

TAYANG 大洋

Ta Yang Group Holdings Limited

大洋集團控股有限公司

*(incorporated in the Cayman Islands with limited liability)*

(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號 : 1991)

Environmental, Social And  
Governance Report

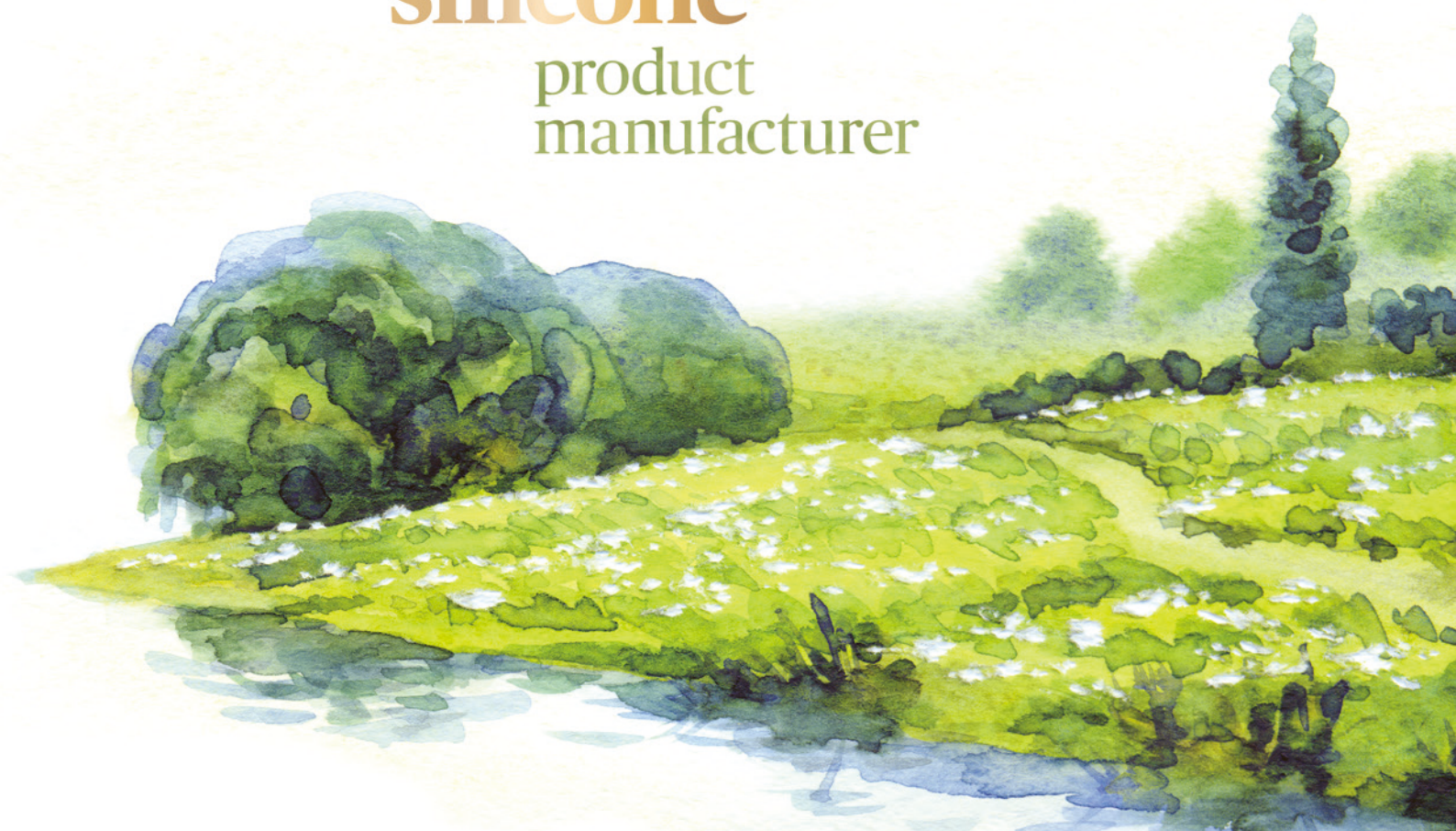
環境、社會及  
管治報告

2020

The world's  
most

competitive  
silicone

product  
manufacturer



# Environmental, Social and Governance Report

## 環境、社會及管治報告

### ABOUT THIS REPORT

The Environmental, Social and Governance (“ESG”) Report published by Ta Yang Group Holdings Limited (the “Company”) outlines the various initiatives of the Company and its subsidiaries (collectively referred to as the “Group” or “we”) in supporting sustainable development and the performance in the social and governance aspects for the year ended 31 December 2020 (the “reporting period”).

### Scope of the Report

The Group has two main operating segments, (i) manufacturing and sale of silicone rubber and related products and (ii) providing healthcare and hotel services. The content of the ESG Report mainly outlines the environmental and social policies of the Group in its silicone rubber business, with a focus on the performance of two of its major subsidiaries, namely Dongguan Tai Yang Rubber Plastic Industrial Company Limited (“Dongguan Tai Yang”) and Huzhou Ta Yang Electronic Technology Company Limited (“Huzhou Ta Yang”) in the environmental and social aspects during the reporting period. For the disclosure of key performance indicators for the reporting period, the Group also focuses on the performance of Dongguan Tai Yang and Huzhou Ta Yang. For details of corporate governance, please refer to the Corporate Governance Report in the annual report 2020.

### Reporting Guidance

This ESG Report is prepared in accordance with Appendix 27 to the Main Board Listing Rules, the Environmental, Social and Governance Reporting Guide, issued by The Stock Exchange of Hong Kong Limited (the “Stock Exchange”).

### Stakeholders Engagement

With the joint efforts of colleagues from various departments, we have a clearer understanding of the current development of the Group in the environmental and social aspects when preparing the ESG Report. The data we have collected not only provides a summary of the initiatives of the Group in the environmental and social aspects during the reporting period but also lays a foundation for formulating short-term and long-term policies for sustainable development.

### 關於本報告

大洋集團控股有限公司(「本公司」)發表的環境、社會及管治(「ESG」)報告闡述本公司及其附屬公司(統稱「本集團」或「我們」),截至二零二零年十二月三十一日止年度(「報告期」)在支持可持續發展方面的各項舉措以及在社會及管治方面的表現。

### 報告範疇

本集團主要有兩大經營板塊, (i)製造和銷售矽膠及相關產品, 以及(ii)提供保健和酒店服務。ESG報告的內容主要闡述本集團於矽膠事業的環境及社會政策, 並集中披露本集團其中兩家主要附屬公司 — 東莞大洋橡膠製品有限公司(「東莞大洋」)及湖州大洋電子科技有限公司(「湖州大洋」), 於本報告期內在環境及社會層面的表現。本集團亦以東莞大洋、湖州大洋的表現作為本報告期內關鍵績效指標的披露重點。有關企業管治的詳情, 請參閱二零二零年報內的《企業管治報告》。

### 報告準則

ESG報告依照香港聯合交易所有限公司(「聯交所」)《主板上市規則》附錄二十七《環境、社會及管治報告指引》所編寫。

### 持份者參與

有賴各部門同事共同參與, 我們撰寫ESG報告時更清晰瞭解本集團目前在環境和社會層面的發展水準。我們收集到的資料, 既總結了本集團於本報告期內的環境和社會工作, 也為我們制訂短期和長期可持續發展策略奠下基礎。



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Acknowledging the importance of stakeholders' opinions, the Group has therefore committed itself to in-depth communication with all stakeholders through various channels, responding positively to the expectations and concerns of different stakeholders and enhancing corporate management capabilities. The Group's stakeholders are from different sectors, including government and regulatory bodies, shareholders, partners, customers, employees, the environment, the community and the public. In addition to responding directly to the stakeholders' demands in daily operation, we have also established effective communication channels through regular meetings, general meetings, visits and interviews to understand the needs of stakeholders and respond accordingly. The opinions of stakeholders are vastly beneficial to formulating and implementing sustainable development strategies whereby we can improve ESG performance.

### ENVIRONMENTAL PROTECTION

#### Emissions

While committing itself to developing silicone rubber business, the Group has never forgotten protecting the surroundings where it operates. We continue to strictly observe the laws and regulations in relation to environmental protection, including the Atmospheric Pollution Prevention and Control Law of the People's Republic of China, Water Pollution Prevention and Control Law of the People's Republic of China, 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 Energy Conservation Law of the People's Republic of China, with a view to controlling emissions and conserving resources.

Dongguan Tai Yang and Huzhou Ta Yang both have obtained the ISO14001:2015 Environmental Management System Certification and engaged a third-party company to carry out regular inspection of pollutants, including industrial wastewater, domestic sewage and exhaust gas, discharged by factories to ensure that such emissions meet provincial and industrial emission standards.

#### Wastewater and sewage treatment

Wastewater generated by the Group can be classified into industrial wastewater and domestic sewage.

Domestic sewage from Dongguan Tai Yang and Huzhou Ta Yang undergoes treatment in the septic tank before being discharged into the municipal drainage system or wastewater treatment plant in the industrial park.

本集團深明持份者意見的重要性，因此我們致力以多元化的管道與各持份者深入溝通，積極回應不同持份者的期望和關注，提升公司的管理能力。本集團的持份者來自不同界別，包括政府與監管機構、股東、合作夥伴、客戶、員工、環境、社區及公眾等。除在日常營運過程中直接回應持份者訴求外，我們亦透過定期舉行會議、股東大會、拜訪和面談等方式，建立有效的溝通管道，瞭解持份者需求並作出回應。持份者的意見對我們制定和實施可持續發展策略有莫大裨益，從而讓我們提升ESG的表現。

#### 環境保護

##### 排放物

本集團在致力發展矽膠業務的同時，亦不忘保護業務所在的周邊環境。我們繼續嚴格遵守與環境保護相關的法律法規，包括《中華人民共和國大氣污染防治法》、《中華人民共和國水污染防治法》、《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《中華人民共和國節約能源法》，旨在控制排放量及節約資源。

東莞太洋及湖州大洋均已取得ISO14001:2015環境管理體系認證，並定期委託第三方公司對廠房外排污染物進行檢測，包括工業廢水、生活污水、廢氣等，確保排放物符合省級及行業的排放標準。

##### 廢水及污水處理

本集團產生的廢水可分為工業廢水及生活污水。

東莞太洋及湖州大洋的生活污水通過化糞池處理，方會排入市政管網或園區污水處理廠。

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Industrial wastewater from Dongguan Tai Yang mainly comes from the water curtain booths and cleaning operations. Wastewater from water curtain booths is reused in the production process after being treated by a production wastewater treatment facility and such water is regularly replaced and replenished. To ensure that industrial wastewater will not be discharged, industrial wastewater is collected and delivered to qualified units for central treatment. Given that industrial wastewater from Dongguan Tai Yang will not be discharged, industrial wastewater inspection is not required.

Industrial wastewater from Huzhou Ta Yang, including wastewater from screen cleaning operations and wastewater from spraying operations, is discharged into the wastewater treatment plant in the industrial park for treatment after being treated by a self-built wastewater treatment facility subject to emission limits under the Emission Standard of Pollutants for Rubber Products Industry (GB27632-2011).

### Exhaust gas

Organic exhaust gas is generated in various production procedures of the Group, such as printing and spraying. In order to reduce fugitive emissions of exhaust gas as much as possible, Dongguan Tai Yang and Huzhou Ta Yang collect and dispose of organic exhaust gas.

Dongguan Tai Yang disposes of collected exhaust gas properly to meet the standard requirements under the Emission Limits of Air Pollutants (DB44/27-2001) in Guangdong Province, Emission Standards for Volatile Organic Compounds for the Furniture Manufacturing Industry (DB44/814-2010) and Emission Standards for Volatile Organic Compounds for the Printing Industry (DB44/815-2010) in Guangdong Province. The exhaust gas from spraying operations is emitted into the air at a height only upon water scrubbing, UV photolysis and activated carbon adsorption treatment subject to emission standards.

Huzhou Ta Yang collects sulphur-containing and non-sulphur-containing organic exhaust gas separately and applies corresponding treatment techniques to enhance the efficiency of exhaust gas treatment, thereby meeting the standard requirements under the Emission Standard of Pollutants for Rubber Products Industry (GB27632-2011), the Emission Standard of Odour Pollutants (GB14554-93) and the Integrated Emission Standards for Air Pollutants (GB16297-1996). The removal rate of hydrogen sulphide and non-methane hydrocarbons reaches 80% upon treatment of exhaust gas.

東莞太洋的工業廢水主要來自水簾櫃廢水和清洗廢水。水簾櫃廢水會經生產廢水處理設施處理後回用於生產過程，並定期更換及補充用水。為保證工業廢水不外排，工業廢水經收集後送合資格的單位集中處理。鑒於東莞太洋工業廢水不外排，故不需要對工業廢水進行檢測。

湖州大洋的工業廢水，包括版網清洗廢水及噴淋廢水，均會經自建污水處理站處理，在確保水質達到《橡膠製品工業污染物排放標準》(GB27632-2011)的排放限值後，方會排入園區污水處理廠處理。

### 廢氣

本集團的不同生產過程中，例如印刷和噴塗工序，都會產生有機廢氣。為盡量減少無組織廢氣的排放，東莞太洋和湖州大洋均會收集並處理有機廢氣。

東莞太洋妥善處理收集後的廢氣，以達廣東省《大氣污染物排放限值》(DB44/27-2001)、廣東省《傢俱製造行業揮發性有機化合物排放標準》(DB44/814-2010)及《印刷行業揮發性有機化合物排放標準》(DB44/815-2010)的標準要求，例如，噴塗廢氣需經過水噴淋、UV光解及活性炭吸附處理，確保廢氣達標後才會高空排放。

湖州大洋會將含硫及不含硫的有機廢氣分開收集，採用不同技術處理兩種廢氣，提高廢氣處理率，以達《橡膠製品工業污染物排放標準》(GB27632-2011)、《惡臭污染物排放標準》(GB14554-93)及《大氣污染物綜合排放標準》(GB16297-1996)的標準要求。廢氣經處理後，硫化氫及非甲烷總烴的去除率高達80%。

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### Hazardous and non-hazardous waste

Non-hazardous waste includes general industrial solid waste and domestic garbage. Non-hazardous waste such as plastic, silicone rubber trimmings and disposed packaging materials, are generated in the production process, are collected and recycled by qualified collectors.

Domestic garbage from the staff is gathered up and then transported by a particular unit. The garbage produced is cleared up on a daily basis to reduce the spread of odour. Various hazardous waste such as waste lubricating oil, waste ink residues and waste cloths are classified into different categories upon collection and stored separately according to the applicable national and local requirements before collected by qualified units for further treatment.

### Resource Conservation

The Group places great emphasis on resource conservation and strives to enhance the energy efficiency of equipment by strengthening the maintenance of factory equipment, optimizing operation standards and adopting energy-saving measures. Moreover, we have adopted the following measures to enhance efficiency in the use of resources:

- **Enhancing the efficiency in the use of raw materials**

Silicone rubber, major raw materials of our products, is an eco-friendly material. We reduce the amount of waste by better production planning and cooperate with qualified factories in recycling silicone rubber trimmings generated in the production process.

- **Minimising packaging**

Packaging materials are reused to avoid secondary pollution and use recyclable and eco-friendly packaging materials as much as possible.

- **Raising environmental awareness**

The Group raises environmental awareness and standards of the staff through strengthening management and providing training. During the reporting period, Dongguan Tai Yang and Huzhou Ta Yang provided ISO14001:2015-related training courses for employees on the knowledge of waste classification and recycling, water and energy conservation, etc. Meanwhile, we have set strict operation standards for the staff to reduce the amount of exhaust gas generated.

### 危險和非危險廢物

非危險廢物包括一般工業固體廢物和生活垃圾。在生產過程中產生的塑膠、矽膠邊角料、廢棄包裝材料等非危險廢物，由有資質的收集商進行收集和回收。

員工的生活垃圾則經集中收集後，由特定單位統一運走，對產生的垃圾進行日產日清，以減少異味的擴散。廢潤滑油、廢油墨殘渣、廢布等各種危險廢物在收集後按不同類別分類，並按國家和地方適用要求分類存放，然後由合資格的單位收集，進一步處理。

### 節約資源

本集團重視節約資源，通過加強維護廠房設備、優化操作水準和節能措施，以提高設備的能源效益。此外，我們還採取了下列措施，以提高資源使用效益：

- **提高原材料的使用效率**

矽橡膠是我們產品的主要原料，是一種環保材料。我們通過完善的生產計劃，與有資質的工廠合作，對生產過程中產生的矽橡膠邊角料進行回收利用，減少廢棄物的數量。

- **儘量減少包裝**

包裝材料重複利用，避免二次污染，儘量使用可回收、環保的包裝材料。

- **提高環保意識**

本集團通過加強管理及提供員工培訓，增強員工的環保意識及質素。本報告期東莞太洋及湖州大洋提供了ISO14001:2015相關的培訓課程予員工，豐富員工有關垃圾分類回收、節水節電等知識。同時我們嚴格規範員工操作水準，以減少廢氣產生。



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- **The strategic location of factories**

As the production cycles of most of our customers are relatively short, the production facilities of the Group are strategically located in close proximity to our major clients' factories in the PRC, in order to deliver products to our customers on time while reducing carbon emissions from transportation.

- **Reduce, recycle and reuse ("3Rs")**

Switch off idle electrical appliances and maintain the room temperature at an optimal level;

Promote electronic communication, both internal and external, to reduce the needs of printings and encourage duplex printing; and

Placing paper recycling bins in the office to collect and reuse single-sided used paper.

## EMPLOYEES FIRST

### Employment

The Group has been able to establish its presence in the manufacturing industry of silicone rubber products for years riding on staff commitment and contribution. We strongly believe that good employment policy is the bedrock to promote the Group's sustainable development and maintain long-term stability, enabling the Group to continue to stand out in the industry.

### Rights and Interests of Employees

The Group has established a set of sound human resources procedures to regulate and manage recruitment activities, and carries out its recruitment process in a fair and just manner to recruit suitable talent in strict compliance with relevant laws and regulations, including the Labour Law of the People's Republic of China and Labour Contract Law of the People's Republic of China. Our recruitment process, which is mainly conducted by the human resources department centrally, strives to attract talents through different recruitment channels. Job candidates are free from any discrimination, such as ethnicity, races, age, gender, religion, marital status or fertility status. Candidates are selected as long as they satisfy the job requirements during the recruitment.

- **廠房選址**

由於本集團大部分客戶生產工序所需的週期較短，為求準時向客戶交貨，同時減少交通運輸過程中的碳排放，本集團的生產設施坐擁策略性的地理位置，鄰近主要客戶位於中國的廠房。

- **減少、回收和再利用 ("3Rs")**

關掉閒置的電器，將室溫保持在最佳水準；

促進內部和外部的電子通信，以減少列印需求，鼓勵雙面列印；及

在辦公室內放置廢紙回收箱，收集單面廢紙並再利用。

## 重視員工

### 僱傭

本集團在矽膠產品製造業得以屹立多年，全賴於員工的投入及貢獻。我們堅信良好的僱傭政策是推動本集團的持續發展及長遠穩定的基石，讓本集團得以繼續在業內脫穎而出。

### 員工權益

本集團制定了一套完善的人力資源程式，以規範及管理招聘活動，並嚴格遵從相關法律法規，包括《中華人民共和國勞動法》和《中華人民共和國勞動合同法》，以公平公正的方式招聘合適人才。我們的招聘工作主要由人力資源部統一負責，透過不同招聘管道，務求多方面吸納人才。應聘者不受任何歧視，如民族、種族、年齡、性別、宗教、婚姻狀況或生育狀況。只要候選人於招聘期間滿足工作要求，就會被選中。

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### Benefits of Employees

In accordance with laws and regulations, the Group ensures that the working hours of our employees meet the relevant requirements, and they are entitled to rest days and statutory paid holidays with wages in line with local minimum wage standards.

The Group hosts a variety of activities regularly, promotes the cultural concept of work-life balance and creates a harmonious working environment. During the summer holiday, Dongguan Tai Yang arranged 6–8 weeks children-caring campaign for employees, so that the children of the worker would not be left at home alone and unattended. The Group also organizes various recreational activities regularly, for example, short term interest classes, festival celebrations or banquet, sports day and birthday celebrations.

In addition to basic remuneration and leave, Dongguan Tai Yang also pays social insurance fees for our staff, such as endowment, medical care, unemployment, employment injury and maternity, and provides them with long service payment, rewards and allowances to commend for their dedication. For departing employees, the Group will pay the outstanding wages on time as required by relevant laws and regulations.

### Training and Development

The Group is dedicated to providing fair and just promotion opportunities, striving to build a leading work team in the industry. Therefore, we offer outstanding employees promotion opportunities based on employees' work capability, experience and performance.

Moreover, given that the expertise and knowledge of our staff are the keys to the success of the Group, we have invested resources in providing quality training commensurate with the staff at each level to cope with our operation policies and future development needs, as well as to enrich their knowledge, enhance their efficiency, and unleash their potential.

### 員工福利

按照法律法規，本集團確保員工的工時符合相關要求，並可享有休息日及法定有薪假期，工資亦符合當地最低工資標準。

本集團定期組織不同類型的活動，倡導工作與生活平衡的文化理念，締造和諧的工作環境。暑假期間，東莞太洋為員工安排了6至8周的關愛兒童活動，讓職工子女不至於獨自在家無人照顧。本集團亦定期組織各種文娛活動，如短期興趣班、節日慶典或宴會、運動會、生日慶典等。

除基本薪酬和假期外，東莞太洋亦為員工繳納醫療、失業、工傷、生育等社會保險費用，並為員工提供長期服務金、獎勵和津貼，以表彰員工的奉獻精神。對於離職員工，本集團將按照相關法律法規的要求及時支付所拖欠的工資。

### 員工培訓及發展

本集團致力提供公平公正的晉升機會，務求打造一個領先業界的工作團隊。因此，我們以員工的工作能力、經驗及表現為基礎，予以表現優異的員工晉升機會。

另外，員工的專業技能及知識是本集團賴以成功的關鍵，因此本集團投放資源為各級別員工提供相應的高質素培訓，以配合我們的營運方針及未來發展需要，增進員工知識及提高工作效率，激發員工潛能。

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Dongguan Tai Yang and Huzhou Ta Yang design annual training plan regularly and arrange internal and external training for employees based on the needs of each department and in line with future corporate development schemes. The Group provides orientation and training for new staff to help them gain some basic knowledge in the corporate profile, corporate culture and management system. New employees would also participate in induction training arranged by their respective units according to the needs of their positions, which mainly covers job-related operational skills and management systems regarding quality, safety and environment.

Training about the necessary skills and knowledge for the new positions are provided for redeployed staff. In addition, Dongguan Tai Yang will provide at least one on-the-job training bi-annually, offering basic required courses related to the management system, quality standard, etc.

Annual corporate training relating to job-related knowledge, skills and professional qualifications are provided on a regular basis for staff. Furthermore, we also encourage the staff to receive external training.

Dongguan Tai Yang provides training subsidies to encourage staff to participate in external training sessions, seminars and professional qualifications assessments, etc.

### Health and Safety

Maintaining occupational health and safety is not only the main responsibilities of the Group but also beneficial to promote long-term development. The Group has established a comprehensive work safety system, which covers a range of work safety tasks, whereby we can prepare for predictable sudden incidents. In order to implement the "Safety First, Prevention Oriented" approach, we set up comprehensive precautionary measures and emergency plans to protect the staff's safety dedicatedly and mitigate the impact of incidents. The Group has adopted a series of strict measures to ensure work operation procedures comply with regulatory requirements and facilitate the enforcement of work safety while strictly complying with relevant laws and regulations such as the Work Safety Law of the People's Republic of China. Under the safety reward scheme, employees and departments with outstanding performance in workplace safety are rewarded.

To enhance health and safety against the COVID-19 outbreak, the Group provided staff with surgical masks.

按照各部門需要，並綜合公司未來發展規劃及生產計劃，東莞太洋及湖州大洋會定期編制年度培訓計劃，為員工安排內部及外部培訓。東莞太洋及湖州大洋提供新進員工培訓，以協助新員工熟悉公司概况、企業文化及管理制等基本知識。根據不同崗位需要，新員工須參與所屬單位組織的上崗培訓，內容主要包括有關的操作技能及品質、安全及環境管理制度等。

我們亦為調職員工提供轉崗培訓，協助其掌握新職位所需的技術和知識。此外，東莞太洋每半年會進行至少一次的在職培訓，為員工提供有關管理體系、品質標準等基礎必修課程。

我們定期為員工提供與崗位知識、技能及專業資格等相關的課程。另外，我們亦鼓勵員工接受外部培訓。

東莞太洋會為員工提供培訓資助，支持員工參與外部機構培訓、研討會及專業資格考核等。

### 健康與安全

維護職業健康和安全的本集團的重要責任之一，且有助推動本集團的長遠發展。本集團建立了完善的安全生產體系，涵蓋一系列安全生產工作，為可預見的突發事件做好準備。為貫徹「安全第一，預防為主」的方針，我們建立了完善的預防措施和應急預案竭盡全力地保護員工的安全，減輕事故的影響。本集團在嚴格遵守《中華人民共和國安全生產法》等相關法律法規的同時，採取了一系列嚴格的措施，確保工作操作程式符合規範要求，促進安全生產工作的開展。根據安全獎勵辦法，對在安全生產工作中表現突出的員工和部門進行獎勵。

為在新冠疫情下加強健康與安全，本集團為員工提供外科口罩。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

### Work Safety System

Huzhou Ta Yang has established a comprehensive work safety management system and unequivocally sets out work safety management accountability, ensuring each department will enforce relevant laws, regulations and standards diligently. The work safety management system includes safety inspection, safety education training, occupational disease prevention and control and safety protection equipment.

In addition, Dongguan Tai Yang adopts a clearly defined top-down work safety accountability system, under which the staff at each level bear the responsibility to comply with safety policies. Dongguan Tai Yang has established the Work Safety Committee ("WSC") which is responsible for work safety management and implementing the principle of "Regulate Work and Maintain Safety". WSC's responsibilities include researching and devising work safety technical measures and labour protection schemes, arranging and monitoring work safety inspections as well as handling safety-related incidents. WSC carries out work safety inspections, including at least two safety inspections of the factories quarterly, at least two safety inspections of each production unit monthly and daily inspections of all special jobs and equipment, to ensure the smooth running and safety of production.

Under the work safety accountability system, each production unit has to set up a work safety task force which is responsible for providing work safety education, formulating implementation details and operation procedures for work safety and carrying out the instructions of WSC to ensure workplace safety. All machine rooms and production teams have safety personnel in place to oversee the production process. According to the work safety system of Dongguan Tai Yang, machine operators, as well as employees on special positions who handle dangerous materials must go through professional safety skills training, pass assessment tests and obtain relevant licences before becoming eligible to carry out duties independently. New employees, temporary employees, interns and redeployed employees will be qualified to work only when they complete three levels of safety training, including production unit training, machine room team training and production position training.

### Labour standard

To prevent the employment of child labour, an identification check is carried out. Upon discovery of any child labour, the person will be dismissed immediately. The Group also mentioned the job duties, working locations and working hours in the employment contract.

### 安全生產體系

湖州大洋設有完善的安全生產管理制度，清楚列明安全生產管理職責，確保負責單位認真執行有關法律法規及標準。湖州大洋的安全生產管理制度涵蓋的內容包括安全檢查、安全教育培訓、職業病防治及安全防護設備等。

此外，東莞太洋的安全生產責任制職權分明，由上而下，各級別員工均有責任履行安全方針。東莞太洋已成立安全生產委員會（「安委會」），負責公司安全生產管理工作，貫徹「管生產必須管安全」的原則。安委會的職責包括研究並制定安全生產技術措施和勞動保護計劃、組織並監督安全生產檢查以及處理安全事故等工作。例如，安委會組織不同類型的安全生產檢查，包括工廠每季至少兩次的安全檢查、各生產單位每月至少兩次的安全檢查、所有特殊工種和設備的每日檢查等，以確保生產工作運行正常且安全。

在安全生產責任制下，各生產單位須成立安全生產領導小組，負責提供安全生產教育、制定安全生產實施細則和操作規程、執行安委會的指令，以確保生產安全。各機房、生產班組亦設置安全員，負責監督生產過程。按照東莞太洋的安全生產制度，機器操作員及處理危險物品的特殊工種員工須進行專業安全技術培訓，並通過考核取得相關執照後，方可獨立執行工作。新員工、臨時工、實習人員和調職員工則須完成三級安全培訓，包括生產單位、機房班組和生產崗位的培訓，方可上崗。

### 勞工標準

為防止僱用童工，本集團進行身份檢查。倘發現任何童工，該人士將被即時解僱。本集團亦在勞動合同中提述工作職責、工作地點及工作時間。

# Environmental, Social and Governance Report

## 環境、社會及管治報告

To cater to the needs of different positions, Dongguan Tai Yang has adopted three working hour systems, i.e. the standard working hour system, the flexible working hour system and the comprehensive working hour system. The Group also promotes the message of work-life balance. Overtime work is not in practice unless there are urgent production needs. The Group provides overtime pay or compensatory leave in accordance with relevant regulations and prohibits any behaviour of forced labour.

### Prevention and Handling of Accidents

The Group strictly abides by laws and regulations, such as the Fire Protection Law of the People's Republic of China and Law of the People's Republic of China on Prevention and Control of Occupational Diseases, and has established a system to prevent and handle emergencies. To prevent accidents, the Group has formulated precautionary and strengthened safety training to enhance corporate safety management technical knowledge and safety operation skills. The Group has set out detailed solutions and a clear list of emergency personnel with the division of labour to address emergencies such as fire, flood and chemical leakage to reduce casualty and losses arising from accidents.

The Group also takes safety education seriously, for example, Dongguan Tai Yang has a wide range of safety education measures, including posting slogans and distributing leaflets in all departments, workshops and teams as well as hosting activities like "Work Safety Month" and "Walk for Work Safety", to promote national work safety approaches, policies and relevant laws and regulations to employees for the purpose of raising their awareness of workplace safety. Moreover, during the process of manufacturing silicone rubber products, employees may be exposed to chemicals. As such, apart from strengthening professional training in actual operation for these employees, Dongguan Tai Yang has strengthened ventilation equipment to ensure that the air quality in the workshop meets the standard of Occupational Exposure Limits for Hazardous Chemical Agents (GBZ2.1-2007). The Group attaches great importance to fire emergency safety management and formulates comprehensive fire emergency management system. For example, Huzhou Ta Yang carries out fire emergency safety inspection per day and per shift, and potential dangers will be rectified and eliminated once found. Dongguan Tai Yang and Huzhou Ta Yang arranged four safety drills respectively to raise staff's capacity to cope with emergencies during the reporting period. We have also provided employees with sufficient protective gear, such as protective masks and gloves, to reduce the impact of chemicals on employees' health.

為適應不同崗位的需要，東莞太洋採用了三種工時制度，即標準工時制、彈性工時制和綜合工時制。此外，本集團亦提倡工作與生活平衡。除非有迫切的生產需要，否則實際上不加班。本集團按照相關規定提供加班費或補休，禁止任何強迫勞動的行為。

### 事故預防及處理

本集團嚴格遵守《中華人民共和國消防法》及《中華人民共和國職業病防治法》等法律法規，亦建立突發事件預防和處理制度。為了預防事故發生，本集團制定各種預防措施，並透過加強安全培訓，提高企業的安全管理技術知識和安全操作技能。本集團訂立詳盡對策及制定清晰的應急人員分工名單，應對火警、水浸、化學洩漏等緊急情況，以減低事故造成的傷亡和損失。

本集團亦十分重視安全教育。以東莞太洋為例，其安全教育工作類型廣泛，包括在各部門、車間及班組張貼標語及派發宣傳單張，並組織「安全生產月」及「安全生產萬裏行」等活動，藉此向員工推廣國家安全生產方針、政策及相關法律法規，提高員工在工作場所的安全生產意識。另外，在製造矽膠產品的過程中，員工有機會接觸到化學物品。為此，東莞太洋除加強接觸人員專業實操培訓外，亦加強車間排風設備，以確保車間空氣質量達到《工作場所所有害因素職業接觸限值：化學有害因素》(GBZ2.1-2007)。本集團重視消防安全管理，並制定了完善的消防管理制度，例如湖州大洋會於每日、每班進行消防安全檢查，一旦發現隱患會立刻整改。本報告期間，東莞太洋及湖州大洋各進行了四次安全演練，提升員工緊急應變能力。我們亦為員工提供足夠的防護工具，包括防護口罩和防護手套等，以減低化學品對員工健康的影響。

# Environmental, Social and Governance Report

## 環境、社會及管治報告

Meanwhile, Dongguan Tai Yang and Huzhou Ta Yang arrange free annual medical check-up for employees and regular assessment by third-parties on the working environment of factories to safeguard employees' health.

### OPERATING PRACTICES

#### Supply chain management

The Group has always been placing great emphasis on product quality to protect the interests of customers. We stringently manage suppliers to avoid any impact of raw materials on products and adopt strict quality control over the production process.

The Group has established policy and procedure for the selection of new suppliers and reviewing the performance of current suppliers, including the following:

- conduct risk assessments on candidate suppliers' production capability, delivery capacity, financial position and environmental compliance, and obtain sample materials for assessment;
- conduct an on-site assessment as necessary in order to ensure that the supplier meets the production requirements;
- assess the raw materials to ensure that the raw material specifications from the candidate suppliers meet the environmental requirements of the customers and comply with relevant laws and regulations, if applicable;
- review and update the List of Qualified Suppliers regularly; and
- conducts regular assessment on the quality of raw materials on existing suppliers, etc.

Suppliers and potential suppliers who hold certificates on quality control such as ISO9001 or IATF16949 would be more preferable. Suppliers with poor ratings and no improvement actions would be directly disqualified.

同時，東莞太洋及湖州大洋為員工安排免費的年度身體檢查，並定期安排第三方進行廠房工作環境評估，保障員工健康。

### 營運慣例

#### 供應鏈管理

本集團一向重視產品品質，保障客戶權益。我們嚴格管理供應商，避免產品受原材料影響，並對生產過程採取嚴謹的品質監控。

本集團已制定政策及程式，以選擇新供應商及檢討現有供應商的表現，包括以下各項：

- 對候選供應商的生產能力、交貨能力、財務狀況及環保法規進行風險評估，並取得物料樣本進行評估；
- 必要時進行現場評估，以確保供應商符合生產要求；
- 對原材料進行評估，確保候選供應商提供的原材料規格符合客戶的環保要求，並符合相關法律法規(如適用)；
- 定期審查和更新合格供應商名單；以及
- 定期對現有供應商進行原材料品質評估等。

我們會優先考慮持有ISO9001或IATF16949等品質控制證書的供應商和潛在供應商。對評價較差且無改進措施的供應商，將直接取消其資格。



### Product Quality Management

The Group attaches great importance to product quality. In addition to compliance with relevant laws and regulations, including the Product Quality Law of the People's Republic of China and Production Safety Law of the People's Republic of China, we have also established detailed quality management procedures. For the whole process from the receipt of raw materials to the dispatch of products, we carry out strict quality control on every process to maintain stable product quality in accordance with the requirement of ISO9001:2015 and ISO/TS 16949:2009 certification in Quality Management System.

Taking Dongguan Tai Yang as an example, upon receipt of raw materials, its warehouse staff will check the goods according to the materials and procurement requirements, and the quality control department will examine the appearance and functions of such raw materials on a random sampling basis. When the raw materials pass the preliminary check, the quality control department will stamp a qualifying mark on the packaging of the particular batch of raw materials for storage in the warehouse. If the raw materials fail to pass the preliminary check, the quality control department may reject the batch and request for a followup from the supplier to avoid any misuse of unqualified raw materials. During the process of production, inspectors from Dongguan Tai Yang will carry out inspections in accordance with established policies and practices. Not only will they monitor the operation of equipment, but they will also correct any improper operation by the staff in order to ensure the quality of finished goods. In each of the production process, Dongguan Tai Yang deploys inspectors for a comprehensive inspection of the products. All uninspected products will not go through the next process. Before the outbound of finished goods, the quality control department will carry out another inspection of the products. Unqualified products detected in the product inspection are set aside to avoid being mixed up and inspectors will take a record of the unqualified products. After unqualified products are reworked, inspectors will carry out the inspection in accordance with stricter standards. As for storage, Dongguan Tai Yang posts "No Smoking and Fire Making" signs in all storage areas to prevent accidents. At the same time, by taking measures such as monitoring the temperature and humidity of the warehouse, Dongguan Tai Yang ensures that the storage management meets the requirements of ISO14001 environmental management system and the products are properly stored.

If products are found that is below standard, the quality control department would track the shipments while products with serious quality problems would be recalled. In order to ensure effective implementation of product recall procedures in the event of an emergency, a product recall simulation exercise is conducted at least once a year. During the reporting period, no products sold or shipped are recalled due to safety and health reasons.

### 產品質量管理

本集團十分重視產品質量，除了遵守相關法律法規，包括《中華人民共和國產品質量法》及《中華人民共和國安全生產法》，我們已制定詳細的質量管理程式。從接收原材料到產品出庫的整個過程，公司按照 ISO9001:2015 和 ISO/TS16949:2009 品質管理體系認證的要求，對每一道工序進行嚴格的品質控制，保持產品品質穩定。

以東莞太洋為例，在交收原材料時，倉庫員工根據物料及採購要求核對貨物，品管部則進行針對原材料外觀及性能的抽查。當原材料通過初步檢查，品管部會在該批次原材料的包裝箱蓋上合格標示，由倉庫接收該批次原材料；如原材料無法通過初步檢查，品管部可以拒收該批次原材料，並會要求供應商跟進，防止誤用不合格的材料。於生產過程中，東莞太洋的檢驗員會按照制度規範進行巡視，不僅監察設備的運作，並會糾正員工不妥的操作，以確保成品品質不受影響。於各生產環節，東莞太洋設置檢驗員進行產品全檢，所有未經檢驗的產品不得轉入下一工序。成品出貨前，品管部會再次檢驗產品。在質檢過程中發現的不合格產品會被分開存放，以防止混用，檢驗員亦會記錄不合格產品。不合格產品經過重新加工後，檢驗員會根據更嚴格標準進行檢驗。在儲存方面，東莞太洋在所有儲存區張貼「嚴禁煙火」告示，以避免意外發生。同時，東莞太洋會透過控制倉庫溫度和濕度等措施，確保儲存管理符合 ISO14001 環境管理體系要求及產品得以妥善保存。

如果發現產品不符合標準，品管部門會對出貨量進行跟蹤，對質量問題嚴重的產品進行召回。為確保在緊急情況下有效執行產品召回程式，每年至少進行一次產品召回模擬演習。在報告期內，沒有因安全和健康原因而召回已銷售或已發貨的產品。

# Environmental, Social and Governance Report

## 環境、社會及管治報告

### Customer-oriented

The Group always adheres the customer-oriented approach and provides quality products and services to customers. The Group conducts surveys and analyses on client satisfaction regularly and formulates corresponding measures to enhance product and service quality. The scope of the survey can be broadly divided into two aspects, (i) products and (ii) services. The product aspect covers the opinions and suggestions of customers towards the quality, price, appearance or package of our products, while service concerns about the response on handling enquiries and complaints and our delivery capacity. When customer satisfaction is lower than expected, we will raise the issues for improvements and follow up on the implementation of the improvement measures. For unsatisfactory improvement measures, we will redevelop measures until the improvements are completed. Through sorting out and conducting analyses on the opinions and suggestions of customers, the Group can have a better understanding of customers' needs in order to provide services with higher quality. Customers may also file complaints against our products by means of phone, fax or mail. The Group will take every complaint seriously and reply as quickly as possible.

During the reporting period, the Group did not recognize any non-compliance with relevant laws and regulations related to advertising and labelling and did not use incorrect information for publicity to mislead customers.

### Privacy data protection and intellectual property rights

To safeguard customer data and the confidential information of the Group, we specifically request our senior management and senior technicians to undertake confidentiality obligations and comply with the Non-Compete Clause within two years after the termination of their employment contracts. If customers request for extra measures to protect their intellectual property, the Group will also enter into confidentiality agreements with them in full respect for their privacy.

### Anti-corruption

Furthermore, we abide by the laws and regulations against corruption, blackmail, fraud and money laundering, such as the Criminal Law of the People's Republic of China, and forbid all employees to engage in any malpractice or fraud in the name of the Group.

Any employee who is in breach of the rules may be dismissed or even held criminally liable.

### 客戶至上

本集團一向以客為尊，致力為客戶提供優質產品和服務。並定期對客戶滿意度進行調查分析，制定相應的措施提升產品和服務品質。本集團定期對客戶滿意度進行調查分析，並制定相應的措施，提升產品和服務品質。調查範圍大致可分為兩個方面，(i) 產品和(ii) 服務。產品方面包括客戶對我們產品的品質、價格、外觀或包裝的意見和建議，而服務方面則關注客戶對處理查詢和投訴的反應以及我們的送貨能力。針對客戶滿意度較低的範疇，我們會提出需改進的事項，並跟進實施改進措施後的情況。對未如理想的改進措施，我們亦會重新制定對策，直至完成。通過整理及分析客戶的意見和建議，本集團將更瞭解客戶需求，以冀提供更優質的服務。客戶亦可透過電話、傳真、郵遞等途徑就產品作出投訴，本集團會嚴肅認真對待所有投訴，並會盡快回覆。

報告期內，本集團未發現任何違反廣告和標識相關法律法規的情況，也沒有利用錯誤資訊進行宣傳誤導客戶的情況。

### 隱私保護和知識產權

為了保障客戶資料及本集團機密，我們特別要求高級管理人員、高級技術人員等履行保密義務。在合約完結的兩年內，員工仍需遵守競業限制。若客戶要求額外措施保障知識產權，本集團亦會與其簽定保密協議，充分尊重客戶私隱。

### 反腐倡廉

此外，我們遵守《中華人民共和國刑法》等反貪污、反勒索、反詐騙、反洗錢的法律法規，嚴禁所有員工以集團名義從事任何不良行為或欺詐行為。

任何違反規定的員工都有可能被辭退，甚至被追究刑事責任。

# Environmental, Social and Governance Report

## 環境、社會及管治報告

### COMMUNITY ENGAGEMENT

As a socially responsible corporation, the Group has all along been engaging in community activities while expanding its footprint, with an aim to pay back to society. The Group always encourages employees to actively participate in community and voluntary work to further the benefits of local communities and render assistance to the needy.

In January 2020, Dongguan Tai Yang has been awarded by the community (金河社區居民委員會) for the contribution in the Chinese New Year event (春節壽星團拜會).

In March 2020, Dongguan Tai Yang has been recognized as the most efficient corporation in 2019 (樟木頭鎮2019年度效益貢獻先進企業) by the local government.

In May 2020, the Group has made a donation of 100,500 reusable N95 silicone face masks (新型N95矽膠口罩) to the Liaoning Province (遼寧省新冠肺炎疫情防控指揮部).

In July 2020, Dongguan Tai Yang has participated in the blood donation activity held in the factory organized by the local government. Meanwhile, the Group has strengthened its ties and communication with various communities for the well-being of society, in an effort to advocate a caring and serving spirit.

### 社區參與

作為肩負社會責任的企業，本集團在發展業務時，亦致力參與社會活動，回饋社會。本集團一直鼓勵員工積極參與社會公益事務，以惠澤當地社區及幫助有需要的人士。

於二零二零年一月，東莞太洋獲金河社區居民委員會就於春節壽星團拜會的貢獻授予獎狀。

於二零二零年三月，東莞太洋獲當地政府認可為樟木頭鎮2019年度效益貢獻先進企業。

於二零二零年五月，本集團向遼寧省新冠肺炎疫情防控指揮部捐贈100,500個新型N95矽膠口罩。

於二零二零年七月，東莞太洋參與由當地政府組織在工廠舉辦的捐血活動。同時，為社會健康，本集團強加其與各界的聯繫及溝通，以推廣關愛服務的精神。



# Environmental, Social and Governance Report

## 環境、社會及管治報告

### KEY PERFORMANCE INDICATORS

The following data only cover the operations of Dongguan Tai Yang and Huzhou Ta Yang for the year ended 31 December 2020. In future, the Group will consider expanding the coverage of operations in the ESG Report.

### 關鍵績效指標

以下數據僅涵蓋截至二零二零年十二月三十一日止年度東莞太洋及湖州大洋的業務。未來，本集團將考慮擴大ESG報告中的業務覆蓋面。

	Unit	Year ended 31 December 2020
	單位	截至二零二零年 十二月三十一日止 年度
<b>Environmental Indicator</b>		
<b>環境指標</b>		
Air pollutants emissions		
空氣污染物排放		
Nitrogen oxides	Kg	49
氮氧化物	公斤	
Sulphur oxides	Kg	1
氧化硫	公斤	
Particulate matters	Kg	4
顆粒物	公斤	
Greenhouse gas emissions	t CO <sub>2</sub> e	11,673
溫室氣體排放	噸二氧化碳當量	
Direct emissions (Scope 1)	t CO <sub>2</sub> e	84
直接排放(範圍1)	噸二氧化碳當量	
Energy indirect emissions (Scope 2)	t CO <sub>2</sub> e	11,415
能源間接排放(範圍2)	噸二氧化碳當量	
Other indirect emissions (Scope 3)	t CO <sub>2</sub> e	174
其他間接排放(範圍3)	噸二氧化碳當量	
Intensity of greenhouse gas emissions	t CO <sub>2</sub> e/HK\$ million revenue	33
溫室氣體排放強度	噸二氧化碳當量/百萬港元收益	
Waste		
廢物		
Total hazardous waste	Tonne	13.54
危險廢物總量	噸	
Intensity of hazardous waste	Tonne/HK\$ million revenue	0.04
危險廢物的密度	噸/百萬港元收益	
Total non-hazardous waste	Tonne	70
非危險廢物總量	噸	
Intensity of non-hazardous waste	Tonne/HK\$ million revenue	0.2
非危險廢物的密度	噸/百萬港元收益	

# Environmental, Social and Governance Report

## 環境、社會及管治報告

	Unit	Year ended 31 December 2020 截至二零二零年 十二月三十一日止 年度
	單位	
Use of Resources		
資源的使用		
Diesel	L	20,215
柴油	公升	
Intensity of diesel consumption	L/HK\$ million revenue	57
柴油消耗強度	公升／百萬港元收益	
Petrol	L	15,325
汽油	公升	
Intensity of petrol consumption	L/HK\$ million revenue	43
汽油消耗強度	公升／百萬港元收益	
Electricity	MWh	13,737
電力	千瓦時	
Intensity of electricity consumption	MWh/HK\$ million revenue	39
用電強度	千瓦時／百萬港元收益	
Water	m <sup>3</sup>	133,875
水	立方米	
Intensity of water consumption	m <sup>3</sup> /HK\$ million revenue	378
用水強度	立方米／百萬港元收益	
Packaging material consumption	Tonne	167,892
包裝材料消耗	噸	
Intensity of packaging material consumption	Tonne/HK\$ million revenue	474
包裝材料的消耗強度	噸／百萬港元收益	

# Environmental, Social and Governance Report

## 環境、社會及管治報告

Year ended  
31 December 2020  
截至二零二零年  
十二月三十一日  
年度

### Employment Indicator

By gender  
Male  
Female

### 僱員人數

按性別劃分  
男性  
女性

439  
437

By age  
Below 30  
30 to 50  
Over 50

按年齡劃分  
30歲以下  
30歲至50歲  
50歲以上

178  
651  
47

### Occupational health and safety

Number of work-related fatalities  
Number of work-related injuries  
Lost days due to work-related injury

### 職業健康與安全

因工作關係而死亡的人數  
因工作關係而受傷的人數  
因工傷損失工作日數

0  
18  
642

### Training

Average training hours per employee  
By gender  
Male  
Female

培訓  
每名僱員的平均培訓時數  
按性別劃分  
男性  
女性

8  
10



