



# 中國秦發集團有限公司 CHINA QINF A GROUP LIMITED

Incorporated in the Cayman Islands with limited liability  
於開曼群島註冊成立的有限公司  
Stock code 股份代號：866

## Environmental, Social and Governance Report 環境、社會及管治報告 2020





# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

### CONTENTS

<b>MESSAGE FROM THE CHAIRMAN</b>
<b>ABOUT THIS REPORT</b>
<b>REPORTING SCOPE</b>
<b>ENVIRONMENTAL, SOCIAL AND GOVERNANCE APPROACH</b>
<b>BASIS OF PREPARATION</b>
<b>COMMUNICATION WITH STAKEHOLDERS</b>
<b>KEY ISSUES IDENTIFICATION</b>
<b>A. ENVIRONMENT</b>
1. EMISSIONS
2. USE OF RESOURCES
3. THE ENVIRONMENT AND NATURAL RESOURCES
4. CLIMATE CHANGE
<b>B. SOCIAL</b>
1. EMPLOYMENT AND LABOUR PRACTICES
2. HEALTH AND SAFETY
3. TRAINING AND DEVELOPMENT
4. LABOUR STANDARDS
5. SUPPLY CHAIN MANAGEMENT
6. PRODUCT/SERVICE RESPONSIBILITY
7. ANTI-CORRUPTION
8. COMMUNITY INVESTMENT
<b>OUTLOOK</b>
<b>FEEDBACK CHANNELS</b>
<b>THE STOCK EXCHANGE ESG REPORTING GUIDE</b>
<b>CONTENT INDEX TABLE</b>

### 目錄

主席致辭	2
關於本報告	3
報告範圍	3
環境、社會及管治方針	4
編製基準	4
與持份者溝通	5
識別關鍵議題	5
<b>A. 環境</b>	6
1. 排放	7
2. 資源使用	10
3. 環境及自然資源	13
4. 氣候轉變	14
<b>B. 社會</b>	14
1. 僱傭與勞工常規	14
2. 健康與安全	17
3. 發展及培訓	18
4. 勞工準則	20
5. 供應鏈管理	21
6. 產品／服務責任	22
7. 反貪污	23
8. 社區投資	24
展望	25
意見收集渠道	25
聯交所ESG報告指引內容索引表	26

## MESSAGE FROM THE CHAIRMAN

We strive to promote sustainability development as the best business model which serve the interests for investors and the surrounding communities. The Board of Directors assumes the overall responsibility for the sustainable development, and leads the way to fulfil social responsibility. We will also ensure the development direction is in line with the stakeholders' expectations by ongoing sustainability risk management and stakeholder communication. This is reflected in our investments that have a benign impact on the community.

During the year, in response to the expectations of the stakeholders, we incessantly and proactively promoted sustainability-driven consumption and green production, and cooperated with suppliers to further the sustainability of the supply chain. Moreover, we emphasized employee benefits and individual development. In regard to our emergency response to COVID-19, after receiving the early notification from the government, the Group followed the guideline issued by the government and implemented the prevention and control measures to safeguard the health and safety of our employees. All these initiatives aimed to form and maintain a harmonious workplace and business atmosphere.

Finally, on behalf of the Board of Directors, I would like to express my gratitude to all shareholders, business partners and customers for their long-term support to the Group, and convey my sincere appreciation to all employees for their efforts and contributions. We will continue to build a warm and high-quality living standard for the public in a green and sustainable way, and join hands with various stakeholders on the road of sustainable development to create a bright future.

**Xu Da**

*Chairman*

19 July 2021

## 主席致辭

我們努力促進可持續發展作為最有利於投資者及週邊社區的商業模式。董事會肩負起可持續發展事宜的整體責任，帶領本集團實踐社會責任。我們亦會維持可持續發展風險管理及與持份者的溝通，確保其發展方向合乎各持份者期望。這體現在我們對社會具有良好影響的投資當中。

這一年，為達致持份者的期望，我們不曾懈怠，積極推廣可持續消費和綠色生產，與供應商攜手，使供應鏈的可持續性更進一步。此外，我們重視員工福利及個人發展。我們對2019年冠狀病毒採取緊急應對措施，本集團收到政府迅速通知後，按照政府發佈的指引，實施預防及控制措施，保障員工的健康和安全。所有該等倡議旨在創造並維護和諧的工作環境和企業氛圍。

最後，我謹代表董事會感謝各位股東、業務合作夥伴及客戶長久以來對本集團的支持，亦衷心感謝全體員工的努力和貢獻。我們將以綠色可持續的方式繼續為社會大眾締造溫暖、高質量的生活，在可持續發展的道路上與各利益相關方攜手共進，創造更加精彩的未來。

**徐達**

*主席*

二零二一年七月十九日

## ABOUT THIS REPORT

This Environmental, Social and Governance report (the “ESG Report”) details the policies, measures and performance of environmental, social and governance (“ESG”) of China Qinfa Group Limited (the “Group”). In this report presented to the stakeholders, the Group disclosed our measures and performance on sustainability issues in a transparent and open manner, with an aim to reinforce stakeholders’ confidence in the Group and to further deepen their understanding of our direction and progress on sustainability issues.

## REPORTING SCOPE

This ESG Report disclosed the ESG performance during the period from 1 January to 31 December 2020 (the “Reporting Period”).

The Group is a leading non-state owned thermal coal supplier in China operating an integrated coal supply chain, including coal mining, purchase and sales, filtering, storage, blending of coal in China and shipping transportation business. The Group has expanded its integrated coal supply chain through vertical integration to provide high-quality coal supply and related services to our customers.

The scope of this ESG Report covers the operation at our office in Guangzhou and Xingtao Coal Mine (“Xingtao Coal Mine”) and Fengxi Coal Mine (“Fengxi Coal Mine”) owned by Huameiao Energy under the Group. The Group has adopted the principle of materiality when planning and preparing the ESG Report. Unless otherwise stated hereto, this report covers the operations at Guangzhou office, Xingtao Coal Mine and Fengxi Coal Mine, which represents most of the environmental and social impacts of the Group.

## 關於本報告

本環境、社會及管治報告(「ESG報告」)詳列中國秦發集團有限公司(「本集團」)在環境、社會及管治(「ESG」)方面的政策、措施和績效。本報告向持份者作出匯報，本集團以透明及公開的方式披露本集團在可持續發展議題上的措施和表現，以鞏固持份者對本集團的信心，並進一步瞭解我們於可持續發展議題的方向和進程。

## 報告範圍

本ESG報告向本集團的持份者披露在二零二零年一月一日至十二月三十一日(「報告期」)的ESG表現。

本集團是中國領先的非國有動力煤供應商，經營一體化煤炭供應鏈，包括於中國採煤、煤炭購銷、選煤、存儲、配煤及航運運輸業務。本集團通過垂直整合拓展其一體化煤炭供應鏈，為廣大客戶提供優質的煤炭供應及相關服務。

本ESG報告的範圍包括位於廣州的辦公室及本集團旗下華美奧能源擁有之興陶煤礦(「興陶煤礦」)及馮西煤礦(「馮西煤礦」)的營運。本集團在規劃和編製ESG報告時採用重要性原則。除非另有說明，本報告涵蓋位於廣州辦公室、興陶煤礦及馮西煤礦的營運，代表本集團大部分的環境和社會方面的影響。

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE APPROACH

The Group aims at becoming an influential energy conglomeration integrating production, transportation and sales. In this regard, the Group publishes an ESG Report annually for public review. Furthermore, the Group is committed to generating lasting values that drive sustainable development. Consequently, the Group adopts a sustainability policy, which covers the Group's actions in the aspects of environmental, employment, business integrity, and community. The Group is committed to integrating these values into its operation and governance, and strives to contribute to the sustainability development of the society.

## BASIS OF PREPARATION

This report is prepared and presented with reference to the requirements under the Environmental, Social and Governance Reporting Guide set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited:

1. **Materiality:** The threshold at which the relevant ESG issues become sufficiently important to investors and other related parties that they should be reported. The Group determines materiality through internal assessment and its communication with different stakeholders.
2. **Quantitative:** Key performance indicators (KPIs), if any, need to be measurable, and give effective comparative data where appropriate. Furthermore, the purpose and impacts shall be explained. Internationally or nationally recognized methodologies have been adopted in the calculations and estimations.
3. **Balance:** This report should provide an unbiased picture of the Group's performance in the ESG issues, and should avoid selections, omissions, or presentation formats that may inappropriately influence a decision or judgment by the report reader.
4. **Consistency:** This report should use consistent methodologies to allow for meaningful comparisons, and disclose in the report any changes to these methodologies.

## 環境、社會及管治方針

本集團旨在成為一家有影響力的能源集團，綜合生產、運輸及銷售。因此，本集團每年發佈ESG報告，供公眾查閱。此外，本集團致力締造長遠價值，推動可持續發展。據此，本集團採納可持續發展政策，該政策涵蓋集團於環境、僱傭、商業誠信、及社區等方面之行動。本集團致力將該等價值融入至營運及管治，努力為社會的可持續發展作出貢獻。

## 編製基準

本報告根據香港聯合交易所有限公司證券上市規則附錄二十七對《環境、社會及管治報告指引》的要求編撰及呈列相關資料：

1. **重要性：**當環境、社會及管治的相關事宜會對投資者及其他關聯方產生重要影響時，本報告須作出彙報。本集團透過內部評估及與不同持份者溝通釐定重要性。
2. **量化：**如有訂立關鍵績效指標，該指標須可予以計量並於適當情況下作出有效對比，而所訂立的指標亦須闡述其目的及影響。計量及估計採用國際或國家認可的方法。
3. **平衡：**本報告須不偏不倚地呈報集團在環境、社會及管治方面的表現，以及避免不恰當地誤導讀者決策或判斷的選擇、遺漏或呈報格式。
4. **一致性：**本報告使用一致的披露統計方法，使相關數據日後可作有意義的比較。若統計方法於日後有所變更，亦須在報告中註明。

## COMMUNICATION WITH STAKEHOLDERS

Not only does the feedback from stakeholders facilitate a wide-ranging and pertinent evaluation of the Group's ESG performance, it also helps the Group to advance its performance. Hence, the Group communicates with stakeholders in an open, honest and positive way through various channels, such as results announcements and annual reports. Moreover, the Group also shares information about the Group with the stakeholders on the Group's website.

The operation of the Group affects a range of stakeholders, such as investors, shareholders, employees, suppliers and customers, who may have diverse expectations on the Group. For the purpose of improving its ESG approaches, the Group will continue to communicate with stakeholders and collect opinions from them through various channels. Simultaneously, the Group will improve the disclosures to define the content of the ESG Report to meet the expectations of the stakeholders.

## KEY ISSUES IDENTIFICATION

With an aim to disclose the sustainability issues that are material to the key stakeholders, the Group's identified key stakeholders have pinpointed issues that they consider important to them. Senior management and other employees of the Group were previously invited to assist the board of directors of the Group in assessing the materiality of related ESG issues through online questionnaires and interviews. The results facilitated the determination of the most material ESG issues for the Group, and also provided a material reference for the Group to establish and develop its sustainability strategy.

## 與持份者溝通

持份者的反饋不僅有利於全面和中肯地評估本集團ESG表現，同時可使本集團改善表現。因此，本集團以公開、誠實及積極的態度與持份者溝通，當中包括多種溝通渠道，例如業績發佈、年報等。本集團亦於本集團網站與持份者分享本集團的資訊。

本集團的業務影響不同持份者，例如投資者、股東、員工、供應商及客戶等；而他們對本集團亦有不同期望。為求完善ESG方針，本集團將與持份者保持溝通，並透過各種渠道收集持份者的意見。同時，本集團亦會加強披露，界定ESG報告的內容，以符合持份者的期望。

## 識別關鍵議題

為了披露對主要持份者而言為重要的可持續發展議題，本集團的已識別主要持份者已挑選彼等認為重要的議題。之前，本集團高級管理層和其他員工受邀透過網上問卷調查及訪談，協助本集團董事會評估相關ESG議題的重要性。結果有助於確定對本集團而言最重要的ESG議題，而且亦成為協助本集團設立並完善可持續性策略的重要參考。



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

#### Material key issues 重要關鍵議題

- Health and Safety  
健康與安全
- Employment  
僱傭
- Exhaust Gas Emissions and Management  
廢氣排放與管理

#### Other key issues 其它關鍵議題

- Use of Resources  
資源使用
- The Environment and Natural Resources  
環境及天然資源
- Labour Standards  
勞工準則
- Development and Training  
發展及培訓
- Supply Chain Management  
供應鏈管理
- Product Responsibility  
產品責任
- Anti-corruption  
反貪污
- Community Investment  
社區投資

Table 1 – Key Issues Identified

表1 – 已識別的關鍵議題

### A. ENVIRONMENT

The Group strictly complies with the laws and regulations relating to atmospheric and greenhouse gas (“GHG”) emissions, discharges into water and land, and generation of hazardous and non-hazardous waste, including but not limited to the Environmental Protection Law of the People’s Republic of China (the “PRC”), the Cleaner Production Promotion Law of the PRC, the Water Pollution Prevention and Control Law of the PRC, the Law of the PRC on the Prevention and Control of Environment Pollution Caused by Solid Wastes, the Energy Conservation Law of the PRC, and the Renewable Energy Law of the PRC. In the Reporting Period, the Group did not violate any laws and regulations relating to atmospheric and GHG emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. On top of environmental protection, the Group will unceasingly strive to advance energy efficiency and reduce emissions in locations where we operate. Set forth below are certain environmental measures.

### A. 環境

本集團嚴格遵守與廢氣及溫室氣體（「溫室氣體」）排放、向水及土地的排污、有害及無害廢棄物的產生相關的法律法規，包括但不限於《中華人民共和國（「中國」）環境保護法》、《中國清潔生產促進法》、《中國水污染防治法》、《中國固體廢物污染環境防治法》、《中國節約能源法》和《中國可再生能源法》。於本報告期內，本集團沒有違反與廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生相關的法律法規。此外，在保護環境的大前提下，本集團將不停努力提高能源效率，在經營所在地減少各排放。以下為有關環境保護的若干措施。

## 1. EMISSIONS

In order to promote its environmental policy, the Group has established relevant internal guidelines. The Group systematically incorporates the management of emissions into daily operations. Furthermore, the Group evaluates the progress of emission reduction annually to assess the effectiveness of the measures. The Group's gaseous emissions mainly come from air pollutants generated from the fossil fuel burning in boilers, while secondarily from the transportation of products. These emissions consist of nitrogen oxides (NO<sub>x</sub>), sulphur oxides (SO<sub>x</sub>) and respirable particulate matter (PM). The Group adopted desulfurization and denitrification technology for boilers to reduce emission of the sulphur oxides and nitrogen oxides produced by the Group.

## 1. 排放

為推廣本集團之環保政策，集團已制定相關內部指引。本集團將管理排放物有系統地融入日常營運之中。此外，本集團每年檢討減廢氣進度，以評估相關措施的有效性。本集團的廢氣排放物主要來自鍋爐燃燒化石燃料所產生之空氣污染物，其次來自運輸產品。該等排放物包括氮氧化物(NO<sub>x</sub>)、硫氧化物(SO<sub>x</sub>)及可吸入顆粒物(PM)。本集團於鍋爐採用脫硫及脫硝技術，減少本集團產生的硫氧化物和氮氧化物排放。

Emissions 排放物	Emission (kg) 排放量(千克)	
	2020 二零二零年	2019 二零一九年
Nitrogen Oxides (NO <sub>x</sub> ) 氮氧化物(NO <sub>x</sub> )	16,210.00	17,719.43
Sulphur Oxides (SO <sub>x</sub> ) 硫氧化物(SO <sub>x</sub> )	17,800.00	23,115.27
Particulate matters (PM) 顆粒物(PM)	2,180.00	4,017.21

Note: The emissions reported in the table were from the flue gas from the fuel combustion in boilers. These emissions in the flue gas represent the primary source of emissions of the Group.

附註：表中報告的排放物來自鍋爐燃燒燃料所產生之煙氣。煙氣中的該等排放物為本集團的主要排放來源。

Table 2 – Total Emission During the Reporting Period

The Group's GHG emissions comes directly from fossil fuel burning and indirectly from electricity purchased for daily operations. In the Reporting Period, the increase in the GHG emissions was mainly due to the an increase in electricity consumption.

表2 – 報告期內的排放物總量

本集團的溫室氣體排放直接來自燃燒化石燃料，間接來自為日常營運購買的電力。於報告期內，溫室氣體排放增加主要由於耗電增加。



GHG emission scope 溫室氣體排放範圍	Emission 排放量 (tonnes of CO2 equivalent) (以噸二氧化碳當量計)	
	2020 二零二零年	2019 二零一九年
<b>Scope 1</b> <b>範圍1</b> Direct emissions 直接排放	<b>31,532.35</b>	18,672.66
<b>Scope 2</b> <b>範圍2</b> Indirect emissions 間接排放	<b>60,229.44</b>	38,510.10
<b>Scope 3</b> <b>範圍3</b> Other indirect emissions 其他間接排放	<b>N/A</b> 不適用	3.15
<b>Total</b> <b>總計</b>	<b>91,761.79</b>	57,185.91
<b>Intensity (emissions per employee)</b> <b>密度(排放量／員工)</b>	<b>44.33</b>	25.75

Note: Calculation is based on IPCC Guideline and the grid emission factors published by the utilities operators. Scope 1 Direct Emissions include fossil fuel burning (stationary sources), fossil fuel burning (moving sources), and fugitive emissions (underground mining and post-mining activities). Scope 2 Indirect Emissions include purchase electricity. Scope 3 Other Indirect Emissions include discarded waste paper. Due to the immateriality of the GHG emissions from discarded waste paper among total emissions, the figure is not reported here in this year.

附註：計算乃基於IPCC指引及公用事業營運商出版的電網排放因子。範圍1直接排放包括化石燃料(固定源)、化石燃料(移動源)及逃逸排放(井工開採及礦後活動)。範圍2間接排放包括購買電力。範圍3其它間接排放包括棄置廢紙。由於在總排放量之中，棄置廢紙的溫室氣體排放並不重大，本年度不會在此報告其數據。

Table 3 – Total GHG Emissions During the Reporting Period

The Group is also concerned about other indirect carbon emissions, such as those caused by business travel and transportation, and thus has established some measures in this regard, including preference to local suppliers, centralised management of vehicle use, and interaction with business partners via modern communications tool.

表3 – 報告期內的溫室氣體排放總量

本集團亦關注差旅及交通等原因導致的其他間接碳排放，因而就此設立若干措施，包括優先選用本地供應商、集中管理車輛使用、以及善用現代化通訊工具與業務夥伴進行溝通。

Furthermore, the Group fully complies with the requirements of environmental laws and regulations, including the Environmental Protection Law of the PRC and the Environmental Impact Assessment Law of the PRC to minimize the impacts brought by the Group operation. The Group also fully complies with the requirements stated in the Ambient Air Quality Standards of the PRC (GB3095-1996), the Integrated Wastewater Discharge Standard of the PRC (GB8979-1996) and the Code for Design of Outdoor Wastewater Engineering (GBJ14-1997) for all inevitable emissions, including greenhouse gases and wastewater emissions, effectively reducing the impact of the Group on both air and water quality.

### Waste Management

Adhering to the hierarchy of waste management, The Group strives to segregate and recycle waste wherever practicable and properly handles and disposes of waste generated from its business activities so as to reduce environmental impacts.

此外，本集團亦完全遵守相關的環保法例，包括《中華人民共和國環境保護法》及《中華人民共和國環境影響評價法》的規定以盡量減少本集團的運營帶來的影響。就所有不可避免的排放（包括溫室氣體及廢水排放）而言，本集團亦已完全遵守中華人民共和國環境空氣質量標準（GB3095-1996）、中華人民共和國污水綜合排放標準（GB8979-1996）及室外污水工程設計規範（GBJ14-1997）所述規定，該等規定有效減少本集團對空氣及水質量的影響。

### 廢棄物管理

本集團遵守廢棄物管理級別，致力在可行的情況下將廢棄物分類回收，並妥善處理及棄置業務活動所產生的廢棄物，減少環境影響。

Waste 廢棄物	Quantity generated (tonnes) 產生量(噸)		Intensity (quantity generated per employee) 密度(產生量／員工)	
	2020 二零二零年	2019 二零一九年	2020 二零二零年	2019 二零一九年
Total hazardous waste 有害廢棄物總量	1,277.03	5,408.85	0.62	2.44
Total non-hazardous waste 無害廢棄物總量	0.63	0.65	0.00030	0.00029

Note: The hazardous waste reported in the table includes waste mineral oil produced, general dust and waste oil drums used. The non-hazardous waste reported in the table covers only the waste paper at Guangzhou office.

附註：表中所載的有害廢棄物包括產生之廢礦油、一般性粉塵及使用之廢油桶。表中所載的無害廢棄物僅覆蓋廣州辦公室的廢紙。

Table 4 – Waste Generated During the Reporting Period

表4 – 報告期內所產生廢棄物

In accordance with the requirements of the regional Environmental Protection Department, the Group's mines have recycled all discarded waste through professional recycling and disposal companies.

根據地區環境保護局要求，本集團的煤礦已透過專業回收及棄置公司回收所有廢棄物。

The Group actively encourages its employees to apply the “4R” principle (reduce, reuse, recycle and replace) in the office. To be more specific, electronic scanning substitutes direct paper printing, documents are transmitted by email to reduce the use of paper, and disposable products are avoided. On a regular basis, the Group reminds its employees to reuse single-side printed wastepaper for printing internal documents. Water dispensers deployed in our office also use recyclable plastic bottles.

The Group strictly complies with the requirements of laws and regulations related to waste treatment, including the Pollution Control Standard for Hazardous Wastes Incineration of the PRC (GB18484-2001), Standard for Pollution Control on Hazardous Wastes Storage of the PRC (GB18597-2001) and Standard for Pollution Control on Landfill Sites for Hazardous Waste of the PRC (GB18598-2001), to handle and process the wastes, regardless of hazardous or non-hazardous, before disposal to minimize environmental impacts.

## 2. USE OF RESOURCES

The Group remains steadfast in the concept of resources conservation to achieve green production. In pursuit of this vision, the Group has implemented various measures to enhance energy efficiency, as well as reducing consumption of paper and water. Diligently monitoring and managing use of resources, the Group strives to improve the efficient use of resources. Given the business nature, use of packaging materials is irrelevant to the business of the Group. Set out in the following section are details of consumption of energy and water resources.

本集團積極鼓勵員工奉行辦公室「4R」原則，分別為減少使用(Reduce)、再用(Reuse)、循環再造(Recycle)以及替代(Replace)，措施包括使用掃描功能替代直接列印紙張，並轉用電郵傳遞文件，減少使用紙張，亦避免使用一次性產品。本集團更不時提醒員工將單面列印的廢紙重覆再用，用於內部文件列印。另外，本集團辦公室中的飲水機採用可回收膠樽，可被循環再造。

本集團嚴格遵行廢棄物處理的相關法例，包括中華人民共和國危險廢物焚燒污染控制標準(GB18484-2001)、中華人民共和國危險廢物貯存污染控制標準(GB18597-2001)及中華人民共和國危險廢物填埋污染控制標準(GB18598-2001)的規定以於處置之前處理及加工廢物(無論危險或不危險)，盡量減少對環境的影響。

## 2. 資源使用

本集團堅守節能理念，實現綠色生產。為履行本理念，本集團已實施多項措施提升能源效益、減少用紙和用水。通過積極監察及管理資源使用，本集團旨在提高資源使用效率。鑒於業務性質，使用包裝物料與本集團的業務並不相關。有關能源及水資源消耗之詳情將於下述章節討論。



## Resources

In the Reporting Period, the resources directly consumed by the Group for operations are as follows:

## 資源

於報告期內，本集團用於營運的直接消耗資源如下：

Resources 資源	Unit 單位	Consumption 消耗量		Intensity (consumption per employee) 密度(消耗量／員工)	
		2020 二零二零年	2019 二零一九年	2020 二零二零年	2019 二零一九年
Electricity 電力	MWh 兆瓦時	62,220.50	39,788.28	30.06	17.91
Oil 油	MWh 兆瓦時	3,782.23	6,464.14	1.83	2.91
Gas 氣體	MWh 兆瓦時	47,957.27	—	23.17	—
<b>Total Energy</b> <b>能源總量</b>	MWh 兆瓦時	<b>113,960.00</b>	46,252.42	<b>55.05</b>	20.83
Water 水	Cubic metres 立方米	89,127.00	312,473.00	43.06	140.69

Note: The conversion from activity data to energy value is based on the lower calorific value of the energy source. Figures of 2019 are relisted in the table to reflect the latest reporting guideline.

附註：由活動數據轉換至能源值乃基於能源較低的發熱值作出。二零一九年的數據於表中重列，以反映最新報告指引。

Table 5 – Resources consumption in the Reporting Period

表5 – 報告期內的資源消耗

In the Reporting Period, the Group's mining equipment was upgraded. The original 400 kW front and rear conveyor motors were replaced with an 855 kW inverter-integrated motor. The power of the motor was increased by 455 kW, and the cumulative load was increased by 3,640 kW. In addition, the 90204b main and auxiliary transportation channels was in the process of excavation. 9 sets of 150 kW belt conveyors were deployed to cater for the long excavation distance. In comparison with the 4 sets of conveyor in 2019, the power consumption increased by 750 kW. Besides, at the beginning of 2020, an additional excavation team was added during the construction of one of the mining faces, and the cumulative load increased by 500 kW. In the Reporting Period, the recovery rate was low in two of the mining faces due to faults in the mining faces, the situation resulted in high electricity consumption. These factors attributed to the increase of electricity consumption.

於報告期內，本集團升級採礦設備。原本的400千瓦前後傳送發動機由855千瓦變頻器集成發動機取代。發動機功率增加455千瓦，累計負荷增加3640千瓦。此外，90204b主要及輔助運輸通道正在挖掘。已部署9台150千瓦輸送帶機，以滿足長挖掘距離。與二零一九年的4台輸送機相比，耗電量增加750千瓦。此外，於二零二零年初，其中一個開採面的工程增加一個挖掘隊，累計負荷增加500千瓦。於報告期內，由於開採面出現故障，其中兩個開採面的採收率較低，導致大量電力消耗。此等因素皆導致耗電量增加。

The Group knows that severe environmental issues can be resulted from excessive use of resources. As such, the Group continuously cultivates the environmental awareness of the employees. With an aim to promote environmentally-benign actions in our operation, the Group has pushed forward several environmental management practices, which are conducive to the sustainability development, details of which are set forth as follows:

- Pursue the “4R” principle;
- Keep the air conditioner temperature at 25℃ or above;
- Adjust and reduce lighting in non-working areas;
- Gradually substitute for LED lighting in offices;
- Attach labels nearby the lighting and air-conditioner switches to remind employees to conserve electricity;
- Remind employees to turn off idle lighting, air conditioning and other electrical equipment;
- Give preference to energy-efficient products when replacing electrical equipment;
- Put and irregularly replace potted plants in office area to purify the office environment;
- Advocate double-sided printing and recycling;
- Purchase materials which meet the national environmental standards;
- Use computer systems to realise office automation for basic procedures and approval processes; and
- Encourage paperless office and store documents in a central server.

本集團明白過度使用資源可引致嚴重環境問題。因此，本集團持續培訓僱員之環境意識。為了於我們的營運推廣環保行動，本集團已推行若干環境管理慣例，有利於可持續發展，詳情如下：

- 奉行「4R」原則；
- 保持空調溫度為攝氏25度或以上；
- 調整照明，減少非作業區照明；
- 辦公室正逐一轉換為LED照明；
- 電燈及空調開關處均有張貼提醒員工節約用電的標誌；
- 提醒員工必須關閉非使用中的照明、空調及其他電器設備；
- 更換電器設備時，優先選購效能較佳之產品；
- 為各辦公區域擺放和不定期更換植物，淨化辦公環境；
- 提倡雙面打印、循環再用；
- 採購符合國家環保規定標準的物料；
- 採用電腦系統實現辦公自動化，處理基礎流程及審批；及
- 鼓勵無紙化辦公，集團文件儲存在中央伺服器。

### Water consumption

The Group fully recognises the importance of water scarcity to the environment and to the community. Water consumed by the Group is derived from the water supply within the local area and poses no difficulty in accessing to water sources. The Group proactively focuses on promoting measures to conserve water, including conspicuous signages to remind employees of water conservation and maintain the momentum of water-saving awareness.

### 用水

本集團深明珍貴水源對環境及社區的重要性。本集團之用水來自區內自來水供應，於求取適用水源沒有任何問題。本集團積極著重於促進節約用水措施，例如張貼顯眼的環保標誌，提醒員工節約用水，使員工保持節約意識。

## 3. THE ENVIRONMENT AND NATURAL RESOURCES

The Group implemented the environmental protection system code, including the Environmental Management System Requirements and Guidelines (GB/T24001-2016/ISO14001:2015) and Energy Management System Requirements and Guidelines (GB/T23331-2012), for the establishing of internal environmental management system. The Group also carried out regular reviews to ensure that the employees are in full compliance with the rules.

## 3. 環境及自然資源

本集團執行環保體系守則，包括環境管理體系要求及使用指南(GB/T24001-2016/ISO14001:2015)及能源管理體系要求及使用指南(GB/T23331-2012)以便建立內部環境管理體系。本集團亦透過定期檢討確保僱員完全遵守規定。

The Group acknowledges that the respect for nature and the environment has become an integral part of our social values. As a socially responsible enterprise, whilst continuously seeking to decrease resource consumption and environmental impacts, the Group will look for means to improve profitability, and continue with our commitments to sustainability development.

尊重大自然及環境已成為我們的社會價值中重要的一環。作為一家對社會負責任的企業，本集團不斷尋求減少資源消耗和環境影響，亦同時尋求增大利益的方法，並繼續致力實現可持續發展。

In addition to continuing to identify, assess, and manage potential adverse environmental impacts, the Group will remain committed to strike a balance between the business and the ecology, and pursue long-term sustainability development. The Group will continue to take environmental protection and conservation of natural resources into consideration amid our review and planning of operation strategies and development.

此外，本集團將繼續識別、評估及管理對環境的潛在不利影響，並致力在產業與生態環境之間達致平衡，追求長期持續發展。在檢討和規劃經營策略及發展時，本集團會繼續將環境保護及珍惜天然資源納入考慮因素當中。



#### 4. CLIMATE CHANGE

The Group's business scope is composed of Guangzhou business, as well as coal mines in Shuozhou and Xinzhou in Shanxi. The major impact brought by climate change is the threat of extreme weather events which bring heavy rainfalls that may lead to severe flooding and landslide. In view of this threat, the Group has identified and assessed the risks arising from climate change, and formulated protocols for the safety of employees and the minimization of impact on the Group's operation. The protocols include strict compliance with the extreme weathering guidelines announced by the government and adjustment of mining activities. The Group has formulated emergency guidelines and measures to minimise the impacts brought by natural disasters. The Group will review its policies on a regular basis to ensure their effectiveness.

### B. SOCIAL

#### 1. EMPLOYMENT AND LABOUR PRACTICES

The Group believes that employees are the most valuable assets of a company, as they serve a important role in furthering the product and service quality of the Group and laying the foundation for the development of the Group. The Group prudently upholds a workplace that pursues safety, health, fairness and impartiality without discrimination, and remains committed to upkeeping the harmonious relationship between the Group and the employees. Additionally, the Group continuously builds and collaborates with our talent pool for the lasting growth of the Group.

##### Equal Opportunity Policy

The Group strongly believes that equal opportunity improves employee satisfaction, which sequentially helps retain and motivate our talents to assist with the Group's business development. As such, with an aim to protect job applicants and employees from discrimination, the Group has established related recruitment and human resources procedures to ensure that recruitment and promotion decisions are made based on the qualification, experience and performance of applicants and employees, irrespective of such factors as gender, age, race, family status, religious belief and disability.

#### 4. 氣候轉變

本集團業務範疇包括廣州，及分別位於山西朔州及忻州的煤礦。有關氣候轉變帶來的影響主要來自極端天氣帶來的暴雨，可能引致嚴重水浸及山泥傾瀉。據此，本集團已識別並評估氣候轉變風險，並制定措施保障員工的安全，將其對本集團營運造成的影響減至最低。該等措施包括嚴格遵循政府發佈的相關極端天氣指引及調整採礦活動。本集團已制定應急指引和措施，以減少日後受到自然災害的影響。集團會定期檢討政策，致力確保成效。

### B. 社會

#### 1. 僱傭與勞工常規

本集團認為僱員是公司最寶貴的資產，員工對本集團的產品和服務質素能更進一步至為重要，亦是本集團發展的基石。本集團堅持構建一個安全健康、公平公正、不存在歧視的工作環境，並致力維護本集團與員工的和諧關係。此外，本集團繼續凝聚人才、合力推動本集團的長遠發展。

##### 平等機會政策

本集團深信平等機會可提高員工滿意度，從而保留和激勵優秀人才，協助本集團的業務發展。據此，為了使應徵者及員工不受到任何歧視，本集團已制定相關招聘及人力資源程序，確保招聘及升遷決策建基於應徵者及員工的資格、經驗及表現，而不論性別、年齡、種族、家庭狀況、宗教信仰或殘疾等因素。

### Compensation System

The Group offers a fair and competitive compensation package that attracts and retains high-calibre talents. The package consists of basic salary, social security insurance, and other fringe benefits, which is reviewed periodically to ensure its competitiveness in the labour market and its alignment with the Group's performance.

Moreover, the Group also has a set of comprehensive human resources management policy to govern human resources function. The policy is composed of guidelines on compensation and benefits, working hours and holidays, recruitment and selection, performance management, promotion, employment termination, training and development.

### Employee Benefits

The Group also strives to build a harmonious labour relationship and a happy workplace, and promote a positive and healthy lifestyle, which will help the employees become more engaged in their work. Therefore, the Company organizes regular medical checkup for our employees, so that they will have a better understanding of their personal health issues. In addition, the Group offers employees fringe benefits, such as housing provident fund and supplementary medical insurance, to improve their pension, medical insurance and ultimately their living quality.

Other aspects of employees' life are also included in the Group's agenda, such as maternity leave and paternity leave. In addition, the Group understands the importance of listening carefully to our employees, and allows them to express their opinions to their superiors.

In the Reporting Period, the Group was in compliance with relevant policies and guidance regarding equal employment opportunities, child labor, forced labor and employment, including the Provisions on the Prohibition of Using Child Labor, Special Protection Regulations for Juvenile Employees, the Labor Law of the PRC and the Labor Contract Law of the PRC.

### 薪酬體系

本集團提供公平及具競爭力薪酬方案，吸引及保留優秀人才。方案包含基本薪金、社會保險及其他附帶福利，並定期檢討薪酬待遇，確保其於勞動市場具競爭力及與本集團的表現匹配。

此外，本集團亦有一套全面的人力資源管理政策以支持人力資源運作。該政策包括有關薪酬及福利、工作時間及假期、招聘及篩選、表現管理、晉升、僱傭終止以及培訓及發展的指引。

### 員工福利

本集團亦致力建立和諧的勞資關係，創建愉快工作環境，推廣正面健康的生活方式，將有助僱員更投入工作。因此，本集團組織僱員進行定期體檢，讓僱員更好的瞭解自身健康狀況。同時，本集團為僱員提供住房公積金及補充醫療保險等福利，藉以改善僱員的退休和醫療保障，最終使僱員生活質量提升。

本集團亦將僱員生活的其他方面列入議程，例如為僱員提供產假和侍產假。此外，本集團了解仔細傾聽僱員心聲的重要性，讓僱員能夠向上級表達意見。

於報告期內，本集團一直遵守有關平等就業機會、童工、強制勞動及僱傭相關政策及指引，包括《禁止使用童工規定》、《未成年工特殊保護規定》、《中華人民共和國勞動法》及《中華人民共和國勞動合同法》等。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

	2020 二零二零年	2019 二零一九年
<b>Total Work Force</b> 所有員工		
<b>By Gender</b> 按性別		
Male 男性	1,902	2,031
Female 女性	168	190
<b>By Employment Type</b> 按僱傭類型		
Full-time 全職	2,070	2,221
<b>By Age Group</b> 按年齡組別		
16-24 years old 16-24歲	23	41
25-40 years old 25-40歲	855	922
41-59 years old 41-59歲	1,122	1,199
60 years old or over 60歲或以上	70	59
<b>By Geographical Region</b> 按地理位置		
China 中國	2,070	2,221
<b>Turnover Rate</b> 流動率		
<b>By Gender</b> 按性別		
Male 男性	5.78%	12.26%
Female 女性	2.98%	15.26%



	2020 二零二零年	2019 二零一九年
<b>By age</b> <b>按年齡組別</b>		
16-24 years old 16-24歲	8.70%	19.51%
25-40 years old 25-40歲	3.74%	14.75%
41-59 years old 41-59歲	7.22%	10.93%
60 years old or over 60歲或以上	0.00%	5.08%
<b>By Geographical Region</b> <b>按地理位置</b>		
China 中國	5.56%	12.52%

Note: Figures of 2019 are relisted in the table to reflect the latest reporting guideline

附註：二零一九年的數據於表中重列，以反映最新報告指引。

Table 6 – Work Force Breakdown by Gender, Age Group and Employee Category

表6 – 報告期內按性別、年齡組別及員工類別劃分的員工明細

## 2. HEALTH AND SAFETY

The Group is committed to safeguarding the health and safety of every employee. Therefore, the Group has established a risk assessment and occupational health management system which is composed of a number of procedures on risk identification, analysis, evaluation, treatment, monitoring and review. These procedures aim to control safety risks within acceptable level.

## 2. 健康與安全

本集團致力確保每一名員工的健康與安全。因此，本集團已制定風險評估及職業健康管理制度，其中包括一系列風險識別、分析、評估、處理、監管及檢討的程序。該等程序旨在將風險控制於可接受限度內。

The Group has identified higher-risk job positions, and has implemented a series of occupational health and safety measures accordingly to protect the safety of employees. The Group requires its employees to strictly comply with the company safety policy and guidelines, which clarify and specify the workflows, various safety measures and guidance, as well as employees' responsibilities for their health and safety at the workplace. For instance, the Group recurrently conducts inspections on the adoption of protective measures. Furthermore, the Group has also formulated emergency procedures, including the medical service agreement and Coal Mines Rescue with local hospitals to ensure injured staff would receive proper treatment.

In the Reporting Period, after receiving the early notification of COVID-19 from the government, the Group followed the guideline issued by the government and provided active support and cooperation. The Group announced the prevention and control measures to employees in a timely manner, conducted comprehensive disinfection of the premises on a regular basis, and distribute epidemic prevention items to employees to protect their health and safety.

In the Reporting Period, the Group was in compliance with laws and regulations related to occupational safety and health, including the Safety Law, Law of the PRC on the Prevention and Treatment of Occupational Diseases. In addition, the Group closely follows some specific regulations for our industry, including the Regulation on Safety Supervision of Coal Mines of the PRC, Coal Mine Safety Rules, Regulation on Safety Testing and Inspection of Air Compressors, and Primary Ventilation System and Primary Drainage System.

### 3. TRAINING AND DEVELOPMENT

The Group recognises that professionally trained employees are important to its business growth and success. Consequently, the Group encourages them to participate in personal development and job-related training courses. The Group has established an employee training policy that is composed of a complete set of training measures. This policy specifies the management responsibilities of the person in charge of training in each department with an aim to improve the expertise and skills of the employees with corresponding training courses.

本集團已識別較高危的工作崗位，並已實施一系列職業健康與安全措施，以保障員工的安全。本集團嚴格要求僱員遵守公司安全政策及指引，當中清楚列明工作流程、各種安全措施及指引，以及僱員有關工作場所健康與安全的責任。例如，本集團定期檢查保護措施的落實情況。另外，本集團亦已制定應急程序，並與當地醫院訂立《醫療服務協議》及《礦山救護協議》，確保受傷員工能獲得妥善照顧。

於報告期內，在收到政府有關2019年冠狀病毒的迅速通知後，本集團按照政府發佈的指引，積極提供支援與協助。本集團及時向員工宣佈預防及控制措施，定期全面消毒處所，並向員工派發防疫物資，保障員工的健康和安全。

於報告期內，本集團遵守有關職業安全健康相關的法例和法規，包括《安全法》、《中華人民共和國職業病防治法》等。此外，本集團亦緊密遵行業的特定法規，例如《中華人民共和國煤礦安全監察條例》、《中華人民共和國煤礦安全規程》、《空氣壓縮機安全檢測檢驗規範》、《主通風機系統及主排水系統》等。

### 3. 發展及培訓

本集團認為具備專業培訓之員工為帶領業務增長及成功的關鍵。因此，本集團鼓勵彼等參與個人發展及工作相關的培訓課程。集團制定了員工培訓政策，擁有完整的培訓體系，當中訂明各部門培訓負責人的管理職責，以相應的學習及培訓課程，使員工的工作知識和技能持續增長。

In daily operation, the Group provides on-boarding training to new employees, and assigns experienced employees as mentors to guide newcomers. The Group believes that such arrangement can foster communications and teamwork, as well as improving technical skills and managerial capability. The employees are also inspired to pursue further learning and development. Set out below is the percentage of employees trained by gender and employee category during the Reporting Period:

於日常營運中，本集團向新僱員提供入職培訓，並讓有經驗的僱員擔任導師，指導新入職員工。本集團相信，有關安排能夠促進溝通及團隊精神、提高技術技能及管理能力。僱員亦會受啟發，再進一步學習及發展。於報告期內，按性別及員工類別劃分的員工培訓率如下：

	2020 二零二零年	2019 二零一九年
<b>In regards of total number of employees</b> 僱員總人數方面	<b>89%</b>	91%
<b>By Gender, in regards of total number of employees who take part in training</b> 按性別，參與培訓之僱員總人數方面		
Male 男性	<b>100%</b>	93%
Female 女性	<b>0%</b>	7%
<b>By Gender, in regards of total number of employees of that gender</b> 按性別，有關性別之僱員總人數方面		
Male 男性	<b>97%</b>	93%
Female 女性	<b>0%</b>	71%
<b>By employee category, in regards of total number of employees who took part in training</b> 按員工類別，參與培訓之僱員總人數方面		
Management 管理層	<b>2%</b>	2%
Functional departments 職能部門	<b>4%</b>	2%
Frontline departments (including local teams and groups) 一線部門(包括本地團隊及小組)	<b>94%</b>	96%
<b>By employee category, in regards of total number of employees in that category</b> 按員工類別，有關類別之僱員總人數方面		
Management 管理層	<b>100%</b>	74%
Functional departments 職能部門	<b>42%</b>	20%
Frontline departments (including local teams and groups) 一線部門(包括本地團隊及小組)	<b>92%</b>	98%

Note: Figures of 2019 are relisted in the table to reflect the latest reporting guideline

附註：二零一九年的數據於表中重列，以反映最新報告指引。



Table 7 – Percentage of Employees Trained by Gender and Employee Category during the Reporting Period

Set out below are the training hours per capita by gender and employee category during the Reporting Period:

	2020 二零二零年	2019 二零一九年
<b>By Gender</b>		
按性別		
Male	24	8
男性		
Female	–	8
女性		
<b>By employee category</b>		
按員工類別		
Management	24	8
管理層		
Functional departments	24	8
職能部門		
Frontline departments (including local teams and groups)	24	8
一線部門(包括本地團隊及小組)		

表7 – 報告期內按性別及員工類別劃分的員工培訓率

於報告期內，按性別及員工類別劃分的平均員工培訓時數如下：

Table 8 – Training Hours per Capita by Gender and Employee Category during the Reporting Period

表8 – 報告期內按性別及員工類別劃分的平均員工培訓時數

#### 4. LABOUR STANDARDS

The Group strictly complies with all applicable national laws and local regulations as well as relevant labour laws and regulations in the place where it operates. Moreover, the Group has developed robust and systematic measures for recruitment and selection, and thus prevents itself from hiring child labour and ensures that the employment is in compliance with relevant laws and regulations.

Before hiring any applicant, the Group will check the age-related documents to verify the applicant's age. Adhering to the principle of fair and voluntary recruitment, the Group strictly forbids forced or fraudulent recruitment, ensures that all employees work on a voluntary basis, and prohibits forced labour in any form. Additionally, the Group has set up a whistle-blowing mechanism for child labour and forced labour to encourage the employees to report any suspicious cases truthfully.

#### 4. 勞工準則

本集團嚴格遵守營運所在地所有適用的國家法律及地方法規以及相關勞動法律法規，並已制訂嚴謹及有系統的招聘及篩選措施，藉此防止聘用童工，並確保僱傭遵循相關法律法規。

本集團規定在聘用任何應徵者之前均會檢查與年齡相關的檔案，核實應徵者的年齡。本集團秉持公正自願原則進行招聘，嚴禁以強逼或欺詐手段招募，又確保所有員工都在自願的基礎上勞動或工作，禁止任何形式的強迫勞工。此外，集團設立童工及強制勞工的匯報機制，鼓勵員工如實舉報。

In the Reporting Period, the Group strictly complied with relevant laws and regulations on labour standards, including the Labour Law of the PRC.

## 5. SUPPLY CHAIN MANAGEMENT

The Group has established internal guidance on supplier management to govern supplier engagement. The Group persists in national safety guidelines when assessing the suppliers' business, including AG1011-AG1013 Safety Inspecting-testing Specifications for Coal Mine, Coal Mine Safety Rules, and Coal Industry Law of the PRC.

In addition, the Group has developed a set of supplier rating criteria to regularly assess the performance of new and existing suppliers. Only the highly qualified suppliers in compliance with regulatory requirements qualify for the supplier selection by the Group. The Group continues to monitor our material suppliers and service providers annually and disqualifies unsatisfactory vendors.

The Group carries out regular assessment on suppliers' overall capabilities, assets position, business nature, industrial reputation, product quality, goods delivery and compliance with law and regulations. Any supplier that does not fulfil requirements is required to provide compensation in accordance with the service agreement so as to safeguard the Group's interests. In case of any major change or incident happening in the supply chain, the procurement department will follow our internal guidelines to report the adjustments of suppliers to the Group's management in a timely manner.

The Group also priorities the procurement of environmentally preferable products and services when selecting suppliers, as long as the other specifications meet the requirements.

於報告期內，本集團嚴格遵守有關勞工準則法例及規例，包括《中華人民共和國勞動法》等。

## 5. 供應鏈管理

本集團已設立內部指引實施供應商管理以規管供應商的委聘。本集團納入全國性安全指引作為評估供應商業務的準則，例如《煤礦安全檢測規範》(AG1011 – AG1013)、《煤礦安全規程》及《中華人民共和國煤炭法》等。

本集團亦已制定供應商評分標準，以對新委任供應商及現有供應商表現進行定期評估。只有符合監管要求的高質量供應商才符合資格供本集團選擇。本集團繼續每年監察材料供應商及服務供應商，並排除不合資格的賣方。

本集團對供應商的整體能力、資產狀況、業務性質、行業聲譽、產品質量、貨物交付及遵守法律及法規情況進行定期評估。倘任何供應商不符合要求，則相關供應商須根據服務協議向我們作出補償，以保障本集團之利益。倘供應鏈出現任何重大變動或發生事故，採購部門將遵從我們的內部指引，及時向本集團的管理層匯報供應商調整情況。

只要其他規格符合要求，本集團選擇供應商時亦會優先採購環保產品及服務。

Number of Suppliers as at the End of the Reporting Period

於報告期末的供應商數量

Region 地區	Number 數量
China 中國	830
Others 其他	32

## 6. PRODUCT/SERVICE RESPONSIBILITY

### Pursuit of Higher Product Quality

Providing customers with quality coal products is the Group's commitment to. The Group has formulated strict policies and procedures for production and sales to ensure that the quality of the Group's coal products is in line with industry standards and sustainability requirements. For example, our coal products must be stored in specific sites or go through only indoor areas to ensure no external cause will affect the product quality. Furthermore, the Group possesses laboratories which fulfil national standards to conduct product inspection in a timely manner. All internal procedures are also drafted based on national regulations as below: Grade for Closed Process Water Circuit in Coal Preparation Plant (MT/T 810-1999), Coal Sizing Equipment-Performance Evaluation (GB/T15716-1995), General Rules for Analytical and Testing Methods of Coal (GB/T483-2007), Determination of Total Moisture in Coal (GB/T211-2007), Methods for Determining the Minerals in Coal (GB/T7560-2001) and Methods for Determining the Calorific Value of Coal (GB/T479-2000).

### Protection of Customer Data, Privacy and Intellectual Property Rights

In protection of customer data, all orders and data of the Group's customers are processed and stored by dedicated personnel, and no access is given to unauthorised employees. All employees of the Group have entered into an agreement to guarantee the confidentiality of the Company's data upon joining the Company. In case of any violation or divulgence of information, the Company will take legal actions against the relevant employee and terminate their employment contract immediately if needed. Moreover, In safeguarding intellectual property rights, the Group will source products only from legitimate manufacturers or suppliers.

## 6. 產品／服務責任

### 邁向更高產品質量

本集團致力向客戶提供優質煤炭產品。為確保本集團的煤炭產品質素符合行業標準及可持續發展要求，本集團已就生產及出售產品制定嚴謹的政策及程序。例如，煤炭產品必須儲存在特定地點或僅通過室內區域，確保沒有外部環境因素影響產品質量。本集團亦設有符合國家標準的實驗室，為產品進行質量檢驗；所有內部程序亦遵循下列國家規範：《選煤廠洗水閉路循環等級》(MT/T810-1999)、《煤用篩分設備工藝性能評定方法》(GB/T15716-1995)、《煤炭分析試驗方法一般規定》(GB/T483-2007)、《煤中全水分的測定方法》(GB/T211-2007)、《煤中礦物質的測定方法》(GB/T7560-2001)及《煤的發熱量測定方法》(GB/T479-2000)。

### 保護客戶資料、隱私和知識產權

為確保顧客資料得到保護，本集團所有客戶訂單及資料會由專人處理和保存，嚴禁未經授權的員工查閱。本集團所有員工已訂立協議以承諾於彼等加入本公司後對公司的數據保密。倘存在任何違反或資料洩露，若有需要，本公司將對相關員工提取法律訴訟並立即終止其僱傭合約。另外，在保障知識產權方面，本集團只會選擇由合法生產商或供應商提供的產品。

In the Reporting Period, the Group complied with laws and regulations relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.

於報告期內，本集團已遵守有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的法律及規例。

The features of coals produced by the Group are as follows:

本集團出產的煤質特徵如下：

Coal features	Huameiao Energy - Xingtiao Coal 華美奧能源 - 興陶煤業	Huameiao Energy - Fengxi Coal 華美奧能源 - 馮西煤業	Huameiao Energy - Chongsheng Coal 華美奧能源 - 崇升煤業	Shenda Energy - Xinglong Coal 神達能源 - 興隆煤業	Shenda Energy - Hongyuan Coal 神達能源 - 宏遠煤業
煤質特徵					
Coal seam 煤層	4,8,9,10,11	4,9,11	4,9,11	2,5	2,5,6
Moisture (%) 水分(%)	7-10	8-12	8-12	8.5	8.5
Ash (%) 灰分(%)	20-28	20-28	20-28	21.45	30-72
Sulphur (%) 含硫量(%)	1.4-1.9	1.2-1.6	1.6-2.5	1.52	1.45
Calorific value (average,kcal/kg, net, ar) 發熱量(平均、千卡/千克、淨值、ar)	4,650-5,200	4,600-5,150	4,600-5,150	4,838	4,187

Table 9 – The Features of Coals Produced by the Group

表9 – 本集團出產的商業煤特徵

## 7. ANTI-CORRUPTION

The Group is committed to promoting fair competition, and requires all employees to observe the highest standard of integrity and business conduct. The Group establishes and implements an internal integrity system to strengthen the integrity of the employees in governance practices. The Group has developed a sound risk management code and internal control code, and has set out relevant policies in the employee handbook to guide employees to abide by the code of conduct, which provides a clear definition of the provision and acceptance of interests, such as gifts and souvenirs, and ways to address conflicts of interest, and clear guidelines against misconduct, such as bribery, corruption, embezzlement, insider trading and theft of corporate assets. The Group has established an employee training policy that is composed of a complete set of training measures. The training may cover anti-corruption where as appropriate.

## 7. 反貪污

本集團致力於提倡公平競爭，並要求所有員工恪守最高的廉潔及業務準則。本集團已制定並實施內部廉政制度，加強員工清正廉潔的管治操守。本集團已制定完備的風險管理守則及內部控制守則，並已於僱員手冊中載列相關政策，引導僱員遵守操守準則。操守準則明確界定禮物及紀念品等利益的提供及接受以及如何處理利益衝突，亦就有關不當行為，例如賄賂、貪污舞弊、挪用、內幕交易、盜竊集團資產等行為提供清晰指引。本集團已制定員工培訓政策，擁有完整的培訓體系。培訓可於適當情況下涵蓋反貪污。



In addition, the Group has established whistle-blowing procedures to encourage employees, management team and directors to report any misconduct and dishonest behaviour, such as bribery, fraud and other offences. In order to ensure that employees can report matters of concern to our human resources department through various channels in an absolutely confidential manner. Where a case of misconduct is found out to be true following investigation, the Group will take appropriate corrective measures and disciplinary action against the person(s) involved. In the event of a criminal offence, the Group will report the case to the competent authority. Additionally, the Group engages a third-party agency to audit its internal financial conditions each year.

During the Reporting Period, the Group complied with the Provisions on Prohibiting Corruption and Bribery of the Criminal Law of the PRC and any legal regulation and requirements for listed companies in Hong Kong.

## 8. COMMUNITY INVESTMENT

The Group attaches great importance to contributing to the communities in which it operates, and regards respecting the community interests as one of its social responsibilities. The Group believes that enterprises and communities form an indivisible body, and business development depends on community support and assistance. The Group is committed to fulfilling our social responsibilities to the fullest extent by contributing to community activities and encouraging our employees to provide charity and social services.

The Group will continue with regular reviews of its objectives for and direction of community investments, sponsorship and donation activities. Moreover, the Group will examine whether its social performance aligns with its community investment policy and community objectives, while overseeing and improving its team capacity to ensure the implementation of community investment policies.

此外，本集團已建立舉報程序，鼓勵員工、管理人員和董事舉報任何不當行為和不誠實活動，例如貪污、欺詐，以及其他犯罪行為，確保其員工可以絕對保密的方式透過不同渠道就其關注的事項向人力資源部報告進行通報。如調查個案屬實，集團將會採取合適的糾正措施和對涉事人作出紀律處分，倘若事件涉及刑事成分，集團會轉交有關當局處理。此外，本集團每年均會聘請第三方機構審核內部財務。

於報告期內，本集團已遵守中華人民共和國刑法有關禁止腐敗及賄賂的規定以及於香港上市的公司的任何法律規定及要求。

## 8. 社區投資

本集團認為對經營所在社區作出貢獻非常重要，並重視社區的利益，視為其社會責任之一。本集團認為企業和社區是不可分割的整體，企業發展同時也離不開社區的支持與幫助。本集團透過參與社區活動並鼓勵員工參與慈善及社會服務，致力充份履行社會責任。

本集團將繼續定期檢討社區投資的目標和方向、贊助和捐贈。本集團亦會每年審視本集團的社會表現是否切合社區投資政策和社區活動的目標，監管並完善團隊能力，確保能夠實行社區投資政策。

## OUTLOOK

The Group believes that the currently implemented measures for environmental and social responsibility are sufficient for our compliance with the relevant laws and listing rules, but necessary reviews and amendments are required from time to time to meet the requirements of various laws, listing rules and internal management. Looking forward, the Group will continue to introduce more ESG measures that are conducive to business operations to live up our environmental and social commitments.

## FEEDBACK CHANNELS

We highly recognize your valuable views on this report. Your feedback helps us achieve our vision for a sustainable future. We invite you to share your comments using any of the following means:

Address: Room 2201–2208, 22/F, South Tower, Poly International Plaza, No. 1, Pazhou Avenue East, Haizhu District, Guangzhou City  
Tel: 8620–89898239  
Email: [ir@qinfagroup.com](mailto:ir@qinfagroup.com)

## 展望

本集團認為，目前實施環境保護和社會責任的措施對有關法例、上市規則的遵守是充分的，但仍會不時因應各項法例、上市規則和內部管理的需要而作出必要的檢討和修訂。此外，本集團未來會繼續在營運上進行更多有利環境、社會以及管治的措施，以反映本集團對環境及社會的承擔。

## 意見收集渠道

我們重視您關於本報告的意見。這有助我們實現可持續發展的未來願景。我們邀請您透過以下方式來分享您的意見：

地址：廣州市海珠區琶洲東路1號保利國際廣場南塔22樓2201至2208室  
電話：8620–89898239  
電郵：[ir@qinfagroup.com](mailto:ir@qinfagroup.com)

THE STOCK EXCHANGE ESG REPORTING GUIDE  
CONTENT INDEX TABLE

聯交所ESG報告指引內容索引表

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
A. Environmental		
A.環境		
Aspect A1: Emissions		
層面A1：排放物		
General Disclosure 一般披露	Information on: 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的：  (a) the policies; and (a) 政策；及  (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. (b) 遵守對發行人有重大影響的相關法律及規例的資料。	A1
KPI A1.1 關鍵績效指標A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	A1
KPI A1.2 關鍵績效指標A1.2	Greenhouse gas emissions in total (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 溫室氣體總排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	A1

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
KPI A1.3 關鍵績效指標A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	A1
KPI A1.4 關鍵績效指標A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	A1
KPI A1.5 關鍵績效指標A1.5	Description of measures to mitigate emissions and results achieved. 描述減低排放量的措施及所得成果。	A1
KPI A1.6 關鍵績效指標A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved. 描述處理有害及無害廢棄物的方法，減低產生量的措施及所得成果。	A1
Aspect A2: Use of Resources		
層面A2：資源使用		
General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. 有效使用資源(包括能源、水及其他原材料)的政策。	A2
KPI A2.1 關鍵績效指標A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility). 按類型劃分的直接及／或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	A2
KPI A2.2 關鍵績效指標A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度(如以每產量單位、每項設施計算)。	A2



## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

### 環境、社會及管治報告

HKSE ESG Reporting Guide 香港聯交所ESG報告指引	Description 描述	Chapter 章節
KPI A2.3 關鍵績效指標A2.3	Description of energy use efficiency initiatives and results achieved. 描述能源使用效益計劃及所得成果。	A2
KPI A2.4 關鍵績效指標A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved. 描述求取適用水源上可有任何問題，以及提升用水效益計劃及所得成果。	A2
KPI A2.5 關鍵績效指標A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量。	The production process does not involve a material amount of packaging material and therefore this KPI was not reported. 生產過程不涉及大量包裝物料，因此並無報告本關鍵績效指標。
Aspect A3: The Environment and Natural Resources		
層面A3：環境及天然資源		
General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	A3
KPI A3.1 關鍵績效指標A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	There was no significant impact in the reporting period. 於報告期內並無重大影響。

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
B. Social		
B. 社會		
Employment and Labour Practices		
僱傭及勞工常規		
Aspect B1: Employment		
層面B1：僱傭		
General Disclosure 一般披露	<p>Information on:</p> <p>有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的：</p> <p>(a) the policies; and (a) 政策；及</p> <p>(b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. (b) 遵守對發行人有重大影響的相關法律及規例的資料。</p>	B1
KPI B1.1 關鍵績效指標B1.1	<p>Total workforce by gender, employment type, age group and geographical region. 按性別、僱傭類型、年齡組別及地區劃分的僱員總數。</p>	B1
KPI B1.2 關鍵績效指標B1.2	<p>Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。</p>	B1

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
Aspect B2: Health and Safety		
層面B2：健康與安全		
General Disclosure 一般披露	Information on: 有關提供安全工作環境及保障僱員避免職業性危害的：  (a) the policies; and (a) 政策；及  (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. (b) 遵守對發行人有重大影響的相關法律及規例的資料。	B2
KPI B2.1 關鍵績效指標B2.1	Number and rate of work-related fatalities. 因工亡故的人數及比率。	There was no work-related fatality occurred in each of the past three years including the reporting year. 過去三年各年(包括本報告年度)，概無員工因工亡故。
KPI B2.2 關鍵績效指標B2.2	Lost days due to work injury. 因工傷損失工作日數。	There was no lost day due to work injury in the reporting period. 於報告期內，概無因工傷而損失工作日。
KPI B2.3 關鍵績效指標B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	B2

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
Aspect B3: Developing and Training		
層面B3：發展及培訓		
General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	B3
KPI B3.1 關鍵績效指標B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management). 按性別及僱員類別(如高級管理層、中級管理層)劃分的受訓僱員百分比。	B3
KPI B3.2 關鍵績效指標B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	B3
Aspect B4: Labour Standards		
層面B4：勞工準則		
General Disclosure 一般披露	Information on: 有關防止童工或強制勞工的：  (a) the policies; and (a) 政策；及  (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. (b) 遵守對發行人有重大影響的相關法律及規例的資料。	B4
KPI B4.1 關鍵績效指標B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	B4
KPI B4.2 關鍵績效指標B4.2	Description of steps taken to eliminate such practices when discovered. 描述在發現違規情況時消除有關情況所採取的步驟。	No violation was reported. 概無接獲違規報告。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
Operating Practices		
營運慣例		
Aspect B5: Supply Chain Management		
層面B5：供應鏈管理		
General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	B5
KPI B5.1 關鍵績效指標B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	B5
KPI B5.2 關鍵績效指標B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及相關執行及監察方法。	B5

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
Aspect B6: Product Responsibility		
層面B6：產品責任		
General Disclosure 一般披露	Information on: 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的：  (a) the policies; and (a) 政策；及  (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. (b) 遵守對發行人有重大影響的相關法律及規例的資料。	B6
KPI B6.1 關鍵績效指標B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全與健康理由而須回收的百分比。	There is no recall for safety and health reasons in the reporting period. 於報告期內，概無因安全與健康理由而須作回收。
KPI B6.2 關鍵績效指標B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	There is no complaint received in the reporting period. 於報告期內，概無接獲投訴。
KPI B6.3 關鍵績效指標B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	B6
KPI B6.4 關鍵績效指標B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	B6
KPI B6.5 關鍵績效指標B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	B6

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
Aspect B7: Anti-corruption		
層面B7：反貪污		
General Disclosure 一般披露	Information on: 有關防止賄賂、勒索、欺詐及洗黑錢的：  (a) the policies; and (a) 政策；及  (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering. (b) 遵守對發行人有重大影響的相關法律及規例的資料。	B7
KPI B7.1 關鍵績效指標B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases. 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	There is no concluded legal case regarding corrupt practices in the reporting period. 於報告期內，概無已審結的貪污訴訟案件。
KPI B7.2 關鍵績效指標B7.2	Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	B7

HKSE ESG Reporting Guide 香港聯交所ESG 報告指引	Description 描述	Chapter 章節
Community 社區		
Aspect B8: Community Investment 層面B8：社區投資		
General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	B8
KPI B8.1 關鍵績效指標B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). 專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	B8
KBI B8.2 關鍵績效指標B8.2	Resources contributed (e.g. money or time) to the focus area. 在專注範疇所動用資源(如金錢或時間)。	B8





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