

DATA SUMMARY

ENVIRONMENTAL PERFORMANCE

RESOURCES USAGE – ENERGY

	UNITS	2016	2017	2018	2019	2020
Energy used at QGO and APB Centre ^[1]						
Electricity consumed	kWh/m ²	208	200	196	190	125
CO2 emission equivalent to electricity consumption ^[2]	Tonnes CO ₂ -e	3,664	3,553	3,489	3,371	2,979
Energy saved by projects						
Estimated energy saved due to energy efficient installations ^[3]	GWh	5.74	4.44	0.76	6.86	2.42^[5]
Avoided CO ₂ emissions	Kilotonnes CO ₂ -e	4.02	3.11	0.53	4.8	1.69
No. of certified green buildings or under application						
Certified green buildings against third-party standards ^[4]	Number	3	6	6	7	13
Active projects seeking green building certifications against third-party standards ^[4]	Number	49	49	58	56	56

[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.

[2] Territory wide default GHG emission factors (0.7) were used 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.

[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.

[4] Third-party standards refer to BEAM Certification, BEAM Plus certified by the Hong Kong Green Building Council, LEED etc.

[5] In this Reporting Period, the number decreased due to that public facility projects and open area facilities design and construction account for the majority of our project portfolio this year, energy saving technologies were less applicable to be adopted in this type of projects.

RESOURCE USAGE – FUEL

	UNITS	2016	2017	2018	2019	2020
Fuel consumption by ArchSD's fleet	Litre	12,656	12,626	14,686	14,556	13,197
GHG emission equivalent to fuel consumption by ArchSD fleet ^[6]	Tonnes CO ₂ -e	34.3	34.2	39.8	39.4	35.7

[6] 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 – WATER

	UNITS	2016	2017	2018	2019	2020
Water consumption by ArchSD ^[7]	m ³	20,968	12,945	15,923	13,109	10,485

[7] 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 water of the whole premise respectively.

RESOURCE USAGE – OFFICE MATERIALS

	UNITS	2016	2017	2018	2019	2020
A4 paper consumption	Reams	18,082	16,947	16,136	16,534	17,249
A3 paper consumption	Reams	1,169	1,020	1,124	1,247	1,252
Envelop consumption	No.	35,672	37,615	29,718	34,203	27,415

WASTE MANAGEMENT IN PROGRAMME AREAS OF FACILITIES DEVELOPMENT AND UPKEEPING

	UNITS	2016	2017	2018	2019	2020
Construction & demolition (C&D) materials						
C&D waste disposed of to landfills	Tonnes	36,775	44,891	57,571	43,970	47,768
C&D materials disposed of to public fill areas	Tonnes	543,054	518,946	679,910	745,343	839,544
Recyclable waste collected at APB Centre						
Waste paper	kg	15,717	15,579	12,094	8,243	8,119
Aluminium	No.	1,676	2,050	1,985	4,560	3,871
Plastic bottles	No.	3,798	4,102	3,918	7,071	4,237

ENVIRONMENTAL CONVICTIONS ^[8] OF CONTRACTORS

	UNITS	2016	2017	2018	2019	2020
Convictions per 100,000 man-hours	ArchSD sites (HK sites)	0.122 (0.191)	0.034 (0.216)	0.032 (0.192)	0.374 (0.197)	0.118 (0.087)
Monetary value of fines	HK\$	100,000	5,000	25,000	112,000	22,000

[8] Environmental convictions refers to instances of non-compliance associated with the environment, including, but not limited to violations of permits, standards, and/or regulations associated with waste, air quality and/or emissions, water discharges, hazardous spills, etc.

SOCIAL PERFORMANCE ^[9]

STAFF

	UNITS	2016	2017	2018	2019	2020
Staff establishment (as at 31 December of the year)	No.	1,835	1,859	1,907	1,961	2,032

[9] Staff data is extracted from the records kept in the personnel section

STAFF ESTABLISHMENT BREAKDOWN

By post (based on staff establishment)		By employment contract		By ethnicity	
Directorate grade staff	2.1% (42)	Permanent (male)	59.29% (1305)	Local	100%
Professional grade staff	27.7% (563)	Permanent (female)	30.22% (665)	Non-local	0%
General grade staff	18.8% (383)	Contract (male) full-time	6.82% (150)	By gender	
Site supervisory staff	30.1% (611)	Contract (female) full-time	2.82% (62)	Male	66.7% (1469)
Technical grade staff	21.3% (433)	Contract (male) part-time	0.63% (14)	Female	33.3% (732)
		Contract (female) part-time	0.22% (5)		
By employment type		By age (as at 31 March 2021)			
Full-time	99% (2182)	Age under 30	15.44% (304)		
Part-time	1% (19)	Age 30-49	54.44% (1072)		
		Age 50 or above	30.12% (593)		

STAFF TRAINING

	UNITS	2016	2017	2018	2019	2020
No. of training courses (including internal and external seminars/ workshops/ training courses/ visits)	No.	366	412	417	422	422
Numbers of trainees	No.	8,302	7,488	8,068	9,447	8,551

TRAINING HOURS BREAKDOWN ^[10]

TYPE OF STAFF	TOTAL TRAINING HOURS RECEIVED (HOURS)	TRAINING HOURS PER STAFF (HOURS)
Directorate grade staff	392.7	9
Professional grade staff	9,328.6	17
Technical grade, site supervisory and general grade staff	20,517.1	14
Total	30,238.4	15

[10] 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 ^[11]
Directorate grade staff	0	0%
Professional grade staff	110	19.5%
Technical grade, site supervisory and general grade staff	191	13.4%

[11] 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 2016 – 2020, 25 nos. of directorate grade staff, 476 nos. of professional grade staff and 1,050 nos. of technical grade, site supervisory and general grade staff in total have been received integrity training

STAFF TURNOVER

	MALE	FEMALE
Age under 30	0.95% (21)	0.27% (6)
Age 30-50	0.90% (20)	0.31% (7)
Age 51-55	0% (0)	0.09% (2)
Age 56 or above	2.63% (58)	1.18% (26)

NEW EMPLOYEE HIRED

	MALE	FEMALE
Age under 30	2.72% (60)	0.90% (20)
Age 30-50	3.31% (73)	1.81% (40)
Age 51-55	0.09% (2)	0% (0)
Age 56 or above	0% (0)	0% (0)

OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT SYSTEM

	NUMBER OF ALL EMPLOYEES AND WORKERS ^[12]	PERCENTAGE OF ALL EMPLOYEES AND WORKERS ^[12]
Covered by the system	2,032	100%
Covered by system that has been internally audited	2,032	100%
Covered by the system that has been audited or certified by an external party	2,032	100%

[12] 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	2016	2017	2018	2019	2020
Staff injury cases ^[13]	No.	5 (Male: 4, Female: 1)	2 (Male: 1, Female: 1)	1 (Male: 1)	2 (Male: 2)	2 (Male:1, Female:1)
Staff sick leave granted for staff injury cases	Days	168.5	14.5	9.5	20	19

[13] 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	2016	2017	2018	2019	2020
No. of fatalities ^[14] (ArchSD)	No.	2 (Male:2)	1 (Male:1)	0	0	0
Fatal accident rate ^[14] (ArchSD)	per 100,000 man-hours	0.007	0.003	0	0	0
Fatal accident rate ^[15] (HK Construction Industry)	per 100,000 man-hours	0.003	0.005	0.003	0.004	0.004
No. of non-fatal accidents ^[14] (ArchSD)	No.	71 (Male: 64, Female: 6; Unidentified: 1) ^[14]	103 (Male: 92, Female: 6, Unidentified: 5) ^[14]	154 (Male: 133, Female: 19, Unidentified: 2) ^[14]	81 (Male: 68, Female: 10, Unidentified: 3) ^[14]	81 (Male: 68, Female: 10, Unidentified: 3) ^[14]
Non-fatal accident rate (ArchSD) ^[14]	per 100,000 man-hours	0.26	0.31 ^[14]	0.42 ^[14]	0.27 ^[14]	0.27^[14]
Non-fatal accident rate (HK Construction Industry) ^[15]	per 100,000 man-hours	0.96	0.91	0.88	0.80	0.80

[14] Data of 2020 and the previous years was extracted from PWP Construction Site Safety and Environmental Statistics System (PCSES) of DEVB as on 16 June 2021. In 2016 to 2019, the number of non-fatal accidents and the non-fatal accident rate were adjusted.

[15] 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.