



Tong Ren Tang Technologies Co. Ltd.
北京同仁堂科技發展股份有限公司
(a joint stock limited company incorporated in the People's Republic of China with limited liability)
(於中華人民共和國註冊成立的股份有限公司)
(Stock Code 股份代號:1666)



2019

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

北京同仁堂

Beijing Tong Ren Tang



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About This Report

This report is the Environmental, Social and Governance Report for the year 2019 (this “Report”) published by Tong Ren Tang Technologies Co. Ltd. (the “Company”) and its subsidiaries (together, the “Group”). The board of directors of the Company (the “Board”) and its individual members affirm that this Report contains no false or misleading statements or material omissions and that they are jointly and severally responsible for the truthfulness, accuracy, and completeness of its contents.

The Board believes that sound environment, society and governance (“ESG”) structure is vital for the development of the Group. In addition to the business growth, the Group has been pursuing excellence in environmental protection, social responsibility, corporate governance and other areas. Meanwhile, the Group also expects to enhance its transparency of operation to achieve and uplift the sense of social responsibility. With reference to its own experience, the Group primarily adopts the principles and basis of Environmental, Social and Governance Reporting Guide set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (the “Hong Kong Stock Exchange”) (the “Listing Rules”) as its standards, with an aim to establish a sound ESG structure. This report has complied with the “Comply or explain” provisions set out in the Environmental, Social and Governance Reporting Guide.

This Report sets out the Group’s (for the purposes of this Report, unless otherwise indicated, it does not include a subsidiary of the Company, namely Beijing Tong Ren Tang Chinese Medicine Company Limited (“Tong Ren Tang Chinese Medicine”), and its subsidiaries (hereinafter collectively referred to as “Tong Ren Tang Chinese Medicine Group ”)) policies and practices in four aspects, namely working environment, operational management, public welfare and environmental protection for the period from 1 January 2019 to 31 December 2019 (the “Reporting Period”). This Report is designed to allow shareholders, investors and the public to have a more comprehensive and profound understanding of the Group’s corporate governance and culture.

This Report is prepared and published in traditional Chinese and English. In the event of discrepancy between each version, the traditional Chinese version shall prevail. This Report is printed on environmental-friendly paper to minimize impacts on the environment and advocate the Group’s environmental principles.

Deloitte Touche Tohmatsu Certified Public Accountants LLP, an independent assurance organization, has provided independent assurance services for this Report and issued an independent assurance report.

This Report is available in both paper and electronic formats. The electronic format can be viewed and downloaded on the website of the Hong Kong Stock Exchange (www.hkex.com.hk) and the website of the Company (www.tongrentangkj.com). For any suggestion or opinion on this Report or the Group’s ESG work, please kindly send it to the Company through our communication channels.

關於本報告

本報告是北京同仁堂科技發展有限公司(「本公司」)及其子公司(以下合稱「本集團」)向社會公眾發佈的二零一九年度《環境、社會及管治報告》(「本報告」)。本公司董事會及全體董事保證本報告內容不存在任何虛假記載、誤導性陳述或重大遺漏，並對其內容的真實性、準確性和完整性承擔個別及連帶責任。

董事會認為，良好的環境、社會及管治(「ESG」)架構對於本集團之發展極其重要，除了致力於在業績上追求增長，亦於環境保護、社會責任及企業管治等範疇不斷精益求精；同時亦希望增強本集團運營之透明度，從而實現並提高社會責任感。本集團主要採納香港聯合交易所有限公司(「香港聯交所」)證券上市規則(「上市規則」)附錄二十七所載《環境、社會及管治報告指引》之原則及基準作為本集團的標準，同時結合自身實際，旨在構建良好的ESG架構。本報告已遵守《環境、社會及管治報告指引》載列的「不遵守就解釋」條文。

本報告報告時間跨度為二零一九年一月一日至二零一九年十二月三十一日(「報告期」)。本報告載列了本集團(僅就本報告而言，除特別註明外，均不包含本公司之子公司北京同仁堂國藥有限公司(「同仁堂國藥」)及其子公司(以下合稱「同仁堂國藥集團」)於工作環境、營運管理、社會公益及環境保護四個方面的策略與實踐，股東、投資者以及公眾人士通過本報告可對本集團的治理與文化有更加全面、深刻的瞭解。

本報告分別以中文繁體及英文編寫、發佈，在對各文本的理解上發生歧義時，請以中文繁體文本為準。本報告之紙張均使用環保紙張印製，旨在最大限度降低對環境的影響與污染，倡導本集團的環保理念。

獨立鑒證機構德勤華永會計師事務所(特殊普通合伙)已為本報告提供獨立鑒證服務，並出具鑒證報告。

本報告有紙質版及電子版兩種形式，電子版可以在香港聯交所網站(www.hkex.com.hk)和本公司網站(www.tongrentangkj.com)查閱和下載，歡迎社會各界人士透過本公司通訊渠道，就本報告或本集團ESG工作提出建議及意見。

About Us

The Company was established in March 2000 and was listed on the Growth Enterprise Market (the “**GEM**”) of the Hong Kong Stock Exchange in October 2000. On 9 July 2010, the Company transferred the listing from GEM to the Main Board of the Hong Kong Stock Exchange. The Company has always been adhering to and enhancing the pharmaceutical tradition where “No compromise on labour cost despite the complexity of processing herbal medicines. No compromise on material resources despite the scarcity of medicine ingredients” since its incorporation. Using modern pharmaceutical technology, we provide premium, safe and authentic products for consumers at home and abroad.

With Chinese patent medicine as its core product, the Group boasts a well-diversified product pipeline that covers health boosting, heat alleviating, exterior syndrome relieving, nerve soothing categories and others with over a hundred forms, including pill, tablet, granule, oral liquid and gums, etc.. Representative products include Liuwei Dihuang Pills, Niu Huang Jiedu Tablets, Ganmao Qingre Granules, etc..

The Company has over 40 domestic and overseas foremost subsidiaries who are engaged in manufacturing and distribution of traditional Chinese medicine products, food and daily chemical products, production of Chinese medical raw materials, medical services, distribution of medicine, etc..

The Group is dedicated to exploring and constructing the modernisation of traditional Chinese medicines and traditional Chinese medicine healthcare, to innovating in inheritance and developing through innovation, and to making a constant effort to promote traditional Chinese medicine.



關於我們

本公司於二零零零年三月成立，同年十月在香港聯交所創業板掛牌上市，並於二零一零年七月九日轉至香港聯交所主板上市。本公司自成立之日起，始終堅持繼承和發揚同仁堂「炮製雖繁必不敢省人工，品味雖貴必不敢減物力」的製藥傳統，利用現代製藥技術，為海內外廣大消費者提供品質優良、安全放心的道地產品。

本集團以中成藥產品為核心，具有豐富的產品儲備，產品涵蓋補益類、清熱類、解表類、安神類等多種門類，涉及丸劑、片劑、顆粒劑、口服液和膠劑等多種劑型的百餘個品種，代表品種包括六味地黃丸、牛黃解毒片、感冒清熱顆粒等。

本公司於境內外現有主要子公司四十餘家，涉及中藥產品、食品、日化類產品的生產銷售，中藥材原料生產，醫療服務，藥品分銷等業務領域。

本集團致力於傳統中醫藥現代化和中醫藥健康領域的探索與建設，在繼承中創新，在創新中發展，為推動實現中醫藥的傳播與發揚而不斷努力。



Brand and Culture

Founded in 1669 (the 8th year of Kang Xi reign in Qing Dynasty), Tong Ren Tang has a history of over 350 years. Since then, Tong Ren Tang has been adhering to the old maxim of “No compromise on labour cost despite the complexity of processing herbal materials. No compromise on material resources despite the scarcity of medicine ingredients”, and treating patients with benevolence and competence. This is the foundation of Tong Ren Tang’s culture of quality and integrity, and the code of conduct observed by generations of those at Tong Ren Tang.

Over the past hundreds of years, the owners of Tong Ren Tang have endeavoured to maintain the brand of Tong Ren Tang. “Unique prescription, superior materials, superb technique, and obvious effects” have characterized the pharmaceutical expertise of Tong Ren Tang for hundreds of years, and are well-known in markets.

On the foundation of inheriting the essence of the traditional Chinese medicine culture of China, after over 300 years’ evolution and innovation, Tong Ren Tang combines TCM and Chinese Medicine, tradition and modernity, formed a unique integration of traditional techniques, preparation methods, as well as cultures of benevolence, quality, and integrity, business philosophy, values and brand image. In 2006, Tong Ren Tang’s Chinese medicine culture was recognized as one of the first National Intangible Cultural Heritages.

“Cultivating Kind-heartedness and Benefiting Mankind and Preserving Health” is both Tong Ren Tang’s mission and its spirit. As a pharmaceutical company, Tong Ren Tang takes on the mission of improving and enhancing health and life quality of people. We innovate from the succession and develop from the innovation. We always adhere to the ways of operation of making profits by performing good deeds with honesty and trustworthiness, hold sentiments of preserving tranquility and wellness, in order to actively promote the Chinese medicine culture.

From 1669 to 2019, Tong Ren Tang experienced a change from a drugstore, to a family business of “front store, back factory”, to a wholly people-owned enterprise, and then to a state-owned enterprise. In these 350 years, despite changes in times and environment, the concept of Tong Ren Tang to operate with integrity has never changed and the pace of progress has never stopped. Through these 350 years, the brand of Tong Ren Tang has gradually took a historic leap from Beijing to the country, and then to the world. Gaining praises of patients with different skin colors from all corners of the world and bringing back memories of hometowns to overseas Chinese, the word “Tong Ren Tang” brings people not only health, but also a strong Chinese sentiment.

In 1989, the Trademark Office of the State Administration of Industry and Commerce certified “Tong Ren Tang” as a national well-known trademark. The inclusive circle represents the traditional dosage form of traditional Chinese medicine — pills, and the two dragons on both sides with the herbs-shaped are like dragons and herbs, implies that dragon and traditional Chinese medicine are both unique spirits and traditional culture of the Chinese nation. And a pearl between the two dragons marks that the “Tong Ren Tang” brand is a crown jewel of the nation. “Tong Ren Tang” trademark is owned by China Beijing Tong Ren Tang Group Co., Ltd., the Group can use the trademark and logo of “Tong Ren Tang” for a fee according to its authorization.



品牌與文化

同仁堂創始於公元一六六九年(清康熙八年)，至今已有350多年的歷史。同仁堂自成立之日起，始終堅持「炮製雖繁必不敢省人工，品味雖貴必不敢減物力」的古訓，講「仁心」、重「仁術」，奠定了同仁堂質量和誠信文化根基，成為歷代同仁堂人遵循的行為準則。

幾百年來，同仁堂的歷代經營者都全力維護同仁堂品牌。「配方獨特，選料上乘，工藝精湛，療效顯著」是同仁堂數百年的製藥精髓與特色，在中醫藥市場上享有盛名。

同仁堂在繼承中國傳統中醫藥文化精髓的基礎上，經過三百餘年的傳承與創新，將中醫與中藥相結合、傳統與現代相結合，形成了獨具特色的傳統技藝、炮製方法，形成了仁德文化、質量文化、誠信文化，以及獨有的經營哲學、價值理念與品牌形象。同仁堂中醫藥文化已於二零零六年列入首批國家級非物質文化遺產名錄。

「同修仁德，濟世養生」是同仁堂的使命，也是同仁堂的精神。同仁堂作為醫藥公司，以改善和提高人民健康水平和生活質量為己任，在繼承中創新、在創新中發展，始終堅持以義為上、誠實守信的經營之道，恪同修仁德之根本，抱濟世養生之情懷，積極弘揚中醫藥文化。

從一六六九年到二零一九年，同仁堂經歷了從一家藥室，到前店後場的家族企業，又到全民所有制企業，再到國有企業的身份轉變。350年，時代在變、環境在變，但同仁堂人靠誠信立業的理念從未改變，前進的腳步從未停歇。350年，同仁堂品牌逐步實現了從北京走向全國，再到世界的歷史性跨越，從五湖四海不同膚色患者的交口稱讚到海外華人到同仁堂藥店找尋對故鄉的記憶，「同仁堂」三個字帶給人們的不只是健康，還包括那份濃濃的中華情。

「同仁堂」商標由國家工商行政管理局商標局於一九八九年認定為國家馳名商標。包容性的圓形代表著中藥的傳統劑型——丸藥，兩旁草葉形體的雙龍，似龍似草、亦龍亦草，寓意著龍與中藥同為中華民族所獨具的優秀精神和傳統文化。而雙龍之間的一顆明珠，標誌著「同仁堂」品牌乃國之瑰寶。「同仁堂」商標為中國北京同仁堂(集團)有限責任公司所有，本集團依照其授權可有償使用「同仁堂」商標及商標圖樣。



Chairman's Statement

2019 was a year full of difficulties and challenges, and a year of struggling and laying a solid foundation. During the year, as the downward pressure on the Chinese economy continued to increase, the reform of national medical system continued to intensify and more stringent policies were adopted, competition in the pharmaceutical industry became even fiercer and profit growth slowed further. At the same time, the Group has entered a transitional period between new and old production capacity, and was faced with prominent problems such as insufficient production capacity of some products and new production capacity not being released, which led to declines in both the production volume and value. With the completion of construction and commencement of trial production and operation in succession of the newly built production bases, industrial operating cost and depreciation of fixed assets have increased. All these have adverse effects on the Group's performance. For the year ended 31 December 2019, the revenue of the Group (including Tong Ren Tang Chinese Medicine Group) was RMB4,476,449,000, representing a decrease of 11.53% from RMB5,059,638,000 for the same period last year; net profit amounted to RMB741,390,000, representing a decrease of 26.29% from RMB1,005,853,000 for the corresponding period of last year; net profit attributable to owners of the Company was RMB417,650,000, representing a decrease of 38.38% from RMB677,815,000 for the same period last year.

During the year, the Group thoroughly carried out the "Xi Jinping Thought on Socialism with Chinese Characteristics for a New Era" and the spirit of the 19th National Congress of CPC, continued to strengthen the political leadership of the Communist Party, continued to enhance ideological and political construction, organizational construction, cadre team construction and ideology construction, integrated the construction of the Communist Party into all aspects of corporate governance and facilitated in-depth integration of the construction of the Communist Party into production and operation. During the Reporting Period, taking the opportunity of key project modification, the Company motivated the enthusiasm, initiative and creativity of party organization, party members and staff at all levels, facilitated in-depth integration of the construction of the Communist Party into production and operation, further strengthened risk investigation in the daily operation of the Company in production and supply, quality management, marketing, brand management, safety and environmental protection, enhanced analysis and resolution of new problems and conflicts and improved the ability of risk prevention and control. By improving the internal control system, institutional system and quality system, the Company consolidated its basic management, created a long-term management mechanism and improved the quality of management.

In 2019, we were committed to the original intention and mission of "Cultivating Kind-heartedness and Benefiting Mankind and Preserving Health", adhered to the principles of "Virtue, Honesty and Integrity", upheld the values of "Be Kind to the Society, Employees, Partners, and Investors" and continued to provide products for consumers with "superior quality and unparalleled skill" and ensure the medication safety of consumers; actively participated in public welfare activities, such as poverty alleviation, free medical consultation, caring for vulnerable groups, to make contribution to the creation of social values; continued to advocate green and low-carbon production and management concepts, actively explored recycling and sustainable development strategies, and minimized the impact on the surrounding environment; in line with the national environmental protection policy and the overall requirements of capital core function positioning of Beijing, actively promoted the adjustment of industrial layout and built "Sunshine Projects" and "Trusted Projects" to make contribution to the building of a beautiful China; cared about our shareholders and investors, guaranteed their rights to know through open and transparent information disclosure and provided shareholders with long-term and stable return on investment. The Group has continuously distributed dividends since its listing in 2000, with an accumulated dividend distribution of over RMB2.2 billion.

I hereby would like to express my sincere gratitude to all the staff of the Group for their excellent performance and tireless efforts; and to the public for their continuous support to and understanding of the Company. As always, we will continue upholding our cultural values of "Cultivating Kind-heartedness, and Benefiting Mankind and Preserving Health", and shoulder the trust and expectations of shareholders, customers, employees and people from all walks of the society to provide better products and services and concertedly build a harmonious and promising future.

Gu Hai Ou
Chairman

Beijing, the PRC
30 March 2020



董事長致辭

二零一九年，是充滿困難與挑戰的一年，更是艱苦奮鬥、牢築根基的一年。年內，中國經濟下行壓力持續加大，國家醫療體制改革持續深化，政策環境愈發嚴格，醫藥行業競爭日趨激烈，利潤增速進一步放緩。同時，本集團進入新舊產能銜接的過渡期，面臨著部分品種產能不足、新產能尚未釋放等突出問題，導致產品產量、產值雙下降；伴隨新建生產基地陸續竣工、試產及投入運營，工業運營成本及固定資產折舊有所增加，均對本集團業績造成不利影響。截至二零一九年十二月三十一日止年度，本集團（包含同仁堂國藥集團）收入為人民幣447,644.9萬元，較上年同期的人民幣505,963.8萬元下降11.53%；實現淨利潤為人民幣74,139.0萬元，較上年同期人民幣100,585.3萬元下降26.29%；本公司所有者應佔淨利潤為人民幣41,765.0萬元，較上年同期的人民幣67,781.5萬元下降38.38%。

年內，本集團深入貫徹「習近平新時代中國特色社會主義思想」和黨的十九大精神，持續強化黨的政治引領，不斷加強思想政治建設、組織建設、幹部隊伍建設和意識形態建設，將黨的建設融入到公司治理的各個環節，促進黨建與生產經營深度融合。報告期內，借助專項整改契機，充分調動各級黨組織、黨員和員工的積極性、主動性和創造性，促進黨建工作與生產經營的深度融合，進一步加強在生產供應、質量管理、市場營銷、品牌管理、安全環保等涉及公司日常運營工作中的風險排查，強化對新問題、新矛盾的分析、解決以及提高風險防控能力，通過完善內控體系、制度體系、質量體系，夯實基礎管理，形成長效管理機制，促進管理質量的提升。

二零一九年，我們始終堅持「同修仁德、濟世養生」的初心與使命，繼續以「德、誠、信」為宗旨，遵循同仁堂「善待社會、善待員工、善待經營夥伴、善待投資者」的價值理念，繼續為廣大消費者造就「至優至精」的產品，保障消費者用藥安全；積極投身公益事業，開展扶貧、義診、關愛弱勢群體等活動，為創造社會價值貢獻一份力量；持續倡導綠色、低碳的生產經營理念，積極探索循環、可持續的發展策略，最大限度降低對周邊環境的影響；依據國家環境保護政策及北京市首都核心功能定位的整體要求，積極推進工業佈局調整，打造「陽光工程」與「放心工程」，為建設美麗中國貢獻一份力量；善待股東與投資者，堅持公開、透明的信息披露以保障廣大股東與投資者知情權，並致力於給予股東長期穩定的投資回報，本集團自二零零零年上市以來連續分紅派息，累計派息金額已超過人民幣22億元。

本人在此謹向本集團全體員工致以衷心的謝意，感謝各位卓有成效的工作及不懈努力；向社會公眾致以誠摯的敬意，感謝各位一直以來的厚愛，對公司的支持和理解。我們將一如既往，持續秉持「同修仁德，濟世養生」的文化內涵，肩負股東、客戶、員工和社會各界的重托與期許，提供更優質的產品與服務，攜手共建和諧的美好未來。

顧海鷗
董事長

中國·北京
二零二零年三月三十日

System of ESG Management

The Group primarily adopts the principles and basis of Environmental, Social and Governance Reporting Guide set out in Appendix 27 to the Listing Rules as its standards of ESG management.

The Group always pays close attention to harmonious corporate and social development, gradual integration of social responsibility concept into all aspects of enterprise production and operation, earnestly fulfills economic, social and environmental responsibilities, and accepts the supervision of various stakeholders such as government, shareholders, employees, partners, consumers, and the public, and strengthen communication with stakeholders, enhance the transparency of corporate operations, and raised the whole society's awareness and recognition of the Group's sustainable development efforts, and realize the pattern of mutual development and mutual benefit between the enterprise and various stakeholders. At the same time, combined with its own development, it constantly improves its corporate governance structure and improves its internal risk management level, thereby continuously promoting the healthy, sustained and stable high-quality development of the Group.

The Group's business and operation relating to ESG are led and authorized to be managed by the Board. Certain powers are entrusted by the Board to the Management to formulate and implement the strategy and operation plan in respect of ESG of the Group. The Company has established 20 functional departments including the human resources department, trade union, quality management department, production management department, financial planning department, investment and financing management department, audit department, legal department, basic work management department, after-sales service inspection department, planning and technical transformation office, security department and engineering department, which are directly led by the senior management and are responsible for the Group's overall management of strategy, personnel, finance, quality, energy, safety, risk control and other aspects of sustainable development.

本集團主要採納上市規則附錄二十七所載《環境、社會及管治報告指引》之原則及基準作為本集團ESG管理之標準。

本集團時刻關注企業與社會和諧發展，將ESG理念逐步融入到企業生產經營的各個環節，認真履行經濟、社會及環境責任，接受政府、股東、員工、合作夥伴、消費者、公眾等各利益相關方的監督，加強與利益相關方間的溝通，增強公司運營透明度，提升社會各界對本集團可持續發展的認知和認同，實現企業與各利益相關方共同發展、互利共贏的格局。同時，結合自身發展，不斷完善法人治理結構，提升內部風險管理水平，進而持續推動本集團健康、持續、穩定的高質量發展。

本集團之ESG相關業務及事務由董事會領導及授權處理。若干權利由董事會委託予管理層，讓管理層制定及實行本集團在ESG方面的策略及營運計劃。本公司設有人力資源部、工會、質量管理部、生產管理部、財務計劃部、投融資管理部、審計部、法務部、基礎工作管理部、售後服務監察部、規劃技改辦公室、安全保衛部、工程部等二十餘個職能部室，並分別由高級管理人員直接領導，負責本集團在戰略管理、人員管理、財務管理、質量管理、能源管理、安全環保、風險防控等可持續發展方面的全方位管理。

ESG 責任管理體系

During the Reporting Period, the Company has established the strategy and planning committee under the Board to conduct research and evaluation on the performance of the Company's development strategy and planning, brand protection, legal risk prevention, product safety and other aspects and make recommendations to the Board, so as to enhance governance standard of the Group, prevent operational risks, and meet development needs of the Group.

The Board of the Company is responsible for assessing and monitoring the Group's performance in ESG every year, and takes full responsibility for the Group's environmental, social and governance strategies and reporting. The Environmental, Social and Governance Report of the Company for the year ended 31 December 2019 was reviewed and approved by the Board at the Board meeting held on 30 March 2020.

報告期內，本公司於董事會下設立戰略與規劃委員會，對本公司發展戰略與規劃、品牌保護、法律風險防範、產品安全等方面的表現進行研究、評估並向董事會提出建議，進而不斷促進本集團的治理水平、防範經營風險，以適應本集團發展需要。

本公司董事會負責每年評估、監察本集團在 ESG 方面的表現，並對本集團的環境、社會及管治策略及匯報承擔全部責任。董事會已於二零二零年三月三十日舉行的董事會會議上審閱並批准本公司截至二零一九年十二月三十一日止年度之《環境、社會及管治報告》。



Stakeholders

Communication with stakeholders

利益相關方溝通

Upholding fine traditional Chinese culture, we adhere to the principles of “Virtue, Honesty and Integrity” and Tong Ren Tang’s culture of “Being Kind”, striving to pursue harmony and common prosperity among stakeholders. We have established, and continued to improve, our communication channels, boosted our ability to perform duties, and achieved and uplifted the sense of social responsibility.

We have identified shareholders and investors, customers and consumers, employees, the community and the public, and the government as our main stakeholders. For shareholders and investors, we uphold a fair attitude, guarantee the right to know of shareholders of the Company through timely and transparent information disclosure and shareholder meetings, road show promotion, field research, etc., and allow the shareholders to earn a reasonable return on investment through payment of dividends and other means; for customers and consumers, we enforce strict quality control and provide products of premium quality to guarantee product quality and product safety, and we enable them to have a more visual understanding of the production process of our products through factory visit and other activities, and constantly strengthen communication and exchanges with customers and consumers; for employees, through the establishment of labour unions, diversified training and other means, we are committed to providing a healthy working environment, smooth training and development path, as well as a comprehensive compensation and welfare system to protect employees’ rights and interests; for the community and the public, we reduce the impact on the surrounding environment by implementing clean and green production, actively conduct various public welfare activities to help the disadvantaged groups and do our best to spread health knowledge to the public; for the government, we are in strict compliance with national laws and regulations to ensure legal and compliant operation, and strive to create the greatest economic and social benefits.

我們秉承中華民族優良的傳統文化，以「德、誠、信」為宗旨，遵循同仁堂的「善待」文化，致力於在各利益相關方間追求和諧共榮之道，建立並持續完善溝通渠道，持續提升履職能力，著力實現並提高社會責任感。

我們將股東及投資者、客戶及消費者、員工、社區及公眾、政府列為我們的主要利益相關方。針對股東及投資者，我們秉承公平的態度，通過及時、透明的信息披露以及股東大會、路演推介、實地調研等多種方式保障本公司股東的知情權，並通過派發股息等方式，給予本公司股東合理的投資回報；針對客戶及消費者，我們以嚴格的質量控制及優質的產品品質，保障產品質量與產品安全，並通過參觀工廠等方式，讓其更加直觀地瞭解本公司產品的生產過程，不斷加強與客戶及消費者間的溝通與交流；針對員工，我們通過設立工會、開展多元化培訓等方式，致力於為其提供健康的工作環境、暢通的培訓與發展路徑，以及完備的薪酬福利體系，保障員工的各項權益；針對社區及公眾，我們通過實現清潔、綠色生產，減少污染物的產生，降低對周邊環境的影響，同時，積極開展各類公益活動，幫扶弱勢群體，並竭盡所能將健康知識普及至社會公眾；針對政府，我們嚴格依照國家各項法律法規，保障營運依法、合規，竭力創造最大的經濟效益與社會效益。

利益相關方

 Expectations and demands 期望與訴求	 Stakeholders 利益相關方	 Our response 我們的回應
Standardize operations 規範運作 Reasonable return on investment 合理的投資回報	Shareholders and investors 股東及投資者 	Timely and transparent information disclosure 及時透明的信息披露 Payment of dividends 派發股息
Quality product supply 優質的產品供應	Customers and consumers 客戶與消費者 	Guarantee of product quality and product safety 保障產品質量與產品安全
Good working environment 良好的工作環境 Good benefits 良好的福利待遇 Providing vocational skills training and career development paths 提供職業技能培訓與職業發展路徑	Employees 員工 	Providing a safe work environment 提供安全的工作環境 Complete salary and welfare system 完備的薪酬福利體系 Providing diversified trainings 開展多元化的培訓 Establishing a career promotion path 建立職業晉升路徑
Reducing the impact of production operations on the surrounding environment 降低生產運營對周邊環境的影響 Popularizing health knowledge 普及健康知識 Helping vulnerable groups 幫扶弱勢群體	Community and public 社區及公眾 	Clean and green production 實現清潔、綠色生產 Conducting various public welfare activities 開展各類公益活動
Compliance operations 合規經營 Payment of taxes according to law 依法納稅	Government 政府 	Operating according to law 依法營運 Full tax payment 足額繳稅

Stakeholders

Identification of stakeholders and materiality issues

利益相關方及重要性議題識別

Based on the influence of the Company on various stakeholders and the influence of the stakeholders on the Company, and considering the needs and expectations of various stakeholders, we have sorted out materiality issues such as Corporate Governance, products and services, employee care, environmental protection, and contribution to society.

我們依據各利益相關方受本公司影響以及對本公司影響程度進行識別，結合各利益相關方的需求與期望，梳理出公司管治、產品與服務、關愛員工、環境保護、回饋社會等重要性議題。

Materiality issues

重要性議題：

Corporate Governance 公司管治	Risk Management and Internal Control 風險管理及內部監控 Anti-Corruption 反腐敗
Products and Services 產品與服務	Supply Chain Management 供應鏈管理 Product Responsibility 產品責任 Consumer Services 消費者服務
Employee Care 關愛員工	Employment and Staff Standards 僱傭及員工標準 Employee Code of Conduct and Policy 員工準則與政策 Employee Rights and Benefits 員工權益及福利 Employee Training and Development 員工培訓與發展 Employee Health and Safety 員工健康與安全
Environmental Protection 環境保護	Emissions 排放物 Resource Utilization 資源使用 Natural Resources Protection 保護天然資源 Coping with Climate Change 應對氣候變化
Contributions to Society 回饋社會	Contributions to Society 回饋社會

Corporate Governance

公司管治



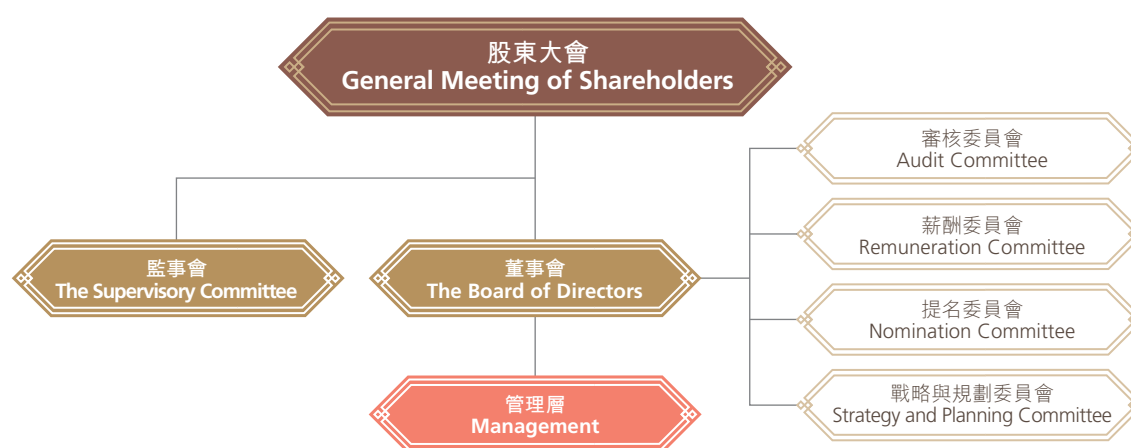
Corporate Governance

The Group fully understands that sound corporate governance is the cornerstone of the development. The Group has adopted the principles and standards contained in the Corporate Governance Code set out in Appendix 14 to the Listing Rules as the Group's standards, combined them with the Group's conditions and constantly optimized corporate management, aiming to establish a good corporate governance structure, improve its governance, enhance the core competitiveness of the Group and fulfill expectations of shareholders and consumers.

本集團深知，良好的公司管治乃發展之基。本集團已採納上市規則附錄十四所載《企業管治守則》之原則及基準作為本集團的標準，同時結合本集團之實際，不斷優化公司治理，旨在構建良好的公司管治架構，提升管治水平，進而提升本集團核心競爭力，不辜負股東及消費者的期許。

Organizational Structure of the Company

本公司組織架構



The Company has set up a corporate governance structure comprising the general meeting, the Board, the special committees, the Supervisory Committee and the Management pursuant to the Company Law of the People's Republic of China, the Listing Rules, the Hong Kong Securities & Futures Ordinance and other applicable laws and regulations. The shareholder's general meeting is the highest authority of the Company while the Company's business and operation are led and authorized to be managed by the Board. Certain powers shall be entrusted by the Board to the Management. The Board monitors the performance of the Management. The Board has multiple special committees, to supervise the specific affairs of the Company. In addition, the Company has established the Audit Department as the specialized internal audit department, as well as around 20 functional departments. Such organizational structure allowed the authority organs, decision-making organs, supervisory organs and the management to have clear roles and responsibilities and operation standards, and enabled them to constrain each other.

During the year, the authority, decision-making and supervisory organs of the Company, including the general meeting, the Board and the Supervisory Committee, all carried out management decision making and played supervisory roles strictly and operated in a standardized and effective manner. The special committees under the Board also strictly performed their duties.

本公司根據《中華人民共和國公司法》、上市規則、《香港證券及期貨條例》等法律法規，建立了由股東大會、董事會、專門委員會、監事會和管理層組成的公司治理架構。本公司股東大會是最高權力機構，本公司之業務及事務由董事會領導及授權處理，若干權利由董事會委託予管理層，並監察管理層之表現。董事會下設多個專門委員會，以監察本公司特定方面之事務。此外，本公司設立專門的內部審計部門——審計部，及二十餘個職能部室，從而形成了權力機構、決策機構、監督機構和管理層之間權責明確、運作規範和相互制衡的機制。

本年度內，本公司股東大會、董事會、監事會等權力、決策、監督機構均嚴格進行管理決策和實施監督，運作規範有效。董事會下設的各專門委員會亦嚴格履行其相應職責。

公司管治

Risk Management and Internal Control

風險管理及內部監控

The Group has internal audit functions. The Audit Department will independently review the operation of the Group on a regular basis to identify violation and risks, if any, and propose suggestions to cope with the identified risks. The Audit Department carries out comprehensive risks identification and streamlines countermeasures within the scope of the Group, updates the Group's risk list and countermeasures on a semi-annual basis, evaluates the overall effectiveness of risk management of the Group and suggests solutions accordingly (if necessary). On top of this, standard and effective risk management and internal control and monitoring systems are established to safeguard the assets of the Group and interests of stakeholders.

The Board is responsible for evaluating and determining the nature and extent of the risks the Group is able to take in achieving its strategic goals, so as to ensure that the Group establishes and maintains reasonable and effective risk management and internal control systems. The Management of the Group also holds regular discussions, identifies and prevents risks that require attention, reviews the changes in business nature, operating environment and policy requirements and makes corresponding adjustment, and updates and evaluates different risk factors. Moreover, the Board supervises the Management in the adoption of comprehensive risk management strategy for the Group's related businesses to prevent possible risks arising from operations, finance, policies, etc., including risks related to sustainable development.

During the year, major risks and uncertainties of the Group included policy risk, operational risk and financial risk. For the risks identified, the Group actively reviewed their potential effects on its business operation and finance. The risk management report of the Group for the year ended 31 December 2019 was reviewed and approved by the Board at the Board meeting held on 30 March 2020. For details of the measures taken by the Group for management of the major risks, please refer to the section headed "Risk Management and Internal Control" in the chapter "Corporate Governance Report" of the 2019 annual report of the Company.

本集團具有內部審核功能，審計部定期獨立檢討本集團之運營，以辨識任何違規活動及風險，並提出相關建議，以應對所識別之風險。審計部在本集團範圍內開展全面的風險識別及應對措施的梳理，每半年更新本集團的風險清單和應對措施，評價本集團整體風險管理有效性，提出相應的處理方案(如需要)。進而建立規範、有效的風險管理及內部監控體系，保障本集團資產及各利益相關方權益。

董事會負責評估及釐定本集團達成策略目標時所能夠接受的風險性質及程度，確保本集團設立及維持合理及有效的風險管理及內部監控系統。本公司管理層亦會定期進行商討，識別所需關注的風險範疇、加以防範，並因應業務性質、營運環境及政策要求等的改變作出檢討和調整，持續更新及評估不同的風險因素。同時，董事會監督管理層對本集團相關業務採取全面的風險管理策略，以防範來自經營、財務、政策等方面可能產生的風險，包括可持續發展領域的相關風險。

年內，本集團識別的主要風險及不確定因素包括政策風險、經營風險及財務風險，同時，針對識別出的風險，積極檢討其對業務營運之潛在影響。董事會已於二零二零年三月三十日舉行的董事會會議上審閱並批准本集團截至二零一九年十二月三十一日止年度之風險管理工作報告。本集團管理主要風險所採取的措施詳見本公司二零一九年度報告「企業管治報告」章節的「風險管理及內部監控」部分。

Corporate Governance

Anti-Corruption 反腐敗

The Group abides by regulations of the Communist Party, such as the Constitution of the Communist Party of China, Regulation of the Communist Party of China on Disciplinary Actions and Certain Regulations on Integrity of Leaders in State-owned enterprises, as well as relevant laws and regulations, such as the Anti-Unfair Competition Law of the People's Republic of China and the Anti-Money Laundering Law of the People's Republic of China, and its internal policies. Employees are required to abstain from such misconducts as fraud, offering or accepting bribery, corruption, extortion and money laundering.

During the year, to effectively carry out the integrity campaign, the Group improves its internal audit rules and regulations, and the internal control system with an aim of strengthening internal management and anti-corruption management. The Group has established "Three Importance and One Large" system (the system under which decisions on important matters, appointment and resignation of important managerial staff, arrangements on important projects, and use of large-sum money have to be made through collective discussions). In daily operation, the Group strictly abided by rules such as governing business expenditure and executive management. The matters that fall within the scope of the "Three Importance and One Large" system shall be decided by the Group in meetings such as the Party Committee meeting, the Board meeting, the office meeting of managers and the employees representative meeting. Meanwhile, the Group has strengthened supervision over managerial staff at different levels, and effectively carried out anti-corruption, admonishing and warning talks as well as written inquiries.

本集團依據《中國共產黨章程》、《中國共產黨紀律處分條例》及《國有企業領導人員廉潔從業若干規定》等黨內法規，以及《中華人民共和國反不正當競爭法》、《中華人民共和國反洗錢法》等相關法律法規及本集團有關制度規定，要求不得存在欺詐、行賄、受賄、貪污、勒索、洗黑錢等失當行為。

年內，本集團有效開展廉潔建設工作，建立健全內部審計規章制度及內部控制體系，強化內部監督及反腐敗管理。本集團設有「三重一大」制度（重大事項決策、重要幹部任免、重要項目安排、大額資金的使用，必須經集體討論做出決定的制度），在日常工作中嚴格遵循業務支出、幹部管理等若干規定開展各項工作，針對「三重一大」事項，相應召開黨委會、董事會、經理辦公會、職工代表大會等形式的會議，作出集體決策。同時，加強對各級幹部的日常監督管理，做好廉政談話、誠勉談話、警示談話及函詢工作。

In the meantime, in order to consolidate the mindset and moral defense against corruption among leading cadres at all levels, the Group also produced and distributed the Booklet on Party Style and Clean Government Construction to further enforce party style and party discipline and clarify the standards and requirements for integrity and self-discipline. Through allusions and comics about integrity and other means, the Group constantly improved the awareness of integrity and self-discipline awareness for employees at all levels to achieve self-respect, self-examination and self-encouragement.

The disciplinary inspection committee (the "Disciplinary Inspection Committee") of the Group, comprising one secretary, two members and two dedicated cadres. During the year, they were responsible for ensuring the supervision and enforcement of disciplines in a standard and orderly manner through continuous improvement of the disciplinary inspection and monitoring system. In daily work, reminder talks were made with leading cadres who assume important positions and had the authority to deal with businesses. The Group rectified emerging and tendentious problems in respect of thought, style and discipline identified in daily supervision or employee letters, further enhancing the disciplinary awareness of Party members and cadres of the Group.

同時，為鞏固各級領導幹部拒腐防變的思想道德防線，本集團亦通過製作並發放《黨風廉政建設口袋書》的方式，進一步嚴肅黨風黨紀、明確各項廉潔自律準則規定，並通過廉政典故、廉政漫畫等形式，不斷提升各級員工廉潔自律意識，時刻做到自重、自省、自勉。

本集團紀律檢查委員會（「紀委」）包括紀委書記1名、紀委委員2名、專職紀檢幹部2名，年內，紀委通過不斷完善紀檢監察工作體系，確保監督執紀工作規範有序開展。在日常工作中，針對一些身在重要崗位、有業務處置權的領導幹部，及時開展提醒談話，對在日常監督或員工來信中發現的思想、作風、紀律方面的苗頭性、傾向性問題及時予以糾正，進一步增強了本集團黨員幹部的紀律意識。

公司管治

During the year, in accordance with the instructions and work arrangements of the Party Committee and Disciplinary Inspection Committee, the Group adhered to Xi Jinping's thought on socialism with Chinese characteristics for a new era, implemented the guiding principles of the 19th National Congress of the Communist Party, closely focused on the education with the theme of "staying true to its original aspiration and having its mission always in mind" and the warning education of "drawing on lessons learnt from past experience to promote reforms", adopted multiple measures, encourage Party members and cadres to establish values and outlook on life with clear distinction between right and wrong, honesty, understanding of honour and disgrace, and respect, to further promote honest practice among Party members, cadres and employees, which effectively facilitated the establishment of a clean and honest Party and anti-corruption work.

Meanwhile, daily supervision has been strengthened. On the one hand, during major festivals such as the New Year's Day, Spring Festival and Mid-Autumn Festival, the Disciplinary Inspection Committee of the Group issues relevant notices and the Party organization and disciplinary inspection cadres at all levels of the Group fulfil their roles and responsibilities and keep an eye on non-compliant use of vehicles, use of public funds on gifts, acceptance of gifts and travel with public funds, to ensure stringent inspection during every festivals. Through warning and reminding, supervision and inspection, employees are urged to strictly observe the requirements in relation to integrity and discipline, and Party members and leading cadres have formed the habit of complying with disciplines and regulations, which further enhances their awareness of integrity, self-discipline and frugality. On the other hand, by paying visits to grassroots employees for survey, inspecting records, mass interviews, etc., the Disciplinary Inspection Committee of the Group regularly conducts investigations into, among other things, "irresponsible officials", "misbehave officials", "privileges" and "micro corruptions" to prevent the infringement of the interests of employees. Under stringent supervision and inspection, no violations of rules and disciplines nor failure to act and reckless act have been found, which protected interests of the Group and all employees.

年內，按照本集團黨委及紀委的指示精神和工作部署，本集團以習近平新時代中國特色社會主義思想為引領，深入貫徹黨的十九大精神，緊密圍繞「不忘初心、牢記使命」主題教育和「以案為鑒、以案促改」警示教育工作，多措並舉，不斷督促黨員領導幹部樹牢明是非、知廉恥、懂榮辱、有敬畏的人生觀和價值觀，從而進一步帶動廣大黨員幹部職工廉潔從業，有力推動了本集團的黨風廉政建設和反腐敗工作深入開展。

同時，繼續強化日常監督。一方面，逢元旦、春節、中秋等重要節日，本集團紀委及時下發有關通知，本集團各級黨組織、紀檢幹部積極履職履責，緊盯違規用車、公款送禮、收受禮品、公款旅遊等關鍵環節，做到逢節必查、逢查必嚴，通過警示提醒、監督檢查等方式，督促全體員工嚴守廉潔紀律要求，讓守紀律、守規矩成為黨員領導幹部的慣性思維，進一步樹牢廉潔自律、崇儉戒奢的思想意識。另一方面，本集團紀委通過下基層走訪調研、查閱資料、群眾訪談等方式定期排查「為官不為」、「為官亂為」和「搞特權」、「微腐敗」等侵害員工利益的現象，通過嚴格的監督檢查，未發現以上違規違紀和不作為、亂作為的行為，保障了本集團及全體員工的利益。

Corporate Governance

In addition, to reduce operation risks, the Company's Audit Department to monitor the operating performance and other economic activities as well as internal investments such as infrastructure projects, major technological upgrades etc.. The Company has also formulated the Management System on Internal Supervision Information Feedback as well as monitoring and complaints channels to encourage all employees to participate in supervision by giving feedback and reporting any inadequacies and irregularities of its internal operations through multiple channels. To avoid conflict of interests and to protect whistle blowers, the Group investigated and verified the complaints, formulated responsibility investigation and cure plans. For those suspected of committing crimes, the Group will timely notify and report them to relevant authorities so as to strictly prohibit any forms of illegal operation activities such as bribery, fraud and corruption, and promote the Group's operation in compliance with laws.

Moreover, the Group further improved its system of disciplinary inspection and supervision and, during the year, established the Disciplinary Inspection Committee-Audit Department Joint Conference Policy, which enabled joint communication and information exchange between the Disciplinary Inspection Committee and the Audit Department, building a dynamic mechanism for regular and instant communication as well as in-depth exchange of views on hidden operational risks identified in daily supervision and anti-corruption.

During the Reporting Period, these rules and systems served the control and preventive function in anti-corruption management of the Group, and no material defect was identified. During the year, no litigation regarding corruption occurred in the Group.

此外，本公司審計部對經營績效等其他有關經濟活動，以及基建工程、重大技術改造等內部投資項目進行監督，從而降低經營風險。同時，制定有《內部監督信息反饋管理制度》及監督投訴渠道，鼓勵全體員工參與監督，通過多種渠道反饋、報告集團內部營運缺陷或各類違規行為。本集團在確保相關人員迴避和為投訴人保密的基礎上，對受理的投訴進行調查、核實，並制定責任追究方案和補救整改措施，對於涉嫌犯罪的人員，本集團將及時向相關部門檢舉、報告，進而嚴格遏制賄賂、詐騙、貪污等各類違法經營行為的發生，促進本集團的依法合規經營。

同時，進一步完善了紀檢監察工作制度體系，已於年內制定《紀委、審計聯席會制度》，並建立紀委、審計部門聯席溝通機制，保持信息互通，形成固定交流與隨時溝通的動態聯繫機制，並就日常監督工作中發現的經營風險隱患、廉政關注點深入交換意見。

於報告期內，該等制度及體系對本集團反腐敗管理方面起到了控制與防範作用，未發現重大缺陷。年內，本集團亦未發生貪污腐敗相關訴訟。

公司管治

In the meantime, the Group actively carried out anti-corruption education and training on a regular basis through centralized teaching and distribution of learning materials, so as to raise employees' self-discipline and anti-corruption awareness.

同時，本集團積極開展廉潔教育與培訓，通過集中授課、下發學習材料等多種方式，開展經常性的廉潔教育，不斷提升全體員工的自律意識以及反貪腐意識。

“Anti-corruption and integrity at the workplace” collective talks on integrity with new cadres

「拒腐防變，廉政從業」，新任職幹部集體廉政談話

In June 2019, by organizing more than 80 new cadres to participate in a collective talk on integrity, watch warning and educational films about Party style and integrity construction, study documents of the Disciplinary Inspection Commission, and visit the warning and educational base of comprehensive and strict Party management in Beijing, the Group cultivated the habit of complying with disciplines and regulations for the leading cadres at all levels and further enhanced their awareness of integrity, self-discipline and frugality, thereby strengthening their ideological and moral defense against corruption and helping them maintain awareness of integrity, self-discipline, benevolence and honesty at all times.

2019年6月，本集團組織80餘名新任職幹部召開集體廉政談話會，共同觀看黨風廉政建設警示教育片、集體學習紀委相關文件、並赴北京市全面從嚴治黨警示教育基地進行參觀學習，讓守紀律、守規矩成為各級領導幹部的慣性思維，進一步樹牢廉潔自律、崇儉戒奢的思想意識。進而持續提升各級領導幹部拒腐防變的思想道德防線，時刻樹立廉潔自律、仁德誠信的反貪腐意識。



Products and Services

產品與服務



產品與服務

Supply Chain Management

供應鏈管理

The quality of traditional Chinese medicinal materials is the basis for the inheritance and promotion of tradition Chinese medicine, as well as the resource support for a sound and sustainable development of the enterprise. Therefore, the Group placed great emphasis on building good relationships with its suppliers. It aims to achieve win-win results in cooperation with all relevant parties through its operational excellence, superior product and service quality, as well as transparent and fair procurement activities.

Supply chain management is always one of the key parts in the Group's quality control system. The Group focuses on risk management relating to product quality, monitors red flags in medicine quality and safety, and attaches great importance to the compliance of its products with regulations, and carries out self-inspections and rectifications in a timely manner to ensure product quality.

To ensure the quality of raw materials of Chinese medicines, auxiliary ingredients and packaging materials, the Group has strictly complied with the Law of the People's Republic of China on the Administration of Pharmaceuticals, Good Manufacturing Practice ("GMP") and relevant laws and regulations, and established supplier management systems, such as Management Regulations about Suppliers of Traditional Chinese Medicine Material, Management Regulations about Suppliers of Raw Material, Ingredient and Packaging Material, Management Regulations about Supplier Audit, Evaluation and Approval, etc.. The Group has adopted standardization management for raw material procurement, and has clarified supplier qualifications, selection standards, quality auditing and evaluation standards and material quality evaluation standards to establish an increasingly complete management system.

The Group selects suppliers through rigorous selection process. Based on adequate qualifications, the quality department, in collaboration with related units, conducts assessment and on-site audit on product quality of suppliers, and makes a general appraisal. Only suppliers who have passed the audit and assessment may be listed in the "Qualified Supplier List", and allowed to provide products.

中藥材質量是中醫藥事業傳承和發展的基礎，也是企業健康持續發展的資源保障。因此，本集團重視與供應商之間建立的良好合作關係，努力通過增強運營能力、提升產品和服務質量、開展陽光透明的採購行動，實現與各方合作共贏的格局。

供應鏈管理始終是本集團質量控制體系中的重要環節之一。本集團注重產品質量的風險管理，關注藥品質量安全的危機信號，高度重視產品的合規性，及時自檢自查，並及時整改，確保產品質量。

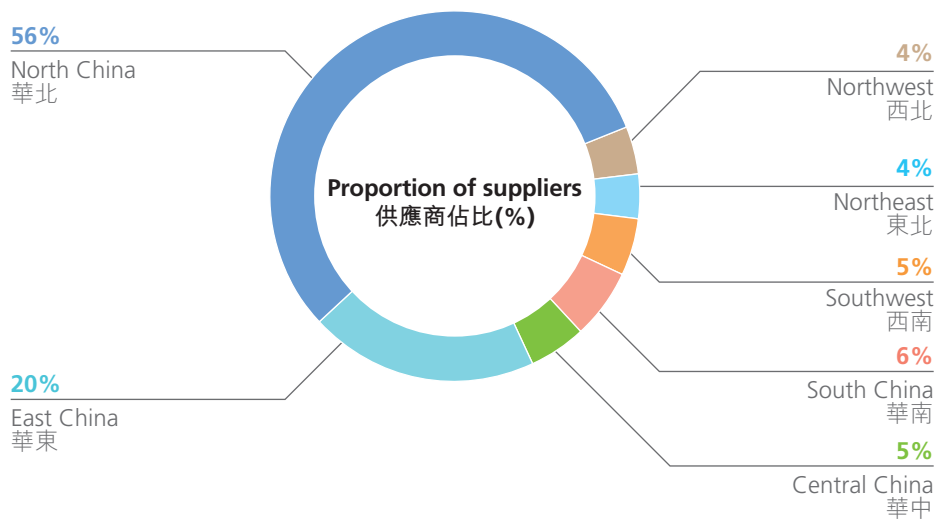
為確保本集團所用中藥材原料、輔料及包裝材料的供應質量，本集團嚴格按照《中華人民共和國藥品管理法》、《藥品生產質量管理規範》(「GMP」)及其他相關法律法規的要求，制定了《中藥材供應商管理規程》、《原料、輔料、包材供應商管理規程》、《供應商審計、評估與批准管理規程》等管理制度，對物料採購推行標準化管理，明確供應商資質要求、選擇標準、質量審計評估標準以及物料質量評估標準等，進而建立了日趨完善的管理體系。

本集團進行嚴格的供應商選擇，在確保供應商資質符合條件的基礎上，由質量部門協同相關單位進行供應商的供應質量的評估和現場審計，並綜合評估。經過審計、評估合格的供應商可被列入本公司《合格供應商名錄》，方可供貨。

Products and Services

During 2019, the suppliers of raw materials, packaging materials and auxiliary ingredients listed in the Company's "Qualified Supplier List" areas follows:

二零一九年，載列於本公司《合格供應商名錄》中的原材料、包材及輔料供應商分佈如下：



Based on identified risks of materials, the Group has adopted level-to-level management which classifies risks into four levels. The Group has identified supplier risk levels accordingly. For different levels, the Group has determined the corresponding audit cycle and has formulated next year's audit plans, based on the outcome of the supplier annual review and risk evaluation, and increases audit frequencies on production suppliers with high risks so as to further reduce material purchasing risks and to ensure product quality.

At the same time, the Group also carries out long-term quality monitoring and regular reviews on all suppliers. In case of any serious issues in supplier qualification or supply quality, the Group will suspend the purchasing order with the supplier immediately and, if necessary, cancel its qualification as a supplier to ensure the quality and safety of the Group's products.

本集團依據物料風險將生產所需物料分為四個等級進行分級管理，並以此劃分物料供應商的風險等級，針對不同的風險等級，規定相應的審計週期，並結合供應商年度回顧及風險評估結果制定新一年的供應商審計計劃，針對高風險物料的供應商適時增加審計頻次，進一步降低物料採購風險，保障產品質量。

同時，本集團亦會對所有供應商進行長期質量監控及定期評審。如若發現供應商資質或質量出現嚴重問題，本集團將立即停止該供應商之供貨，必要時取消其資格，確保本集團產品質量安全。

產品與服務

Green supply 綠色供應

The Group uses all sorts of traditional Chinese medicinal materials as the main raw materials. The Group has strictly followed the approach of “planting and harvesting specific to places of origin and seasons”, and established six subsidiaries that engage in planting in Hebei, Hubei, Hunan, etc. to plant indigowoad root, tuckahoe, cornel and other local Chinese medicinal materials commonly used by the Group. As of the end of 2019, five of the subsidiaries that engage in planting passed the Good Agricultural Practice (“GAP”) certification. Meanwhile, in order to protect the ecological environment and biological diversity and minimize the impact on ecological environment, subsidiaries that engage in planting strictly comply with GAP requirements and, through adoption of standardized management approach, exercise strict control over all aspects of seeding, fertilization, pest control, etc., so as to achieve sustainable use of resources while ensuring the quality of traditional Chinese medicines.

本集團用於生產的主要原材料為各類中藥材。本集團嚴格遵循「採其地、用其時」的種植採收標準，已在河北、湖北、河南等地自設六家種植型子公司，種植板藍根、茯苓、山茱萸等本集團常用之地產中藥材，截至二零一九年底，其中五家種植型子公司通過中藥材生產質量管理規範（「GAP」）認證。同時，為保護生態環境與生物多樣性，最大限度降低對生態環境的影響，本集團各種植型子公司嚴格參照GAP要求，通過運用規範化的管理方式，嚴格把控播種、施肥、病蟲害防治等各個環節，進而在保證中藥材質量的同時，實現資源的可持續利用。



Beijing Tong Ren Tang Hebei Chinese Medicine Raw Materials Technologies Co., Limited — Radix Bupleuri
北京同仁堂河北中藥材科技開發有限公司 — 柴胡



Beijing Tong Ren Tang Zhejiang Chinese Medicine Raw Materials Co., Limited — Radix Paeoniae Alba
北京同仁堂浙江中藥材有限公司 — 杭白芍

Products and Services

Product Responsibility

The Group has adhered to and inherited Tong Ren Tang's medicine preparation principles of over 300 years. Using modern pharmaceutical technologies, the Group ensured medicine quality through a series of quality management measures and systems covering medicinal materials, preparation, dosage manufacturing and others.

According to the nature of the medicinal materials, Chinese medicine products of the Group are manufactured with different processing methods which get rid of the counterfeit and valueless ones and retain the genuine and valuable ones. Different preparation methods and auxiliary ingredients are applied to reduce medicinal toxicity, alleviate side effects, change the properties and effects of the medicines, enable channel tropism, improve drug efficacy, and ultimately achieve the purpose of curing diseases.

The Group has strictly complied with Law of the People's Republic of China on the Administration of Pharmaceuticals, Law of the People's Republic of China on Product Quality, Law of the People's Republic of China on Traditional Chinese Medicine, Administrative Measures on Adverse Drug Reaction Reporting and Monitoring and other national laws and regulations about product safety so as to ensure product safety. As most of the Group's products are medicines, ensuring product quality and safety is a top priority for the Group.

The Group's quality control is exercised primarily in accordance with relevant requirements of the Pharmacopoeia of the People's Republic of China (2015 version), GMP, the ISO9001 quality management system and the Group's internal quality control standards. The Group has formulated a complete set of quality inspection management standards covering traditional Chinese medical raw materials, auxiliary ingredients, packaging materials, semi-finished and finished products, which detailed the requirements for various objects, methods and coverage of tests.

Under a comprehensive source-to-sale management framework, the Group implements strict acceptance inspections of raw material procurement, sourcing and storage. Upon identification of any quality defect, the Group will suspend the procurement process immediately.

In terms of material selection, the Group has strictly followed the planting and harvesting approach specific to places of origin and seasons, using "Premium, Pure and Authentic" medicinal raw materials to ensure excellent material selection and feeding and to control the quality at source. For the quality control of medical raw materials, the Company has a professional quality and control team. The team of medicinal materials experts firstly carry out the appearance character inspection for the medical raw materials through "look, smell and taste" and other detection methods, and then the professional inspection team implement the full inspection for medical raw materials lot by lot through detection and such professional equipment as high-performance liquid chromatography (HPLC), gas chromatograph and atomic fluorescence spectrometry (AFS) to exercise rigorous control over the raw materials quality.

產品與服務

產品責任

本集團堅守和傳承同仁堂300多年的製藥宗旨，利用現代製藥技術，形成了藥材、炮製、制劑等的一系列質量管理措施、制度，以保證藥品質量。

本集團所制之中成藥產品，均須根據藥材性質，採取不同的加工方法，去偽存真、去粗存精，並採用不同的炮製方法和不同的炮製輔料，降低藥物毒性、緩和副作用，轉變藥物性能和作用趨向，引藥歸經，提高藥物療效，最終達到治病、去病的目的。

本集團嚴格遵照《中華人民共和國藥品管理法》、《中華人民共和國產品質量法》、《中華人民共和國中醫藥法》、《藥品不良反應報告和監測管理辦法》等國家有關產品安全的法律法規，致力於確保產品安全。特別是本集團的產品大多屬於藥品，保證產品質量及安全無疑是本集團工作的重中之重。

本集團的質量控制主要根據《中華人民共和國藥典》(2015年版)、GMP、ISO9001質量管理體系及本集團內部質量控制標準的相關要求執行。本集團制定了各項質量檢驗管理標準，包括中藥材、輔料、包材、半成品及成品，對各種檢驗對象、檢驗方法與檢驗內容做出了詳細規定。

本集團實施自源頭至終端的全線管理模式，從原料採購、進貨直到入庫均採用嚴格的驗收制度，一旦發現質量不達標準，立即停止進貨。

選料方面，本集團嚴格遵循「採其地、用其時」的種植採收標準，採用「上等、純潔、道地」的地產藥材，確保選料、投料一流，從源頭把控產品質量。對於藥材原材料之質量控制，本公司配備有豐富經驗的專業藥材原材料驗收與檢驗隊伍，由藥材專家團隊首先通過「眼看、鼻聞、口嚐」等檢測方式先行進行原材料外觀性狀檢驗，再由專業檢驗團隊採用高效液相色譜儀、氣相色譜儀、原子熒光光度計等專業設備對藥材原材料進行逐批全項檢驗，嚴格把控藥材原材料質量。

Products and Services

During the production process, the Group has always followed the old maxim of “No compromise on labour cost despite the complexity of processing herbal medicines and no compromise on material resources despite the scarcity of medicine ingredients”, exercising strict product quality control throughout the production process, and has won a sound reputation. Adhering to the ancient maxims, the Group combined the traditional preparation techniques with modern pharmaceutical technologies, and strictly complied with the characteristic traditional Chinese medicine processing and production procedures and techniques that Tong Ren Tang has developed in nearly a hundred years’ practices. The Group strictly controlled every key point in production, and constantly pursued better quality. Tong Ren Tang boasts characteristic grinding levels, mixing uniformity, as well as temperature and timing in integration of Chinese medicinal materials of different qualities. In addition, it features special manual water-based pill manufacturing techniques and wax coating techniques.

The Group also constantly strengthens prevention and control of quality risks by monitoring the whole manufacturing process through establishing the quality personnel dispatch system to strictly ensure the product quality. In case of substandard product in the production process, the quality officers have the veto power to ensure compliance of products with the quality requirements.

All production units in the Company attached great importance to quality-related training and carried out all types of professional trainings involving GMP management, standard operation procedures and other aspects to constantly enhance quality staff’s expertise and improve the Company’s quality management.

During the year, the Group has carried out careful and thorough on-site inspections of all production workshops in strict accordance with GMP requirements, and controlled the product quality rigorously by strengthening onsite management and control. Meanwhile, the Group kept upgrading and improving its production equipment to improve the technology and process standards, and ensure the quality of the products. During the year, there were no materially problems or defects were found.

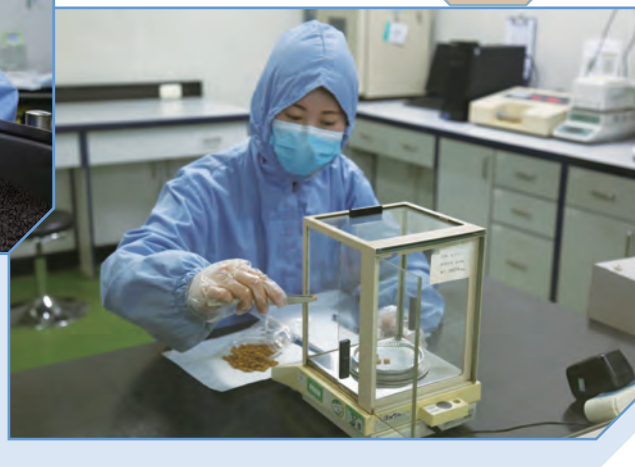
產品與服務

在生產過程中，本集團始終遵循「炮製雖繁必不敢省人工，品味雖貴必不敢減物力」的古訓，堅持嚴格的產品質量控制，一直贏得良好的口碑。本集團遵照古訓，在繼承同仁堂傳統炮製技藝的同時，與現代製藥技術相結合，嚴格遵循在百年實踐中形成的獨具同仁堂特色的中藥加工製作工序及工藝，嚴格把控每一個生產關鍵點，不斷追求精益求精。不同質地中藥材粉碎的細度、研配的均勻度、合坨的溫度和時間、手工泛丸技術、吊蠟皮技術等均獨具特色。

本集團亦持續加強質量風險防控，通過構建質量人員派出體系，對產品生產進行全過程監控，嚴格確保產品質量。生產過程中若出現不合格產品，質量管理人員均有權實行一票否決，確保產品符合質量要求。

本公司各生產單位高度重視質量相關的培訓工作，開展GMP管理、標準操作規程等各類專業培訓，不斷提升質量人員的專業技術素養，提升質量管理水平。

年內，本集團嚴格按照GMP相關要求，定期對各生產車間進行細緻、全面的現場檢查，通過加強現場管控，嚴控產品質量。同時，本集團通過升級、改良生產設備，進而提升技術標準與工藝標準，確保產品質量。年內，未發現重大問題或缺陷。



Products and Services

Consumer Services

Upholding the principle of honesty and trustworthiness, the Group has established the Customer Service (Complaint) Management Policy to provide consumers with accurate consumption information, ensure consumers' right to know, and offer reliable services for consumers. At the same time, the Group spares no effort to protect the privacy of consumers. Personal information collected from consumers are kept strictly confidential and managed by dedicated staff. In case of leakage of consumer personal information and serious consequences, the relevant persons will be held responsible.

The Group places great emphasis on safe medication practices of patients and attaches great importance to the monitoring and reporting of adverse drug reaction. We have strictly complied with the relevant laws and regulations, including Administration Measures on Reporting and Monitoring of Adverse Drug Reaction, Rules for Implementation of Administration Measures on Reporting and Monitoring of Adverse Drug Reaction in Beijing and other applicable laws and regulations. The Group has also developed relevant management regulations for reporting and monitoring of adverse drug reaction as well as the processes thereof, enabling the Group to report to the National Centre for Adverse Drug Reaction Monitoring (國家藥品不良反應監測中心) in a timely manner. In the meanwhile, the Group has also formulated and strictly implemented Management Procedures for Product Returns, so as to ensure timely and proper handling of product returning.

The Group has also published a Protocol on Drug Recall Management. If quality defects or safety hazards are identified in launched products, they will be promptly handled in strict accordance with the protocol and procedures to ensure the vital interests and medication safety of consumers. In 2019, there were no recall due to product safety issues.

Regarding operational quality, the Group has strictly complied with the Good Supplying Practice (“GSP”) and other applicable laws and regulations in its operating activities. It focused on serving customers and constantly improved operational quality by strengthening and innovating management.

The Group has established standard operational procedures with respect to pharmaceutical enquires, complaints and complaint treatment, and set up the after-sales service supervision department to keep a detailed record of consumer visits, incoming calls and emails, and patiently explain and answer their enquiries. The department will carry out investigation promptly and handle the cases properly in case of product complaints, and require customer service personnel to vigorously protect the security and confidentiality of the personal information of the enquiring persons. During the Reporting Period, the Company received over 4,000 consumer enquires through its customer service hotline, and spared no effort to safeguard the legitimate rights and interests of consumers by providing feedback and processing of their enquiries in a timely manner.

產品與服務

消費者服務

本集團秉承誠實守信之原則，制定《客戶服務(投訴)管理制度》，為消費者提供準確的消費信息，確保消費者的知情權，進而為廣大消費者營造一個可以信賴的服務環境。同時，竭力保護消費者隱私，對收集的消費者個人信息由專人負責保存管理，並嚴格保密，一旦出現消費者個人信息泄露並造成嚴重後果，將追究相關人員的責任。

本集團重視患者的用藥安全，注重藥品不良反應的監測和上報，嚴格執行《藥品不良反應報告和監測管理辦法》、《北京市藥品不良反應報告和監測管理辦法實施細則》等法律法規，並制定有關藥品不良反應報告與監測的相關管理規定，建立了不良反應監測、報告流程，並及時上報予國家藥品不良反應監測中心。同時，本集團亦制定有《產品退貨管理規程》，並嚴格遵照執行，確保產品退貨得到及時、妥善處理。

本集團亦制定有《藥品召回管理規程》，若已上市銷售的產品存有質量缺陷或安全隱患，將及時按照制度及程序嚴格執行，確保消費者的切身利益與用藥安全。二零一九年度，未發生因產品安全問題召回的情況。

經營質量方面，本集團在經營管理活動中嚴格遵守《藥品經營質量管理規範》(「GSP」)等法律法規，堅持以消費者為中心，加強和創新經營管理，不斷提升本集團經營質量。

本集團建立了藥品諮詢、投訴及處理等標準操作程序，亦設有售後服務監察部，詳細記錄消費者來訪、來電及郵件記錄，給予其耐心解釋與答覆，如遇產品投訴等情況將立即調查和妥善處理，同時，要求客戶服務人員嚴格維護諮詢人員個人信息的安全性及保密性。於報告期內，本公司客戶服務熱線接到消費者各類諮詢信息共4,000餘次，並對信息予以及時回饋與處理，竭力保障消費者的合法權益。

Products and Services

In product marketing activities, the Group has complied with the GSP, Advertising Law of the People's Republic of China, Law of the People's Republic of China on the Administration of Pharmaceuticals, Measures on the Review of Drug Advertisements and other applicable laws and regulations, and formulated internal management systems of the Group including without limitation the Advertisement and Publicity Management Measures and the Internal Review Management System for Publishing Information Online. It has also established advertisement management procedures, and an advertisement review and filing system.

In addition, the Group rigorously protected the intellectual property rights and regulated its use and management in strict accordance with the Patent Law of the People's Republic of China and the Trademark Law of the People's Republic of China and other applicable laws and regulations. In the meantime, the Group has formulated the confidentiality system and all employees have obligations to keep the confidentiality of the Group's trade secrets and matters related to intellectual property rights.

In the meantime, the Group attached great importance on the protection of intellectual property rights in respect of its brands and products and set up a market observer patrol system to closely monitor and prevent possible infringements in the market. In 2019, the market observers of the Group paid visits to various provinces and cities such as Anhui, Jiangsu in the PRC, to inspect situations that could give rise to potential illegal product promotions and counterfeit of the Group's products and Tong Ren Tang brand, in order to further standardize market order, prevent potential risks and protect the rights and interests of consumers and the Group.

在市場宣傳過程中，本集團執行GSP、《中華人民共和國廣告法》、《中華人民共和國藥品管理法》、《藥品廣告審查辦法》等法律法規，並制定《廣告宣傳管理辦法》、《網絡信息發佈內部審核管理制度》等內部管理制度，建立廣告管理流程及審查備案制度。

此外，本集團依據《中華人民共和國專利法》、《中華人民共和國商標法》等法律法規，嚴格保護知識產權，規範其使用及管理。同時，本集團制定有《保密制度》，要求全體員工須負有保守本集團商業秘密及與知識產權相關事項的義務。

同時，本集團高度重視品牌及產品的維權工作，設立市場巡查體系，對市場可能出現的侵權行為進行嚴格的監控和防範。二零一九年，本集團市場巡查員先後走訪安徽、江蘇等中國內地多個省市，對可能出現的產品違規宣傳、仿冒本集團產品及同仁堂品牌之情形進行巡查，進一步規範市場秩序，防範潛在風險，保障消費者及本集團權益。

Employee Care

關愛員工



Employee Care

Employment and Staff Standards

僱傭及員工標準

The Group attaches importance to development and growth of talents, and believes that realization and promotion of employees' value will help achieve the Group's overall goals. The Group highly recognizes employees' contributions to its business growth. The Group also provides skill training, career planning and development opportunities to the staff as well as humanistic cares to each employee, seeking to create a platform for mutual growth and development of the Group and employees.

The Group understands and recognizes the benefits of the diversity of staff, which is regarded as one of the key elements in maintaining its competitive advantages in the long run. A company with a wide diversity of cultures should be inclusive of employees with different genders, ages, skills, educational backgrounds, industry experiences and other qualities in order to achieve the most suitable composition and balance.

The Company had 118 employees with intermediate or senior professional titles which accounted for 6.1% of the total headcounts, 118 ethnic minority employees which accounted for 6.1% of the total headcounts, and 22 disabled employees which accounted for 1.1% of the total headcounts.

The Group believes that an appropriate personnel turnover can bring new vitality continuously, which is conducive for its long-term and healthy development. During the Reporting Period, the Company recorded a personnel inflow of 75 persons, representing an inflow ratio of 3.9%; a personnel outflow (including departures, retirees and personnel death) of 102 persons, representing an outflow ratio of 5.3%.

本集團重視人才建設及發展，深信員工價值的實現與提升會有助於本集團整體目標的實現。本集團高度評價員工對集團業績增長所做出的貢獻，並為員工提供技能培訓、職業規劃及發展機會，為每一名員工提供人文關懷，致力於為員工創造一個與本集團共同成長、共享發展的平台。

本集團瞭解及認同多元化員工結構的裨益，並視之為維持集團長久競爭優勢的重要元素之一。一個具備多元文化的公司應包括不同性別、年齡、技能、教育背景、行業經驗及其他質素的員工，以達致最適合之結構和平衡。

本公司取得中、高級職稱人數為118人，佔公司總人數的6.1%；少數民族員工118人，佔公司總人數的6.1%；殘障員工22人，佔公司總人數的1.1%。

本集團相信，適當的員工流動能夠為公司不斷帶來新的活力，促進本集團健康長遠發展。於報告期內，本公司新入職員工75人，流入率為3.9%；流出(包括離職、退休及離世)員工102人，流出率為5.3%。



關愛員工

The Group Employees Portfolio

本集團人員分佈

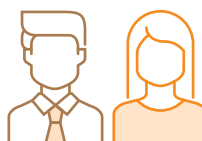
Total employees
員工總數



2018
3,062名

2019
3,115名

Male/female ratio
男女比例



2018
1.2:1

2019
1.2:1

Breakdowns by age
按年齡分佈



	2019	2018
Aged under 30 30歲以下	29%	32%
Aged 30-39 30歲-39歲	39%	34%
Aged 40-49 40歲-49歲	18%	19%
Aged 50 and above 50歲及以上	14%	15%

Breakdowns by academic qualification
按學歷分佈

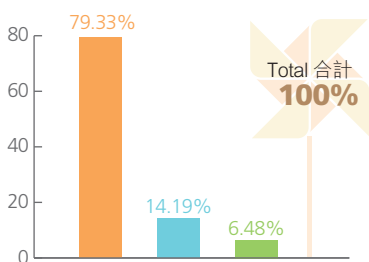


	2019	2018
Post-graduate and above 研究生及以上	3%	3%
University 本科	32%	31%
College graduate 大專	30%	28%
High school and below 高中及以下	35%	38%

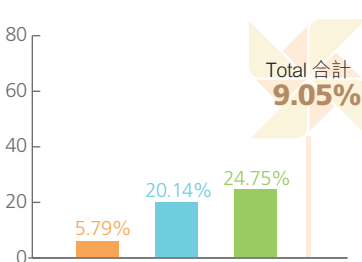
The Group's Employee Ratios and Flow Ratios by Region

本集團人員按地區分佈及流動情況

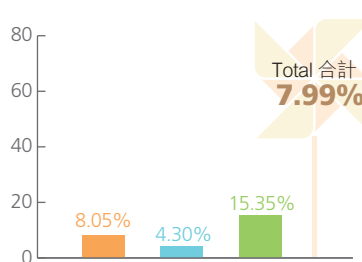
The Group's employee ratio by region
員工人數佔比



Inflow ratio
流入率



Outflow ratio
流出率



Beijing
北京

He Bei
河北

Other provinces, cities,
and autonomous regions
其他省、市、自治區

Employee Care

The Company Employees Portfolio

本公司人員分佈

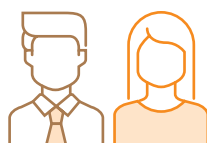
Total employees
員工總數



2018
1,957名

2019
1,931名

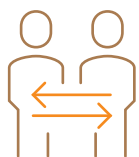
Male/female ratio
男女比例



2018
1.5:1

2019
1.5:1

Breakdowns by age
按年齡分佈



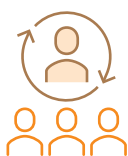
	2019	2018
Aged under 30 30歲以下	31%	37%
Aged 30-39 30歲-39歲	39%	32%
Aged 40-49 40歲-49歲	13%	13%
Aged 50 and above 50歲及以上	17%	18%

Breakdowns by academic qualification
按學歷分佈



	2019	2018
Post-graduate and above 研究生及以上	5%	5%
University 本科	41%	38%
College graduate 大專	27%	25%
High school and below 高中及以下	27%	32%

Total number of dispatched staffs
派遣員工總數



2018
130名

2019
106名

關愛員工

Employee Code of Conduct and Policy 員工準則與政策

The employee recruitment and treatment standards of the Group strictly complied with the relevant laws and regulations of the PRC including Labour Law of the People's Republic of China, Labour Contract Law of the People's Republic of China, and the Law of the People's Republic of China on Protection of Minors. The Group established strict recruitment system and process to avoid cases of child labour and forced labour. In case of any suspected violation of the above laws, the Group will immediately assist the victim employee in reporting to the police or relevant labour authorities in strict compliance with national laws and regulations, and will make every effort to cooperate in investigation. Should the violation be confirmed, the Group will promptly hold the relevant person liable. During the Reporting Period, no employment of child labour, forced labour or any other violations happened.

The Group adopts a working hour system of 8 hours a day and five days a week for office staff, as well as a work shift and alternate holiday system for production staff where appropriate. The arrangements for rest days and statutory holidays of employees are consistent with those provided in the national labour laws and regulations.

To maintain a rational and adequate personnel structure, the Group has established requirements to different posts, which are taken as criteria in recruitment. The Group's recruitment channels include campus recruitment, experienced hire and internal referral, etc.. Each candidate is subject to requirement of academic qualifications and professional skill certificates as well as relevant interviews. The Group adheres to the principle of equal payment without any discrimination due to gender, age, race, religion, cultural and educational background or any other factors, and enters into written employment contracts with all employees on the basis of equality, free will and consensus.

In the meanwhile, the Group has also established a rigorous and prudent dismissal process in accordance with national laws and regulations. The Group may terminate employment contract with an employee who is involved in serious dereliction of duty or severe violation of national laws and regulations or the Group's rules and regulations, in which case the procedures shall be handled in accordance with the Management System on Service Termination and Retirement of Employees of the Group.

本集團的員工招聘及使用標準均嚴格遵照《中華人民共和國勞動法》、《中華人民共和國勞動合同法》、《中華人民共和國未成年人保護法》等中國相關法律、法規執行。本集團設有嚴謹的招聘制度及流程，避免聘用童工及強迫勞工個案的發生。如若出現上述違規情形，本集團將嚴格按照國家相關法律法規立即協助受害員工向警方或相關勞動部門報告，並竭力配合調查，如若屬實，本集團將立即追究違規辦事人員責任。於報告期內，未有聘用童工、強迫勞工等事項發生。

本集團辦公室員工實行每日8小時、每週5天的工作時間制度；生產員工或實行輪班、輪休制度。員工的休息日及法定節假日與國家勞動法規一致。

為維持合理的人員構成，本集團為不同崗位設立了任職要求及標準，作為招聘員工之準則之一。本集團的招聘渠道包括校園招聘、社會招聘及內部推薦等。每位應聘者均須符合學歷及專業技能等方面的條件，並通過相應面試。本集團奉行同工同酬之原則，不因性別、年齡、民族、宗教、文化及教育背景等因素而存在歧視，亦堅持平等、自願、協商一致的理念，與所有員工簽訂了書面形式的勞動合同。

同時，本集團亦依據國家相關法律法規設立嚴謹而審慎的解僱流程。若本集團之員工存在嚴重失職或嚴重違反國家法律法規或嚴重違反本集團相應規章制度等情況，本集團可與其解除勞動合同，並按本集團《員工離職、退休管理制度》辦理相關手續。

Employee Care

Employee Training and Development

員工培訓與發展

We fully understand that employees' continuous growth is the foundation and driving force for organic development of the Group. With a focus on employee growth needs and career planning, the Group has established an assessment system and promotion mechanism integrating training, use and evaluation of talents, in order to build up a sound career-development platform for employees. The virtuous cycle of talent cultivation, utilization and identification lays a solid foundation for and plays as a strong impetus to the Group's sustainable development and the self-growth of employees.

The Group adopts the principle of unified management and tiered training for its staff education and training and established a multi-layer system with diversified format of training in place. Upon joining the Company, new employees must participate in induction training in relation to the Company's culture, corporate policies and goals, production safety, necessary skills, etc.. Meanwhile, the Group also specifically designed a wide range of training sessions regularly to all employees covering management, quality standards, skills and extended areas, etc..

During the year, the Group held a number of training sessions for employees at senior, middle and junior levels based on the actual development needs. The trainings covered many practical courses. These trainings further enhanced skills and expertise of employees, and delivered impressive results.

我們深知，員工的不斷成長是本集團保持健康、長遠發展的根基與動力。本集團持續關注員工的發展訴求和職業規劃，建立健全人才培訓、使用、評價一體化的考核評價體系和晉升機制，為員工搭建良好的職業發展平台，實現人才培養、使用和選拔的良性循環，進而為本集團的可持續發展和員工的自我成長奠定堅實的基礎和提供充足的動力。

本集團對員工的教育培訓採取統一管理，分級培訓的原則，建立了多層次、多形式的培訓體系。針對新入職員工，自其入職之日起即接受公司文化、方針目標、安全生產和崗位入職等培訓；同時，針對全體員工定期進行各種類別的培訓，涵蓋管理類、質量標準類、技能類、拓展類等諸多方面。

年內，本集團根據實際發展需要，針對高層、中層及基層等各級員工，舉辦了多場培訓，囊括多項實用課程，進一步提升了本集團員工的技能和專業素養，取得了良好的效果。

Average training duration of each employee of the Group (hours)

本集團人均培訓時長(小時)



關愛員工

<p>Career training 職業培訓</p>  <p>Major contents of the training are job skills, professional skills and technical skills, to provide every new employee with a good growth and development platform. 從崗位技能、職業技能、專業技能三個方面進行培訓，以保證每位新入職的員工都能夠獲得良好的成長與發展空間。</p>	<p>Development training 拓展培訓</p>  <p>Help employees fulfill their potential, improve teamwork awareness, and develop an excellent team through extension activities. 通過拓展活動，幫助員工挖掘自身潛能、增強團隊意識，打造優秀的團隊。</p>	<p>Management training 管理培訓</p>  <p>Taking both the needs of the managers and requirements of the external environment into consideration, provide appropriate training for different managers, ensure the quality and efficiency of the management training. 結合管理者自身需求與外部環境要求，針對不同的管理者組織參加相應的培訓，保證管理培訓的高質高效。</p>
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In 2019, training sessions organized by the Group: over 二零一九年度，本集團開展培訓：超過 **400** 場

Educational activities with the theme of “staying true to its original aspiration and having its mission always in mind”

According to the requirements of the Party Committee, the Group actively conducted educational activities with the theme of “staying true to its original aspiration and having its mission always in mind”. Based on their actual work, Party members and cadres of the Company focused on topics such as production and operation and quality management, integrated corporate development progress in theme-based education. Based on current industrial and economic conditions as well as the issues and challenges encountered in the actual operation of the Company, members of the leadership team of the Company actively carried out theme-based education and to improve their learning ability, execution ability and innovation ability. Through the theme-based educational activities, leading the Group to stay true to its original aspiration and focus on its principal business and facilitating high-quality development of the Group. More than 10 Party classes on various themes were held, with approximately 700 attendances.

「不忘初心、牢記使命」主題教育活動

根據黨委要求，本集團積極開展「不忘初心、牢記使命」主題教育活動，黨員幹部結合各自工作實際，圍繞生產經營、質量管理等多個專題，將主題教育與推進公司發展緊密結合，結合當前行業及經濟形勢，以及公司實際經營過程中遇到的問題與挑戰積極開展主題教育工作，提高學習能力、執行能力與創新能力。通過主題教育活動，引領企業不忘初心、聚焦主業，促進本集團高質量發展，期間共開展各類主題教育黨課10餘次，受眾約700人次。

Employee Care



Series of training courses for management capability improvement of reserve cadres in 2019

In order to strengthen the echelon construction of cadres of the Group and cultivate a group of young backup talents with strong work skills, wide vision and high professional qualities, the Group organized 8 series of training for more than 70 young backup cadres under the unified deployment of the Party Committee, with respect to the qualities

that managers should possess such as skills of efficient communication, skills of identifying and using talents, skills of management and motivation, organizational process management and system construction etc. Through extensive case studies and interactive teaching experience, young cadres were able to learn from books, think in classroom, and practice at work. Young cadres in various positions could improve their management capability and better shoulder the important task of the development of the Group.

2019年後備幹部管理能力提升系列培訓班

為加強本集團幹部梯隊化建設，培養造就一批工作技能強、思維視野寬、職業素養高的青年後備人才，本集團在黨委的統一部署下，組織70餘名青年後備幹部先後開展8期系列培訓，從高效溝通技巧、識人用人技巧、管理與激勵技巧、組織流程管理與制度建設等多個層面系統梳理管理者應具備的各項素養，並通過豐富的案例研討、互動式教學體驗，讓青年幹部在書本中學習、在課堂中思索、在工作中實踐，不斷提升各崗位青年幹部的管理能力，更好地肩負起本集團發展的重任。

With the aim of Building a Growth Path for Employees, the Group has diligently selected, fostered, used and retained talents, and has been gradually establishing a training mechanism that can bring employees' potential into full play. The Group has identified three promotion pathways-operation management, professional technique and technical operation. The Group encourages and organizes qualified employees to participate in professional technical training programs and examinations, and issues letters of appointment as appropriate to employees who passed the examinations and obtained certificates based on the actual work requirements. They are also entitled to allowances for the corresponding positions. Meanwhile, the Group also encourages employees to participate in various vocational qualification examinations, and allows adequate free time for professional technical personnel and personnel with professional qualifications to participate in training or continuing education specific to their posts or specialties in expectation of self achievement of their career development goals and self-value.

本集團以「為員工創造成長之路」為宗旨，注重人才的「選、育、用、留」，逐步建立起「人盡其才」的培養機制。本集團依照各崗位性質及工作特點劃分出經營管理、專業技術、技能操作三種職級職系晉升路徑，鼓勵並組織符合條件的員工參加專業技術培訓及考試，對考試合格取得證書的員工根據實際工作需要頒發聘書並可享受相應等級的津貼。同時，本集團亦鼓勵員工參與各類職業資格考試，亦給予專業技術人員和職業資格人員充分自由的時間參加相應崗位或專業的培訓或繼續教育，期待員工自我價值及職業發展目標的實現。

關愛員工

The Group also maintains a “Pyramid Talent Project” catering to its development plan and needs to hire, cultivate, discover and select technical talents with excellent technical and business skills each year, under which talents are hired and classified as experts, chief technicians, chief workers, outstanding young and middle-aged talents, etc. and bonus is provided monthly so as to establish a talent pool of leading experts and reserved personnel at different levels across different posts including scientific research, quality, production, sales and management, so as to build a development channel for employees. By the end of 2019, the number of employees included into the Company’s “Pyramid Talent Project” has 198 persons, including 8 experts, 4 chief technicians, 137 chief workers and 49 outstanding young talents which remained same as last year, respectively.

本集團根據自身發展規劃及需要設立「金字塔人才工程」，每年聘用、培養、發現和選拔技術精湛、業務出色的技術人才，分層次評聘為專家、首席技師、首席職工、優秀中青年人才等，並每月給予相應的獎金，以期在科研、質量、生產、銷售、管理等崗位上造就一批不同層次的專業帶頭人及後備人選，開闢員工的成才發展之路。截至二零一九年底，獲聘為本公司「金字塔人才」的員工總人數為198人，其中專家8人、首席技師4人、首席職工137人、優秀中青年人才49人，與上年相同。

Strengthening the leading role of “Four-level Mentoring and Four-aspect Facilitation”

The Company’s Party Organization at all levels actively carried out the “Four-level Mentoring and Four-aspect Facilitation” Party Construction Innovation Cultural Inheritance Action, which is Party members guide general public to promote unity and concerted efforts; masters guide apprentices to promote technique inheritance; Model staff guide new staff to promote spirits lead; supervisors guide subordinates to promote and undertake responsibilities. On the basis of initiative and objective of work, group improved quality to lead development, combined efforts to create great cause, practically and feasibly exploited the leading efforts of various role-models. During the year, the Company united 1,043 pairs of “Party members guide non-Party group”; 52 pairs of “masters guide apprentices”; 28 pairs of “honorable talents guide newcomers”; 186 pairs of “supervisors guide subordinates”, closely combined carrying forward the spirit of the craftsmanship, inheriting culture of Tong Ren Tang and cultivating well-qualified skilled talents, constantly motivated work enthusiasm of the broad masses of employees and improved professional skills.

加強「四帶四促」引領作用

本公司各級黨組織深入開展「四帶四促」黨建創新文化傳承行動，即黨員帶群眾促團結奮鬥、師傅帶徒弟促技藝傳承、先進帶新人促精神引領、上級帶下級促責任擔當，以提升質量推動發展、凝心聚力共創偉業作為工作出發點和落腳點，切實發揮各類榜樣引領作用。年內，共結成黨員帶群眾1,043對，師傅帶徒弟52對，先進帶新人28對，上級帶下級186對，進而將弘揚工匠精神、傳承同仁堂文化與培養高素質技能人才緊密結合，不斷激發廣大員工的工作熱情，帶動專業技能的提升。



Employee Care

Employee Rights and Benefits

員工權益及福利

The Group guarantees and safeguards the rights and interests of employees in a proactive manner and lays stress on enhancing the sense of belonging of employees, and improves all kinds of employee benefits on an ongoing basis.

Remunerations of the employees of the Group are determined with reference to the prevailing market level as well as the competency, qualifications and experience of individual employee. Discretionary bonuses based on individual performance will be paid to the employees recognition of and as rewards for their contributions to the Group. Other statutory benefits include contributions by the Group to the endowment insurance, medical insurance, unemployment insurance, employment injury insurance, maternity insurance and housing fund. Meanwhile, in continually updating and improving its employee remuneration policy and system, to ensure that employees have equal access to and share value according to their contribution.

In addition, to recognize individuals and groups who made outstanding contributions to the development of the Company, the Group holds selection activities for excellent performance every year. In 2019, the Company selected 257 employees for excellent performance and 66 groups for excellent performance. The Company total paid over RMB1,300,000 in cash awards to these excellent individuals and groups for their preminent contributions to the Company.

本集團積極保障並維護員工權益，同時重視提升員工的歸屬感，致力於員工各項福利的持續改善。

本集團員工之薪酬參照市場水平及自身之能力、資歷和經驗而釐定，亦會按年內個人表現酌情發放獎勵，以激勵員工對本集團做出的貢獻，並按國家規定為員工繳納養老保險、醫療保險、失業保險、工傷保險、生育保險及住房公積金。同時，本集團不斷改革和完善員工薪酬政策及體系，確保員工能夠公平的獲得價值並按貢獻程度分享價值。

此外，為表彰對本集團發展做出突出貢獻的先進個人和集體，本集團每年均會開展先進評選工作。於二零一九年度，本集團共評選出優秀員工 257 名以及先進集體 66 家，並對上述先進個人或集體發放獎金共計人民幣 130 餘萬元，以獎勵其對本集團做出的傑出貢獻。

The Group's labour costs

本集團人工成本

RMB'000
人民幣：千元

Salary and wages
工資



2018
466,594

2019
434,610

Staff welfare
福利費



2018
51,816

2019
33,684

Housing fund
住房公積金



2018
43,615

2019
49,146

Contribution to pension schemes
退休金供款



2018
119,204

2019
120,102

Total
總計

2018
681,229

2019

637,542

關愛員工

The working time of employees in the Group complied with related requirements in Labour Law of the People's Republic of China and Labour Contract Law of the People's Republic of China. The Group's employees are entitled to statutory holidays prescribed by PRC, as well as paid leaves for ethnic minority events such as the Lesser Bairam Day, participation in parents' meetings and preschool children vaccination, etc., and employees will enjoy bonus, allowance, subsidy and welfare in connection with the paid vacations according to the applicable regulations of the State and the Company. For female employees, in addition to the statutory 98 days maternity leave stipulated in the "Special Provisions on Labor Protection for Female Employees", they can also enjoy an additional three months of maternity leave from the company to effectively protect female employees' health rights and increase employee benefits. Besides, a mechanism is also in place to provide a certain percentage of medical expense reimbursement for family members of qualified employees to lessen their burden.

The Company lays emphasis on employees' rights to information and freedom of speech. For this purpose, it has established labour union in accordance with the law, which has provided smooth and communication channels to the employees. Moreover, the Group has delivered latest corporate news to all staff in a timely manner through various means, such as the Office Automation Platform, advertising billboards, WeChat public account and internal periodical. The Group also listens to and adopts employee's opinions and suggestions, and make appropriate measures in a timely manner to address their concerns and protect their interests.

The Group made every effort to improve the working environment and facilities, endeavouring to provide a comfortable workplace for all employees. The Group also takes efforts to promote work-life-balance for employees, and provides venues and facilities such as basketball courts, badminton halls, gymnasium and multi-purpose halls, and organizes various activities from time to time. In addition, the Group provides employees with clean and comfortable reading and painting rooms, to enrich their cultural life.

本集團員工之工作時間符合《中華人民共和國勞動法》及《中華人民共和國勞動合同法》中的有關要求。同時，本集團員工均享受帶薪休假，除享有國家規定的法定節假日外，適逢開齋節等少數民族節日、參加子女家長會、學齡前子女注射疫苗等，均會相應給予假期，員工帶薪休假之獎金、津貼、補貼、福利等按國家及本公司有關制度發放。針對女性員工，除享有國家《女職工勞動保護特別規定》中法定的98天產假之外，還可享有公司額外獎勵的3個月產假，切實保護女性員工健康權益、增加員工福利。此外，本公司還為滿足條件的員工家屬提供一定比例的醫療費用報銷，以減輕員工負擔。

本公司注重員工的知情權與話語權，依法建立工會組織，為員工提供了溝通渠道。同時，通過電子辦公平台、宣傳欄、微信公眾號、內部刊物等形式及時將本集團最新動態傳遞給每一位員工，並積極聽取員工的意見與建議，針對員工關注度較高的問題及時採取相應的解決措施，保障廣大員工的利益。

本集團盡全力改善員工的工作環境及設施，致力於為全體員工提供舒適的工作環境。亦致力於員工生活與工作的平衡，為員工提供了籃球場、羽毛球館、健身房、多功能廳等運動場地及娛樂設施，並不定期舉辦各項活動。此外，亦為員工提供舒適整潔的閱覽室及書畫室，豐富員工的文化生活。



Events
活動場次 >20

Participants
參與人次 >3000

Employee Care

The rich and colourful entertainment activities: Cultural and Artistic Performance, Badminton Matches, Chess Competition, Outing, Circular fan-Painting, etc.

豐富多彩的文娛活動：文藝匯演、羽毛球比賽、棋牌比賽、踏青採風、團扇繪製等



關愛員工

Employee Health and Safety

員工健康與安全

The Group always lays the health and safety of employees at the top priority. Under the Management Procedures for Employees' Healthcare and the Management Procedures on Hygiene and Employees' Health Conditions, the Group arranges regular physical examinations for all employees each year. For employees engaged in work involving occupational hazards, the Group strictly implements relevant provisions in the Law of the PRC on Prevention and Control of Occupational Diseases and relevant labour protection regulations, and seeks to reduce the incidence of occupational diseases through regular physical examinations and other measures.

The Group has continued to promote safe production, and formulated three-levelled safety inspection regulations and standards which include factory level, workshop level and group level, to continuously strengthen the construction of safe production standardization, so as to protect its employees. Furthermore, dedusting, denoising and poison-proof devices are furnished at production workshops, where standard safety signs for hazard articles are in place and inflammables and explosives are stored and used according to strict requirements. Production staffs are provided with PPE — personal protective equipment such as protective articles with a view to minimize the negative impact on employees' health.

The Group also holds regular drills on fire evacuation, self-help and escape each year to strengthen safety and self-protection awareness of employees. Furthermore, the Group also carries out monitoring and evaluation of occupational hazards in production premises on a regular basis. During the year, some industrial units under the Company invited the third party to detect microwave, dust and other occupational hazards. The results met related national standards and realized the objective to prevent, control and eliminate occupational hazards and safeguard the working environment. At the same time, the Group has formulated the "Accident Work Injury Management System" to protect the legitimate rights and interests of employees who are injured at work or on their way to or back from work or within the workplace or suffer from occupational diseases.

本集團始終把員工的健康與安全放在首位，制定了《職工健康管理規程》及《衛生和人員健康狀況管理規程》，每年定期組織員工進行健康體檢。對於從事具有職業危害工作的員工，本集團嚴格執行《中華人民共和國職業病防治法》和相關勞動保護條例等有關規定，通過定期進行健康檢查等方式降低職業疾病發生率。

本集團持續推進安全生產，制定分廠級、車間級、班組級的三級安全檢查制度與標準，不斷加強安全生產規範化建設，以保護員工的安全。此外，本集團生產車間均裝有除塵、除噪、防毒等設備，並規範設置危險品識別標誌，規範使用、儲存易燃易爆物品，並為生產員工提供防護等勞保用品，最大限度地降低對員工健康的傷害。

同時，本集團每年定期舉行消防疏散、自救、逃生等演練，強化員工的安全意識以及自我保護意識。此外，本集團亦定期對生產場所進行職業病危害因素監測與評價。年內，部分分廠由第三方機構對微波、粉塵等職業危害因素進行檢測，檢測結果符合國家標準，進以預防、控制和消除職業病危害，保障員工的工作環境。本集團亦制定《工傷事故管理制度》，保護在往返工作途中、工作時間及工作場所內因工受傷或患有職業疾病的員工的合法權益。

Environmental Protection

環境保護



環境保護

The Group has strictly abided by national and local laws and regulations, such as Environmental Protection Law of the People's Republic of China, Air Pollution Prevention Law of the People's Republic of China, the Laws on Promoting Clean Production of the People's Republic of China. It has also formulated relatively complete regulatory systems including the Management System on Environmental Protection, the Management System on Clean Production, the Management System on Prevention and Control of Water Pollution, the Management System on Atmospheric Pollution Prevention and Control and the Management System on the Hazardous Waste, which further realized the objective of energy-saving, consumption reduction, pollution reduction and efficiency improvement, meanwhile has controlled the discharge of various pollutants effectively.

The Group has continued to advocate green and low-carbon production and management concepts, actively explored recycling and sustainable development strategies, and minimized the impact on the surrounding environment. At the beginning of each year, according to the year's production plan and equipment and facilities operation, the Company will also formulate annual target responsibility letters with the major production units, indicating various indicators such as environmental protection and energy consumption, clarify the annual work requirements and assessment indicators of each unit, and grant rewards and impose punishments according to the actual work assessment results, to promote production units to actively implement environmental protection responsibilities.

本集團嚴格遵守《中華人民共和國環境保護法》、《中華人民共和國大氣污染防治法》、《中華人民共和國清潔生產促進法》等各項國家及地方法律法規，制定了《環境保護管理制度》、《清潔生產管理制度》、《水污染防治管理制度》、《大氣污染防治管理制度》、《危險廢物管理制度》等較為健全的規章制度，進一步達到節能降耗、減污增效的目的，有效的控制各類污染物排放。

本集團持續倡導綠色、低碳的生產經營理念，積極探索循環、可持續的發展策略，最大限度降低對周邊環境的影響。於每年年初，本公司還會根據各主要生產單位在該年度的生產計劃及設備設施運營情況，與其訂立年度目標責任書，當中列明環保、能耗等各類指標，明確各單位的年度工作要求、考核指標，並依據實際工作考核結果進行獎懲，促使各生產單位積極落實環境保護責任。

Emissions 排放物

The Group has paid great attention to the construction and improvement of environment protection management system, continuously focused on the problem of pollutant emission during production and operation, as well as supervised its own discharge data.

本集團注重環境保護管理體系的建設和完善，持續關注生產運營中的污染物排放問題，並對自身排放數據進行監管。

Environmental Protection

During production and operation, the Group has actively advocated clean production, energy saving and emission reduction, via usage of clean energy including natural gas, solar energy and other measures, the Group reduced the creation of exhaust gas pollutants from the source. In the meanwhile, all major production units of the Group are equipped with sewage treatment facilities, which are used to treat sewage generated in production and daily life. Regarding sewage and exhaust gas, the Group also paid attention to the detection of pollutant concentration and ensured the emissions of various pollutants to meet national and local environmental protection regulations. In addition, the Group has paid attention to the impact of noise pollution, and kept the noises arising from production within standard range, so as to protect the environment of itself and nearby areas to the utmost extent. During the year, there was no accident regarding environmental pollution in the Company.


The Group's emissions are mainly generated during the production process, include exhaust gas (mainly including carbon dioxide and nitrogen oxides) and waste water (mainly including pollutants such as COD, BOD, ammonia nitrogen and suspended substances). The main pollutant emissions of the major production units of the Group during the Reporting Period are illustrated as below:

在生產經營過程中，本集團積極倡導清潔生產與節能減排，通過使用天然氣、太陽能等清潔能源以及其他措施，從源頭減少廢氣污染物的產生。同時，本集團各主要生產單位均配備污水處理設施，用以處理生產、生活過程中產生的污水。針對污水和廢氣，本集團亦注重對污染物濃度的檢測，確保各類污染物排放符合國家及地方環保法規。此外，本集團注重噪聲污染對環境帶來的影響，將生產過程中產生的噪聲控制在標準範圍內，最大限度地維護自身及周邊環境。年內，本公司並未發生環境污染方面事故。



本集團的排放物主要在生產過程中產生，主要包括廢氣(主要含有二氧化碳及氮氧化物)及廢水(主要含有COD、BOD、氨氮、懸浮物等污染物)。下圖列示了本集團主要生產單位於報告期內主要污染物排放情況：

Main pollutants*

主要污染物*

		Emission 排放量 2019	Emission 排放量 2018	Basis of calculation 核算依據
WASTE WATER EMISSION¹ 廢水 ¹ 	Waste water discharged (10,000 tons) 廢水排放量(萬噸)	68	41	Conversion based on 80% of fresh water consumption. 按照新鮮水消耗量的80%進行折算。
	Chemical Oxygen Demand (CODcr) (tons) 化學需氧量(CODcr)(噸)	69	33	Accounting based on concentration data in the Group's routine monitoring reports. 依據本集團例行監測報告中的濃度資料進行核算。
	Five-day Biochemical Oxygen Demand (BOD ₅) (tons) 五日生化需氧量(BOD ₅)(噸)	26	10	
	Ammonia nitrogen (tons) 氨氮(噸)	1	1	
	Suspended Substance (SS) (tons) 懸浮物(SS)(噸)	24	7	

環境保護

		Emission 排放量 2019	Emission 排放量 2018	Basis of calculation 核算依據
EXHAUST 廢氣 	Nitrogen oxides (tons) 氮氧化物(噸)	28	17	Conversion with reference to the NOx pollution factor of industrial gas boilers in the "handbook of Industrial Emission Factors". 參考《工業產排污係數手冊》工業燃氣鍋爐中的氮氧化物產污係數進行折算。
GREENHOUSE GAS² 溫室氣體 ² 	Total direct emissions (10,000 tons of carbon dioxide equivalent) 直接排放量(萬噸二氧化碳當量)	3	3	Greenhouse gas emissions are accounted based on the "Greenhouse Gas Accounting System-Corporate Accounting and Reporting Standards" issued by the World Resources Institute (WRI) and the World Business Council for Sustainable Development (WBCSD), and the Intergovernmental Panel on Climate Change (IPCC) "Fifth Assessments Report 2013" and "Industrial and Other Industries Companies Greenhouse Gas Emission Accounting Methods and Reporting Guidelines (trial)". The factors of greenhouse gas emission of the electricity part were selected with reference to the "Baseline Emission Factors for China Regional Grid in 2017 Emission Reduction Program" issued by the Ministry of Ecology and Environment of the People's Republic of China. 溫室氣體排放量依據世界資源研究所(WRI)和世界可持續發展工商理事會(WBCSD)發佈的《溫室氣體核算體系—企業核算與報告標準》、政府間氣候變化專門委員會(IPCC)《第五次評估報告2013》以及《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)》核算得出。其中電力部分的溫室氣體排放因數參照中華人民共和國生態環境部《2017年度減排項目中國區域電網基準線排放因數》選取。
	Total indirect emissions (10,000 tons of carbon dioxide equivalent) 間接排放量(萬噸二氧化碳當量)	4	3	
	Total emissions (10,000 tons of carbon dioxide equivalent) 排放總量(萬噸二氧化碳當量)	7	6	

Environmental Protection

- * The Group will standardize the caliber and standards for data and statistics while constantly improving the collection scope and statistical methods of the pollutant indicators.
- 1. In 2019, the Group discharged approximately 2.12 tons of waste water (2018: approximately 1.09 tons) for each RMB10,000 of revenue.
- 2. Greenhouse gases are mainly carbon dioxide, methane, and nitrous oxide. In 2019, the Group discharged approximately 0.22 tons of carbon dioxide equivalent (2018: 0.16 tons of carbon dioxide equivalent) of greenhouse gases for each RMB10,000 of revenue.
- 3. The newly-built production units of the company have been put into operation in the second half of 2019, which has led to the rise of some pollutant emission data.
- * 本集團污染物指標收集範圍及統計方式正在不斷完善中，未來將進一步規範統計口徑及標準。
- 1. 二零一九年度，本集團每萬元收入產生的廢水排放量約2.12噸(二零一八年：約1.09噸)。
- 2. 溫室氣體主要為二氧化碳、甲烷、氧化亞氮。二零一九年度，本集團每萬元收入產生的溫室氣體排放量為0.22噸二氧化碳當量(二零一八年：0.16噸二氧化碳當量)。
- 3. 二零一九年度部分污染物排放數據上升主要由於本公司新建生產單位於二零一九年下半年陸續投產運營所致。

Emission and waste management

排放物及廢棄物管理



Waste water

廢水

Being treated at in-house waste water facility. Water used in production and daily life will be treated in centralized facilities and was not allowed to be discharged unless it meets relevant standards to reduce emission of hazardous pollutants in waste water.

自設污水處理設施，統一處置生產及生活用水，達標後方能排放，進而減少廢水中的有害污染物排放。



Exhaust gas

廢氣

Used eco-friendly and energy-efficient boilers such as natural gas boilers and electric energy storage boilers. In the mean time, used natural gas, steam and other clean energy to replace the coal burning, to reduce emission of hazardous gas.

使用天然氣鍋爐、儲能或電鍋爐等節環保型鍋爐，並採用天然氣、蒸氣等清潔能源代替燃煤，減少有害廢氣的排放。



Hazardous Waste

有害廢棄物

With Chinese patent medicine as its core product, the Group generates small amount of hazardous waste in its production process. During the year, major hazardous waste generated by the Group included waste chemical reagent and sludge containing hazardous waste components, which were mainly generated from the wastewater treatment process of production units of Chinese patent medicine, and clinical waste, which totalled approximately 23 tons (2018: approximately 16 tons), the Group discharged approximately 0.07kg of hazardous waste (2018: approximately 0.04kg) for each RMB10,000 of revenue.

本集團以中成藥產品為核心，在生產過程中產生的有害廢棄物較少。年內，本集團產生的主要有害廢棄物包括廢舊化學試劑、含有危險廢物成份的污泥（主要為中成藥生產單位廢水處理過程中產生）、醫療廢物等，總計約23噸（二零一八年：約16噸），每萬元收入產生的有害廢棄物約為0.07千克（二零一八年：約0.04千克）。

- * The statistical results of hazardous waste were derived from the information in the hazardous waste transfer document that the Group has transferred in compliance with regulations during the year.
- * 有害廢棄物的統計結果來源於本集團在該年度內合規轉移的危險廢物轉移聯單中的資料。

All production units classify, collect and store hazardous waste generated in strict compliance with the Management System on the Hazardous Waste of the Company. Meanwhile, daily management and maintenance of the equipment, facilities, and places for collection and storage of hazardous waste have been strengthened. Measures have been taken to prevent the scattering, running-off and leakage, or to prevent pollution of the environment. Dumping, piling up, discarding or littering without authorization are prohibited. Signs have been placed in the places for collection and storage. Moreover, qualified third-party institutions are entrusted for collection and disposal of hazardous waste in accordance with relevant national requirements. The transfer process of hazardous waste is strictly implemented and receipt such as set-bill are kept.

針對產生的有害廢棄物，各生產單位均嚴格按照本公司《危險廢物管理制度》進行分類收集、儲存。同時，加強對收集、儲存有害廢棄物的設備、設施、場所的日常管理與維護，採取防揚散、防流失、防滲漏或者其他防止污染環境的措施，嚴禁擅自傾倒、堆放、丟棄、遺灑，並在收集、儲存場所粘貼識別標誌。同時，按照國家相關規定委託有資質的第三方機構統一回收、處置有害廢棄物，嚴格執行有害廢棄物轉移流程，留存轉移聯單等憑證。

Environmental Protection



Non-Hazardous Waste*

無害廢棄物*

Using recyclable and degradable eco-friendly materials as much as possible. Meanwhile, the Group will optimize production technologies and increase first pass yield to lower package materials consumption and reduce waste. During the year, non-hazardous waste generated by the Company in the course of production is mainly waste package materials, for example, the product manuals, which totalled about 2.2 tons (2018: approximately 1.4 tons).

盡量使用可回收、可降解的循環材料。同時，通過優化生產工藝、提高一次合格率，進以降低包材損耗，有效減少廢物產生。年內，本公司在生產過程中產生的主要無害廢棄物為各類廢棄包材，例如，產品說明書廢棄量約2.2噸（二零一八年：約1.4噸）。

- * The Company produces over 100 types of Chinese patent medicines every year, and uses over 1,000 types of package materials. The generated waste package materials are in various types and use different specifications and measurement units. Therefore, those metrics used in measuring total volume and density of waste package materials for finished products are not applicable here. Volume of the discarded product manuals is calculated based on the Company's statistical ledger and the unit weight of manuals of various specifications.
- * 本公司常年生產的中成藥產品類別超過百種，所用包材種類逾千種，產生的廢棄包材種類眾多且其規格、計量單位均有差異，故，不適用於統計產成品所產生的廢棄包材總量及密度。廢棄說明書根據本公司統計台賬及相應規格的說明書單位重量核算得出。



Dusts and noises

粉塵與噪聲

Used dust removal, noise reduction and other equipment, so as to reduce their impact on the environment. In the meanwhile, the Group provides protection to production staff so as to protect their physical health.

採用除塵、降噪等設備，減少粉塵及噪聲對周邊環境的影響。同時，對生產員工進行相應保護，保證生產作業人員的身體健康。

環境保護



Case: VOCs (volatile organic compounds) emission reduction and management project

Technology: Intermediate effect pre-treatment + activated carbon adsorption

Effect: VOCs exhaust gas generated from the experiment of the liquid preparation workshop and the testing centre are collected and undergo the intermediate effect pre-treatment and activated carbon adsorption process for purification and VOCs emission reduction.

案例：VOCs（可揮發有機物）減排與治理項目

工藝：中效預處理+活性炭吸附

效果：將液體製劑車間及檢測中心實驗所產生VOCs廢氣收集，通過採用中效預處理及活性炭吸附工藝，實現廢氣淨化與VOCs減排。

Resource Utilization

資源使用

The resources consumed by the Group in production primarily include water, electricity, steam and natural gas, etc., which are mainly purchased externally. The Group has reduced resources consumption and enhanced efficiency in resources utilization by adopting energy-efficient equipment and advanced technologies, and improving environmental protection awareness of employees.

The Group advocates a green office concept which integrates a low-carbon operation principle into operation, with an aim of developing towards paperless, energy-saving and low-carbon offices, and minimizing the consumption of fossil fuel, wood, water, electricity and other natural resources and energy. The Group tapped into electronic communication means including teleconferencing and video conferencing, so as to reduce consumption of fossil energy arising from travelling. In the meantime, the Group has also exercised stringent control on the consumption of paper, portfolios, crates and other paper products, and made strenuous efforts in reducing the use of non-biodegradable articles such as plastics, inks, chemical fiber, electronic equipment and other consumables.

本集團於生產過程中所消耗的資源主要包括水、電、蒸汽、天然氣等，主要通過外購方式獲得。本集團通過採用節能設備、工藝改進等措施，並不斷提高員工環保意識，進以降低資源消耗，提升各類資源使用效益。

本集團倡導綠色辦公，將低碳經營的理念融入到生產運營中，努力向辦公無紙化、節能化、低碳化方向邁進，減少化石燃料、樹木、水、電等自然資源及能源的使用。本集團採取電話會議、視頻網絡會議等電子通訊方式，減少差旅過程中產生的化石能源消耗。同時，嚴格各類紙張、檔案袋、包裝箱等紙製品的使用，減少塑料、油墨、化纖以及電子器材、耗材等難以降解物品的使用。

Environmental Protection

The Group also embraces the green production concept. To save all sorts of energy, the Group has taken many approaches during production such as, among others, improving process and procedures, boosting technological level, upgrading production equipment, and applying many measures among others, LED energy-saving lighting, installation of steam timing switches.

During the year, the package materials consumed by the Company in production primarily included various product manuals, composite membrane, package boxes and others. Among them, the consumed product manuals totalled about 271 tons.

*Remarks: The Company produces over 100 types of products every year, and uses over 1,000 types of package materials. The generated waste package materials use different specifications and measurement units. Therefore, those metrics used in measuring total volume and density of waste package materials for finished products are not applicable here.

The water resources used by the Group are mainly from local municipal water supply. Meanwhile, regarding improvement in the efficiency of water usage, circulating water systems are employed across production processes to minimize consumption of water resources. In addition, reclaimed water is used for lawn irrigation. These measures have helped us conserve and recycle water re-sources. Therefore, water shortage is not a key constraint in the Group's production process.

During the year, the Group carried out various promotional and educational events on environmental protection, so as to promote employees' understanding and recognition of low-carbon production and life style. In addition, the Group also encouraged employees to actively participate in designing of various energy conservation and energy consumption reduction programmes, with the aim of helping employees build up concepts related to energy conservation and eco-friendliness, and enhancing employees' environmental protection awareness.

本集團亦倡導綠色生產理念，在生產過程中通過完善工藝流程、提升技術含量、升級生產設備等方式，亦採取LED節能照明、安裝蒸汽定時開關等措施，節約各類資源。

年內，本公司在生產過程中消耗的主要包材包括產品說明書、複合膜、包裝盒等。其中，在生產過程中消耗的產品說明書約271噸。

*註：本公司常年生產產品種類超過百種，所用包材種類逾千種，且其規格、計量單位均有差異，故，不適用於統計產成品所用包材總量及密度。

本集團所用水資源主要來源於當地市政供水，同時，在提升用水效率方面，本集團在生產環節採用循環水系統，以減少水資源的使用量，並以中水實施綠地澆灌，實現了水資源的保護及再利用，因此，水資源短缺並非本集團生產過程中的關鍵制約因素。

年內，本集團開展形式多樣的環保宣傳教育活動，進以促進員工瞭解並認同低碳生產、生活方式。此外，亦鼓勵員工積極參與各類節能降耗方案設計，倡導員工培養資源節約、環境友好的理念，不斷提升員工環保意識。

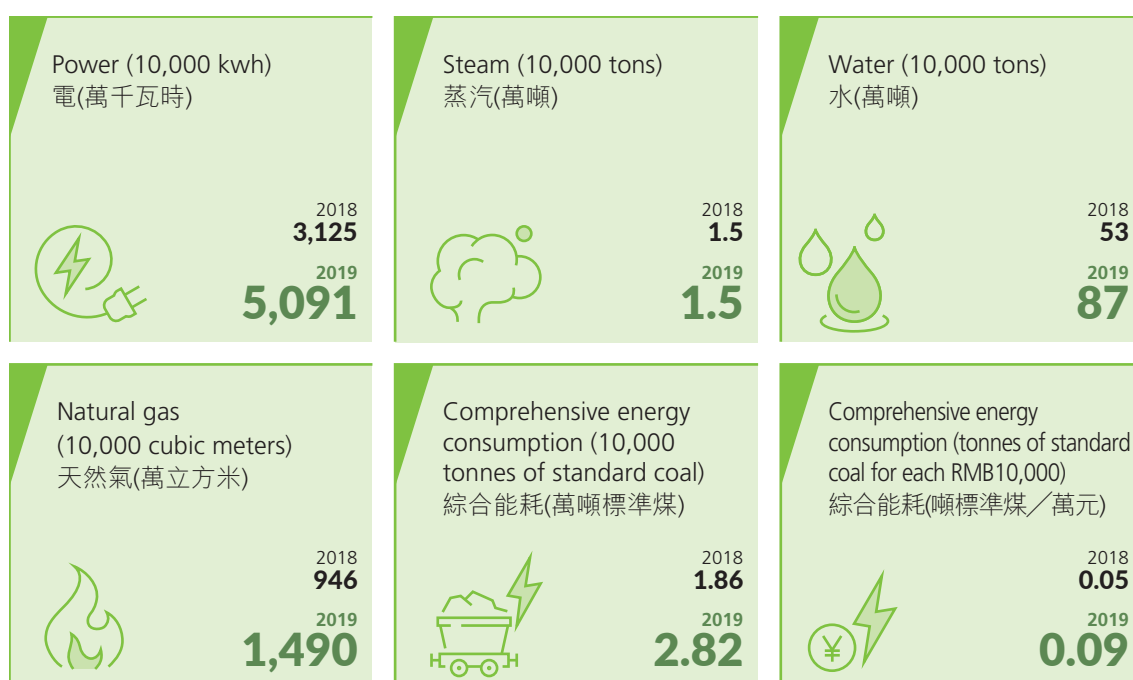


環境保護

The various types of energy used by the Group are mainly consumed in the production process. The main energy consumption of the major production units of the Group during the Reporting Period is illustrated as below:

本集團使用的各類能源主要消耗於生產過程中。下圖列示了本集團主要生產單位於報告期內主要能源使用情況：

Energy Type¹ 能源類型¹



- The consumption of water, power, steam and natural gas are calculated based on the payment receipt and invoices.
 - The comprehensive energy consumption is calculated based on the General Principles for Calculation of the Comprehensive Energy Consumption.
 - Water consumption per RMB10,000 of revenue is approximately 3 tonnes (2018: approximately 1 tonne).
 - The increase in some of the energy consumption in 2019 was mainly due to the Company's new production units being put into operation in the second half of 2019.
- 水、電、蒸汽及天然氣消耗數量依據繳費憑證、單據統計核算得出。
 - 綜合能耗依據《綜合能耗計算通則》核算得出。
 - 每萬元收入耗水量約為3噸(二零一八年：約1噸)。
 - 二零一九年度部分能耗數據上升主要由於本公司新建生產單位於二零一九年下半年陸續投產運營所致。

Environmental Protection

Cultivate the environmental protection concept of staff

培養員工環保理念

CONSERVE WATER 節約用水



Advocate employees for saving water and strengthen the daily over-haul and maintenance of water equipment
倡導員工節約用水，加強用水設備的日常檢修和維護

CONSERVE POWER 節約用電



Use energy-saving lamps to cultivate employees' power-saving awareness
使用節能環保型燈具，培養員工的節電意識

ENVIRONMENTAL AWARENESS 環保意識



Cultivate employees' reusing awareness, increase the recycling rate, and reduce discharge of waste such as garbage
培養員工廢物利用的意識，提升循環利用率，降低垃圾等廢物的排放

CONSERVE PAPER 節約用紙



Reduce the use of paper and promote the use of e-mail and electronic office platform
減少紙張的使用，提倡使用電子郵件、電子辦公平台等

GREEN TRAVEL 綠色出行



Provide shuttle bus for part of the line to advocate public transportation and green travel
提供部分線路班車，倡導公共交通、綠色出行

環境保護



“Creating a beautiful China and building a green enterprise”

In July, in order to enhance the environmental protection awareness of the employees of the Group and create a good atmosphere for participating in creating a beautiful China and building a green enterprise, the Group engaged professional lecturers to provide relevant production, quality and environmental protection staff with special training on environmental protection, covering domestic and foreign environmental protection conditions, laws and regulations, industry environmental protection standards, environmental protection measures and other aspects, supplemented with extensive review of

environmental pollution accidents and punishment cases to alert staff at all levels to maintain environmental protection awareness.

「營造美麗中國，共建綠色企業」

7月，為提升本集團員工的環境保護意識，營造共同參與美麗中國、建設綠色企業的良好氛圍，本集團聘請專業講師，組織相關生產、質量及環保工作人員召開環境保護專題培訓，從國內外環保形勢、法律法規、行業環保標準、環境保護措施等維度進行歸納解讀，並輔以豐富的環境污染事故及處罰案例警醒各級員工的時刻樹立環境保護意識。

Environmental Protection

Natural Resources Protection 保護天然資源

The Group has taken all sorts of traditional Chinese medicinal material as main raw material, and our production and operation have no significant effects on environment and natural resources.

The Group has actively performed its social responsibility and unswervingly placed focus on both development and environmental protection. It consistently adhere to the principle of sustainable development and reasonably used various resources to reduce the use of various natural resources, thereby maintaining ecological balance to the utmost extent. The Group has also taken concrete actions to protect the environment, and tried its best to minimize the impact of its production and operating activities on ecological system.



本集團用於生產的主要原材料為各類中藥材，其生產經營對於環境及天然資源無重大影響。

本集團積極履行社會責任，始終堅持發展與環境保護並重的理念，堅持可持續發展方針，合理利用各類資源，減少各類天然資源的使用，最大限度保護生態平衡，以實際行動踐行環境保護，盡可能將生產經營過程中對生態系統造成的影響降至最低。

Coping with climate change 應對氣候變化

The Group has taken all sorts of traditional Chinese medicinal material as main raw material. Traditional Chinese medicinal material are important strategic resource for the development of Chinese medicine in the PRC. Due to global climate change, the frequency and intensity of extreme weather have increased, which have certain impacts on agriculture, forestry, animal husbandry and other industries. Agricultural resources, their cultivation, growth and harvesting will also be affected by climate change. The cultivation, growth and harvest of traditional Chinese medicinal material, which are special agricultural resources, will also be affected by climate change.

The Group has adopted a three-level risk management and monitoring model comprising risk management, risk supervision and independent review, and incorporate natural and environmental factors such as natural disasters and environmental conditions in the scope of identification of external risks, in order to identify, assess and manage material risks with the following procedures, thereby proactively preventing and coping with possible risks: formulation and implementation of strategy; risk identification, assessment and response; risk monitoring report and early warning; risk treatment; and supervision and evaluation of risk management.

本集團用於生產的主要原材料為各類中藥材，中藥材資源是我國中醫藥事業發展的重要戰略資源，隨著全球氣候變化，極端天氣的頻度和強度有所增加，對農、林、牧等產業將造成一定影響，而中藥材資源作為特殊的農業資源，其栽培、生長和採收也會受到氣候變化的影響。

本集團已設立風險管理、風險監察、獨立檢討三道風險管理及監控模式，並已將自然災害、環境狀況等自然環境因素納入外部風險的識別範圍，通過以下程序用以辨認、評估及管理重大風險，包括：策略的制定與實施；風險的識別、評估、應對；風險監控報告與預警；風險的處理；風險管理的監督與評價，進而對可能發生的風險予以積極防範與應對。

Contributions to Society

回饋社會



Contributions to Society

Contributions to Society

回饋社會

As a part of the sustainable development of the society, the Group also actively gives back to the society while taking resources from it. The Group fully understands that public welfare is not only an obligation, but also a necessity for its own growth and development. As the inheritor and transmitter of Tong Ren Tang culture, the Group always fully integrates its business development with social responsibility, and is committed to public welfare activities.

In 2019, the Group continued to make efforts in caring for public health. It promoted the awareness of family health and publicized the concept of public health by providing free clinical services and health consultancy, and distributing health-themed brochures. By sponsoring the event, the Group managed to spread Chinese medicine knowledge, promote its brand concept and helped the community to better know and understand the cultural content in Tong Ren Tang brand. The Group believes that through persistent efforts, the healthy living and medication concept will be eventually delivered to homes across the country and to the heart of the general public.

The Group extended active presence in poverty relief and development of philanthropy to help disadvantaged groups in society, interpreted the concept of public welfare through actions, to try our best to lend people in special needs, poverty-stricken areas and nursing homes a helping hand and show them our cares.

The Group also encourages all employees to actively participate in volunteer activities and environmental protection activities, which allows our employees to take part in social services and promote the public welfare culture and spirit incorporating interaction, cares and understanding.

作為社會可持續發展的一部分，本集團在向社會攝取資源的同時亦積極回饋社會。本集團深知，社會公益活動不只是義務，更是本集團成長與發展之路的必備條件，作為同仁堂文化的繼承者和傳播者，本集團始終將經營發展與社會責任高度融合，積極投身社會公益活動之中。

於二零一九年內，本集團繼續在關愛百姓健康方面作出努力，通過義診服務、健康諮詢及發放養生宣傳冊等形式，提高家庭健康意識，傳遞全民健康理念，向社會公眾傳播中醫藥文化知識，推廣品牌理念，讓更多的社區居民認知並瞭解同仁堂品牌文化內涵。本集團深信，通過持之以恆的努力，最終會將健康生活、健康用藥的理念傳遞到千家萬戶，傳遞到百姓心中。

本集團積極扶貧濟困和發展慈善事業，幫助社會弱勢群體，用行動詮釋公益理念，盡己所能向特殊困難人群、貧困地區、養老院等伸出援手，奉獻愛心。

本集團亦鼓勵全員積極參與義工活動，以及環保公益活動，令員工身體力行投入社會服務，建立互動、關懷共融的公益文化和精神。

回饋社會

“Learning craftsmanship and experiencing intangible cultural heritage” — traditional Chinese medicine culture experience activity

In August, the Company and the Children and Youth Library of Xicheng District jointly organized a traditional Chinese medicine culture experience activity — “Learning craftsmanship and experiencing intangible cultural heritage” 15 people with disabilities were invited to participate in the activity. Through talks about traditional Chinese medicine culture, public lectures and interactive experience of measuring medicines and production of “Hawthorn Berry Pills”, participants gained a deeper understanding of the history of traditional Chinese medicine and experience of “craftsmanship” in pharmaceutical process, and people with disabilities received love and care from various sector from the community.



「學習工匠精神，體驗非遺傳承」— 中醫藥國粹文化體驗活動

8月，本公司聯合西城區青少年兒童圖書館共同舉辦「學習工匠精神，體驗非遺傳承」中醫藥國粹文化體驗活動。本次活動共邀15名殘障人士參與，通過向參與者講解中醫藥文化，開展公益講座，互動體驗藥戥子稱藥、製作大山楂丸等特色活動，讓參與者深入瞭解中醫藥歷史，體驗製藥過程中的「工匠精神」，也令殘障人士感受到來自社會各界的關愛。



Contributions to Society



“Brining traditional Chinese medicine culture into campus” theme-based activities

During the year, the Company invited more than 200 students aged 5–13 from kindergartens, primary schools and high schools in Beijing, such as the Kindergarten of the Institute of High Energy Physics Chinese Academy of Sciences, Chaoyang Experimental School and Chenjinglun High School, to visit Yizhuang branch factory of the Company. Through activities such as promotional talks about traditional Chinese medicine, visits to modern pharmaceutical production lines, and experience of “intangible cultural heritage” handicraft skills, students gained a deeper understanding of the history and inheritance of traditional Chinese medicine culture. The excellent culture of traditional Chinese medicine was further promoted. It cultivated the core values of the youth and enhanced their national pride and cultural confidence.

「中醫文化進校園」系列主題活動

年內，本公司誠邀中科院高能物理所幼兒園、朝陽實驗小學、陳經綸中學等北京市內200餘名5-13歲的幼兒園、小學及中學的同學來到本公司亦莊分廠，通過中醫藥文化宣講、參觀現代化製藥生產線、體驗「非遺」手工技藝等活動，讓同學們深刻瞭解到中醫藥文化的歷史與傳承，進一步弘揚中醫藥優秀傳統文化，培養青少年核心價值觀，不斷增強民族自豪感與民族文化自信心。



回饋社會

Visiting Tong Ren Tang to feel the charm of traditional Chinese medicine

In June 2019, the Company invited more than 60 citizens to visit the Yizhuang branch factory, which enabled them to be in close contact with modern production line of traditional Chinese medicine and experience the connotation and charm of traditional Chinese medicine culture. During the event, led by our staff, the citizens visited the cultural exhibition room, tablet production workshop, pill production workshop and granule production workshop and gained knowledge about health care in Summer. The inheritors of "intangible cultural heritage" of "Xihuang Pills" of the Company in Dongcheng District demonstrated the centenary traditional hand-screening skills and citizens were invited to experience at first hand. The event enabled citizens to experience the "intangible cultural heritage" skills in the pharmaceutical process up close and feel the inheritance and development of traditional Chinese medicine culture.

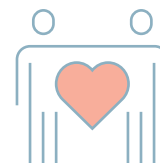


市民走進同仁堂，感受中醫藥魅力

2019年6月，本公司誠邀60餘名市民共赴本公司亦莊分廠進行參觀，在與現代化中醫藥生產線近距離接觸的同時，也領略到了傳統中醫藥文化的內涵與魅力。活動中，在工作人員的帶領下，市民們參觀了文化展室、片膠生產車間、丸劑生產車間及顆粒生產車間，聆聽夏季養生知識，並由本公司東城區「西黃丸」技藝「非遺」傳承人為大家展示了傳承百年的「西黃丸」手工篩丸傳統技藝，並邀請市民親身體驗，讓市民們近距離的體驗了製藥過程中的「非遺」技藝，感受到了傳統中醫藥文化的傳承與發展。



Contributions to Society



National University Tour of Established Brand Culture

From October to December, the Group participated in the 2nd National University Tour of Established Brand Culture jointly organized by China Non-Prescription Medicines Association and China Association of Traditional Chinese Medicine to conduct promotional talks on the development history of Tong Ren Tang, pharmaceutical ethics, business philosophy, and the history and inheritance of Chinese medicine in 22 well known universities nationwide, including Guangzhou University of Chinese Medicine and East China University of Science and Technology, giving students a deeper understanding of the cultural and historical origin of traditional Chinese medicine as well as the culture and charm of traditional Chinese medicine.

老字號品牌文化全國高校行

10月至12月期間，本公司積極參與中國非處方藥物協會與中國中藥協會聯合主辦的第二屆老字號品牌文化全國高校行活動，在廣州中醫藥大學、華東理工大學等22所全國知名高校中開展宣講活動，通過講述同仁堂的發展歷史、製藥操守、經營理念，以及中醫藥的歷史與傳承，讓莘莘學子深入了解中醫藥文化與歷史淵源，深刻感受中醫藥的文化與魅力。



回饋社會



Alleviating poverty in a targeted way

In April, the Inner Mongolia Branch of Beijing Tong Ren Tang Xing An Healthcare Technologies Co., Limited, a subsidiary of the Company, signed a letter of intent for the poverty alleviation project with the People's Government of Xinlin Town, Jalaid Banner, Hinggan League, Inner Mongolia. It selected Chinese medicinal materials grown by local poor farming households to develop local Chinese medicine planting industry through targeted planting and on-demand acquisition, thereby alleviating poverty in a targeted way. During the year, the Company purchased a total of more than RMB8 million in Chinese medicinal materials and helped a total of about 150 poor households.



Poverty alleviation requires both "blood transfusion" and enhancing "blood-making" ability of local farming households. To this end, the Company engaged professional lecturers to explain the key production technologies for traditional Chinese medicine, as well as the planting technology for local traditional Chinese medicine, including scutellaria baicalensis, divaricate saposhnikovia and red peony, and gave detailed explanation of the difficulties encountered in the planting and production process of traditional Chinese medicine to the participants. Through technological training, donation of planting technology books and other means, it guided and helped local farming households to carry out planting work in accordance with scientific methods, promoted the sustainability of the development of local traditional Chinese medicine industry, and smoothly and orderly pushed forward local poverty alleviation.

精準扶貧、精準脫貧

4月，本公司之子公司——北京同仁堂興安保健科技有限責任公司內蒙古分公司與內蒙古興安盟扎赉特旗新林鎮人民政府簽訂扶貧項目意向書，通過選取當地貧困農戶種植的地道中藥材品種，採用定向種植、按需收購的方式開展對口扶貧，繼續在當地發展中藥材種植產業。年內，本公司共計採購中藥材超過人民幣800萬元，共計幫扶貧困戶約150戶。

扶貧，既要「輸血」，又要讓當地農戶提升自身「造血」能力，為此，本公司聘請專業講師講解中藥材生產關鍵技術，以及當地地產中藥材黃芩、防風、赤芍的種植技術，並對參訓人員提出的中藥材種植生產過程中遇到的種源等難題給予了詳細解答。通過技術培訓、捐贈種植技術書籍等方式，指導幫扶當地農戶按照科學的方法開展種植工作，促進當地中藥材產業發展的可持續性，穩步、有序推動當地脫貧工作順利開展。

Contributions to Society

“Cancer prevention, we are acting!” health promotion activity

In April, the Company and the Anti-Cancer Rehabilitation Club of Kaifeng City, Henan Province jointly held the promotion activity of “strengthening and restoring health to prevent and fight against cancer” at the Anti-Cancer Education Base in Kaifeng City. Extensive activities, such as lectures on scientific knowledge of cancer and health, recognition of local traditional Chinese medicine, traditional Chinese medicine therapy, hand-making of traditional Chinese medicine honeyed pills and on-site free consultation, were carried out to provide knowledge on cancer prevention and cancer treatment and deliver to message of healthy life to more than 200 participants.

「癌症防治，我們在行動！」健康宣講活動

4月，本公司與河南省開封市抗癌康復俱樂部在開封市抗癌教育基地聯合舉辦「固本防癌，扶正抗癌」宣講活動，通過癌症科普養生知識講座、道地中藥材辨識、傳統中醫理療、手工製作中藥蜜丸、現場義診等豐富的活動，向200餘名參與者傳授防癌、抗癌知識，傳遞健康生活理念。



回饋社會

“Promoting traditional Chinese medicine culture and spreading knowledge of traditional Chinese medicine” voluntary medical service and health promotion activity

In March, June and September 2019, Beijing Tong Ren Tang Second Traditional Chinese Medicine Hospital Co., Ltd., a subsidiary of the Company, conducted voluntary medical service and health promotion activity, such as consultations on Chinese and Western medicine medication, blood pressure measurement, blood glucose measurement and electrocardiogram, in order to improve physical and mental health of local residents and facilitate better understanding of traditional Chinese medicine and health knowledge. During the activity, medical staff participating in the voluntary medical service gave targeted and patient answers to the health problems raised by different age groups, and provided various health consultation services such as reasonable medication, family health care, dietary recipe, disease prevention, and also gave relevant guidance on scientific medication. Such voluntary medical service and promotion of health knowledge enhanced residents' awareness of health and the ability to prevent diseases, facilitating early detection, early prevention and early treatment of diseases.



「弘揚中醫藥文化，傳播中醫藥知識」健康義診宣傳活動

2019年3月、6月及9月，本公司之子公司北京同仁堂第二中醫醫院有限責任公司為提高轄區居民身心健康，讓更多的社區居民瞭解中醫藥健康知識，多次開展中西醫健康用藥諮詢、測血壓、測血糖、心電圖等義診宣傳活動。活動過程中，參與義診的醫護人員針對不同年齡群體提出的健康問題給予有針對性地耐心解答，並提供合理用藥、家庭保健、膳食搭配、疾病預防等多方面的健康諮詢服務，並從健康飲食和科學用藥方面給予了相關指導。通過義診活動與健康知識的普及，不斷提升居民們對自身健康的關注度以及對於疾病的預防能力，做到疾病的早發現、早預防、早治療。



Contributions to Society



“Hugging Spring, sowing green” tree planting in Beijing suburbs

In March, the Company arranged some volunteers to carry out public welfare tree planting activities in Pinggu District, Beijing City. Through four hours of hard work, dozens of saplings stood neatly in the tree planting area, adding a vibrant green to the spring of Beijing and contributing to the construction of ecological civilization of the capital.

「擁抱春天，播種綠色」京郊植樹活動

3月，本公司組織部分志願者前往北京市平谷區開展公益植樹活動，通過4小時的努力，數十顆樹苗整齊的佇立在植樹區域，為北京的春天增添一抹生機勃勃的綠色，也為首都生態文明建設貢獻一份力量。



眾志成城，抗擊疫情，我們在行動！

In early 2020, the Novel Coronavirus (COVID-19) epidemic (the “**pandemic**”) broke out and quickly spread across the country, seriously threatening the health and safety of the people. As a pharmaceutical enterprise for prevention and control, the Group earnestly implements the spirit of the relevant instructions of the Central Committee of the Communist Party of the PRC, the Municipal Party Committee and the Municipal Government, and actively fights against the pandemic. Under the pressure of transportation difficulties and rising purchase prices of raw materials and accessories, the employees of the Group gave up the Spring Festival holiday, resumed production, marketing and logistics and distribution in an orderly manner. As the operation has been resumed, the Group immediately started and implemented a series of prevention and control measures to ensure the health and safety of employees, so as to ensure the supply of medicine under the pandemic.

Since the outbreak of pandemic, the Group quickly established a pandemic prevention and control leading working group, and held several special meetings on pandemic prevention and control, so as to improve ideological understanding, increase sense of responsibility, and refine the implementation of responsibilities. The Group attach great importance to pandemic prevention, actively carry out safety assurance work, and ensure the safety of employees when they return to work. We also take the initiative to assume social responsibilities, actively support pandemic prevention and control, and ensure the supply of medicine under the pandemic.

In addition, in order to support the prevention and control of the pandemic and realize the corporate social responsibility of state-owned enterprises, the Group donated approximately RMB 5.55 million worth of Chinese patent medicine products to the Beijing Charity Association and other institutions to help the Party and the country win the pandemic prevention and control war. In the meantime, the majority of Party members went to the frontline of community anti-pandemic to meet the needs of local communities and streets, vigorously commenced work in propaganda of pandemic prevention and control knowledge, community entry and exit duty, environmental disinfection, etc., and continued to play a pioneering role.

二零二零年初，新型冠狀病毒(COVID-19)肺炎疫情(「**疫情**」)爆發，並迅速在全國蔓延，嚴重威脅著人民群眾的身體健康及生命安全，本集團作為防控藥品生產企業，認真貫徹落實中共中央、市委市政府的相關指示精神，積極踐行初心使命，迎「疫」而戰，在運輸困難、原材料及輔料採購價上漲等層層壓力的情況下，本集團員工放棄春節假期，有序恢復生產、營銷、物流配送，並在復工第一時間啟動、實施一系列防控措施以保障員工的健康與安全，全力以赴保證疫情用藥的供應。

自疫情發生以來，本集團迅速成立疫情防控領導及工作小組，並多次召開疫情防控專題會議，提高思想認識、強化主體責任、細化責任落實，高度重視防疫工作，積極開展安全保障工作，保護員工的復工安全；主動承擔社會責任，積極支援疫情防控，保障疫情用藥供應。

此外，為支持疫情防控，體現國有企業擔當，積極踐行社會責任，本集團向北京市慈善協會等機構捐贈價值約人民幣555萬元的中成藥產品，助力黨和國家打贏疫情防控阻擊戰。同時，廣大黨員深入社區抗疫一線，對接屬地社區、街道需求，積極開展疫情防控知識宣傳、社區出入口值守、環境消毒等工作，持續發揮先鋒模範作用。

Unite as one, Fight the Pandemic. We are taking action!

Precautionary Measures for employees under the ongoing pandemic:

疫情期間的員工防護措施：

MANAGEMENT OF THE FACTORY AREA: 廠區管理：



All the staff wear masks and health cards, and implement body temperature management for all staff;

全員佩戴口罩、健康卡，實行全體體溫管理；

Fully disinfect the office area and production area;

對辦公區域、生產區域全面消毒；

Carry out anti-pandemic propaganda to raise the safety awareness of all employees.

開展防疫宣傳，提高全員安全防護意識。

EMPLOYEE CARE: 員工關懷：



Distribute protective equipment such as masks, alcohol, disinfectant and anti-pandemic medicines to all employees;

為全體員工發放口罩、酒精、消毒液等防護用品及防疫藥品；

Convene meetings by telephone, video and other communication methods to avoid crowding and protect employees' health;

採取電話、視頻等通訊方式召開會議，避免人員密集，保障員工身體健康；

Extend meal time, avoid group meals and reduce the chance of infection.

延長供餐時間，杜絕群體性用餐，降低傳染幾率。

眾志成城，抗擊疫情，我們在行動！



Coordination of the entire industrial chain to ensure the supply of production raw materials.
全產業鏈協調配合，保障生產原材料供應。



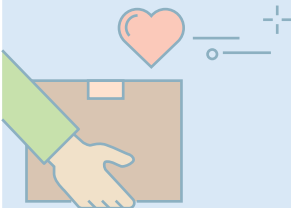
Resume work in advance to ensure the supply of medicines for prevention and control. The picture shows the production site of Indigowood Root Granule (板藍根顆粒).

提前復工，保證防控藥品供應，圖為板藍根顆粒生產現場。

Unite as one, Fight the Pandemic.
We are taking action!



The picture above shows the medicine to be donated
圖為待捐贈的藥品



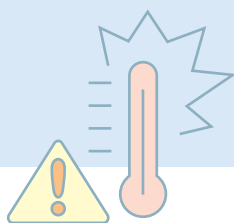
眾志成城，抗擊疫情，我們在行動！



On 5 February 2020, the “Urban Evening Peak” program of BTV (北京電視台都市晚高峰欄目) reported the resumption of production and work of the Company.

2020年2月5日，北京電視台都市晚高峰欄目對本公司復產、復工情況的報道。

Undertake responsibilities of prevention and control, and strengthen prevention and control and safety management of the plant.
落實防控責任，加強廠區防控與安全管理。



Independent Assurance Report

Deloitte.

德勤

To the Board of Directors of Tong Ren Tang Technologies Co., Ltd. (the “Board of Directors”):

We have been engaged by the Boards of Directors of Tong Ren Tang Technologies Co., Ltd. (“**Tong Ren Tang Technologies**” or “**the company**”; *Tong Ren Tang Technologies* with its subsidiaries, are hereinafter collectively called “**the Group**”) to perform a limited assurance engagement on the 2019 *Environmental, Social and Governance Report* (“**ESG Report**”) for the period from 1 January 2019 to 31 December 2019.

Responsibilities of the Board of Directors

The Board of Directors is responsible for preparing the *ESG report* in accordance with *Environmental, Social and Governance Reporting Guide* (“**ESG Reporting Guide**”) issued by Hong Kong Stock Exchange, and its presentation (including reporting guidelines, limitations, reporting data and relevant identification procedures).

The Board of Directors is also responsible for determining its objectives in respect of ESG performance and reporting, including identification of stakeholders and material issues that are relevant to these stakeholders; establishing and maintaining appropriate performance management and internal control systems regarding the performance information in the report, and maintaining adequate records.

Our Responsibilities

In accordance with the agreed terms with *Tong Ren Tang Technologies*, we are responsible for the limited assurance engagement (“**Engagement**”), performing limited assurance process on the key Indicators in 2019 ESG report, and expressing an opinion on whether there is any material misstatement. This *Independent Assurance Report* (“**the Report**”) is only for the Board of Directors, and for no other purpose. We do not accept or assume liability to any third parties for our work or the content in this report.

Our Independence and Quality Control

We conducted our engagement in accordance with the independence and other ethical requirements in the *Code of Ethics for Professional Accountants* issued by the International Ethics Standards Board for Accountants. Our firm applies *International Standard on Quality Control 1*.

Basis of Our Work

We conducted our work in accordance with *International Standard on Assurance Engagements 3000: Assurance Engagements Other Than Audits or Reviews of Historical Financial Information* issued by the International Federation of Accountants. We planned and performed our engagement to obtain all the information and explanations which we considered necessary in order to provide sufficient evidence to form conclusions.

Procedures, Scopes and Limitations of Our Work

Our procedures performed include interviewing with *the Group’s* personnel responsible for collecting, compiling and presenting the information, analyzing the information obtained, and other procedures relevant to the collection of necessary evidence. Specifically our procedures include:

- Interviewing the management and staff responsible for collecting and disclosing the information of *the Group*, to understand the procedure of identifying stakeholders and major issues concerned by key stakeholders, and controls relating to preparing the *ESG Report*;

獨立鑒證報告

北京同仁堂科技發展股份有限公司董事會(以下簡稱「董事會」)：

我們受北京同仁堂科技發展股份有限公司(以下簡稱「同仁堂科技」或「公司」，同仁堂科技及其子公司，以下統稱「集團」)董事會的委託，對貴集團編制的自2019年1月1日起至2019年12月31日止的2019年「環境、社會及管治報告」(以下簡稱「ESG報告」)進行有限保證鑒證。

董事會的責任

董事會負責根據香港聯合交易所發佈的《環境、社會及管治報告指引》(以下簡稱「ESG指引」)的披露要求編製ESG報告，並對其中的表述(包括報告準則、報告局限性及報告所載的信息和認定)負責任。

董事會有確定企業ESG績效表現和報告的目標，包括識別利益相關方以及確定利益相關方所關注的重大議題，建立和維護適當的ESG績效表現管理系統和用於生成ESG報告中披露的績效表現信息的內部控制系統，以及負責保留足夠的記錄的責任。

我們的責任

根據與同仁堂科技的約定，我們負責實施有限保證鑒證工作(以下簡稱「鑒證工作」)，對ESG報告中披露的ESG相關的績效指標是否存在重大錯報進行評價。本獨立有限鑒證報告(以下簡稱「鑒證報告」)僅為董事會編製，除此以外，並沒有其他責任。我們不會就我們的工作或本鑒證報告的內容，對任何第三方承擔任何責任。

我們的獨立性和質量控制

我們遵守國際會計師職業道德準則理事會《國際會計師執業道德守則》(「Code of Ethics for Professional Accountants」)對獨立性和其他道德的要求。我們的質量控制採用《國際質量控制準則第一號》(「International standard on Quality Control 1」)。

工作的基礎

我們按照《國際鑒證業務準則第3000號：歷史財務信息審計或審閱以外的鑒證業務》(「International Standard on Assurance Engagements 3000」)執行鑒證工作。我們在策劃和執行鑒證工作時，均以取得一切我們認為必需的信息和解釋為目標，使我們能獲得充分的憑證作出結論。

工作程序、範圍及局限性

ESG報告鑒證工作的內容包括與主要負責ESG報告信息編制工作的人員進行詢問，並恰當地實施分析和其他證據收集程序。我們所實施的工作包括：

- 與貴集團負責收集、整理和彙報披露信息的管理層和員工、相關業務的管理部門員工進行訪談，了解貴集團識別利益相關方及其期望、篩選重大議題的程序，以及編制ESG報告流程的有關控制；

Independent Assurance Report

獨立鑒證報告

- Based on the ESG Reporting Guide, reviewing whether the key information has been included in the ESG Report from comparing the sampled original documents of head office with the information in the ESG Report;
- Establishing acknowledgement of the key ESG indicators regarding the 2019 ESG Report with the Group to perform this limited assurance engagement;
- Sampling, recalculating and analyzing *the Group's* key ESG indicators, reviewing the consistency with our work results, and the effectiveness of the control on the ESG Report preparation procedure.

Limited assurance conducts process to confirm the credibility of information, and its scope is smaller than that of reasonable assurance. Our assurance engagement and report will not express an opinion on the effectiveness and performance of *the Group's* management system and procedure, nor interview with external stakeholders. Moreover, the financial information and figures in the ESG report, is not within the scope of our assurance work.

Our Conclusions

Based on our work performed, nothing has come to our attention that would lead us to believe that there is any material misstatement related to the key indicators in *the Group's 2019 ESG Report*.

This is translation of the Chinese language version of the Independent Assurance Report. If there is any conflict between the Chinese and English versions, the Chinese version shall prevail.

Deloitte Touche Tohmatsu Certified Public Accountants LLP

30 March 2020

- 根據 ESG 的披露要求，檢查關鍵信息是否已反映在 ESG 報告中，抽取相關原始文件與報告信息進行對比；
- 與貴集團確立 ESG 報告鑒證工作所包括的 ESG 相關的績效指標及其評價標準；
- 對選定的貴集團 ESG 相關的績效指標複核覆蓋下屬機構的完整性，並重新計算、實施抽樣，檢查與我們的工作成果一致性及編製 ESG 報告流程的有關控制。

有限保證鑒證為獲取有限保證而實施的程序旨在確認信息的可信性，該程序的範圍會小於為獲取合理保證所實施的程序的範圍。我們的工作和鑒證報告並不會就貴集團 ESG 報告管理系統和程序的有效性及績效信息發表意見，也不包括訪問外部利益相關方。同時，本次鑒證範圍不包括 ESG 報告中披露的財務信息與數據。

結論

根據我們上述的鑒證工作，我們並沒有注意到任何重大事項，使我們相信在貴集團 2019 年度 ESG 報告中披露的 ESG 相關績效指標存在重大錯報。

德勤華永會計師事務所(特殊普通合伙)

二零二零年三月三十日

WEBSITE: <http://www.tongrentangkj.com>

E-MAIL: ir@tongrentangkj.com

OFFICE AND MAILING ADDRESS: No. 20 Nansanhuan Zhonglu, Fengtai District, Beijing, the PRC

公司網址： <http://www.tongrentangkj.com>

電子郵件： ir@tongrentangkj.com

辦公及通訊地址：中國北京市豐台區南三環中路20號





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