

Veeko®

Veeko International Holdings Limited

威高國際控股有限公司

Stock Code 股份代號 : 1173

環境、社會及管治報告書 2019

Environmental, Social and
Governance Report 2019

戴祖儀
Veeko星級代言人



朱晨麗
Wanko星級代言人



Incorporated in the Cayman Islands with limited liability 於開曼群島註冊成立之有限公司

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About this Report 關於本報告

本報告為威高國際控股有限公司(「本公司」)發表的第三份《環境、社會及管治報告書》(「報告」)，匯報本公司及其附屬公司(統稱為「本集團」)在環境、社會及管治方面的表現。本報告按《香港聯合交易所有限公司證券上市規則》附錄二十七《環境、社會及管治報告指引》(「《指引》」)編寫。

本報告以中、英文編寫，並已上載至香港聯合交易所有限公司(「聯交所」)及本公司網站 <http://www.irasia.com/listco/hk/veeko/index/htm>。

報告範圍

本報告聚焦本集團之化妝品和時裝業務分類在二零一八年四月一日至二零一九年三月三十一日(「本年度」)之營運。與上年度的報告一致，報告範圍覆蓋香港和澳門之各零售店舖、相關辦公室及倉庫，以及位於汕頭之服裝生產廠房，與化妝品和時裝業務相關的營運(合稱「各營運點」)。

本報告最後一章附有完整索引，以便讀者按《環境、社會及管治報告指引》閱讀本報告。

確認及批准

本報告所披露的資料均來自本集團的內部文件和統計數據，並已獲本集團的董事會於二零一九年十月確認及批准。

意見反饋

本集團重視持份者對本集團在環境保護和社會責任的意見。如閣下對本報告的內容或匯報形式有任何疑問或建議，歡迎透過以下方式聯絡本集團：

地址：香港葵涌大連排道192-200號
偉倫中心2期10樓
電郵：contact@veeko.com.hk
電話：852-2887 0888
傳真：852-2310 9017

This report is the third Environmental, Social and Governance Report (the “Report”) published by Veeko International Holdings Limited (the “Company”) which reports the performance of the Company and its subsidiaries (hereinafter as the “Group”) in its environmental, social and governance aspects. This report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “Guide”) set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited.

This Report, which is prepared in both Chinese and English, has been uploaded to the website of the Stock Exchange of Hong Kong Limited (the “Stock Exchange”) and the Company’s website at www.irasia.com/listco/hk/veeko/index.html.

Reporting Scope

The Report focuses on the operations of cosmetics and the fashion business segments of the Group from 1st April, 2018 to 31st March, 2019 (the “Year”). The reporting scope covers the retail stores in Hong Kong and Macau, relevant offices and warehouses, as well as the garment production plants located in Shantou, of which the operations are related to the cosmetics and fashion businesses (hereinafter referred to as the “Operation Points”, and each an “Operation Point”).

A complete index is enclosed in the last chapter for the reader’s easy reference to the Environmental, Social and Governance Reporting Guide when reading the Report.

Confirmation and Approval

Information being disclosed in this Report is sourced from internal documents and statistics of the Group. The Report has been confirmed and approved by the Board of Directors of the Company in October 2019.

Opinion and Feedback

The Group values our stakeholders’ opinions on the Group’s environmental protection and social responsibility. If you have any questions or suggestions regarding the content or format of the Report, please contact the Group via the following channels:

Address: 10th Floor, Wyler Centre Phase II, 192-200 Tai Lin Pai Road,
Kwai Chung, New Territories, Hong Kong.
Email: contact@veeko.com.hk
Tel.: 852-2887 0888
Fax.: 852-2310 9017



Environmental, Social and Governance 環境、社會及管治

環境、社會及管治管理架構

本公司董事會致力秉持高水平的企業管治，並相信良好的企業管治常規能有效領導本集團建立和實現長遠策略和目標，帶領企業把握和應對可持續發展帶來的機遇和風險。本集團已成立環境、社會及管治工作小組，持續監管可持續發展議題上的政策、措施及績效。

ESG Management Framework

The board of directors of the Company is committed to upholding high standards of corporate governance, and believes that, under the effective guidance of good corporate governance practices, the Group is able to establish and achieve long-term strategies and objectives, and guide the corporation in taking advantage of the opportunities responding to the challenges brought about by sustainable development. The Group has established an ESG working group to continuously oversee the policies, measures and performance on sustainable development issues.

環境、社會及管治風險管理

本集團視風險管理為日常管理程序及良好企業管治的必要部分。本集團已建立風險管理體系，以識別和管理業務風險。本公司的董事會負責領導風險管理工作，審核委員會則定期監督和確保風險管理工作的有效性。風險工作小組每年須召開至少兩次會議，定期檢視風險清單、風險應對措施，以及風險監控的關鍵績效指標等。

ESG Risk Management

The Group regards risk management as an integral part of day-to-day management process and good corporate governance. The Group has established a risk management system to identify and manage business risks. The board of directors of the Company is responsible for the work of risk management, and the audit committee regularly monitors and ensures the effectiveness of risk management. Members of the Risk Management Work Group meet at least twice a year to regularly review the risk register, risk response measures, and key performance indicators with respect to risk monitoring.

風險管理流程圖

Risk Management Process Chart



Environmental, Social and Governance (Continued) 環境、社會及管治 (續)

本年度本集團識別的重大風險其中包括： Significant risks identified by the Group during the year include:

重大風險 Significant risks	本報告應對的章節 Corresponding sections in this Report
未能吸引、培養及挽留人才 Failure to attract, develop and retain talents	<ul style="list-style-type: none"> 僱傭及勞工準則 Employment and Labour Standards 健康及安全 Health and Safety 發展及培訓 Development and Training
產品品質、服務質素不達標準 Product and service quality is substandard	<ul style="list-style-type: none"> 供應鏈管理 Supply Chain Management 產品責任 Product Responsibility

本集團了解現行的風險管理及內部監控系統尚未全面涵蓋可持續發展議題。展望未來，本集團考慮在風險管理方面納入相關議題，以便及時識別風險和確定應對方案。

The Group understands that the existing risk management and internal control system have not covered all the sustainable development issues. The Group is considering to incorporate relevant issues in risk management for the timely identification of risks and determination of response plans in the future.



Protecting the Environment 環境保護

本集團致力保護環境，關注業務營運對環境的影響。本集團制訂和執行《環境保護政策聲明》，承諾並鼓勵僱員善待環境，善用資源，提升員工的環保意識。

The Group is committed to protecting the environment and is concerned about the impact of its business operations on the environment. The Group has formulated and implemented the “Environmental Protection Policy Statement”, and enhances the awareness of environmental protection among the employees by committing itself and encouraging its employees to be environmental-friendly and make good use of resources.

排放物

為減少排放物產生及對周圍環境的污染，本集團本年度繼續委託顧問公司進行碳評估，以量化其營運產生的溫室氣體排放（或稱「碳排放」）；量化的過程參考香港環保署和機電工程署編製的指引¹、中華人民共和國國家發展和改革委員會發佈的指南²，以及溫室氣體核算體系³等國際標準進行。

Emissions

In order to reduce the generation of emissions and pollution to the surrounding environment, the Group continued to appoint an consultancy firm to conduct carbon assessment during the year, to quantify the greenhouse gas emissions (or “carbon emissions”) produced by its operation. During the quantification process, references have been made to the Guidelines of the Environmental Protection Department and the Electrical and Mechanical Services Department of Hong Kong¹, the guidelines issued by the National Development and Reform Commission of the People's Republic of China², and international standards such as the GHG Protocol³.

¹ 《香港建築物（商業、住宅或公共用途）的溫室氣體排放及減除的核算和報告指引》

² 《工業其他行業企業溫室氣體排放核算方法與報告指南（試行）》

³ 《溫室氣體核算體系：企業核算與報告標準》

¹ Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong

² Guidelines for Calculation Methods and Reporting of Greenhouse Gas Emissions from Industrial and Other Industrial Enterprises (Trial)

³ The GHG Protocol: A Corporate Accounting and Reporting Standard

Protecting the Environment (Continued) 環境保護 (續)

溫室氣體排放 Greenhouse gas emissions				
範圍 Scope	排放量 (噸二氧化碳當量) Emissions (tonne of CO ₂ equivalent)			總排放量 (噸二氧化碳當量) Total emissions (tonne of CO ₂ equivalent)
	香港 (零售店舖、 相關辦公室 及倉庫) Hong Kong (retail stores, relevant offices and warehouses)	澳門 (零售店舖) Macau (retail stores)	汕頭 (生產廠房) Shantou (production plants)	
範圍1：直接溫室氣體排放 Scope 1: Direct greenhouse gas emissions	87.2	0	6.3	93.5
範圍2：能源間接溫室氣體排放 Scope 2: Indirect energy-based greenhouse gas emissions	3,519.5	700.9	1,410.5	5,630.9
溫室氣體排放總量 Greenhouse gas emissions in total	4,307.6		1,416.8	5,724.4
溫室氣體密度 Intensity of greenhouse gas emissions	2.55 噸二氧化碳當量／ 百萬港元營業額 tonne of CO ₂ equivalent/ million HK\$ turnover		1.18 噸二氧化碳 當量／ 千件產品 tonne of CO ₂ equivalent/ thousand product units	不適用 Not applicable



Protecting the Environment (Continued) 環境保護 (續)

空氣污染物 Air Pollutants			
類別 Type	排放量(千克) Emissions (kg)		總排放量 (千克) Total emissions (kg)
	香港 Hong Kong	汕頭廠房 Shantou production plants	
氮氧化物 Nitrogen oxides	485.6	2.3	487.9
硫氧化物 Sulphur oxides	0.5	0.2	0.7
可吸入懸浮粒子 Respirable suspended particles	35.4	0.2	35.6

各營運點的碳排放主要來自範圍2之外購電力使用。針對碳排放的主要來源，本集團將繼續評估、紀錄及每年披露其溫室氣體排放及其他環境數據，從而檢討現行措施成效，有助日後進一步制定減排目標。本報告最後一章附有索引，提供環境績效指標相關數據。

The carbon emissions from various operating points derive mainly from the use of externally purchased electricity within Scope 2. In relation to the major sources of carbon emissions, the Group will continue to assess, record and disclose its greenhouse gas emissions and other environmental data annually, with an objective to review the effectiveness of the existing measures, which will be helpful for the setting up of emission reduction targets in the future. An index providing relevant data on environmental performance indicators is incorporated in the final chapter of this report.

Protecting the Environment (Continued) 環境保護 (續)

除空氣污染物及溫室氣體外，本集團亦採取措施，減少和妥善管理有害及無害廢棄物。

In addition to measures for air pollutants and greenhouse gases, the Group has also taken measures to reduce and properly manage hazardous and non-hazardous wastes.

類別 Category	與排放物有關的措施 Measures in relation to emissions
空氣污染物及溫室氣體 Air pollutants and greenhouse gases	<ul style="list-style-type: none"> 簡化工作流程，減少因出差公幹產生的空氣污染物及溫室氣體 Streamline workflow and reduce air pollutants and greenhouse gases produced by reducing business trips 選購符合廢氣排放標準的車輛，並作定期檢查及保養 Purchase vehicles that meet exhaust emission standards and conduct regular inspections and maintenance
有害及無害廢棄物 Hazardous and non-hazardous wastes	<ul style="list-style-type: none"> 避免使用即棄產品 Avoid the use of disposable products 設置回收箱，鼓勵僱員回收廢棄物 Set up recycling bins and encourage employees to recycle wastes 委托回收商定期收集回收物料 Appoint recycling agents to collect recyclable materials on a regular basis 使用環保的清潔產品，減少廢水中的有害物質 Use environmental-friendly cleaning products to reduce the generation of hazardous substances in wastewater

本年度，本集團遵守相關法律及規例，如中國內地適用的《中華人民共和國環境保護法》、《水資源保護法》，以及香港適用的《廢物處置條例》。本集團並無發現與排放物相關的違法或違規個案。

Throughout the Year, the Group has complied with relevant laws and regulations, such as the Environmental Protection Law of the People's Republic of China (《中華人民共和國環境保護法》), the Water Resources Protection Law (《水資源保護法》), and the Waste Disposal Ordinance applicable in Hong Kong. The Group is not aware of any violation of laws or regulations in connection with emissions matters.



Protecting the Environment (Continued) 環境保護 (續)

資源使用

本集團採納減少使用、重複使用及循環再造的原則，提高營運中資源的使用效益，並於各營運點持續督促僱員實踐在能源、用水和紙張等方面的節約措施。本集團在求取適用水源上沒有任何問題。

Use of Resources

Based on the principle of reduced use, reuse and recycling, the Group has improved the efficiency of resource utilization in operation and constantly ensured that the employees implement the saving measures in terms of energy, water, and paper, etc. in each operating point. The Group has no issue in sourcing water that is fit for purpose.

類別 Category	與資源使用有關的措施 Measures in relation to use of resources
能源 Energy	<p><u>電腦</u> Computer</p> <ul style="list-style-type: none"> 調節顯示屏至合適的亮度 Tune the brightness of monitor displays properly 在午飯時或離開工作地方時關掉顯示屏 Turn off monitor displays during lunch time or when leaving the work place 在非辦公時間關掉電腦 Turn off computers during non-office hours <p><u>空調</u> Air-conditioning</p> <ul style="list-style-type: none"> 於午膳時和非辦公時間關掉部分空調裝置 Turn off some of the air conditioners during lunch time and non-office hours 定期維修，確保空調系統能高效率地運作 Carry out regular maintenance to ensure efficient operation of the air-conditioning system <p><u>照明</u> Lighting</p> <ul style="list-style-type: none"> 在燈掣附近貼上「節約能源」標貼以作提示 Place “Conserve Energy” labels next to light switches as a reminder 安排最後離開的僱員關閉所有照明裝置 Make arrangement for the last employee who leaves the office to turn off all lighting devices 劃分區域，靈活控制個別照明系統 Establish zoning for the flexibility in the control of individual lighting systems 更換舊式光源至低能耗的LED光源 Replace old type of lighting with low-energy LED lights

Protecting the Environment (Continued) 環境保護 (續)

類別 Category	與資源使用有關的措施 Measures in relation to use of resources
用水 Water	<ul style="list-style-type: none"> 定期檢查水管及水龍頭是否有漏水情況，並及時維修 Regularly check for leakage in pipelines and faucets and carry out timely repairs 監測用水量，從而識別減少用水的機會 Monitor water consumption to identify opportunities for reduced water consumption
紙張 Paper	<ul style="list-style-type: none"> 將打印機及影印機預設為雙面打印模式 Preset printers and photocopiers to double-sided printing mode 使用紙張未用過的一面，作草擬、列印及接收傳真用途 Use the clean side of paper for drafting, printing and print-out of incoming fax 循環使用信封和檔案夾，發送內部文件及書信 Recycle envelopes and folders for internal mail and correspondence 採用電子通訊及電子存檔 Adopt electronic communications and electronic filing

環境及天然資源

本集團在作出重大商業決策時會考慮業務活動對氣候變化的影響。基於本集團的業務性質，業務現時的日常營運對環境並無重大的不利影響。汕頭的生產廠房採取保護水土、恢復植被、減少耕地佔用的措施。本集團亦建立了投訴機制，以及時處理和回應與環境相關的投訴及建議。

Environment and Natural Resources

When making major business decisions, the Group will consider the impact of its business activities on climate change. Due to the nature of the Group's business, the current day-to-day business operation has no material adverse impact to the environment. In particular, the production plants in Shantou adopted measures such as water and soil protection, vegetation rehabilitation and reduction of farmland occupation. The Group has also established a complaint mechanism to timely handle and respond to environment-related complaints and suggestions.



Employment and Labour Practice 僱傭及勞工常規

本集團視僱員為企業成長的重要基石，並相信每位僱員均應受到尊重。本集團已制定《僱傭及勞工常規政策聲明》，載列僱傭及勞工準則、健康及安全，以及發展及培訓的承諾，致力為僱員提供良好的工作環境，確保每名僱員均得以發揮所長及發展潛能。

The Group regards our employees as an important foundation for its development, and believes that every employee should be treated with respect. The Group has formulated the “Employment and Labour Practice Policy Statement”, in which the employment and labour standards, health and safety and its commitment to development and training are set out. The Group is committed to providing a good working environment for employees and ensuring that every employee is capable to develop his/her talents and potentials.

僱傭及勞工準則

本集團透過《僱員手冊》及《人事行政管理制度》向僱員說明僱傭及勞工準則，確保他們了解相關僱傭條款、權利和責任。

Employment and Labour Standards

Through the “Employee Handbook” and “Human Resources Administration Management System”, the Group clearly explains the employment and labour standards to its employees, ensuring that they understand the relevant employment terms, rights and responsibilities.

聘用歷程 Employment process	與僱傭及勞工準則有關的措施 Measures in relation to employment and labour standards
招聘 Recruitment	<ul style="list-style-type: none"> 以劃一甄選準則和中立的措辭刊登招聘廣告 Recruitment advertisements are placed with uniform selection criteria and neutral wordings 打造多元化的僱員人才儲備庫，為不同背景的僱員提供公平的機會 Establish a talent pool of diversity for employees, providing equal opportunities for employees of different backgrounds 聘用任何僱員前，徹底檢查與應聘者年齡相關的各種文件，核實其年齡和身份，避免聘用童工、強迫、擔保（包括負債擔保）或契約勞工、非自願獄中勞役、被拐賣勞工或奴隸勞工 Thoroughly inspect various documents related to the age of an applicant, verify the age and identify before the hiring of any employee to avoid the hiring of child labour, forced labour, guaranteed (including guarantees for loans) or indentured labour, involuntary prison labour, human trafficked labour or slave labour.
薪酬與待遇 Salary and Compensation	<ul style="list-style-type: none"> 建立工作評核制度，確保僱員獲得平等待遇，不受歧視 Establish a performance appraisal system to ensure that all employees are treated equally and not discriminated against 透過內部通訊向僱員推廣與平等機會、反歧視和騷擾相關的訊息，並提供相關的內部指引 Through internal communications, promote messages related to equal opportunities, anti-discrimination and harassment to employees and provide relevant internal guidance

Employment and Labour Practice (Continued) 僱傭及勞工常規 (續)

聘用歷程 Employment process	與僱傭及勞工準則有關的措施 Measures in relation to employment and labour standards
工作時數與假期 Working hours and holidays	<ul style="list-style-type: none"> 於《僱員手冊》或《人事行政管理制度》載列有關考勤管理和假期的制度 Attendance management and holidays policy are set out in the “Employee Handbook” and “Human Resources Administration Management System”
離職 Termination	<ul style="list-style-type: none"> 尊重僱員的權利，透過訂立勞動合同確定與僱員之僱傭關係，以及有關離職及解僱等的僱傭條款 Respect the rights of the employees, establish the employer-employee relationship and define the employment terms in relation to termination and dismissal of employment through entering into labour contracts

此外，本集團建立投訴機制，及時處理和回應與僱傭相關的投訴及建議。本年度，本集團遵守相關法律及規例，如適用於中國內地的《中華人民共和國勞動合同法》、適用於香港的《僱傭條例》，以及適用於澳門的《勞動關係法》。本集團並無發現與僱傭、童工或強制勞工相關的違法或違規個案。

In addition, the Group has established a complaint mechanism to timely handle and respond to employment-related complaints and suggestions. Throughout the Year, the Group has complied with relevant laws and regulations, such as the Labour Contract Law of the People's Republic of China applicable in Mainland China, the Employment Ordinance applicable in Hong Kong, and the Labour Relations Law applicable in Macau. The Group is not aware of any violation of laws or regulations related to employment, child labour or forced labour.



Employment and Labour Practice (Continued) 僱傭及勞工常規 (續)

健康及安全

本集團重視僱員的健康與安全，已制定職業健康與安全管理系統，務求營造讓僱員安心的工作環境。

Health and Safety

The Group values the health and safety of the employees, and has formulated an occupational health and safety management system to ensure a safe working environment for the employees.

與健康及安全有關的措施 Measures in relation to occupational health and safety	
職業健康安全管理小組 Occupational health and safety management team	<ul style="list-style-type: none"> 生產廠房已成立健康與安全工作小組，負責制定職業健康安全制度，並督促執行 An occupational health and safety work team has been established in the production plants to take responsibility for the formulation, supervision and execution of occupational health and safety system
安全作業的流程和指引 Safe operation procedures and guidelines	<ul style="list-style-type: none"> 為生產廠房的僱員提供合適、充足的個人防護裝備 Provide suitable and adequate protective equipment for individual employee working in the production plants 制定生產崗位的工作制度，確保安全生產 Develop a working system for employees working at production positions to ensure safe production 定期進行檢查，對安全隱患執行整改措施 Conduct regular inspections and implement corrective measures for potential safety hazards
宣傳及教育 Publicity and education	<ul style="list-style-type: none"> 於貨倉內張貼職業安全須知，提示僱員保持場地整潔，並注意防火和用電安全，以及提供正確體力處理的操作程序 Post occupational safety instructions in the warehouses to remind the employees to keep the sites clean and tidy, be vigilant to fire hazards and electricity use, and provide the procedures for proper physical handling 對生產廠房的僱員進行上崗前和在崗期間的職業衛生培訓，指導僱員正確使用防護設備 Carry out occupational health training for employees working in the production plants before and during employment, and provide guidance to employees in relation to proper use of protective equipment 以公告欄和內部通訊等方式向僱員職業健康和衛生的資訊 Distribute occupational and health information through bulletin boards and internal communications

Employment and Labour Practice (Continued) 僱傭及勞工常規 (續)

本集團正計劃建立風險評估流程，以識別健康與安全風險，並定期檢視，對風險評估進行更新。本年度，本集團遵守相關法律及規例，如適用於中國內地的《中華人民共和國安全生產法》、適用於香港的《職業安全及健康條例》，以及適用於澳門的《商業場所、辦事處場所及勞務場所之衛生與安全總規章》。本集團並無發現與健康與安全相關的違法或違規個案。

發展及培訓

為協助僱員提升工作技能及開拓其個人發展機會，本集團為僱員安排各類型的培訓。從新入職僱員的基本訓練到提升專業技能的培訓，本集團因應不同部門和職能的實際需要，針對性地提供不同類型的培訓，令僱員在工作技能和專業能力方面均得到持續的提升。部份營運點亦提供學費資助，鼓勵僱員報讀外部培訓課程。本集團重視僱員的職業規劃及發展，已制定年度業績評估程序，並根據客觀標準評估僱員的工作表現。

The Group is planning to establish a set of risk assessment procedures for the identification and regular inspection of risks in relation to health safety hazards, and to carry out updates to risk assessments. Throughout the Year, the Group has complied with relevant laws and regulations, such as the Work Safety Law of the People's Republic of China applicable in Mainland China, the Occupational Safety and Health Ordinance applicable in Hong Kong, and the "General Regulation of Working Safety and Hygiene of Office, Service and Commercial Establishment applicable in Macau. The Group is not aware of any violation of laws or regulations in connection with health and safety.

Development and Training

To help the employees improve their working skills and explore their individual development opportunities, the Group has arranged various types of training for the employees, which encompass the basic training for newly hired employees as well as training for the improvement of professional skills. According to the actual requirements of different departments and functionalities, the Group provides different types of training, to ensure that the employees can benefit from their continuous improvements in terms of working skills and professional skills. Some of the operating points also provide tuition assistance to encourage the employees' enrolment in external training classes. The Group values the career planning and development of the employees, and has developed the annual performance appraisal procedure for the assessment of employees' performance based on objective criteria.



Operation Management 營運管理

本集團重視每一位客戶。本集團致力透過持續提升本集團產品和服務的品質，妥善管理供應鏈，以及防止任何形式的貪污行為，為客戶提供滿意的產品，保障客戶權益。本集團已在《供應鏈管理、產品責任及反貪污政策聲明》中列明在供應鏈管理、產品責任和反貪污的承諾。

供應鏈管理

妥善管理供應鏈乃企業履行社會責任的重要途徑之一。為此，本集團承諾嚴格選擇供應商，並定期檢視其表現。本集團亦承諾識別供應鏈的環境及社會風險，並把供應商的環保及社會表現納入評核標準，以及與供應商持續溝通及適時提供支援。

為了保證服裝產品達到環保要求，生產廠房要求供應商提供符合國家環保規定的合格檢測報告。

化妝品業務方面，微膠珠於過去數十年被廣泛地應用於面部清潔和磨砂產品等產品中。用家在使用這些產品時，無法分解的微膠珠會被沖洗到排水道，最終流入海洋，對環境造成影響。本集團承擔企業責任，自二零一八年起，要求自家品牌的生產商所生產產品不可含有微膠珠。

The Group values every customer. The Group is committed to the continuous improvement of the quality of the Group's products and services as well as the proper management of the supply chain to prohibit any form of corruption. The Group is also committed to provide customers with satisfactory products and to protect their rights. The Group has already set out its commitments in relation to supply chain management, product responsibilities and anti-corruption in the "Supply Chain Management, Product Responsibility and Anti-Corruption Policy Statement".

Supply Chain Management

Proper management of the supply chain is one of the important measures to fulfill corporate social responsibilities. To this end, the Group is committed to a rigorous selection process and regular performance review of suppliers. The Group is also committed to the identification of environmental and social risks in the supply chain by incorporating the suppliers' environmental and social performance into the assessment criteria, maintaining constant communication with the suppliers and providing them with timely support.

To ensure that the apparel products meet the requirements of environmental protection, the production plants require the suppliers to provide qualified testing reports in compliance with the national environmental protection regulations.

In cosmetics business, microbeads have been widely used in facial cleaning and facial scrub products in the past decades. When these products are used by the end-users at homes, the undegradable microbeads are washed into the drainage system and finally discharged into the ocean, causing unfavourable impact to the environment. The Group takes the corporate responsibility and since 2018, has been requiring our supplying manufacturers not to use microbeads in products of our own brand.

Operation Management (Continued) 營運管理 (續)

產品責任

本集團重視客戶服務的品質及產品質量。本集團已推行各種確保產品責任的措施，以履行在《供應鏈管理、產品責任及反貪污政策聲明》中載列的承諾。

Product Responsibility

The Group values the quality of its customer service and quality of its products. The Group has implemented various measures to ensure product responsibilities, in order to fulfill the commitments as set out in the “Supply Chain Management, Product Responsibility and Anti-Corruption Policy Statement”.

與產品責任有關的措施 Measures in relation to product responsibilities	
產品和服務的健康與安全 Health and safety of products and services	<ul style="list-style-type: none"> 制定產品售後服務承諾 Establish after-sales service commitments 於合同中訂立與產品或服務的健康與安全相關的條款 Set out provisions in the contracts relevant to health and safety of the products and services 制定產品質量檢定流程 Develop product quality inspection procedures
廣告和標籤 Advertising and labeling	<ul style="list-style-type: none"> 訂立廣告媒介的選擇標準 Establish selection criteria for advertising media 訂立廣告內容的標準 Establish standards for advertisement contents
客戶私隱 Customer privacy	<ul style="list-style-type: none"> 以合理的方式及在真正需要時方收集個人資料 Reasonably collect personal data only on need basis 收集資料時令資料提供者知悉目的，並只使用於獲同意的用途 The purpose of data collection must be made known to the information provider and the data can only be used in the agreed usage 僱員入職時須簽署保密協議，確保明瞭資料保密的責任和要求 Newly hired employees are required to sign a non-disclosure agreement to ensure that they understand the responsibilities and requirements of data confidentiality
知識產權 Intellectual property	<ul style="list-style-type: none"> 限制僱員自行安裝電腦軟件，僱員如要安裝新軟件，須獲電腦部主管的授權和批准 Employees are not allowed to install unauthorized computer software. Any installation of new software by the employees must be authorized and approved by the head of computer department



Operation Management (Continued) 營運管理 (續)

本年度，本集團遵守與產品責任相關的法律及規例，如適用於中國內地的《中華人民共和國民法通則》、《中華人民共和國產品質量法》、《中華人民共和國消費者權益保護法》、適用於香港的《消費品安全條例》及《貨品售賣條例》，以及適用於澳門的《商法典》。本集團並無發現任何與產品責任相關的違法或違規個案。

Throughout the Year, the Group has complied with the laws and regulations in relation to product responsibility, such as General Principles of the Civil Law of the People's Republic of China, Product Quality Law of the People's Republic of China, and Law of the People's Republic of China on Protection of Consumer Rights and Interests applicable in the Mainland China, Consumer Goods Safety Ordinance and Sale of Goods Ordinance applicable in Hong Kong, as well as the Commercial Code applicable in Macau. The Group is not aware of any violation of laws or regulations in connection with product responsibility.

反貪污

為防止任何形式的貪污行為，本集團採取預防措施，防止在業務營運中出現賄賂、勒索、欺詐及洗黑錢等行為。

Anti-corruption

To prevent any form of corruption, the Group takes preventive measures to prohibit any acts of bribery, extortion, fraud and money laundering in its business operation.

與反貪污有關的措施 Measures in relation to anti-corruption	
•	制定僱員舉報政策，以建立投訴機制，及時處理和回應與貪污相關的投訴及建議，以及訂立懷疑貪污個案的調查程序 Formulate the employee reporting policy by establishing a complaint mechanism in which corruption-related complaints and suggestions are timely handled and responded, and establish the investigation procedure for cases of suspected corruption
•	在《僱員手冊》中加入與反貪污相關的條款，要求僱員遵守 Corruption-related provisions have been incorporated into the "Employees Handbook" for the compliance by the employees

本年度，本集團遵守相關法律及規例，如適用於中國內地的《中華人民共和國刑法》、適用於香港的《防止賄賂條例》，以及適用於澳門的《刑法典》及《預防及遏止私營部門賄賂法律》。本集團並無發現任何與貪污相關的違法或違規案例。

Throughout the Year, the Group has complied with relevant laws and regulations, such as the Criminal Law of the People's Republic of China applicable in the Mainland China, the Prevention of Bribery Ordinance applicable in Hong Kong, the Criminal Code and the Law for Prevention and Suppression of Bribery in the Private Sector applicable in Macau. The Group is not aware of any violation of laws or regulations in connection with corruption.

Community Investment 社區投資

作為一家對社會責任有承擔的機構，本集團致力發揮自身的優勢為營運所在社區作出貢獻，為社會創造價值。本集團已制定《社區投資政策聲明》，承諾倡導負責任的企業文化，以及與營運所在社區的人士持續溝通。

本集團為社區計劃和活動投放資源，以此為社會發展帶來正面影響。

As an organization with commitments to social responsibilities, the Group is committed to contributing to the communities where its operating sites are located by taking advantage of its strengths and creating values for the society. The Group has formulated the “Community Investment Policy Statement” in which it has promised to promote a responsible corporate culture and to maintain a constant communication with the community stakeholders where it operates.

The Group contributes positive impacts to the development of society through the investment of resources in community projects and activities.



Looking Forward 展望未來

隨著本集團逐步完善環境、社會及管治和風險評估架構，本集團期望能夠更有效地監管可持續發展議題上的政策、措施及績效。本集團將更用心聆聽持份者的意見，並及時回應訴求。本集團歡迎閣下就對本報告的疑問或建議電郵至 contact@veeko.com.hk，以協助本集團履行可持續發展的承諾。

With the gradual improvement of the Group's environmental, social and governance as well as risk assessment framework, the Group expects to monitor the policies, measures and performance in relation to sustainable development issues more effectively. The Group will pay more attention to the stakeholders' views and give timely responses. The Group welcomes any questions or suggestions that you may have regarding this report. Please send emails to contact@veeko.com.hk in order to assist the Group in fulfilling its commitments to sustainable development.

Content Index to the ESG Reporting Guide 《環境、社會及管治報告指引》內容索引

主要範疇 Subject areas	內容 Content	本年度統計數字 Statistics for the Year	頁碼索引 Page
A. 環境 A. Environmental			
A1 排放物 A1 Emissions			
一般披露 General Disclosure	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： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 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.	—	4-7
A1.1	排放物種類及相關排放數據 The types of emissions and respective emissions data		
	氮氧化物(千克) Nitrogen oxides (kg)	487.9	6
	硫氧化物(千克) Sulphur oxides (kg)	0.7	6
	可吸入懸浮粒子(千克) Respirable suspended particles (kg)	35.6	6



Content Index to the ESG Reporting Guide (Continued) 《環境、社會及管治報告指引》內容索引 (續)

主要範疇 Subject areas	內容 Content	本年度統計數字 Statistics for the Year	頁碼索引 Page
A1.2	溫室氣體總排放量(噸二氧化碳當量) Greenhouse gas emissions in total (Tonne of CO ₂ equivalent)	5,724.4	5
	溫室氣體排放密度－香港及澳門(噸二氧化碳當量／百萬港元營業額) Intensity of greenhouse gas emissions – Hong Kong and Macau (tonne of CO ₂ equivalent/million HK\$ turnover)	2.55	5
	溫室氣體排放密度－汕頭生產廠房(噸二氧化碳當量／千件產品) Intensity of greenhouse gas emissions – Shantou production plants (tonne of CO ₂ equivalent/thousand product units)	1.18	5
A1.3	所產生有害廢棄物總量(噸) Total hazardous waste produced (in tonnes)	0	–
	所產生有害廢棄物的密度－汕頭華南迪高廠房(噸／百萬件產品) Intensity of hazardous waste produced – Shantou Huanan Digao production plant (tonnes/million product units)	不適用 N/A	–
A1.4	所產生無害廢棄物總量(噸) Total non-hazardous waste produced (in tonnes)	25	–
	所產生無害廢棄物的密度－汕頭生產廠房(噸／千件產品) Intensity of non-hazardous waste produced – Shantou production plants (tonnes/thousand product units)	0.02	–
A1.5	描述減低排放量的措施及所得成果 Description of measures to mitigate emissions and results achieved	–	4-6
A1.6	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 Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved	–	7

Content Index to the ESG Reporting Guide (Continued) 《環境、社會及管治報告指引》內容索引 (續)

主要範疇 Subject areas	內容 Content	本年度統計數字 Statistics for the Year	頁碼索引 Page
A2 資源使用 A2 Use of Resources			
一般披露 General Disclosure	有效使用資源(包括能源、水及其他原材料)的政策 Policies on the efficient use of resources, including energy, water and other raw materials.	—	8-9
A2.1	能源耗量 Energy consumption	—	—
	直接能源(兆瓦時等值) Direct energy (MWh equivalent)	353.4	—
	間接能源(兆瓦時) Indirect energy (MWh)	9,569.5	—
	能源密度－香港及澳門(兆瓦時等值／百萬港元營業額) Intensity of energy consumption – Hong Kong and Macau (MWh equivalent/million HK\$ turnover)	4.49	—
	能源密度－汕頭生產廠房(兆瓦時等值／千件產品) Intensity of energy consumption – Shantou production plants (MWh equivalent/thousand product units)	1.95	—
A2.2	總耗水量(立方米) Water consumption in total (m ³)	37,992	—
	耗水密度－香港及澳門(立方米／平方呎面積) Intensity of water consumption – Hong Kong and Macau (m ³ /sq. ft. area)	0.03	—
	耗水密度－汕頭生產廠房(立方米／件產品) Intensity of water consumption – Shantou production plants (m ³ /product unit)	0.02	—
A2.3	描述能源使用效益計劃及所得成果 Description of energy use efficiency initiatives and results achieved	—	8-9



Content Index to the ESG Reporting Guide (Continued) 《環境、社會及管治報告指引》內容索引 (續)

主要範疇 Subject areas	內容 Content	本年度統計數字 Statistics for the Year	頁碼索引 Page
A2.4	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 Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved	—	9
A2.5	製成品所用包裝材料的總量(噸) Total packaging material used for finished products (in tonnes)	127.5	—
	製成品所用包裝材料的每生產單位佔量－香港及澳門(噸／百萬港元營業額) Packaging material used for finished products per unit produced – Hong Kong and Macau (tonne/million HK\$ turnover)	0.03	—
	製成品所用包裝材料的每生產單位佔量－汕頭生產廠房(噸／千件產品) Packaging material used for finished products per unit produced – Shantou production plants (tonnes/thousand product units)	0.06	—
A3 環境及天然資源 A3 The Environment and Natural Resources			
一般披露 General Disclosure	減低發行人對環境及天然資源造成重大影響的政策。 Policies on minimising the issuer's significant impact on the environment and natural resources	—	4, 9
A3.1	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 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them	—	9

Content Index to the ESG Reporting Guide (Continued) 《環境、社會及管治報告指引》內容索引 (續)

主要範疇 Subject areas	內容 Content	本年度統計數字 Statistics for the Year	頁碼索引 Page
B. 社會 B. Social			
B1 僱傭 B1 Employment			
一般披露 General Disclosure	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： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.	—	10-11
B2 健康與安全 B2 Health and Safety			
一般披露 General Disclosure	有關提供安全工作環境及保障僱員避免職業性危害的： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 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.	—	12



Content Index to the ESG Reporting Guide (Continued) 《環境、社會及管治報告指引》內容索引 (續)

主要範疇 Subject areas	內容 Content	本年度統計數字 Statistics for the Year	頁碼索引 Page
B3 發展及培訓 B3 Development and Training			
一般披露 General Disclosure	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 Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	—	13
B4 勞工準則 B4 Labour Standards			
一般披露 General Disclosure	有關防止童工或強制勞工的： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.	—	10-11
B5 供應鏈管理 B5 Supply Chain Management			
一般披露 General Disclosure	管理供應鏈的環境及社會風險政策 Policies on managing environmental and social risks of the supply chain.	—	14

Content Index to the ESG Reporting Guide (Continued) 《環境、社會及管治報告指引》內容索引 (續)

主要範疇 Subject areas	內容 Content	本年度統計數字 Statistics for the Year	頁碼索引 Page
B6 產品責任 B6 Product Responsibility			
一般披露 General Disclosure	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： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 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.	—	15-16
B7 反貪污 B7 Anti-corruption			
一般披露 General Disclosure	有關防止賄賂、勒索、欺詐及洗黑錢的： Information on: (a) 政策；及 the policies; and (b) 遵守對發行人有重大影響的相關法律及規例的資料 compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	—	16
B8 社區投資 B8 Community			
一般披露 General Disclosure	有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策 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.	—	17

Veeko®

Veeko International Holdings Limited

威高國際控股有限公司

Stock Code 股份代號 : 1173

10/F., Wyler Centre Phase II, 192-200 Tai Lin Pai Road, Kwai Chung, N.T., Hong Kong. 香港新界葵涌大連排道192-200號偉倫中心二期十樓

Tel 電話:(852)2887 0888 Fax 傳真:(852)2310 9017 Websites 網址: www.veeko.com.hk www.irasia.com/listco/hk/veeko/index.htm

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