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LEADING GENUINE INNOVATION

Uni-GLP

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 2020



聯康集團

Uni-Bio Science

Uni-Bio Science Group Ltd.

聯康生物科技集團有限公司

(Incorporated in the Cayman Islands with limited liability)

(Stock Code : 0690)



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## ABOUT UNI-BIO

Uni-Bio Science Group Limited (the “Group”) is a leading biopharmaceutical and healthcare company, whose core business involves the research and development, manufacturing and sale of innovative biopharmaceuticals that can treat human diseases. The Group is currently specialised in such fields as diabetes and related metabolic disorders, dermatology and ophthalmology. The Group is headquartered in Hong Kong and principally operates in mainland China.

The Group completed the streamlining of its structure during the year and has achieved greater operation efficiency. It strengthened direct sales channels, and established closer customer and business partner relationship with hospitals and sector specific distributors respectively to increase sales of core products. The Group continued to promote the research and development of new products, and invested approximately HK\$41 million in drug research and development during the year. The Group will continue to promote business development, and expand sales channels to improve operation efficiency, thereby laying a solid foundation for future development in the pharmaceutical and medical care industry.

Sales revenue (HK\$'000)	Gross profit margin	Proportion of R&D expenses to revenue
208,776	86.7%	19.5%

## ABOUT THIS REPORT

This report is the fifth Environmental, Social and Governance (“ESG”) Report (the “Report”) released by the Group. The Report describes the Group’s ESG policies, measures and performance during the year to help stakeholders understand the Group’s progress and direction for sustainable development issues. For details of the Group’s corporate governance, please refer to the section “Corporate Governance Report” in the Group’s annual report for the year ended 31 December 2020. The Report is prepared in Chinese and English and has been uploaded to the website of The Stock Exchange of Hong Kong Limited (the “Stock Exchange”) ([www.hkexnews.hk](http://www.hkexnews.hk)) and the Group’s website ([www.uni-bioscience.com](http://www.uni-bioscience.com)).

### Scope of Reporting

The Report discloses the Group’s environmental, social and governance performance for the financial year from 1 January 2020 to 31 December 2020 (the “Year”). The Report covers the operations in relation to the biological and chemical pharmaceutical product business in the Group’s production bases in Beijing and Shenzhen (the “Plants”), as well as the Hong Kong head office. Looking forward to the future, the Group will review the scope of reporting on a regular basis, and gradually expand the scope of disclosure based on the principle of substantiality, thereby providing more comprehensive information for investors and stakeholders.

### Reporting Standards

The Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “Guide”) set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, and is based on four reporting principles – materiality, quantitative, balance and consistency. The Report also reports on all the applicable social Key Performance Indicators (“KPIs”) under the “recommended disclosures” of the Guide. A complete index is attached to the final chapter of the Report to facilitate readers in browsing the Report by the Guide.

Reporting Principles	Definition	Application of the Reporting Principles
Materiality	Importance shall be attached to reporting of the ESG issues that have great impact on the Group and its stakeholders.	The Group determined the impact of various ESG issues on the Group's operations through conducting a questionnaire with internal and external stakeholders. Based on the questionnaire results, the Group identified major environmental and social issues and made key disclosures.
Quantitative	KPI data must be measurable and comparative where appropriate.	Where feasible, the Group recorded and estimated quantitative data and compared them with the previous performance where appropriate. To ensure the accuracy of environmental KPIs, the Group has commissioned an external consultant to conduct a carbon assessment, which follows national and international standards such as guidelines issued by the National Development and Reform Commission of the People's Republic of China, ISO14064-1 and the Greenhouse Gas Protocol. Quantitative data on social KPIs in the Report are derived from statistical records of relevant departments.
Balance	The Group shall report its ESG performance during the Year objectively and truthfully.	By reporting in an objective and unbiased manner, the Report ensures that the disclosed information reflects the Group's overall ESG performance.
Consistency	The Group shall use consistent methodologies (including statistical method for disclosures) to prepare the ESG report and allow for comparison of relevant data, thereby understanding its business performance.	Where feasible, the Group used consistent methodologies to keep statistics on the ESG data. Where any changes exist that may affect the comparison with previous reports, the Group has added annotations to the Report accordingly.

## Opinion and Feedback

The Report is available in both English and Chinese. In case of discrepancy, the Chinese version shall prevail.

The Group relies on valuable feedback provided by stakeholders for improvement. Should you have any questions or suggestions, please send your opinions and feedbacks to [info@uni-bioscience.com](mailto:info@uni-bioscience.com).



## DIRECTOR'S MESSAGE

As a biopharmaceutical company, the Group has been providing high-quality treatment to patients through research, development and manufacturing of various healthcare products that can treat human diseases and contribute to the society. In order to cope with various diseases and the global epidemic in future, the Group is committed to bringing innovative and high-quality healthcare solutions that enhance the life quality of patients and promote the health and well-being of communities. The Group is fully aware that sustainable development governance and risk management have a significant impact on its operations. The Group will strengthen Board supervision and accountability on ESG issues and intend to minimise ESG risks through the risk management and internal monitoring system. Therefore, the Group can identify all kinds of sustainable development risks, as well as supervise the implementation of various sustainable development policies and measures across different departments.

Maintaining good communication with stakeholders plays an important role in the business development of the Group. During the Year, the Group has commissioned an external consultancy company to conduct a questionnaire with relevant stakeholders for identifying and determining the ESG issues that have a significant impact on the Group. The results of the questionnaire serves as an important basis for the Group to formulate its sustainable development strategy in the future, and they were also taken as a focus of disclosure in the Report to give the stakeholders a better understanding of the Group's sustainable development performance.

The quality of drugs has a direct impact on patient health. Therefore, the Group needs to maintain the quality of products continuously and ensure the drug use safety of patients. The Group has developed various management strategies and standard operating procedures (SOP) to standardise the pharmaceutical production process and ensure that the quality of our products meets standards. Besides, the Group also strives to maintain a good relationship with our employees and ensure their occupational health and safety, for which various employment benefit policies and safety production measures have been established. To address the use of hazardous chemicals during operations, the Group has also developed various contingency plans and taken early warning and preventive measures to cope with unexpected environmental and safety accidents.

During the Year, the Group's operations were severely affected by the novel coronavirus ("COVID-19") pandemic. In response, the Group has implemented various measures to mitigate the impact of the COVID-19 pandemic on the Group. In administrative aspect, the Group has integrated the risk of COVID-19 into its corporate risk management system. The Group's business continuity plans include COVID-19 in the Group's reporting and management guidelines. In supplies management perspective, the Group maintained relationships with major supply chain partners to ensure effective control of imports and exports in compliance with transportation control regulations. Responding to public policy, the Group also supported and fully facilitated government-backed coronavirus job retention scheme for furloughed staff.

Looking forward, as regulatory authorities and investors increasingly pay attention to our efforts in promoting sustainable development and coping with relevant risks, the Group will continue to review and improve environmental and social policies and measures. The Group will also continue to strengthen communication with stakeholders so as to better understand their expectations and views on the operations of the Group and to identify and respond to potential environmental and social risks as early as possible, thereby creating long-term values for shareholders and society.

**Kingsley Leung**

*Chairman*

Uni-Bio Science Group Limited

ENVIRONMENTAL, SOCIAL AND GOVERNANCE

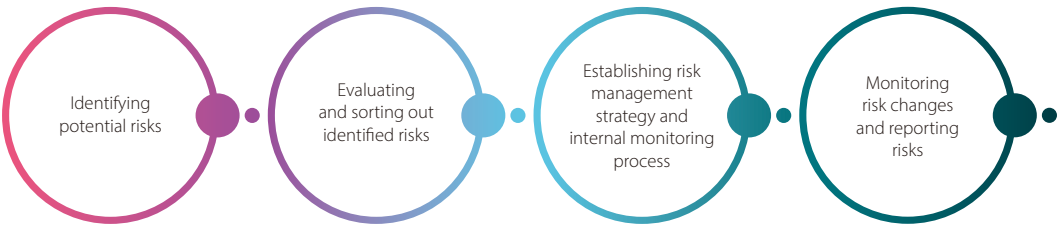
The Group firmly believes that good corporate governance is becoming increasingly important to the Group's long-term business development. The Board is responsible for corporate governance and is fully in charge of formulating the Group's strategies and monitoring the Group's operations, so as to achieve the Group's strategic goals.

As regulatory authorities and stakeholders continually increase their expectations for sustainable development governance, the Group is committed to further improving its work on sustainable development, and will consider setting up an environmental, social and governance committee in the future, and clarifying the committee's scope of powers and available resources. The members of the committee will include the Group's core management personnel, so as to ensure the effective management of sustainable development issues.

Risk Management

The Group is committed to the implementation of effective risk management and internal monitoring system to safeguard the Group's assets and interests. The Board is fully responsible for the Group's internal monitoring system and reviews its effectiveness on a regular basis, and continuously identifies, evaluates and manages the risks. Through the Audit Committee, the Group conducted an annual review of the Group's risk management and internal system. Based on the review results, the Board considers the Group's risk management and internal control system are adequate and effective.

Risk Management Process



The Group has identified two operational risks related to social issues, including the potential danger of production accidents and the risk of loss in the process of delivering sales invoices to customers. The Group has established corresponding risk management strategies and internal management measures to reduce the operational risks and their impacts on the Group. Details of risk management are as follows:

Operational risks	Internal management measures
Loss of invoice	Goods and invoices are shipped and mailed separately with tracking for status of shipment and postage.
Potential danger of production accident	Safety working groups have been established to conduct regular checks and inspections.

The Group is aware that its current risk management and internal control do not fully cover ESG issues. Looking ahead to the future, the Group plans to incorporate sustainable development issues into the risk management system to effectively identify and manage related issues.



## COMMUNICATION WITH STAKEHOLDERS

Communication with stakeholders helps stakeholders understand the Group's management policy for sustainable development and allows the Group to understand stakeholders' expectations and views. Stakeholders' opinions will help the Group review its performance and potential risks and further improve its business development and management.

### Major Ways of Communication with Stakeholders During the Year

Directors and Employees	Customers
<ul style="list-style-type: none"><li>Maintaining two-way communication through various channels, including internal communications, staff activities and staff opinion collection boxes, etc.</li></ul>	<ul style="list-style-type: none"><li>Maintaining good communication with customers via telephone and Email</li><li>Establishing the customer complaint mechanism to ensure high customer satisfaction</li><li>Organising relevant meetings with customers</li></ul>
Suppliers and Business Partners	Communities
<ul style="list-style-type: none"><li>Evaluation and review of candidate suppliers</li><li>Field investigation and on-site audit of key suppliers</li><li>Collecting supplier-related information during daily process and regularly check compliance and output performance of suppliers</li></ul>	<ul style="list-style-type: none"><li>Encouraging employees to participate in volunteer and fund-raising activities</li><li>Making donations to charities</li></ul>
Investors and Shareholders	Regulatory Authorities
<ul style="list-style-type: none"><li>Convening the annual meeting of shareholders every year to provide opportunities for shareholders to ask questions and reflect their views to directors</li><li>Reporting to shareholders and investors on business operations and financial position of the Group through annual reports and other information disclosures</li><li>Fielding daily telephone and Email inquiries</li></ul>	<ul style="list-style-type: none"><li>Conducting management as required by national laws and regulations</li><li>Responding to the inquiries of regulatory authorities</li></ul>



## Materiality Assessment

To identify the environmental and social issues that are critical to the Group and the stakeholders, the Group commissioned an external consultancy company BMI Environmental Consultancy Limited ("BMIEC") to collect the opinions of stakeholders through an online survey. All questionnaires were conducted anonymously to ensure that participating stakeholders can express their views and expectations freely and honestly.

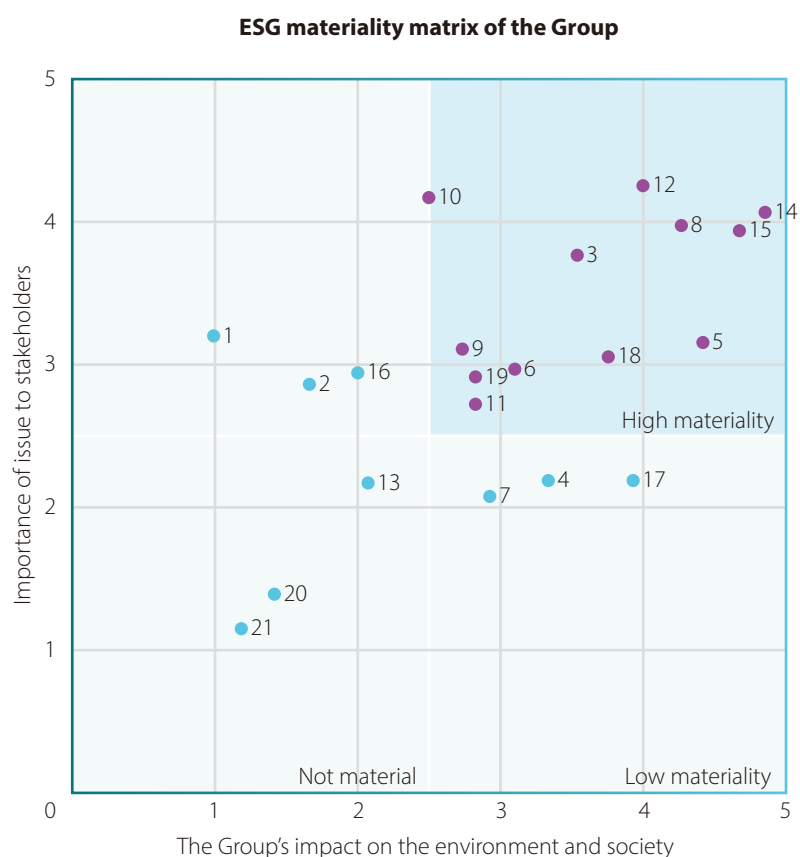
BMIEC identified 21 issues that were most relevant to the Group's business, covering four major areas, namely "environmental protection", "employment and labour practices", "operational practices" and "community investment", and used them as a basis for this questionnaire. The stakeholders were asked to rate the importance of the 21 issues to individuals and the Group's influence on the environment and society. Based on the questionnaire results, BMIEC conducted materiality analysis and identified the materiality issues.

Issue Category	Issue
Environmental protection	1. Managing greenhouse gas emissions
Environmental protection	2. Managing exhaust emissions
Environmental protection	3. Wastewater discharge management
Environmental protection	4. Saving water/improving water efficiency
Environmental protection	5. Waste management
Environmental protection	6. Saving energy/improving energy efficiency
Environmental protection	7. Managing the impacts of business operations on the environment and natural resources
Employment and labour practices	8. Establishing a comprehensive employment system
Employment and labour practices	9. Providing an equal and diversified work environment to eliminate discrimination or sexual harassment in the workplace
Employment and labour practices	10. Providing a healthy and safe working environment for employees and preventing occupational diseases and work-related injuries
Employment and labour practices	11. Providing training for employees to improve their knowledge and skills
Employment and labour practices	12. Preventing child or forced labour
Operational practices	13. Evaluating and managing environmental and social risks of the supply chains
Operational practices	14. Establishing a GMP certification system to ensure drug quality
Operational practices	15. Take responsibility for products or services provided
Operational practices	16. Protecting privacy
Operational practices	17. Implementing the advertising supervision and drug labeling review system to regulate advertising and ensure proper use of products by consumers
Operational practices	18. Putting an end to corruption
Operational practices	19. Establishing anti-corruption whistle-blowing channels and procedures, and promising not to disclose the whistleblower's privacy
Community investment	20. Understanding the needs of the community and managing the impact of operations on the community
Community investment	21. Investing resources for community development





The following graph is the materiality matrix of the Group. The 12 issues in the upper right box are the high materiality issues of the Group.



#### Issues of high materiality (ranked by importance)

Rank	No.	Issue
High importance	14	Establishing a GMP certification system to ensure drug quality
	15	Take responsibility for products or services provided
	12	Preventing child or forced labour
	8	Establishing a comprehensive employment system
	5	Waste management
	3	Wastewater discharge management
	18	Putting an end to corruption
	10	Providing a healthy and safe working environment for employees and preventing occupational diseases and work-related injuries
	6	Saving energy/improving energy efficiency
	9	Providing an equal and diversified work environment to eliminate discrimination or sexual harassment in the workplace
	19	Establishing anti-corruption whistle-blowing channels and procedures, and promising not to disclose the whistleblower's privacy
	11	Providing training for employees to improve their knowledge and skills
Low importance		

## RESPONSIBLE OPERATION

The Group attaches importance to product quality and supply chain management, and maintains long-term relationship of mutual trust with customers. Therefore, the Group has developed a number of policies and measures to manage the risks related to supply chain, quality management and corporate integrity.

### Product Responsibility

As a pharmaceutical enterprise, the Group is deeply aware of the importance of product quality. The Group's pharmaceutical manufacturing plants in Beijing and Shenzhen have passed the GMP ("Good Manufacturing Practices") certification, and have established all kinds of procedures under the GMP system to manage the Group's pharmaceutical production process, including quality assurance, verification and confirmation, shipment and recall, and production technology. The Group has implemented a series of policies and measures to ensure that the products comply with the quality standards during the development, production and sales process, thereby providing consumers with quality products. Further, the Group continues to invest in research and development of innovative and patented products that have potential and commercial values.

#### Product Responsibility Measures

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##### Product Development

Preliminary study for PTH pharmacokinetics/pharmacodynamics study have been completed during the Year, with clinical data providing support for proceeding to the formal study. It is predicted that a minimum of 72 cases is required for the formal study, with the clinical study using a two way crossover design. This helps the formal study in mitigating risks, reducing cases, lowering research costs, and increasing the possibility of equivalence.

Preliminary study has commenced for E4. The Group has selected a clinical hospital with extensive experience in pharmacokinetics of glucose-lowering agents as a research site. The clinical study design includes pharmacodynamics monitoring of blood glucose levels based on pharmacokinetics, and strives to obtain convincing preliminary study results, through which the Group may communicate in advance with the National Medical Products Administration Center for Drug Evaluation to reduce the clinical study design cycles and number of cases for phase III trials, in order to lower clinical trial expenses and save research cycles.

##### Quality Management

In order to ensure the quality level of products, the Group has revised and implemented the Production Process Management SOP to standardise the requirements on the staff, materials, equipment, technology and environment during the production process, in an attempt to prevent cross-contamination and errors in production.

The Group also established the Finished Product Distribution Management to standardise the distribution process of finished products, where finished products can be distributed only after qualified for inspection and approved by the Quality Assurance Department. In accordance with the Administrative Regulations for Non-Conforming Products, if there is a quality problem during the materials, inspection, storage and production process, staff of the Production Department shall report to the Production Department and the Quality Assurance Department according to the Deviation Management SOP, then analyze the reasons and formulate solutions.





## Product Responsibility Measures

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### Product Labeling and Advertisement

To ensure the labels, instructions and other packaging materials of the products comply with the requirements of relevant laws and regulations, the Group formulated the Administrative Regulations for Printed Packaging Materials, and specified the process for handling and making the printed packaging materials. The Quality Assurance Department will report the printed packaging materials to the drug regulatory authority for review, so as to guarantee the customers' accurate understanding of the labeling content and proper use of the products.

The Group strictly complies with relevant laws and regulations on drug advertisements to ensure that promotional information are accurate, professional and compliant, and promises not to publish advertisements in mass media or publish prescription drug advertisements to the public by giving away medical publications and pharmaceutical journals. The Group will consider formulating policies in the future to regulate advertising behavior.

### Complaint and Product Recall

In order to maintain customer satisfaction with the Group's products, the Group formulated the Administrative Regulations for Quality Complaints to handle customer complaints about product quality. Upon receipt of a customer complaint, the Quality Assurance Department will, based on the content of complaint, cooperate with relevant production and testing department for investigation. The Quality Assurance Department will initiate the recall procedure according to the investigation results and make corresponding correction as soon as possible, as well as formulate measures to prevent the recurrence of the incidents in the future. No complaints were received during the Year.

To ensure the drug use safety of the public, the Group has developed the Administrative Regulations for Drug Recall and the Administrative Regulations for Drug Return to regulate the drug recall and return process. If the drug is likely to cause serious health hazards, it will be handled at the highest recall level, for which, the General Manager of the Group will take the full responsibility and give the order for drug recall. In that case, drugs with problems will be comprehensively recalled within 24 hours. During the Year, the Group had not conducted any product recall to be recalled for safety and health reasons.

### Customer Privacy

The Group highly values customer privacy. The Group possesses a confidentiality system which strictly prohibits employees from disclosing any confidential information (including customer information) to any third parties to protect customer privacy. Employees who violate confidentiality shall be liable for any economic damages and take relevant legal liabilities.

In terms of intellectual property rights, effective protection of intellectual property play an important role in securing the research and development of an enterprise. Accordingly, the Group stipulates that an employee must sign a Commitment Letter on Intellectual Property Ownership with the Group upon his/her employment to ensure the employee familiar with the Group's provisions on intellectual property rights and to protect relevant benefits of the Group from infringement. At the same time, employees shall also abide by relevant provisions of the Employee Handbook relating to intellectual property rights, and protect relevant information from being leaked. The Group will continue improving relevant provisions on protection of the intellectual property rights to safeguard the interests of the partners.

#### **CASE STUDY: THE PANDEMIC – THE GROUP'S BUSINESS FLEXIBILITY**

The ongoing COVID-19 pandemic has forced companies and organisations to operate in unprecedented manners. The Group changed its face-to-face marketing plans to digitalised marketing. During the Year, the Group cooperated with Chengdu Medlinker Technology Company Limited to co-develop digital marketing and pharmaceutical e-commerce platform for the Group's products. The Group aims to create an integrated healthcare service platform, which is expected to deliver much better service for patients and clinical practitioners, expanding its available marketing channels, and enhancing brand awareness. On top of traditional e-commerce, the collaboration with Medlink encompasses multiple disciplines including smart healthcare, disease management, patient and clinical practitioner education, academic marketing, healthcare big data, and drug tracing system, to create an integrated healthcare service platform. In addition, the Group is also proactively exploring partners such as Haodaifu (好大夫在线) and other respective platforms to address the unmet needs for online drug sales. GeneTime® is the first product of the Group to be introduced to this new channel. The social distancing and travel limitations brought by the COVID-19 outbreak have greatly changed the behavior of patients and consumers. The demands for online medical consultation and pharmacies have increased since then and the Group has taken proactive steps to pioneer new business models. The Group believes that the collaboration will become a strong future driver of GeneTime® sales as well as other products in the future.

Our COVID-19 response measures include enhancing preventive measures and providing strong support in terms of disinfection and protection for our partners. We have suspended public activities, events and all live interviews. We have also provided protective and disinfection products such as alcohol-based hand cleansers to our partner doctors and customers. All external and internal personnel are required to conduct temperature checks and wear masks when entering the Group's operation sites and offices.

#### **Anti-Corruption**

The Group has been following a high standard of business ethics and integrity. The Group adopts a zero-tolerance attitude towards any form of corruption such as bribery, corruption, extortion, fraud and money laundering. The Group establishes provisions on business gifts in the Employee Handbook, which prohibits employees from accepting business gifts in any amount and form from customers or other partners. Where an employee is unable to refuse, he/she should hand over gifts to the relevant departments of the Group in full. The Group has also established a complaint mechanism to encourage employees to monitor and report any corrupt behaviour of employees, whereby they can report to the person in charge of human resources or the General Manager on any non-compliance found. The Group will then carry out investigation into the relevant incidents and take the follow-up actions.

The Group specifically implements the comprehensive measures to secure the confidentiality of personal information and materials provided by whistleblowers. Unless consent for disclosure is given, whistleblower identity remains protected. The Group will ensure that employees are not subject to any form of threats, reprisals or inappropriate censures arising from reporting the aforesaid matters. Harassment or harm to whistleblowers is considered gravely inappropriate behaviour and verified cases will be severely dealt with.





## Supply Chain Management

During the Year, the Group has 55 suppliers, mainly from Beijing, Shanghai, Guangzhou and other places in mainland China, which mainly supply raw materials, packaging materials, reagents, accessories, labels and equipment. The Group formulates relevant process of suppliers selection in accordance with the Supplier Selection SOP and the Administrative Measures and Related Processes for Materials Purchase and Distribution.

The Group carefully selects quality suppliers through market comparison where possible. The Group evaluates and reviews candidate suppliers through the Questionnaire on Suppliers and the Supplier Qualifications Assessment Form on the basis of their performance record, experience, financial strength, reputation, ability to produce high-quality products and quality control effectiveness. For critical level materials, the Quality Management Department will also carry out testing and trial use, and evaluate according to the New Materials Test & Evaluation Form. The Group will also conduct regular on-site audits on key suppliers and carry out field investigation on manufacturing plants and facilities of the suppliers; other suppliers will be reviewed in writing, and the selection process of all suppliers will be confirmed by the Quality Assurance Department.

In order to reduce the environmental and social risks related to supply chains, the Group also has environmental and social requirements on the suppliers, including:

### **The Group's Requirements on the Supplier in the Environmental and Social Aspects**

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- Product quality: GMP certificates for relevant pharmaceuticals, registration certificates for imported pharmaceuticals and ISO 9001 Quality Management System Certification
- Environmental protection: ISO 14001 Environmental Management System Certification and regular environmental monitoring
- Staff: Regular staff trainings and occupational health and safety of the staff

The Group collects relevant information about suppliers during the daily operation process and checks their compliance and output performance on a regular basis to ensure that suppliers consistently meet the relevant requirements of the Group. If a supplier fails to meet our criteria after assessment, its qualification as a supplier will be cancelled.

## VALUING OUR EMPLOYEES

The success of the Group depends on the joint efforts and contributions of our employees. The Group has established various personnel systems and formulated related policies to provide a safe, comfortable and healthy working environment for employees and to ensure that all employees can receive reasonable remuneration, benefits, training and promotion opportunities.

### Health and Safety

The Group deeply understands the importance of occupational health and safety of employees. The Occupational Health Management SOP and the Emergency Plan for Hazardous Chemical Accidents have been established to ensure the health and safety of employees and the protection from occupational hazards.

#### **CASE STUDY: SAFEGUARDING OUR EMPLOYEES DURING COVID-19**

COVID-19 threatens lives and creates uncertainties. The Group has responded with resilience and maintained operations where the safety of our employees was not affected. During the Year, we had zero cases of employee infection.

To safeguard the health and safety of our employees, the Group followed the latest government advice and provided regular advice and guidelines to our employees. We implemented various response measures during the height of the outbreak such as flexible working arrangements (e.g. work from home policy) and using technological infrastructure to maintain operations. Employees were required to conduct temperature checks before work and wear masks at the workplace. The Group implemented special internal COVID-19 arrangements to help certain employees placed on leave to maintain livelihoods. Employees who had travelled overseas were also required to give prior notice and prohibited from travelling to high-risk areas unless on vital business. Enhanced cleaning was conducted in office areas and protective equipment such as masks, disinfectants, essential oils and disposable gloves were provided in our offices.

#### *Occupational Disease Prevention and Control*

In order to prevent, control and eliminate relevant risks related to occupational diseases, the Group has implemented the Occupational Health Management SOP, which establishes the responsibility system, rules and regulations and operating procedures for prevention and control of occupational disease. The purpose is to supervise and inspect the prevention and control work for occupational diseases during operations and eliminate the occupational hazard accidents and risks.

Based on the Responsibility System for Prevention and Control of Occupational Diseases, the Group set up a leading group of occupational health work under the leadership of general manager of the Plants, which carries out the occupational disease prevention and control among employees, formulates and implements the annual occupational disease prevention and control plan and solution. The Group also provides employees with an annual report on the work plan for occupational disease prevention and control and its implementation, actively listens to employees' opinions on occupational safety and health measures, and improve relevant system and measures.





The Group provides occupational health examination and establishes occupational health records for employees according to the category of occupational disease hazard factors, level of exposure, etc. If an employee is suspected of the occupational disease during the health examination, the Group will arrange the employee to accept treatment as soon as possible. The Group has entrusted an external inspection agency to test the production environment and identify the occupational hazard factors.

In accordance with the Hazard Warning and Notification System of Occupational Diseases, the Group shall truthfully disclose the potential occupational disease risks (such as exposure to dust, noise, high temperature and harmful gases) while recruiting an employee, and shall specify such risks in the labour contract. The Group also set up a bulletin board in the production workshop to announce the rules and regulations, operating procedures and emergency measures for prevention and control of occupational diseases, as well as the potential or generated hazards of occupational diseases and the potential risks. In view of the risk of potential hazards, the Group will provide employees with relevant protective measures such as dust masks or gas masks, sound insulation measures and heat insulation equipment.

#### *Emergency Response for Hazardous Chemicals*

In order to strengthen the prevention of hazardous chemical accidents and reduce the risks, the Group has formulated the "Emergency Plan for Hazardous Chemical Accidents", which stipulates that the Equipment Department should monitor and control the key hazard sources of the production sites every day. The Group has implemented preventive and early warning measures, including daily irregular inspection of hazard sources in workshops and warehouses, and has also established the safety inspection system for job positions of hazardous nature. If an unexpected incident occurs, the on-site personnel will report and make an alarm according to the emergency plan and the five-level response procedures, and respond to the incident based on how controllable it is. The purpose is to bring the source of the hazard under control in a timely manner, rescue any casualties and evacuate all personnel, and eliminate the potential dangers, thereby reducing the impact on the business operations and the safety and health of employees.

#### *Safety Training and Emergency Drill*

The Group provides regular occupational health trainings to its employees, so as to enhance their awareness of occupational safety and health and to teach them how to use the protective equipment and personal protection articles properly. The Group also holds fire drills and emergency evacuation drills on a regular basis to enhance the employees' awareness of emergency response.

No work-related accident or work-related death occurred to the Group during the Year.

## Employment

The Group firmly believes that having a sound employment system will enable us to attract and retain talents. The Group has formulated the Employee Manual and the Human Resource Management Manual, which specify the recruitment, dismissal, salary, promotion, working hours, vacation, anti-discrimination, equal opportunities, benefits and other treatments for employees.

Recruitment and Dismissal	Remuneration and Benefits
<p>The Group carries out recruitment according to the principles of impartiality, fairness and equal competition. The personnel department will provide persons who are employed with orientation to help them understand the rules and systems of the Company, work contents and requirements, etc.</p> <p>The Group and its employees may also terminate their labour contracts as required. Employees who voluntarily resign shall make an application according to resignation procedures.</p>	<p>The Group is committed to maintaining its competitiveness in the remuneration market in the industry and determines the remuneration of its employees based on their performance.</p> <p>The Group also provides a benefit system to its employees in accordance with government regulations, including making contribution to the social and labour insurance funds, the housing provident fund, endowment insurance, medical insurance, employment injury insurance, maternity insurance, unemployment insurance funds for employees. The Group provides employees with dormitory, meals and holiday allowances and organise annual check-up for them.</p>
Promotion	Vacation
<p>According to the performance management system, the Group provides employees with promotion opportunities. The Group regularly conducts performance assessment of its employees, and employees with outstanding performance will be given priority in promotion. In addition, national professional qualifications or academic qualifications at a higher level obtained by employees after self-study may also be taken into consideration for promotion.</p> <p>The Group is committed to providing a diverse and inclusive work environment for employees. It has implemented the employment system in accordance with the Labour Law of the People's Republic of China and other laws and regulations, and does not allow discrimination by employees in any form based on gender, age, nationality, marital status, physical condition or position. As an employer advocating equal opportunities, the Group is committed to providing equal employment opportunities for people with disabilities so that they can integrate into society. During the Year, the Group employed a total of one person with disabilities to mainly assist in the Plants' operation of the Group.</p>	<p>In addition to statutory holidays, employees of the Group are also entitled to various paid holidays, including annual leave, marriage and funeral leave, maternity leave and nursing leave. Employees who have worked in the Group for more than one year are entitled to seven to fourteen days of annual leave each year, while employees who have worked for the Group for over ten years are entitled to up to twenty days of annual leave each year.</p>





Looking ahead, the Group will review the current employment system, and review and improve its diversification-related policies.

In order to foster good relationships with employees, the Group regularly organises various team building and employee activities, including sports meeting, travel, birthday parties and welcome parties for new employees, to enhance employees' sense of belonging to the Group. The Group has established suggestion box management rules to collect opinions from employees for helping the Group improve the employment system and employee-related policies.

### Development and Training

The Group attaches great importance to the personal development of employees, providing various knowledge and skill training opportunities according to the needs of employees and corporate needs. The Group formulates annual training plans and related measures for its employees and individual departments in accordance with the Employee Manual and the Human Resource Management Manual.

Training Type	Training Contents
Internal training	<ul style="list-style-type: none"><li>• Corporate culture and company management system;</li><li>• Safety knowledge and operation training;</li><li>• GMP knowledge training; and</li><li>• Professional skills, operation, safety knowledge and skills training.</li></ul>
External training	<ul style="list-style-type: none"><li>• Regulation application training organised by the state, the training center of Beijing Medical Products Administration, and various industry associations;</li><li>• Professional and technical training provided by equipment manufacturers;</li><li>• Industry exchange and training in technologies; and</li><li>• Professional quality training.</li></ul>

In order to encourage employees to actively pursue personal career development, the Group may take the training results of employees as an important basis for year-end performance evaluation and promotion. In addition to the priority in promotion and salary increase, outstanding employees may obtain more opportunities for future external training.

During the Year, there were 125 employees of the Group who received training, which accounted for 43% of the total number of its employees. During the Year, the average training hours per employee were 1.1 hours.

## Labour Standards

The Group prohibits the employment of child labour in its operations. In accordance with the Employee Manual and the Human Resource Management Manual, the employment of child labour under the age of 16 is strictly forbidden by the Group. The Group's personnel administration department checks the identity documents of the applicants during the recruitment process. If it is found that child labour is employed by mistake, the Group will immediately terminate their employment contracts and contact their parents to take them home.

The Group also prohibits forced labour. In accordance with the overtime work management rules in the Employee Manual and the Human Resource Management Manual, all overtime work is subject to the submission of a written application, and approval by the department head and the general manager. All overtime work is compensated in the form of compensatory time off or overtime allowance. In addition, the Group strictly prohibits any unfair restrictions on the employment relationship between employees and the Group, such as withholding deposits or identity documents, and restricting personal freedom of employees and forcing them to work by means of violence and coercion.

## ENVIRONMENTAL PROTECTION

The Group attaches great importance to the use of resources and emissions in its operation and the impact of its operation on the surrounding environment. The Group has formulated various environmental protection policies to reduce the negative impact of its operation on the environment and improve the energy efficiency of its operation.

### Emissions

The Group pays attention to the environmental impact of emissions generated in its operation. The Group has formulated the SOP for Management of Three Wastes, the Internal Guidelines of the Group for Environmental Protection and Use of Natural Resources, and the Hazardous Waste Management Plan to standardise the treatment processes of various hazardous wastes, solid wastes, wastewater and exhaust gas. In addition, the Group regularly conducts exhaust gas and wastewater testing to ensure safe discharge and meet relevant testing standards.

### *Waste and Liquid Waste*

In order to ensure the proper disposal of waste from operation and production, the Group disposes of waste in accordance with the SOP for Management of Three Wastes and the Hazardous Waste Management Plan. Non-hazardous wastes, such as general wastes and office wastes, are collected and disposed of by the environmental hygiene department. Liquid wastes and other hazardous wastes are generally stored by the Plants in corresponding containers, such as reinforced plastic buckets, or lidded paper buckets or iron buckets, with labels indicating corresponding hazardous wastes, and are finally collected and treated by qualified waste treatment companies. Liquid wastes such as mercury-containing liquid waste and liquid waste of chemical reagents, must be neutralised and steam sterilised before being discharged. All hazardous wastes are recorded in the Waste Handover Record for future review.







During the Year, the Group generated a total of 2.72 tonnes of hazardous waste and approximately 343.37 tonnes of non-hazardous waste.

Waste Type		Emissions in 2020	Unit
Hazardous Waste	Mercury-containing liquid waste	0.12	Tonne
	Liquid waste of chemical reagents	1.97	
	Empty reagent bottles	0.38	
	Liquid waste from tests	0.25	
Non-Hazardous Waste	Cartons and woven bags	0.47	Tonne
	Kitchen waste	122.4	
	Domestic waste	220.5	

#### Wastewater

During the Year, the Group generated a total of 19,021 m<sup>3</sup> of wastewater.

Wastewater discharge in 2020	Unit
19,021	m <sup>3</sup>

In order to properly treat the sewage discharged from the production workshop and boiler room, the Group has completed the construction of a sewage treatment system in the Plants during the Year, which will be used to treat the production wastewater and domestic wastewater of the Plants.

#### Exhaust Gas

Air emissions from the Group mainly come from the operation of the production base in Beijing and Shenzhen, including respirable particulate matter from the production process, pollutants released from the combustion of natural gas by gas-fired boilers, and exhaust gas produced from the use of automobiles. Exhaust gas must be purified before being discharged. According to the SOP for Management of Three Wastes, the Group regulates the emission of exhaust gas. The gas generated from the fermentation area, and the positive bacteria control area of the laboratory of the Group are treated by filters before being discharged.

During the Year, exhaust gas arising from the combustion process of the Group mainly include nitrogen oxides (NO<sub>x</sub>), sulfur oxides (SO<sub>x</sub>) and respirable particulate matter (PM). As set out in the table below, the Group generated 6.33 kg, 0.19 kg, and 0.47 kg of NO<sub>x</sub>, SO<sub>x</sub> and PM during the Year respectively.

Emission Type	Emissions in 2020	Unit
Nitrogen oxides (NO <sub>x</sub> )	6.33	Kg
Sulfur oxides (SO <sub>x</sub> )	0.19	
Respirable particulate matter (PM)	0.47	

### Greenhouse Gas ("GHG")

During the Year, the Group commissioned a consultancy company to conduct a carbon assessment to quantify GHG emissions (or "carbon emissions") generated by its operations. The quantitative process is based on the guidelines issued by the National Development and Reform Commission of the People's Republic of China and international standards such as ISO14064-1 and the Greenhouse Gas Protocol.

The Group's carbon emissions come mainly from indirect emissions from purchased electricity (scope 2), accounted for 80% of the total emissions. For the main sources of carbon emissions, the Group will continue to assess, record and disclose its greenhouse gas emissions and other environmental data every year, and review the effectiveness of existing measures, which further help to set the emission reduction targets in the future. The Group will consider formulating relevant policies and emission reduction targets for the management of greenhouse gases in the future, so as to reduce greenhouse gas generated by the operation.

Total greenhouse gas emission	Carbon emissions from purchased electricity	Greenhouse gas intensity (based on production value)
3,431 tCO <sub>2</sub> e	accounted for: 80%	17.9 tCO <sub>2</sub> e per RMB million

### Environment and Natural Resources

Chemical leakage accidents have a great impact on the surrounding environment. Therefore, the Group has formulated the Hazardous Waste Management Plan and established the Environmental Management Committee. In addition to arranging and implementing the environmental protection management of the Plants, the committee also handles the abnormal events in environmental protection management, and reduces the impact of the operation on the surrounding environment.

#### Duties of the Environmental Management Committee

Position	Responsibility
Director of the Environmental Management Committee	<ul style="list-style-type: none"><li>Leading environmental management work of the Group; and</li><li>Approving the execution documents of all environmental management work.</li></ul>
Executive Director of the Environmental Management Committee	<ul style="list-style-type: none"><li>Assisting the Director of the Environmental Management Committee to coordinate the environmental management work of various departments of the Group.</li></ul>
Secretary General of the Environmental Management Committee	<ul style="list-style-type: none"><li>Implementing environmental management policies;</li><li>Working with government departments; and</li><li>Arranging training in relation to internal environmental management.</li></ul>
Members of the Environmental Management Committee	<ul style="list-style-type: none"><li>Measuring the relevant data of environmental management.</li></ul>

During the Year, the Group built and improved its sewage treatment system and improved its sewage treatment process, with total expenditure of RMB1.02 million.





Use of Resources

In order to ensure the effective use of resources in the course of operation, the Group has formulated the Corporate Energy Conservation Management System and the Internal Guidelines of the Group for Environmental Protection and Use of Natural Resources, which specify the policies on resource management and regulate resource management.

Use of Resources	Saving Measures
Water consumption	<ul style="list-style-type: none"><li>• Use water economisers and avoid keeping taps running for a long time, and regularly check water equipment to ensure that there is no water leakage;</li><li>• When possible, clean vehicles with buckets of water and avoid leaving the hose running; and</li><li>• Check the water supply pipes regularly. If pipe damage is found, the pipe shall be repaired and replaced in a timely manner, so as to reduce water leakage and ensure that no water is wasted.</li></ul>
Electricity	<ul style="list-style-type: none"><li>• Use more environmentally-friendly and energy-saving electrical appliances;</li><li>• Turn off the power supply of idle electrical appliances and avoid leaving appliances on standby; and</li><li>• Check the electric power facilities regularly, and report any leakage or trip found, for repair, in a timely manner.</li></ul>
Packaging material	<ul style="list-style-type: none"><li>• Packaging materials shall be printed, distributed and used in accordance with the SOP for Packaging Materials Management in Production Workshops to ensure the proper use of packaging materials; and</li><li>• If repackaging is required due to any abnormal condition in the packaging and production process, the repackaging shall be carried out only after inspection and investigation by and approval from relevant personnel, and shall be recorded for future review.</li></ul>

During the Year, the resources used by the Group mainly included fossil fuels burned in the Plants and electricity, water, raw materials and packaging materials consumed in our daily operation. The consumption of electricity, which is a form of indirect energy, ranked first among all consumed energy of the Group, and accounted for approximately 54% of the total energy consumption of the Group.

Total direct energy consumption	Total indirect energy consumption
2,023 MWh-equivalent	3,554 MWh

For the use of other resources, please see the section headed “OVERVIEW OF KEY PERFORMANCE INDICATORS” in relation to environmental performance.

Looking ahead, the Group will conduct more refined control and management to improve the efficiency in the use of resources in the process, and gradually set quantified objectives based on the resource consumption during the Year.

## COMMUNITY ENGAGEMENT

The Group is committed to fulfilling its corporate social responsibility and encouraging its employees to give back to the society. The Group has formulated the Community Interest Policy, which specifies policies and objectives of the Group on social investment. During the Year, the Group donated HK\$14,000 worth of antibacterial hand gel to hospitals and healthcare facilities. Looking ahead, the Group will consider identifying more institutions and projects that could be benefited from our donations, so as to further increase social participation and bring positive impact on the society.

### Objectives under the Community Interest Policy

1. Creation of jobs;
2. Driving the development of local related industries;
3. Improving local infrastructure construction;
4. Public welfare and charity;
5. Employment promotion; and
6. Local economic development.

## PERFORMANCE ON COMPLIANCE

The Group understands that violation of laws and regulations will lead to material impacts such as administrative penalties and even suspension of business for rectification. The Group has formulated policies and standard operating procedures in accordance with relevant laws and regulations to provide clear working guidelines for employees. The following laws and regulations have a significant impact on the Group. During the Year, the Group has complied with relevant laws and regulations, and there was no violation (including not receiving any corruption-related litigations against enterprises or employees).

Aspects	Relevant laws and regulations that have significant impacts on the Group
Emissions	<ul style="list-style-type: none"><li>• Environmental Protection Law of the People's Republic of China</li><li>• Law of the People's Republic of China on Prevention and Control of Water Pollution</li><li>• Law of the People's Republic of China on the Prevention and Control of Atmospheric and Pollution</li></ul>
Employment	<ul style="list-style-type: none"><li>• Labour Law of the People's Republic of China</li><li>• Labour Contract Law of the People's Republic of China</li><li>• Law of the People's Republic of China on the Protection of Women's Rights and Interests</li><li>• Regulations Concerning the Labour Protection of Female Staff and Workers</li></ul>





Aspects	Relevant laws and regulations that have significant impacts on the Group
Health and safety	<ul style="list-style-type: none"> <li>• Production Safety Law of the People's Republic of China</li> <li>• Law of the People's Republic of China on the Prevention and Control of Occupational Diseases</li> <li>• Fire Protection Law of the People's Republic of China</li> </ul>
Labour standards	<ul style="list-style-type: none"> <li>• Labour Law of the People's Republic of China</li> <li>• Law of the People's Republic of China on the Protection of Minors</li> </ul>
Product liability	<ul style="list-style-type: none"> <li>• Product Quality Law of the People's Republic of China</li> <li>• Patent Law of the People's Republic of China</li> <li>• Pharmaceutical Administration Law of the People's Republic of China</li> <li>• Good Manufacturing Practices for Pharmaceutical Products</li> <li>• Trademark Law of the People's Republic of China</li> <li>• Advertising Law of the People's Republic of China</li> <li>• Interim Measures for the Administration of Censorship of Advertisements on Drugs, Medical Devices, Dietary, Supplements and Formula Foods for Special Medical Purposes</li> <li>• Provisions on the Administration of Pharmaceutical Directions and Labels</li> <li>• Regulations for the Implementation of the Drug Administration Law of the People's Republic of China</li> <li>• Measures for the Administration of Drug Registration</li> <li>• Measures for the Supervision over and Administration of Pharmaceutical Production</li> <li>• Measures for the Supervision and Administration of Circulation of Pharmaceuticals</li> <li>• Standards for Quality Control of Pharmaceutical Trading</li> <li>• Measures for the Reporting and Monitoring of Adverse Drug Reactions</li> </ul>
Anti-corruption	<ul style="list-style-type: none"> <li>• Anti-Unfair Competition Law of the People's Republic of China</li> <li>• Anti-Money Laundering Law of the People's Republic of China</li> </ul>

In order to ensure that the Group complies with the above laws and regulations, the Group has formulated various systems and policies, and requires its employees to comply with them. Meanwhile, the Group regularly provides training to employees to enhance their awareness of compliance with laws and regulations. The Group also strengthened the monitoring of potential risks to ensure that its business operation complies with laws and regulations.

## OVERVIEW OF KEY PERFORMANCE INDICATORS

### Environmental Performance

Environmental KPIs	Amount 2020	Unit
<b>A1.1 The types of emissions and respective emissions data</b>		
Nitrogen oxides	6.33	Kg
Sulfur oxides	0.19	Kg
Respirable particulate matter	0.47	Kg
<b>A1.2 Total greenhouse gas emission</b>		
Scope 1 <sup>1</sup>	419.29	tCO <sub>2</sub> e
Scope 2 <sup>2</sup>	2,902.87	tCO <sub>2</sub> e
Scope 3 <sup>3</sup>	109.07	tCO <sub>2</sub> e
Total greenhouse gas emission	3,431.23	tCO <sub>2</sub> e
Greenhouse gas intensity (based on area)	0.17	tCO <sub>2</sub> e per square meter
Greenhouse gas intensity (based on production value)	17.88	tCO <sub>2</sub> e per RMB million
<b>A1.3 Total hazardous waste</b>		
Total hazardous waste	2.72	Tonne
Hazardous waste intensity (based on area)	0.14	Tonne per thousand square meters
Hazardous waste intensity (based on production value)	0.01	Tonne per RMB million
<b>A1.4 Total non-hazardous waste</b>		
Total non-hazardous waste	343.37	Tonne
Non-hazardous waste intensity (based on area)	17.07	Tonne per thousand square meters
Non-hazardous waste intensity (based on production value)	1.79	Tonne per RMB million

<sup>1</sup> Scope 1 includes emissions from the combustion of fossil fuels from stationary and mobile sources and fugitive emissions from refrigeration equipment. Although R-22 refrigerant used in refrigeration equipment is not included in the six greenhouse gases covered by the Kyoto Protocol, the emissions resulting from its leakage are also included in the assessment, so as to provide true and fair presentation of the information on greenhouse gas.

<sup>2</sup> Scope 2 includes emissions from electricity purchased from power companies. Greenhouse gas emissions from purchased electricity are calculated based on the average national factor of greenhouse gas emissions of grid power in the PRC, which is derived from the Notice Regarding 2019 Carbon Emissions Reporting and Verification and Submission of the List of Key Emission Units in the Power Generation Industry (《關於做好2019年度碳排放報告與核查及發電行業重點排放單位名單報送相關工作的通知》).

<sup>3</sup> Scope 3 includes upstream and downstream emissions caused by employee business trips.



Environmental KPIs	Amount 2020	Unit
<b>A2.1 Total energy consumption</b>		
Natural Gas	1,906.48	MWh-equivalent
Diesel	26.62	MWh-equivalent
Gasoline	89.97	MWh-equivalent
Electricity	3,031.85	MWh
Heating	522.54	MWh-equivalent
Total energy consumption	5,577.47	MWh-equivalent
Energy intensity (based on area)	0.28	MWh-equivalent per square meter
Energy intensity (based on production value)	29.06	MWh-equivalent per RMB million
<b>A2.2 Total water consumption</b>		
Total water consumption	51,027.02	Cubic meter
Water consumption intensity (based on area)	2.54	Cubic meter per square meter
Water consumption intensity (based on production value)	265.88	Cubic meter per RMB million
<b>A2.5 Total packaging material used for finished products</b>		
Total amount of packaging materials	76.49	Tonne
Packaging material intensity (based on area)	3.8	Tonne per thousand square meters
Packaging material intensity (based on production value)	0.4	Tonne per RMB million

## Social Performance

Number of Employees		
By gender	Male	143
	Female	151
By age	Aged under 30	54
	Aged 30–40	150
	Aged 41–50	63
	Aged above 50	27
By rank	C-level executives	7
	Senior executives	9
	Middle-level executives	76
	General staff	202
<b>Total number of employees</b>		294
<b>Ratio of male to female employees</b>		0.95:1



Number of new employees			New hire rate
By gender	Male	21	15%
	Female	38	25%
By age	Aged under 30	31	57%
	Aged 30–40	25	17%
	Aged 41–50	3	5%
	Aged above 50	0	0%
By rank	C-level executives	1	14%
	Senior executives	0	0%
	Middle-level executives	9	12%
	General staff	49	24%
Total		59	20%

Number of turnovers			Employee turnover rate
By gender	Male	27	19%
	Female	37	25%
By age	Aged under 30	27	50%
	Aged 30–40	28	19%
	Aged 41–50	5	8%
	Aged above 50	4	15%
By rank	C-level executives	0	0%
	Senior executives	2	22%
	Middle-level executives	8	11%
	General staff	54	27%
Total		64	22%

Occupational Safety and Health Performance	Total
Number and rate of work-related fatalities	0 (0%)
Number of work-related injuries	0
Lost days due to work-related injuries	0



Breakdown of the number of employees trained			Percentage of employees trained	Training hours (hours)	Average training hours (hours)
By gender	Male	56	39%	178	1.2
	Female	69	46%	153	1.0
By rank	C-level executives	7	100%	2	0.3
	Senior executives	3	33%	20	2.2
	Middle-level executives	11	14%	105	1.4
	General staff	104	51%	204	1.0
Total		125	43%	331	1.1

Region where the supplier is located	Number of suppliers	Number of suppliers implementing relevant practices
Shanxi	1	1
Chengdu	1	1
Xi'an	1	1
Guangzhou	14	14
Tianjin	4	4
Jiangsu	2	2
Shandong	2	2
Hebei	2	2
Beijing	24	24
Hunan	4	4
Total	55	55

Product quality	Total
Percentage of products recalled due to safety and health issues	0%
Number of complaints related to products or services	0

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