

# LINK ASSET MANAGEMENT LIMITED

(Manager of LINK REIT)

## Waste Management Policy

Version	Date	Major Update	Issued by
1.0	Dec 2018	Initial Release	Calvin Lee Kwan GM (Corporate Development & Strategy)

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### 1. Objectives

- 1.1 This policy describes Link's stance and approaches to waste management.
- 1.2 Link strives to be a community leader in making a positive impact on the environment, aspiring to utilise resources optimally for maximum lifecycle and disposal of waste without environmental harm.
- 1.3 We recognise that global resources are being consumed and waste is being generated at an unsustainable rate. Growing pressure to accept the responsibility and bear the costs of businesses of their contribution to these impacts. Further cost pressures may arise from mounting resource scarcity.
- 1.4 To be a world class real estate investor and manager, serving and improving the lives of those around us, one of Link's most significant environmental impacts relates to the way we manage and dispose of the waste generated by our tenants and users of our assets. Developing our assets is also resource intensive by nature and has the potential to generate a significant amount of waste.

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## 2. Abbreviations

<u>Abbreviation</u>	<u>Full Description</u>
EMS	Environmental Management System
KPI	Key Performance Indicator(s)
SWG	Sustainability Working Group

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### 3. General Policy

- 3.1 Link is committed to reducing waste from tenant operations, shoppers and construction/renovation.
- 3.2 Comply with all relevant laws, regulations and standards in all the countries in which Link operates.
- 3.3 Managing waste and resources responsibly will enable Link to:
  - 3.3.1 Minimise the impacts of rising operational costs on our tenants and investors; and
  - 3.3.2 Anticipate and prepare for emerging environmental regulations and increasing societal expectations.
- 3.4 Accordingly, we will:
  - 3.4.1 Encourage and support our tenants to reduce, reuse and recycle waste from tenancy fit-outs and operations;
  - 3.4.2 Support the Hong Kong government's waste reduction targets including reducing food waste disposal to landfills by 40% in 2022;
  - 3.4.3 Adopt sustainable materials and methods to reduce material waste and the use of natural resources;
  - 3.4.4 Track, report and manage all aspects of Links sustainability performance in our core business, where possible;
  - 3.4.5 Advocate responsible practices with our stakeholders; and
  - 3.4.6 Collaborate with industry players and policymakers to develop policies and innovations for sustainable building.

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### 4. Implementation and Review

- 4.1 Link will enact this policy by implementing procedures in Link's EMS.
- 4.2 All Link's employees must comply with the Waste Management Policy.
- 4.3 Suggestions, issues and concerns raised by Link's employees and public concerns on Link's Waste Management Policy will be reported to the management team and conveyed back to Corporate Development & Strategy and Property Management department. Further amendments to this policy will be made as necessary.
- 4.4 This policy should be enforced into Link's practices and the responsibility to review the policy lies with Property Management and Corporate Development & Strategy.
- 4.5 All respective budget controls are included in Link's annual budgets of relevant parties.
- 4.6 KPI and status updates relating to each commitment identified in this policy will be reported to meetings of the SWG when needed. In addition, updated information will be placed on Link's sustainability website.
- 4.7 The Waste Management Policy will be regularly reviewed considering legislation and organisational changes and development in sustainability best practices, or at a minimum, every three (3) years.