

# Looking Ahead

Publication of this, our first EHS report, is intended to provide assurance to our stakeholders of our long-standing commitment to environmental protection and health & safety in all aspects of our work. This commitment is fundamental to our business principles, vision and culture, and will continue to be a priority in the future.

While we continue to improve our management of the EHS issues that we face today, we are constantly aiming to keep abreast of emerging issues and challenges. Looking forward, we intend to focus on the areas outlined below. We have also set ourselves a number of specific targets for 2004 and we plan to share our progress and achievements with our stakeholders in our future reports.

## Governance, Policies and Management

**Communication.** We will continue to maintain a high degree of transparency in communicating with stakeholders, both internally and externally.

*Internal Communication* - Our company EHS data is shared with the Swire Pacific Group of companies. Our EHS initiatives and achievements will be shared with our staff by the most appropriate means such as the staff newsletter, the intranet, and staff meetings.

*External Communication* - Swire Properties will continue its active participation in external forums and symposiums to share its knowledge and findings on EHS initiatives. Our EHS achievements can be accessed via the company's corporate website. The company will strive to achieve two-way communication by providing a feedback channel. A feedback form is included at the end of this report.

**Training.** During the presentation of Environmental Awareness Training to our staff in 2003, requests were made by the staff for further training on specific issues, including contaminated land, green purchasing and sustainable development. We will undertake an environmental training needs analysis, which will be used to further develop our environmental training programmes.

**Green Purchasing.** We will establish a Green Purchasing Task Force.

**Strategic Health & Safety Management Plan.** While we meet our legal health & safety requirements, we always aim to further improve beyond compliance. To this end, we will develop a strategic health & safety management plan for the next three years to further improve our performance in this area.

**Safety Handbook.** We will produce a pocket-sized Safety Handbook that includes our Health & Safety Policy and required safety practices, and distribute this handbook to all technicians.

**Risk Management.** We intend to minimise risks to levels 'As Low As Reasonably Practicable' (ALARP) by conducting risk surveys, addressing any health & safety issues associated with specific elements of our managed buildings.

## Developing Properties

**Building Environmental Assessments.** We will continue to apply the HK-BEAM assessment criteria to our new developments and refurbishment projects.

### Our EHS Targets for 2004 include to:

- Complete Environmental Awareness Training for all staff by the end of 2004, including the remaining 40% of building attendants and technicians and 13% of higher grade staff
- Arrange for 20 of our Safety Committee Members to complete training on accident investigation and report writing to enhance their skills in these areas. This will encourage the members to determine the basic cause of an accident and formulate preventive measures
- Achieve an overall score of over 90% in future external audits for our Safety Management System
- Ensure 100% of all new buildings assessed by HK-BEAM shall achieve a platinum rating (the highest rating within the updated HK-BEAM to be released shortly)



**Historical Conservation.** We advocate the preservation and conservation of historical and culturally important buildings and will continue to actively support initiatives which utilise and revitalise such buildings for useful purposes.

**Life Cycle Costing and Life Cycle Assessment Studies.** In order to maximise cost effectiveness over the life span of our projects, we will assess alternate designs and different types of building materials and systems, to enhance and, where possible, improve environmental performance.

**Value Management Workshops.** These will be held at an early stage in our project development process to balance various economic, environmental and social values and costs in light of project constraints, challenges and requirements.

**District Cooling Concept.** We will explore the application of district cooling concepts to centralise our chiller plants. The objectives are to improve energy performance of cooling plants and to reduce the number of units required for stand-by.

**Pilot Schemes.** We will explore and test new building elements, features or services, ensuring we are at the leading edge of latest technologies.

**Environmental Auditing.** We will require all of our main contractors to appoint an independent environmental consultant, from our approved consultants list, to carry out environmental audits at new construction sites.

## Managing Properties

**Environmental Management.** We will prepare an environmental management manual for the main operating centres.

**Energy.** We have developed a four-year plan covering initiatives to install new technologies, convert existing systems and practise demand side management to further improve energy efficiency, reduce electricity consumption and associated pollution. This plan has been progressively implemented since 2002 and is scheduled for completion by 2006. It is anticipated to achieve accumulated savings of more than 13 million kWh, an amount equivalent to approximately 5% of current annual electricity consumption. This saving would translate to an equivalent reduction of around 8,000 tonnes of carbon dioxide emissions.

**Waste Separation.** We are planning to consistently extend our existing waste separation techniques to all of our operating commercial centres.

**Waste Reduction and Reuse.** We will continue to implement innovative waste reduction and reuse programmes, including the reuse of wooden pallets, printing cartridge recycling, and composting of food waste.

**Ozone Depletion Substances.** We will send all such substances that were previously decommissioned for decomposition so no adverse impact will occur to the ozone layer.



### Our EHS Targets for 2004 include to: (continued)

- Complete six energy saving projects that will reduce our energy consumption by an amount equivalent to carbon dioxide emissions of 260 tonnes per year
- Recycle or reuse 20% of the construction waste produced at our construction sites
- Purchase a special wood shredding machine to recycle waste wood for reuse. All waste wooden pallets will be recycled once the machine is in operation
- Aim for zero environmental prosecutions for properties that we develop and manage
- Strive to achieve a zero accident rate for our staff and our contractors on property and construction sites