



CHINA LEON INSPECTION HOLDING LIMITED

中国力鸿检验控股有限公司

*(Incorporated in the Cayman Islands with limited liability)*  
(於開曼群島註冊成立的有限公司)

Stock Code 股份代號：1586

ENVIRONMENTAL,  
SOCIAL AND  
GOVERNANCE REPORT  
2018  
環境、社會及管治報告



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中國力鴻檢驗控股有限公司

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2018

二零一八年環境、社會及管治報告

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## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2018

### 二零一八年環境、社會及管治報告

#### About This Report 關於本報告

This Environmental, Social and Governance Report (“this Report”) discloses policies, measures, practical actions and specific achievements of China Leon Inspection Holding Limited (“the Company”) and its subsidiaries (“the Group” or “We” or “China Leon”) in promoting environmentally and socially sustainable development.

本環境、社會及管治報告（「本報告」）披露了中國力鴻檢驗控股有限公司（「本公司」）及其附屬公司（「本集團」或「我們」或「中國力鴻」）在推進環境和社會的可持續發展方面的政策、實際行動和具體成果。

#### Reporting Period and Boundary 報告期間及範圍

The reporting period is from 1 January 2018 to 31 December 2018 (“the Reporting Period”). The reporting boundary of this Report covers the Company and its subsidiaries.

有關本報告內容所刊載的信息期間為2018年1月1日至2018年12月31日（「本年度」）。報告範圍為本公司及其附屬公司。

#### Reporting Guidelines 報告編制依據

This Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide under Appendix 27 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“SEHK”) (as amended from time to time). The information disclosed in this Report is sourced from the official documents and statistical reports of the Group.

本報告依據香港聯合交易所有限公司（「聯交所」）的《聯交所證券上市規則》（經不時修訂）附錄二十七《環境、社會及管治報告指引》編寫，報告中所披露的資料均來自本集團的正式檔和統計報告。

#### Reliability Assurance 可靠性保證

This Report contains forward-looking statements that are based on certain assumptions and expectations at the time of its publication, which China Leon has deemed to be reliable after careful consideration. These statements involve known and unknown risks and uncertainties, which means that actual results may differ from the expectations, forecasts or conclusions made herein.



本報告中載有前瞻性陳述。此類陳述為本集團經過慎重考慮所作的若干假設及預期，並涉及已知及未知風險及不明朗因素，該等風險及不明朗因素可能會導致實際表現與此類假設、預期或結論顯著不同。

## Preface 卷首語

This Report details the Group's policies and efforts in protecting environment, making good use of resources, paying attention to employee health, managing and controlling service quality, actively participating in community projects, and encouraging suppliers working with the Group to implement sustainable development policies.

本報告詳述了本集團在保護環境、善用資源、關注僱員健康、管控服務質量、積極參與社區項目以及鼓勵供應商與本集團共同踐行可持續發展方針等方面的政策和所作的努力。

While focusing on its own low-carbon operation, the Group also integrates the concept of green development into operations and continues carrying out green office and extending green footprints and other activities.

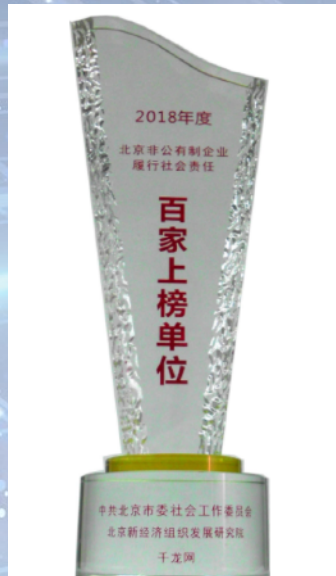
本集團在注重自身低碳營運的同時，亦將綠色發展理念融入營運並持續開展綠色辦公與延伸綠色足跡等活動。

### 2018 • Brave For The Year Ahead 2018年 • 勇於前行之年

In 2018, the Group was awarded as "2018 Top 100 Non-public Enterprises Fulfilling Social Responsibility", "Quality and Credit Enterprise AAA", "Vice Director of Professional Committee of Coal Industry of China Association for Quality Inspection", "Member of China Global Quality Alliance", "Member of China Certification and Accreditation Association" and three other awards and honors, which reflected our positive response to stakeholders' expectations.

在2018年度本集團共榮獲「2018年度非公企業履行社會責任百家上榜單位」、「品質信用企業AAA」、「中國質量檢驗協會煤炭專業委員會副理事長單位」、「中國檢驗檢測創新聯合體成員證書」、「中國認證認可協會單位會員」及其他3項獎項及榮譽，從側面反映出我們對利益相關方期望的積極回應。





The trophy of "2018 Top 100 Non-public Enterprises Fulfilling Social Responsibility"  
「2018年度非公企業履行社會責任百家上榜單位」獎盃



The Certificate of "Quality and Credit Enterprise AAA"  
「品質信用企業AAA」榮譽證書



The Certificate of "Vice Director of Professional Committee  
of Coal Industry of China Association for Quality  
Inspection"  
「中國質量檢驗協會煤炭專業委員會副理事長單位」  
榮譽證書





The Member Certificate from "China Global Quality Alliance"

「中國檢驗檢測創新聯合體」頒發的成員證書



The Member Certificate from "China Certification and Accreditation Association"

「中國認證認可協會」頒發的會員證書

Looking forward to the future, China Leon will continue taking sustainable development as premise, and create long-term values for shareholders by taking "Advocating integrity and justice, realizing impartiality and justice, achieving quality future" as principles and practicing corporate social responsibilities as strategic target of the Group.

展望未來，中國力鴻將繼續以可持續發展為前提，以「崇尚誠信正義、踐行公平公正、成就品質未來」為宗旨，以實踐企業社會責任為目標，為股東創造長遠價值。



## 1. Low Carbon • Energy Saving • Green Leon 低碳節能 • 綠色力鴻

### 1. Green Environment • Ecological Balance 綠化環境 • 生態平衡

The Group strictly complies with the Environmental Protection Law of the People's Republic of China, the Law of the People's Republic of China on Environmental Impact Assessment, the Energy Conservation Law of the People's Republic of China, the Atmospheric Pollution Prevention and Control Law of the People's Republic of China, the Cleaner Production Promotion Law of the People's Republic of China and other relevant national and local laws and regulations relating to the Group's business. The Group also accordingly developed measures of reasonable waste classification and disposal in service processes. China Leon is keenly aware that it is necessary to integrate the sustainable concept into every detail of production operation, in order to achieve steady development. For this purpose, the Group establishes an environment-friendly business model as the development target and takes steps to minimize the environmental impacts from its production and operation activities.

本集團嚴格遵守與本集團業務有關的國家及營運當地的法律法規，其中主要包括《中華人民共和國環境保護法》、《中華人民共和國環境影響評價法》、《中華人民共和國節約能源法》、《中華人民共和國大氣污染防治法》、《中華人民共和國清潔生產促進法》等，並相應地制定了本集團服務過程中合理分類及處置廢棄物的辦法。中國力鴻深知，要實現穩健發展，必須將可持續的理念融入生產營運的每個細節中。為此，本集團以建立環境友好型經營模式為發展目標，採取各項措施減少生產及業務活動對環境造成的影響。

During the Reporting Period, the production of hazardous and non-hazardous wastes, air and greenhouse gas emissions, and emissions to water and land in every operational locations of China Leon have reached the standards of relevant laws and regulations. Our sample preparation and testing machinery and equipment consist primarily of bulk sample processing equipment, calorimeters and large-capacity electric drying ovens, a number of which were designed and made specifically for our coal testing and inspection services. We may occasionally procure new environmental-friendly machinery and equipment depending on their conditions and technological advancements.

於本年度內，中國力鴻於各業務營運所在地的有害及無害廢棄物的產生、廢氣及溫室氣體排放、向水及土地的排汙均達到相關法律法規標準。我們的樣品製備、檢測機械及設備主要包括大塊樣品加工設備、熱量計及大容量電動乾燥爐，其中大部分乃就煤炭檢測及檢驗服務專門設計及製造。我們會根據設備狀態及技術升級的情況，不時採購環境友好型的新設備。

The testing and inspection services we provided to customers in the coal industry mainly include: (1) testing services, (2) surveying services and (3) witnessing and ancillary services. We derived a majority of our revenue from testing services during the Reporting Period, and the other surveying services are performed onboard or alongside the vessels or train wagons. Therefore, the relevant pollutants are mainly from testing services. "Sample preparation and anonymity" and "laboratory tests" are the main source of emissions in the process of testing services.

我們向煤炭行業的客戶提供的檢測及檢驗服務內容主要包括(1)檢測服務；(2)鑒定服務；及(3)



見證及輔助服務。由於我們於本年度的大部分收入來自檢測服務且其他鑒定等服務均在船隻或貨車之上或旁邊進行，因此涉及的污染物排放主要來自檢測服務。「制樣與盲樣編制」及「實驗室試驗」則是檢測服務流程中排放物產生的主要環節。

The following diagram illustrates the general service process of the Group's testing services:

下圖說明我們檢測服務的一般服務流程：



The mainly hazardous wastes generated from the Group's operation are wastewater, waste coal sample and waste reagent bottles; the non-hazardous wastes are mainly domestic waste and ash produced by coal combustion. According to the Group's Safety Management Procedures, our technicians working at sampling workshops and laboratories are responsible for collecting the hazardous wastes and storing them in categories and in isolated places, and all the hazardous wastes are delivered to qualified third-party companies for safe handling to avoid influence to employees and environment. For non-hazardous wastes, we also dispose it to the designated waste collection areas.

本集團營運產生的有害廢棄物主要為廢水、棄煤樣及廢試劑瓶；無害廢棄物主要為生活垃圾及煤燃燒所產生的灰分等。按照本集團的《安全作業管理程式》，在制樣車間及實驗室工作的技術僱員負責及時收集有害廢棄物並進行分類及隔離存放，且所有有害廢棄物都將交予合資格的協力廠商廠商進行安全處理，避免對僱員及環境造成損害。對於無害廢棄物，我們亦將其棄置至指定的垃圾回收點。

The Group is well aware of the impacts of air and greenhouse gas emissions on the environment and has been committed to reducing emissions by improving technologies and processes. We quantified the greenhouse gas emissions in this Reporting Period (for details, please refer to the "Performance" of this Report) and formulated mitigation plans and measures to minimize greenhouse gas emissions. Through continuously implementation of the One Thousand Enterprises Energy Saving Action Implementation Plan issued by the National Development and Reform Commission of the People's Republic of China, we expect to promote clean production in operation. In testing services, we collect the air emissions and carbon dioxide generated from the process of coal ash, volatile ash, sulfur and calorific value testing through specific fume hoods, and discharge them after filtration.

本集團深知廢氣及溫室氣體排放對環境的影響，並一直致力於通過完善工藝流程以減少排放的產生。我們已於本年度對溫室氣體的排放量進行量化（詳情請參閱本ESG報告「績效表現」），並制定溫室氣體減排計劃及措施，盡力降低溫室氣體的排放量。我們期望通過不斷貫徹中華人民共和國國家發展和改革委員會印發的《千家企業節能行動實施方案》，不斷在運營過程中推進清潔生產。於檢測業務中，我們會將檢測煤的灰分、揮發分、硫及發熱量過程中產生的廢氣及二氧化碳通過專門的通風櫥，經過過濾後才進行排放。

Our vehicles mainly used for on-site sampling and transporting coal samples from ports or our customers' premises to our laboratories and so on for our general business. We regularly arrange checkups and maintenances by designated staff, and send the vehicles to inspection organizations for monitoring, in order to ensure that vehicles emissions meet the requirements. Moreover,



during purchasing vehicles, we take safety and environmental features as important factors into consideration.

我們的車輛主要用於從港口或客戶業務地點現場採樣及運送煤樣至實驗室等日常業務。我們定期安排專員對車輛進行檢查及保養，並把車輛送到檢驗機構進行監測以確保廢氣排放達到要求。同時，車輛的安全和環保表現亦會被列為添置時的主要考慮因素。

The Group has obtained the “Laboratory Accreditation Certificate” and the “Inspection Body Accreditation Certificate” from the China National Accreditation Service for Conformity Assessment (“CNAS”). This represents we have complied with the requirements of CNAS on environmental protection measures and met the advanced environmental requirements. We have installed necessary environmental monitoring equipment in testing and surveying laboratories in operation to meet the requirements of CNAS for laboratory certification. During the Reporting Period, we did not receive any major complaints about environmental pollution incidents.

本集團已獲得中國合格評定國家認可委員會（「CNAS」）頒發的「實驗室認可證書」及「檢驗機構認可證書」，證明我們已遵守CNAS有關環境保護措施的規定，滿足了較高的環保要求。我們於營運中的檢測及鑒定實驗室內已配備必要的環境監控設備以滿足CNAS對實驗室認證的要求。於本年度內，我們未曾接獲任何有關重大環境污染問題的投訴。

As a coal inspection company that has the courage to undertake social responsibilities, we will continuously explore new business mode and increase investment in the environmental protection technology aspect, so as to allow the Group’s investment in environmental pollution management can be more effectively contribute to society.

作為一家勇於承擔社會責任的煤炭檢測企業，我們會持續探索新型生產模式，進一步加大環保科技的投入，讓企業的環境污染治理投入能更有效地回饋社會。

## **2. Make Good Use of Resources • Steady Operation 善用資源 • 穩健經營**

China Leon strictly follows the “13th Five-Year” Plan for Ecological and Environmental Protection issued by the State Council of the People’s Republic of China and effectively deals with the relationship between business operations and ecological and environmental protection.

中國力鴻嚴格遵照國務院印發的《「十三五」環境保護與生態建設規劃》，切實處理好企業經營與生態環境保護之間的關係。

In operations, we focus on energy conservation; as to the usage of water resources, all water consumption of the Group comes from the municipal pipe network and is legally compliant with obtaining water sources. The Group also adopts a variety of water-saving measures in operation.

在生產營運方面，我們注重節約能源；在水資源使用方面，本集團用水均來自市政管網，於求取水源方面合法合規。本集團在運營過程中亦採取多種節水措施。

- Develop water saving plans and distribute them into the subsidiaries
- Conduct water saving education, popularize scientific water-saving knowledge and raise water saving consciousness of all staff (see pictures below)



- Post water conservation slogans in notable places (see pictures below)
- 制定節水計劃，分發至各附屬公司
- 節水宣傳教育，普及科學節水知識，提高全員節水意識
- 於顯著位置張貼節約用水宣傳標語

The Group is conscious of environmental protection. Further details of which are disclosed in the section “1.3 Preserve Environment and Natural Resources •Caring the Earth” below.

本集團注重環保，其進一步之詳情已於以下「1.3 保護環境和自然資源•關愛地球」一節中披露。

### 3. Preserve Environment and Natural Resources •Caring the Earth保護環境和自然資源•關愛地球

Environment protection is the responsibility of every staff in the Group. The Group is committed to sustainable development and delivering our premium and quality services in a manner with minimal impact to the environment resulting from our business activities.

本集團每一名員工均有對保護環境的責任。本集團致力於可持續發展及提供高端及優質服務過程中，將我們的業務活動對環境所造成的影響減至最低。

As of the office management, to ensure that employees are actively involved in environmental protection, the Group has developed the green office policy that covers energy use, waste disposal and recycling, etc.; furthermore, we have also formulated the detailed guideline of operating sustainable offices for the Group’s subsidiaries, which provides different suggestions on how to further green office environment. The subsidiaries have also responded positively to the guideline by adopting various measures to enhance the efficiency of energy use, including:

在辦公室管理方面，為確保僱員積極參與到環境保護當中，本集團制訂了綠色辦公室政策，該政策涵蓋能源的使用及廢棄物處理與回收等方面；此外，我們亦制訂詳細的可持續發展辦公室指引供本集團附屬公司採用。該指引就如何進一步綠化辦公環境提供了不同建議。各附屬公司亦積極回應此指引，採取多種提高能源使用效益的措施，包括：

- Post energy saving slogans in notable places
- Send and receive messages in a paperless way internally, so that to improve office efficiency and save paper
- Install energy-efficient light tubes and use daylighting for offices as far as possible
- Positively promote the installation of video conference system
- Reduce the use of disposable paper cups
- Scientifically arrange business trips and give priority to low-carbon transportation
- 於辦公室的顯著位置張貼節能標語
- 內部盡量選擇無紙化的方式收發訊息，提高辦公效率的同時，節省辦公用紙
- 安裝能源效益較高的光管，並盡可能使用自然光
- 積極推進視頻會議系統建設



- 減少一次性紙杯的使用
- 科學安排公務出行，優先使用低碳交通工具

## 2. Care for Employees • Humane Leon 心繫僱員•博愛力鴻

The Group is committed to safeguarding employee rights, respecting employee diversity, and providing a safe and harmonious working environment to each employee. And through the implementation of human resources policies, employee benefits, vocational training and related activities to inspire employees' compassion and enhance their sense of belongings.

本集團致力於維護僱員權利、尊重僱員差異性，為每一位僱員提供安全、和諧的工作環境，並透過落實人力資源政策、僱員福利、職業培訓及相關活動凝聚僱員的向心力和提升僱員的歸屬感。

### 2.1 People-oriented • Respect Every Employee 以人為本 • 尊重每一位僱員

#### 2.1.1 Equality and Diversity 平等多元

The Group respects the diversified background of employees and treats employees of different genders, ages, religious beliefs and cultural backgrounds with respect and fairness. We abide by the Labor Law of the People's Republic of China, the Labor Contract Law of the People's Republic of China and other related regulations. At the same time, we formulated corresponding employee recruitment management system and personnel management system according to our own circumstances, such as the Recruitment Management System of Beijing Huaxia Lihong Commodity Inspection Co., Ltd, the Employment Manual of Beijing Huaxia Lihong Commodity Inspection Co., Ltd, etc. to strictly standardize the recruitment and employment procedures.

本集團尊崇僱員背景多元化，尊重並公平對待不同性別、年齡、宗教信仰和文化背景的僱員。我們遵守《中華人民共和國勞動法》、《中華人民共和國勞動合同法》及其他相關法規，同時結合自身情況制定相應的僱員招聘管理制度及人事管理制度，如《北京華夏力鴻商品檢驗有限公司招聘管理制度》及《北京華夏力鴻商品檢驗有限公司僱員手冊》等，以此嚴格規範招聘及僱傭程式。

In the recruitment process, we adhere to the principle of "Open recruitment, fair competition, merit-based employment selection", and strictly review the identity information of candidates to prevent recruiting child labor. Meanwhile, we firmly abide by the laws and regulations relating forced labor. During the Reporting Period, we did not receive any employment-related discrimination cases and any related complaints infringing the employees' rights.

在招聘過程中，我們堅持「公開招聘、公平競爭、擇優錄用」的招聘原則，嚴格審查應聘者的身份資訊，防止招聘童工。同時，我們堅決遵守防止強制勞工的相關法律法規。於本年度內，我們未曾接獲任何僱傭相關的歧視個案及任何相關侵犯僱員權益的投訴個案。



### 2.1.2 Salary System 薪酬體系

The Group has taken the principle of “distribution according to employees’ performance” to establish salary system and properly pay remuneration. The Group focuses on protecting the legitimate rights and interests of the employees. The Group conducts annual performance assessment and evaluation on all employees, and arranges salary adjustments and promotions in accordance with each employee’s work ability and performance. For those employees whose performance has been assessed as poor, the Group performs demotion or exchange of positions. If the assessment fails to meet the criteria, the Group would negotiate with the employees to terminate the labor contract and pay compensation according to the law.

本集團秉持按勞分配的薪酬管理原則搭建薪酬體系，合理支付薪酬。本集團注重保護僱員的合法權益，每年對全體僱員進行績效考核與評定，並依照每位僱員的工作能力、績效等因素安排調薪及晉升。對於考核連續不佳的僱員，本集團對其進行降職處理或調換崗位，如果考核仍未達標，本集團將與僱員協商解除勞動合同，並按法律規定支付補償金。

### 2.1.3 Employee Benefits 僱員福利

The Group complies with the Social Insurance Law of the People’s Republic of China, and for employees in formal labor relationships, we provide pension insurance, medical insurance, unemployment insurance, maternity insurance, work injury insurance and housing fund. Accommodation, night allowance, annual medical examination, the labor insurance supplies for employees who are in need of positions and other benefits will also be provided. We also ensure that the employee’s working hours are in line with the requirements of relevant laws and regulations. In accordance to the Labor Law of the People’s Republic of China, the employees can enjoy sick leave, casual leave, marriage leave, funeral leave, work-related injury leave, annual leave and statutory holidays, etc.

本集團遵照《中華人民共和國社會保險法》為具有正式勞動關係的僱員繳納養老保險、醫療保險、失業保險、生育保險、工傷保險及住房公積金，並提供食宿、夜班津貼、年度體檢及為因崗位有需求的僱員配發勞保用品等各項福利。同時我們亦保證僱員的工作時數符合相關法律法規要求。依據《中華人民共和國勞動法》，僱員享有病假、事假、婚假、喪假、工傷假、年假及法定節假日等休假權利。

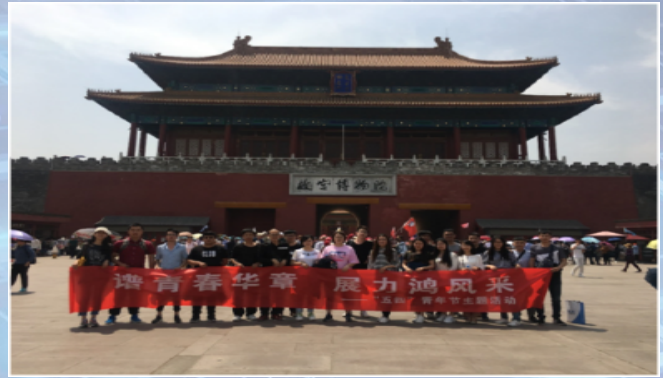
The Group pursues the concept of “people-oriented”, regularly organizes occupational health lectures and concerns about physical and mental health of all employees. The Group also organizes various cultural activities and sports competitions to enhance employees’ communication and team cohesion (as shown in the following pictures).

本集團奉行「以人為本」的理念，定期舉辦職業健康講座，關注僱員的身心健康，並且舉辦各類文體活動，增進僱員感情和團隊凝聚力（如下圖所示）。





Employee Quality Development Training  
僱員素質拓展培訓



Activity Held to Commemorate the "May 4th Youth Day"  
紀念「五四青年節」活動



Badminton Competition  
羽毛球比賽



Basketball Competition  
籃球友誼賽

## 2.2 Devote Every Effort • Safeguard Employees' Safety and Health 全力以赴 • 保障僱員平安健康

The Group regards employees as its most valuable asset. Over the years, we have been committed to creating a safe and healthy working environment for our employees. We have obtained the certificates of ISO 9001 Quality Management System, ISO 14001 Environmental Management System and OHSAS 18001 Occupational Health and Safety Management System (see the pictures below for details). And through a sound safety training mechanism, it is able to ensure that employees maintain their physical and mental health in every operation position. During the Reporting Period, we did not occur any death cases due to work accidents.

本集團視僱員為最寶貴的資產。多年來，我們致力於為僱員營造安全和健康的工作環境，已取得ISO 9001 質量管理體系，ISO 14001環境管理體系和OHSAS 18001職業健康安全管理体系的認證（詳見下圖），並通過完善的安全培訓機制，確保僱員在各業務領域的工作中保持身心健康。本年度內，我們未曾發生因工作事故而死亡的事件。





Certificate of ISO 9001:2015  
ISO 9001:2015認證證書



Certificate of ISO 14001:2015  
ISO 14001:2015認證證書



Certificate of GB/T28001-2011/  
OHSAS 18001:2007  
GB/T28001-2011/OHSAS 18001:2007  
認證證書

The Group continues to provide employees with a healthy and safe working environment, and actively promote occupational disease prevention and control. The Group complies with the Work Safety Law of the People's Republic of China that was last amended on August 31, 2014, the Law of the People's Republic of China on the Prevention and Control of Occupational Diseases, the Emergency Management Plan for Production Safety Accidents and other national laws and regulations and industrial guidelines of safety standardization. We have established a safety and occupational health management system, including the development of standard operating procedures and regular on-site safety inspections to protect employees' safe working environment. To ensure employee safety, the Group has set up occupational hazard warning signs in accordance with the *Warning Signs for Occupational Hazards in Workplace* (GBZ158) in conspicuous positions that may cause serious occupational hazards, to remind workers about the types, consequences and prevention of occupational hazards as well as accordingly emergency and rescue measures, etc. To mitigate the health and safety risk during sampling and testing processes, protective equipment would be provided to operating employees, such as helmet, mask, protective suit, glove, etc. (see pictures below for details).

本集團持續為僱員提供健康安全的工作環境並積極推進職業病防治的相關工作。本集團遵照於2014年8月31日最新修訂的《中華人民共和國安全生產法》、《中華人民共和國職業病防治法》、《生產安全事故應急預案管理辦法》等國家法律法規及行業安全標準化準則，建立安全和職業健康管理體系，其中包括制定標準的操作流程並定期進行現場工作安全檢查，保障僱員的安全工作環境。為確保僱員安全，本集團在可能產生嚴重職業危害作業崗位的顯著位置，按照《工作場所職業病危害警示標識》(GBZ158) 設置職業危害警示標識，告知產生職業危害的種類、後果、預防及應急救治措施等。為減低在採樣及試驗過程中的健康與安全之風險，防護裝備亦已提供給操作員工，如頭盔、口罩、保護服、手套等。

Each subsidiary of the Group has developed the training programs for laboratory operators according to the CNAS regulations. The programs mainly include testing methods, quality control



methods, chemical safety protection and rescue knowledge, etc. And the specific trainings about the principle, operation and maintenance of the instruments for the employees who need to operate the instrument are also included. We also plan emergency drills to enhance employees' safety awareness and increase their ability to handle emergency.

根據CNAS規定，本集團各附屬公司均已制定實驗室操作人員的培訓計劃，主要內容涵蓋檢測方法、質量控制方法、有關化學安全防護及救護知識等方面，並且針對需進行儀器操作的僱員進行儀器原理、操作和維護等方面的專門培訓。我們亦籌劃應急演習，務求提高僱員對安全問題的意識及緊急情況的處理能力。

### 2.3 Build up a Career with Attentiveness • Create a Development Platform以精立業 • 創造發展平臺

China Leon, based on absorbing the internationally advanced talent cultivation experience and combining with its own development features, has established an independent talent cultivation system as well as standard and effective training management policy.

中國力鴻通過吸收國際先進的人才培養經驗，結合自身發展特點，建立起自主化的人才培養體系和規範高效的培訓管理制度。

The Group has devised training schedule to provide different types of trainings to employees every year. The categories include work management, professional skills, general management, system training and safety training (see the pictures below for details). Through education and training, the Group can enable its employees to enhance their personal qualities, strengthen their working skills and reinforce the team performance. Moreover, employees can grow with the Group by realizing their own values on the basis of their personal interest and expertise.

集團每年會訂立培訓計劃表，提供不同種類培訓予員工，其分類涵蓋職能管理、專業技術、綜合管理、制度培訓及安全培訓等多方面（詳見下圖）。本集團可通過教育訓練，令員工提升個人素養，增長工作技能，增加團隊績效，而員工亦可在基於個人興趣與專長的基礎上實現自身價值，與集團的一同成長。

During the Reporting Period, we had 106 employees who held the “Certificate of Qualification for Proficiency Test of Practitioner at Institution of Import and Export Commodity Inspection and Survey” (which is a qualification license that permits the holder to perform quality testing and inspection on imported or exported commodities in China). The Group adheres to making best use of every employee's talents and giving full play to the professional advantages of professional talents, in order to improve the overall business performance, and further reflect the professional services of China Leon. For detailed data of 2018 trainings, please refer to “Performance” chapter of this Report.

於本年度內，我們擁有106名持有「進出口商品檢驗鑒定機構人員水準考試合格證書」（指允許持有人對在中國進出口的商品進行品質檢測及檢驗的資格證）的僱員。本集團堅持人盡其才，發揮專業人才的專業優勢，促使業務水準得到整體提升，進一步體現中國力鴻專業化的服務水準。有關2018年培訓詳情請參閱「績效表現」。



## [Internal Training]

〔内部培訓〕



## [External Training]

〔涉外培訓〕





### 3. Fulfill the Duty • Responsible Leon 盡職履責•擔當力鴻

Based on the principle of integrity and relying on technique and service during the business operation, the Group persists in the agreed technology standards and highest service standards. We require all employees to strictly obey various technical specifications and operation processes in the business activities. During the Reporting Period, we strictly abided by the Advertising Law of the People's Republic of China, the Trademark Law of the People's Republic of China and relevant laws and regulations relating to information safety, advertising, labelling and remedial methods of services we provided. We also developed related implementation rules in accordance with the actual situations of the Group. The Group prohibits the use of false information and misleading instructions in the service promotion. Moreover, we also focus on protecting the privacy of both our customers and us, and strictly protecting customers' personal information and data when serving customers.

What's more, the Group strictly abides by the Criminal Law of the People's Republic of China and relevant laws and regulations relating to bribery, extortion, fraud and money laundering. All our employees have signed the Integrity Agreement to ensure that they maintain a clean and self-disciplined work style and prevent the occurrence of any improper behavior. During the Reporting Period, the Group had no incidents involving any corruption of directors and employees of the Group.

本集團在業務營運中以誠信為本，以技術和服務為依託，信守雙方約定的技術標準及最高服務標準，要求所有僱員在業務活動中必須恪守本集團的各項技術規範和操作流程。於本年度內，我們嚴格遵守《中華人民共和國廣告法》、《中華人民共和國商標法》等有關提供服務的信息安全、廣告、標籤以及補救方法的相關法律法規，並結合本集團實際情況制定相關實施細則。本集團杜絕在服務宣傳過程中使用虛假資訊及誤導性說明。我們亦注重保護自身及客戶雙方的隱私，在服務客戶時嚴格保護其個人信息與資料。

此外，本集團嚴格遵守包括《中華人民共和國刑法》等有關防止賄賂、勒索、欺詐及洗黑錢的法律規例。我們的全體僱員已簽訂《廉潔協定》，以確保僱員保持廉潔自律的工作作風，防止任何不正當行為的發生。於本年度內，本集團無涉及任何本集團董事及僱員貪污的事件。

#### 3.1 Quality Identification 質量鑒定

The Group convinces that fair and justice business principles and industry-leading business capabilities are the main elements for maintaining long-term cooperation with customers. At present, we have gained the "Laboratory Accreditation Certificate" and "Testing Institution Accreditation Certificate" issued by CNAS, proving that our professional capability has reached the recognition of the internationally recognized testing and inspection institutions and authoritative standards. At the same time, we also set up standardized quality control and operating procedures to strictly control the quality of service.

本集團深信公平公正的經營原則與行業領先的業務能力是與客戶保持長期合作的主要要素。目前，我們已獲得CNAS頒發的「實驗室認可證書」及「檢查機構認可證書」，表明我們在專業能力方面已達到國際公認的檢測及檢驗機構及權威標準的認可。同時，我們亦設立標準化



的質量控制和操作程式，嚴格把控服務質量。

### 3.1.1 Quality Management System 質量管理體系

Based on the procedures and measures currently in place, the quality management system can be broadly divided into the following four major components:

根據當前落實的程式和措施，質量管理體系大致可分為以下四部分：

- Quality manual: which demonstrates our general policies and goals related to quality control and it is the framework document in the quality control system;
  - Program file: which stipulates the activities that affect quality and it is a supporting document for the quality manual;
  - Management/technology regulation: which is a guidance for the risk points and technical difficulties in the business;
  - Record forms: which record each step of our service process and enhance traceability of service process.
- 
- 質量手冊：涵蓋有關質量控制的一般政策及目標，為該體系的綱領性文件；
  - 程式檔：對影響質量的活動作出規定，是質量手冊的支撐性文件；
  - 管理/技術規範：針對業務中的風險點、技術難點梳理出的指導規範；
  - 記錄表格：記錄服務過程中的每個流程，加強服務過程的可追溯性。

### 3.1.2 Operational Procedures 操作程式

We have set strict operational procedures and protocols to ensure professionalism and reduce risks inherent in our service process. The specific standardized operation procedures and protocols are as follow:

為保證專業性並降低服務過程的固有風險，我們制定了嚴格的操作程式及規範，具體的標準化實施程式和規程如下：

- Traceability: we have developed an internal information system to trace every step of our service process, including on-site sampling, which is traditionally the most untraceable and unmanageable segment in a testing service. It requires that an identifiable and independent security code should be affixed to each of our coal samples immediately upon on-site collection. Meanwhile, we record the sample in our information system and use scanning devices to track their whereabouts.
- 可追溯性：我們通過開發內部資訊系統，追蹤服務程式中的每一步驟，包括現場採樣等傳統檢測服務中最難追蹤及管理的部分。規程要求煤炭樣品在現場採樣後，貼上可識別且獨立的保安代碼。與此同時，我們在資訊系統內記錄樣品，並使用掃描器跟蹤其下落。



#### **4. All Win Cooperation • Persistent Leon 合作共贏•長遠力鴻**

In terms of supplier management, the Group regularly communicates with suppliers on major safety and environmental issues. When choosing a new supplier, we give priority to the suppliers who have passed the relevant quality certifications, have obtained relevant production licenses and are environmentally friendly. During the Reporting Period, the number of qualified suppliers of the Group was 373.

在供應商管理方面，本集團定期與供應商就重大的安全、環保相關議題進行溝通。在選擇新供應商時，我們會優先選用已通過相關質量認證、已獲取相關生產許可證及環境友好的供應商。本報告期內，本集團合格供應商數量為399家。



## 5. Warm Companion • Loving Leon 溫暖同行•愛之力鴻

With the market's focus on corporate behaviour, the short-sighted behaviour of maximizing financial returns to shareholders is no longer the management goal of business. The Group stays proactive in fulfilling the responsibilities as a corporate citizen of the community.

隨著市場對企業行為的關注，追求最大財務績效以回饋股東此一短視行為已經不是業務管理的目標。本集團積極履行作為一家企業公民於社區的責任。

As a responsible corporation, the Group is committed to extending the efforts from own operation to the wider society. The Group believes that staff members are the core value makers in the society. The Group will continue to pool the strengths and commit itself in increasing community participation, balance of interests of stakeholders and strives to build a corporate-community relationship that promotes harmony, security and prosperity.

作為負責任的企業，本集團矢志在發展自身業務營運的同時，將更多精力投放於更為廣闊的社會當中。本集團相信員工是為社會創造價值的核心力量。本集團將繼續集眾人力量，增加社區參與，平衡持份者的利益，致力構建推動和諧、安全及繁榮的企業與社區關係。

Social care is deep-seated in the Group's corporate culture, employees are encouraged to participate in various charitable events and community service.

關懷社會的概念已深深植根於本集團的企業文化當中，本集團鼓勵僱員參與各類慈善活動及社區服務。



## 6. Performance 績效表現

The performance data<sup>1</sup> is from January 1, 2018 to December 31, 2018.

2018年1月1日至2018年12月31日的績效數據。

### Environmental-overall performance

### 環境－整體情況

#### Energy Consumption<sup>2</sup>

##### 耗用能源<sup>2</sup>

Fuel consumption <sup>3</sup> 燃油消耗 <sup>3</sup> (公升)	447,318.49
Fuel consumption intensity per employee (Litres/employee) 每位元僱員燃料消耗密度 (公升/人)	412.28
Electricity consumption (kWh) 耗電量 (千瓦時)	2,297,780.30
Electricity consumption intensity per employee (kWh/employee) 每位元僱員耗電密度 (千瓦時/人)	2,117.77
Water consumption (Cubic metres) 用水量 (立方米)	38,299.00
Water consumption intensity per employee (Cubic metres/employee) 每位元僱員用水密度 (立方米/人)	35.30

#### Greenhouse Gas Emission<sup>4</sup>

##### 溫室氣體總排放量

Scope 1 <sup>5</sup> (Direct emissions) (tCO <sub>2</sub> e) 範圍一 <sup>5</sup> (直接排放) (噸二氧化碳當量)	1,354.82
Scope 2 <sup>6</sup> (Indirect emissions) (tCO <sub>2</sub> e) 範圍二 <sup>6</sup> (間接排放) (噸二氧化碳當量)	1,803.76
Total amount of greenhouse gas emissions (tCO <sub>2</sub> e) 溫室氣體總排放量 (噸二氧化碳當量)	3,158.58
Greenhouse gas emissions intensity per employee (tCO <sub>2</sub> e/employee) 每位元僱員溫室氣體總排放密度 (噸二氧化碳當量/人)	2.91

#### Air Pollutant Emissions<sup>7</sup>

##### 大氣污染物排放<sup>7</sup>

Sulfur dioxide (Kilograms) 二氧化硫 (千克)	7.00
Nitrogen oxide (Kilograms) 氮氧化物 (千克)	15,275.78
Particulate matter (Kilograms) 懸浮粒子 (千克)	594.17



## Hazardous Waste

### 有害廢棄物

Total amount of hazardous waste (Kilograms)	90.50
有害廢棄物總排放量 ( 千克 )	
Hazardous waste intensity per employee (Kilograms/employee)	0.08
每位僱員有害廢棄物總排放密度 ( 千克/人 )	

## Non-hazardous Waste

### 無害廢棄物

Total amount of non-hazardous waste – Domestic waste (Tonnes)	168.84
無害廢棄物總排放量 - 生活垃圾 ( 噸 )	
Non-hazardous waste emission intensity per employee (Tonnes/employee)	0.16
每位僱員無害廢棄物排放量密度 ( 噸/人 )	

1. The Group uses operational control methods to determine organizational boundaries, including the subsidiaries controlled by the Group.
2. This scope of calculation is consistent with the scope of this Report.
3. Fuel consumption comes from the Group's owned vehicle fuel consumption, including petrol and diesel.
4. The calculation method of greenhouse gas emissions list and the calculation of related emissions coefficient are based on the *GHG Emission Accounting Methodology and Reporting Guidelines* issued by the General Office of the National Development and Reform Commission and the *Guidelines for Accounting and Reporting Greenhouse Gas Emissions of Public Building Operating Enterprises*.
5. The Group's Scope 1 emissions mainly come from vehicle emissions.
6. The Group's Scope 2 emissions mainly come from electricity use emissions.
7. The scope of this calculation is the total amount of air pollutants caused by the use of vehicles by the Group's subsidiaries in 2018. The calculation method of air pollutants emissions list and the calculation of related emission coefficient are based on the *Technical Guidelines for the Preparation of Road Vehicle Emission Inventory (Trial)* issued by the Ministry of Environmental Protection of the People's Republic of China.

1. 本集團採用運營控制方法訂立組織邊界，當中包括本集團擁有控制權的附屬公司。
2. 此計算範圍與本報告範圍一致。涵蓋本年度耗用能源的總和。
3. 燃油消耗來自於本集團擁有的車輛燃油消耗，包括汽油和柴油。
4. 此溫室氣體排放清單的計算方法及相關排放系數計算乃根據國家發展改革委辦公廳印發的溫室氣體排放核算方法與報告指南之《公共建築運營企業溫室氣體排放核算方法和報告指南》。
5. 本集團範圍一排放主要來自車輛排放。
6. 本集團範圍二排放主要來自電力使用排放。
7. 此計算範圍為本集團旗下附屬公司二零一八年度公司用車而導致的大氣污染物排放總量。此大氣污染物排放的計算方法及相關排放系數計算乃根據中華人民共和國環境保護部發佈的《道路機動車排放清單編製技術指南（試行）》所制訂。



## HKEx ESG Reporting Guide Index 聯交所《環境、社會及管治報告指引》索引

General Disclosures and KPIs 一般披露及關鍵績效指標	Description 描述	Disclosure Location 本報告有關章節或其他說明	Relevant Page(s) 相關頁碼
<b>Environmental 環境範疇</b>			
<b>Aspect A1: Emissions 層面A1：排放物</b>			
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 air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste.  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：  (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	1.1	7-9
KPI A1.1	The types of emissions and respective emissions data.  排放物種類及相關排放資料	6	21-22
KPI A1.2	Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).  溫室氣體總排放量（以噸計算）及（如適用）密度（如以每產量單位、每項設施計算）	6	21-22
KPI A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).  所產生有害廢棄物總量（以噸計算）及（如適用）密度（如以每產量單位、每項設施計算）	6	21-22



KPI A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量（以噸計算）及（如適用）密度（如以每產量單位、每項設施計算）	6	21-22
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	1.1	7-9
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	1.1	7-9
<b>Aspect A2: Use of Resources</b> 層面A2：資源使用			
General Disclosure 一般披露	Policies on the 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	1.2	9-10
KPI A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility). 按類型劃分的直接及／或間接能源（如電、氣或油）總耗量（以千個千瓦時計算）及密度（如以每產量單位、每項設施計算）	6	21-22
KPI A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度（如以每產量單位、每項設施計算）	6	21-22
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	1.2	9-10
KPI A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, 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	1.2	9-10
KPI A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量（以噸計算）及（如適用）每生產單位佔量	Not applicable 不適用	
<b>Aspect A3: Environment and Natural Resources</b> 層面A3：環境及天然資源			
General Disclosure 一般披露	Policies on minimizing 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	1.1	7-9
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the 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	1.1	7-9



Social 社會範疇			
Employment and Labour Practices 僱傭及勞工常規			
<b>Aspect B1: Employment</b> 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, antidiscrimination, 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	2.1	11-13
<b>Aspect B2: Health and Safety</b> 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	2.2	13-15
<b>Aspect B3: Development and Training</b> 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	2.3	15-16
<b>Aspect B4: Labour Standards</b> 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	2.1	11-13



Operating Practices 營運慣例			
<b>Aspect B5: Supply Chain Management</b> 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	2.2, 4	13-15, 19
<b>Aspect B6: Product Responsibility</b> 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	3.1	17-18
<b>Aspect B7: Anti-corruption</b> 層面B7：反貪污			
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 bribery, extortion, fraud and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的： (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	3	17-18
<b>Aspect B8: Community</b> 層面B8：社區			
General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來瞭解營運所在社區需要和確保其業務活動會考慮社區利益的政策	5	20





**CHINA LEON INSPECTION HOLDING LIMITED**

**中国力鸿检验控股有限公司**