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PERENNIAL INTERNATIONAL LIMITED
恒都集團有限公司
(Stock code 股份代號: 00725)



2021 環境、社會及管治報告
Environmental, Social
and Governance Report



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ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

About the Report Report Overview

This report is the sixth Environmental, Social and Governance Report of Perennial International Limited (“Perennial International”, the “Group”, the “Company”, “we”, “our” or “us”), as well as our first Environmental, Social and Governance Report published separately. The report summarises the Group’s relevant management policies, measures and performance on environmental, social and governance (“ESG”) matters, and demonstrates our commitment in supporting sustainable development.

Reporting Standards

This report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “ESG Reporting Guide”) as set out in Appendix 27 of the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited (the “Stock Exchange”), and the four reporting principles of materiality, quantitative, balance and consistency as set out in the ESG Reporting Guide has also been adopted.

Materiality: We have conducted a materiality assessment through stakeholder engagement to identify and prioritise material ESG issues, which have been approved by the board of directors and stated in the report.

Quantitative: Where practicable, key performance indicators (“KPIs”) have been presented in quantifiable terms, in order to provide an objective illustration of our performance.

Balance: The report also discloses our achievements and plans for improvement, and presents the Group’s performance in an unbiased manner.

Consistency: Unless otherwise stated, the methodology adopted in the disclosure of statistics are consistent with previous years, to allow for a meaningful comparison with future ESG data.

Scope of Report

This report covers the Group’s operations in our premises located in Hong Kong, Shenzhen, Heyuan and Vietnam. Unless otherwise specified, data and information contained in the report covers the period from 1 January 2021 to 31 December 2021.

Review of Report

The data and information contained in the report have been obtained mainly from the Company’s statistical reports and internal communications documents. The board of directors (the “Board”) of the Company undertakes responsibility for ensuring that the contents of the report is true, accurate and complete, and that there are no false information or misleading statements in the report. This report was confirmed by the management and approved by the Board on 27 April 2022.

Should you have any queries or suggestions on the report, please share with us by email to info@perennialcable.com.

關於本報告 報告簡介

本報告為恒都集團有限公司(「恒都」、「集團」、「公司」或「我們」)第六份年度環境、社會及管治報告，同是亦是我們第一份獨立發佈的環境、社會和管治報告。報告內容總結了集團的環境、社會和管治(「ESG」)相關管理政策、措施及表現，並展示我們支持可持續發展的決心。

報告標準

本報告乃根據香港聯合交易所有限公司(「聯交所」)證券上市規則附錄二十七所載之環境、社會及管治報告指引(「ESG指引」)編製，亦採納了「ESG指引」中的重要性、量化、平衡和一致性四項報告原則。

重要性：我們通過持份者參與進行重要性評估，以識別及優先考慮重大ESG事宜。該等事宜得到了董事會的核准，並於本報告中予以表述。

量化：於可行情況下以可予計量的方式呈列關鍵績效指標，以更客觀地說明我們的表現。

平衡：本報告同時披露我們的成就及改進計劃，以不偏不倚的方式呈列集團的表現。

一致性：除特別說明外，本報告中的披露統計方法與先前年度一致，以令ESG數據日後可作有意義的比較。

報告範圍

本報告涵蓋集團於香港、深圳、河源及越南營運地點的業務部門。如無特別說明，報告的數據及內容所涉及的日期範圍為二零二一年一月一日至二零二一年十二月三十一日。

報告審核

本報告的數據和內容主要來源於公司統計報告及內部溝通文件。公司董事會(「董事會」)承諾本報告不存在任何虛假記載或誤導性陳述，並對其內容真實性、準確性和完整性負責。本報告經管理層確認後，於二零二二年四月二十七日獲董事會通過。

如對本報告有任何查詢或建議，請電郵至 info@perennialcable.com 與我們聯繫。

The Group's Sustainability Governance Statement of the Board on ESG matters

The Group is committed to corporate responsibility and incorporates environmental, social and governance elements in all aspects of the Group. The Board is responsible for supervision and review of ESG related risks and performance, formulating and reviewing the Group's ESG policies, in order to ensure prioritisation and management of material ESG issues. At the same time, the Board is also responsible for reviewing and monitoring the progress of ESG goals and reviewing the information disclosure in the ESG report, to ensure that the contents of the report satisfies the requirements of the Listing Rules. In adopting the Group's ESG management objectives and strategies, the appropriate policies and measures are coordinated and implemented across premises and departments in the Company's day-to-day operations. Regular social responsibility assessment on Perennial International's production bases are conducted by our major customers. As part of our commitment to the corporate social responsibility, the Group continuously improves its internal management on the basis of the recommendations of these assessments.

The Group conducts internal and external stakeholder engagement regularly to identify and assess the materiality of each ESG issue to the Group and its stakeholders. We develop and implement ESG measures according to the materiality of the ESG issues assessed, and report them in the ESG report. For details about the stakeholder engagement process and the results of the materiality analysis, please refer to the section headed "Stakeholder Engagement" in this report.

The Group's ESG Management Approach

Perennial International manufactures and trades quality wire harness, power cords, cables and plastic resins and sells to prominent multi-national producers of electrical and electronic appliances. The Group strives for long-term sustainable growth with our shareholders. While committed to maximise profits, the Group also strives to reduce negative impacts on the environment, its workforce, business partners, and the community. Through the establishment of management systems and implementation of various measures in terms of environmental protection, protection of labour rights and interests, product quality and social welfare, we aim to create value for all stakeholders.

集團的可持續發展管治 董事會關於ESG事宜的聲明

集團堅守作為負責任企業的信念，由上至下在集團各個環節加入ESG元素。董事會負責監督及檢討ESG相關風險和表現，制定及審核本集團的ESG政策，以確保重要ESG議題根據優次得到管理。同時，董事會亦負責檢討及監察ESG相關目標的進度，並審批ESG報告所披露的有關資料以確保報告內容符合上市規則。公司的各營運點及各部門則在日常營運中統籌和執行適當政策及措施，實現集團對環境、社會及管治管理的方針和策略。恒都的生產基地定期接受主要客戶安排的社會責任驗廠評估，集團會根據驗廠評估的建議持續改善內部管理，秉持其企業社會責任。

本集團定期進行內部及外部持份者的參與，以識別及評估各ESG事宜對本集團及其持份者的重要性。我們會依循已評估的ESG事宜的重要性訂立並落實ESG措施，並於ESG報告中作出相關匯報。有關持份者參與過程及重要性分析結果的詳情，請參閱本報告「持份者參與」一節。

集團的ESG管治方針

恒都集團專門製造及營銷優質組合線束、電源線、導線及塑料，並外銷至著名跨國電器及電子產品生產商。本集團旨在為股東創造長期可持續增長，並致力在追求營利的同時，減少對周邊環境、勞工、商業夥伴和社群等所帶來的影響，以及透過建立針對環境保護、勞工權益保障、產品品質、社會公益等事宜的管理體系和實行措施，為各方創造更多價值。

Stakeholder Engagement Communication with Stakeholders

The Group's business operation may affect our shareholders, the government, employees, customers and suppliers, and in turn, they may have expectations and opinions on the Group's operations and strategies. To maintain effective communication with our stakeholders and address their expectations and concerns about the Group's operations in a balanced manner, we have formulated plans for communications with different stakeholders by adopting appropriate communication channels to ensure information can be delivered in a timely and effective manner. Subject to compliance with local preventive measures against the COVID-19 pandemic, the Group's specific communication channels for engagement with various stakeholder groups are currently as follows:

Stakeholder Group	Communication channels
Shareholders	<ul style="list-style-type: none"> Regular announcements Annual general meetings
Government	<ul style="list-style-type: none"> Appointments
Employees	<ul style="list-style-type: none"> Formulating a work appraisal system Setting up suggestion boxes Direct email communications with the management staff
Customers	<ul style="list-style-type: none"> Customer satisfaction surveys Regular communications (by means of telephone, site visits and business dinners) After-sales service
Suppliers	<ul style="list-style-type: none"> Continuous follow-up and evaluation of suppliers Regular communications (by means of telephone, site visits, business dinners)
Charity Partners	<ul style="list-style-type: none"> Active engagement

持份者參與 持份者溝通

集團的業務營運為股東、政府、員工、客戶及供應商等持份者帶來影響，亦會對恒都的營運及策略持有期望和意見。為了確保與持份者保持良好的雙向溝通，並平衡地關注他們對集團營運的期望及訴求，我們就各持份者制訂了溝通管理程序，透過採用適合的溝通渠道，令各種資訊能及時、有效地傳達。在依循營運地區的COVID-19 防疫政策的前提下，集團現時與各持份者具體溝通方式如下：

持份者組別	溝通方式
股東	<ul style="list-style-type: none"> 定期公告 年度股東大會
政府	<ul style="list-style-type: none"> 主動約見
員工	<ul style="list-style-type: none"> 設立工作評估制度 設立意見箱 與管理人員直接電郵聯繫
客戶	<ul style="list-style-type: none"> 顧客滿意度調查 定期溝通(電話聯絡、實地走訪、工作聚餐) 售後服務
供應商	<ul style="list-style-type: none"> 持續跟進和評價供應商 定期溝通(電話聯絡、實地走訪、工作聚餐)
公益夥伴	<ul style="list-style-type: none"> 主動聯繫

Stakeholder Engagement (Continued) Materiality Assessment

In accordance with the Environmental, Social and Governance Reporting Guide of the Stock Exchange of Hong Kong, Perennial International engaged an independent consultant in 2016 to solicit opinions and suggestions from our stakeholders, including our staff, customers and suppliers, as part of a materiality assessment to identify ESG issues that are relevant and important to Perennial International, in order to formulate corresponding strategies and objectives. The findings of the materiality assessment remain in use to date. As there has been no significant change in the overall operations and business during the year relative to 2016, the board of directors has decided, after careful consideration, to continue to adopt the list of material issues identified in the previous years. The material issues and their relevance to the Group are summarised as follows:

持份者參與(續) 重大性評估

恒都根據香港交易所《環境、社會及管治報告指引》內的要求，於二零一六年特意委託獨立顧問公司向我們的員工、客戶、供應商等持份者收集意見，從而進行重大性評估，識別與恒都相關且重要的ESG議題，以制訂相應的策略及方向。重大性評估的結果沿用至今。由於公司本年的整體營運及業務與二零一六年相比並無重大改變，董事會經詳細考慮後，決定繼續沿用上述年度所訂立的重要議題清單。重要議題與恒都集團之相關性簡述如下：

Issue 議題	Environmental 環境	Issue 議題	Employment 僱傭
	Relevance to the Group 與恒都集團之相關性		Relevance to the Group 與恒都集團之相關性
Energy conservation	The Group consumes energy for machine operation and lighting during production.	Occupational health and safety	Our production workers are exposed to certain health and safety risks when they are working on the production lines. The Company is responsible for the work safety of its employees.
節約能源	集團在生產過程中會使用能源以驅動機器及照明。	職業健康安全	生產人員在生產線上工作時會面對若干健康及安全風險。公司有責任保障員工工作安全。
Waste disposal	The Group generates various forms of waste during production, some of which are hazardous waste and must be properly disposed of.	Labour and human rights regulations	The Company's operations must comply with local laws and regulations. We place particular emphasis on securing statutory protection and rights for our workers.
廢棄物處理	集團在生產過程中會產生各類廢料，部分屬有害廢棄物，需要妥善處理。	勞動及人權法規	公司的營運必須符合當地的法律法規，我們尤其重視為勞工提供法定保障及權利。
Water resources management	The Group uses municipal water at certain stages of production.	Employee training	We offer employees training to help enhance product quality and production efficiency.
水資源管理	集團在部分生產環節中會使用市政水。	員工培訓	為員工提供培訓有助提升產品質量及生產效率。

Stakeholder Engagement (Continued)
Materiality Assessment (Continued)**持份者參與(續)**
重大性評估(續)

Issue 議題	Environmental 環境 Relevance to the Group 與恒都集團之相關性	Issue 議題	Employment 僱傭 Relevance to the Group 與恒都集團之相關性
Recycling of materials	The Group generates various forms of waste during production and recycling of waste can help to reduce land pollution.	Employment relationship	Various business development plans of the Company are closely linked to talent recruitment and retention. Building good employment relationships and positive employer image facilitates talent recruitment and retention.
物料循環使用	集團在生產過程中會產生各類廢料，循環使用廢料可減少對土地污染。	僱傭關係	公司各項業務發展計劃的推行與人才的招聘及挽留息息相關。建立良好的僱傭關係，建立良好僱主的形象，有助招聘和挽留人才。
Packaging materials	Packaging materials are necessary for the Group in delivering our products. Such packaging materials may become waste after delivery is completed.		
包裝材料	集團在運送產品時必須使用包裝材料。此等包裝材料在供貨後有可能會成為廢料。		
Environmental regulations and impact	The Company's operations must comply with local laws and regulations. We place particular emphasis on the potential impact of our production bases on the environment.		
環境法規及影響	公司的營運必須符合當地的法律法規，我們尤其重視生產基地可能對環境構成的影響。		

Stakeholder Engagement (Continued) Materiality Assessment (Continued)

持份者參與(續) 重大性評估(續)

Issue 議題	Operation 營運	Issue 議題	Community 社區
	Relevance to the Group 與恒都集團之相關性		Relevance to the Group 與恒都集團之相關性
Product quality 產品質量	Customers expect to purchase quality and safe products. Product quality and safety are the foundations for keeping the faith of our customers. 顧客期望採購優質及安全的產品。產品質量及安全性為維持顧客信心之基石。	Community investment 社區投入	Committed to serving as an enterprise of integrity, the Group continues to participate in and support local community activities. 本集團堅持做良心企業的信念，所以我們持續參與和支持當地的社區活動。
Customer relationship 客戶關係	Maintaining good customer relations helps Perennial International generate stable revenue streams and promote corporate development. 維持於客戶的關係可令恒都集團具有穩定的收入來源和企業發展。		
Anti-corruption 反貪腐	The Company's operations must comply with local laws and regulations. Business ethics stands as the foundation for the Company's reputation. 公司的營運必須符合當地的法律法規，商業道德更是公司信譽之基石。		
Supply chain management 供應鏈管理	As our suppliers' operations may have an impact on the environment, Perennial International is responsible for supporting suppliers with better environmental performance. 供應商或營運時或會對環境構成影響，恒都有責任支持環境表現較佳的供應商。		

Environment

Environmental Management Procedures

Perennial International strives to maximise its environmental management performance through active efforts in its operations, in order to satisfy the expectations of our stakeholders. The Group complied with the relevant environmental laws and regulations, including, in the People's Republic of China (the "PRC" or "China"), the Environmental Protection Law, the Air Pollution Prevention Law, the Water Pollution Prevention Law, and in Vietnam, the Law on Environmental Protection, the National Technical Regulation on Ambient Air Quality, the National Technical Regulation on Industrial Emission of Inorganic Substance and Dust, the Decree on Management of Waste and Discarded Materials and the Decree on the Drainage and Treatment of Waste Water. There were no cases of non-compliance with the above laws and regulations during the year. Every production base of the Group has formulated its respective Environmental Procedures to provide guidelines for various departments on energy conservation, efficient utilization of resources, proper waste disposal and prevention and control of environmental pollution. The procedures also clearly define the responsibilities of Perennial International's personnel to facilitate its effective implementation. We also regularly review and evaluate the implementation of environmental management plans and procedures, environmental targets and indicators, and in cases of doubt, promptly take corrective and preventive measures.

In addition, pursuant to the Provisions of Carbon Emissions Management of the Shenzhen Special Economic Zone and Interim Measures of Shenzhen Municipality for the Administration of Carbon Emission Permits Trading, our production base in Shenzhen has joined the Shenzhen carbon emission trading market.

環境

環境管理程序

恒都在環境管理方面力臻完善，積極地於營運中落實環境管理工作，以回應各持份者的期望。集團遵循中華人民共和國(「中國」)《環境保護法》、《大氣污染防治法》、《水污染防治法》，及越南的《環境保護法》、《國家環境空氣質量技術規定》、《國家無機物和粉塵工業排放技術規定》、《廢物和廢棄物管理法令》及《廢水排放和處理法令》等相關的環境法規，於本年內沒有任何違反上述條例之個案。在集團各生產基地，我們已制訂相應的《環境程序》，為各部門提供有關節約能源、提升資源使用效益、妥善處理廢棄物及防治環境污染等工作的指引。該程序亦明確規定恒都集團人員的職責，使程序得以有效實行。我們亦會定期檢視及評估環境管理方案和程序、各類環境目標和指標的實施情況，及時地向存在疑慮的地方作出糾正和實行預防措施。

另外，我們設於深圳的生產基地已根據《深圳經濟特區碳排放管理若干規定》及《深圳市碳排放權交易管理暫行辦法》，加入深圳碳排放權交易市場。

Environment (Continued) Group Environmental Targets

During the Reporting Year, Perennial International has established environmental targets for the Group to monitor our environmental performance and track the effectiveness of each of our environmental measures. We have reviewed our historical environmental data through an internal analysis, and have successfully identified opportunities for technological improvements and engineering enhancements. We have also set quantifiable targets for key environmental areas (including GHG emissions, energy consumption, water consumption, and waste generation). We will continue to track our process toward such targets and improve our environmental performance.

GHG emissions (Scopes 1 & 2) ³	Reduce GHG emission intensity (Scopes 1 and 2) ³ by 30% by 2030, using 2021 as the base year	溫室氣體排放 (範圍1及2) ³	以二零二一年為基準年，至二零三零年將溫室氣體排放密度(範圍1及2) ³ 降低30%
Energy consumption	Reduce total energy consumption intensity by 30% by 2030, using 2021 as the base year	能源消耗	以二零二一年為基準年，至二零三零年將總能源消耗密度降低20%
Water consumption	Reduce total water consumption intensity by 20% by 2030, using 2021 as the base year	耗水	以二零二一年為基準年，至二零三零年將總耗水密度降低20%
Waste generation (non-hazardous waste)	Reduce non-hazardous waste generation intensity by 20% by 2030, using 2021 as the base year	廢棄物產生(無害廢棄物)	以二零二一年為基準年，至二零三零年將無害廢棄物產生密度降低20%
Waste generation (hazardous waste)	Reduce hazardous waste generation intensity by 50% by 2030, using 2021 as the base year	廢棄物產生(有害廢棄物)	以二零二一年為基準年，至二零三零年將有害廢棄物產生密度降低50%

環境(續) 集團環境目標

於本報告年度，恒都已設立了集團環境目標，以監察我們的環境表現，並跟進各環境舉措的成效。我們透過公司內部分析，進行了歷史環境數據審視，並成功識別技術改進、工程優化機會。我們為關鍵的環境範疇(包括溫室氣體排放、能源消耗、耗水及廢棄物產生)制定量化目標。我們將持續跟進目標的落實進度，改善我們的環保表現。

Environment (Continued)

Energy Conservation

Purchased electricity is the major energy source to power our production machinery and provide energy for our dormitories. The Group also consumes diesel and gasoline to power forklift trucks and motor vehicles. A small amount of liquefied petroleum gas ("LPG") is used for the staff canteen. The Group strives to increase overall energy efficiency and reduce our dependence on direct and indirect energy. Our efforts in this respect include the following energy conservation measures for indoor temperature regulation, lighting and heating:

- The Company's factories in China are designed based on the principle of "north-south orientation" to facilitate air circulation in the factory, thus reducing the demand for indoor air conditioning.
- Natural ventilation was adopted during the construction of the factory in Vietnam for air circulation. Currently, electric fans are mostly used instead of air conditioning.
- Energy-saving lamps are used for indoor lighting in the factories in China, while 100W LED lamps are used for outdoor lighting. Lamps on the fencing wall of our Heyuan factory are powered with solar energy, saving approximately 8,340 kWh of electricity annually.
- LED lamps are also used in the factory in Vietnam to reduce electricity consumption.
- Windows are installed at the production area of the Vietnam factory to bring more natural light, reducing the demand for lamps.
- Factories in China utilise residual heat from air compressors to supply hot water for dormitories.
- During the construction of Vietnam factory, priority was given to purchase the latest equipment with higher energy efficiency in order to reduce unnecessary energy consumption in the production process.

環境(續)

節約能源

恒都主要使用外購電力，以驅動生產機器和為宿舍提供能源；使用柴油和汽油驅動叉車及集團車輛；以及少量石油氣用於員工食堂。集團致力提升整體能源效益，減少對直接及間接能源的依賴。其中，我們透過以下在室內溫度調節、照明、供熱等方面節省能源消耗：

- 公司中國內地廠房以「南北對向」的原則興建，令廠房內空氣流通，減少對室內空調的需求。
- 越南廠房在興建時採用通風設計，讓廠房保持室內空氣流通，現時主要以風扇代替室內空調。
- 中國內地廠房使用節能燈管作室內照明，而室外路燈使用100W LED燈。其中，河源廠房的圍牆燈均使用太陽能發電，每年節省大約8,340千瓦時用電。
- 越南廠房亦有使用LED燈以節省用電。
- 越南廠房安裝了透光的窗戶，將自然光引入室內作照明之用，減少室內燈管的使用。
- 中國內地工廠使用空壓機餘熱為宿舍供應熱水。
- 越南廠房建廠時優先引入較高能源效益的新型號設備，從而減少生產過程中不必要的能源消耗。

Environmental, Social and Governance Report (Continued)
環境、社會及管治報告(續)**Environment (Continued)**
Energy Conservation (Continued)

The Company's energy consumption and greenhouse gas ("GHG") emissions performance from 2019 to 2021 is set out as follows:

Energy Consumption Indicators	Units	Consumption		
		2021	2020	2019
Total energy consumption	MWh	8,269	7,651	8,316
Direct energy consumption ¹	MWh	772	760	800
Indirect energy consumption	MWh	7,496	6,891	7,516
Energy consumed per tonne of output²	kWh/tonne	709	757	734

GHG Emissions Indicators	Units	Emissions		
		2021	2020	2019
Total GHG emissions³	tCO ₂ e	4,966	4,106	4,383
Direct GHG emissions (Scope 1)	tCO ₂ e	187	201	210
Indirect GHG emissions (Scope 2)	tCO ₂ e	4,779	3,905	4,173
GHG emissions per tonne of output²	kgCO ₂ e/tonne	426	406	387

- ¹ This includes the production of natural gas, diesel and petrol.
- ² This includes the output of wire harness, power cords, cables and plastic resins.
- ³ During the Year, the Group updated the estimation methods and emission factors for direct and indirect Green-House Gas ("GHG") emissions, including:

Scope 1: GHG emissions refer to direct emissions from the combustion of stationary and mobile fuel sources, which in the case of the Group, refer to the amount of GHG emitted directly from the use of natural gas, diesel, and petrol. The estimation methods and emission factors are referenced from the "Reporting Guidance on Environmental KPIs" issued by the Stock Exchange, the "Accounting Methods and Reporting Guidelines for Greenhouse Gas Emissions from Industrial and Enterprises in Other Industries (Trial)" issued by the National Development and Reform Commission of the People's Republic of China, and the "2006 IPCC (Intergovernmental Panel on Climate Change) Guidelines for National Greenhouse Gas Inventories".

Scope 2: In the case of the Group, GHG emissions are indirect emissions from purchased electricity. The estimation methods and emission factors are referenced from the "Reporting Guidance on Environmental KPIs" issued by the Stock Exchange, the "2021 Sustainability Report" issued by the CLP Group, the "2019 China regional power grid baseline emission factors" issued by The Ministry of Ecology and Environment of People's Republic of China, and the "IGES Grid Emission Factors" for Vietnam.

環境(續)
節約能源(續)

下表載列公司在二零一九年至二零二一年間各類能源的消耗量及溫室氣體排放表現：

能源使用指標	單位	用量		
		二零二一年	二零二零年	二零一九年
總能源消耗量	兆瓦時	8,269	7,651	8,316
直接能源消耗量 ¹	兆瓦時	772	760	800
間接能源消耗量	兆瓦時	7,496	6,891	7,516
每噸產量耗能密度²	千瓦時/公噸	709	757	734

溫室氣體排放指標	單位	排放量		
		二零二一年	二零二零年	二零一九年
溫室氣體總排放量³	噸二氧化碳當量	4,966	4,106	4,383
直接溫室氣體排放(範圍一)	噸二氧化碳當量	187	201	210
間接溫室氣體排放(範圍二)	噸二氧化碳當量	4,779	3,905	4,173
每噸產量碳排放量²	公斤二氧化碳當量/公噸產量	426	406	387

- ¹ 包括天然氣、柴油及汽油的產用量。
- ² 包括組合線束、電源線、導線及塑料的產量。
- ³ 本年度集團更新了直接及間接排放的溫室氣體量的估算方法及排放係數，包括：

範圍1：溫室氣體排放指固定源及移動源燃料燃燒的直接排放，以本集團之情況而言，即為使用天然氣、柴油及汽油時直接排放的溫室氣體量。估算方法及排放係數引用香港交易所《環境關鍵績效指標匯報指引》、中華人民共和國國家發展和改革委員會發佈的《工業其他行業企業溫室氣體排放核算方法與報告指南(試行)》及《2006 IPCC(政府間氣候變化專門委員會)國家溫室氣體清單編製指南》。

範圍2：溫室氣體排放在本集團的情況而言即為購買電力所衍生間接排放。估算方法及排放係數引用香港交易所《環境關鍵績效指標匯報指引》、中電集團《2021可持續發展報告》、中華人民共和國生態環境局發佈的《2019年度減排項目中國區域電網基準線排放因子》，及越南的IGES電網排放因子。

Environment (Continued) Waste Disposal

Solid hazardous and non-hazardous waste generated by the Company from production sites, warehouses and offices are sorted by categories of “recyclable”, “non-recyclable” and “hazardous waste” and stored and disposed of accordingly. The above categories of waste are collected and recycled (as appropriate) by authorised waste disposal agencies except for some waste which will be reused in the production plant. The following table sets out the volume of waste generated and processed by the Company from 2019 to 2021:

Types of Wastes ^{4,5}	Units	Amount Collected and Processed		
		2021	2020	2019
Total non-hazardous waste produced				
Waste paper	Tonne	35.2	28.7	28.2
Reusable plastic	Tonne	191.7	103.5	122.4
Scrap copper	Tonne	20.8	18.3	19.0
Waste wire	Tonne	54.2	70.1	90.4
Total non-hazardous waste produced per tonne of output ²	Kg/tonne	25.90	N/A	N/A
Total hazardous waste produced				
Hazardous waste	Tonne	11.3	2.1	13.9
Total hazardous waste produced per tonne of output ²	Kg/tonne	0.96	N/A	N/A

Reducing Resource Wastage

Raw materials used in Perennial International’s production mainly include copper wires, rubber and plastics, packaging materials and municipal water. We strive to improve resource consumption efficiency without compromising on strict compliance with international quality standards for our products. For example, we break up the used plastic resins for wires for recycling and reuse them in certain products with lower quality requirements (such as plug socket covers) in our Mainland China factory. We also crush and reuse the used PVC during the injection molding process in our Vietnam factory. Moreover, we reuse the waste plastic pellets generated in the injection molding process to ensure the efficient use of raw materials. In addition, our factories also provide training in relation to the production process to employees and junior management staff to ensure that the use of raw materials is strictly controlled.

⁴ The models of products produced by the Group during the Reporting Year differ from those in 2020. As a result, the amounts of certain waste items generated were significantly different from the previous year.

⁵ The categories of hazardous waste and non-hazardous waste production intensity were newly added this year to monitor our progress in achieving our environmental targets.

環境(續) 廢棄物處理

公司按「可回收」、「不可回收」及「危險廢品」分類存放及處理在生產現場、貨倉、辦公室所生產的固體無害及有害廢棄物。除部分廢棄物會於生產廠房內重用外，以上種類的廢棄物都交由專業認可的廢棄物處理機構進行收集及相應回收。下表載列公司在二零一九年至二零二一年間產生及處理的廢棄物數量：

廢棄物種類 ^{4,5}	單位	所收集及處理數量		
		二零二一年	二零二零年	二零一九年
無害廢棄物產生量				
廢紙	公噸	35.2	28.7	28.2
可利用塑膠	公噸	191.7	103.5	122.4
廢銅	公噸	20.8	18.3	19.0
廢電線	公噸	54.2	70.1	90.4
每噸產量無害廢棄物產生量 ²	公斤/公噸產量	25.90	不適用	不適用
有害廢棄物產生量				
危險廢品	公噸	11.3	2.1	13.9
每噸產量有害廢棄物產生量 ²	公斤/公噸產量	0.96	不適用	不適用

減少資源浪費

恒都於生產主要使用的資源包括銅線、橡膠及塑料等原材料，包裝物料及市政用水。我們在不影響產品符合嚴格國際品質標準的前提下，致力提升資源使用的效益。例如中國內地廠房會把用過的電線膠皮打碎再造，並於一些品質標準要求不高的產品中（如插頭所用的護腳套）再次使用。而在越南廠房會把用過的聚氯乙烯(PVC)塑料打碎在注塑過程中重用。公司亦會將注塑過程中產生的廢膠粒重用，確保原材料使用效益得以提高。另外，廠房亦會為員工及基層管理人員提供生產過程相關的培訓，確保原材料使用量得到嚴格的控制。

⁴ 於報告年度，集團所生產的產品型號與2020年不同，為此，部份廢棄物細項的產生量與往年有較大分別。

⁵ 本年新增有害及無害廢棄物產生密度以監察環境目標進度。

Environment (Continued) Reducing Resource Wastage (Continued)

In addition, in order to reduce waste, the Group also recycles and reuses some packaging materials such as wooden cardboard and paper boxes. The Vietnam factory achieved a recycling rate of nearly 80% this year. For non-reusable materials, we engage thirdparty disposal service providers to collect them to ensure proper waste disposal. Factories in China are also equipped with water re-utilization basin to collect and reuse the production water from the workshops, saving approximately 10,000 m³ of water throughout the year. Meanwhile, recycled water is used for the required cooling process at the factory in Vietnam to reduce water consumption for production. We also continuously inspect and repair water pipes, so as to reduce unnecessary waste of water resources caused by pipe breakage and equipment damage. We have also implemented various water conservation projects outside of the production process, such as installing an automatic spraying device in the garden of the Vietnam factory to reduce water usage. The table below sets forth the Company's use of various resources from 2019 to 2021:

Resources Usage Indicator	Units	Amount Consumed		
		2021	2020	2019
Water consumption	m ³	84,462	91,924	88,235
Water intensity per tonne of output ²	m ³ /tonne	7.3	9.1	7.8
Packaging material – consumption of paper boxes	tonne	396.6	282.0	212.5
Packaging material – plastic consumption	tonne	27.4	31.7	36.0

Pollution Prevention

In order to minimise the direct impact of our operations on the environment, Perennial International has implemented the Environmental Pollution Prevention and Control Procedures and the Occupational Health, Safety and Environmental Policy in China and Vietnam respectively to control wastewater, exhaust gases, noise and waste generated during our operations. This can ensure that our environmental performance is in compliance with the environmental protection regulations of China and Vietnam. The environmental management systems of our factories in Mainland China (Shenzhen) and Vietnam have been accredited with ISO 14001 certification.

環境(續) 減少資源浪費(續)

另外，為減少浪費，恒都亦會回收及重用部份包裝物料，例如木卡板及紙皮箱等，越南廠房於本年更達成近八成的回收率。針對不可重用物料，我們會委託第三方處理商進行收集，確保廢棄物得以妥善處理。除此之外，中國內地廠房建有循環水池，收集車間的生產用水並重新利用，全年可節水約1萬立方米。同時，為減少生產所需的用水，越南廠房利用循環用水進行所需的冷卻工序，亦持續檢查和維修水管，減低因管道破裂和設備損壞而減少不必要的水資源浪費。在生產過程以外，我們亦有落實各項節省用水工程，例如，越南廠房於其園內設置自動噴淋裝備，以達到節省用水效果。下表載列公司在二零一九年至二零二一年間內各類資源的使用量：

資源使用指標	單位	用量		
		二零二一年	二零二零年	二零一九年
耗水量	立方米	84,462	91,924	88,235
每噸產量耗水密度 ²	立方米/公噸產量	7.3	9.1	7.8
包裝物料—紙皮箱使用量	公噸	396.6	282.0	212.5
包裝物料—塑膠使用量	公噸	27.4	31.7	36.0

污染防治

為減少恒都在營運其間對環境造成直接影響，我們在中國內地及越南分別落實了《環境污染防治控制程序》及《職業健康安全與環境政策》，以控制營運過程中產生的廢水、廢氣、噪音及廢棄物，使公司的環境表現符合中國及越南環保法規的規定。集團在中國內地(深圳廠房)及越南廠房的環境管理系統已獲得ISO 14001認證。

Environment (Continued) Pollution Prevention (Continued)

The Group's production process does not generate wastewater. Domestic wastewater mainly comes from canteens and dormitories. The Group has formulated a series of measures to monitor and reduce the sewage discharge to ensure sewage discharge from our factories meets local discharge standards. In Mainland China, the Group has appointed a qualified engineering company to build wastewater treatment projects in accordance with the first-class standard of Guangdong Province's Discharge Limits of Water Pollutants to meet discharge standards. Toilet sewage will be treated first in the septic tank, then discharged to the municipal sewage network. We monitor every step of the regular cleaning of the septic tank performed by the contractor to prevent secondary pollution caused by the sewage. During the Reporting Year, we arranged four sewage inspections for each our factories in Mainland China and Vietnam. The results met the local emission requirements, including that of the Emission Standards for Pollutants from Urban Sewage Treatment Plants. The Company actively formulated sewage treatment measures to identify the root causes and improve sewage standards. We have installed solid filters in the existing canteen sewage treatment system to reduce the oil content in the sewage. For domestic wastewater, it will be first treated by a septic tank and chlorine is applied to reduce E. Coli content in the sewage. In addition, in response to the increase in the number of employees in Vietnam factory, work commenced on a wastewater treatment system in the Vietnam factory in 2020, which became operational during the year. The system will help to improve treatment of domestic wastewater to ensure that local discharge standards in Vietnam are met.

The Group's operations do not generate significant levels of air pollutants. In order to remove oil fumes from the canteen, dust and small amounts of harmful gas from the plastic workshop, we have implemented various measures including the installation of a grease and smoke filtering system in the canteen and various air filtering equipment, such as dust collectors, in the workshop. The relevant components are regularly replaced. Furthermore, we regularly examine input materials such as plastics, rubber and organic materials. Materials which fail to meet standards will be improved in order to meet the requirements of the relevant regulations. During the year, the Group has engaged third party agencies to conduct inspections of exhaust at our Mainland China and Vietnam factories. The inspection results were found to meet the emissions standards required by national regulations of China and Vietnam.

環境(續) 污染防治(續)

集團的生產模式並無生產廢水，生活污水主要來自食堂及宿舍。我們已制訂一系列措施監測及減少污水排放，確保廠房污水排放值符合營運點當地的排放標準。在中國內地，集團已委託合資格的工程公司依照廣東省《水污染物排放限值》一級標準完成生活污水環保治理工程，以滿足排放標準。廁所污水會先經化糞池處理，再排往市政管網；我們會監察承包方在定期清理化糞池時的工，以防止污水造成二次污染。於報告年度，我們為內地及越南廠房各自安排了四次污水抽驗，檢測結果均達到當地的法定排放標準，包括《城鎮污水處理廠污染物排放標準》的要求。公司積極定立了各項污水處理措施，以識別出污水主要成因及改善污水狀況。我們於食堂排污系統中安裝了固體過濾器以減少污水中油脂含量，而生活污水會先經化糞池進行初步處理，並應用氯減低污水大腸桿菌含量。另外，因應越南廠房產員工增加，越南廠房於二零二零年開始興建廢水處理系統，並於本年度正式投入運作，以更妥善處理生活污水，確保能滿足越南當地的排放標準。

集團的營運過程不涉及大量空氣污染物的排放，惟我們已採取若干措施處理食堂油煙、塑膠部車間粉塵及少量有害氣體，包括於食堂安裝油煙淨化系統，以及於工作車間安裝粉塵回收裝置等各類廢氣過濾設備，並定期更換相關組件。另外，我們會定期檢驗進料塑膠、橡膠及含有有機元素的物料。如材料不合格，我們會進行改善，以符合滿足有關條例要求。本年度，集團已委託第三方機構為中國內地及越南廠房進行空氣排放物檢驗，而且檢驗結果已達到中國及越南國家法規要求的排放標準。

Environment (Continued) Pollution Prevention (Continued)

Certain machinery in the Company's factories emit noise. In order to safeguard the health of workers, the Company requires all workers involved in noisy work activities to wear earplugs to mitigate the impact of noise on the body. We regularly check the noise level of the main operational areas in our Mainland China factories in accordance with the Emission Standard for Industrial Enterprises Noise at Boundary of China. No cases of noise levels exceeding required limits have been discovered, nor has there been any impact on the communities in the vicinity of the factories. The Vietnam factory is located in an industrial area and does not have any adverse impact on communities. Further, only some processes in the Vietnam factory emit noise and the overall noise level complies with local standards.

Responding to Climate Change

The Group understands the risks and threats posed by climate change. We are aware of various carbon reduction targets that have been established by respective countries and anticipate more stringent policies will be implemented, which exposes our business to policy and regulation risks. Accordingly, we have adopted various energy-saving and carbon reduction initiatives in order to contribute to the mitigation of climate change risks. Moreover, extreme weather such as tropical storms, heavy rainfall and flooding may also impact the business operations of our factories. Thus, we have formulated a series of action plans and emergency response measures to address extreme weather conditions and raise our capacity to adapt to climate change. For details on the relevant action plans, please refer to the section under the heading "Occupational Safety and Health" in this report.

Employees

Perennial International believes that employees are our most valuable assets for our future development and success. We consider the safety and health of employees as our top priority and are committed to improving occupational safety and health management in order to provide a safe working environment for employees. The Group has formulated a people-first human resource management policy to protect the welfare of employees and provide them with fair promotion and training opportunities. At the same time, the Company strengthens cohesion among employees and understands their views through various communication channels so as to facilitate our long-term development. As at 31st December 2021, the Group employed 920 full time employees primarily responsible for management, sales and marketing, shipping, procurement, finance and accounting, engineering and production.

環境(續) 污染防治(續)

公司廠房內若干機器會發出噪音，為降低噪音對人體的影響，公司要求負責有關涉及噪音工序的員工必須佩帶耳塞，以保障員工的身體健康。中國內地廠房根據國內《工業企業廠界噪聲標準》的規定，定期檢測主要場所的噪音水平。現時未有發現噪音水平超出規定，或對廠房附近的社區構成影響。而越南廠房位於工業區，未有對任何社區人士帶來影響，而且只有部份工序產生噪音，整體噪音水平均符合當地標準。

應對氣候變化

集團意識到氣候變化所帶來之風險及威脅。我們意識到各國政府已設立不同的碳減排目標，並預計政府將實施更嚴格的政策，為我們業務帶來政策及法規風險。為此，我們已採納多項節能減排措施，以為降低氣候變化風險出一分力。另外，颱風暴雨及洪水等極端天氣亦有機會影響我們廠房的業務運作。為此，我們採取了一系列的應對方案及控制緊急事故的措施，以防範應對極端天氣情況，並提升對氣候變化的適應能力。有關相關應對方案的詳情，請參閱本報告「職業安全及健康」一節。

員工

恒都相信員工是對公司未來發展和成功而言的重要資產。我們視員工的安全和健康為首要考慮，力求完善職業安全及健康管理，為員工提供一個安全的工作環境。公司制定以人為本的人力資源管理政策，保障員工的福利，為員工提供公平的晉升及培訓發展機會。同時，公司透過各種溝通渠道凝聚員工及瞭解員工的意見，以推動公司的長遠發展。於二零二一年十二月三十一日，恒都集團僱用920名全職員工，主要負責管理、銷售及市場推廣、船務、採購、財務及會計、工程及生產等工作。

Employees (Continued) Occupational Safety and Health

Employee health and safety is crucial to a productive workplace. We are committed to providing a safe working environment for employees and accordingly have formulated policies, objectives, management systems and operating procedures regarding safety, in compliance with the relevant laws and regulations such as the Work Safety Law of China, the Regulations of Guangdong Province on Production Safety, and the Occupational Safety and Health Law of Vietnam. The Group has established a comprehensive production safety accountability system and management framework with internal rules on production safety management which specify the responsibilities of the production safety committees, departments at various levels and safety production management personnel of factories in China and Vietnam. Furthermore, the Group has set up a working group on work safety and health management comprising qualified and experienced staff from various departments, responsible for supervising the work environment and health conditions in the production sites and the safety compliance of staff. The Company conduct regular production safety accountability assessments for production site workers and conduct comprehensive safety training for our employees during quarterly safety production meetings. During the Reporting Year, the Group did not have any cases of non-compliance with the relevant laws and regulations on occupational safety and health.

During the Reporting Year, despite the gradual recovery of economic stability from the COVID-19 outbreak, the Company remained vigilant in its efforts to safeguard employee health and safety. We have formulated various preventive measures to provide a sanitary and safe working environment. During the more severe periods of the COVID-19 outbreak, we provided self-test kits for all employees and required them to be tested three times a week, so that we could make timely arrangements and provide assistance to staff who tested positive, and ask them to not attend work. We supply our employees with protective equipment such as thermometers, face masks and sanitizers. We also conduct body temperature checks for our employees, minimise large work conferences and require all employees stay in the Company during lunchtime, to avoid the risk of being infected when eating out in restaurants. We also require employees travelling to and returning from high-risk areas or overseas to undergo internal health declaration and respective quarantine to mitigate the risk of transmission within the factory. We have set up a pandemic control working group in China and developed a documentation system to effectively and comprehensively monitor the pandemic situation. To ensure a sanitary and safe working environment in our Vietnam factory, we conduct thorough disinfection of the factory floor and sterilisation of incoming materials.

員工(續) 職業安全及健康

員工的健康與安全對建立一個具生產力的工作間尤其重要。因此，我們嚴格遵守中國《安全生產法》、《廣東省安全生產條例》及越南《職業安全衛生法》等相關法律法規，並按照相關法規，制訂了安全方針、目標、管理制度和操作規程，致力為員工提供一個安全的工作環境。另外，集團已建立完善的安全生產責任體系及管理架構，透過編制生產安全管理相關的內部規章，清楚列明中國及越南廠房的安全生產委員會、各級部門和安全生產管理人員的職責。另外，集團亦設立了工作安全及衛生管理小組，由各部門具豐富相關資歷及經驗的員工出任，負責監管生產車間的工作環境衛生情況及員工安全的合規情況。公司亦會定期對生產車間工作人員作出安全生產責任考核，並於季度安全生產例會中對員工進行全面的安全培訓。於報告年內，本集團沒有任何違反職業安全及健康相關法律法規的個案。

於報告年內，儘管經濟新型冠狀病毒疫情逐步恢復穩定，公司依然沒有絲毫鬆懈，致力保障員工的健康和安全。我們定立了各種防疫措施，以提供一個衛生安全的工作環境。在疫情比較嚴重的期間，我們為全體員工提供病毒檢測包，並要求員工每週進行三次檢測，以識別確診員工來及時提供支援安排，並儘量避免公司範圍內出現確診員工。我們為員工預備防疫用品如溫度計、口罩、消毒液。我們亦為員工進行體溫監測，減少大型工作會議和要求全體員工中午須留公司內進食，避免在外餐館感染的風險，亦要求往返高危地區或境外的員工進行內部健康申報及相應的隔離，以減少工廠內的傳播風險。我們於內地成立了防疫小組及制訂防疫文件制度，以有效及全面地監控防疫情況。為確保有一個衛生安全的工作環境，我們為越南廠房及進廠貨物進行全面消毒。

Employees (Continued) Occupational Safety and Health (Continued)

On the other hand, our production process involves the use of hazardous chemicals and oil products. To safeguard the safety of our employees in the working area, we have implemented procedures for handling hazardous chemicals and oil products to prevent any leakage of hazardous chemicals and oil products during the procurement, transportation, storage, use, and disposal processes. In addition, employees responsible for the handling of hazardous chemicals are required to be trained in the knowledge of managing the storage of hazardous substances, and must be accompanied by safety management personnel in handling hazardous chemicals.

Additionally, the Company has formulated a series of measures to respond to and control emergencies including fires, tropical storms and heavy rainfall, and leakage of hazardous substances. Under the production safety accountability system, the Group has established different emergency response teams including a fire services team to provide first response to any incident promptly under secure conditions, in order to keep our employees safe and minimise any impact on our operations. At the same time, the Group regularly provides trainings such as firefighting training, first aid and rescue training, chemical accident response training to relevant teams to ensure they have sufficient skills to deal with emergencies. In addition, we conduct annual emergency training and fire drills for our employees and communicate safety issues through bulletin boards to enhance their safety awareness and ability to handle incidents handling capabilities, in order to reduce the possibility of incident occurrence and impact.

We show equal concern for the physical well-being of our employees. To ensure the health and safety of our employees in the workplace, we continuously monitor and review work injuries, conduct regular checks and rectify potential hazards. We arrange annual body checks for all our employees in Vietnam.

During the Reporting Year, we recorded 102 working days lost due to work-related injuries (2020: 67 days). During the past three years, including the Reporting Year, we did not record any work-related fatalities.

Employment Policy

To ensure compliance of employment management in our operations, the Company has formulated a series of employment policies in accordance with relevant laws such as China's Labour Law and Labour Contract Law and Vietnam's Labour Law and Child Protection Law, in order to effectively manage employee recruitment and promotion. During the year, there were no cases of non-compliance with the aforesaid regulations.

員工(續) 職業安全及健康(續)

另一方面，我們於生產過程中涉及到化學危險品及油品的使用。為了保障工作間的員工安全，我們落實了化學危險品及油品相關的管理程序，以防止在採購、運輸、儲存、使用、報廢化學危險品及油品過程中出現任何洩漏。另外，負責管理化學危險品的人員必須接受曾接受有關危險品的儲存管理常識的培訓，而進行相關管理時亦須由安全管理人員陪同。

公司亦制訂了一系列應對及控制緊急事故的措施，涵蓋火災、颱風暴雨、危險品洩漏等事故的應變方案。集團在安全生產責任體系下成立了不同的應變小組，包括消防隊等，在事故發生後及安全的情況下第一時間作出反應，保障員工的安全及盡力減少對營運的影響。同時，集團定期為相關小組安排各種培訓，如消防培訓、急救及救援訓練、化學品事故應對培訓等，確保他們有足夠技能應對事故。另外，我們每年都會為員工提供應急訓練及火災演習，並透過宣傳欄與員工溝通安全要項，加強員工的安全意識及事故處理能力，從而減低事故發生的機會及影響。

員工的身體健康亦同樣受到關顧。為確保員工在工作場所的健康和安全，我們會持續監察及檢討工傷情況、進行例行檢查和隱患整改。在越南，我們為全體員工每年安排一次身體檢查。

於報告年內，我們錄得因工傷事件導致損失的工作日數為102天(二零二零年：67天)。於過去三年(包括報告年內)，我們未有錄得任何因工導致死亡的個案。

僱傭政策

為了確保營運中僱傭管理的合規性，公司依照中國《勞動法》、《勞動合同法》及越南《勞動法》、《保護兒童法》等相關法例制訂了一系列的僱傭政策，有效管理有關員工招聘及晉升的事宜。於本年內沒有任何違反上述條例之個案。

Employees (Continued) Employee Remuneration and Welfare

To establish a framework for employee remuneration and welfare for more effective and systematic management of our human resources, we implement a remuneration system for production line workers where their wages are calculated on a piece-rate basis, allowing them to earn more from extra work. We also focus on employee welfare and offer benefits such as bonuses, annual leave, travel subsidies, meals, lunch subsidies, accommodation and workwear. Overtime work on work days, rest days and statutory holidays are compensated with 1.5 to 3 times of the basic hourly wage rate as appropriate. Standard employee wages paid by the Group's companies are not lower than local statutory minimum wage standards and wages are subject to adjustment from time to time in accordance with wage regulations, corporate profits and personal performance.

Equal Opportunity, Diversity and Anti-Discrimination

The Company promotes equal opportunity and is committed to building an equal and diverse working environment. In considering recruitment and promotion of employees, we do not practice any discrimination or unfair dismissal based on age, gender, race, religion, marriage status, parental status, sexual orientation, disability or any other individual differences unrelated to work.

員工(續) 員工薪酬福利

為建立員工薪酬與福利水平框架的基準，從而更有效和有系統地管理人力資源。在生產線員工工資方面，我們實行多勞多得計件薪酬制度。公司除了繳納社會保險費，我們亦著重員工的福利，向他們提供花紅、年假、出勤補貼、伙食、午餐補貼、住宿、工衣等；如員工於工作日、休息日及法定假日加班，我們將會根據情況發放基本時薪1.5至3倍的工資。本集團公司的僱員標準工資均不低於營運點當地的最低工資法規及標準，而我們亦會根據工資法規更新、企業經濟及個人表現不定期地作出工資的調整。

平等機會、多元化及反歧視

作為提倡平等機會的公司，我們致力建設一個平等及多元化的工作環境，我們在招聘或晉升員工時不會因年齡、性別、種族、宗教信仰、婚姻狀況、生育狀況、性取向、殘疾或其他任何與工作無關的個人差異而作出差別待遇及不合理的僱。

Employees (Continued) Labour Standards

The Group has also formulated a Policy on Preventing Child Labor and Policy on Preventing Forced Labor to avoid the employment of forced labor and child labor⁶. Verification of identification and age of applicants are required during the recruitment process. Applicants who have not reached the local statutory working age will not be employed. The Group does not tolerate any forced labor and encourages employees to report violations. The Group has established the procedures for handling and following up the relevant complaints.

Employment Statistics (No. of people)	2021	2020	2019
Employee distribution by gender			
Male	296	352	379
Female	624	763	551
Employee distribution by employment category			
Senior	8	8	9
Middle	134	147	156
Junior	778	960	765
Employee distribution by age group			
>50	62	413	180
30-50	581	652	700
<30	277	50	50
Employee distribution by geographical region⁷			
Hong Kong	38	-	-
Mainland China	523	-	-
Vietnam	359	-	-

Employee Turnover Statistics	2021
Turnover by gender	
Male	25.3%
Female	36.5%
Turnover by age group	
>50	33.9%
30-50	24.6%
<30	50.2%
Turnover by geographical region	
Hong Kong	10.5%
China	22.4%
Vietnam	50.7%

員工(續) 勞工準則

另外，集團制定了《防聘用童工政策》及《防勞動強逼政策》來避免僱用強迫勞工及童工⁶。在招聘員工的過程中，我們必須核實應徵者的身份和年齡，年齡低於當地合法工作年齡的應徵者該一律不會被錄取。為了杜絕一切有機會發生的強迫勞工的情況，集團設有既定程序處理及跟進相關投訴，並且鼓勵員工舉報相關違規情況。

僱傭統計數據 (人數)	二零二一年	二零二零年	二零一九年
按性別劃分的員工分佈			
男性	296	352	379
女性	624	763	551
按職級劃分的員工分佈			
高級	8	8	9
中級	134	147	156
初級	778	960	765
按年齡劃分的員工分佈			
50歲以上	62	413	180
30歲-50歲	581	652	700
30歲以下	277	50	50
按地區劃分的員工分佈⁷			
香港	38	-	-
中國內地	523	-	-
越南	359	-	-

員工流失率統計數據	二零二一年
按性別劃分的員工流失率	
男性	25.3%
女性	36.5%
按年齡組別劃分的員工流失率	
50歲以上	33.9%
30歲-50歲	24.6%
30歲以下	50.2%
按地區劃分的員工流失率	
香港	10.5%
中國	22.4%
越南	50.7%

⁶ This refers to any individual under the age of 16 years in China and 18 years in Vietnam.

⁷ For the Reporting Year, the Group further provides disclosure of employee data by geographical region.

⁶ 即任何在中國未滿16歲人士及在越南未滿18歲人士。

⁷ 於本報告年度，集團補充披露按地區劃分員工數據。

Employees (Continued) Development and Training Opportunities

Each year, the Company prepares suitable annual training programs based on development needs of each department to improve the professional skills of our employees. We fully appreciate the importance of talent. Through the employee evaluation system, the Company regularly reviews the performance of employees and provide promotion opportunities for outstanding employees to facilitate their career development and fulfill their potential while helping the Group retain talent at the same time. We hope that this would motivate employee self-improvement and enhance work performance, in order to drive the Company's long-term development.

The Company offers internal and external training opportunities for our employees to allow them to gain the expertise and skills needed for work. New employees are required to attend induction training to familiarise themselves with information such as the Company's background, rules and systems, employee code of conduct, job duties, product identification, quality policy, restriction of hazardous substances (RoHS) and occupational safety. Besides induction training, the Group prepares customised annual internal and external training programs for different departments so that our employees are able to discharge their job duties, while enhancing their familiarity with the Company's code of conduct and risks associated with their respective job duties. For example, qualified organisations are invited to provide training to production operators on production expertise of plugs and sockets, and to employees on other ancillary skills such as warehousing, maintenance, technology and quality management, to further enhance the professional skills of employees. The Group also provides courses covering topics such as basic ISO knowledge, site management, firefighting and first aid to satisfy the functional and technical needs of various departments. Effectiveness of training implemented by various departments is evaluated by the Administration Department for review of current training programs.

員工(續) 發展及培訓機會

為提升員工的專業技能，公司每年都會按照各部門的發展需要制訂合適的年度培訓計劃。我們深明人才的重要性，所以公司會透過僱員工作評估制度，定期檢視員工的工作水平，且為表現優異的員工提供晉升機會，以助員工的職業發展和讓他們發揮所長，同時為集團留住人才。我們希望能夠藉此推動員工積極上進，並持續提高員工的工作表現，以助公司的長期發展。

公司給予員工內部及外間的培訓機會，讓他們取得工作上所需的專業知識和技能。所有新入職的員工都必須通過入職培訓，以瞭解公司背景、規章制度、員工守則、工作崗位、製品辨識、質量政策、危害性物質限制指令(RoHS)、職業安全等內容。除了提供入職培訓外，集團亦為各部門量身訂造年度內部及外面的培訓計劃，以應付其工作崗位的職責，同時提升員工對公司守則及相關工作崗位風險的熟悉度。例如公司會邀請合資格的專責機構為生產操作員進行有關插件、插頭等生產專業知識的培訓，以及教導員工其他輔助工作知識如倉庫、維修、技術、品質管理等，進一步提高員工的專業技能。公司亦會安排如ISO基礎知識、現場管理、消防及急救培訓等課程，以滿足每個部門不同的職能和技術上的需要。各部門落實的培訓成效則交由行政部負責，從而檢討現時的培訓計劃。

Employees (Continued) Development and Training Opportunities (Continued)

Percentage of Employees Trained	2021		
By gender			
Male	86.1%		
Female	93.6%		
By employment category			
Senior	25.0%		
Middle	92.5%		
Junior	91.6%		

Average Training Hours of Employees ⁸	2021	2020	2019
By gender			
Male	9.9	13.5	25.5
Female	7.9	13.5	16.0
By employment category			
Senior	5.0	30	1.0
Middle	3.8	8.7	26.4
Junior	9.4	14.1	18.0

Employee Care and Communication

The Group values the voices of our employees. Various communication channels and mechanisms, including suggestion boxes, have been established to encourage employees to express their views and suggestions on the Group's development, business aspects and day-to-day operations. Through the adoption of an incentive mechanism to award employees for suggestions or proposals which are considered to be constructive or adopted by relevant departments, our employees are motivated to actively express their views. The Group also respects the right to collective bargaining agreement in accordance with the requirements of relevant local laws of our operations. The Group has established a representative labour union in Vietnam with which the Group's management actively maintains effective communication to discuss matters relating to employee welfare and benefits.

⁸ This is calculated by dividing the total number of training hours for each employee category by the number of employees who were still employed by Perennial International as of 31 December of the Reporting Year.

員工(續) 發展及培訓機會(續)

受訓員工百分比	二零二一年		
按性別劃分			
男性	86.1%		
女性	93.6%		
按職級劃分			
高級	25.0%		
中級	92.5%		
初級	91.6%		

僱員平均 受訓時數 ⁸	二零二一年	二零二零年	二零一九年
按性別劃分			
男性	9.9	13.5	25.5
女性	7.9	13.5	16.0
按職級劃分			
高級	5.0	30	1.0
中級	3.8	8.7	26.4
初級	9.4	14.1	18.0

員工溝通及關愛

集團非常重視員工的聲音。我們已建立不同的溝通渠道和機制，包括設立意見收集箱等，鼓勵員工自由地對集團發展，以及各業務環節和日常工作發表建議和意見。我們亦已訂立獎勵機制，如果員工的建議或提案獲得公司審定為有建設性，或被相關部門採納，我們將予以表彰嘉許，藉此促進員工積極發表意見。集團亦按照營運所在地的相關法律要求，尊重員工集體談判協議的權力。為此，我們於越南設有具代表性的工會，集團管理層積極與工會保持有效溝通，商討與員工福利待遇相關的事宜。

⁸ 本年度的計算方法更新為：由各員工分類之總培訓時數除以於該報告年12月31日當天仍受僱於恒都集團的員工的人數。

Employees (Continued) Employee Care and Communication (Continued)

Likewise, we are focused on helping our employees maintain a work-life balance and are committed to fostering a positive working environment to boost morale and develop a sense of belonging. We organise recreational events for our employees on a regular basis to relieve work stress. During the year, the Group continued to comply with local social distancing guidelines of our operations. Despite the suspension of large-scale events, we continued to celebrate the Mid-Autumn Festival with our employees through mooncake gifts and lucky draws to strengthen cohesion among employees. We also presented the Annual Outstanding Employee Award at our gala to recognise outstanding contributions of our employees to the Company.

Operation

As a responsible manufacturer, the Group maintains strict control over our product quality and safety. We continue to establish and maintain positive long-term cooperation with our customers and suppliers through actively listening to customer feedback and implementing comprehensive supply chain management.

Product Quality Control

The Group is committed to delivering quality and safe products to our customers. Our factories in Mainland China and Vietnam have implemented stringent internal quality control procedures accredited with ISO 9001 Quality Management System Certification, which monitor the entire production process and product quality, including ensuring product consistency, preventing and rectifying defective products. The Company also conducts comprehensive quality inspection on all products and only products which pass inspection may proceed to the next production stage. As for management of raw materials, we require compliance with product safety and environmental requirements (such as RoHS) for raw materials of all our products. For example, we select copper wires with a minimum copper content of 99.96% to guarantee high energy efficiency of our products. By implementing stringent product quality control, we have obtained recognition from customers from various countries for our product quality.

員工(續) 員工溝通及關愛(續)

我們亦同樣關注員工的工作生活平衡，並致力締造一個良好愉快的工作環境，以加強員工的士氣及對公司的歸屬感。為此，我們定期舉辦員工休閒活動以緩解員工的工作壓力。本年度，集團繼續遵守營運所在地的社交隔離安排，停辦大型活動。然而，我們透過贈送中秋節月餅與員工共渡佳節，並安排員工抽獎活動，以增加員工凝聚力。同時，藉著晚會頒發年度優秀員工表彰獎等，答謝員工對公司的傑出貢獻。

營運

集團作為一家負責任的產品製造商，嚴格把關產品的質素及安全品質。我們透過積極了解客戶意見，以及全面的供應鏈管理，與客戶和供應商建立並保持良好的長期合作關係。

產品質素控制

集團承諾為客戶提供高品質、安全的產品。我們位於內地及越南的工廠已落實嚴格的內部品質控制程序，並均已通過ISO 9001品質管制體系認證。本集團的品質控制程序監控整個生產過程及生產標準，包括確保產品的一致性，預防和糾正不符合規範的產品。公司亦會對所有產品進行全面品質檢驗，只有通過檢驗的產品才能進入下一道工序。而在原材料管理方面，我們亦要求所有產品的原材料必須符合相關的產品安全和環境要求(如RoHS)，例如，我們選擇銅含量在99.96%以上的銅線作為原料，以保證產品具有較高的能源效益。藉由嚴格的產品質素控制，我們的產品質量得到了不同國家客戶的認可。

Operation (Continued) Product Quality Control (Continued)

Besides stringent control over purchased raw material and production process and standard, we also run safety tests on finished goods to ensure our products meet safety standards. We conduct high-voltage safety tests on wires and power cord products which must achieve a 100% passing rate. The Company's testing centre also conducts reliability tests on samples and finished goods every three months, including plastic aging and tensile testing. The Group's "Safety and Reliability Policy" guarantees that our products meet the requirements of safety certification bodies and ensure our users are provided with user manual and safety guidelines so that users can safely and appropriately use the Company's products. During the Reporting Year, there were no cases of sold or delivered products which had to be recalled for safety and health reasons.

The Group has formulated the Control Procedures for Defective Products for control and follow-up action on all defective products, requiring relevant departments to conduct preliminary rectification on defective products within 24 hours. Where multiple departments are involved, the department with main responsibility shall coordinate cross-department quality control meetings with other relevant departments to discuss and devise solutions. All defective products are required to pass inspection before entering the next production stage, and would be disposed of in accordance with internal quality control procedures if standards are not met after undergoing processing, with changes to the relevant control system to be considered. If significant product defect is discovered or occurs repeatedly during the manufacturing process, the on-site person-in-charge from the quality control department may suspend the relevant production process, analyze the causes of the problem together with the Production Department, Engineering Department and other relevant departments, formulate solutions, and resume production only after the quality problem is controlled or solved.

營運(續) 產品質素控制(續)

除了嚴格把控原材料採購及生產過程及標準外，我們亦會測試成品的安全性，以確保產品的安全品質。我們對電力電纜進行高壓安全試驗，並規定相關產品必須100%通過安全試驗。公司試驗中心亦會每三個月對樣品和成品進行一次可靠性試驗，包括橡膠老化試驗、拉伸試驗等。同時，集團亦已制定《安全和可靠政策》，以保證產品符合安全認證機構的要求，並規定公司必須提供安全使用指南，使用戶能適當及安全地使用公司的產品。本年度報告內均沒有因安全和健康原因導致已售或交付的產品需要回收的個案。

本集團建立了《不合格品控制程序》，監管及跟進所有不符合規範的產品。我們要求相關部門必須於24小時內對不合規格的產品進行初步糾正。如果問題涉及多個部門，主要責任部門應負責組織跨部門的質量會議，與其他相關部門討論並制訂定解決方案。所有不合格產品在進入下一道工序前須通過檢驗。若經處理後仍不符合標準，我們會依循內部品質控制程序將該產品報廢，並考慮變更附屬品質系統。如在產品製造過程中發現產品嚴重不合規格或多次不達標時，工廠現場品質控制部門負責人可暫停相關生產過程，並與生產部、工程部等部門合作，分析問題原因，制訂定解決方案，待品質問題得到控制或解決後再恢復生產。

Operation (Continued) Customer Relationship

The Group treasures our relationship with customers. As a reliable, long-term partner of our customers, we actively listen to and follow up on their views and requirements, satisfying their demands with products of the best quality. To understand the needs and expectations of our customers, we maintain close communication with them. We distribute customer satisfaction surveys in the fourth quarter of each year to collect their views and after-sales rating on aspects such as product quality, service and turnaround time.

At the same time, we have established comprehensive procedures for handling complaints. Upon receiving a complaint, the responsible officer from the Group's quality control department shall analyze and follow-up on the complaint within 24 hours, identify the root cause of the problem within 3 working days, and formulate corrective actions within 7 working days, submit the solutions and results to relevant personnel, and then determine the solution with the customer. In addition to rectifying the batch in question, we also conduct follow-up quality checks on three batches of the same type of product, in order to avoid recurrence of the same problem. During the Reporting Period, we received a small number of minor complaints regarding product appearance (11 cases in total) (2020: 12 cases), which have been properly handled in accordance with the aforesaid customer complaint handling procedures.

Confidential Information of Customers and Intellectual Property

As part of our operations, the Group may come into contact with commercial secrets and non-public technical information of customers. We acknowledge our responsibility to protect the confidential information of our customers and its importance to the Group's reputation and rating. Accordingly, the Company strictly complies with local laws and regulations of our operations and has established a strict internal confidentiality system to secure the information of our customers. We require all employees to comply with the Company's relevant regulations and fulfill their confidentiality responsibilities. Any breach of confidentiality will be sanctioned according to the local laws of our operations.

The Group also emphasizes protection of our intellectual property ("IP") rights. We have the right to apply for patents for all inventions, technological innovations, products or formulas created and developed by employees during their service. We strictly comply with relevant IP laws and regulations and are committed to respect IP, patents and relevant interests of third parties. Any breach of IP regulations will be subject to severe penalties.

營運(續) 客戶關係

集團十分重視與客戶的關係。作為客戶可靠的長期合作夥伴，我們積極傾聽和跟進客戶的意見和要求，並以最優質的產品來滿足其需要。為了解客戶的需要與期望，我們與客戶保持密切溝通，並在每年的第四季度，向顧客發放顧客滿意度調查表，收集顧客對產品品質、服務、交貨期等方面的意見及售後評價。

同時，我們已建立完善的投訴處理流程。集團品管部負責人在接到投訴後24小時內需要對該投訴進行深入分析及跟進，在三個工作日內找出問題的成因，以及在七個工作日內制訂及時的糾正措施，向相關人員提交處理方案和結果，並與客戶確定處理方法。除了糾正該批次外，我們還將跟進三批同類產品的質量，以避免出現同樣的問題。報告期內，我們收到了少量關於產品外觀的輕微投訴(共11宗)(二零二零年：12宗)，並已按照上述的客戶投訴處理程序嚴格處理。

顧客機密資料和知識產權

集團的營運過程有機會接觸到客戶的商業秘密和非公開科技資訊。為此，我們深明公司在保護客戶機密資訊的責任，以及其對集團聲譽和評估的重要性。因此，公司嚴守營運所在地相關的法律和法規，並建立了嚴格的內部保密制度，以確保客戶的信息得到保障。我們要求所有員工必須遵守公司的相關規定，履行保密責任。對於任何的違反保密制度行為，我們將根據營運地點的當地法律給予處罰。

同時，集團重視保護知識產權，並有權對在服務期間所製作、開發的所有發明、技術革新、產品或配方申請相應專利。我們嚴格遵守有關知識產權的法律法規，承諾絕不侵犯第三者的知識產權、專利及相關權益。涉及違反知識產權法規的相關員工將受到嚴厲處罰。

Operation (Continued) Ethical Conduct

The Group attaches great importance to employee ethical conduct and is committed to establishing a clean corporate culture. Employees are required to comply with the Company's Code of Ethics and the importance of respecting business ethics is highlighted through an incentive and penalty mechanism. To prevent conflicts of interest, we require employees responsible for sales and procurement to submit statements of interest and disclose any non-business-related interests and relationships with existing suppliers or customers.

The Group has established an internal complaint and whistleblowing mechanism and encourages our employees to report suspected irregularities, bribery, extortion, fraud, money laundering and other forms of misconduct through email, telephone and private Wechat messages. We are committed to protect report information and the personal data of whistleblowers and have a zero-tolerance policy against any form of reprisal against whistleblowers.

In addition, we provide training on business ethics and anti-corruption for our employees and the board of directors. During the year, we provided a total of 40 hours of anti-corruption training for our employees and the board of directors.

To maintain the Group's ethical conduct standards, the Company engages professional third party consultants to assess the effectiveness of the Group's internal controls on a regular basis and ensure the effective implementation of management measures. The Company's operations comply with relevant local laws and regulations on preventing bribery, extortion, fraud and money laundering, including China's Criminal Law, Anti-Money Laundering Law and Vietnam's Anti-Corruption Law and Anti-Money Laundering Law on prevention of bribery in the operating areas. During the Reporting Year, we did not have any cases of corruption.

營運(續) 道德操守

集團非常重視員工道德守則，努力打造廉潔的企業文化。我們要求所有員工遵守公司《道德規範》，並通過獎罰機制向員工傳達遵守商業道德的重要性。為防止利益衝突，我們所有負責銷售和採購的員工必須提交利益聲明，申報與現有供應商或客戶的任何非工作利益關係。

本集團亦已制定內部申訴及舉報機制，鼓勵員工通過電郵、電話、微信私訊等渠道舉報疑似違規、賄賂、勒索、欺詐及洗黑錢等不當行為。我們致力保密員工所舉報的資料及其個人資訊，並對報復舉報人的行為採取零容忍態度。

我們亦為員工及董事會提供有關商業道德及反貪污的培訓。年內，我們向員工及董事會成員提供合共40小時的反貪污培訓。

公司還定期委託專業的第三方顧問評估集團內控措施的有效性，並確保管理措施有效實施，以維持集團對道德操守要求。公司的營運符合營運所在地有關防止賄賂、勒索、欺詐及洗黑錢的法律法規，包括中國《刑法》、《反洗錢法》及越南的《反貪污法》及《防止洗黑錢法》。於報告年度，我們沒有發生貪污案件。

Operation (Continued) Supply Chain Management

The Group has formulated the Procurement Procedures to regulate the procurement process and ensure that our suppliers are capable of maintaining information that meets standards, in order to satisfy our procurement needs. We conduct evaluation and selection of new suppliers based on their production capacity, corporate history, product quality, prices, quality and environmental management systems. The Group also requires our suppliers to complete trade safety investigations as required by local customs. We conduct simplified monthly assessments for our existing suppliers and conduct site inspection where necessary, with suppliers receiving an unsatisfactory assessment result required to submit solutions for improvement. For underperforming suppliers who show no signs of improvement, the Group's general manager will consider on a case-by-case basis whether to reassess or revoke their status as approved supplier.

Besides compliance, material quality and service quality of suppliers, we also focus on their environmental and social performance. In order to mitigate environmental and social risks of our supply chain, we conduct reviews of supplier performance in the aspects of environmental performance, labour rights and health and safety on a regular basis to ensure that their operations and activities do not cause significant disruptions on the environment and society. In order to maintain the environmental performance of the Group's supply chain, we require suppliers to strictly comply with our environmental protection requirements, and carry out investigation or assessment on the environmental management of designated suppliers in accordance with ISO 14001 Environmental Management System. Our environmental requirements for suppliers are as follows:

- Provision of environmentally-friendly products which do not have an adverse impact on the environment
- Proper handling of all gaseous, liquid and solid waste generated during production
- Application of clean production technology
- Minimal application of hazardous raw materials during production
- Minimal use of packaging materials
- Minimal exhaust emission and noise pollution by transportation vehicles or during production
- Compliance with relevant requirements of the Company

營運(續) 供應鏈管理

集團透過制定《採購程序》以規範採購流程，確保我們的供應商能夠持續供應符合規範的資料，以滿足我們的採購需求。我們根據供應商的生產能力、公司歷史、產品品質、價格、質量和環境管理體系來審查和選擇新的供應商。集團亦要求供應商按照當地海關要求完成貿易安全調查。我們會對現有供應商進行每月一次簡單的評估，在必要時會派審查員對供應商進行現場審核。我們要求考核結果為「差」的供應商提交改進方案。針對表現不佳且沒有改善跡象的供應商，集團總經理會就個別情況決定是否重新評定或取消其合格供應商資格。

除了供應商的合規性、材料質量和服務質量，我們還重視他們的環境及社會表現。我們定期審視供應商於環境保護、勞工權益及健康和 safety 等方面的表現，確保運營活動不會對環境及社會造成重大干擾，從而減低供應鏈中的環境及社會風險。而為維持集團供應鏈的環境績效，我們要求供應商嚴格遵守我們的環境保護要求，並根據ISO 14001環境管理體系的要求對指定供應商的環境狀況進行調查或評估。我們對供應商的環境要求如下：

- 提供更環保的產品，不會對環境造成負面影響
- 正確處理生產過程中產生的各種氣體、液體和固體廢物
- 採用清潔生產技術
- 生產過程中盡量避免使用危險原材料
- 盡量少用包裝材料
- 盡量減少運輸車輛或生產過程的廢氣排放和噪音污染
- 遵守公司的相關規定

Operation (Continued) Supply Chain Management (Continued)

In order to monitor the compliance of suppliers, we conduct environmental audits on designated suppliers. If the supplier fails to meet our environmental requirements, we would instruct such supplier to make rectification, and if necessary, we will arrange meeting with the management of suppliers for follow-up actions. The supplier will be disqualified if the cases are considered to be serious.

Number of Suppliers	2021	2020	2019
By geographical region			
Hong Kong	73	70	70
Mainland China	206	190	185
Vietnam	7	3	4
Other regions	15	15	15

Charitable Activities

Besides our focus on business development, the Group has always been committed to charity involvement. However, the impact of the pandemic has limited the Group's organisation and participation of public charity events during the year. The Group demonstrates its concern and support for communities in need through donations to charitable and volunteer organisations. The Group is concerned about the development and growth of children and made donations to a number of educational institutions and funds in Hong Kong, Mainland China and Vietnam during the year. For example, the Group donated to the Guizhou Cultural Heritage and Rural Development Foundation to provide financial assistance for the education and training of economically deprived students living in rural and mountainous areas and support local children in their development. We also show our commitment to improve local livelihoods and quality of life through our support for local development projects in Vietnam and our donation to the local vaccination fund to help improve their public health and medical services. improve local livelihoods and quality of life through our support for local development of cultural and historical projects as well as improvement of medical and public health services. During the Reporting Year, we made donations totaling HK\$882,000 (2020: HK\$905,000).

營運(續) 供應鏈管理(續)

為了監督供應商的合規性，我們對指定供應商進行環境審查。若供應商不符合我們的環境保護要求，我們將提出糾正措施，按嚴重程度安排雙方管理層召開對策會議，如有嚴重違規，會取消該供應商資格。

供應商數目	二零二一年	二零二零年	二零一九年
按地區劃分			
香港	73	70	70
中國內地	206	190	185
越南	7	3	4
其他地區	15	15	15

公益活動

除專注業務發展外，本集團亦一直致力於參與慈善事業，唯本年度因疫情影響，本集團較少組織或參與公開慈善活動。本集團通過向慈善和志願組織捐款，關注和支持有需要的社區。集團關注兒童的發展及成長，於年內向多個本港、內地及越南的教育工作機構及基金作出捐贈。例如，集團向貴州省文化薪火鄉村發展基金會捐款，資助當地偏遠山區貧困學生的教育培訓，助力當地兒童的發展。同時，我們亦支持越南當地的發展工程，及捐款資助當地疫苗接種基金，以協助改善公共衛生和醫療服務，努力改善當地民生和生活質量。本報告年度內，我們共捐款港幣882,000元(二零二零年：港幣905,000元)。

HKEX ESG Reporting Guide Index

香港聯交所《環境、社會及管治報告指引》內容索引

General disclosure and KPIs	Description	Reference section	Remarks	一般披露及關鍵績效指標	描述	載有相關資料的章節	備註
Environmental							
Aspect A1: Emissions							
General Disclosure:							
	Information on the policies and 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.	Environment			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政策，及遵守對發行人有重大影響的相關法律及規例的資料。	環境	
KPI A1.1	The types of emissions and respective emissions data.	/	No data is disclosed as the Company's business does not involve significant emissions of air pollutants.	關鍵績效指標A1.1	排放物種類及相關排放數據。	/	本公司之業務不涉及大量空氣污染物的排放，此數據不予披露。
KPI A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Environment – Energy Conservation		關鍵績效指標A1.2	直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	環境 – 節約能源	
KPI A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Environment – Waste Disposal		關鍵績效指標A1.3	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)。	環境 – 廢棄物處理	
KPI A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility).	Environment – Waste Disposal		關鍵績效指標A1.4	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)。	環境 – 廢棄物處理	
KPI A1.5	Description of emissions target(s) set and steps taken to achieve them.	/	Emissions generated by the Company's business was not identified as a material issue, thus no emissions targets have been set during the Reporting Year.	關鍵績效指標A1.5	描述所訂立的排放量目標及為達到這些目標所採取的步驟。	/	本公司之業務的排放量並不視為重大事宜，因此未於報告年內訂立排放量目標。
KPI A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them.	Environment – Group Environmental Targets		關鍵績效指標A1.6	描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	環境 – 集團環境目標	

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General disclosure and KPIs	Description	Reference section	Remarks	一般披露及關鍵績效指標	描述	載有相關資料的章節	備註
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.	Environment			有效使用資源(包括能源、水及其他原材料)的政策。	環境	
KPI 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).	Environment – Energy Conservation		關鍵績效指標A2.1	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)。	環境 – 節約能源	
KPI A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility).	Environment – Reducing Resource Wastage		關鍵績效指標A2.2	總耗水量及密度(如以每產量單位、每項設施計算)。	環境 – 減少資源浪費	
KPI A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them.	Environment – Group Environmental Targets		關鍵績效指標A2.3	描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	環境 – 集團 環境目標	
KPI A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them.	Environment – Group Environmental Targets		關鍵績效指標A2.4	描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	環境 – 集團 環境目標	
KPI A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced.	Environment – Reducing Resource Wastage		關鍵績效指標A2.5	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。	環境 – 減少資源浪費	

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香港聯交所《環境、社會及管治報告指引》內容索引(續)

General disclosure and KPIs	Description	Reference section	Remarks
Aspect A3: The Environment and Natural Resources			
	General Disclosure: Policies on minimising the issuer's significant impacts on the environment and natural resources.	Environment - Pollution Prevention	
KPI A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them.	Environment - Pollution Prevention	
Aspect A4: Climate Change			
	General Disclosure: Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer.	Environment - Responding to Climate Change	
KPI A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them.	Environment - Responding to Climate Change	
Social			
Employment and Labour Practices			
Aspect B1: Employment			
	General Disclosure: Information on the policies and 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.	Employees - Employment Policy	
KPI B1.1	Total workforce by gender, employment type (for example, full- or parttime), age group and geographical region.	Employees - Labour Standards	
KPI B1.2	Employee turnover rate by gender, age group and geographical region.	Employees - Labour Standards	

General disclosure and KPIs	Description	Reference section	Remarks
層面A3：環境及天然資源			
	一般披露：減低發行人對環境及天然資源造成重大影響的政策。	環境 - 污染防治	
關鍵績效指標A3.1	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。	環境 - 污染防治	
層面A4：氣候變化			
	一般披露：識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。	環境 - 應對氣候變化	
關鍵績效指標A4.1	描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	環境 - 應對氣候變化	
社會			
僱傭及勞工常規			
層面B1：僱傭			
	一般披露：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政策；及遵守對發行人有重大影響的相關法律及規例的資料。	員工 - 僱傭政策	
關鍵績效指標B1.1	按性別、僱傭類型（如全職或兼職）、年齡組別及地區劃分的僱員總數。	員工 - 勞工準則	
關鍵績效指標B1.2	按性別、年齡組別及地區劃分的僱員流失比率。	員工 - 勞工準則	

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香港聯交所《環境、社會及管治報告指引》內容索引(續)

General disclosure and KPIs	Description	Reference section	Remarks	一般披露及關鍵績效指標	描述	載有相關資料的章節	備註
Aspect B2: Health and Safety				層面B2：健康與安全			
	General Disclosure: Information on the policies and 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.	Employees – Occupational Safety and Health		一般披露：有關提供安全工作環境及保障僱員避免職業性危害的政策，遵守對發行人有重大影響的相關法律及規例的資料。		員工 – 職業安全及健康	
KPI B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year.	Employees – Occupational Safety and Health		關鍵績效指標B2.1	過去三年(包括匯報年度)因工作關係而死亡的人數及比率。	員工 – 職業安全及健康	
KPI B2.2	Lost days due to work injury.	Employees – Occupational Safety and Health		關鍵績效指標B2.2	因工傷損失工作日數。	員工 – 職業安全及健康	
KPI B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored.	Employees – Occupational Safety and Health		關鍵績效指標B2.3	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。	員工 – 職業安全及健康	
Aspect B3: Development and Training				層面B3：發展及培訓			
	General Disclosure: Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities.	Employees – Development and Training Opportunities		一般披露：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。		員工 – 發展及培訓機會	
KPI B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management).	Employees – Development and Training Opportunities		關鍵績效指標B3.1	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。	員工 – 發展及培訓機會	
KPI B3.2	The average training hours completed per employee by gender and employee category.	Employees – Development and Training Opportunities		關鍵績效指標B3.2	按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	員工 – 發展及培訓機會	

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General disclosure and KPIs	Description	Reference section	Remarks	一般披露及關鍵績效指標	描述	載有相關資料的章節	備註
Aspect B4: Labour Standards				層面B4：勞工準則			
	General Disclosure: Information on the policies and compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour.	Employees – Employment Policy Employees – Labour Standards		一般披露：有關防止童工或強制勞工的政策，及遵守對發行人有重大影響的相關法律及規例的資料。		員工 – 僱傭政策 員工 – 勞工準則	
KPI B4.1	Description of measures to review employment practices to avoid child and forced labour.	Employees – Labour Standards		關鍵績效指標B4.1	描述檢討招聘價例的措施以避免童工及強制勞工。	員工 – 勞工準則	
KPI B4.2	Description of steps taken to eliminate such practices when discovered.	Employees – Labour Standards		關鍵績效指標B4.2	描述在發現違規情況時消除有關情況所採取的步驟。	員工 – 勞工準則	
Operating Practices				營運慣例			
Aspect B5: Supply Chain Management				層面B5：供應鏈管理			
	General Disclosure: Policies on managing environmental and social risks of the supply chain.	Operation – Supply Chain Management		一般披露：管理供應鏈的環境及社會風險政策。		營運 – 供應鏈管理	
KPI B5.1	Number of suppliers by geographical region.	Operation – Supply Chain Management		關鍵績效指標B5.1	按地區劃分的供應商數目。	營運 – 供應鏈管理	
KPI B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored.	Operation – Supply Chain Management		關鍵績效指標B5.2	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。	營運 – 供應鏈管理	
KPI B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored.	Operation – Supply Chain Management		關鍵績效指標B5.3	描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	營運 – 供應鏈管理	
KPI B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored.	Operation – Supply Chain Management		關鍵績效指標B5.4	描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	營運 – 供應鏈管理	

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General disclosure and KPIs	Description	Reference section	Remarks	一般披露及關鍵績效指標	描述	載有相關資料的章節	備註
Aspect B6: Product Responsibility				層面B6：產品責任			
	General Disclosure: Information on the policies and 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.	Operation – Product Quality Control		一般披露：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政策，及遵守對發行人有重大影響的相關法律及規例的資料。		營運 – 產品質素控制	
KPI B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons.	Operation – Product Quality Control		關鍵績效指標B6.1	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。	營運 – 產品質素控制	
KPI B6.2	Number of products and service related complaints received and how they are dealt with.	Operation – Customer Relationship		關鍵績效指標B6.2	接獲關於產品及服務的投訴數目以及應對方法。	營運 – 客戶關係	
KPI B6.3	Description of practices relating to observing and protecting intellectual property rights.	Operation – Confidential Information of Customers and Intellectual Property		關鍵績效指標B6.3	描述與維護及保障知識產權有關的慣例。	營運 – 顧客機密資料和知識產權	
KPI B6.4	Description of quality assurance process and recall procedures.	Operation – Product Quality Control		關鍵績效指標B6.4	描述質量檢定過程及產品回收程序。	營運 – 產品質素控制	
KPI B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored.	Operation – Confidential Information of Customers and Intellectual Property		關鍵績效指標B6.5	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。	營運 – 顧客機密資料和知識產權	

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香港聯交所《環境、社會及管治報告指引》內容索引(續)

General disclosure and KPIs	Description	Reference section	Remarks	一般披露及關鍵績效指標	描述	載有相關資料的章節	備註
Aspect B7: Anti-corruption				層面B7：反貪污			
	General Disclosure: Information on the policies and compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering.	Operation – Ethical Conduct			一般披露：有關防止賄賂、勒索、欺詐及洗黑錢的政策及遵守對發行人有重大影響的相關法律及規例的資料。	營運 — 道德操守	
KPI 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.	Operation – Ethical Conduct		關鍵績效指標B7.1	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。	營運 — 道德操守	
KPI B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored.	Operation – Ethical Conduct		關鍵績效指標B7.2	描述防範措施及舉報程序，以及相關執行及監察方法。	營運 — 道德操守	
KPI B7.3	Description of anti-corruption training provided to directors and staff.	Operation – Ethical Conduct		關鍵績效指標B7.3	描述向董事及員工提供的反貪污培訓。	營運 — 道德操守	
Community				社區			
Aspect B8: Community Investment				層面B8：社區投資			
	General Disclosure: 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.	Charitable Activities			一般披露：有關以社區參與來瞭解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	公益活動	
KPI B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport).	Charitable Activities		關鍵績效指標B8.1	專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	公益活動	
KPI B8.2	Resources contributed (e.g. money or time) to the focus area.	Charitable Activities		關鍵績效指標B8.2	在專注範疇所動用資源(如金錢或時間)。	公益活動	

