



The Bank of East Asia, Limited

東亞銀行有限公司

(Incorporated in Hong Kong with limited liability in 1918)

(Stock Code: 23)

SUSTAINABLE BUILDING POLICY

(reviewed and approved on 11th December, 2023)

1. Introduction

- 1.1. As a leading Hong Kong-based financial services provider, The Bank of East Asia, Limited and its group members (collectively “BEA” or the “Group”) is committed to promoting sustainability by minimising its direct and indirect environmental impacts. BEA acknowledges that climate change is one of the most pressing challenges of our time, and the Group believes that everyone has a responsibility to reduce emissions, and more broadly to protect and preserve our environment.
- 1.2. To bolster its efforts in climate action, BEA has developed two Group-wide net zero roadmaps to guide the decarbonisation of both its operations and financed activities. As part of its goal to achieve net zero emissions over its value chain by 2050, BEA is committed to achieving net zero operational emissions by 2030.
- 1.3. This policy outlines the Group’s approach to embedding sustainability considerations into the life cycle of premises, from design and construction to operation, as well as premises leasing (e.g. leased properties for branches) in order to minimise negative environmental impacts.

2. Scope of Application

- 2.1. This policy applies to the operation of all premises including office areas, branches, data centres, and other facilities that are under the Group’s full operational control in Hong Kong, Chinese Mainland, and other markets in which the Group operates.
- 2.2. All BEA employees, contractors, and vendors involved in the design, construction, premise leasing, and operation of BEA premises should adhere to this policy.

3. Commitments

3.1. Carbon Reduction

The Group recognises the significant impacts of greenhouse gas emissions (“GHGs”) on climate change and is committed to reducing the carbon footprint of its operations. The Group is committed to incorporating different carbon reduction considerations at the design, construction, premise leasing, and operational stages of its premises.

3.1.1 Design and Construction

The Group strives to explore carbon reduction technologies and incorporate low-carbon design into new premises, alterations and additions works (“A&A works”), and the renovation of existing premises, wherever feasible.

3.1.2 Operation

The Group is committed to conducting regular premises review & audits, identifying carbon reduction opportunities, implementing carbon reduction measures, and organising staff awareness building & education programmes regarding existing premises, wherever feasible.

3.2. Energy Efficiency

Buildings are one of the largest consumers of energy and a significant contributor to GHG emissions. The Group is committed to minimising its energy consumption and increasing the energy efficiency of its premises.

3.2.1 Design and Construction

The Group strives to adopt energy-efficient technologies, incorporate energy-efficient design, select high-energy efficiency equipment & material, and install on-site renewable energy systems in its new premises, as well as A&A works and renovation of existing premises, wherever feasible.

3.2.2 Operation

The Group is committed to conducting regular energy monitoring and audits, identifying energy saving opportunities, exploring renewable energy opportunities, implementing energy reduction measures, and organising staff awareness building & education programmes regarding its existing premises, wherever feasible.

3.3. Water Conservation

Water is a precious resource, and the Group strives to use water responsibly and minimise the impact of its operation on local water resources. The Group endeavours to reduce its water consumption and enhance its water efficiency as much as practicable.

3.3.1 Design and Construction

The Group strives to explore water-efficient technologies, select water-efficient equipment, consider alternative water sources and incorporate water-efficient design in its new premises, as well as A&A works and renovation of existing premises, wherever feasible.

3.3.2 Operation

The Group is committed to conducting regular review of its water consumption and efficiency, identifying water-saving opportunities, implementing water-efficient measures, and organising staff awareness building & education programmes regarding its existing premises, wherever feasible.

3.4. Waste Management

Waste management is a critical issue that affects the environment, public health, and the economy. The ever-increasing amount of waste generated by human activities has led to significant environmental problems, including air, water, and soil pollution. The Group strives to incorporate best waste management practices into the building life cycle, in order to protect the environment.

3.4.1 Design and Construction

The Group strives to prioritise the use of sustainable construction material & furniture, and incorporate waste diversion and recycling facilities in new premises, as well as A&A works and renovation of existing premises, wherever feasible.

3.4.2 Operation

The Group adheres to the 4R principles (i.e. Reduce, Reuse, Recycle, and Replace), conducts regular review of its waste management facilities and practices, implements waste reduction & recycling measures, enhances waste diversion & recycling facilities, reduces single-use plastic consumption, promotes food waste recycling, and organise staff awareness building & education programmes regarding its existing premises, wherever feasible.

3.5. Green Transportation

The Group recognises that transportation is a significant contributor to GHG emissions and strives to reduce its carbon footprint by promoting sustainable transportation options when vehicles reach the end of their life cycle, such as the use of low-emission vehicles, alternative fuel vehicles, and electric vehicles for business commuting.

The Group also encourages the use of video conferencing and other virtual meeting technologies to reduce the need for business travel when appropriate in order to reduce the associated GHGs emissions, as well as organise staff awareness building & education programmes.

3.6. Green Building Certifications

The Group believes that obtaining certification is an effective way to validate our sustainability performance, as well as to demonstrate the Group's commitments to its stakeholders. The Group will communicate BEA's obtaining of Green Building Certificates to enhance staff and public awareness.

3.6.1 Premises Leasing

The Group places a preference on premises with green building certification in the premises leasing process, wherever feasible.

3.6.2 Design and Construction

The Group strives to achieve green building certification and standards for new premises, wherever feasible.

3.6.3 Operation

The Group encourages its existing premises that lack green building certificate to achieve such certification / standards or reference relevant best practices to improve resource consumption efficiency, wherever feasible. The Group also recommends such premises to re-certify or maintain green building certification status, wherever feasible.

4. Monitoring and Reporting

Key and relevant functions including the Sustainability Department and Facility Management Department will manage the implementation of this Policy. Performance will be monitored by the ESG Work Group, which will report on the status to the ESG Steering Committee and the Board-level ESG Committee.

The Group's sustainable building efforts will be disclosed in the Group's annual ESG Report and BEA's corporate website.

5. Review of This Policy

This Policy shall be reviewed annually and as required to ensure its relevance and effectiveness.

Should there be any discrepancy between the English version and the Chinese version of this policy, the English version shall apply and prevail.