



Summary of Carbon Footprint for Listed Companies 上市公司碳足跡摘要

Part 1 Reporting Entity Information 第一部分 報告機構資料	
1.1 Company information 公司資料	
Name of reporting entity: 報告機構名稱:	Eng: Lee Kee Holdings Limited 中文: 利記控股有限公司
Stock code: 股份代號:	637
Hang Seng Industry Classification 恆生行業分類 (HSIC) (Please see Appendix / 請參考 附件):	
(i) Industry: (e.g. Financials – 50) 行業: (例如: 金融業 – 50)	5
(ii) Sector: (e.g. Banks – 501) 業務類別: (例如: 銀行 – 501)	052
1.2 Basis of information reported in this form (e.g. weblink(s) to the carbon audit report, GHG accounting report, Environmental, Social and Governance report (ESG report) or sustainability report (GHG emission-related chapter) of the reporting entity, etc) 報告內容的基礎 (例如: 報告機構的碳審計報告、溫室氣體排放核算報告、「環境、社會及管治報告」或可持續發展報告(與溫室氣體排放有關的章節)之網絡連結等):	
GHG accounting report for Lee Kee Holdings Limited. The report outlines GHG direct emission and energy indirect emissions of the defined boundary of Lee Kee Holdings Limited.	

Part 2 Greenhouse Gas (GHG) Emissions 第二部分 溫室氣體排放		
2.1 GHG Emission Data 溫室氣體排放數據		
Reporting period (yyyy/m/d): 報告期(年/月/日):		2017/04/01 to/至 2018/03/31
GHG Accounting Standard / Guideline: 溫室氣體核算標準 / 指引:	<input checked="" type="checkbox"/> EPD/ EMSD Guidelines 環境保護署/ 機電工程署指引 <input type="checkbox"/> GHG Protocol 溫室氣體議定書 <input type="checkbox"/> International Organization for Standardization (ISO) 14064 國際標準化組織 (ISO) 14064 <input type="checkbox"/> Others, please specify: (其他, 請說明:)	
Operational boundary 營運邊界 ¹ :	Brief description on emission sources 排放來源簡述	Emission data 排放數據
Scope 1 範圍 1:	GHG Emissions from Heater for production line, Gas cooking stove. GHG emissions from forklift, medium goods vehicle, public light bus and passenger car. HFC and PFC emissions from air-conditioning equipment.	120.59 tonnes CO ₂ -e 公噸二氧化碳當量
Scope 2 範圍 2:	GHG emissions from electricity purchased from Power Companies and GHG emissions from Towngas purchased from Hong Kong and China Gas Company.	783.00 tonnes CO ₂ -e 公噸二氧化碳當量
Scope 3 範圍 3:		tonnes CO ₂ -e 公噸二氧化碳當量
Reported GHG emissions in total: 所報告的溫室氣體排放總和:		903.59 tonnes CO ₂ -e / 公噸二氧化碳當量
2.2 Company related information 與公司有關的資料		
Total number of full-time-equivalent employees of the entity(s) covered in the reported GHG emission data during the reporting period: 報告期內溫室氣體排放數據所涵蓋機構的相等於全職僱員總人數:		112
Total gross floor area owned/controlled by the entity(s) covered in the reported GHG emission data during the reporting period (m ²): 報告期內溫室氣體排放數據所涵蓋機構擁有/ 控制的總樓面面積(平方米):		10806
Total revenue of the entity(s) covered in the reported GHG emission data during the reporting period (HK\$ million): 報告期內溫室氣體排放數據所涵蓋機構的總收入(百萬港元):		1605
Other information which is relevant to the entity's business operations covered in the reported GHG emissions during the reporting period, please specify (e.g., total no. of passengers, total no. of customers, total unit of goods produced, total no. of hotel rooms occupied, total kWh electricity generated, or total measures of freight load, etc.): 報告期內溫室氣體排放數據所涵蓋機構的其他有關營運資料, 請說明 (例如: 乘客總人數、顧客總人數、製成產品總數量、酒店入住房間總數、總發電量(千瓦/小時)或貨運總量等):		N/A
2.3. Geographical coverage of reported GHG emission data 所報告的溫室氣體排放數據地域範圍:		
<input checked="" type="checkbox"/> Operations within Hong Kong 香港以內的營運 <input type="checkbox"/> Operations outside Hong Kong (Please specify city(ies)/country(ies)): 香港以外的營運 (請說明城市/國家名稱): _____ Please also specify the percentage of GHG emissions arising from Hong Kong operations: 請同時說明由香港營運所產生的溫室氣體百分比: _____		
<input checked="" type="checkbox"/> Subsidiaries 附屬公司	Please list out the subsidiaries covered in the GHG emission data during the reporting period: 請列出報告期內溫室氣體排放數據所涵蓋的附屬公司: Lee Kee Group Limited Lee Tai Precious Metal Company Limited Lee Kee Metal Company Limited	

	Lee Fung Metal Company Limited Lee Sing Materials Company Limited Lee Yip Metal Products Company Limited Promet Technical Consultancy Limited Toba Company Limited Top Gold Asia Limited Lee City Asia Company Limited Success City Asia Company Limited Success in Asia Company Limited Standard Glory Management Limited Lee Kee Holdings Limited Brilliant Market Limited Essence Metal (Asia) Company Limited Top Succeed Holdings Limited
Additional information on physical boundary in relation to GHG emission reported (if applicable): 與所報告的溫室氣體排放數據相關之建築物邊界的附加資料(如適用): N/A	

Part 3 GHG Emission Reduction Measures, Future Initiatives and Targets

第三部分 減少溫室氣體排放的措施、未來計劃及目標

3.1 GHG emission reduction measures implemented during the Reporting Period*

在報告期內減少溫室氣體排放的措施*

No. 列序	GHG Emission Reduction Measures 減少溫室氣體排放的措施
1.	<p>(a) Replaced incandescent light tubes in office area by T5 light tubes.</p> <p>(b) Reduce number of T5 light tubes in meeting rooms, manager's rooms and some dept offices.</p> <p>(c) All geysers, coffee machine and catering equipment are switched off sharp at 17:30 on every working day.</p>
2.	<p>(a) Replaced all obsolete plastic protection cushion of water cooling pipe.</p> <p>(b) Regular maintenance service and cleaning of fan coil units and filters to maintain good hosing out and smooth running of the system.</p>
3.	<p>(a) Energy saving tips are shared in Employee Handbook.</p> <p>(b) Memorandum via e-mail; hardcopies on notice board.</p> <p>(c) Conduct "Awareness Training" to raise the awareness of every employee.</p>

3.2 GHG emission reduction measures for future initiatives and targets*

為未來計劃及目標而制訂的減少溫室氣體排放措施*

No. 列序	Future Initiatives 未來計劃	Target GHG Reduction (Qualitative/ Quantitative) 減排目標 (性質/ 數量)
1.	<p>(a) An automatic switch off device is installed for the Induction Furnance in the Production Line. The Induction Furnance is switched off after 8 hours of the normal operations.</p> <p>(b) Use LED light instead of light bulb when replacing the old ones</p> <p>When LED light is not available for some areas, Compant Fluorescent Lamps (CFLs) with Energy Label grade 1 are used whenever possible.</p> <p>(c) Replace Energy Label grade 1 air conditioners, refrigerators, etc. if applicable</p>	Reduce electricity consumption
2.	<p>(a) Use dry cooler instead of water cooling tower.</p> <p>(b) Monthly check water pipework leakage</p>	Reduce water consumption
3.	<p>(a) Use e-STAMP within the operations where applicable. This is to save the use of paper by reducing hardcopies.</p> <p>(b) Place "Reduce the use of Paper" notice next to photocopiers to enhance employee awareness.</p> <p>(c) Use recycled paper whenever possible.</p>	Reduce paper consumption

*Please use separate sheet(s) where the space provided in the form is not sufficient 如表格內提供的空位不足夠, 請另加紙張填寫

Part 4 Verification
第四部分 核證

4.1 Verification information 核證資料

<p>Has verification² been conducted? 是否曾經進行核證？</p>	<p><input type="checkbox"/> Yes – please fill in the blanks below 是 – 請填寫以下空格 <input checked="" type="checkbox"/> No 否</p>
<p>Verification body 核證機構:</p>	
<p>Verification standard: 核證標準:</p>	<p><input type="checkbox"/> International Organization for Standardization (ISO) 14064-3:2006 - Greenhouse gases - Part 3: Specification with guidance for the validation and verification of greenhouse gas assertions 國際標準化組織 (ISO) 14064-3:2006 – 溫室氣體 - 第3部分：溫室氣體確定的證實和驗證的規範與指南</p> <p><input type="checkbox"/> Others, please specify: 其他 (請說明):</p>
<p>Date of verification (yyyy/m/d): 核證日期 (年/月/日):</p>	
<p>Remarks (e.g. various verification status for different subsidiaries): 備註(例如: 各附屬公司的核證情況):</p>	

¹ GHG emissions (direct and indirect) and removals in relation to the buildings can be broadly classified into three separate scopes as below –

- Scope 1 – direct emissions and removals;
- Scope 2 – energy indirect emissions; and
- Scope 3 – other indirect emissions.

The definitions of Scopes 1, 2 and 3 emissions can be found in the “Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong (2010 Edition)”

與建築物有關的溫室氣體排放 (直接或間接) 及減除, 可概括分為以下三個不同的範圍 –

- 範圍 1 -- 直接溫室氣體排放及減除;
- 範圍 2 -- 使用能源間接引致的溫室氣體排放; 以及
- 範圍 3 -- 其他間接溫室氣體排放。

有關溫室氣體排放範圍 1、2及3的定義, 可參照《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核算和報告指引》(2010年版)

² The reporting entity is encouraged to carry out verification of the GHG emissions by an independent verifier. Independent verification of GHG emissions can facilitate the management to have better understanding of the carbon footprint of the company’s operation and identify areas for improvement, provide credibility and quality assurance on the disclosure of carbon footprint, and enhance the corporate image in respect of transparency and accountability. In December 2012, the Hong Kong Accreditation Service (HKAS) introduced accreditation service for ISO 14064 GHG validation and verification for validation/verification bodies’ voluntary application. Accredited validation/verification bodies’ technical competence is rigorously assessed by HKAS, so that the reliability of their results can be assured. Relevant HKAS-accredited validation/verification bodies, once available, will be announced at HKAS’s website at:

<http://www.itc.gov.hk/en/quality/hkas/hkcas/about.htm>.

我們鼓勵報告機構聘請獨立核證人核證溫室氣體排放, 溫室氣體排放的獨立核證能促使管理層對公司營運引致的碳足跡有更佳的了解, 並找出可作改善的地方; 此舉亦為所披露的碳足跡資料提供可信性和質量保證, 在透明度和問責層面提升企業形象。2012年12月香港認可處就 ISO 14064 審定和核查推出認可服務, 供審定/核查機構自願申請。獲認可審定/核查機構的技術能力由香港認可處進行嚴格評審, 因此能確保其審定/核查結果更為可靠。當有獲香港認可處認可的相關審定/核查機構, 將在香港認可處網站公布: <http://www.itc.gov.hk/ch/quality/hkas/hkcas/about.htm>。

Hang Seng Industry Classification 恒生行業分類**Industry 行業**

Energy 能源業 – 00
Materials 原材料業 – 05
Industrials 工業 – 10
Consumer Goods 消費品製造業 – 20
Consumer Services 消費者服務業 – 30
Telecommunications 電訊業 – 35
Utilities 公用事業 – 40
Financials 金融業 – 50
Properties & Construction 地產建築業 – 60
Information Technology 資訊科技業 – 70
Conglomerates 綜合企業 – 80

Sector 業務類別

Oil & Gas 石油及天然氣 – 001
Coal 煤炭 – 002
Gold & Precious Metals 黃金及貴金屬 – 051
Diversified Metals & Minerals 一般金屬及礦石 – 052
Basic Materials 原材料 – 053
Industrial Engineering 工業工程 – 101
Industrial Transportation 工用運輸 – 102
Commercial & Professional Services 工用支援 – 103
Automobiles 汽車 – 201
Household Goods & Electronics 家庭電器及用品 – 202
Textiles, Clothing & Personal Care 紡織、服飾及個人護理 – 203
Food & Beverages 食物飲品 – 204
Healthcare 醫療保健 – 205
Agricultural Products 農業產品 – 206
Retailers 零售 – 301
Hotels, Casinos & Leisure Facilities 酒店、賭場及消閒設施 – 302
Media & Entertainment 媒體及娛樂 – 303
Transportation 運輸 – 304
Support Services 支援服務 – 305
Telecommunications 電訊 – 350
Utilities 公用事業 – 400
Banks 銀行 – 501
Insurance 保險 – 502
Other Financials 其他金融 – 503
Properties 地產 – 601
Construction 建築 – 602
IT Hardware 資訊科技器材 – 701
Software & Services 軟件服務 – 702
Semiconductors 半導體 – 703
Conglomerates 綜合企業 – 800

Source: Hang Seng Indexes (<http://www.hsi.com.hk/HSI-Net/HSI-Net>)

來源: 恆生指數 (<http://www.hsi.com.hk/HSI-Net/HSI-Net>)