



Environmental Performance

Resources Usage – Energy						
	Units	2015	2016	2017	2018	2019
Energy used at QGO and APB Centre ^[1]						
Electricity consumed	kWh/m ²	217	208	200	196	190
CO ₂ emission equivalent to electricity consumption ^[2]	Tonnes CO ₂ -e	3,840	3,664	3,553	3,489	3,371
Energy saved by projects						
Estimated energy saved due to energy efficient installations ^[3]	GWh	5.16	5.74	4.44	0.76	6.86
Avoided CO ₂ emissions ^[3]	Kilo Tonnes CO ₂ -e	3.61	4.02	3.11	0.53	4.80
<p>[1] - Offices in QGO and APB Centre represent a majority of total ArchSD office space. In the calculation process, ArchSD office at APB Centre and QGO is assumed to consume 100% and 20% of the electricity of the whole premise respectively.</p> <p>[2] - Territory wide default GHG emission factors (0.7) were used based on the <u>Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for buildings (Commercial, Residential or Institutional Purpose) in Hong Kong</u> issued by the Environmental Protection Department, HKSAR in February 2010.</p> <p>[3] - Energy efficient features refer to energy saving installation for air-conditioning systems, lighting systems, hot water systems, lift & escalator systems, building energy management system and renewable energy technologies.</p>						

Resource Usage – Fuel

	Units	2015	2016	2017	2018	2019
Fuel consumption by ArchSD's pool cars	Litre	13,071	12,656	12,626	14,686	14,556
GHG emission equivalent to fuel consumption by ArchSD pool cars [4]	Tonnes CO ₂ -e	35.4	34.3	34.2	39.8	39.4

[4] - GHG emission factors for mobile combustion are based on the Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for buildings (Commercial, Residential or Institutional Purpose) in Hong Kong issued by the Environmental Protection Department, HKSAR in February 2010.

Resource Usage – Office Materials

	Units	2015	2016	2017	2018	2019
A4 paper consumption	Reams	18,169	18,082	16,947	16,136	16,534
A3 paper consumption	Reams	1,171	1,169	1,020	1,124	1,247
Envelop consumption	No.	42,883	35,672	37,615	29,718	34,203

Waste Management in Programme Areas of Facilities Development and Upkeeping

	Units	2015	2016	2017	2018	2019
Construction & demolition materials						
C&D waste disposed of to landfills	Tonnes	46,822	36,775	44,891	57,571	43,970
C&D materials disposed of to public fill areas	Tonnes	693,029	543,054	518,946	679,910	745,343
Recyclable waste collected at APB Centre						
Waste paper	kg	15,932	15,717	15,579	12,094	8,243
Aluminium	No.	1,631	1,676	2,050	1,985	4,560
Plastic bottles	No.	3,013	3,798	4,102	3,918	7,071

Environmental Convictions of Contractors

	Units	2015	2016	2017	2018	2019
Convictions per 100,000 man-hours	ArchSD sites (Sites in Hong Kong)	0 ^[5] (0.25)	0.122 (0.191)	0.034 (0.216)	0.032 (0.192)	0.374 (0.197)
Monetary value of fines	HK\$	0 ^[5]	100,000	5,000	25,000	112,000

[5] - In 2015, most of the on-site projects were in the final stages of the construction, hence environmental impacts to the neighbourhood were manageable and contented.

Social Performance ^[6]

Staff

	Units	2015	2016	2017	2018	2019
Staff establishment (as at 31 December of the year)	No.	1,814	1,835	1,859	1,907	1,961

[6] - Staff data is extracted from the records kept in the personnel section.

Staff Establishment Breakdown

By post (based on staff establishment)		
Directorate grade staff	%	2% (41)
Professional grade staff	%	27% (526)
General grade staff	%	20% (382)
Site supervisory staff	%	30% (594)
Technical grade staff	%	21% (418)
By employment type		
Full-time	%	99% (2,038)
Part-time	%	1% (17)

By employment contract

Permanent (male)	%	61.7% (1,268)
Permanent (female)	%	31.5% (647)
Contract (male) full-time	%	3.6% (74)
Contract (female) full-time	%	2.4% (49)
Contract (male) part-time	%	0.6% (12)
Contract (female) part-time	%	0.2% (5)

By age (as at 31 March 2020)

Age under 30	%	15% (293)
Age 30-49	%	51% (985)
Age 50 or above	%	34% (653)

By ethnicity

Local	%	100%
Non-local	%	0%

By gender

Male	%	66% (1,354)
Female	%	34% (701)

Staff Training

Units		2015	2016	2017	2018	2019
No. of training courses (including internal and external seminars/ workshops/ training courses/ visits)	No.	374	366	412	417	422
Number of trainees	No.	6,961	8,302	7,488	8,068	9,447

Training Hours Breakdown ^[7]

Type of staff	Total training hours received (hours)	Training hours per staff (hours)
Directorate grade staff	1,166	28
Professional grade staff	17,234	33
Technical grade, site supervisory and general grade staff	22,820	16
Total	41,220	21

[7] - As there is no distinct requirement regarding receiving training in terms of gender, we do not report the data broken down by gender.

Anti-corruption Training

Type of staff	Number of staff participated anti-corruption training	Percentage of staff participated anti-corruption training ^[8]
Directorate grade staff	1	2.4%
Professional grade staff	48	9.1%
Technical grade, site supervisory and general grade staff	120	8.6%

[8] - According to DEVB's 'Guidelines for Integrity Training Workshop' dated 16 July 2018, a 5-year training cycle has been adopted for ArchSD staff to receive integrity training at regular intervals. In the 5-year cycle of 2015 – 2019, 27 nos. of directorate grade staff, 469 nos. of professional grade staff and 1,006 nos. of technical grade, site supervisory and general grade staff in total have been received integrity training.

Staff Turnover

	Male	Female
Age under 30	1.4% (29)	0.1% (3)
Age 30-50	1% (20)	0.4% (9)
Age 51-55	0.1% (3)	0.1% (1)
Age 56 or above	4% (77)	0.7% (14)

New Employee Hired

	Male	Female
Age under 30	4% (84)	0.7% (14)
Age 30-50	3% (61)	1.5% (30)
Age 51-55	0.21% (2)	0% (0)
Age 56 or above	0% (0)	0% (0)

Occupational Health and Safety Management System

	Number of all employees and workers [9]	Percentage of all employees and workers [9]
Covered by the system	1,961	100%
Covered by the system that has been internally audited	1,961	100%
Covered by the system that has been audited or certified by an external party	1,961	100%

[9] - Workers refer to persons who are not employees but whose work and/or workplace in ArchSD offices. The contractors' staff, who are directly employed and controlled by the contractors, are excluded from this disclosure.

Staff Injury

	Units	2015	2016	2017	2018	2019
Staff injury cases ^[10]	No.	4	5 (Male: 4, Female: 1)	2 (Male: 1, Female: 1)	1 (Male: 1)	2 (Female: 2)
Staff sick leave granted for staff injury cases	Days	50	168.5	14.5	9.5	20

[10] - The definition of staff injury cases is the reported cases of occupational injuries, under Employee's Compensation Ordinance, resulting in death or incapacity for work over 3 days.

Contractor's Accident Rate

	Units	2015	2016	2017	2018	2019
No. of fatalities ^[11] (ArchSD)	No.	0	2 (Male: 2, Female: 0)	1 (Male: 1, Female: 0)	0	0
Fatal accident rate ^[11] (ArchSD)	per 100,000 man-hours	0	0.007	0.003	0	0
Fatal accident rate ^[12] (Hong Kong Construction Industry)	per 100,000 man-hours	0.006	0.003	0.005	0.003	0.004
No. of non-fatal accidents ^[11] (ArchSD)	No.	98	70 (Male: 64, Female: 6)	99 (Male: 92; Female: 6; Unidentified: 1) ^[11]	154 (Male: 133; Female: 19; Unidentified: 2) ^[11]	75 (Male: 64; Female: 9; Unidentified: 2)
Non-fatal accident rate ^[11] (ArchSD)	per 100,000 man-hours	0.34	0.26	0.29	0.42 ^[11]	0.25
Non-fatal accident rate ^[12] (Hong Kong Construction Industry)	per 100,000 man-hours	1.08	0.96	0.91	0.88	0.80

[11] - Data of 2019 and the previous years was extracted from PWP Construction Site Safety and Environmental Statistics System (PCSES) of DEVB as at 14 May 2020. In 2017 and 2018, the number of non-fatal accidents and the non-fatal accident rate were adjusted.

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[12] - The accident rate of the Hong Kong Construction Industry is based on the published statistics of the Labour Department and using a conversion of 1.67 accidents per 100,000 man-hours equivalent to 60 accidents per 1,000 workers per year.