

# QPL International Holdings Limited

(Stock Code 股份代號 : 00243)

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

**2019** 環境、社會及管治報告



# CONTENTS 目錄

2	Overview 概覽
2	Vision 願景
3	Management and Approach 管理及方法
3	Environmental Aspects 環境方面
10	Social Employment and Labour Practices 社會僱傭及勞工實踐
16	Operating Practices and Social Investment 營運常規及社會投入
19	Content Index of ESG Guide 環境、社會及管治指引內容索引

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### OVERVIEW

QPL International Holdings Limited and its subsidiaries (collectively the “Group”) reviewed and identified material environmental and social issues related to our business in accordance with Appendix 27 – Environmental, Social and Governance Reporting Guide (the “ESG Guide”) to the Rules Governing the Listing of Securities on the Main Board of the Stock Exchange of Hong Kong Limited. These issues and aspects have a significant impact and are relevant to the Group’s ongoing operation and stakeholders. Key performance indicators (“KPIs”) on environmental and social issues and aspects were established to allow the management to regularly monitor and review their development and results in line with our corporate strategy and policies and this report provides and updates on these issues for the year ended 30 April 2019.

### REPORTING PERIOD AND SCOPE

The Group has been listed on the Stock Exchange since 1989 and is principally engaged in the manufacture and sales of integrated circuit leadframes, heatsinks, stiffeners and related products, investing holding and money lending. The scope of this Environmental, Social and Governance (“ESG”) report includes data and activities of the Group’s head office located in Hong Kong and its main manufacturing plant located in Dongguan, the PRC, with sales offices distributed throughout the United States and the Asia Pacific region for the year ended 30 April 2019 (the “Reporting Period”).

As recommended by the ESG Guide, the Group only prepares and reports on the environmental and social areas, aspects and KPIs which the management considers to be material.

### VISION

The Group envisions to be a global leader in integrated circuit leadframes products through commitment to high quality manufacturing standards and providing custom-made products with reliable customer service, whilst providing solid returns to our investors and business partners and an equitable, healthy and safe working environment to all employees, and contributing to the sustainable development of the local community and global environment.

### 概覽

QPL International Holdings Limited 及其附屬公司（統稱為「本集團」）根據香港聯合交易所有限公司主板證券上市規則附錄二十七—環境、社會及管治報告指引（「環境、社會及管治指引」）審閱及識別有關我們業務的重大環境及社會事件。該等事件及方面具有重大影響及與本集團的持續經營及持份者有關。已制定有關環境及社會事件及方面的關鍵績效指標（「關鍵績效指標」），可令管理層定期監督及檢討其發展及結果，以與本集團的策略及政策一致，而本報告提供截至二零一九年四月三十日止年度有關該等事件的最新情況。

### 報告期間及範圍

本集團自一九八九年起於聯交所上市，主要從事製造及銷售集成電路引線框、散熱片、加強桿及相關產品、投資控股及借貸業務。本環境、社會及管治（「環境、社會及管治」）報告的範圍包括截至二零一九年四月三十日止年度（「報告期間」）本集團位於香港之總部及位於中國東莞之主要生產廠房，以及遍佈美國及亞太地區之銷售辦事處之數據及工作。

按環境、社會及管治指引所建議，本集團僅編製並報告有關管理層認為屬重大的環境及社會領域、方面及關鍵績效指標。

### 願景

本集團憧憬成為全球領先的集成電路引線框產品供應商，致力維持高質素的生產標準，提供定制產品及可靠的客戶服務，與此同時為投資者及業務夥伴帶來穩健的回報，並為所有僱員提供公平、健康及安全的工作環境以及促進當地社區及全球環境的可持續發展。

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

### MANAGEMENT AND APPROACH

The board of directors of the Company (the “Board”) is responsible for the formulation of and has approved its updated corporate strategies and policies incorporating all the related environmental and social issues listed in the aspects and areas in the ESG Guide and has delegated the Group’s Chairman and Chief Executive (as “CEO”) to have the overall responsibility to implement these accordingly and to develop KPIs wherever appropriate and necessary for future reference, continuing actions and improvements. Through the Group’s management and reporting organization structure, all the divisions’ general managers and senior officers are obligated to report and to support the Chairman and CEO on executing the approved strategies and policies. The human resources manager reporting directly to the CEO, is specifically assigned the responsibility of implementing and monitoring the environmental and social systems established to ensure the Group’s compliance with its responsibilities and obligations as required by the ESG Guide and the laws and related regulations of Hong Kong and the PRC and other countries in which the Group operates.

### ENVIRONMENTAL ASPECTS

The Group has a responsibility both to the environment as well as to sustainable development. As primarily a producer of integrated circuit leadframes, we produce both hazardous and non-hazardous wastes, gases and emissions during the process, and thus recognize the importance of environmental protection and we continuously comply with all applicable international, national, local laws and regulations as well as the specific guides in the industry with the ultimate goal of “Zero Pollution”. The Group has implemented policies and taken measures to ensure its business and operation is energy, water and resources efficient, minimizing the emission of wastes, controlling and reducing the negative impacts of wastes on the environment. It has established a comprehensive environmental management system involving stringent periodic reviews and continuous improvements including improving employees’ environmental awareness and technical skills, and strengthening environmental protection through co-operation with suppliers, contractors and other business partners. The Group has been awarded the following certificates in relation to environmental control and management:

- (i) Environmental Management System – ISO14001:2015, valid till 1 January 2021;
- (ii) Hazardous Substances Process Management – IEC HSPM QC080000, valid till 14 September 2019; and

### 管理及方法

本公司董事會（「董事會」）負責制定並已通過其最新結合列示於環境、社會及管治指引層面及範圍的所有相關環境及社會事宜之企業策略及政策，並已授予本集團主席及行政總裁（「行政總裁」）全面負責實施該等策略及政策以及制定對日後作參照、持續行動及改進而言屬合適及必要的關鍵績效指標。根據本集團的管理及報告組織架構，所有部門總經理及高級職員須向主席及行政總裁匯報並提供支援，以執行該等獲通過之策略及政策。人力資源經理會被特別指定負責執行及監督已建立之環境及社會制度並直接向行政總裁匯報，以確保本集團遵照香港、中國以及本集團經營所在地的其他國家的法律法規，妥善履行環境、社會及管治指引所規定的責任及義務。

### 環境方面

本集團對環境及可持續發展負有責任。作為主要從專生產集成電路引線框的製造商，我們於製造過程中產生有害及無害廢物、氣體及排放物，因此我們認識到環境保護的重要性，並持續遵守所有適用的國際、國內及地方法律法規以及行業的特定指引，以「零污染」作為最終目標。本集團已實施政策及採取措施，以確保其業務及營運有效利用能源、水及資源，盡量減少廢物排放，控制及減少廢物對環境的負面影響。本集團已建立全面環境管理體系以進行嚴格定期檢討及持續改進，包括提高僱員的環保意識及技能以及透過與供應商、承包商及其他業務夥伴合作加強環境保護。本集團已就環境控制及管理獲授以下證書：

- (i) 環境管理體系 – ISO14001:2015，有效期至二零二一年一月一日止；
- (ii) 危害物質過程管理 – IEC HSPM QC080000，有效期至二零一九年九月十四日止；及

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

(iii) Quality Management System – IATF16949:2016, valid till 25 April 2021; and ISO9001:2015, valid till 22 July 2021.

For the Reporting Period, our operations in Hong Kong or the PRC did not have any record of any penalty or warning related to air, water or waste pollution and discharges from any environmental department or alerts from any environmental agencies.

### EMISSIONS

As we mainly produce leadframes, heatsinks, stiffeners and related products for integrated circuit leadframes for global semi-conductor enterprises, different stages of the production process produce different types of emissions or wastes:

- Raw Material Cleaning – acidic and alkaline waste water; exhaust gas and alkaline gases emissions;
- Etching – acidic and alkaline waste water; etching fluid, hydrochloric acid mist, phosphoric acid mist, exhaust gas and alkaline gases emissions; and
- Plating – acidic and alkaline waste water and cyanide waste water; exhaust gas, acidic mist, alkaline gas and cyanide gases emissions.

The Group fully understands and is aware of its manufacturing processes producing polluted, hazardous and/or non-hazardous wastes, gases and/or emissions, which, if not managed stringently and correctly, could have significant impacts on the health and safety of employees, local residents, plants and animals, and the surrounding environment. The Group has therefore invested substantially in its environmental pollution control system(s) and related equipment amounting to RMB11.20 million and RMB5.05 million for years ended 30 April 2018 and 2019 respectively, and has implemented strict rules, regulations and measures, and undertaken continuous monitoring and management to ensure that all hazardous and/or non-hazardous wastes, gases and/or emissions are managed at all times and in full compliance with the local, national and international laws and regulations as well as industry standards.

(iii) 質量管理體系 – IATF16949:2016，有效期至二零二一年四月二十五日止；及 ISO9001:2015，有效期至二零二一年七月二十二日止。

於報告期間，我們於香港或中國的運營並無收到任何環保部門有關空氣、水或廢物污染及排放的任何處罰或警告記錄，或任何環保機構的警告。

### 廢氣

由於我們主要為全球半導體企業生產集成電路引線框、散熱器、加強桿及相關產品，於生產過程不同階段中產生不同類型的排放物或廢物：

- 原材料清洗 – 酸鹼性廢水；廢氣及鹼性氣體排放；
- 蝕刻 – 酸鹼性廢水；蝕刻液、鹽酸酸霧、磷酸霧、廢氣及鹼性氣體排放；及
- 鍍層 – 酸鹼性廢水及含氰廢水；廢氣、酸霧、鹼性氣體及氰化氫排放。

本集團全面瞭解及知悉，倘未能嚴格及妥善管理其生產過程，將會產生對僱員、當地居民、動植物的健康及安全以及周邊環境造成重大影響的污染、有害及／或無害廢物、氣體及／或排放物。因此，本集團已於截至二零一八年及二零一九年四月三十日止年度投資巨額購置環境污染控制系統及相關設備，投資金額分別達人民幣11,200,000元及人民幣5,050,000元，並已實行嚴格的規則、規章及措施，進行持續監控及管理，以確保所有有害及／或無害廢物、氣體及／或排放物始終得到控制及完全符合當地、國內及國際法律法規以及行業標準。

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

Major polluting hazardous and non-hazardous wastes, gases and/or emissions are summarized below:

**Waste Water:** During the processing of raw material and its cleaning, etching, plating, pre-treatment and post-treatment, our manufacturing plant produces four types of waste water including (i) acidic, (ii) alkaline, (iii) cyanide waste water, which are hazardous, and (iv) the general domestic waste water, which is generally non-hazardous. The etching waste water is collected through pipes into specialized containers for treatment, and thereafter the treated water is reused. The plating waste water passes through three rinsing pools: in the first and second rinsing pools, the plating waste water contains relatively high concentrations of pollutants, which are then channelled through a polluted water treatment station process. Once it reaches the third rinsing pool it will already be relatively low in pollutants, at which stage it will be piped to a recycling pool for treatment and then reused in production.

- a. High acidic and alkaline waste water with pH levels below 1 and pH levels of 14 or above respectively – they will be separately collected in respective acidic/alkaline waste water tanks, and will be pumped back under meter control to the acidic and alkaline adjusting tank for dilution purposes.
- b. Cyanide waste water – due to its poisonous nature, the high and low concentration cyanide waste water is collected in an adjusting pool from where it is pumped to first and second cyanide cracking reaction tank by adding limestone to control the pH. At the same time sodium hypochlorite oxidizer is added to crack the cyanide, and thereafter the treated waste water is sent to the central treatment station for final treatment to the required standard, before being released to the public drainage system.
- c. Low acidic and alkaline waste water – the manufacturing process produces substantial amounts of low acidic and alkaline waste water, which is collected, mixed and neutralized in the acid and alkaline adjusting pool, after which it is sent to the central treatment station either for reuse or further treatment.
- d. Domestic waste water – this is first pumped to three graded septic tanks for initial treatment and an oil filtering pool for oil filtering respectively, before draining to the central station for final treatment and releasing to the public drainage system.

造成污染的主要有害及無害廢物、氣體及／或排放物概述如下：

**廢水：**於原材料處理及清洗、蝕刻、鍍層、前處理及後處理過程中，生產廠房將產生四類廢水，包括(i)酸性、(ii)鹼性、(iii)含氰廢水（三類有害廢水），及(iv)通常無害的一般生活廢水。蝕刻廢水將通過管道導入專業容器集中處理，其後經過處理的水會被再利用。鍍層廢水將通過3個沖洗池，鍍層廢水於第一及第二個沖洗池中含有較高濃度的污染物，其後將通過管道導入污水處理站處理，而於第三個沖洗池的鍍層廢水將含有較少的污染物，並將通過管道導入回收池處理，其後在生產中再利用。

- a. PH值低於1及PH值為14或以上的高酸鹼性廢水—其將被分別收集於酸性／鹼性廢水池中，並在儀表的控制下被泵回酸性及鹼性調節池以供稀釋。
- b. 含氰廢水—由於具有毒性，高濃度及低濃度的含氰廢水將被收集到調節池，其後會被輸送至第一及第二個氰化物裂化反應池，並加入鹼液以控制PH值，同時加入次氯酸鈉氧化劑以裂解氰化物，其後經過處理的廢水將被輸送至集中處理站進行最後處理，直至達到規定標準方可從公共排水系統排出。
- c. 低酸鹼性廢水—生產過程產生大量低酸鹼性廢水，該等廢水會經於酸鹼調節池中收集、混合及中和處理後，排往集中處理站以供再利用或進一步處理。
- d. 生活廢水—該等廢水於排往集中站進行最後處理及從公共排水系統排出前，將先被分別輸送至三個分級化糞池進行初步處理及濾油池進行濾油處理。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

**Waste Gases:** Both our manufacturing facility and staff quarters may produce hazardous and non-hazardous waste gases:

- a. **Manufacturing:** The etching and plating process produces acidic hydrogen chloride and sulfuric acid gases emissions and alkaline ammonia gas emissions. The Cyanide plating process produces hydrogen cyanide which contains cyanide gas, and the lamination process produces organic total volatile organic compound (TVOC) gas emissions. The manufacturing plant now has 2, 4 and 4 gases emission cylinder pipes for hydrogen cyanide, acidic and alkaline gases emissions respectively. Green House Gas – carbon dioxide (CO<sub>2</sub>) has been produced directly and indirectly through the use of diesel and electricity respectively.
- b. **Staff Quarters:** oily smoke will be generated from cooking and CO<sub>2</sub> will be indirectly generated from the use of electricity for daily operation and living purposes.

The Group has introduced different handling methods to manage and reduce gas emissions by installing and putting in place different types of equipment and processes. The water absorption method is used for acidic and alkaline gases emissions involving spray towers to cleanse them. For hydrogen cyanide gases emissions, the alkaline absorption method is used with sodium hydroxide or sodium carbonate solution by installing packed spray towers to dissolve and cleanse them. For oily mist, filtering pumps are used to filter the oil. After filtering and cleansing, the treated gases must satisfy the <Plating Pollutants Emission Standard> (21900-2008) before emitting through twelve 25-meter high discharge tubes.

**Solid Wastes:** The manufacturing processes produce various wastes including hydraulic oil, cutting fluid, acid cotton core, light bulbs, clothes, gloves, empty containers, film slag, etching fluid, waste water treatment sludge, copper concentrate liquid, circuit boards and frame materials. These wastes are collected, handled and treated by licensed environmental treatment or waste recycling companies. During the Reporting Period, the Group produced non-hazardous waste during operation and weighed 80 tonnes, with an intensity of 0.28 tonnes per million revenues in Hong Kong Dollar.

**Noise Pollution:** Noise pollution is produced from the operation of machines and diesel generators, cooling systems, cold water and high pressure pumps, cold water towers, ventilation fans, forging machines, tableting machines, forming machine, loaders and cars.

**廢氣:** 生產設施及員工宿舍可能產生有害或無害的廢氣:

- a. 生產過程中: 蝕刻及電鍍過程中產生氯化氫、硫酸廢氣及鹼性氨氣排放。氰化物電鍍過程中產生含有氰化物氣體的氰化氫, 及層壓過程中產生有機總揮發性有機物 (TVOC) 氣體排放。目前, 生產廠房分別有2條、4條及4條氣缸管, 分別用於排放氯化氫、酸性及鹼性廢氣。溫室氣體—二氧化碳(CO<sub>2</sub>)分別因使用柴油及電氣過程中直接及間接產生。
- b. 員工宿舍: 油煙產生於烹飪活動及二氧化碳於日常營運及生活用電中間接產生。

本集團通過安裝及採用不同設備及程序, 引入不同處理方式以管理及減少氣體排放。就酸鹼性廢氣而言, 我們將通過填料噴淋塔及其相關的水吸收法清洗該等廢氣。就氰化氫廢氣排放而言, 我們將通過安裝填料噴淋塔以氫氧化鈉及碳酸鈉溶液採用鹼吸收法溶解及清洗該等廢氣。就油煙而言, 我們將採用過濾器進行濾油處理。於過濾及清洗後, 經處理後的氣體須符合《電鍍污染物排放標準》(21900-2008)方可通過12條25米高的排放管排出。

**固體廢物:** 生產過程將產生各種廢物, 包括液壓油、切削液、酸棉芯、燈泡、布條、手套、空容器、膜渣、蝕刻液、廢水處理污泥、銅濃液、電路板及框架材料等廢物。該等廢物由持牌環境治理或廢物回收公司收集、處理及處置。報告期內, 本集團於營運期間產生無害廢物80噸, 密度為每百萬港元收益0.28噸。

**噪音污染:** 噪音污染產生自機器及柴油發動機、冷卻系統、冷水及高壓泵、冷卻塔、通風扇、鍛壓機、壓片機、成型機、裝載機及汽車等的操作。

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

The Group has the prime objective of reducing, recycling and reusing (as “3R”) and has established the KPIs for “Electricity, Water, Solid Waste and Gas Emissions” including CO<sub>2</sub> for the management to routinely monitor accordingly. At all times the Group aims to reduce the toxicity and volume of gas emissions, polluted water and solid waste generation through various chemical and physical treatment processes. We will continue to design and operate manufacturing processes and to install the latest systems and equipment to achieve this aim. During the Reporting Period, the Group complied with all the local, national and international environmental rules, regulations and laws, and industry standards on gases, water and solid emissions and discharges. There was no fine or warning received.

Our main emissions during our normal course of business and operation are indirect greenhouse gases, primarily CO<sub>2</sub> from energy consumption. We have introduced the KPI of “CO<sub>2</sub> Emission”.

In the year ended 30 April 2019, our Group indirectly and directly via the use of electricity and diesel, generated 16,079.01 tonnes of greenhouse gases namely CO<sub>2</sub> emissions, with an intensity of 56.81 tonnes CO<sub>2</sub> emissions per million revenues in Hong Kong Dollar. Comparing with the previous reporting period ended 30 April 2018 of 19,791.34 tonnes, this was a 3,712.33 tonnes decrease in greenhouse gases namely CO<sub>2</sub> emissions. The main reason for such an achievement was due to successful implementation of energy saving measures introduced since 2017. For the year ended 30 April 2019, the Group produced chemical waste during operation weighing 3,620 kg, with an intensity of 12.79 kg per million revenues in Hong Kong Dollar.

### USE OF RESOURCES

The Group is committed to saving energy, water and resources and promoting the sustainable development of its activities both to reduce production and operational costs and also to assist with the sustainable development of our natural world and environment. We are acutely aware that as an integrated circuit leadframes products manufacturer, we use substantial amounts of various resources including electricity and diesel for power generation; water for cleansing and cooling; raw materials for production including but not limited to metals namely lead frames, copper, iron, chemicals (namely hydrochloric acid, iron oxide, sodium hydroxide, ammonium persulfate, sulfuric acid, etc.), and plastic bags and carton boxes for products packaging. In our administrative and sales offices, we use printing paper and inks and other consumables.

本集團以減少、再利用及回收（「3R」）作為主要目標並就「電氣、水、固體廢物及氣體排放」（包括二氧化碳）設立關鍵績效指標以便管理層據此定期監察。本集團一直致力於透過各種化學及物理處理方法減少所產生的氣體排放、污染水體及固體廢物的毒性及數量。我們將繼續設計及經營生產過程及安裝最新系統及設備以達致此目標。於報告期內，本集團已遵守有關氣體、水及固體排出及排放的地方、國家及國際環境法則、法規及法律以及行業標準。本集團並無收到罰款或警告。

我們於一般業務過程及經營中產生的主要排放為間接溫室氣體，主要為從能源消耗所產生的二氧化碳。我們已推出「二氧化碳排放」關鍵績效指標。

截至二零一九年四月三十日止年度，本集團透過使用電氣及柴油間接及直接產生溫室氣體（即二氧化碳排放）為16,079.01噸，密度為每百萬港元收益56.81噸二氧化碳排放。溫室氣體（即二氧化碳）較截至二零一八年四月三十日止過往報告期間的19,791.34噸減少3,712.33噸。有關成果主要歸功於自二零一七年以來成功實施之節能措施。截至二零一九年四月三十日止年度，本集團於營運期間產生化學廢物3,620千克，密度為每百萬港元收益12.79千克。

### 資源使用

本集團致力於節省能源，水及資源並促進減少生產及營運成本活動的可持續發展，亦協助自然世界及環境的可持續發展。我們清楚意識到，作為集成電路引線框產品生產商，我們使用大量各種資源，包括電力及發電所使用的柴油；用於清洗及冷卻的水資源；用於生產的原材料，包括但不限於引線框、銅、鐵等金屬、化學製品（即鹽酸、鐵氧化物、氫氧化鈉、過硫酸銨、硫磺酸等），及用於產品包裝的塑料袋及紙箱。我們之行政及銷售辦公室消耗印刷紙及墨水以及其他消耗品。



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

We constantly research and upgrade our manufacturing and production processes to ensure the most environmentally friendly and efficient use of resources, whilst at the same time implementing clear guidelines and measures including a 3R principal based environmental policy to our employees encouraging and ensuring that they “reduce, reuse and recycle” in their daily operations.

In our manufacturing and office operation, the Group has implemented the following to save electricity, fresh water, paper and specified metals and chemicals consumption:

- Electricity and diesel – strengthen the electricity usage management on air-conditioning and compressors; regular maintenance to prevent leakage of cooling and compressed air; wrapping insulation on air-conditioning pipes; installing separation doors for different types of working areas; adjusting and fixing the air temperature to a reasonable level; optimal arrangement of production processes, and upgrading of more energy efficient production equipment.
- Water – installing meters to monitor water consumption on a regular basis, and adjusting whenever necessary; constantly maintaining the production equipment to prevent leakage or any other wastes.
- Paper – promoting automation and paperless office such as storage of documents in electronic version, communication via emails and messages; printing on both sides of paper, and use of recycled paper.
- Metals and chemicals – constantly researching and introducing improved technology and processes for production to save the consumption of the specified metals and chemicals.

To allow the management to monitor the progress of the implemented policies and measures, the Group has established and maintained the “Electricity, Diesel, Water, Specified Minerals and Metals Consumption Record” as a KPI.

我們持續研究及升級製造及生產程序以確保更環保及有效利用資源，與此同時我們實施清晰的指引及措施，包括向員工推行以3R原則為導向的環保政策，鼓勵及確保於日常營運中履行「減少、再利用及回收」原則。

本集團已於製造及辦公營運過程中實施以下措施，以節約電力、淡水、紙張以及特定金屬及化學製品的消耗：

- 電力及柴油－加強空調及壓縮機用電管理；定期維護以防止冷卻及壓縮空氣洩漏；包裹以隔絕空調管道；為不同類型的工作區域安裝隔離門；調節及固定室溫於合理水平；優化安排生產過程及升級更節能的生產設備。
- 水資源－安裝儀表以定期監測耗水量及於必要時作出調整；定期維護生產設備以防止洩漏或任何其他浪費。
- 紙張－促進自動化及無紙化辦公，如以電子版存儲文件、透過電子郵件及訊息溝通；紙張雙面打印及紙張回收利用。
- 金屬及化學製品－持續研究及引進更好的技術及生產流程以減少特定金屬及化學製品的消耗。

為使管理層能監控已實施政策及措施的進展，本集團已建立及維持「電力、柴油、水、特定礦產及金屬消耗量記錄」，作為關鍵績效指標。

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

During the Reporting Period, the Group consumed an aggregate of 19,121,254 kWh of electricity. This was 667,532 kWh or 3.73% less in aggregate than in 2018 (2018: 19,788,786 kWh) which is in line with the decrease in overall business turnover between 2019 and 2018. For diesel, we consumed 30,704 litres in the year ended 30 April 2019 which was an increase of 29.6% compared with 2018 of 23,685 litres. For water, we consumed an aggregate of 1,067,125 litres which was 4.36% less in aggregate than in 2018 (2018: 1,115,718 litres).

本集團於報告期間合共消耗19,121,254千瓦時電力，較二零一八年合共減少667,532千瓦時或3.73%（二零一八年：19,788,786千瓦時），此減少與整體業務營業額於二零一九年較二零一八年減少保持一致。於柴油方面，我們於截至二零一九年四月三十日止年度內消耗30,704升，較二零一八年的23,685升增加29.6%。於用水方面，我們合共消耗1,067,125升，較二零一八年合共減少4.36%（二零一八年：1,115,718升）。

Resources	資源	Consumption Quantity 消耗量	Intensity Consumption/ Million revenues in HKD 密度消耗／百萬港元收益
Electricity consumption	電力消耗	19,121,254 kWh 千瓦時	67,566
Diesel consumption	柴油消耗	30,704 litres 升	108
Water consumption	水力消耗	1,067,125 litres 升	3,771

The reductions in the use of resource demonstrated that the Group's proactive approach has benefited immensely and we will continue to implement energy saving measures and improve overall energy productivity per employee.

資源使用量下降表示本集團積極進取之方針取得非常大的成效，而我們將會繼續實行節能措施及提升每名僱員的整體能源效率。

### THE ENVIRONMENT AND NATURAL RESOURCES

The Group's business and operations consume large amounts of various natural resources including metals, chemicals, electricity, diesel and water. We are, however, committed to being environmentally friendly and responsible and have both constantly researched and implemented the latest manufacturing processes and treatment technologies. We are also committed to training our employees in the adopted policies and procedures in line with the internationally recognized "3R" principles and practices which aim to extract maximum practical benefits from products use while generating the minimum amount of wastes:

- Reduce: reduce waste materials
- Reuse: reuse waste materials without processing
- Recycle: recycle and reuse materials as resources

### 環境及天然資源

本集團所從事的業務及營運需消耗大量各種天然資源，包括金屬、化學品、電力、柴油及水。然而，我們致力推行環保及履行責任，並一直研究及實施最新製造工藝及處理技術。我們亦致力根據國際公認的「3R」原則及常規，於所採用政策及程序方面培訓僱員，藉以在產生最少廢物的同時可從產品中獲得最大實際利益：

- 減少：減少廢物
- 重複使用：在毋須處理情況下重複使用廢物
- 循環利用：循環利用及重複使用材料資源

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

Constantly reviewing and implementing these practices and directing our employees on the importance of “green practices” not only preserve natural resources but also provide cost savings for the Group. Along with the various technologies and practices adopted in our manufacturing operations, in our offices we have policies on reducing use of electricity through turning off lights, computers and air-conditioning and also encouraging the regular maintenance and prolonged use of our computers, printers, fax machines, photocopiers, and other common office equipment to reduce the frequency of replacement.

During the reporting period up to 30 April 2019, we were not made aware of nor did our KPIs monitor and measure any wasteful use of resources out of line with our normal operations.

### SOCIAL EMPLOYMENT AND LABOUR PRACTICES

The Group’s business development and growth relies heavily on the skills, passion and commitment of its employees and we see our employees as our most valuable asset. We are committed to complying with all the laws, rules and regulations on the employment arrangements including the Labour Laws of the PRC and the Employment Ordinance of the Hong Kong, and have totally forbidden the recruitment of child labour and forced labour.

The Group is also committed to providing equal opportunities to all employees on recruitment, promotion, compensation and benefits, and to establishing a happy, harmonious, safe and healthy working environment for all employees. The Group strives to strengthen its human resources management with employee oriented policies to encourage motivation and innovation and to protect the interests and legal rights of the employees, and ultimately to achieve a positive, constructive and harmonious relationship with its employees.

### EMPLOYMENT

The Group recognizes our employees are a key stakeholder and contributor to our business and its growth, and we are committed to providing our staff with a satisfying, safe and equitable workplace where our staff and our company can grow together. The Group strictly complies with the relevant laws and regulations as stipulated in the Employment Ordinance of the Hong Kong and Labour Law of the PRC (“中華人民共和國勞動法”). The recruitment of child labour and forced labour is totally forbidden.

「在綠色踐行」方面不斷檢討及實施該等常規及為僱員提供指示，不但可保護天然資源，亦為本集團節省成本。隨著在我們的製造業務中採用各類技術及常規，我們於辦公室中制定政策，通過關燈、關電腦及關空調來減少用電，並鼓勵定期維護及延續使用我們的電腦、打印機、傳真機、影印機及其他常用辦公設備以降低更換頻率。

於截至二零一九年四月三十日止之報告期間內，我們並不知悉且關鍵績效指標亦無檢測出任何未能符合我們的正常營運濫用資源之情形。

### 社會僱傭及勞工實踐

本集團的業務發展及增長在很大程度上依賴員工的技能、積極性及承擔，並將員工視為我們最寶貴的資產。我們承諾遵守有關就業安排的所有法律、規則及規例，包括中國勞動法及香港僱傭條例，並嚴禁招募童工及強迫勞動。

本集團亦致力為所有員工提供有關招聘、晉升、薪酬及福利的平等機會，並為所有員工營造一個愉快、和諧、安全及健康的工作環境。本集團努力加強其人力資源管理，推行以員工為本的政策，激發活力及創新，保護僱員的利益及合法權益，最終與其僱員建立積極、有益及和諧的關係。

### 僱傭

本集團認識到僱員為我們業務及其增長的主要持份者及貢獻者，我們並致力於為員工提供令人滿意的、安全及公平的工作場所，讓員工及本公司共同成長。本集團嚴格遵守香港僱傭條例所規定的相關法律及法規以及「中華人民共和國勞動法」，並全面禁止僱用童工及強迫勞動。

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

The Human Resource Manager reports directly to the Group's CEO and is charged with the responsibility and duty to ensure the full and legal implementation of the Group's human resources strategies and policies which are detailed in the employee handbook. All the terms and conditions contained therein related to recruitment, probation, promotion, termination, remuneration, bonus and allowances, holidays and leaves, retirement scheme, medical, travel and social security insurance, mandatory provident fund, work schedules, performance assessment and communication, communication processes, etc. are in strict compliance with national and local government labour laws, rules and regulations.

On employment, the Group has adopted a mixed policy of external recruitment and internal promotion for vacancies. All vacancies are open to all with equal opportunities, to be decided with no discrimination on sex, religion, gender, age and disability, and to be selected on qualification, skill and competency basis. All successful employees must enter into proper and standardized contracts in writing between the respective employees and the Group. Employees' remuneration is determined with reference to the prevailing market level as well as their competence, qualifications and experience. Salaries and wages are paid directly to employees' bank accounts within the prescribed wage period.

During the year ended 30 April 2019, the Group honoured all obligations including the payment of salaries and wages, holidays and leave, compensation, insurance and health benefits and no disputes with employees were reported.

The management structure chart, the company organizational chart, the department function chart are made available to all staffs for understanding their career paths within the Group. Training and career development programs are monitored closely by the human resources managers. To build a mutually understanding and acceptable working environment, the Group encourages employees to communicate open-heartedly. Employee representatives are invited regularly to meetings to discuss issues relating to working conditions, health and safety and employment terms and conditions. Grievance procedures are listed in the employee handbook and all employee grievances will be handled independently and treated in strictest confidence.

For the Reporting Period, the Group did not have any violation related to employment and labour issues and the number of employees terminated by the Group for various reasons was at a very low 0.99% (2018: 1.43%), which showed that the Group had a harmonious relationship with its employees.

人事部經理向本集團行政總裁直接報告，履行責任及義務以確保全面及合法實施本集團僱員守則詳述之人力資源策略及政策，當中所載之所有條件及條款（有關招聘、試用、晉升、終止合約、薪酬、花紅及津貼、假期及休假、退休計劃、醫療、差旅及社保、強積金、工作日程、表現評估、通訊及通訊過程等）均嚴格遵守國家及地方政府的勞動法律、法規及法例。

於僱傭方面，本集團採納政策結合了外部招聘及國際推廣滿足職位空缺。全部職位空缺向所有人開放，機會平等，決定不分性別、宗教、性別、年齡及殘疾，並在資格、技能及能力基礎上進行甄選。所有成功錄取的僱員必須由有關僱員與本集團以書面形式簽訂適當的標準合同。僱員薪酬乃參考現行市場水準及其能力、資歷及經驗釐定。薪金及工資在規定的工資期內直接支付至僱員的銀行賬戶。

於截至二零一九年四月三十日止年度內，本集團已履行所有義務，包括支付薪金及工資、假期及離職、補償、保險及健康福利，且並無與僱員有任何糾紛之報告。

本集團之管理結構圖、公司組織結構圖、部門職能圖均可供所有員工使用，以瞭解彼等在本集團內的職業發展之路。人力資源經理密切監察培訓及職業發展方案。為建立相互包容及可接受的工作環境，本集團鼓勵僱員進行坦誠溝通。本集團定期邀請僱員代表參加會議以討論與工作條件、健康及安全以及就業條款及條件有關的事宜。僱員手冊載有申訴程序，所有僱員申訴將被獨立處理並嚴格保密。

於報告期間，本集團並無違反任何僱傭及勞工條例，且因各種原因而終止僱傭之僱員人數極少，僅佔0.99%（二零一八年：1.43%），此表明本集團與其僱員關係和諧。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

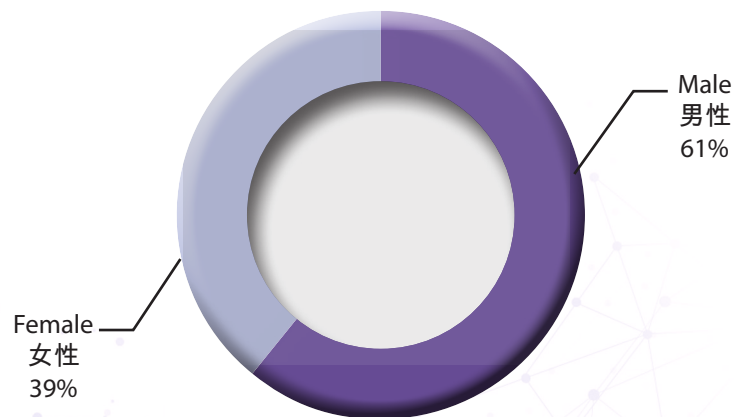
The Human Resources Manager has prepared an “Employment Record” with breakdown of total number of employees in different levels and sectors based on gender and age distribution as a KPI for the management to monitor the Group’s employment status regularly. As at 30 April 2019, we employed a total of 1,010 employees (2018: 1,230), of which 812 were on full time working basis. Among the 812 full-time employees, 497 were male and 315 were female, and of which 95.6% or 776 (2018: 904) were in our PRC manufacturing operations. Among the 776 employees in the PRC manufacturing operations, 472 were males and 304 were females, 770 were rural sourced workers and only 6 city sourced workers, 329, 320, 118 and 9 were aged below 30, 40, 50 and 60 respectively, and all of them were on full time working basis. Comparing with 2018, the sources, age and gender mix were quite similar, which evidenced again that the Group has a very stable work force.

The following is a snapshot of the distribution of employee in PRC manufacturing operations by gender, age group and employee category.

人力資源經理根據性別及年齡分佈編製了「就業記錄」，連同不同級別及部門的僱員總數，作為關鍵績效指標以供管理層定期監察本集團的就業狀況。於二零一九年四月三十日，我們共聘用1,010名僱員（二零一八年：1,230名），其中812名為全職工作人員。在812名全職僱員中，497名為男性，315名為女性，其中95.6%或776名（二零一八年：904名）於中國從事製造業務。在於中國從事製造業務的776名僱員中，男性為472人，女性為304人，770人為農民工，城市工人僅6人，329人為30歲以下，320人為40歲以下，118人為50歲以下，以及9人為60歲以下，彼等全部為全職。與二零一八年相比，來源、年齡及性別組合非常相似，再次證明本集團擁有非常穩定的員工隊伍。

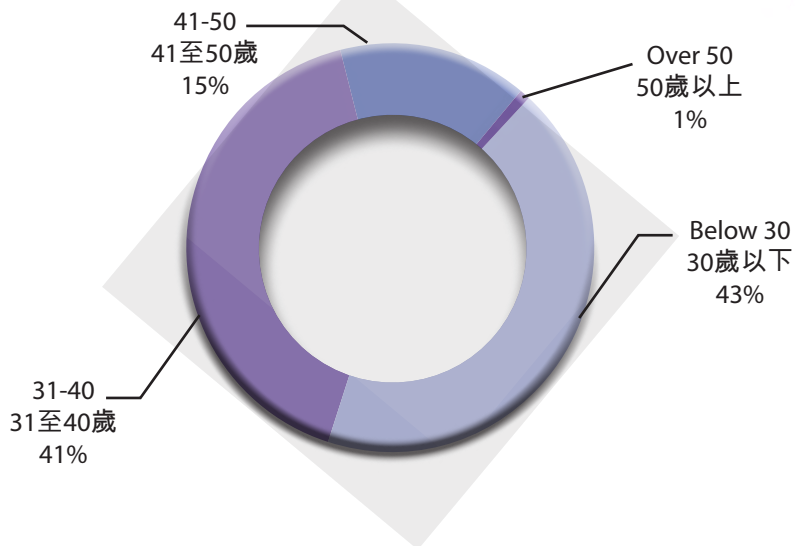
下列為按性別、年齡組別及僱員類別劃分的中國製造業務僱員分佈的速覽。

Distribution of employee by Gender  
按性別劃分的僱員分佈

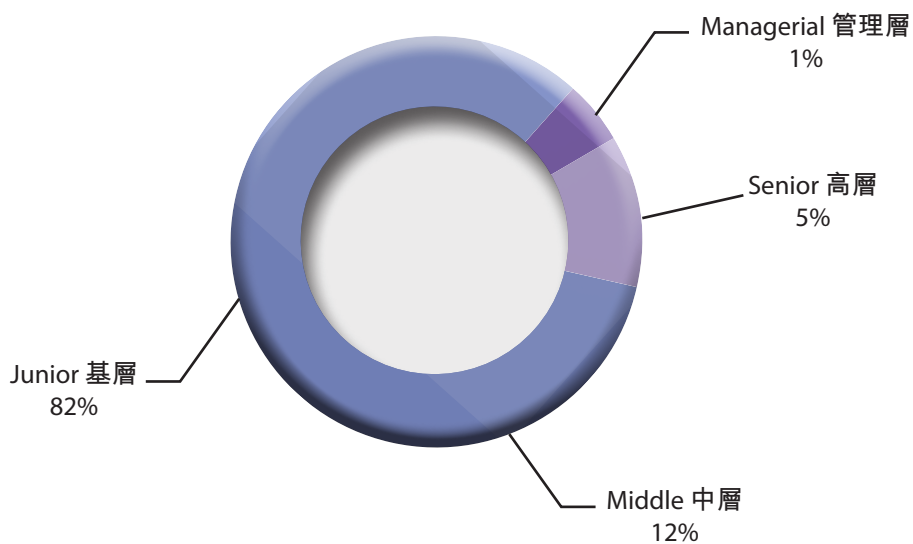


# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 環境、社會及管治報告

### Distribution of employee by Age 按年齡劃分的僱員分佈



### Distribution of employee by Employee Category 按僱員類別劃分的僱員分佈



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

#### HEALTH AND SAFETY

The employees handbook provides details on health and safety protection and procedures, and the Group fully complies with the labour laws and regulations of PRC and Employment Ordinance of Hong Kong. A complete set of safety and health measures is available and training is provided to equip employees with the adequate knowledge and skills to perform their duties in a safe manner. As outlined in the employees handbook, the Group strives to identify any actual and potential hazards and risks to employees and works towards a safe and hygienic work environment for employees by reducing, eliminating and controlling hazards at workplace. In case of accidents, regardless of minor or serious, employees are required by the in-house rules to notify their superiors immediately without delay. Appropriate remedial measures and compensation actions including any necessary reporting in accordance with the local or national laws are handled promptly.

The Group offers group insurance to eligible employees to cover term life benefit, accidental health and dismemberment benefit and total and permanent disability benefit in the event of death and permanent, total or partial disablement. In addition, medical insurance and travel insurance are offered to eligible employees in Hong Kong. For all qualified employees in the PRC, national social security insurance are provided in accordance with national laws and regulations.

During the year ended 30 April 2019, same as 2018, apart from a few minor injuries during work which were immediately, properly and satisfactorily handled, the Group did not record any compensation claim or work related injury investigation by any relevant government officials in the PRC and the Hong Kong.

#### 健康及安全

僱員手冊提供有關健康及安全保護及程序的詳細資料，本集團全面遵守中國勞動法律法規及香港僱傭條例。本公司提供一整套安全及健康措施，並提供培訓，使僱員掌握足夠的知識及技能，並安全履行職責。誠如僱員手冊所述，本集團致力尋找僱員面臨的任何實際及潛在危害及風險，並通過減少、消除及控制工作場所的危害，為僱員創造安全衛生的工作環境。如發生意外（無論是較小或嚴重），僱員均須按照內部規則立即通知上級，及時採取適當的補救措施及補償行動，包括根據本地或國家法律作出任何必要報告。

本集團向合資格僱員提供團體保險，以涵蓋定期人壽福利、意外健康及傷殘福利及完全及永久傷殘福利（倘受保人身故及永久、完全或部分失去行動能力）。此外，本集團亦為香港合資格僱員提供醫療保險及旅遊保險，並根據國家法律及法規為所有中國合資格僱員提供社保。

與二零一八年相同，截至二零一九年四月三十日止年度除少數輕微工傷外，本集團並無發生任何賠償索償或受到中國及香港任何相關政府機關工傷調查，該等輕微工傷亦得到即時、妥當及滿意之處理。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

#### DEVELOPMENT AND TRAINING

The Group recognises the importance of and supports and encourages all employees to continue learning and improving their knowledge and job skills for the benefit of the employees as well as the Group. The Group offers different types of training programs regularly on an as needed basis. Upon commencement of employment, new employees receive basic induction training to familiarize themselves with the Group culture and occupational health and safety and relevant rules and regulations. Since 2017, the Group has established twenty-three training programs for different levels and types of employees. The relevant Human Resources and/or departmental managers maintain the executed training programs records as a KPI to monitor and review effectiveness of the executed training programs showing the types and number of attendants. During the Reporting Period, a total of 493 employees (2018: 797 employees) received a total of 1,104 hours (2018: 810 hours) of training and the Group spent a total of approximately HK\$10,000 (2018: HK\$181,000) on employee external training subsidies. The Group concentrated on the internal training for new joiners, the total training hours was 294 hours more than 2018.

#### LABOUR STANDARDS

The Group has a comprehensive human resources policy in place regarding recruitment, dismissal, promotion, leave, holidays and benefits to support its works on manpower resources. The Group strictly complies with the Labour Laws of PRC and the Employment Ordinances of Hong Kong, and adopts their respective standards as well as local market practices as its minimum labour standard on labour protection and welfare including recruitment, dismissal, promotion, leave and holidays, benefits as well as ensuring equal employment opportunities to all sexes, genders, ages, races and religions. The Group also maintains strict compliance with the laws in relation to equal employment opportunities, prevention of child or forced labour in different regions in which it operates. All job applicants are required to submit, and the Group maintains, credentials such as academic qualifications, professional skill certificates, references and identity cards for verification and record purpose during recruitment.

During the year ended 30 April 2019, same as 2018, no labour disputes or litigation have been reported and the Group paid all wages and salaries, benefits and compensation on time.

#### 發展及培訓

本集團深知支持及鼓勵所有僱員深造以及提升其知識及工作技能的重要性，此舉對僱員以及本集團均有利。本集團定期按需要提供不同類型的培訓計劃。入職前，新僱員將得到基本的入職培訓以熟悉本集團的文化及職業健康及安全以及相關規則及條例。自二零一七年以來，本集團已為不同級別及類別的僱員設立23項培訓計劃。相關人力資源及／或部門經理須保存已執行的培訓計劃記錄作為關鍵績效指標以監察及檢核參與僱員的類別及人數及已執行培訓計劃的效果。於報告期間，合共493名僱員（二零一八年：797名僱員）已接受合計1,104個小時（二零一八年：810個小時）的培訓及本集團已就僱員外部培訓補貼支銷合共約10,000港元（二零一八年：181,000港元）。本集團集中開展新入職者內部培訓，總培訓時長較二零一八年多294個小時。

#### 勞工標準

本集團已就招聘、解僱、晉升、離職、休假及福利方面制訂全面人力資源政策，以支援其人力資源工作。本集團嚴格遵守中國合同法及香港僱傭條例，並採納各地之國家標準以及當地市場慣例作為勞工保護及福利之最低勞工標準，包括招聘、解僱、晉升、離職、休假及福利方面以及確保所有不同性取向、性別、年齡、種族以及宗教的僱員得到公平僱傭的機會。本集團亦持續嚴格遵守不同地區有關平等就業機會、防止童工或強迫勞工之法例。與此同時，所有求職者須於招聘過程中提交學歷、專業技能證書、推薦人及身份證等證明文件以作驗證及記錄，並由本集團作保存。

與二零一八年相同，截至二零一九年四月三十日止年度本集團並無發生任何勞工糾紛或訴訟且本集團已按時支付所有薪金及薪水、福利以及補償。



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

#### OPERATING PRACTICES AND SOCIAL INVESTMENT

##### SUPPLY CHAIN MANAGEMENT

The Group sources metals and chemicals worldwide and has established and implemented a material procurement management system and supplier management system to purchase metals and chemicals such as copper alloy, potassium cyanide, purify cleanser and photoresist for further value-added production. Placement of supplies contracts are executed by means of tendering under open-bid and/or invitation, private negotiation, etc. To strengthen the management of sourcing and procurement and to reduce procurement costs, strict assessment of suppliers is conducted to ensure that the suppliers are not only committed to the cost and quality of the products/materials, but also committed to the compliance of laws, rules and regulations. The market reputation and previous track records of the suppliers will also be considered.

To support calls from international organizations for fair trade and practices, and sustainable development, we have requested our contracted suppliers to comply with “QPL’s Conflict Metals Policy” and “EICC-GeSI Conflict-free Smelter Program”, under which contracted suppliers are required to provide a guarantee on the sourcing of non-conflict-metals from smelters/mining to ensure materials are not sourced from mines in conflict areas.

For the year ended 30 April 2019, over 90% of the Group’s procurement was conducted through local suppliers in Hong Kong and the PRC. A local supplier is defined as an organisation that provides a product or service to the Group and that is based in the same geographical market as the Group without transnational payments to the supplier made. This was the same as in 2018.

#### 營運常規及社會投入

##### 供應鏈管理

本集團於全球採購金屬及化學製品及設立及實施重要採購管理制度及供應商管理制度以採購金屬及化學製品，如銅合金、氰化鉀、淨化劑及光致抗蝕劑，用於進一步增值生產。供應合約通常透過公開招標及／或邀請招標以及私下磋商等方式訂立。為加強採購管理及降低採購成本，本集團對供應商實施嚴格評估，確保其除了致力保證產品／材料成本及質量外，同時承諾遵守法律、法規及規制。供應商之市場聲譽及往績記錄亦在考量範疇內。

為響應國際機構對於公平交易及常規及可持續發展之倡議，我們要求已訂立合約之供應商遵守「QPL衝突金屬政策」及「電子行業行為準則－全球電子可持續發展推進協會非衝突冶煉計劃」，據此，已訂立合約之供應商須提供有關冶煉／採礦來源之非衝突金屬保證，以確保材料並非源自衝突地區礦場。

截至二零一九年四月三十日止年度，本集團逾90%之採購乃透過於香港及中國的當地供應商進行。與二零一八年相同，當地供應商被界定為一個與本集團處於相同地區市場並向本集團提供產品或服務的組織，該組織並毋須向供應商作出跨國付款。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

#### PRODUCT RESPONSIBILITY

##### Product quality

The Group is acutely aware of the importance of product quality and customer satisfaction and is committed to providing high quality products and real-time customer service which we are known for in the industry. Starting from sourcing and procurement of raw materials and throughout the production process until delivery of the end products to the final customer, the Group has implemented strict in-process quality assurance and 100% final inspection procedures to guarantee product quality.

The design team within the Group can adjust our services according to different customer requirements. In addition to the customers for the design of etching and stamping, we also produce a wide range of standard products including SOIC (small online integrated circuit), QFP (Quad Flat Package), TQFP (thin quad flat package), PDIP (plastic dual in to package), PLCC (plastic leaded chip carrier) and TSOP (thin small outline package). We work together with customers who require long-term lead frame products, in order to reduce costs and enhance services through consultation with the customer in order to achieve long-term co-operation. The Group has also implemented “Products and Services Related Complaints Handling Guide – QSG 3004” to deal with customer complaints. It is our policy that if the customer complaint is validated, we will accept the return and replace it.

For the year ended 30 April 2019, owing to our strict adherence to the quality production and services assurance process, the sales returned and/or complaints owing to quality and services defects amounted to 0.42% of the total turnover, which was lower than the 1.04% of 2018. Furthermore, all returned products and/or complaints were immediately remedied and settled to the satisfaction of the clients.

##### Intellectual property rights

The Group recognizes intellectual property rights strongly especially as itself is a holder of patents and trademarks. The Group did not receive any intellectual property rights complaints during the year ended 30 April 2019, same as 2018.

##### 產品責任

##### 產品質量

本集團清楚意識到產品質量及客戶滿意度之重要性，並承諾提供我們藉以於業內聞名的高質素產品及實時客戶服務。於原料採購、整個生產過程以及最終產品交付予最終客戶過程中，本集團已實施嚴格質量保障並執行全面終檢程序，以確保產品質量。

本集團設計團隊可根據客戶不同要求對服務作出調整。除根據客戶要求設計蝕片及壓片外，我們亦可生產使用範圍廣泛的標準產品，包括SOIC（小外型集成電路封裝）、QFP（方型扁平式封裝）、TQFP（薄型四方扁平封裝）、PDIP（塑料雙列直插式封裝）、PLCC（有引線塑料芯片載體）及TSOP（超薄小型封裝）。我們與需要長期提供引框架產品的客戶合作，以透過與客戶協商降低成本並提升服務，以達致長期合作。本集團亦已實施「產品及服務相關投訴處理指引-QSG 3004」，以處理客戶投訴。按我們的政策，若客戶投訴屬合理，我們將接受退換貨。

截至二零一九年四月三十日止年度，由於我們嚴格遵守高水準生產及服務保證流程，銷售退貨及／或有關質量及服務缺陷的投訴僅佔總營業額的0.42%，低於二零一八年的1.04%。此外，所有退回產品及／或投訴均已即時以令客戶滿意的方式予以補救及解決。

##### 知識產權

作為專利及商標持有人，本集團非常重視知識產權。與二零一八年相同，截至二零一九年四月三十日止年度，本集團並無接獲任何有關知識產權的投訴。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

#### Consumer data protection

Worldwide the Group generates lots of private, confidential and sensitive data from our suppliers, co-operation partners, customers and employees. Our clients frequently provide us with their integrated circuit designs, operation status, financial positions and commercial terms of contracts, etc. We at all times abide by the Personal Data (Privacy) Ordinance of Hong Kong and other relevant laws, regulations and requirements in both Hong Kong and the PRC and other jurisdictions where we operate to ensure that we safeguard and protect all such information. All employees are required to sign an undertaking they will not access and use information they may come across in the work without the express approval of the Group as outlined in clause 7 of our employee handbook. The Group has the right to take legal action against employees if they breach their undertaking. We have also enforced special management procedures and instigated security protection hardware to prevent unauthorized access and possible information leakage. The Group did not experience any private information leakage during the year ended 30 April 2019, same as 2018.

#### ANTI-CORRUPTION

The Group strictly prohibits any form of bribery and corruption and all staff are required to comply with both all the relevant laws and regulations in the countries we operate in, and also the Group's internal policies as covered in the employee handbook. Under the Code of Conduct, Section 6 of the employee handbook, the issues related to bribery, conflict of interests and intellectual property rights are outlined and provide for proper monitoring and management including channels and procedures for reporting any misconduct, malpractice or illegal behaviour. The Group reported no bribery or corruption cases during the year ended 30 April 2019, same as 2018.

#### COMMUNITY INVESTMENT

The Group has carried out its business and operation in a totally environmentally and socially friendly manner and is committed to Corporate Social Responsibility in accordance with the Electronic Industry Citizenship Coalition (EICC) Code of Conduct. We have allocated resources to encourage employees to provide voluntary services to, and participate in voluntary and charitable events to support society, the local community and those in need.

#### 客戶資料保護

本集團自全球供應商、合作夥伴、客戶及僱員獲得大量私人、機密及敏感資料。客戶經常向我們提供其集成電路設計、營運狀況、財務狀況及合同商業條款等。我們一貫遵守香港《個人資料(隱私)條例》及香港及中國以及我們經營所處其他司法權區的其他相關法律、法規及規定，以確保我們保障及保護所有有關資料。所有僱員須簽署承諾書，如我們的僱員手冊第7條所述，未經本集團明確批准，僱員不得獲取及使用其在工作期間無意獲知的資料。若違反承諾，本集團有權採取法律行動控訴有關僱員。本集團亦已執行特殊管理程序及安全保護硬件以防止未經授權獲取及可能洩露有關資料。與二零一八年相同，截至二零一九年四月三十日止年度，本集團概無私人資料遭洩露。

#### 反貪污

本集團嚴禁任何形式的貪污受賄，且全體員工均須遵守所營運國家的相關法律及法規以及員工手冊所涵蓋本集團的內部政策。受賄、利害衝突及知識產權相關問題之妥善監管及管理皆於僱員手冊第六條行為守則予以概述，其包括任何不當行為、違規行為或違法行為之舉報途徑及程序。與二零一八年相同，截至二零一九年四月三十日止年度，本集團並無任何受賄或貪污事件之報告。

#### 社區投入

本集團完全以環境及社會友好方式開展業務及營運，並致力於遵照電子行業行為準則以承擔企業社會責任。我們亦已進行資源投放以鼓勵僱員參與志願及慈善活動，為社會、地方社區及需要幫助的人士提供志願服務。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### CONTENT INDEX OF ESG GUIDE

### 環境、社會及管治指引內容索引

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 說明	Section 章節	Page(s) 頁次
	<b>A. Environmental</b> A. 環境		
	<b>Aspect A1: Emissions</b> 層面 A1 : 廢氣		
<b>General Disclosure</b> 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、有害及無害廢物的產生等的：	Environmental Aspect 環境方面	3 3
<b>KPI A1.1</b> 關鍵績效指標 A1.1	The types of emissions and respective emissions data 排放物類型及相關排放數據	Emissions 廢氣	5-7 5-7
<b>KPI A1.2</b> 關鍵績效指標 A1.2	Greenhouse gas emissions in total and intensity 溫室氣體排放總量及密度	Emissions 廢氣	7 7
<b>KPI A1.3</b> 關鍵績效指標 A1.3	Total hazardous waste produced and intensity 所產生的有害廢物總量及密度	Emissions 廢氣	7 7
<b>KPI A1.4</b> 關鍵績效指標 A1.4	Total non-hazardous waste produced and intensity 所產生的無害廢物總量及密度	Emissions 廢氣	6 6
<b>KPI A1.5</b> 關鍵績效指標 A1.5	Description of measures to mitigate emissions and results achieved 描述減少排放物的措施及所得成果	Emissions 廢氣	6-7 6-7
<b>KPI A1.6</b> 關鍵績效指標 A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives, and results achieved 描述如何處理有害及無害廢物、減少舉措及所得成果	Emissions 廢氣	6-7 6-7

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 說明	Section 章節	Page(s) 頁次
<b>Aspect A2: Use of Resources</b> <b>層面A2：資源使用</b>			
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	Use of Resources 資源使用	7-8 7-8
KPI A2.1 關鍵績效指標 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	Use of Resources 資源使用	9 9
KPI A2.2 關鍵績效指標 A2.2	Water consumption in total and intensity 總耗水量及密度	Use of Resources 資源使用	9 9
KPI A2.3 關鍵績效指標 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	Use of Resources 資源使用	7-9 7-9
KPI A2.4 關鍵績效指標 A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved 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	Use of Resources 資源使用	9 9
KPI A2.5 關鍵績效指標 A2.5	Total packaging material used for finished products 製成品所用包裝材料的總量	The Group currently does not report on this indicator 本集團目前並無報告此指標	N/A 不適用
<b>Aspect A3: The Environment and Natural Resources</b> <b>層面A3：環境及天然資源</b>			
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	Environment and Natural Resources 環境及天然資源	9-10 9-10
KPI A3.1 關鍵績效指標 A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them 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	Environment and Natural Resources 環境及天然資源	9-10 9-10

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

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 說明	Section 章節	Page(s) 頁次
	<p><b>B. Social</b> <b>B. 社會</b></p> <p><b>Employment and Labour Practices</b> <b>僱傭及勞工實踐</b></p> <p><i>Aspect B1: Employment</i> <i>層面B1：僱傭</i></p>		
<b>General Disclosure</b>	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	Employment	10-11
一般披露	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	僱傭	10-11
<b>KPI B1.1</b>	Total workforce by gender, employment type, age group and geographical region	Employment	12-13
關鍵績效指標B1.1	按性別、僱傭類型、年齡組別及地區劃分的職工總數	僱傭	12-13
<b>KPI B1.2</b>	Employee turnover rate by gender, age group and geographical region	The Group currently does not report on this indicator	N/A
關鍵績效指標B1.2	按性別、年齡組別及地區劃分的僱員流失率	本集團目前並無報告此指標	不適用

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 說明	Section 章節	Page(s) 頁次
<b>Aspect B2: Health and Safety</b> <b>層面B2：健康及安全</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 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	Health and Safety 健康及安全	14 14
KPI B2.1 關鍵績效指標 B2.1	Number and rate of work-related fatalities 因工作關係而死亡的人數及比率	Health and Safety 健康及安全	14 14
KPI B2.2 關鍵績效指標 B2.2	Lost days due to work injury 因工傷損失工作日數	Health and Safety 健康及安全	14 14
KPI B2.3 關鍵績效指標 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及安全措施，以及相關執行及監察方法	Health and Safety 健康及安全	14 14
<b>Aspect B3: Development and Training</b> <b>層面B3：發展及培訓</b>			
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	Development and Training 發展及培訓	15 15
KPI B3.1 關鍵績效指標 B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management) 按性別及僱員類別（即高級管理層、中級管理層）劃分的已培訓僱員百分比	Development and Training 發展及培訓	15 15

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

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 說明	Section 章節	Page(s) 頁次
<b>KPI B3.2</b>	The average training hours completed per employee by gender and employee category	Development and Training	15
<b>關鍵績效指標 B3.2</b>	按性別及僱員類別劃分的每名僱員已完成的平均培訓時數	發展及培訓	15
<b>Aspect B4: Labour Standards</b> <b>層面4：勞工標準</b>			
<b>General Disclosure</b>	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	Labour Standards	15
<b>一般披露</b>	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	勞工標準	15
<b>KPI B4.1</b>	Description of measures to review employment practices to avoid child and forced labour	Labour Standards	15
<b>關鍵績效指標 B4.1</b>	描述檢討招聘慣例的措施以避免童工及強制勞工	勞工標準	15
<b>KPI B4.2</b>	Description of steps taken to eliminate such practices when discovered	Labour Standards	15
<b>關鍵績效指標 B4.2</b>	描述在發現違規情況時消除有關情況所採取的步驟	勞工標準	15
<b>Operating Practices</b> <b>其他常規</b>			
<b>Aspect B5: Supply Chain Management</b> <b>層面B5：供應鏈管理</b>			
<b>General Disclosure</b>	Policies on managing environmental and social risks of the supply chain	Supply Chain Management	16
<b>一般披露</b>	管理供應鏈的環境及社會風險政策	供應鏈管理	16
<b>KPI B5.1</b>	Number of suppliers by geographical region	Supply Chain Management	16
<b>關鍵績效指標 B5.1</b>	按地區劃分的供應商數目	供應鏈管理	16



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 說明	Section 章節	Page(s) 頁次
<b>KPI B5.2</b>	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored	Supply Chain Management	16
<b>關鍵績效指標 B5.2</b>	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	供應鏈管理	16
<b>Aspect B6: Product Responsibility</b> <b>層面 B6：產品責任</b>			
<b>General Disclosure</b>	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	Product Responsibility	17
<b>一般披露</b>	有關所提供產品和服務的健康及安全、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	產品責任	17
<b>KPI B6.1</b>	Percentage of total products sold or shipped subject to recalls for safety and health reasons	The Group currently does not report on this indicator	N/A
<b>關鍵績效指標 B6.1</b>	已出售或運送產品因安全及健康理由需要回收的百分比	本集團目前並無報告此指標	不適用
<b>KPI B6.2</b>	Number of products and service related complaints received and how they are dealt with	Product Responsibility	17
<b>關鍵績效指標 B6.2</b>	接獲關於產品及服務的投訴數目以及應對方法	產品責任	17
<b>KPI B6.3</b>	Description of practices relating to observing and protecting intellectual property rights	Product Responsibility	17
<b>關鍵績效指標 B6.3</b>	描述與維護及保障知識產權有關的慣例	產品責任	17
<b>KPI B6.4</b>	Description of quality assurance process and recall procedures	Product Responsibility	17
<b>關鍵績效指標 B6.4</b>	描述質量檢定過程及產品回收程序	產品責任	17

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 說明	Section 章節	Page(s) 頁次
<b>KPI B6.5</b>	Description of consumer data protection and privacy policies, how they are implemented and monitored	Product Responsibility	18
<b>關鍵績效指標 B6.5</b>	描述消費者數據保護及私隱政策，以及相關執行及監察方法	產品責任	18
<b>Aspect B7: Anti-corruption</b> <b>層面 B7：反貪污</b>			
<b>General Disclosure</b>	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	Anti-corruption	18
<b>一般披露</b>	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	反貪污	18
<b>KPI B7.1</b>	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases	Anti-corruption	18
<b>關鍵績效指標 B7.1</b>	於報告期間對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果	反貪污	18
<b>KPI B7.2</b>	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored	Anti-corruption	18
<b>關鍵績效指標 B7.2</b>	描述防範措施及舉報程序，以及相關執行及監察方法	反貪污	18
<b>Aspect B8: Community Investment</b> <b>層面 B8：社區投入</b>			
<b>General Disclosure</b>	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	Community Investment	18
<b>一般披露</b>	有關以社區參與來瞭解發行人營運所在社區之需求及確保其業務活動會考慮社區利益的政策	社區投入	18

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

<b>General Disclosure and KPIs</b> 一般披露及 關鍵績效指標	<b>Description</b> 說明	<b>Section</b> 章節	<b>Page(s)</b> 頁次
<b>KPI B8.1</b>	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport)	Community Investment	18
<b>關鍵績效指標 B8.1</b>	專注貢獻範疇（如教育、環境事宜、勞工需求、健康、文化、體育）	社區投入	18
<b>KPI B8.2</b>	Resources contributed (e.g. money or time) to the focus area	Community Investment	18
<b>關鍵績效指標 B8.2</b>	在專注範疇所動用資源（如金錢或時間）	社區投入	18

[www.qpl.com](http://www.qpl.com)

8/F., Hale Weal Industrial Building  
22-28 Tai Chung Road  
Tsuen Wan, New Territories, Hong Kong  
香港新界荃灣大涌道 22-28 號合福工業大廈 8 樓