



WHEELLOCK

*Founded 1857*

---

Environmental, Social and  
Governance Report 2014

---





Our Beliefs — Message from the Chairman	2
About Wheelock and Company	4
Reporting Boundaries	4
Supporting Publications	5
Business-In-Community: Beyond the Act of Giving	5
Environmental Protection	10
Quality of Workplace	11

# Our Beliefs — Message from the Chairman

## Dear Stakeholders,

This is Wheelock and Company's first Environmental, Social and Governance (ESG) Report and is published separately from the Company's 2014 Annual Report.

2014 saw shifts in the regional and global landscape; looking ahead, the business environment continues to remain challenging in the short term. Against this background, Wheelock turned in a solid result for the year with record property sales in Hong Kong, a balanced land bank and stable gearing. We continued to embrace and made progress with our CSR initiatives.

Wheelock, with a history and deep roots in Hong Kong, has placed great importance on engaging and serving the community, being conscious of the environment in which we live, supporting our employees and nurturing the development of the younger generation. Through regular interaction and dialogues with different stakeholders in our day-to-day operation, as well as regular meetings with shareholders and the media, we continue to further our understanding of the environment we operate in.

ESG is a broad and diverse subject. The focus of our first Report is confined to topics we consider to be of foremost importance to us: Business-in-community and environmental protection. You will read from this Report our ongoing efforts in these areas. It should be noted that for Wheelock, we look at the long-term horizon. This means investing in a long-term future through people and the environment. This is exemplified by the key youth programme, Project *WeCan*, which engages the business and the community with 44 local lower banding schools, and provides support to those 40,000 students. Using the Business-in-community model, Project *WeCan* partners the schools with different companies to leverage business strengths and employees' expertise to help the students.

Looking ahead, we are committed to continue with investing in people and talents. Broadening our development and training programmes will support greater job satisfaction and higher retention, all of which are vital to the sustained and long-term success of the Company. We will deepen our engagement with our two Project *WeCan* partner schools, for we believe that motivated and confident young people are pillars to Hong Kong's long-term prosperity. We will continue to support general community causes and play our part in providing hope for people facing adversity and challenges.

We are also committed to expand our environmental protection initiatives by behaving in a more sustainable manner, and continuing with efforts to reduce carbon intensity. Finally, we will sharpen our CSR focus and widen engagement with different stakeholder groups.

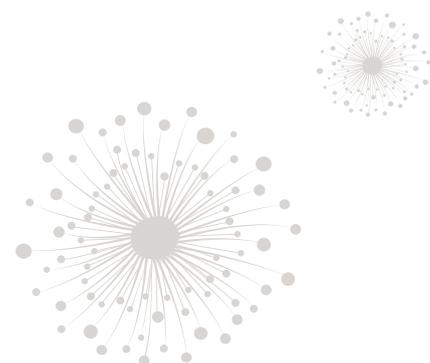
I wish to thank our employees, who individually and collectively made it happen through their volunteerism in 2014 and beyond Project *WeCan* activities, as well as their support for the environment. I also wish to thank our business partners, suppliers, the general community, and our Project *WeCan* partner schools — Fung Kai No. 1 Secondary School and Ng Yuk Secondary School — for their continued support in helping us build a sustainable future together.

The broad foundation for our Company's sustainable growth has been laid and we believe there is room for improvement. With your support, we aim to continue to grow and innovate around this initial Report.

**Douglas C.K. Woo**

*Chairman*

August 2015



## About Wheelock and Company

Wheelock and Company is a property group which is listed on the Hong Kong Stock Exchange and headquartered locally. With a commercial legacy that dates back to 1857, Wheelock is committed to investing in the long-term to generate strong and steady return for shareholders.

As reported in Wheelock's 2014 Annual Report, total assets of the Group reached HK\$517 billion as of 31 December 2014, with our three key subsidiaries generating revenue of HK\$40.95 billion for the reporting year.

## Reporting Boundaries

This ESG Report outlines the corporate social responsibility activities undertaken from 1 January 2014 to 31 December 2014. The Report covers activities of the corporate office of Wheelock and Company as well as Wheelock Properties Hong Kong, both of which are located in Hong Kong, and does not include information about other Wheelock subsidiaries in Hong Kong, Mainland China or Singapore.

We have chosen to report only the subject areas and indicators that are relevant to us, or are important to us in terms of environmental and/or social impacts. It should be noted that some of the data cited in the Report cover only Wheelock Properties Hong Kong.

This ESG Report should be read in tandem with Wheelock Properties Hong Kong's 2014 CSR Report ([https://www.wheelockpropertieshk.com/uploads/WP\\_CSR\\_Report\\_2014.pdf](https://www.wheelockpropertieshk.com/uploads/WP_CSR_Report_2014.pdf)). Our goal is to gradually expand the scope of our ESG Reporting in coming years.





## Supporting Publications

Wheelock and Company's 2014 Annual Report

([http://www.wheelockcompany.com/investors/2014/WAC\\_AR\\_2014\\_E.pdf](http://www.wheelockcompany.com/investors/2014/WAC_AR_2014_E.pdf))

Wheelock Properties Hong Kong's 2014 CSR Report

([https://www.wheelockpropertieshk.com/uploads/WP\\_CSR\\_Report\\_2014.pdf](https://www.wheelockpropertieshk.com/uploads/WP_CSR_Report_2014.pdf))

## Business-In-Community: Beyond the Act of Giving

Many important issues face our society today and the business sector is increasingly called to be part of the solution.

At Wheelock and Company, we believe that youth and education, nature and environment, and general betterment of the community are elements critical to Hong Kong's future and long-term growth, and we have decided to channel our resources into these areas.

Our approach is one of 'participative growth' — instead of donating a sum of money, we prefer to show our support through encouraging employees to play an active role in volunteering their time and efforts to support the beneficiaries' cause. This is what we call Business-in-Community.

### Youth and Education

#### Project WeCan

The best example of advocating participative growth through Business-in-Community is our multi-year signature youth and education initiative, Project WeCan.

Launched in 2011, Project WeCan aims to empower students in Hong Kong who are disadvantaged in their learning by providing them with opportunities and programmes. Although Project WeCan began as a Wheelock-Wharf initiative, over the years it has grown to become a partnership network that weaves together the expertise and strengths of businesses, institutions and with the schools and their students. By the end of 2014, Project WeCan had outreached to 44 lower banding secondary schools, benefitting over 40,000 students.



## Fung Kai No. 1 Secondary School

Wheelock and Company has two partner schools, one of which is Fung Kai No. 1 Secondary School. Through an enriching, year-round programme involving hundreds of students from Forms 1 to 6, the faculty and more than 50 volunteers from the Company, a deep sense of community and belonging has been cultivated where the key operative words are 'growth' and 'learning' — mirroring Wheelock's own values and beliefs.

In 2014, more than 20 activities were organized by Wheelock for Fung Kai students to help them develop essential life skills such as discipline, leadership and integrity. Students are encouraged and supported by our volunteers to unlock their potential, not only academically, but also in their behavior, thinking and life choices.



These activities were multi-faceted:

### Career Exposure

- On inspiring students in their career choices, we organized four career talks which were given by professionals from different industries. Our volunteers also taught students interview skills through mock sessions.
- Students were brought on guided tours of Harbour City and Modern Terminals to help them learn first-hand the internal operations of a variety of businesses.
- Fung Kai students participated in the 2014 Business Bliss, a three-day event showcasing different Project WeCan schools in a bazaar setting at Plaza Hollywood in Diamond Hill. With help and advice from Wheelock and volunteers, students from Fung Kai had six months to prepare their first retail business by preparing a business plan, carrying out market analysis, product development and budget forecasts. Their entrepreneurial flair was demonstrated in a successful sales experience.
- In the Summer of 2014, three Fung Kai students were offered internships at Wheelock so that they could receive valuable on-the-job training on a variety of projects.



### *Social Inclusion*

Social inclusion and building esteem are important to the all-round development of youth.

- Hong Kong, being an international city, requires the younger generation to have good English linguistic skills in order to achieve upward social mobility. To help realize this goal, we launched a year-long English learning programme that partnered individual volunteers with students for one-on-one English tutoring.
- In addition, a table manner course was arranged for students to learn and experience etiquette from a different perspective.
- Students were also invited to a business luncheon to hear the Chief Executive of Hong Kong speak.

### *Art and Culture*

- For students who have an avid interest in the creative industries, we arranged several activities to meet and enhance their artistic inclinations. Students were able to see through the lens and experience basic skills of phototaking by renowned photographer Mr. Edward Stokes as they went on a tour of the Shatin Heritage Museum, and visited PMQ and the Peak; they also had the opportunity to enjoy music in an outdoor concert performed by the Hong Kong Philharmonic Orchestra.

Over 850 Fung Kai students benefitted from the activities in 2014 and our volunteers gave more than 780 hours of volunteer time during the year.



## Other Youth-Oriented Programmes

Besides Fung Kai No. 1 Secondary School, the other partner school under Wheelock's stewardship is Ng Yuk Secondary School. For details of our activities with Ng Yuk, please refer to Wheelock Properties Hong Kong's 2014 CSR Report ([https://www.wheelockpropertieshk.com/uploads/WP\\_CSR\\_Report\\_2014.pdf](https://www.wheelockpropertieshk.com/uploads/WP_CSR_Report_2014.pdf)).

Wheelock also supports youth through its annual signature sports charity event, the 'Community Chest Wheelock Swim For A Million'. Held at the Repulse Bay Beach, the open water swimming races were a fun way to get exercise and change lives by raising money for Community Chest-sponsored youth services. The 2014 'Swim For A Million' event garnered the support of more than 480 participants and volunteers and raised more than HK\$4 million.



It is often said that youth represents a city's future. By targeting students' needs and preparing them for eventual entry into society, we hope to inspire them to grow as individuals and build a future full of possibilities.

Participative growth is the same philosophy which we have embraced in our other CSR activities.

## Nature and Environment

As one of the leading property companies in Hong Kong, Wheelock plays an active and important role in protecting the environment, conserving natural resources (and striving to achieve a balance in ecosystems) so that current and future generations can experience and enjoy Hong Kong's verdant natural environment.

In the day-to-day operation of Wheelock Properties Hong Kong, a range of environmental protection initiatives are in place. For full details, please refer to their 2014 CSR Report ([https://www.wheelockpropertieshk.com/uploads/WP\\_CSR\\_Report\\_2014.pdf](https://www.wheelockpropertieshk.com/uploads/WP_CSR_Report_2014.pdf)).

Besides our own efforts in protecting the environment, we also support NGOs which are good stewards of the environment by being their corporate partner. In 2014, Wheelock participated in two events to fundraise for local tree conservation and environmental education projects, as well as World Wide Fund for Nature – Hong Kong.



## General Community

The way we behave as citizens of the community is as important as the way we strive to be recognized for business excellence. In serving the general community, Wheelock had adopted the same Business-in-community approach – pairing a donation with active volunteering and engagement. During 2014, Wheelock and its employees contributed to support important causes for the less privileged. These include:



- donating to the Community Chest's Corporate and Employee Contribution Programme, which benefits the Chest's 155 member agencies;
- donating to and participating in the MTR Hong Kong Race Walking, which raised funds for the Hospital Authority to educate the community on disease prevention; and
- participating in the Standard Chartered Hong Kong Marathon's Run for Paralympians, raising funds for the Hong Kong Paralympic Committee and Sports Association for the Physically Disabled in their development of local disabled athletes in Hong Kong.

In addition, Wheelock had supported Hong Chi Association, Hike for Hospice, Hong Kong Society for the Deaf and Children's Heart Foundation in their worthy causes during the reporting year.

## Environmental Protection

Wheelock and Company is committed to building responsibly for the community.

Many of our new buildings are LEED or BEAM Plus-certified green buildings, and our architectural designs facilitate the reduction of urban heat island phenomenon. In addition, we have made great strides in carbon intensity reduction. In 2014, not only was Wheelock Properties Hong Kong able to achieve WWF-Hong Kong's Gold Label in LOOP (Low-Carbon Office Operation Programme) for the third consecutive year, it had also achieved a 27.7% reduction in carbon intensity in its offices, three years ahead of its target of reducing total carbon emissions per employee by 15%. Furthermore, we are the first developer in Hong Kong to conduct carbon audit for private residential development from as early as the construction stage. We hope this investment in the well-being of the environment is a positive step towards creating long-term value to our community.

Other environmental protection activities, including reducing greenhouse gas emissions, waste reduction and handling, as well as energy/water efficiency initiatives, are all discussed in details in Wheelock Properties Hong Kong's 2014 CSR Report. Please refer to ([https://www.wheelockpropertieshk.com/uploads/WP\\_CSR\\_Report\\_2014.pdf](https://www.wheelockpropertieshk.com/uploads/WP_CSR_Report_2014.pdf)).

In addition to building responsibly, our Company has been supporting the Woo Wheelock Green Fund ("WWGF"). Established in 1994, and in collaboration with the Government's Environmental and Conservation Fund ("ECF"), it aims at improving and maintaining environmental quality by supporting related research and projects. The WWGF and ECF offer a total funding of HK\$100 million; it was the first joint venture of its kind between the business sector and the Government, and serves as a catalyst for other businesses to render support to environmental protection in Hong Kong.

Since 2010, WWGF has supported 21 projects with over HK\$6 million in funding.

# Quality of Workplace

## A Supportive Work Environment

Wheelock has put in place policies on equal opportunities, statutory minimum wage, sick leave and sickness allowance, and compassionate leave.

We ensure that a safe working environment is provided for all employees. We have in place a policy enforcing the Occupational Safety & Health (Display Screen Equipment) Regulation. A safety coordinator is identified in each division/department, and works with administration department in regularly conducting risk assessment on all work stations and adopt remedial action if necessary. During the reporting year, there were two work-related injuries, but no work-related fatalities and no lost days due to work injury.

To enhance employees' awareness of the importance of safe working practices, new joiners of Wheelock Properties Hong Kong are required to attend a health talk on manual handling operation and prevention of back injuries. In addition, Wheelock Properties Hong Kong has implemented a range of occupational health and safety measures on construction sites, details of which can be found in their CSR Report ([https://www.wheelockpropertieshk.com/uploads/WP\\_CSR\\_Report\\_2014.pdf](https://www.wheelockpropertieshk.com/uploads/WP_CSR_Report_2014.pdf)).

At Wheelock, we aim to provide bright, efficient and user-friendly office environment and facilities for employees. The indoor air quality at Wheelock House has obtained an Excellent Class certification from the Environmental Protection Department and awarded Class of Excellence in the Hong Kong Awards for Environmental Excellence organized by the Environmental Campaign Committee. The water supply at Wheelock House has been awarded a Gold Certificate from the Water Supplies Department's Quality Water Recognition Scheme for Buildings.

## Anti-Corruption

Wheelock is committed to the highest possible standards of openness, probity and accountability and thus we have in place whistleblowing policy and procedures, which are published on our website ([www.wheelockcompany.com](http://www.wheelockcompany.com)). Officers and employees of the Company, as well as contractors and their staff, can raise concerns internally and report misconduct or malpractice without fear of suffering retribution. The Audit Committee of the Board of Wheelock has overall responsibility for this policy.

During the reporting year, there was no legal case brought against Wheelock or our employees regarding corrupt practices.

*Your suggestions and views are most welcome. Please let us know how we can improve as a responsible corporate citizen by emailing your comments to: [pr@wheelockcompany.com](mailto:pr@wheelockcompany.com).*

