



**China Automotive  
Interior Decoration Holdings Limited**

**中國汽車內飾集團有限公司**

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

股份代號 **Stock code: 0048**



**ENVIRONMENTAL, SOCIAL AND  
GOVERNANCE REPORT**

**2021**

**環境、社會及管治報告**

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## ABOUT THE GROUP

China Automotive Interior Decoration Holdings Limited (the “Company”) and its subsidiaries (collectively referred to as the “Group”) are principally engaged in the manufacture and sale of nonwoven fabric related products used in automotive interior decoration parts and other parts, and the trading of rubber and food products. Our competitive strength is the ability to provide timely and reliable products to consumers. Over the years, our solid track record and experienced management team have established an excellent reputation in the industry.

## ABOUT THIS REPORT

The Group is pleased to present its Environmental, Social and Governance Report (the “ESG Report”) for the year ended 31 December 2021 (the “Reporting Period”). This ESG Report provides an annual update on the sustainability performance, accomplishments and challenges faced over the year. It has been updated to reflect the interest of various stakeholders.

This ESG Report mainly covers the ESG performance of the business operations managed by the Group in Wuxi City, Jiangsu Province, the People’s Republic of China (the “PRC”) since the operation of the factory in Wuxi City is the largest within the Group. The reporting scope during the Reporting Period is the same as last year.

## Reporting Principles

The ESG Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “ESG Reporting Guide”) in Appendix 27 to the Rules Governing the Listing of Securities on the Main Board of The Stock Exchange of Hong Kong Limited (“Stock Exchange”). According to the ESG Reporting Guide, the following principles are underpinned:

1. **Materiality:** ESG issues that have major impacts on investors and other stakeholders must be set out in this ESG Report.
2. **Quantitative:** If the key performance indicators (KPIs) have been established, they must be measurable and applicable to valid comparisons under appropriate conditions. They must also be able to describe the purpose and impacts of quantitative information.

## 關於本集團

中國汽車內飾集團有限公司(「本公司」)及其附屬公司(統稱「本集團」)主要從事製造及銷售用於汽車內飾件及其他部分的無紡布相關產品、橡膠及食品貿易。我們的競爭優勢在於能夠及時向消費者提供可靠的產品。多年以來，我們卓越的往績及資深的管理層團隊已在業內樹立良好的聲譽。

## 關於本報告

本集團欣然提呈其截至二零二一年十二月三十一日止年度的環境、社會及管治報告(「環境、社會及管治報告」)。本環境、社會及管治報告提供一年來的持續表現、成就及所面對挑戰的年度更新，已更新以反應各持份者的權益。

本環境、社會及管治報告主要涵蓋本集團於中華人民共和國(「中國」)江蘇省無錫市管理的業務營運的環境、社會及管治表現，是由於在無錫市經營的工廠為本集團內最大的工廠。報告期內的報告範圍與上一年度相同。

## 報告原則

環境、社會及管治報告乃按香港聯合交易所有限公司(「聯交所」)主板證券上市規則附錄27所載的環境、社會及管治報告指引(「環境、社會及管治報告指引」)編製。根據環境、社會及管治報告指引，採取以下原則：

1. **重要性：**當環境、社會及管治的事宜會對投資者及其他持份者產生重要影響時，必須在本環境、社會及管治報告中列出。
2. **量化：**如有訂立關鍵績效指標(KPIs)，該等指標須可予計量並於適當情況下作出有效對比，而所訂立的指標亦須闡述有關量化信息的目的及影響。

3. Balance: The ESG Report must provide an unbiased picture of the ESG performance of the Group. It should avoid selecting, omitting, or presenting formats that may inappropriately influence a decision or judgement by the reader.
4. Consistency: The ESG Report should use consistent and statistical methodologies to allow meaningful comparisons of related data over time. Any changes to the methods used must be specified in the ESG Report.

### Feedback

The Group discloses the latest business and ESG-related information regularly to investors and the public. We also welcome investors and shareholders to share their views with the Board of Directors of the Company by fax at +852 3020 9420.

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE STRATEGIES

The Board of Directors (the “Board”) formulates the Group’s ESG strategies and communicates them to the executive directors and senior management who then execute the plan. The Board reviews the Group’s ESG Report annually. The Board also evaluates the key risks and makes relevant recommendations for the coming year. Thereafter, the executive directors and senior management report the key risks and the execution progress of the recommendations at the regular Board meetings. The Board takes appropriate measures if required and has overall responsibility for the Group’s ESG strategy and reporting.

The executive directors and senior management are responsible for reviewing and monitoring the Group’s ESG policies and operating practices. Discussions with external professional consultants regularly can ensure that the Group complies with relevant legal and regulatory requirements. They are required to monitor and respond to the latest ESG issues. They report to the Board on major issues regularly and make relevant recommendations to enhance the Group’s ESG performances.

## STAKEHOLDER ENGAGEMENT

Stakeholder participation facilitates the identification of potential risks as well as business opportunities. Understanding stakeholders’ views allow the Group to better fulfill their needs and expectations with the Group’s business practices and also to manage different stakeholders’ opinions.

3. 平衡：環境、社會及管治報告須公正地呈報本集團在環境、社會及管治方面的表現。應避免選擇、遺漏或按不當格式呈報從而可能誤導讀者的決策或判斷。
4. 一致性：環境、社會及管治報告須使用一致的統計方法，使相關數據日後可作有意義的比較。若統計方法有任何變更，亦須在環境、社會及管治報告中註明。

### 反饋

本集團定期向投資者及公眾人士發佈最新業務及環境、社會及管治相關的資料。我們亦歡迎投資者及股東通過傳真(+852 3020 9420)與本公司董事會分享彼等之意見。

## 環境、社會及管治策略

董事會（「董事會」）制訂本集團環境、社會及管治策略，並與執行董事及高級管理層溝通，隨後由彼等執行計劃。董事會每年審閱本集團的環境、社會及管治報告。董事會亦評估來年的主要風險並作出相關建議。隨後，執行董事及高級管理層將於董事會例行會議上報告有關主要風險及有關建議的執行進度。董事會將於必要時採取適當措施，並對本集團的環境、社會及管治策略及報告承擔全部責任。

執行董事及高級管理層負責檢討及監督本集團的環境、社會及管治政策及營運常規，並定期與外聘專業顧問討論，以確保本集團符合相關法律及監管規定。彼等須監督環境、社會及管治事項的最新資料及就此作出回應，並就重大事項定期向董事會匯報並作出相關建議，以提升本集團環境、社會及管治方面的表現。

## 持份者參與

持份者參與有助於識別潛在風險及業務機遇。了解持份者看法亦使本集團能通過其業務常規更好地滿足彼等之需求及期望並處理不同持份者的意見。

Understanding the needs of the stakeholders is an important consideration for the Group. We have maintained good relationships with our stakeholders by understanding their expectations through two-way communication via meetings, telephone conferences, information on the company website, company publications and e-mails on issues such as environmental protection awareness, fire safety, product quality and emission reduction. The Group has held annual general meetings, as required by the Stock Exchange, to provide shareholders information on the Group's business situation and vision, for them to build understanding and confidence in us.

洞悉持份者的需求，是本集團的重要考慮因素。我們通過探訪會議、電話會議、公司網站資訊、公司刊物、電郵等多種渠道，與持份者在環保意識、消防安全、產品質量、減少排放等議題上進行雙向溝通，從而明白他們的期望，使我們與持份者之間的合作良好關係。本集團按照聯交所相關規定召開周年股東大會，為股東提供有關本集團經營情況和願景的資料，以建立股東對我們的瞭解及信心。

The Group has conducted a materiality assessment to better respond to the needs and expectations of stakeholders. Regarding the existing business operation and overall environment of the Group, the Board identifies the topics below to be the material focus of this report.

本集團已進行重要性評估，以更好地回應持份者的需求和期望。就本集團現有業務經營及整體環境而言，董事會將以下議題確定為本報告的重要議題。

### ESG Topics with High Priority

#### 高度重要性的環境、社會及管治議題

Aspect A1: Emissions  
層面A1：排放物

- Air and greenhouse gas emissions
- 氣體及溫室氣體排放
- Pollution prevention
- 防止污染
- Waste management
- 廢棄物管理

Aspect A2: Use of Resources  
層面A2：資源使用

- Energy consumption and efficiency
- 能源消耗及能源效率
- Efficient use of raw materials
- 原材料的有效使用

Aspect B2: Health and Safety  
層面B2：健康及安全

- Occupational health and safety
- 職業健康及安全

Aspect B4: Labour Standard  
層面B4：勞工準則

- Preventing child and forced labour
- 防止童工及強迫勞工

Aspect B6: Product Responsibility  
層面B6：產品責任

- Quality of product and services
- 產品及服務質量
- Protection of intellectual property rights
- 保護知識產權
- Customer satisfaction
- 客戶滿意度
- Customer privacy
- 客戶私隱

For further details, please refer to the relevant sections of the ESG Report.

詳情請參閱環境、社會及管治報告的相關章節。

## ENVIRONMENTAL ASPECTS

As environmental pollution has become increasingly serious, national governments have established stricter environmental laws and introduced the Acceptance of Cleaner Production Audit. As a responsible company, the Group is dedicated to controlling and reducing negative effects on the environment.

Organic compounds generated from various stages of the manufacturing process of the Group are properly treated and emitted in an organized way. Specifically, the collected exhaust would be emitted to the environment through pipelines. To adhere to the local government's legal requirements on air pollutant emissions, the Group would engage an independent inspection consultant to conduct regular monitoring of organic compound emissions. The Group has strictly complied with the laws and regulations related to emissions. During the Reporting Period, there have been no cases of prosecution against the Group due to violation of any environmental protection laws and regulations.

## EMISSIONS

### Air and Greenhouse Gas Emissions

The Group's air emissions mostly came from the exhaust of motor vehicles owned by the Company. Air emissions consist of sulphur oxides ("SO<sub>x</sub>"), nitrogen oxides ("NO<sub>x</sub>"), and respirable suspended particles ("RSP"). Even though air emissions are immaterial to the group, the Group encourages employees to lessen the usage of these motor vehicles and if possible, optimize route planning and perform regular vehicle maintenance to ensure the vehicles are operating with the highest efficiency.

## 環境層面

環境污染問題日益嚴重，多國政府已制定嚴格的環保法例並引入清潔生產審核驗收，本集團作為一間負責任的企業，亦克盡己任，致力控制及減少對環境的負面影響。

本集團對生產過程中不同環節所產生的有機廢氣採取了妥善處理及有組織的排放，具體而言，收集到的廢氣會經管道集中排放到大氣中。而為貫徹落實當地政府有關大氣污染物排放的法例要求，本集團會委聘獨立檢測顧問為排放的有機廢氣進行定期監測。本集團嚴格遵守相關排放物的法律法規。報告期內，本集團並無發生任何違反環境法律法規而被檢控的個案。

## 排放物

### 氣體及溫室氣體排放

本集團的氣體排放物主要來自本公司自有汽車排放。氣體排放物包括二氧化硫（「二氧化硫」）、一氧化氮（「一氧化氮」）以及可吸入懸浮粒子（「可吸入懸浮粒子」）。儘管氣體排放物對本集團而言並不重大，但本集團鼓勵僱員儘量減少使用汽車，並在可行時優化路線規劃，以及定期進行汽車保養，確保汽車高效運行。

During the Reporting Period, the greenhouse gas emissions generated by the Group were mainly the direct emissions generated by the Company's vehicles ("Scope 1 emissions") and the indirect emissions from electricity use ("Scope 2 emissions") and business travel ("Scope 3 emissions"). The Group carried out measures to reduce the air and greenhouse gas emissions. For details, please refer to the "Use of Resources" section. Major emission data in 2020 and 2021 are shown below:

於報告期內，本集團排放的溫室氣體排放物主要包括本公司車輛產生的直接排放物（「範圍1排放」）及用電（「範圍2排放」）及商務旅行（「範圍3排放」）產生的間接排放物。本集團採取措施減少氣體及溫室氣體排放。詳情請參閱「資源使用」一節。二零二零年及二零二一年的主要排放數據如下：

		<b>2021</b>	2020	Unit
		二零二一年	二零二零年	單位
<b>Air emissions in total</b>	<b>空氣總排放</b>			
Nitrogen oxides (NO <sub>x</sub> )	氮氧化物	<b>2.85</b>	2.85	kg 千克
Sulphur oxides (SO <sub>x</sub> )	硫氧化物	<b>0.06</b>	0.06	kg 千克
Respirable suspended particles (RSP)	可吸入懸浮粒子	<b>0.21</b>	0.21	kg 千克
<b>Greenhouse gas emissions in total and intensity</b>	<b>溫室氣體總排放及密度</b>			
Scope 1 emissions	範圍1排放	<b>10.2</b>	10.2	tonnes CO <sub>2</sub> -e 噸二氧化碳當量
Scope 2 emissions	範圍2排放	<b>1,745.1</b>	2,776.5	tonnes CO <sub>2</sub> -e 噸二氧化碳當量
Scope 3 emissions	範圍3排放	<b>9.0</b>	7.1	tonnes CO <sub>2</sub> -e 噸二氧化碳當量
Total greenhouse gas emissions	溫室氣體總排放	<b>1,764.3</b>	2,793.8	tonnes CO <sub>2</sub> -e 噸二氧化碳當量
Intensity (by revenue)	密度（以收益計）	<b>10.7</b>	25.6	tonnes CO <sub>2</sub> -e/million RMB revenue 噸二氧化碳當量 每人民幣百萬元收益

## Pollution Prevention

The industrial wastewater generated by the Group mainly comes from the production of adhesive backed fabrics. During the production batch change, water used for equipment cleaning would be collected, precipitated and recycled. These steps could prevent wastewater pollution and effectively reduce the usage of water resources.

## Waste Management

The Group appropriately separates hazardous and non-hazardous waste for disposal. Hazardous waste, such as scrap plastics, waste solvent oil and waste activated charcoal, are entirely transferred to government-licensed processors for safe disposal.

Non-hazardous waste is centrally managed by the relevant industrial park management committee. To reduce waste, we would segregate and recycle waste, such as glass and aluminium cans. In addition, a simple processing procedure would be carried out for trimmed materials and regrind materials which are then recycled for reuse in the manufacturing process. This would help reduce waste disposal and increase cost-effectiveness. During the Reporting Period, the Group has produced immaterial amounts of non-hazardous waste.

## 防止污染

本集團產生的工業廢水主要來自背膠線的生產。當進行生產換批時，清洗設備用水會被收集起來，經沉澱後再循環使用。此等措施既可避免因排出工業廢水而造成污染，同時亦能有效減少水資源的使用。

## 廢棄物管理

本集團會適當分開有害及無害廢棄物作棄置。有害廢棄物，如廢棄塑料、廢溶劑油及廢活性炭等會全數轉交獲政府許可的合資格處理商作安全處置。

無害廢棄物則會交由相關工業園管理委員會作統一處理，同時，我們在廠區內亦對玻璃、鋁罐等廢棄物安排分類回收，以減少廢棄物的產生。另一方面，對生產過程中所產生的邊料和次料會進行簡單的工序處理，再回收到產品製作過程中作循環使用，有助減少廢棄物料的棄置，亦能提高成本效益。於報告期內，本集團產生少量無害廢棄物。

		2021 二零二一年	2020 二零二零年	Unit 單位
<b>Hazardous waste</b>	<b>有害廢棄物</b>			
Total hazardous waste produced	已產生的有害廢棄物總量	1.1	–	tonnes 噸
Intensity (by employee)	密度（按僱員計算）	6.5	–	kg/million RMB revenue 千克每人民幣百萬元收益



## USE OF RESOURCES

The aim of “lowering energy consumption and reducing resource consumption” has been a priority in the Group’s efforts to protect the environment. We have implemented a series of measures for reducing energy consumption and resources used. They are as follows:

- For processes that use thermal settings, new and highly effective steam trapping equipment have been introduced. This has shortened the length of the steam pipes, and consequently reduced energy consumption;
- Cotton insulation has been placed around the thermal setting process drying room to improve insulation and reduce heat loss. The drying speed of nonwoven fabric has increased by 1 additional meter per minute;
- Fiberglass light-transmitting panels have been installed in the roof of the main workshop to reduce the use of lighting in the daytime and electricity consumption;
- Energy-saving machines are adopted to reduce energy consumption;
- Voice-activated switches and time-controlled switches for lighting are used in the manufacturing plants and parking sheds;
- Sub-steam valves are installed to reduce the consumption of steam;
- We have advocated energy saving in the office by using natural light and reducing the use of electricity in the office area and unoccupied areas;

For water consumption, we encourage employees and visitors to save water and reduce the water consumption by water recycling. Water is consumed by municipal water supply and the Group did not encounter any issues in sourcing water during the Reporting Period.

To effectively reduce the use of packaging material, the Group would negotiate with clients to increase the number of items in individual packages. During the Reporting Period, the Group consumed 11.9 tonnes of packaging materials. Most of the packaging materials are plastics. The control on procurement and use of raw materials based on production orders is stricter.

## 資源使用

「降低能源消耗、減少耗用資源」已被視為本集團在保護環境方面的首要工作，為此，我們推行了一系列有關節約能源及資源的措施，詳情如下：

- 針對使用蒸汽進行熱定型的工序，引進新型高效的蒸汽疏水設備，從而縮短蒸汽管道長度，減少蒸汽用量，亦同時減低能源消耗；
- 為熱定型工序烘房四周加貼保溫棉以提升保溫效果，減少熱量損耗，從而令工藝溫度提高，無紡布的烘乾速度每分鐘亦因而增加了1米；
- 主車間樓頂加裝玻璃鋼採光帶，減少車間在白天的燈光照明，減少用電；
- 採用節能電機，以降低能耗；
- 安裝聲控開關及時間控制開關為生產工廠及停車棚照明；
- 安裝分蒸汽閥，減少蒸汽消耗；
- 辦公室範圍亦倡導節能，盡量採用自然光照明，推行減少辦公用電和非辦公用電；

水消耗方面，我們鼓勵員工及訪客節約用水，並通過水循環使用減少水消耗。水資源由市政供水消耗，本集團於報告期內並無遇到取水的任何問題。

為有效減少包裝材料的使用，本集團將與客戶協商，計劃增加每個獨立包裝內的成品件數。於報告期內，本集團消耗11.9噸包裝材料。大部分包裝材料為塑料品。本集團根據生產訂單嚴格控制原材料的採購及使用。

During the Reporting Period, the major consumption of energy and resources is as follows:

於報告期內，主要能源和資源消耗情況如下：

		<b>2021</b> 二零二一年	2020 二零二零年	Unit 單位
<b>Direct and indirect energy consumption by type</b>	<b>按類型劃分的直接及間接能源消耗</b>			
Direct energy consumption	直接能源消耗	<b>151.2</b>	151.2	GJ 吉焦
Indirect energy consumption	間接能源消耗			
• Electricity	• 電力	<b>3,003.6</b>	3,318.4	MWh 兆瓦時
• Steam	• 蒸汽	<b>669.7</b>	578.3	MWh 兆瓦時
Total energy consumption	能源總耗量	<b>3,715.4</b>	3,938.7	MWh-e 兆瓦時當量
Intensity (by revenue)	密度 (以收益計)	<b>22.6</b>	36.2	MWh-e/million RMB revenue 兆瓦時當量/每人民幣百萬元收益
<b>Water consumption in total and intensity</b>	<b>總耗水量及密度</b>			
Total water consumption	總耗水量	<b>6,628.0</b>	6,350.0	m <sup>3</sup> 立方米
Intensity (by revenue)	密度 (以收益計)	<b>40.3</b>	58.4	m <sup>3</sup> /million RMB revenue 立方米/每人民幣百萬元收益
<b>Packaging material used for finished products</b>	<b>製成品所用的包裝材料</b>			
Total packaging material used	包裝材料總用量	<b>11.9</b>	16.2	tonnes 噸
Intensity (by revenue)	密度 (以收益計)	<b>0.1</b>	0.2	tonnes/million RMB revenue 噸/每人民幣百萬元收益

## THE ENVIRONMENT AND NATURAL RESOURCES

The Group has successfully obtained the ISO14001 Environmental Management System certification since 2006. We have developed programs related to the prevention of environmental pollution in order to continuously improve our performance and fulfil our commitment to environmental protection. Moreover, with a primary focus on saving energy, reducing consumption, reducing pollution and improving efficiency, the Group has strived to reduce the impact on the environment and natural resources by actively using energy-saving devices and technology, introducing wastewater recycling systems, recycling manufacturing waste and reducing raw material consumption.

In addition to implementing a system of environmental management, the Group has reinforced its cooperation with suppliers that advocate green development. We prioritize raw material suppliers with green certification. In regards to the supply of one of our main raw materials, fibres, suppliers that have obtained green certification now account for around 80% of the Group's fiber procurements.

Besides, the Group promotes a paperless operation through various means, such as providing clients with online purchasing services and using computer filing instead of printed copies.

## CLIMATE CHANGE

Climate change is a global environmental issue with high concern to the international community. In recent years, heatwaves, typhoons, droughts, floods and other extreme climate events have occurred in the world more frequently. It may affect the stability of our operations and supply chain. Increased frequency of super typhoons and floods may also lead to physical damage to building structures and increase the risk of electricity shortage, causing revenue loss due to business disruption. Therefore, the Group will investigate into risk identification and improvement in response planning and execution capabilities.

Apart from the acute physical risks mentioned above, the market risks may also pose harm to our business continuity. Costs of forest products, petroleum-based plastics, and other resources have the potential to increase due to regulatory policies focused on mitigating climate change. The Group will try to increase the mass efficiency of our products to reduce consumption of raw materials while continuing to meet consumer expectations.

## 環境及天然資源

本集團早於二零零六年已順利通過ISO14001環境管理體系的認證，並不斷開展有關預防環境污染的項目，以持續改善我們的環境績效，實踐對保護環境的承諾。此外，本集團又以節能、降耗、減污、增效為主要方向，積極採用節能的裝置及技術，引入廢水循環系統、回收生產廢料及實行原材料減耗，為減低對環境及天然資源的影響而努力。

本集團在推行環境管理體系的同時，亦盡力加強與主張綠色發展的供應商合作。我們會優先選擇有綠色認證的原材料供應商，而就我們其中一種主要的原材料纖維供應而言，現時已取得綠色認證的供應商已佔本集團約八成的纖維採購量。

除此之外，本集團從多方面推廣無紙化運作，包括為客戶提供產品網上訂購服務，又會將內部文件以電腦存檔取代印刷本，以節約用紙。

## 氣候變化

氣候變化是國際社會高度關注的全球環境問題。近年來，熱浪、颱風、乾旱、洪水等極端氣候事件在全球範圍內頻頻發生。這或會影響我們業務及供應鏈的穩定性。超強颱風及洪水的頻繁發生亦或會導致建築物結構的物理損壞並增加電力短缺的風險，從而導致業務中斷所引發的收益虧損。因此，本集團將調查風險識別並改進應對方案及執行能力。

除上述嚴重的自然風險外，市場風險亦或會損害我們業務的持續性。由於監管政策側重於減輕氣候變化，林產品、石油基塑料等資源的成本可能會上升。本集團將努力提高產品的質量防護係數，旨在持續達到客戶期望的同時減少原材料的消耗。

## EMPLOYMENT AND LABOUR PRACTICES

### Employment

We are committed to providing fair employment opportunities and a work environment with mutual respect for all employees. The Group strongly advocates anti-discrimination and has implemented relevant policies that focus on treating others with fairness and dignity and giving everyone equal opportunities. The Group has also been actively fulfilling its social responsibility by hiring people with disabilities, exemplifying the spirit of equality. Moreover, we follow a policy of employee diversity. Suitable candidates, whether local or foreign, would be hired as long as they fulfil the job requirements. Remuneration internally is determined primarily based on capabilities and rank, while externally we strive to maintain competitiveness in order to attract and retain outstanding talents. Employees' qualities and capabilities would be the only deciding factors for employee promotion to maintain fair competition.

The Group provides a diverse range of staff welfare benefits. All employees are entitled to statutory holidays, paid annual leave, marriage leave, maternity and paternity leave and other holidays prescribed by the local labour laws. Apart from statutory holidays, we would arrange additional welfare for employees to celebrate certain festivals. Welfare would also be provided on special occasions, such as birthdays, marriages or sicknesses. On the other hand, the Group has purchased employees' social insurance and commercial accident insurance so that they can be compensated in the event of an accident. In terms of lay-off, for employees who do not abide by the Labour Law, employment contracts would be terminated according to the Labour Law and company regulations. Retirement procedures would be arranged for employees who have reached the retirement age according to the national policies.

### 僱傭及勞工常規

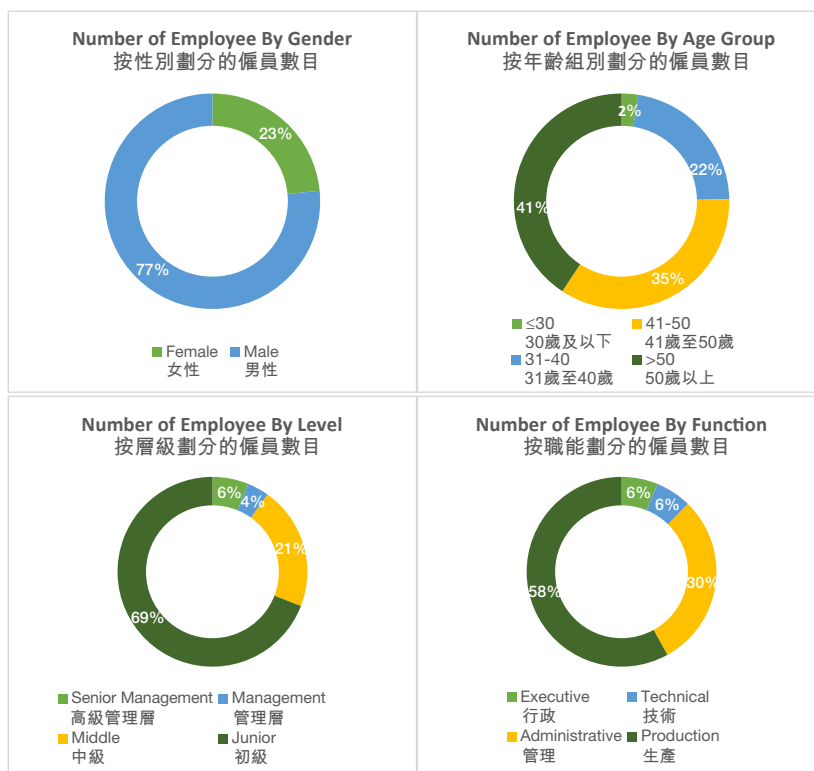
#### 僱傭

我們致力提供公平的就業機會，為全體員工創造一個互相尊重的工作環境。本集團大力倡導反歧視，並制定相關政策，主張公平、尊嚴地對待他人，給予各人平等的機會。與此同時，本集團亦積極履行社會責任，聘請殘疾人士作為員工，以體現人人平等的精神。我們更奉行僱員多元化的政策，合適應徵者只要符合相關職位的工作要求，不論是本地或外地人士，都會聘請；對內薪酬主要以能力及職級來釐定，而對外則會盡力保持競爭力，以吸引和留住優秀人才。員工晉升亦只會考慮員工的個人素質及能力，以維持公平競爭。

本集團為員工提供多元化的福利待遇，所有員工均享有當地勞動法規定的假期，如有薪年假、婚假產假陪產假等。除了法定假期外，我們亦額外安排在某些節日發放福利給員工；而對於員工的一些特別情況，如生日、結婚、生病等也會給予一定的福利待遇。另一方面，本集團又為所有員工繳納社保及意外商業保險，如當員工遇上意外，可及時為他們作出賠償。而解僱方面，則會對不符合勞動法規定錄用的員工，根據勞動法和公司規章制度解除勞動合同；退休方面，則根據國家政策給達到退休年齡的員工辦理退休手續。

During the Reporting Period, the Group was not aware of any material non-compliance with laws and regulations in respect of employment, such as the Labour Law of the PRC and the Labour Contract Law of the PRC. The Group had a total of 81 employees in 2021 and all of them were permanent employees in China. The tables below demonstrated the breakdown of the employee number by gender, age group, level and job function.

報告期內，且就本集團所知，並無任何嚴重違反有關僱傭（例如中國勞動法及中國勞動合同法）的法律法規。本集團於二零二一年合共有81名僱員，彼等均為中國的長期僱員。下表詳細列明按性別、年齡組別、層級及職能劃分的僱員人數。



The detailed breakdown of the employee numbers and turnover rate by gender, employment type, employee category, function and geographical region can be found in the "Summary of Key Performance Indicators (KPIs)" section.

按性別、僱傭類型、僱員類別、職能及地區劃分的僱員人數及流失率的詳情請參閱「關鍵績效指標概要」一節。

## Health and Safety

The Group constantly strives to improve the safety of its different business areas in order to provide a safe and healthy work environment to employees. As part of the manufacturing industry, safe production and health of employees are crucial to the Group's operation. The Group has implemented occupational safety management measures to create a safe and healthy work environment with the goal of "Zero Fire Hazards, Zero Deaths, Zero Severe Injuries, Zero Occupational Disease". The Group has strictly complied with the laws and regulations related to occupational safety and health. To fully implement the safety management procedures, the Group has carried out various measures as follow:

- Identify workplace hazards and risks so that they can be managed;
- Provide appropriate personal protective equipment and first aid kits to ensure the safety and health of employees; and
- Appoint a safety officer to monitor and inspect the equipment in the workplace to ensure all are in safe conditions.

The Group places the same importance on the safety supervision of our sub-contractors. We would sign safety management agreements, which detail relevant safety responsibilities, with the subcontractors, and carry out supervision and inspection on them.

To raise our employees' awareness of work safety, the Group offers appropriate occupational health and safety training and drills for employees in order to let them be fully aware of the potential risks in the work environment and any measures that could be taken to prevent incidents from occurring. Regular body checks will be provided to our employees. Apart from physical health, the Group also places importance on employees' mental health. Psychological consultation and stress relief sessions are provided for employees.

With the above measures, no work-related fatalities or instances of injury were recorded during the past three years, including the Reporting Period. The Group was not aware of any material non-compliance with the relevant laws and regulations, such as the Production Safety Law of the PRC and Law of the PRC on the Prevention and Treatment of Occupational Diseases, that have a significant impact on the Group relating to providing a safe working environment and protecting employees from occupational hazards for the Reporting Period.

## 健康與安全

本集團持續努力改善不同業務領域的安全性，旨在向僱員提供安全健康的工作環境。作為製造業的一分子，安全生產及員工健康在本集團營運中至為關鍵。本集團實行職業健康安全管理制度，並訂下「火災事故為零、死亡率為零、重傷率為零、職業病發病率為零」的目標，致力營造一個安全健康的工作環境。本集團嚴格遵守有關職業安全與健康的法律法規。為全面落實安全管理程序，本集團推行了多項措施，具體如下：

- 對工作場所開展危險源和安全隱患識別工作，務求針對性地進行管理；
- 為員工提供工作崗位所需的勞動防護用品和醫療用品，以保障員工的安全及健康；及
- 委派安全員專責監督及檢查工作場所內的設備，以確保處於安全狀態。

本集團亦同樣重視對外包商的安全監管，會與外包商簽訂安全管理協議，明確相關安全責任，並對他實施監督檢查。

為增強員工有關工作安全方面的意識，本集團會為員工提供適當的職業健康及安全培訓和演習，讓他們充分認識到工作環境中潛在的危險以及預防事故發生應採取的任何措施。我們將向員工提供定期體檢。除關注員工的身體健康，本集團亦關注員工的心理康，我們會為員工安排心理輔導和減壓。

採取上述措施後，於過往三年內（包括報告期內），並未發生因工死亡或工傷事故，且就本集團所知，並無任何嚴重違反有關提供安全工作環境及保護員工免受職業危害的相關法律及法規（例如中國安全生產法及中國職業病防治法）而對本集團有重大影響的違規情況。

## Development and training

The Group has made significant efforts in building a good platform for employees to grow and assisting them in formulating their career plans. Through employees independently formulating their career goals, we would then establish a series of procedures, such as training, promotion and deployment of human resources, in order to help employees grow together with the Group.

To enhance employees' professional knowledge and skills, the Group regularly establishes an annual training plan, which would be conducted for all departments. Training programs would primarily cover the operations of critical production processes, e.g., "Needled Fabrics Quality Training", "Product Quality Requirements and Recent Measures of Quality Improvement" and maintenance knowledge of manufacturing equipment, etc. We have also arranged external training courses on various subjects, including system auditing, financial operations, personnel training and sewage declaration.

During the Reporting Period, 100% of our employees received trained arranged by the Group and the average training hours was 15.5 hours per employee. The detailed breakdown of the trained employees and average training hours by gender, employee category and function can be found in the "Summary of Key Performance Indicators (KPIs)" section.

## Labour standards

The Group respects the rights and interests of each employee. In compliance with the regulations of the Labour Contract Law of the PRC, we have forbidden the employment of child labour and have prohibited the recruitment of any persons under the age of 18.

The Group has also prohibited any forced labour. No employee shall be forced to work overtime against his/her own will. Overtime work must be done voluntarily and employees would be required to fill out the "Voluntary Overtime Application Form". Overtime hours would strictly follow local labour law regulations to fully protect employees' rights.

During the Reporting Period, the Group was not found in violation of any relevant laws and regulations in relation to the prevention of child and forced labour. For the coming year, we will maintain our zero-tolerance for forced and child labour.

## 發展及培訓

本集團竭力為員工搭建良好的成長平台，協助員工制定他們的職業計劃，並通過員工自主確立職業發展目標的互動模式，從而訂立培訓、升遷、人力資源調配等一系列的程序，以促進員工和本集團的共同進步。

為提升員工的專業知識及技能，本集團定期編製年度培訓計劃，培訓對象包含所有部門。培訓課程則主要涵蓋重點生產崗位操作，如《針刺線品質培訓》、《產品的品質要求和近期品質改善的措施》以及生產設備維修知識等。另外，我們安排了涉及多個範疇的外部培訓課程，當中包括體系審核、財務實操、人事培訓以及排污申報。

於報告期內，全體僱員已接受本集團安排的培訓，每名僱員的平均培訓時數為15.5小時。按性別、僱員類別及職能劃分的已培訓僱員及平均培訓時數的詳情請參閱「關鍵績效指標概要」一節。

## 勞工準則

本集團極為關注員工所享有的勞工權益，並嚴格遵守《中國勞動合同法》規定，建立防止童工政策，保證不會聘請十八歲以下人士。

本集團亦絕不容許有任何強制勞工的情況出現。為有效貫徹該宗旨，本集團不會強制員工加班，並明確規定員工加班必須為自願性質，加班申請需填寫《自願加班表》，加班時間亦會嚴格按照當地勞動法規定執行，以全面保障員工權益。

於報告期內，本集團並無違反有關防止童工及強制勞工的相關法例及規例。來年，我們將保持對強制勞工及童工的零容忍。

## OPERATING PRACTICES AND COMMUNITY INVESTMENT

### Supply chain management

Over the years, the Group had spared no effort in promoting the sustainable development of our supply chain. In terms of supplier selection, we have established a set of guidelines that includes areas relating to corporate social responsibility, product and service quality, environmental protection, occupational safety and health, community participation and conscientious employers. At the same time, we prefer our suppliers to have obtained awards or certifications related to corporate social responsibility. As at the end of the Reporting Period, the Group had a total of 25 suppliers and all of them are located in China.

To ensure our suppliers and subcontractors can continue to provide quality products and services, the Group would strictly require them to follow our Code of Practice for suppliers, which provide guidelines on the evaluation, selection and development of the new and existing suppliers.

We would conduct annual performance assessments on our suppliers and subcontractors to see if they meet our requirements. Suppliers and subcontractors with poor performance are required submit a written improvement plan. If there is still no improvement after the observation period, the procurement contract will be eliminated.

On the other hand, the Group places significant importance on the performance of social responsibility of our suppliers and subcontractors, hence we have engaged third-party organizations to conduct regular audits on them. Suppliers are required to obtain the ISO9001 certificate with well-established quality management system. These practices are currently active in 23 of the 25 suppliers of the Group.

## 營運慣例及社區投資

### 供應鏈管理

本集團多年來致力推動供應鏈的可持續發展，並在挑選供應商方面訂立了一套準則，當中涵蓋不少有關企業社會責任、產品及服務品質、環保、職安健、社區參與及良心僱主等的範疇；同時，我們更加青睞獲得企業社會責任的相關獎項或證書的供應商。於報告期末，本集團合共有25名供應商，彼等均位於中國。

為確保供應商及外包商能持續提供優質的產品及服務，本集團嚴格要求他們遵守我們訂立的供應商守則，該守則載有關於評估、挑選及發展新的及現有供應商的指引。

我們會每年評估供應商及外包商的表現是否能達到我們的要求。表現欠佳的供應商及外包商須提交書面改進計劃。倘觀察期後仍未改進，則將取消採購合約。

另外，本集團對供應商及外包商在社會責任方面的表現亦極為重視，為此，更特別聘請第三方機構定期對他們進行相關審核。供應商須獲得ISO9001認證，並擁有完善的質量管理體系。該等慣例目前應用於本集團25家供應商中的23家。



## Product responsibility

The Group is committed to providing clients with the best quality of products and services. As an automotive interior decoration manufacturer, we have been certified in the ISO/TS16949 Quality Management System for Automotive Industry since 2009. To fulfil the requirements of our clients and the technical specifications of the automotive industry, the Group emphasizes the systematic assessment, analysis and process control of all stages from research and development, manufacturing to quality control. Our quality control department would conduct strict quality control on raw materials, semi-finished products and final goods. All finished goods would need to pass the "Product Inspection and Verification Management Procedure" before delivering to our customers. We also place great emphasis on product safety. All products must go through product certification by independent authorities before delivering to our customers.

In addition, the Group has established a "Product Issue and Recall Procedure", to specify the recall mechanism when a product encounters major quality or safety issues. When the relevant department receives notice of any product recall, they would track the customer located in the district in accordance with their records and arrange for an emergency recall. The quality control department would carry out root cause analysis on the recalled products and take action to prevent such issues from happening again. After the root cause analysis, the recalled products would be disposed of properly. After the matter is settled, the customer services will update the feedback log sheet and all of the relevant documents will be filed properly. During the Reporting Period, there have been 0.18% of the products sold or shipped subject to recalls and the number of complaints regarding products or services received was three.

Ensuring the privacy of customers' information is an important reason why the Group has gained customers' trust. We have implemented a comprehensive policy for protecting customers' information and are committed to not disclosing or selling our client's confidential information to third parties. When collecting or using customers' information, we would change the product name given by the customer into our company's internal code to prevent leakage of information. Furthermore, before initiating a project, we would sign a contract and confidentiality agreement with the customer. On the other hand, we require our sales team to provide the true and correct information when selling a product to avoid misleading our clients.

The Group has strictly complied with the laws and regulations related to product responsibility. During the Reporting Period, there have been no cases of prosecution against the Group due to violation of any product responsibility or privacy laws.

## 產品責任

本集團堅持為客戶提供最優質的產品及服務，而作為汽車內飾的生產商，我們自二零零九年已獲頒ISO/TS16949汽車行業品質管理系統認證。為滿足客戶要求及汽車行業的技術規範，本集團著重由產品研發、生產以至品質控制的各個環節實施系統性的評估、分析及過程控制。此外，我們設有品管部，專責對原材料、半製成品及製成品進行嚴格的品質監控，而所有製成品均需通過《產品檢驗和驗證管理程序》後才交付到客戶手中。有關產品安全方面，我們亦非常重視，所有產品均須通過獨立檢測機構的安全驗證，才可供應給客戶。

另一方面，本集團亦建立了《產品問題回收處理程序》，以明確在產品遇到重大質量或安全問題時進行回收的機制。當有關部門接到任何產品回收通知時，會根據記錄追蹤召回產品所在的區域客戶，而及時安排緊急回收，品管部會對召回的產品組織進行原因分析並制定措施以防問題再發生，進行原因分析後再將產品作適當處置。問題解決後，客戶服務人員將更新反饋日誌表，並正確歸檔所有相關文件。報告期內，有0.18%的已售或付運而召回的產品及收到三例有關產品或服務的投訴。

對客戶資料保密是本集團能取得客戶信任的一個重要元素。我們制定了全面的保護客戶資料政策，並承諾絕不會將客戶的機密資料透露或出售予和客戶交易無關的第三方。當收集並使用客戶資料時，我們會將客戶給予的產品名稱轉換為公司內部代碼，以防訊息外洩。此外，我們更會在項目開展前與客戶簽訂合同及保密協議。另一方面，為避免客戶被不實的宣傳訊息誤導，我們要求所有銷售部員工在銷售過程中，必須向客戶提供準確及真實的訊息。

本集團嚴格遵守相關的產品責任法律法規，報告期內本集團沒有任何違反與產品責任或私隱相關法例的個案發生。

## Anti-corruption

The Group's corporate governance philosophy is based on prioritizing the interests of the shareholders and, at the same time, upholding the principle of business integrity. The Board includes the Chairman of the Board, Executive Directors and Independent Non-Executive Directors. The Board is responsible for maintaining and promoting the successful development of the business of the Company while at the same time formulating the Group's guidelines and visions.

The Group abides by the anti-corruption policy and has implemented an anti-bribery commitment policy whereby the Group's internal key segment employees and key position employees are required to sign a "Letter of Undertaking of Anti-bribery/Anti-corruption". The Group has also encouraged employees and companies with whom we have business dealings to report any acts of corruption. Investigations of these cases would be kept strictly confidential. The Group realizes that accepting improper benefits would ruin the Group's integrity. As such, where business dealings may cause a conflict of interest, employees would be required to fill out a "Conflict of Interest Declaration Form". In addition, the Group would provide related training to increase employees' understanding of conflict of interest.

The Group follows the principle of a fair and open procurement and tender process, comparing both prices and quality to prevent misconduct during the process. Furthermore, the Group has strictly required that all service contracts are required to be approved by the finance department and the general manager and contracts worth more than RMB200,000 must be approved by the chairman of the board of the PRC operating subsidiary. To prevent money laundering, before paying out substantial amounts in cash cheques, the recipient's personal information is required to be recorded. For fraud and extortion prevention, we would occasionally provide training through case studies to increase employees' awareness.

In addition, the Group arranged 3 training sessions on anti-corruption and anti-bribery for our directors and employees, which included training on anti-corruption and anti-bribery laws and regulations, as well as case studies and handling method of potential and materialized violations.

The Group has strictly complied with the laws and regulations related to anti-corruption. During the Reporting Period, there have been no cases of prosecution against the Group due to violation of any relevant laws.

## 反貪污

本集團的企業管治理念一直以股東利益為前提，同時秉持誠信營商的原則。董事會由董事會主席、執行董事及獨立非執行董事組成。董事會負責維持及推動公司業務成功發展，並制定集團的管理方針。

本集團奉行反賄賂政策，並實行反賄賂承諾制，規定集團內部的重點環節及重要崗位人員必須與公司簽訂《反賄賂／反腐敗承諾書》。與此同時，本集團亦鼓勵員工及有業務來往的公司檢舉揭發腐敗行為，而檢舉的受理、調查等各個環節，必須嚴格保密。本集團意識到不正當的利益獲取會嚴重破壞集團的誠信，有鑑及此，我們要求當員工在處理的業務中如涉及利益衝突，必須填報《利益衝突申報表》。同時，為加強員工對利益衝突的認知，本集團會提供相關培訓。

對於採購與各項工程建設的招標，本集團會以公開公正、比質比價的原則進行，以防止過程中的不正當行為。另外，本集團嚴格規定所有服務合約需經由財務部及總經理審批，對於金額超過人民幣20萬元的合約更需經由中國營運附屬公司的董事長審批。為防範洗黑錢活動發生，在支付大額現金支票之前，必須記錄收款人的個人資料。我們更會就防止欺詐勒索的議題，不定期提供案例進行學習，以提高員工的防範意識。

此外，本集團已為董事及僱員安排了三期反貪污反腐敗的培訓課，包括反貪污反腐敗的法律法規的培訓，以及案例學習及處理潛在及實際違規的方法。

本集團恪守相關的反貪污法律法規，報告期內未有發生任何違反相關法例而被檢控的個案。

## Community investment

The Group has actively cared for people with needs and has eagerly participated in different charity events, as well as sponsored such events. We have worked together with local communities to organize activities for cancer patients, to care for the next generation and help persons with disabilities to attain employment. We have set an example to create a caring community.

The Group has always been promoting community integration and has set up channels to deal with opinions from community groups. Upon receiving a suggestion, we would promptly provide feedback and discuss the follow-up plan together with the relevant parties. On the other hand, through participation in corporate sports, education, environmental-related activities and training, we have managed to strengthen our link with the community. During the Reporting Period, the Group has donated RMB2,000 to the Wuxi Xinwu District Charity Federation to support the charity events.

## 社區投資

本集團積極關注社會上有需要的人士，並熱心參與不同的公益慈善活動，更為有關活動提供贊助。我們與社區人士攜手合作，組織員工開展幫助癌症病人、關心社會下一代及安置殘疾人士就業等活動，身體力行以建設一個關懷的社區。

本集團一直致力促進社區融合，並設立處理社區團體意見的渠道，每當收到意見時，我們將會即時作出回應，並與相關方共同商討跟進計劃。而另一方面，我們又透過參加所處社區的組織舉辦的企業體育、教育、環境方面的活動和訓練，增加與社區的連繫。於報告期內，本集團向無錫市新吳區慈善總會捐贈人民幣2,000元，以支持慈善事件。

## SUMMARY OF KEY PERFORMANCE INDICATORS (KPIs)

## 關鍵績效指標概要

### Key Environmental Performance Indicators 關鍵績效指標

	2021 二零二一年	2020 二零二零年	Unit 單位
<b>Aspect A1: Emissions</b> 層面A1：排放物			
<b>A1.1 Air emissions in total</b> 廢氣總排放			
Nitrogen oxides (NO <sub>x</sub> ) 氮氧化物	2.85	2.85	kg 千克
Sulphur oxides (SO <sub>x</sub> ) 硫氧化物	0.06	0.06	kg 千克
Respirable suspended particles (RSP) 可吸入懸浮粒子	0.21	0.21	kg 千克
<b>A1.2 Greenhouse gas emissions in total and intensity</b> 溫室氣體總排放及密度			
Scope 1 emissions 範圍1排放	10.2	10.2	tonnes CO <sub>2</sub> -e 噸二氧化碳當量
Scope 2 emissions 範圍2排放	1,745.1	2,776.5	tonnes CO <sub>2</sub> -e 噸二氧化碳當量
Scope 3 emissions 範圍3排放	9.0	7.1	tonnes CO <sub>2</sub> -e 噸二氧化碳當量
Total greenhouse gas emissions 溫室氣體總排放	1,764.3	2,793.8	tonnes CO <sub>2</sub> -e 噸二氧化碳當量
Intensity (by revenue) 密度（以收益計）	10.7	25.6	tonnes CO <sub>2</sub> -e/million RMB revenue 噸二氧化碳當量/ 每人民幣百萬元收益
<b>A1.3 Hazardous waste</b> 有害廢棄物			
Total hazardous waste produced 已產生的有害廢棄物總量	1.1	-	tonnes 噸
Intensity (by revenue) 密度（以收益計）	6.5	-	kg/million RMB revenue 千克／每人民幣百萬元 收益

Key Environmental Performance Indicators 關鍵績效指標	2021 二零二一年	2020 二零二零年	Unit 單位
<b>Aspect A2: Use of Resources</b> 層面 A2 : 資源使用			
<b>A2.1 Direct and indirect energy consumption by type</b> 按類型劃分的間接及直接能源消耗			
Direct energy consumption 直接能源消耗	151.2	151.2	GJ 吉焦
Indirect energy consumption 間接能源消耗	3,673.4	3,896.7	MWh 兆瓦時
Total energy consumption 能源總耗量	3,715.4	3,938.7	MWh-e 兆瓦時當量
Intensity (by revenue) 密度 (以收益計)	22.6	36.2	MWh-e/million RMB revenue 兆瓦時當量/ 每人民幣百萬元收益
<b>A2.2 Water consumption in total and intensity</b> 總耗水量及密度			
Total water consumption 總耗水量	6,628.0	6,350.0	m <sup>3</sup> 立方米
Intensity (by revenue) 密度 (以收益計)	40.3	58.4	m <sup>3</sup> /million RMB revenue 立方米/ 每人民幣百萬元收益
<b>A2.5 Packaging material used for finished products</b> 製成品所用的包裝材料			
Total packaging material used 包裝材料總用量	11.9	16.2	tonnes 噸
Intensity (by revenue) 密度 (以收益計)	0.1	0.2	tonnes/million RMB revenue 噸/ 每人民幣百萬元收益

## Key Social Performance Indicators

關鍵績效指標

2021  
二零二一年

2020  
二零二零年

Unit  
單位

### Aspect B1: Employment

層面B1：僱傭

#### B1.1

#### Total workforce

僱員總數

Total number of employees

81

107

employee

僱員總數

By gender

按性別

Female

男

19

27

employee

僱員

Male

女

62

80

employee

僱員

By employment type

按僱傭類型

Permanent

長期

81

107

employee

僱員

Part-time

兼職

0

0

employee

僱員

By age group

按年齡組別

30 years old or below

30歲或以下

2

1

employee

僱員

31 – 40 years old

31至40歲

18

33

employee

僱員

41 – 50 years old

41至50歲

28

48

employee

僱員

Over 50 years old

50歲以上

33

25

employee

僱員

By level

按層級

Senior management

高級管理層

5

5

employee

僱員

Management

管理層

3

3

employee

僱員

Middle

中級

17

18

employee

僱員

Junior

初級

56

81

employee

僱員

By function

按職能

Executive

管理人員

5

–

employee

僱員

Technical

技術人員

5

–

employee

僱員

Administrative

行政人員

24

–

employee

僱員

Production

生產人員

47

–

employee

僱員

By geographical region

按地區

China

中國

81

–

employee

僱員

## Key Social Performance Indicators

關鍵績效指標

2021  
二零二一年

2020  
二零二零年

Unit  
單位

### B1.2 Employee turnover rate

#### B1.2 僱員流失比率

Total employee turnover rate

38%

–

%

僱員流失總比率

By gender

Female

32%

3.7%

%

按性別

男

Male

40%

8.8%

%

女

By employment type

Permanent

38%

7.5%

%

按僱傭類型

長期

Part-time

–

–

%

兼職

By age group

Under 30 years old

0%

0%

%

按年齡組別

30歲或以下

31 – 40 years old

28%

6.1%

%

31至40歲

41 – 50 years old

79%

8.3%

%

41至50歲

Over 50 years old

12%

8%

%

50歲以上

By level

Senior management

0%

–

%

按層級

高級管理層

Management

67%

–

%

管理層

Middle

12%

–

%

中級

Junior

48%

–

%

初級

By geographical region

China

38%

–

%

按地區

中國

### Aspect B2: Health and Safety

層面 B2 : 健康與安全

B2.1 Number of work-related fatalities

0

0

no.

因工死亡人數

Rate of work-related fatalities

0%

0%

%

因工死亡比率

B2.2 Lost days due to work injury

42

0

day

因工傷損失工作日數

天

**Key Social Performance Indicators**

關鍵績效指標

	2021 二零二一年	2020 二零二零年	Unit 單位
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**Aspect B3: Development and Training**

層面B3：發展及培訓

**B3.1 Number of trained employees**

已培訓僱員數目

Total number of trained employees

**81**

107

employee

已培訓僱員總數

Percentage of total employees trained

**100%**

100%

%

已培訓僱員總數的百分比

By gender

按性別

Female

女

**23%**

75%

%

Male

男

**77%**

25%

%

By level

按層級

Senior management

高級管理層

**6%**

4%

%

Management

管理層

**4%**

3%

%

Middle

中級

**21%**

17%

%

Junior

初級

**69%**

76%

%

By function

按職能

Executive

管理人員

**6%**

-

%

Technical

技術人員

**6%**

-

%

Administrative

行政人員

**30%**

-

%

Production

生產人員

**58%**

-

%



Key Social Performance Indicators 關鍵績效指標		2021 二零二一年	2020 二零二零年	Unit 單位
<b>B3.2</b>	<b>Average training hours completed</b> 已完成的平均培訓時數			
	Average training hours per employee 每名僱員的平均培訓時數	15.5	–	hour 小時
	By gender			
	Female 女	11.3	–	hour 小時
	Male 男	16.8	–	hour 小時
	By level			
	Senior management 高級管理層	15.0	–	hour 小時
	Management 管理層	9.0	–	hour 小時
	Middle 中級	16.0	–	hour 小時
	Junior 初級	15.7	–	hour 小時
	By function			
	Executive 管理人員	15.0	–	hour 小時
	Technical 技術人員	16.4	–	hour 小時
	Administrative 行政人員	15.0	–	hour 小時
	Production 生產人員	15.7	–	hour 小時
<b>Aspect B5: Supply Chain Management</b>				
層面 B5 : 供應鏈管理				
<b>B5.1</b>	<b>Number of suppliers by geographical region</b> 按地區劃分的供應商數目			
	Total number of suppliers 供應商總數	25	23	supplier 供應商
	By geographical region			
	China 中國	25	23	supplier 供應商
<b>Aspect B6: Product Responsibility</b>				
層面 B6 : 產品責任				
<b>B6.1</b>	Percentage of total products sold or shipped subject to recalls 已售或已運送產品總數中須回收的百分比	0.18%	–	%
<b>B6.2</b>	Number of products and service-related complaints received 已收產品及服務相關投訴的數目	3	–	no. 件

Key Social Performance Indicators 關鍵績效指標		2021 二零二一年	2020 二零二零年	Unit 單位
<b>Aspect B7: Anti-corruption</b> 層面 B7 : 反貪污				
<b>B7.1</b>	Number of concluded legal cases regarding corruption practices 已審結的貪污慣例案件的數目	0	0	no. 件
<b>B7.3 Anti-corruption training</b> 反貪污培訓				
	Number of anti-corruption training sessions 反貪污培訓次數	3	–	no. 次
	Total number of training hours related to anti-corruption 反貪污相關的培訓總時數	12	–	hour 小時
	Percentage of employees with anti-corruption training	20%	–	%
	參加反貪污培訓的僱員百分比			
	Directors 董事			
	General employees 一般僱員	19%	–	%
<b>Aspect B8: Community Investment</b> 層面 B8 : 社區投資				
<b>B8.2 Resources contributed</b> 已捐贈資源				
	Total amount of donation in cash 捐贈的現金總額	2,000	2,000	RMB 人民幣元



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