

BEC
Sustainability
Performance
Update 2020

**“...climate change
will threaten financial
resilience and longer-term
prosperity. While there
is still time to act, the
window of opportunity is
finite and shrinking.”**

Mark Carney

**This is
how we
Enable
Sustainability.**



BUSINESS
ENVIRONMENT
COUNCIL
商界環保協會



Who we are

Business Environment Council (“BEC”), as an independent charitable membership organisation established by the business sector, has been bringing the private and public sector together to tackle environmental issues

through innovative solutions since 1992. In this Report, BEC describes our response to the COVID-19 pandemic over the past year and provides an update on our sustainability performance for 2019/20 FY.

BEC’s response to COVID-19

In this unprecedented period, BEC responded to the effects of the COVID-19 pandemic swiftly with the health and safety of our stakeholders in mind. We have increased the cleansing activities to maintain hygienic conditions and opened windows and doors for better ventilation throughout the building. Building visitors are invited to fill in a log at the reception desk to maintain a record if needed for contact tracing.

Throughout the year, BEC enacted a comprehensive work-from-home policy for our office which mirrored the actions taken by the HKSAR Government. Reminders from the Centre for Health Protection on best practices for hand washing and maintaining a hygienic environment have been posted in common areas and restrooms.

We monitor the Local Situation Dashboard and request that any staff with more than 2

confirmed cases at their place of residence work-from-home for 7 days.

When Hong Kong experienced mask shortages in the early period of the pandemic, BEC provided all staff with masks for their personal use. Employees are strongly encouraged to wear masks while in meetings and in the common areas of the building and the office space. Mindful of the impact of social distancing, our social working group has periodically shared tips to care for and improve mental health in these difficult times.

BEC was determined to deliver on our commitment to ensure our members continue to access the latest sustainability knowledge and support in a socially distanced world. We took swift action with a pivot to impactful online or hybrid programmes and events.

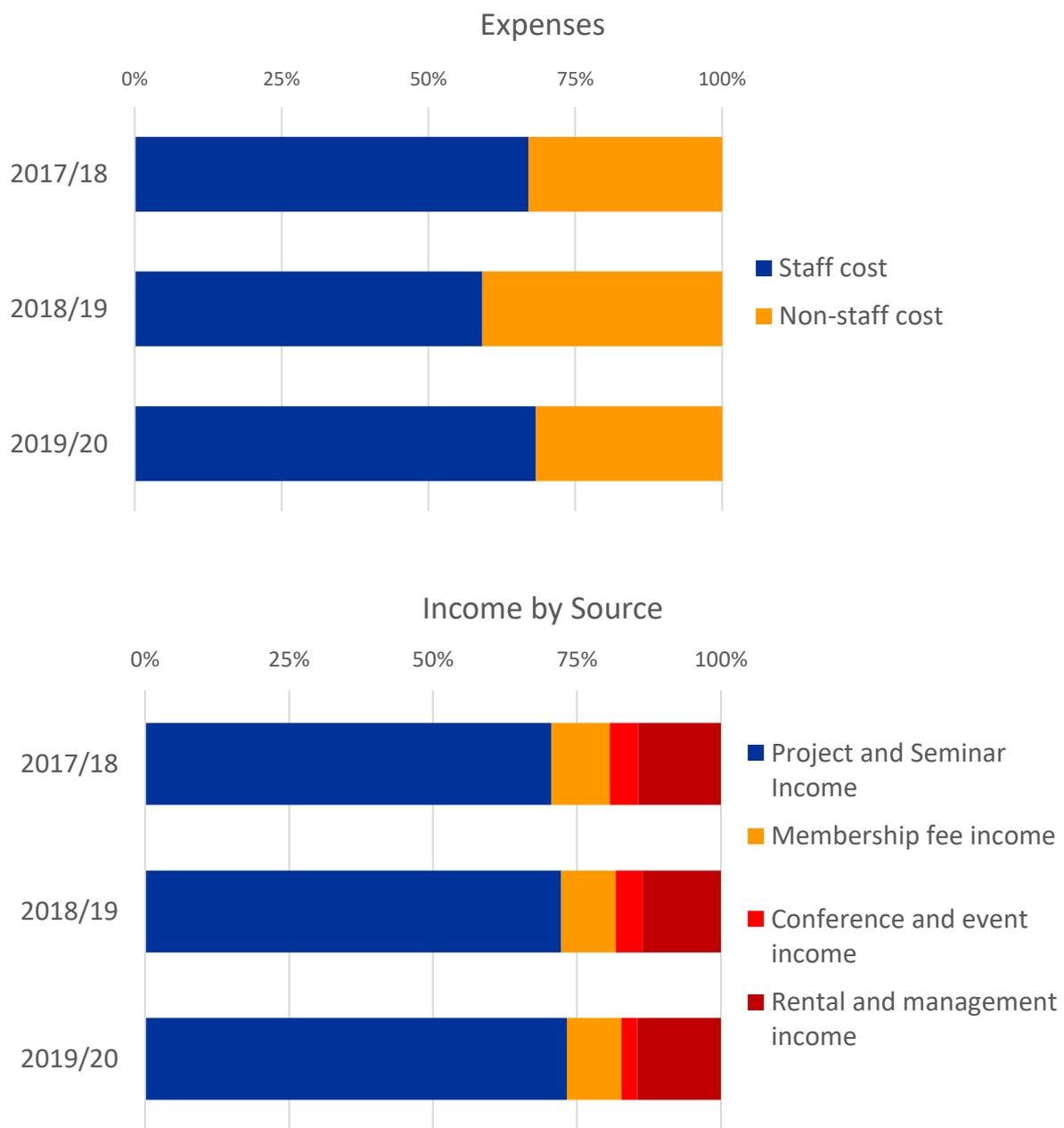
Deliver value to our members



Independence and Funding

Robust internal financial controls enable us to monitor, record and track the use of resources. In compliance with the Hong Kong Companies Ordinance (Cap. 622), we prepare annual audited accounts and annual business reviews which are approved by the Board and submitted to BEC Council Members. In addition, the Board and the Executive Committee review BEC’s financial results at their respective quarterly meetings. For the purposes of organisational continuity during

challenging economic periods, we set aside an amount of unrestricted free liquid funds sufficient to cover at least 4 months of our operating costs. Our Building Reserve is earmarked to meet the capital expenditures necessary for any major building maintenance projects. Our Investment Policy ensures that a proper selection of investments in financial instruments is duly exercised for the reserves and surplus cash flows.

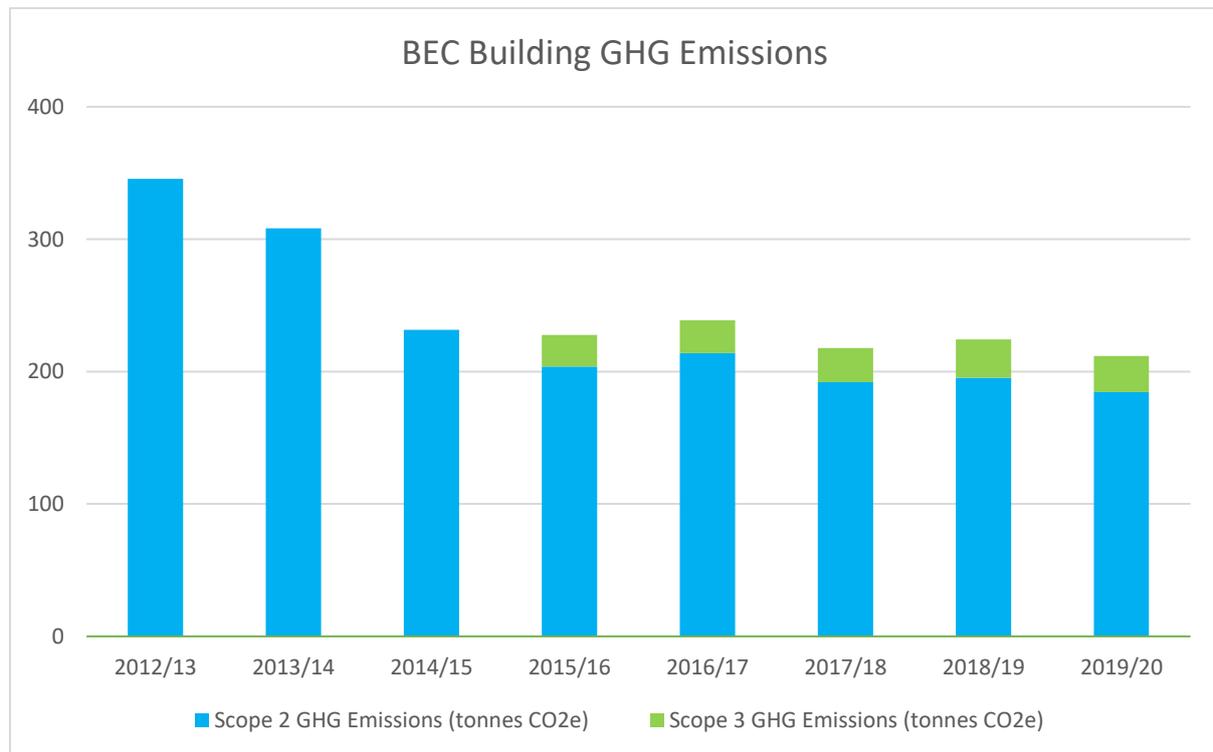


Demonstrate leadership: BEC as a 'green lab'

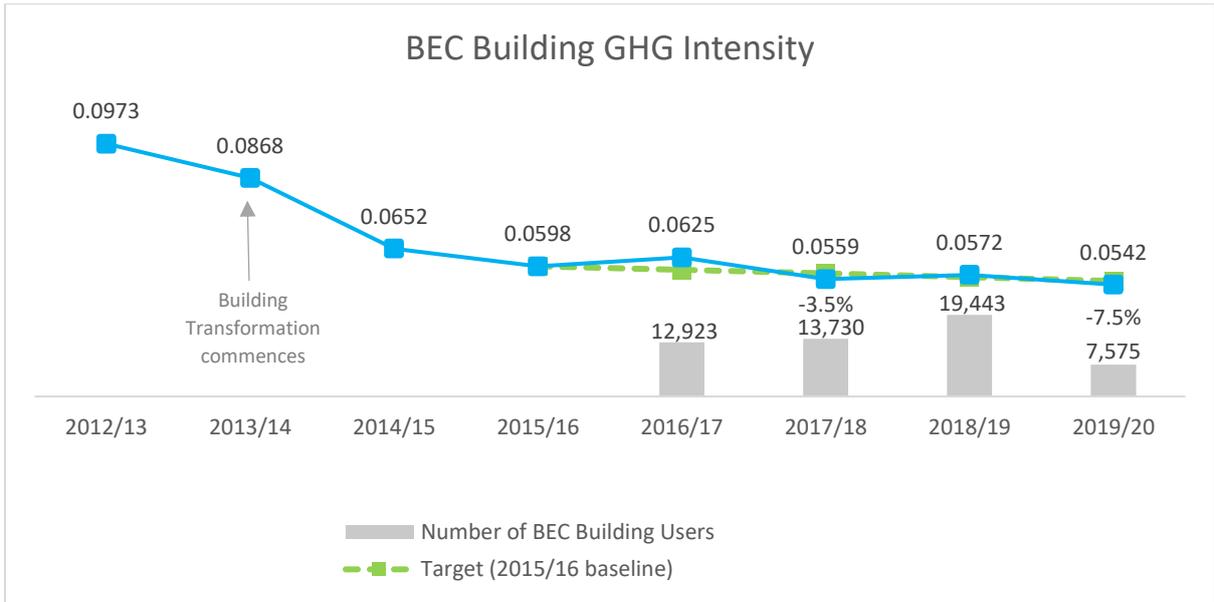
Our Building Performance

BEC's environmental performance has been impacted by COVID-19. While greenhouse gas ("GHG") emissions and electricity intensity has remained low likely due to the reduction in the

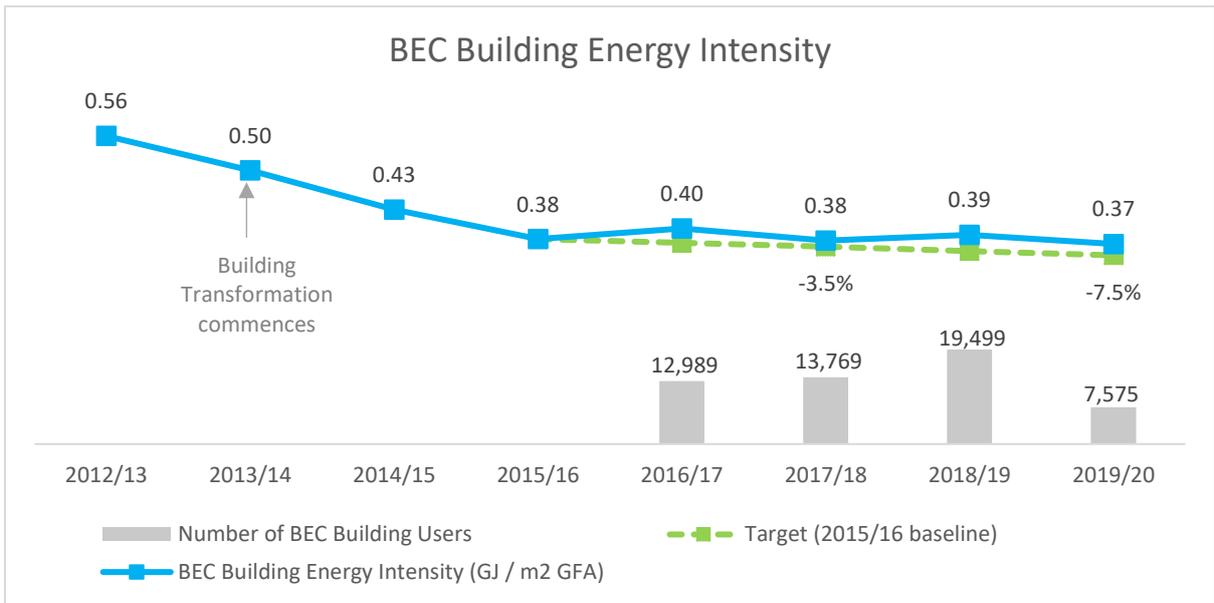
number of building users, our building's water consumption increased as a result of the intensified cleansing activities to counter the pandemic.



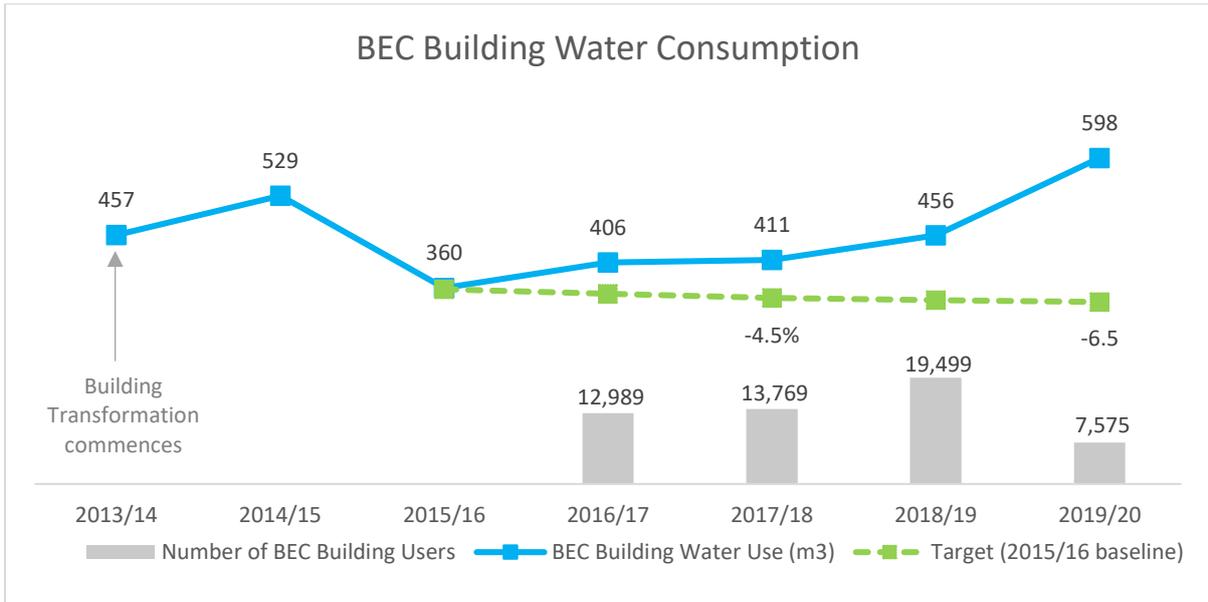
Note: BEC Scope 2 emissions cover electricity use by the entire BEC building including tenant consumption. BEC Scope 3 emissions include indirect GHG emissions from processing freshwater, processing sewage, waste disposed at landfill and BEC staff commuting (estimated).



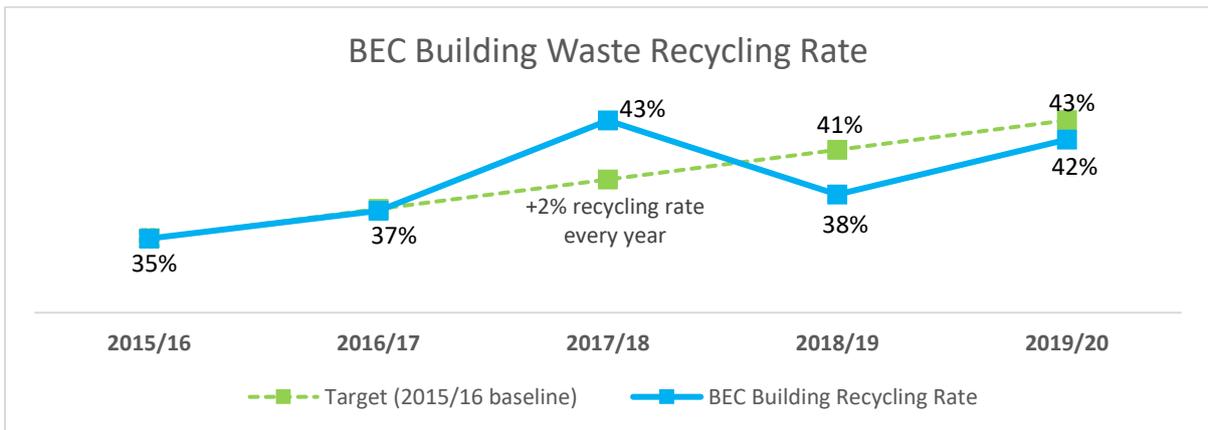
Note: Includes Scope 1, 2 and 3 emissions for BEC and our tenants. Excludes BEC employee commuting. BEC building users is an estimate based on event attendees, visitors to the building, and IEE course participants. Data for BEC building users are only available from FY2016/17.



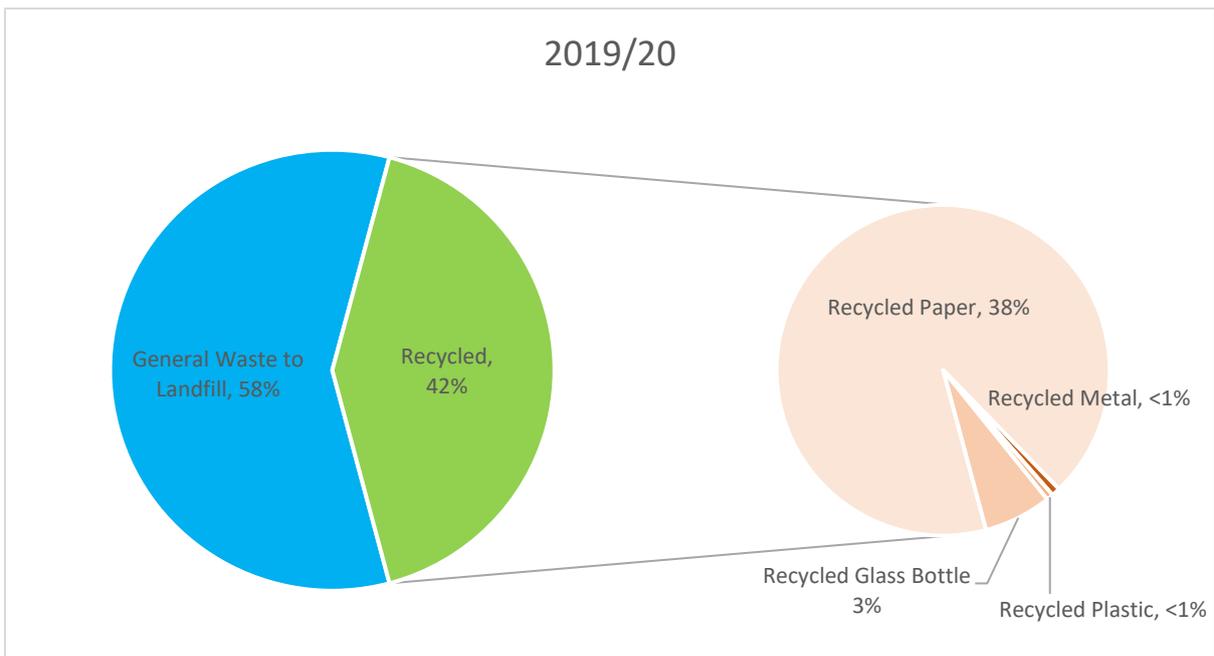
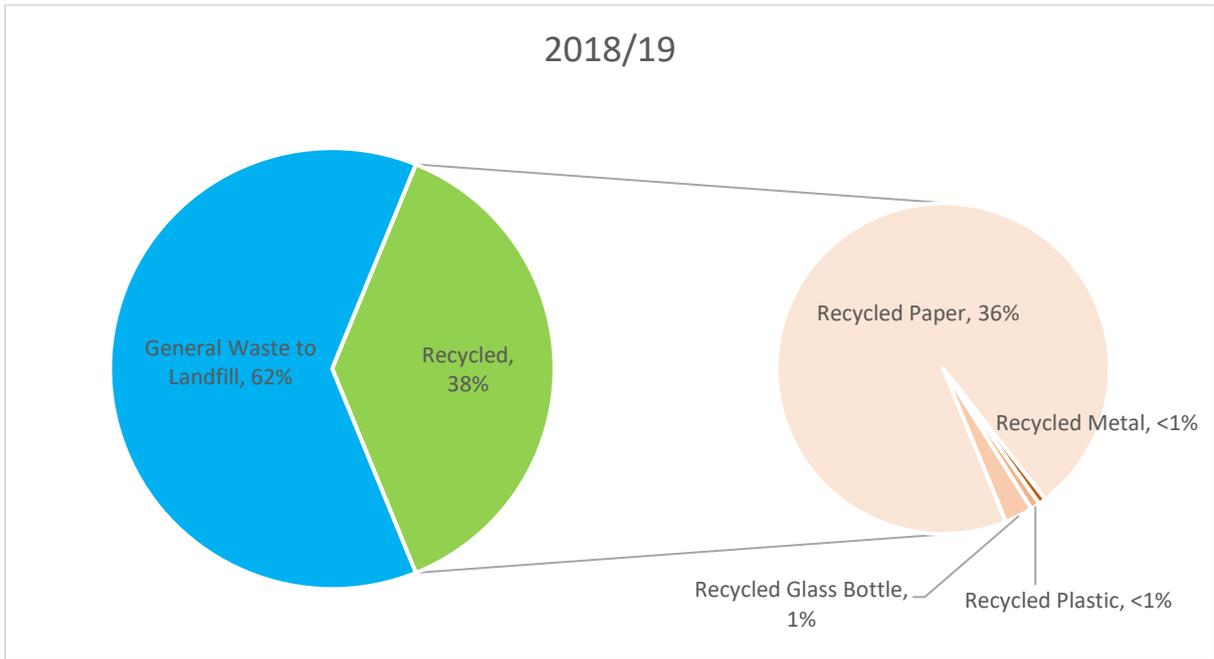
Note: BEC Building Energy Intensity = BEC Building Energy Use including BEC and our tenants / BEC Building Gross Floor Area. BEC building users is an estimate based on event attendees, visitors to the building, and IEE course participants. Data for BEC building users are only available from FY2016/17.



Note: Includes water used by BEC, our tenants and building users. BEC building users is an estimate based on event attendees, visitors to the building, and IEE course participants. Data for BEC building users are only available from FY2016/17.



Waste Generated within BEC Building



BEC Performance Table

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
102: General Disclosures 2016									
Organisational profile	102-7	Scale of the organisation							
		Total number of employees ¹	Number	64	61	66	51	56	55
		Gross revenue	HK\$	31,769,323.00	29,539,504.00	33,476,735.00	35,273,339.00	39,993,080.00	37,499,983.00
		Surplus/ deficit for the year before tax	HK\$	225,021.00	(158,833.00)	1,670,848.00	2,085,364.00	1,758,207.00	1,764,417.00
		Total number of BEC Members	Number	201	194	198	197	210	191
		Council Members	Number	33	31	33	31	30	30
		Corporate Members	Number	51	55	51	52	55	45
		General Members	Number	108	97	98	96	107	100
		Fee-paying Affiliate Members	Number	9	11	16	18	18	16
		Number of clients served in the financial year	Number	86	94	89	77	101	89
		Total square footage of IAQ certified projects	Square metre	1,023,454	1,029,004	1,204,140	880,095	1,089,585	1,108,041
		Total number of environmental projects	Number	135	165	151	174	174	153
		Total number of events organised/ co-organised (excluding industry visits)	Number	29	20	26	18	33	17
		Number of attendees	Number	1,672	855	1,542	1,294	2,297	2,097
		Total number of industry visits organised	Number	13	7	8	8	9	3

¹ Includes full-time and part-time employees of permanent and fixed term contracts.

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
		Total number of attendees	Number	/	152	171	224	229	76
		Total number of BEC IEE training courses	Number	18	26	25	24	26	8
		Total number of training sessions held	Number	49	61	72	99	115	39
		Total number of attendees (students)	Number	9,040	14,049	10,293	15,102	15,167	6,279
		Total number of attendees (adults)	Number	1,132	490	1,970	1,119	728	493 ²
		Total number of BEC building users	Number	/	/	12,923	13,730	19,443	7,575
		Total number of policy submissions	Number	5	7	7	6	7	3
		Total hours of policy dialogues	Hours	6	6	6.5	8.5	8.5	1.5
		Total number of Advisory Group companies	Number	71	80	87	83	79	113
		Number of member representatives	Number	132	151	173	159	151	113
		Total hours of AG meetings (workshop and policy dialogues not included)	Hours	28.75	36.25	37.25	34	33.5	22.3
		AG Meeting average attendance rate	%	62.3%	43.8%	38.1%	43.2%	33.9%	53.1
		Total number of communication activities	Number	65	94	95	133	137	38

² Due to COVID-19, some trainings were organised online. We recorded a total of 476 attendees (adults) joining our online courses.

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
		Number of topical digests	Number	9	9	9	14	6	3
		Number of e-newsletters	Number	12	12	12	12	12	12
		Number of pieces of media coverage	Number	44	73	74	107	119	23
		Social media followings							
		Number of page likes on Facebook	Number	/	573	982	1,571	1,738	2,911
		Number of followers on LinkedIn	Number	/	481	694	1,240	2,202	3,272
	102-8	Information on employees and other workers							
		Total number of employees ^a	Number	64	61	66	51	56	55
		Male	Number	29	19	30	24	26	23
		Female	Number	35	42	36	27	30	32
		Total number of employees by age ^a							
		Under 30	Number	/	28	36	21	27	27
		30-49	Number	/	31	27	28	24	22
		50 or above	Number	/	2	3	2	5	6
		Total number of employees by employment contract							
		Permanent – Male	Number	16	13	20	20	23	22
		Permanent – Female	Number	27	31	24	24	21	21
		Fixed term – Male	Number	13	6	10	4	3	1
		Fixed term - Female	Number	8	11	12	3	9	11
		Total number of employees by employment type							
		Full-time – Male	Number	16	15	25	23	25	23
		Full-time – Female	Number	26	35	29	26	28	30
		Part-time – Male	Number	0	4	5	1	1	0
		Part-time – Female	Number	1	7	7	1	2	2

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
		Total number of interns during the year	Number	/	37	29	30	29	12
Stakeholder Engagement	102-44	Key topics and concerns raised							
		Average score for QMS Project Client Feedback Form for environmental projects	Score (1-5)	4.1	4.3	4.6	4.7	4.7	4.2
		Average satisfaction score for BEC IEE courses	Score (1-5)	3.9	4	4.2	4.2	4.1	4.4
200: Economic									
Ethical Fundraising	NGO8	Aggregated monetary value of funding received by source							
		Total income	HK\$	31,769,323.00	29,539,504.00	33,476,735.00	35,273,339.00	39,993,080.00	37,499,983.00
		Project and Seminar Income	%	70.0	69.4	73.1	70.5	72.3	73.3
		Membership fee income	%	9.5	10.8	10.5	10.2	9.4	9.5
		Conference and event income	%	7.4	7.2	4.2	4.9	4.8	2.7
		Rental and management income	%	11.9	11.9	12.2	14.4	13.5	14.6
		Harbour Business Forum income	%	1.2	0.7	0.02	0.01	0.01	0.00
		Staff cost and non-staff cost expense	HK\$	31,558,618.00	29,711,153.00	31,819,133.00	33,201,332.00	38,265,596.00	36,827,449.00
		Staff cost	%	61.5	65.5	67.0	67.0	59.2	68.3
		Non-staff cost	%	38.5	34.5	33.0	33.0	40.8	31.7
		Reserves							
		General Surplus	HK\$	8,921,547.00	8,895,120.00	12,132,099.00	13,710,892.00	16,369,941.00	17,588,702.00
		Building Reserves	HK\$	2,633,717.00	2,501,311.00	935,181.00	1,441,751.00	\$540,909.00	1,086,565.00
300: Environment									

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
Energy	302-1	Energy consumption within the organisation - Electricity	kWh	428,954	377,373	396,148	376,498	383,046	369,170
			GJ	1,544.2 ^b	1,358.5	1,426.1	1,355.4	1,379.0	1,329.0
	302-3	Energy intensity	GJ / m ² GFA	0.43 ^b	0.38	0.40	0.38	0.39	0.37
	302-4	Reduction of energy consumption since FY2012/13							
		Reduction in GJ	GJ	461.9 ^b	647.6	580.0	650.7	627.1	677.1
		Reduction in %	%	23.0 ^b	32.3	28.9	32.4	31.3	33.8
		Reduction in electricity bill	HK\$	134,387 ^b	159,883	146,831	155,347	173,007	295,134
Water	303-1	Water withdrawal by source							
		From municipal water supply	Cubic Metre	528.8	359.5	406.3	410.8	456.0	596
Emissions	305-1	Direct (Scope 1) GHG emissions	Tonnes of CO ₂ e	0	0	0	0	0	0
	305-2	Energy indirect (Scope 2) GHG emissions ³	Tonnes of CO ₂ e	231.64 ^b	203.78	213.92	192.01	195.35	184.59
	305-3	Other indirect (Scope 3) GHG emissions	Tonnes of CO ₂ e	/	23.85	24.76	25.74	29.11	27.06
		From processing freshwater	Tonnes of CO ₂ e	/	0.14	0.16	0.17	0.18	0.24
		From processing sewage	Tonnes of CO ₂ e	/	0.07	0.08	0.08	0.09	0.11
		From waste disposed to landfill	Tonnes of CO ₂ e	/	8.27	7.92	6.21	7.66	7.43
		From employee commuting ⁴	Tonnes of CO ₂ e	/	15.37	16.60	19.29	21.18	19.28

³ Covers energy indirect GHG emissions of BEC Building.

⁴ A BEC employee commuting survey was conducted in 2019 to estimate GHG emissions from employee commuting. The estimation was based on *GHG Protocol: Corporate Value Chain (Scope 3) Standard*.

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
	305-1,2,3	Total GHG emissions	Tonnes of CO2e	231.6 ^b	227.6	238.7	217.8	224.5	211.6
	305-4	BEC Building GHG emissions intensity (Scope 1, 2 and 3, excluding employee commuting)	Tonnes of CO2e / m ² GFA	0.0652 ⁵	0.0598	0.0625	0.0559	0.0572	0.0542
	305-5	Reduction of GHG emissions since FY2012/13 (Scope 2 only)							
		Reduction in Tonnes of CO2e	Tonnes of CO2e	113.9 ^b	141.7	131.6	153.5	150.1	160.9
		Reduction in %	%	33 ^b	41	38	44	43	47
Effluents and Waste	306-2	Waste by type and disposal method							
		Total weight of all waste – BEC Building	kg	NA	8485.4	8365.2	7248.3	8197.3	8494.6
		General waste – Landfill	kg	NA ^f	5512.1	5280.1	4141.6	5106.5	4952.0
		Total recycled waste – BEC Building	kg	NA ^f	2973.3	3085.1	3106.7	3090.8	3542.6
		Paper – Recycling	kg	NA ^f	2806.7	2873.7	2928.3	2956.5	3256.0
		Metal – Recycling	kg	NA ^f	25.90	122.66	31.20	22.20	29.80
		Plastic – Recycling	kg	NA ^f	55.40	35.04	39.80	27.38	23.25
		Glass bottle – Recycling	kg	NA ^f	85.35	53.71	107.40	84.68	233.5
		Recycling rate – BEC Building	%	NA ^f	35	37	43	38	42

⁵ Covers scope 1 and scope 2 GHG intensity only.

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
		Recycling rate – BEC Office	%	NA ^f	62	58	65	58	65
400: Social									
Employment	401-1	BEC overall rate of new employee hires – All full-time staff	%	35	42	44	31	45	32
		BEC overall rate of employee turnover – All full-time staff	%	29	32	35	22	25	25
New employee hires by number – Full-time (Permanent)									
		Total number	Number	12	18	14	9	13	4
		Under 30	Number	6	12	10	4	8	1
		30-49	Number	5	5	3	5	2	3
		50 or above	Number	1	1	1	0	3	0
		Male	Number	4	3	9	5	8	2
		Female	Number	8	15	5	4	5	2
New employee hires by percentage – Full-time (Permanent)									
		Overall percentage	%	29	41	32	20	30	9
		Under 30	%	33	80	56	25	44	6
		30-49	%	23	19	13	19	10	15
		50 or above	%	50	50	50	0	60	0
		Male	%	25	23	45	25	35	9
		Female	%	31	48	21	17	24	10
New employee hires by number – Full-time (Fixed term)									
		Total number	Number	5	3	10	6	11	13
		Under 30	Number	4	3	9	4	10	10
		30-49	Number	1	0	0	1	1	3
		50 or above	Number	0	0	1	1	0	0
		Male	Number	3	1	6	2	2	4
		Female	Number	2	2	4	4	9	9
New employee hires by percentage – Full-time (Fixed term)									
		Overall percentage	%	71	6	23	14	25	30

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
		Under 30	%	80	60	113	100	125	111
		30-49	%	50	0	0	100	100	300
		50 or above	%	0	0	100	0	0	0
		Male	%	100	50	120	67	100	400
		Female	%	50	50	80	200	129	100
		Employee turnover by number – Full-time (Permanent)							
		Total number	Number	13	16	15	9	11	7
		Under 30	Number	4	12	8	5	8	2
		30-49	Number	8	3	6	4	3	5
		50 or above	Number	1	1	1	0	0	0
		Male	Number	5	5	3	4	4	3
		Female	Number	8	11	12	5	7	4
		Employee turnover by percentage – Full-time (Permanent)							
		Overall percentage	%	31	36	34	20	25	16
		Under 30	%	22	80	44	31	44	11
		30-49	%	36	11	25	15	14	25
		50 or above	%	50	50	50	0	0	0
		Male	%	31	38	15	20	17	14
		Female	%	31	35	50	21	33	19
		Employee turnover by number – Full-time (Fixed term)							
		Total number	Number	1	0	4	2	2	6
		Under 30	Number	0	0	4	1	2	3
		30-49	Number	1	0	0	0	0	3
		50 or above	Number	0	0	0	1	0	0
		Male	Number	0	0	2	0	1	3
		Female	Number	1	0	2	2	1	3
		Employee turnover by percentage – Full-time (Fixed term)							
		Overall percentage	%	14	0	40	40	22	60
		Under 30	%	0	0	50	25	25	33
		30-49	%	50	0	0	0	0	300
		50 or above	%	0	0	0	0	0	0
		Male	%	0	0	10	0	4	14

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
		Female	%	4	0	8	8	5	14
	404-1	Average training hours ⁶							
		Per employee	Hours	5.7	20.5	21.0	22.6	21.3	24.6
		Male	Hours	4.9	23.8	20.0	23.0	23.5	27.7
		Female	Hours	6.1	19.0	21.8	22.2	19.4	22.3
		Senior Management	Hours	4.3	26.3	30.8	32.0	38.0	40.0
		Staff	Hours	6.1	18.6	18.4	20.5	18.4	21.9
		Percentage of employees trained ^h							
		Male	%	100	100	100	100	100	100
		Female	%	100	100	100	100	100	100
		Senior Management	%	100	100	100	100	100	100
		Staff	%	100	100	100	100	100	100
	404-3	Percentage of employees receiving regular performance review ^h							
		Overall percentage	%	100	100	100	100	100	100
		Male	%	100	100	100	100	100	100
		Female	%	100	100	100	100	100	100
		Senior Management	%	100	100	100	100	100	100
		Staff	%	100	100	100	100	100	100
Diversity and Equal Opportunity	405-1	Diversity of governance bodies and employees							
		BEC Board of Directors							
		Under 30	%	0	0	0	0	0	0
		30-49	%	30	25	15	16	16	20
		50 or above	%	70	75	85	84	84	80
		Male	%	90	85	90	79	79	85
		Female	%	10	15	10	21	21	15
		Senior Management							

⁶ Includes full-time employees of permanent and fixed term contracts.

GRI Standards	Disclosure Number	Details	Unit	FY2014/15	FY2015/16	FY2016/17	FY2017/18	FY2018/19	FY2019/20
		Under 30	%	11	0	0	0	0	0
		30-49	%	67	83	82	78	38	38
		50 or above	%	22	17	18	22	63	63
		Male	%	56	42	55	67	75	75
		Female	%	44	58	45	33	25	25
		Staff ^h							
		Under 30	%	50	53	60	50	58	60
		30-49	%	50	47	37	50	42	40
		50 or above	%	0	0	2	0	0	0
		Male	%	32	26	44	43	42	38
		Female	%	68	74	56	58	58	62
	405-2	Ratio of average basic salary of women to men ^h							
		Senior Management	Ratio	0.68	0.68	0.67	0.67	0.73	0.74
		Staff	Ratio	1.07	1.01	1.16	1.22	1.31	1.57