



Allan International Holdings Limited

(亞倫國際集團有限公司)

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

(Stock Code 股份代號 : 684)



2021 / 22

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

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ABOUT THE REPORT

This Environmental, Social and Governance (ESG) Report (the "Report") describes the system set up and performance of Allan International Holdings Limited (the "Company" or "Allan International") and its subsidiaries (the "Group", "we" or "us") in our fulfilment of environmental and social responsibilities. The Report is also available on the website of The Stock Exchange of Hong Kong Limited (the "Stock Exchange") (www.hkexnews.hk) and the Company's website (www.allan.com.hk).

REPORTING SCOPE

The Report presents the Group's environmental, social and governance performance for the financial year from 1 April 2021 to 31 March 2022 (the "Year"). The Report covers the operation of the Group's plant in Lilin Town, Zhongkai Hi-tech Industrial Development Zone, Huizhou City, Guangdong Province, China (the "Lilin Plant"), as it represents the core business of the Group — household electrical appliances business. The Report has not yet covered the Group's operations of other places (such as the operation in Hong Kong office). Looking ahead, the Group will review the scope of our report regularly and gradually expand the scope of disclosure based on the principle of materiality to provide more comprehensive information to stakeholders.

REPORTING STANDARDS

The Report has been prepared based on the four reporting principles, i.e. Materiality, Quantitative, Balance and Consistency in accordance with the Environmental, Social and Governance Reporting Guide (the "Guide") under Appendix 27 to the Rules Governing the Listing of Securities on the Stock Exchange. A complete index is appended to the last chapter hereof for easy reference in accordance with the Guide.

關於本報告

本環境、社會及管治報告(「本報告」)在闡述亞倫國際集團有限公司(「本公司」、或「亞倫國際」)及其附屬公司(「本集團」或「我們」)在履行環境與社會責任方面的制度建設和績效表現。並同時刊載於香港聯合交易所有限公司(「聯交所」)網站(www.hkexnews.hk)及本公司網站(www.allan.com.hk)。

匯報範圍

本報告匯報本集團在二零二一年四月一日至二零二二年三月三十一日之財政年度內(「本年度」)之環境、社會及管治表現。本報告覆蓋本集團位於中國廣東省惠州市仲愷高新技術產業開發區瀝林鎮的廠房(「瀝林廠房」)的相關營運，因為其代表本集團的核心業務一家庭電器業務。本報告目前未有覆蓋本集團其他營運點之營運(包括位於香港辦公室的營運)。展望未來，本集團將定期檢視報告範圍，並根據重要性的原則，逐步擴大披露範圍，為持份者提供更全面的資訊。

報告準則

本報告遵循聯交所上市規則附錄二十七中的《環境、社會及管治報告指引》(「《指引》」)編寫，並按照四項匯報原則一重要性、量化、平衡及一致性，作為編寫報告的基礎。本報告最後一章附有完整索引，以便讀者按《指引》閱讀本報告。

REPORTING PRINCIPLES

The Report has been prepared based on the following reporting principles:

Materiality: To identify and assess the material concerns of our stakeholders, we conducted materiality assessment surveys through a number of stakeholder engagement activities to determine the factors that have a material impact on our sustainable growth.

Quantitative: The Group records and estimates quantitative data and makes comparison with past performance where feasible. To ensure the accuracy of key environmental performance indicators, the Group has commissioned the China Quality Certification Center to conduct carbon audit, and has complied with relevant national and international standards such as ISO14064-1, ISO14064-3, and the Greenhouse Gas Protocol.

Balance: The information and cases in the Report are mainly derived from the statistical reports, relevant documents and internal communication documents of the Company during the year 2021/22. The Group undertakes that there are no false statements or misleading representations in the Report, and is responsible for the truthfulness, accuracy and completeness of the contents contained herein.

Consistency: The Report has been prepared in compliance with the Environmental, Social and Governance Reporting Guide issued by the Stock Exchange. If there are any changes that may affect the comparison with previous reports in the future, the Group will make explanatory notes to the corresponding section hereof.

FEEDBACK

The Group welcomes all stakeholders to provide feedback on our ESG approach and performance. Please share your opinions with us through the following channels:

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20 Lee Chung Street, Chai Wan, Hong Kong
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匯報原則

本報告基於以下匯報原則：

重要性：為識別及評估對業務有關人士有影響的重大事宜，我們透過多項與業務有關人士的溝通活動，進行重要性評估調查，以釐定對本集團可持續發展有重大影響的因素。

量化：本集團對量化資料作出紀錄及估算，並在可行情況下與過往績效比較。為確保環境關鍵績效指標的準確性，本集團已委託中國質量認證中心進行碳核査，ISO14064-1及ISO14064-3和溫室氣體盤查議定書等國家及國際標準。

平衡性：本報告的資料和案例主要來源於本集團二零二一／二二年度的統計報告、相關文檔及內部溝通文件。本集團承諾本報告不存在任何虛假記載及誤導性陳述，並對內容真實性、準確性和完整性負責。

一致性：我們遵循聯交所發出的《環境、社會及管治報告指引》進行匯報。未來若有任何可能影響與過往報告作比較的變更，本集團會於報告相應內容加入註解。

意見反饋

本集團歡迎各持份者就我們的環境、社會及管治方法及表現提供意見，請以以下的聯絡方式與我們分享您的意見。

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ABOUT ALLAN INTERNATIONAL

關於亞倫國際

Our Policy 我們的方針			
Pursuing Excellence to delight Customer 顧客滿意憑優質	Practising "Green" & "Lean" throughout the Company 節能降耗求精益	Persisting Social Responsibility for the Community 遵紀守法重安健	Perpetuating Improvement as World-class Corporation 持續改進助發展

Allan International is a Hong Kong-based company with more than five decades of experience in manufacturing high-quality household electrical appliances. We are mainly engaged in design, manufacturing and trading of household electrical appliances and providing OEM and ODM services for various household electrical appliances brands.

The Company's operations include research and development, product design, electronics and MCU developments, tool-making for plastic, plastic injection moulding and semi-automated assembly lines. Our aim is to satisfy our customers' needs and requirements in quality, pricing, and on-time delivery. Our vertically-integrated operations allow full control over the safety and quality of our products.

ESG STATEMENT OF THE BOARD OF DIRECTORS

We are aware of the profound repercussion of global warming on human society and the natural environment and recognise good ESG governance is conducive to enhancing the corporate investment value and bringing long-term returns to our stakeholders. The Board of Directors of the Group is responsible for overseeing the ESG-related issues and works of the Group, including the progress and quality of the ESG work, and strives to implement the ESG development strategies in daily operation. For more information on the ESG governance structure and risk management, please refer to the section "Governance for Sustainability".

亞倫國際是一家以香港為基地的公司，擁有超過五十年製造優質家電的經驗。我們主要從事家庭電器的設計、製造及銷售業務，為家庭電器品牌提供貼牌生產(OEM)與設計代工製造服務(ODM)。

本公司的業務覆蓋研究開發、產品設計、電子及微控制器的發展、塑膠製模、注塑以及半自動裝配線等範圍。我們的目標是要在質量、價格與準時付運各方面滿足客戶的需求。我們以垂直整合的方式經營，因此可以完全控制產品的安全和質量。

董事會的環境、社會及管治聲明

我們了解到全球暖化對人類社會和自然環境的深遠影響，並意識到良好的ESG管治有助提升企業的投資價值，為持份者帶來長期回報。本集團的董事會負責監督本集團的ESG相關事宜及工作，包括ESG工作進度和質素，力求把ESG發展策略於日常營運中執行。而有關ESG管治架構及風險管理請參閱「可持續發展管治」的章節。

We are committed to minimising the impact of our business operation on the environment while strengthening brand competitiveness. In respect of resources conservation and pollution reduction, we have obtained ISO14001 Environmental Management System Certification and ISO14064 Greenhouse Gas Management System Certification. Accordingly, we ensure that environmental protection is incorporated into the Group's daily production and management.

Our success is a result of the contribution and dedication of the Group's management team and all employees. As part of our efforts to retain and attract talents, we are committed to creating a safe and fair working environment where our employees can unleash their development potential as well as protecting the interests of our employees. To enhance their sense of belonging and accomplishment, we have also established a career platform which enables them to realise personal value. On another note, we undertake supply chain management on the basis of open and transparent procurement. We also strive to connect the business industry and the community to facilitate mutual support while extensively participating in volunteer and charitable activities in an effort to pass on love and give back to society.

There is a long way to go for us to promote sustainable development. Whatever lies ahead, Allan International will stay committed to the principle of "success without pride, self-reflection for improvement" and will continuously improve all aspects of our business to forge ahead steadily in the 21st century, contribute to society with our own expertise and fulfil the needs of different stakeholders.

GOVERNANCE FOR SUSTAINABILITY

The Group believes good corporate governance practices can serve as an effective guidance for Allan International to establish and accomplish long-term strategies and goals. The Group has set up an ESG working group (hereinafter referred to as the "Working Group") to underpin the sustainable development of the Group. The Working Group is composed of members from relevant departments of the Company such that diversified perspectives can be brought into discussion. The Working Group is responsible for overseeing the Group's ESG performance, identifying and reporting any material issues to the Board of Directors. The Board of Directors assumes full responsibilities for the sustainability matters of the Group, including assessing and then implementing or amending the Group's ESG strategies, and approving the Report. The Board of Directors is also responsible for approving the resource allocation among material issues in the materiality assessment.

我們在加強品牌競爭力的同時，致力改善業務營運對環境的影響。在節約資源，降低污染的環境上，我們獲得ISO14001環境管理體系認證和ISO14064溫室氣體管理體系認證，確保環境保護工作納入本集團的日常生產管理之中。

我們的成功全賴本集團的管理團隊和全體員工的貢獻與努力。為挽留及吸引人才，我們致力為員工提供安全、公平、有發展空間的工作環境，保障員工權益，為員工構建實現個人價值的事業平台，增強員工歸屬感、成就感。另外，我們亦推進供應鏈管理，打造公開透明的採購環境；同時我們致力搭建企業與社區的互助途徑，廣泛開展公益志願活動，通過自身的努力傳遞愛心，回饋社會。

推動可持續發展的工作任重而道遠。無論未來如何，亞倫國際仍會堅守勝而不驕、自省以求進的原則，持續改善業務每一範疇的工作，在廿一世紀穩步向前邁進。在自身的專長上貢獻社會，照顧不同持份者的需要。

可持續發展管治

本集團相信良好的企業管治常規能有效領導亞倫國際建立和實現長遠策略和目標。本集團已成立了ESG工作小組(以下稱「工作小組」)，以支持本集團的可持續發展。工作小組由本公司相關部門的成員組成，以便將各種觀點納入討論。工作小組負責監督本集團ESG表現及識別重大議題，並向董事會報告。而董事會肩負起本集團可持續發展事宜的全部責任，包括評估及隨後執行或修訂本集團的ESG策略，以及審批本報告。董事會亦會批准重要性評估中的重要議題的資源分配。

To promote a common corporate risk management across the Group, we have established a risk management and internal control system, and the Board of Directors is responsible for continuous monitoring and review of its effectiveness. The Group will regularly review and evaluate the performance and risks in terms of finance, operation, compliance and control and ESG, formulate relevant improvement measures based on the identified risks including manufacturing process, product quality, working environment and resource allocation, and effectively communicate the information to relevant responsible employees through the Risks and Opportunities Assessment Table in place.

為促進本集團範圍內統一的企業風險管理，我們已設立風險管理及內部監控系統，並由董事會肩負持續監察及檢討其有效性。本集團會定期審核及評估涵蓋財務、營運、合規控制及ESG等的表現及風險，並根據已識別的風險制定相關改善措施，包括製造過程、產品質素、工作環境及資源配備等，亦制定《風險和機遇評估分析表》以有效將信息傳遞至相關負責員工。

Risks and Opportunities Assessment Table 2022

《風險和機遇評估分析表2022》

Type of Risk 風險類型	ESG Risks Identified 已識別的ESG風險	Response to Risks 風險應對措施
Occupational safety 職業安全	Fire hazards and potential fire 火災隱患、潛在火災 Equipment/facilities have structural/ operational safety hazards 設備／設施存在結構／操作安全隱患	Operate in accordance with safety provisions and use qualified original components for electrical appliances 按照安全規程進行操作，使用合格電器 原件 Carry out routine safety inspections and eliminate hidden danger sources 進行日常安全檢查，以排除隱患源 Strengthen training and enhance employees' awareness of fire prevention 加強培訓，提升員工的防火意識
Supply chain 供應鏈	Material procurement control 材料採購控制 Product manufacturing control 產品生產控制	Formulate procedure documents to manage raw material risk 建立程序文件，對原材料風險進行管理
Information safety 資訊安全	Security prevention such as default anti- virus software and network security firewall 原殺毒軟件及網絡安全防火牆的安全 防範 Safety backup of important data 重要數據的安全備份	Regularly update anti-virus software and enhance network security firewall 定期更換殺毒軟件，增加網絡安全防 火牆 Add backup devices and formulate backup rules 增加備份設備，制定備份規則

STAKEHOLDER ENGAGEMENT

The Group attaches great importance to the communication with stakeholders. Our key stakeholders include customers, employees, suppliers and community/non-governmental organisations. During the Year, we maintained effective communication and exchanges with each of our stakeholders through various channels to fully understand the ESG issues that are of concern and their expectations. This provides reference for formulating our short-term and long-term sustainable development strategies.

持份者參與

本集團重視與持份者溝通。我們的主要持份者包括客戶、員工、供應商及社區／非政府組織等。本年度，我們透過不同的渠道與各持份者保持有效的溝通與交流，充分了解他們所關注的ESG議題及期許，並作為我們制定短期及長期可持續發展策略的參考。

Major stakeholders 主要持份者	Communication modes 溝通方式
Shareholders and investors 股東及投資者	Report the performance of the Group to shareholders and investors via general meetings, result reports and annual reports 透過股東大會、業績報告及年報向股東及投資者匯報本集團的表現
Customers 客戶	Conduct customer satisfaction surveys 進行客戶滿意度調查 Handle customers' opinions and complaints in accordance with established procedures for customer communication 按照客戶溝通既定程序，處理客戶的意見和投訴
Employees 員工	Conduct surveys to collect employees' opinions through internal communication procedures 透過內部溝通程序進行員工意見調查 Provide training and activities to employees 為員工提供培訓及員工活動
Suppliers 供應商	Conduct audits on suppliers and carry out risk ratings 進行供應商審核及風險評級 Review suppliers' performance on a regular basis 定期對供應商的表現進行檢討
Community 社區	Organise volunteer visits, community investment projects and donations on a regular basis 定期舉辦義工探訪活動、開展社區投資項目及捐獻 Offer scholarships 設立獎學金
Regulators 監管機構	Contact and communicate with government departments 與政府部門聯繫及溝通 Participate in the public consultation initiated by the government 參與政府舉辦的公眾諮詢

MATERIALITY ASSESSMENT

During the Year, we conducted materiality assessment through questionnaire to collect, identify and determine the concerns of internal and external stakeholders on different ESG issues. During the materiality assessment, we have taken the following steps to identify the relevant issues, including environmental protection, employment and labour practices, operational practices and community investment, and their materiality in accordance with the Environmental, Social and Governance Reporting Guide issued by the HKEX.

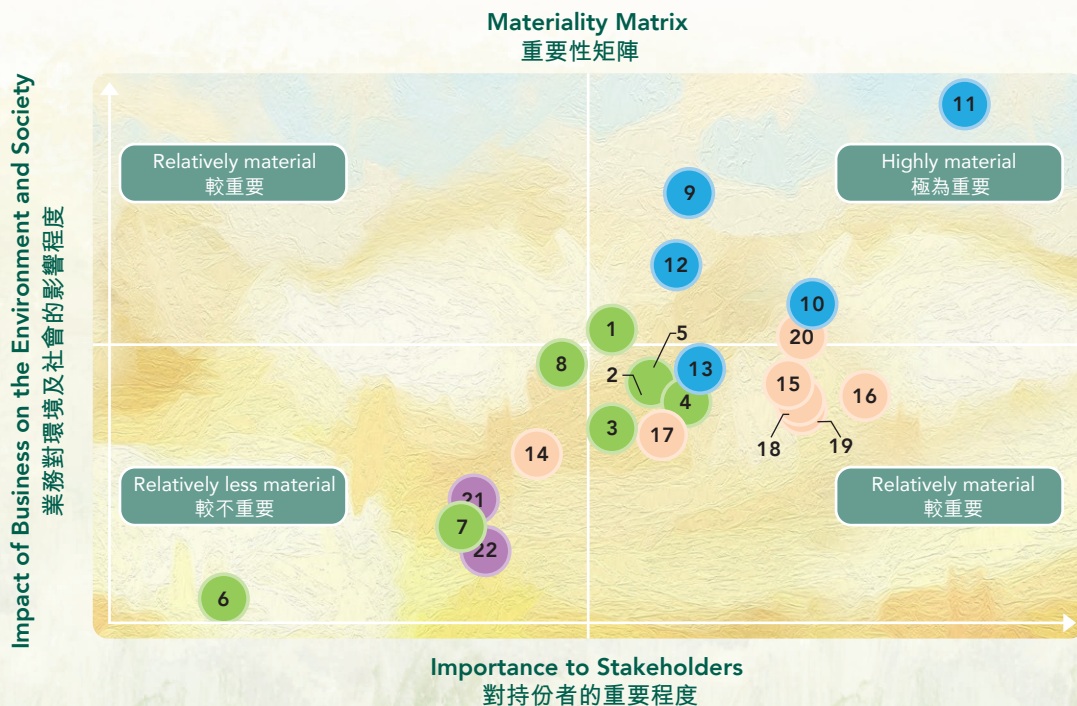


Based on the survey results of the questionnaire, we conducted a materiality analysis to identify material ESG issues. The following graph shows the materiality matrix of the Group.

重要性評估

我們於本年度以問卷調查的方式開展重要性評估，以收集、識別及確定內外部持份者對不同 ESG 議題的關注。按照香港交易所《環境、社會及管治報告指引》，我們採取了以下的步驟進行重要性評估，以識別相關的环境保護、僱傭及勞工常規、營運慣例、社區投資等議題及其重要性。

我們根據問卷調查結果進行了重要性分析，識別重要的 ESG 議題。下圖為本集團的重要性矩陣。



The Group has taken corresponding measures for the material issues identified in the assessment, the elaboration of which is set out in the subsequent sections. The Group will be as committed as ever to continuously establishing diversified, transparent, honest and accurate communication channels to provide an important basis for the Group's ESG strategies.

就評估所識別出的重要議題，本集團已採取相應措施，並在後續章節中作出詳細闡述。一如既往，本集團將繼續致力建立多元化、透明、誠信及準確的溝通渠道，為本集團的ESG策略提供重要依據。

ESG category ESG類別	No. 編號	ESG issue ESG議題	ESG category ESG類別	No. 編號	ESG issue ESG議題
Green production 綠色生產	1	Management of air pollutants/greenhouse gas emissions 空氣污染物 / 溫室氣體排放管理	Responsible operation 盡責營運	14	Environmental and social risks of the supply chain 供應鏈的環境及社會風險
	2	Management of wastewater discharge 廢水排放管理		15	Quality control of production materials 生產材料的質量控制
	3	Waste management 廢棄物管理		16	Optimisation of responsibility management of product quality and sales service to protect customers' health and safety 完善產品質量及銷售服務責任管理，保障客戶的健康與安全
	4	Energy conservation 節約能源		17	Implementation of product recall mechanism for delivered household electrical appliances due to quality issue 執行因產品質量而回收已配送家庭電器產品的制度
	5	Water conservation 節約用水		18	Establishment of a customer complaint handling and response mechanism 建立客戶投訴處理及應對機制
	6	Utilisation efficiency of other resources 其他資源的使用效益		19	Protection of customers' and business partners' interests 保障客戶及業務合作夥伴的利益
	7	Impact of management operation on the environment and natural resources 管理營運對環境及天然資源造成的影響		20	Prevention of bribery, extortion, fraud and money laundering 防止賄賂、勒索、欺詐及洗黑錢
	8	Enhancement of ability at coping with climate change 強化氣候變化應變能力		Community investment 社區投資	21
Employee care 員工關懷	9	Employment system 僱傭制度	Community investment 社區投資	22	Investment of resources such as money, materials or time to promote community development 投入金錢、物資或時間等資源，推動社區發展
	10	Elimination of discrimination in the workplace 消除工作場所的歧視			
	11	Occupational safety and health 職業安全及健康			
	12	Training and development 培訓與發展			
	13	Labour standards 勞工準則			

A. GREEN PRODUCTION

Always adhering to the concepts of environmental protection and clean production, the Group is committed to effectively utilising natural resources while reducing emissions from business operation and minimising its significant impacts on the environment through the implementation of various management procedures. To enhance the efficiency of environmental protection in the production process and reduce environmental pollution and energy consumption, we set various environmental targets, including electricity conservation, water conservation and emission reduction, and related management measures every year. We also conduct efficiency review and annual review on a regular basis to ensure the successful achievement of environmental targets. All targets for the Year have been achieved.

A. 綠色生產

環境保護與清潔生產是本集團一直堅持的理念。實施各項管理程序，致力有效地使用天然資源，並減少業務運作產生的排放物及對環境造成的重大影響。為提升生產過程中的環保效能，減少環境污染與能源消耗，我們每年均會訂立包括省電、省水及減排等環境目標及相關管理措施，並會定期進行措施成效及年度總結檢討，以確保各項環境目標順利實現，本年度所有目標均已完成。

Environmental targets 環境目標	Environmental indicators 環境指標	Achievement of the objective 完成狀況
Improve the compliance rate of environmental monitoring 提高環境監測達標率	100% compliance rate of wastewater, exhaust gas and noise monitoring 廢水、廢氣、噪聲監測達標率100%	Completed 已完成
Increase the rate of hazardous waste treatment 提高危廢處理率	100% legal treatment of hazardous waste 危險廢棄物合法處理100%	Completed 已完成
Control the occurrence of chemical leakage 控制化學品泄漏發生	Zero occurrence of chemical leakage incident 化學品泄漏事故發生控制在0次	Completed 已完成

The Group complied with all applicable environmental laws and regulations, including but not limited to the Environmental Protection Law of People's Republic of China (《中華人民共和國環境保護法》), the Cleaner Production Promotion Law of the People's Republic of China (《中華人民共和國清潔生產促進法》), the Solid Waste Pollution Prevention and Control Law of the People's Republic of China (《中華人民共和國固體廢物污染環境防治法》), the Water Pollution Prevention and Control Law of the People's Republic of China (《中華人民共和國水污染防治法》) and the Air Pollution Prevention and Control Law of the People's Republic of China (《中華人民共和國大氣污染防治法》). There was no violation during the reporting period.

本集團遵守所有適用的環保法例和法規，包括但不限於《中華人民共和國環境保護法》、《中華人民共和國清潔生產促進法》、《中華人民共和國固體廢物污染環境防治法》、《中華人民共和國水污染防治法》及《中華人民共和國大氣污染防治法》，報告期內並未有違規的情況。

1. EMISSION MANAGEMENT

Air pollutants management

The air emissions of the Lilin Plant mainly originated from the electric generators and vehicle emissions. To control the emission sources of air pollutants, the Group has formulated the Wastewater, Exhaust Gas, and Noise Management Procedures (《廢水、廢氣、噪音管理程序》) and the Operating Guidelines for Industrial Exhaust Gas Emissions (《工業廢氣排放操作指引》), which stipulate that the air pollution facilities built by all relevant departments must go through the inspection and acceptance of local competent environmental protection departments. Besides, the Group requires the plant to purify or dedust the exhaust gases and adopt dust removal measures to strictly control the emission of toxic exhaust gas and dust. The Group also conducted regular inspections on exhaust gas emissions to ensure they were within the requirements of relevant laws and regulations.

The following sets out the data of gas fuel and vehicle exhaust emission during this reporting period. Due to the impact of the power-cut policy issued in September 2021, the plant had to generate electricity with diesel to maintain operation, resulting in a drastic increase in diesel consumption and hence, a notable increase in related exhaust gas pollutant emissions compared to 2020/21.

To reduce the reliance on fossil fuels, which are highly carbon-emitting, the Group has planned a photovoltaic project in 2022, which is expected to generate 3.83 million kWh of electricity.

1. 排放物管理

大氣污染物管理

瀝林廠房的空氣排放物主要來自發電機及車輛排放。為控制空氣污染物的排放源頭，本集團制定《廢水、廢氣、噪音管理程序》及《工業廢氣排放操作指引》，規定各相關部門在建設大氣污染設施時必須經過當地環境保護行政主管部門的驗收；本集團要求廠房須對廢氣進行淨化或除塵處理，以及採取除塵措施，嚴格控制有毒廢氣和粉塵的排放。本集團亦會定期進行廢氣排放的檢測，以保持廢氣排放量不超出相關的法律法規規定。

本報告期內的氣體燃料及車輛廢氣排放數據如下，由於2021年9月的限電政策的影響，工廠需使用柴油發電以維持運作，從而令柴油耗量急劇上升，導致相關的廢氣污染物排放比2020/21顯著上升。

為減少依賴碳排放量高的化石燃料，本集團已計劃在2022年展開光伏工程項目，預計可產生383萬千瓦時電量。

Pollutant 污染物	Unit 單位	Exhaust gas pollutant emissions 廢氣污染物排放量	
		2021/22	2020/21
Nitrogen oxides (NOx) 氮氧化物(NOx)	kg 千克	17,652.23	1,458.00
Sulfur oxides (SOx) 硫氧化物(SOx)	kg 千克	1,147.94	90.15
Respirable suspended particulates (RSP) 可吸入懸浮粒子(RSP)	kg 千克	127.69	22.16

Note: The calculation was based on the Technical Guide for Preparation of Air Pollutant Emission Inventory for Road Vehicles (《道路機動車大氣污染物排放清單編制技術指南》) and the Technical Guide for Preparation of Primary Source Emission Inventory for Respirable Particulate Matter (《大氣可吸入顆粒物一次源排放清單編制技術指南》) issued by the Ministry of Ecology and Environment of the People's Republic of China and the Emission Factors for Uncontrolled Gasoline And Diesel Industrial Engines issued by the United States Environmental Protection Agency.

附註：計算乃基於中華人民共和國生態環境部發佈的《道路機動車大氣污染物排放清單編制技術指南》、《大氣可吸入顆粒物一次源排放清單編制技術指南》及美國國家環境保護局發佈的《EMISSION FACTORS FOR UNCONTROLLED GASOLINE AND DIESEL INDUSTRIAL ENGINES》。

Greenhouse gas management

Greenhouse gas emissions are closely related to climate change and China has set a “carbon neutrality” target to be achieved by 2060. In view of this, the Group has formulated and implemented the Greenhouse Gas Control Procedures (《溫室氣體控制程序》) to regulate greenhouse gas management and meet the requirements of the ISO14064-1 greenhouse gas inventory standards. The quantification process was conducted with reference to the international standards such as ISO14064-1 and ISO14064-3 of Guidance for Accounting GHG Emissions. The evaluation process was conducted with reference to the guidelines published by National Development and Reform Commission of the People’s Republic of China and international standards such as the Guidance for Accounting and Reporting Corporate GHG Emissions to ensure the accuracy of environmental key performance indicators.

The following sets out the Group’s greenhouse gas emissions during this reporting period. Regarding the emissions from electricity, despite that, in terms of actual electricity consumption, the electricity consumed by the Group reduced by approximately 10% from last year, both Scope 2 and overall greenhouse gas emissions increased as the calculation of Scope 2 energy indirect emissions for the Year was based on the latest 2019 China regional grid baseline emission factor in accordance with the requirement of ISO14064, in addition to the drastic increase in diesel consumption.

溫室氣體管理

溫室氣體排放與氣候變化息息相關，而國家亦訂下了2060的「碳中和」目標。有見及此，本集團制訂並實施《溫室氣體控制程序》以規範溫室氣體管理工作並符合ISO14064-1溫室氣體盤查標準要求。我們在量化的過程參考ISO14064-1及ISO14064-3等溫室氣體核算體系等國際標準而進行。評估過程參考中華人民共和國國家發展和改革委員會發布的指南；以及溫室氣體核算體系企業核算與報告標準等國際標準，以確保環境關鍵績效指標的準確性。

本報告期內，本集團的溫室氣體排放量如下，除了因柴油耗量急劇上升的原因外，有關電力的排放，按實際的耗電量比較，本集團的耗電量比去年下降了約10%，但由於本年度按照ISO14064的規範，範圍二能源間接排放的計算使用了最新2019年中國區域電網基準線排放因子，導致範圍二及整體的溫室氣體排放量上升。

Category of greenhouse gas emission 溫室氣體排放類別	Unit 單位	Greenhouse gas emissions 溫室氣體排放量	
		2021/22	2020/21
Total greenhouse gas emissions 總溫室氣體排放量	tonnes of CO ₂ -e 公噸二氧化碳當量	14,608.52	11,471.21
Direct emissions (Scope 1) 直接排放(範圍一)	tonnes of CO ₂ -e 公噸二氧化碳當量	1,301.86	119.13
Energy indirect emissions (Scope 2) 能源間接排放(範圍二)	tonnes of CO ₂ -e 公噸二氧化碳當量	13,306.66*	11,352.08

Note:

* In the audit, based on the 2019 Emission Reduction Project China Regional Grid Baseline Emission Factor Results (《2019年度減排項目中國區域電網基準線排放因子結果》), i.e. 0.8042 tCO₂/MWh, the energy indirect emissions were 13,306.66 tCO₂-e; if based on the previously applied 2015 Electrical Emission Factor of the Average Emission Factor of National Power Grid (《2015年全國電網平均排放因子中的電力排放因子》), i.e. 0.6101 tCO₂/MWh, the energy indirect emissions would be 10,094.99 tCO₂-e;

附註：

* 審計中採用《2019年度減排項目中國區域電網基準線排放因子結果》，即0.8042 tCO₂/MWh，故能源間接排放為13,306.66 tCO₂-e，如按過去所採用的《2015年全國電網平均排放因子中的電力排放因子》即0.6101 tCO₂/MWh，能源間接排放為10,094.99 tCO₂-e；

The calculation was based on the Reporting Guidance on Environmental KPIs issued by the Stock Exchange, the 2006 IPCC Guidelines for National Greenhouse Gas Inventories, the Fifth Assessment Report of IPCC, Specification with guidance at the ISO14064-1 organisation level for quantification and reporting of greenhouse gas emissions and removals, the 2009 China Energy Statistical Yearbook (《2009中國能源統計年鑒》), the 2019 Emission Reduction Project China Regional Grid Baseline Emission Factor (《2019年度減排項目中國區域電網基準線排放因子》), the Fourth Climate Change Assessment Report of IPCC (2007).

Scope 1 includes emissions from stationary combustion of diesel, emissions from direct combustion of diesel and unleaded gas from mobile sources, and fugitive emissions from refrigeration equipment; and Scope 2 includes energy indirect emissions from purchased electricity.

Waste management

The Group mainly generates non-hazardous wastes, including domestic waste and waste paper. Relatively few hazardous wastes, including discarded fluorescent tubes, used dry batteries, used packaging barrels, used mineral oil and surface treatment wastes, are produced.

The Group has implemented the Solid Waste Management Procedures (《固體廢物管理程序》) and the Guidelines for the Classification and Disposal of Solid Wastes (《固體廢物分類棄置作業指導》) in order to ensure proper classification, collection, storage, transportation and disposal of solid waste. Besides, we have identified the hazardous wastes in the plant based on the requirements of the Directory of National Hazardous Waste of the State (《國家危險名錄》). The hazardous wastes are transported to the government-approved hazardous waste recycling entities for further processing as well as the recyclable wastes to the government-approved waste recycling entities for recycling, in accordance with the regulations such as the Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Waste (《中華人民共和國固體廢物環境污染防治法》) and the Administrative Measures for Hazardous Waste Transfer Manifests (《危險廢物轉移聯單管理辦法》).

計算乃基於聯交所發佈的環境關鍵績效指標報告指引、二零零六年IPCC國家溫室氣體清單指南、IPCC第五次評估報告、ISO14064-1組織層次上對溫室氣體排放和清除的量化和報告的規範及指南、《2009中國能源統計年鑒》、《2019年度減排項目中國區域電網基準線排放因子》、IPCC第四次氣候變化評估報告(2007)。

範圍1包括柴油的固定燃燒排放、柴油與無鉛汽油的移動源直接燃燒排放及製冷設備的逸散性排放；以及範圍2包括購買電力的能源間接排放。

廢棄物管理

本集團主要產生無害廢棄物，包括生活垃圾和廢紙皮等；而有害廢棄物則相對較少，其中包括廢燈管、廢乾電池、廢包裝桶、廢礦物油以及表面處理廢棄物等。

我們實施了《固體廢物管理程序》和《固體廢物分類棄置作業指導》，確保對固體廢棄物進行正確的分類、收集、儲存、運輸和處置。另外，我們已參照《國家危險名錄》的規定，對工廠的有害廢棄物進行鑒別，並依據《中華人民共和國固體廢棄物環境污染防治法》、《危險廢物轉移聯單管理辦法》等法規，將危險廢物交給經政府許可的危險廢物回收部門做進一步處理；而可回收廢物則交給經政府許可的廢物回收部門進行回收再利用。

The hazardous and non-hazardous wastes generated by the Group are set out below:

本集團的有害及無害廢棄物產生量如下：

Category of waste 廢棄物類別	Unit 單位	Waste generated 廢棄物生產量	
		2021/22	2020/21
Hazardous waste 有害廢棄物	tonnes 公噸	5.35	5.26
Non-hazardous waste 無害廢棄物	tonnes 公噸	299.30	372.70

Wastewater management

The Group's wastewater discharge mainly comes from mould cleaning machines, machine tools, wire cutting, and punching equipment in the mould manufacturing workshop, as well as domestic wastewater from dormitories and kitchens. To ensure our wastewater discharge is in compliance with the Limit on Discharge of Water Pollutants of Guangdong (DB44/26-2001) (《水污染物排放限值(DB44/26-2001)》), the Group has implemented the Wastewater, Exhaust Gas, and Noise Management Procedures (《廢水、廢氣、噪音管理程序》) and the Sewage Treatment Operation Regulations (《污水處理操作規程》) to manage its wastewater generated from operation. The industrial wastewater are treated through sewage treatment facilities and discharged after reaching the standard. The domestic wastewater are treated according to the operational guidelines of each department. Sewage inspections are also arranged. Relevant sewage would be directly discharged into municipal sewage pipelines upon preliminary treatment and would be further disposed by the government's sewage treatment facility.

廢水管理

本集團的廢水排放主要來自模具製造車間的模具清洗機、磨床、綫割、打孔機設備，以及來自宿舍及廚房的生活廢水。為確保廢水排放符合廣東省地方標準《水污染物排放限值(DB44/26-2001)》，本集團實施了《廢水、廢氣、噪音管理程序》及《污水處理操作規程》管理其營運過程產生的廢水，要求生產廢水應通過污水處理設施，達標後排放；生活廢水則按各部門的操作指引進行處理，亦會安排檢驗人進行污水檢測。有關的污水在進行初步處理後會直接排入市政污水管道，送往政府的污水處理設施進一步處理。

2. USE OF RESOURCES

Electricity consumption management

The Group is committed to reducing the consumption of natural resources. The Group has formulated the Energy Resource Management Procedures (《能源資源管理程序》) and the Energy Resource Management Operational Guidelines (《能源資源管理作業指導》) as well as a number of resource management measures, such as the set up of power lines in different areas of the plant and installation of separate meters, and submission of electricity reports by energy-efficiency commissioners of each department on a quarterly basis to review the electricity consumption. Also, we keep updated on the latest environmental news to optimise our existing manufacturing equipment and technology, so as to reduce environmental pollution.

2. 資源使用

用電管理

本集團致力減少天然資源消耗。本集團已制定《能源資源管理程序》及《能源資源管理作業指導》以及多項資源管理措施，例如：廠房分區鋪設電源路線，並設有獨立電錶及各部門的節能專員每季度提交用電報告，檢討用電情況。同時，我們亦持續更新環保的最新消息以優化現有生產設備及技術，從而減少環境污染。

The Group's total energy consumption is set out below:

本集團的總耗能如下：

Category of energy 能源種類	Unit 單位	Energy consumption 能源耗量	
		2021/22	2020/21
Total energy consumption 總能源耗量	MWh 兆瓦時	19,269.72	19,030.10
Intensity of total energy consumption (by output value of finished products) 總耗能密度(以製成品產值計算)	MWh/RMB million 兆瓦時/百萬人民幣	33.22	24.44
Direct energy consumption 直接能源耗量			
Gasoline consumption 汽油耗量	MWh 兆瓦時	118.55	156.86
Diesel consumption 柴油耗量	MWh 兆瓦時	2,604.71	266.33
Indirect energy consumption 間接能源耗量			
Electricity consumption 電力耗量	MWh 兆瓦時	16,546.46	18,606.91

Note:

When the energy data this year is converted into MWh with reference to the lower calorific value, calculated based on gasoline 10300 kcal/kg (43070 KJ/kg) and diesel 10200 kcal/kg (42652 KJ/kg) under the 2009 China Energy Statistics Yearbook; and

Direct energy consumption includes gasoline and diesel consumption and indirect energy consumption includes electricity consumption.

附註：

本年度能源數據參考較低熱值換算為兆瓦時，按照2009中國能源統計年鑒汽油10300千卡/公斤(43070KJ/kg)及柴油10200千卡/公斤(42652KJ/kg)計算；及

直接能源耗量包括汽油及柴油耗量及間接能源耗量包括電力耗量。

Water utilisation management

As the water used by the Group mainly comes from municipal pipelines, there is no issue in sourcing water. Yet, we are well aware of the importance of water conservation and are eager to cherish the limited water resources. Therefore, Allan International is committed to reducing unnecessary production and domestic water consumption while proactively carrying out water conservation measures. Our Administration and Personnel Department promotes water conservation regularly and inspects water pipelines at the plant to uncover and eradicate any dripping of the pipelines.

During the reporting period, The total water consumption of the Group is set out below:

	Unit 單位	Water consumption 水資源耗量	
		2021/22	2020/21
Water consumption 耗水量	m ³ 立方米	123,424.00	155,952.00
Intensity of water consumption (by output value of finished products) 耗水量密度(以製成品產值計算)	m ³ /RMB million 立方米/百萬人民幣	212.80	200.31

Packaging materials management

The Group uses raw materials including recycled plastics, electronics, hardware, rubber and plastic raw materials. Raw materials and packaging materials are mainly used for daily production, and their consumption depends on the output. The Group strives to minimise material waste and calls on its employees to pay attention to resource conservation and increase awareness of environmental protection.

During the reporting period, the Group's total consumption of packaging materials is set out below:

	Unit 單位	Packaging materials consumption 包裝物料耗量	
		2021/22	2020/21
Total consumption of packaging materials 包裝物料總量	tonnes 公噸	4,050.87	5,386.00

用水管理

雖然本集團的用水主要來自市政管道，在水資源的存取方面沒有很大的困難。但是，我們仍清楚了解節約用水的重要性，故為珍惜有限的水資源，亞倫國際致力減少不必要的生產及生活用水，積極實施節水措施。我們的行政及人事部定期開展節約用水宣傳，並巡視廠房輸水管道，及時發現和排除管道滴漏現象。

報告期內，本集團的總耗水量如下：

包裝材料管理

本集團使用的原材料主要包括再生塑膠、電子、五金、橡膠、塑膠原料。原材料及包裝材料主要用於日常生產所需，使用量取決於產量。本集團致力減少材料的浪費，並呼籲員工重視節約資源使用，提高環保意識。

報告期內，本集團的包裝物料總耗量如下：

3. ENVIRONMENT AND NATURAL RESOURCES

Striving to incorporate the concept of environmental protection into all of its operational decision-making processes, the Group encourages and leads its employees to take part in the continuous improvement of the environment while integrating the concepts of energy-saving and emission reduction into daily operations. The Group promotes the knowledge of energy-saving, emission reduction and environmental protection to our employees through training. Besides, the environmental management system implemented by the Group in its business operation has obtained the ISO 14001 certification, which not only demonstrates the Group's outstanding performance in sustainable development, but also serves as a recognition of our efforts in minimising the adverse effects from our operation on the environment and natural resources.

4. CLIMATE CHANGE

In the context of the rapidly deteriorating global crisis of climate change, how enterprises should confront and review the impacts and opportunities brought by climate change to their operations is a very crucial issue at the time being. Therefore, the Group assesses and reviews its exposure to climate change risk on a regular basis in order to reduce the physical and transition risks arising from climate change and to get well prepared to deal with any financial risk that may emerge in the future.

3. 環境及天然資源

本集團致力於將環境保護理念納入到所有經營決策過程中，不斷鼓勵和帶領員工參與持續改善環境的行動，把節能減排的理念融入日常營運當中。本集團通過培訓等途徑向員工宣傳節能減排及環保知識。本集團亦已於其業務營運中實施通過ISO 14001認證的環境管理體系，以彰顯本集團卓越的可持續發展表現，亦是我們致力減少經營活動中對環境及天然資源造成負面影響的認可。

4. 氣候變化

在全球氣候危機急劇惡化的陰霾下，企業應如何抵禦及檢視氣候變化對其營運所帶來的衝擊及機遇，實乃當前十分重要的課題。因此，本集團定期評估及檢討氣候變化風險，以減少因氣候變化所引致的實體風險及轉型風險，為日後可能會帶來的財務風險而未雨綢繆，作出部署。

Type of Risk 風險類型	Description of Risk 風險描述	Response to Risks 風險應對措施
Physical Risk 實體風險	<p>The Lilin Plant of the Group located in Huizhou City, Guangdong Province is more susceptible to typhoons</p> <p>本集團位於廣東省惠州的瀝林廠房是較有機會受到颱風的影響</p>	<p>The Group has formulated the Typhoon, Flood and Earthquake Emergency Plan (《颱風、洪水、地震應急預案》), which includes establishing the responsibilities of emergency teams and the procedures for disaster prevention, response, recovery and reconstruction to minimise the possible consequences of accidents and effectively protect the Group's assets and employees' safety.</p> <p>本集團亦已制定《颱風、洪水、地震應急預案》，預案包括確立應急小組的職責、災害的預防、應對、恢復及重建的程序，以最大限度降低可能產生的事故後果，並有效保障本集團的財產及員工安全。</p> <p>Before typhoons, the Group will keep all windows closed and follow the instructions announced by local government, to ensure all precautionary measures are properly taken.</p> <p>在颱風來臨前，本集團會確保所有窗戶被關閉及聽從地區政府的防風安排，做好所有的防風措施。</p>
Policies and laws 政策及法律	<p>The tightening regulatory requirements in operation, products and services relating to climate change have resulted in increased operating costs, including costs of compliance and product development costs</p> <p>在與營運、產品和服務方面的氣候變化相關的監管規定日益嚴緊，從而導致營運成本增加、包括合規成本及產品開發成本</p>	<p>In response to increasingly stringent policies and laws, the Group will continue to strengthen communication with stakeholders and improve our corporate social responsibility management system to further enhance the Group's environmental and social performance, with a view to meeting the requirements of regulators and investors in respect of sustainability issues.</p> <p>為應對越趨嚴謹的政策及法例，本集團將繼續加強與持份者溝通，持續完善本集團社會責任管理系統，以進一步提升本集團於環境與社會的表現，從而滿足監管機構及投資者對可持續發展事宜的要求。</p> <p>Moving forward, the Group will step up the identification of latest laws, regulations, relevant policies and standards, and update and revise internal systems and standards in a timely manner, in order to optimise the level of energy conservation and emission reduction to reduce the impacts on the environment while complying with regulations and maintaining production capacity.</p> <p>在未來，本集團將加強識別最新法律法規、相關政策及標準，及時更新修訂內部制度與標準，務求在符合法規及維持生產的同時，盡可能提升節能減排的水平，減少對環境的影響。</p>

B. EMPLOYEE CARE

1. EMPLOYMENT SYSTEM

Regarding employees as one of our important assets, the Group is committed to providing employees with a good working environment to enhance their sense of belonging, protecting their rights and interests, and establishing a career platform that is conducive to their development and realisation of values.

The Group strives to create a fair and equal working environment for our employees. The Group has specified terms of remuneration, dismissal, recruitment, promotion, working hours and rest periods in our Employee Handbook (《僱員手冊》) and Anti-Discrimination Management Procedures (《反歧視管理程序》). The Group strives to eliminate discrimination in the workplace by providing equal employment opportunities to our employees. In addition, the Group has developed and implemented the Internal and External Information Communication Management Procedures (《內外信息溝通管理程序》) to facilitate the execution of management procedures regarding working hours, wages, anti-discrimination, etc. and the accurate conveying of employee opinions.

At present, the manufacturing industry generally faces the challenges of difficulty in recruitment and high turnover rates. The Group offers a clear career pathway and competitive remuneration packages for employees to attract and retain talents. The Group implements a minimum wage guarantee system to ensure that salary of employees is not less than the local minimum wage standard, and that it maintains various legal social insurances and benefits for all employees.

The Group strictly complied with relevant laws and regulations relating to remuneration, dismissal, recruitment, promotion, working hours, rest periods, equal opportunities, diversification, anti-discrimination and other treatment and benefits, such as the Labour Law of the People's Republic of China (《中華人民共和國勞動法》) and the Labour Contract Law of the People's Republic of China (《中華人民共和國勞動合同法》). There was no violation during the period.

B. 員工關懷

1. 僱傭制度

本集團視員工為我們的重要資產之一，致力為員工提供良好的工作環境，以增強員工歸屬感、保障員工權益及建立有利於員工發揮才能的事業平台，以實現員工價值。

本集團致力向員工提供一個公正平等的工作環境。本集團透過《僱員手冊》和《反歧視管理程序》列明關於薪酬、解僱、招聘、晉升、工作時數、假期等僱傭條款。本集團致力消除工作環境中的歧視，給予員工平等就業的機會。此外，本集團制訂並實施《內外信息溝通管理程序》，落實關於工作時間、工資報酬、禁止歧視等管理程序的執行及員工意見的準確傳達。

現今製造業普遍面對招聘困難、流失率偏高的挑戰。為了廣納人才及挽留員工，本集團為員工提供清晰的晉升階梯和具競爭力的薪酬待遇。本集團實行最低工資保障制度，員工工資不低於當地最低工資標準，並且為所有在職員工繳納各項法定社會保險與福利。

本集團嚴格遵守有關薪酬及解僱、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相關法律及規例，例如《中華人民共和國勞動法》及《中華人民共和國勞動合同法》，期內並未有違規情況。

As of 31 March 2022, the number of employees of the Group by category is as follows:

截至2022年3月31日，本集團按不同類別劃分的僱員人數如下：

Classification	分類	Total number of employee (person) 僱員總數(人)
By gender	按性別劃分	
Male	男性	641
Female	女性	1,271
By employment type	按僱傭類型劃分	
Full time	全職	1,912
Part time	兼職	
By age group	按年齡組別劃分	
Under 30	30歲以下	146
30 to 40	30至40歲	536
41 to 50	41至50歲	915
50 and above	50歲以上	315
By geographical region	按地區劃分	
China	中國	1,912

Note:

The calculation was based on the Reporting Guide for Social Key Performance Indicators issued by the Stock Exchange

As of 31 March 2022, the employee turnover rate of the Group by category is as follows:

附註：

計算乃基於聯交所發佈的社會關鍵績效指標匯報指引

截至2022年3月31日，本集團按不同類別劃分的僱員流失比率如下：

Classification	分類	Monthly average employee turnover rate (%) 每月平均僱員流失比率(%)
By gender	按性別劃分	
Male	男性	3.91%
Female	女性	2.48%
By age group	按年齡組別劃分	
Under 30	30歲以下	19.58%
30 to 40	30至40歲	2.05%
41 to 50	41至50歲	1.32%
50 and above	50歲以上	1.56%
By geographical region	按地區劃分	
China	中國	2.96%

Note:

The calculation was based on the Reporting Guide for Social Key Performance Indicators issued by the Stock Exchange

附註：

計算乃基於聯交所發佈的社會關鍵績效指標匯報指引

2. HEALTH AND SAFETY

Over the years, Allan International has been upholding and implementing the labour protection policy of “Safety and Prevention First” in an effort to maintain a healthy and safe working environment. Having the Health and Safety Management Procedures (《健康安全管理程序》) and the “Fire Safety Management Procedures” (《消防安全管理程序》) in place, the Group strengthens occupational health and safety management and fire safety management by providing the employees with occupational safety awareness training, fire awareness training and fire source management and other measures, in order to improve the Group’s ability of coping with and preventing risks and incidents, protect the employees against occupational diseases and hazards during the process of production and labour work, and prevent the occurrence of occupational safety incidents and health hazards. In addition, we conduct safety inspection of the plant on a regular basis, aiming to eliminate hidden dangers at work on a timely basis. We also hold monthly work-related injury meeting to review the incidents occurred during the month and discuss improvement measures. We also provide necessary training for employees to enable them to comprehensively master and understand safe working methods.

2. 健康與安全

亞倫國際長久以來貫徹執行「安全第一，預防為主」的勞動保護方針，致力維持一個健康、安全的工作環境。本集團已制定《健康安全管理程序》和《消防安全管理程序》，強化職業健康安全管理及消防安全管理，包括為員工提供職業安全意識培訓、防火意識培訓和火源管理等措施，以提高本集團應對風險和防範事故的能力，保障員工在生產勞動過程中不受職業病危害因素的影響，預防職業安全事故和職業病的發生。另外，廠房會定期進行安全生產檢查，及時消除工作中存在的隱患。此外，廠房每月進行工傷事故檢討會議，檢討當月工傷事故和討論改善措施。我們亦為員工提供必要培訓，讓他們充份掌握技能及瞭解安全的工作方式。

Health and Safety Target 健康與安全目標	Health and Safety Indicator 健康與安全指標	Achievement of the objective 完成狀況
Improve fire safety level 提高消防安全水平	Zero occurrence of potential fire 潛在火災發生控制在0次	Completed 已完成

The Group strictly complied with relevant laws and regulations relating to providing a safe working environment and preventing employees from occupational hazards, such as the Law of the People’s Republic of China on the Prevention and Control of Occupational Diseases (《中華人民共和國職業病防治法》). There was no violation during the period.

本集團嚴格遵守有關提供安全工作環境及保障僱員避免職業性危害的相關法律及規例，例如《中華人民共和國職業病防治法》，期內並未有違規情況。

3. EMPLOYEE TRAINING

We believe employees are the cornerstone and guarantee of corporate development as well as our key to success. The Group conducts annual survey for training needs among employees in order to understand their needs for training. By constantly reviewing the training needs of the employees, evaluating the content and effectiveness of the training sessions, the Group formulates training courses that are conducive to improving the employees' knowledge and skills while meeting our business needs. According to the Human Resources Management Procedures (《人力資源管理程序》) and the Employee Training (《僱員培訓》), the Group develops different trainings for employees, including induction training, on-board training and transfer training, on-the-job training, special training and external training to enhance their working skills and capabilities.

During the reporting period, the percentage of trained employees and average training hours completed per employee of the Group by category are as follows:

3. 員工培訓

我們相信員工是企業發展的基石與保障，有助亞倫國際取得成功。為了解員工的培訓需要，本集團進行年度培訓需求諮詢，通過不斷檢討員工的培訓需要、評估培訓課程的內容和成果，以有效制定既符合業務需要，又有助提高員工知識和技能的培訓課程。本集團根據《人力資源管理程序》和《僱員培訓》為員工制定不同的培訓，包括入職培訓、上崗和轉崗培訓、在職培訓、專項培訓和外部培訓等，加強員工的技能。

報告期間，本集團按不同類別劃分的受訓僱員百分比及每名僱員完成受訓的平均時數如下：

Classification	分類	Percentage of trained employees (%) 佔受訓僱員百分比 (%)	Average training hours completed per employee (hour) 每名僱員完成受訓的平均時數(小時)
By gender	按性別劃分		
Male	男性	34%	25.47
Female	女性	66%	27.86
By employee category	按僱員類別劃分		
Chief management	首席管理人員	1%	12.00
Senior management	高級管理人員	11%	16.30
Middle management	中級管理人員	21%	24.00
General employees	一般員工	67%	30.00

Note:

The calculation was based on the Reporting Guide for Social Key Performance Indicators issued by the Stock Exchange

附註：

計算乃基於聯交所發佈的社會關鍵績效指標匯報指引

4. LABOUR STANDARDS

In strict compliance with China's Provisions on the Prohibition of Using Child Labour and other relevant laws and regulations, the Group strictly prohibits the employment of child labour by checking and reviewing the identification documents, relevant certificates and work experience of applicants during the recruitment process to verify their age. To eradicate the occurrence of such incident completely, the Group has formulated the Special Protection Procedures for Minor Workers (《未成年工特殊保護程序》) and the Procedures for Remedying Child Labour and Promoting Children's Education (《補救童工及推廣兒童教育工作程序》). If child labour is found, we will stop his/her work immediately and carry out investigation to identify the loophole and implement remedial measures to prevent such event from happening again.

Before the on-boarding of an employee, the Group and the employee will enter an employment contract which explicitly specifies the terms such as working hours, rest period, remuneration, insurance and benefits of the employee, so as to safeguard the freedom and interests of the employee from violation and to avoid forced labour. The Human Resources Department also reviews the attendance record every month on a regular basis. If overtime work is discovered, investigation will be conducted immediately to ensure that employees are not forced to work overtime. If overtime work is required based on the needs of manufacturing operations or under special circumstances, it shall be agreed with the employees and assured that the physical conditions of the employees are not affected. The employees shall be compensated for working overtime.

The Group strictly complied with relevant laws and regulations relating to the prevention of child labour and forced labour, such as the Labour Law of the People's Republic of China (《中華人民共和國勞動法》). There was no violation during the period.

4. 勞工準則

本集團嚴格遵守中國《禁止使用童工規定》等相關法律法規，並在招聘過程中檢查及審閱求職者的身份證明文件、相關證書及工作經驗，以核實彼等年齡，禁止聘用童工。為徹底杜絕該類事件發生，本集團已制定《未成年工特殊保護程序》及《補救童工及推廣兒童教育工作程序》，一旦發現童工，我們將立即停止其工作，並進行調查以識別漏洞，實施補救措施，防止事件再次發生。

在員工正式入職前，本集團會與僱員簽訂僱傭合同，當中清楚列明員工的工作時間、休息時間、薪酬、保險、福利等條款，保證僱員的自由和權益不受侵犯，避免出現強制勞工。人力資源部亦會每月定時查看工作考勤記錄，如發現超時工作，立即進行原因調查，確保無員工在非自願的情況下超時工作。如因應製造經營需要或特殊情況下需要加班，則需經員工同意並不影響員工身體狀況下安排加班，並得到加班費作為補償。

本集團嚴格遵守有關防止童工或強制勞工的相關法律及規例，例如《中華人民共和國勞動法》，期內並未有違規情況。

C. RESPONSIBLE OPERATION

1. SUPPLY CHAIN MANAGEMENT

Allan International attaches great importance to the risk management of suppliers and is keen to encourage suppliers to be accountable for the environment and the society. The Group has formulated the Procurement Control Procedures (《採購控制程序》), the Supplier/Subcontractor Management Control Procedures (《供應商／分包商管理控制程序》) and the Suppliers' Guidelines (《供應商準則》) to standardise the processes for selecting and managing suppliers.

Before the engagement of suppliers, a series of audits would be conducted to assess their quality, environment and safety performance comprehensively to ensure that environmental and social risks related to the supply chain are being minimised.

The Group also conducts audits on suppliers and carries out risk ratings every year and performs on-site audits according to the risk conditions of suppliers. If any supplier is in violation of its contractual obligations and operating procedures, the cooperation relationship will be terminated to ensure the performance of our supply chain in quality, environment and safety is in line with the policies of the Group.

The Group will also consider the environmental performance of suppliers when procuring materials from them and engaging their services, such as entering into relevant social responsibility terms with suppliers according to the Suppliers' Guidelines (《供應商準則》), including but not limited to prohibiting the use of child labour and forced labour, and providing a healthy and safe working environment for employees. We will also give priority to suppliers who have obtained ISO 14001 environmental management system certification, so as to expand the Group's vision of environmental protection to all aspects of the supply chain. In addition, pursuant to the Procurement Control Procedures (《採購控制程序》), the Group requires that materials procured must comply with the requirements of Hazardous Substances Free (HSF), including RoHS, REACH, HF, no bisphenol A, food contact and other requirements, to control the environmental and social risks of the supply chain as much as possible.

C. 盡責營運

1. 供應鏈管理

亞倫國際重視對供應商的風險管理，並積極鼓勵供應商對環境及社會負責。本集團已制定《採購控制程序》、《供應商／分包商管理控制程序》及《供應商準則》，以規範篩選及管理供應商之流程。

在聘用供應商前，他們必須通過一系列審核程序，全盤審視其品質、環境及安全等表現，合格後方可採用，以確保將供應鏈相關的環境及社會風險減至最低。

本集團每年均會為供應商進行審核及風險評級，並根據供應商的風險情況進行現場審核，如發現供應商嚴重違反其約定責任及操作規程等內容的情況，將終止其合作關係，以確保供應鏈的品質、環境及安全等表現符合本集團的方針。

本集團在採購物料及聘用服務時亦會考慮供應商的環保表現，例如：與供應商根據《供應商準則》簽訂有關社會責任條款包括但不限於不使用童工及強制勞工，為員工提供健康及安全的工作環境等。我們亦會優先考慮獲得ISO 14001環境管理系統認證的供應商，以期望把本集團的環境保護願景推展至供應鏈各個層面。此外，本集團根據《採購控制程序》要求採購物料必須符合有害物質減免(HSF)要求，包括RoHS、REACH、HF、不含雙酚A和食物接觸等要求，以盡可能控制供應鏈的環境及社會風險。

The number of suppliers of the Group by region is as follows:

本集團按不同地區劃分的供應商數目如下：

Region	地區	Number of suppliers 供應商數目
Guangdong Province	廣東省	162
Other provinces in China	中國其他省份	16
Other countries or regions	其他國外或地區	64

2. QUALITY CONTROL

Allan International recognises that providing high-quality products to the market is the sole key to business success. Therefore, we strictly abide by the laws and regulations relating to the supply and use of our products and services, including health and safety, advertising, labelling and privacy matters. To ensure the health and safety of its products, the Group monitors its product quality through various production process and inspection procedures and has obtained ISO9001 Quality Management Systems Certification.

The Group carefully monitors the entire production process of products, where sampling inspection of products, ranging from raw materials to finished products, are carried out on a regular basis to ensure that the products meet the requirements of safety manufacturing standards. Apart from the above, the Group has set up a hazardous substance evaluation group which is responsible for establishing a hazardous substance assessment and identification process. The group regularly holds evaluation meeting to establish hazardous substance standards and determine the risk level of materials. At the same time, we have formulated the Procedures for Control of Substandard Products (《不合格控制程序》) which stipulates the methods for identification, recording, evaluation, isolation and disposal of substandard products and requires respective departments to formulate response solutions for the substandard products and take follow up action.

2. 質量管理

亞倫國際明白向市場提供優質的產品是企業成功的唯一途徑，我們嚴格遵守有關提供和使用我們的產品和服務的相關法律和法規，當中包括健康和 safety、廣告、標籤和隱私事項。本集團透過各種生產過程及檢測程序監控產品的質量，以確保產品健康及安全問題，並獲得ISO9001質量管理體系認證。

本集團設有謹慎監察產品的全生產流程，從原料到成品需定期抽取產品作抽樣檢查，確保產品符合安全製造標準條款要求。另外，我們亦成立有害物質評審小組，負責訂立有害物質評核和建標流程。小組會定期開展評審會議，制訂有害物質標準及確定物料風險等級。同時，我們亦制定了《不合格控制程序》，列明不合格品的識別、記錄、評估、隔離及處理方式，並要求各部門根據不合格的產品制定應對解決方案，並作出跟進。

The Group places a high premium on product labels which guarantee product traceability. In accordance with the requirements of the Labelling and Traceability Procedures (《標誌和可追溯性程序》), we clearly provide the identification and labelling of raw materials, accessories, semi-finished products and finished products during acceptance, production, assembly and delivery to ensure the traceability of our products. The Group will follow the Operational Guidance for Customer Return Processing after Delivery (《成品出貨後客戶退貨處理作業指導》) to process and recall relevant substandard products. Meanwhile, we will also conduct in-house reviews to prevent the occurrence of similar incidents.

The Group strictly complies with the Law of the People's Republic of China on the Protection of Consumer Rights and Interests and other relevant laws and regulations to safeguard the legitimate rights and interests of customers. To improve the procedure to handle customer complaints, the Group has formulated the Customer Information Feedback Operation Guide (《顧客信息反饋作業指導》), which provides methods for handling customers' feedback and procedures for taking corrective and preventive actions to effectively respond to customer complaints.

The Group is aware of the importance of strengthening the protection of intellectual property rights. To fully safeguard the interests of customers, employees of the Group are required to keep all information relating to the technologies, operation and management of the Group confidential in accordance with the Customer/External Supplier Property Management Procedures (《顧客／外部供方財產管理程序》) to safeguard the Group's intellectual property rights. Meanwhile, a "confidentiality agreement" must be signed by any third party receiving confidential information to safeguard the confidentiality of such information so as to ensure that the data, designs and materials provided by the customers involve the data on the intellectual property rights in respect of product development and manufacturing are stored and maintained properly.

本集團十分注重產品標識及保證可追溯性，我們均按照《標誌和可追溯性程序》的規定，清楚列明原材料、配件、半製品及成品在接受、生產、裝配及交貨過程中的識別及標示，以確保產品的可追溯性。本集團將遵照《成品出貨後客戶退貨處理作業指導》，處理及回收相關不合格產品，而我們亦會進行內部檢討，以避免同類型的事件發生。

本集團嚴格遵守《中華人民共和國消費者權益保護法》等相關法律法規，以保證客戶的合法權益。為完善客戶投訴處理流程，本集團已制定《顧客信息反饋作業指導》，規定了對客戶反饋信息的處理方法及採取相應糾正預防行動的程序，有效回應客戶的投訴。

本集團知悉加強保護知識產權的重要性。為了確保客戶利益得到充分的保障，本集團的員工須遵照《顧客／外部供方財產管理程序》的規範，對本集團的技術、營運、管理等所有數據保密，以保護本集團的知識產權。同時，任何第三方在接受保密資料時須簽署「保密協議書」，作為協助維護相關資料的機密性，以確保客戶所提供的數據、設計及物料等涉及在產品開發及製造的知識產權數據得到恰當儲存及維護。

The Group strictly complied with relevant laws and regulations relating to product health and safety, advertising, labelling, methods of redress and protecting intellectual property rights. Meanwhile, the Group complied with relevant laws and regulations relating to privacy matters, such as the Product Quality Law of the People's Republic of China (《中華人民共和國產品質量法》). There was no violation during the period.

3. ANTI-CORRUPTION

Adhering to the principle of integrity and impartiality, Allan International strictly prohibits corruption, extortion, bribery, fraud, money laundering and other illegal behaviours in any form to secure business and working environments that advocate impartiality, integrity and compliance. The Group has formulated the Management System of Interest Conflicts and Integrity (《利益衝突及廉潔管理制度》). The system sets out specific requirements for prevention of conflicts of interests and declaration of interests and govern anti-fraud investigation and propaganda.

The Group also sets out relevant reporting channels and investigation mechanism, pursuant to which employees can report to the Group any doubtful corruption cases relating to conflicts of interests or damaging the Group's interests. Where any conflict of interest is not declared by relevant employee, which is found to be true upon investigation, such employee will face immediate dismissal and is required to compensate for related losses, and the case will be reported to the judiciary as necessary.

Our business partners and suppliers are required to comply with all applicable laws and regulations relating to anti-corruption and anti-bribery in the jurisdictions where we operate. Besides, the Group and suppliers have signed integrity statements which prohibit employees of the Group from soliciting any benefit from any supplier to ensure that all transactions are conducted in a fair competitive environment. We have also provided anti-corruption training for our directors and employees to help them keep abreast of the current trends and the issues faced by the Group and to enhance their awareness of anti-corruption. During the year, a total of 624 participants attended the anti-corruption training with approximately 2,500 accumulated training hours.

本集團嚴格遵守有關產品的健康與安全、廣告、標籤、補救方法以及保障知識產權的相關法律及規例，同時遵守有關私隱事宜的相關法律及規例，例如《中華人民共和國產品質量法》，我們期內並未有違規情況。

3. 反貪污

亞倫國際一直堅持誠實公正的原則，嚴禁任何形式的貪污、賄賂、勒索、欺詐及洗黑錢等行為，確保公平、誠信及合規的營商及工作環境。本集團已制定《利益衝突及廉潔管理制度》列明防止利益衝突及利益申報的具體要求，以及管理反舞弊調查及宣傳等。

本集團又設立相關的舉報渠道及調查機制，員工可就任何有關利益衝突或危害本集團利益等懷疑貪污個案向本集團舉報。任何員工如沒有就利益衝突情況進行申報，經調查後如發現屬實，該名員工將面臨即時解僱及賠償有關損失，按情況移交司法機關處理。

我們要求合作的業務夥伴與供應商遵從所有營運當地適用的反貪污及賄賂的法律法規，本集團與供應商簽訂廉潔聲明書，嚴禁本集團員工向供應商索取任何利益，確保所有交易於公平競爭的環境中進行。而我們亦為董事及員工舉辦反貪污培訓，幫助彼等了解當前的趨勢及本集團面臨的事宜，以加強員工對反貪污的認識。年內，共有624人參與反貪腐培訓，累計授課時長約為2,500小時。

4. COMMUNITY INVESTMENT

The Group is fully aware of the importance of being a responsible corporate citizen. In Allan International, we strive to fulfil our corporate responsibility by contributing to the community where we operate and creating value for the society and the environment. The Group has formulated the Community Investment, Sponsorship and Donation Policies (《社區投資、贊助及捐贈政策》), which reflect the Group's principles, plans and work in community investment. Over the years, Allan International has organised a range of activities to show care for the elderly and provided financial support for students. We also encourage our employees to contribute to the society and support those in need in local community through active donation and participation in charitable activities.

From time to time, we organise employees to visit the elderly in nursing homes and in Lilin Village and present them with gifts. We have also set up scholarship funds for Huizhou Pingling Primary School and Lilin Central Primary School. During the reporting period, the Group had donated approximately RMB180,000 in aggregate.

4. 社區投資

本集團深明履行企業公民責任的重要性，亞倫國際致力履行企業責任，為其營運所在社區作出貢獻，為社會及環境創造價值。本集團已制定《社區投資、贊助及捐贈政策》，說明本集團在社區投資方面的原則、計劃及工作。亞倫國際多年來舉辦關愛長者的活動和為學生提供資助，並鼓勵員工積極捐款和參與慈善活動，以貢獻社會及支持當地社區需要幫助的人士。

我們不定期組織員工探訪護老院及瀝林村的長者，贈送禮物，以及在惠州平陵小學和瀝林中心小學設立獎學金等。報告期內，一共捐獻人民幣約十八萬元。

INDEX OF THE ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORTING GUIDE ISSUED BY THE STOCK EXCHANGE

聯交所《環境、社會及管治報告 指引》索引

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B	Social 社會	Chapter 章節
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