

REPORT VERIFICATION



Scope and Objective

Hong Kong Quality Assurance Agency ('HKQAA') was commissioned by the Architectural Services Department (hereinafter referred to as 'ArchSD') of the Government of the Hong Kong Special Administrative Region to undertake an independent verification for the Sustainability Report 2019 (hereinafter called 'the Report'). The Report stated the sustainability performance of ArchSD in economic, environmental and social aspects in the period of 1st January 2018 to 31st December 2018.

The aim of this verification is to provide a reasonable assurance on the reliability of the report contents. The Report has been prepared in accordance with the Core Option of the GRI Sustainability Reporting Standards (GRI Standards).

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 in the GRI Standards: Core Option.

The verification process included verifying the systems and processes implemented for collecting, collating and reporting the sustainability performance data, reviewing relevant documentation, interviewing responsible personnel with accountability for preparing the reporting contents and verifying selected representative sample of data and information. Raw data and supporting evidence of the selected samples were also thoroughly examined during the verification process.

Independence

ArchSD is responsible for the collection and presentation of the information presented. HKQAA does not involve in the collection and calculation of data or the compilation of the reporting contents where HKQAA's verification activities were entirely independent from ArchSD. There was no relationship between HKQAA and ArchSD that would affect the independence of HKQAA for providing the verification service.

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 GRI Standards: Core Option;
- ▶ The Report illustrates the sustainability performance of ArchSD, covering all material aspects, in a material, responsive, fair and balance manner; and
- ▶ The data and information disclosed in the Report are reliable and complete.

Nothing has come to HKQAA attention that the selected sustainability performance information and data contained in the Report has not been prepared and presented fairly and honestly, in all material aspects, in accordance with the verification criteria.

In conclusion, the verification team confirmed that the Report was prepared based on factual statements and that the data contained within the Report are accurate. It is a fair and honest representation of initiatives, targets, progress and performance on ArchSD's sustainable development achievements.

Signed on behalf of Hong Kong Quality Assurance Agency



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