



**Zhaoke Ophthalmology Limited**

**兆科眼科有限公司**

*(Incorporated in the British Virgin Islands with limited liability  
and continued in the Cayman Islands)*

*(於英屬處女群島註冊成立並於開曼群島存續的有限公司)*

**(Stock Code 股份代號: 6622)**



**2020**

**ENVIRONMENTAL, SOCIAL  
AND GOVERNANCE REPORT**

**環境、社會及管治報告**

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# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

### ABOUT THE GROUP

Zhaoke Ophthalmology Limited (the “Company”, together with its subsidiaries, “Zhaoke Ophthalmology” or the “Group”) is an ophthalmic pharmaceutical company dedicated to the research, development and commercialization of ophthalmic therapies. Leveraging its expertise and technologies, the Group has built a comprehensive ophthalmic drug pipeline of 25 candidates that covers most major ophthalmic indications affecting the front and the back of the eye, through either in-house development or in-licensing.

In building its ophthalmic drug pipeline, Zhaoke Ophthalmology has placed emphasis on five major ophthalmic indications in China in terms of market potential, including dry eye disease, wet age-related macular degeneration, diabetic macular edema, myopia and glaucoma. To become the leader in China and the neighboring ASEAN market, the Group has established a commercial-scale advanced manufacturing facility, which is designed and built for ophthalmic drugs in compliance with cGMP requirements of China, the United States and the European Union, in Nansha. It also persists in expanding its experienced workforce.

### 關於本集團

兆科眼科有限公司(「本公司」)連同其附屬公司(統稱為「兆科眼科」或「本集團」)為一家致力於研究、研發及商業化眼科療法的眼科製藥公司。憑藉專業知識和技術，本集團通過自主研發或許可引進，目前已建立包括25種候選藥物的全面眼科藥物管線，涵蓋包括影響眼前節及眼後節的多數主要眼科適應症。

於建立眼科藥物管線時，兆科眼科聚焦於中國市場潛力最大的五種眼科適應症，包括乾眼症、濕性老年黃斑部病變、糖尿病黃斑水腫、近視及青光眼。本集團於南沙設有一座具商業規模，根據中國、美國及歐盟cGMP標準設計及興建的先進眼藥製造設施，並持續擴大經驗豐富的人才團隊，目標成為中國及鄰近東盟市場的領導者。





# Environmental, Social and Governance Report 2020

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### ABOUT THIS REPORT

Being the first Environmental, Social and Governance Report issued by the Company, this report discusses the policies, measures and performance of the Group in terms of environmental protection, social care and corporate governance for the purpose of providing the stakeholders with information about the Group's progress and direction in respect of sustainability issues. It is published in both English and Chinese on the websites of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") and the Company (<https://www.zkoph.com/>) with the confirmation and approval of the board (the "Board") of directors (the "Directors").

### Reporting Boundary

This report reports on the Group's environmental, social and governance ("ESG") performance for the financial year started from January 1, 2020 and ended on December 31, 2020 (the "Year"). The reporting boundary for the Year includes the Group's ophthalmic drug manufacturing facility in Nansha, Guangzhou, which is also the Group's headquarters in China. This report for the Year does not cover the Group's head office in Hong Kong even though it takes up some of the administrative duties of the mainland headquarters. The Group will continue to enhance its ESG data collection system so as to extend its disclosure boundary and ultimately cover all operations.

### 關於本報告

本報告是本公司發佈之第一份《環境、社會及管治報告》。報告涵蓋本集團在環境保護、社會關懷及企業管治方面的政策、措施和績效，旨在讓各持份者了解本集團可持續發展議題的進程和方向。本報告以中、英文編寫，透過香港聯合交易所有限公司（「聯交所」）及本公司網站(<https://www.zkoph.com/>)發佈，並已獲董事會確認及批准。

### 報告範圍

本報告匯報本集團在二零二零年一月一日至二零二零年十二月三十一日之財政年度內（「本年度」）之環境、社會及管治表現。本年度，本集團的報告範圍包括位於廣州南沙區的眼藥製造設施，該設施為本集團的內地總部。本集團於香港另設有總部，主要分擔內地總部行政工作，惟本年度未有納入報告範圍。本集團將不斷完善環境、社會及管治的資料收集工作，以逐步擴大披露範圍，直至全面覆蓋所有營運。

# Environmental, Social and Governance Report 2020

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### Reporting Principles

This report was prepared based on four reporting principles, namely materiality, quantitative, balance and consistency, in accordance with the Environmental, Social and Governance Reporting Guide (the "Guide") as set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited. To provide the stakeholders with a comprehensive understanding of the Group's ESG performance, this report includes some of the social key performance indicators ("KPIs") under the recommended disclosures in the Guide in addition to the environmental KPIs under the "comply or explain" provisions. A complete index is set out in the last section of this report for easy reference.

### 報告準則

本報告按《香港聯合交易所有限公司證券上市規則》附錄二十七《環境、社會及管治報告指引》(「指引」)編寫，並以四項匯報原則—重要性、量化、平衡及一致性，作為編寫報告的基礎。為了讓持份者全面了解本集團的環境、社會及管治績效，本報告不僅按「不遵守就解釋」的規定披露環境關鍵績效指標，亦匯報部份《指引》中「建議披露」的社會關鍵績效指標。報告的最後一章提供完整索引，以便讀者參考。

Reporting Principle 匯報原則	The Group's Response 本集團的回應
Materiality 重要性	The Group has identified issues that are of utmost importance to the Group through a stakeholder questionnaire. These issues reflect the material impacts of the Group's operation on the environment and the society that are important to the stakeholders. 本集團以持份者問卷方式，識別對本集團至關重要的議題。此等議題反映了本集團營運對環境及社會有重大影響，並對持份者重要的議題。
Quantitative 量化	Data of environmental and social key performance were recorded by all the Group's departments. Carbon emissions were assessed by an independent consultancy firm in accordance with local guidelines and international standards. Furthermore, the Group has ensured that all key performance data are quantifiable and that their calculation standards and methods are clearly explained. 本集團各部門負責記錄環境及社會關鍵績效數據，並委託獨立顧問公司根據本地指引及國際標準評估碳排放量。此外，本集團確保關鍵績效數據可予計算，並會清楚說明計算標準及方式。
Balance 平衡	The Group has described its achievements and challenges in terms of sustainable development based on the preparation principles of accuracy, objectivity and balance for the stakeholders to reasonably evaluate the Group's overall performance. 本集團以準確、客觀及持平為編寫原則，闡述本集團在可持續發展的成就和所面對的挑戰，讓持份者可合理地評估本集團的整體績效。
Consistency 一致性	The Group has applied consistent statistics compilation methods and provided historical data whenever practicable to present the Group's ESG performance and progress. 本集團採用一致的數據統計方式，並在可行的情況下提供歷史數據，以展示本集團於環境、社會及管治的表現和進程。

### Comments and Feedback

The Group values the feedback of its stakeholders. If you have any questions or suggestions about this report, please do not hesitate to contact the Group at [info@zkoph.com](mailto:info@zkoph.com).

### 意見反饋

本集團重視持份者的意見。如閣下對本報告有任何疑問或建議，歡迎透過以電郵方式與本集團聯絡：[info@zkoph.com](mailto:info@zkoph.com)。

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### MESSAGE FROM THE MANAGEMENT

The Year marked the first reporting year of Zhaoke Ophthalmology since the listing of its shares on the main board of the Stock Exchange. With persistent commitment to the development of the ophthalmology industry in China, the Group endeavors to establish a professional team and conduct in-house research and development ("R&D") with the aim of addressing significant unmet medical needs in China. After becoming a listed company, the Group has further taken on Social responsibilities to create values in environmental and social aspects for communities in which it operates. Even though the Group is relatively sheltered from the novel coronavirus ("COVID-19") outbreak which has devastated the globe since early 2020, the pandemic has strengthened Zhaoke Ophthalmology's determination to do its bit for the pharmaceutical industry and make sustainable contribution to the development of the healthcare system in China.

The Board and senior management of the Company are fully aware of the importance of a good governance structure to their efforts to enhance the ESG performance of Zhaoke Ophthalmology. During the Year, the Group clearly defined the ESG responsibilities of the Board and the senior management, and has established a sustainability steering committee (the "SSC") to assist the Board in its management and supervision of the progress and results of relevant initiatives. During the Year, the Group focused on building frameworks, such as setting and refining its policies on the environment, employment system, occupational health and safety, training and development, supply chain management, product responsibility, anti-corruption and community investment. It hopes to create a more comprehensive operation and development platform for its employees and related stakeholders.

Apart from the development of the pharmaceutical industry in China, climate change is also a pressing crisis. In 2020, the governments of China and HKSAR have successively announced their carbon-neutrality targets. This means that the Group will be exposed to more risks during the future transition towards a low-carbon economy. The Group plans to devise its own climate change policy and evaluate the risks and opportunities brought to its business by climate change in order to gradually roll out climate change management measures. Furthermore, the Group will consider setting its environmental targets so as to quantify Zhaoke Ophthalmology's effectiveness of environmental management.

Looking forward, the Group will carry on discussions with its stakeholders with the aim of understanding their opinions and concerns in order to prioritize important ESG issues for improvement. The Group expects Zhaoke Ophthalmology to enhance its ESG performance by gradually rolling out systematic management of such matters.

**Dr. Li Xiaoyi**  
Chairman and Chief Executive Officer

July 27, 2021

### 管理層寄語

本年度為兆科眼科於聯交所主板上市後的第一個報告年度。本集團向來以貢獻中國的眼科行業發展為目標，致力建立專業團隊及發展自主研發，以滿足中國國內巨大的醫療需求缺口。成為上市公司後，本集團更需肩負社會責任，於環境及社會等議題上，為營運所在地創造更多價值。有見二零二零年初，新型冠狀病毒疫情對全球造成重大影響，本集團營運雖未受重大影響，此卻成為兆科眼科堅定於貢獻中國的醫藥行業的契機，矢志以可持續的方式貢獻於國內醫療體系的發展。

本公司的董事會及高級管理層深明若要提升兆科眼科的環境、社會及管治表現，必先為其管治架構打好根基。本年度，本集團明確了董事會及高級管理層於環境、社會及管治的責任，並成立了可持續發展督導委員會，以協助董事會管理及監察各相關工作的進程及成果。本年度，本集團專注穩紮根基的工作，包括制定及完善於環境、僱傭體系、職業健康與安全、培訓與發展、供應鏈管理、產品責任、反貪污及社區投資的政策。冀望能為員工及相關持份者創造更全面的營運及發展平台。

除貢獻中國醫藥發展外，氣候變化的危機也不容忽視。二零二零年，中國政府及香港特區政府先後公佈碳中和目標，這意味未來本集團將受更多轉型至更低碳經濟的過渡風險影響。本集團計劃制定氣候變化政策，並評估氣候變化為各業務帶來的風險及機遇，逐步開始氣候變化管理工作。此外，本集團亦會探討設立環境目標，以量化兆科眼科於環境管理的成效。

展望未來，本集團將與持份者持續溝通，深入了解其意見及關注議題，並作為本集團於環境、社會及管治進程上優先改善的議題。本集團期望，隨著兆科眼科逐步更有系統地管理相關事宜，將能提升其環境、社會及管治表現。

主席兼行政總裁  
李小羿博士

二零二一年七月二十七日

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## 二零二零年環境、社會及管治報告

### ESG APPROACH

Zhaoke Ophthalmology endeavors to incorporate sustainable practices into its operations and strategies. It is also committed to transparency and compliance by disclosing its ESG performance every year in its ESG report to enhance the public's understanding of the Group's business philosophy and socially responsible practices. The Environmental and Social Governance and Policy of the Group clearly defines the responsibilities of the Board and the senior management within the governance structure. In addition, the Group has also established the SSC comprised of the heads of every department during the Year to assist the Board in its management of environmental and social matters.

### 環境、社會及管治方針

兆科眼科致力將可持續發展的實踐融入我們的運營和策略，並借助每年的環境、社會與管治報告，透明和合規地披露環境、社會及管治表現，以提升公眾對本集團經營理念和實踐社會責任的了解。本集團的《環境、社會管治和政策》已為其管治架構訂明有關董事會、高級管理人員的職責。此外，本集團亦於本年度成立了由各部門主管組成的可持續發展督導委員會，協助董事會管理環境及社會事宜。

ESG-related Responsibilities 環境、社會及管治相關責任	
The Board 董事會	<ul style="list-style-type: none"> <li>To monitor sustainability trends, risks and opportunities that may affect the future development and positioning of the Group;</li> <li>To supervise and review ESG matters in general;</li> <li>To conduct biannual review of ESG disclosure and risk management.</li> </ul>
Senior management 高級管理人員	<ul style="list-style-type: none"> <li>負責監察可能影響本集團長期發展和定位的可持續發展大趨勢、風險和機遇；</li> <li>全面監督及審視環境、社會及管治事宜；</li> <li>一年進行兩次環境、社會及管治披露和風險管理回顧。</li> </ul>
The SSC 可持續發展督導委員會	<ul style="list-style-type: none"> <li>To determine the overall strategic direction and support major measures of Zhaoke Ophthalmology in ESG aspects;</li> <li>To identify ESG risks, formulate goals and management policies, and evaluate relevant performance.</li> </ul>
	<ul style="list-style-type: none"> <li>決定兆科眼科的整體策略方向，支持各環境、社會及管治範疇的主要措施；</li> <li>負責識別環境、社會及管治風險、制定計劃目標和管理政策、績效考核等。</li> </ul>
	<ul style="list-style-type: none"> <li>To coordinate ESG efforts as the steering group;</li> <li>To review and supervise the action plans, targets and performance indicators of the Group in all key sustainability aspects;</li> <li>To report on relevant risk management, targets, plans, implementation and progress to the Board and the senior management regularly.</li> </ul>
	<ul style="list-style-type: none"> <li>作為推動小組，統籌環境、社會及管治工作；</li> <li>審視和監督集團各可持續發展重點範疇的行動計劃、目標和績效指標；</li> <li>定期向董事會及高級管理層彙報相關風險管理、目標、計劃以及執行情況及進展。</li> </ul>



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With the aim of incorporating ESG philosophies in its overall corporate development plan for social responsibility, Zhaoke Ophthalmology strives to become a leader in the biotechnology industry in the field of fulfilling social responsibilities. What is more, to integrate the social responsibility concept and its business operation, the Group studies the impact of ESG matters on Zhaoke Ophthalmology's operation and may formulate ESG strategies to effectively manage relevant efforts and targets.

### Risk Management

The Group has established risk management and internal control systems under the administration of the audit committee. The Board is in turn responsible for supervising, managing and reviewing the effectiveness of such systems in order to establish a clear corporate risk management framework and risk management policies. The audit committee meets at least twice a year to assist the Board in its continuous supervision of the Group's risk management and internal control systems as well as the effectiveness thereof. During the Year, ESG risks identified by the Group included:

#### Privacy and Data Security

**Risk description:** The R&D process of the Group involves various applications and data including critical information such as R&D data, patients' health information that are protected by laws, personal verification information, intellectual properties and proprietary information, commercial data, and financial information. Failure to properly manage such data may result in not only risks of non-compliance, but also infringement of patients' privacy.

**Management measures:** The Group has established procedures in place to regulate the collection, use, access and removal of private and personal information as well as the security thereof in order to prevent leakage. In addition, the Group also requires its business partners to sign confidentiality agreements.

#### Disastrous Events

**Risk description:** The Group's business operation may be affected by disasters such as flooding, typhoon and epidemic. These disastrous events may result in casualty, property loss, as well as disruption to business and operation (including ongoing clinical trials and production activities).

**Management measures:** The Group regularly reviews the impacts of such risk on itself, and devises relevant risk mitigation measures. For disastrous events arising from climate change in particular, the Group intends to identify the relevant risks facing its drug manufacturing facilities and supply chain, and formulate response measures.

兆科眼科以將環境、社會及管治理念融入企業履行社會責任的整體發展規劃為目標，使本集團在生物科技行業內成為實踐社會責任的領先企業。此外，為使社會責任理念融入本集團各業務環節，本集團將探索環境、社會及管治事宜對兆科眼科營運的影響，並考慮制定環境、社會及管治策略，以更有效管理相關工作及目標。

### 風險管理

本集團設有由審核委員會監管的風險管理和內部監控系統，並由董事會負責監督管理及檢討其有效性，以建立清晰的企業風險管理框架及風險管理政策。審核委員會每年至少舉行兩次會議，以協助董事會持續監督本集團的風險管理及內部監控制度及其成效。本年度，本集團所識別的環境、社會及管治風險包括：

#### 私隱或數據安全

**風險描述：**本集團於研發過程涉及不同的應用程序及數據，涵蓋各種重要數據，包括研發數據、受法律保護的患者健康信息、個人驗證信息、知識產權及專有信息、商業數據以及財務數據。若未有妥善管理此等數據，不但存在合規風險，更會侵害患者私隱。

**管理措施：**本集團已設有既定程序，以規範收集、使用、存取及移除有關私隱及個人信息安全的工作，以確保信息不會洩漏。此外，本集團亦會要求業務合作簽署保密協議。

#### 災難性事件

**風險描述：**本集團的業務經營可能受到洪水、颱風、流行病等災害影響。此等災難性事件可能導致人員傷亡、財產損失及業務及運營中斷(包括進行中的臨床試驗及生產活動)。

**管理措施：**本集團定期檢視相關風險對本集團的影響，並設立相關風險減緩措施。針對因氣候變化的災難性事件，本集團計劃於未來識別其對集團的製藥設施及供應鏈的風險，並制定應對措施。



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### Compliance Management

The Group has a compliance management system in place to ensure compliance with laws and regulations that have a significant impact on the Group. The compliance department of the Group has already identified and determined laws and regulations that have a significant impact on Zhaoke Ophthalmology as well as the impact of such laws and regulations. Any breach of such laws and regulations may lead to grave consequences including economic penalties such as hefty fines and administrative punishments, termination of research project in progress, damage to the Group's reputation, and costly litigation. All the Group's departments comply with policies and measures regulating the compliance with such laws and regulations in order to prevent non-compliance.

The Group did not breach the following laws and regulations that have a significant impact on the Group and was not aware of any legal case regarding corrupt practices brought against the Group or its employees during the Year. Laws and regulations that have a significant impact on the Group are set out as follows:

### 合規管理

本集團設有合規管理制度，以確保遵守對其有重大影響的法律及法規。本集團的合規相關部門已識別及確定對兆科眼科有重大影響的法律法規，並其影響。違反相關法律法規可導致經濟處罰，如高額罰款、行政處罰，在研項目終止、令本集團聲譽受損及引致高額訴訟等嚴重後果。本集團的各部門均遵循規管各法律法規的政策及措施，以避免違規情況。

本年度，本集團並沒有違反下列對本集團造成重大影響的法律及法規，亦沒有收到對本集團或僱員提出的貪污訴訟案件。以下為對本集團造成重大影響的法律法規列表：

Aspects 層面	Laws and regulations that have a significant impact on the Group 對本集團有重大影響的法律法規
Emissions 排放物	the Environmental Protection Law of the People's Republic of China, the Energy Conservation Law of the People's Republic of China 《中華人民共和國環境保護法》、《中華人民共和國節約能源法》
Employment and Labour Standards 僱傭及勞工準則	Operation in Hong Kong: the Employment Ordinance, the Employees' Compensation Ordinance, the Employment of Children Regulations Operation in the mainland: the Labor Law of the People's Republic of China, the Labor Contract Law of the People's Republic of China, the Law of the People's Republic of China on the Protection of Minors, the Law of the People's Republic of China on the Protection of Rights and Interests of Women, the Social Insurance Law, the Trade Union Law 香港營運：《僱傭條例》、《員工補償條例》、《僱用兒童條例》 內地營運：《中華人民共和國勞動法》、《中華人民共和國勞動合同法》、《中華人民共和國未成年人保護法》、《中華人民共和國婦女權益保障法》、《社會保險法》、《工會法》
Health and Safety 健康與安全	Good Clinical Practice, the Work Safety Law of the People's Republic of China 《藥物臨床試驗質量管理規範》、《中華人民共和國生產安全法》
Product Responsibility 產品責任	the Copyright Law of the People's Republic of China, the intellectual Property Law of the People's Republic of China on the Protection of Intellectual Property Right, the Patent Law of the People's Republic of China and the Trademark Law of the People's Republic of China 《中華人民共和國著作權法》、《中華人民共和國知識產權法》、《中華人民共和國專利法》及《中華人民共和國商標法》
Anti-corruption 反貪污	the Anti-Unfair Competition Law of the People's Republic of China 《中華人民共和國反不當競爭法》

## STAKEHOLDER ENGAGEMENT

A responsible enterprise should understand ESG issues that are of utmost importance to it, incorporate the management of such issues in its operational strategies, and take into account the opinions of, and balance the interests of, different stakeholders in making its operational decisions. The Group regularly communicates with its stakeholders such as staff, investors, suppliers and community organizations, provides them with information about the Group, and understands their needs in order to facilitate the review and formulation of corresponding policies and measures for the sake of continuous improvement.

### Staff

The Group encourages its staff to put forward their suggestions about how to improve the Group's performance through internal notices, daily emails, regular meetings and other communication channels and means.

### Investors

The Group provides information about itself to, and maintains communication with, investors through its corporate website, one-on-one and group meetings, participation in seminars, announcements published through Hong Kong Exchanges and Clearing Limited ("HKEx"), financial reports and circulars.

### Suppliers

The Group explains the requirements of Zhaoke Ophthalmology to and maintains friendly communication with its suppliers through emails and other communication channels, and encourages them to enhance their environmental and social performance.

### Community organizations

The Group maintains amicable communication with governmental, non-governmental and community organizations to understand the needs of the communities in which it operates and help those in need in such communities.

The Board also adjusts the Group's ESG approach as and when appropriate according to the Group's business development trend and suggestions and feedback of the stakeholders. The Group understands that the effective collection of stakeholders' opinions can facilitate the review of its ESG performance. Therefore, the Group will actively conduct all kinds of stakeholder engagement activities including focus group with a view to accurately comprehending the concerns of its stakeholders and prioritizing such concerns in its sustainability policies and measures.

## 持份者溝通

負責任的企業須了解對其至關重要的環境、社會及管治議題，並將此等議題的管理工作融入營運策略中，並於作出營運決策時充分考慮持份者的意見，平衡各方利益。本集團與員工、投資者、供應商和社區團體等持份者作恆常溝通，向持份者提供有關本集團的資訊，並了解他們的需要，以協助本集團檢討及制定相應的政策和措施，作為持續進步的基礎。

### 員工

透過內部通知、日常電郵及例會等溝通渠道及方式，本集團亦鼓勵員工發表有關改進本集團表現的意見。

### 投資者

通過公司網頁、一對一或小組會議、參與研討會，於香港交易及結算有限公司(「香港交易所」)發佈公告、財務報告及通函等渠道，為投資者提供本集團相關資訊，保持溝通。

### 供應商

向供應商說明兆科眼科標準，並通過電郵等方式，維持良好溝通，鼓勵供應商提升其環境及社會表現。

### 社區團體

本集團與政府相關機構及非政府組織等社區組織維持良好溝通，了解營運所在地的需要，服務社區有需要人士。

董事會亦會根據本集團的業務發展趨勢及持份者的建議及反饋，適時修訂本集團環境、社會及管治方針。本集團明白有效地收集持份者的意見能促進本集團審視其環境、社會及管治表現。為此，本集團將積極考慮開展不同持份者溝通活動，包括焦點小組等，以更準確地了解持份者所關注的議題，並以其為本集團可持續發展政策及措施的重心。

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### Material Issues

During the Year, Zhaoke Ophthalmology collected opinions from the stakeholders by way of questionnaires to identify material issues for the Group. Targets of the questionnaires mainly included the Directors, employees, suppliers and medical advisors. A total of 42 effective questionnaires were received.

### 重要議題

本年度，兆科眼科以問卷調查方式向持份者收集意見，以識別本集團重要議題。參與問卷調查的持份者主要包括董事、員工、供應商及醫學顧問，過程共收集了42份有效問卷。

Procedures 步驟	Descriptions 過程描述
1. Compilation of a List of Issues  建立議題清單	The Group identified a total of 20 issues that were most relevant to its business or its impact, covering 4 major aspects namely environmental, employment and labor practices, operating practices, and community investment, and used them as the bases of the current stakeholder engagement in accordance with international trends and industry practices.  本集團參考國際趨勢及同行慣例，共識別20項與集團業務及其影響最密切相關的議題，涵蓋環境、僱傭及勞工常規、營運慣例及社區投資，四大範疇，並以此作為是次持份者溝通的基礎。
2. Collection of Stakeholders' Opinions  收集持份者意見	Internal and external stakeholders were invited to evaluate the materiality of each issue and give their opinions on the Group's ESG approach and strategies by way of questionnaires.  以問題調查方式，邀請內部和外部持份者評估每項議題的重要性，以及就本集團環境、社會及管治方針及策略表達意見。
3. Identification of Material Issues  識別重要議題	The opinions of the stakeholders were analyzed and 6 issues of the highest importance were identified according to: 1) the materiality of each issue to the stakeholders and 2) the level of impact Zhaoke Ophthalmology has on the environment and society.  對持份者的意見進行了分析，根據持份者對各議題於1)對持份者的重要程度及2)兆科眼科對環境和社會的影響程度；共識別出6項最重要的議題。
4. Determination of Material Issues  確定重要議題	The resultant material issues were reviewed and verified by the management of the Group and then approved by the Board.  重要議題結果交由本集團管理層審視及驗證，並由董事會批准。

# Environmental, Social and Governance Report 2020

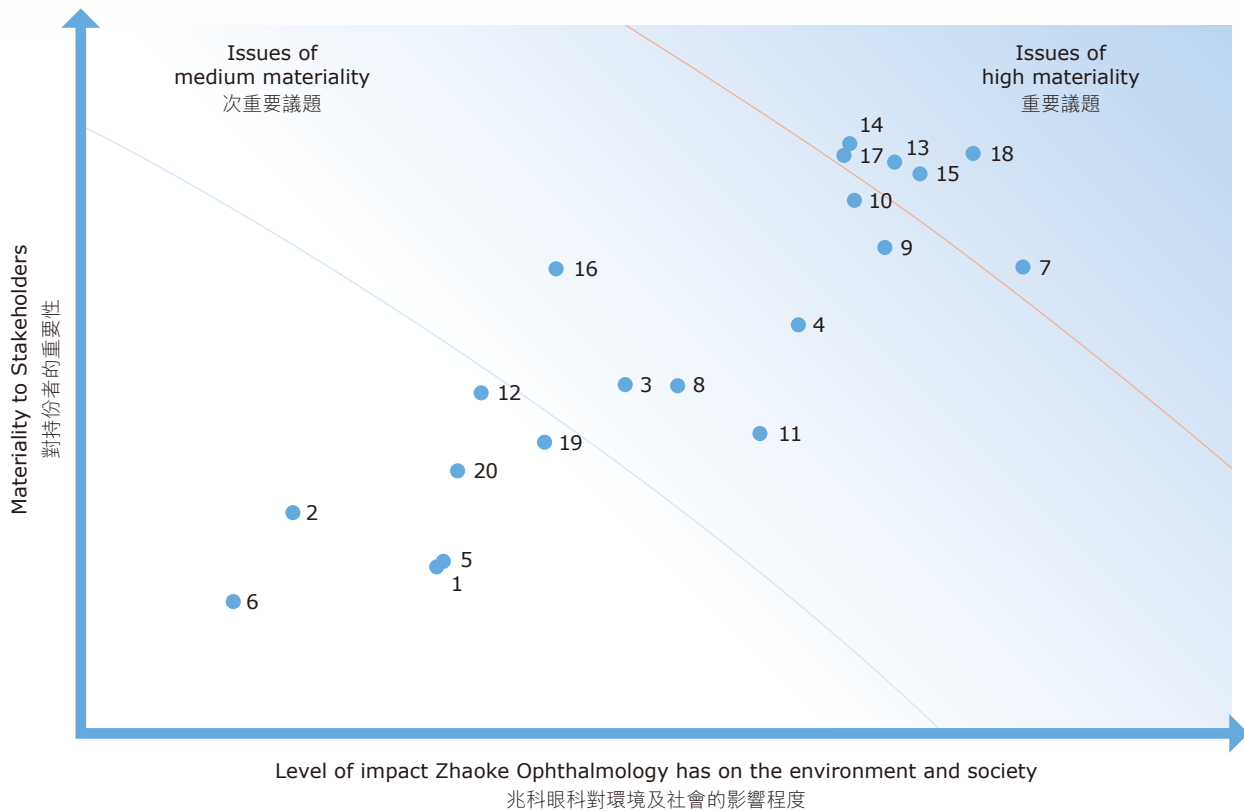
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The following materiality matrix shows the level of importance of the issues based on the questionnaires:

下圖的重要性矩陣展示了問卷調查所得的議題重要性排序：

### ESG Report 2020 – Materiality Assessment

#### 環境、社會及管治報告2020 – 重要性評估



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	No. 題號	Issues 議題	Section index 對應章節				
Issues of high materiality 重要議題	18	Prevention of Bribery, Extortion, Fraud and Money-Laundering 防止賄賂、勒索、欺詐及洗黑錢	◆				
	15	Protection of Customers' Health and Safety 保障客戶的健康與安全	◆				
	13	Protection of Customers' Information and Privacy 保護客戶資料和隱私	◆				
	7	Establishment of Comprehensive Employment Management System 建立全面的僱傭管理制度	❖				
	14	Improvement of Product Quality Management 完善產品質量管理	◆				
	17	Protection of Intellectual Properties 保障知識產權	◆				
Issues of medium materiality 次要議題	10	Training and Development 培訓和發展	❖				
	9	Healthy and Safe Workplace 健康和安全的工作環境	❖				
	4	Management of Hazardous Waste 有害廢棄物管理	●				
	16	Compliance with Regulations Governing Advertising and Sale 遵守廣告及銷售規範	◆				
	11	Measures to Prevent Child and Forced Labor 採取防止聘用童工及強制勞工的措施	❖				
	8	Equal, Diversified and Discrimination-Free Employment Conditions 平等、多元化及反歧視的僱傭環境	❖				
	3	Management of Sewage and Water Use 污水及用水管理	●				
Other issues 其他議題	12	Evaluation and Management of Environmental and Social Risks of Supply Chain 評估及管理供應鏈的環境及社會風險	◆				
	19	Ensuring Business Activities Take into Account Community Needs and Benefits 確保業務活動考慮社區的需要和利益	■				
	20	Investment of Resources in Community Development 投入資源推動社區發展	■				
	5	Management of Non-Hazardous Waste 無害廢棄物管理	●				
	1	Management of Air Pollutants/Greenhouse Gas ("GHG") Emissions 空氣污染物/溫室氣體排放管理	●				
	2	Energy-Saving/Energy-Efficiency Improvements 節能/提升能源效益	●				
	6	Management of the Impacts of Operations on the Environment and Natural Resources 管理營運對環境及天然資源造成的影響	●				
◆	Responsible Operation 盡責營運	❖	People Orientation 以人為本	●	Environmental Protection 環境保護	■	Community Building 社區營造

# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

### RESPONSIBLE OPERATION

The Group is committed to responsible and honest business operation. Being a responsible pharmaceutical company, the Group has policies and measures in place to safeguard its product and sales quality, product safety, the performance of its supply chain, corruption-free environment, intellectual properties, and so on. These policies and measures aim at maximizing the value created by the Group for the society as well as living up to the customers' expectations of the Group's sustainable development.

#### Business Ethics

The Group considers an honest corporate culture as the foundation of business development. It has a Compliance Policy Guide to govern anti-corruption and intellectual property protection activities for its management and employees and ensure timely response to cases of potential non-compliance. Employees are prohibited from committing corruption, demanding or receiving bribe and other unethical behaviors by abusing their positions and power. The Group also demands all employees to sign a compliance undertaking when they join the Group to ensure that they understand the Group's ethical business regulations. In addition, the Group provides compliance training that describes relevant laws, regulations and rules, explains risks faced by the pharmaceutical industry, and analyzes cases to its employees in order to strengthen their knowledge about how to prevent corruption.

To enlist the help of the employees to keep watch on its anti-corruption efforts, the Group has established a whistle-blowing system for corruption and fraudulent behaviors for the employees to report any non-compliance. Whistle-blowers can report their cases to the compliance and audit department and each case will be handled individually. The Group will investigate all complaints according to their nature and graveness and issue written reports to whistle-blowers upon completion of the investigations. If the case is substantiated by the investigation, the violator will be punished or, in serious cases, reported to law enforcers as appropriate. To protect whistle-blowers from unfair treatment, their personal information is kept confidential.

Intellectual property rights are important assets of the Group. Therefore, Zhaoke Ophthalmology adopts a zero-tolerance attitude towards any infringement of intellectual property rights. Intellectual properties of the Group include patents, trademarks, commercial secrets and copyrights, as well as scientific and technological knowledge, proprietary techniques and experience obtained from its business operation. The Group strictly forbids the unauthorized use or theft of confidential information or intellectual property rights of vendors and business partners by its staff members. If any infringement by employees is discovered, serious offender will be reported to law enforcement agencies and may be dismissed by the Group.

Furthermore, the R&D of the Group's projects involves diverse confidential information including, among other things, patients' privacy. The Group has clearly defined the boundary of core researchers, procedures for hand-over in case of departure, post-employment confidentiality obligation and liability for non-compliance so as to stringently safeguard patients' privacy against divulgence.

### 盡責營運

本集團致力以負責任及誠實的態度經營業務。作為負責任的醫藥公司，本集團以各項政策措施以保障本集團的產品及銷售質量、產品安全、供應鏈表現，以及反貪污及知識產權等範圍。此等政策及措施旨在提升本集團為社會帶來的價值，達致客戶對本集團可持續發展的期望。

#### 營商道德

本集團視廉潔的企業文化為業務發展的基礎。本集團的《合規政策指引》規範了本集團管理層及員工有關反貪污及保障知識產權的行為，並確保潛在違規個案得以及時處理。員工不得利用職權進行貪污、索賄和受賄等不良行為。本集團亦要求所有員工於入職時簽署合規承諾書，確保他們知悉本集團有關營商道德的規定。此外，本集團為員工提供合規培訓，並以介紹相關法律法規細則、解釋醫藥行業的風險及案例分析等形式，加強員工對防範貪腐行為的認識。

為鼓勵員工監督本集團的廉潔工作，本集團設立了舉報貪污或舞弊的溝通管道，供員工舉報任何違規行為。舉報人可向合規審計部作出舉報，每一次舉報均獨立跟進處理。本集團會根據投訴性質及嚴重程度進行調查，完成調查後，舉報人將收到有關調查結果的書面報告。若調查結果顯示事件屬實，違規人士將接受適當處分，嚴重者更會交由執法機構處理。為保護舉報人免受不公平對待，其個人資料一切保密。

知識產權為本集團的重要資產，兆科眼科對於所有侵犯知識產權的行為採取零容忍態度。本集團相關的知識產權包括專利、商標、商業秘密和著作權，以及科學和技術知識、專有技術和在業務活動過程中收穫的經驗。本集團嚴禁員工使用未經授權、盜竊或盜用協力廠商及商業夥伴的機密資訊或知識產權。若發現任何員工違反相關規定，嚴重者將被舉報予相關法律部門處理，本集團亦可能解除其職務。

此外，本集團的項目研發過程中牽涉不同機密資料，其中包括患者私隱。本集團已明確界定核心研究人員範圍，離職移交程序、離職後保密義務及違約責任，以嚴格確保患者私隱不予外洩。

# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

### Quality Management

The Group has established a quality management system, under which the Quality Management System Manual sets out the Group's product quality requirements to ensure that all the drugs it produces pass environmental-, material-, process- and quality-compliance tests, and that the drugs are effective without any negative impact on the human body. Zhaoke Ophthalmology has also passed GMP-compliance inspection conducted by the Guangdong Medical Products Administration, which confirmed that the management framework, core team members, analytical instruments, equipment and facilities, and documentation system conform to GMP production requirements.

Zhaoke Ophthalmology gives high importance to its trial and R&D activities and aims at offering safe and effective products to patients through innovation. All research activities (including and not limited to pre-clinical and clinical researches) are designed, reviewed and executed in strict compliance with all laws, regulations, practices, moral standards and ethical requirements in the relevant jurisdictions. All R&D activities of the Group can only be commenced after being thoroughly and scientifically endorsed, conducting feasibility studies, and being reviewed and approved by a professional team in accordance with the requirements of the licenses and procedures. When a research project is completed, the Group will conduct an independent review and verification of the results and then apply for relevant patents or manage them as unpatented technologies or commercial secrets.

As for management during the production process, the Group has various procedures in place to ensure the quality of its products. Such procedures include quality control management procedures for raw materials, auxiliary materials, packaging materials, work-in-progress and final products. The results of all quality checks are recorded and retained. In addition, the Group conducts annual review and analysis of product information in respect of raw materials, production process, quality deviation, the treatment of sub-standard products, environmental monitoring and undesirable side effects. Subsequently, Zhaoke Ophthalmology formulates corresponding improvement and preventive measures based on the results of such analysis.

During the Year, the Group did not have any drug available for sale, but has established drug recall procedures. If any customer encounters any health or quality problem, the Group will immediately set up a steering committee for product recall, investigate the potential safety issue, and carry out product recall according to the results of the investigation. After recalling the products, the Group will conduct comprehensive examination, analyze the causes and formulate improvement proposal.

### 質量管理

本集團設有質量管理體系，由《質量管理體系說明》列載了有關本集團對產品質量的要求，以保障所有生產藥物的環境、物料、過程及質量檢驗均合乎法規要求，並確保藥物的效用之餘，不會產生對人體構成不良影響的負作用。兆科眼科亦已通過廣東省藥監局的藥品生產品質管制規範(GMP)符合性檢查，確認本集團的管理框架、核心團隊人員、分析儀器、設備和設施、文件體系均合乎GMP生產要求。

兆科眼科重視試驗研發活動，並希望通過創新為患者帶來安全高效的產品。所有研究活動(包括但不限於臨床前研究、臨床研究)均需嚴格遵循所屬司法管轄區的所有法律、法規、規範和道德標準、倫理要求進行設計、審查和執行。本集團的研究開發活動均由本集團的專業團隊經過充分的科學論證，開展可行性研究及報告，並按照規定的許可權和程序進行審批，方可開展研發。研究項目結束，本集團會對研究成果進行獨立評審和驗收，並進行專利申請或作為非專利技術、商業秘密等管理。

對於生產過程的管理，本集團設有各項程序以確保其產品質量，包括原料、輔料、包裝材料、中間產品、成品品質控制的管理程序，所有質量檢驗結果均被記錄及保存。此外，本集團每年均為產品進行年度回顧分析，包括分析物料、生產過程、質量偏差、不合格品處理情況、環境監測及不良反應情況等資訊。兆科眼科並依據分析結果，制定相應的改進和預防性措施。

本集團於本年度暫未有任何藥物銷售，本集團已制定有關藥物召回的程序。當發生因客戶健康或品質問題時，本集團將即時成立召回領導小組，並進行安全隱患調查，按調查結果進行召回。於產品召回後，本集團將進行詳細調查，分析事故原因並提出整改建議。

# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

### Responsible Marketing

As a responsible enterprise, the Group has formulated stringent advertising and product labelling standards even though Zhaoke Ophthalmology has not yet conducted any sales activity. The Compliance Policy Guide of the Group stipulates that the staff is responsible for ensuring that all marketing materials provide customers with objective, accurate, true, fair and appropriate information. The Group prohibits sales representatives from making false or misleading statements regarding the effectiveness, effects, quality, sales, users' feedback, awards and other aspects of its drugs. Furthermore, all the Group's drugs can only be launched after obtaining relevant government approval for their labels.

### Supply Chain Management

The Group regulates and sets out the requirements for the selection and management of suppliers with its Procurement Management Rules. During the selection of suppliers, Zhaoke Ophthalmology considers their performance in terms of product quality, delivery time, after-sales services and other factors. The Group has established procurement procedures and set out the responsibilities of each department throughout these procedures.

### 責任營銷


雖兆科眼科暫未涉及任何銷售活動，作為負責任的企業，本集團已為廣告及產品標籤制訂了嚴格的準則。本集團於《合規政策指引》內列明員工有責任確保在各個營銷傳播途徑向客戶提供持平、準確、誠實、公正和合適的資訊。本集團禁止銷售人員對藥物的性能、功能、品質、銷售狀況、用戶評價、曾獲榮譽等作虛假或者引人誤解的陳述。此外，本集團的藥物標籤均會通過相關政府部門批准，方可出售。

### 供應鏈管理

本集團的《採購管理規程》規管了本集團對選擇及管理供應商的要求。於選擇供應商時，兆科眼科考慮其產品品質、交貨周期及售後服務等因素的表現。本集團已有既定的採購程序，並列明各部門於此過程的責任。

Procedures 過程	Descriptions 描述
Selection  篩選	Selection, evaluation and credibility verification of suppliers shall be conducted in accordance with the procurement plan and the requirements of the Group in order to identify qualified suppliers.  根據採購計劃及本集團要求進行供應商的篩選和評估、資信核查，確定合格供應商。
Engagement  採用	After selecting the suppliers, procurement contracts shall be prepared according to the procurement methods, procurement prices and other conditions while the legal, financial, compliance and audit and other relevant departments conduct audit and risk control. After obtaining relevant approvals and consents, the Group shall enter into procurement contracts with the suppliers.  經採用的供應商，本集團會按採購方式、採購價格等情況擬訂採購合同，並由法務部、財務部、合規審計部等部門審核進行風險控制。經批准同意後，本集團會與供應商簽訂採購合同。
Acceptance  驗收	Zhaoke Ophthalmology shall arrange inspection by professional inspection institutions or personnel with respect to, among other matters, the type, specifications, amount and quality under the procurement project in accordance with its established and stringent procurement acceptance system.  兆科眼科設有嚴格的採購驗收制度，並會安排專門的驗收機構或驗收人員對採購專案的品種、規格、數量、品質等相關內容進行驗收。
Monitoring  監察	The Group shall monitor the performance of its suppliers under the relevant procurement contracts, and prepare written reports and devise solutions in a timely manner for any abnormality that may affect its production schedule.  本集團不時監察供應商履行採購合同的情況，且會對有可能影響生產進度的異常情況，提出書面報告並及時提出解決方案。





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The Group conducts on-site audits of the suppliers on its supplier list every year. Such audits mainly cover the product quality, prices, delivery flexibility and service quality of the suppliers. For under-performing suppliers, the Group will require them to improve and follow up their improvement results to ensure that their performances satisfy the Group's expectations. For suppliers that fail the audit, the Group will remove them from its supplier list.

The current supplier selection criteria of Zhaoke Ophthalmology do not include their environmental and social performance. To promote environmental and social responsibilities among the suppliers, the Group will incorporate and clearly define relevant requirements such as giving priority to environmental-friendly products. In addition, the Group intends to evaluate the environmental and social risks of its suppliers in order to better manage the impacts of the supply chain on its operation.

### PEOPLE ORIENTATION

Following the principles of respect and equal treatment of every staff member, Zhaoke Ophthalmology protects the interests of its staff members and provides them with appropriate resources to support their development. The Group has established policies to regulate employment practices, employee's health and safety, staff development and training, and other relevant matters. It also reviews the effectiveness of such policies and measures as and when appropriate in order to ensure effective response to the employees' needs.

本集團每年均會對在供應商目錄的供應商進行現場審計，審計內容主要針對供應商的產品品質、價錢、交貨配合度及服務質量。對於表現欠佳的供應商，本集團將提出整改要求，並跟進整改結果，以確保其表現合乎本集團期望。對於不合格供應商，本集團會將其從供應商目錄中剔除。

目前，兆科眼科未有將供應商的環境及社會表現納入為供應商的評估準則，為加強供應商的環境及社會責任，本集團將於未來加入相關要求，如優先採用環保產品，並細明相關定義。此外，本集團亦計劃為供應商的環境及社會風險進行評估，以更有效地管理供應鏈對本集團營運的影響。

### 以人為本

兆科眼科以尊重及公平對待每位員工為原則，保障員工權益，及以提供適當資源以支援員工發展。本集團於僱傭慣例、員工的健康與安全，以至員工發展與培訓等範疇均有既定政策管理。本集團亦適時檢視各項政策及措施成效，以確保能有效地回應員工需要。

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### Employment Management System

### 僱傭管理制度

Zhaoke Ophthalmology's Staff Manual sets out the Group's employment conditions such as remuneration, dismissal, recruitment, promotion, working hours and rest periods for the staff to fully understand their rights and responsibilities. The Group is in the process of revising certain aspects of its staff recruitment and compensation systems in order to further enhance the competitiveness of its remuneration and benefits.

兆科眼科制定的《員工手冊》為本集團載列有關薪酬、解僱、招聘、晉升、工作時間、假期等僱傭條款，確保員工能清楚了解自己的權益與責任。本集團正在修訂員工招聘、薪酬等制度，以提升其薪酬及福利的競爭力。

Recruitment	The Group recruits staff members based on the principles of meritocracy, openness and fair competition, ensures that all applicants and staff members are recruited and evaluated on equal terms in all aspects, and guarantees transparency in the recruitment processes.
招聘	本集團遵循任人唯賢、公開及公平競爭原則進行招聘，所有職位申請人及全體員工受聘及評估時在各方面均獲得同等待遇，且確保招聘過程透明。
Remuneration and Benefits	Staff's remunerations are determined based on their years of service, position, performance, prior work experience, educational background and other factors. Remuneration adjustments are made according to the staff's position, responsibility, past performance, future potential, prior educational background, and work experiences. In addition to statutory holidays and annual leaves, the Group also offers a variety of special leaves, such as Women's Day holiday, Youth Day holiday, marriage leave, maternity and paternity leave, miscarriage leave and leave for contraception.
薪酬及福利	員工薪酬按資歷、職級、工作表現、過往工作經驗、教育背景及其他因素制定，薪酬調整須依據員工崗位職責、過往工作表現、未來發展潛能、以前之教育背景和工作經驗而確定。本集團除了為員工提供法定假期及年假多，並提供不同特別假期，包括婦女節假期、青年節假期、婚假、產假及陪產假、流產假及計劃生育假期等。
Equal Opportunity and Anti-Discrimination	The Staff Manual states that the Group is committed to equal opportunity and anti-discrimination in terms of recruitment, promotion and job opportunity, and treating its staff equally regardless of their gender, religion, pregnancy, family status, marriage status, ethnicity and disability.
平等機會及反歧視	《員工手冊》明確本集團於招聘、晉升及工作機會等範疇均致力維持平等機會及反歧視，不論性別、宗教、懷孕、家庭狀況、婚姻狀況、種族及殘疾，對所有員工一視同仁。
Diversity	The Group believes that a diverse team can contribute different skills, experiences and innovative ideas and make the workplace more collegial and productive. For example, Zhaoke Ophthalmology is committed to supporting the professional development of female employees by offering flexible working hours to breastfeeding mothers such that they can take care of their children. The Group will review the current Staff Manual and incorporate more diversification policies to promote a friendly and diversified working environment for employees of different background and needs.
多元化	本集團相信多元的團隊能為本集團帶來不同的技能、經驗和創新思維，使工作場所更加合議及高效。例如兆科眼科致力支持女性員工的專業發展，對於處於哺乳期的女性員工，本集團提供彈性工作時間以方便照顧子女。本集團將檢視現有的《員工手冊》，並加入更多有關多元化的政策，以為有不同背景及需要的員工推動更友善及多元化的工作環境。
Labor Standards	Out of principle and in accordance with local laws and regulations, Zhaoke Ophthalmology does not employ child and forced labors. Also, the Group respects the principles of equality, liberty and arm's length negotiation when it enters into or amends labor contracts with its staff, and never compels its staff by force. The Group regulates staff's working hours and rest arrangements. Overtime outside of the standard working hours in emergency is only permitted if it is voluntary and approved by the head and manager of the department, and shall be compensated by compensatory leave or additional compensation.
勞工準則	兆科眼科按照營運所在地相關法律法規的規定及因不符合公司原則，不會聘請使用童工和強制勞工。同時，本集團與員工在訂立和變更勞動合同時，均遵循平等自願、協商一致的原則，絕無任何強迫員工的情況。本集團規範員工工作時間及休息安排。如因緊急情況下，員工同意於辦公時間外工作，需由部門主管及經理批核，並給予補假予員工或額外補償。

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### Health and Safety

Creating a healthy and safe work environment is the Group's priority. The Group's Staff Manual sets out Zhaoke Ophthalmology's occupational health and safety guidelines for its staff. The Group strives to provide a safe and healthy work environment both in terms of physical and mental health. Furthermore, it has Emergency Response Procedures in place to guide the staff through emergencies in terms of responsibilities and procedures. Measures implemented by the Group to safeguard the health and safety of its staff include:

- Advocating the importance of detection and encouraging staff to report any abnormal spark, sound, smell, sign of accident or suspicious person to the Fire Control Center or security personnel for timely response and inspection;
- Requiring the staff to strictly follow the Group's safety operation rules;
- Arranging safety training and drills for the staff to prevent work injury or accident due to negligence and oversight;
- Ensuring staff's familiarity with the work environment, emergency exits, escape routes and the locations and instructions of first-aid kits and fire extinguishers;
- Requiring staff to seek approval from the Safety Department before using high-power electrical appliances and electric heating devices or modifying electrical wiring at the workplace or dormitories.

The Group did not have any work-related fatalities or work injury among its staff during the past year. It arranges occupational health check for its staff every year according to their health and occupational needs. In order to promote the well-being of its staff, the Group has put in place gym rooms and basketball courts at its drug manufacturing facilities for staff's use. The Group intends to actively understand the needs of its staff members, provide them with timely support and help, and arrange relaxing activities to help its staff achieve better work-life balance.

### 健康與安全

建立健康及安全的工作環境為本集團的首要目標。本集團的《員工手冊》載有兆科眼科對員工職業健康與安全的指引，致力為所有員工的身心福祉建立安全健康的工作環境。此外，本集團亦設有《突發事件應急處理程序》，以指引員工於突發事件的崗位及處理程序。本集團保障員工健康與安全的措施包括：

- 指導員工發現是安全員，員工如發現異光、異聲、異味或事故苗頭、可疑人員等，應立即向消防監控中心或安保人員報告，及時處理並作出檢查；
- 要求員工嚴格遵守本集團訂出的安全操作規定；
- 為員工安排各項安全培訓和演練工作，防止因疏忽大意造成工傷事故或意外事故；
- 確保員工熟悉工作環境，了解安全出口和走火通道，熟悉急救箱、滅火器材的擺放位置和使用方法；
- 在工作場所或宿舍使用大功率的電器或電熱具及改變電線佈線前，必須先向安全保障部請示，經批准後才能使用或動工。

在過去一年，本集團未有發生員工因工死亡或受傷個案。為了員工的健康及工作需要，本集團每年均會為員工安排職業健康檢查。為促進其員工的福祉，本集團製藥設施設有健身房及籃球場供員工使用。本集團亦正計劃主動了解員工需要，適時提供支援及輔助，並為員工安排各類紓緩壓力的活動，以幫忙員工達更好的工作與生活平衡。

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### Training and Development

The Group's Staff Manual governs the management of staff training and development activities. The Group equips its staff with necessary skills and knowledge through a variety of training programs. The human resources department of the Group is responsible for formulating annual training plans, evaluating the effectiveness of such training, and tracking and appraising their results.

During the Year, Zhaoke Ophthalmology provided its staff with diversified training activities to enhance their skills and improve their understanding of their positions and the Group's culture.

### 培訓與發展

本集團的《員工手冊》規範了員工培訓與發展工作的管理。本集團通過各類培訓，以支持員工配備必要技能及知識。本集團的人力資源部負責規劃年度培訓計劃、評估培訓的實施情況，並追蹤考核培訓的成果。

本年度，兆科眼科為員工提供多元培訓活動，以提升員工技能，旨在使員工對其崗位及本集團文化有更深入了解。

Description of the training 培訓描述	
Induction training 入職培訓	<ul style="list-style-type: none"><li>For new recruits to better understand the Company's culture, business, practices and systems, basic work conditions and requirements.</li><li>使新員工了解公司文化、公司業務、各項規章制度，以及基本工作條件和要求等。</li></ul>
On-the-job training 在職培訓	<ul style="list-style-type: none"><li>For the staff to participate in various internal and external professional and management skill training programs according to business development and professional development needs.</li><li>根據業務發展及專業發展要求，安排員工參加各類內部和外部的專業技術和管理才能的培訓。</li></ul>

In addition, the Group regularly appraises the job performance of its staff with a view to promoting their personal career development. The department heads and managers of Zhaoke Ophthalmology regularly review such career development plans with their staff members in order to understand their current strengths and weaknesses and discuss their aspirations for future career development. Such reviews aim at helping the staff members formulate and adjust their personal development plan in a targeted manner. At the same time, the Group encourages its staff to maintain constant communication and dialog with their department heads and managers so as to obtain timely support and advice. In addition, teams and individuals are encouraged to have regular dialogs with other business units in order to gain knowledge and exposure outside their immediate areas. Looking forward, the Group will continue to advocate multi-discipline development among its staff and improve its training and development system with the aim of establishing a platform for the comprehensive development of its staff.

此外，本集團定期與員工檢討其工作成果，以助員工個人職業發展。兆科眼科安排主管經理與員工對其個人發展計劃進行定期回顧，以了解員工現有的強項及能力差距，並討論其未來工作發展及抱負等。回顧旨在協助員工制定並調整針對性的個人發展計劃。同時，本集團鼓勵員工與主管經理保持經常性溝通和對話，以便獲得及時的支持和建議。此外，亦鼓勵團隊和個人定期與其他業務部門進行對話，以使其在直接接觸領域之外獲得其他訊息及發現。展望未來，本集團將持續推廣員工進行跨領域發展，並提升其培訓與發展體系，銳意為員工打造使他們可作全方位發展的平台。

### ENVIRONMENTAL PROTECTION

The Group's drug manufacturing process requires the use of electricity, water and packaging materials, and produces waste and GHG. The Group has formulated the Internal Guide for Environmental Protection and Use of Natural Resources to govern the emissions and use of resources during its operation and production process as well as the impact they have on the environment and natural resources with the aims of mitigating the environmental impact of its operations and promoting business practices that are environmentally responsible.

### 環境保護

本集團的製藥過程需使用電力、用水、包裝材料，過程亦會產生廢棄物及溫室氣體。本集團已制定了《對環境保護及天然資源使用集團內部指引》，規管其營運及生產過程中的排放、資源使用，及其對環境及天然資源的影響，務求減低本集團營運對環境所造成的負面影響，倡導對環境負責任的商業行為。

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### Management of Air and GHG emissions

The Group is concerned about its carbon footprints and strives to mitigate the impact of its operation on the environment. For the purpose of quantifying the emissions from its operations, the Group engaged a consultancy firm to conduct an assessment of its GHG emissions<sup>1</sup> during the Year. The results showed that the Group's total GHG emissions for the reporting year were 1,681.3 tonnes of carbon dioxide ("CO<sub>2</sub>") equivalent. Scopes 1, 2 and 3 GHG emissions were 37.0, 1,627.8 and 16.5 tonnes of CO<sub>2</sub> equivalent, respectively. Scope 2, which accounted for 97% of the GHG emissions in total, mainly comprised electricity consumption from production at factories and air-conditioning and lighting at the quality inspection center and offices, while electricity use from the Group's electric vehicle was also included in the total electricity consumption.

### 廢氣及溫室氣體管理

本集團非常關注自身碳足跡，並致力減少業務對環境的影響。本集團本年度委託顧問公司進行溫室氣體排放評估<sup>1</sup>，以量化其營運產生的排放。評估結果顯示，本集團在報告年度內共產生溫室氣體排放總量為1,681.3公噸二氧化碳當量。範圍1、範圍2及範圍3的溫室氣體排放量分別為37.0公噸二氧化碳當量、1,627.8公噸二氧化碳當量及16.5公噸二氧化碳當量。範圍2佔溫室氣體排放總量97%，當中主要用電來源於廠房生產、質檢中心和辦公室的空調及電燈使用，以及本集團擁有的一輛電動汽車也包括在用電消耗總量。

GHG emissions 溫室氣體排放	2020 二零二零年	Unit 單位
Scope 1 <sup>2</sup> 範圍1 <sup>2</sup>	37.0	tonne of CO <sub>2</sub> equivalent 公噸二氧化碳當量
Scope 2 <sup>3</sup> 範圍2 <sup>3</sup>	1,627.8	tonne of CO <sub>2</sub> equivalent 公噸二氧化碳當量
Scope 3 <sup>4</sup> 範圍3 <sup>4</sup>	16.5	tonne of CO <sub>2</sub> equivalent 公噸二氧化碳當量
<b>GHG emissions in total 溫室氣體排放總量</b>	<b>1,681.3</b>	<b>tonne of CO<sub>2</sub> equivalent 公噸二氧化碳當量</b>
<b>Intensity of GHG (in terms of area) 溫室氣體密度(以面積計算)</b>	<b>0.2</b>	<b>tonne of CO<sub>2</sub> equivalent/m<sup>2</sup> 公噸二氧化碳當量/平方米</b>

As its GHG emissions were mainly electricity consumption in scope 2, the Group adopted various energy conservation measures to reduce the use of electricity and, hence, GHG emissions. The Group does not use fossil fuels as it uses an electric vehicle for commercial purpose. No air pollutant of nitrogen oxides, sulphur oxides and respiratory suspended particles were recorded as the Group did not consume any fossil fuels during the Year.

由於本集團的溫室氣體排放主要來自範圍2的電力耗用，本集團以各項節能措施，減少電力耗用，從而減少溫室氣體排放。本集團的商用車使用電動車，故不會使用化石燃料。由於本集團於本年度沒有化石燃料消耗，因此沒有氮氧化物、硫氧化物及可吸入懸浮粒子的空氣排放物。

<sup>1</sup> The quantitative process is based on the Guidelines for Accounting and Reporting Greenhouse Gas Emissions – China Public Building Operation Units (Enterprises) (Trial) and with reference to international standards such as ISO14064-1 and the Greenhouse Gas Protocol. 量化的過程參考《公共建築運營企業溫室氣體排放核算方法和報告指南(試行)》，以及參考國際標準如ISO14064-1及溫室氣體盤查議定書。

<sup>2</sup> Scope 1 – direct GHG emissions included GHG emissions from the Group's equipment and systems.

範圍1 – 直接溫室氣體排放，包括本集團設備及系統運作時溫室氣體的排放。

<sup>3</sup> Scope 2 – indirect GHG emissions included emissions associated with the Group's consumption of purchased electricity.

範圍2 – 間接溫室氣體排放，包括本集團外購電力消耗的排放。

<sup>4</sup> Scope 3 – other GHG emissions included emissions from the Group's business travels by air.

範圍3 – 其他溫室氣體排放，包括本集團飛機商務旅行的排放。

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## 二零二零年環境、社會及管治報告

### Management of hazardous and non-hazardous waste

During the Year, the Group produced a total of 85.6 tonnes of hazardous waste, of which 1.7 tonnes were waste liquid from chemical reagents, 1.4 tonnes were pharmaceutical drug waste and waste gloves and 11.2 tonnes were masks and waste packaging and containers. Such hazardous waste are centrally collected and handed to professional chemical waste recyclers for treatment. Hazardous waste with recycling value, such as retired computer equipment, batteries, photo-copying machines and other electronic devices, are sent to recyclers for treatment. During the Year, the Group produced a total of 5.4 tonnes of non-hazardous waste, of which 3 tonnes were food waste, 2 tonnes were waste paper and 0.4 tonne was plastic waste. Food waste was handled by the canteen operator and other non-hazardous waste was collected by recyclers for recycling and treatment. To reduce waste, the Group will provide training to its staff in respect of the revised laws and regulations regarding waste in the coming year so as to ensure compliance of emissions from its production.

### 有害及無害廢棄物管理

本集團於本年度共產生85.6公噸有害廢棄物，包括1.7公噸化學試劑廢液、1.4公噸廢藥品藥物和廢手套、11.2公噸口罩和廢包裝容器。相關有害廢棄物會統一收集並交由專業化學廢料回收商處理。對於有回收價值的有害廢棄物如報廢電腦設備、電池、影印器材等電子用品，本集團將交予資源回收商處理。本集團本年度共產生無害廢棄物5.4公噸，包括3公噸廚餘、2公噸廢棄紙張、0.4公噸塑料，當中廚餘交由飯堂供應商處理，其餘無害廢棄物則交予回收商作回收處理。為減少廢棄物產生，本集團於下年度將就修訂後的廢棄物相關法律法規提供培訓予員工，以確保生產排放合規。

Total waste produced 廢棄物總量	2020 二零二零年	Unit 單位
Total hazardous waste produced 有害廢棄物總量	14.3	tonne 公噸
Intensity of hazardous waste (in terms of area) 有害廢棄物密度(以面積計算)	0.002	tonne/m <sup>2</sup> 公噸/平方米
Total non-hazardous waste produced 無害廢棄物總量	5.4	tonne 公噸
Intensity of non-hazardous waste (in terms of area) 無害廢棄物密度(以面積計算)	0.001	tonne/m <sup>2</sup> 公噸/平方米

### Use of Resources

The Group aims to mitigate the impact of its operation on the environment by making good use of resources. Resources consumed at the Group's operating sites are principally purchased electricity, water resources, packaging materials and paper. During the Year, the Group's energy consumption only comprised indirect energy consumption in the form of electricity with a total amount of 2,668.1 MWh. The Group's general water consumption was 49,087 cubic meters ("m<sup>3</sup>") in total, mainly comprising domestic water use in offices and the quality inspection center as well as water use for production in factories. Domestic water consumption amounted to 40,923 m<sup>3</sup>, representing 87% of the total consumption, and water use for production amounted to 8,164 m<sup>3</sup>, representing 13% of the total consumption.

### 資源使用

本集團旨在通過善用資源減少營運對環境帶來的影響。本集團各營運點資源耗用主要為外購電力、水資源及包裝材料和紙張使用。本年度，本集團的能源耗用只涉及間接能源中的電力消耗，共耗用2,668.1兆瓦時。本集團整體用水總量為49,087立方米，主要為辦公室和質檢中心生活用水及廠房生產用水。當中生活用水量為40,923立方米，佔用水總量87%；而生產用水量為8,164立方米，佔用水總量13%。

# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

During the Year, the Group used 12.7 tonnes of raw materials and packaging materials, including vial caps, seal caps for medicinal eye drops and blister packs, in total for the production of its products. Moreover, the Group used 2.3 tonnes of paper for printing documents in its daily office operations.

本集團在本年度共使用12.7公噸製成品所用的原材料及包裝材料，當中包括藥用瓶蓋、藥用滴眼劑瓶蓋、吸塑盒等。另外，本集團共使用了2.3公噸紙張，於日常辦公室作文件之用。

Energy consumption 能源耗用	2020 二零二零年	Unit 單位
Direct energy 直接能源	0.0	MWh 兆瓦時
Indirect energy 間接能源	2,668.1	MWh 兆瓦時
<b>Energy consumption in total 能源總耗量</b>	<b>2,668.1</b>	<b>MWh 兆瓦時</b>
<b>Intensity of energy (in terms of area) 能源密度(以面積計算)</b>	<b>0.3</b>	<b>MWh/m<sup>2</sup> 兆瓦時/平方米</b>

Multiple measures have been implemented by Zhaoke Ophthalmology to reduce the use of resources:

兆科眼科已實施多項措施，減少資源耗用：

Lighting 照明	<ul style="list-style-type: none"><li>Natural light was used in the drug manufacturing facilities to reduce the use of lighting equipment;</li><li>Different areas were powered with separate light switches in the drug manufacturing facilities;</li><li>Staff was encouraged to switch off all the equipment before leaving the office.</li></ul>
Air-conditioning 空調	<ul style="list-style-type: none"><li>Filters and fan coils of air-conditioners were cleaned frequently to maintain efficiency;</li><li>Rooms were closed when not in use.</li><li>經常清潔空調過濾器和風機盤管，以維持空調效能；</li><li>不使用房間時，確保空間處於關閉狀態。</li></ul>
Water conservation 節水	<ul style="list-style-type: none"><li>Staff was encouraged to turn off taps after use to prevent seepage;</li><li>Faucets were checked regularly and prompt repairs were performed upon discovery of dripping.</li><li>提醒員工使用水龍頭後關閉，以防滲漏；</li><li>定期檢查及及時維修滴水龍頭。</li></ul>
Energy conservation 節能	<ul style="list-style-type: none"><li>Energy-intensive products were replaced with energy-saving equipment.</li><li>選用節能設備，並淘汰高耗能產品。</li></ul>

## The Environment and Natural Resources

## 環境及天然資源

The Group places a great deal of importance on the impacts of its operation on the environment and natural resources, and incorporates environmental protection in its business decisions so as to further alleviate such impacts. In view of the growing impacts on and risks faced by enterprises brought by climate change in recent years, the Group intends to formulate climate change policy so as to act swiftly on the associated risk and opportunities.

本集團重視其營運對環境及天然資源的影響，並把環境保護的考慮納入商業決定，以進一步降低對環境和天然資源的影響。本集團將適時考慮到近年氣候變化對不同企業帶來的影響及風險日益嚴重，本集團計劃制定氣候變化政策，以應對相關風險及機遇。

## COMMUNITY BUILDING

Upholding the spirit of “from the society, to the society”, Zhaoke Ophthalmology is dedicated to being socially responsible, respectful of people and the society and conscious of environmental protection. Under the Group’s Community Interest Policy, which sets out a framework and standards for community investment activities, subsidiaries are provided with guidance on community investment and volunteer work in order to encourage them to formulate an annual plan in respect thereof. In addition, by operating an annual reward scheme that offers transport fare subsidies and awards in recognition of outstanding performance, the Group encourages its staff to take an active role in community services and voluntary work.

The Group’s objectives are to promote the prosperity of the community in different ways by focusing on various aspects of community development, including 1) creating job opportunities and stimulating employment; 2) facilitating the development of the relevant industry in the locality; 3) improving local infrastructure; 4) doing charitable work; and 5) promoting local economic development. During the Year, the Group organized fund-raising activities for employees in need and has helped relieve their economic burden. Although the Group currently has no systematic record of its community investment, Zhaoke Ophthalmology will establish and maintain an account of the Group’s community efforts for disclosure next year.

## 社區營造

兆科眼科秉承「取於社會，用於社會」的精神，致力兼顧社會責任，尊重人群，尊重社區，並且維護自然環境。本集團的《社區利益政策》為社區投資活動建立架構和準則。該政策為各子公司提供指引，以鼓勵子公司就社區投資活動及義工活動制定年度計劃。此外，本集團向來鼓勵員工多參與社區公益活動及義務工作，並設有年度獎勵計劃，例如交通補貼及表揚有關傑出員工。

本集團目標是以不同形式促進社區繁榮，並專注於不同領域的社區發展，包括1)提供就業崗位及促進就業；2)拉動地方相關產業發展；3)改善當地基礎設施建設；4)公益慈善；及5)當地經濟發展。本年度，本集團組織了困難員工募捐活動，為有需要的員工紓援其經濟壓力。雖然目前本集團未有系統地記錄有關社區投資活動的投入，兆科眼科將建立及記錄本集團的社區投資活動並於來年進行相關披露。



# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

### SUMMARY OF KEY PERFORMANCE INDICATORS

### 關鍵績效指標一覽

#### Environmental Performance

#### 環境績效

##### GHG emissions<sup>5</sup>

##### 溫室氣體排放<sup>5</sup>

	2020 二零二零年	Unit 單位
Scope 1 範圍1	37.0	tonne of CO <sub>2</sub> equivalent 公噸二氧化碳當量
Scope 2 範圍2	1,627.8	tonne of CO <sub>2</sub> equivalent 公噸二氧化碳當量
Scope 3 範圍3	16.5	tonne of CO <sub>2</sub> equivalent 公噸二氧化碳當量
<b>GHG emissions in total</b> 溫室氣體排放總量	<b>1,681.3</b>	<b>tonne of CO<sub>2</sub> equivalent</b> 公噸二氧化碳當量
<b>Intensity of GHG (in terms of area)</b> 溫室氣體密度(以面積計算)	<b>0.2</b>	<b>tonne of CO<sub>2</sub> equivalent/m<sup>2</sup></b> 公噸二氧化碳當量/平方米

##### Hazardous and non-hazardous waste produced

##### 有害及無害廢棄物產生量

	2020 二零二零年	Unit 單位
Total hazardous waste produced 所產生有害廢棄物總量	85.6	tonne 公噸
Intensity of hazardous waste (in terms of area) 有害廢棄物密度(以面積計算)	0.010	tonne/m <sup>2</sup> 公噸/平方米
Total non-hazardous waste produced 所產生無害廢棄物總量	5.4	tonne 公噸
Intensity of non-hazardous waste (in terms of area) 無害廢棄物密度(以面積計算)	0.001	tonne/m <sup>2</sup> 公噸/平方米

<sup>5</sup> Scope 1 – direct GHG emissions included GHG emissions from the Group’s equipment and systems. Scope 2 – indirect GHG emissions included emissions associated with the Group’s consumption of purchased electricity. Scope 3 – other GHG emissions included emissions from the Group’s business travels by air.

範圍1—直接溫室氣體排放，包括本集團設備及系統運作時溫室氣體的排放。範圍2—間接溫室氣體排放，包括本集團外購電力消耗的排放。範圍3—其他溫室氣體排放，包括本集團飛機商務旅行的排放。

# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

### Energy consumption<sup>6</sup>

能源耗量<sup>6</sup>

	2020 二零二零年	Unit 單位
Indirect energy – electricity 間接能源－電力	2,668.1	MWh 兆瓦時
<b>Energy consumption in total</b> 能源總耗量	<b>2,668.1</b>	<b>MWh</b> 兆瓦時
<b>Intensity of energy (in terms of area)</b> 能源密度(以面積計算)	<b>0.3</b>	<b>MWh/m<sup>2</sup></b> 兆瓦時/平方米

### Water consumption

耗水量

	2020 二零二零年	Unit 單位
Domestic water use 生活用水	40,923	m <sup>3</sup> 立方米
Production water use 生產用水	8,164	m <sup>3</sup> 立方米
<b>Water consumption in total</b> 耗水總量	<b>49,087</b>	<b>m<sup>3</sup></b> 立方米
<b>Intensity of water consumption (in terms of area)</b> 耗水密度(以面積計算)	<b>5.5</b>	<b>m<sup>3</sup>/m<sup>2</sup></b> 立方米/平方米

### Packaging material used

包裝材料用量

	2020 二零二零年	Unit 單位
Total packaging material used 包裝材料總量	12.7	tonne 公噸
Intensity of packaging material used (in terms of area) 包裝材料密度(以面積計算)	0.001	tonne/m <sup>2</sup> 公噸/平方米

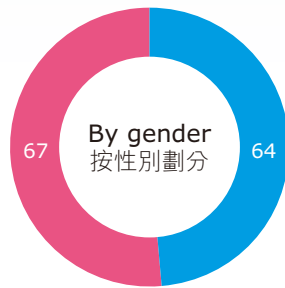
<sup>6</sup> Zhaoke Ophthalmology did not have any direct energy consumption during the Year.  
本年度兆科眼科未有涉及直接能源耗用。

# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

### Social Performance

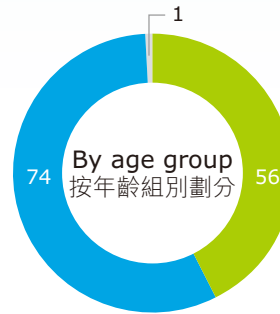
Number of staff<sup>7, 8</sup>



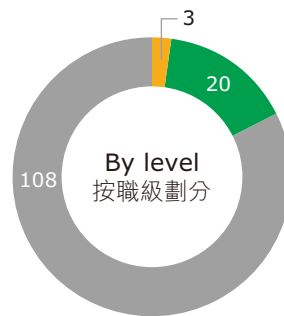
Male 男性      Female 女性

### 社會績效

員工人數<sup>7, 8</sup>



Below 30 30歲以下      50 or above 50歲以上  
30-50 30-50歲



Senior management 高級管理人員      General staff 一般員工  
Middle management 中級管理人員

Total number of staff : 131  
總員工人數

<sup>7</sup> Number of staff as at December 31, 2020.

截至二零二零年十二月三十一日的員工人數。

<sup>8</sup> During the Year, all of the staff were full-time staff stationed in Nansha.

本年度，所有員工均為於南沙工作的全職員工。

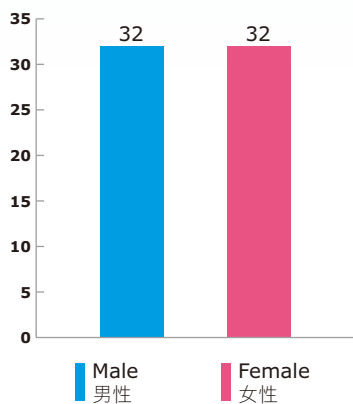
# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

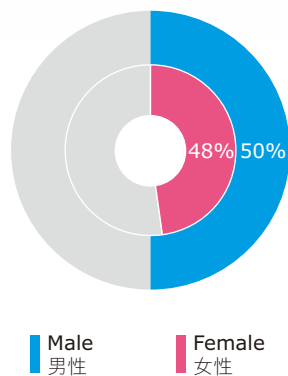
### Number and percentage of new recruits<sup>9</sup>

### 新入職員工人數及比率<sup>9</sup>

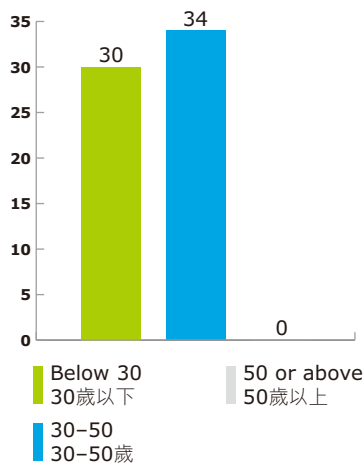
Number by gender  
按性別劃分人數



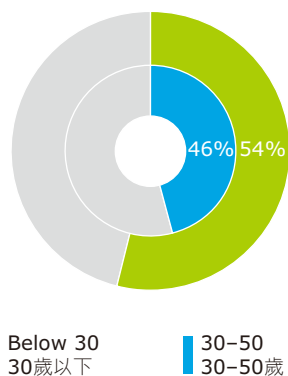
Percentage by gender  
按性別劃分比率



Number by age group  
按年齡組別劃分人數



Percentage by age group  
按年齡組別劃分比率



Number and percentage of new recruits in total  
總新入職員工人數及比率

: 64 | 49%

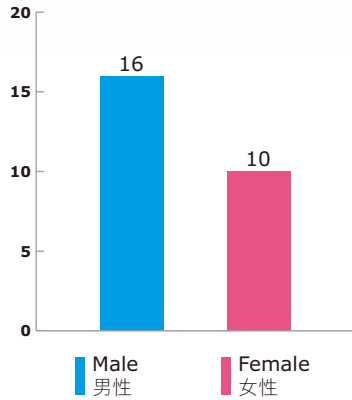
<sup>9</sup> Percentage of new recruits = Number of new recruits/Number of staff as at the end of the reporting period.  
新入職員工比率 = 新入職員工人數 / 報告期末員工人數。

# Environmental, Social and Governance Report 2020

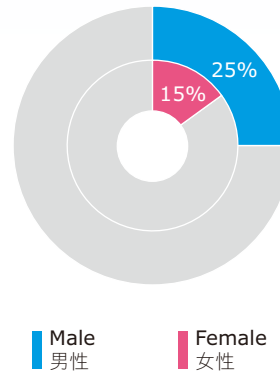
## 二零二零年環境、社會及管治報告

### Number of staff who left employment and staff turnover rate<sup>10</sup> 流失員工人數及比率<sup>10</sup>

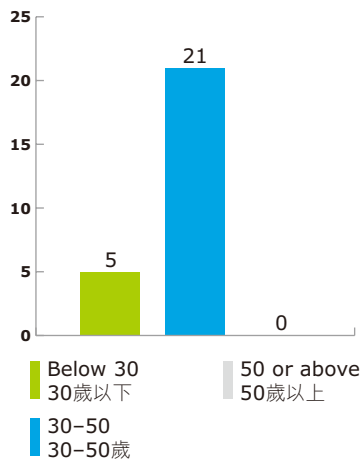
Number by gender  
按性別劃分人數



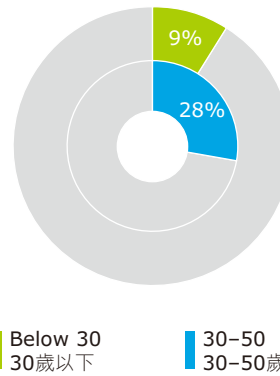
Percentage by gender  
按性別劃分比率



Number by age group  
按年齡組別劃分人數



Percentage by age group  
按年齡組別劃分比率



Number staff who left employment and staff turnover rate in total  
總流失員工人數及比率

: 26 | 20%

<sup>10</sup> Staff turnover rate = Number of staff who left employment/Number of employees as at the end of the reporting period.  
流失員工比率 = 流失員工人數 / 報告期末僱員人數。

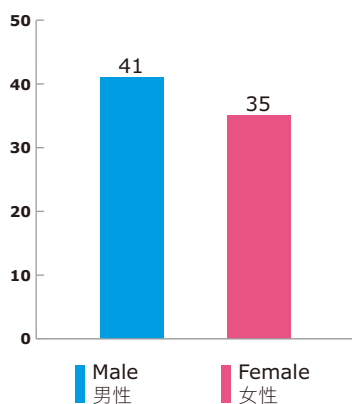
# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

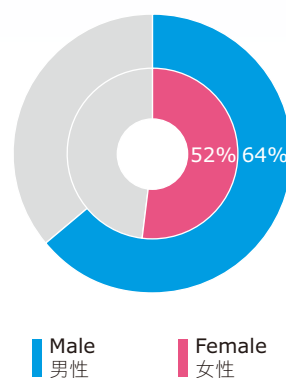
### Number of and percentage of staff who took part in training<sup>11</sup>

受訓員工人數及比率<sup>11</sup>

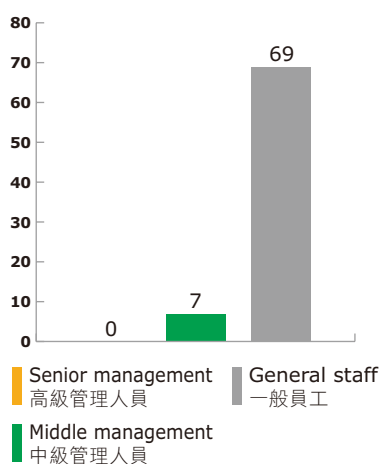
Number by gender  
按性別劃分人數



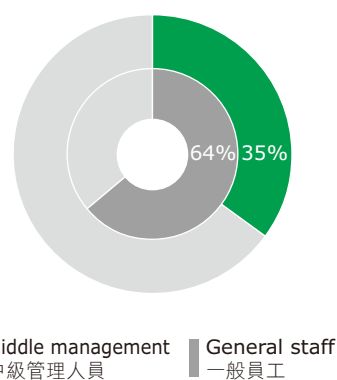
Percentage by gender  
按性別劃分比率



Number by level  
按職級劃分人數



Percentage by level  
按職級組別劃分比率



Number and percentage of staff who took part in training in total : **76** | **58%**  
總受訓員工人數及比率

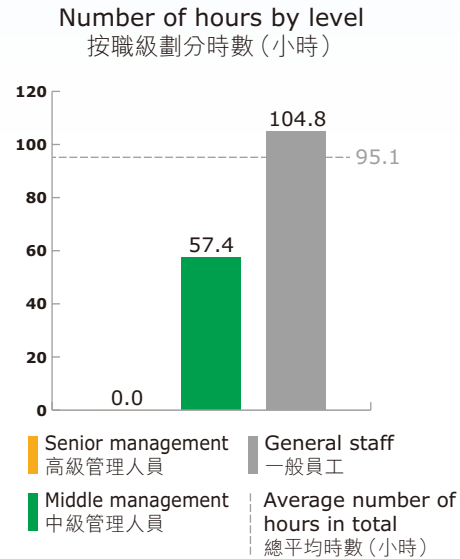
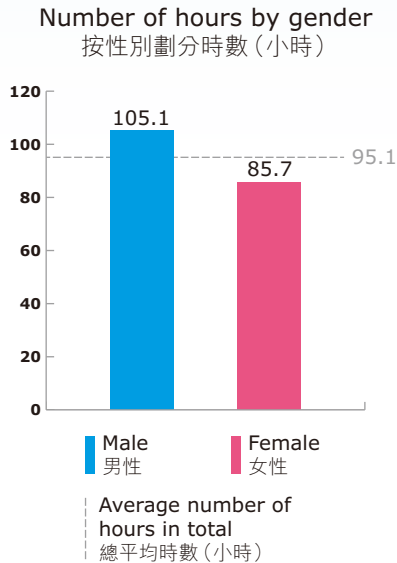
<sup>11</sup> Percentage of staff who took part in training = Number of staff in the specified category who took part in training/Number of staff in the specified category.  
受訓員工比率 = 相關類別參加培訓的員工 / 相關類別員工人數。

# Environmental, Social and Governance Report 2020

## 二零二零年環境、社會及管治報告

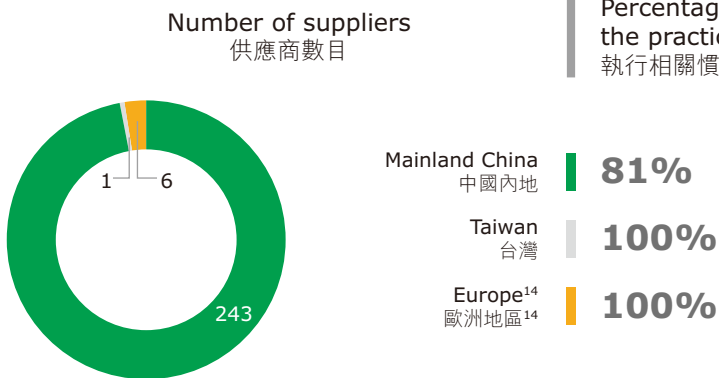
### Average number of training hours that staff participated in<sup>12</sup>

受訓員工平均受訓時數<sup>12</sup>



### Number of suppliers and percentage of suppliers where the practices are being implemented<sup>13</sup>

供應商數目及執行相關慣例的供應商百分比<sup>13</sup>



<sup>12</sup> Average number of training hours that staff participated in = Number of training hours in the specified category in total/Number of staff in the specified category in total.

受訓員工平均受訓時數 = 相關類別培訓時間總數 / 相關類別員工總數。

<sup>13</sup> Such practices including consideration of environmental and social performance of supplier.  
相關慣例包括考慮供應商就環境及社會績效。

<sup>14</sup> Including Italy, Germany and Switzerland.  
包括意大利、德國及瑞士。

**ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE – CONTENT INDEX**

《環境、社會及管治報告指引》— 內容索引

Subject areas 主要範疇	Content 內容	Page index 頁碼索引
<b>A1 Emissions</b> A1 排放物		
General Disclosure 一般披露	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的：  (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	8, 19
A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	There were no air emissions by Zhaoke Ophthalmology during the Year. 本年度兆科眼科未有產生廢氣排放。
A1.2	Greenhouse gas emissions in total and intensity. 溫室氣體總排放量及密度。	20, 24
A1.3	Total hazardous waste produced and intensity. 所產生有害廢棄物總量及密度。	21, 24
A1.4	Total non-hazardous waste produced and intensity. 所產生無害廢棄物總量及密度。	21, 24
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。	20, 24
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。	21, 24



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## 二零二零年環境、社會及管治報告

Subject areas 主要範疇	Content 內容	Page index 頁碼索引
<b>A2 Use of Resources</b> 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。	19
A2.1	Direct and/or indirect energy consumption by type in total and intensity. 按類型劃分的直接及/或間接能源總耗量及密度。	21-22, 25
A2.2	Water consumption in total and intensity. 總耗水量及密度。	21, 25
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。	22, 25
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。	21; The Group did not have any issue in sourcing water that is fit for purpose.  21; 本集團於求取適用水源上無任何問題。
A2.5	Total packaging material used for finished products and with reference to per unit produced. 製成品所用包裝材料的總量及每生產單位佔量。	22, 25
<b>A3 The Environment and Natural Resources</b> 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。	19
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。	22

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## 二零二零年環境、社會及管治報告

Subject areas 主要範疇	Content 內容	Page index 頁碼索引
<b>B1 Employment</b> <b>B1 僱傭</b>		
General Disclosure 一般披露	Information on: <ul style="list-style-type: none"> <li>(a) the policies; and</li> <li>(b) compliance with relevant laws and regulations that have a significant impact on the issuer</li> </ul> <p>relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare.</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> <ul style="list-style-type: none"> <li>(a) 政策；及</li> <li>(b) 遵守對發行人有重大影響的相關法律及規例的資料。</li> </ul>	8, 17
B1.1	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。	26
B1.2	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。	27
<b>B2 Health and Safety</b> <b>B2 健康與安全</b>		
General Disclosure 一般披露	Information on: <ul style="list-style-type: none"> <li>(a) the policies; and</li> <li>(b) compliance with relevant laws and regulations that have a significant impact on the issuer</li> </ul> <p>relating to providing a safe working environment and protecting employees from occupational hazards.</p> <p>有關提供安全工作環境及保障僱員避免職業性危害的：</p> <ul style="list-style-type: none"> <li>(a) 政策；及</li> <li>(b) 遵守對發行人有重大影響的相關法律及規例的資料。</li> </ul>	8, 18
B2.1	Number and rate of work-related fatalities. 因工作關係而死亡的人數及比率。	18
B2.2	Lost days due to work injury. 因工傷損失工作日數。	18
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。	18

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## 二零二零年環境、社會及管治報告

Subject areas 主要範疇	Content 內容	Page index 頁碼索引
<b>B3 Development and Training</b> <b>B3發展及培訓</b>		
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。	19
B3.1	The percentage of employees trained by gender and employee category. 按性別及僱員類別劃分的受訓僱員百分比。	27
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。	28
<b>B4 Labour Standards</b> <b>B4勞工準則</b>		
General Disclosure 一般披露	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to preventing child and forced labour. 有關防止童工或強制勞工的：  (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	8, 17
<b>B5 Supply Chain Management</b> <b>B5供應鏈管理</b>		
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。	15
B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	28
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、以及有關慣例的執行及監察方法。	15-16

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## 二零二零年環境、社會及管治報告

Subject areas 主要範疇	Content 內容	Page index 頁碼索引
<b>B6 Product Responsibility</b> <b>B6產品責任</b>		
General Disclosure 一般披露	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress.  有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的：  (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	8, 13-15
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。	Currently, there is no product sold by the Group. 本集團現時未涉及產品銷售。
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。	Currently, there is no product sold by the Group. 本集團現時未涉及產品銷售。
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。	13
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。	14-15
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。	13

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Subject areas 主要範疇	Content 內容	Page index 頁碼索引
<b>B7 Anti-corruption</b> <b>B7反貪污</b>		
General Disclosure 一般披露	Information on:  (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer  relating to bribery, extortion, fraud and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的：  (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	8, 13
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。	8
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。	13
<b>B8 Community Investment</b> <b>B8社區投資</b>		
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。	23

