



**Dafeng Port Heshun Technology
Company Limited**

大豐港和順科技股份有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

Stock Code 股份代號 : 8310

2018

ESG REPORT

**環境、社會
及管治報告**



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ABOUT THIS REPORT

關於本報告

This report is the third annual environmental, social and governance (“ESG”) report issued by Dafeng Port Heshun Technology Company Limited (“Dafeng Port Heshun”, “the Company”, “we”) for the period covering 1 January 2018 to 31 December 2018. This report comprehensively explains the Company’s environmental, social and corporate governance performance and management policy in 2018, focusing on matters of concern of stakeholders. Unless otherwise stated, this report should be read in conjunction with the 2018 annual report of the Company.

In the process of writing this report, we strive to cover the information covered by the Stock Exchange’s four major principles of importance, quantification, balance, and consistency. We will continue to strengthen the collection of information to enhance our performance and disclosure on sustainable development issues.

SCOPE OF THE REPORT

The policy document, declaration and data set out in this report cover the Company and our major subsidiaries.

BASIS OF PREPARATION

This report is principally prepared by reference to the revised “Environmental, Social and Governance Reporting Guide” (“ESG Reporting Guide”) issued by The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) in December 2015. Those aspects and content of general disclosure defined in the ESG Reporting Guide which are considered to be relevant and material to the Group’s businesses and operations will be presented under the four subject areas, namely: Environmental, Employment and Labour, Operational Practices and Community.

This report is determined according to a set of systematic procedures which includes identifying and ranking major stakeholders and ESG-related issues, defining the extent of information covered in this ESG report, collecting relevant materials and data, preparing data based on the collected information, and examining the data in this report.

DATA AND RELIABILITY STATEMENT

The disclosures in this report are mainly extracted from the Company’s statistical reports and relevant documents and the Company undertakes that this report does not contain any false information or misleading statement, and take charge of the responsibility for the contents of this report as to its authenticity, accuracy and completeness.

本報告是大豐港和順科技股份有限公司(「大豐港和順」、「本公司」、「我們」)的第三份年度環境、社會及管治(「ESG」)報告，內容涵蓋二零一八年一月一日至同年十二月三十一日的工作。本報告全面闡釋了本公司二零一八年度在環境、社會及公司治理方面的表現及管理方針，集中討論權益人關注的事宜。除另有說明者外，本報告應連同本公司二零一八年年報一併閱讀。

在本次報告撰寫過程中，我們力求報告涵蓋的信息滿足聯交所對本報告重要性、量化、平衡、一致性的四大原則要求。我們將持續加強報告資訊收集工作，以提高我們在可持續發展事項上的表現和披露情況。

報告範圍

本報告所載政策文件、聲明及數據涵蓋本公司及旗下主要附屬公司。

編寫依據

本報告主要參考香港聯合交易所有限公司(「聯交所」)於二零一五年十二月頒佈之經修訂《環境、社會及管治報告指引》(「ESG報告指引」)編製。ESG報告指引中所界定且被視為與本公司業務及營運有關之重大層面及一般披露內容將按四個主要範疇呈列，即環境、僱傭及勞工、營運慣例以及社區。

本報告乃按照一套有系統之程序擬定。有關程序包括：識別和排列重要利益相關方、識別和排列ESG相關重要議題、決定ESG報告之界限、收集相關材料和數據、根據所收集資料編製數據及對本報告中之數據進行檢視。

數據及可靠性說明

本報告內之披露主要來源於本公司統計報告及相關文件，並承諾不存在任何虛假記載或誤導性陳述，並對其內容真實性、準確性和完整性負責。

The board (the “**Board**”) of directors (the “**Directors**”) and senior management team of the Company have approved this report to ensure that there are no false information, misleading statements or major omissions in the contents of this report.

This report is approved and authorised for issue by the Board of Directors on 22 March 2019.

ACCESS AND FEEDBACK TO THIS REPORT

This report will be obtained at the Stock Exchange’s website (www.hkexnews.hk) or the Company’s official website (<http://www.dfport.com.hk>). The Company believes that effective communication with our shareholders is essential for ensuring that they are provided with timely access to important information about the Company, including its financial performance, strategic goals and plans, material developments, governance and risk profile, in order to enable them to exercise their rights in an informed manner.

本公司的董事(「**董事**」)會(「**董事會**」)和高級管理人員團隊對本報告內容進行監督，以確保其內容不存在任何虛假記載、誤導性陳述或重大遺漏。

本報告於二零一九年三月二十二日獲得大豐港和順董事會批准發佈。

獲取及回應本報告

本報告將可在聯交所網站(www.hkexnews.hk)或本公司官方網站(<http://www.dfport.com.hk>)獲取。本公司相信，與股東有效溝通對確保彼等可及時獲悉有關本公司之重要資訊(包括其財務表現、策略目標及計劃、重大發展以及管治及風險簡介)從而在知情情況下行使彼等之權利攸關重要。

1.1 Responsibility Governance

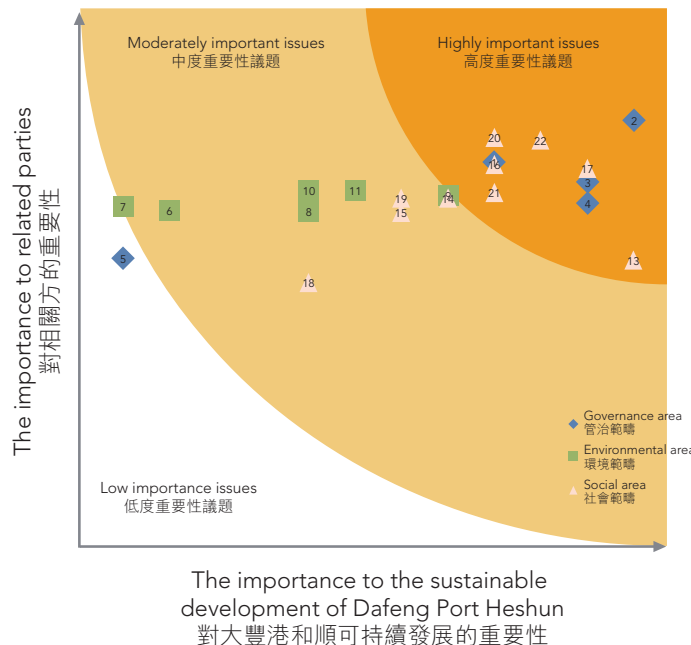
The Company is mainly engaged in trading business, the provision of integrated logistic handling services and the relevant supporting services business as well as petrochemical products storage business. Based on the gradual improvement of its own management system, the ESG governance structure is implemented from the above. All levels and departments identified their responsibilities in terms of risk identification, communication with stakeholders, and information collection, and made efforts for the Company's ESG risk identification and management.

In order to improve the level of responsibility governance in a more targeted manner, Dafeng Port Heshun made major decisions on sustainable development issues in accordance with the requirements of the ESG Reporting Guide issued by the Stock Exchange, and determined the report highlights of sustainable development accordingly to ensure that the information disclosed in this report fully covers the Company's development and key issues which are of stakeholders' concern.

1.1 責任管治

本公司主要從事貿易業務、提供綜合物流處理服務及有關配套服務業務以及石化產品倉儲業務。在逐漸完善自身管理體系基礎上，從上而下建構ESG管治架構。各層級和各部門從風險識別、與利益相關方溝通及信息收集等方面明確自身職責，為本公司之ESG風險識別和管理作出努力。

為了更有針對性地提高責任管治水平，大豐港和順依據聯交所《環境、社會及管治報告指引》的要求，對可持續發展議題進行重大性判定，依此確定可持續發展報告重點內容，確保報告披露的信息全面覆蓋公司發展和利益相關方關注的重點議題。



| Degree | Order | Areas | Major issues |
|-----------------------------|-------|---------------|--|
| Highly important issues | 2 | Governance | Legitimate management |
| | 17 | Social | Legitimate recruitment and use of workforce |
| | 3 | Governance | Internal integrity management |
| | 22 | Social | Confidential customer information |
| | 4 | Governance | Internal management standard |
| | 13 | Social | Providing competitive salary, benefits and promotion channels |
| | 20 | Social | Guaranteeing service quality |
| | 1 | Governance | Continuing growth in profits |
| | 16 | Social | Planned trainings for employees |
| | 12 | Environmental | Controlling the possible environmental risks (such as chemical leaks, explosions, etc.) in the storage process |
| Moderately important issues | 21 | Social | Actively communicating with customers and handling complaints in a timely manner |
| | 9 | Environmental | Taking measures to protect the marine and dock ecological environment |
| | 14 | Social | Providing employees with a safe working environment and paying attention to their health |
| | 19 | Social | Considering their environmental, social and governance standards when selecting suppliers |
| | 15 | Social | Employee-caring initiatives |
| | 11 | Environmental | Saving water consumption |
| | 10 | Environmental | Saving energy consumption |
| | 8 | Environmental | Standard discharge and reduction measures for solid waste |
| Low importance issue | 18 | Social | Driving local development and participating in charity donations |
| | 6 | Environmental | Exhaust gas, wastewater discharge standards and emission reduction measures |
| | 7 | Environmental | Reducing greenhouse gas emissions |
| Low importance issue | 5 | Governance | Transparency of business information |

| 程度 | 序號 | 範疇 | 重大性議題 |
|---------|----|----|-------------------------------|
| 高度重要性議題 | 2 | 管治 | 合法合規經營 |
| | 17 | 社會 | 合法合規用工 |
| | 3 | 管治 | 內部廉政管理 |
| | 22 | 社會 | 保密客戶信息 |
| | 4 | 管治 | 內部管理水平 |
| | 13 | 社會 | 提供有競爭力的薪酬、福利和晉升渠道 |
| | 20 | 社會 | 保證服務質量 |
| | 1 | 管治 | 利潤持續增長 |
| | 16 | 社會 | 有計劃進行員工培訓 |
| | 12 | 環境 | 管控倉儲過程可能存在的環境風險（如化學物泄漏、爆炸等事故） |
| 中度重要性議題 | 21 | 社會 | 與客戶積極溝通，及時處理投訴 |
| | 9 | 環境 | 採取保護海洋與碼頭生態環境的措施 |
| | 14 | 社會 | 為員工提供安全的工作環境，關注員工健康 |
| | 19 | 社會 | 選擇供應商時考慮他們的環境、社會及管治水平 |
| | 15 | 社會 | 關愛員工的舉措 |
| | 11 | 環境 | 節省水消耗 |
| | 10 | 環境 | 節省能源消耗 |
| | 8 | 環境 | 固體廢棄物的達標排放和減排措施 |
| 低度重要性議題 | 18 | 社會 | 帶動地方發展，參與公益捐贈 |
| | 6 | 環境 | 廢氣、廢水達標排放和減排措施 |
| | 7 | 環境 | 減少溫室氣體排放 |
| 低度重要性議題 | 5 | 管治 | 經營信息的透明度 |

1.2 Communication with Stakeholders

The sustainable development of Dafeng Port Heshun is closely related to various stakeholders. On the one hand, as a member of the industry's industrial chain and a member of the society, stakeholders can directly influence the enterprise through their decision-making and behavior. We can effectively obtain the continuous driving force for development by timely responding to the needs of stakeholders. On the other hand, through the products and services we provide, we have a direct and indirect impact on various stakeholders. In the course of the Company's operations, the effective participation of stakeholders can help the Company correctly assess the impact of its own decisions, adjust the direction of action in a timely manner, and ultimately achieve sustainable development for both the Company and its stakeholders.

| Stakeholders | Ways of Communication | |
|----------------------------|--------------------------------|--|
| Customers | Official website | Customer service hotline |
| | Customer interview | Customer relationship periodic maintenance |
| Staff | Company's intranet | Staff meeting |
| | Staff suggestion box | Staff problem activity |
| | Staff training | |
| Shareholders and investors | Shareholders' meeting | Periodic report |
| | Official website | Analyst briefing |
| | Public media | |
| Suppliers | Direct communication and visit | Regular review and assessment |
| | Suppliers' meeting | Tendering activity |
| | Online opinion survey | |
| Community | Community services | |
| Others | Regular communication | Email |

1.2 利益相關方溝通

大豐港和順的可持續發展與各利益相關方息息相關。一方面，作為行業產業鏈及社會中的一員，利益相關方能通過他們的決策及行為對企業產生直接影響，我們通過對利益相關方需求的及時回應，能有效獲得發展的持續動力；另一方面，我們通過所提供的產品及服務，對各利益相關方產生了直接及間接的影響。在本公司的運營過程中，利益相關方的有效參與能夠幫助公司正確評估自身的決策影響，及時調整行動方向，最終實現公司自身與利益相關方的可持續發展。

| 利益相關方 | 溝通方式 | |
|--------|---------|----------|
| 客戶 | 官方網站 | 客戶服務熱線 |
| | 客戶訪談 | 客戶關係定期維護 |
| 員工 | 公司內部聯絡網 | 員工會議 |
| | 員工信箱 | 員工問題活動 |
| | 員工培訓 | |
| 股東與投資者 | 股東會議 | 定期報告 |
| | 官方網站 | 分析員簡報 |
| | 公開報道 | |
| 供貨商 | 直接溝通訪問 | 定期審核及評估 |
| | 供貨商會議 | 招投標活動 |
| | 網上意見調查 | |
| 社區 | 社區服務活動 | |
| 其他 | 常規交流 | 電子郵件 |

1.3 Anti Corruption

Dafeng Port Heshun strictly complies with national and regional laws and regulations including Law of the People's Republic of China on Anti-Corruption and Anti-Bribery (《中華人民共和國反貪污賄賂法》), Law of the People's Republic of China on State-Owned Assets in Enterprises and Law of the People's Republic of China Against Unfair Competition by establishing strict internal anti-corruption and integrity codes and developing corresponding internal control systems including codes of "risk management system" and "anti-malpractice management system". Through enhancing standards of internal control and governance continuously and standardising employees' professional behavior, we have established integral, diligent and dedicating culture with a view to protect legal interests of our shareholders.

The Company upholds the basic principle of "Implementing penalty and prevention simultaneously and focusing on prevention (懲防並舉、重在預防)" and "Protect whistleblower and avoidance while investigation (舉報保護、調查回避)". The internal control audit department of the Company have set up channels of reporting through writing, telephone and e-mail, etc. to encourage employees to report malpractice once corruption is found, and promise to keep the information of the whistleblower absolutely confidential.

During the reporting period, there was no settled or pending legal proceeding against the Company and our employees in relation to corruption and no breach of relevant national and local anti-corruption laws were found.

Sustainable development practice: training course on risk management and internal control

On 25 April 2018, the Company organised a comprehensive training course on risk management and internal control with a view to promote management standards of general risk management and internal control. Over 30 participants attended the training. The training focused on improving integration of risk management and internal control system with the actual productive operation as well as practically enhancing the effectiveness and guidance on risk management in operation of the Company. The training interpreted various panoramic cases and analysed particular process function in detail, providing the participants a deep understanding on statutory requirements for risk management and internal control as well as the internal control system.

1.3 反貪污

大豐港和順嚴格遵守《中華人民共和國反貪污賄賂法》、《中華人民共和國企業國有資產法》、《中華人民共和國反不正當競爭法》等國家和當地法律法規，在公司內部制定了嚴格的反貪污和廉潔守則，並設立了相應的《內控制度》，其中包括《風險管理制度》、《反舞弊管理制度》等細則。我們通過持續提升內部控制和治理水平，規範員工的職業行為，樹立廉潔、勤勉、敬業的工作作風，維護股東合法權益。

本公司堅持「懲防並舉、重在預防」及「舉報保護、調查回避」的基本原則，在內控審計部設立了書面、電話、電郵等舉報渠道，鼓勵員工一旦發現有貪污腐敗的現象發生，立即舉報不當行為，並承諾絕對保密舉報者的信息。

在報告期內，概無發生任何關於本公司及員工的已審結或正在審理的有關貪污的法律訴訟，亦無發現違反相關國家及當地反貪污法律的情況。

可持續發展實踐：風險管理與內部控制專項培訓

為了落實推進公司全面風險管理及內部控制管理水平，二零一八年四月二十五日，公司組織開展了全面風險管理及內部控制工作專項培訓。本次培訓超過30人參加，著力提升風險管理和內部控制體系與實際生產經營的貼合度，切實提高風險內控管理在公司經營中的有效性和指導性。培訓通過大量的全景式案例解讀，對具體流程功能進行詳細分析，讓參訓人員對風險管理和內部控制的法規要求、內控機制有了深刻認識。

Dafeng Port Heshun practises the philosophy of establishment of ecological civilisation and takes green development, cyclic development, and low-carbon development as our development approaches. In the development of our production, we adhere to the basic national policy of environmental protection, and the principle of “prevention as the mainstay, combining prevention and control”, adhere to the combination of protection of resources and control of damage, make overall planning and take special treatment step by step, and adhere to the “who pollute who handle” principle.

Dafeng Port Heshun implements an accountability system for environmental goals. The safety and environment protection division undertakes general responsibilities for environmental protection works of the Company. Its principal responsibilities are implementing approaches, policies and regulations on environmental protection of the PRC and local governments consistently, developing plans and objectives as well as annual work plan for environmental protection on company level, monitoring and managing environmental protection work of the Company, organising technical training and promoting advanced technology for environmental protection and regularly submitting reports on environmental protection work to the management team. In combination with Dafeng Port Heshun’s actual work process on environmental protection, 江蘇中南匯石化倉儲公司 (Jiangsu Zhongnanhui Petrochemical Storage Company Limited*) (“Zhongnanhui”) established an environmental protection leading group in 2018, together with the safety and environment protection division of the Company to implement reduction of sources of pollutants, proper management of emissions, and prevention of environmental risks in the production process during the environmental protection process to reduce the impact on the environment.

大豐港和順實踐生態文明建設的理念，把綠色發展、循環發展、低碳發展作為發展途徑。在生產發展中，我們堅持貫徹環境保護這一基本國策，堅持預防為主、防治結合的方針，堅持保護資源與控制損害相結合、統籌規劃、專項治理、突出重點、分步實施、誰污染誰治理的原則。

大豐港和順實行環境目標責任制，由公司安環科對公司環境保護工作負總體責任，主要負責貫徹執行國家和地方政府環保方針、政策和法規，制定公司層面的環保規劃和目標及全年工作計劃，監督和管理公司環保工作，組織技術培訓和推廣環境保護先進技術，並定期上報環保工作報表。結合大豐港和順在環境保護工作方面的實際情況，江蘇中南匯石化倉儲公司（「中南匯」）在二零一八年成立環境保護領導小組，協同公司安環科，在環境保護過程中落實源頭污染物削減、妥善的排放物管理以及防範生產過程運營中的環境風險，減少對環境的影響。

2.1 Compliant Emission

Dafeng Port Heshun strictly abides by relevant national environmental protection laws and regulations, such as the Environmental Protection Law of the People's Republic of China and Law of the People's Republic of China on Environment Impact Assessment and relevant laws on pollution and emission, such as Law of the People's Republic of China on Prevention and Control of Water Pollution, Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution, Law of the People's Republic of China on Prevention and Control of Environmental Pollution by Solid Waste and Law of the People's Republic of China on Prevention and Control of Environmental Noise Pollution, as well as the relevant national and local policies.

Dafeng Port Heshun develops and continuously improves its relevant internal management system for environmental protection and has formulated the "Environment Management System" and the "Hazardous Waste Management Regulation" and strictly enforces the corresponding emission control requirements. Initiated by the safety and environment protection division, we instruct other subordinate units to develop their own pollution source control plans and annual control plans. The plans will be incorporated into annual plans of the Company after review and will be organised and implemented seriously to achieve "Control, examination and operation step by step (治理一項、驗收一項、運行一項)".

During the reporting period, the Company did not have any illegal emissions and was in compliance with the relevant laws and regulations on environmental protection.

Exhaust Gas Emission Management

According to the requirements of the "Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution," Dafeng Port Heshun strictly manages atmospheric pollutants to ensure that emissions meet relevant standards, and at the same time, it continuously reduces emissions of atmospheric pollutants and reduces environmental impact through measures such as source control and processing improvement.

2.1 合規排放

大豐港和順嚴格遵守國家環境保護相關法律法規，如《中華人民共和國環境保護法》、《中華人民共和國環境影響評價法》，及污染排放相關法律，包括《中華人民共和國水污染防治法》、《中華人民共和國大氣污染防治法》、《中華人民共和國固體廢物污染環境防治法》、《中華人民共和國噪聲污染防治條例》，及國家、地方相關政策的要求。

大豐港和順對應建立並持續完善內部的環境保護相關管理制度，制定了《環境管理制度》和《危險廢棄物管理章程》，嚴格執行相應的排放物監管要求。我們以安環科牽頭，指導各下屬單位制定本單位的污染源治理規劃和年度治理計劃，經公司審查後列入年計劃，並認真組織實施，做到治理一項、驗收一項、運行一項。

報告期內，本公司沒有發生違規排放物的情況，並遵守與環保相關的法律及法規。

廢氣排放管理

根據《中華人民共和國大氣污染防治法》要求，大豐港和順嚴格管理大氣污染物，確保排放達到相關標準要求，同時，通過源頭控制、工藝改進等措施不斷減少大氣污染物排放，減少對環境的影響。

Wastewater Discharge Management

Dafeng Port Heshun strictly follows the Law of People's Republic of China Integrated Wastewater Discharge Standard, strictly controls the management of water pollutants, forbid the direct discharge of pollutants such as oils, acids, and lye, etc. to water body, prevent water pollution, and adhere to the comprehensive treatment of production wastewater.

Dafeng Port Heshun properly collects ground and cleaning tank effluent, tank bottom oil effluent and rainwater, and properly process such through a self-built sewerage treatment station. The sewage from the self-built sewer station is sent to the industrial park sewerage treatment station for further treatment to further reduce pollution and eventually meet the standard emissions. Office sewage is discharged into the municipal sewage pipeline and enters into the local municipal sewage treatment plant. At the same time, the Company will monitor the surrounding seawater in order to have a real-time understanding of our impact on the surrounding waters and respond to accidents in a timely manner.

Solid Waste Management

Dafeng Port Heshun is committed to reducing the pollution of the surrounding ecological environment caused by various types of waste generated in its operations, and has continuously improved relevant its management system. We have formulated and have strictly followed the "Hazardous Waste Management Procedures" according to the relevant requirements of the Law of the People's Republic of China on the Prevention and Control of Environment Pollution Caused by Solid Wastes, Regulations on the Safety Administration of Dangerous Chemicals, National Hazardous Waste List, Standard for Pollution Control on Hazardous Waste Storage, Measures for the Prevention and Control of Environment Pollution by Discarded Dangerous Chemicals, and Hazardous Waste Transfer Contact Management Measures to ensure the proper disposal of hazardous wastes.

污水排放管理

大豐港和順嚴格遵循《中華人民共和國污水綜合排放標準》，嚴格水污染物管理，嚴禁直接向水體排放油類、酸類以及鹼液等含有污染物的廢水，防止水體污染，堅持做好生產廢水綜合處理工作。

大豐港和順妥善收集地面及清洗儲罐污水、罐底油污水及雨水，通過自建污水處理站進行處理，自建污水站處理後的污水匯入園區污水處理站進行深度處理進一步削減污染物，最終達標排放。辦公污水則排入市政污水管網，進入當地市政污水處理廠。同時，本公司將開展周圍海水的監測，以實時掌握我們對周圍水域的影響情況並得以及時對意外事件作出反應。

固體廢棄物管理

大豐港和順致力於減少業務中產生的各類廢棄物對周圍生態環境的污染，並不斷完善相關管理制度。我們已根據《中華人民共和國固體廢物污染環境防治法》、《危險化學品安全管理條例》、《國家危險廢棄物名錄》、《危險廢物貯存污染控制標誌》、《廢棄危險化學品污染環境防治辦法》、《危險廢棄物轉移聯繫管理辦法》的相關要求制定並嚴格遵循《危險廢棄物管理制度》以確保危險廢棄物得以妥善處置。

Hazardous waste generated in Dafeng Port Heshun's operation mainly include: (1) waste oil in grease trap; (2) oil-polluted waste and liquid (沾油廢物及廢液). The Company has defined relevant treatment procedures in "Hazardous Waste Management Procedures":

大豐港和順生產經營過程中產生的危險廢棄物類型主要有：(1) 隔油池廢油；(2) 沾油廢物及廢液。公司在《危險廢棄物管理制度》明確了相應的處置程序：



"Hazardous Waste Management Procedures" also specifies the requirement and standards for pre-handling, storage and classification of hazardous waste. Production facility division classifies and counts hazardous waste collected and transfers the waste in kinds and batches to the hazardous waste warehouse after confirmation by safety and environment protection division. The Company has set up hazardous waste warehouse in its plants to classify and store hazardous waste generated in its operation. Real-time cameras and surveillance are set outside the warehouse to ensure effective management of hazardous waste. Requirements for containers and storage of hazardous waste of the Company are set out below:

《危險廢棄物管理制度》對危險廢棄物的預處理及分類貯存也明確了要求和規範，生產設備科收對收集到的危險廢棄物進行分類統計，交由安全環保科確認後，將危險廢棄物分類分批移送至危廢倉庫。本公司在廠區設置了危險廢棄物倉庫，將業務中產生的危險廢棄物分類存貯，倉庫外設置了實時視頻監控以確保危險廢棄物的有效管理。公司對危險廢棄物容器及儲存要求如下圖所示：

1. Disposition of container tanks or boxes for hazardous waste
 - Ensure container to be stored safely and secured and kept away from fire and water.

1. 設置危險廢棄物存放桶或箱
 - 保證容器安全、牢固、遠離火源、水源。

2. Container in direct contact with hazardous waste should satisfy the following requirements:

- Material of the container should be compatible with (no reaction) the hazardous waste
- The container should satisfy relevant intensity and protection requirement.
- The container should be in perfect condition and sealed to prevent leakage during transfer and transportation.
- Each container storing hazardous waste should have clear label or stick new label to indicate the Chinese name and nature of the material stored. The labels should not show any sign of markups.
- All containers storing hazardous waste should have appropriate space.

3. Temporary storage of hazardous waste should:

- Be stored separately in kinds. Materials not compatible should be stored separately to prevent any danger.
- Direct packaging materials for fragile package should, according to their nature, be fixed in wooden case or firm cartons and fillers should be added to prevent collision and pressure and for secured storage.
- Container in direct contact with hazardous waste should avoid leakage from tilting and slanted storage.

The safety and environment protection division engages qualified units to undergo unified safe disposal of hazardous waste and strictly adheres to the "Five Joint List System for the Transfer of Hazardous Wastes". In order to better track the handling of hazardous wastes, a series of information, such as order submission, acceptance of wastes by qualified units, removal of plant areas, confirmation of transfer amount, etc., can be updated and inquired in real time in the online "Hazardous Waste Dynamic Management Information System". In addition to the proper disposal of hazardous wastes, the Company transferred non-hazardous waste and domestic waste generated during storage and operation to the material recovery unit for unified treatment or recycling.

2. 直接存放危險廢棄物的容器須滿足以下要求

- 容器材質必須與危險廢棄物相容（不發生反應）
- 容器須滿足相應的強度和防護要求
- 容器必須完好無損，封口嚴緊，防止在搬動和運輸過程中泄漏
- 每個盛裝危險廢棄物的容器上都必須黏貼明顯的標籤，或貼上新的標籤，註明所盛物質的中文名稱及危險性質，標籤不能有塗改痕跡
- 凡盛裝液體危險廢棄物的容器必須留有適量空間

3. 臨時存貯危險廢棄物必須做到：

- 按類分別存放，不相容的物質應分開存放，以防發生危險
- 易碎包裝物的直接包裝物應按性質不同分別固定在木箱或牢固的紙箱中，並加裝填充物，防止碰撞、擠壓，以保證安全存放
- 直接盛裝危險廢棄物的容器在存貯過程中應避免傾斜、傾置而泄漏

公司安全環保科將危險廢棄物委託有資質的單位進行統一安全處置，並嚴格遵守《危險廢物轉移五聯單制度》。為了更好的追蹤危險廢棄物的處理情況，從下訂單、資質單位接受廢棄物、移出廠區、轉移量確認等一系列的信息都可以在線上的「危險廢物動態管理信息系統」中實時更新和查詢。除了妥善處置危險廢棄物以外，本公司將倉儲與運營中產生的無害廢棄物及生活垃圾轉移至物資回收單位進行統一處理或回收再利用。

Preventing Environmental Accidents

In order to prevent environmental pollution caused by pollutants, Dafeng Port Heshun improves continuously the operation and management of its environmental protection facilities, requiring the facilities to be monitored by specialists to operate in accordance with operation procedures and prepare operational records. In addition, Dafeng Port Heshun sets up requirements for the units that discharge pollutants. When pollution accidents or other unexpected events may or have occurred, emergency measures shall be taken immediately to prevent accidents, control pollution from spreading and to reduce and eliminate the impact of the accidents. Within 2 hours after the occurrence of a major accident or an unexpected event, it shall be reported to the Company's environmental protection department and be investigated and handled.

Responding to climate change

We are concerned about global climate change, and we continuously reduce the greenhouse gas emissions during the Company's operations by saving energy and applying low-carbon energy. We actively cooperate with the "13th Five-Year Work Plan for Greenhouse Gas Emission Control" promulgated by the State Council in the "13th Five-Year Plan" to contribute to the sustainable economic and social development of China and the preservation of global ecological equilibrium.

預防環境事故

為預防由污染物產生的環境污染，大豐港和順不斷完善環保設施運行管理，規定環保設施必須由專人管理，按照操作流程進行操作並做好運行記錄。此外，大豐港和順規定有污染物排放的單位，在可能或者已經發生污染事故或其他突發性事件時，應當立即採取應急措施，防止事故發生，控制污染蔓延，減輕、消除事故影響。在重大事故或者突發性事件發生後2小時內，應向公司環保處報告，並接受調查及處理。

應對氣候變化

我們關注全球氣候變化，通過節省能源以及應用低碳能源等手段不斷降低公司運營過程的溫室氣體排放。積極配合國務院頒佈的《「十三五」控制溫室氣體排放工作方案》，為促進我國經濟社會可持續發展和維護全球生態安全作出貢獻。

2.2 Use of Resources

Energy Management

Dafeng Port Heshun adheres to the concept of energy conservation and consumption reduction, abides by the Law of the People's Republic of China on Conserving Energy and related laws and regulations, and strives to reduce energy consumption in office, warehousing and other operational processes, and implements overall management and control of energy consumption, so as to enhance the overall efficiency of energy use and fulfill our environmental and social responsibilities while ensuring the Company's long-term sustainable development.

During the reporting period, the Company continued to monitor the level of energy use in warehouses and reduce daily energy consumption in warehouses by updating lighting and ventilation equipment. At the same time, we have made scientific arrangements for the transportation routes of transport vehicles and reduce the transportation distance and frequency of transportation as far as possible to achieve the goal of reducing fuel consumption. In the office, we actively promote and advocate the concept of green office, such as replacing ordinary light bulbs and tubes with energy-saving lighting; communicating and circulating documents in electronic form as much as possible; when necessary, printing documents using double-sided printing to save paper; when heating or air conditioning is needed in winter and summer, set the maximum temperature range to ensure comfort in the office while reducing energy consumption.

Water Resources Management

In the course of our production operations, we attach importance to the protection of water resources, reduce the use of water resources, comply with relevant laws and regulations such as the Water Law of the People's Republic of China. We source all of our water from the municipal water supply and implement internal measures to save water.

During the reporting period, the Company have made arrangement to store the same material in the same storage tank if possible through scientific coordination so as to reduce the frequency of cleaning and washing, thereby achieving the purpose of water conservation and improving the recycling rate of clean water.

2.2 資源使用

能源管理

大豐港和順堅持節能降耗理念，遵守《中華人民共和國節約能源法》及相關法律法規，致力於減低辦公、倉儲等運營過程中的能資源消耗，對能耗使用實施全面管理與控制，以提升能源的整體使用效益，履行我們對環境及社會的責任的同時保證公司長遠的可持續發展。

報告期內，本公司持續監控倉庫能源使用水平，通過更新照明和通風設備等，降低倉庫日常能源消耗。同時，我們進一步對運輸車輛的運輸路線作科學系統的安排，在完成運輸任務的前提下盡量降低運輸距離和運輸頻次，以達到降低油耗的目標。在辦公室，我們積極推動及倡導綠色辦公理念，如將普通燈管更換為節能燈；盡量以電子形式交流和傳閱文件，需必要打印文件時，做到雙面打印以節省紙張；冬夏季需要使用暖氣或空調時，設置最高溫度範圍，以確保辦公室舒適度的同時減少能源消耗。

水資源管理

我們生產運營過程中重視水資源保護、減少水資源的使用，遵守《中華人民共和國水法》等相關法律法規，在內部推行節約水的措施。

報告期內，本公司通過科學統籌，盡可能安排在同一個儲罐中儲存相同的物料，從而減少清灌、洗灌的頻次，以達到節省用水的目的，同時也提高了淨水的循環利用率。

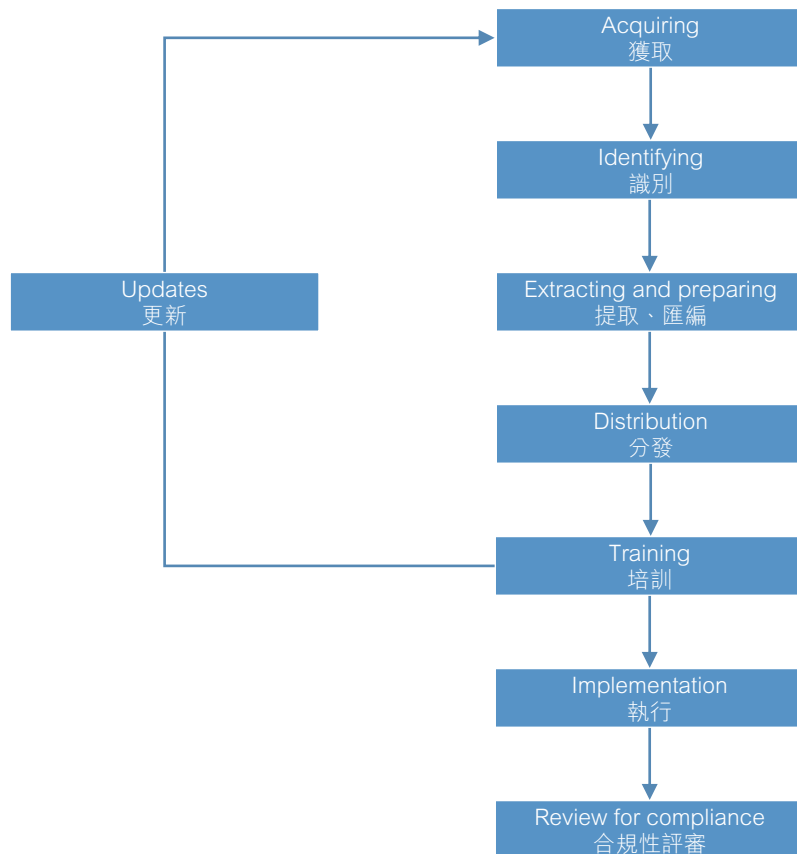
3.1 Safe Operations Management

In order to establish the responsibility for safe production, prevent and reduce operational safety accidents, Dafeng Port Heshun is dedicated to follow the policy of "Safety first based on prevention and comprehensive control (安全第一、預防為主、綜合治理)" and sets up a sound safe production responsibility system. The Company strictly abides by the national and local laws and regulations including Production Safety Law of the People's Republic of China, Fire Protection Law of the People's Republic of China and Production Safety Regulations of Jiangsu Province. It also implemented a series of measures to improve safe operation management" in accordance with Safety Devices Contents and Requirements for the Petrochemical Wharf and Warehouse Area, Regulations on the Safety Administration of Dangerous Chemicals, Provisions on the Safety Management of Hazardous Goods at Ports and related requirements.

3.1 安全運營管理

為明確安全生產責任，防止和減少安全事故，大豐港和順堅決貫徹「安全第一、預防為主、綜合治理」的方針，建立健全安全生產責任制，加強安全生產管理。公司嚴格遵守國家及地方法律法規，包括《中華人民共和國安全生產法》、《中華人民共和國消防法》以及《江蘇省安全生產條例》，並根據《石油化工碼頭及庫區安全設施配備目錄及技術要求》、《危險化學品安全管理條例》、《港口危險貨物安全管理規定》等相關規定開展了一系列提升安全運營管理的措施。

Workflow diagram of management procedures complying with laws and regulations
法律、法規符合性管理程序流程圖



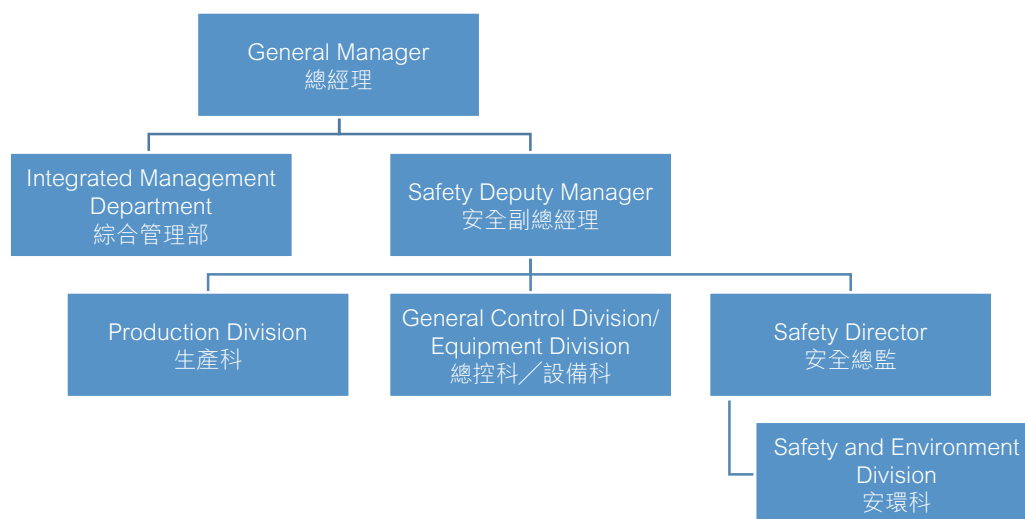
In September 2018, Dafeng Port Heshun updated the “Safety Management System”, establishing a safe production responsibility system and defined a safe production management network. The system established a series of related operational procedures for checking hidden risks in safe production, safety training and specialised operation. Based on guidances in the “Safety Management System”, the Company has commenced continuously works on checking hidden risks and monitoring hazard sources, and timely and effectively improving existing safety production management methods to adapt to changes in the Company’s safe operations in order to achieve an increase in safe production management level.

To ensure effective implementation of the “Safety Management System”, the Company has set up the safe production committee accordingly. The committee is responsible for organising, coordinating and instructing internal divisions and subsidiaries of the listed company in safe production management, monitoring overall management, procuring and checking all divisions and subsidiaries for compliance with safe production decision by regional government and regional safety committee as well as the plans for safe production. Through the active promotion of the management and the efforts of all levels of employees, Zhongnanhui, our subsidiary, has passed level two standard of the safety production standardization.

大豐港和順在二零一八年九月更新了《安全管理制度》，確立了安全生產責任制，明確了安全生產管理網絡，並建立了一系列安全生產隱患排查、安全培訓、及特種作業相關操作規程。公司基於《安全管理制度》的指導，持續開展排查治理隱患和監控危險源工作，及時有效的改進現有的安全生產管理方法來適應公司安全運營狀況的改變，實現安全生產管理水平的提升。

為確保《安全管理制度》的有效落實，公司設立安全生產委員會，負責組織、協調和指導上市公司內部和所屬各公司的安全生產管理工作，負責綜合監督管理工作，督促檢查各部門、所屬各公司貫徹區政府和區安委會安全生產工作決議和安全生產工作部署情況。經過管理層的積極推進與各等級員工的努力實踐，下級公司中南匯已通過安全生產標準化二級標準。

Diagram of Safety Management Network
安全管理網絡圖



Meanwhile, in accordance with the "Management System for Special Operation (特殊作業管理制度)", the Company specified application scope, duties and relevant safety requirements for special operation like casual power usage, cranking and lifting and aloft work, with a view to standardize safety supervision and management of on-site special operation of the safety and environment protection division.

3.2 Safety Risk Control

Dafeng Port Heshun pays attention to the safety risk management during the operation process, especially the petrochemical storage process and strictly complies with the provisions like "Safety Devices Contents and Requirements for the Petrochemical Wharf and Warehouse Area", "Regulations on the Safety Administration of Dangerous Chemicals", and "Provisions on the Safety Management of Hazardous Goods at Ports" and continuously reduce the risk of operating procedures.

In order to effectively identify and control risks, as well as to reduce risks and hazardous and harmful factors, the Company has specifically formulated "Safety Check and Accidental Hidden Risk Management System", "Risk Assessment and Control System" and "On-site Emergency Measures" in the "Safety Production Management System". The Company's safety and environment division is responsible for leading the identification of hazardous and harmful factors, risk assessment and risk control work.

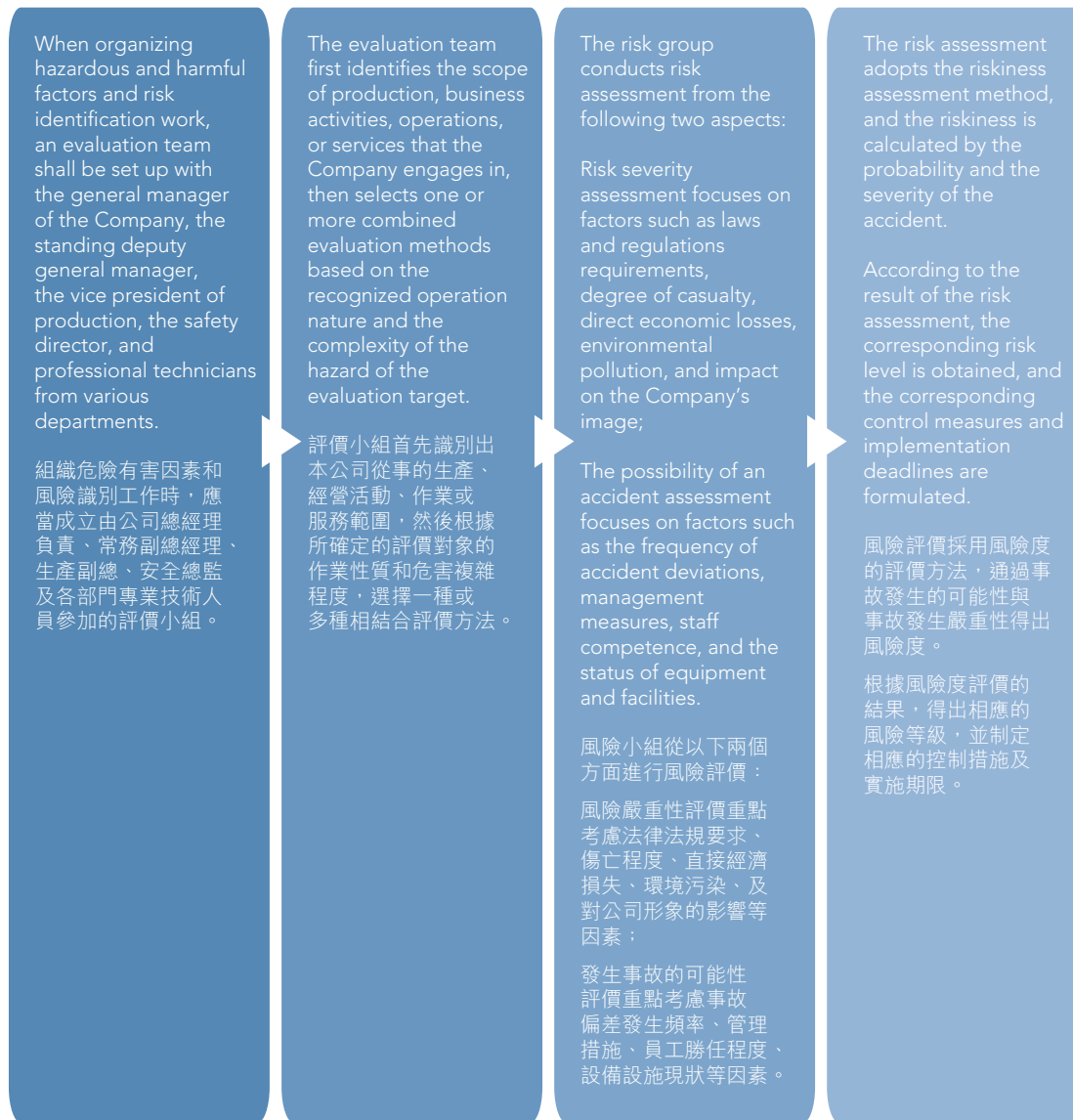
同時，公司依據《特殊作業管理制度》，對運營相關的臨時用電、起重吊裝、高處作業等特殊作業明確了適用範圍、職責、及相關安全要求，以規範安環部在現場特殊作業的安全監護及管理工作。

3.2 安全風險管控

大豐港和順重視運營過程的安全風險管理，尤其石化倉儲過程嚴格遵守《石油化工碼頭及庫區安全設施配備目錄及技術要求》、《危險化學品安全管理條例》、《港口危險貨物安全管理規定》等規定，不斷降低運營過程的風險。

為有效識別和控制風險，降低風險和危險有害因素，本公司在《安全生產管理制度》中專門制定了《安全檢查和事故隱患排查治理管理制度》、《風險評價和控制制度》和《現場應急處置措施》，由公司安環科負責主導危險有害因素的識別、風險評價和風險控制工作。

Risk Identification Management Process
風險識別管理流程



In addition, to further enhance our safety emergency management capability to handle and defend against natural disasters, the Company formulated "Emergency Plan against Lightning and Static electricity" in order to minimize and reduce safety risks caused by disasters like lightning, ensure normal operation of facilities by establishing efficient and orderly rescuing plan.

此外，為進一步增強應對和抵御自然災害的安全應急能力，公司制定了《防雷防靜電應急預案》，最大程度的避免和減輕雷電災害引發的安全風險，保障設備的正常運營生產，建立高效、有序的救災運行機制。

Sustainable Development Practices: annual safety check and hidden risk elimination and investigation

Zhongnanhui set up the "Plan for risk management and control and hidden risk elimination and investigation of Zhongnanhui" in 2018, in respect of the systematic check and examination for principal operation stages. The plan measured risk index in terms of three aspects, "Possibility of occurrence", "Severity of consequence" and "Acceptability of risk", and accordingly provided recommendation to improve the existing control measures after review.

Besides, the plan developed seasonal focus on safety check according to operational characteristics and climate of place of operation of Zhongnanhui, which included:

- In late May, Zhongnanhui arranged check for prevention for bad weather including flood, typhoon and lightning according to seasonal climatic characteristics;
- In late October, Zhongnanhui organised general safety check for autumn according to seasonal climatic characteristics;

In respect of the 21 discoveries from summary of hidden risk elimination and investigation in February 2018, we have added the hidden risks to "Rectification list for safety check" and passed to relevant divisions and responsible staff, demanding relevant rectification measures. As at 28 February 2018, rectification for all the 21 discoveries in check have been completed. Photos of on-site rectification conditions have been archived.

Case: Successful completion of unloading of mixed butane(混合碳四)(butadiene) in petrochemical wharf for the first time

On 26 April 2018, the "North Pole Gas Carrier(北極氣船)" carrying mixed butane (butadiene) of 5700 tonnes unloaded in petrochemical wharf.

Employees of petrochemical wharf had made sufficient preparation for successful unloading. They invited Zou Longtao (鄒龍濤), expert of petrochemisty, in advance to advise on the safe operation conditions in the wharf and rectified hidden risks according to his instructive advice to ensure compliance with the requirements of safety and environmental protection.

可持續發展實踐：年度安全檢查和隱患排查工作

中南匯在二零一八年制定了《中南匯風險管控和隱患治理排查方案》，針對各個主要作業環節進行系統性的檢查和考量，從「發生幾率」、「後果嚴重性」、「風險可接受性」3個維度評分得出風險指數，並對現有控制措施進行評估並相應提出改進建議。

此外，方案還根據中南匯的業務特徵、經營地氣候情況制定了季節性的安全檢查工作重點，包括：

- 5月下旬，中南匯根據季節性氣候特點組織防汛、防台風、防雷電等惡劣天氣專項檢查；
- 10月下旬，中南匯根據季節性氣候特點組織秋季專項安全大檢查；

針對二零一八年二月隱患排查工作匯總的21個檢查發現，我們將安全隱患內容錄入《安全檢查整改表》，落實到相應部門和責任人，要求提出相應的整改措施。截至二零一八年二月二十八日，所有21項檢查發現已全部完成整改，並對現場整改情況拍照存檔。

案例：石化碼頭首次混合碳四(丁二烯)卸船作業圓滿完成

二零一八年四月二十六日裝載5,700噸混合碳四(丁二烯)的「北極氣船」在石化碼頭進行卸船。

為順利完成卸船作業，石化碼頭員工做了充分準備，提前邀請石化專家鄒龍濤對碼頭安全作業條件進行指導，根據指導意見整改隱患，確保作業符合安全和環保要求。



3.3 Safety Drills

In view of the "Safety Management System" and "On-site Emergency Measures", the Company regularly conducts safety drills to control safety risks, improve the safety awareness of all employees, and create a healthy and safe working environment for employees. Through safety drills, all personnel were able to further grasp the use of safety equipment and facilities, improve familiarity with emergency plans and emergency handling capabilities, and ensure that frontline employees can effectively organize, respond quickly, and face turmoil in the event of safety production accidents so as to minimize the harm of them.

Sustainable Development Practice: Fire Drills

To strengthen employees' cooperative ability in emergencies, improve their familiarity to emergency plans, enhance their capabilities of emergency preparation, emergency response, emergency direction and emergency rescue as well as raise the professional level and practical ability of emergency rescuing team, in May 2018, Zhongnanhui simulated a scene of fire triggered by leakage of pipelines of tank group to conduct emergency drill plan and fire drills. The drill included subjects like "pre-handling", "clogging oil pipelines", "recovering oil products", "rescuing the injured", "fighting the fire", "pumping water to extinguish the fire", "coordinating and directing" and "emergency support" in accident rescue process. After completing drill, employees summarized weakness discovered during the process.

3.3 安全演練

本公司基於《安全管理制度》和《現場應急處置措施》，定期舉行安全演練，管控安全風險，提高全員安全意識，為員工打造健康、安全的工作環境。通過安全演練，全體人員得以進一步掌握安全設備設施的使用，提高對應急預案的熟悉程度與應急處置能力，確保一旦發生安全生產事故，一線員工能夠有效組織、快速反應、臨危不亂，最大限度地減少事故的危害。

可持續發展實踐：消防演練

為了強化應急合作能力，提高員工對應急預案的熟悉程度，增強應急準備、應急響應、應急指揮和應急救援能力，提升應急救援隊伍的業務水平和實戰能力，二零一八年五月，中南匯模擬罐組一管道物料泄漏引起火災事故的場景，開展應急演練方案及消防演練。演練過程包括事故救援過程的「前置處理」、「油管堵漏」、「油品回收」、「傷員救援」、「火災撲救」、「消防水傳輸」、「協同指揮」、「應急支援」等科目，在演練完成後總結應急演練過程中發現的不足。

4.1 Employment Overview

Dafeng Port Heshun considers human resources as the most important asset for our long-term operations and business development. We have adhered to the principle of "morality plus ability but morality before ability" and "selecting people depends on the task and maintaining a dynamic balance" when recruiting employees, abided by the basic principle of human resources management "openness, impartiality and fairness in order to effectively motivate and constrain each employee" as well as followed the principles of competition, responsibility, incentives, and democratic management to achieve effective development and rational use of human resources.

Employment Policy and Labour Standards

Dafeng Port Heshun strictly abides by the Labour Law of the People's Republic of China, Regulation on Labour Security Supervision, Labour Contract Law of the People's Republic of China, and the labour laws and regulations of the state, province, and city, and has formulated the "Administrative Measures on Labour and Personnel Matters" to systematically regulate, manage and protect employees' legitimate rights and interests such as employees' recruitment, employment, promotion, dismissal, staff training, code of conduct, working hours, performance appraisal, welfare benefits, diversification, and anti-discrimination.

The Company ensures that the recruitment process is fair and impartial, strictly obeys the prohibition of child labour regulations, and prohibits the use of child labour and forced labour. If a child labour is found, we will instruct the relevant authorities to send the child labour to their parents or other guardians in their original place of residence. At the same time, we insist on treating employees of different races, religions, ages, genders, marital status, disability status, and political orientations impartially, and provide them with an equal, diversified, non-discriminatory work environment.

4.1 僱傭總覽

大豐港和順多年來視人力資源為我們長遠營運及業務發展的最重要資產，堅持「德才兼備、以德為先」的用人原則，秉承「因事擇人，因才使用，保持動態平衡」的用人之道，遵守「公開、公正、公平，有效激勵和約束每一個員工」的人力資源管理基本準則，遵循競爭原則、責任制原則、激勵原則及民主管理原則，以實現人力資源的有效開發及合理利用。

僱傭政策、勞工準則

大豐港和順嚴格遵守《中華人民共和國勞動法》、《勞動保障監察條例》、《中華人民共和國勞動合同法》及國家、省、市有關勞動法律法規，並制定了《勞動人事管理辦法》，就僱員招聘、錄用、晉升、解僱、職員培訓、行為準則、工作時間、績效考核、福利待遇、多元化與反歧視等方面，進行系統化規範與管理，以保護員工的正當權益。

本公司保證招聘過程公平公正，嚴格遵從禁止使用童工規定，禁止使用童工與強制勞工。如發現使用童工，我們將指示相關部門將有關童工送交其於原居住地之父母或其他監護人。同時，我們堅持對不同種族、宗教、年齡、性別、婚姻狀況、殘疾狀況、政治取向的員工一視同仁，為員工提供一個平等、多元化、不歧視的工作環境。

Pay and Benefits

Dafeng Port Heshun is committed to providing reasonable remuneration, welfare, and benefits to its employees and protecting the immediate interests of employees through the implementation of the policies like “Administrative Measures on Labour and Personnel Matters”, “Administrative Measures on Remuneration Payment” and “Management and Implementation Measures on Performance Assessment”. In view of “Administrative Measures on Pay and Benefits”, the Company provides to employees basic salary, and (if applicable) bonus including allowances, commissions, etc. At the same time, we also provide employees with comprehensive welfare policies, including five insurance premiums and housing provident fund, as well as supplementary medical insurance, overtime allowance, outpatient allowance and hospitalization allowance. In addition, employees may enjoy pay leave such as public holidays, leave, sick leave, marriage leave, compassionate leave, maternity leave, and annual leave in addition to statutory holidays.

To enhance sense of belongings of employees and reinforce corporate cohesion and realize caring spirits, the Company also developed “Administrative Measures on Caring Employees”. The general department (綜合部) takes the lead to organize consolation activities and grant incentives and gifts in event of employees’ birthdays, weddings, sick leaves, work injuries, maternity leaves, funeral leaves and traditional festivals. In addition, we also established rewarding events selecting “Star of the Month” and “Star of the Year” to grant incentives to outstanding employees.

4.2 Employee Safety and Health

Dafeng Port Heshun places great emphasis on safe operations and employees’ occupational health and safety, and always places protection of employees’ safety and health as one of the Company’s priorities. We are committed to providing and maintaining a safe and healthy working environment for all staff or other people in the workplace. We strictly abide by the relevant laws and regulations on national production safety, such as Law of the People’s Republic of China on the Prevention and Treatment of Occupational Diseases, the Provisions on the Supervision and Administration of Occupational Health at Work Sites, Jiangsu Labour Protection Regulations, and Work Safety Law and fully implement the main responsibility for safe production. In 2018, the Company did not experience any work injury or death from work.

薪酬及福利

大豐港和順致力於為員工提供合理的薪酬、待遇及福利，通過實行《勞動人事管理辦法》、《薪酬發理管理辦法》、《績效考核管理實施辦法》等政策保障員工切身利益。公司基於《薪酬福利管理辦法》為員工提供包括基本薪金，以及(如適用)其他津貼、佣金等形式的薪酬體系。同時，我們亦為員工提供全面的福利政策，包括五險一金、補充醫療保險、加班津貼、門診津貼及住院津貼。除法定節假日以外，員工可依據《勞動人事管理辦法》中假期相關規定，享受公假、事假、病假、婚假、喪假、產假、年假等帶薪假期。

為增強員工歸屬感，提升企業凝聚力，體現人文關懷精神，公司還制定了《員工慰問管理辦法》，對員工生日、婚慶、生病、工傷、產假、喪假、傳統節日，由綜合部牽頭組織慰問活動，發放慰問金和禮品。此外，我們設置「月之星」、「年之星」評選獎勵活動，對於表現突出的員工給與激勵。

4.2 員工安全健康

大豐港和順十分重視安全營運和員工的職業健康安全，始終將保護員工生命安全與健康作為公司的重點工作之一。我們致力為工作地點內所有工作人員或其他在場人士提供及維持一個安全和健康的工作環境，通過嚴格遵守《中華人民共和國職業病防治法》、《工作場所職業衛生監督管理規定》、《江蘇省勞動保護條例》、《安全生產法》等國家安全生產相關法律法規要求，全面落實安全生產主體責任。二零一八年，本公司未發生任何因工作而死亡的事件。

Safety and Health Training

Dafeng Port Heshun has paid highly attribution to the safety and health training. We actively enhance general safety awareness through safety education, in order to ensure effective implementation of safe production as well as preventing and avoiding safety accidents. In this regard, the Company set the “Goals and requirements for 2018 safety education training” with a view to establish knowledge system of employees’ safety education and raised requirements in six aspects for safety education of each divisions and subsidiaries: safety requirement, safety awareness, safety knowledge, safety skills, compliance with regulations and capability of emergency response. In 2018, employees involved in our warehousing business have taken safety and health training for an average of 16 hours.

Meanwhile, the Company also set goals of safety education for employees at different levels. We require new or re-designated employees to participate in the three-level safety training. The three-level training would be examined and the relevant employees can only start working after passing the examination; acquirement of safety titles or certificates is also required for safety-related management staff. Currently, the Company has 1 certified safety engineer and a few employees are preparing for the certification.

We have formulated the “2018 Safety and Health Training Plan” and set up the training goals:

- The percentage of registered principals in charge, officers in charge, and security managers be 100%.
- The rate at which the new employees participate in the three-level safety training, and passing rate of employees training for transfer of posts be 100%.
- The annual rate of safety training for employees be 100%.
- The passing rate of a training $\geq 98\%$.

安全健康培訓

大豐港和順高度重視安全健康培訓，積極通過安全教育提升全員安全意識，保證安全生產工作有效落實，預防和杜絕安全事故。為此，公司制定了《二零一八年安全教育培訓目標和要求》，旨在構建職工安全教育的知識體系，並對各部門和所屬各公司的安全教育工作提出了6個維度的要求：安全需求、安全意識、安全知識、安全技能、遵章守紀、應急能力。二零一八年，大豐港倉儲業務員工接受安全健康培訓人均16小時。

同時，公司也針對不同層級的員工分別制定了安全教育的目標，要求新進或換崗員工進行三級安全培訓，三級教育將進行考核，通過考核方可上崗工作；要求安全相關管理人員獲取安全職稱或證書。公司目前已有1位國家安全註冊工程師，並有多名員工正在籌備安全註冊工程師認證。

此外，我們還制定了《二零一八年度安全健康培訓計劃》，並設立了培訓目標：

- 主要負責人、安全管理人員持證上崗率為100%。
- 新員工參加三級安全培訓、轉崗換崗員工培訓合格上崗率為100%。
- 員工每年安全再培訓參訓率為100%。
- 一次培訓合格率 $\geq 98\%$ 。

According to the Company's business and different personnel needs, each unit conducts safety production training every month or every two months. Different types of training and topics are designed to provide targeted training to personnel such as terminal operators, drivers, and team leaders contents including safety procedures, safety knowledge of dangerous chemicals, typical accident analysis, first aid methods, and traffic safety training. After training, the trainees also need to pass oral or written tests. In order to further motivate employees to pay attention to safety production training, the Company has year-end incentives for units and individuals that do not have accidents throughout the year, while departments that fail to follow the training plan to commence training will receive fines and warnings.

Moreover, the Company attaches importance to employee's health and has organized a variety of leisure sports and cultural activities, striving to create a healthy environment and atmosphere for employees. In November 2018, the Company organized the Wind Power Marathon and the 6th Employees' Fitness Athletic Meet (職工健身運動會).

Sustainable Development Practices: Arrange employees to participate in the Wind Power Marathon

On 11 November 2018, Dafeng Port Heshun Technology Company Limited arrange employees to participate in the Wind Power Marathon to enrich their cultural life, strengthen teamwork and demonstrate endeavor spirit. During the competition, our employees ran with joy to arrive at a sea of Holland flowers. Employees felt the warmth of Spring even in cold rains.

根據各公司的業務及不同的人員需求，各單位每個月或每兩個月進行一次安全生產培訓，有針對性地對碼頭操作人員、駕駛員、班組長等不同培訓對象設計不同培訓類型和主題，內容包括安全操作規程、危險化學品安全知識、典型事故分析、急救方法、交通安全培訓等。培訓後，受訓員工還需通過口試或筆試等考核。為進一步激勵員工重視安全生產培訓，公司對於全年沒有事故發生之單位和個人設有年終獎勵，而未按照培訓計劃開展培訓的部門則會受到罰款和警示。

不僅如此，公司高度重視員工健康，開展了豐富多樣的業餘體育文化活動，致力為員工營造積極健康的環境和氛圍。二零一八年十一月，公司開展了「風中足跡」馬拉松，和第六屆職工健身運動會。

可持續發展實踐：組織員工參與「風中足跡」馬拉松

二零一八年十一月十一日，為了豐富員工文化生活，增強團隊合作，展現努力拼搏的精神，和順科技股份有限公司組織員工參加「風中足跡」馬拉松賽事。此次賽事中，我們的員工一路歡聲笑語，抵達荷蘭花海，即使在寒冷的雨中，依然感覺溫暖如春。





Sustainable Development Practices: Organising the 6th Employees' Fitness Athletic Meet

On 23 November 2018, the 6th Employees' Fitness Athletic Meet of Dafeng Port was held in the Dafeng Port Stadium (大豐港體育場). Our employees left their stressful work to participate in the athletic meet. Most of the competitions were team racing. Our employees united to show close cooperation. They strived forward to demonstrate the spirit of unity and endeavor of Dafeng Port Heshun.

可持續發展實踐：舉辦第六屆職工健身運動會

二零一八年十一月二十三日，大豐港第六屆職工健身運動會在大豐港體育場舉行。我們的員工從緊張的工作中抽身，投入到運動會中。比賽項目多為團體賽，我們的員工團結一致，緊密配合，奮勇向前，展現大豐港和順人團結拼搏的精神面貌。





4.3 Employee Development

Dafeng Port Heshun attached importance to growth and development of employees. We uphold the principle of "openness, impartiality and fairness" to provide fair career opportunities and channels to employees. We develop tailor-made and suitable career paths and promotion opportunities for employees in different positions, departments and levels, and persistently provide related professional training and courses to help employees adapt to the rapidly changing social and economic environment and satisfy their needs of achievement.

The Company strives to coordinate the employees' competence with the job requirements of the Company with education and training, so as to enhance the quality of the Group's manpower and facilitate the achievement of corporate goals. The general management department of the Company, as the responsible management department for education and training works, is responsible for the overall organization, formulation and implementation of the Company's education and training programs, including the following specific duties:

4.3 員工成長

大豐港和順高度重視員工的成長與發展，秉承「公開、公正、公平」的原則為員工提供平等的職業機會和通道。我們為不同崗位、不同部門、不同層級的員工專門制定合適職業發展路徑和晉升機會，並持續提供相關專業培訓和課程，以協助員工應對快速變化的社會、經濟環境和滿足自身發展增值需要。

本公司致力於通過教育培訓使員工素質與公司工作要求盡最大可能協調匹配，進而提升企業人力資源素質，促成企業目標的實現。由公司綜合管理部作為教育培訓工作的歸口管理部門進行整體統籌，負責公司教育、培訓方案的制訂及實施，包括以下具體工作：



The training of the Company is divided into induction training for new employees, job-rotation training, on-the-job professional training etc.. At the same time, we provide tailor-made training to employees of different departments and positions to improve their skills:

公司培訓分為新員工入職培訓、員工轉崗培訓、在職專業培訓等，同時，我們為不同部門與崗位的員工提供專設的培訓，以提高員工技能：

Managerial personnel 管理類員工

- To provide training on labor law, secretarial practical skills, preparation of management reports, etc.
- 提供包括勞動法規、秘書實務技能及撰寫管理報告等方面之培訓

Technical personnel 技術類員工

- To provide corresponding technical training to help employees continuously improve their technical level required for the duties. We also provide training on occupational health and safety education as well as standardized operation procedures; and deliver the information regarding the latest development and status of the trade and logistics industry
- 提供各相應技術培訓，幫助員工持續提升崗位所需技術水平，我們亦提供職業健康與安全教育、規範化之操作流程之培訓，以及傳達有關商貿物流產業之最新發展和動態信息

Financial personnel 財務類人員

- To provide training on the preparation of the latest financial reports and accounting policies
- 提供最新財務報告編寫及會計準則之培訓

In addition, before the new employees taking office, the Company will organize a collective training session. The content of the training for new employees includes: corporate culture, business philosophy, the Company's development history and current status, industry trends, the Company's organizational structure, functions and business scope of each department, rules and regulations, code of conduct for employees, etc., so that new employees can further familiarize with the work procedures and scope of duties. Upon the completion of new employee training, an examination will be conducted and the employees who pass the exam will be given the opportunity of being full-time employees. Besides, a "training evaluation form", which is designed by the general management department, will be distributed to the training participants to fill in at the end of training. After summarizing, the general management department will evaluate the effectiveness of current training session from various perspectives, including training teachers, training content, training forms and techniques as well as training implementation, and rectify the inadequacies in a timely manner.

We also encourage employees to keep learning new skills through external training. Subject to the approval of the manager and the human resources department, the Company will provide support to the employees who apply for the external training in terms of fund and time. In addition, all directors and senior management of the Company have received training on the Rules Governing the Listing of Securities on GEM of the Stock Exchange and continuing professional development during the year, so as to cater for the market requirements professionally while performing duties.

In 2018, the employee training coverage reached 100%. The average number of training hours for employees involved in warehousing business was 32 hours, while that for office workers was 8 hours.

此外，新員工在入職上崗前，本公司為其統一組織新員工培訓。新員工培訓內容包括：企業文化、經營理念、公司發展歷史及現狀、行業狀況、公司組織機構、各部門的功能和業務範圍、規章制度、員工行為規範等，以便新員工進一步熟悉工作流程及職責範圍。新員工培訓結束後，實行統一考試，通過考試的員工才能獲得轉正的機會。此外，由綜合管理部設計《培訓評估表》，於培訓結束時交由培訓學員填寫。綜合管理部匯總後會對當期培訓效果作出評估，包括對培訓教師、培訓內容、培訓形式及技巧和培訓實施等各方面評估，對不足的地方進行及時改善。

我們亦鼓勵員工通過外部培訓不斷學習新技能，通過經理及人力部門的審核，本公司會對員工外部培訓之申請進行資金及時間支持。另外，本公司全體董事和高級管理層在年內均已接受有關聯交所創業板證券上市規則和持續專業發展之培訓，務求可更專業地應對市場要求，履行其職責。

二零一八年，我們對員工的培訓覆蓋率達到了100%。其中涉及到倉儲業務的員工平均接受培訓時數為32小時，辦公業務的員工平均接受培訓時數超過8小時。

5.1 Supplier Management

To standardize supplier management of the Company, protect legal interest of the Company, ensure project quality, enhance economic efficiency and prevent corruption, Dafeng Port Heshun strictly complies with related laws and regulations like Company Law of the People's Republic of China and Contract Law of the People's Republic of China" as well as Notice on strengthening recruitment for supervision and management work《關於加強招採監督管理工作的通》 and "Measures for resource management of 江蘇大豐海港控股集團有限公司 (Jiangsu Dafeng Harbour Holdings Limited*)《江蘇大豐海港控股集團有限公司物資管理辦法》", and accordingly established, 並相應制定了 "Supplier Management System《供應商管理制度》", "Management Measures for Procurement (Provisional)《採購管理辦法》(暫行)", "Management Measures for Project Establishment《工程立項管理辦法》", "Management System for Tender of Project《項目招投標管理制度》" and "Management Measure for Procurement of Office Supplies《辦公用品採購管理辦法》" to perform strict screening, evaluation and management on suppliers of goods, construction work and services.

The "Management Measures for Procurement" specifies duties and authorities of divisions of the Company related to supplier management. It standardizes supervision of procurement projects in terms of management structure. The Company has established the procurement and tender management committee (採購與招標管理委員會) responsible for directing all procurement and procurement management. The committee supervises suppliers winning the bid and supervises their performance. It also makes internal decision for price comparison and invitation of tenders for procurement project of the Company. Under the instruction of the procurement and tender management committee, investment and asset management division (投資及資產管理部) of the Company is responsible for managing daily procurement and regulating procurement procedures.

When signing a procurement contract, we require the suppliers to provide us with relevant certificates, proving that they have the required qualifications and ensuring that their operations are in compliance with the applicable labor, environment and other laws and regulations. At the same time, the products provided by suppliers have to comply with relevant standards of product quality and environment.

5.1 供應商管理

為了規範公司的供應商管理，保護公司合法權益，保證項目質量，提高經濟效益，防止滋生腐敗，大豐港和順嚴格遵守《中華人民共和國公司法》、《中華人民共和國合同法》等相關法律法規，以及《關於加強招採監督管理工作的通知》、《江蘇大豐海港控股集團有限公司物資管理辦法》，並相應制定了《供應商管理制度》、《採購管理辦法》(暫行)、《工程立項管理辦法》、《項目招投標管理制度》、及《辦公用品採購管理辦法》，分別對貨物類、工程類、服務類供應商進行了嚴格的篩選、評價與管理。

《採購管理辦法》中明確了公司供應商管理工作相關的部門職責和權限，從管理架構的層面規範了採購項目的監督工作。公司成立了採購與招標管理委員會，負責採購項目的監督工作，對所有採購執行和採購管理工作實施指導，監督中標供應商並監督其履約情況，並對公司涉及比價和邀請招標的採購項目進行集中決策。在採購與招標管理委員會的指導下，公司投資及資產管理部負責日常採購的管理工作，規範採購流程。

在簽訂採購合約時，我們要求供貨商必須向我們提供有關證書，證明其擁有所需資格並確保其營運過程符合相應勞工、環境和其他法律及法規，同時，供貨商所提供產品必須符合相應產品質量和環境標準。

Dafeng Port Heshun assesses its suppliers' competence from the following four perspectives:

大豐港和順對供應商能力進行以下四方面的評定：

Product quality assessment 產品質量 水平評定

- To engage a third-party agency for the assessment of product quality based on the product indicators agreed in the contracts between the parties; and to determine the quality level according to the assessment results
- 依據雙方合同約定產品指標為準，聘請第三方檢測機構檢測產品質量，以檢測結果評定質量水平

Delivery competence assessment 交貨能力評定

- To learn about the company profile from various channels, such as telephone, Internet, business registration, etc.
- According to the terms of the contracts, the upstream companies are generally required to pay after delivery while the downstream companies are required to pay before delivery
- 根據電話、網絡、工商登記等渠道了解企業概況
- 根據合同條款約束，一般要求上游先交貨後付款，下游先付款後交貨

Cooperation assessment 合作狀況評定

- To undertake assessment from three angles: whether customers carry out the contracts on schedule; whether customers who apply for postponement due to exceptional cases have carried out their contracts during extension; the fact that customers have not carried out the contracts for more than three months
- 根據客戶是否按期履約、因特殊情況申請延期並在延期內履約、超三個月未履約三種情況評定

Product price assessment 產品價格評定

- To undertake assessment according to market prices, product indicators, methods of delivery and payment, etc.
- 根據市場價格、產品指標、交貨付款方式等評定

5.2 Customer Services

Communication with customers

The customer types of Dafeng Port Heshun are mainly divided into manufacturers and traders. The customers' satisfaction with the Company's products, services and management level is always our pursuit. Adhering to the philosophy of customer-first, we actively communicate with customers in the course of business, take the initiative to understand the customers' views on our services and obtain their feedback and suggestions.

The Company has established an effective complaint system. When customers have any questions on or dissatisfaction with our services, they can report to us through various complaint channels. The contracts have provided the methods of communication for both parties, such as telephone, email, fax, address, etc. After receiving the complaint from a customer, we will identify the responsible department, clarify the reasons for the complaint and follow up the complaint in a timely manner. If the customer's loss is caused by our fault, the Company will give the customer reasonable compensation to make up for the loss of the customer.

Customer privacy

While ensuring that customers are satisfied with our products, services and management, Dafeng Port Heshun places emphasis on the protection of customer privacy, and promises to respect and protect the customer privacy. We require all employees to comply with laws and regulations, industry discipline regulations and provisions on customer privacy protection of their departments. Employees shall not leak customer information and transaction information to anyone; nor inquire colleagues about the personal information and transaction information of customers out of curiosity or for other purposes.

5.2 客戶服務

客戶溝通

大豐港和順的客戶類型主要分為生產商及貿易商。客戶對公司產品、服務和管理水平的滿意是我們一直以來的追求。我們秉承客戶至上的理念，在服務過程中與客戶進行積極溝通，主動了解客戶對我們服務的看法，獲取他們的反饋和建議。

本公司設立了有效的投訴制度，當客戶對我們的服務有任何的疑問或不滿時，可以通過多種投訴渠道對我們進行反映。我們在合同中均有約定雙方聯繫方式，如電話、郵箱、傳真、地址等。在接收客戶的投訴之後，我們將識別責任部門，釐清投訴原因，並實時跟進有關投訴。如果由於我們的過失造成客戶的損失，本公司會給予客戶合理的賠償，彌補客戶的損失。

客戶隱私

大豐港和順在保證客戶對我們產品、服務及管理滿意的同時，注重對客戶隱私的保護，承諾尊重並保護客戶的隱私權。我們要求所有員工不得違反法律法規、行業自律規範和所在單位關於客戶隱私保護的規定；不得向任何人透露客戶資料和交易信息；不得出於好奇或其他目的向其他同事打聽客戶的個人信息和交易信息。

5.3 Community Investment

The Company is keenly aware of the importance of community investment to realizing sustainable development. We believe that the best return to the local community is bringing continuous and stable tax revenue to the local government with increasing scale of major businesses, so as to continue to increase employment opportunities for the surrounding communities and to exert positive effects on the development of the community through the Company's organic growth.

At the same time, the Company also gathers its employees to actively participate in a variety of community activities, like blood donation to bring positive energy to the community continuously.

Sustainable Development Practices: "Gather Love, Spread Righteousness (匯聚愛心，弘揚正氣)" Blood Donation

In July 2018, the Company gathered its employees to blood donation. Theme of this event was "Gather Love, Spread Righteousness (匯聚愛心，弘揚正氣)" with a view to encourage employees to "donate blood to share vitality with others (為他人著想，捐獻熱血，分享生命)". Many employees of the Company showed warm support and participated proactively to transmit the positive energy of dedication to the community through blood donation.

5.3 社區投資

大豐港和順深知社區投資對實現可持續發展的重要性。我們相信對當地社區最好的回報是通過不斷的發展主營業務規模，為當地政府帶來持續穩健的稅收收入，為周邊社區持續增加就業機會，以本公司自身的成長為社區的發展帶來更多的正面效應。

同時，本公司亦組織員工在當地積極開展包括無償獻血等形式多樣的社區活動，持續為社區帶來正能量。

可持續發展實踐：「匯聚愛心，弘揚正氣」無償獻血

二零一八年七月，公司第一次組織員工開展無償獻血活動。本次活動以「匯聚愛心，弘揚正氣」為主題，鼓勵員工「為他人著想，捐獻熱血，分享生命」，得到了眾多公司員工的熱情支持和積極參與，通過無償獻血為社會傳遞無私奉獻的正能量。



| Types of Indicators | Unit | 2017 Indicator | 2018 Indicator |
|---|--|----------------|----------------|
| Energy consumption* | | | |
| Electricity | Kilowatt hours | 265,885 | 259,446 |
| Electricity consumption intensity | Kilowatt hours/ HK\$'000 revenue | 0.078 | 0.061 |
| Gasoline | Liters | 27,719 | 7,600 |
| Diesel | Liters | 1,915 | 2,700 |
| Greenhouse gas emissions* | | | |
| Total greenhouse gas emissions ¹ | Tonnes CO ₂ eq | 183,290 | 190,050 |
| Greenhouse gas emissions intensity | Tonnes CO ₂ eq/ HK\$'000 revenue | 0.054 | 0.045 |
| Water consumption and wastewater emission* | | | |
| Water for warehouse | Tonnes | 1,679 | 1,800 |
| Warehouse water consumption intensity | Tonnes/HK\$million revenue | n/a | 0.42 |
| Office domestic water consumption | Tonnes | n/a | 1,145 |
| Office domestic water consumption intensity | Tonnes/HK\$million revenue | n/a | 0.27 |
| Total wastewater emissions | Tonnes | n/a | 2,720 |
| Wastewater emission intensity | Tonnes/HK\$million revenue | n/a | 0.64 |
| Waste* | | | |
| Amount of hazardous waste transferred ² | Tonnes | 14.895 | 0 |
| Office domestic waste | Tonnes | 2.2 | 4.2 |
| Office domestic waste intensity | Tonnes/HK\$million revenue | n/a | 0.0001 |
| Office waste paper | 10,000 sheets | 9.6 | 17.75 |
| Office domestic waste paper intensity | Tonnes/HK\$million revenue | n/a | 0.004 |
| Employment | | | |
| Total number of employees | person | 294 | 128 |
| Employment status by gender | | | |
| Male | person | 214 | 88 |
| Female | person | 93 | 40 |
| Employment status by age | | | |
| Employees aged under 30 | person | 93 | 40 |
| Employees aged 30 to 50 | person | 153 | 66 |
| Employees aged over 50 | person | 48 | 22 |
| Occupational health and safety | | | |
| Number of work-related fatalities | Person | 0 | 0 |
| Number of work-related injuries | Person | 0 | 1 |
| Loss of working days due to work-related injuries | Day | 0 | 1 |
| Percentage of trained staff | | | |
| Warehouse staff | % | 100 | 100 |
| Office staff | % | 100 | 100 |
| Average hours of training for warehousing staff | Hour | 20 | 32 |
| Regional distribution of warehousing service suppliers | | | |
| East China | % | 100 | 100 |

| 指標名稱 | 單位 | 2017年數據 | 2018年數據 |
|------------------------|--------------------|---------|---------|
| 能源消耗* | | | |
| 電力 | 千瓦時 | 265,885 | 259,446 |
| 電力消耗密度 | 千瓦時/ 千港元收益 | 0.078 | 0.061 |
| 汽油 | 升 | 27,719 | 7,600 |
| 柴油 | 升 | 1,915 | 2,700 |
| 溫室氣體排放* | | | |
| 溫室氣體總排放 ¹ | 千克二氧化碳當量 | 183,290 | 190,050 |
| 溫室氣體排放密度 | 千克二氧化碳當量/ 千港元收益 | 0.054 | 0.045 |
| 耗水量與廢水排放量* | | | |
| 倉儲用水 | 噸 | 1,679 | 1,800 |
| 倉儲用水密度 | 噸/百萬港元 收益 | n/a | 0.42 |
| 辦公生活用水 | 噸 | n/a | 1,145 |
| 辦公生活用水密度 | 噸/百萬港元 收益 | n/a | 0.27 |
| 廢水排放總量 | 噸 | n/a | 2,720 |
| 廢水排放密度 | 噸/百萬港元 收益 | n/a | 0.64 |
| 廢棄物* | | | |
| 危險廢物轉移處置量 ² | 噸 | 14.895 | 0 |
| 辦公生活垃圾 | 噸 | 2.2 | 4.2 |
| 辦公生活垃圾產生密度 | 噸/百萬港元 收益 | n/a | 0.0001 |
| 辦公紙張 | 萬張 | 9.6 | 17.75 |
| 辦公紙張產生密度 | 萬張/百萬港元 收益 | n/a | 0.004 |
| 僱傭 | | | |
| 員工總數 | 人數 | 294 | 128 |
| 按性別劃分僱傭情況 | | | |
| 男性員工 | 人數 | 214 | 88 |
| 女性員工數 | 人數 | 93 | 40 |
| 按年齡劃分僱傭情況 | | | |
| 30歲以下員工數 | 人數 | 93 | 40 |
| 30-50歲員工數 | 人數 | 153 | 66 |
| 50歲以上員工數 | 人數 | 48 | 22 |
| 職業健康與安全 | | | |
| 因工死亡人數 | 人數 | 0 | 0 |
| 因工受傷人數 | 人數 | 0 | 1 |
| 因工傷損失工作日數 | 日數 | 0 | 1 |
| 受訓僱員佔比 | | | |
| 倉儲人員 | % | 100 | 100 |
| 辦公人員 | % | 100 | 100 |
| 倉儲人員平均受訓時數 | 小時 | 20 | 32 |
| 倉儲業務供應商地區分布 | | | |
| 華東地區 | % | 100 | 100 |

Our Performance

我們的表現

* Data coverage include: Zhongnanhui, 鹽城大豐和順國際貿易有限公司 (Yancheng Dafeng Heshun International Trading Company Limited*), 前海明天供應鏈(深圳)有限公司 (Qianhai Mingtian Supply Chain (Shenzhen) Company Limited*), Dafeng Port Heshun Technology Company Limited and 深圳市泛海控股有限公司 (Shenzhen Fanhai Holdings Limited*).

1. Calculation of greenhouse gases in 2018 selected latest electricity emission factors, which were different from those in 2017.
2. Zhongnanhui was under renovation in most of the time in 2018 and produced minimal hazardous waste, which is currently in proper hazardous waste storage temporarily.

* 數據統計口徑涵蓋：中南匯、鹽城大豐和順國際貿易有限公司、前海明天供應鏈(深圳)有限公司、大豐港和順科技股份有限公司以及深圳市泛海控股有限公司。

1. 二零一八年溫室氣體計算選用了最新電力排放因子，所用因子與二零一七年有差異。
2. 二零一八年中南匯大部分時間處於整改狀態，產生危險廢棄物極少，目前暫存於危險廢棄物妥善存放。

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| A1.3 | Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). | Emission compliance Our performance |
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| A2.4 | Description water efficiency initiatives and results achieved | Use of resources |
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| B. Social | | |
| Aspect B1: Employment | | |
| General disclosure | | Employment overview |
| B1.1 | Total workforce by gender, employment type, age group and geographical region. | Employment overview Our performance |
| B1.2 | Employee turnover rate by gender, age group and geographical region. | Not applicable |
| General disclosure | | Employee safety and health |
| B2.1 | Number and rate of work-related fatalities. | Employee safety and health Our performance |
| B2.2 | Lost days due to work injury. | Employee safety and health Our performance |
| B2.3 | Occupational health and safety measures adopted, how they are implemented and monitored. | Employee safety and health |
| Aspect B3: Development and Training | | |
| General Disclosure | | Employee growth |
| B3.1 | The percentage of employees trained by gender and employee category (e.g. senior management, middle management). | Employee growth Our performance |
| B3.2 | The average training hours completed per employee by gender and employee category. | Employee growth Our performance |

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| 層面 A3：環境及天然資源 | | |
| 一般披露 | | 安全運營管理 |
| A3.1 | 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 | 安全風險管控 |
| B. 社會 | | |
| 層面 B1：僱傭 | | |
| 一般披露 | | 僱傭總覽 |
| B1.1 | 按性別、僱傭類型、年齡組別及地區劃分的僱員總數。 | 僱傭總覽 我們的表現 |
| B1.2 | 按性別、年齡組別及地區劃分的僱員流失比率。 | 不適用 |
| 一般披露 | | 員工安全健康 |
| B2.1 | 因工作關係而死亡的人數及比率 | 員工安全健康 我們的表現 |
| B2.2 | 因工傷損失工作日數 | 員工安全健康 我們的表現 |
| B2.3 | 所採納的職業健康與安全措施，以及相關執行及監察方法 | 員工安全健康 |
| 層面 B3：發展及培訓 | | |
| 一般披露 | | 員工成長 |
| B3.1 | 按性別及僱員類別（如高級管理層、中級管理層等）劃分的受訓僱員百分比。 | 員工成長 我們的表現 |
| B3.2 | 按性別及僱員類別劃分，每名僱員完成受訓的平均時數 | 員工成長 我們的表現 |

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| Aspect B4: Labour Standards | | |
| General Disclosure | | Employment overview |
| B4.1 | Measures to review employment practices to avoid child and forced labour. | Employment overview |
| B4.2 | Steps taken to eliminate such practices when discovered. | Employment overview |
| Aspect B5: Supply Chain Management | | |
| General Disclosure | | Supplier management |
| B5.1 | Number of suppliers by geographical region. | Supplier management Our performance |
| B5.2 | Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored. | Supplier management |
| Aspect B6: Product Responsibility | | |
| General Disclosure | | Customer service |
| B6.1 | Percentage of total products sold or shipped subject to recalls for safety and health reasons. | Not applicable |
| B6.2 | Number of products and service related complaints received and how they are dealt with. | Customer service |
| B6.3 | Description of practices relating to observing and protecting intellectual property rights. | Not applicable |
| B6.4 | Description of quality assurance process and recall procedures. | Not applicable |
| B6.5 | Consumer data protection and privacy policies, how they are implemented and monitored. | Customer service |

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| 層面 B4：勞工準則 | | |
| 一般披露 | | 僱傭總覽 |
| B4.1 | 檢討招聘慣例的措施以避免童工及強制勞工 | 僱傭總覽 |
| B4.2 | 在發現違規情況時消除有關情況所採取的步驟 | 僱傭總覽 |
| 層面 B5：供應鏈管理 | | |
| 一般披露 | | 供應商管理 |
| B5.1 | 按地區劃分的供貨商數目 | 供應商管理 我們的表現 |
| B5.2 | 描述有關聘用供貨商的慣例，向其執行有關慣例的供貨商數目、以及有關慣例的執行及監察方法 | 供應商管理 |
| 層面 B6：產品責任 | | |
| 一般披露 | | 客戶服務 |
| B6.1 | 已售或已運送產品總數中因安全與健康理由而須回收的百分比 | 不適用 |
| B6.2 | 接獲關於產品及服務的投訴數目以及應對方法 | 客戶服務 |
| B6.3 | 描述與維護及保障知識產權有關的慣例 | 不適用 |
| B6.4 | 描述質量檢定過程及產品回收程序 | 不適用 |
| B6.5 | 消費者數據保障及私隱政策，以及相關執行及監察方法 | 客戶服務 |

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| Aspect B7: Anti-corruption | | |
| General Disclosure | | Anti-corruption |
| B7.1 | Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases. | Anti-corruption |
| B7.2 | Preventive measures and whistle-blowing procedures, how they are implemented and monitored. | Anti-corruption |
| Aspect B8: Community Investment | | |
| General Disclosure | | Community Investment |
| B8.1 | Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). | Community Investment |
| B8.2 | Resources contributed (e.g. money or time) to the focus area. | N/A |

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| 層面 B7：反貪污 | | |
| 一般披露 | | 反貪污 |
| B7.1 | 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果 | 反貪污 |
| B7.2 | 防範措施及舉報程序，以及相關執行及監察方法 | 反貪污 |
| 層面 B8：社區投資 | | |
| 一般披露 | | 社區投資 |
| B8.1 | 專注貢獻範疇（如教育、環境事宜、勞工需求、健康、文化、體育） | 社區投資 |
| B8.2 | 在專注範疇所動用資源（如金錢或時間） | N/A |



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大豐港和順科技股份有限公司