



**水发** 中国水发兴业能源集团有限公司  
SHUIFA China Shuifa Singyes Energy Holdings Limited

Stock Code 港股代碼：750



Environmental, Social and  
Governance Report

**2019** 環境、社會及  
管治報告

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2019

## 二零一九年環境、社會及管治報告

### INTRODUCTION

China Shuifa Singyes Energy Holdings Limited (the “Company”, together with its subsidiaries, “the Group” or “we”) is a professional renewable energy solution provider and building contractor. Our main businesses are design, fabrication and installation of curtain wall, green building and solar projects. Solar projects included building integrated photovoltaic system, roof top solar system and ground mounted solar system. In addition, we also engage in the production and sale of renewable energy goods, including smart grid system and solar thermal system. In 2011, the Group has also started a new business called Indium Tin Oxide (“ITO”) business or “New Material” business. The Group will endeavour to continue our focus on solar business. In the long run, we will aspire and strive to grow into an enterprise with a focus on renewable energy business.

We have shown our dedication to the goal of transforming every building into mini power plant, with a will to become a global leading provider of clean energy application system. By utilising the advantage of our existing building curtain wall business and technology, we continuously conduct research and development on enhancing the synergy between the clean-energy technology and energy-saving building knowledge, which support the future development of ecological construction and low-carbon economy. “People oriented, Growth with Technology” is the foundation and motto of the Group. The Group is committed to creating a favorable circumstance for caring the environment, caring the community and caring our employees. With the foundation of scientific and technological capabilities, the Group has continuously upgraded the service qualities of new energy, energy saving and environmental protection to achieving satisfaction among customers. “Harmonious Growth, Joint Development” is the principle and belief of the Group. We are dedicated to achieve harmonious and joint development of our nature, society, human and business and establish the environment for the development of integrity management, law compliance and scientific management. We will keep paying back to society with our pioneering and aggressive spirit, and our effort in industrial development as always. We will also protect the natural environment, share fruitful enterprise growth with employees, and build a more harmonious, civilised and progressive society.

### 序言

中國水發興業能源集團有限公司(「本公司」，連同其附屬公司，「本集團」或「我們」)是專業的可再生能源解決方案供應商及建築承包商。本集團主要從事設計、製造及安裝幕牆、綠色建築及太陽能項目。太陽能項目包括光伏建築一體化系統、屋頂太陽能系統和地面太陽能系統。此外，我們亦從事可再生能源產品的生產及銷售，包括智能電網系統及太陽能熱力系統。於二零一一年，本集團亦開展了一項名為銦錫氧化物(「ITO」)或「新材料」業務。本集團將繼續主力發展太陽能業務。長遠而言，我們將銳意及致力發展為一間專注於可再生能源業務的企業。

我們致力把每一棟建築變成微型發電廠，並期望成為世界領先的清潔能源應用系統方案提供商。我們利用已有的建築幕牆業務和技術優勢，持續研發清潔能源技術與建築節能的集成運用，支持未來的生態建築及低碳經濟的發展。「以人為本、科技興業」是本集團的立身之本、發展之源。本集團致力營造關注環境、關懷社會、關愛員工的良好氛圍，以科技實力為根本，不斷提升本集團在新能源、節能環保等產業領域的服務質量，實現顧客滿意的目標。「和諧興業、共同發展」是本集團的凝心之根、聚力之魂。我們致力實現自然、社會、人、企業的和諧及共同發展，構建誠信經營、遵規守法、科學管理的發展環境。我們將一如以往不斷開拓進取、用產業發展回報社會，讓自然環境受到保護，讓員工共享企業成長碩果，讓社會更加和諧、文明、進步。

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In recent years, amidst the advancement of urbanisation and industrialisation in the mainland China, the conflict between rapid economic development and energy shortage as well as environmental deterioration has become increasingly prominent. We believe that the importance of green building development is to integrate new energy into building, to reduce the cost of green building through technological innovation so that it is accessible to ordinary people. Therefore, we promote the development of energy-saving and environmental industry through green building, energy resources distribution and other aspects to make greater contributions to clean energy. The Group's exploration and development in photovoltaic industry have also gained supports and recognitions from authoritative bodies and professional platforms within the industry. During the year ended 31 December 2019 (the "Reporting Period" or "2019"), the Group has obtained the following qualifications and awards:

近年來，隨著中國內地城鎮化與工業化的推進，高速發展的經濟與能源緊缺、環境惡化的矛盾日益凸顯，我們認為將新能源融入建築，通過技術創新降低綠色建築的成本，使其能夠進入尋常百姓家，這是綠色建築發展的重要目的。故此，我們從綠色建築、分佈式能源等方面出發，推動節能環保產業發展，為清潔能源作更大貢獻。本集團於光伏行業領域的探索與發展，亦獲得了行業內權威機構及專業平台的支持與認可。截至二零一九年十二月三十一日止年度（「報告期間」或「二零一九年」），本集團所取得的資格及嘉獎列舉如下：

Awarding Organisation 頒獎單位	Award 所獲獎項
Guangdong R&D Center for Technological Economy Zhuhai Productivity Promotion Center 廣東省技術經濟研究發展中心 珠海市生產力促進中心	Top 100 in 2018 Zhuhai City High-tech Enterprises Comprehensive Innovation Strength 珠海市2018年高新技術企業創新綜合實力100強
Zhuhai Energy-saving Association 珠海市節能協會	Zhuhai Top Ten Energy-saving Enterprise Award 2018 2018年度珠海市十佳節能企業獎
Guangdong Administration for Market Regulation 廣東省市場監督管理局	"Reliable and Credible" Enterprises in Guangdong Province (for 20 Consecutive Years from 1999 to 2018) 廣東省「守合同重信用」企業(1999-2018連續20年)
China Construction Metal Structure Association 中國建築金屬結構協會	Industry of China Construction Metal Structure Association — 40 <sup>th</sup> Anniversary of Reform and Opening up — Outstanding Contribution Enterprise 中國建築金屬結構協會所屬行業 — 改革開放四十週年 — 突出貢獻企業
Baoliwan District Investment Development Co., Ltd. 保利灣區投資發展有限公司	First Process Evaluation in 2019 — No.1 in Terms of Aluminum Alloy among Companies in Greater Bay Area 2019年度第一次過程評估 — 大灣區公司鋁合金第一名

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Awarding Organisation	Award
頒獎單位	所獲獎項
Construction Decoration Branch of Guangdong Construction Industry Association 廣東省建築業協會建築裝飾分會	Excellent Building Decoration Engineering Award in Guangdong 廣東省優秀建築裝飾工程獎
G20 “TOP TENS” Task Group	G20 International “Best Energy-saving Technology and Best Energy-saving Practice (TOP TENS)”
G20雙十佳工作組	二十國集團(G20)國際「最佳節能技術和最佳節能實驗 (雙十佳)」
Shenzhen Decoration Industry Association 深圳市裝飾行業協會	Jinpeng Award for Shenzhen Decoration Project 深圳市裝飾工程金鵬獎
Zhuhai Tianzhi Development Property Co., Ltd. 珠海天志發展置業有限公司	Excellent Supplier 優秀供方單位
Zhuhai Municipal Housing and Urban-Rural Development Bureau Zhuhai Green Building Development Center 珠海市住房和城鄉建設局 珠海市綠色建築發展中心	Photovoltaic Power Generation Project of Zhuhai Shibibai New Material Co., Ltd. 珠海拾比佰新型材料有限公司光伏發電項目
Organising Committee for Green Solutions Awards by Construction 21 (China) Construction 21(中國)綠色解決方案獎組委會	Shortlist for the 6 <sup>th</sup> International Green Building Solutions Awards by Construction 21 第六屆Construction 21 「國際綠色建築解決方案獎入圍獎」
Huaxia Construction Science and Technology Awards Committee 華夏建設科學技術獎勵委員會	Second Prize in the Huaxia Construction Science and Technology Awards 2018 2018年華夏建設科學技術獎二等獎

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In addition, the Group is also actively involved in the revision of international, national, industry, local and group (union) standards. During the Reporting Period, the standards we participated or were responsible for preparation were as follows:

- Guidelines for Evaluation of Green Buildings in Zhuhai City;
  - General Technical Requirements for Recycle and Reuse of Thin Film Solar Cells for Buildings;
  - Design Standard of Building Photovoltaic Curtain Wall;
  - Technical Guide for Adaptation of Photovoltaic Smart Microgrid System for Buildings;
  - Technical Standard for Public Nearly Zero Energy Buildings (Shanxi);
  - Technical Specification for BIPV Smart Photovoltaic System, and Smart Operation and Maintenance;
  - Operation Safety Regulations for Distributed Photovoltaic Power Generation Systems;
  - Technical Requirements for Grid-Connected Photovoltaic Power Generation Systems on Roof;
  - Design Code for Grid-Connected Photovoltaic Power Generation Systems on Roof;
  - Construction Code for Grid-Connected Photovoltaic Power Generation Systems on Roof;
  - Acceptance Code for Grid-Connected Photovoltaic Power Generation Systems on Roof; and
  - Debugging Code for Grid-Connected Photovoltaic Power Generation Systems on Roof.
- 此外，本集團亦積極參與製修訂國際、國家、行業、地方、團體(聯盟)標準。於報告期間，我們參與或負責主編的標準如下：
- 《珠海市綠色建築評價導則》；
  - 《建築用薄膜太陽能電池元件回收再利用通用技術要求》；
  - 《建築光伏幕牆設計標準》；
  - 《建築光伏智慧微電網系統調適技術指南》；
  - 《近零能耗公共建築技術標準(山西)》；
  - 《光電建築一體化智慧光伏系統及智慧運維技術規程》；
  - 《分散式光伏發電系統運營安全規程》；
  - 《屋面併網光伏發電系統技術要求》；
  - 《屋面併網光伏發電系統設計規範》；
  - 《屋面併網光伏發電系統施工規範》；
  - 《屋面併網光伏發電系統驗收規範》；及
  - 《屋面併網光伏發電系統調試規範》。

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### ENVIRONMENTAL, SOCIAL AND GOVERNANCE POLICIES

The Group is a company that attaches great importance to environmental protection and sustainable development and is committed to balancing the development and interests of all parties. While building a corporate culture that cares both employees and society, we continue to develop products that are environmentally friendly, energy-saving and sustainable. We strictly comply with laws and regulations, safeguard intellectual property rights, abide by the management philosophy of honesty and integrity, and work with employees and all parties in society to create a harmonious and civilised society with sustainable development.

This Environmental, Social and Governance Report (the “Report”) summarises the environmental, social and governance (“ESG”) initiatives, plans and performance of the Group, and demonstrates its commitments to sustainable development.

#### The ESG Governance Structure

The Group has established the ESG Taskforce (the “Taskforce”). The Taskforce comprises core members from different departments of the Group and is responsible for collecting relevant information on our ESG aspects for the preparation of the Report. The Taskforce reports to the board of directors (the “Board”) regularly, assists in identifying and evaluating the Group’s ESG risks and the effectiveness of the internal control mechanisms. The Taskforce also examines and evaluates our performances in different aspects such as environment, safety production, labour standards and product responsibilities in the ESG aspects. The Board sets up a main direction for the Group’s ESG strategies, ensuring the effectiveness in the control of ESG risks and internal control mechanisms.

### 環境、社會及管治方針

本集團是一家重視環境保護與可持續發展的企業，致力平衡各方的發展和利益，在營造關愛員工、關懷社會的企業風氣同時，不斷研發具備環保節能及可持續發展特質的產品。我們嚴格遵守法規，維護知識產權，恪守廉潔奉公的經營理念，與員工和社會各方共同創造和諧、文明及可持續發展的社會。

本環境、社會及管治報告(「本報告」)總結本集團在環境、社會及管治(「環境、社會及管治」)上的倡議、計劃及績效，並展示其在可持續發展方面的承諾。

#### 環境、社會及管治治理結構

本集團已成立了環境、社會及管治工作小組(「工作小組」)。工作小組由本集團不同部門的核心成員組成，負責搜集我們在環境、社會及管治方面的相關資料以編製本報告。工作小組會定期向董事會(「董事會」)匯報，協助辨識和評估本集團的環境、社會及管治風險以及評估內部控制機制的有效性。工作小組亦會檢查和評估我們在環境、社會及管治範疇內環境、安全生產、勞工標準、產品責任等不同方面的表現。董事會則會設定集團環境、社會及管治戰略上的大方向，並確保環境、社會及管治風險控制及內部控制機制的有效性。

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### Reporting Scope

The Report covers the business and operation activities of the Group at its headquarter in Zhuhai, the People's Republic of China (the "PRC"), which is the principal place of business of the Group. The Group will continue to review our environmental and social performance in the coming year and consider incorporating more businesses in the Report.

### Reporting Framework

The Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the "ESG Reporting Guide") as set out Appendix 27 of the Rules Governing the Listing of Securities on the Main Board of the Stock Exchange of Hong Kong Limited ("Hong Kong Stock Exchange").

For details of the corporate governance of the Group, please refer to the Corporate Governance Report on pages 7 to 23 of the 2019 annual report.

### Reporting Period

The Report describes the ESG activities, challenges and measures taken by the Group during the year ended 31 December 2019.

### 報告範圍

本報告涵蓋本集團於中華人民共和國(「中國」)珠海總部的業務及營運活動，此乃本集團的主要營運點。本集團來年將繼續審視我們在環境及社會表現，並考慮將更多業務涵蓋於本報告中。

### 報告框架

本報告乃根據香港聯合交易所有限公司(「港交所」)主板證券上市規則附錄二十七所載《環境、社會及管治報告指引》(「環境、社會及管治報告指引」)編製。

有關本集團的企業管治詳情，請參閱二零一九年年報第7至23頁的企業管治報告。

### 報告期間

本報告詳述本集團於截至二零一九年十二月三十一日止年度取得的環境、社會及管治方面的活動、挑戰和採取的措施。

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### STAKEHOLDER ENGAGEMENT

The Group attaches great importance to its stakeholders and their views on our business and ESG issues. In order to understand and respond to stakeholders' concerns, the Group strives to maintain close communication with various stakeholders, including but not limited to investors and shareholders, employees, customers, suppliers, government and regulatory authorities, communities, non-governmental organisations ("NGOs") and the media through different communication channels. The communication channels between the Group and its major stakeholders and their respective expectations and concerns are summarised as follows:

### 持份者參與

本集團重視持份者及其對我們業務及環境、社會及管治事宜的意見。為瞭解及回應持份者關注的事項，本集團努力以不同溝通渠道與不同持份者保持密切溝通，包括但不限於投資者及股東、員工、客戶、供貨商、政府和監管機構、社群、非政府機構（「非政府機構」）及媒體等。本集團與主要持份者的溝通渠道及其各自的期望與關注概述如下：

Stakeholders 持份者	Communication Channels 溝通渠道	Expectations and Concerns 期望與關注
Investors and Shareholders 投資者及股東	<ul style="list-style-type: none"> <li>Annual general meeting 股東週年大會</li> <li>Financial reports 財務報告</li> <li>Announcements and circulars 公告及通函</li> <li>Investor conferences 投資者會議</li> </ul>	<ul style="list-style-type: none"> <li>Complying with relevant laws and regulations 遵守相關法例及規例</li> <li>Disclosing latest information of the corporate in due course 於適當時間披露企業最新資訊</li> <li>Financial results 財務業績</li> <li>Corporate sustainability 企業可持續發展</li> </ul>
Employees 員工	<ul style="list-style-type: none"> <li>Employee opinion survey 員工意見調查</li> <li>Channels for employees feedback (forms, suggestion box, etc.) 員工表達意見的渠道(表格、意見箱等)</li> <li>Employee newsletter and broadcasting 員工通訊和廣播</li> <li>Intranet 內部網路</li> </ul>	<ul style="list-style-type: none"> <li>Health and safety 健康及安全</li> <li>Equal opportunities 平等機會</li> <li>Remuneration and benefits 薪酬及福利</li> <li>Career development 職業發展</li> </ul>
Customers 客戶	<ul style="list-style-type: none"> <li>Customer satisfaction survey and feedback form 客戶滿意度調查和意見表</li> <li>Customer service center 客戶服務中心</li> <li>Customer service manager 客戶經理</li> </ul>	<ul style="list-style-type: none"> <li>Product and service responsibility 產品及服務責任</li> <li>Customer information and privacy protection 客戶資料及私隱保護</li> <li>Integrity management 誠信經營</li> </ul>



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Stakeholders 持份者	Communication Channels 溝通渠道	Expectations and Concerns 期望與關注
Suppliers 供應商	<ul style="list-style-type: none"> <li>Supplier management conferences and events 供應商管理會議及活動</li> <li>Supplier on-site audit management system 供應商現場審計管理制度</li> </ul>	<ul style="list-style-type: none"> <li>Fair competition 公平競爭</li> <li>Business ethics and reputation 商業道德及信譽</li> <li>Cooperation with mutual benefits 合作共贏</li> </ul>
Government and Regulatory Authorities 政府和監管機構	<ul style="list-style-type: none"> <li>Regular conference 定期工作會議</li> <li>Regular performance report 定期匯報表現</li> <li>On-site inspections 實地考察</li> </ul>	<ul style="list-style-type: none"> <li>Business ethics 商業道德</li> <li>Complying with relevant laws and regulations 遵守相關法例及規例</li> </ul>
Communities, NGOs and the media 社群、非政府機構及媒體	<ul style="list-style-type: none"> <li>ESG reports 環境、社會及管治報告</li> <li>Public or community activities 公眾或社區工作</li> <li>Community investment programs 社區投資計劃</li> </ul>	<ul style="list-style-type: none"> <li>Giving back to society 回饋社會</li> <li>Environmental protection 環境保護</li> <li>Compliant operations 合規經營</li> </ul>

In formulating operation strategies and ESG measures, the Group takes into account stakeholders' expectations and strives to improve its performance through mutual cooperation with the stakeholders, resulting in creating greater value for the community.

在制訂營運策略及環境、社會及管治措施時，本集團會考慮持份者的期望，透過彼此合作使本集團不斷改善其表現，為社會締造更大價值。

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### MATERIALITY ASSESSMENT

The Group's management and staff in major functions are involved in the preparation of the Report so as to assist the Group in reviewing its operations, identifying relevant ESG issues, and assessing the importance of those relevant matters to our business and stakeholders. We have compiled a survey in accordance with the identified material ESG issues to collect information from relevant departments, business units and stakeholders of the Group. The following table is a summary of the Group's material ESG issues.

### 重要範疇評估

本集團各主要職能的管理層與員工均有參與編製本報告，以協助本集團檢討其營運情況及識別相關環境、社會及管治事宜，並評估相關事宜對我們的業務以及各持份者的重要性。我們根據經評估的環境、社會及管治重要事項，編製資料收集問卷，並向本集團相關部門、業務單位及各持份者收集資料。下表總結本集團的環境、社會及管治重要事項。

Environmental 環境	Social 社會
<ul style="list-style-type: none"> <li>• Exhaust Gas Emissions 廢氣排放</li> <li>• Greenhouse Gas (“GHG”) Emissions 溫室氣體(「溫室氣體」)排放</li> <li>• Waste Management 廢棄物處理</li> <li>• Energy Management 能源管理</li> <li>• Water Management 用水管理</li> <li>• Use of Packaging Materials 包裝材料使用</li> <li>• Noise Management 噪音管理</li> <li>• Green Building 綠色建築</li> </ul>	<ul style="list-style-type: none"> <li>• Employment Practices 僱傭慣例</li> <li>• Safety Management 安全管理</li> <li>• Safety Education and Publicity 安全教育及宣傳</li> <li>• Development and Training 發展及培訓</li> <li>• Prevention of Child and Forced Labour 防止童工及強制勞工</li> <li>• Management of Supplier Environments and Social Risks 供應商環境及社會風險管理</li> <li>• Quality Management 品質管理</li> <li>• Customer Services 客戶服務</li> <li>• Privacy Protection 隱私保護</li> <li>• Protection for Intellectual Property Rights (“IP Rights”) 保護知識產權(「知識產權」)</li> <li>• Anti-corruption 反貪污</li> <li>• Harmonious Singyes 和諧興業</li> </ul>

The Group confirmed that it has established appropriate and effective management policies and control systems for ESG issues and confirmed that the contents disclosed in the Report are in compliance with the requirements of the ESG Reporting Guide during the Reporting Period.

於報告期間，本集團確認已就環境、社會及管治事宜設立合適及有效的管理政策及監控系統，並確認本報告所披露內容符合環境、社會及管治報告指引的要求。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2019

## 二零一九年環境、社會及管治報告

### CONTACT US

We welcome stakeholders to provide their opinions and suggestions. You are welcome to provide valuable feedback on the Report or our sustainability performance.

Tel: (86) 756-691 6666

Email: [business@zhsye.com](mailto:business@zhsye.com)

Website: <http://www.sfsyenergy.com/>

### A. ENVIRONMENTAL

#### A1. Emissions

As an environmentally friendly enterprise, the Group has shown our dedication to the goal of transforming every building into mini power plant, promoting emission reduction form source and enhancing energy efficiency to improve the environment, cherish the blue sky and lead the low-carbon economic development. Over the years, we have constantly promoted and improved solar technology, grew with the photovoltaic industry, and motivated the development of the photovoltaic industry.

The Group's offices have taken related measures for the environmental impacts in the daily operation process, and formulated relevant environmental management systems and procedures such as "Control Procedures on Environmental and Safety Operation", "Environmental and Safety Monitoring Control Procedures" and "Waste Management Regulations" to regulate small amount of exhaust gas emissions and non-hazardous waste generated during operations. All departments strictly carry out safety and environmental management work according to the requirements of the above procedures and standards, and make corresponding records. Any non-conformity will be handled with reference to the "Control Procedures on Rectification and Preventive Measures", and the Quality and Safety Department is responsible for reviewing the implementation status of each department at any time.

### 與我們聯絡

我們歡迎持份者提供意見及建議。歡迎閣下透過以下方式向我們提供有關本報告或可持續發展表現方面的寶貴意見。

電話：(86) 756-691 6666

電郵：[business@zhsye.com](mailto:business@zhsye.com)

網站：<http://www.sfsyenergy.com/>

### A. 環境

#### A1. 排放物

作為環保企業，本集團致力把每一棟建築變成微型發電廠，促進源頭減排和能效提升，以改善環境、呵護藍天、引領低碳經濟的發展。多年來，我們一直推廣太陽能技術，與光伏行業共同成長，並不斷完善技術，促進光伏行業發展。

本集團位於各地辦公室在日常營運過程中對環境的影響及相關措施，並制定了如《環安運行控制程序》、《環安監測控制程序》和《廢棄物管理規範》等相關環保管理制度和規程，規範運營中產生之少量廢氣排放和無害廢棄物等。各部門嚴格依據以上程式和標準的要求，開展安全環境管理工作，並做好相應記錄。當出現不符合情況時，參照《糾正和預防措施控制程序》處理，質安部負責隨時檢查各部門的執行情況。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2019

## 二零一九年環境、社會及管治報告

The Group regularly follows the latest national and regional environmental protection laws and regulations, thereby focusing on strengthening environmental protection measures in order to comply with relevant local government laws and regulations and fully implement environmental policies. We strictly comply with relevant laws and regulations, including Law of the People's Republic of China on Prevention and Control of Pollution from Environmental Noise, Law of the People's Republic of China on the Prevention and Control of Atmosphere Pollution, Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes, Environmental Protection Law of the People's Republic of China and Water Pollution Prevention and Control Law of the People's Republic of China. During the Reporting Period, the Group was not aware of any material violations of environmental-related laws and regulations which has a significant impact on the Group.

### *Exhaust Gas Emissions*

The Research and Development Building of Singyes Solar uses solar energy to generate electricity. The green electricity generated can replace traditional thermal power generation, reduce emissions of sulfur oxides, nitrogen oxides, and other exhaust gas emissions from the thermal power generation process to achieve low-carbon emissions, improve air quality, and mitigating climate change.

The exhaust gas emissions generated by the Group during its operation are mainly petrol and diesel consumed by vehicles and coal gas consumed by canteens. For emission sources, we have actively adopted the following emission reduction measures to reduce the impact:

- All vehicles must meet the vehicle emissions standard for the exhaust emissions implemented by the Zhuhai Municipal Environmental Protection Bureau;

本集團定期追蹤最新國家和地區環境保護法律法規，以此為依據專注於加強環境保護的措施，以遵守當地政府相關的法律法規和貫徹落實環境政策。我們嚴格遵守《中華人民共和國環境噪聲污染防治法》、《中華人民共和國大氣污染防治法》、《中華人民共和國固體廢物污染環境防治法》、《中華人民共和國環境保護法》及《中華人民共和國水污染防治法》等相關法律法規。於報告期間，本集團並未發現任何重大違反與環境相關的法例法規而對本集團產生重大影響。

### *廢氣排放*

興業太陽能研發樓利用太陽能進行發電，所產生的綠色電力可替代傳統的火力發電，減少火力發電過程產生的硫氧化物、氮氧化物等廢氣，達到低碳減排的目的，改善空氣質素，緩和氣候變化。

本集團在營運過程中所產生的廢氣排放主要為車輛所消耗的汽油及柴油以及食堂消耗的煤氣。針對排放源，我們積極採取下列減排措施以降低影響：

- 所有車輛必須達到珠海市環保局判定的尾氣排放制定的管理標準；

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### 二零一九年環境、社會及管治報告

- Prohibit the idling of the engines so as to reduce the energy wasted on wasting vehicles;
  - Rent electric commuter vehicles to indirectly reduce air pollution caused by fuel vehicles;
  - Regularly repair and maintain the fleet;
  - Conduct regular maintenance for cooking facilities to ensure optimal efficiency; and
  - Actively adopt other emission reduction measures, which are set out in the section headed “GHG Emissions” in this aspect.
- 禁止汽車引擎空轉，以減少浪費車輛耗用的能源；
  - 租用電動通勤車從而間接減少燃油車引致的空氣污染；
  - 對所屬車隊進行定期檢修和進行保養；
  - 定期維護烹飪設施，確保最佳效率；及
  - 積極採取其他減排措施，相關措施在本層面「溫室氣體排放」一節中說明。

The Group's performance of exhaust gas emissions were as follows:

本集團的廢氣排放表現如下：

Exhaust Gas Types	廢氣種類	Unit 單位	2019 二零一九年	2018 二零一八年
Nitrogen Oxides (NOx)	氮氧化物(NOx)	kg 千克	229.21	445.33
Sulphur Oxides (SOx)	硫氧化物(SOx)	kg 千克	0.71	0.89
Particulate Matter (PM)	顆粒物(PM)	kg 千克	18.94	37.96

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### GHG Emissions

The Group's GHG emissions mainly resulted from direct GHG emissions generated from the coal gas used in cooking stoves and gasoline and diesel consumed by the Group's fleet (Scope 1) and energy indirect GHG emissions from purchased electricity (Scope 2). The Group actively adopts electricity saving and energy conservation measures to reduce GHG emissions, including:

- Encourage employees to replace unnecessary overseas business trips with video conferences;
- Plant trees in our office areas to increase our ability to absorb carbon dioxide and reduce the net increase in GHG;
- Reduce the carbon emissions caused by vehicle, details of which are set out in the section headed "Exhaust Gas Emissions" in this aspect; and
- In terms of the offices, actively adopt environmentally friendly and energy-saving measures, which are set out in the section headed "Energy Management" in aspect A2.

### 溫室氣體排放

本集團的主要溫室氣體排放來源於煮食爐所使用的煤氣及本集團車隊所消耗的汽油和柴油而造成的直接溫室氣體排放(範圍一)及外購電力造成的能源間接溫室氣體排放(範圍二)。本集團積極採取節電和節能措施，以減少溫室氣體排放，包括：

- 鼓勵員工以視頻會議代替非必要的海外公幹；
- 在辦公區域內種植樹木，增加吸收二氧化碳的能力，並減緩溫室氣體的淨增加；
- 減少汽車導致的碳排放，詳細措施已在本層面「廢氣排放」一節中說明；及
- 在辦公室層面，積極採取環保節能措施，相關措施將在層面A2「能源管理」一節中說明。

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Through the above measures, employees' awareness of reducing GHG emissions has been raised. The total GHG emissions intensity the Group has remained unchanged at approximately 0.03 tCO<sub>2</sub>e per square meter during the Reporting Period and 2018. The Group's performance of GHG emissions were as follows:

通過實施上述措施，員工對減少溫室氣體排放的意識有所提高。本集團於報告期間的溫室氣體排放總量密度和二零一八年的總量密度維持不變，均為每平方米約0.03噸二氧化碳當量。本集團的溫室氣體排放表現如下：

Indicator <sup>1</sup>	指標 <sup>1</sup>	Unit 單位	2019 二零一九年	2018 二零一八年
Direct GHG emissions (Scope 1)	直接溫室氣體排放 (範圍一)	tCO <sub>2</sub> e 噸二氧化碳 當量	127.11	207.27
Energy indirect GHG emissions (Scope 2)	能源間接溫室氣體排 放(範圍二)	tCO <sub>2</sub> e 噸二氧化碳 當量	2,945.00	3,153.16
Total GHG emissions	溫室氣體排放總量	tCO <sub>2</sub> e 噸二氧化碳 當量	3,072.11	3,360.43
Total GHG emissions intensity <sup>2</sup>	溫室氣體排放總量 密度 <sup>2</sup>	tCO <sub>2</sub> e/m <sup>2</sup> 噸二氧化碳 當量/平方米	0.03	0.03
Avoided total GHG emissions through generating electricity by solar power	透過太陽能發電避免 溫室氣體排放總量	tCO <sub>2</sub> e 噸二氧化碳 當量	36.08	35.83

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### Notes:

1. The GHG emissions data are presented in terms of carbon dioxide equivalent and are based on, including but not limited to “The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standards” issued by the World Resources Institute and the World Business Council for Sustainable Development, the latest released emission factors of China’s regional power grid basis, the Global Warming Potential Values from the Fifth Assessment Report issued by the special committee which has been established by governments for climate change and “How to Prepare an ESG Report — Appendix II: Reporting Guidance on Environmental Key Performance Indicators” issued by the Hong Kong Stock Exchange.
2. As at 31 December 2019, the Group had a total gross floor area of 107,604.82 m<sup>2</sup> in Zhuhai, which is the same as in 2018. This data is also used to calculate other intensity data.

### Sewage Discharge

During the production process, the Group does not generate a large volume of sewage, and the domestic sewage will be discharged through the municipal sewage pipe network to the regional water purification plant for treatment, and therefore the water consumed by the Group is the sewage discharged. The Group advocates water conservation and requires that various chemical and oil contaminants shall not be placed and dumped around the mouth of the domestic waste pipe. In addition, we strictly forbid to place pollution sources such as chemicals, oils, solid wastes, etc. at the rainwater pipe network port and separate the rainwater pipes from other sewage ones so that the rainwater can be directly discharged. Water consumption data of the Group and detailed water-saving measures will be set out in the section headed “Water Management” in aspect A2.

### 備註：

1. 溫室氣體排放數據乃按二氧化碳當量呈列，並參照包括但不限於世界資源研究所及世界可持續發展工商理事會刊發的《溫室氣體盤查議定書：企業會計與報告標準》、最新發佈的中國區域電網基準線排放因子、各國政府間因氣候變化而成立的專門委員會所發佈的《第五次評估報告》內的全球升溫可能值，以及香港交易所發佈的《如何準備環境、社會及管治報告—附錄二：環境關鍵績效指標匯報指引》。
2. 截至二零一九年十二月三十一日，本集團於珠海營運點的總樓面面積為107,604.82平方米，此數據與二零一八年的維持一樣。此數據亦會用作計算其他密度數據。

### 污水排放

本集團於生產過程中並無產生大量污水，而生活廢水會經市政污水管網送區域水質淨化廠處理，因此本集團耗水量即為廢水排放量。本集團提倡節約用水，並規定於生活廢水管口周圍不可放置及傾倒各類化學品、油品污染物。此外，我們嚴禁於雨水管網口放置化學品、油品、固體廢氣物等污染源及將雨水管與其他污水管分開使用，使雨水可直接外排。本集團的耗水量數據及更多相關節水措施將於層面A2「用水管理」一節中說明。



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### *Waste Management*

The Group identifies and classifies wastes, and designates personnel to handle the wastes in a timely manner and maintain the sanitation around the collection bins. Information about the management of solid and hazardous waste is included in “Control Procedures on Environmental and Safety Operation” and “Waste Management Regulations”. For the following types of solid wastes, we adopt specific treatment measures:

### *Hazardous Waste*

During the production process, we will endeavor to minimise or avoid the use of hazardous substances or production techniques that may generate hazardous substances. The Group manages dangerous chemicals in accordance with the “Management and Control Procedures on Dangerous Chemicals”, and ensures the safety and reliability during their usage and storage to prevent the occurrence of safety and environmental incidents caused by the leakage and fire of dangerous chemicals. Various kinds of containers contaminated with toxic and hazardous substances (such as: various plastic bottles, plastic barrels, dangerous chemicals tanks, waste oil, etc.) shall be collected by the processing factory and the Site Project Department to prevent any mixture or leakage. The special production solid waste at each operation site shall not leak or be mixed with general solid waste to cause impacts on the environment, and shall be delivered to the designated collection point as required. The Group did not produce a significant amount of hazardous waste during the Reporting Period.

### *廢棄物處理*

本集團對廢棄物進行識別分類，指定管理責任人適時處理廢棄物，並保持收集箱周圍的環境衛生。《環安運行控制程序》及《廢棄物管理規範》中亦有提及與固體廢棄物、危險物的管理相關內容。對以下類別的固體廢棄物，我們採取有針對性的處理措施：

### *有害廢棄物*

在生產過程中，我們盡量減少或避免使用危險物或會產生有害廢棄物的生產方法。本集團會按《化學危險品管理控制程序》管理化學危險品，並保證化學危險品在使用、貯存中的安全、可靠，預防因化學危險品洩漏和起火而引起安全、環境事件的發生。盛裝有毒和有害品的各類容器（如：各類膠瓶、膠桶、化學危險品罐體、廢油等），由加工廠及現場專案部負責收集，以防止有混雜和洩漏的現象。各操作點的特殊生產固體廢物均不得洩漏或與一般固體廢棄物混雜造成對環境的影響，並要按規定送達指定回收點。於報告期間，本集團並未產生大量有害廢棄物。

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## 二零一九年環境、社會及管治報告

### *Non-hazardous Waste*

Non-hazardous waste generated in business activities of the Group are mainly scrap metal and paper. We will deliver the recyclable waste to recyclers by types, and the non-recyclable waste will be processed by a qualified waste disposal company. The Group's operations tend to be paperless. We encourage employees to use email for internal and external communication, and we use the office automation system for notifications, transfer applications, holiday applications and other administrative procedures to achieve a paperless office. We promote double-side printed internal documents to fully utilise paper. We also require employees to collect recyclable and non-recyclable waste by types.

### 無害廢棄物

本集團業務活動所產生的無害廢棄物主要為廢金屬及紙張。我們按類將可回收廢棄物交由回收商處理，而不可回收廢棄物則交由合資格的垃圾處理公司處理。本集團的營運趨向無紙化，我們鼓勵員工使用電子郵件進行內部和外部溝通，並使用辦公自動化系統進行通知、調動申請、假期申請等行政程序，以達到無紙化辦公的目標。我們提倡內部文件使用雙面打印，提高紙張利用率。我們亦要求員工對可回收利用及不可回收利用的廢棄物進行分類收集。

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Through the above measures, employees' awareness of reducing waste has been raised. During the Reporting Period, the Group has expanded the disclose to include paper consumption. When only comparing the disposal of scrap metal, the scrap metal disposal decreased by approximately 7% from approximately 386.47 tonnes in 2018 to approximately 359.52 tonnes in 2019, and all scrap metals disposed were handed over to qualified companies for disposal. The performance of the Group on non-hazardous waste disposal were as follows:

透過實施上述措施，員工對減少廢棄物的意識有所提高。本集團於報告期間新增了紙張消耗的披露。倘僅比較廢金屬的棄置量，廢金屬的棄置量由二零一八年約386.47噸減少約7%至二零一九年約359.52噸，而所有棄置的廢金屬均全部交由合資格公司處理。本集團的無害廢棄物棄置表現如下：

Non-hazardous Waste Types	無害廢棄物類別	Unit 單位	2019 二零一九年	2018 二零一八年
Scrap metal	廢金屬	tonnes 噸	359.52	386.47
Paper	紙張	tonnes 噸	17.46	N/A 不適用
Total non-hazardous waste	無害廢棄物總量	tonnes 噸	376.98	386.47
Total non-hazardous waste intensity	無害廢棄物總量密度	tonnes/m <sup>2</sup> 噸／平方米	0.0035	0.0036

### A2. Use of Resources

The Group does not only contribute to improving the environment in our business, but also proactively step towards a low-carbon lifestyle in our operation. The Group has formulated the "Management and Control Procedures on Energy and Resource Conservation" to manage the use of energy and resources including water, electricity and paper. The Logistics Department of the Administrative Center is responsible for the compilation and archiving of inspection records for water, electricity and paper. In addition, in order to achieve sustainable development, the Group regularly provides environmental protection information and practical advice related to an environmentally friendly lifestyle to staff for circulation.

### A2. 資源使用

本集團不但在業務上為環境出一分力，更在營運中全面體現我們積極邁向低碳生活的目標。本集團制訂了《能源、資源節約管理控制程序》，對水、電及紙張等能源和資源使用進行管理，由行政中心後勤服務部負責對水、電和紙張的檢查記錄進行匯總歸檔。此外，為達成可持續發展，本集團定期向員工傳閱環保訊息及有關環保生活方式的實用建議。

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In addition, the Group has incorporated numerous environmental-friendly elements into our property design. One of our office buildings (Research and Development Building of Singyes Solar) has fully considered the application environment of passive technique, and combined active technique to enhance the applicability of the building. The Research and Development Building of Singyes Solar adopts human-induced lighting, air conditioning, and fresh air triple control technology, taking information technology as carrier, positioning through microwave technology, and integrates building intelligent control system, to integrate the control of lighting, air conditioning, and fresh air with people's indoor activity, achieving the situation of "Turn on when people are present, turn off if absent", avoiding unnecessary energy consumption caused by artificial operation and achieving interactions between people and buildings. Apart from using photovoltaic power generation to reduce GHG emissions, the Research and Development Building of Singyes Solar also adopts an evaporative condensing total heat recovery fresh air unit to recover the cooling capacity of exhaust air to save resources. Our Research and Development Building of Zhuhai Singyes Renewable Energy Industrial Park adopts photovoltaic power generation technology and energy comprehensive management technology, and becomes a demonstration project for distributed power plants and smart micro grids. In addition, the staff quarters utilise the building integrated solar thermal technology by combining the solar and thermal system with building construction to provide employees with hot water, heating and air conditioning, etc., in order to reduce our demand for thermal power and lessen the environmental pollution.

另外，本集團在我們的物業設計中揉合多項環保要素。我們其中一個辦公樓興業太陽能研發樓充分考慮被動技術的應用環境，結合主動技術提高建築的適用性。興業太陽能研發樓採用基於人體感應的照明、空調、新風三聯控技術，以信息化技術為載體，通過微波等技術進行定位，結合樓宇智能控制系統的集成技術，將照明、空調、新風三者的控制與人在建築內部的活動關聯起來，實現「人來開，人走關」，避免人為操作帶來的不必要的能源消耗，實現建築與人的互動。興業太陽能研發樓除了利用光伏發電以減少溫室氣體排放，亦採用蒸發式冷凝全熱回收新風機組，回收排風的冷量以節約資源。我們旗下的珠海興業新能源產業園研發樓全面採用光伏發電技術、能量綜合管理技術，成為分佈式電站及智能微電網的示範項目。另外，員工宿舍運用光熱建築一體化技術，將光熱系統與建築有機結合，為員工提供熱水、暖氣及空調等，減少我們對火力發電的需求，以減少對環境的污染。

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### Energy Management

The major energy consumption of the Group during its daily operation is electricity consumption in operation, unleaded petrol and diesel consumed by vehicles, and coal gas consumed for cooking in canteens. In addition to the above electricity consumption management in terms of the property design, the Group has formulated the “Energy and Resource Conservation Management Control Procedures” and introduced various measures and methods to achieve the goal of saving electricity and using electricity effectively. The relevant specific measures are as follows:

- The Logistics Department of the Administrative Center is responsible for the management of power supply lines and equipment in the plant;
- No person or department shall install or disassemble the power supply equipment without authorisation. Any breakdown of the power supply line and equipment shall be notified to the Logistics Department of the Administrative Center to troubleshoot the power failure and resume the power;
- Lightings and electrical equipment used in production and offices shall be turned off at rest and after work, practicing the principle of turning off if absent;
- During off-peak electricity time, high-power consuming equipment (including air conditioning at office) shall be suspended or operated less;
- Regularly maintains cooking facilities to ensure the best efficiency; and
- Adopt accrual basis for office equipment such as air conditioners and computers, and the Logistics Department of the Administrative Center implements the punishment system, and penalises those who have not turned off the air conditioner and computer after work.

### 能源管理

在日常運營中，本集團的主要能源消耗為營運耗電、汽車耗用的汽油和柴油及食堂煮食所消耗的煤氣。除上述從物業設計方面進行用電管理以外，本集團制定《能源、資源節約管理控制程序》及引入多種不同措施及方法，以達到節約用電及有效使用電力的目標，相關具體措施如下：

- 行政中心後勤服務部負責廠房供電線路和設備的管理；
- 任何人和部門不得私自安裝和拆卸供電設備，如發現供電線路及設備出現故障及時通知行政中心後勤服務部排除故障恢復用電；
- 休息時及下班後關掉照明燈和生產辦公設備等用電設備，做到人走燈滅；
- 在非高峰用電時間，高耗電設備(包括辦公室空調)應停開或少開；
- 定期維護烹飪設施，確保最佳效率；及
- 對辦公設備如空調、電腦實行負責制，行政中心後勤服務部落實處罰制度，對下班後未關空調、電腦的人員進行處罰。

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In addition, the Group permeates the awareness of energy conservation and environmental protection into the work and life of each employee by posting slogans of electricity conservation in offices. Through these energy-saving measures, our employees' awareness of energy conservation has increased. During the Reporting Period, the total energy consumption intensity of the Group has decreased by approximately 11% from approximately 0.062 MWh per square meter in 2018 to approximately 0.055 MWh per square meter in 2019. It was mainly due to the change from the use of liquefied petroleum gas to coal gas for cooking in canteens in 2019; while at the same time, the canteen has also decreased operation due to the reduction in the number of employees. The performance of the Group on energy consumption were as follows:

另外，本集團通過張貼節電標語等，將節能環保意識滲透到每位員工的工作和生活中。透過該等節約能源措施，員工對節約能源的意識得以提高。本集團於報告期間的總能源消耗密度由二零一八年的每平方米約0.062兆瓦時減少約11%至二零一九年的每平方米約0.055兆瓦時。其主要原因是由於本集團於二零一九年將食堂煮食用的液化石油氣改為使用煤氣；與此同時，食堂亦因為員工人數減少而減少了營運。本集團的能源使用量表現如下：

Energy Types	能源種類	Unit 單位	2019 二零一九年	2018 二零一八年
Direct energy consumption	直接能源消耗			
Unleaded petrol	無鉛汽油	MWh 兆瓦時	<b>404.48</b>	404.69
Diesel	柴油	MWh 兆瓦時	<b>65.40</b>	166.24
Coal gas	煤氣	MWh 兆瓦時	<b>0.01</b>	N/A
Liquefied petroleum gas	液化石油氣	MWh 兆瓦時	<b>N/A</b> 不適用	227.73
Total indirect energy consumption	間接能源消耗總量			
Purchased electricity	外購電力	MWh 兆瓦時	<b>5,432.08</b>	5,816.04
Energy consumption of self-generated electricity	自行發電的能源消耗量	MWh 兆瓦時	<b>66.54</b>	66.08
Total energy consumption	總能源消耗量	MWh 兆瓦時	<b>5,968.51</b>	6,680.78
Total energy consumption intensity	總能源消耗密度	MWh/m <sup>2</sup> 兆瓦時／平方米	<b>0.055</b>	0.062

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### Water Management

The water consumption of the Group is mainly domestic water. In order to save water, the Research and Development Building of Singyes Solar adopts Class 1 standard water-saving sanitary appliances, which can reduce its water consumption to save water resources under the condition of fulfilling its normal functions. For storing rainwater, the Research and Development Building of Singyes Solar is also equipped with wet ponds, which serves as landscapes and relaxation in normal times but plays the role of storage in case of rainstorms. During operation, the Group also implements various measures to improve water use efficiency, the details of which are as follows:

- All employees must save water and develop good habits to save every drop of water;
- Turn off faucets when people are absent to prevent the water leakage;
- If the faucet or water pipe is found any leakage, contact the Logistics Department of the Administrative Center for repair; and
- Prohibit the use of drinking water to wash cups or other items.

### 用水管理

本集團的用水主要是生活用水。為了節約用水，興業太陽能研發樓採用一級標準的節水型衛生器具，在滿足正常使用功能的情況下減少其用水量，以節約水資源。興業太陽能研發樓亦採用濕塘方式調蓄雨水，在平時發揮景觀及休閒功能，在暴雨發生時發揮調蓄功能。本集團在營運中也實行多種措施以提升用水效益，相關具體措施如下：

- 全體員工必須做到節約用水，養成節約每一滴水的良好習慣；
- 人走關閉水龍頭，杜絕常流水現象；
- 發現水龍頭或水管漏水要及時與行政中心後勤服務部聯繫修理；及
- 禁止使用飲用水清洗水杯或其他物品。

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With continuous commitments to water-saving publicity, the Group posts water-saving reminders in toilets to remind employees to tighten faucets after water consumption and cherish water. Through the above water conservation measures, employees' awareness of water conservation has been increased. The total water consumption intensity of the Group has decreased by approximately 35% from approximately 1.33 m<sup>3</sup> per square meter in 2018 to approximately 0.87 m<sup>3</sup> per square meter in 2019. The performance of the Group on water consumption were as follows:

本集團亦一直加強節水宣傳，在各衛生間張貼節約用水提醒標貼，提醒員工在用水後關緊水龍頭，珍惜用水。透過上述節約用水措施，員工對節約用水的意識得以提高。本集團的用水總量密度由二零一八年的每平方米約1.33立方米減少約35%至二零一九年的每平方米約0.87立方米。本集團的用水量表現如下：

Indicator	指標	Unit 單位	2019 二零一九年	2018 二零一八年
Total water consumption	用水總量	m <sup>3</sup> 立方米	93,546.09	142,752.77
Total water consumption intensity	用水總量密度	m <sup>3</sup> /m <sup>2</sup> 立方米／ 平方米	0.87	1.33
Amount of rainwater collected	雨水回收量	m <sup>3</sup> 立方米	1,850.00	3,853.00

Based on our production model and the location of our plants and offices, we do not experience any difficulties in finding water source that is fit for purpose.

基於我們的生產模式及廠房與辦公室的地理位置，我們沒有任何求取適用水源上的問題。



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### Use of Packaging Materials

The Group strives to streamline the packaging of its products and actively reduces the use of packaging materials, in particular paper, under the principle of simplification. The performance of the Group on the use of packaging materials were as follows:

Packaging Material Types	包裝材料類別	Unit 單位	2019 二零一九年	2018 二零一八年
Paper and paper products	紙及紙質品	tonnes 噸	13.72	15.34
Plastic products	塑料制品	tonnes 噸	2.04	2.84
Total amount of packaging materials	包裝材料總量	tonnes 噸	15.76	18.18
Total packaging material intensity	包裝材料總量密度	tonnes/million RMB revenue <sup>3</sup> 噸／百萬元 人民幣收入 <sup>3</sup>	0.005	0.004

Note:

3. During the Reporting Period, the total revenue of the Group was RMB3,306,519,000 (2018: RMB4,416,563,000).

### A3. The Environment and Natural Resources

The Group pursues best practices for the environment and focuses on the impact of the Group's business on the environment and natural resources. In addition to complying with environmental laws and international standards and appropriate protection of the natural environment, the Group also integrates the concept of environmental protection into its internal management and daily operation activities to achieve the goal of environmental sustainability.

### 包裝材料使用

本集團致力精簡產品的包裝，尤其紙質類，我們都以最簡化為原則，積極減少包裝物料的使用。本集團的包裝物料使用量表現如下：

備註：

3. 於報告期間，本集團的總收入為人民幣3,306,519,000元(二零一八年：人民幣4,416,563,000元)。

### A3. 環境及天然資源

本集團追求與環境的最佳實務，著重本集團業務對環境及天然資源的影響。除了遵循環境相關法規及國際準則，適切地保護自然環境外，本集團亦將環境保護的概念融入內部管理及日常營運活動當中，致力達成環境永續之目標。

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### Noise Management

The Group recognises that it may create noise during the course of operation. The noises are mainly from air compressors, production equipment and vehicles. Therefore, our “Control Procedures on Environmental and Safety Operation” has a section headed “Noise Control and Management”, and the measures for noise control are as follows:

- Air compressors are equipped with air compressor soundproof rooms to solve noise problems;
- All vehicle mufflers and horns used must comply with national regulations;
- Strengthening the management and maintenance of vehicles to maintain good technical performance and prevent environmental noise pollution; and
- Internal vehicles within the urban area shall use sound devices as required.

### Green Building

Apart from promoting the use of solar technology, we proactively regulate green buildings to ensure a higher specification for the sustainability of buildings. We hope to start from aspects of material supply and environmental protection, together with the establishment of standard measures, to achieve our final objectives of avoiding squandering resources, reducing the production of raw materials of photovoltaic components, and reducing secondary environmental pollution.

### 噪音管理

本集團意識到在營運過程中有機會製造噪音，主要噪音源為空壓機、生產設備和車輛。因此我們的《環安運行控制程序》設有「噪音的控制和管理」章節，對噪音管制的措施如下：

- 空壓機修建空壓機隔音房解決噪音問題；
- 所有使用的車輛消聲器和喇叭必須符合國家的規定要求；
- 加強對車輛的管理和保養，保持技術性能良好，防止環境的雜訊污染；及
- 內部車輛在城市區範圍內時，必須按照規定使用聲響裝置。

### 綠色建築

除了宣揚太陽能技術的使用，我們亦積極規管綠色建築，以確保對於建築物的可持續性有更高的規格。我們希望從材料供應和環境保護等方面出發，通過標準的編製，實現避免資源浪費、減少光伏組件原材料生產、減少對環境產生二次污染的最終目的。

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Coal, oil and other fossil fuels are not only non-renewable resources, but will also generate carbon dioxide and other GHG and waste during combustion. On the contrary, solar energy is a renewable and inexhaustible resource. Solar energy is also a clean energy form, and its utilisation will not emit GHG which intensify greenhouse effect. Therefore, the Group vigorously promotes the development of solar technology. With the concerns that solar energy may cause visual pollution in cities, we proactively develop Building Integrated Photovoltaic (“BIPV”) Technology, by using photovoltaic components as building materials. BIPV application has to be incorporated into the overall design of building, rather than only simply combining solar photovoltaic components and buildings. It is necessary to consider various functions and utilisations of building and is an attempt to form new architectural design ideas and energy saving building methods. BIPV does not only beautify the building, but also achieve shading insulation, heat preservation, energy saving, environmental protection and the reduction of energy consumption inside the building.

In addition, we also advocate green definition of building, i.e. the conservation of land, water, energy and material. Pursuant to the principle of “Passive Priority, Active Optimisation”, with the goal of “Ultra-low Energy Consumption”, aiming to create low-carbon energy saving building with rational planning and design at early stage and effective control and management at later stage, on the basis of high performance maintenance structures (high visible light transmittance, low shading coefficient), and supplemented by applying various types of ventilation technology, considering external shade and ventilation of photovoltaic power generation technology, and combining with building intelligent control system, etc. Zhuhai Singyes Green Building Technology Co., Ltd., a subsidiary of the Group, is the member of the Chinese Enterprise Committee of US-China Clean Energy Research Center — Building Energy Efficiency (CERC-BEE) consortium. The Group actively participates in the activities of the consortium and adheres to active and productive joint technology development, application and promotion with its members on the platform of the consortium.

煤炭、石油等化石燃料不但不可再生，更會在燃燒發電過程中產生二氧化碳等溫室氣體和廢料。相反，太陽能是可再生能源，取之不盡、用之不竭。太陽能更是一種清潔能源，使用太陽能不會產生導致溫室效應加劇的溫室氣體。故此，本集團大力推動太陽能技術的發展。我們明白在城市中，太陽能可能造成目視污染，因此我們積極發展光伏建築一體化技術（「BIPV」），將光伏元件作為建築材料。BIPV的應用必須納入到建築的整體設計中，並不是光伏元件與建築的簡單疊加，還需要考慮建築的各種功能和作用，形成全新的建築設計理念和建築節能的方法。BIPV不但有美化建築的作用，還可以達到遮陽保溫、節能環保的效果，減少建築物內部的能源消耗。

除此之外，我們亦提倡對於建築賦予綠色的定義，即節地、節水、節能、節材，在「被動優先，主動優化」原則上，以「超低能耗」為目標，旨在通過前期的合理規劃設計以及後期有效控制管理，形成以高性能維護結構（高可見光透射比、低遮陽係數）為基礎，輔以各種形式的通風技術、考慮外遮陽與通風的光伏發電技術、建築智能控制系統等打造出低碳節能建築。我們旗下珠海興業綠色建築科技有限公司是中美清潔能源聯合研究中心建築節能聯盟（CERC-BEE）中方企業委員會成員單位，本集團一貫積極參與聯盟組織的各項活動，並堅持在聯盟的平台上與成員開展積極的、富有成效的聯合技術研發、應用和推廣工作。

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### B. SOCIAL

#### B1. Employment

Talent is the core of the Group's operations. Recruiting the most suitable talent for each position is one of the Group's important tasks. The Group adheres to the people-oriented principle and standardises labour employment management, based on which, it respects and protects the legal interests of every employee. It is committed to safeguarding employees' occupational health and safety, safeguarding their vital interests, and gives full respect and attention to their enthusiasm, initiative and creativity in order to build a harmonious labour relationship. We have established relevant personnel management policies such as the "Human Resources Control Procedures", "Remuneration and Benefits Management Regulations" and "Employee Handbook" to provide employees with a healthy, sunny and positive working atmosphere, and guide employees to actively integrate their personal pursuits into the long-term development of the Group.

The Group strictly complies with relevant laws and regulations, including the Labour Law of the People's Republic of China and the Labour Contract Law of the People's Republic of China. During the Reporting Period, the Group was not aware of any material violations of human resources-related laws and regulations which has a significant impact on the Group.

### B. 社會

#### B1. 僱傭

人才是本集團營運的核心，為每個崗位聘請最適合的人才本集團其中一項重要的工作。本集團堅持以人為本的原則，規範勞動僱傭管理，並以此為基礎，尊重及保障每一位員工的合法權益，致力於保障員工職業健康安全，維護員工切身利益，充分尊重和重視激發員工積極性、能動性和創造力，以構建和諧的勞動關係。我們制定了《人力資源控制程序》、《薪酬福利管理規範》和《員工手冊》等相關人事管理政策，為員工提供健康、陽光和向上的工作氛圍，引導員工積極將個人追求融入到本集團長遠發展之中。

本集團嚴格遵守《中華人民共和國勞動法》、《中華人民共和國勞動合同法》等相關法律法規。於報告期間，本集團並未發現任何重大違反與人力資源相關的法例法規而對本集團產生重大影響。

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### *Employment Practice*

#### Recruitment, Promotion and Dismissal

The Group actively implements the strategy of thriving talents, and plans the human resources and recruitment plan for the following year according to the work needed at the end of each year. The Human Resources Department will recruit through the recruitment website, professional media or other employment agencies according to the schedule. The Human Resources Department will interview the applicants who have passed the initial screening, and conduct interviews and evaluations according to the requirements of the "Job Description". Applicants will also be arranged to have interviews with the department manager and can be qualified for the employment after being approved by the relevant person in charge or the general manager after the interview. For financial, procurement and medium-to-high level recruitment, we will ensure that the relevant personnel possess good professional ethics.

Pursuant to different professions, the Group provides three career development and promotion channels for employees, which are technical channel, management channel and operation channel. Each channel is divided into 5 hierarchies, and each hierarchy is further subdivided into different levels so that all employees are provided with equal opportunities for gradual promotion. Employees who are at the same level will enjoy the corresponding rights, including wage income, welfare and benefits, spiritual honors, etc. The promotion decision for each employee is fair and open without any discrimination. When there is a job vacancy, we will consider promoting competent employees internally based on the results of the annual performance appraisal of the employees to affirm their efforts and contributions.

### *僱傭慣例*

#### 人才招聘、晉升及解僱

本集團積極實施人才強企戰略，並在每年年末根據工作需要規劃下一年度的人力資源與招聘計劃表，人力資源部會按照計劃表通過招聘網站、專業媒體或其他職業介紹機構等渠道進行招聘。人力資源部會對初步篩選入圍的應聘者進行面試，並根據《崗位說明書》的要求對應聘者進行面試考核。應聘者亦會被安排與部門經理進行面試，面試合格後獲相關負責人或總經理批准後方可錄用。針對財務、採購和中高層以上的招聘，我們會確保相關人員擁有良好的職業操守。

根據不同的專業，本集團為員工提供三條職業發展及晉升通道，分別為技術通道、管理通道和作業通道。每條通道都分為五個層級，每層再細分不同級別，讓所有員工都能平等地得到逐步晉升的機會。只要在同一階層，員工都會享受相應的權益，包括工資收入、福利待遇、精神榮譽等。員工的晉升決定是公平公開，當中不帶任何歧視成份。當出現職位空缺時，我們會根據員工年度績效考核結果考慮從內部提拔能幹員工，以肯定員工的努力及貢獻。

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In addition, the Group will never allow unreasonable dismissal of employees under any circumstances. Termination of any employment contract will be based on reasonable and legal grounds and internal policies. The Group strictly prohibits unfair or unreasonable dismissal in any forms. In order to improve the operation of the Group, we will arrange interviews with departing employees to find out the reasons for their departure, and pay the remaining wages on time.

### Remuneration and Welfares

The Group has established a relatively reasonable, competitive remuneration system of fairness and integrity to provide remuneration for employees. In order to retain talents and strengthen the initiatives of employees, the Group has established a complete “Regulations on Compensation and Welfare Management” and “Employee Salary Level Management Plan”. In order to further standardise the Group’s salary and welfare system, the senior management of the Group took the lead in setting up a management team. With reference to the salary levels of the same industry, the Group has formulated a competitive and incentive compensation and welfare plan based on the leadership management strategy and objectives. The salaries of employees will also be adjusted with factors such as social inflation and promotion.

The Group has also established a relevant management system for performance evaluation, which links employees’ salaries and positions with their performances, forming an internal talent competition mechanism based on abilities. For employees at different levels, we have developed corresponding assessment content, mainly including task completion indicators, quality of completed work, professional skills, innovative skills, collaboration, responsibility and discipline. Based on the scores from leaders, colleagues and subordinates, the Assessment Department will calculate the appraisal coefficient for each employee. Additional bonuses are given to those who perform outstandingly at work as a boost in morale.

另外，本集團絕不容許在任何情況下無理解僱員工。任何僱傭合約終止將以合理及合法之理據及內部政策為依據。本集團嚴格禁止任何形式的不公平或無理解僱情況發生。為改善本集團的運作，我們亦會為離職員工安排面談以瞭解其離開的原因，亦會依時發放餘下的工資。

### 薪酬與福利

本集團建立了一套相對公平、公正、合理且有競爭力的薪酬體系，為員工發放薪酬。為了挽留人才及強化員工工作的積極性，本集團建立了完善的《薪酬福利管理規範》及《員工工資級別管理方案》。為更加規範本集團薪酬福利制度，本集團高層牽頭成立管理小組，根據領導經營管理戰略及目標，結合同行業的薪酬水平，擬定出符合本集團具競爭性和激勵性的薪酬福利方案。員工的薪金亦會隨著社會通貨膨脹及級別的晉升等因素而調整。

本集團亦制定了績效考核的相關管理制度，實現員工表現與薪酬及職位掛鉤，形成能上能下的內部人才競爭機制。針對不同層級的員工，我們定立了相應的考核內容，當中主要包括任務完成指標、工作品質、專業職務技能、創新技能、協作配合性、工作責任心及勞動紀律。根據領導、同事及下屬的評分，考核部門會計算出各員工的考核係數，表現優秀者可獲發額外獎金，提升工作的激勵性。

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With commitment to providing thoughtful and comprehensive employee benefits, the Group treats its employees under the concept of “harmonious Singyes and common development” and provides various benefits that are either statutory or non-statutory to them while safeguarding their basic benefits with a view to boost their sense of belonging, strengthen corporate cohesion and encourage them to provide long-term services.

The Group implements a five-day work week regime with 8 hours of work per day. For overtime work, the Group pays wages in strict accordance with relevant laws. We provide statutory holidays according to national regulations. Employees may also be entitled to paid leaves such as marriage leave, maternity leave, care leave, bereavement leave, sick leave, work-related injury leave and annual leave. The Group also provides “five insurances and housing provident fund” to employees in accordance with the Social Security Law of the People’s Republic of China. In addition to statutory benefits, employees can also enjoy a number of additional benefits such as working meals, wedding cash gift, holiday relief payments, free medical examinations and trainings. We also provide employees with transportation, housing, seniority and high-temperature subsidies. In order to encourage employees to work hard and engage more in research and development, the Group also provides performance bonuses and rewards for patent and paper completion. Rewards are given to those who perform outstandingly at work and have successfully assisted the Group in obtaining invention patents and publishing papers in provincial publications.

本集團一直致力於提供周到全面的員工福利，本著「和諧興業、共同發展」的理念對待員工，在保障員工基本待遇的同時提供多項法定內外的福利，旨在加強員工歸屬感，增加企業凝聚力，鼓勵員工長期為企業服務。

本集團實行一週五天工作制，每天工作八小時。對於加班情況，本集團嚴格按照相關法例計算工資。我們根據國家規定執行法定假期，員工亦同時享有帶薪假期如婚假、產假、看護假、喪假、病假、工傷假和年假。本集團亦依照《中華人民共和國社會保障法》為員工提供「五險一金」。除法定福利，員工亦可享有多項額外福利如工作餐、喜嫁禮金、節日慰問金、免費體檢及培訓等。我們也為員工提供交通、住房、工齡及高溫補貼等多種補貼。為鼓勵員工努力工作及多作創新研發，本集團亦設有績效獎金及專利論文獎勵，為工作表現傑出、成功協助本集團取得發明專利和在省級刊物上發表論文的員工發放獎金。

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### Diversity, Equal Opportunity and Anti-discrimination

The Group strictly complies with national and local government regulations by adopting a fair, equitable and open recruitment process and developing relevant system files to eliminate discrimination in the recruitment process. Employees face no discrimination regardless of race, gender, colour, age, family background, ethnic tradition, religion, physical fitness and nationality and thus allowing them to enjoy fair treatment in every aspect including recruitment, salary, training and promotion. The Group endeavors to attract professionals with diverse backgrounds to join us.

### Communication with Employees

The Group has established appropriate channels for employees and senior management to communicate; the Human Resources Department will collect employees' opinions and suggestions, and tackle the problem together with other department heads, improving the relationship between employees.

## B2. Health and Safety

The Group highly recognises the importance of health and safety of our employees with a commitment to providing employees with a healthy, safe and comfortable working environment. We have developed the atmosphere of "life and safety first" with our employees, and formulated a series of safe operation procedures and product operation instructions to ensure that employees effectively control and reasonably operate related equipment and reduce the risk of injury. The Group has also obtained the OHSAS18001 Occupational Health and Safety Management System Certification.

### 多元化、平等機會及反歧視

本集團嚴格遵守國家及地方政府各項法規，採取公平、公正、公開的招聘流程，制定了相關制度文件以杜絕招聘過程中的歧視現象，不因種族、性別、膚色、年齡、家庭背景、民族傳統、宗教、身體素質和國籍等因素歧視任何一位員工，讓員工在招聘、薪酬、培訓和晉升等各個階段享受公平待遇，以盡力羅致不同背景的專才加入本集團。

### 員工溝通

本集團設有適當之渠道讓僱員與管理層保持良好溝通，人力資源部會收集員工的意見及建議，與各部門負責人共同解決存在的問題，不斷改善員工關係。

## B2. 健康與安全

本集團高度重視員工的健康與安全，致力於為員工提供健康、安全和舒適的工作環境。我們與員工共同樹立「生命至上、安全第一」的風氣，並制定了一系列的安全操作規程及產品作業指導書，以確保員工有效控制及合理操作相關設備，減低受傷的風險。本集團亦已獲取《OHSAS18001職業健康與安全管理體系認證》證書。



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The Group strictly complies with relevant laws and regulations, such as the Labor Law of the People's Republic of China, Production Safety Law of the People's Republic of China, Law of the People's Republic of China on the Prevention and Control of Occupational Diseases and the Fire Prevention Law of the People's Republic of China, and provide employees with workplaces that meet the national labour hygiene standards to effectively protect employees' health and safety at work. During the Reporting Period, the Group was not aware of any material violations of laws and regulations on health and safety which has a significant impact on the Group. In addition, the Group did not record any accidents that resulted in death or serious physical injury and no claims or compensation was paid to its employees due to such accident.

### *Safety Management*

We identify, evaluate and control the hazards in various production activities and the occupational health and safety deficiencies of the Group that may lead to accidents to improve the production condition and working environment. We regularly monitor employees' exposure to occupational hazards to ensure that they work in a safe environment. In response to the possibility of accidents, we have formulated relevant emergency plans for different accidents, such as the "Fire Emergency Response Plan", "Construction Emergency Plan" and "Canteen Poisoning Emergency Plan". In order to improve the ability of emergency personnel to properly handle accidents in emergencies and emergency plans, we conduct regular exercises and review relevant results.

本集團嚴格遵守《中華人民共和國勞動法》、《中華人民共和國安全生產法》、《中華人民共和國職業病防治法》和《中華人民共和國消防法》等相關法律法規，為員工提供符合國家勞動衛生標準的勞動作業場所，切實保障員工在工作中的健康與安全。於報告期間，本集團並未發現任何重大違反與健康與安全相關的法例法規而對本集團產生重大影響。此外，本集團並無錄得任何導致死亡或嚴重肢體受傷的意外事件，亦並無因該等事件而向其僱員支付索償或補償。

### *安全管理*

我們對本集團內各類生產活動中的危險源和有可能引致事故發生的職業健康安全缺陷進行識別、評估和控制，以改善生產條件及工作環境。我們定期檢測員工接觸職業病危害因素的情況，以確保員工在安全環境工作。針對事故發生的可能性，我們制定了不同事故的相關應急預案，例如《消防火警應急處理方案》、《施工應急方案》及《食堂中毒應急方案》等。為提高應急人員在緊急情況下妥善處置事故的能力，並完善應急方案，我們進行定期演習，並審視演練結果。

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We understand that equipment safety is closely related to employees' safety. As such, we have developed safety instructions for different equipment to provide relevant operating procedures and safety instructions for different production equipment. In addition, we also provide occupational protective equipment and protective equipment, and remind employees to take safety measures when using the equipment. Moreover, we also clearly point out occupational health and safety control methods, such as requiring employees to check the equipment daily before operation to ensure that the equipment is well maintained at normal working conditions and stable operation capacity.

The Group has also established the Quality and Safety Department and conducted on-site safety inspections when conditions allow, covering equipment or facilities, electrical equipment, chemical warehouses, safety signs, safety education, personal protection, on-site protection, fire equipment, dust noise, canteens and drinking water, disaster measures, etc. The Quality and Safety Department will supervise and inspect the safety, environmental objectives, indicators, management plans, the compliance with laws and regulations in each quarter. Where the above mentioned are found not implemented pursuant to the requirements under the "Control Procedures on Rectification and Preventive Measures" during the inspection, the results and related corrective and preventive actions will be submitted to the management for review.

我們明白設備的安全與員工的安全有緊密的關係。為此，我們制定了不同設備的安全操作指導書，為不同生產設備提供相關的操作規程及安全指導。另外，我們亦提供職業防護設施及防護用品，並提醒員工使用設備時需要採取安全措施。除此之外，我們同時明確指出職業健康安全控制方法，如要求員工每天需在操作前對設備進行檢查，以確保設備得到良好維護，保持正常的工作狀態和穩定的運作能力。

本集團亦設立質安部，並在條件允許的情況下對施工現場進行安全檢查，檢查內容包括設備或設施、電氣設備、化學品倉庫、安全標誌、安全教育、個人防護、現場防護、消防器材、粉塵雜訊、食堂及飲用水、災害措施等。質安部會在每一季度對安全、環境目標、指標、各項管理方案、法律法規遵守情況進行監督檢查，當上述檢查發現不符合情況時按《糾正和預防措施控制程式》執行；環安監測結果及相關的糾正預防措施將提交管理評審。

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### *Safety Education and Publicity*

The Group actively carries out publicity and safety trainings for employees to enhance their awareness and ability of self-protection. We set up bulletin boards in the plant to publish the rules and regulations on occupational disease prevention and control, the operation procedures, the emergency rescue measures for occupational hazards and the results of detection of occupational hazards. We make sure that all equipment operation and maintenance personnel are well trained, while project managers, construction quality and safety inspectors, special operators, chemical management, etc. also are required to report duties with licenses in accordance with the requirements of national laws and regulations.

In order to enhance the safety awareness of employees, we provide trainings for special positions and provide safety tertiary education for new employees and regular trainings on occupational safety education for all employees. During the Reporting Period, the Group held trainings for workshop staff in relation to safe operation, occupational health knowledge, hazards and environmental factors identification and evaluation. We conduct questionnaire surveys to employees who participated in trainings to continuously improve our training effectiveness. We will continue to analyse and improve the safety management of the Group's employees.

### 安全教育及宣傳

本集團積極對員工進行宣傳及安全培訓，以提高員工的自我保護意識和能力。廠房內設有公告欄，公佈有關職業病危害防治的規章制度、操作規程、職業病危害事故應急救護措施以及職業病危害因素檢測結果。我們確保所有設備的操作和維護人員均得到充分的培訓，並要求項目經理、施工質量、安全檢查人員、特種作業人員、化學品使用管理人員等按照國家法律法規的規定持證上班。

為了增強員工的安全意識，我們不但提供針對特殊崗位的培訓，亦會對新員工提供安全三級教育，並定期對全體員工提供職業安全教育培訓。本集團於報告期間舉辦了有關車間人員安全操作、職業健康知識、危險源和環境因素識別與評價的培訓。我們向參與培訓的員工進行問卷調查，以不斷提升我們的培訓效果。我們持續對本集團員工的安全管理進行分析及改進。

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### B3. Development and Training

#### *Development and Training*

The Group attaches great emphasis on the establishment of internal management training and development system and adopts a diversified training model such as induction training and pre-work training to meet the different needs of employees at all levels, so as to enhance their skills, help the sustainable development of the Group and personal growth and development of employees.

We have formulated the “Training Management Standard”, in order to establish the training management system of the Group, standardise and effectively organise the training of all employees, and tap the potential of employees to support its long-term development. We provide different training opportunities for employees, and will make annual training plans according to the training needs of employees every year. The Group has established an internal lecturer team to provide internal trainings for employees. It also hires professionals to train employees and makes arrangement for employees to participate in training organised by relevant training institutions. We are committed to enhancing production techniques, design methods, management capabilities, and equipment maintenance capabilities of our employees, so that employees can perform better in their professional areas and further enhance the Group’s professional status.

The Human Resources Department of the Group will assess and evaluate the training effect on trainees according to the training needs and training plans. According to the actual situation, the issuance of qualification certificate or work license to some trainers is subject to passing the training examination to ensure that they understand the training content. We will continue to improve the quality of our staff’s trainings through an assessment of the effectiveness of their trainings.

### B3. 發展及培訓

#### *發展及培訓*

本集團注重企業內部管理培訓與發展體系的建立，通過入職培訓及崗位培訓等多元化培訓模式來滿足各級各類員工的不同需求，提升員工技能，助力集團可持續發展，同時助力員工個人成長及發展。

為建立本集團的培訓管理體系，規範及有效地組織各類員工培訓，並挖掘員工的潛能以配合本集團的長遠發展，我們建立了《培訓管理規範》。我們為員工提供不同培訓機會，並會於每年會根據員工培訓需求制定年度培訓計劃。本集團建立了內部講師團隊為員工提供內部培訓，亦會聘請專業人員培訓員工，也會安排員工參加相關培訓機構舉辦的培訓。我們致力提升員工的生產技術、設計方法、管理能力、設備保養能力等，讓員工能在其專業範疇中表現的更出色，進一步提升本集團的專業地位。

本集團人力資源部會根據培訓需求和培訓計劃對培訓對象進行培訓效果的考核和評估。根據實際情況需要，部份培訓人員須經過培訓考核合格後才發放資格證書或上崗證，以確保員工知悉培訓內容。我們會持續透過對員工培訓效果的評估，改進員工的培訓質素。

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In addition, the Group also strongly encourages employees to participate in different industry conferences and forums. This will not only enable employees to keep abreast of industry knowledge and trends, but also promote the development of the industry. Industry conferences and forums in which the Group participated during the Reporting Period include but not limited to:

- BIPV Sub-forum of 2019 Annual Meeting of the Architectural Society of China;
  - 2019 9<sup>th</sup> Joint Meeting of Local Association of CABEE and Exchange Meeting for Green Renovation and Energy Efficiency Improvement of Existing Public Buildings;
  - 2019 SNCE Photovoltaic Exhibition — Inaugural Meeting of China BIPV Alliance;
  - 2019 2<sup>nd</sup> National Building Energy Conservation and Green Building Technology Innovation Conference;
  - 2019 Group Standards (Photovoltaic) Conference of Chinese Renewable Energy Society and Autumn Meeting for Advanced Crystalline Silicon Photovoltaic Technology and Materials Forum;
  - 9<sup>th</sup> Joint Meeting of Local Association of CABEE and Exchange Meeting for Green Renovation and Energy Efficiency Improvement of Existing Public Buildings;
  - Autumn Training Meeting of Zhuhai Green Building Association;
  - Special Lecture on New Energy Buildings and Their Technical Applications;
  - 3<sup>rd</sup> Summit Forum on BIPV Industry Development and Design Application;
- 2019建築學會年會BIPV分論壇；
  - 2019第九屆全國建築節能地方協會聯席會暨既有公共建築綠色改造及能效提升交流會；
  - 2019 SNCE光伏展會 — 中國BIPV聯盟成立大會；
  - 2019第二屆全國建築節能及綠色建築技術創新大會；
  - 2019年度中國可再生能源學會團體標準光伏會議暨晶體矽先進光伏技術和材料論壇秋季會議；
  - 第九屆全國建築節能地方協會聯席會暨既有公共建築綠色改造及能效提升交流會；
  - 珠海市綠色建築協會秋季培訓會；
  - 新能源建築及其技術應用專題講座；
  - 第三屆光伏綠色建築一體化產業發展與設計應用高峰論壇；

除此，本集團亦十分鼓勵員工參與不同的行業會議及論壇。此乃不但能令員工緊貼行業知識及趨勢，亦能推動行業發展。於報告期間，本集團所參與的行業會議及論壇包括但不限於：

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- “Green Building Acceptance” Training of Gree Real Estate; and
- “Green Building” Training of Municipal Quality Inspection Station.

- 格力地產「綠建驗收」培訓；及
- 市質檢站「綠色建築」培訓。

### B4. Labour Standards

#### *Prevention of Child and Forced Labour*

The Group prohibits the employment of any child and forced labour by its mainland China operations and clearly stipulates that only employees over the age of 16 will be recruited. Before new employees' enrollment, we will review their identity documents to prevent the employment of child labor. Labor contracts of employees clearly specify the work time, place, tasks, and main responsibilities, ensuring that they are not required to execute work that is not within their terms of reference. If employees need to work overtime, overtime work is consensual and compensated by overtime pay or time-off in lieu according to relevant laws and regulations to prevent forced overtime. The Group also prohibits any punishments, management methods and behaviors involving verbal abuse, physical punishment, physical abuse, oppression, sexual harassment (including inappropriate languages, postures and physical contact), etc. against its employees for any reasons.

The Group strictly complies with relevant laws and regulations including the Provision on the Prohibition of Using Child Labor and Labor Law of the People's Republic of China. During the Reporting Period, the Group was not aware of any material violations of laws and regulations in relation to child and forced labour which has a significant impact on the Group.

### B4. 勞工準則

#### *防止童工及強制勞工*

本集團禁止其中國內地業務僱用任何童工及強制勞工，並明確規定只招收16歲以上的員工。在員工入職前，我們會審核員工的身份證明文件，防止聘請童工。而每位員工的勞動合同上都清楚列明其工作時間、地點、任務和主要職責，保障員工免被安排執行不在其職責範圍內的工作。倘員工需要逾時工作，加班工作須經協商一致，並按相關法例法規以加班費或補假作補償，以防止強制加班的情況發生。本集團亦禁止以任何理由對員工進行辱罵、體罰、暴力、精神壓迫、性騷擾（包括不恰當語言、姿勢和身體的接觸）等懲罰性措施、管理方法和行為。

本集團嚴格遵守《禁止使用童工規定》、《中華人民共和國勞動法》等相關法律法規。於報告期間，本集團並未發現任何重大違反與童工及強制勞工相關的法例法規而對本集團產生重大影響。

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## 二零一九年環境、社會及管治報告

### B5. Supply Chain Management

The Group understands the importance of green supply chain management to reducing indirect environmental and social risks. With regard to green supply chain management, we require suppliers to regulate their environmental and social practices, and strive to cause suppliers to act in a socially responsible manner.

#### *Management of Supplier Environmental and Social Risks*

The Group expects to have long-term cooperation with suppliers to joint sustainable development and take initiative of innovation. The Group has been conducting public bidding procurement in an open, fair and honest manner as competitive principle. During the selection process of suppliers, we will give priority to suppliers who have obtained certifications such as “ISO9001 Quality Management System Certification”, “ISO14001 Environmental Management System Certification”, and “OHSAS18001 Occupational Health and Safety Management System Certification” to ensure that the suppliers have sufficient support for product quality, environmental protection, energy saving, emission reduction, and occupational safety and health.

The Group will also conduct site visits to some suppliers' factories and conduct field sampling inspections to ensure that its production equipment is qualified, personnel and facilities are adequate, and the production process and products meet the national quality standards. For qualified suppliers, we will continue to supervise and inspect their products and services. We also regularly update our list of major suppliers, and we will periodically evaluate suppliers' performance of agreed terms, and take them as a basis for selecting suppliers and improving supplier management. During the Reporting Period, the Group has a total of 333 suppliers from the PRC.

### B5. 供應鏈管理

本集團了解到綠色供應鏈管理對降低間接環境及社會風險之重要性。就綠色供應鏈管理而言，我們要求供應商對環境及社會所作出的實踐並努力促使供應商作出對社會負責之行為。

#### *供應商環境及社會風險管理*

本集團期望與供應商長期合作，共同持續發展，攜手踏出創新的每一步。本集團一直以公開、公平、公正、競爭擇優原則進行招標採購。在選擇供應商時，我們會優先考慮取得《ISO9001質量管理體系認證》、《ISO14001環境管理體系認證》、《OHSAS18001職業健康與安全管理體系認證》等認證證書的供應商，以確認供應商於產品質量、環境保護、節能減排、職業安全及健康等範疇有足夠投入。

本集團亦會到部份供應商廠房進行實地考察，並進行實地抽樣檢驗，確保其生產設備合格、人員配備齊全、生產過程及產品符合國家質量標準。對於合格的供應商，我們會持續對其產品及服務進行監督檢查。我們亦有定期更新我們主要供應商清單，並會定期就供應商履行約定的情況進行評價，以此評價作為選出供應商及改善供應商管理的依據。於報告期間，本集團共有333個來自中國供應商。

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## 二零一九年環境、社會及管治報告

### B6. Product Responsibility

The Group attaches great importance to the quality of its products and its corporate reputation, and actively monitors the quality of its products and services through internal controls with a commitment to producing quality products that meet international industry standards. We also maintain communication with our customers to ensure that we understand and meet their needs and expectations so as to understand their satisfaction and continuously improve the quality of our services.

We zealously comply with relevant laws and regulations, such as the Law of the People's Republic of China on Protection of Consumer Rights, the Advertising Law of the People's Republic of China and the Patent Law of the People's Republic of China. During the Reporting Period, the Group was not aware of any material violations of laws and regulations on health and safety, advertising, labelling, privacy matters and methods of redress which has a significant impact on the Group.

#### *Quality Control*

As the Group places considerable value on the quality of its products, we have formulated the "Product Monitoring, Measurement and Control Procedures" to inspect the quality of raw materials, processed semi-finished products, finished products, on-site construction and engineering completion to ensure that the quality of products and constructions meet the specified requirements. We have also designed detailed incoming quality control, processing inspection and construction site inspection procedures, and employed third-party accredited testing centers to test the physical properties of some products to ensure that the products meet the quality requirements. We also have specifically defined the responsibilities of different departments and related personnel throughout the process to ensure that all procedures are accurately implemented. Unqualified raw materials or products will be dealt with by relevant personnel according to the "Non-conforming Product Control Procedures".

### B6. 產品責任

本集團十分重視產品質素及企業信譽，積極透過內部監控確保產品及服務質素，致力生產符合國際行業標準的優質產品。我們亦一直保持與顧客的溝通，確保理解和滿足顧客的需求和期望，並希望瞭解客戶的滿意情況，以對我們的服務品質不斷作出改進。

我們積極遵守《中華人民共和國消費者權益保護法》、《中華人民共和國廣告法》、《中華人民共和國專利法》等相關法律法規的規定。於報告期間，本集團並未發現任何重大違反與健康及安全、廣告、標籤、隱私事宜及補救方法的相關法律法規而對本集團產生重大影響。

#### *品質管制*

本集團重視產品的質量，因此我們制定《產品監視和測量控制程序》，對原材料、加工半成品、成品、現場施工及工程竣工的質量進行檢驗，確保產品及工程質量滿足規定要求。我們亦設計了仔細的進料檢驗、加工過程檢驗及施工現場過程檢驗流程，並聘請第三方合資格的檢測試驗中心試驗部份產品的物理性能，確保產品符合質量要求。我們亦清楚劃分不同部門與相關人員在整個流程上的各項職責，確保所有程序得以準確執行。對於不合格的原料或產品，相關人員會按《不合格品控制程序》進行處理。



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During the construction process, we inspect the key processes according to the requirements of the construction drawings, and inspect the construction of the project regularly, and conduct regular quality inspections every quarter. We will also conduct inspection after the construction is completed. If the owner discovers any quality problems after using, we will take related measures based on the extent of the substandard impact or the potential impact. We also identify the resources, raw materials, equipment, spare parts, semi-finished products, finished products and engineering inspection status for the project to trace the quality of the project and the safety quality of the products.

### *Customer Service*

The Group attaches great importance to the importance of customer service, and believes that customer satisfaction plays a critical factor in the production and business sustainability of the Group. Therefore, the Group has established the “Customer Satisfaction Control Procedure” to ensure that customers’ complaints are handled properly in a timely manner through customer satisfaction investigation, evaluation and analysis to their satisfaction. The Group has established the Project Dispatching Center which is mainly responsible for the investigation of customer satisfaction, statistical analysis of survey results, receipt, transmitting and summarisation of information and complaints from customers and feedback on the results of processing customers’ complaints. The Project Dispatch Center will conduct a survey on customer satisfaction for each year, and submit the “Customer Satisfaction Survey Form” based on the customer’s significance by tranches to investigate the customer’s satisfaction with the quality of project and service.

在工程施工過程中，我們按施工圖紙要求檢驗關鍵工序，定期巡查項目施工情況，每季定期進行質量大檢查。我們在施工完成後亦會進行檢驗。如業主在使用後發現質量問題，我們會根據不合格的影響或潛在影響的程度採取相關措施。我們亦對工程期間所用的物資、材料、設備、零配件、半成品、成品以及工程檢驗狀態進行標識，以便於對工程質量、產品的安全質素進行追溯。

### *客戶服務*

本集團極為重視客戶服務的重要性，深信滿足客戶是本集團生產及業務可持續發展的關鍵因素之一。因此，本集團制定了《顧客滿意度控制程序》，通過對顧客滿意度的調查、評價和分析，及時妥善處理顧客投訴，確保顧客滿意。本集團成立了工程調度中心，其主要職責為負責對顧客滿意度進行調查，對其調查結果進行統計分析，對顧客反饋的信息及投訴進行接收、傳遞、匯總，以及反饋顧客投訴信息處理結果。工程調度中心會於每年對顧客滿意情況進行一次調查，按照客戶的重點程度分批發信《顧客滿意度調查表》，調查顧客對工程及服務質量等滿意情況。

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### *Privacy Protection*

The Group has always respected personal privacy and IP Rights and strictly protects personal data of our customers and our IP Rights. To safeguard the Company's interests, the Group has established and requires all employees to strictly abide by the "Confidential Policy". We will sign confidentiality agreement and non-competition agreement with our employees, and provide monthly confidential subsidies to some employees to ensure that the information of customers will not be leaked. In addition to irregularly conducting information security education and training, we also set up a mechanism for information management authority auditing and information security management to ensure data security. We signed confidentiality agreements with suppliers and customers to strengthen the protection of business secrets and safeguard the legal rights of both parties.

### 隱私保護

本集團一直非常尊重個人私隱權及知識產權，嚴格保護客戶的個人資料及我們的知識產權。為了維護本公司利益，本集團制定了《保密制度》，並要求全體員工嚴格遵守。我們會與員工簽訂保密、競業限制協議，並每月為部份員工提供保密補貼，確保客戶的資料不會被洩露。我們除了不定期進行信息安全教育培訓，亦制定有關信息管理用戶權限審核及信息安全管理的機制，以確保數據的安全性。我們與供應商及客戶簽署保密協議，加強對企業商業秘密的保護，維護雙方合法權益。

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## 二零一九年環境、社會及管治報告

### *Protection for IP Rights*

As the Group has made frequent breakthroughs in the research and development of new products, product patents and IP Rights have become the core market competitiveness of the Group. The comprehensive system ensures that the IP Rights of the Group are not violated, and avoids infringing upon other patents and IP Rights. During the Reporting Period, the Group had 30 new patents for which it applied, such as:

- Indoor radiant floor heating system;
- Sound insulation mortar with core-shell structure and its preparation method;
- Air energy heat pump dryer;
- Transparent LED display glass and LED glass curtain wall; and
- Zero-energy building design method, device and terminal equipment.

### *Advertising and Labelling*

For the promotion and sales work, the Group complies with relevant laws and regulations such as the Advertising Law of the People's Republic of China, strives to provide accurate information on our marketing material and forbids employees to make any false, misleading or inaccurate statement in any form of marketing activities. The Group strictly complies with relevant laws and regulations such as the Patent Law of the People's Republic of China and the Trademark Law of the People's Republic of China.

### *知識產權維護*

本集團在新產品研發上屢有突破，因此產品專利和知識產權已成為本集團市場競爭力的核心要素。我們以最完善的系統，確保本集團知識產權不受侵犯，亦避免侵犯他人之專利與知識產權。本集團在報告期間共有30個新申請的專利，舉例如下：

- 室內熱管輻射地熱供暖系統；
- 核殼結構的隔音砂漿及其備制方法；
- 空氣能熱泵烘乾機；
- 透明LED顯示玻璃和LED玻璃幕牆；及
- 零能耗建築設計方法、裝置及終端設備。

### *廣告及標籤*

在宣傳和銷售工作時，本集團遵守《中華人民共和國廣告法》等相關法律法規，努力於宣傳物品上提供準確資料，並禁止僱員在任何形式的營銷活動中作出任何虛假、誤導或不準確的陳述。本集團嚴格遵守《中華人民共和國專利法》和《中華人民共和國商標法》等相關法律法規。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2019

## 二零一九年環境、社會及管治報告

### B7. Anti-corruption

#### *Anti-corruption*

The Group is committed to building a clean and healthy corporate system and vigorously combating corruption and other improper business practices. We strictly abide by laws and regulations concerning the prevention of bribery, extortion, fraud and money laundering, and clearly stipulate that employees should be honest, loyal to their duties, and shall not abuse their official powers to seek any improper benefits. We strictly implement laws and regulations such as the Criminal Law of the People's Republic of China, Company Law of the People's Republic of China and Anti-unfair Competition Law of the People's Republic of China. During the Reporting Period, the Group was not aware of any material violations with laws and regulations related to the prevention of bribery, extortion, fraud and money laundering which has a significant impact on the Group, nor did it have any concluded corruption cases against the Group or its employees.

We have adopted a clear avoidance system, prohibiting direct leadership relationships among employees who have husband and wife relationship, immediate family relationship, close family relationships and three generation collateral relatives. Moreover, we clearly stipulate that employees should be honest, loyal to their duties, and shall not abuse their official powers to seek any improper benefits. We sign an "Integrity Agreement" with our customers to enhance their mutual legal awareness of business operations and integrity, improve self-discipline and self-supervision mechanisms, and create a law-abiding, honest, efficient and clean working environment to prevent the occurrence of violations of law and discipline.

### B7. 反貪污

#### *反貪污*

本集團致力建設廉潔健康的企業體系，大力打擊貪污和其他不正當的經營手法。我們嚴格遵守有關防止賄賂、勒索、欺詐及洗黑錢的法律法規，明確規定員工必須忠於職守，廉潔奉公，不得利用職權謀取任何不當利益。我們嚴格執行《中華人民共和國刑法》、《中華人民共和國公司法》及《中華人民共和國反不正當競爭法》等法律法規。於報告期間，本集團並未發現任何重大違反與防止賄賂、勒索、欺詐及洗黑錢相關的法律法規而對本集團產生重大影響，亦沒有對本集團或其僱員提出並已審結的貪污訴訟案件。

我們制定明確的回避制度，員工不得與親屬建立直接的上下級領導關係，親屬關係包括夫妻關係、直系血親關係、近姻親關係以及三代以內旁系血親等。另外，我們亦明確規定員工需廉潔奉公，忠於職守，不得利用職權謀取任何不當利益。我們與客戶簽訂《廉潔協議書》，以增強雙方依法經營、廉潔從業意識，完善自我約束、自我監督機制，營造守法誠信、廉潔高效的工作環境，防止發生違法違紀行為。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2019

## 二零一九年環境、社會及管治報告

### B8. Community Investment

#### *Harmonious Singyes*

While pursuing business development, the Group has spared no effort in contributing to the community and the industry. As an enterprise with social responsibility, the Group actively utilises our scientific and technological achievements to promote public welfare development and help people in need with technology. We also wish to develop employees' sense of social responsibility, so as to encourage them to participate in charity activities at work and spare time to make greater contributions to the community. We believe that by participating in contributions to the community, we can enhance employees' civic awareness and cause them to develop right values. During the Reporting Period, the Group participated in different charity activities for the community, including tracking down the footprints of revolutionary martyrs — patriotic education activities, and tomb sweeping during Qingming Festival-Zhongshan Uprising Martyrs Cemetery, etc., with the donation of approximately RMB7,000.

In the past, the Group had organised donations for Yushu, Wenchuan, and Ya'an earthquakes, donated solar water heating systems in Daofu County, Ganzi Prefecture, Sichuan, donated a solar streetlight to Mengcun, Lantian County, Shaanxi, and also donated books to the Wenta Primary School in Yangjiang City, and donated to the mentally handicapped students of Zhuhai Qianshan Middle School, disaster relief Volunteer services for Typhoon "Mangkhut" and participated in Zhuhai Carnations single-parent families social welfare activities. The Group is courageous to take on social responsibility and tirelessly give back to the society through industrial development.

### B8. 社區投資

#### *和諧興業*

在追求業務發展的同時，本集團不遺餘力地貢獻社區及本行業。作為肩負社會責任的企業，本集團積極運用我們的科技成果推動公益事業的發展，技術有需要援助的人。我們亦希望培育僱員的社會責任感，從而鼓勵他們在工作中參加慈善活動，並抽出空餘時間為社區作更大的貢獻。我們相信通過參與奉獻社區的活動，我們可增強僱員的公民意識，並為僱員樹立正確的價值觀。於報告期間，本集團參加了不同的社區慈善活動，包括尋訪革命先烈—愛國教育活動及清明節掃墓—中山革命烈士陵園等，捐款約人民幣7,000元。

在過去，本集團曾組織過玉樹、汶川、雅安地震捐贈、四川甘孜州道孚縣太陽能熱水系統捐贈、陝西藍田縣孟村太陽能路燈捐贈、陽江市文塔小學書籍捐贈、珠海前山中學幫扶智障學生捐贈、強颱風「山竹」救災志願服務、珠海康乃馨特困難親家庭幫扶等社會公益活動，勇擔社會責任，孜孜不倦地用產業發展回報社會。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2019

## 二零一九年環境、社會及管治報告

### THE ESG REPORTING GUIDE CONTENT INDEX OF THE STOCK EXCHANGE OF HONG KONG LIMITED

### 香港聯合交易所有限公司的《環境、社會及管治報告指引》內容索引表

Aspects, General Disclosures and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Declaration 章節／聲明
<b>Aspect A1: Emissions</b> 層面A1：排放物		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to exhaust gas and GHG emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Emissions 排放物
KPI A1.1 ("comply or explain") 關鍵績效指標A1.1 〔「不遵守就解釋」〕	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	Emissions — Exhaust Gas Emissions 排放物 — 廢氣排放
KPI A1.2 ("comply or explain") 關鍵績效指標A1.2 〔「不遵守就解釋」〕	Total GHG emissions (in tonnes) and intensity. 溫室氣體總排放量(以噸計算)及密度。	Emissions — GHG Emissions 排放物 — 溫室氣體排放
KPI A1.3 ("comply or explain") 關鍵績效指標A1.3 〔「不遵守就解釋」〕	Total hazardous waste produced (in tonnes) and intensity. 所產生有害廢棄物總量(以噸計算)及密度。	Emissions — Waste Management 排放物 — 廢棄物處理
KPI A1.4 ("comply or explain") 關鍵績效指標A1.4 〔「不遵守就解釋」〕	Total non-hazardous waste produced (in tonnes) and intensity. 所產生無害廢棄物總量(以噸計算)及密度。	Emissions — Waste Management 排放物 — 廢棄物處理
KPI A1.5 ("comply or explain") 關鍵績效指標A1.5 〔「不遵守就解釋」〕	Description of measures to mitigate emissions and results achieved. 描述減低排放量的措施及所得成果。	Emissions — Exhaust Gas Emissions, GHG Emissions and Waste Management 排放物 — 廢氣排放、溫室氣體排放、廢棄物處理
KPI A1.6 ("comply or explain") 關鍵績效指標A1.6 〔「不遵守就解釋」〕	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved. 描述處理有害及無害廢棄物的方法、減低產生量的措施及所得成果。	Emissions — Waste Management 排放物 — 廢棄物處理

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2019

## 二零一九年環境、社會及管治報告

Aspects, General Disclosures and KPIs		
層面、一般披露及關鍵績效指標	Description 描述	Section/Declaration 章節／聲明
<b>Aspect A2: Use of Resources</b>		
層面A2：資源使用		
General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源(包括能源、水及其他原材料)的政策。	Use of Resources 資源使用
KPI A2.1 ("comply or explain") 關鍵績效指標A2.1 (「不遵守就解釋」)	Direct and/or indirect energy consumption by type in total and intensity. 按類型劃分的直接及／或間接能源總耗量及密度。	Use of Resources — Energy Management 資源使用 — 能源管理
KPI A2.2 ("comply or explain") 關鍵績效指標A2.2 (「不遵守就解釋」)	Water consumption in total and intensity 總耗水量及密度。	Use of Resources — Water Management 資源使用 — 用水管理
KPI A2.3 ("comply or explain") 關鍵績效指標A2.3 (「不遵守就解釋」)	Description of energy use efficiency initiatives and results achieved. 描述能源使用效益計劃及所得成果。	Use of Resources — Energy Management 資源使用 — 能源管理
KPI A2.4 ("comply or explain") 關鍵績效指標A2.4 (「不遵守就解釋」)	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved. 描述求取適用水源上可有任何問題，以及提升用水效益計劃及所得成果。	Use of Resources — Water Management 資源使用 — 用水管理
KPI A2.5 ("comply or explain") 關鍵績效指標A2.5 (「不遵守就解釋」)	Total packaging material used for finished products (in tonnes) and with reference to per unit produced. 製成品所用包裝材料的總量(以噸計算)及每生產單位佔量。	Use of Resources — Use of Packaging Materials 資源使用 — 包裝材料使用
<b>Aspect A3: The Environment and Natural Resources</b>		
層面A3：環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	The Environment and Natural Resources 環境及天然資源
KPI A3.1 ("comply or explain") 關鍵績效指標A3.1 (「不遵守就解釋」)	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	The Environment and Natural Resources — Noise Management, Green Building 環境及天然資源 — 噪音管理、綠色建築

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## 二零一九年環境、社會及管治報告

Aspects, General Disclosures and KPIs		
層面、一般披露及關鍵績效指標	Description	Section/Declaration
	描述	章節/聲明
<b>Aspect B1: Employment</b>		
<b>層面B1：僱傭</b>		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Employment 僱傭
<b>Aspect B2: Health and Safety</b>		
<b>層面B2：健康與安全</b>		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have relating to preventing child and forced labor. a significant impact on the issuer  relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Health and Safety 健康與安全
KPI B2.1 ("recommended disclosures") 關鍵績效指標B2.1 〔建議披露〕	Number and rate of work-related fatalities. 因工作關係而死亡的人數及比率。	Health and Safety 健康與安全
KPI B2.2 ("recommended disclosures") 關鍵績效指標B2.2 〔建議披露〕	Lost days due to work injury. 因工傷損失工作日數。	Health and Safety 健康與安全
KPI B2.3 ("recommended disclosures") 關鍵績效指標B2.3 〔建議披露〕	Description of occupational health and safety measures adopted, how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	Health and Safety 健康與安全



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Aspects, General Disclosures and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Declaration 章節／聲明
<b>Aspect B3: Development and Training</b> 層面B3：發展及培訓		
General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	Development and Training 發展與培訓
<b>Aspect B4: Labour Standards</b> 層面B4：勞工準則		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labor. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	Labour Standards 勞工準則
KPI B4.1 ("recommended disclosures") 關鍵績效指標B4.1 〔建議披露〕	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	Labour Standards 勞工準則
<b>Aspect B5: Supply Chain Management</b> 層面B5：供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	Supply Chain Management 供應鏈管理
KPI B5.1 ("recommended disclosures") 關鍵績效指標B5.1 〔建議披露〕	Number of suppliers by geographical region. 按地區劃分的供應商數目。	Supply Chain Management 供應鏈管理
KPI B5.2 ("recommended disclosures") 關鍵績效指標B5.2 〔建議披露〕	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目、以及有關慣例的執行及監察方法。	Supply Chain Management 供應鏈管理

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## 二零一九年環境、社會及管治報告

Aspects, General Disclosures and KPIs		
層面、一般披露及關鍵績效指標	Description 描述	Section/Declaration 章節／聲明
<b>Aspect B6: Product Responsibility</b>		
<b>層面B6：產品責任</b>		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的：	Product Responsibility 產品責任
KPI B6.3 ("recommended disclosures") 關鍵績效指標B6.3 〔建議披露〕	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	Product Responsibility 產品責任
KPI B6.5 ("recommended disclosures") 關鍵績效指標B6.5 〔建議披露〕	Description of consumer data protection and privacy policies, how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	Product Responsibility 產品責任
<b>Aspect B7: Anti-corruption</b>		
<b>層面B7：反貪污</b>		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的：	Anti-corruption 反貪污
KPI B7.1 ("recommended disclosures") 關鍵績效指標B7.1 〔建議披露〕	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the Reporting Period and the outcomes of the cases. 於報告期間對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	Anti-corruption 反貪污

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## 二零一九年環境、社會及管治報告

Aspects, General Disclosures and KPIs 層面、一般披露及關鍵績效指標	Description 描述	Section/Declaration 章節／聲明
<b>Aspect B8: Community Investment</b> 層面B8：社區投資		
General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來瞭解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	Community Investment 社區投資
KPI B8.1 ("recommended disclosures") 關鍵績效指標B8.1 (「建議披露」)	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). 專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	Community Investment 社區投資
KPI B8.2 ("recommended disclosures") 關鍵績效指標B8.2 (「建議披露」)	Resources contributed (e.g. money or time) to the focus area. 在專注範疇所動用資源(如金錢或時間)。	Community Investment 社區投資



水发 中国水发兴业能源集团有限公司  
SHUIFA China Shuifa Singyes Energy Holdings Limited

<http://www.singyessolar.com>