

**SHOUGANG CONCORD CENTURY
HOLDINGS LIMITED**
首長寶佳集團有限公司

Stock Code 股份代號 : 103

Environmental,
Social and
Governance Report
環境、社會及管治報告
2017

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REPORT PARAMETERS – SCOPE OF REPORT

報告參數－關於本報告

Shougang Concord Century Holdings Limited (“Shougang Century”/the “Company”; together with its subsidiaries collectively the “Group”) issues its environmental, social and governance (the “ESG”) report (the “ESG Report”) for the year ended 31 December 2017. The report elaborates the Group’s ESG management strategies and performance in 2017, with a focus on the matters which are of stakeholders’ concern and how the Group pursues sustainable development in economic, environmental and social terms. At the same time, the ESG Report follows all the “comply or explain” provisions set out in the ESG Reporting Guide (the “ESG Guide”) of Appendix 27 of the Rules Governing the Listing of Securities (the “Listing Rules”) on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”), and reports certain recommended disclosures for the purpose of providing our investors and stakeholders with comprehensive and comparative non-financial information.

During the process of compiling the ESG Report, the Company has established an ESG working group, and has set up an ESG database to facilitate the collection and review of data since 2013.

The Group principally engages in the manufacturing of steel cords and sawing wires, and the processing and trading of copper and brass products. Hence, the ESG information contained in the ESG Report is divided into three segments: (1) steel cord segment; (2) copper and brass products segment; and (3) head office and other operating subsidiaries’ office (the “Offices”). For details of corporate profile, please refer to the “CORPORATE PROFILE” section on page 2 of the 2017 annual report of the Company.

As an enterprise that fulfills social responsibility, the Company actively engages in environmental protection and is attentive to global climatic changes, and spares no effort in reducing negative impact on the environment brought by its business operation. Inevitably, Shougang Century is an enterprise which will produce pollutants during the production process, yet the Group tries its best endeavours to implement energy conservation and emission reduction measures in each and every segment of its business.

首長寶佳集團有限公司（「首長寶佳」／「本公司」；連同其附屬公司統稱「本集團」）於截至二零一七年十二月三十一日止年度發佈環境、社會及管治（「環境、社會及管治」）報告（「環境、社會及管治報告」）。該報告闡述本集團二零一七年的環境、社會及管治管理策略及表現，重點關注持份者關注的事項及本集團如何在經濟、環境及社會方面追求可持續發展。與此同時，環境、社會及管治報告採納了香港聯合交易所有限公司（「聯交所」）「證券上市規則」（「上市規則」）附錄二十七的「環境、社會及管治報告指引」（「環境、社會及管治指引」）所載的所有「遵守或解釋」和報告若干建議披露資料，旨在向投資者及持份者提供全面及可比較的非財務資料。

在編制環境、社會及管治報告的過程中，公司已成立環境、社會及管治工作組，並自二零一三年以來建立了環境、社會及管治數據庫以便於數據收集和檢查。

本集團主要從事製造鋼簾線及切割鋼絲業務，以及銅及黃銅材料加工及貿易。因此，環境、社會及管治報告中包含的環境、社會及管治資料分為三個分部：(1)鋼簾線分部；(2)銅及黃銅材料分部；和(3)總部辦公室和其他營運附屬公司辦公室（「辦公室」）。有關公司概況，請參閱本公司二零一七年年報第2頁上的「公司簡介」一節。

作為履行社會責任的企業，公司積極開展環境保護工作和關注全球氣候變化，並不遺餘力地減少業務經營所帶來對環境的負面影響。首長寶佳是一家不可避免地在生產過程中會製造污染物的企業，然而本集團會竭盡全力在其各個業務分部實施節能減排措施。

REPORT PARAMETERS – SCOPE OF REPORT

報告參數－關於本報告

In addition to following the ESG Guide, reference has been taken from international standards or guidelines in preparation of our ESG report. The scopes of emissions and their emission factors are defined in accordance with Hong Kong and the international reporting framework published as shown below and quoted from relevant websites:

- Respective Sustainability Reports 2017 and 2016 of CLP Power Hong Kong Limited and The Hongkong Electric Company Limited;
 - the Hong Kong Environmental Protection Department's (the "EPD") Vehicle Emission Calculation model;
 - the Greenhouse Gas Accounting Tool for Chinese Cities published by the World Resources Institute;
 - Emission Factors of China's Regional Power Grid Baseline of 2016 published by the Clean Development Mechanism in China;
 - The discharge coefficient of pollutant from domestic source and the user manual published by the South China Institute of Environmental Sciences, under the Ministry of Environment Protection;
 - The World Resources Institute/World Business Council for Sustainable Development, as reported in The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard and International Organization for Standardization (ISO), as reported in ISO14064-1;
 - Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong published by the EPD and the Electrical and Mechanical Services Department (the "EMSD");
 - Emission factors from Intergovernmental Panel on Climate Change ("IPCC"); and
 - The International Civil Aviation Organization and Carbon Care Asia Limited ("CCA")'s Carbon Emissions Calculators.
- 中華電力有限公司及香港電燈有限公司各自的《可持續發展報告2017及2016》；
 - 香港環境保護署（「環保署」）汽車排放計算模型；
 - 世界資源研究所發表的城市溫室氣體核算工具指南；
 - 中國清潔發展機制網發表二零一六年中國區域電網基準線排放因數；
 - 環境保護部華南環境科學研究所發表的生活源產排污系數及使用說明；
 - 世界資源研究所／世界可持續發展工商理事會公佈的《溫室氣體議定書：企業核算與報告準則》及國際標準化組織訂定的ISO14064-1；
 - 環保署及機電工程署（「機電工程署」）發表的香港建築物（商業、住宅或公共用途）的溫室氣體排放及減除的核算和報告指引；
 - 政府間氣候變化專門委員會「政府間氣候變化專門委員會」提供的排放物系數；及
 - 國際民航組織及低碳亞洲有限公司（「低碳亞洲」）碳排放計算器。

The figures of 2017 and 2016 have not been assured by third party. We will consider to benchmark our performance using relevant key performance indicators in the future.

除了遵守《環境、社會及管治指引》，我們亦會參考國際標準或指引以擬備我們的環境、社會及管治報告。排放物範圍及其排放因子乃根據以下香港及國際報告框架發表的定義，並取自相關網站：

二零一七年和二零一六年的數字沒有經過第三方認證。我們考慮將來以相關關鍵績效指標來檢測我們的表現。

REPORT PARAMETERS – SCOPE OF REPORT

報告參數－關於本報告

ESG REPORTING STRUCTURE AND RESPONSIBILITIES

環境、社會及管治報告架構和職責

Parties 參與方	Responsibilities 職責
The Board 董事會	<ul style="list-style-type: none">Review and approve the ESG Report 審閱並批准本環境、社會及管治報告
Human Resources and Administration Department and Company Secretarial Department 人力資源及行政部和公司秘書部	<ul style="list-style-type: none">Review the principles regarding ESG 審閱有關環境、社會及管治的原則Monitor the progress on ESG and community engagement programs 監測環境、社會及管治進展和社區參與計劃Ensure good corporate governance standards and practices are maintained 確保維持良好的公司管治標準和慣例
ESG Working Group 環境、社會及管治工作組	<ul style="list-style-type: none">Develop a list of key internal and external stakeholders, and identify their main concerns and expectations 編制一份主要的內部和外部持份者名單，並識別彼等的主要關注和期望ESG System set up and maintenance 環境、社會及管治系統的設置和維護Data input, collection and analysis, computing all relevant KPIs 數據輸入、收集和分析，以及計算所有相關關鍵績效指標Organise and implement community engagement programs 組織和實施社區參與計劃
Principal business units/subsidiaries 主要業務單位／附屬公司	<ul style="list-style-type: none">Gather ESG related data and data entry 收集環境、社會及管治相關數據和數據輸入Formulate and improve related ESG aspects policies/guidelines/procedures 制定和完善有關環境、社會及管治方面的政策／指引／程序

With regard to corporate governance aspect, please refer to “CORPORATE GOVERNANCE REPORT” section on pages 40 to 67 of the 2017 annual report of the Company. The ESG Report can be downloaded from the websites of the Stock Exchange and the Company. If there are any comments or suggestions relating to the ESG Report, please share by post or email at the addresses below:

Postal address

5th Floor, Bank of East Asia Harbour View Centre
51-57 Gloucester Road, Wanchai, Hong Kong

E-mail addresses

business_link@shougangcentury.com.hk
ir@shougangcentury.com.hk
scchl@shougangcentury.com.hk

關於公司管治方面，請參閱本公司二零一七年年報第40至67頁「企業管治報告」章節內。本環境、社會及管治報告可在聯交所和本公司網站下載。如對本環境、社會及管治報告有任何意見或建議，請郵寄或電郵到以下地址：

郵寄地址

香港灣仔告士打道五十一至五十七號
東亞銀行港灣中心五樓

電郵地址

business_link@shougangcentury.com.hk
ir@shougangcentury.com.hk
scchl@shougangcentury.com.hk

MESSAGE FROM CHAIRMAN AND MANAGING DIRECTOR

董事長兼董事總經理致辭

Dear Stakeholders,

On behalf of the Company, as the Chairman and Managing Director of the Company, I am delighted to present to you our Group's second ESG Report. We are aware of that not all returns can be found in financial statements, but in fact can be achieved through our responsibility to stakeholders. As one of the leading steel cord manufacturers with well-known and recognizable brand name "Eastern" in the Mainland, the Group is committed to provide good quality products and after-sales service to our customers. In addition, we are aware of the new challenges we have confronted in recent years, in particular the global concern of environmental protection and the rights and interests of employees. We also understand that our nature of business operation will inevitably have impact on the environment, hence we will continue to adopting and implementing further measures to reduce emissions and use resources effectively and properly.

Besides, we consider employees are our invaluable assets. It is our priority to ensure the occupational health and safety and also enhance the well-being and development of our employees.

We are committed to continuing our efforts on the issues of product responsibility. Product safety and quality are the keys to the Group's business development. Therefore, we have determined a "Quality over Quantity" focus at the beginning of 2018 and have imposed strict requirements on requirements on the quality of our "Eastern" products to suit our customers' needs. The Group has been maintaining sound relationship with suppliers to guarantee better procurement and suit our production requirement.

Looking forward, we will continue to work closely with all stakeholders to enhance communication and pursue better performance in the environmental and social aspects in order to ensure sustainability being an integral part of our corporate strategy as we develop long-term sustainability targets and plans.

By Order of the Board

Su Fanrong
Chairman and Managing Director

Hong Kong, 22 March 2018

尊敬的持份者，

作為公司董事長兼董事總經理，我很高興向你們介紹本集團的第二份環境、社會及管治報告。我們意識到並非所有的回報都可以在財務報表中找到，而事實上有些回報是從我們對持份者的責任中取得的。作為國內知名，及得到肯定「東方」品牌的領先鋼總線製造商之一，本集團致力為客戶提供優質的產品和售後服務。此外，我們了解到近年來我們面對的新挑戰，特別是全球對環境保護和僱員權益的關注。我們也明白，我們的經營性質不可避免地會對環境產生影響，因此我們將繼續採取和實施進一步的措施，以有效和妥善地減少排放和使用資源。

另外，我們認為僱員是我們寶貴的資產。確保職業健康安全以及提高僱員的福利和發展是我們的首要任務。

我們承諾繼續努力解決產品責任問題。產品的安全和質量是集團業務發展的關鍵。因此，我們於二零一八年年頭決定以「重質不重量」為聚焦以及對「東方」產品的質量要求提出了嚴格要求，以滿足客戶的需求。本集團一直與供應商保持良好關係以保證更穩定的採購配合我們的生產需求。

展望未來，我們將繼續與所有持份者緊密合作，加強溝通，並在環境和社會方面追求更好的表現，並能在構思長期可持續目標及計劃的過程中，繼續確保可持續發展作為整體企業戰略的一環。

承董事會命

蘇凡榮
董事長兼董事總經理

香港，二零一八年三月二十二日

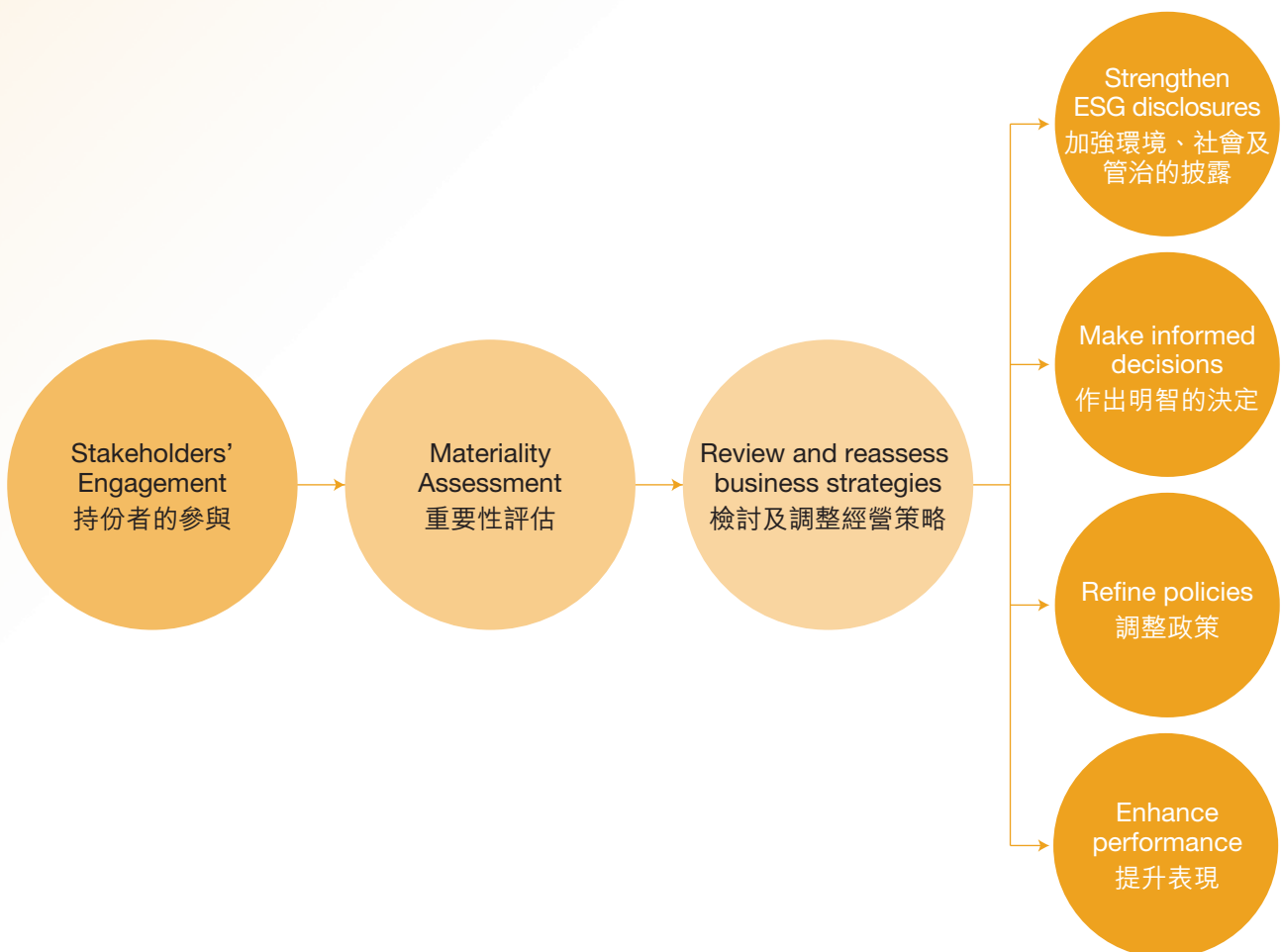
STAKEHOLDERS AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

In our way to achieving sustainability, the Group has given much effort and care in the interests of our stakeholders. Responding to the needs of stakeholders is one of our main responsibilities in addition to striving for better financial performance. We determine to make further review on our business decision, adjust policies and redevelop business strategies to improve business performance and satisfy the needs of stakeholders through a materiality assessment, so that our ESG Report disclosure can be strengthened, better policies can be carried out, proper business decisions can be made and the overall performance can be enhanced (in terms of monetary or non-monetary).

為達至可持續發展，本集團關心持份者的利益並為此目的付出了許多努力。我們除了盡力爭取最佳的財務表現外，滿足持份者的需求亦是我們其中一個主要責任。我們透過重要性評估決心進一步檢討業務決定、調整政策和重整業務策略去改善業績表現及滿足持份者的需要，從而加強我們《環境、社會及管治報告》的披露、執行更好的政策、作出更合適的業務決定，並提升在金錢上或非金錢上的整體表現。

A flow chart showing the process of stakeholders' engagement and materiality assessment
有關持份者參與及其重要性評估流程圖



STAKEHOLDERS AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

Our stakeholders are defined as any individuals or entities who have a significant interest or concern in the principal activities of the Group and whose actions are, in turn, of significant interest or concern to us in relation to our Group's finance, operation, community investment and environmental policies. These categories of stakeholders are recognised as shareholders, employees, customers, suppliers, media, community and general public, government and regulators, as well as banks and financial institutions. In order to map out our relation with stakeholders and their ability to influence our decision making process, the Stakeholders' Influence – Dependency Matrix below generates insights on the importance and influence of each category of stakeholders. With this information, it becomes possible to develop a specific approach for the identified stakeholders and their concerns:

持份者指在本集團的主要業務活動中擁有重要利害關係的任何個體或實體，相對地，他們亦對我們的財務、營運、社區投資及環保政策方面擁有重要利害關係。這些持份者被歸類為股東、僱員、客戶、供應商、媒體、社區及大眾、政府及監管機構，以及銀行及金融機構。為了說明我們與持份者的關係及其對我們決策過程的影響，以下的「持份者影響－依賴關係矩陣」讓大家充分了解到每類持份者對我們的重要性和影響。根據這些資料，我們可以就針對持份者及其關注點制定具體的應對方法：

		Stakeholders' influence on company (or project, objective or business line)" 持份者對公司（或計劃、目標或業務）的影響			
		No influence 無影響力	Low influence 低度影響力	Some influence 部分影響力	High Influence 高度影響力
Stakeholders' dependence on company (or project, objective or business line) 持份者對公司（或計劃、目標或業務）的依賴程度	High dependence 高度依賴			Shareholders 股東 Employees 僱員 Customers 客戶 Suppliers 供應商	
	No direct impacts 無直接影響	Media 媒體 Community & General Public 社區及大眾		Government & Regulators 政府及監管機構 Banks & Financial Institutions 銀行及金融機構	

STAKEHOLDERS AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

We engage with our stakeholders to promote sustainability in the workplace, environment, marketplace and community. The 6 main stakeholder categories identified by the management of the Group are namely shareholders, employees, customers, suppliers, government and regulators, and also banks and financial institutions. Our engagement activities are listed in the following channels:

- Shareholders** : E-mail and postal correspondences, telephone enquiries, website of Shougang Century, complete the request information form on e-mail alert registration on website of Shougang Century, annual general meetings and general meetings.
- Employees** : Employees' Satisfaction Survey, newcomer orientation, charitable activities, training programmes, sports competition, regular employees' performance review, the management of the Group meet with the employee representative to discuss relevant employment issues at the Congress of Workers and Staff.
- Customers** : Customers' Satisfaction Survey, regular face-to-face meetings and visits that aim to provide better follow-up services for the usage of product, have a better understanding of customers' new product requirements through the provision of new specification testing subject to Advanced Product Quality Planning (APQP) control procedures.
- Suppliers** : Regular face-to-face meetings and visits which are held according to the feedbacks on standard procurement process, quality control, pre-testing orders, after-order services and the progress on execution of orders.
- Government & Regulators** : Occasional face-to-face meetings and visits
- Banks & Financial Institutions** : Occasional face-to-face meetings and visits

我們與持份者緊密合作以促進在工作場所、環境、市場及社區的可持續發展。經本集團管理層確定的六大主要類別的持份者為股東、僱員、客戶、供應商、政府及監管機構，以及銀行及金融機構。我們與持份者的溝通渠道列示如下：

- 股東** : 電郵和郵件、電話查詢、首長寶佳網頁、於首長寶佳網頁上的電郵提示填寫索取資料登記表、股東周年大會及股東大會。
- 僱員** : 僱員滿意度調查、入職培訓、慈善活動、培訓計劃、體育比賽、定期進行僱員表現評估、在職工代表大會上本集團管理層與僱員代表就有關勞工事宜進行洽談。
- 客戶** : 客戶滿意度調查、舉行定期會面及拜訪以提供更好的產品使用的跟進服務，並透過根據產品質量先期策劃管理程序(APQP)，提供新規格測試樣板，從而更了解客戶對新產品的要求。
- 供應商** : 根據提供的意見反饋、質量控制、預訂單、訂後服務及執行訂單的情況之定期會面及拜訪。
- 政府及監管機構** : 不時會面及拜訪。
- 銀行及金融機構** : 不時會面及拜訪。

STAKEHOLDERS AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

After identifying the engagement, we note as below the most concerned issues of the 6 main categories of stakeholders according to the above channels (not in particular order). With reference to the standard set out by the Global Reporting Initiative (GRI), we have identified the following expectations from them we considered as material (marked as “(M)”):

遵從以上渠道溝通後，我們注意到六大主要類別的持份者最關注以下問題（排名不分先後），而根據全球永續性報告協會（GRI）制定的標準，我們找出以下關注問題且認為屬於高度重要性的標記為「(M)」：

Shareholders 股東

1	Return on the investment (dividend) 投資回報（股息）	(M)
2	Assets and liabilities 資產及負債	(M)
3	Share capital and cash flow 股本及現金流	(M)
4	Stock price performance 股價表現	(M)
5	Information disclosure and transparency 資料披露及透明度	(M)
6	Management policies 管理政策	
7	Corporate governance structure 企業管治架構	
8	Substantial transactions and proposals 重要交易和提案	
9	Company's growth and sustainability 公司發展及可持續發展	(M)
10	Protection of interests and fair treatment of shareholders 股東權利保護與公平對待	(M)

Employees 僱員

1	Salary competitiveness 薪酬競爭性	(M)
2	Work environment 工作環境	(M)
3	Occupational health and safety 職業健康與安全	(M)
4	Job security and satisfaction 工作保障及滿意度	(M)
5	Career advancement and trainings 職業發展與培訓	(M)
6	Benefits and welfare policy 福利政策	(M)
7	Corporate culture 企業文化	
8	Relationship with colleagues 與同事的關係	
9	Work-life balance 工作與生活的平衡	
10	Sense of belongings 對公司的歸屬感	
11	Communication effectiveness 有效的溝通	
12	Satisfaction with the management and management policy 對管理層及管理政策的滿意度	(M)
13	Fairness of appraisal system 僱員表現評核系統的公平性	(M)

STAKEHOLDERS AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

Suppliers 供應商

1	Profitability 盈利	(M)
2	Financial Management 財政管理	
3	Data protection and privacy 資料保護和私隱	
4	Compliance with laws and regulations 遵守法律和法規	(M)
5	Supply chain management 供應鏈管理	(M)
6	Accountability, credibility and reliability 責任感、誠信和可靠性	(M)
7	Good communications 良好的溝通	(M)
8	Reputation 信譽	
9	Target customers and the supply network 目標客戶和供應網絡	
10	Purpose of products supplied 產品的使用目的	
11	Degree of honesty in co-operation 合作誠信	(M)
12	Length of partnership 合作時間	(M)

Customers 客戶

1	Supply chain management 供應鏈管理	(M)
2	Price 價格	(M)
3	Packaging 包裝	(M)
4	Product safety 產品安全	(M)
5	Compliance with laws and regulations 遵守法律和法規	
6	Quality assurance process 品質控制程序	(M)
7	Product specification requirements 產品規格要求	(M)
8	Reputation 信譽	
9	Credibility 信用能力	(M)
10	Pre-sale and after-sale services 售前及售後服務	(M)
11	Condition of property, plants and equipment 物業、廠房和設備的狀況	

STAKEHOLDERS AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

Government and Regulators 政府及監管機構

1	Compliance with laws and regulations 遵守法律和法規	(M)
2	Compliance with accounting standards and procedures 遵守會計準則及程序	(M)
3	Operational and ethical practices 營運及道德慣例	(M)
4	Policies made and measures taken 公司實行的政策及措施	
5	Environmental impact on society and CSR activities 環境方面對社會的影響及企業社會責任	(M)
6	Investment and development in community 在社區的投資及發展	(M)

Banks and Financial Institutions 銀行及金融機構

1	Profitability 盈利	(M)
2	Financial Management 財政管理	
3	Ability to repay loans and interests 償還貸款及利息的能力	(M)
4	Compliance with laws and regulations 遵守法律和法規	
5	Credibility 信用能力	(M)
6	Financial position 財政狀況	(M)
7	Stock price performance 股價表現	

Despite the variety of issues expressed by the main categories of stakeholders, we also take care of the minor issues addressed by each category of stakeholders and ensure effective channels of communication are in place as a prerequisite of continuous enhancement of our overall ESG performance.


















儘管主要類別的持份者對本集團表達了不同的關注，我們同時亦顧及每個類別的持份者非最重要的關注，並確保有效的溝通作為持續提升我們環境、社會及管治整體表現的重要一環。

STAKEHOLDERS AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

The below table shows the level of materiality in respect of the KPIs listed in the ESG Guide and their impact within and outside our Group. We will then base on the above analysis and decide the direction of this ESG Report and discuss in depth the topics which are of great concern by the stakeholders.

下表顯示根據環境、社會及管治指引所列出的關鍵績效指標對我們業務屬重要之事宜以及其對本集團內外所產生之影響。我們將從上述分析制定本環境、社會及管治報告方向，從而深入探討持份者有重要期望之課題。

Topics/KPIs 課題／關鍵績效指標	Level of Materiality 重要性程度	Impact with the Group 對本集團內的影響	Impact outside the Group 對本集團外的影響
Environmental 環境			
1 Air pollutants emission 廢氣排放	Low 低		
2 Greenhouse gas emission 溫室氣體排放	Low 低		
3 Hazardous waste 有害廢物	High 高		
4 Non-hazardous waste 無害廢物	Low 低		
5 Energy consumption 能源消耗	High 高		
6 Water consumption 耗水	High 高		
7 Packaging consumption 包裝耗材	Low 低		
8 Other impacts on environment 對環境之影響	Medium 中		
Social 社會			
9 Employment 僱傭	Medium 中		
10 Occupational health and safety 職業健康及安全	Medium 中		
11 Vocational training 職業培訓	Low 低		
12 Child labour 童工	Low 低		
13 Forced labour 強制勞工	Low 低		
Operating practices 營運慣例			
14 Supply chain management 供應鏈管理	Medium 中		
15 Product safety 產品安全	Medium 中		
16 Customer satisfaction 客戶滿意度	High 高		
17 Intellectual property issues 知識產權	Low 低		
18 Quality of products 產品質量	High 高		
19 Data protection and privacy 資料保護和私隱	Low 低		
20 Anti-corruption practices 反貪污	Low 低		
21 Whistle-blowing procedures 舉報程序	Low 低		
Community 社區			
22 Community investment 社區投資	Low 低		

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

ENVIRONMENT

We are fully aware of our businesses' impact on the environment in which we operate but also believe that it is important to uphold our commitment to our corporate responsibility in protecting the environment. Hence, the Group is committed to protect environment proactively and comply with relevant environmental laws, rules and regulations in Hong Kong and the the People's Republic of China ("PRC") in which it operates its businesses. We have implemented proper measures to reduce wastes and greenhouse gas ("GHG") emissions while maintaining and providing of high and safe quality products and services to our customers. In order to mitigate wastes, and use energy and resources more wisely, we have adopted principles to reduce, reuse and recycle in our plants and offices in Hong Kong and the Mainland. Employees have been nurtured and encouraged to have energy conservation and environmental protection consciousness.

In 2017, we continue to devote our efforts in environmental protection by implementing policies and measures discussed hereunder, so that our businesses and the communities in which we operate can be benefited.

We have adopted various policies, procedures and measures to reduce GHG emissions, wastes generated, energy consumption in our plants and offices in Hong Kong and the Mainland as shown below:

環境

我們充份地意識到我們的業務對在其經營地環境的影響，但也相信堅守我們的承諾作為保護環境的企業責任是十分重要的。因此，本集團承諾會主動地保護環境，及遵守香港及中華人民共和國（「中國」）其經營業務之所在地的相關環保法律、規則及規定。我們已採取適當措施減少廢物和溫室氣體（「溫室氣體」）排放，同時保持和提供高質素及安全的產品和服務予我們的客戶。為了減少廢物和明智地使用能源和資源，我們在香港及內地的廠房及辦公室均採取減少、重用和回收原則，以及培養和鼓勵僱員擁有節能和環保意識。

於二零一七年，我們繼續致力於環保並推行下述的政策和措施，使我們的業務及營運的社區從中得益。

我們已採納以下多項政策、程序和措施，以減少我們在香港及內地的廠房及辦公室的溫室氣體排放、廢物產生和能源消耗：

GHG Emissions 溫室氣體排放	Wastes Generated 廢物產生	Energy Consumption 能源消耗
<ul style="list-style-type: none"> Procedures of handling excess emissions and measures on reduction of emissions 排放物超標處理程序及減少排放物措施 Regulations on the management, prevention and control of waste gas pollution 廢氣污染防治管理規定 Regulations on the management of waste gas 廢氣管理規定 	<ul style="list-style-type: none"> Management on the handling of hazardous waste system 有害廢物管理制度 Regulations and methods on the waste treatment 廢物處置管理方法和規定 Regulations on hazardous chemicals management 危險化學品管理規定 Regulations on waste management 廢物管理規定 Risk identification, assessment and control procedures 風險識別、評估與控制措施程序 Regulations on the management of waste water 廢水管理規定 	<ul style="list-style-type: none"> Measures on effective energy conservation 有效節能措施 Guidelines on resources conservation in offices and environmental protection 辦公室節約資源和環境保護指引 Regulations on energy savings management 節能管理規定 Regulations on usage of office resources 辦公資源使用規定 Regulations on management of energy saving and consumption reduction 節能降耗管理規定

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Environment Management System Authentication

The latest certificate, ISO14001:2015 Environment Management System Certificate was obtained by Jiaxing Eastern Steel Cord Co., Ltd. in year 2017, following the certificate ISO14001:2004 obtained by each of our steel cord plants in 2014. The systems have been operating effectively and reviewed annually by respective WIT Assessment Company Limited and Shanghai NQA Certification Co. Ltd..

EMISSIONS

The Group stringently monitors and controls the generation of wastes, sewage discharges and GHG emissions during the production process, and ensures all the emissions and discharges are within environmental quality standards as set out by the local government of the place where our businesses operate. These laws, ordinances and regulations include the Environmental Protection Law of the PRC (《中國環境保護法》), the Environmental Protection Tax Law of the PRC (《環境保護稅法》), the Water Pollution Prevention and Control Law of the PRC (《中國水污染防治法》), the Prevention and Control of Atmospheric Pollution of the PRC (《中國大氣污染防治法》), the Waste Disposal Ordinance (Chapter 354 of the Laws of Hong Kong), and the Product Eco-responsibility Ordinance (Chapter 603 of the Laws of Hong Kong) etc.

GHG Emissions and Other Pollutants Emission

The Group has dedicated to reduce GHG and other pollutants' emissions from every aspect in its business units as far as practicable. We have implemented and improved the aforesaid policies and measures since inception and from time to time to suit the need of environmental protection law requirement. To reduce GHG and other pollutants, we have adopted measures for example, selling products with minimal packaging, using less heat and air conditioning in our manufacturing plants of the steel cord and copper and brass products segments etc.. In 2017, the results are obvious. The total amount of air emissions for each of the three segments and GHG emissions of copper and brass products segment and Offices reduced in year 2017. Although the production volume of steel cord segment has increased by approximately 14% in 2017 when compared to that of previous year, the total amount of GHG emissions per thousand tonnes of production volume has only increased by 0.66% when compared to year 2016. Details of the data of air emissions is set out under the headings "Air Emissions" and "GHG Emissions". We continue to appoint environmental technicians in the steel cord segment to monitor all emissions from the plants and report to their managers/supervisors immediately if the emission amount exceeds the standards required under the relevant environmental laws and regulations.

環境管理體系認證

繼二零一四年各鋼簾線廠房均取得ISO14001:2004環境管理體系認證證書後，於二零一七年，嘉興東方鋼簾線有限公司取得最新ISO14001:2015環境管理體系認證證書。該系統一直保持有效運作，並每年分別由萬泰認證有限公司和上海恩可埃認證有限公司進行審核。

排放物

本集團嚴格監控及控制生產過程中產生的廢物、廢水排出和溫室氣體排放，並確保所有產生的排放物均在我們經營業務所在地的當地政府規定的環境質量標準內。該等法律、條例及規定包括：《中國環境保護法》、《環境保護稅法》、《中國水污染防治法》、《中國大氣污染防治法》、廢物處置條例（香港法例第354章）及產品環保責任條例（香港法例第603章）等。

溫室氣體排放及其他污染物排放

本集團致力於盡可能減少其業務單位各方面的溫室氣體排放和其他污染物排放。我們自成立以來已實施及不時完善前述的政策和措施，以符合環保法律要求的規定。為了減少溫室氣體和其他污染物，我們採取措施例如：在鋼簾線和銅及黃銅材料分部的生產廠房用最少量包裝物銷售產品、減少使用暖氣和空調等。在2017年，成果是顯著的。2017年的三個分部各自總廢氣排放量及銅及黃銅材料分部和辦公室溫室氣體總排放量是有所減少。儘管鋼簾線分部產量比去年增加約14%，但二零一七年的每千噸產量的總溫室氣體排放量只比二零一六年增加了0.66%。廢氣排放數據的詳情載於以下「廢氣排放」及「溫室氣體排放」標題內。我們繼續在鋼簾線分部委任環境技術人員監測廠房所有排放，如排放量超出有關環保法律和規定所定下的標準，會立即向其經理／主管報告。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Sewage Discharge Management

As with 2016, to ensure the release of sewage to the sewer complies with the standards under the Environmental Quality Standard for Surface Water (《地表水環境品質標準》) and Wastewater Quality Standards for Discharge to Municipal Sewers (《污水排入城鎮下水道水質標準》) of the PRC, both plants have set up sewage treatment stations to collect and dispose of domestic sewage and industrial sewage. Besides, they have also set up condensate receivers to collect and reuse water after steam cooling from steam condensate return systems in the production lines. They monitor the pH value and Chemical Oxygen Demand (COD), and detect heavy metals ions of industrial sewage in the sewer daily at regular intervals and from time to time respectively. Immediate actions will be taken to stop the discharge of industrial sewage if emissions are discovered to be excessive, and perform exhaustive inspection to ensure all emissions are in compliance with the standard requirements as set out by the PRC environmental regulatory authority. During the years ended 31 December 2017 and 2016, the pH value, COD and heavy metals ions of industrial sewage were lower than the stipulated standards.

Waste Management

A hazardous waste treatment system and waste treatment procedures has been established which formulated provisions for collection, storage, and disposal of hazardous wastes generated in production lines. Qualified disposal enterprises in accordance with the Measures for Hazardous Waste Operation Administration (《危險廢物經營授權管理辦法》) and the Environmental Pollution by Solid Wastes of Prevention and Control Law of the PRC (《中國固體廢物污染環境防治法》) have been engaged to dispose of hazardous wastes properly. Most of the non-hazardous wastes were disposed of by engaging recycling enterprises for recycling and reusing or by using other legitimate measures. To reduce the amount of wastes, lubricant and also mitigate the environmental protection tax impact on the two plants, a new emulsion condensed evaporator has been installed, tested and has been officially put into use to condense the density of lubricant which in turn reduce the amount of lubricant. We expect discernible reduction in the amount of lubricant can be seen in 2018. Further details in respect of the disposal of hazardous and non-hazardous wastes are illustrated in the section of “Hazardous and Non-hazardous Wastes” of the ESG report.

污水排放管理

與2016年相同，為確保污水按照中國《地表水環境品質標準》及《污水排入城鎮下水道水質標準》的規定標準在排放口排出，兩廠均有設置污水處理站收集和處理生活污水和工業污水。除此以外，他們亦在生產線上設置冷凝水接收器以收集及重用經蒸氣冷凝水回收系統所收集的蒸氣冷卻後的水。他們分別每天定期監測在排放口排出工業污水的酸鹼值及化學需氧量，並不時檢測重金屬離子。如發現超出標準，會即時採取行動停止排出工業污水，並進行徹底檢查，以確保所有排放物符合中國環境監管機構的標準規定。截至二零一七年及二零一六年十二月三十一日止年度，工業污水的酸鹼值、化學需氧量及重金屬離子均低於規定的標準。

廢物管理

一套有害廢物處理系統和廢物處理程序已在生產線建立，以制定收集、儲存和處置有害廢物的規定。根據《危險廢物經營授權管理辦法》及《中國固體廢物污染環境防治法》，我們已聘用合資格的處置企業妥善處置有害廢物，而大部份非有害廢物則已交由回收公司進行回收循環再用或採取合法的途徑處理。為減少廢物—廢潤滑劑，以及減輕環境保護稅對兩廠的影響，新型乳化濃縮蒸發器已經完成安裝及測試，並正式投入使用以濃縮潤滑劑密度，從而減少潤滑劑的數量。我們預期在二零一八年潤滑劑數量會有明顯減少。有關處置有害及非有害廢物的進一步詳情請見本環境、社會及管治報告的「有害及非有害廢物」章節內。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

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The emissions information of three segments for the years ended 31 December 2017 and 2016 is as follows:

Air Emissions

Gaseous fuel consumption in the production lines and emission from motor vehicles and corporate fleet will emit air pollutants. In general, the key air pollutants include nitrogen oxides (NO_x), sulphur oxides (SO_x) and the respiratory suspended particles (RSP) (which is also known as particulate matter (PM)). The respective data of air emissions⁽¹⁾ of the three segments for the years ended 31 December 2017 and 2016 is as follows:

		Steel Cord Segment 鋼纜線分部		Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室		Total 合計	
		2017	2016	2017	2016	2017	2016	2017	2016
Nitrogen oxides (NO _x) (kg)	氮氧化物 (千克)	12.31	15.53	6.29	7.47	6.77	8.62	25.37	31.62
Sulphur oxides (Sulphur dioxide) (SO _x) (kg)	硫氧化物 (二氧化硫) (千克)	0.29	0.33	0.12	0.15	0.16	0.21	0.57	0.69
Respiratory suspended particles (RSP) (kg)	懸浮顆粒 (千克)	0.92	1.18	0.34	0.42	0.50	0.63	1.76	2.23
Total air pollutants (kg)	空氣污染物總量 (千克)	13.52	17.04	6.74	8.04	7.42	9.46	27.69	34.54
Total air pollutants per thousand tonnes of production volume (kg/000 tonnes)	每千噸產量的空氣污染物總量 (千克/千噸)	0.08	0.11	0.98	0.92	N/A不適用	N/A不適用	N/A不適用	N/A不適用
Total air pollutants per gross floor area (kg/m ²)	每平方米的空氣污染物總量 (千克/平方米)	N/A不適用	N/A不適用	N/A不適用	N/A不適用	0.005	0.01	N/A不適用	N/A不適用

- The air emissions data is presented in NO_x, SO_x and RSP equivalent and the emissions factors are based on the IPCC and the Hong Kong Business Coalition on the Environment, the EPD Vehicle Emission Calculation model, the discharge coefficient of pollutant from domestic source and the user manual published by the South China Institute of Environmental Sciences, under the Ministry of Environment Protection and the Huaian Environmental Protection Bureau in the PRC.
- Although the production volume of the copper and brass decreased by approximately 21% when compared to that of previous year, the total air pollutants per thousand tonnes of production volume increased from 0.92 kg to 0.98 kg, attributable to the magnitude of the decrease in total air pollutants only decreased by 16%, which is smaller than the magnitude of decline of the production volume.
- In 2017, we used a new emission factor which we considered to be more appropriate than the one used in 2016, for calculating the amount of NO_x (the air pollutants produced by gaseous fuel consumption) in copper and brass products segment. When we applied this emission factor in 2016, the amount of NO_x was 8.09 kg which is insignificant to the results of the total air pollutant using the previous emission factor. Hence, we do not restate the figure of 2016.

截至二零一七年及二零一六年十二月三十一日止年度，三個分部的排放物資料如下：

廢氣排放

生產線中氣體燃料消耗及汽車和公司車隊排放會產生空氣污染物。一般來說，主要的空氣污染物包括氮氧化物(NO_x)、二氧化硫(SO_x)和懸浮顆粒(RSP) (亦稱為顆粒物(PM))。截至二零一七年及二零一六年十二月三十一日止年度，三個分部的空氣排放⁽¹⁾相關數據如下：

- 廢氣排放數據乃按氮氧化物(NO_x)、硫氧化物(SO_x)和懸浮顆粒(RSP)當量呈列，該等排放系數乃按照政府間氣候變化專門委員會、環保署汽車排放計算模型、環境保護部華南環境科學研究所發表的生活源產排污系數及使用說明及中國淮安市環境保護局。
- 儘管在二零一七年銅及黃銅材料的產量比去年下跌約21%，每千噸產量的空氣污染物總量卻由0.92千克上升至0.98千克，歸因於空氣污染物總量只比去年下跌16%，下跌的幅度比產量的下跌幅度為少。
- 於二零一七年，我們用了一個我們認為比二零一六年使用的較為合適的一個新的排放量系數，來計算銅及黃銅材料分部的氮氧化物(氣體燃料消耗產生的空氣污染物)。當我們應用這新的排放量系數於二零一六年的數據時，氮氧化物的排放量為8.09千克，這對使用舊的排放量系數計算出來的空氣污染物總量的結果沒有大分別。因此，我們不會重列二零一六年的數據。

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GHG Emissions

GHG come from all sorts of everyday activities, such as water consumption, electricity consumption, combustion of fuel and gases, and driving. The increase in GHG emissions is one of the main reasons for the rise of the global temperature and carbon dioxide is the major GHG emitted through human activities. We are committed to managing our GHG emissions by reducing flaring and improving the efficiency in use of energy and resources in our day-to-day operations.

The GHG emissions of the three segments for the years ended 31 December 2017 and 2016 are as follows:

溫室氣體排放

溫室氣體源自各種日常活動，例如耗水、電力消耗、燃燒燃料和氣體以及駕駛。溫室氣體排放增加是地球溫度上升的主要原因之一，而二氧化碳是通過人類活動所排放的主要溫室氣體。我們致力在日常業務中減少燃燒及改善使用能源和資源的效益以管理我們溫室氣體的排放。

截至二零一七年及二零一六年十二月三十一日止年度，三個分部的溫室氣體排放如下：

		Steel Cord Segment 鋼索纜分部		Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室		Total 合計	
		2017	2016	2017	2016	2017	2016	2017	2016
Direct emissions (tonne) (Scope 1)	直接排放 (噸) (範圍一)								
Corporate fleet ⁽⁶⁾	公司車隊 ⁽⁵⁾	53.63	61.20	16.63	20.50	29.51	38.61	99.76	120.31
Liquefied petroleum gas	石油氣	N/A不適用	N/A不適用	4.11	5.89	N/A不適用	N/A不適用	4.11	5.89
Natural gas	天然氣	26,073.44	21,359.70	N/A不適用	N/A不適用	N/A不適用	N/A不適用	26,073.44	21,359.70
Diesel	柴油	N/A不適用	N/A不適用	2.61	3.36	N/A不適用	N/A不適用	2.61	3.36
Total emissions (tonne) (Scope 1)	總排放量 (噸) (範圍一)	26,127.07	21,420.90	23.34	29.75	29.51	38.61	26,179.92	21,489.26
Indirect energy emissions (tonne) (Scope 2)	間接排放 (噸) (範圍二)								
Electricity	電力	255,088,117.10	221,413,297.93	110,164.70	118,394.58	22,935.82	24,786.61	255,221,217.62	221,556,479.12
Other indirect emissions (tonne) (Scope 3)	間接排放 (噸) (範圍三)								
Business travel ⁽⁶⁾	公幹 ⁽⁴⁾	33.62	26.40	0.75	1.32	28.41	58.68	62.78	86.40
Paper consumption	耗紙量	32.70	24.29	3.52	4.28	3.84	3.23	40.07	31.80
Water consumption	耗水量	143,194.97	144,427.50	719.13	761.43	2.23	5.72	143,916.33	145,194.65
Total emissions (tonne) (Scope 3)	總排放量 (噸) (範圍三)	143,261.29	144,478.19	723.40	767.03	34.48	67.63	144,019.18	145,312.85
Total emissions (tonne) (Scopes 1, 2 and 3)	總排放量 (噸) (範圍一、二及三)	255,257,505.46	221,579,197.02	110,911.45	119,191.36	22,999.81	24,892.85	255,391,416.72	221,723,281.23
Total emissions per thousand tonnes of production volume (tonne/000 tonnes)	每千噸產量的總排放量 (噸/千噸)	1,463,249.22	1,453,973.62	16,104.54	13,690.63	N/A不適用	N/A不適用	N/A不適用	N/A不適用
Total emissions per gross floor area (tonne/m ²)	每平方米的總排放量 (噸/平方米)	N/A不適用	N/A不適用	N/A不適用	N/A不適用	14.75	15.96	N/A不適用	N/A不適用

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1. Due to the operation needs of the steel cord segment, GHG emissions mainly come from the combustion of natural gas and electricity consumption.
 2. Due to the operation needs of the copper and brass products segment, GHG emissions mainly come from the consumption of electricity.
 3. GHG emissions factors are calculated based on the Report on GHG Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) issued by the EPD and the EMSD, Guide to Low Carbon Office issued by the EPD, Legislative Council Complex Greenhouse Gas Accounting Report for the period from 1 April 2015 to 31 March 2016 issued by CCA, China's Regional Power Grid Baseline of 2016 (using the average of the operation margin and build margin) published by the Clean Development Mechanism in China and 2006 IPCC Guidelines for National GHG Inventories from the IPCC.
 4. Emissions from business travel by air are measured as they account for a major and large part of emissions from business transportation. We use the emission factors quoted from the International Civil Aviation Organization and CCA's Carbon Emissions Calculators to calculate the amount of emissions.
 5. Emissions from corporate fleet only include the transportation of employees as we do not have our own corporate fleet to transport/deliver our products to customers in steel cord segment, and the data in respect of transportation of goods of copper and brass products segment is insufficient for measurement at this stage.
 6. Paper consumption only includes A4 papers which are commonly used for printing corporate documents/communication in the ordinary course of business of the respective segment.
1. 基於鋼索線分部的經營需要，溫室氣體排放主要源自燃燒天然氣及電力消耗。
 2. 基於銅及黃銅材料分部的經營需要，溫室氣體排放主要源自電力消耗。
 3. 溫室氣體排放係數乃根據機電工程署及環保署刊發的《香港建築物（商業、住宅或公共用途）的溫室氣體排放及減除的核算和報告指引》、環保署刊發的《低碳辦公室》、低碳亞洲刊發的二零一五年四月一日至二零一六年三月三十一日期間的立法會綜合大樓溫室氣體會計報告、中國清潔發展機制網發展發表二零一六年中國區域電網基準線排放因數（採用電量邊際排放因子和容量邊際排放因子之平均）及政府間氣候變化專門委員會發出的《二零零六年政府間氣候變化專門委員會國家溫室氣體清單指南》規定計算。
 4. 由於航空旅程的排放量佔公幹排放量的主要及大部分，故公幹的排放量只計算航空旅程。我們使用排放量係數乃根據國際民航組織及低碳亞洲碳排放計算器計算排放量。
 5. 由於我們沒有自己的車隊向鋼索線分部的客戶運輸／運送產品，和銅及黃銅材料分部有關運輸產品的數據現階段不足以用於計算，故此公司車隊的排放量計算只包括接載僱員。
 6. 紙張消耗只包括各分部在日常業務中通常用於打印公司文件／通訊的A4紙張。

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Hazardous and Non-hazardous Wastes

Other hazardous and non-hazardous wastes (apart from air pollutants and GHG emissions), discharged of by the three segments for the years ended 31 December 2017 and 2016 are as follows:

有害及非有害廢物

截至二零一七年及二零一六年十二月三十一日止年度，三個分部產生的其他有害及非有害廢物（除空氣污染物和溫室氣體排放）如下：

Steel Cord Segment

鋼簾線分部

Types of hazardous wastes (tonne)	有害廢物類型 (噸)	2017	2016
Solid wastes	固體廢物		
Sludge from sewage treatment station	污水站污泥	2,491.25	12,352.10
Sludge from lubricating station	潤滑站污泥	111.76	86.18
Total solid wastes	固體廢物總數量	2,603.01	12,438.28
Total solid wastes per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸的固體廢物總數量 (噸/千噸)	14.92	81.62
Liquid wastes	液體廢物		
Lubricant	廢潤滑液	4,450.34	2,593.98
Used acid	廢酸	16,994.97	9,164.45
Total liquid wastes	液體廢物總數量	21,445.31	11,758.43
Total liquid wastes per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的液體廢物總數量 (噸/千噸)	122.93	77.16
Sewage ⁽²⁾	污水 ⁽²⁾		
Domestic and industrial sewage	生活及工業污水	629,412.65	454,909.09
Total sewage per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的污水總量 (噸/千噸)	3,608.07	2,985.05

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- In accordance with the List of National Hazardous Wastes formulated by the Environmental Pollution by Solid Wastes of Prevention and Control Law of the PRC (《中國固體廢物污染環境防治法》), all the captioned wastes we have recorded are defined as hazardous wastes.
 - Sewage discharged in 2017 and 2016 were recalculated in tonnes instead of m³. Sewage was discharged of from the business units of the PRC and consumption data was based on the amount of sewage discharged.
 - Since the production volume of steel cord in 2017 increased by approximately 14% as compared to that of the last year, the amount of sewage generated in the production lines increased accordingly.
 - In 2017, we used a new measurement method which we considered to be more appropriate than the one used in 2016, for recording the amount of sludge from sewage treatment station. The said figures for 2016 have been restated to reflect the new measurement method.
 - Since Tengzhou Eastern Steel Cord Co., Ltd. (one of components of the steel cord segment) has outsourced the disposal of used acids to a third party in 2017, used acids are no longer handled by the company's sewage treatment station and disposed of separately (see point 8 as below). Hence, the amount of sludge from sewage treatment station decreased significantly by approximately 86% when compared to that of previous year.
 - Since there is an enhancement of the equipment to handle the emission of lubricant in 2017, greater amount of lubricant could be digged out for disposal once every month, therefore the amount of lubricant increased by approximately 72% when compared to that of previous year.
 - In 2017, we used a new measurement method which we considered to be more appropriate than the one used in 2016, for recording the amount of used acid and domestic and industrial sewage. The said figures for 2016 have been restated to effect the new measurement method.
 - Since 2017 is the first year for Tengzhou Eastern Steel Cord Co., Ltd., (one of components of the steel cord segment) recorded used acids, the total amount of used acids was higher than that of 2016.
- 根據《中國固體廢物污染環境防治法》制定的「國家危險廢物名錄」規定，上述所有（我們有記錄的）廢物被界定為有害廢物。
 - 在二零一七年和二零一六年的污水排放由以立方米為單位改為按噸為單位重新計算。從中國的業務單位排放的污水，數據基於污水排放量計算。
 - 由於在二零一七年鋼簾線的產量比去年增加約14%，因此，生產線上產生的污水量繼而增加。
 - 於二零一七年，我們用了一個我們認為比二零一六年使用的較為合適的一個新量度方法，來記錄污水站污泥總量。上述二零一六年的數據已重列，以反映新的量度方法。
 - 由於滕州東方鋼簾線有限公司（鋼簾線分部其中一個部份）已於二零一七年外判第三方直接處置廢酸，廢酸不再由公司污水站處理及已獨立地處置（見以下第8點），因此，污水站污泥總量比去年顯著減少了86%。
 - 由於二零一七年改進了處理廢潤滑液排放的設備，較多數量的潤滑液可以於每月掘出處理，所以廢潤滑液數量比去年上升約72%。
 - 於二零一七年，我們用了一個我們認為比二零一六年使用的較為合適的一個新量度方法，來記錄廢酸和生活及工業污水總量。上述二零一六年的數據已重列，以反映新的量度方法。
 - 由於滕州東方鋼簾線有限公司（鋼簾線分部其中一個部份）於二零一七年才首次記錄廢酸，因此廢酸總數量比二零一六年的為高。

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Steel Cord Segment (Continued)

鋼簾線分部 (續)

Types of non-hazardous wastes	非有害廢物類型	2017	2016
Industrial wastes (tonne)	工業廢物 (噸)		
Scrapped wires, used packaging metals and steel wire rod ties	廢絲、打包鐵皮和盤條紮帶	6,879.62	6,313.91
Oxidised surface of steel wire rod	廢氧化皮	688.38	671.85
Total industrial wastes	工業廢物總數量	7,568.00	6,985.76
Total industrial wastes per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的工業廢料總數量 (噸/千噸)	43.38	45.84
Metallic wastes (unit)	金屬廢物 (隻)		
Scrapped spools	廢工字輪	15,873.00	24,620.00
Total metallic wastes per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的金屬廢物總數量 (隻/千噸)	90.99	161.55
Packaging wastes	包裝物廢物		
Scrapped plastic separators (piece)	廢隔板 (張)	666.65	1,509.00
Total scrapped plastic separators per thousand tonnes of production volume (piece/'000 tonnes)	每千噸產量的廢隔板總數量 (張/千噸)	3.82	9.90
Scrapped plastic bags (tonne)	廢塑膠袋 (噸)	8.63	1.54
Used packaging plastic ties (tonne)	用過的塑膠打包帶 (噸)	1.84	0.42
Used packaging plastic bags for steel wire rod (tonne)	用過的盤條包裝袋 (噸)	183.10	144.53
Total scrapped plastic bags, used packaging plastic ties and used packaging plastic bag for steel wire rod	廢塑膠袋、用過的塑膠打包帶及用過的盤條包裝袋總數量	193.57	146.49
Total scrapped plastic bags, used packaging plastic ties and used packaging plastic bag for steel wire rod per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的廢塑膠袋、塑膠打包帶及用過的盤條包裝袋總數量 (噸/千噸)	1.11	0.96
Other wastes (tonne)	其他廢物 (噸)		
Used sacks	用過的麻袋片	70.55	70.33
Total used sacks per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的用過的麻袋片總數量 (噸/千噸)	0.40	0.46
Used powdered lubricant	廢潤滑粉	182.77	160.06
Total used powdered lubricant per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的廢潤滑粉總數量 (噸/千噸)	1.05	1.05
Scrapped wooden brackets	廢木托	173.51	138.23
Total scrapped wooden brackets per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的廢木托總數量 (噸/千噸)	0.99	0.91

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- The aforesaid wastes generated in production lines of the steel cord segment were disposed of properly by those qualified disposal enterprises to mitigate the impact on the environment and those wastes are not defined as hazardous wastes according to the List of National Hazardous Wastes.
 - Since the production volume of steel cord in 2017 increased by approximately 14% as compared to the last year, the amount of scrapped wires and used packaging metals and steel wire rod ties and the oxidised surface of steel wire rod generated in the production lines increased accordingly.
 - To ensure the product's quality, a considerable amount of new plastic bags were used rather than reusing old plastic bags in 2017. The old plastic bags were disposed of properly during 2017. Hence, the amount of scrapped plastic bags and used packaging plastic ties generated in the production lines increased as compared to that of last year.
- 鋼簾線分部生產線上產生的以上廢物已由合資格的處置企業妥善處理，以減少對環境的影響，而根據「國家危險廢物名錄」規定，該等廢物不定義為有害廢物。
 - 由於在二零一七年鋼簾線的產量比去年增加約14%，因此，生產線上產生廢絲、打包鐵皮和盤條繫帶及廢氧化皮的數量繼而增加。
 - 為保證產品質量，於二零一七年我們使用了大量的新塑料袋，而不是重用舊塑料袋。舊塑料袋已於二零一七年妥善棄掉。因此，生產線上的廢塑料袋和用過的塑膠打包帶的數量比二零一六年增加。

Copper and Brass Products Segment

銅及黃銅材料分部

Types of non-hazardous wastes (kg)	非有害廢物類型 (公斤)	2017	2016
Packaging wastes	包裝物廢物		
Used wrapping papers	用過的包裝紙	2,221.44	2,504.77
Total used wrapping papers per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的用過的包裝紙總數量 (公斤/千噸)	322.56	287.70
Used metallic and plastic packaging ties	用過的打包鐵帶和打包膠帶	1,266.04	1,635.75
Total used metallic and plastic packaging ties per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的用過的打包鐵帶和膠帶總數量 (公斤/千噸)	183.83	187.89
Used plastic films	用過的膠膜	1,148.11	1,358.27
Total used plastic films per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的用過的膠膜總數量 (公斤/千噸)	166.71	156.01
Used paper cores	廢紙芯	16,255.05	18,111.34
Total used paper cores per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的廢紙芯總數量 (公斤/千噸)	2,360.26	2,080.32
Scrapped wood pallets	廢木托盤	18,137.00	25,787.26
Total scrapped wood pallets per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的廢木托盤總數量 (公斤/千噸)	2,634	2,961.99
Paper wastes	廢紙	70.49	118.14
Total paper wastes per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的廢紙總數量 (公斤/千噸)	10.24	13.57

- The aforesaid wastes generated in production lines of the copper and brass products segment are not defined as hazardous wastes according to the List of National Hazardous Wastes.
- 根據「國家危險廢物名錄」規定，銅及黃銅材料分部的生產線上產生的上述廢物不被定義為有害廢物。

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Offices 辦公室

Types of non-hazardous wastes	非有害廢物類型	2017	2016
Paper wastes collected for recycling (kg)	回收廢紙 (公斤)	273.5	67.5

1. In 2017 and 2016, the Offices did not produce any hazardous wastes.
2. Paper wastes collected for recycling commenced from the third quarter of 2016.

1. 於二零一七年及二零一六年，辦公室沒有產生任何有害廢物。
2. 自二零一六年第三季開始回收廢紙。

Measures have been Taken to Mitigate Emissions and Results Achieved

We have implemented a number of energy saving measures such as using energy efficient equipment, reusing water produced by the condensation of steam in production lines and reducing electricity, water and paper consumption in offices to mitigate emissions, and remarkable results have been achieved in the Offices. In 2017, we put a stress on the promotion of the concept of environmental protection by participating in the “Green Office Awards Labelling Scheme” (“GOALS”) and “Eco-Healthy Workplace Awards Labelling Scheme” (“Eco-Healthy Workplace”) organized by the World Green Organisation (“WGO”) to increase the awareness on physical and mental health of employees on workplace and be able to identify and apply reduction opportunities, ranging from energy, water and paper consumption to carbon at the office to assess and improve the environmental footprint. Although having a ‘green office’ is a new idea for our subsidiaries in Mainland, they start to step forward towards this idea by sticking labels beside the light switch to remind themselves the importance of electricity saving. In 2017, the total electricity consumption increased due to the growth of production volume of steel cord segment. However, we will continue to strengthen and improve the current measures and policies in mitigating emissions. The effectiveness of the measures will be reviewed periodically in order to seek continuous improvement in the efficient use of energy and resources.

已採取減少排放的措施和取得的成果

我們已實施一系列的節能措施，例如在生產線上使用節能設備、重用蒸汽冷凝水及在辦公室減少用電、水和紙張消耗，以減少排放，並在辦公室取得了顯著成果。於二零一七年，為了加強推廣環境保護的重要性，本公司參與了由世界綠色組織（WGO）舉辦的「綠色辦公室獎勵計劃」（「綠色辦公室」）和「健康工作間獎勵計劃」（「健康工作間」），從而提高僱員在工作間對身體或精神健康的認知，並於辦公室內找出及採取措施從能源、水、紙張和碳減少資源消耗，以評估和改善環境足跡。儘管「綠色辦公室」於我們內地附屬公司中並不普及，但他們仍在電燈開關旁邊貼上標籤以提醒節約用電的重要性，踏出減少電力消耗的第一步。鋼索線分部產量的增長令二零一七年總耗電量上升，但我們將繼續加強和改善現行的措施和政策減少排放，亦將定期審查該等措施的有效性，使能源和資源更能有效地使用。

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我們保護環境的責任

Disposal and Reduction Initiatives of Hazardous and Non-hazardous Wastes, and Results Achieved

The Group has entered into contracts in respect of the disposal of the sludge from sewage station and lubricating station, used acid and lubricant between qualified disposal enterprises. These hazardous wastes generated in production lines of the steel cord segment were disposed of properly by those qualified disposal enterprises in accordance to the Standard for Pollution Control on Hazardous Wastes Storage (《危險廢物貯存污染控制標準》) regulated in the PRC. One of the non-hazardous wastes, kitchen waste has been disposed of by engaging with qualified disposal enterprises for both steel cord and copper and brass products segments. Those enterprises would sort food scraps from the kitchen wastes and turn into compost. Hence, the amount of the kitchen waste was not measured. Used wrapping papers, metallic and plastic packaging ties, plastic films, paper cores and scrapped wood pallets incurred in production lines of the copper and brass products segment had also been disposed of properly by those qualified disposal enterprises if possible. In the past, paper wastes were disposed of to landfill, but we (Hong Kong Office) have arranged the disposal of paper waste to recycling companies for recycling or reuse since the third quarter of 2016.

USE OF RESOURCES

The Group has adopted a specific and efficient policy in the use of resources in the production lines. Employees are nurtured and encouraged to have practices for energy and resources conservation. The Group has also implemented measures to reduce the use of papers, and water and electricity consumption in production lines and offices. To monitor the implementation of energy consumption measures, environmental technicians and/or the manager of human resources and administration department are responsible for monitoring the use of energy and resources in the production lines and offices.

處置及減少有害和非有害廢物的行動和取得的成果

本集團與合資格的處置企業訂立合約處置污水處理站及潤滑站污泥、廢酸及潤滑劑。根據中國《危險廢物貯存污染控制標準》的規定，鋼簾線分部的生產線上所產生的有害廢物，須交由合資格的處置企業妥善處理。其中廚餘，作為一種非有害廢物，鋼簾線和銅及黃銅材料分部已交至合資格的處置企業處理。該等企業會將由廚餘中分出食物廢料轉為混合肥料。因此，我們沒有量度廚餘的數量。而銅及黃銅材料分部的生產線上已用的包裝紙、金屬和塑膠打包帶、膠膜、紙芯和廢木托盤亦已盡可能交由合資格的處置企業妥善處理。從前我們（香港辦公室）將產生的廢紙送至堆填區處置，但自二零一六年第三季開始已把廢紙交由回收公司回收或重用。

資源使用

本集團採納一套在生產線上特定和有效的資源使用政策，並培養和鼓勵僱員節約能源和資源的習慣。本集團亦在生產線及辦公室實施措施減少用紙和水以及電力的消耗。為監測實施能源消耗措施，環境監察人員及／或人力資源及行政部經理負責監察在生產線和辦公室的能源和資源使用。



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Direct and Indirect Energy Consumption

The respective direct and indirect energy consumption data of the three segments for the years ended 31 December 2017 and 2016 is as follows:

直接及間接能源耗量

截至二零一七年及二零一六年十二月三十一日止年度，三個分部的直接和間接能源消耗數據分別列示如下：

		Steel Cord Segment 鋼繩線分部		Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室		Total 合計	
		2017	2016	2017	2016	2017	2016	2017	2016
Direct energy consumption (MWh)	直接能源耗量(百萬瓦時)								
Diesel ^(a)	柴油 ^(a)	N/A不適用	N/A不適用	11.09	14.26	N/A不適用	N/A不適用	11.09	14.26
Liquefied petroleum gas	石油氣	N/A不適用	N/A不適用	6.52	9.35	N/A不適用	N/A不適用	6.52	9.35
Natural gas ^(b)	天然氣 ^(b)	134,608.66	110,273.15	N/A不適用	N/A不適用	N/A不適用	N/A不適用	134,608.66	110,273.15
Petrol	汽油	186.17	212.46	57.72	71.16	102.43	134.03	346.31	417.65
Total direct energy consumption (MWh)	直接能源總耗量(百萬瓦時)	134,794.83	110,485.61	75.32	94.77	102.43	134.03	134,972.59	110,714.41
Indirect energy consumption (MWh)	間接能源耗量(百萬瓦時)								
Electricity consumption	耗電量	361,480.90	302,340.84	209.02	223.47	68.27	72.46	361,758.19	302,636.77
Total direct and indirect energy consumption (MWh)	直接和間接能源總耗量(百萬瓦時)	496,275.73	412,826.45	284.34	318.24	170.70	206.49	496,730.77	413,351.18
Total energy consumption per thousand tonnes of production volume (MWh/000 tonnes)	每千噸產量的能源總耗量(百萬瓦時/千噸)	2,844.87	2,708.91	41.29	36.55	N/A不適用	N/A不適用	N/A不適用	N/A不適用
Total energy consumption per gross floor area (MWh/m ²)	每平方米的能源總耗量(百萬瓦時/平方米)	N/A不適用	N/A不適用	N/A不適用	N/A不適用	0.11	0.13	N/A不適用	N/A不適用

- Energy consumption data was measured based on the amount of electricity, and fuels and gas consumed and energy conversion factors had taken reference from the Bioenergy Feedstock Development Program at Oak Ridge National Laboratory and a Beginner's Guide to Energy and Power, an article submitted by N Packer, Staffordshire University, UK, February 2011.
- Diesel was used by forklift in the plant of copper and brass products segment located in the PRC.
- Natural gas was consumed in the combustion furnace at production lines of and cooking in the steel cord plants.

- 能源消耗量數據乃依據耗電和燃料及氣體數量計算及能源轉換系數是參考橡樹嶺國家實驗室(Oak Ridge National Laboratory)的生物能源材料再生發展計劃(Bioenergy Feedstock Development Program)及由英國斯塔福德郡大學N Packer於2011年2月提交的文章。
- 柴油於銅及黃銅材料分部於中國的廠房的鏟車中使用。
- 天然氣在鋼繩線廠房生產線上的燃燒爐及煮食時消耗。

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Water Consumption

Water is a paramount resource in the running of our operation and production, therefore we aim to maximise our water utilisation efficiency. Currently, the water resources supply comes primarily from local municipal water supply and rivers. We have installed condensate receivers to collect and reuse water after steam cooling from steam condensate return system in the production lines.

The water consumption data of the three segments for the years ended 31 December 2017 and 2016 is set out as follows:

		Steel Cord Segment 鋼纜線分部		Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室		Total 合計	
		2017	2016	2017	2016	2017	2016	2017	2016
Total water consumption (m ³)	總耗水量 (立方米)	963,292.80	831,029.66	4,080.31	2,820.57	11.8	11.38	967,384.81	833,861.61
Total water consumption per thousand tonnes production volume (m ³ /000 tonnes)	每千噸產量的總耗水量 (立方米/千噸)	5,522.02	5,453.11	592.45	323.98	N/A不適用	N/A不適用	N/A不適用	N/A不適用
Total water consumption per gross floor area (m ³ /m ²)	每平方米的總耗水量 (立方米/平方米)	N/A不適用	N/A不適用	N/A不適用	N/A不適用	0.01	0.01	N/A不適用	N/A不適用

- The Offices and copper and brass products segment operate in leased office premises in Hong Kong and the PRC where both the water supply and discharge are solely controlled by the respective property management, whom consider the provision of water withdrawal and discharge data or sub-meter for individual occupant is not feasible. Hence, only the data regarding drinking water was collected.
- The data of amount of water is quoted by the water bills received and bottled water consumed.
- In 2017, the copper and brass products segment has cultivated a garden for planting vegetables to provide meals for employees. Therefore, the total water consumption increased by approximately 44% when compared to that of previous year.

Measures have been Taken on Energy Use and Water Efficiency Initiatives, and Results Achieved

We have taken the following actions for the efficient use of resources in the production lines:

- Setting up two sets of harmonic management devices to reduce the heating rate of cables and other production machinery and equipment;
- Using energy efficient equipment, such as motors, frequency converters and reactors and the cross-sectional area of the cable in the power supply system to reduce the usage of electricity;

耗水量

水是我們的經營業務和生產最重要資源，所以我們以最有效地用水為目標。目前，水資源供應主要來自地方政府供水和河流。我們在生產線設置冷凝水接收器以收集及重用經蒸氣冷凝水回收系統所收集的蒸氣冷卻後的水。

截至二零一七年及二零一六年十二月三十一日止年度，三個分部的耗水量數據列示如下：

- 在香港及中國，因辦公室和銅及黃銅材料分部租賃辦公地方營運供水和排水均為物業管理處自行控制，而相關管理處認為向個別租戶提供用水和排水數據或分錶並不可行。因此，我們只收集飲用水之數據。
- 耗水量數據乃根據收到的水費單所列的耗水量和樽裝飲用量計算。
- 在二零一七年，銅及黃銅材料分部開墾了一塊菜園，以種植蔬菜，供僱員伙食之用，所以總耗水量比去年上升約44%。

已採取對能源使用和用水效益的措施及取得的成果

我們在生產線上採取以下行動以有效地使用資源：

- 設置兩套諧波治理裝置櫃，以降低電纜和其他生產機器和設備的加熱速率；
- 使用高效節能設備，如電動機、變頻器和電抗器和電力供應系統中橫截面面積的電纜，以減少電力使用；

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3. Reducing the amount of water consumption in the production lines through the reuse of water after steam cooling from steam condensate return system in steel cord segment;
4. Using energy efficient LED lighting rather than fluorescent lamp; and
5. Selling products with minimal packaging.

The Group has also implemented energy saving measures in offices as stated under the heading “**THE ENVIRONMENT AND NATURAL RESOURCES**” in the ESG report.

Through implementing the aforesaid measures since the fourth quarter of year 2016, the electricity consumption in the head office in 2017 and 2016 has reduced by more than 10% as compared with the same period of year 2015. Even the production volume of steel cord has increased by approximately 14% when compared to that of previous year, the total energy consumption per thousand tonnes of production volume has only increased by 5% when compared to year 2016, which reflected that the effectiveness of the use of energy has been improved.

Packaging Materials for Finished Products

The Group encourages reusing and recycling certain materials like spools and wooden pallets so as to reduce wastes. However, we understand that finished products produced by the steel cord and copper and brass products segments should be packed properly and follow customers' instructions before delivery so as to avoid any damage during transportation. Therefore, packaging materials could not be reduced significantly, in particular if the production volume increased. The types and data of package materials for respective steel cord and copper and brass products segments for the years ended 31 December 2017 and 2016 are as follows:

3. 於鋼簾線分部通過利用蒸汽冷凝水回收系統重用蒸汽冷卻後的水，降低生產線上的耗水量；
4. 使用高效節能的LED燈代替電燈泡；及
5. 用最少量的包裝物銷售產品。

本集團亦在辦公室實施列於本環境、社會及管治報告內標題為「**環境及天然資源**」的節能措施。

自二零一六年第四季通過實施以上措施，總部辦公室於二零一七年及二零一六年的耗電量與二零一五年同期比較減少超過10%。於二零一七年，儘管鋼簾線分部產量比去年增加約14%，但二零一七年的每千噸產量的總能源消耗只比二零一六年增加了5%，反映出使用能源效益更為提高。

製成品所用包裝材料

本集團鼓勵重用和回收利用若干包裝物，例如工字輪和木托盤架以減少浪費。但是，我們明白鋼簾線和銅及黃銅材料分部生產的成品應按在交貨前依據客戶的指示妥善包裝，避免在運輸過程中有任何損壞。因此，包裝物不能顯著減少，特別是如產量增加。截至二零一七年及二零一六年十二月三十一日止年度，鋼簾線和銅及黃銅材料分部的包裝物類型及數據分別列示如下：

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Steel Cord Segment 鋼簾線分部

Types of packaging materials	包裝物類型	2017	2016
Wooden, plastic and metallic pallets (unit)	木、塑膠及金屬盤架 (隻)	162,450.00	133,152.00
Total wooden, plastic and metallic pallets per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的木、塑膠及金屬托盤架數量 (隻/千噸)	931.24	873.73
Spools (unit)	工字輪 (隻)	7,514,887.00	6,520,267.00
Total spools per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的工字輪總數量 (隻/千噸)	43,078.66	42,785.14
Plastic bags (unit)	塑膠袋 (個)	156,971.00	134,700.00
Total plastic bags per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的塑膠袋總數量 (個/千噸)	899.83	883.88
Cardboard boxes (unit)	紙板箱 (套)	150,933.00	130,238.00
Total cardboard boxes per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的紙板箱總數量 (套/千噸)	865.21	854.60
Plastic scale boards (piece)	塑膠襯板 (張)	840,527.00	699,918.00
Total plastic scale boards per thousand tonnes of production volume (piece/'000 tonnes)	每千噸產量的塑膠襯板總數量 (張/千噸)	4,818.27	4,592.77
Humidity indicators (piece)	濕度指示咭 (張)	153,356.00	129,030.00
Total humidity indicators per thousand tonnes of production volume (piece/'000 tonnes)	每千噸產量的濕度指示咭總數量 (張/千噸)	879.10	846.68
Desiccants (tonne)	乾燥劑 (噸)	733.78	660.43
Total desiccants per unit of production volume (tonne/'000 tonnes)	每千噸產量的乾燥劑總數量 (噸/千噸)	4.21	4.33
Stretch films (tonne) ⁽¹⁾	拉伸膜 (噸) ⁽¹⁾	0.40	3.56
Total stretch films per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的拉伸膜總數量 (噸/千噸)	0.002	0.02
Packaging ties (tonne)	打包帶 (噸)	54.16	34.90
Total packaging ties per thousand tonnes of production volume (tonne/'000 tonne)	每千噸產量的打包帶總數量 (噸/千噸)	0.31	0.23

1. The amount of stretch films used in 2017 decreased significantly as we determine not to use these for packaging products progressively since late 2016.

1. 因為我們決定自二零一六年尾逐步不使用拉伸膜包裝產品，所以二零一七年拉伸膜使用的數量大幅減少。

Since the production volume of steel cord has increased by approximately 14% in 2017 when compared to that of previous year, the amount of all packaging materials used in 2017 has increased accordingly. Those packaging materials could not be used efficiently in terms of tonnage of production volume although we aim at selling products with minimal packaging. We have to seek for solution to improve the effectiveness of usage of packaging materials.

由於二零一七年鋼簾線產量較上年增加約14%，所以所有包裝物數量在二零一七年相應增加。儘管我們目標用最少量包裝物銷售產品，但該等包裝物以每噸產量計算卻未能更有效地使用。我們必須尋找解決方法改善使用包裝物的效益。

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Copper and Brass Products Segment

銅及黃銅材料分部

Types of packaging materials	包裝物類型	2017	2016
Wooden pallets ⁽¹⁾	木托盤架 ⁽¹⁾	133,307.12	145,526.80
Total wooden pallets per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的木托盤架總數量 (公斤/千噸)	19,356.43	16,715.59
Plastic and metallic packaging ties ⁽²⁾	塑膠及金屬打包帶 ⁽²⁾	800.34	2,019.02
Total plastic and metallic packaging ties per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的塑膠及金屬打包帶總數量 (公斤/千噸)	116.21	231.91
Wrapping papers ⁽³⁾	包裝紙 ⁽³⁾	756.54	639.80
Total wrapping papers per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的包裝紙總數量 (公斤/千噸)	109.85	73.49
Fiber tapes	纖維膠紙	99.33	94.27
Total fiber tapes per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的纖維膠紙總數量 (公斤/千噸)	14.42	10.83
Stretch films	拉伸膜	1,655.99	2516.43
Total stretch films per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的拉伸膜總數量 (公斤/千噸)	240.45	289.04

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|--|--|
| <p>1. Wooden pallets are reused and disposed of until they are damaged. Hence, the movement of wooden pallets do not correspond with the change of production volume although the amount of wooden pallets decreased in 2017.</p> | <p>1. 木托盤會重用直至損壞時處置。因此，木托盤架數量變動並不與生產量的變化對應，儘管於二零一七年木托盤架數量減少。</p> |
| <p>2. Suppliers use different types of packaging ties (including plastic and metallic) when deliver the raw materials to us, hence, the weight of those packaging ties is not deemed linear to the decreased of production volume.</p> | <p>2. 供應商運送我們原材料時會使用不同類型的打包帶（包括塑膠和金屬），因此，該等打包帶的重量與生產量的減少並不構成連貫關係。</p> |
| <p>3. The finer of slitting of copperplate at the customers' request, the more wrapping papers should be used. The number of such types of customers increased in 2017, hence, the amount of wrapping papers increased significantly.</p> | <p>3. 客戶要求越仔細的切割銅板時，便需要使用更多的包裝紙包裝產品。在二零一七年，該等類型的客戶數目增加，因此包裝紙的數量也顯著增加。</p> |
| <p>4. Except the packaging ties and stretch films, the effectiveness of using other captioned packaging materials was not so satisfactory when compared to 2016 (in terms of total amount of that packaging material per thousand tonnes of production volume) due to the usage amount is subject to customers' requirement.</p> | <p>4. 除打包帶及拉伸膜外，其他包裝物使用效益（以每千噸產量的該等包裝物之總數量）與二零一六年相比並不理想，原因是使用量多寡乃按客戶要求而定的。</p> |

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我們保護環境的責任

THE ENVIRONMENT AND NATURAL RESOURCES

We understand that our business nature would have an impact on the environmental and natural resources. Thus, we must devote our effort to minimise such impact by implementing various measures at offices and production lines as far as we could so as to generate profit and return to the shareholders, and also protect the environment.

We encourage employees to go green at the offices by implementing the following measures since the second half year of 2016, and we keep on doing in 2017:

環境及天然資源

我們明白到我們的業務性質會對環境和自然資源帶來影響。因此我們致力於在辦公室和生產線上實施各項措施盡量減少該等影響，從而為股東爭取盈利及回報，亦能保護環境。

為在辦公室實現綠色環保，我們由二零一六年下半年起鼓勵僱員實施以下措施，並於二零一七年繼續施行：

Green Measures Implemented

已實施之綠化措施

<p>Lighting 照明</p>	<ul style="list-style-type: none"> • During lunch time and after office hours on business days, only those areas with lighting which are essentially needed for safety, security or other specific purposes are maintained. 於辦公日午飯時間及辦公時間後，只會保留配合安全、保安或其他特殊用途所需的照明設備的區域。 • Non-essential lighting should be switched off if there are only few people working in the office. 若辦公室人數不多，非必要的照明會關掉。 • The last-man-out should check and turn off the lighting of all areas of the office. 最遲離開辦公室的僱員應檢查並關掉所有辦公室區域的照明。
<p>Office Equipment 辦公室設備</p>	<ul style="list-style-type: none"> • Affix “Save Energy” stickers near the main switches as a reminder to our employees. 在主要電源開關掣附近會貼上「節約能源」的貼紙，以向僱員作出提示。 • Computers, monitors and individual multi-functional printers (if any) should be switched off after office hours or when leaving the workplace to reduce power consumption. 在非辦公時間或離開工作間時應關掉電腦、電腦顯示屏及個人多功能列印機(如有)以減少耗電量。 • The auto energy-saving mode of the computer has been activated and the brightness of the screen of the monitor has been lowered to reduce power consumption. 電腦的自動節能模式已啟動，並已降低電腦顯示屏的亮度以減少耗電量。 • 19” or less LED monitors were widely adopted in office. 19吋或更細的LED顯示器在辦公室被廣泛採用。 • Multi-function device (with printing, scanning, photo copy, fax) was used and well maintained to prevent waste of paper. 使用多功能設備(包括打印、掃描、照片複印和傳真)，並且定期作出維修，以防紙張浪費。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Green Measures Implemented 已實施之綠化措施	
	<ul style="list-style-type: none"> Purchase environmental friendly stationery and office equipment as priority. Stop purchasing and using stationery and office equipment which may cause an impact to the environment. 優先購買環保文具和辦公設備，停止購買和使用可能會對環境帶來影響的文具和辦公設備。
	<ul style="list-style-type: none"> Staff should reuse stationeries, e.g. paper clips, folders, binders and envelopes. 僱員會重用文具，例如紙夾、文件夾、活頁夾及信封。
	<ul style="list-style-type: none"> Refrigerator and cool water dispenser were kept away from sunlight, well ventilated and well maintained. 冰箱和冷飲水機遠離陽光並保持通風和狀態良好。
	<ul style="list-style-type: none"> Unwanted materials and thick ice were regularly cleared and defrosted from refrigerator. 定期清理冰箱中的厚冰塊和不需要的東西，並從冰箱中解凍。
	<ul style="list-style-type: none"> The last-man-out should check and turn off all office equipment. 最遲離開辦公室的僱員應檢查並關掉所有辦公室設備。
Water 水	<ul style="list-style-type: none"> Strengthen the daily maintenance of water supply equipment. Employees should inform the property management office through Human Resources and Administration Department for carrying out repairing work promptly once water supply equipment is damaged. 加強供水設備的日常維護。一旦供水設備損壞，僱員會盡快透過人力資源及行政部通知物業管理處進行維修工程。
	<ul style="list-style-type: none"> Employees are reminded to shut water taps after use at drinking water and pantry area. 提醒僱員在飲用水和餐具區使用後要關閉水龍頭。
	<ul style="list-style-type: none"> Cleaning staff or drivers should clean with wet mop or cloth instead of flushing. 清潔人員或司機會使用濕拖把或布，而不是以沖洗形式清潔。
Others 其他	<ul style="list-style-type: none"> To nurture employees the habits of waste separation at source, two waste separation bins have positioned at pantry for collecting plastic and metallic wastes. Other domestic wastes which cannot be recycled should be placed in existing garbage bins. Printed waste papers after shredding will also be properly disposed of. 為培養僱員廢物源頭分類的習慣，兩個廢物分類回收箱已設置於茶水間用作收集塑膠及金屬廢物，其他不能回收的生活廢物則需棄置在現有垃圾筒內，而廢列印紙碎掉後亦將適當地處置。
	<ul style="list-style-type: none"> Employees should purchase in bulk (e.g. fresh water) to reduce resource utilization by transportation. 僱員會大批訂購物資（例如：食用水）以減少運輸資源的利用。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Green Measures Implemented

已實施之綠化措施

- Employees should adjust the margins and font size of documents in order to optimize the use of paper, use double-sided copying, reuse single-sided paper, prevent unnecessary and wrong printing and reduce colour printing and copying.
為善用紙張，鼓勵僱員調整文件頁邊邊界及字體大小、使用雙面複印、廢紙列印、防止不必要和錯誤的打印及減少彩色列印和複印。
- Electronic documentation was available and widely adopted.
電子形式之文件被廣泛採用。
- Environmental awareness was continuously raised through program and other means in which staff could actively participate in.
僱員通過積極參與不同的環保計劃和其他方式，不斷提高自身的環境意識。
- Refill instead of new pen will be provided when used up.
當原子筆的筆芯用完後，提供可更換的筆芯以代替新原子筆。
- Use environmental friendly paper (wood-free paper) for printing annual report and the ESG Report.
用環保紙（無木紙）印制年報及環境、社會及管治報告。

Through implementing the aforesaid measures, recycling of waste and recovery of resources, we believe that we can manage the negative impact on the environment and use resources effectively and efficiently to the greatest extent. We are gratefully being awarded a Certificate of Recognition by WGO by participating in the GOALS and Eco-Healthy Workplace as an affirmation to our contribution. We also will commit ourselves to improve continuously our environmental performance in our production lines by the installation of more environmental friendly machines and equipment.

通過實施以上措施、廢物回收及資源循環再用，我們相信可以管理對環境帶來的負面影響以及有效益地和效率地使用資源至最大程度。通過參加「綠色辦公室」和「健康工作間」，我們非常榮幸獲得由WGO頒發的認可證書，作為對我們貢獻的肯定。我們亦承諾繼續在生產線上安裝更環保的機械和設備，致力改善我們生產線上的環境績效。



BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

EMPLOYMENT

Our People and Safety

Employees are the essential assets and an integral part to the long-term sustainability of the Group. Needless to mention, ensuring their safety is always of top priority. The Group is committed to provide all employees with a safe, healthy and productive workplace.

To ensure our employee are working under a safe working environment, we have implemented various measures during the year to promote occupational health and safety at the workplace, which is also part of the initiatives we have taken under the “Green Office Awards Labelling Scheme” and “Eco-Healthy Workplace Awards Labelling Scheme” (collectively the “Schemes”) organised by the World Green Organisation. We have implemented some of the recommended practices set out in the guideline of the Schemes, such as placing labels to promote occupational health and safety near the shelves and working stations, to remind employees not to stare at the monitor too long and keep their back straight or use a trolley when moving heavy objects. For further details regarding the Schemes, please refer to the heading “**COMMUNITY INVESTMENTS**” in this ESG Report.

Management Systems for the Employees of the Group

The Group has prepared human resources policies, which are stipulated in employees’ handbooks and relevant codes of conduct, and implemented employees’ management systems in its business units. Those handbooks, codes and systems cover the area of relevant rules and regulations in respect of compensation and dismissal, recruitment and promotion, working hours, rest periods, and other benefits and welfare. Regulations and rules set out in those handbooks, codes and systems are in line with the applicable laws and regulations in Hong Kong and the PRC, including the Employment Ordinance (Chapter 57 of the Laws of Hong Kong), Employees’ Compensation Ordinance (Chapter 282 of the Laws of Hong Kong), Occupational Safety and Health Ordinance (Chapter 509 of the Laws of Hong Kong), Company Law of the PRC (《中國公司法》), Labour Law of the PRC (《中國勞動法》), Labour Contract Law of the PRC (《中國勞動合同法》), etc. During the year under review, there was no material breach of or non-compliance with those applicable laws and regulations by the Group.

僱傭

我們的僱員及安全

僱員一直是本集團重要的資產及長期可持續發展不可分割的部分。無庸置疑，確保他們的安全為最優先的考量。本集團致力為所有僱員提供安全、健康和具生產能力的工作環境。

為確保僱員在安全的工作環境下工作，我們於本年度推行了多項措施，以促進工作間的職業安全健康，亦是我們於由世界綠色組織舉辦的「綠色辦公室標籤獎勵計劃」及「健康工作間獎勵標籤計劃」（統稱為「該等計劃」）中採取的眾多措施之一。我們已實行了該等計劃指引中所列的一些建議措施，例如在架子和工作範圍附近貼上標籤提醒僱員不要長時間注視螢光幕，以及在搬運重物時背部保持平直或使用手推車，以推廣職業健康安全。有關該等計劃的更多詳情，請參考載列於環境、社會及管治報告中的「**社區投資**」標題內。

本集團僱員管理制度

本集團已於其業務單位之僱員手冊及相關行為守則內編制人力資源政策及實施僱員管理制度。該手冊、守則和制度的範圍涵蓋相關補償及解僱、招聘及晉升、工作時數、休息時間、及其他利益及福利的法規及規則。該等僱員手冊、守則和僱員管理制度所載的法規及規則乃根據香港及中國適用法律及法規，包括《僱傭條例》（香港法例第57章）、《僱員補償條例》（香港法例第282章）、《職業安全及健康條例》（香港法例第509章）、《中國公司法》、《中國勞動法》、《中國勞動合同法》等而編制。於本年度回顧，本集團並無重大違反或不遵守該等適用的法律及法規。



BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

Compensation and Dismissal

We have formulated procedures and terms and conditions in the employees' handbooks to deal with the employee who violates any regulations set out by the Group. A written warning notice will be given or immediate dismissal will be imposed to those employees depending on the level of severity of the case. Human resources department of the concerned company should be consulted in whatever circumstances prior to the proposed dismissal of any employee so as to ensure the compliance with the legal requirements.

We will pay sufficient compensation to those employees according to the aforesaid laws and regulations.

Working Hours and Rest Periods

The employees' handbooks and employment contracts have provided the working hours for employees. For employees who are required to work unsociable hours and on public holidays are offered overtime pay and additional compensation as defined in their employees' job description. The Group has complied with the relevant employment laws and regulations in respect of working hours and rest periods in Hong Kong and the PRC.

Emolument Policies of the Directors and Employees

The emoluments of the directors of the Company are decided by the remuneration committee of the Company having regard to individual's performance, the Group's performance and profitability, remuneration benchmark in the industry and prevailing market condition. The emolument policy of the Group's employees is also based on their merit, qualifications and competence as well as the prevailing market condition of the industry. In general, remuneration packages, which include an element of discretionary bonuses, are reviewed annually. In addition to salary payments, other employee benefits including medical subsidies, hospitalisation scheme and a defined contribution provident fund stipulated by State Regulatory of the PRC, Mandatory Provident Fund Scheme stipulated by the Mandatory Provident Fund Schemes Ordinance (Chapter 485 of the Laws of Hong Kong) and other retirement scheme or other similar defined contribution provident fund have been provided as retirement benefits to employees in Hong Kong and the PRC. There are also other benefits provided to the employees in the PRC subject to the Labour Law of the PRC (《中國勞動法》).

補償及解僱

我們在僱員手冊中制定程序及條款和條件，以處理違反本集團任何規定的僱員。亦會按事件的嚴重性給予書面警告通知或直接解僱該等僱員。任何情況下，在建議解僱任何僱員之前，必須先諮詢各有關公司人力資源部門，以確保遵守法律要求。

我們會根據上述法律及法規給予該等僱員足夠的補償。

工作時間和休息期間

僱員手冊和僱傭合同規定僱員的工作時間。需於非規定工作時間及公眾假期工作的僱員可按其工作職責所定義獲得加班費和額外補償，本集團已遵守香港及中國就工作時間及休息期間的相關僱傭法例及規定。

本集團董事及僱員之酬金政策

本公司董事之酬金由本公司薪酬委員會按照個人表現、本集團之業績及盈利狀況，亦按業界指標及當時市場環境而釐訂。本集團僱員之酬金政策亦按僱員價值、資格及能力，及按業界當時市場狀況而釐訂。一般而言，薪酬待遇包括酌情發放之花紅，會每年予以檢討。在薪金支付外，其他僱員福利包括醫療保險、住院資助計劃及由中國國家監管部門監管規定的定額供款公積金計劃、《強制性公積金計劃條例》（香港法例第485章）規定的強制性公積金計劃，及其他退休計劃或類似定額供款公積金計劃分別為香港及中國僱員提供退休福利。根據《中國勞動法》，在中國的僱員亦享有其他福利。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

Equal Opportunity, Recruitment and Promotion

The Group strictly prohibits any discrimination, harassment, victimisation or vilification to be suffered by employees due to their age, gender, marital status, pregnancy, disability, family status or race, nationality or religion in the workplace environment for protection of human's rights. Hence, procedures regarding recruitment, promotion and retention of talents are implemented according to the equal opportunity principles under the Sex Discrimination Ordinance (Chapter 480 of the Laws of Hong Kong), Disability Discrimination Ordinance (Chapter 487 of the Laws of Hong Kong), Race Discrimination Ordinance (Chapter 602 of the Laws of Hong Kong), Family Status Discrimination Ordinance (Chapter 527 of the Laws of Hong Kong), Protection of Women's Rights and Interests Law of the PRC (《中國婦女權益保障法》), the Special Rules on the Labour Protection of Female Employees (《女職工勞動保護特別規定》) and Protection of Disability Law of the PRC (《中國殘疾人保障法》).

The Group has formulated a promotion mechanism which set out uniform selection criteria and guidelines for promotion of employees. In addition, the Group has regulated a complaint channel for employee to make complaint if he/she has been suffered from any unequal treatments.

Personal Data Privacy

The Group respects personal data privacy and is committed to implement and comply with the data protection principles and all relevant provisions of the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong) and codes of practice/guidelines issued by the Privacy Commissioner for Personal Data, Hong Kong for the collection of personal data from employees for the purpose of provision of welfare, compensation, salary payments, performance assessment, promotion etc.

Diversity and Gender Mainstreaming

The Group has established an employees' diversity policy to recruit talents based on their skills and professions, regardless of gender, age, religion, race and nationality. All employees are entitled to the same rights of work, salary and benefits.

平等機會、招聘及晉升

本集團致力保護人權，嚴格禁止在工作環境內僱員因年齡、性別、婚姻狀況、懷孕、殘障、家庭狀況或種族、國籍或宗教而受到任何歧視、騷擾、受害或誹謗。故此，有關招聘、晉升及挽留人才的執程序均依據《性別歧視條例》(香港法例第480章)、《殘疾歧視條例》(香港法例第487章)、《種族歧視條例》(香港法例第602章)、《家庭崗位歧視條例》(香港法例第527章)、《中國婦女權益保障法》、《女職工勞動保護特別規定》及《中國殘疾人保障法》規定下的平等機會原則進行。

本集團制定了一套晉升機制並以劃一的甄選準則及指引晉升僱員。此外，本集團已設立投訴渠道，僱員如遭受任何不平等對待，他／她可通過該投訴渠道向本集團提出投訴。

個人資料私隱

本集團尊重個人私隱並承諾實施和遵守保障資料原則，以及《個人資料(私隱)條例》(香港法例第486章)的所有有關條款及香港個人資料私隱專員公署發出的實務守則／指引收集僱員的個人資料作為向他們提供福利、補償、薪金支付、表現評核、晉升等為目的。

多元化及性別主流化

本集團建立了一套僱員多元化政策，不論性別、年齡、宗教、種族和國籍，而是基於他們的技能和專業招聘人才。所有僱員均有資格享有相同的工作權利、薪酬和福利。

建設和諧和繁榮的社區環境

Furthermore, the Board has also established a board diversity policy to attract and retain talented people as board members. In the light of this policy, the measurable objective for 2018, “Promote gender mainstreaming under a gender-sensitive approach for the enhancement of gender equality at workplace”, has been adopted by the Board to raise the awareness and understanding the importance of gender mainstreaming amongst the Board. A summary regarding the board diversity policy and measurable objectives can refer to the “The summary of Board Diversity Policy and its measurable objectives” section on page 51 under the heading “CORPORATE GOVERNANCE REPORT” of the 2017 annual report of the Company.

Since 2016, the Company has joined the Gender Focal Point Network (GFPN) which was jointly organised by the Labour and Welfare Bureau (LWB) of the Government of the Hong Kong Special Administrative Region and the Women’s Commission (WoC) in promoting gender mainstreaming, which is a global strategy of the United Nations for the promotion of women’s advancement and gender equality. By joining GFPN, we are prepared and willing to communicate and collaborate on gender-related matters in the daily work to our staff.

During the year, our Company’s representative had attended events related to gender equality, gender mainstreaming and prevention of sexual harassment such as the Talk on Unleashing Women’s Potential for All-Round Development, the Seminar on Enhancing Awareness of Sexual Harassment in Different Sectors and the Seminar on Gender Mainstreaming and Sexual Harassment organised by the WoC (An organisation which actively engages in activities in relation to women empowerment and advancement) in 2017 for the purpose of understanding the current role and status of women in business sector and different parties’ concerns on gender mainstreaming, and enhancing awareness of sexual harassment. In the light of the need to address these issues and to put our knowledge into practice, the “Policy on Prevention on Sexual Harassment at Workplace” has been formulated as a way of the Company to show respect to our employees, especially female employees.

此外，董事會亦制定了一套董事會成員多元化政策，用以吸引和留住人才成為董事會成員。根據此政策，本公司董事會採納了二零一八年可計量的目標為「以性別敏感的方式提倡性別主流化，以在工作場所中促進性別平等」，以提高董事會對性別主流化的認識和了解其重要性。有關董事會成員多元化政策及可計量目標的概要可參閱本公司二零一七年年報第51頁「企業管治報告」標題下之「董事會成員多元化政策及其可計量目標之概要」章節。

自二零一六年起，本公司參加了由香港特別行政區政府勞工及福利局與婦女事務委員會（「婦委會」）合辦的「性別課題聯絡人網絡」（「性別課題聯絡人網絡」），以推廣性別主流化，為聯合國一項提高婦女地位和兩性平等的全球策略。就參與性別課題聯絡人網絡，我們準備及願意與僱員在日常工作中就性別相關事宜溝通和合作。

於本年度，本公司代表參加了由婦委會（一個積極參與婦女賦權和晉升的組織）於二零一七年舉辦的一些有關性別平等、性別主流化和防止性騷擾的活動，例如「發揮婦女潛能促進全面發展」講座、「提升社會各界對性騷擾關注研討會」及「提升性別主流化意識及認識性騷擾研討會」以了解女性目前在商界的角色和地位及各方對性別主流化的關注，以及提高對性騷擾的認識。為對上述事宜作出回應及將這些學到的知識付諸實行，本集團已制訂了《防止職場性騷擾政策》以表示本集團對僱員（特別是女性僱員）的尊重。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

Communication with Employees

The Group treasures employees as they are our important internal stakeholders and we recognise that a committed workforce does help to meet business strategies and in turn achieve missions and visions of the Group. Besides, the Group also attaches importance to employees' opinion/view as one of the values of our internal control management.

The two steel cord plants of the Group conduct an Employees' Satisfaction Survey every year by using a scoring assessment mechanism to indicate the employees' satisfaction level on their careers' perspectives. Through the surveys, we can measure the engagement level of our employees and know whether employees are engaged or disengaged under common factors, such as advancement, pay and benefits, work condition etc. The surveys also give employees a channel for open feedback and thus a two-way communication platform can be established. Further, the information obtained from surveys enable us to identify the strength and opportunities for improving engagement in our Group. Following the Employees' Satisfaction Survey which is firstly conducted in the year of 2016, the Company continued to conduct the same survey during the year of 2017 to collect opinion/view of employment perspectives from employees and relevant employees' job satisfaction summary analysis report has been prepared for management's review. The management of the Company will consider and make response to the opinions made by feedback from employees, if practicable.

The Group is aware of the importance of maintaining the rights and interests of employees, in particular the production workers in the PRC since they account for a majority of employees of the Group. Production workers who are not satisfied with their salaries, working hours and working conditions in addition to expressing their opinions to the management of the Group can have rights to report to the Chinese Trade Union and negotiate with their employers under the Trade Union Law of the PRC (《中國工會法》), Articles of Association of Trade Unions in the PRC (《中國工會章程》) and Congress of Workers of the Industrial Enterprises Regulations (《全民所有制工業企業職工代表大會條例》). Our employees (including production workers) can give their comments and recommendations at the Congress of Workers and Staff. In conclusion, we are pleased to listen to the needs and opinions from employees and provide various communication channels for employees' expression of their views on employment matters.

與僱員的溝通

本集團重視僱員，因為僱員是我們重要的內部持份者，以及認定忠誠的僱員有助實現本集團業務目標及使命。此外，本集團亦重視僱員的意見／建議為我們內部監控管理的其中一個價值。

本集團兩鋼簾線廠房每年均採用評分機制對僱員進行有關他們對職業前景的滿意度調查。我們可通過調查以量度僱員對公司的參與度及瞭解僱員在共同要素中，如晉升、薪酬和福利、工作條件等方面有否參與。該調查亦為僱員提供公開反饋的途徑，並建立雙方溝通的平台。再者，從調查中取得的資料可讓我們找出改善在集團的參與度的實力和機遇。繼二零一六年本公司首次對僱員進行僱員滿意度調查後，於二零一七年我們繼續進行同樣的調查，以收集僱員對工作前景的意見／建議並把相關僱員滿意度總結分析報告交予管理層審閱。本公司的管理層將考慮及回應僱員的意見（如可行）。

本集團知悉維護僱員權益的重要性，特別是中國的生產工人，因為他們佔本集團僱員數目的大多數。對薪酬、工作時間和條件不滿的生產工人除可向本集團管理層反映其意見外，亦有權向中國工會報告，並根據《中國工會法》、《中國工會章程》及《全民所有制工業企業職工代表大會條例》與他們的僱主談判。我們的僱員（包括生產工人）可在職工代表大會上提出他們的意見和建議。總括而言，我們很樂意聽取僱員之需要和意見，並提供多種溝通渠道予僱員讓他們發表對僱傭事宜之意見。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

Total Workforce and Employee Turnover Rate by Gender, Employment Type, Age Group and Staff Hometown Region

Total workforce by gender, employment type, age group and hometown region of staff of the three segments for the years ended 31 December 2017 and 2016 are as follows:

按性別、僱傭類型、年齡組別及僱員家鄉地區的僱員總數和僱員流失比率

截至二零一七年及二零一六年十二月三十一日止年度，三個分部按性別、僱傭類型、年齡組別及僱員家鄉地區劃分的僱員總數如下：

	Unit 單位	Steel Cord Segment 鋼纜線分部		Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室		Total 合計	
		2017	2016	2017	2016	2017	2016	2017	2016
Number of employees 僱員總數		2,179	1,831	48	53	43	40	2,270	1,924
By gender 按性別劃分									
Male 男	No. of employees 僱員人數	2,032	1,728	34	36	22	19	2,088	1,783
Female 女	No. of employees 僱員人數	147	103	14	17	21	21	182	141
By employment type 按僱傭類型劃分									
Full time 全職	No. of employees 僱員人數	2,179	1,808	48	53	43	39	2,270	1,900
Part-time 兼職	No. of employees 僱員人數	0	23	0	0	0	1	0	24
By age group 按年齡組別劃分									
Below 30 三十歲以下	No. of employees 僱員人數	942	818	6	8	4	5	952	831
31 to 50 三十一歲至五十歲	No. of employees 僱員人數	1,104	909	28	31	19	16	1,151	956
Over 51 五十一歲以上	No. of employees 僱員人數	133	104	14	14	20	19	167	137

Year 年份	Unit 單位	Steel Cord Segment 鋼纜線分部			Copper and Brass Products Segment 銅及黃銅材料分部			Offices 辦公室				Total 合計
		Shandong Province 山東省	Zhejiang Province 浙江省	Henan Province 河南省	Guangdong Province 廣東省	Hunan Province 湖南省	Chongqing Province 重慶省	Hong Kong 香港	Shanghai 上海	Beijing 北京	Others 其他	
By hometown region of staff 按僱員家鄉地區												
2017	No. of employees 僱員人數	1,222	493	104	7	13	10	21	11	6	383	2,270
2016	No. of employees 僱員人數	853	522	107	12	11	9	21	10	6	373	1,924

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建設和諧和繁榮的社區環境

The number and turnover rate of employees by gender, employment type, age group and hometown region of staff of the three segments for the years ended 31 December 2017 and 2016 are as follows:

截止二零一七年及二零一六年十二月三十一日止年度，三個分部按性別、僱傭類型、年齡組別及僱員家鄉地區劃分的僱員人數及流失率如下：

Unit 單位	Steel Cord Segment 鋼索線分部				Copper and Brass Products Segment 銅及黃銅材料分部				Offices 辦公室				Total 合計				
	2017		2016		2017		2016		2017		2016		2017	2016			
Number and rate of employee turnover (%) 僱員人數和流失率(百分比)	622	2.58	440	2.01	11	1.66	22	3.02	5	1.00	4	0.80	638	2.53	466	2.01	
By gender 按性別劃分																	
Male 男	No. of employees and % 僱員人數和百分比	595	2.47	425	1.94	7	1.06	18	2.49	2	0.40	2	0.40	604	2.40	445	1.92
Female 女	No. of employees and % 僱員人數和百分比	27	0.11	15	0.07	4	0.60	4	0.53	3	0.60	2	0.41	34	0.13	21	0.09
By employment type 按僱傭類型劃分																	
Full time 全職	No. of employees and % 僱員人數和百分比	622	2.58	436	2.01	11	1.66	22	3.02	5	1.00	4	0.80	638	2.53	462	2.00
Part-time 兼職	No. of employees and % 僱員人數和百分比	0	0.00	4	0.02	0	0.00	0	0.00	0	0.00	0	0.00	0	0	4	0.02
By age group 按年齡組別劃分																	
Below 30 三十歲以下	No. of employees and % 僱員人數和百分比	400	1.66	281	1.28	3	0.45	1	0.13	1	0.19	0	0.00	404	1.60	282	1.22
31 to 50 三十一歲至五十歲	No. of employees and % 僱員人數和百分比	207	0.86	147	0.67	3	0.45	10	1.37	3	0.60	3	0.59	213	0.85	160	0.69
Over 51 五十一歲以上	No. of employees and % 僱員人數和百分比	15	0.06	12	0.06	5	0.76	11	1.51	1	0.21	1	0.21	21	0.08	24	0.10

Year 年份	Unit 單位	Steel Cord Segment 鋼索線分部				Copper and Brass Products Segment 銅及黃銅材料分部				Offices 辦公室									
		Shandong Province 山東省	Zhejiang Province 浙江省	Henan Province 湖南省	Others 其他	Guangdong Province 廣東省	Hubei Province 湖北省	Guizhou 貴州	Others 其他	Hong Kong 香港									
By hometown region of staff 按僱員家鄉地區																			
2017	No. of employees and turnover rate (%) 僱員人數和流失率(%)	232	0.95	70	0.29	62	0.26	258	1.08	5	0.76	2	0.30	2	0.30	2	0.30	5	1.00

Year 年份	Unit 單位	Steel Cord Segment 鋼索線分部				Copper and Brass Products Segment 銅及黃銅材料分部				Offices 辦公室													
		Shandong Province 山東省	Zhejiang Province 浙江省	Sichuan Province 四川省	Other 其他	Guangdong Province 廣東省	Sichuan Province 四川省	Hunan Province 湖南省	Other 其他	Hong Kong 香港	Zhejiang Province 浙江省	Shanxi Province 山西省											
By hometown region of staff 按僱員家鄉地區																							
2016	No. of employees and turnover rate (%) 僱員人數和流失率(%)	167	0.77	64	0.29	46	0.21	163	0.74	9	1.23	5	0.70	2	0.28	6	0.81	2	0.40	1	0.21	1	0.19

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

Promotion of Employees' Work-life Balance

Striking a perfect balance between career and family has always been a challenge for our employees. We understand employees who feel more motivated and less stressed out at work are more willing to work for the Company longer, that means not only a higher employee retention rate can be maintained, but also having less time-consuming training and greater loyalty of employees towards the company.

HEALTH AND SAFETY

The Group has always recognised that the health and safety of our staff are of paramount importance and is committed to maintain a safe, healthy and productive workplace for its employees. Hence, we provide comprehensive and ongoing safety trainings to our employees of the main departments in particular to those who worked at workshop and production lines of the Company and its principal business units/its subsidiaries.

In order to provide a safe and healthy working environment to our employees, the Group has formulated various production safety regulations, relevant workshop regulations and codes of conduct in workplace, which provide guidelines on handling personal injuries and operating equipment accidents in case of occurrence, handling dangerous chemicals and operating machines which is set out in the procedures on operation safety manual and safety codes in accordance with the Occupational Safety and Health Ordinance, Occupational Disease Prevention Law in the PRC (《中國職業病防治法》), and the Production Safety Laws of the PRC (《中國安全生產法》).

We have adopted the codes of practice in safety operation for handling hazardous wastes and operating machines to strictly regulate employees who often handle hazardous waste and operate machines. They have to take and/or wear full set occupational protective equipment, such as face shield, safety glasses/goggles, safety belts, protective clothing etc. provided by the Group when they are handling dangerous chemicals or operating machines to protect their health and safety. They should check if the operating machines or equipment are in order and safe before using. All the operating machines and equipment have been inspected regularly to ensure safety. We have also prepared a compilation of responsibilities on safety issues to regulate the duties of each of main department of the two steel cord plants in terms of planning, monitoring and reviewing of safety and health measures. Safety maintenance officers have been appointed by the two plants to implement, monitor and enforce the management of health and safety policies. In addition, we have also formulated regulations in respect of maintenance of healthy and safety workplace for our employees.

促進僱員平衡工作和生活

在工作和生活之間取得完美的平衡一直是我們僱員的一個挑戰。我們了解僱員感到較有積極性和工作壓力較輕時會較願意為本公司工作一段較長的時間。這樣，本公司不但可保持較高僱員保留率，更可減少培訓時間和加強僱員對公司的忠誠度。

健康與安全

本集團認為僱員的健康和安全是十分重要的，並承諾為僱員維持一個安全、健康、具生產力的工作地點。因此，我們為本公司及其主要業務單位／其附屬公司的主要部門，特別是於車間和生產線工作的僱員提供全面和持續的安全培訓。

為提供我們的僱員一個安全與健康的工作環境，本集團根據《職業安全及健康條例》、《中國職業病防治法》及《中國安全生產法》制定各種安全生產規定、相關車間法規及在工作地點的行為守則，該等法規及行為守則提供處理個人工傷事故及一旦操作設備發生意外時的指引、處理危險化學品及列於安全操作程序和安全手冊中操作機器的程序。

我們採納處理有害廢物及操作機械的安全操作守則以嚴格規管經常處理有害廢物和操作機器的僱員。當他們處理危險化學物或操作機器時必須帶上及／或穿上本集團提供的全套工作保護設備，如面罩／護目鏡、安全帶及防護衣物等以保護他們的健康和安全。他們在操作機器或設備前需檢查該等機器或設備是否妥當及安全。所有操作機器和設備均須定時檢查以確保安全。我們亦編制了一份《安全事宜責任匯編》規定鋼簾線兩廠每個主要部門的就規劃、監控和審查其安全與健康措施。兩廠亦委任安全監察員去實施、監察及執行健康與安全管理政策。此外，我們亦為僱員制定了有關維持在工作場所健康與安全之規則。

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The Group has regulated that all new employees in the Mainland must take three levels of production safety trainings before taking up their duties, i.e. departmental trainings, workshop trainings and class/team work lines trainings. Employees who have special job duties, such as handling of dangerous chemicals, electricians, fitters, welders, forklift operators etc., must follow the operation safety rules. For employees who change job positions must also re-take relevant safety trainings before serving. We also provide trainings to Hong Kong and PRC employees which aim at delivering the message of the importance of occupational health and safety in offices of Hong Kong and the PRC. To improve the working environment and maintain the safe and healthy condition of the workplace, we have renovated the furnitures and carpets of our office in Hong Kong in late 2017.

A reporting channel has been set up for work injuries and work-related fatalities. Managers of the Company and main business units of the subsidiaries must report to the manager of human resources and administration department immediately if any work injury or work-related fatality has occurred. We have also adopted an internal key performance indicator defining a tolerance level for the occupational injury and fatality of the main business units of the subsidiaries. When no occupational injury or serious occupational accident has occurred or the occurrence rate is below the tolerance level, the responsible person of the management will be awarded. We believe such measures can reduce the occurrence of work injuries.

Occupational Health and Safety Management System Authentication

We obtained the OHSMS18001 and OHSAS18001 Occupational Health and Safety Management System Authentication Certificate since January 2016 and October 2014 respectively which are reviewed by WIT Assessment Company Limited and Shanghai NQA Certification Co., Ltd. every year.

Number and Rate of Work-related Fatalities and Lost Days due to Work Injury

Under the Employees' Compensation Ordinance, the Company should have a policy of insurance to cover its liabilities both under this ordinance and at common law for injuries at work in Hong Kong. As for employees in the PRC, they are protected from work injury and work-related disease subject to China's social security system. If an employee has suffered from work-related injury, fatalities or disease in his/her course of employment, we must report in writing to the Labour Department in Hong Kong or Ministry of Human Resources and Social Security of the PRC within the period stipulated by the Occupational Safety and Health Ordinance, Regulation on Work-Related Injury Insurances (《工傷保險條例》) of the PRC and The State Council of the PRC, as the case may be.

本集團規定國內所有新入職的僱員工作前必須先進行公司安全生產的三級培訓(即所屬部門培訓、車間培訓及班組/團隊工序培訓)。任職特殊工種(如處理危險化學物)的僱員,如電工、鉗工、焊工、叉車工等則必須按照安全操作規則工作。所有變更職位的僱員在入職前亦必須重新進行相關安全培訓。我們亦提供有關以傳遞辦公室職業健康和安全性的重要信息為目的之培訓予香港和中國的僱員。為改善工作環境,保持工作場地安全及健康環境,我們於二零一七年年尾對香港辦公室的家具和地毯進行了翻新。

我們設立了一個與工傷和工作有關的死亡事故報告渠道。如發生任何工傷或與工作有關的死亡事故,本公司和附屬公司之主要業務單位經理必須立即向人力資源及行政部經理報告。我們亦採納一個內部關鍵績效指標,對附屬公司之主要業務單位的工傷和與工作有關的死亡事故界定一個承受水平。當沒有發生工傷或嚴重工傷意外或發生率低於承受水平,負責該等工作的管理層會獲得獎勵。我們相信該等措施可減少工傷的發生。

職業健康安全管理體系認證

我們分別自二零一六年一月和二零一四年十月取得OHSAS18001和OHSMS18001職業健康安全管理體系認證證書,並每年將由萬泰認證有限公司和上海恩可埃認證有限公司對認證範圍進行審核。

因工作關係而死亡的人數及比率及因工傷損失工作日數

根據《僱員補償條例》,本公司必須投購僱員補償保險單,以承擔其在該條例及普通法方面對工傷的法律責任。至於中國的僱員,他們均根據中國社會保障系統涵蓋工傷和與工作有關的疾病的保護。如僱員在工作期間遭遇與工作有關的受傷、死亡或疾病,我們必須因應情況按香港《職業安全及健康條例》或中國《工傷保險條例》及中國國務院規定的期限內以書面形式向香港勞工處或中國人力資源和社會保障部報告。

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Save as disclosed as below, during the years ended 31 December 2017 and 2016, neither any accidents in relation to occupational health and safety nor work-related fatalities had occurred in connection to the Group.

除以下所述，截至二零一七年及二零一六年十二月三十一日止年度，本集團並無涉及職業健康及安全的意外，亦沒有與工作有關的死亡事故發生。

	Unit 單位	2017	2016
No. of occupational injury incidents of employees ⁽¹⁾ 僱員工傷事故次數 ⁽¹⁾	No. of incidents 次數	4	3
No. of occupational injury of employees 僱員工傷人數	No. of persons 人數	4	3
Percentage of occupational injury of employees ⁽²⁾ 僱員工傷人數比率 ⁽²⁾	%	0.20%	0.17%
No. of working date lost due to occupational injury of employees 僱員因工傷損失工作日數	Days 日數	310	135
Compensation amount due to occupational injury of employees 僱員因工傷賠償金額	HK\$ 港幣	17,372.54	19,230.83
Person-time participated in safety training 僱員接受安全培訓人次	Person-time 人次	6,823	3,734

- Reportable injuries refer to work-related accidents of employees resulting in incapacity for a period exceeding 3 days in Hong Kong under the Employees' Compensation Ordinance and the days as defined under the Regulation on Work-Related Injury Insurances (《工傷保險條例》) in the PRC.
- The rate of occupational injury is calculated as the number of injured employee divided by the number of employees employed in steel cord segment and multiplied by 100%.

- 須予報告的工傷指僱員因工作相關意外，按《僱員補償條例》導致無法工作超過3天（香港）及按《工傷保險條例》（中國）所界定的天數。
- 工傷比率的計算方法是把受傷僱員的人數除以鋼索線分部的受僱人數再乘以100%。

Compensation for Work Injuries

The Group complies with the laws, rules and regulations in relation to compensation for work injuries or occupational diseases in Hong Kong and the PRC, which include the Employees' Compensation Ordinance, Compensation Standard for Work Injury (《工傷賠償標準》), Regulation on Work-Related Injury Insurances (《工傷保險條例》), Social Insurance Law of the PRC (《中國社會保險法》) and Regulation on Work-Related Injury Insurance in Zhejiang Province (《浙江省工傷保險條例》) to pay compensation to employee who has suffered from work-related injuries or work-related diseases. The Group would also consider to pay compensation more than statutorily required to the employees who are injured, dead or suffered from work-related disease in their course of employment.

工傷賠償

本集團遵守香港及中國與工傷或職業病賠償有關的法律、規則和法規，包括《僱員補償條例》、《工傷賠償標準》、《工傷保險條例》、《中華人民共和國社會保險法》及《浙江省工傷保險條例》向受工傷或得到與工作相關的疾病的僱員支付補償。本集團亦會考慮向於受僱期間受傷、死亡或得到與工作有關的疾病的僱員支付比法定要求更多的賠償。

DEVELOPMENT AND TRAINING

The Group aims to ensure that development and training are ongoing for all employees and is committed to provide the mainland staff, directors and employees of the Company with continuous development training programmes/courses which are designed to enhance their technical skills in production and management, and professional skills and knowledge. In this regard, the Group has adopted training course management policies which set out training structures to provide internal and external trainings programme/course to the different levels of employees of the Group, including managerial grade or above, general staff and production workers. Each business segment is responsible for developing its own training programmes/courses to meet its specific business requirements. These training programmes/courses offered to employees include orientation training, on-the-job training, safety education, on-site training, simulative practice, vocational training, talk/lecture, quality management, job relocation training and external training related to professional qualifications. Through orientation training, new employees can have a quick understanding of the company, identify the organisational culture of the company and make the ease into it. Workers who fail the orientation training after the probation period stipulated in their employment contract and employees' handbook of their companies may result in disqualification as permanent employees with those companies. To assess employee's performance, any employee who has attended on-the-job training should take examination.

During the year ended 31 December 2017, the directors have attended programmes or seminar(s) organised by the Company or other qualified professional bodies or regulatory authorities and read relevant training development materials to keep them informed of the latest updates in the relevant industry and market and the latest changes on the legal and regulatory environment. In addition, further trainings are provided to both the directors and employees to emphasize the importance of environmental protection and to promote occupational health and safety in offices and production lines.

Employees are also encouraged to pursue lifelong learning and training and as such examination leaves, as one of the comprehensive benefits, are offered as benefits to employees who will attend examinations organised by professional bodies or academic institutions. In all, employees are offered all-round and comprehensive trainings to enhance their technical skills and knowledge continuously. The total number of employees trained, in particular employees of steel cord segment, increased during the year 2017 when compared with that of 2016.

發展及培訓

本集團旨在確保所有僱員的發展及培訓持續進行，並致力向內地僱員、本公司董事及僱員提供持續發展培訓計劃／課程以提升他們的生產和管理技術，及專業技能和知識。在這方面，本集團採納了為本集團不同級別的僱員，包括管理層或以上、一般僱員和生產工人而設立的培訓課程管理政策，為他們提供內部和外部培訓計劃／課程的培訓架構。每個業務分部均負責發展他們自己的培訓計劃／課程，以滿足他們特定的業務要求。為僱員提供培訓計劃／課程，該等給予僱員的培訓計劃／課程包括入職培訓、在職培訓、安全教育、現場培訓、模擬實習、職能培訓、講座、質量管理、轉職培訓和有關專業資格的外部培訓。通過入職培訓，新加入的僱員能迅速了解公司、認識公司企業文化及更輕鬆地融入公司。未能根據其僱傭合同及公司僱員手冊及規定的試用期後通過入職培訓的僱員，可能會被取消在該等公司作為全職僱員的資格。為評估僱員的表現，任何出席在職培訓的僱員須參加考試。

截至二零一七年十二月三十一日止年度，董事已參加由本公司或其他專業資格團體或監管機構所舉辦的課程或研討會及閱讀有關培訓發展資料，讓彼等知悉相關行業及市場的最新消息以及法律法規環境的最新變化。此外，我們亦為董事和僱員提供進一步培訓以重申環境保護的重要性及提倡辦公室和生產線的職業健康與安全。

為鼓勵僱員終身學習和培訓，我們提供考試假期給予將參與由專業團體或學術機構組織的考試的僱員作為其中一項全面福利。總括而言，本集團為僱員提供全方位和全面的培訓，並不斷提升他們的技術技能和知識。對比二零一六年，在二零一七年接受培訓的僱員總數，尤其是鋼簾線分部的僱員，已有所增加。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

The Percentage of Employees Trained and Average Training Hours Completed per Employee by Gender and Employee Category

As at 31 December 2017 and 2016, the respective percentage of employees trained and average training hours completed per employee by gender and employee category of the 3 segments are as follows:

按性別及僱員類別劃分的受訓僱員百分比及每名僱員完成受訓的平均時數

於二零一七年及二零一六年十二月三十一日止，三個分部分別按性別及僱員類別劃分的受訓僱員百分比及每名僱員完成受訓的平均時數如下：

	Unit 單位	Steel Cord Segment 鋼纜線分部		Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室		
		2017	2016	2017	2016	2017	2016	
Total no. of employees trained	接受培訓僱員百分比	%	49.11	45.51	1.06	3.45	9.10	17.54
Percentage of employees who received trainings by gender	按性別劃分接受培訓僱員百分比							
(i) Male	(i) 男	%	47.79	44.30	0.89	1.87	5.44	8.66
(ii) Female	(ii) 女	%	1.31	1.21	0.17	1.59	3.66	8.88
Percentage of employees who received trainings by employee category:	按僱員類別劃分接受培訓僱員百分比:							
(i) Directors and/Senior management	(i) 董事及/高級管理層	%	0.00	0.00	0.00	0.00	5.03	3.65
(ii) Managerial grade or above	(ii) 經理級或以上	%	0.05	0.15	0.00	0.26	0.20	2.40
(iii) Production workers	(iii) 生產工人	%	45.77	41.91	0.74	2.25	0.00	0.00
(iv) Supporting/General staff	(iv) 支援/一般僱員	%	2.96	3.00	0.32	0.94	1.66	7.63
(v) Others	(v) 其他	%	0.33	0.45	0.00	0.00	2.21	3.87
Total training hours completed by employees	僱員接受培訓總時數	Hours 時數	54,653.00	27,323.00	431.00	954.00	108.10	134.20
Average hours of training per employee	每名僱員平均培訓時數	Hours 時數	2.23	1.25	0.67	1.28	0.22	0.27
Average hours of training per employee by gender:	按性別劃分僱員平均培訓時數							
(i) Male	(i) 男	Hours 時數	2.29	1.29	0.63	1.51	0.24	0.29
(ii) Female	(ii) 女	Hours 時數	1.26	0.60	0.81	0.76	0.19	0.25
Average hours of training per employee by employee category:	按僱員類別劃分僱員平均培訓時數							
(i) Directors and/Senior management	(i) 董事及/高級管理層	Hours 時數	0.00	0.00	0.00	0.00	1.60	0.62
(ii) Managerial grade or above	(ii) 經理級或以上	Hours 時數	0.29	0.39	0.00	0.04	0.02	0.26
(iii) Production workers	(iii) 生產工人	Hours 時數	2.46	1.34	1.31	2.76	0.00	0.00
(iv) Supporting/General staff	(iv) 支援/一般僱員	Hours 時數	1.12	0.90	0.43	0.63	0.03	0.21
(v) Others	(v) 其他	Hours 時數	0.45	0.28	0.00	0.00	0.50	0.35
Total charges for employees' external trainings paid by the Group	集團支付僱員外部培訓的總費用	HK\$ 港幣	17,436.07	25,064.00	500.00	0.00	5,340.00	5,140.00
Time cost for training hours completed by employees	僱員接受培訓時數所佔的時間成本	HK\$ 港幣	1,153,494.82	604,721.00	8,915.69	30,640,000	79,911.61	48,902.00

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

LABOUR STANDARDS

To recruit talents of various nationalities, genders, ages and religions in a fair and equitable manner in the Group, we have formulated a comprehensive set of human resources policies stipulating rules on but not limited to recruitment and also formulated a strict recruitment policy to prevent child and forced labour, and other potential illegal incidents.

Management Systems for Recruitment

The Group aims to recruit and retain the best employees to help itself to achieve business objectives, missions and visions by encouraging their contribution and has therefore stringently implemented recruitment management systems. The Group has taken all practical steps to ensure that the job seeker is lawfully employable subject to the Prohibition of Child Labour of the PRC (《中國禁止使用童工規定》) and relevant laws and regulations in Hong Kong and the PRC and request new applicants truthfully fill in their personal information in the personal data form, and provide identification documents and/or working visa (if any) to human resources and administration department in a fair and equitable manner and also under legitimate procedures. The procedures include but not limited to verification of identity to prevent the Group from recruiting employees under the age of 16 and forced labour. In addition, we also ensure that applicants and employees are treated equally in the aspects of recruitment, assignment, development, evaluation and reward.

Prevention of Child Labour and Forced Labour

According to the Provisions on the Prohibition of Child Labour of the PRC (《中國禁止使用童工規定》) and the Law of the PRC on the Protection of Minors (《中國未成年人保護法》), the Group is prohibited to recruit employees under the age of 16 and forced labour. In this connection, we have formulated regulations on managing the prevention of child labour and forced labour, and set out the procedures to deal with the incidents if any child/forced labour is found, necessary actions will be taken to transport back those labour to hometown or place of origin. Disciplinary actions including the possibility of summary dismissal will be taken against employees deliberately providing untrue personal data or forged certificates or violating such regulations subject to the concerned company's employees' handbook and policies. Those regulations are in line with the Employment Ordinance and relevant laws and regulations in the PRC. In all, the Group shall review the overall recruitment practices from time to time to prevent child labour, forced labour and other potential illegal incidents. During the year of 2017, the Group was not aware of any breach of or non-compliance with applicable laws and regulations in relation to child labour and forced labour.

勞工準則

本集團制定一套全面但不限於招聘的人力資源政策規定，以公平公正的方式招聘不同國籍、性別、年齡及宗教的人才，另外亦制定了嚴格的招聘政策以防止童工及強制勞工和其他潛在不合法的事件發生。

招聘管理系統

本集團以招聘和挽留最優秀僱員為目標，鼓勵他們作出貢獻以幫助實現其業務方針、目標及使命，因此嚴格推行招聘管理系統。本集團根據《中國禁止使用童工規定》及其他香港及中國相關法律及規定採取所有切實可行的步驟確保求職者為合法受僱，並按公平及公正的態度及合法的過程，要求新入職僱員填寫真實的個人資料在個人資料表格上，以及提供身份證明文件及／或工作簽證（如有）予人力資源及行政部。該等過程包括但不限於核實身份以防止本集團招聘十六歲以下的人士強制勞工。此外，我們亦確保求職者和僱員均在招聘、分配工作、發展、評估和獎勵各方面受到平等的對待。

防止童工和強制勞工

根據《中國禁止使用童工規定》及《中國未成年人保護法》，本集團禁止招聘十六歲以下的人士及禁止強制勞工。在這方面，我們編制了防止僱用童工和強制勞工的管理規則，以及設立發現僱用任何童工／強制勞工的事件處理程序，如需要我們會採取必要行動送他們回到家鄉或出生地。根據相關公司的僱員手冊和政策，故意提供不真實的個人資料、或偽造證書或違反該等規定的僱員將給予紀律處分，包括可能即時解僱。該等法規符合僱傭條例及中國的相關法律及規則。總括而言，本集團將不時審查整個招聘慣例以防止童工、強制勞工和其他潛在不合法事件。於二零一七年內，本集團並沒有知悉任何違反或不遵守任何關於童工及強制勞工適用的法律及法規。

OPERATING PRACTICES

營運慣例

SUPPLY CHAIN MANAGEMENT

Our customers and suppliers

The Group has maintained good business relationship with its suppliers for many years since the incorporation of our two main steel cord plants and copper and brass products plant. In return, they have been consistently providing stable quality of raw materials to the Group. These supplies mainly comprised of steel wire rod for manufacturing steel cords and copper and brass materials for copper and brass products segment.

We are committed to deliver good quality and advanced steel cords and sawing wire products to our customers (i.e. tyre manufacturers). Since quality control is one of the key features in supply chain management, both steel cord and copper and brass products segments strictly select raw material suppliers with quality assurance, good reputation, high credibility and suppliers who are honest in co-operation so that we can maintain long term business relationship. We also select raw material suppliers by using a stringent procurement management mechanism to rate those suppliers qualification based on various factors including the price, exclusivity, convenience in transportation, financial condition, quality, techniques and skills, reputation, after-sale services and social responsibility. The suppliers' environmental and social responsibilities are also of our concern in supply chain management. We try to procure locally or in nearby places rather than overseas so as to reduce carbon emissions associated with transport and shipping, as such most of our suppliers are located in Zhejiang and Jiangsu (for steel cord segment) and Shanghai (for both steel cord and copper and brass products segments).

In addition, we have gone through a standard procedure to select and evaluate samples of raw material to meet the quality requirements of international standard, such as ISO9001:2008. We regularly evaluate the existing suppliers using major factors including the on-going quality of raw material, costs, service, delivery, feedback from customers, etc..

To maintain an accurate and reliable record of our customers and suppliers, we would also monitor the changes in customers' and suppliers' particulars in order to minimize the possible business risks, resulting from the change of our customers' or suppliers' owner/beneficiary under well established procedures.

供應鏈管理

我們的客戶及供應商

基於供應商自兩主要鋼簾線廠房及銅及黃銅廠房營運以來一直為本集團提供穩定的原材料質量，本集團已長期與他們保持良好的業務關係，而這些供應商亦樂意提供質量穩定的原材料予本集團。這些主要供應包括用於製造鋼簾線的盤條和用於銅及黃銅材料分部的銅及黃銅材料。

我們致力為我們的客戶，即輪胎製造商提供優質和先進的鋼簾線和切割鋼絲產品。由於質量控制是供應鏈管理的其中一個關鍵，所以鋼簾線和銅及黃銅材料分部均嚴選有品質保證、具有良好信譽、信用能力高的原材料供應商及以誠合作的供應商合作從而保持長期業務關係。我們根據多種因素採用一個嚴謹的採購管理機制，包括：價格、獨家、運輸便利、財務狀況、質量、工藝技術、信譽、售後服務及社會責任選擇我們原材料供應商。供應商對環保及社會的責任亦是我們供應鏈管理的關注點。另外，我們嘗試在本地或附近而非海外採購以減低因運輸及航運產生的碳排放，故此我們大部分供應商也位於浙江及江蘇（鋼簾線分部）及上海（鋼簾線及銅及黃銅材料分部）。

此外，我們已通過一套標準程序來選擇和評估原材料樣本以符合國際標準，如 ISO9001:2008 的質量要求。我們亦會定期以包括原材料的持續質量、成本、服務、交付情況、客戶的反饋等主要因素評估現時的供應商。

為了準確和可靠地記錄客戶和供應商的資料，我們亦會以完善的程序監控客戶和供應商資料的變更，以盡量減低因我們客戶及供應商擁有人／受益人發生轉變而產生的業務風險。

OPERATING PRACTICES

營運慣例

Number of Suppliers by Geographical Region

The number of suppliers by geographical region for steel cord segment for the years of 2017 and 2016 are as follows:

按地區劃分的供應商數目

於二零一七年及二零一六年度鋼索線分部按地區劃分的供應商數目如下：

		2017	2016
PRC	中國		
Jiangsu	江蘇	6	5
Others	其他	4	4
Subtotal	小計	10	9
Japan	日本	2	2
Korea	韓國	0	1
Total	總計	12	12

The number of suppliers by geographical region for copper and brass products segment for the years of 2017 and 2016 are as follows:

於二零一七年及二零一六年度銅及黃銅材料分部按地區劃分的供應商數目如下：

		2017	2016
PRC	中國		
Guangdong	廣東	4	7
Shanghai	上海	2	4
Zhejiang	浙江	4	3
Jiangsu	江蘇	0	2
Others	其他	5	6
Subtotal	小計	15	22
Hong Kong	香港	7	9
Korea	韓國	2	2
Others	其他	1	1
Total	總計	25	34

OPERATING PRACTICES

營運慣例

Practices relating to Engaging Suppliers, Number of Suppliers where the Practices are being Implemented, and the Execution and Monitoring of those Practices

With regard to the steel cord segment, its purchasing department has procedures on supplier management to strictly monitor the quality of raw materials and review the rating of those supplies regularly to ensure suitable suppliers with provision of high quality raw materials and good services are chosen. We have a supplier product quality assurance cooperation agreement especially drafted for our key suppliers to ensure that the products provided by them meet our quality requirements. We believe this practice can build our mutual trust and safeguard both parties' interests.

With regard to the copper and brass products segment, a procurement procedure and a monitoring quality system have been set up. An abnormal quality report will be submitted to general manager and related departments once raw materials of abnormal quality is found. Based on the control procedures and continuous monitoring of the performance of suppliers, we can ultimately increase the company's overall productivity. For the existing suppliers of this segment, a satisfaction survey is conducted regularly based on the price, quality, financial condition, after-sale service and etc. Based on these procedures, the procurement department can monitor the performance of suppliers and provide feedback to respective suppliers to improve their overall performance.

The above practices applied to all suppliers in respect of provision of raw materials for all segments during the years of 2017 and 2016.

We encourage the suppliers to adhere to the Group's standards, comply with all applicable laws and regulations, and strive to minimize negative impacts on environment and preserve our natural resources.

Suppliers also have expectations on us, including our profitability, effectiveness of financial management, level of compliance with laws and regulations, effectiveness of supply chain management, accountability, credibility and reliability, willingness to communicate, purpose of products supplied, degree of honesty in co-operation and length of partnership.

We want to be customers of our targeted suppliers' choice. In turn, their loyalty, support and collaboration enable us to operate more effectively, source our materials more sustainably and so strengthen our supply chain value.

聘用供應商的慣例，向其執行有關慣例的供應商數目，以及有關慣例的執行及監察方法

對於鋼簾線分部，其採購部門已有供應商管理程序以嚴格監控原材料的品質，並會不時對該等供應商審查評分，確保挑選可提供高質量原材料和優質服務之供應商。我們特別草擬了一份供方產品質量保證合作協議書給我們的主要供應商簽訂，以確保他們提供的產品符合我們的質量要求。我們相信此慣例能幫助建立互信和維護雙方的利益。

對於銅及黃銅材料分部，其有制定採購程序及監控質量系統。當發現質量異常的原材料，便需向總經理及有關部門提供質量異常報告。有賴供應商監控程序和持續監控供應商的表現，我們最終定能提高公司的整體生產力。對於此分部現有的供應商，我們會根據價格、質量、財務狀況、售後服務等定期進行滿意度調查。採購部門可以按此程序監控供應商的表現，並向相應的供應商提供反饋，以提高供應商的整體表現。

於二零一七年和二零一六年，上述慣例適用於全部分部的有關提供原材料的所有供應商。

我們鼓勵供應商遵守本集團的標準，遵守所有適用之法律和法規，並在努力減少對環境的負面影響的同時保護我們的天然資源。

我們的供應商亦對我們有期望，包括：盈利、財政管理的有效性、遵守法律和法規的程度、供應鏈的管理的有效性、責任感、誠信和可靠性、是否願意溝通、使用產品的目的、合作誠信和合作時間。

我們希望成為我們所挑選的供應商選擇的客戶。相應地，他們的忠誠、支持和合作使我們能夠更有效地運作，更可持續地獲得原材料，從而增強我們的供應鏈價值。

OPERATING PRACTICES

營運慣例

PRODUCT RESPONSIBILITY

To become a qualified supplier of a new radial tyre customer, we have to go through stringent testing procedures. These testing procedures could last for about 2 years in most international radial tyre manufacturers in order to test the properties of steel cord in the radial tyres under various weather conditions. In this connection, the Group has attached great importance to the provision of products with good quality and high safety standard to its customers aiming of maintaining our “Eastern” brand recognition in steel cord industry. We monitor the quality of different specifications of steel cord constantly to ensure that radial tyre manufacturers are satisfied with our products, and their requirement of production of safe radial tyres can be met. Through the application of these standards, we can obtain their long-term support and trust and in turn increase the profitability of the Group. To maintain the customers’ confidence in our product quality, the Group provides after-sale services to its customers. If we receive a complaint from any customer, we will first communicate with the customer and arrange our technical personnel to visit the customer’s site for inspection or fine tune our product specification as the case may be. Thereafter, we will further improve product quality to suit the customer’s need.

We have passed the ISO/TS16949: 2009 quality control system which would be reviewed annually since February 2011, and the latest certificates, ISO/TS16949: 2009 and IATF 16949:2016 were issued by TÜV Rheinland Cert GmbH, a leading international provider of inspection services, in years 2017 and 2018 respectively. They are intended to build up or enforce the confidence of a customer towards the system and process quality control of a supplier, in particular for the development, production and installation and servicing of automotive-related products.

For steel cord segment, it has pre-product quality control planning procedures and sales of products policies and procedures. The area of those procedures and policies cover sales return policy, customers’ complaint procedures and maintenance and safeguard products’ intellectual property policies and measures. Besides, it conducts customers’ satisfaction surveys every year to collect comments from customers about our quality of products, efficiency on delivery and after-sale service. The sales representatives of steel cord segment visit the customers from time to time to obtain comments/opinions so as to improve the quality of our products and enhance our technical skills and knowledge to meet the requirements of the customers as far as practicable.

For copper and brass products segment, it has product complaint and process form for customers to make written complaints and the relevant department will follow up afterwards. Besides, management of this segment has practice to visit customers in order to build better business relationship.

產品責任

要成為子午線輪胎新客戶的合資格供應商，我們必須經過嚴格的測試程序。該等測試程序在大多數國際子午線輪胎製造商可持續長達約兩年，以測試在各種天氣條件下子午線輪胎中的鋼簾線性能。有見及此，本集團高度重視為客戶提供優質及安全性極高的產品，以保持我們在鋼簾線行業中「東方」品牌的美譽。我們持續監控不同規格的鋼簾線質量，以確保子午線輪胎製造商滿意我們的產品及符合其對生產安全子午線輪胎的要求。透過應用這些標準，我們可以得到他們的長期支持和信任，從而提高本集團的盈利能力。為了保持客戶對我們產品質量的信心，本集團為客戶提供售後服務。如果我們收到客戶的任何投訴，我們將先與該客戶溝通，並安排我們的技術人員拜訪該客戶以進行檢查或調整我們的產品規格（視乎情況而定）。之後，我們將進一步提高產品質量以滿足客戶的需要。

我們已通過ISO/TS16949:2009質量控制系統，並自二零一一年二月以來每年進行審查以及獲得分別於二零一七年及二零一八年由一間提供檢驗服務的國際服務商TÜV Rheinland Cert GmbH頒授的最新ISO/TS16949:2009 and IATF 16949:2016證書。這些證書的目的為建立或加強客戶對供應商，特別是對於汽車相關產品的開發、生產和安裝以及服務的系統及質量監控程序的信心。

鋼簾線分部有產品前期質量監控計劃程序及產品銷售政策和程序，這些程序和政策範圍涵蓋退貨政策、客戶投訴程序及有關保護產品的知識產權政策和措施。此外，該分部每年亦會進行客戶滿意度調查，收集客戶對我們的產品質量、交付效率和售後服務的意見。鋼簾線分部的銷售代表會不時拜訪客戶以獲得他們的評價意見，藉此改善我們的產品質量以及提升技術和知識，以盡量滿足客戶的要求。

而銅及黃銅材料分部則有產品投訴及程序表格供客戶作出書面投訴，而相關部門隨後便會跟進投訴。除此之外，該分部的管理層亦經常拜訪客戶以建立更好的業務關係。

OPERATING PRACTICES

營運慣例

We recognise the importance of intellectual property rights protection, therefore, we have in place some guidelines on the identification of intellectual properties and the application for registration. Intellectual properties are our Company's vital assets thus we put effort to safeguard the rights and interests. As the owner of certain intellectual properties, we have adopted products standard management procedures to protect customers' information from unauthorized access, usage and leakage and maintain their data properly.

There was no issue regarding material non-compliance with the relevant laws and regulations that have any significant impact on the Group relating to health and safety, advertising, labelling and privacy matters during the year.

There are no products of the Group sold or shipped subject to recalls for safety and health reasons, for the years 2017 and 2016.

Number of Products and Service Related Complaints Received and How to Deal With

When customer complaints are received, we investigate the reasons immediately and record properly. The Company responds to the customers based on the reasons of their complaints such as product quality and product specifications. The responsible business segment will contact the customer and conduct an on-site investigation, if possible, they will then fine tune the properties of products (ie. radial tyres and copper and brass products) to suit the requirements of their customers. Any corrective actions will be recorded in the corrective action report afterwards and will follow up if any corresponding actions are required. Customers may return the products or exchange for new products subject to the terms and conditions of contracts. The complaint rate of steel cord and copper and brass products segment is as follows:

我們深明保護知識產權的重要性，因此已制定了一些辨識及申請註冊知識產權的指引。知識產權是我們公司的重要資產，所以我們努力保護知識產權的權利和利益。作為若干知識產權的持有人，我們採用了產品標準管理程序保護客戶的資料以避免未經授權的存取、使用和洩漏，並適當地保存其資料。

本集團於本年度並沒有不遵守相關法律與法規對有關健康與安全、廣告、標籤及私隱事宜對本集團有重大影響的事件。

本集團於二零一七年及二零一六年沒有因安全與健康理由而須回收的已售或已運送產品。

與產品和服務相關之投訴數量及處理方法

當收到客戶投訴後，我們會立即調查原因並適當地記錄。本公司會根據客戶投訴的原因，例如產品質量和產品規格，作出回應。負責的業務分部將聯繫客戶並到其廠房進行調查，然後，如可能將微調產品（即子午線輪胎及銅及黃銅產品）的規格以符合客戶的要求。隨後任何糾正行動會記錄於糾正措施報告，如有需要則會採取任何相應行動跟進。客戶可以根據合同的條款和條件退回貨品或換貨。鋼簾線和銅及黃銅材料分部之投訴率如下。

		Steel Cord Segment 鋼簾線分部	
		2017	2016
		Unit 單位	
Total number of products related complaints received per thousand tonnes of production volume	每千噸產量的接獲關於產品的投訴總數目	No. of complaints/ '000 tonnes 投訴次數／千噸	
		0.27	0.21

		Copper and Brass Products Segment 銅及黃銅材料分部	
		2017	2016
		Unit 單位	
Total number of products related complaints received per tonnes of production volume	每噸產量的接獲關於產品的投訴總數目	No. of complaints/ tonnes 投訴次數／噸	
		0.003	0.004

OPERATING PRACTICES

營運慣例

ANTI-CORRUPTION Standard of Conduct

Having good standards of corporate governance is vital for the continuous success of our Group because this can promote and reinforce the confidence of its stakeholders. We have devised and adopted several clear guidelines/policies for the directors, management and employees of the Group which enable the Group to achieve a better corporate governance, including the follows:

- Declaration of Conflict of Interest
- Guidelines on Accepting and Offering Gifts and Entertainment
- Whistleblowing Policy
- Key channels of compliant
- Reporting and Monitoring Policy on Connected Transactions (CTs) and Continuing Connected Transactions (CCTs)

All the above policies/guidelines are annexed to the Internal Management and Control Manual (“Internal Control Manual”) of the Company which is reviewed and updated regularly. In fact, during year 2017, procedures regarding the offering and receiving gifts and entertainment are revised, for example, directors or employees should avoid offering or receiving excessive and frequent gifts, except gifts for Chinese New Year, Dragon Boat Festival, Mid-Autumn Festival and Christmas or in any special occasions, and also the cap on the expense for entertainment of the Company that has been defined as extravagant according to the position of the employees is set. Relevant application form has also been introduced to keep record of such event. All employees, including directors of the Company should avoid conflict of interest between their private interest and the interest of the Company and should report in such cases. In addition, all employees, including directors, of the Group must follow the guidelines in relation to provision of gifts and entertainment and accepting gifts and benefits and observe any updates and changes regarding the anti-corruption measures.

反貪污 經營守則

擁有良好的企業管治標準是我們成功發展的關鍵，因為這可以促進和加強持份者的信心。我們為本集團的董事、管理層及僱員制定及採納多項明確的指引／政策，使本集團取得更佳的企業管治，包括如下：

- 利益衝突申報書
- 接受和饋贈禮物及款待的指引
- 舉報政策
- 主要投訴渠道
- 關連交易和持續關連交易的報告和監控政策

所有上述政策／指引均已附載於本公司的內部管理及監控指引（「內部監控指引」），並會定期作出檢討及更新。事實上，饋贈禮物及款待的程序已於二零一七年期間修改，例如，董事或僱員除春節、端午節、中秋節及聖誕節或其它特別場合外，應避免提供或接受過多或頻繁的禮物，及為避免根據本公司僱員的職位而被認為過高的應酬費用設上限，而本公司亦擬定了相關表格以紀錄有關事件。本集團所有僱員（包括董事）應避免個人利益與本公司利益發生衝突，如有衝突則必須稟報。此外，本集團的所有僱員（包括董事）必須遵守有關提供禮物及款待及接受禮物及利益的指引，並留意有關反貪腐措施的任何更新及改動。

OPERATING PRACTICES

營運慣例

Besides, a whistleblowing policy was devised and adopted by the Board on 22 March 2012 to provide procedures to employees who have concerns about any suspected misconduct or malpractice within the Group, those employees can come forward to reflect those concerns or submit a written report to the Company through this policy. The Company will then evaluate the report to decide whether a full investigation is needed. If the answer is positive, the investigation process will begin and an investigation report will be prepared to the audit committee of the Company upon completion of the investigation. The audit committee of the Company has the responsibility for monitoring and reviewing the operation of the whistleblowing policy and provide any recommendation for action resulting from the investigation of complaints.

We set out policies/guidelines that provide guidelines on anti-corruption and codes of conduct for respective core business units in Mainland, namely Guidelines on Corporate Corruption Prevention, Management of Regulations on Anti-corruption and Anti-bribery, Whistleblowing Policy (applicable in the PRC), Code of Conduct and Code of Ethics relating to fraud, bribery and extortion.

With regard to suppliers, we have a stringent procurement management system to evaluate our suppliers' performance and conduct in order to enhance the suppliers' commitment to the Group's standards and principles.

In addition, the audit committee members of the Company (comprising of three independent non-executive directors) have responded to the external auditor their knowledge on any actual, suspected or alleged fraud affecting the Group during the year. During the year, the internal auditor, among others, has reviewed the risk management and internal control systems and considered that our anti-corruption measures are in place and in order.

All operations have complied with relevant laws and regulations that may have a significant impact on the Group relating to bribery, extortion, fraud and money laundering in the PRC and Hong Kong.

We are not aware of any legal cases regarding corrupt practices brought against the Company or its employees during the year.

此外，董事會於二零一二年三月二十二日制定並採納了舉報政策，為僱員提供有關舉報本集團內任何做出可疑不當行為或不當習慣的程序。該等僱員可以通過該政策向公司表示該等關注或提交書面報告。隨後，公司將會針對該等報告進行評估以決定是否需要進行全面調查。如認為有此需要，調查過程將會執行，且將於完成後向本公司審核委員會提供調查報告。本公司審核委員會有責任監管和審查有關舉報政策的實施情況以及對投訴所作出調查行動的任何建議。

我們亦制定了針對內地各核心業務單位的反貪腐和行為守則的政策／指引，即《關於預防腐敗的公司指引》、《反貪污和反賄賂管理規定》、《公司舉報政策》（適用於中國）、《行為守則》和有關於欺詐、賄賂和勒索的《道德守則》。

對於供應商，我們有嚴格的採購管理系統以評估供應商的表現和行為，以增加供應商對遵守本集團之標準和原則的支持。

此外，本公司審核委員會成員（由三位獨立非執行董事組成）已回應外聘核數師對彼等知悉於該年度有關任何影響本集團的實際、懷疑或涉嫌的欺詐行為；而內部核數師於本年間將除了其他事項，已審閱風險管理及內部監控系統並認為反貪腐措施已經到位並且有序。

所有業務均符合中國及香港有關賄賂、勒索、欺詐及洗黑錢等對本集團可能有重大影響的相關法律及法規。

於本年度我們並不知悉對本公司或其僱員提出有關貪腐行為的任何訴訟。

OUR COMMUNITY

我們的社區

COMMUNITY INVESTMENT

The Group takes an interest in wider social issues and recognises the importance of making a positive contribution to improve the communities in which we operate. We do not only support social welfare activities and community care projects by making donations, but also take initiative in participating in green activities as community care is an integral part of our corporate values. Our aims are to (i) promote environmental awareness within the Group; (ii) promote health and safety at workplace; and (iii) show care to people who are in need.

In order to increase our employee's awareness on environmental protection, occupational health and safety issues, as well as encourage their contribution to the society, we have formulated the Corporate Social Responsibility Guidelines and the Social Welfare Activities and Philanthropy Management Guidelines that encourage all employees to participate in and give support to community activities, maintain a safe and healthy working environment, comply with the relevant laws and regulations, and commit to environmental protection. We believe every single employee can make significant contribution in engaging with the community.

The Company is a member of the "Jockey Club CarbonCare Open Innovation Lab" (COIL) since 2015, which is established by CarbonCare InnoLab and contributed by the Hong Kong Jockey Club Charities Trust. The COIL holds events and/or seminars every month, inviting a number of low-carbon experts specialised in different areas or the management of companies/organisations to provide information on low-carbon and share their experiences in reducing carbon emission. The events and seminars held and information provided by the COIL on climate justice, carbon reduction, resource conservation and adaptation to future climate scenarios is particularly useful and the knowledge obtained does help the Company to devise relevant measures and policies on carbon reduction effectively.

社區投資

本集團致力於探討廣泛社會問題並知悉為營運社區的進步作出積極貢獻的重要性。我們不但通過捐款支持社會福利活動和社區關懷項目，更熱心參與環保活動因為我們相信關懷社區是我們企業價值的一個核心。我們的目標是(i)提高本集團的環保意識；(ii)推廣工作間的職業健康安全；及(iii)關心需要幫助的人。

為了提高我們僱員的環保意識、對職業健康安全的認知及鼓勵他們對社會作出貢獻，我們制定了企業社會責任指引和社會公益活動與慈善管理指引，鼓勵所有僱員參與及支持社區活動、保持一個安全與健康的工作環境、遵守相關法律和法規及對環保作出承擔。我們相信每一位僱員在社區投資中能作出重大的貢獻。

本公司自二零一五年起已成為由香港賽馬會慈善信託基金贊助及低碳想創坊成立的「賽馬會低碳創聚」（「低碳創聚」）的成員。低碳創聚會每月舉辦活動和／或研討會，邀請多個不同領域方面的低碳專家或公司／團體的管理層宣揚有關低碳的資訊及分享他們在減排方面的經驗。低碳創聚所舉辦的活動和研討會提供了有關氣候公義、減碳、資源保育和如何適應未來氣候環境的資訊和知識，並有助本公司制定相關的措施和有效的減碳政策。



OUR COMMUNITY

我們的社區

To make the first step to go green at working area, the Company had participated in the “Green Office Awards Labelling Scheme” and “Eco-Healthy Workplace Awards Labelling Scheme” organised by the World Green Organisation (“WGO”) in 2017. These two schemes require companies to implement various green practices in their offices based on WGO’s guidelines with the assistance of Green Auditors. On the way to achieve the goals, we gained knowledge and skills on environmental protection and sustainability, increased our awareness on physical and mental health of employees at workplace and be able to identify and apply reduction opportunities, ranging from energy, water and paper consumption to carbon at the office to assess and improve environmental footprint. As we had implemented green measures in our office far more than the minimum required, we had been awarded with WGO’s Green Office Awards label and Eco-Healthy Workplace label on 20 November 2017. In order to share our achievements in environmental protection, the Company has inspired the subsidiaries to take initiatives and implement green measures within their office area and work stations. Although having a ‘green office’ is a new idea for our subsidiaries in Mainland, they have tried to reduce the consumption of electricity as the first step by sticking labels beside the light switch to remind themselves the importance of electricity saving.

為了使工作間走進綠色，本公司參與了由世界綠色組織（WGO）於二零一七年推出的「綠色辦公室獎勵計劃」和「健康工作間獎勵計劃」。這兩項計劃要求公司在綠色審計員的協助下，根據WGO的指引在其辦公室落實各種綠色措施。在實踐的過程中，我們學會了有關保護環境和持續性的知識和技能，提高僱員工作間對身體或精神健康的認知，並於辦公室內找出及採取措施減少從能源、水、紙張和碳的資源消耗，以評估和改善環境足跡。由於我們在辦公室所實施的綠色措施遠遠超過最低要求，因此我們於二零一七年十一月二十日獲WGO頒發「綠色辦公室」標籤和「健康工作間」標籤。為了分享我們在環境保護方面所得，我們鼓勵了附屬公司在其辦公區域內和工作位置積極落實綠色措施。儘管「綠色辦公室」於我們內地附屬公司中並不普及，但他們仍在電燈開關旁邊貼上標籤以提醒節約用電的重要性，踏出減少電力消耗的第一步。



OUR COMMUNITY

我們的社區

Apart from implementing green initiatives in office, the Company had also participated in the 2017 Dress Casual Day organised by The Community Chest, which is one of the most important charities in Hong Kong, and donated a certain amount of benevolent donation for the improvement of elderly services. Employees were allowed to wear clothes they like to work and it has gained full support by the directors, the management and the employees.

On the other hand, the Group had entertained employees by organising activities outside work in order to motivate employees, to foster team spirit and to secure their loyalty in long term. Jiaxing Eastern Steel Cord Co., Ltd., one of our Company's PRC subsidiaries, has invited all staff to celebrate Chinese New Year together. A talent show had been organised for employees to show off their talents and enjoy themselves in the night filled with music and dances. Besides, Tengzhou Eastern Steel Cord Co., Ltd., another PRC subsidiary of the Company, had also celebrated the 9th Anniversary since operation by giving choir performances and speeches on stage. Lucky draw had been organized to reward employees for their contributions and hard work during the past 9 years.

The participation in the above stakeholder engagement activities is merely the start of our initiatives towards business sustainability, and is clearly insufficient to promote our business to next level with regard to discharge our corporate social responsibility. The Group will continue to encourage participation of employees in a wide range of community-based activities such as social welfare activities and community care projects to support our local community. Further resources will also be provided for the participation in charity activities or programmes in the coming years.



除了在辦公室落實綠色措施外，本公司還參加了由公益金（香港其中一個最重要的慈善機構）舉辦的二零一七年便服日，並捐贈了一筆善款以改善長者服務。僱員可以穿上自己喜愛的衣服上班，而此活動亦得到了董事、管理層和僱員的全力支持。

另一方面，為激勵僱員、培養團隊精神及保持其長期忠誠度，本集團安排了一些活動以提供僱員工作以外的娛樂。本公司的內地附屬公司，嘉興東方鋼索線有限公司，邀請了全體僱員一同慶祝中國農曆新年，並為僱員安排才藝表演予他們展示才華，享受充滿音樂和舞蹈的晚上。此外，本公司的另一內地附屬公司，滕州東方鋼索線有限公司安排了合唱團在舞台表演和演說以慶祝廠房營運九週年。為了獎勵員工在過去九年中的貢獻和辛勤工作，他們亦安排了抽獎活動。

參與上述為持份者舉辦的活動僅僅是我們業務推行可持續發展的開始，但要使我們在履行企業社會責任方面達到更高的水平是顯然不足夠的。本集團將繼續鼓勵僱員參與各種社區活動，例如社會福利活動及社區關懷項目以支持當地社區。在未來我們將投放更多資源參與慈善活動或計劃。



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General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 描述	Refer to the page(s) no. of this ESG Report 參閱本環境、社會及 管治報告的頁碼
Aspect A1: Emissions 層面A1：排放物		
General Disclosure 一般披露	<p>Information on:</p> <p>(a) the policies; and</p> <p>(b) compliance with relevant laws and regulations that have a significant impact on the issuer</p> <p>relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.</p> <p>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：</p> <p>(a) 政策；及</p> <p>(b) 遵守對發行人有重大影響的相關法律及規例的資料。</p>	13-15
KPI A1.1	Types of emissions and respective emissions data. 排放物種類及相關排放數據。	16
KPI A1.2	Greenhouse gas emission in total and intensity. 溫室氣體總排放量及密度。	17-18
KPI A1.3	Total hazardous waste produced and intensity. 所產生有害廢棄物總量及密度。	19-20
KPI A1.4	Total non-hazardous waste produced and intensity. 所產生無害廢棄物總量及密度。	21-23
KPI A1.5	Description of measures to mitigate emissions and results achieved. 描述減低排放量的措施及所得成果。	23
KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved. 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。	24
Aspect A2: Use of Resources 層面A2：資源使用		
General Disclosure 一般披露	Policies on efficient use of resources including energy, water and other raw materials. 有效使用資源（包括能源、水及其他原材料）的政策。	24
KPI A2.1	Direct and/or indirect energy consumption by type in total and intensity. 按類型劃分的直接及／或間接能源總耗量及密度。	25
KPI A2.2	Water consumption in total and intensity. 總耗水量及密度。	26
KPI A2.3	Description of energy use efficiency initiatives and results achieved. 描述能源使用效益計劃及所得成果。	26-27
KPI A2.4	Description of whether there is any issue in sourcing water, water efficiency initiatives and results achieved. 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。	26-27
KPI A2.5	Total packaging material used for finished products, and if applicable, with reference to per unit produced. 製成品所用包裝材料的總量及（如適用）每生產單位佔量。	27-29

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Aspect A3: The Environment and Natural Resources 層面A3：環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	30-32
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and actions taken to manage them. 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。	30-32
Aspect B1: Employment 層面B1：僱傭		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. 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： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	33-37
KPI B1.1	Total workforce by gender, employment type, age group and geographical region. 按性別、僱傭類型、年齡組別及地區劃分的僱員總數。	38
KPI B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。	39
Aspect B2: Health and Safety 層面B2：健康與安全		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	40-41
KPI B2.1	Number and rate of work-related fatalities. 因工作關係而死亡的人數及比率。	42

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KPI B2.2	Lost days due to work injury. 因工傷損失工作日數。	42
KPI B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	40-42
Aspect B3: Development and Training 層面B3：發展及培訓		
General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 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。	43
KPI B3.1	The percentage of employees trained by gender and employee category. 按性別及僱員類別劃分的受訓僱員百分比。	44
KPI B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	44
Aspect B4: Labour Standards 層面B4：勞工準則		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	44-45
KPI B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	44-45
KPI B4.2	Description of steps taken to eliminate child and forced labour practices when discovered 描述在發現違規情況時消除有關情況所採取的步驟。	44-45

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Aspect B5: Supply Chain Management 層面B5：供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	46
KPI B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	47
KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目、以及有關慣例的執行及監察方法。	48
Aspect B6: Product Responsibility 層面B6：產品責任		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 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： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	49
KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 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。	50
KPI B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	50
KPI B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	50
KPI B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	49-50
KPI B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	50

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Aspect B7: Anti-corruption 層面B7：反貪污		
General Disclosure 一般披露	<p>Information on:</p> <p>(a) the policies; and</p> <p>(b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.</p> <p>有關防止賄賂、勒索、欺詐及洗黑錢的：</p> <p>(a) 政策；及</p> <p>(b) 遵守對發行人有重大影響的相關法律及規例的資料。</p>	51-52
KPI B7.1	<p>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</p> <p>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。</p>	52
KPI B7.2	<p>Description of preventive measures and whistleblowing procedures, how they are implemented and monitored</p> <p>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。</p>	52
Aspect B8: Community Investment 層面B8：社區投資		
General Disclosure 一般披露	<p>Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities takes into consideration communities' interests</p> <p>有關以社區參與來了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。</p>	53-55
KPI B8.1	<p>Focus areas of contribution</p> <p>專注貢獻範疇。</p>	53-55
KPI B8.2	<p>Resources contributed to the focus areas</p> <p>在專注範疇所動用資源。</p>	53-55

