的僱員流失比率。<br>Employee turnover rate by gender, age group and geographical region.                                                        | 表現摘要－社會表現<br>— Social Performance | P. 68    |  |

#### 層面 B2：健康與安全 Aspect B2: Health and Safety

|                            |                                                                                                                                               |                                   |          |  |
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| 一般披露<br>General Disclosure |                                                                                                                                               | 關愛員工<br>Caring for Employees      | P. 56–57 |  |
| KPI B2.1                   | 過去三年（包括匯報年度）每年因工亡故的人數及比率。<br>Number and rate of work-related fatalities occurred in each of the past three years including the reporting year | 表現摘要－社會表現<br>— Social Performance | P. 70–71 |  |
| KPI B2.2                   | 因工傷損失工作日數。<br>Lost days due to work injury.                                                                                                   | 表現摘要－社會表現<br>— Social Performance | P. 70–71 |  |
| KPI B2.3                   | 描述所採納的職業健康與安全措施，以及相關執行及監察方法。<br>Description of occupational health and safety measures adopted, how they are implemented and monitored.       | 關愛員工<br>Caring for Employees      | P. 56    |  |

| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs | 描述<br>Description                                                                                                  | 部份<br>Section                                                                    | 頁數<br>Page<br>number  | 備註<br>Remarks                                                                                                                                                                                                                                                      |
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| <b>層面 B3：發展及培訓 Aspect B3: Development and Training</b>         |                                                                                                                    |                                                                                  |                       |                                                                                                                                                                                                                                                                    |
| 一般披露<br>General Disclosure                                     |                                                                                                                    | 關愛員工<br>Caring for Employees                                                     | P. 58–59              |                                                                                                                                                                                                                                                                    |
| KPI B3.1                                                       | 按性別及僱員類別劃分的受訓僱員百分比。<br>The percentage of employees trained by gender and employee category.                        | 關愛員工<br>Caring for Employees<br>表現摘要－社會表現<br>— Social Performance                | P. 58–59<br><br>P. 67 | 我們根據員工的不同興趣和需要，為他們提供各式各樣的培訓。當中部份培訓，例如合規培訓為必須，我們要求所有員工完成。<br>We offer a wide range of training for employees, depending on their different interests and needs. For mandatory training such as compliance, all staff members are required to complete the training. |
| KPI B3.2                                                       | 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。<br>The average training hours completed per employee by gender and employee category.    | 關愛員工<br>Caring for Employees<br>表現摘要－社會表現<br>— Social Performance                | P. 58–59<br><br>P. 67 |                                                                                                                                                                                                                                                                    |
| <b>層面 B4：勞工準則 Aspect B4: Labour Standards</b>                  |                                                                                                                    |                                                                                  |                       |                                                                                                                                                                                                                                                                    |
| 一般披露<br>General Disclosure                                     |                                                                                                                    | 關愛員工<br>Caring for Employees                                                     | P. 56                 |                                                                                                                                                                                                                                                                    |
| KPI B4.1                                                       | 描述檢討招聘慣例的措施以避免童工及強制勞工。<br>Description of measures to review employment practices to avoid child and forced labour. | 關愛員工<br>Caring for Employees                                                     | P. 54–56              |                                                                                                                                                                                                                                                                    |
| KPI B4.2                                                       | 描述在發現違規情況時消除有關情況所採取的步驟。<br>Description of steps taken to eliminate such practices when discovered.                 | 企業可持續發展管治<br>Corporate Sustainability Governance<br>關愛員工<br>Caring for Employees | P. 13–16<br><br>P. 59 |                                                                                                                                                                                                                                                                    |



| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs | 描述<br>Description                                                                                                                                                                                                               | 部份<br>Section                                       | 頁數<br>Page<br>number | 備註<br>Remarks |
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| <b>營運慣例 Operating Practices</b>                                |                                                                                                                                                                                                                                 |                                                     |                      |               |
| <b>層面 B5：供應鏈管理 Aspect B5: Supply Chain Management</b>          |                                                                                                                                                                                                                                 |                                                     |                      |               |
| 一般披露<br>General Disclosure                                     |                                                                                                                                                                                                                                 | 企業可持續發展管治<br>Corporate Sustainability<br>Governance | P. 15                |               |
| KPI B5.1                                                       | 按地區劃分的供應商數目。<br>Number of suppliers by geographical<br>region.                                                                                                                                                                  | 企業可持續發展管治<br>Corporate Sustainability<br>Governance | P. 15                |               |
| KPI B5.2                                                       | 描述有關聘用供應商的慣例，向其<br>執行有關慣例的供應商數目，以及<br>相關執行及監察方法。<br>Description of practices relating to<br>engaging suppliers, number of suppliers<br>where the practices are being<br>implemented, how they are<br>implemented and monitored. | 企業可持續發展管治<br>Corporate Sustainability<br>Governance | P. 15                |               |
| KPI B5.3                                                       | 描述有關識別供應鏈每個環節的環<br>境及社會風險的慣例，以及相關執<br>行及監察方法。<br>Description of practices used to identify<br>environmental and social risks along the<br>supply chain, and how they are<br>implemented and monitored.                          | 企業可持續發展管治<br>Corporate Sustainability<br>Governance | P. 15                |               |
| KPI B5.4                                                       | 描述在揀選供應商時促使多用環保<br>產品及服務的慣例，以及相關執行<br>及監察方法。<br>Description of practices used to<br>promote environmentally preferable<br>products and services when selecting<br>suppliers, and how they are<br>implemented and monitored.     | 企業可持續發展管治<br>Corporate Sustainability<br>Governance | P. 15                |               |

| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs | 描述<br>Description                                                                                                              | 部份<br>Section                                                                  | 頁數<br>Page<br>number | 備註<br>Remarks                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| <b>層面 B6：產品責任 Aspect B6: Product Responsibility</b>            |                                                                                                                                |                                                                                |                      |                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 一般披露<br>General Disclosure                                     |                                                                                                                                | 支援業界和社區發展<br>Supporting the<br>Development of the<br>Industry and<br>Community | P. 19–27             |                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| KPI B6.1                                                       | 已售或已運送產品總數中因安全與健康理由而須回收的百分比。<br>Percentage of total products sold or shipped subject to recalls for safety and health reasons. |                                                                                |                      | 生產力局不會製造產品，只提供服務，因此不適用。<br>Not applicable as HKPC does not manufacture products but only provides services.                                                                                                                                                                                                                                                                                                                             |
| KPI B6.2                                                       | 接獲關於產品及服務的投訴數目以及應對方法。<br>Number of products and service related complaints received and how they are dealt with.               |                                                                                |                      | 我們在提供服務的過程中持續監察客戶回饋的意見，每宗項目完結後均會進行客戶滿意度調查，如發現任何值得關注的問題將會密切跟進，所有投訴將按標準程序處理。<br>Customer feedback is constantly monitored during service provision. A customer satisfaction survey is conducted at the end of each project. Any concerns would be closely followed up. Complaints would be handled per standard procedures.<br><br>報告期內共接獲並處理 21 宗外界投訴。<br>21 external complaints were received and resolved during the reporting period. |
| KPI B6.3                                                       | 描述與維護及保障知識產權有關的慣例。<br>Description of practices relating to observing and protecting intellectual property rights.              | 企業可持續發展管治<br>Corporate Sustainability Governance                               | P. 13–14             |                                                                                                                                                                                                                                                                                                                                                                                                                                         |



| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs | 描述<br>Description                                                                                                                    | 部份<br>Section                                    | 頁數<br>Page<br>number | 備註<br>Remarks                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| KPI B6.4                                                       | 描述質量檢定過程及產品回收程序。<br>Description of quality assurance process and recall procedures.                                                  |                                                  |                      | 生產力局非常重視項目的交付質素，並將質量保證納入項目管理系統，在每宗項目的整個生命週期貫徹實施。<br>HKPC places strong emphasis on the quality of delivery. Quality assurance is integrated into our project management system and performed throughout the project life cycle.                                                                                                                                                                                                                                                                                                                                                                                            |
| KPI B6.5                                                       | 描述消費者資料保障及私隱政策，以及相關執行及監察方法。<br>Description of consumer data protection and privacy policies, how they are implemented and monitored. | 企業可持續發展管治<br>Corporate Sustainability Governance | P. 13–14             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>層面 B7：反貪污 Aspect B7: Anti-corruption</b>                    |                                                                                                                                      |                                                  |                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 一般披露<br>General Disclosure                                     |                                                                                                                                      | 企業可持續發展管治<br>Corporate Sustainability Governance | P. 13–14             | 生產力局將反貪污控制和程序融入我們的內部流程和培訓中。我們於2023年11月制定和發布一份反貪污政策，該政策可以在網上查閱： <a href="https://www.hkpc.org/sites/default/files/2023-11/anti-corruption-policy.pdf">https://www.hkpc.org/sites/default/files/2023-11/anti-corruption-policy.pdf</a> 。<br>HKPC embedded anti-corruption controls and procedures within our internal procedures and trainings. We standardised and released an Anti-Corruption Policy in November 2023, which is accessible online: <a href="https://www.hkpc.org/sites/default/files/2023-11/anti-corruption-policy.pdf">https://www.hkpc.org/sites/default/files/2023-11/anti-corruption-policy.pdf</a> . |

| 一般披露及<br>關鍵績效指<br>標 (KPI)<br>General<br>Disclosure<br>and KPIs | 描述<br>Description                                                                                                                                                                                                             | 部份<br>Section                                       | 頁數<br>Page<br>number | 備註<br>Remarks                                                                                                                  |
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| KPI B7.1                                                       | 於匯報期內對發行人或其僱員提出<br>並已審結的貪污訴訟案件的數目及<br>訴訟結果。<br>Number of concluded legal cases<br>regarding corrupt practices brought<br>against the issuer or its employees<br>during the reporting period and the<br>outcomes of the cases. | 企業可持續發展管治<br>Corporate Sustainability<br>Governance | P. 13–14             |                                                                                                                                |
| KPI B7.2                                                       | 描述防範措施及舉報程序，以及相<br>關執行及監察方法。<br>Description of preventive measures and<br>whistle-blowing procedures, and how<br>they are implemented and monitored.                                                                          | 企業可持續發展管治<br>Corporate Sustainability<br>Governance | P. 13–14             |                                                                                                                                |
| KPI B7.3                                                       | 描述向董事及員工提供的反貪污培<br>訓。<br>Description of anti-corruption training<br>provided to directors and staff.                                                                                                                          | 企業可持續發展管治<br>Corporate Sustainability<br>Governance |                      | 在報告年度內，共有 380 名員工<br>接受了反貪腐培訓。<br>During the reporting year, a total of<br>380 employees received<br>anti-corruption training. |

## 社區 Community

### 層面 B8：社區投資 Aspect B8: Community Investment

|                            |                                                                                                                                                          |                                                                                |          |  |
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| 一般披露<br>General Disclosure |                                                                                                                                                          | 支援業界和社區發展<br>Supporting the<br>Development of the<br>Industry and<br>Community | P. 19–33 |  |
| KPI B8.1                   | 專注貢獻範疇（如教育、環境事宜、<br>勞工需求、健康、文化、體育）。<br>Focus areas of contribution (e.g.<br>education, environmental concerns,<br>labour needs, health, culture, sport). | 支援業界和社區發展<br>Supporting the<br>Development of the<br>Industry and<br>Community | P. 19–33 |  |
| KPI B8.2                   | 在專注範疇所動用資源（如金錢或<br>時間）。<br>Resources contributed (e.g. money or<br>time) to the focus area.                                                              | 支援業界和社區發展<br>Supporting the<br>Development of the<br>Industry and<br>Community | P. 19–33 |  |



香港生產力促進局根據全球報告倡議組織標準編製本報告，匯報期為2022年4月1日至2023年3月31日期間的內容。對於本報告的英文版，全球報告倡議組織透過「內容索引 — 必要服務」確認本報告已按符合其標準的方式清晰表述內容索引，並易於各持份者查閱。

Hong Kong Productivity Council (HKPC) has reported in accordance with the GRI Standards for the period from 1 April 2022 to 31 March 2023. For the Content Index — Essentials Service, GRI Services reviewed that the GRI content index has been presented in a way consistent with the requirements for reporting in accordance with the GRI Standards, and that the information in the index is clearly presented and accessible to the stakeholders. The service was performed on the English version of this Report.

|                         |                                         |
|-------------------------|-----------------------------------------|
| 使用的 GRI 1<br>GRI 1 used | GRI 1：基礎 2021<br>GRI 1: Foundation 2021 |
|-------------------------|-----------------------------------------|

| GRI 準則<br>GRI<br>STANDARD                          | 揭露項目<br>DISCLOSURE                                                                       | 部分<br>SECTION                                                                  | 頁數<br>PAGE No.    | 備註／省略<br>REMARKS/OMISSION |
|----------------------------------------------------|------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-------------------|---------------------------|
| 一般揭露 General disclosures                           |                                                                                          |                                                                                |                   |                           |
| GRI 2：一般揭露 2021<br>GRI 2: General Disclosures 2021 | 2-1 組織詳細資訊<br>2-1 Organizational details                                                 | 關於本報告<br>About this Report<br>企業可持續發展管治<br>Corporate Sustainability Governance | P. 7–8<br>P. 9–11 |                           |
|                                                    | 2-2 組織永續報導中包含的實體<br>2-2 Entities included in the organization's sustainability reporting | 關於本報告<br>About this Report                                                     | P. 7–8            |                           |
|                                                    | 2-3 報導期、頻率及聯絡人<br>2-3 Reporting period, frequency and contact point                      | 關於本報告<br>About this Report                                                     | P. 7–8            |                           |

| GRI 準則<br>GRI<br>STANDARD | 揭露項目<br>DISCLOSURE                             | 部分<br>SECTION              | 頁數<br>PAGE No. | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
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|                           | 2-4 資訊重編<br>2-4 Restatements of<br>information | 關於本報告<br>About this Report | P. 7           | <p>基於數據調整和校閱，上年度報告中以下資料作出更正：</p> <p>Based on updated data and further review, the following information in the report last year is restated:</p> <ul style="list-style-type: none"> <li>根據 2021/22 年度的廢物審計，我們運營產生的都市固體廢物中，54% 為不可回收廢物，剩餘的 46% 為可回收廢物。</li> </ul> <p>Based on the waste audit conducted during the reporting year 2021/22, 54% of the Municipal Solid Waste generated by our operations is non-recyclable waste, while the remaining 46% is recyclable waste.</p> <ul style="list-style-type: none"> <li>在 2021/22 年度報告期間，內地附屬公司(WFOE)僱用了 22 位年齡介於 30 至 49 歲(包括 30 和 49 歲)之間的員工，佔內地公司員工總數的 78.6%。此外，在香港和內地公司的總體員工中，有 491 位年齡在此範圍內的員工，佔總員工數的 57.3%。</li> </ul> <p>During the 2021/22 reporting year, WFOE employed 22 staff members between the ages of 30 and 49, accounting for 78.6% of the total WFOE staff. The combined workforce of Hong Kong and WFOE included 491 employees in the same age group, representing 57.3% of the total workforce.</p> |



| GRI 準則<br>GRI<br>STANDARD | 揭露項目<br>DISCLOSURE | 部分<br>SECTION | 頁數<br>PAGE No. | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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|                           |                    |               |                | <p>• 在 2021/22 年度報告期間，香港和內地附屬公司的員工組成如下：<br/>During the 2021/22 reporting period, the staff breakdown were as follows:</p> <p>香港 814 名全職員工中男性 413 名，女性 401 名，分別佔香港總員工數的 49.8% 和 48.4%。此外，兼職員工中男性 8 名，佔總員工數的 1%。<br/>The Hong Kong headquarters had a total of 814 full-time employees, of whom 413 were male (49.8%), 401 female (48.4%) and 8 male part-time employees (1%).</p> <p>內地附屬公司的員工組成如下：27 名全職員工中男性 8 名，女性 19 名，分別佔內地總員工數的 28.6% 和 67.9%。另外，兼職員工中女性 1 名，佔總員工數的 3.6%。<br/>The WFOE reported 27 full-time employees, of whom 8 were male (28.6%), 19 female (67.9%) and 1 female part-time employee (3.6%).</p> <p>綜合香港和內地附屬公司的員工情況如下：全職員工中男性 421 名，女性 420 名，分別佔總員工數的 49.1% 和 49%。此外，兼職員工中男性 8 名和女性 8 名，各佔總員工數的 0.9%。<br/>Overall, for both Hong Kong and WFOE, the full-time staff count was 421 males (49.1%), 420 females (49%), and the number of part-time staff was 8 males and 8 females, each constituting 0.9% of the total workforce.</p> |

| GRI 準則<br>GRI<br>STANDARD | 揭露項目<br>DISCLOSURE                                                                       | 部分<br>SECTION                                                                                                                   | 頁數<br>PAGE No.           | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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|                           |                                                                                          |                                                                                                                                 |                          | <ul style="list-style-type: none"> <li>在 2021/22 報告年度中，項目主任及一般職員職階的平均培訓時數為 1.5 小時。<br/>During the reporting year 2021/22, the average training hours for the Project Officer and General Staff grades were 1.5 hours.</li> <li>在 2021/22 報告年度中，內地附屬公司 50 歲或以上年齡組別有一名員工離職，佔其總離職率 9.09%。<br/>During the reporting year 2021/22, there was one staff turnover in the WFOE for employees aged 50 and above, which accounted for 9.09% of the total staff turnover.</li> <li>在 2021/22 報告年度中，共有一宗已記錄的工傷事故。<br/>There was one recordable work-related injury in the reporting year 2021/22.</li> </ul> |
|                           | 2-5 外部保證／確信<br>2-5 External assurance                                                    | 關於本報告<br>About this Report<br>核實聲明<br>Verification Statement                                                                    | P. 7                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                           | 2-6 活動、價值鏈和其他<br>商業關係<br>2-6 Activities, value chain and<br>other business relationships | 企業可持續發展管治<br>Corporate Sustainability<br>Governance<br>支援業界和社區發展<br>Supporting the Development of<br>the Industry and Community | P. 15–16<br><br>P. 19–37 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|                           | 2-7 員工<br>2-7 Employees                                                                  | 表現摘要<br>Performance Summary                                                                                                     | P. 65                    | 報告期內及上個至本個報告期間，僱員人數並無重大變化。<br>There were no significant changes in the number of employees during the reporting period and between the current and previous reporting periods.                                                                                                                                                                                                                                                                                                                                                                                                                   |
|                           | 2-8 非員工的工作者<br>2-8 Workers who are not<br>employees                                      |                                                                                                                                 |                          | 我們透過外聘承辦商安排約 20 名工人定期提供清潔及園景綠化服務。<br>Around 20 workers regularly perform cleaning and landscaping services via outsourced contractors.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |



| GRI 準則<br>GRI<br>STANDARD | 揭露項目<br>DISCLOSURE                                                                                      | 部分<br>SECTION                                                                                                                                                                                                                                                                                                                                                                                                                   | 頁數<br>PAGE No. | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                                 |
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|                           | 2-9 治理結構及組成<br>2-9 Governance structure and composition                                                 | 企業可持續發展管治<br>Corporate Sustainability Governance<br>生產力局 2022-2023 年度報告 P.62-65<br>Hong Kong Productivity Council Annual Report 2022-2023 (P.62-65)<br>生產力局網站－企業管治及理事會成員<br>HKPC's Website — Corporate Governance ( <a href="https://www.hkpc.org/en/about-us/corporate-governance/corporate-governance-council-membership">https://www.hkpc.org/en/about-us/corporate-governance/corporate-governance-council-membership</a> ) | P. 9–10        |                                                                                                                                                                                                                                                                                           |
|                           | 2-10 最高治理單位的提名與遴選<br>2-10 Nomination and selection of the highest governance body                       |                                                                                                                                                                                                                                                                                                                                                                                                                                 |                | 理事會是生產力局的管治機構，理事會成員由香港特區政府行政長官根據政府制定的標準任命。理事會下設4個委員會，其組成由理事會決定。<br>The Council is the governing body of HKPC. Council Members are appointed by the Chief Executive based on criteria set by the government. The Council has 4 committees. Their composition is determined by the Council. |
|                           | 2-11 最高治理單位的主席<br>2-11 Chair of the highest governance body                                             | 企業可持續發展管治<br>Corporate Sustainability Governance                                                                                                                                                                                                                                                                                                                                                                                | P. 9–10        |                                                                                                                                                                                                                                                                                           |
|                           | 2-12 最高治理單位於監督管理的角色<br>2-12 Role of the highest governance body in overseeing the management of impacts | 企業可持續發展管治<br>Corporate Sustainability Governance                                                                                                                                                                                                                                                                                                                                                                                | P. 9–10        |                                                                                                                                                                                                                                                                                           |
|                           | 2-13 影響管理的負責人<br>2-13 Delegation of responsibility for managing impacts                                 | 企業可持續發展管治<br>Corporate Sustainability Governance                                                                                                                                                                                                                                                                                                                                                                                | P. 9–14        |                                                                                                                                                                                                                                                                                           |

| GRI 準則<br>GRI<br>STANDARD | 揭露項目<br>DISCLOSURE                                                                             | 部分<br>SECTION                                                                                                                                                                                                                                                                                                              | 頁數<br>PAGE No. | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                     |
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|                           | 2-14 最高治理單位於可持續發展報告的角色<br>2-14 Role of the highest governance body in sustainability reporting | 企業可持續發展管治<br>Corporate Sustainability Governance                                                                                                                                                                                                                                                                           | P. 9–14        |                                                                                                                                                                                                                                                                               |
|                           | 2-15 利益衝突<br>2-15 Conflicts of interest                                                        | 企業可持續發展管治<br>Corporate Sustainability Governance<br>生產力局網站－理事會成員的行為守則<br>HKPC website — Code of Conduct for Council Members<br>( <a href="https://www.hkpc.org/sites/default/files/2022-01/code-of-conduct-council-members.pdf">https://www.hkpc.org/sites/default/files/2022-01/code-of-conduct-council-members.pdf</a> ) | P. 13–14       |                                                                                                                                                                                                                                                                               |
|                           | 2-16 重大事件的溝通<br>2-16 Communication of critical concerns                                        | 企業可持續發展管治<br>Corporate Sustainability Governance                                                                                                                                                                                                                                                                           | P. 13–14       |                                                                                                                                                                                                                                                                               |
|                           | 2-17 最高治理單位的集體知識<br>2-17 Collective knowledge of the highest governance body                   |                                                                                                                                                                                                                                                                                                                            |                | 理事會成員定期召開理事會會議和委員會會議，探討最新趨勢及分享專業心得，並且凝聚知識與睿智，推動生產力局可持續發展。<br>Council Members convene council and committee meetings on a regular basis to exchange the latest trends, professional insights, and to contribute their collective knowledge for HKPC's sustainable development. |
|                           | 2-18 最高治理單位的績效評估<br>2-18 Evaluation of the performance of the highest governance body          |                                                                                                                                                                                                                                                                                                                            |                | 理事會成員由香港特區政府行政長官委任，因此不適用。<br>Not applicable as Council Members are appointed by the Chief Executive of the HKSAR Government.                                                                                                                                                  |
|                           | 2-19 薪酬政策<br>2-19 Remuneration policies                                                        |                                                                                                                                                                                                                                                                                                                            |                | 理事會成員並無報酬，因此不適用。<br>Not applicable as there is no remuneration for Council members.                                                                                                                                                                                           |
|                           | 2-20 薪酬決定流程<br>2-20 Process to determine remuneration                                          |                                                                                                                                                                                                                                                                                                                            |                | 理事會成員並無報酬，因此不適用。<br>Not applicable as there is no remuneration for Council members.                                                                                                                                                                                           |



| GRI 準則<br>GRI<br>STANDARD | 揭露項目<br>DISCLOSURE                                                           | 部分<br>SECTION                                                          | 頁數<br>PAGE No.   | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                                                                                    |
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|                           | 2-21 年度總薪酬比率<br>2-21 Annual total compensation ratio                         |                                                                        |                  | 省略原因：保密限制 — 員工薪酬必須保密並受到本局的人力資源措施保護。<br>Reason for omission: Confidentiality constraints — compensations of employees are confidential and protected under our human resources practices.                                                                                                                                                     |
|                           | 2-22 可持續發展策略聲明<br>2-22 Statement on sustainable development strategy         | 主席前言<br>Foreword from Chairman<br>總裁致辭<br>Executive Director's Message | P. 2-3<br>P. 4-6 |                                                                                                                                                                                                                                                                                                                                              |
|                           | 2-23 政策承諾<br>2-23 Policy commitments                                         | 企業可持續發展管治<br>Corporate Sustainability Governance                       | P. 9-16          |                                                                                                                                                                                                                                                                                                                                              |
|                           | 2-24 納入政策承諾<br>2-24 Embedding policy commitments                             | 企業可持續發展管治<br>Corporate Sustainability Governance                       | P. 9-16          |                                                                                                                                                                                                                                                                                                                                              |
|                           | 2-25 補救負面影響的程序<br>2-25 Processes to remediate negative impacts               | 企業可持續發展管治<br>Corporate Sustainability Governance                       | P. 13-14         | 生產力局已制訂員工申訴及舉報政策，藉以識別和解決申訴及潛在的負面影響。擬作出申訴或舉報的用戶可使用此等政策，本局歡迎他們對有關機制提出意見，以助我們改進。<br>HKPC has put in place staff grievance and whistle blowing policies to identify and address grievances and potential negative impacts. These policies are accessible by the intended users whose feedback on the improvement of such mechanisms are welcome. |
|                           | 2-26 尋求建議和提出疑慮的機制<br>2-26 Mechanisms for seeking advice and raising concerns | 企業可持續發展管治<br>Corporate Sustainability Governance                       | P. 13-16         |                                                                                                                                                                                                                                                                                                                                              |
|                           | 2-27 法規遵循<br>2-27 Compliance with laws and regulations                       | 企業可持續發展管治<br>Corporate Sustainability Governance                       | P. 9-15          |                                                                                                                                                                                                                                                                                                                                              |

| GRI 準則<br>GRI<br>STANDARD | 揭露項目<br>DISCLOSURE                                         | 部分<br>SECTION                                       | 頁數<br>PAGE No. | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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|                           | 2-28 協會成員資格<br>2-28 Membership<br>associations             |                                                     |                | <p>生產力局屬於以下協會的成員 (截至 31/3/2023):</p> <p>HKPC held corporate membership in the following associations (as of 31/3/2023):</p> <ul style="list-style-type: none"> <li>• 香港電腦學會 Hong Kong Computer Society</li> <li>• 香港能源服務協會 Hong Kong Association of Energy Services Co Ltd. (HAESCO)</li> <li>• 香港室內空氣協會 Hong Kong Indoor Air Quality Association</li> <li>• 香港廢物管理學會 Hong Kong Waste Management Association</li> <li>• 廣東省清潔生產協會 Guangdong Cleaner Production Association</li> <li>• 香港測檢認證協會 Hong Kong Association for Testing, Inspection and Certification Limited</li> <li>• 香港電器業協會 Hong Kong Electrical Appliance Industries Association</li> <li>• 香港汽車零部件工業協會 Hong Kong Auto Parts Industry Association</li> <li>• 香港航空業協會 Hong Kong Aviation Industry Association</li> <li>• 香港塑膠機械協會 Hong Kong Plastic Machinery Association</li> <li>• 香港總商會 The Hong Kong General Chamber of Commerce</li> <li>• 香港品牌發展局 Hong Kong Brand Development Council</li> <li>• 香港工業總會 Federation of Hong Kong Industries</li> <li>• 香港電子業商會 The Hong Kong Electronic Industries Association Ltd.</li> <li>• World Association of Industrial and Technological Research Organisations (WAITRO)</li> <li>• Occupational Safety and health Council (OSH Innovation and Information Technology Committee)</li> </ul> |
|                           | 2-29 持份者參與方針<br>2-29 Approach to stakeholder<br>engagement | 企業可持續發展管治<br>Corporate Sustainability<br>Governance | P. 15–18       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |



| GRI 準則<br>GRI<br>STANDARD | 揭露項目<br>DISCLOSURE                                 | 部分<br>SECTION | 頁數<br>PAGE No. | 備註／省略<br>REMARKS/OMISSION                                                                                                                           |
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|                           | 2-30 團體協約<br>2-30 Collective bargaining agreements |               |                | 香港並無集體談判法例，但我們設有不同的員工參與渠道。<br>There is no collective bargaining legislation in Hong Kong but we have established various staff engagement channels. |

#### Material topics 重大主題

|                                                |                                                           |                                                  |          |  |
|------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------|----------|--|
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021 | 3-1 決定重大主題的流程<br>3-1 Process to determine material topics | 企業可持續發展管治<br>Corporate Sustainability Governance | P. 15–18 |  |
|                                                | 3-2 重大主題列表<br>3-2 List of material topics                 | 企業可持續發展管治<br>Corporate Sustainability Governance | P. 17–18 |  |

#### 反競爭行為 Anti-competitive behavior

|                                                               |                                                                                                                        |                                                  |          |                                                                                                                                                                                                                         |
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| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021                | 3-3 重大主題管理<br>3-3 Management of material topics                                                                        | 企業可持續發展管治<br>Corporate Sustainability Governance | P. 13–14 | 生產力局嚴格遵守商業道德，無論作為供應商還是在採購實踐中確保公平競爭，積極防止反競爭行為。<br>HKPC rigorously upholds business ethics, ensuring fair competition both as a supplier and in our procurement practices, actively preventing anti-competitive behavior. |
| GRI 206：反競爭行為 2016<br>GRI 206: Anti-competitive Behavior 2016 | 206-1 針對反競爭行為、反托拉斯和反壟斷實踐的法律訴訟<br>206-1 Legal actions for anti-competitive behavior, anti-trust, and monopoly practices | 企業可持續發展管治<br>Corporate Sustainability Governance | P. 13–15 |                                                                                                                                                                                                                         |

#### 物料 Materials

|                                                |                                                              |                                                                                                       |                      |  |
|------------------------------------------------|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|----------------------|--|
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021 | 3-3 重大主題管理<br>3-3 Management of material topics              | 企業可持續發展管治<br>Corporate Sustainability Governance<br>創造更綠色的環境<br>Contributing to a Greener Environment | P. 9–18<br><br>P. 34 |  |
| GRI 301：物料 2016<br>GRI 301: Materials 2016     | 301-1 所用物料的重量或體積<br>301-1 Materials used by weight or volume | 表現摘要<br>Performance Summary                                                                           | P. 62–64             |  |

| GRI 準則<br>GRI<br>STANDARD                      | 揭露項目<br>DISCLOSURE                                                         | 部分<br>SECTION                                                                                         | 頁數<br>PAGE No.           | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                        |
|------------------------------------------------|----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                | 301-2 使用回收再利用的物料<br>301-2 Recycled input materials used                    |                                                                                                       |                          | 生產力促進局提供顧問服務，不製造產品，故不使用回收材料。<br>HKPC provides consultancy services and does not manufacture products, hence no recycled materials are used.                                                                      |
|                                                | 301-3 回收產品及其包裝材料<br>301-3 Reclaimed products and their packaging materials |                                                                                                       |                          | 生產力促進局提供顧問服務，不製造產品，故不使用包裝材料。<br>HKPC provides consultancy services and does not manufacture products, hence no packaging materials are used.                                                                     |
| <b>氣候變化 Climate change</b>                     |                                                                            |                                                                                                       |                          |                                                                                                                                                                                                                  |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021 | 3-3 重大主題管理<br>3-3 Management of material topics                            | 企業可持續發展管治<br>Corporate Sustainability Governance<br>創造更綠色的環境<br>Contributing to a Greener Environment | P. 9–18<br><br>P. 47–53  |                                                                                                                                                                                                                  |
| <b>能源消耗 Energy consumption (能源 Energy)</b>     |                                                                            |                                                                                                       |                          |                                                                                                                                                                                                                  |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021 | 3-3 重大主題管理<br>3-3 Management of material topics                            | 企業可持續發展管治<br>Corporate Sustainability Governance<br>創造更綠色的環境<br>Contributing to a Greener Environment | P. 9–18<br><br>P. 34     |                                                                                                                                                                                                                  |
| GRI 302: Energy 2016<br>GRI 302：能源 2016        | 302-1 組織內部的能源消耗量<br>302-1 Energy consumption within the organisation       | 創造更綠色的環境<br>Contributing to a Greener Environment<br>表現摘要<br>Performance Summary                      | P. 49–50<br><br>P. 62–64 |                                                                                                                                                                                                                  |
|                                                | 302-2 組織外部的能源消耗量<br>302-2 Energy consumption outside of the organisation   |                                                                                                       |                          | 生產力局的主要業務是在辦公樓內提供創新技術和顧問服務，因此我們的能源消耗僅限於組織內部。<br>As HKPC primarily provides innovative technology consultancy services within our office premises, our energy consumption is confined to within the organization. |



| GRI 準則<br>GRI<br>STANDARD                      | 揭露項目<br>DISCLOSURE                                                                     | 部分<br>SECTION                                                                                         | 頁數<br>PAGE No.        | 備註／省略<br>REMARKS/OMISSION |
|------------------------------------------------|----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|-----------------------|---------------------------|
|                                                | 302-3 能源強度<br>302-3 Energy intensity                                                   | 創造更綠色的環境<br>Contributing to a Greener Environment<br>表現摘要<br>Performance Summary                      | P. 50<br><br>P. 62–64 |                           |
|                                                | 302-4 減少能源消耗<br>302-4 Reduction of energy consumption                                  | 創造更綠色的環境<br>Contributing to a Greener Environment                                                     | P. 47–50              |                           |
|                                                | 302-5 降低產品和服務的能源需求<br>302-5 Reductions in energy requirements of products and services | 創造更綠色的環境<br>Contributing to a Greener Environment                                                     | P. 47–53              |                           |
| 排放 Emissions                                   |                                                                                        |                                                                                                       |                       |                           |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021 | 3-3 重大主題管理<br>3-3 Management of material topics                                        | 企業可持續發展管治<br>Corporate Sustainability Governance<br>創造更綠色的環境<br>Contributing to a Greener Environment | P. 9–18<br><br>P. 34  |                           |
| GRI 305：排放 2016<br>GRI 305: Emissions 2016     | 305-1 直接（範疇一）溫室氣體排放<br>305-1 Direct (Scope 1) GHG emissions                            | 表現摘要<br>Performance Summary                                                                           | P. 63–64              |                           |
|                                                | 305-2 間接（範疇二）溫室氣體排放<br>305-2 Energy indirect (Scope 2) GHG emissions                   | 表現摘要<br>Performance Summary                                                                           | P. 62–64              |                           |
|                                                | 305-3 其他間接（範疇三）溫室氣體排放<br>305-3 Other indirect (Scope 3) GHG emissions                  | 表現摘要<br>Performance Summary                                                                           | P. 62–64              |                           |
|                                                | 305-4 溫室氣體排放強度<br>305-4 GHG emissions intensity                                        | 創造更綠色的環境<br>Contributing to a Greener Environment<br>表現摘要<br>Performance Summary                      | P. 49<br><br>P. 62–64 |                           |

| GRI 準則<br>GRI<br>STANDARD                      | 揭露項目<br>DISCLOSURE                                                                                                              | 部分<br>SECTION                                                                                         | 頁數<br>PAGE No.       | 備註／省略<br>REMARKS/OMISSION                                                                                                                                        |
|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                | 305-5 溫室氣體排放減量<br>305-5 Reduction of GHG emissions                                                                              | 創造更綠色的環境<br>Contributing to a Greener Environment                                                     | P. 49                |                                                                                                                                                                  |
|                                                | 305-6 破壞臭氧層物質的排放<br>305-6 Emissions of ozone-depleting substances (ODS)                                                         |                                                                                                       |                      | 報告年度所使用的製冷劑均為環保型，不含臭氧層破壞物質。<br>The refrigerants used during the reporting year are environmentally friendly and do not contain ozone-depleting substances (ODS). |
|                                                | 305-7 氮氧化物 (NOx)、硫氧化物 (SOx)，及其它顯著的氣體排放<br>305-7 Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions | 表現摘要<br>Performance Summary                                                                           | P. 62–64             |                                                                                                                                                                  |
| <b>環境合規 Environmental compliance</b>           |                                                                                                                                 |                                                                                                       |                      |                                                                                                                                                                  |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021 | 3-3 重大主題管理<br>3-3 Management of material topics                                                                                 | 企業可持續發展管治<br>Corporate Sustainability Governance<br>創造更綠色的環境<br>Contributing to a Greener Environment | P. 9–18<br><br>P. 47 |                                                                                                                                                                  |
| <b>廢棄物 Waste</b>                               |                                                                                                                                 |                                                                                                       |                      |                                                                                                                                                                  |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021 | 3-3 重大主題管理<br>3-3 Management of material topics                                                                                 | 企業可持續發展管治<br>Corporate Sustainability Governance<br>創造更綠色的環境<br>Contributing to a Greener Environment | P. 9–18<br><br>P. 47 |                                                                                                                                                                  |
| GRI 306：廢物 2020<br>GRI 306: Waste 2020         | 306-1 廢物的產生與廢物相關的重大影響<br>306-1 Waste generation and significant waste-related impacts                                           | 創造更綠色的環境<br>Contributing to a Greener Environment                                                     | P. 51–52             |                                                                                                                                                                  |
|                                                | 306-2 廢物相關的重大影響管理<br>306-2 Management of significant waste-related impacts                                                      | 創造更綠色的環境<br>Contributing to a Greener Environment                                                     | P. 51–52             |                                                                                                                                                                  |



| GRI 準則<br>GRI<br>STANDARD                                      | 揭露項目<br>DISCLOSURE                                                                                                                         | 部分<br>SECTION                                                                    | 頁數<br>PAGE No.       | 備註／省略<br>REMARKS/OMISSION |
|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------------------|---------------------------|
|                                                                | 306-3 產生的廢物<br>306-3 Waste generated                                                                                                       | 創造更綠色的環境<br>Contributing to a Greener Environment                                | P. 51–52             |                           |
|                                                                | 306-4 廢物轉移<br>306-4 Waste diverted from disposal                                                                                           | 創造更綠色的環境<br>Contributing to a Greener Environment<br>表現摘要<br>Performance Summary | P. 51–52<br>P. 62–64 |                           |
|                                                                | 306-5 廢物的直接處置<br>306-5 Waste directed to disposal                                                                                          | 創造更綠色的環境<br>Contributing to a Greener Environment<br>表現摘要<br>Performance Summary | P. 51–52<br>P. 62–64 |                           |
| <b>僱員福利及待遇 Employee welfare and benefits (勞僱關係 Employment)</b> |                                                                                                                                            |                                                                                  |                      |                           |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021                 | 3-3 重大主題管理<br>3-3 Management of material topics                                                                                            | 企業可持續發展管治<br>Corporate Sustainability Governance<br>關愛員工<br>Caring for Employees | P. 9–18<br>P. 54–56  |                           |
| GRI 401：勞僱關係 2016<br>GRI 401: Employment 2016                  | 401-1 新入職和離職員工<br>401-1 New employee hires and employee turnover                                                                           | 表現摘要<br>Performance Summary                                                      | P. 68–69             |                           |
|                                                                | 401-2 提供給全職員工 (不包含臨時或兼職員工) 的福利<br>401-2 Benefits provided to full-time employees that are not provided to temporary or part-time employees | 關愛員工<br>Caring for Employees                                                     | P. 56                |                           |
|                                                                | 401-3 育嬰假<br>401-3 Parental leave                                                                                                          | 表現摘要<br>Performance Summary                                                      | P. 72                |                           |

| GRI 準則<br>GRI<br>STANDARD                                            | 揭露項目<br>DISCLOSURE                                                                               | 部分<br>SECTION                                                                    | 頁數<br>PAGE No.           | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                         |
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| <b>勞／資關係 Labour/management relations</b>                             |                                                                                                  |                                                                                  |                          |                                                                                                                                                                                                   |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021                       | 3-3 重大主題管理<br>3-3 Management of material topics                                                  | 企業可持續發展管治<br>Corporate Sustainability Governance<br>關愛員工<br>Caring for Employees | P. 9–18<br><br>P. 55–56  |                                                                                                                                                                                                   |
| GRI 402：勞／資關係 2016<br>GRI 402: Labor/Management Relations 2016       | 402-1 關於營運變化的最短預告期<br>402-1 Minimum notice periods regarding operational changes                 |                                                                                  |                          | 本局通常會在業務變動後平均數周至數月內通知有關員工，具體時間視乎業務變動的性質而定。<br>Subject to the nature of operational changes, staff members are usually notified of relevant changes within a few weeks to a few months on average. |
| <b>職業健康與安全 Occupational health and safety</b>                        |                                                                                                  |                                                                                  |                          |                                                                                                                                                                                                   |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021                       | 3-3 重大主題管理<br>3-3 Management of material topics                                                  | 企業可持續發展管治<br>Corporate Sustainability Governance<br>關愛員工<br>Caring for Employees | P. 9–18<br><br>P. 56     |                                                                                                                                                                                                   |
| GRI 403：職業健康與安全 2018<br>GRI 403: Occupational Health and Safety 2018 | 403-1 職業健康安全管理系統<br>403-1 Occupational health and safety management system                       | 企業可持續發展管治<br>Corporate Sustainability Governance<br>關愛員工<br>Caring for Employees | P. 10–14<br><br>P. 56–57 |                                                                                                                                                                                                   |
|                                                                      | 403-2 危害識別、風險評估和事故調查<br>403-2 Hazard identification, risk assessment, and incident investigation | 企業可持續發展管治<br>Corporate Sustainability Governance<br>關愛員工<br>Caring for Employees | P. 10–14<br><br>P. 56–57 |                                                                                                                                                                                                   |
|                                                                      | 403-3 職業健康服務<br>403-3 Occupational health services                                               | 關愛員工<br>Caring for Employees                                                     | P. 56–57                 |                                                                                                                                                                                                   |



| GRI 準則<br>GRI<br>STANDARD                             | 揭露項目<br>DISCLOSURE                                                                                                                                                       | 部分<br>SECTION                                                                                                                   | 頁數<br>PAGE No.       | 備註／省略<br>REMARKS/OMISSION |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------|
|                                                       | 403-4 職業健康安全事務：<br>工作者的參與、意見徵詢<br>和溝通<br>403-4 Worker participation,<br>consultation, and<br>communication on<br>occupational health and<br>safety                       | 關愛員工<br>Caring for Employees                                                                                                    | P. 56–58             |                           |
|                                                       | 403-5 工作者職業健康安全<br>培訓<br>403-5 Worker training on<br>occupational health and<br>safety                                                                                   | 關愛員工<br>Caring for Employees                                                                                                    | P. 56–58             |                           |
|                                                       | 403-6 促進工作者健康<br>403-6 Promotion of worker<br>health                                                                                                                     | 關愛員工<br>Caring for Employees                                                                                                    | P. 54–60             |                           |
|                                                       | 403-7 預防和減緩與業務<br>關係直接相關的職業健康<br>安全影響<br>403-7 Prevention and<br>mitigation of occupational<br>health and safety impacts<br>directly linked by business<br>relationships | 企業可持續發展管治<br>Corporate Sustainability<br>Governance<br>關愛員工<br>Caring for Employees                                             | P. 9–16<br>P. 54–58  |                           |
|                                                       | 403-8 職業健康安全<br>管理體系覆蓋的工作者<br>403-8 Workers covered by an<br>occupational health and<br>safety management system                                                         | 關愛員工<br>Caring for Employees                                                                                                    | P. 54–57             |                           |
|                                                       | 403-9 工傷<br>403-9 Work-related injuries                                                                                                                                  | 表現摘要<br>Performance Summary                                                                                                     | P. 70–71             |                           |
|                                                       | 403-10 工作相關的健康<br>問題<br>403-10 Work-related ill health                                                                                                                   | 表現摘要<br>Performance Summary                                                                                                     | P. 70–71             |                           |
| <b>產品／服務責任 Product/service responsibility</b>         |                                                                                                                                                                          |                                                                                                                                 |                      |                           |
| GRI 3：重大<br>主題 2021<br>GRI 3: Material<br>Topics 2021 | 3-3 重大主題管理<br>3-3 Management of material<br>topics                                                                                                                       | 企業可持續發展管治<br>Corporate Sustainability<br>Governance<br>支援業界和社區發展<br>Supporting the Development of<br>the Industry and Community | P. 10–18<br>P. 19–27 |                           |

| GRI 準則<br>GRI<br>STANDARD                                              | 揭露項目<br>DISCLOSURE                                                                      | 部分<br>SECTION                                                                    | 頁數<br>PAGE No.       | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                                       |
|------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>保護人權 Protecting human rights</b>                                    |                                                                                         |                                                                                  |                      |                                                                                                                                                                                                                                                                                                 |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021                         | 3-3 重大主題管理<br>3-3 Management of material topics                                         | 企業可持續發展管治<br>Corporate Sustainability Governance                                 | P. 10–18             | 生產力局致力於維護人權，並培養一個公平和公正的工作文化。我們積極實施促進平等和防止歧視的政策和實踐。HKPC is dedicated to upholding human rights and nurturing a work culture anchored in fairness and justice. We proactively implement policies and engage in practices that promote equality and anti-discrimination.                           |
| <b>平等機會與不歧視 Equal Opportunity and non-Discrimination</b>               |                                                                                         |                                                                                  |                      |                                                                                                                                                                                                                                                                                                 |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021                         | 3-3 重大主題管理<br>3-3 Management of material topics                                         | 企業可持續發展管治<br>Corporate Sustainability Governance<br>關愛員工<br>Caring for Employees | P. 10–18<br>P. 55–57 |                                                                                                                                                                                                                                                                                                 |
| GRI 405：多元化與平等機會 2016<br>GRI 405: Diversity and Equal Opportunity 2016 | 405-1 管治機構與員工的多元化<br>405-1 Diversity of governance bodies and employees                 | 表現摘要<br>Performance Summary                                                      | P. 65–66             | 生產力局網站－企業管治及理事會成員<br>HKPC's Website — Corporate Governance and council membership ( <a href="https://www.hkpc.org/en/about-us/corporate-governance/corporate-governance-council-membership">https://www.hkpc.org/en/about-us/corporate-governance/corporate-governance-council-membership</a> ) |
|                                                                        | 405-2 男女基本工資和薪酬的比例<br>405-2 Ratio of basic salary and remuneration of women to men      |                                                                                  |                      | 省略原因：保密限制 — 員工薪酬必須保密並受到本局的人力資源措施保護。<br>Reason for omission: Confidentiality constraints — compensations of employees are confidential and protected under our human resources practices.                                                                                                        |
| GRI 406：不歧視 2016<br>GRI 406: Non-discrimination 2016                   | 406-1 歧視事件以及組織採取的改善行動<br>406-1 Incidents of discrimination and corrective actions taken |                                                                                  |                      | 報告期內無發生任何歧視個案。<br>There was no incident of discrimination during the reporting period.                                                                                                                                                                                                          |



| GRI 準則<br>GRI<br>STANDARD                                             | 揭露項目<br>DISCLOSURE                                                                                                             | 部分<br>SECTION                                                                                                                                                                            | 頁數<br>PAGE No.                        | 備註／省略<br>REMARKS/OMISSION                                                                                                                                                                                                                                                                                                                                                               |
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| <b>當地社區 Local communities</b>                                         |                                                                                                                                |                                                                                                                                                                                          |                                       |                                                                                                                                                                                                                                                                                                                                                                                         |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021                        | 3-3 重大主題管理<br>3-3 Management of material topics                                                                                | 企業可持續發展管治<br>Corporate Sustainability Governance<br>支援業界和社區發展<br>Supporting the Development of the Industry and Community<br>關愛員工<br>Caring for Employees                                | P. 10-18<br><br>P. 19-33<br><br>P. 61 |                                                                                                                                                                                                                                                                                                                                                                                         |
| GRI 413：本地社區 2016<br>GRI 413: Local Communities 2016                  | 413-1 與本地社區參與、影響評估及發展計劃相關的活動<br>413-1 Operations with local community engagement, impact assessments, and development programs | 支援業界和社區發展<br>Supporting the Development of the Industry and Community<br>關愛員工<br>Caring for Employees<br>企業可持續發展管治（舉報政策）<br>Corporate Sustainability Governance (whistle blowing policy) | P. 19-33<br><br>P. 61<br><br>P. 13-14 | 生產力局的核心業務設於香港，我們與本地社區組織緊密合作，尋找機會幫助有需要的人士。<br>With its core operation based in Hong Kong, HKPC works closely with local community organisations to seek opportunities to help people in need.                                                                                                                                                                                            |
|                                                                       | 413-2 對本地社區具有顯著實際或潛在負面影響的營運活動<br>413-2 Operations with significant actual and potential negative impacts on local communities  |                                                                                                                                                                                          |                                       | 生產力局主要作為創新和技術服務提供者，旨在提升香港企業的生產力和競爭力。我們的業務不涉及工業活動、資源開採或其他可能對社區造成負面影響的工作。<br>HKPC operates primarily as a provider of innovative and technology-based services to enhance the productivity and competitiveness of Hong Kong businesses. Our operations do not involve industrial activities, resource extraction, or other types of work associated with negative local community impact. |
| <b>社會和經濟領域的合規性 Regulatory Compliance in Social and Economic Areas</b> |                                                                                                                                |                                                                                                                                                                                          |                                       |                                                                                                                                                                                                                                                                                                                                                                                         |
| GRI 3：重大主題 2021<br>GRI 3: Material Topics 2021                        | 3-3 重大主題管理<br>3-3 Management of material topics                                                                                | 企業可持續發展管治<br>Corporate Sustainability Governance                                                                                                                                         | P. 10-18                              |                                                                                                                                                                                                                                                                                                                                                                                         |



香港品質保證局

## 核實聲明

### 範圍及目的

香港品質保證局已對香港生產力促進局（「生產力局」）環境、社會及管治報告 2022-2023（以下簡稱「報告」）的內容進行獨立驗證。該報告涵蓋生產力局在 2022 年 4 月 1 日至 2023 年 3 月 31 日期間，有關可持續發展方面工作的表現。

此核實聲明的目的是對報告所記載之內容提供合理保證。報告是根據全球報告倡議組織（GRI）標準 2021，香港聯合交易所有限公司證券上市規則（「聯交所上市規則」）第 13.91 條及附錄 C2 所載的《環境、社會及管治報告指引》的要求編製。

### 保證程度和核實方法

此次驗證工作是依據 International Auditing and Assurance Standards Board（國際審計與核證準則委員會）發布的“International Standard on Assurance Engagements 3000 (Revised), Assurance Engagements Other Than Audits or Reviews of Historical Financial Information”（《國際核證聘用準則 3000（修訂版），歷史財務資料審計或審閱以外的核證聘用》）執行。收集核實證據的過程是參考國際準則所訂立進行合理保證的原則而制定以確保能擬定核實結論。此外，核實的內容是按照 GRI 標準 2021、聯交所上市規則（第 13.91 條和附錄 C2《環境、社會及管治報告指引》）而定。

香港品質保證局的核實過程包括驗證了生產力局的可持續發展表現資料收集、計算和彙報的機制，檢閱有關文件資料，與負責編制報告的代表面談，還取具有代表性的數據和資料進行查核。相關原始數據和支持證據亦於核實過程中經過詳細審閱。

### 獨立性

生產力局負責收集和準備所有在報告內陳述的資料。香港品質保證局不涉及收集和計算此報告內的數據或參與編撰此報告。就提供此核實服務而言，香港品質保證局與生產力局之間並無任何會影響核實公正的關係，我們的核實過程是完全獨立的。

### 結論

基於是次的驗證結果，香港品質保證局對報告作出合理保證並總結：

- 報告是按照 GRI 標準 2021、聯交所上市規則（第 13.91 條和附錄 C2《環境、社會及管治報告指引》）編製而定；
- 報告平衡、具比較性、清晰、一致和適時地將重要的可持續發展表現範疇和議題作出闡述；及
- 報告內的數據和資料準確、可靠和完整。

總體而言，此報告能如實地反映生產力局的可持續發展表現並與其具體的可持續發展情況和重要性相稱。

### 香港品質保證局代表簽署

運營總監 丁國滔  
二零二四年四月三十日



## VERIFICATION STATEMENT

### Scope and Objective

Hong Kong Quality Assurance Agency ("HKQAA") was commissioned by Hong Kong Productivity Council ("HKPC") to undertake an independent verification for the Environmental, Social and Governance Report 2022-2023 (hereinafter called the "Report"). The Report stated the sustainability performance of HKPC in the period of 1 April 2022 to 31 March 2023.

The Report has been prepared in accordance with the Global Reporting Initiative (GRI) Standards 2021, Rule 13.91 and Appendix C2 Environmental, Social and Governance Reporting Guide ("ESG Reporting Guide") of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the "SEHK Listing Rules").

### Level of Assurance and Methodology

The process applied in this verification was based on the "International Standard on Assurance Engagements 3000 (Revised), Assurance Engagements Other than Audits or Reviews of Historical Financial Information" issued by the International Auditing and Assurance Standards Board. Our evidence gathering process was designed to obtain a reasonable level of assurance as set out in the standard for the purpose of devising the verification conclusion. The extent of this verification process undertaken covered the criteria set out in the GRI Standards 2021 and SEHK Listing Rules (Rule 13.91 and Appendix C2 the ESG Reporting Guide).

HKQAA's verification process included verifying the mechanisms for collecting, calculating and reporting the sustainability performance information, reviewing relevant documented information, interviewing responsible personnel with accountability for preparing the Report and verifying selected representative samples of data and information. Raw data and supporting evidence of the selected samples were also thoroughly examined during the verification process.

### Independence

HKPC is responsible for the collection and preparation of the information presented. HKQAA did not involve in the collection and calculation of data or the compilation of the reporting contents. Our verification activities were entirely independent and there was no relationship between HKQAA and HKPC that would affect the impartiality of the verification.

### Conclusion

Based on the verification results and in accordance with the verification procedures undertaken, HKQAA has obtained reasonable assurance and is in the opinion that:

- The Report has been prepared in accordance with the Global Reporting Initiative (GRI) Standards 2021 and the SEHK Listing Rules (Rule 13.91 and Appendix C2 the ESG Reporting Guide);
- The Report illustrates the sustainability performance of HKPC, covering all material aspects, in a balanced, comparable, clear and timely manner; and
- The data and information disclosed in the Report are accurate, reliable and complete.

In conclusion, the Report reflects truthfully of HKPC sustainability performance that is commensurate with the sustainability context and materiality of the company.

### Signed on behalf of Hong Kong Quality Assurance Agency

K T Ting  
Chief Operating Officer  
30 April 2024



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