



**TIANLI**  
HOLDINGS GROUP LIMITED

**TIANLI HOLDINGS GROUP LIMITED**

**天利控股集團有限公司**

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號 : 117)



Environmental,  
Social and  
Governance  
Report

環境、社會及管治報告

**2018**

# Environmental, Social and Governance Report

## 環境、社會及管治報告

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# Environmental, Social and Governance Report

## 環境、社會及管治報告

### I. ABOUT THIS REPORT

The board of directors (the “Board”) of Tianli Holdings Group Limited (the “Company”) is pleased to present this Environmental, Social and Governance (hereinafter called “ESG”) Report (the “Report”) of the Company and its subsidiaries (collectively as the “Group” or “we”). This ESG Report summarizes the policies, sustainability strategies, management approach, initiatives and performance made by the Group in the environmental and social aspects of its business.

The ESG Report covers the Group’s business in the manufacture and sale of MLCC, provision of investment and financial services and other general trading (trading of goods other than MLCC) for the year ended 31 December 2018. The Report discloses the required information under the “comply or explain” provisions of the ESG Reporting Guide set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“HKEX”). The relevant provisions and details are listed out at the end of the Report.

The Board is responsible for the Group’s ESG strategy formulation and reporting, evaluating and determining the Group’s ESG-related risks, and ensuring that appropriate and effective ESG risk management measures and internal control systems are in place. In order to determine the ESG reporting scopes, the key management personnel has discussed internally and identified the environmental, social and operating items; and assessed their importance to the stakeholders and the Group. The summary of material ESG items are listed out in this Report.

### 一、關於本報告

天利控股集團有限公司（「本公司」）董事會（「董事會」）欣然發表本公司及其附屬公司（統稱「本集團」或「我們」）之環境、社會及管治報告（「本報告」）。本報告總結了本集團所採用之環境、社會及管治政策、可持續發展策略、管理方法、措施及表現。

本報告涵蓋了本集團製造及銷售MLCC、提供投資與金融服務及其他一般貿易（買賣MLCC以外之商品）等業務截至2018年12月31日止年度的報告期間在環境及社會方面的可持續發展策略、方針與表現；並根據香港聯合交易所有限公司（「聯交所」）證券上市規則附錄27所載之《環境、社會及管治報告指引》當中之「遵守或解釋」條款而作出披露。相關之條款及內容載於本報告最末部分。

董事會負責為本集團訂立環境、社會及管治策略及匯報，以及評估和釐定本集團之有關環境、社會及管治之風險，確保訂立合適及有效之環境、社會及管治風險管理措施及內部監控系統，並就這方面的表現作出匯報。為了釐定環境、社會及管治報告範圍，我們與各管理層人員進行討論，並列出主要持份者與本集團所關心的環境、社會及管治項目，再評估雙方對各項目的重視程度；從而選擇出相對重要的環境及社會議題於本報告中作出相關披露。



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## 環境、社會及管治報告

### II. STAKEHOLDERS' ENGAGEMENT

The Group is committed to maintaining the sustainable development of its business and the environmental protection of the communities in which it operates. We maintain a close tie with its stakeholders, including government/regulatory organizations, shareholders/investors, employees, customers, suppliers, community, etc. and strive to balance their opinions and interests through constructive communications in order to determine the directions of its sustainable development. We assess and determine our environmental, social and governance risks, and ensure that the relevant risk management measures and internal control systems are operating effectively. The following table shows the management response to the stakeholders' expectations and concerns:

### 二、持份者參與

本集團致力維持業務的可持續發展，並為環保及業務所在的社區提供支持。我們與政府／監管組織、股東／投資者、員工、客戶、供應商、社區等持份者保持密切聯繫，力求透過建設性交流平衡意見與利益，從而確定我們的可持續發展方向。我們評估及釐定環境、社會及管治風險，確保相關風險管理及內部控制制度妥善及有效地運行。有關持份者的期望與要求及管理層的回應如下表：

| Stakeholders<br>持份者                            | Expectations and concerns<br>期望與要求  | Management response<br>管理層回應   |
|--|---|--|
| Government/regulatory organizations<br>政府／監管組織 | <ul style="list-style-type: none"><li>Compliance in laws and regulations<br/>遵守法律法規</li><li>Fulfill tax obligation<br/>履行稅務責任</li></ul>                                 | <ul style="list-style-type: none"><li>Uphold integrity and compliance in operations<br/>於營運中秉持誠信及合規</li><li>Pay tax on time, and in return contributing to the society<br/>按時繳稅以回饋社會</li><li>Establish comprehensive and effective internal control system<br/>建立全面有效的內部控制體系</li></ul>   |
| Shareholders/investors<br>股東／投資者               | <ul style="list-style-type: none"><li>Return on investment<br/>投資回報</li><li>Information transparency<br/>資訊透明度</li><li>Corporate governance system<br/>公司管治制度</li></ul> | <ul style="list-style-type: none"><li>Management possesses relevant experience and professional knowledge in business sustainability<br/>管理層具有相關經驗和專業知識，確保業務的可持續性</li><li>Ensure transparency and efficient communications published in websites of HKEX and the Company<br/>透過於聯交所及本公司網站定期發放資訊，確保透明度及有效溝通</li><li>Continuous improvement to internal control and focus on risk management<br/>盡力改善內部監控及風險管理</li></ul> |

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| Stakeholders<br>持份者 | Expectations and concerns<br>期望與要求   | Management response<br>管理層回應  |
|---------------------|--|---|
| Employees<br>員工     | <ul style="list-style-type: none"><li>• Labor rights<br/>勞工權益</li><li>• Career development<br/>事業發展</li><li>• Compensation and welfare<br/>待遇和福利</li><li>• Health and safety<br/>健康及安全</li></ul> | <ul style="list-style-type: none"><li>• Set up contractual obligations to protect labor rights<br/>制定合約責任以保護勞工權益</li><li>• Encourage employees to participate in continuous education and professional trainings<br/>鼓勵員工參與持續教育及專業培訓以提高能力</li><li>• Establish a fair, reasonable and competitive remuneration scheme<br/>建立公平、合理和具競爭力的薪酬體系</li><li>• Improve occupational health and safety<br/>注重職業健康及安全</li></ul>                                   |
| Customers<br>客戶     | <ul style="list-style-type: none"><li>• High quality products and services<br/>優質產品與服務</li><li>• Timely delivery<br/>及時交貨</li><li>• Reasonable price<br/>價格合理</li></ul>                          | <ul style="list-style-type: none"><li>• Improve the quality of products and services continuously in order to maintain customer satisfaction<br/>持續提供優質產品與服務以滿足客戶</li><li>• Establish an effective, efficient and green supply chain system<br/>建立高效的綠色供應鏈</li><li>• Formulate comprehensive quality assurance process and recall procedures<br/>制定全面的質量保證流程和召回程序</li><li>• Ensure proper contractual obligations are in place<br/>確保履行合約責任</li></ul> |



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### Stakeholders 持份者

### Expectations and concerns 期望與要求

### Management response 管理層回應

#### Suppliers 供應商

- Stable demand  
需求穩定
- Good relationship with the Company  
與公司保持良好關係
- Corporate reputation  
企業信譽

- Ensure proper contractual obligations are in place  
確保履行合約責任
- Establish policy and procedures in supply chain management  
制定供應鏈管理的政策和程序
- Establish and maintain strong and long-term relationship with suppliers  
保持強大與長期的合作關係
- Select suppliers with due care  
嚴謹篩選供應商

#### Community 社區

- Environmental protection  
環境保護
- Community contribution  
社區參與
- Economic development  
經濟發展

- Pay attention to the problem of climate change  
關注氣候變化
- Encourage employees to actively participate in charitable activities and voluntary services  
鼓勵員工積極參與慈善活動和志願服務
- Maintain good and stable financial performance and business growth  
確保良好的財務業績和業務增長

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### III. MATERIALITY MATRIX

During the reporting period, the Group has evaluated a number of environmental, social and operating items, and assessed their importance to stakeholders and the Group through various channels. This assessment helps to ensure that the Group's business objectives and development direction are in line with the stakeholders' expectations and requirements. The Group's and stakeholders' matters of concern are presented in the following materiality matrix:

### 三、重要性矩陣

於報告期內，本集團已找出多項涵蓋環境、社會及營運相關的事宜，並透過不同渠道評估持份者與本集團對各項目的重視程度，此等評估有助本集團確保業務發展能符合持份者的期望與要求。而本集團和持份者所關心的事項均呈現於以下的重要性矩陣內。

**Materiality Matrix**  
重要性矩陣

|  |             |   |  |   |
|--|-------------|---|--|---|
| Importance to Stakeholders<br>對持份者的重要性 | High<br>高   | <ul style="list-style-type: none"> <li>◆ Anti-discrimination<br/>反歧視</li> <li>◆ Labor rights protection<br/>保障人權</li> </ul> | <ul style="list-style-type: none"> <li>◆ Talent management<br/>人才管理</li> <li>◆ Staff training and promotion opportunity<br/>員工培訓與晉升</li> <li>◆ Staff compensation and welfare<br/>員工報酬與福利</li> </ul> | <ul style="list-style-type: none"> <li>▶ Customers' satisfaction<br/>客戶滿意度</li> <li>▶ Product quality and safety<br/>產品質量與安全</li> <li>▶ Suppliers management<br/>供應商管理</li> <li>◆ Occupational health and workplace safety<br/>職業健康與安全</li> <li>◇ Application of clean production and green products<br/>潔淨生產與綠色產品</li> </ul> |
|  | Medium<br>中 | <ul style="list-style-type: none"> <li>▶ Community contribution<br/>社會參與</li> </ul>   | <ul style="list-style-type: none"> <li>▶ Anti-corruption<br/>反貪污</li> <li>◇ Greenhouse gas emissions<br/>溫室氣體排放</li> <li>◇ Use of resources<br/>能源使用</li> </ul>                                      | <ul style="list-style-type: none"> <li>▶ Operational compliance<br/>營運合規</li> <li>▶ Customers' privacy measures and protection<br/>保護客戶私隱</li> <li>◇ Exhaust air emission<br/>廢氣排放</li> <li>◇ Sewage discharge<br/>廢水排放</li> </ul>  |
|  | Low<br>低    | <ul style="list-style-type: none"> <li>◆ Preventive measures for child and forced labor<br/>預防童工及強制勞工的措施</li> </ul>         | <ul style="list-style-type: none"> <li>◇ Water resources utilization<br/>水資源使用</li> <li>◇ Generation of non-hazardous wastes<br/>無害廢棄物排放</li> </ul>  | <ul style="list-style-type: none"> <li>◇ Use of raw materials<br/>原材料使用</li> <li>◇ Generation of hazardous wastes<br/>有害廢棄物排放</li> </ul>  |
|  |             | 低<br>Low  | 中<br>Medium  | 高<br>High   |
|  |             | 對本集團的重要性<br>Importance to the Group   |  |   |
|  |             | ◇ Environmental<br>環境方面   | ◆ Employee<br>員工方面   | ▶ Operation<br>營運方面   |





# Environmental, Social and Governance Report 環境、社會及管治報告

## IV. ENVIRONMENTAL PROTECTION

### 1. Management of Emissions

#### *MLCC Business*

The Group understands that the waste gas, wastewater and solid waste generated in the process of manufacturing MLCC have impact on the environment, therefore we are committed to optimizing the environmental management practices of each company. In terms of the management structure, the Group's Environmental Quality Office is responsible for monitoring and recording the details of emission generated in production, including waste gas, wastewater, solid waste and noise. Each production department is responsible for daily management of the production equipment and the environmental protection facilities; performs technical transformation analysis and treatment on the source of pollutant and proposes remediation plans. The Equipment Department is responsible for production equipment and environmental protection facilities repairs, upgrade and installation; monitoring and coordinating on various environmental protection work; control and review of "three wastes" (i.e. waste gas, wastewater and solid waste) implementation status, maintaining record of the readings from the environmental protection facilities periodically and report to the management. The Finished Goods Department is responsible for managing the waste storage and the Administration Department is responsible for wastes disposal, takes immediate actions for emergencies causing pollutions, to prevent secondary pollution and report to the management timely.

## 四、環境保護

### 1. 排放物的管理

#### *MLCC業務*

本集團了解到於製造MLCC過程中所產生的廢氣、廢水和廢棄物，為環境帶來一定的影響，因此我們致力於優化各企業的環境管理工作。在管理架構上，本集團的全質環境辦負責監控及記錄生產過程中產生的排放物，包括廢氣、廢水、廢物、噪音等。在生產過程中，各生產部門對所使用生產及環保設施、設備進行日常管理，對污染源進行技術改造的分析、處理，並提出整改方案。設備部負責修理、改造、安裝生產及環保設施、設備；監督和協調各項環境保護工作；以及監督、檢查、執行「三廢」（即廢氣、廢水及固體廢物）的治理情況，建立環保設施運行記錄，按時向管理層報告。成品物料部負責廢物儲存管理，行政部負責處理廢物，對突發事件造成的污染立即採取應急措施，防止二次污染，並及時匯報給管理層。



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The Group always complies with the “Law of the People’s Republic of China on Environmental Protection” and applicable laws and regulations. The Environmental Quality Office is responsible for tracking the newly enacted environmental laws, regulations, standards and development trend, and updates the internal policies and procedures timely; informs all departments and employees for the changes, provides staff trainings; so as to ensure that the Group’s environmental policies are able to meet the national standards and fulfill its commitment on the compliance of the environmental and safety laws and regulations.

In recent years, the Group has faced increasingly stringent environmental protection policies and standards. The Environmental Protection Bureau continuously tightened the emission standards of “three wastes” and increased the difficulty of environmental management. Therefore, we adopted different measures to increase our investment in environmental protection and treatment facilities and upgrade the existing facilities; enhance the production process to reduce the generation of “three wastes”; outsource the processes with significant emissions (such as plating process that generate lots of wastewater) to meet the strictly controlled “three wastes” national emission standards.

本集團一直嚴格遵守《中華人民共和國環境保護法》及有關的法律法規，全質環境辦負責實時追蹤國家新頒布的環保法律、法規、標準及發展方針，適時更新內部的管理制度，並發布給各個部門及員工，以及為所有相關的員工提供培訓，使本集團的環境方針能配合國家標準，並履行遵守環境與安全法律、法規的承諾。

本集團近年面對日趨嚴謹的環境保護政策及標準，環保部門不斷收緊「三廢」的排放指標，增加了環保管理工作的難度，因此我們採取不同的措施，投放資金於增加環保治理設施及將現有設施升級；改善技術以減少「三廢」的產生；將排放量大的工序（如產生大量廢水的端處工序）外包等，以應對國家嚴加管控的「三廢」排放指標。



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### *Management of Air and Greenhouse Gases Emissions*

The waste gases generated by the Group in the production mainly includes toluene, absolute ethanol, sulfuric acid mist, volatile organic compounds, etc. We have complied with the “National Integrated Emission Standards for Air Pollutants” and have established pollutant management procedures to monitor emissions of air pollutants. We operate the production equipment in a confined environment and the exhaust gases are redirected into a dedicated discharge pipe and exhaust fan. After the waste gas treatment system (including watering, activated carbon filtration, degreasing, smoke removal, deodorization), it is discharged into the atmosphere after purification.

We obtain the local government’s emission permit for the waste gas pollutants and entrusted legal inspection company to check the waste gas generated by the production department every year, including benzene, toluene, xylene, and volatile organic compounds (VOC). During the reporting period, our test results have met the local government emission standards. The Equipment Department regularly inspects and repairs production equipment and waste gas treatment facilities to ensure that the equipment and facilities operate synchronously to enable stable waste gas emissions and meet the emission standards. Operators of production equipment and waste gas treatment facilities must complete “three-level safety training” before they start to work. Employees must operate the equipment and facilities strictly according to the operating guidelines to prevent leakage or excessive discharge due to operational mistakes.

### *大氣排放的管理*

本集團於生產過程中所產生的廢氣主要包括甲苯、無水乙醇、硫酸霧、有機溶劑的揮發物（「VOCs」）等。我們一直遵守國家的《大氣污染物綜合排放標準》及制定了污染物管理程序，以監測大氣污染物的排放情況。我們以密閉方式操作生產機器設備，廢氣導入專用的排放管及抽風機，經過廢氣處理系統（包括灑水、活性炭過濾、除油、除煙、除臭味），經淨化處理後排放入大氣。

我們獲得當地政府的廢氣污染物排放許可証，每年委託合法檢測機構檢測生產部門排出的廢氣，內容包括苯、甲苯、二甲苯、VOCs，我們於報告期內的檢測結果均達到當地政府的標準。設備部定期檢查及維修生產設備與廢氣處理設施，確保它們能同步運行，保證廢氣排放穩定並能達標排放。生產設備與廢氣處理設施的操作人員必須完成「三級安全培訓」才可上崗工作，員工需嚴格按照操作指引操作設備與設施，以防止因操作錯誤而引致廢氣洩漏或超標排放。

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### Management of Sewage

The wastewater generated by the Group in its operations mainly comes from offices, air compressors, cooling systems, central air conditioners, production processes and cleaning and repairing of our plant's facilities and equipment. The Group complies with the "Law of the People's Republic of China on the Prevention and Control of Water Pollution" and established the pollutant management procedures to monitor the discharge of wastewaters from different sources.

The wastewater generated from office, air compressors, cooling systems and central air conditioners and cleaning of the facilities and equipment, will directly discharge into municipal pipelines. The wastewater generated in the production processes is redirected to the wastewater treatment station through drainpipe for centralized treatment. We add various substances regularly, such as sodium hydroxide, polyaluminium chloride, activated carbon, etc., to the wastewater treatment process; and designate responsible personnel to monitor the dosage of chemicals and the wastewater quality and to make appropriate record. Hazardous wastewater become harmless after the treatment and is discharged when the national discharge standards are met. The last step is the product electroplating process which uses a large amount of clean water, therefore, we outsourced this process to a third party during the year to reduce the amount of wastewater. We recycle some wastewater from production and reuse after treatment and install flushing system with sensor in the washroom. Although the production volume of the Group increased during the reporting period, with our employees' active support on the water saving measures (for details, please refer to the section "Management of Resource Utilization" below), the volume of non-hazardous wastewater discharged was reduced by about 137,573.30 tonnes or 30.03% compared with previous year, and the intensity (calculated according to the equivalent production unit<sup>1</sup>) also dropped by approximately 22,782.15 tonnes.

Note:

<sup>1</sup> Please refer to Note 3 in "Environmental Performance Data Summary" below for details.

### 廢水排放的管理

本集團於營運中所產生的廢水主要來自辦公室、空氣壓縮機、冷卻系統、中央空調機、生產過程，以及清潔與保養廠房設施及設備等。本集團貫徹遵守《中華人民共和國水污染防治法》及制定了污染物管理程序，以監測各種廢水的排放情況。

辦公室的生活污水、空氣壓縮機、冷卻系統與中央空調機所產生的廢水，以及清潔廠房設施及設備的廢水會直接排放到市政管道。於生產過程中所產生的廢水經排水管輸送至污水處理站集中處理，我們每天定時於處理過程中加入多種物質，如氫氧化鈉、聚合氯化鋁、活性炭等，由專人負責監控物質的用量及留意水質情況，並作出適當的記錄，廢水經處理後轉為無害廢水並符合國家排放標準。端處工序屬於產品電鍍工序，需要使用大量清水，因此我們於本年度委託第三方公司進行此工序以減少廢水產生；我們亦回收部分生產廢水，經處理後重複利用；同時，我們亦於洗手間安裝感應沖水系統。雖然本集團的生產量於報告期內有所增加，但由於我們的員工積極配合我們的節水措施（詳細資料請參考下文「資源使用的管理」部分），無害廢水排放量較上年度減少約137,573.30噸或30.03%，而無害廢水排放量密度（按約當產量<sup>1</sup>計算）亦下降約22,782.15噸。

附註：

<sup>1</sup> 詳細資料請參考下文「環境數據表現摘要」部分的附註3。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

We continuously upgrade and enhance our wastewater treatment facilities, carry out daily inspections and maintenance, and keep record of the facilities' performance. We obtained the wastewater pollutants discharge permit from the local government and entrusted legitimate testing agency to examine the wastewater discharged by the production department every year, including tests of pH value, suspended solids, chemical oxygen demand, five-day biochemical oxygen demand, ammonia nitrogen, animal and vegetable oil. During the reporting period, our test results have met the local government's emission standards.

Waste oil, waste organic solvents, etc. (such as nickel plating waste liquid, degreasing waste liquid, waste mineral oil, activated waste liquid, waste engine oil, waste alcohol, etc.) produced from plant facilities and equipment maintenance are hazardous and harmful. Therefore, it cannot be discharged directly into the sewage pipeline. We store waste liquids by category in designated storage tanks and labelled clearly. Our storage place has a top cover to prevent overflow of waste liquid at time of heavy rain leading to environmental pollution. The Group follows the "Measures for the Management of Hazardous Waste Transfer" to report real-time on the transfer and movement of hazardous wastes, set up internal management records accordingly; and entrusted a recycling company who holds the "Permit on Hazardous Waste Business Operation" to handle. Other unauthorized and informal channels for disposal is forbidden.

我們不斷提升及改造污水處理設施，每天進行檢查、維護和保養等管理，記錄日常運作情況。我們獲得當地政府的廢水污染物排放許可證，而且每年委託合法檢測機構檢測生產部門排出的廢水，內容包括水質酸鹼值、懸浮物、化學需氧量、五日生化需氧量、氨氮、動植物油，我們於本報告期內的檢測結果均達到當地政府的排放標準。

由於維修及保養廠房設施及設備時所產生的廢油、廢有機溶劑等（如鍍鎳廢液、脫脂廢液、廢礦物油、活化廢液、廢機油、廢酒精等）屬於危險及有害污染物，因此不可直接排放入污水管道。我們將各類廢液分類並存放於指定的儲存桶內，於儲存桶上貼上清楚的標籤，存放地點必須設置上蓋，以防止廢液因雨水而溢出，造成環境污染。本集團按照國家的《危險廢物轉移管理辦法》，實時上報有害危險廢物的轉移情況，建立相關的信息管理記錄；並委託持有《危險廢物經營許可證》的回收公司處理，嚴防任何經非正常途徑的處置。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

### *Management of Disposal of Solid Waste*

In order to comply with the “Law of the People’s Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes” and the applicable laws and regulations, the Group has established a solid waste management procedure, and demand all departments to follow strictly, so as to ensure all wastes are handled appropriately and reduce the negative impact to the environment. The solid waste generated in the production process mainly includes recyclable waste, non-recyclable waste and hazardous waste. We reuse recyclable waste whenever possible, while non-recyclable waste is disposed of by a company that holds local environmental certifications. Hazardous waste generated is handled following the requirement of the local government.

Hazardous waste mainly includes oily rags, waste fluorescent tubes, chemical and oil containers, waste capacitors, carbon filter cores, waste activated carbon, sludge, etc. (For detailed treatment methods, please refer to the session relating to hazardous and harmful wastewater under “Management of Discharge of Wastewater” above).

Non-hazardous solid waste mainly includes recyclable waste and non-recyclable waste. Solid wastes are stored at the waste collection station by category and the containers of which are clearly labelled. Designated personnel are assigned to follow up and manage the wastes collected. Recyclable waste mainly includes wastepaper, paper cartons, paper tapes, plastics, glass, cutting edge materials, etc. We recycle these wastes, implement waste reuse and reduction policy, and entrusted companies that holds local environmental certification to handle and prevent resources wastage and environmental pollution. Non-recyclable waste mainly includes dust, plant refuse and general domestic garbage. We collect and pass the non-recyclable waste to the local sanitation department for regular clearing mainly by way of landfill. During the reporting period, due to the increase in production volume of the Group, the non-hazardous solid waste generated by the Group was about 503.28 tonnes, representing an increase of approximately 106.13 tonnes or 26.72% as compared to previous year.

### *固體廢物處置的管理*

為了符合《中華人民共和國固體廢物污染環境防治法》及相關法律法規，本集團制訂了固體廢棄物管理程序，各部門均需嚴格執行，以保證廢棄物得到適當的處置及減輕廢棄物對環境造成的影響。生產過程中產生的固體廢棄物種類主要包括可回收廢棄物、不可回收廢棄物和危險廢棄物。我們盡可能將可回收廢棄物進行回收利用，不可回收廢棄物則交給符合當地環保認證的公司處理；而所產生的危險廢棄物必須按照當地政府相關規定處置。

有害廢物主要包括含油抹布、廢日光燈管、化學品與油類容器、廢電容、碳過濾芯、廢廢活性炭、污泥等（詳細的處理方法請參考上文「廢水排放的管理」之危險、有害廢水部分）。

無害固體廢物主要包括可回收廢棄物和不可回收廢棄物，我們將廢物分類，貼上清楚的標記，放置於廢物收集站，由專人負責跟進和管理。可回收廢物主要包括廢紙、廢紙箱、廢紙帶、廢塑膠、廢玻璃、廢切割邊料等，我們迴圈利用廢物，實行廢物資源化和減量化，以及委託符合當地環保認證的公司處理，防止資源浪費和環境污染。不可回收的廢棄物主要包括塵土、植物垃圾及一般生活垃圾，我們將不可回收利用的廢物交由當地環衛部門定期清理，其處理方法主要是堆填。於報告期內，無害固體廢物的產生量約503.28噸，較上年度上升約106.13噸或26.72%，這與本集團的生產量增加有關。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

### **Investment, Financial Services and Trading Business**

Greenhouse gas emissions from this sector of business mainly comes from use of electricity in office. We implement various measures (see the section “Management of Resource Utilization” below) to reduce energy consumption, to raise the energy efficiency and to reduce the negative impacts to the environment. Waste management mainly covers domestic waste and collect and recycle of wastepaper. Our business does not generate any hazardous waste and air pollutants, and domestic wastewater discharged does not have significant impact on the environment.

## **2. Management of Resources Utilization**

In order to comply with the “Law of the People’s Republic of China on Energy Conservation” and other applicable laws and regulations, and to instill our people with thoughts in natural resources conservation and to promote the culture of environmental protection, our production departments and office administration have set up a number of measures to demand our employees to use resources diligently and to maximize its effectiveness and to eliminate waste.

### **Conservation of Energy**

#### *Conservation of Gasoline and Diesel*

Gasoline and diesel are mainly used in automobiles. Drivers must plan their routes in advance. If passengers travel to the same or close destinations, they will be arranged to use the same vehicle to reduce the amount of gasoline and diesel used. The Engineering Department conducts regularly repairs and maintenances on vehicles for better energy use efficiency and to reduce fuel consumption and waste gas emissions due to part failures. Due to business expansion, the frequency of pick-up customers and delivery of small quantity of products to customers increased. As a consequence, the gasoline consumption increased by approximately 9,679.14 litres or 53.10% compared to previous year.

### **投資、金融服務與貿易業務**

於日常營運中，溫室氣體的排放主要來自辦公室用電，透過多種措施（詳情可參閱下文「資源使用的管理」部分）以降低能源消耗及提高能源效益，並減少對環境的影響。廢物管理主要涉及生活垃圾及廢紙收集與安排回收。這方面的日常業務並不會產生任何有害廢物及空氣污染物，而排放的生活污水對環境並無重大影響。

## **2. 資源使用的管理**

為了遵守《中華人民共和國節約能源法》及其他地方有關法律法規，以及樹立節約天然資源的思想及推動環境保護的節約文化，我們的生產部門和辦公室均推行了多項措施，要求員工能身體力行地節約與充分利用資源，發揮其最大效益，杜絕浪費。

### **節約能源**

#### *節約使用汽油及柴油*

汽油及柴油主要用於汽車。用車前司機必須預先規劃路線，如乘客前往相同或接近的目的地，會安排他們使用同一車輛，以縮短行車路程及減少汽油及柴油的用量；工程部門定期維修及保養車輛，以提高能源的使用效率，以及減少因零件故障而增加消耗燃油和廢氣。由於業務上升，使用汽車接載客戶及運送少批量產品給客戶的次數增加，因此汽油的使用量較上年度上升約9,679.14公升或53.10%。

# Environmental, Social and Governance Report

## 環境、社會及管治報告

During the reporting period, the Group's direct use of energy and the Scope 1 greenhouse gas emissions generated by the Group are as follows:

於報告期內，本集團直接使用能源及所產生範圍一溫室氣體的排放情況如下表：

|   |                            | 2018                   |  | (Restated) <sup>2</sup> |  |
|---|----------------------------|------------------------|--|-------------------------|--|
|   |                            | 2018年                  |  | 2017                    | (重列) <sup>2</sup>                                      |
|   |                            |                        |  | 2017年                   |  |
|   |                            | Consumption<br>(Litre) | CO <sub>2</sub><br>Equivalent<br>Emissions<br>(Tonnes) | Consumption<br>(Litre)  | CO <sub>2</sub><br>Equivalent<br>Emissions<br>(Tonnes) |
|   |                            | 使用量<br>(公升)            | 二氧化碳<br>當量排放量<br>(噸)                                   | 使用量<br>(公升)             | 二氧化碳<br>當量排放量<br>(噸)                                   |
| Gasoline                                      | 汽油                         | 27,906.41              | 63.85  | 18,227.27               | 41.70  |
| Diesel  | 柴油                         | 3,633.50               | 9.73   | 3,608.19                | 9.66   |
| <b>Group's total emission</b>                 | <b>集團排放總量</b>              |                        | <b>73.58</b>   |                         | <b>51.36</b>   |
| <b>Group's emission intensity<sup>1</sup></b> | <b>集團排放量密度<sup>1</sup></b> |                        | <b>7.82</b>  |                         | <b>6.37</b>  |

Notes:

<sup>1</sup> Due to the differences on the types, production time and production costs of the MLCC manufactured by the Group, we have converted different types of products into equivalent production units to facilitate comparison. The equivalent production units are calculated based on production time, production cost and other factors, and the intensity of the environmental performance data (emissions/production/consumption) of the Group's MLCC business is calculated in 100 billion of equivalent production unit.

The emission intensity of last year was calculated based on the actual production volume rather than the equivalent production volume and need to be restated to enable meaningful comparison.

<sup>2</sup> Last year's comparative figures are restated to conform with the current year's presentation.

附註：

<sup>1</sup> 由於本集團所製造的MLCC的種類、生產時間、生產成本等有所不同，因此我們將不同種類的產品折合成可比較的產量單位，即約當產量單位。約當產量單位是按照生產時間、生產成本等因素計算，而本集團MLCC業務的各項環境數據表現排放量／產生量／消耗量的密度是以每一百億個約當產量單位計算。

上年度的排放量密度是按照實際生產量，而非約當產量計算；為了提高數據的可比性，本集團使用約當產量重列上年度排放量密度的數據。

<sup>2</sup> 上年度數據需重新分類作為比較用途。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

### Conservation of Electricity

The Group's electricity is mainly used in office and electrical equipment in the production plant. We actively promote the energy conservation and consumption reduction policy based on the applicable laws and regulation, and implement a series of energy conservation measures to educate employees on the relationship between energy use and earth sustainability, so that they can build good habit in use of electricity. The air conditioners in the office should only be used according to seasonal changes; switch off the unused lights, air conditioners, computers and other electrical equipment at lunch break and after work, encourage employees to use natural light for daily operations; to maintain the production and electrical equipment regularly to reduce wasted power due to malfunctioning. As required under the "Electricity Saving Operation Procedure", designated personnel is assigned by each department to manage the high-power refrigeration equipment and to monitor the electricity consumption of the department. Electrician is responsible for the night time power consumption monitoring. The Equipment Department needs to record the electricity consumption data of each department every month, and take necessary and timely action to control it in case of abnormality found. During the reporting period, the Equipment Department completed a number of renovation projects, including the installation of 8 solar lights to operate at night; thermal insulation to the aging chilled water pipes at the corridor; recycling and reuse of the residual heat from the air compressor in the batching workshop; optimization of loss pipeline inside the air compressor room against pressure loss and to save energy and the pressure loss. Although the production volume<sup>1</sup> of the Group has increased by 16.74%, the electricity consumption of the MLCC business has only increased by approximately 4,228.02 megawatt hours ("MWh") or 14.51% as compared with last year after implementation of the afore-mentioned transformation projects, while the power consumption intensity (according to the equivalent production unit<sup>1</sup>) decreased slightly by 1.91%.

Note:

<sup>1</sup> Please refer to Note 3 in "Environmental Performance Data Summary" below for details.

### 節約用電

本集團的電力主要用於辦公室及廠房用電設備，我們以有關節約能源的法律法規為標準，積極推廣「節能減耗」的能源使用方針，並實施一系列的節能措施，教育員工明白能源使用與地球可持續性的關係，讓他們能培養良好的用電習慣。辦公室的空調機需按照季節變化而調節；於中午休息時、下班後關掉不使用的照明燈、空調機、電腦等用電設備；鼓勵員工使用自然光進行日常作業；定期維修及保養生產及用電設備，以減少因設備不正常運作而浪費電力。根據《節約電能操作規程》要求，各部門由專人負責管理大功率製冷設備及監控部門的用電情況，派電工則負責監控夜間的用電情況。設備部每月需檢查及記錄各部門的耗電量，如出現異常情況，需及時採取措施加以控制。於報告期內，設備部完成多項改造項目，包括安裝8個太陽能照明燈於夜間提供照明；為已老化的走廊冷凍水管進行保溫改造工程；於配料車間進行暖風改造工程，回收及重用空壓機的餘熱；進行空壓房壓損改造，優化管路，減少壓損及電力消耗。雖然本集團的年度生產量<sup>1</sup>增加16.74%，但由於以上的改造項目帶來電力節約的效益，MLCC業務的耗電量較上年度只上升約4,228.02兆瓦時或14.51%，而耗電量密度（按約當產量<sup>1</sup>計算）輕微下跌1.91%。

附註：

<sup>1</sup> 詳細資料請參考下文「環境數據表現摘要」部分的附註3。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

During the reporting period, the Group's use of electricity and the Scope 2 greenhouse gas emissions generated by the Group are as follows:

於報告期內，本集團使用電力及所產生範圍二溫室氣體的排放情況如下表：

|  |                            | 2018<br>2018年                        |  | 2017<br>2017年                        |  |
|--|----------------------------|--------------------------------------|--|--------------------------------------|--|
|  |                            | Consumption<br>(MWh)<br>使用量<br>(兆瓦時) | CO <sub>2</sub><br>equivalent<br>emissions<br>(Tonnes)<br>二氧化碳<br>當量排放量<br>(噸) | Consumption<br>(MWh)<br>使用量<br>(兆瓦時) | CO <sub>2</sub><br>equivalent<br>emissions<br>(Tonnes)<br>二氧化碳<br>當量排放量<br>(噸) |
| <b>MLCC Business:</b>                                      | <b>MLCC業務：</b>             |                                      |  |                                      |  |
| Electricity  | 電力                         | 33,370.47                            | 28,188.87  | 29,142.45                            | 24,608.38  |
| <b>Business emission intensity<sup>1</sup></b>             | <b>業務排放量密度<sup>1</sup></b> |                                      | 2,997.11   |                                      | 3,054.48   |
| <b>Investment, Financial Service and Trading Business:</b> | <b>投資、金融服務與貿易業務：</b>       |                                      |  |                                      |  |
| Electricity  | 電力                         | 27.87                                | 22.01  | 24.28                                | 21.14  |
| <b>Business emission intensity<sup>2</sup></b>             | <b>業務排放量密度<sup>2</sup></b> |                                      | 0.53   |                                      | 0.58   |

Notes:

<sup>1</sup> Due to the differences on the types, production time and production costs of the MLCC manufactured by the Group, we have converted different types of products into equivalent production units to facilitate comparison. The equivalent production units are calculated based on production time, production cost and other factors, and the intensity of the environmental performance data (emissions/production/consumption) of the Group's MLCC business is calculated in 100 billion of equivalent production unit.

The emission intensity of last year was calculated based on the actual production volume rather than the equivalent production volume and need to be restated to enable meaningful comparison.

<sup>2</sup> The emission intensity of investment, financial services and trading business is calculated based on the number of employees

附註：

<sup>1</sup> 由於本集團所製造的MLCC的種類、生產時間、生產成本等有所不同，因此我們將不同種類的產品折合成可比較的產量單位，即約當產量單位，約當產量單位是按照生產時間、生產成本等因素計算，而本集團MLCC業務的各項環境數據表現排放量／產量／消耗量的密度是以每一百億個約當產量單位計算。

上年度的排放量密度是按照實際生產量，而非約當產量計算；為了提高數據的可比性，本集團使用約當產量重列上年度排放量密度的數據。

<sup>2</sup> 投資、金融服務與貿易業務的排放量密度以每位員工計算。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

### Conservation of Water

The Group's MLCC business uses government-supplied water sources, mainly for the production of MLCC and domestic use; while the water source for other businesses is provided and managed by the property management companies, mainly for restroom use. Although we does not encounter any water supply problem during the reporting period, we have taken various measures to educate our employees to save water in daily life so as to raise the awareness and to reduce wastage; for example, remind employees to cherish water, drinking water cannot be used for other purposes; control water flow when washing hands and turn the faucet off after use, etc.; all production departments and office administration needs to regularly check the water facilities, pipelines, faucets, etc. within their operating area to eliminate the long flowing water from occurring; immediately inform the maintenance department to carry out repairs when pipeline or valve damage or water leakage is found. During the reporting period, we have strengthened various water conservation measures, like commissioned third-party companies to carry out high-water consumption production processes; reused wastewater generated from production, installed flushing systems with sensor in toilets, and fixed leaking water pipes. The water consumption of the Group decreased by approximately 128,991.80 cubic meters or 25.70% from last year, and the total water consumed was 372,917.20 cubic meters. The water consumption intensity (calculated based on the equivalent production unit<sup>1</sup>) has also dropped.

Note:

<sup>1</sup> Please refer to Note 3 in "Environmental Performance Data Summary" below for details.

### 節約用水

本集團的MLCC業務使用政府供應的水源，主要用於生產MLCC及生活用水；其他業務的水源由物業管理公司提供及管理，主要是洗手間用水。於報告期內，我們雖然沒有就取得適用水源上遇到任何問題，但我們仍積極採取各項措施，教育員工節約用水並從日常生活開始，我們著重提高員工用水的自覺性，減少浪費；例如：提醒員工珍惜食水，飲用水不可作其他用途；洗手時控制水流，水龍頭盡量開小，用完隨手關閉等；各生產部門及辦公室需定期檢查其範圍內的用水設施、管道、水龍頭等，杜絕長流水現象。如發現管道、閥門有損壞漏水的，應立即通知維修部門進行維修。於報告期內，我們加強各項節約用水措施，委託了第三方公司進行高耗水的生產工序；重複利用生產過程所產生的廢水；於洗手間安裝感應沖水系統；修理漏水的自來水管道，因此本集團的耗水量較上年度下降約128,991.80立方米或25.70%，總耗水量為372,917.20立方米，耗水量密度（按約當產量<sup>1</sup>計算）亦隨之而減少。

附註：

<sup>1</sup> 詳細資料請參考下文「環境數據表現摘要」部分的附註3。

# Environmental, Social and Governance Report

## 環境、社會及管治報告

### *Conservation of Paper*

The Group promotes green office policy and encourage employees to save paper and avoid wastage. Paper is purchased by the Procurement Center; we try to reduce the photocopying and printing by sending files in electronic forms, recycle the one-sided used papers for photocopying and printing, collect the double-sided wasted papers to the recycler for recycling. Employees have actively supported our paper-saving measures, the Group's paper consumption decreased by approximately 1.82 tonnes or 22.75% from the previous year, and the total weight of paper consumed was 6.18 tonnes.

### 3. The Environment and Natural Resources

The Group has always been focusing on protecting the environment and hope that everyone can contribute and work together to build a livable society. During the reporting period, we planted 100 seedlings around the factory and hope that greenification can help cooling down the temperature and absorb greenhouse gases. In order to let everyone of the Group has better understanding of the negative impact of our business activities on the environment, we continue to adopt various policies, measures, and actions in reducing carbon footprint (Please refer to "Emission Management" and "Management of Resources Utilization" above for details). We also hope that our employees can convey the message of protecting the environment to their families, friends and business partners; to build more powerful cohesion in alleviating climate change together.

### *Compliance*

During the reporting period, the Group did not involve in any non-compliance incidents relating to environmental protection that have a significant impact on the Group.

### *節約用紙*

本集團提倡綠色辦公室政策，鼓勵員工節約用紙，避免浪費。紙張由採購中心統一採購；我們盡量以電子檔案形式傳遞信息及文件，以減少影印及列印；而當有需要影印或列印時，亦要盡量充分利用及循環使用單面列印的紙張，將兩面都已使用過的廢紙放入再造紙收集箱，並交由有資質的回收商處理。由於員工積極支持我們的節約用紙措施，本集團紙張消耗量較上年度減少約1.82噸或22.75%，紙張消耗量為6.18噸。

### 3. 環境及天然資源

本集團一直致力於關注及愛護大自然，希望從各人自身做起，共同創造美好宜居環境。於報告期內，我們於廠區內種植了100棵樹苗，希望將來能綠化環境，有助降溫和吸收溫室氣體。為了讓本集團的各個層面更加了解各人使用資源的習慣及營業活動對環境所造成的負面影響，我們不斷透過各種政策、措施和行動，以減少碳足跡（詳細資料請參考上文「排放物的管理」與「資源使用的管理」部分）。而且我們希望每位員工能身體力行，將環保訊息傳給身邊的家人、朋友、業務夥伴等，凝聚更多的力量共同紓緩由人為因素造成氣候變化的影響。

### *合規性*

於報告期內，並無涉及與環境保護相關並對本集團有重大影響的已確認違規事件。



# Environmental, Social and Governance Report 環境、社會及管治報告

## V. EMPLOYMENT AND LABOR PRACTICES

Employees are our valuable assets and the key driver for the Group's sustainable and long-term business development. We devote to create a non-discrimination, equal, harmonious and safe workplace; build up a mutual-respect and good relationship with our people; encourage our employees to be innovative, flexible and committed when dealing with our customers and produce high quality products and services as their mission. To accomplish this target, we offer opportunities of advancement to attract, develop, retain and reward our talented staff; provide commensurate remuneration, personal growth and career development training; and other fringe benefits. Besides, we care about our employees' work, life, physical and mental health. We organize regular cultural, free time activities and training courses to enrich their leisure time and to enhance their technical skills and team cohesion. We encourage employees to maintain harmonious interpersonal relationships, promote team spirit of cooperation and unity, bravely face difficulties and overcome challenges.

## 五、僱傭及勞工常規

本集團一直視員工為最寶貴的資產，對業務可持續和長遠發展起著關鍵作用。我們致力打造非歧視、平等、和諧及安全的工作環境；並以互相尊重、與員工建立良好的關係為目標；鼓勵員工創新、靈活和重視承諾，完成為客戶提供優質產品和服務的使命。為了實現這一點，我們創造有利條件吸引、發展、挽留和獎勵人才；訂定相稱的薪酬、個人發展和職業發展培訓，以及提供各種福利。此外，我們非常關注員工的工作、生活和身心健康，通過定期組織文藝、工餘活動和培訓課程，豐富員工的生活，提升員工的技能和團隊凝聚力。我們鼓勵員工建立融洽和諧的人際關係，提倡相互協作的團隊力量並發揚集團多年來累積的團結精神；發揮集體的力接受困難及迎接挑戰。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

### 1. Talent Selection

The Group is a fair opportunity employer and respects personal privacy, and it has established and implemented fair treatment policy. The appropriate candidates would be selected based on their morality, knowledge, abilities and job requirements, and regardless of their age, gender, sexual orientation, race, marital status, religion, political factions. The policy applies to all phases of the employment relationship, including but not limited to, hiring, promotion, performance appraisal, training, personal development and termination.

### 2. Labor Standards

The Group cherishes human rights and prohibits any unethical hiring practices, including child and forced labor by conducting background checks (review the identity documents of the applicants) in its hiring process. Employees' consent for working overtime is required to avoid forced overtime work, and the employees are compensated in accordance with the applicable labor laws and regulations. During the reporting period, the Group did not hire any applicant under the legal working age in order to comply with the local laws and regulations in respect of child and forced labor.

### 1. 人才甄選

本集團主張平等機會及尊重個人私隱，並制定了相關政策，我們均以品德、學識、能力及崗位要求為僱用標準，為不同年齡、性別、性傾向、種族、婚姻狀況、信仰、政治派別的人士給予平等的僱用機會。此等政策適用於不同階段的僱傭關係，包括但不限於招聘、晉升、績效考核、培訓、個人發展及終止聘用。

### 2. 勞工準則

本集團重視人權，保護勞工權益。我們根據適用勞動法律法規，嚴格禁止童工或強制勞工。在招聘的過程中進行背景審查（核對應聘者的身份證明資料），以防止有人以不合法的身份應聘。員工的工作時間需符合當地有關勞動法律法規，任何必要的加班安排必須獲得員工同意並自願配合，按照法律法規給予員工補償，以避免強迫性加班。於報告期內，我們已遵守勞動法律法規，並無僱用低於法定工作年齡的童工或強制勞工。



# Environmental, Social and Governance Report 環境、社會及管治報告

## 3. Compensation and Welfare

The Group attracts and retains outstanding talents with competitive remuneration packages; benchmarks up-to-date remuneration data in their industry and strives to establish a fair, reasonable and competitive remuneration scheme. Staff salaries level are decided based on one's knowledge, skills, experiences and education background relevant to their work requirements. Employee compensation varies among factories and offices situating by locations. The employee remuneration package includes salary, overtime subsidies, discretionary bonus, year-end bonus, and so on. Other benefits include birthday and festive gifts (Spring Festival, International Working Women's Day, Mid-Autumn Festival, etc.), communication allowance, high temperature subsidies, free body check-up, free shuttle bus service, accident insurance, provision of staff quarters, etc.. All employees are entitled to rest days and holidays (such as annual leaves, sick leaves, marriage leaves, maternity leaves, paternity leaves, funeral leaves, etc.). We conduct periodic performance appraisal and fairly assess the level of awards, subsidies, bonuses, salaries increment and/or promotion recommendations based on a number of criteria (working experience, seniority, knowledge and skills, performance, contribution, etc.). To comply with the local labor laws and regulations, we provide social security benefits for all employees; those in Mainland China participated in the social security scheme, five insurance and housing provident fund, and Hong Kong employees participated in the Mandatory Provident Fund Scheme. We handle dismissal and compensation in accordance with the local laws and regulations.

We pay attention to our employees' health and encourage work-life balance. Employees' work hours are based on the local labor laws. We also care about our employees' physical and mental health, and set up reading room and provide sports facilities (basketball, badminton and table tennis). We organize leisure activities regularly or irregularly, including annual travelling, basketball, badminton and table tennis competitions, Mid-Autumn Festival gathering, etc. in order to enhance team cohesiveness and sense of belongings, and to reduce work pressure.

## 3. 員工待遇

本集團以具有競爭優勢的薪酬吸引和保留高質素員工，對外收集行業勞工市場薪酬情況，力求建立公平、合理、極具競爭力的薪酬體系。員工的薪酬是按照每個職位所要求的知識技能、經驗和教育程度等因素而釐定。員工的待遇因不同地區的工廠和辦公室而有所不同。員工的基本待遇包括工資、加班費、獎金、年終獎金等。其他福利包括員工生日及節日福利品（春節、三八婦女節、中秋節等）、通訊津貼、高溫津貼、免費身體檢查、免費接送班車、意外保險、提供食宿等。所有員工均享有休息日及法定假日（如年假、病假、婚假、產假、陪产假、喪假等）。我們定期進行績效考核並根據多項標準（工作經驗、年資、知識技能、表現、貢獻等）公平地評估給予員工的獎金、津貼、分紅、加薪幅度及／或晉升建議。我們按照當地的勞動法及社會保障的法律法規，為各地員工提供不同社會保險福利項目，內地業務的員工參加社保、五險和住房公積金，而香港員工參加強積金計劃。如解僱員工或因此而需要作出賠償，我們亦會按照當地的法律法規處理。

我們重視員工的健康，鼓勵他們維持工作與生活平衡，並依照當地的勞動法訂立員工工作時數。此外，我們亦非常關注員工的身心健康，於廠區內為員工提供閱覽室及體育活動場所（籃球場、羽毛球場及乒乓球場），我們還定期或不定期為員工組織活動，包括年度旅遊、籃球比賽、羽毛球比賽、乒乓球比賽、中秋節聯歡會等，希望增強員工之間的凝聚力、提升員工的歸屬感和減輕員工的工作壓力。

# Environmental, Social and Governance Report

## 環境、社會及管治報告

### 4. Development and Training

In order to align the staff career plan with our long-term corporate business plan, the Group sets up staff training policies with reference to the departmental human resources needs. The Human Resources Department established a comprehensive staff training plan with an aim to build an excellent, well-trained and responsible corporate team. This can enhance the staff's knowledge and management capabilities, and improve their work ability, performance and efficiency, and raise their enthusiasm in work and to cultivate team spirit. New hires have to participate in induction training and must pass the assessment. The training topics include company overview, corporate culture, policies and procedures, quality awareness, production workflow and skills, systems and safety knowledge, and environmental protection (please refer to "Health and Safety" below for details of occupational safety training). For the manufacture and sale of MLCC, on top of providing our new hires with induction training, we also organized various training programs related to business, finance and production to achieve the ultimate goal of nurturing talent. The training topics include communication skills, supply chain management, procurement cost analysis and control, procurement negotiation skills and strategies, MLCC industry situation analysis, diligent work attitude, 7s management training, internal control standard training, employee payroll calculation, and so on.

### 4. 發展及培訓

為了配合企業長遠發展及員工職業生涯規劃，本集團為員工訂立了培訓管理制度，結合各部門的人力資源需求，由人力資源部門編制完善的培訓計劃，以打造一支優秀、訓練有素及具責任心的企業團隊。這不但能提高員工的知識和管理水平；亦能提升員工履行職責的能力，改善工作表現，增加工作效率；還可提高員工的工作熱情，培養團隊精神。新員工需接受職前培訓，內容包括公司概況、企業文化、以及規章制度、品質意識、生產流程及技術、各體系知識、環境保護、安全工作（安全工作培訓的詳細資料請參考下面「健康與安全」部分），他們需通過考核才能上任。於報告期內，MLCC業務除了新員工職前培訓外，還組織了多項與業務、財務、以及生產相關的培訓課程，如溝通技巧、供應鏈管理、採購成本分析與控制、採購談判的技巧與策略、MLCC行業現狀分析、成功的工作態度、7S管理規定、內控標準培訓、員工工資核算等，藉著不同範疇的培訓，希望能達到培育人才之最終目的。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

The Group provides on-the-job training for its employees in Hong Kong. The Human Resources Department together with the supervisors of each department introduce the corporate culture, industry knowledge and job responsibilities to new staff. Management and professional staff (such as analyst, head of risk management, legal counsel) are required to participate in external and internal training held regularly in the form of seminars. The trainings provided during the reporting period include new corporate governance requirements of HKEX, code of conduct for fund managers, valuation methods, etc.

### 5. Health and Safety

The Group pays attention to its employees' health and provides a safe work environment so as to prevent occupational hazards. To comply with the national "Production Safety Law" and other applicable laws and regulations, we establish policies and procedures in production safety and set up our production safety committee and safety management organization structure. Supervisors and employees at all levels must clearly understand their own safety responsibilities and sign the respective safety responsibility statement, and strictly perform the requirements as stated on the safety responsibility statement.

本集團為香港企業員工提供在職培訓，透過人事部和部門主管，讓新員工了解企業文化、行業知識、工作職責等。管理層及專業人員（如分析員、風險管理主管、法務顧問等）定期參加外部及內部培訓，此等培訓以講座形式進行，於本報告期內的培訓內容，如聯交所新企業管治的要求、基金經理行為守則、估值方法等。

### 5. 健康和 safety

本集團一向著重員工健康及提供安全的工作環境，預防及避免員工受到職業性的危害。為了符合國家的《安全生產法》及其他相關的法律法規，我們制定安全生產責任制度並建立安全生產委員會和安全管理組織架構；各級管理層和各員工必須清楚了解自身的安全職責，逐級簽訂安全生產責任書，並嚴格按安全生產責任書履行安全職責。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

Training topics are mainly related to workplace safety and occupational health. The Group provides appropriate occupational health and safety training to introduce the corporate development plan, enhance their awareness on safety and continuously strengthen their consciousness, improve their professional skills, especially those job positions with significant potential safety hazards, and enable them to perform their duties in a safe environment. Employees have to report to the management immediately when incident occurs or aware of any potential hazards. New hires must join a variety of practical trainings, understand the workflow and guideline, equipment operation techniques of the production department, receive safety education conducted by team and production department. We provide frequent trainings to instill safety values, knowledge and skills in employees. We carry out role-based technical training periodically, safety assessment and team activities to ensure that our staff are prepared mentally and have adequate knowledge and skills to meet the safety standards and to fulfill their job duties. On top of the induction training to the new hires of the manufacture and sale of MLCC business, we organized various safety training programs, for example, hazard source identification and risk assessment control procedures, fire emergency handling and use of fire extinguisher, test machine maintenance, use of test disk, occupational health and safety management system training, hazardous substance system training, electronic industry code of conduct training, inspection procedures, code of conduct for electronics industry, inspection procedure, power outages emergency measures, application of capacitors in circuit, and so on. We also design specific training for technical staff and site management staff in accordance with local labor laws and regulations. They must pass the assessment to ensure that they have the required knowledge and skills to perform their work.

員工培訓、提供安全工作環境及職業健康有著密不可分的關係，本集團通過適當的職業健康與安全意識教育，為員工講解企業方針，增強大家的安全意識和自覺性、提高員工的專業技能，尤其是負責存在重大安全隱患崗位的員工，使其能於安全的環境下履行職責；如發現事故及安全隱患，需立即向管理層報告。新員工需接受各類型的實操訓練，了解生產部門的工作流程和指引，各項設施的操作技術，並接受生產部門和班組安全教育，對員工進行經常性的安全思想、安全知識和安全技術的訓練；我們定期組織崗位技術培訓、安全考核、班組安全活動，以確保員工於思想上、知識上和技術上均能達到安全標準以履行其職責。於報告期內，除了製造及銷售MLCC業務為新員工提供職前培訓，我們還組織了多項安全培訓工作，如危險源識別與風險評估控制程序、火災的應變措施及滅火器的使用、測試機維護保養、測試盤的使用、職業健康安全體系培訓、危害物質體系培訓、電子行業行為準則培訓、檢驗規程、停電應急措施、電容在電路中的應用等。我們更為需要專門技術的員工或從事現場管理工作的員工，依照各地勞工條例，設計特殊工作培訓計劃，以提升專業人員的知識和技能，員工需通過培訓考核，持証工作。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

Production Department is responsible for equipment safety inspection, and qualified external maintenance companies are engaged to conduct regular checkup. Besides, we educate our employees to correctly use production equipment and installed facilities, fire prevention facilities, protective and first aids tools, etc. We also arrange regular production department safety checks so as to remove any potential safety hazard, and to make sure that the equipment is in good condition. We provide employees with necessary protective supplies in accordance with the national requirements so that they can work under safe and hygienic conditions and to reduce the risk of work injury.

In order to monitor the harmful substance level at workplace to protect the health of production staff, we installed exhaust fans in the plants and staff are required to wear masks and earplugs. We also provide free health check every year to employees who have completed one year of service. In order to meet the Government's requirement for special positions, we arrange occupational health check for the related employees. We employ external qualified company to make assessment of various occupational hazards existed in the workplace, and to conduct benzene, toluene, xylene, hydrogen chloride and hydrochloric acid, noise assessment and so on for special operations plants. All test results have met national hygiene standards.

### **Compliance**

During the reporting period, the Group did not involve in any non-compliance incidents relating to employment, health and safety, and labor standards that have significant impact on the Group.

生產部門負責機器的安全檢查，並由有資質的外部維修公司進行定期檢查。除此之外，我們教育員工生產設備、安裝設備、消防設施、防護器材和急救工具的正確使用方法；定期組織生產部門進行安全檢查，對隱患進行整改，保證設備處於良好的狀態。我們為員工提供符合國家規定的勞動安全衛生條件和必要的勞動保護用品，確保員工有足夠的防護措施下工作，減少工傷意外的發生。

為了掌握工作場所有害物質狀況，保障生產員工身體健康，在車間設置排氣扇，各崗位員工需配備口罩、耳塞。我們亦為所有入職滿一年的員工提供每年一次的免費健康檢查，而且按政府規例為特殊崗位的員工提供職業健康體檢。我們委託外部有資質的檢測公司對工作場所的職業病危害因素進行檢測，包括針對特殊工種的車間進行苯、甲苯、二甲苯、氯化氫及鹽酸、噪音等檢測，而檢測結果均符合國家衛生標準要求。

### **合規性**

於報告期內，本集團沒有涉及與僱傭、健康與安全及勞工準則相關並對本集團有重大影響的已確認違法、違規事件。

# Environmental, Social and Governance Report

## 環境、社會及管治報告

### VI. OPERATING PRACTICES

#### 1. Supply Chain Management

The Group conveys its concern on environmental issues to its suppliers and business partners, and expects them to implement similar practices. We serve to maintain long-term, stable and strategic cooperative relationships with leading suppliers, and co-develops with them on the basis of equality and win-win situation. We have established a supply chain management system to carry out initial, alternative and renewal evaluation of suppliers and materials. To select a new supplier, we consider the supplier's ability, their background, their qualifications and certifications obtained and our own suppliers' evaluation report. At the same time, we request for samples from suppliers for trial over certain period of time, and to select and categorize the best suppliers according to the result of the evaluation. To ensure that suppliers are competitive and that the goods and services provided to us are with high quality, we have strict requirements for division of labor in respect of contract signing as well as operation of inspection of goods received and supervision. We require the suppliers of goods and services to possess recognized qualifications and good internal control system, provide quality stability, deliver on-time, comply with laws and regulations and have the required professional skills and quality. We have established policies and procedures in supply chain management and provided various reporting channels for employees, suppliers, customers and other business partners to report any violations and suspected abuse of one's authority for own interest. During the reporting period, the Group did not have significant issues relating to violations in this respect.

### 六、營運慣例

#### 1. 供應鏈管理

本集團向供應商及業務夥伴傳達我們對環保事宜所採取的措施及期望，冀盼大家能配合本集團對社會履行社會責任。我們希望與有實力的供應商建立長期、穩定的戰略合作關係；與供應商在平等、雙贏的基礎上共同發展業務。我們制定供應商開發管理控制程序，對供應商、新物料的初選評估、備選和續用資格進行審核。於挑選新供應商時，我們需依據供應商能力調表、供應商基本情況一覽表、供應商資格認證報告及供應商評鑒表作決定；同時要求備選供應商提供試用產品，經過一段時間試用合格後，才選擇最優質的供應商合作，並對供應商進行評級認定。從簽訂合約到驗收的操作和監督皆有嚴密分工規定，務求物品和服務供應商具認可資格、有良好的內部管理制度、品質穩定、準時交貨、合法合規、具應有專業技術／質素等，確保供應商具競爭性和提供高質素的物品和服務。對於供應鏈系統管理，我們設有嚴謹的程序，讓員工、供應商、客戶和與我們業務有關的人士舉報任何懷疑利用職務違法、違規的行為。於報告期內，本集團並無收到任何有關這方面的嚴重違規報告。





# Environmental, Social and Governance Report 環境、社會及管治報告

## 2. Product and Service Responsibility

### *MLCC Business*

Our business objective is “leading technology and consumer first”. We committed to providing good quality services to satisfy our consumers; to complying with laws and regulations; to producing environmental friendly products and to reducing our impact on the environment. We continuously making substantial investment in technology research and development, purchase advanced equipment, hire and develop technical and professional personnel, and to work with world renowned enterprises in technical exchanges to produce high quality and safe products. Not only consumer needs are fulfilled, our objectives for achieving efficient production and quality control is also met. If customers find any product quality problem or the products failed to satisfy their requirements, they can report the case to our After-sales Service Department.

We introduce green measures starting from product research and development, pay close attention to updates in the regulations and instructions relating to hazardous substances, grasp the international environmental protection standards and requirements on products, select environmental-friendly raw materials, use environmental technologies so as to ensure that the products are up to the global environmental standards. Our products are tested by qualified inspection organization, fulfilling the requirements of RoHs (Restriction of Hazardous Substance) and REACH. RoHs is directive on the restriction of the use of certain hazardous substances in electrical and electronic equipment adopted by the European Union (“EU”). It restricts the concentrations of four hazardous substances including lead, cadmium, mercury and hexavalent chromium, and two flame retardants including polybrominated biphenyls and polybrominated diphenyl ethers in the electrical and electronic products. REACH is adopted to improve the protection of human health and the environment from the risks that can be posed by chemicals, while enhancing the competitiveness of the EU chemicals industry. The Group insisted on green production and manufacturing environmentally friendly products and supporting the measures for protecting the environment.

## 2. 產品及服務責任

### *MLCC業務*

我們本著「科技領先，客戶至上」的經營宗旨滿足客戶的需求，以高服務質素贏得客戶；遵守法律法規，生產環保產品，減少對環境的影響。我們一直投放大量資源於科技研發技術，如購買先進的儀器、聘請及培訓專業技術人員、進行國際性技術合作，務求提供優質及安全的產品。這不僅要達到客戶的要求，還要達到公司的高效率生產和品質控制目標。如果客戶發現產品質量出現問題或產品不符合其需求，客戶可透過我們的售後服務機制處理。

我們從研發開始引入環保管理，密切關注危害物質指令和法規的更新，掌握國際的環保標準及對產品的規範，包括選擇環保的原材料並採用環保技術，從而保證產品能符合全球環保要求。通過檢測機構的驗證，產品符合RoHs (Restriction of Hazardous Substance)指令和REACH法規要求。RoHs是歐盟為了限制電機電子設備所使用之確定有害物質而發布的指令，它限制了鉛、鎘、汞、六價鉻四種危險物質與多溴聯苯、多溴聯苯醚兩種阻燃劑在電機電子產品中的濃度。而REACH用於保護人體健康和環境對化學品進行預防性的管理以避免化學物質可能帶來的風險；這個歐盟法規亦能提高歐盟化學工業的競爭力。公司將一如既往堅持環保生產模式，生產環保產品，支持保環境的措施。



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Confidentiality is one of the Group's core values. We will handle customers' information diligently and confidentially. For any confidential information obtained through business relationships, all employees are strictly prohibited to disclose any information to third parties without proper authority unless there is a legal or professional right or duty to do so.

### **Provision of Investment and Financial Services Business**

The Group has been dedicated in providing high quality and professional services with the highest degree of integrity to its clients at competitive rates. We always seek to exceed our clients' expectation. In terms of sustainability, client satisfaction is vital to our growth in the future. We summarize below our approach in achieving this aim and the significant efforts that we have put into its operations:-

#### *(1) Licences and Regulations*

We have a team of financial specialists, who hold necessary licences required by laws and regulations, dedicated to providing quality professional investment services over a wide range of financial products. To avoid any doubt on their professional qualification, they are mandated to undertake sufficient hours of continuous professional training per calendar year for each of the regulated activity. We also hold the mortgage lending licence and provide service to our clients following the applicable laws and regulations.

#### *(2) Know Your Client*

In order to provide the best services to our clients and to build up trust, we conduct "know your client" background review prior to account opening for new clients. We must understand their identity, investment objectives and experience, financial situation, etc. and obtain relevant documents as proof and for keeping record. Each client must be approved in writing by the Responsible Officer to ensure there is sufficient written information in file. We review and update the client profiles periodically.

保密是本集團的核心價值之一，我們嚴謹及機密處理客戶資料；所有透過業務關係獲取的機密資料，除非是擁有法律或專業權限或職責需要，在未獲得適當授權下，員工不得向第三方披露任何資料。

### **投資與金融服務業務**

本集團深明令客戶滿意是未來業務持續增長的關鍵，因此我們一直以誠信的態度，為客戶提供高質素和專業的服務，並追求卓越，努力超越客戶的期望。為了實現此目標，在我們的營運中有以下舉措：-

#### *(1) 牌照和註冊*

我們建立了一支金融專才團隊，他們均持有法例、法規要求的相關牌照，以提供高質素、專業的金融產品投資服務。為避免客戶對他們的專業資格存有任何質疑，針對每個受規管的服務，相關員工每年必須參加一定時數的專業訓練。我們亦具有按揭融資業務的牌照，合法和合規地為客戶提供服務。

#### *(2) 認識你的客戶*

對於金融服務業務，為了提供最佳的服務和建立客戶信心，新客戶開立賬戶前，我們會進行「認識你的客戶」的背景調查，以確認其身份、投資目標、投資經驗、財務狀況等相關資料，並索取相關證明以便識別並妥善保存記錄；每位客戶必須得到負責人員的書面批准，以確保有足夠的書面文件存檔。我們會定期審查和更新客戶資料。



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### (3) *Customer Data Protection and Privacy Policies*

We handle the client personal data carefully with integrity and in accordance with applicable laws. All client personal data are kept confidential and securely. We have to inform clients about the purpose of collecting their personal data and to whom their data will be transferred to (if the recipient is within the Company). All client personal data collected can only be used for the sole purpose as agreed in advance, and shall be exchanged internally and exclusively on a “business need-to-know” basis. We have to obtain the client’s consent prior to disclosing such information to other parties whenever necessary. The Compliance Officer is responsible for monitoring data protection practices and carry out periodic review of the personal data systems.

### (4) *Customer Complaints*

We established our policies and procedures in handling client complaints. All complaints must be investigated and responded promptly by a person who is not the subject of the complaints. Where a complaint cannot be remedied promptly, we have to inform the client of further applicable actions that they may take under the regulatory system. We have maintained proper record, and will cooperate with the regulators in the event of any query, investigation or audit.

### (5) *Integrity*

To ensure that our business can have sustainable growth, we demand all our employees to conduct businesses with integrity and to comply with laws and regulations, and uphold our core values. All staff members, including directors, management and all levels are required to adhere to our internal Code of Conducts (the “Code”). In case of conflict between the Code and the laws and regulations from the regulators, the stricter of the two must be followed to an extent that the local laws and regulations are not violated.

### **Compliance**

During the reporting period, there was no violation or non-compliance incident relating to product and service responsibility that had significant impact on the Group.

### (3) *客戶的資料保護和隱私權原則*

我們根據法律，以誠信和謹慎的態度處理客戶的個人資料，客戶的個人資料必須安全存檔並符合保密的要求。客戶必須已獲通知其個人資料之用途以及資料將轉交予何人（如與公司有關的人士）。收集到的客戶個人資料只可使用於根據其收集目的用途上，如客戶資料需向其他人士披露，應「基於業務需求」的基礎上進行內部交換，並須事先獲得客戶本人同意。合規主任負責監督保護資料措施，並定期審查個人資料系統。

### (4) *客戶投訴*

我們訂定了政策和程序，以處理客戶的投訴。所有投訴都必須由不屬於投訴對象的人員進行調查和及時回復。如果投訴不能及時得到糾正，我們必須告知客戶他們在監管體系下可採取的進一步行動。我們妥善保存相關的記錄，並在發生任何詢問、調查或審計時，必須與監管機構全力合作。

### (5) *誠信*

為確保集團業務可持續增長，我們要求各人必需擁有誠信，以及遵從法律、法規行事及支持彼此認同的價值。所有員工（包括董事、管理層及各級成員等）都必須遵守我們內部守則。如果本守則的內容與監管機構制定的法律和法規存在任何衝突，員工必須遵守兩者之間較嚴謹的要求，確保沒有違反當地的法律法規。

### **合規性**

於報告期內，本集團沒有涉及與產品及服務責任相關並對本集團有重大影響之已確認違法、違規事件。

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### 3. Anti-corruption

Maintaining an ethical working environment is one of the Group's core values. We have adopted a zero-tolerance approach for all kinds of corruption, bribery and extortion situation. Therefore, we set up internal control system to regulate the employees' conduct. Offenders who request and accept bribes, obtain other illegal interests are heavily penalized. We demand all employees to build a habit of strict compliance with policies and procedures, and to prevent all bribery. The employees who violate our Code will be severely penalized or even terminated. We bring the disciplinary monitoring work in the production and business process, ensure that there are channels for reporting suspected cases of obtaining personal interests in carrying out one's job duties, briberies, extortion, fraud, money laundering in breach of policies, regulations, and laws in strict confidential. We are determinant in combating corruption and contribute to build a clean society.

### 3. 反貪污

維持高道德標準的工作環境是本集團核心價值之一，我們對各種貪污、賄賂及勒索情況採取零容忍態度；因此我們制定了內部管理制度，規範員工的行為，對於索取、收受賄賂、獲得其他非法利益等行為訂明嚴厲的罰則。我們要求所有人員養成嚴格遵守規章制度的習慣，杜絕一切行賄受賄行為。對於違反公司守則的員工，均有嚴厲的紀律處分或直接將其辭退作為懲罰。我們將紀檢監察工作深入到生產和經營過程中，確保在絕對保密的情況下可經不同渠道通報利用職務謀取個人私利、賄賂、勒索、欺詐及洗黑錢等違紀、違規或違法的個案，我們堅決反腐倡廉，為構造清廉的社會環境盡力。



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Regarding the investment and financial services business, to comply with the “Prevention of Bribery Ordinance” enforced by the Hong Kong Independent Commission Against Corruption and to protect the interests of all stakeholders, employees have to process each of the transactions following our policies and procedures, including the verification of clients’ identities, assessment of the clients’ honesty, integrity, commercial ability and creditworthiness; and to keep documents and records properly. To avoid dealing with potential money launderers, terrorist financiers or to handle funds derived from any criminal activity, we refuse the operation of any accounts for anonymous clients or in obviously fictitious names. Staff are required to bring any suspicious transaction to the urgent attention of compliance officer for review. The compliance officer shall conduct a thorough investigation and determine whether suspicion remains. We have strict requirements on the integrity of our employees. We provide appropriate training for employees to understand internal rules and regulations, to fully grasp the new and emerging techniques used by criminals for money laundering and terrorist financing transactions, and to remind them of their own responsibilities.

During the reporting period, the Group or our employees did not involve in any litigation cases of corruptions.

對於投資與金融服務業務，為了遵守香港廉政公署所執行的《防止賄賂條例》，以及保障各持份者的利益，員工對每宗交易均需嚴格遵守規章制度，包括驗證客戶身份，評估客戶誠信和信譽，並妥善保存紀錄。為了避免參與潛在的洗黑錢活動、協助恐怖分子融資或處理任何來自犯罪活動的資金，我們拒絕為客戶開立匿名或虛假帳戶。我們設有合規主任，負責監察、防止及處理反洗黑錢和反恐怖主義融資的相關事宜，如遇可疑交易時，必需立即進行內部通報，並進行徹底調查，直至釋除所有疑慮為止。我們對員工的誠信有嚴格的要求，我們為員工提供適當培訓，使他們了解內部的規章制度，能夠充分掌握新興的罪犯常用的洗黑錢和恐怖分子融資交易的技倆，並提醒他們自身的責任。

於報告期內，並無涉及指控本集團或集團員工貪污的訴訟案件。



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### VII. COMMUNITY INVESTMENT AND HONORS

The Group understands that everyone has a lot of responsibilities, we have to be responsible to ourselves, family, corporate and the society. We pay attention to our corporate image and to fulfill our social responsibility by actively contributing to the society. Ever since our establishment, we are responsible taxpayer and offer job opportunities to local people. We establish retirement plan for staff, paid the “five insurances and housing provident fund” for staff in Mainland China and “mandatory provident fund” for staff in Hong Kong. We run our business following good practices; we actively promote green energy-saving and environmental friendly concepts; we set up a role model for the industry; and, to some certain extent, we have contributed to social stability and building a harmonious community. During the reporting period, we donate money to “Dongguan Fenggang Town Sanlian Village Elderly Association Foundation”, and was awarded the following important honors:

- “The Thirty-first China Electronic Components Top 100 Enterprises in 2018 (Seventy-First)” (「2018年第31屆中國電子元件百強企業第七十一名」) Certificate
- “China Electronic Components Association Outstanding Contribution Enterprises” (「中國電子元件行業協會突出貢獻企業」) Title
- “The Ninth China Electronic Components Association Enterprise Credit Rating in 2018” (「2018年第九批中國電子元件行業企業信用等級評價」) was awarded Grade AAA

### 七、社區投資及榮譽

本集團深明責任無處不在，應當對自己負責、對家人負責、對企業負責、對社會負責，我們重視企業形象與社會責任，積極追求回饋及貢獻社會。本集團向來依法經營納稅，不遺餘力地協助解決當地的就業壓力。我們為員工好好計劃退休生活作準備，為國內業務員工繳納五險一金，香港業務員工參加強積金計劃。我們一直保持良好的生產經營、積極推行綠色環保理念及營造良好的發展秩序，在保持社會穩定及建設和諧社區方面，有一定的貢獻。於報告期內，我們為「東莞鳳崗鎮三聯村敬老會基金會」捐款，並且獲得以下的重要榮譽：

- 「2018年第31屆中國電子元件百強企業第七十一名」證書
- 「中國電子元件行業協會突出貢獻企業」稱號
- 「2018年第九批中國電子元件行業企業信用等級評價」獲評為AAA級



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## VIII. VISION OUTLOOK

As a good corporate citizen, the Group strives to strike a balance between achieving the corporate economic goals and business objectives, and to fulfill their social responsibility. We will continue to evaluate our performance in environmental protection, employee care, product quality and community investment and to build edge for the sustainable development of the Group.

The Group will endeavor to comply with the stringent laws and regulations of environmental protection, allocate resources and undertake various environmental improvement projects, including improving exhaust air, sewage and waste treatment facilities. We will also put employee satisfaction and production safety as our top priority. We aim at attracting more talents through providing a safe workplace and competitive remuneration scheme. As for product and service quality, the Group will continue to invest resources for further improvement to our products so as to fulfill the environmental standards. At the same time, we committed to fulfilling our social responsibility by actively participating in charitable activities and promoting the community's sustainable development.

The Group aspires to become a respectable enterprise. Going forward, the Group serves to enhance its business performance through implementation of sustainable development strategies and to generate more meaningful long-term value for the enterprise and its stakeholders.

## 八、 未來願景

作為良好的企業公民，本集團希望平衡實踐企業的經營宗旨和業務目標，以及履行社會責任。我們將繼續關注在環境保護、員工關懷、產品質量和社區貢獻等層面的表現，以締造可持續發展的新優勢。

本集團將堅持遵守日益嚴謹的環保法律法規，投入資源優化處理廢氣、廢水、固體廢物等設施。我們亦會以滿足員工及生產安全為前提，提供安全的工作環境，並以有競爭力的薪酬機制，吸納更多技術型和管理方面的優秀人才。在產品質量和客戶服務方面，我們將不斷投放資源以改善產品質量，使產品更符合環保要求。同時，我們將堅守承擔社會責任的初心，積極參與公益事業，努力推動社區可持續發展。

本集團以成為一家受尊敬的企業為目標，希望透過實踐可持續發展策略，提升業務表現，為企業及持份者創造更多更有意義的長遠價值。

# Environmental, Social and Governance Report

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### IX. ENVIRONMENTAL PERFORMANCE DATA SUMMARY

### 九、環境數據表現摘要

|  | Unit<br>單位         | MLCC Business<br>MLCC業務 |            | Investment, Financial Services<br>and Trading Business<br>投資、金融服務與貿易業務 |       | Total<br>合計             |            |            |
|--|--------------------|-------------------------|------------|--|-------|-------------------------|------------|------------|
|  |                    | (Restated) <sup>6</sup> |            | (Restated) <sup>6</sup>  |       | (Restated) <sup>6</sup> |            |            |
|  |                    | 2018                    | 2017       | 2018   | 2017  | 2018                    | 2017       |            |
|  |                    | 2018年                   | 2017年      | 2018年  | 2017年 | 2018年                   | 2017年      |            |
| Greenhouse gas ("GHG") emission:             | 溫室氣體:              |                         |            |  |       |                         |            |            |
| Scope 1 <sup>1</sup> :                       | 範圍一:               |                         |            |  |       |                         |            |            |
| Total  | 總量                 | Tonnes 噸                | 73.58      | 51.36  | -     | -                       | 73.58      | 51.37      |
| Intensity <sup>3, 4</sup>                    | 密度 <sup>3, 4</sup> | Tonnes 噸                | 7.82       | 6.37   | -     | -                       | N/A 不適用    | N/A 不適用    |
| Scope 2 <sup>2</sup> :                       | 範圍二:               |                         |            |  |       |                         |            |            |
| Total  | 總量                 | Tonnes 噸                | 28,188.87  | 24,608.38  | 22.01 | 21.14                   | 28,210.88  | 24,629.52  |
| Intensity <sup>3</sup>                       | 密度 <sup>3</sup>    | Tonnes 噸                | 2,997.11   | 3,054.48   | 0.53  | 0.58                    | N/A 不適用    | N/A 不適用    |
| Air emissions:                               | 廢氣總排放量:            |                         |            |  |       |                         |            |            |
| Nitrogen Oxides                              | 氮氧化物               | Tonnes 噸                | 5.78       | 3.90   | -     | -                       | 5.78       | 3.90       |
| Sulfur oxide                                 | 硫氧化物               | Tonnes 噸                | 0.50       | 0.35   | -     | -                       | 0.50       | 0.35       |
| Particles                                    | 顆粒                 | Tonnes 噸                | 0.76       | 0.56   | -     | -                       | 0.76       | 0.56       |
| Hazardous wastes:                            | 有害廢物:              |                         |            |  |       |                         |            |            |
| Solid Wastes generated:                      | 固體廢物:              |                         |            |  |       |                         |            |            |
| Total  | 總量                 | Tonnes 噸                | 76.16      | 55.53  | -     | -                       | 76.16      | 55.53      |
| Intensity <sup>3</sup>                       | 密度 <sup>3</sup>    | Tonnes 噸                | 8.10       | 6.89   | -     | -                       | N/A 不適用    | N/A 不適用    |
| Sewage discharged:                           | 廢水:                |                         |            |  |       |                         |            |            |
| Total  | 總量 <sup>5</sup>    | Tonnes 噸                | 69.43      | 59.47  | -     | -                       | 69.43      | 59.47      |
| Intensity <sup>3</sup>                       | 密度 <sup>3</sup>    | Tonnes 噸                | 7.38       | 7.38   | -     | -                       | N/A 不適用    | N/A 不適用    |
| Hazardous wastes:                            | 無害廢物:              |                         |            |  |       |                         |            |            |
| Solid Wastes generated:                      | 固體廢物:              |                         |            |  |       |                         |            |            |
| Total  | 總量                 | Tonnes 噸                | 503.28     | 397.15   | -     | -                       | 503.28     | 397.15     |
| Intensity <sup>3</sup>                       | 密度 <sup>3</sup>    | Tonnes 噸                | 53.51      | 49.30  | -     | -                       | N/A 不適用    | N/A 不適用    |
| Sewage discharged:                           | 廢水:                |                         |            |  |       |                         |            |            |
| Total  | 總量                 | Tonnes 噸                | 320,544.70 | 458,118.00   | -     | -                       | 320,544.70 | 458,118.00 |
| Intensity <sup>3</sup>                       | 密度 <sup>3</sup>    | Tonnes 噸                | 34,081.14  | 56,863.29  | -     | -                       | N/A 不適用    | N/A 不適用    |
| Packaging materials used for finished goods: | 製成品所用包裝材料:         |                         |            |  |       |                         |            |            |
| Total  | 總量                 | Tonnes 噸                | 137.99     | 122.91   | -     | -                       | 137.99     | 122.91     |
| Intensity <sup>3</sup>                       | 密度 <sup>3</sup>    | Tonnes 噸                | 14.67      | 15.26  | -     | -                       | N/A 不適用    | N/A 不適用    |

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|                                | Unit<br>單位        | MLCC Business<br>MLCC業務 |            | Investment, Financial Services<br>and Trading Business<br>投資、金融服務與貿易業務 |       | Total<br>合計             |            |            |
|--------------------------------|-------------------|-------------------------|------------|--|-------|-------------------------|------------|------------|
|                                |                   | (Restated) <sup>6</sup> |            | (Restated) <sup>6</sup>  |       | (Restated) <sup>6</sup> |            |            |
|                                |                   | 2018                    | 2017       | 2018   | 2017  | 2018                    | 2017       |            |
|                                |                   | 2018年                   | 2017年      | 2018年  | 2017年 | 2018年                   | 2017年      |            |
| Energy and water consumptions: | 能源及水資源消耗量:        |                         |            |  |       |                         |            |            |
| Electricity:                   | 電力:               |                         |            |  |       |                         |            |            |
| Total                          | 總量                | MWh 兆瓦時                 | 33,370.47  | 29,142.45  | 27.87 | 24.28                   | 33,398.34  | 29,166.73  |
| Intensity <sup>3,4</sup>       | 密度 <sup>3,4</sup> | MWh 兆瓦時                 | 3,548.03   | 3,617.27   | 0.67  | 0.66                    | N/A 不適用    | N/A 不適用    |
| Gasoline:                      | 汽油:               |                         |            |  |       |                         |            |            |
| Total                          | 總量                | Litre 公升                | 27,906.41  | 18,227.27  | -     | -                       | 27,906.41  | 18,227.27  |
| Intensity <sup>3</sup>         | 密度 <sup>3</sup>   | Litre 公升                | 2,967.08   | 2,262.44   | -     | -                       | N/A 不適用    | N/A 不適用    |
| Diesel:                        | 柴油:               |                         |            |  |       |                         |            |            |
| Total                          | 總量                | Litre 公升                | 3,633.50   | 3,608.19   | -     | -                       | 3,633.50   | 3,608.19   |
| Intensity <sup>3</sup>         | 密度 <sup>3</sup>   | Litre 公升                | 386.32     | 447.86   | -     | -                       | N/A 不適用    | N/A 不適用    |
| Water:                         | 水資源:              |                         |            |  |       |                         |            |            |
| Total                          | 總量                | Cubic meter<br>立方米      | 372,917.20 | 501,909.00   | -     | -                       | 372,917.20 | 501,909.00 |
| Intensity <sup>3</sup>         | 密度 <sup>3</sup>   | Cubic meter<br>立方米      | 39,649.52  | 62,298.79  | -     | -                       | N/A 不適用    | N/A 不適用    |

### Notes:

- Scope 1 refers to the Group's business direct GHG emission, including combustion of gasoline and diesel.
- Scope 2 refers to the Group's business indirect GHG emissions, including consumption of purchased electricity.
- Due to the differences on the types, production time and production costs of the MLCC manufactured by the Group, we have converted different types of products into equivalent production units to facilitate comparison. The equivalent production units are calculated based on production time, the production cost and other factors, and the intensity of the environmental performance data (emissions/production/consumption) of the Group's MLCC business is calculated in 100 billion of equivalent production unit.

The emission intensity of last year was calculated based on the actual production volume rather than the equivalent production volume; in order to improve the comparability of the data, the Group used the equivalent production volume and need to be restated to enable meaningful comparison.

### 附註:

- 範圍一是指本集團業務直接產生的溫室氣體排放，包括燃燒汽油及柴油。
- 範圍二是指本集團業務內部消耗購回來的電力所引致的「間接能源」溫室氣體排放。
- 由於本集團所製造的MLCC的種類、生產時間、生產成本等有所不同，因此我們將不同種類的產品折合成可比較的產量單位，即約當產量單位。約當產量單位是按照生產時間、生產成本等因素計算，而本集團MLCC業務的各項環境數據表現排放量／產生量／消耗量的密度是以每一百億個約當產量單位計算。

上年度的密度是按照實際生產量，而非約當產量計算；為了提高數據的可比性，本集團使用約當產量重列上年度排放量密度的數據。



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- 4 The emission intensity of investment, financial services and trading business is based on the number of employees.
- 4 投資、金融服務與貿易業務的密度以每位員工計算。
- 5 The Group did not keep statistical data relating to emissions of hazardous wastewater, so we use the ratio of the previous year's and the current year's equivalent units to estimate last year's emissions of hazardous wastewater.
- 5 本集團沒有記錄上年度的有害廢水排放量，因此我們按照上年度及本年度的約當產量比例估算上年度的有害廢水排放量。
- 6 Part of the data for the previous year need to be reclassified for comparison purposes. Besides, certain data presented last year was based on the transfer volume instead of production volume and need to be restated to conform with the current year's presentation.
- 6 上年度部分數據需重新分類作為比較用途。此外，上年度報告的部分數據是轉移量而非產生量，因此本集團需重列這些數據。

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### X. “ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE” BY THE STOCK EXCHANGE OF HONG KONG LIMITED

十、香港聯合交易所有限公司的《環境、社會及管治報告指引》

| General Disclosure/<br>Key Performance Indicators<br>("KPIs")<br>一般披露／關鍵績效指標 | Reporting Guideline<br>報告指引  | Page<br>頁數 |
|--|--|------------|
| <b>A. Environmental</b><br>A. 環境   |  |            |
| <b>Aspect A1</b><br>層面A1   | <b>Emissions</b><br>排放物  |            |
| General Disclosure<br>一般披露   | Information on:<br>有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的：<br>(a) the policies; and<br>政策；及<br>(b) compliance with relevant laws and regulations that have a significant impact on the issuer<br>遵守對發行人有重大影響的相關法律及規例的資料。<br>relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. | 7-13       |
| KPI A1.1<br>關鍵績效指標A1.1   | The types of emissions and respective emissions data.<br>排放物種類及相關排放數據。   | 7-13       |
| KPI A1.2<br>關鍵績效指標A1.2   | Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).<br>溫室氣體總排放量（以噸計算）及（如適用）密度（如以每產量單位、每項設施計算）。   | 34         |
| KPI A1.3<br>關鍵績效指標A1.3   | Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).<br>所產生有害廢棄物總量（以噸計算）及（如適用）密度（如以每產量單位、每項設施計算）。  | 34         |
| KPI A1.4<br>關鍵績效指標A1.4   | Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).<br>所產生無害廢棄物總量（以噸計算）及（如適用）密度（如以每產量單位、每項設施計算）。  | 34         |
| KPI A1.5<br>關鍵績效指標A1.5   | Description of measures to mitigate emissions and results achieved.<br>描述減低排放量的措施及所得成果。  | 7-13       |

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|--|--|------------|
| KPI A1.6<br>關鍵績效指標A1.6   | Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved.<br>描述處理有害及無害廢棄物的方法、減低產生量的措施及所得成果。   | 7-13       |
| <b>Aspect A2</b>   |  |            |
| <b>層面A2</b>  |  |            |
| General Disclosure<br>一般披露   | Policies on the efficient use of resources, including energy, water and other raw materials.<br>有效使用資源（包括能源、水及其他原材料）的政策。   | 13-18      |
| KPI A2.1<br>關鍵績效指標A2.1   | Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (MWh) and intensity (e.g. per unit of production volume, per facility)<br>按類型劃分的直接及／或間接能源（如電、氣或油）總耗量（以兆瓦時計算）及密度（如以每產量單位、每項設施計算）。 | 35         |
| KPI A2.2<br>關鍵績效指標A2.2   | Water consumption in total and intensity (e.g. per unit of production volume, per facility).<br>總耗水量及密度（如以每產量單位、每項設施計算）。   | 35         |
| KPI A2.3<br>關鍵績效指標A2.3   | Description of energy use efficiency initiatives and results achieved.<br>描述能源使用效益計劃及所得成果  | 13-18      |
| KPI A2.4<br>關鍵績效指標A2.4   | Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved.<br>描述求取適用水源上可有任何問題，以及提升用水效益計劃及所得成果。  | 17         |
| KPI A2.5<br>關鍵績效指標A2.5   | Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.<br>製成品所用包裝材料的總量（以噸計算）及（如適用）每生產單位估量。   | 34         |
| <b>Aspect A3</b>   |  |            |
| <b>層面A3</b>  |  |            |
| General Disclosure<br>一般披露   | Policies on minimizing the issuer's significant impact on the environment and natural resources<br>減低發行人對環境及天然資源造成重大影響的政策。   | 18         |
| KPI A3.1<br>關鍵績效指標A3.1   | Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.<br>描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。   | 18         |

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|--|--|------------|
| <b>B. Social<sup>1</sup></b><br>B. 社會 <sup>1</sup>                           |  |            |
| <b>Aspect B1<br/>層面B1</b>  | <b>Employment and Labor Practices<br/>僱傭</b>   |            |
| General Disclosure<br>一般披露   | Information on:<br>有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的：<br>(a) the policies; and<br>政策；及<br>(b) compliance with relevant laws and regulations that have a significant impact on the issuer<br>遵守對發行人有重大影響的相關法律及規例的資料。<br>relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. | 19-21      |
| <b>Aspect B2<br/>層面B2</b>  | <b>Health and Safety<br/>健康與安全</b>   |            |
| General Disclosure<br>一般披露   | Information on:<br>有關提供安全工作環境及保障僱員避免職業性危害的：<br>(a) the policies; and<br>政策；及<br>(b) compliance with relevant laws and regulations that have a significant impact on the issuer<br>遵守對發行人有重大影響的相關法律及規例的資料。  | 23-25      |
| <b>Aspect B3<br/>層面B3</b>  | <b>Development and Training<br/>發展及培訓</b>  |            |
| General Disclosure<br>一般披露   | Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.<br>有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。   | 22-23      |

Note:

<sup>1</sup> Pursuant to Appendix 27 of the "Main Board Listing Rules", the KPIs under Area B "Social" are recommended disclosures only. Therefore, the Group choose not to disclose those KPIs in this report.

附註：

<sup>1</sup> 由於《主板上市規則》附錄27有關「主要範疇B.社會」的關鍵績效指標只屬建議披露條文，因此本集團選擇不披露該等關鍵績效指標。



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|--|--|------------|
| <b>Aspect B4<br/>層面B4</b>  | <b>Labor Standards<br/>勞工準則</b>  |            |
| General Disclosure<br>一般披露   | Information on:<br>有關防止童工或強制勞工的：<br>(a) the policies; and<br>政策；及<br>(b) compliance with relevant laws and regulations that have a significant impact on the issuer<br>遵守對發行人有重大影響的相關法律及規例的資料。<br>relating to preventing child and forced labor.   | 20         |
| <b>Aspect B5<br/>層面B5</b>  | <b>Supply Chain Management<br/>供應鏈管理</b>   |            |
| General Disclosure<br>一般披露   | Policies on managing environmental and social risks of the supply chain.<br>管理供應鏈的環境及社會風險政策。   | 26         |
| <b>Aspect B6<br/>層面B6</b>  | <b>Product Responsibility<br/>產品責任</b>   |            |
| General Disclosure<br>一般披露   | Information on:<br>有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的：<br>(a) the policies; and<br>政策；及<br>(b) compliance with relevant laws and regulations that have a significant impact on the issuer<br>遵守對發行人有重大影響的相關法律及規例的資料。<br>relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. | 27-29      |

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| <b>Aspect B7<br/>層面B7</b>  | <b>Anti-corruption<br/>反貪污</b>   |            |
| General Disclosure<br>一般披露   | Information on:<br>有關防止賄賂、勒索、欺詐及洗黑錢的：<br>(a) the policies; and<br>政策；及<br>(b) compliance with relevant laws and regulations that have a significant impact on the issuer<br>遵守對發行人有重大影響的相關法律及規例的資料。<br>relating to bribery, extortion, fraud and money laundering. | 30-31      |
| <b>Aspect B8<br/>層面B8</b>  | <b>Community Investment<br/>社區投資</b>   |            |
| General Disclosure<br>一般披露   | Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests.<br>有關以社區參與來瞭解營運所在社區需要和確保其業務活動會考慮社區利益的政策。                                    | 32         |



119.658

122.3354

108.365

99.3554