



HUABAO INTERNATIONAL HOLDINGS LIMITED

華寶國際控股有限公司

(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：00336)



Environmental,  
Social and  
Governance Report

環境、社會及管治報告

2022



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## I. OVERVIEW

### Preamble

Along with the development of the global economy and the continuous improvement of living standards, people are having higher requirements for the quality of food and daily necessities, which has promoted the rapid growth of the flavours and fragrances industry. With the uprising of China's economy and the enhanced quality of life of residents, the local demand and supply of flavours and fragrances have grown in dual directions, while great progresses have also been made in product quantity, technological innovation, production scale and management system.

With the support of national policies and the continuous development of the national economy which drives the development of downstream industries, the flavours and fragrances market in China is gradually growing and moving towards a healthier development track with the systematic standardisation of industry practices. In recent years, under the stricter environmental protection policies, the flavours and fragrances industry, as a chemical product-related manufacturing industry, has provided good development opportunities for enterprises with scale and standardised environmental management systems.

The flavours and fragrances industry has a complex value chain whose business operations may cause profound impacts on a multitude of stakeholders from upstream suppliers to downstream consumers. As such, under the global call for achieving global sustainability, an increasing number of enterprises are stacking up to collaboratively pay attention to urgent sustainability issues, and striving for a sustainable future.

2022 was a year with new hope. As the countries around the globe has eliminated their COVID-19 pandemic (the "pandemic") prevention and control measures, the world has been recovering under the new normal. In view of the global health crisis recedes, the climate crisis has been back in the spotlight again. In response to the ambitious "30.60 carbon goal" of China, as one the national key industries, the players in flavours and fragrances industry do have a key role to play in pushing forward the sustainability and to create a sustainable tomorrow.

## I. 概述

### 前言

隨著全球經濟的發展，生活水平不斷提高，人們對食品、日用品的品質要求愈來愈高，促進了香精香料行業快速增長。加上中國經濟的發展和國民生活水平的提高，我國香料香精需求和供給雙向增長，在產品數量、技術創新、生產規模和管理體制方面都取得了長足的進展。

隨著國家產業政策支持及國民經濟持續發展帶動下游領域的發展，中國香料香精行業的市場空間日益增長，並隨著行業規則逐步規範，推動行業邁向更為健康的軌道。近年來，在環保政策趨嚴的背景下，香料香精行業作為化學製品相關製造業，對有一定規模的、環保治理規範的企業提供了良好的發展機遇。

香精行業具有複雜的價值鏈，其業務營運可能對上游供應商與下游消費者的眾多利益相關者產生深遠影響。為此，在全球呼籲實現全球可持續發展的呼聲下，愈來愈多的企業正齊心協力，共同關注亟待解決的可持續性問題，以實現可持續的未來。

2022年是曙光乍現的一年，隨著各國放寬對COVID-19新冠肺炎疫情（「疫情」）的預防及控制措施，世界在新常態下正恢復正常運作。因應全球健康危機的風險降低，氣候危機再次成為人們關注的焦點。為響應中國「30.60雙碳目標」的雄心壯志，作為我國的重點市場之一，香料香精行業參與者均有責任為推動可持續發展發揮關鍵作用，以打造可持續的未來。





## About Us

As a market leader in China's industry of flavours and fragrances, Huabao International Holdings Limited (the "Company") and its subsidiaries (collectively referred to as the "Group"), consisting of flavours and fragrances, and food ingredients ("F&F and food ingredients") segment, aroma raw materials segment, tobacco raw materials segment, and condiments segment, is mainly engaged in the R&D, production, distribution and sales of F&F and food ingredients, tobacco raw materials, aroma raw materials as well as condiments. The Group has been making diversified investments around its core businesses over the years. Upholding the corporate vision of "Flavour your life" (美味生活引領者), the Group's business development has been around its spirit of "Innovative, pragmatic, loyal and cooperative" (創新、務實、忠誠、協作) since its inception, in which "client first, value creation and shared achievements" (客戶至上、價值創造、共享共贏) have been integrated into all business operations from sourcing, production, transportation, through to the sales and customer services.

## 關於我們

作為我國香料香精市場的重點企業，華寶國際控股有限公司「本公司」及其子公司（統稱「本集團」）下設香精及食品配料板塊、香原料板塊、煙用原料板塊及調味品板塊，主要從事香精及食品配料、煙用原料、香原料和調味品的研發、生產和銷售。本集團多年來一直圍繞核心產業鏈進行多元化投資。秉承「美味生活引領者」的願景，本集團自成立以來圍繞「創新、務實、忠誠、協作」的精神發展，將「客戶至上、價值創造、共享共贏」的理念逐步融入從採購、生產、運輸，到銷售和客戶服務的所有業務營運中。



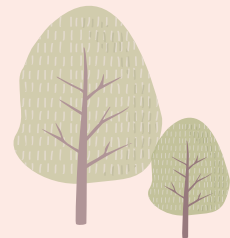
## Huabao Flavours & Fragrances Once Again Awarded with Top 100 Science & Technology Enterprises in China Light Industry

### 華寶股份再次榮獲中國輕工業科技百強企業稱號

On 10 August 2022, the Top 100 Enterprises in China Light Industry Forum was held in Beijing, in which Huabao Flavours & Fragrances Co., Ltd. ("Huabao Flavours & Fragrances") was once again awarded as Top 200 Enterprises and Top 100 Science & Technology Enterprises in China Light Industry. With its in-depth implementation of the self-improvement strategy of science and technology and its continuous endeavours in improvement of corporate competitiveness, Huabao Flavours & Fragrances has been on listed for four consecutive years.



2022年8月10日，中國輕工業百強企業高峰論壇在北京舉行，華寶香精股份有限公司（「華寶股份」）再度入選中國輕工業二百強企業和中國輕工業科技百強企業。憑藉其深入貫徹科技自強的戰略，並不斷提升企業競爭力，華寶股份連續四年榮登中國輕工業科技百強企業榜單。





To deliver on its commitments to sustainability, the Group strives to promote positive change across organisation, thereby allowing business integration through viewing and making business decisions via sustainability lens. Aiming to realise its sustainability visions while achieving sustained market growth, the Group considers environmental and social factors in four key aspects namely Performance Monitoring and Evaluation, Business Innovation, Environmental, Social and Governance (“ESG”) Integration and Value Chain Transformation, so as to create shared value and lasting success for all.

為了履行對可持續發展的承諾，本集團致力於在企業內推動積極改變，透過具可持續性的目光審視及進行商業決定，從而實現將可持續發展融入營運中。為了實現其可持續發展願景，同時保持市場增長，本集團從四大層面，即表現追蹤與評估、商業創新、環境、社會和管治（「ESG」）融合以及價值鏈轉變，考慮環境和社會因素，從而為所有人創造共享價值及長遠的成功。

Over the years, the concept of ESG has gradually been engrained into the Group’s operations. A wide variety of ESG criteria together with financial indicators have already been used as metrics in the Group for monitoring, assessing and benchmarking its sustainability progress. Aiming to support the national ecological civilization, the Group is dedicated to promoting the green development of the flavours and fragrances industry by acting concertedly with its partners in the value chain.

多年來，ESG理念已逐漸深入於本集團的營運中。本集團已將各種ESG標準以及財務指標作為監測、評估和衡量其可持續發展進展的衡量標準。為支持國家生態文明建設，本集團致力於與價值鏈上的合作夥伴攜手推動行業的綠色發展。



**Environment**  
環境

**Transformations 改變**

- in consumption, production and emission patterns (E)  
消耗、生產和排放模式



**Society**  
社會

**Optimisation 優化**

- in employee management and engagement approaches (S)  
僱員管理和參與方式



**Governance**  
管治

**Improvement 提高**

- in governance robustness for risk management (G)  
風險管理的管治強度





## Huabao Sustainable Development Goals Plan (2020-2025)

In response to the China's pledge of "30.60 carbon targets" while adhering to the principle proposed by the China Association of Fragrance Flavour and Cosmetic Industries to pursue low-carbon green development, innovate green products and to increase investment in the green transformation of production, the Group announced its sustainability commitment with clear targets, metrics and execution plans to the year 2025, which covers all four business segments of the Group as well as its administrative offices. Taking FY2019 as the baseline year and FY2025 as the target year, targets and metrics were developed regarding the air emissions, GHG emissions, solid wastes, energy consumption and water usage. More information regarding the Group's Sustainable Development Goals Plan can be found in Appendix I as set out on page 91.

Aiming for scientific improvement, goals and plans were designed with reference to some key elements of the internationally recognised frameworks such as Science-Based Target Initiative ("SBTi"), Sustainable Development Goals ("SDGs"), and benchmarking of the industrial best practices. To ensure the thorough and effective implementation of the plan, execution taskforce, namely Group Task Force and Business Segment Task Force, were established with clearly defined responsibilities in order to strengthen coordination and communication on ESG work. Meanwhile, external ESG advisors and internal coordinators were invited to provide online training through "Huabao Lecture", so as to facilitate the collaboration and engagement of the Group's subsidiaries accomplishing the goals.

In view of the overall layout of the national government's ecological civilization construction and green development, the Group reckons that decoupling emissions from economic growth is urgent and necessary for its long-term success. As such, the Group strives to build its business resilience and increase its competitiveness through adopting the Absolute Emissions Contraction method and setting specific carbon emissions reduction goals for the Group and its business segments respectively. The Group works closely with its business units and encourages all subsidiaries to take active initiatives. The Group takes each business segment as the management unit to regularly monitor the targets progress through analysing the operations of its subsidiaries.

## 華寶可持續發展目標規劃 (2020至2025年)

為響應中國「30.60雙碳目標」的承諾，並遵從中國香料香精化妝品工業協會提出的原則，堅持綠色低碳的道路，開發綠色產品，加大在環保改造方面的投入，本集團宣佈其可持續發展承諾，明確提出2025年目標及相關指標和執行計劃，涵蓋本集團的所有四個業務部門及其行政辦公室。以2019財年為基準年，2025財年為目標年，本集團制定了廢氣排放、溫室氣體排放、固體廢物、能源消耗和用水量的目標和指標。有關本集團可持續發展目標計劃的更多詳情請參閱第91頁的附錄一。

為提高項目的科學性，目標和計劃的設計參考了國際公認框架中的某些關鍵元素，例如科學碳目標倡議（「SBTi」）、可持續發展目標（「SDGs」）和行業最佳實踐為基準。為貫徹落實並有效執行本計劃，本集團成立了職責明確的執行小組，即集團工作組和業務板塊工作組，以加強就ESG工作的協調和溝通。同時，本集團邀請外部ESG顧問和內部協調人通過「華寶大講堂」進行在線培訓，以促進本集團下屬企業的協作和參與，共同實現目標。

為貫徹落實我國政府生態文明建設總體佈局和綠色發展的基本原則，本集團深信讓經濟增長與污染排放脫鉤對其長遠成功而言是緊迫且必要的。因此，本集團致力於打造業務韌性並提高其競爭力，通過採用絕對減排法，本集團分別為其自身及各業務板塊設定具體的減碳目標。本集團與其業務板塊緊密合作，鼓勵所有子公司採取積極行動，並將每個業務板塊作為管理對象，通過對其子公司經營活動的分析，定期審視目標實現進度。



## A Letter from the Board

At Huabao, we cherish our legacy and purpose, which are considered our core foundations for our long-term success as well as our further progress in sustainability. Despite the challenges in the global macroeconomic environment and the prolonged public health crisis induced by the pandemic in 2022, we are proud that our sustainability ambition has not wavered, and operating with sustainability is still at the heart of our decision-making throughout the business.

### Sustainable Value and Purpose

Our ESG strategy is not only an inspirational vision driven by our value and purpose, but it is also an investment for the future. Embracing the vision of “Flavour your life” and undertaking the mission of “Green, Healthy, and Nutritious”, we continue to strive for best-in-class sustainability and product quality across our value chain. Reckoning that our customers’ requirements for sustainable ingredients are quickly evolving, we are committed to offering healthy and quality products to improve customers’ quality of life and health levels through our constant investment in research and development. In addition to enhancement in product formula focusing on nutrition and well-being of consumers, we are also dedicated to optimising our production processes that require less water, embody less carbon, generate less emissions, and use more recycling ideas and natural materials in production and packaging.

### Alignments with Global Solutions

On our journey towards sustainability, the United Nations Global Compact (“UNGC”) and SDGs are a compass that guides our action. We have aligned ourselves with the 17 SDGs since 2020, scaling up our commitments and targets in generating ESG impacts. In 2022, in view of the increasing demand for climate-related disclosure, we further aligned ourselves with the recommendations of the Task Force on Climate-related Financial Disclosures (“TCFD”). Meanwhile, to enhance our employees’ knowledge and awareness towards global sustainability issues, we also engaged external ESG advisors to provide training to our staff from time to time.

## 來自董事會的一封信

在華寶，作為我們取得長期成功及助力我們在可持續發展方面取得進一步進展的核心基礎，我們十分珍視我們的傳統和使命。在2022年，儘管全球宏觀經濟環境面臨挑戰，疫情引發的公共衛生危機仍然存在，但我們的可持續發展雄心並未動搖，可持續經營仍然是我們整個業務決策的核心。

### 可持續價值與使命

我們的ESG戰略不僅是由我們的價值與使命驅動的鼓舞人心的願景，更是我們對未來的投資。秉承「美味生活引領者」的宗旨，以「綠色、健康、營養」為使命，我們致力於在整個價值鏈中實現一流的可持續性及產品質量。意識到客戶對可持續成分的要求正在迅速變化，我們勉力通過持續投資於研發，提供更加健康優質的產品，改善消費者的生活質量和健康水平。除了改進產品配方以關注消費者的營養和福祉外，我們還致力於優化我們的生產流程，以減少用水量、碳排放與廢氣排放，並在生產和包裝中採用更多回收理念和天然材料。

### 與國際框架保持一致

在我們的可持續發展旅途上，我們視聯合國全球契約（「UNGC」）和聯合國可持續發展目標為我們的行動指南。自2020年起，我們已與17項可持續發展目標保持一致，以強化我們在推動ESG影響方面的承諾和目標。在2022年，眼見對於氣候相關披露的要求越加嚴謹，我們進一步參考氣候相關財務披露工作小組（「TCFD」）的建議。此外，為提高員工對國際可持續議題的知識及意識，我們還不時聘請外部ESG顧問為員工提供培訓。





## Our Drive to Sustainable Growth

Over the years, we have been working across our business spectrum to set our strategy for years ahead. In 2019, we set up a group-level sustainability strategy with five core pillars namely Environmental Adaptability, Product Responsibility, Client First, Commitment and Governance Effectiveness, so as to push forward the integration of sustainability into our corporate culture. In 2020, we took a step further and launched the Huabao Sustainable Development Goals Plan (2020-2025), which has been implemented since then. Having translated our purpose into specific and measurable ambitions for our four business segments, we have been laying solid foundation for pioneering environmental stewardship actions which eventually lead us to be one of the enterprise leaders in tackling climate change and contributing to the achievement of national carbon neutrality by 2060.

## 邁向可持續發展

過去數年來，我們一直在我們不同的業務範圍內制定未來發展戰略。在2019年，我們制定了一個集團層面的可持續發展戰略，當中五個核心支柱為環境適應力、產品責任、客戶至上、社會承諾以及有效的管治，用以推動可持續發展於企業文化當中的融合。在2020年，我們發佈了《華寶可持續發展目標計劃(2020-2025)》，並自此一直執行至今。透過將我們的願景化作我們四個業務板塊的具體和可衡量的目標，我們持續為開創性的環境管理行動奠定堅實的基礎，並藉此成為應對氣候變化的企業領導者之一，且為國家實現到2060年達到碳中和作出貢獻。

***“Being adaptive and proactive to the ever-changing market with the delivery of consistently high-quality products to our clients who are inspired to be more environmentally conscious and socially responsible”***

**「堅持順應自然的生態文明理念，推動質優價實的商業原則，以顧客為中心的經營觀念，以承擔企業社會責任為主線，主動求變的業務可持續發展戰略」**

## Outlook

2022 was another year full of challenges yet filled with hope. As the pandemic control in Mainland China has been retrieved and enterprises have accumulated rich experience in operations and production under the new normal, we are dedicated to continuing to promote our business development while creating a long-term value for our people, our customers, our society and our planet.

Lastly, I would like to take this opportunity to thank the collective efforts of our teams across the business which act as a force for good to drive us towards a sustainable future, as well as the continuous support from our customers and business partners to drive progress against our sustainability ambitions.

**Mr. LAM Ka Yu**  
Co-Chairman

30 March, 2023

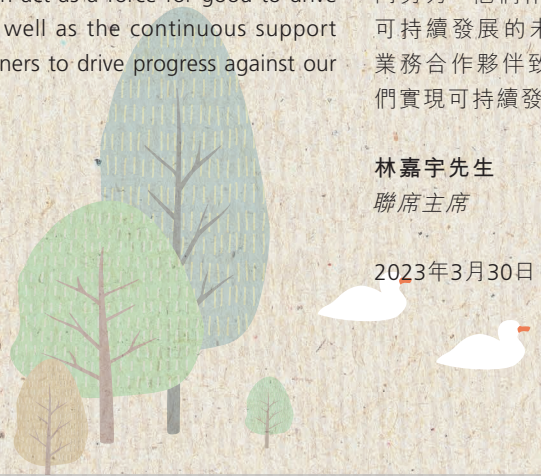
## 展望

2022年是既充滿挑戰又充滿希望的一年。隨著中國內地的疫情防控已經放寬，企業也積累了豐富的經驗，能夠在新常態下正常經營和生產，我們將繼續竭力持續推進業務發展，同時為我們的員工、客戶、社會和地球創造長遠價值。

最後，我想藉此機會感謝我們整個業務團隊的共同努力，他們作為一股積極的力量推動我們走向可持續發展的未來。同時，我亦向我們的客戶及業務合作夥伴致以感謝，他們的持續支持推動我們實現可持續發展目標。

**林嘉宇先生**  
聯席主席

2023年3月30日





# PERFORMANCE OVERVIEW

## 表現概覽



### Business 業務

- Revenues – RMB3,828,984,000  
營業額 – 3,828,984,000元人民幣
- Cost of goods sold – RMB1,951,421,000  
銷售成本 – 1,951,421,000元人民幣
- Employee benefit expenses – RMB608,149,000  
僱員及福利開支 – 608,149,000元人民幣



### Innovation 創新

- Research and development expenses – RMB266,233,000  
研發支出 – 266,233,000元人民幣
- Number of newly applied patents – 43  
新申請專利數目 – 43個



### Environmental Footprint 環境足跡

- GHG emissions – 48,978 tonnes CO<sub>2</sub>e (Scope 1 & 2)  
溫室氣體排放 – 48,978噸二氧化碳當量 (範圍一和二)
- Energy consumption – 103,982 MWh  
能源消耗 – 103,982兆瓦時
- Water usage – 1,015,470 m<sup>3</sup>  
用水量 – 1,015,470立方米
- Waste generation – 3,592 tonnes (including all non-hazardous and hazardous solid wastes)  
廢棄物產生 – 3,592噸 (包括所有無害和有害固體廢棄物)



### Sourcing & Production Responsibility 採購與 產品責任

- Zero products sold or shipped subject to recalls for safety and health reasons  
已售或已運送產品中因安全與健康理由而須回收為零
- Detailed record and handling of customer complaints  
對顧客投訴的細緻記錄和處理
- Number of major suppliers – 1,442  
主要供應商數目 – 1,442個
- Close to 100% suppliers where the Group supply chain management practices were implemented  
本集團供應鏈管理實踐執行率接近100%



### Employment 僱傭

- Total workforce – 3,875 as of 31 December 2022  
僱員總數 – 截止2022年12月31日為3,875人
- Number of employees trained – 1,992  
受培訓僱員數 – 1,992人
- Training time over – 48,015 hours  
培訓時長超過 – 48,015小時
- Zero case of employment practices to be involved in child or forced labour  
涉及童工或強制勞工的僱傭實踐案例數為零



### Community 社區

- Community investment – RMB839,000 in total  
社區投資 – 共839,000元人民幣



\* Values may not add up due to rounding  
由於四捨五入的關係，數字相加結果可能不等於所列總數



## II. REPORTING ON SUSTAINABILITY

In compliance with the requirement of Appendix 27 – Environmental, Social and Governance Reporting Guide (“ESG Guide”) of Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“Stock Exchange”) under the “Comply or Explain” provision, the Group is pleased to present its seventh Environmental, Social and Governance Report for the year ended 31 December 2022 (“FY2022”), which demonstrates the Group’s approach and performance in terms of ESG management and corporate sustainable development for FY2022. For corporate governance section, please refer to the Group’s 2022 Annual Report.

The ESG Report has been prepared with reference to frameworks including the latest ESG Guide, the Global Reporting Initiative Standards (“GRI Standards”), TCFD and the SDGs. A complete report disclosure index is available on pages 87 to 90 of this ESG report for readers’ convenience to check its integrity. This ESG report is issued in the English language with a Chinese language translation. If there is any conflict in the ESG report between the meaning of Chinese words or terms in the Chinese language version and English words in the English language version, the meaning of the English words shall prevail.

### Boundary Setting

The boundary set for this ESG report remains the same as previous years which covers the performance and management policies of the major operations of the Group, aligning with the segmentation of businesses of the Group in its 2022 Annual Report under the operational control approach, including the F&F and Food Ingredients business, Tobacco Raw Materials business, Aroma Raw Materials business, and Condiments business.

## II. 關於本報告

本集團遵守香港聯合交易所有限公司（「聯交所」）證券上市規則附錄27 –《環境、社會及管治報告指引》（「ESG指引」）及「不遵守就解釋」條文的規定，欣然呈現其截至2022年12月31日止年度（「2022財年」）的第七份ESG報告。本報告展示了本集團於2022財年在ESG管理和企業可持續發展方面的方針和表現。有關公司管治部分，請參閱本集團的2022年度報告。

本集團在ESG報告準備過程中參考了各種框架包括最新的ESG指引、全球報告倡議組織標準（「GRI Standards」）、氣候相關財務信息披露工作組及可持續發展目標。本ESG報告第87至90頁提供了一個完整的報告披露索引，以方便讀者檢查其完整性。本ESG報告以英文及中文譯本刊發。如本ESG報告中文文本的字義或詞義與英文文本有所出入，概以英文文本為準。

### 邊界設定

本ESG報告按照營運控制法，披露範圍與往年相同，涵蓋了本集團主要業務的績效和管理政策，並與本集團在其2022年度報告中保持一致，包括香精及食品配料業務、煙用原料業務、香原料業務和調味品業務。

## REPORTING PRINCIPLES 報告原則

As the reporting principles underpin the preparation of the ESG Report, the main content of this ESG Report is determined, organised and presented under the principles of materiality, quantitative, balance and consistency.

### Materiality:

To facilitate better engagement with stakeholders and informed decision making, the Group emphasizes the principle of materiality and conducts annual materiality assessment making use of the Analytical Hierarchy Process (“AHP”) to identify, assess and prioritise concerns and expectations of its key stakeholders in terms of the Group’s sustainable development and business impacts. More information regarding the Group’s annual Materiality Assessment can be found in the coming subsection.

報告原則是編製ESG報告的基礎，因此本ESG報告的主要內容已根據重要性、量化、平衡及一致性原則確定、組織和呈現。

### 重要性：

為促進與利益相關者的溝通及知情決策，本集團重視重要性原則，並通過使用層次分析法（「層次分析法」）進行年度重要性評估，以識別、評估和優先考慮其主要利益相關者對於本集團的可持續發展和業務影響的關注和期望。有關本集團年度重要性評估的更多信息，請參閱下一章節。



#### **Quantitative:**

The application of the principle of quantitative was demonstrated through the performance tables in the appendixes which presented the Group's sustainability performance regarding emissions, resource consumption, employment, training, health and safety and supply chain information. Methodologies, assumptions and source of conversion factors used are clearly stated in the footnote of the corresponding performance tables.

#### **Balance:**

To portray an unbiased sustainability landscape of the Group, the Group adhered to the principle of balance to disclose its performance without cherry-picking biased information.

#### **Consistency:**

Reckoning that a consistent reporting framework facilitates the understanding and evaluation of the readers, the Group has been adopting consistent methodologies and disclosure framework over the years. To ensure its vast array of ESG-related information can be presented in a precise and concise manner, the Group has enhanced its reporting structure into a more optimise and focus manner.

#### **量化：**

量化原則的應用主要體現在附錄的績效表中。當中概述了本集團在排放、資源消耗、僱傭、培訓、健康和 safety 以及供應鏈信息方面的可持續發展績效。有關數據的計算方法、假設及所用換算系數的來源，亦載於各對應績效表的注腳。

#### **平衡：**

為公正地呈現本集團的可持續發展面貌，本集團遵循平衡原則，在防止選出帶有有利偏見信息的前提下披露其績效。

#### **一致性：**

意識到明確一致的報告框架有助於讀者理解及評估，本集團多年來一直使用一致的方法及披露框架。為確保其海量ESG相關信息能夠精準呈現，本集團進一步優化和聚焦其報告結構。



### **Stakeholder Engagement**

Listening to stakeholders is a core element of the Group's sustainability management practices, as the Group reckons that their opinions help its understanding on the stakeholders' expectations and facilitate the identification, prevention or mitigation of any potential negative impacts.

As the Group realises that meaningful stakeholder engagement contributes to the development of its sustainability approaches, the Group gathers views of stakeholders through maintaining stable relationships and continuous dialogue with them. As impacts and expectations may change overtime, the Group carries out a formal annual stakeholder engagement survey with its key stakeholder representatives to seek their opinions on the Group's ESG management and sustainable development, thereby identifying, prioritising and implementing its sustainability strategies ESG impacts on an ongoing basis.

### **利益相關者參與**

傾聽利益相關者的意見是本集團可持續發展管理實踐的核心要素。本集團相信利益相關者的意見有助於其了解彼等的期望，並能有助於本集團識別、預防或減輕任何潛在的負面影響。

本集團明白有意義的利益相關者參與能有效促進其可持續發展方針的發展，因此本集團通過與利益相關者保持穩定的關係和持續的對話來收集他們的意見。由於影響及期望可能隨著時間而改變，因此本集團與主要利益相關者代表開展正式的年度利益相關者參與調查，以徵求其對集團ESG管理和可持續發展的意見，從而持續識別、優先考慮其ESG影響，並落實其可持續發展戰略。



## Communication with Stakeholders 與利益相關者的溝通

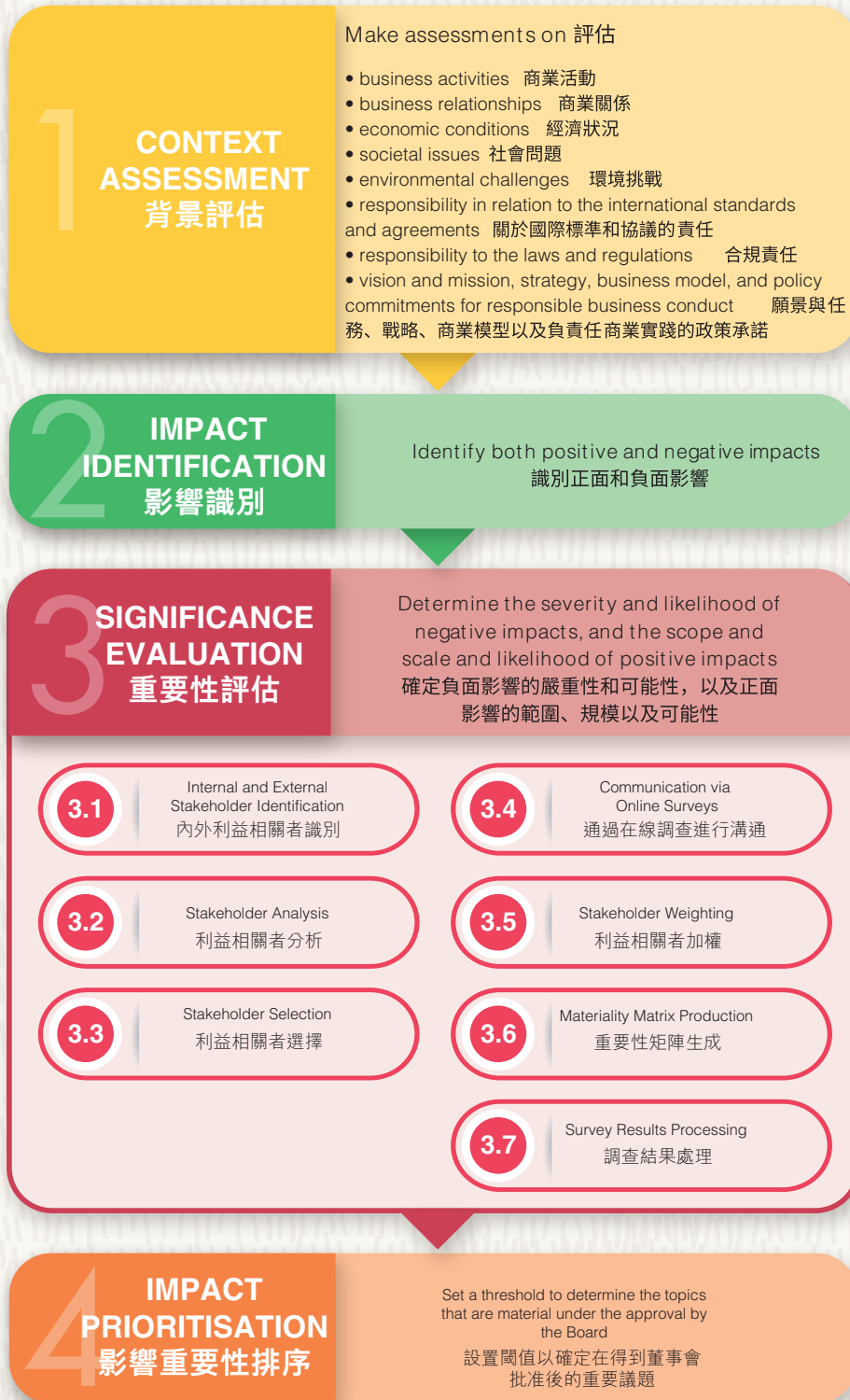
Stakeholders 利益相關者	Expectations and Concerns 期望和關切	Communication Channels 溝通渠道
Government and regulatory authorities 政府和監管機構	<ul style="list-style-type: none"> <li>– Law and regulation compliance 合規性</li> <li>– Anti-corruption policies 反貪污政策</li> <li>– Occupational health and safety 職業健康與安全</li> </ul>	<ul style="list-style-type: none"> <li>– Supervision on compliance with local laws and regulations 監督遵守當地法律法規</li> <li>– Workshops 專題討論會</li> <li>– Routine reports and tax payments 常規報告和納稅</li> </ul>
Shareholders 股東	<ul style="list-style-type: none"> <li>– Return on investments 投資回報</li> <li>– Corporate governance 公司治理</li> <li>– Law and regulation compliance 合規性</li> </ul>	<ul style="list-style-type: none"> <li>– Regular reports and announcements 定期報告及公告</li> <li>– Regular general meetings 定期股東大會</li> <li>– Corporate website 企業網站</li> </ul>
Employees 僱員	<ul style="list-style-type: none"> <li>– Employees' remuneration and benefits 員工的薪酬和福利</li> <li>– Career development and training opportunities 職業發展及培訓機會</li> <li>– Health and safety in the workplace 工作場所的健康與安全</li> <li>– Optimise the production technology 優化生產工藝</li> <li>– Upgrade manufacturing facilities and equipment 升級生產設施及設備</li> <li>– Analysis and adoption of the latest policies in industries 分析並採納行業的最新政策</li> <li>– Transition to systematic product management from a lifecycle perspective that covers green sourcing, manufacturing, packing, transportation and sales 從綠色採購、製造、包裝、運輸和銷售的全生命週期角度出發，向系統性產品管理轉型</li> <li>– Support from the government on energy transformation 響應政府對能源轉型的支持</li> </ul>	<ul style="list-style-type: none"> <li>– Performance appraisal 績效評估</li> <li>– Regular meetings and training courses 定期會議和培訓課程</li> <li>– Written comments via emails, notice boards, telephone calls and team building activities with management 通過電子郵件的書面評論、公告板、電話和與管理團隊的團建活動</li> </ul>



Stakeholders 利益相關者	Expectations and Concerns 期望和關切	Communication Channels 溝通渠道
Customers 客戶	<ul style="list-style-type: none"> <li>- Production quality assurance 生產質量保證</li> <li>- Health and nutrition of products 產品健康和營養</li> <li>- Protection of the rights of customers 保護客戶的權利</li> <li>- Customer satisfaction 客戶滿意度</li> </ul>	<ul style="list-style-type: none"> <li>- Customer satisfaction surveys 客戶滿意度調查</li> <li>- Face-to-face meetings and on-site visits 面對面的會議和現場調研</li> <li>- Customer service hotline and emails 客戶服務熱線和電子郵件</li> </ul>
Suppliers 供應商	<ul style="list-style-type: none"> <li>- Fair and open procurement 公平公開的採購</li> <li>- Win-win upstream and downstream cooperation 互贏互利的上下游合作</li> <li>- Protection of intellectual property rights 知識產權保護</li> </ul>	<ul style="list-style-type: none"> <li>- Open tenders 公開招標</li> <li>- Suppliers' satisfaction assessments 供應商的滿意度評估</li> <li>- Telephone conferences, face-to-face meetings and on-site visits 電話會議，面對面會議和現場調研</li> <li>- Questionnaires and online engagement 問卷與在線參與</li> <li>- Industry seminars 行業研討會</li> </ul>
General public 公眾	<ul style="list-style-type: none"> <li>- Involvement in communities 社區參與</li> <li>- Ecological impacts of the Group's operations on indigenous inhabitants 集團業務對當地居民和生態影響</li> <li>- Employment opportunities 就業機會</li> <li>- Conform to business ethics 遵守商業道德</li> <li>- Environmental protection awareness 環保意識</li> </ul>	<ul style="list-style-type: none"> <li>- Media conferences and responses to enquiries 媒體發佈會和對詢問的回應</li> <li>- Face-to-face interviews 面對面的訪談</li> </ul>



## MATERIALITY ASSESSMENT 重要性評估





To gain a better understanding of the economic, environmental and social aspects on which the Group has the most impact and that the stakeholders concern about, the Group identifies and includes stakeholders with reference to the ISO 26000 (Guidance on Social Responsibility) and chooses its stakeholders against criteria including legal obligations, power of influence, significance in the value chain and willingness for engagement. In FY2022, nine stakeholder groups namely general employees, managerial staff, senior management, directors, independent non-executive directors, suppliers, customers, government agency and local communities were selected and invited to participate in an online survey to express their views against a list of ESG issues, which are believed to be material and relevant to the Group's business development and strategies.

The materiality assessment allows the Group to identify the most important sustainability risks and opportunities for its business through the lens of its stakeholders, which results are going to guide the Group's strategy, ESG goals and engagement with the stakeholders in its sustainability journey. As such, to enhance the accuracy of the materiality assessment, the Group utilised the AHP for the weighting of stakeholders in terms of the considerations of vulnerability, influence, legitimacy, willingness for engagement, contribution and necessity of involvement. The final outcome is generated with a permissible limit of consistency ratio ("CR") (below 10%) and the weights of each stakeholder group are applied in the survey results of the stakeholder engagement. More detail can be found in Appendix II as set out on page 92.

Through the materiality analysis, the Group identified eight ESG issues that were of relatively higher significance to the Group's sustainable development.

為了更好地了解本集團對經濟、環境和社會的重要影響，以及利益相關者的關切，本集團參照ISO 26000 (社會責任指南) 中的原則，根據包括法律義務、影響力、價值鏈的重要性和參與意願等標準選取利益相關者。在2022財年，本集團識別九大利益相關者組別，即普通僱員、管理層、高級管理層、董事、獨立非執行董事、供應商、顧客、政府機構及本地社區，並邀請彼等參加在線調查，以表達其對本集團業務發展和戰略具有重大意義和相關的一系列ESG議題的看法。

重要性評估使本集團能夠通過利益相關者的視角識別其業務中最重要可持續發展風險和機遇，其結果將指導本集團的戰略、ESG目標以及與利益相關者在可持續發展歷程中的互動。因此，為提高重要性評估的準確性，本集團採用「層級分析法」，對利益相關者就易受影響性、影響力、合理性、參與意願、貢獻度和包含必要性進行權重分配。最終結果在合理的一致性比率（「CR」）限制範圍內（低於10%）生成，且每個利益相關者群體的權重均應用於本次調查結果中。更多詳情請參閱第92頁的附錄二。

通過重要性分析矩陣，本集團將8個ESG議題識別為對其可持續發展更為重要的關鍵。



## Materiality Assessment Outcome 重要性評估結果



### Stakeholders' Feedback

As the Group strives for excellence, the Group welcomes its stakeholders' feedback and advice on the improvement of its corporate ESG approach and performance, especially the ESG issues identified as the most important in the materiality assessment of the Group. Readers are also welcome to share their views on the ESG matters with the Group at [ir@hbglobal.com](mailto:ir@hbglobal.com).

### 利益相關者的反饋

本集團追求卓越，積極歡迎其利益相關者對於提升企業ESG方法和表現的反饋與意見，尤其是在本集團重要性評估中列為最重要的ESG議題的相關反饋。本集團亦歡迎讀者透過集團郵箱「[ir@hbglobal.com](mailto:ir@hbglobal.com)」與本集團分享其有關ESG事宜的看法。





### III. INTEGRATING SUSTAINABILITY

#### Our Approach to Sustainability

The Group sees sustainability as its business purpose. To meet its strategic objectives and in particular, to execute according to the “Huabao Sustainable Development Goals Plan (2020-2025)”, the Group builds a robust governance system and make use of standard KPIs to measure its progress, as well as evaluating its efforts.

The Group assures it manages and supervises its operations in a responsible way. With a robust sustainability strategy and governance structure for management, the Group ensures that its sustainability policies and actions can be implemented effectively, and potential ESG-related risks and opportunities can be spotted and controlled timely.

In Huabao, the Board is responsible for overseeing the Group’s ESG affairs and the integration of the Group’s sustainability principles into the core processes. Following the key findings from the “Leadership Role and Accountability in ESG” and “Making inroads into good Corporate Governance and ESG management” issued by the Stock Exchange, the Board fulfils the overall responsibility for the Group’s ESG strategy, reporting and determining the management approach to sustainability. The management teams are responsible for supervising the daily business operations and laying out clear performance indicators for progress tracking. In the meantime, every staff in Huabao should work responsibly for efficiency, safety and resources conservation.

The Group arranges ESG-related training for the Board, the management as well as general staff from time to time so as to ensure they are capable of acting on the Group’ sustainability goals and ESG policies. The Group believes that through these arrangements, the Board and the management can better realise the latest sustainability trend, which in turn facilitating them to assume full responsibility for the strategic planning and supervision of the Group’s ESG practices. Furthermore, the results of annual stakeholder engagement and materiality assessment are also informative for the Board to identify and prioritise the relevant ESG risks.

Since FY2020 when the Group set its sustainability roadmap, in order to monitor the progress against the strategic targets, the Group has launched an execution plan together with a well-organised management task force structure.

### III. 深耕可持續發展

#### 我們的可持續性方式

本集團以可持續發展為其商業宗旨，為實現其戰略目標，尤其貫徹落實「華寶可持續發展目標規劃（2020至2025年）」，本集團建立了一套良好的管治體系，並利用標準化的關鍵績效指標衡量取得的進展及評估付出的努力。

本集團確保以負責任的方式管理和監督其營運，在整個組織內設有清晰的結構和流程。憑藉其穩健的可持續發展戰略和管理管治結構，本集團確保可以有效地實施其可持續發展政策和行動，並及時發現和管控與ESG相關的潛在風險和機遇。

在華寶，董事會負責監督本集團的ESG事務，還負責監督將集團的可持續發展原則融入核心流程。董事會跟隨聯交所發佈的《在ESG方面的領導角色和問責性》和《邁向良好的企業管治及ESG管理》中的重點，履行本集團ESG戰略、報告並確定可持續發展的管理方法。管理團隊負責監督日常業務營運，並制定明確的績效指標以跟蹤進度。同時，華寶的每一位員工亦應盡力履行其工作責任，並致力於提高效率、安全和資源節約。

本集團不時組織與ESG相關的培訓計劃，以確保董事會、管理層和普通員工能有效執行可持續發展目標和ESG政策。本集團這些安排有助董事會與管理層把握可持續發展趨勢，並有利於他們對戰略規劃和集團ESG實踐監督履行全部責任。此外，年度利益相關者參與和重要性評估的結果也為董事會識別相關ESG風險並確定其優先級提供了信息。

自2020財年本集團制定了明確的可持續發展路線圖以來，為了監控戰略目標實現進度，本集團已制定執行計劃，並完善相關的管理工作團隊架構。



## MANAGEMENT TASK FORCES FOR SUSTAINABILITY GOALS 可持續發展目標管理工作組

### THE GROUP TASK FORCE 集團工作組

Chaired by Board members, it is responsible for overseeing and reviewing the progress of the plans and providing insights for improvement.

由董事會成員主持，負責監督及審視計劃進展，並提供改進建議。

### THE BUSINESS SEGMENT TASK FORCE 業務板塊工作組

Comprised of the senior management teams of various business segments, it is responsible for supervising the communication of the targets across the Group, implementing actions to pursue the goals and reporting on the progress to the Group Task Force.

由各業務板塊的高級管理團隊組成，負責對集團內部目標的溝通進行指導，執行追尋目標達成的行動以及向集團工作組匯報進度。

The Group implements the accountability system across the entire organisation. Through defining clear roles of the Board, the management and the task force in ESG matters, the Group strives to promote the mindset shift in its operations thereby building resilience throughout its business.

本集團在整個企業內落實問責制，透過明確 ESG 事務中董事會、管理層和工作組所扮演的角色，從而促進業務中的思維轉變及業務韌性建設。

## The Board 董事會

- Oversees the assessment of the Group's environmental and social impacts  
監督本集團的環境和社會影響的評估
- Optimises the business strategy and development plans to adopt the evolving ESG risks and opportunities regarding the market needs and regulatory environment  
優化業務戰略及發展計劃，以應對與市場需求和監管環境相關不斷變化的 ESG 風險和機遇
- Proposes long-term sustainability plans, strategies and targets with an evaluation of attainability and monitors the progress through well-defined KPIs  
提出並審查長期可持續發展規劃、戰略和目標，評估其可行性，並透過設立的關鍵績效指標監控進度
- Reviews and validates the materiality assessment outcome  
審閱並批核重要性評估結果
- Fosters a corporate culture and business purpose from the top to facilitate the integration of the ESG considerations  
從上而下樹立企業文化和商業宗旨，促進在營運中納入 ESG 考量
- Reviews the sustainability performance on a semi-annual basis and the performance changes of the corresponding period of previous years  
每半年對可持續發展表現進行審查，並與以往同期水平進行比較



## Management 管理層

- Ensures and tracks the effective implementation of corporate policies in sustainability management  
確保並追蹤可持續發展管理中企業政策的有效實施
- Optimises operational models and process to address environmental and social risks  
優化營運模式和流程，以應對環境和社會風險
- Coordinates various business divisions and departments in the Group's sustainability building process  
在集團可持續發展過程中協調不同業務單位和部門
- Reports the progress of sustainable development to the Board for review and executes the further instructions from the Board  
向董事會報告可持續發展進度以供審核並執行進一步的指示

## ESG Work Group ESG 工作組

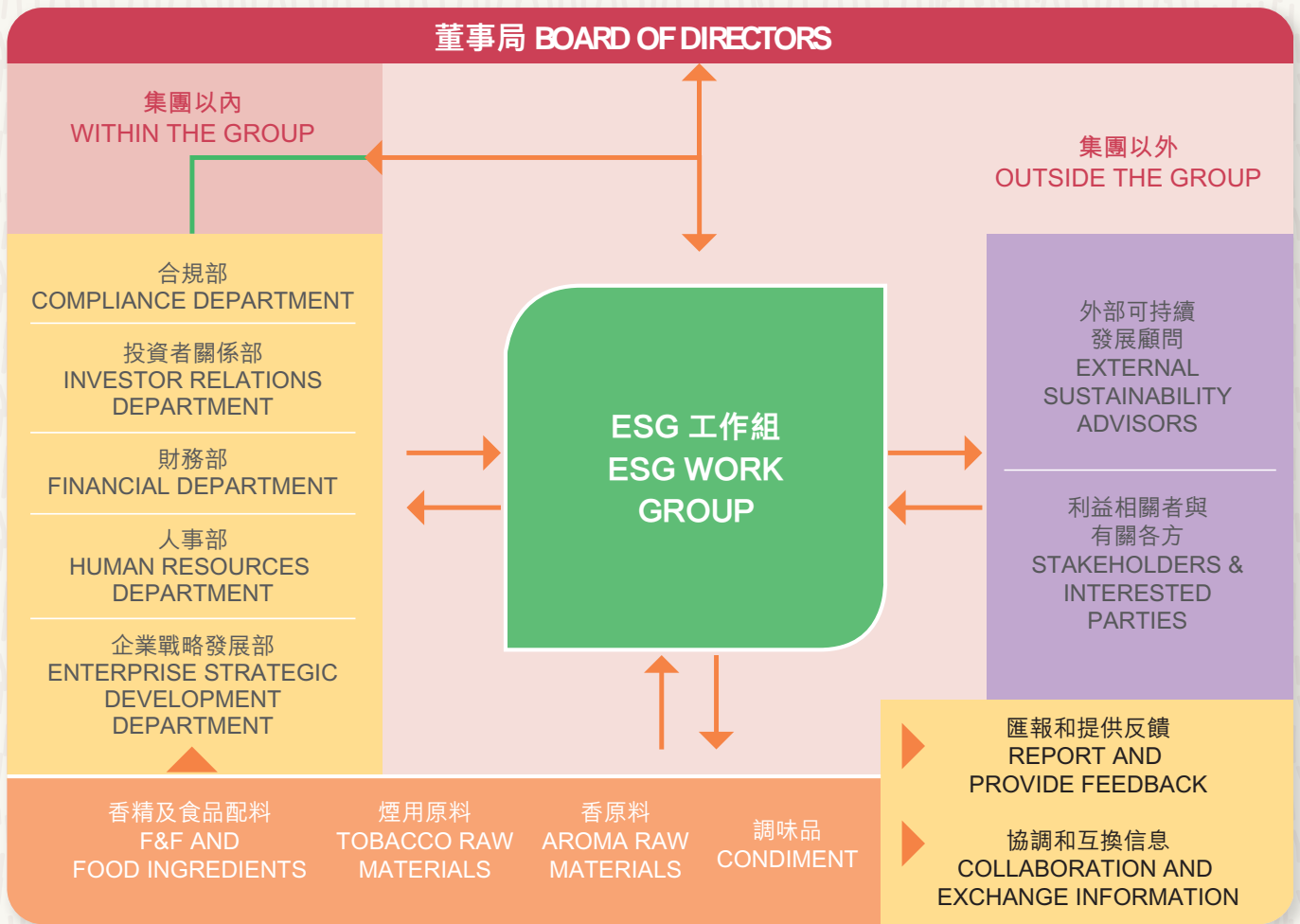
- Formed by professionals specialising in business sustainability and corporate social responsibility ("CSR"), including:  
由業務可持續發展和企業社會責任專業團隊組成，包括：
  - Compliance Department: Oversee the compliance of ESG issues of the Group  
合規部：對ESG問題的合規進行監督
  - Investor Relations Department: Coordinate specific ESG matters with different teams, departments and subsidiaries  
投資者關係部：與不同的團隊、部門和子公司協調具體的ESG事宜
  - Financial Department and Human Resources Department: Provide administrative and training support  
財務部及人事部：提供行政及培訓支援
  - Strategic Department: Gathers the latest ESG news in the market and circulates the material to the Board for internal training. Continuously optimise the corporate ESG strategy according to its situation  
戰略部：整理市場中最新的ESG新聞，並將重要信息整理分派給董事會進行內部培訓。根據企業情況，不斷優化其ESG戰略
- Ensures the effective implementation of the Group's sustainability and ESG management throughout all business segments  
負責確保本集團所有業務部門可持續發展和ESG管理的有效實施

Meanwhile, the Group reckons that to enhance barrier-free communication, awareness raising and informed decision making, a structured and transversal approach is critical. As such, throughout these years, the Group has been making use of the following structure to accelerate ESG integration and drive transformation.

同時，本集團明白為實現無障礙溝通、提高相關意識及知情決策，一個結構化和橫向的交流方式十分重要。因此，在過去數年間，本集團利用如下所示的ESG管治結構，加速集團的ESG整合及轉型。



華寶國際控股有限公司  
HUABAO INTERNATIONAL HOLDINGS LIMITED





## Working Towards SDGs

In addition to its five pillars of sustainability, namely Environmental Adaptability, Product Responsibility, Client First, Commitment and Governance Effectiveness, the Group has also been actively staying aligned with internationally recognised sustainability frameworks, aiming to map out the Group's actions on global sustainable development and maximise the value of corporate sustainability to support both internal decision making and external reporting requirements. The Group also believes that through using globally standardised and harmonised indicators, it can communicate more consistently and effectively with its stakeholders about its ESG impact and performance.

The "2030 Agenda for Sustainable Development"\* is the world's blueprint to achieve a better and more sustainable future for all. As an enterprise that aims to contribute to the SDGs, the Group is committed to aligning its ESG impacts with the sub-targets and indicators under SDGs, thereby facilitating the "coordinated symbiosis" of economic growth and sustainability.

Since FY2020, the Group has been committed to working towards the full set of 17 SDGs further polishing its focus on areas that it can generate most contribution to. Through engaging stakeholders and combining the Group's internal impact assessment, the Group identifies "SDG 3: Good Health and Well-being" and "SDG 12: Responsible Consumption and Production" as its prioritised focuses. Meanwhile, the Group is also continuing its contribution to the secondary tier of SDGs as always.

## 向可持續發展目標前行

除了其可持續發展的五大支柱外(即環境適應力、產品責任、客戶至上、社會承諾以及有效的管治)，本集團還積極與國際公認可持續發展框架保持一致，從而制定集團在全球可持續發展方面的行動，並將企業可持續性價值最大化，以支持內部決策和外部報告要求。本集團相信，透過使用全球標準化和統一的指標，其能與利益相關者就其ESG影響和表現進行更加一致、有效的溝通。

「2030年可持續發展議程」\*是為所有人創造更美好、更可持續未來的世界藍圖。作為一家致力於為可持續發展目標做出貢獻的企業，本集團致力於將其ESG影響與可持續發展目標下的子目標和指標結合，從而促進經濟增長及可持續發展的協調共生。

自2020財年以來，本集團一直將其ESG管理和績效錨定在所有17個可持續發展目標框架內，並希望進一步將重點放在能夠產生最大貢獻的領域。通過聆聽利益相關者的意見並結合集團內部影響評估，本集團將「可持續發展目標 3：良好的健康與福祉」及「可持續發展目標 12：負責任的消費和生產」確定為其優先重點。與此同時，本集團也一如既往地為其他次要的可持續發展目標做出貢獻。

\* For more information, please refer to: <https://sdgs.un.org/2030agenda>

\* 更多詳情請參閱<https://sdgs.un.org/zh/2030agenda>



## Prioritised SDGs 優先可持續發展目標

	<b>Our Policies/Commitments/Targets</b> 我們的政策、承諾、目標	<b>Metrics for Evaluation (Highlight)</b> 評估指標 (亮點)
<p><b>Ensure healthy lives and promote well-being for all at all ages</b> 確保健康及促進各年齡層的福祉</p>	<p>In 2022, the widespread of the pandemic was still impacting the daily lives and normal business operations. To safeguard the health of its employees, the Group continued to implement its guidelines and manuals for epidemic prevention and control, while ensuring its staff are fully vaccinated.</p> <p>Meanwhile, the Group also implements a series of internal policies with regard to occupational health and safety, aiming to support its employees' health and wellness.</p> <p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>- Zero accidents on any level specified in the Regulations on the Reporting, Investigation and Disposition of Work Safety Accidents</li> <li>- Zero accidents on any scale that               <ul style="list-style-type: none"> <li>o cause death</li> <li>o cause property loss of RMB100,000 or more</li> <li>o cause serious injuries of 3 people or more</li> <li>o involve 10 or more people with minor injury and severe wound</li> </ul> </li> </ul> <p>在2022年，廣泛的疫情仍然影響著大眾的日常生活及企業的正常運作。為保障員工的健康，本集團繼續執行其疫情防控指南和手冊，並同時確保員工全面接種疫苗。</p> <p>此外，本集團亦落實一系列的內部職安健政策，旨在支援員工的健康與福祉。</p> <p><b>目標：</b></p> <ul style="list-style-type: none"> <li>- 不發生《生產安全事故報告和調查處理條例》所規定的任何事故等級的事故</li> <li>- 不發生任何以下規模的事故：               <ul style="list-style-type: none"> <li>o 造成人員死亡</li> <li>o 造成財產損失10萬人民幣及以上</li> <li>o 造成3人及以上重傷</li> <li>o 造成輕傷和重傷合計10人及以上</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Benefits that are standard for full-time employees of the Group including:               <ul style="list-style-type: none"> <li>o Life insurance</li> <li>o Health care</li> <li>o Parental leave</li> <li>o Retirement provision</li> </ul> </li> <li>- Types of injury, injury rate (IR) and work-related fatalities suffered by the Group's employees arising out of the course of employment</li> </ul> <ul style="list-style-type: none"> <li>- 本集團全職員工的標準福利包括：               <ul style="list-style-type: none"> <li>o 人壽保險</li> <li>o 健康保健</li> <li>o 育嬰假</li> <li>o 退休金</li> </ul> </li> <li>- 在僱用過程中，本集團員工遭受的傷害類型、工傷率及與工作有關的死亡事故</li> </ul>



**Our Policies/Commitments/Targets**  
我們的政策、承諾、目標

**Metrics for Evaluation**  
**(Highlight)** 評估指標(亮點)

**Ensure sustainable consumption and production patterns**

確保永續消費及生產模式

The Group focuses on resource conservation and efficiency improvement. Striving for better energy management, some of the Group's subsidiaries were ISO50001 certified.

Apart from strengthening internal training to raise conservation awareness, the Group also encourages factory teams, office staff and external professionals to exchange knowledge through training and dialogues, aiming to launch more energy-saving and recycling schemes across the Group.

The Group is committed to securing a strategic and circularity-oriented approach to planning and managing its production, performing office operations and making business decisions with regard to resource efficiency, including energy, raw materials, water and other resources.

本集團專注於資源節約和效率改善。為了更好地管理能源，本集團的部分子公司更獲得 ISO 50001 的認證。

除加強內部訓練以提升節約能源意識外，本集團更鼓勵工廠團隊、辦公室工作人員和外部專業人員通過培訓和對話的方式交流知識，旨在於整個集團範圍內發起更多有關節能和循環利用計劃。

本集團致力於通過戰略層面和以循環為導向的方法，計劃和管理其生產、管理辦公室營運以及就包括能源、原材料、水等資源在內的資源效率進行業務決策。

- % of recycled input materials used by the Group in its production
- Total energy consumption of the Group
- Total volume of water recycled and reused by the Group
- Total amount of paper recycled by the Group

- 本集團在生產中使用再生原料的百分比
- 本集團內的總能源消耗
- 本集團循環和再利用的總水量
- 本集團回收的紙張數量



## Secondary SDGs 次要可持續發展目標

	<b>Our Policies/Commitments/Targets</b> 我們的政策、承諾、目標	<b>Metrics for Evaluation (Highlight)</b> 評估指標 (亮點)
 <p><b>End poverty in all its forms everywhere</b> 消除各地一切形式的貧窮</p>	<p>Under the national initiative to eradicate extreme poverty, the Group aims to contribute to lifting more people out of poverty and improving people's living conditions.</p> <p>為響應國家消除極端貧困的目標，本集團致力於幫助更多的人擺脫貧困，並改善人們的生活條件。</p>	<ul style="list-style-type: none"> <li>- Donations and activities in which the Group participated to eliminate poverty</li> <li>- 本集團參與有關消除貧困的捐款和活動</li> </ul>
 <p><b>End hunger, achieve food security and improved nutrition, and promote agriculture</b> 消除飢餓，實現糧食安全，改善營養及促進永續農業</p>	<p>As an enterprise engaged in the design and production of flavours and fragrances, additives, ingredients and condiments that are widely used in the food products, the Group is committed to leading the taste-based fast-moving products industry towards the mission of "making life greener, more nutritious and healthier" through continuous investment in research and development of natural, healthy and nutritious products.</p> <p>Meanwhile, the Group also raises the awareness of employees on health issues including nutrition through training, counselling and other workplace programmes.</p> <p>作為從事被廣泛用於食品的香精、添加劑、成分和調味品的设计和生產型企業，本集團通過持續投入研發天然、健康、營養的產品，致力於引領味覺系快速消費品行業向實現「更加綠色、營養和健康生活」的使命邁進。</p> <p>同時，本集團還通過培訓、諮詢和其他工作場所計劃，提高員工對包括營養在內等健康問題的認識。</p>	<ul style="list-style-type: none"> <li>- Number of nutrition-oriented products that the Group has developed through research and innovations</li> <li>- 本集團通過研究和創新開發的以營養為導向的產品數量</li> </ul>





**Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all**

確保有教無類、公平以及高品質的教育，以及提倡終身學習

The Group is dedicated to proactively launching training programs that equip its employees with expertise in improving the quality of their daily tasks and the products. In FY2022, the Group arranged more than 48,000 hours of training for its employees, which cover a whole spectrum of aspects from business professional knowledge to management skills.

Furthermore, the Group expands its training and capacity building scope to its business partners who are expected to become more skilled and knowledgeable workforce to lead to higher motivational and professional levels in projects.

本集團致力於積極開展培訓計劃，使員工在提高日常任務和產品質量方面具備專業技能。2022財年，本集團為其員工安排了超過48,000小時的培訓，當中內容涵蓋全面，從營運相關的專業知識，乃至管理技巧都有覆蓋。

此外，本集團將培訓和能力建設的範圍擴大至其業務合作夥伴，旨在讓其技術更加熟練、知識更加淵博，進而激勵其對項目的投入度和專業水準。

- Average hours of training that the Group's employees undertook during the reporting year, by:
  - o Gender
  - o Employee category
  - o Position type
- Details on the type of policies implemented and/or training provided along the value chain during the reporting year
- 本集團員工在報告年度內接受的平均培訓時數，按以下類別分類：
  - o 性別
  - o 員工類別
  - o 職位類型
- 報告年度內為其價值鏈執行政策以及／或提供培訓類型的詳細信息



**Achieve gender equality and empower all women and girls**

實現性別平等，並賦予女性權力

The Group strives to promote human rights within the value chain and is committed to eliminating any form of gender discrimination via sound employment policies. The Group's business partner is also required to ensure its subcontracted workforce are protected as their own employees.

The Group's human resources department regularly reviews the gender equality within the Group and takes necessary measures to prohibit gender-based discrimination. Corrective actions will be taken where needed to improve the gender balance amongst employees and executive management.

本集團竭力在其價值鏈中推廣人權保護，並於通過健全的就業政策消除任何形式的性別歧視。本集團的業務合作夥伴須確保保護自己的員工及分包員工。

本集團的人力資源部定期審查本集團內的性別平等情況，並採取措施以禁止性別歧視。在必要時亦會採取糾正措施，以維持員工與管理層中的性別平衡。

- Total number of employees that have been entitled to parental leave by gender
- The frequency of periodic equal pay reviews/audits, with items reviewed/audited including basic pay, overtime and bonuses
- Number of suppliers/subcontractors identified that involved in any dispute of gender discrimination cases
- 按性別分列的有權請產假的僱員總數
- 定期進行同工同酬審查／審計的頻率，所審查／審計的項目包括基本工資、加班費和獎金
- 被確定參與任何性別歧視爭端的供應商／分包商的數量



**Ensure availability and sustainable management of water and sanitation for all**

確保所有人都能享有水及衛生及其永續管理

The Group reckons that improving water efficiency and sanitation facilities are a prerequisite to deliver on the SDGs and has set ambitious and appropriate short-term and long-term water targets in evaluating the performance of its various business segments as being demonstrated in its 2025 Huabao Sustainable Development Goals.

本集團相信提高用水效率和加強衛生設施的投資是實現可持續發展目標的先決條件，並已制定長遠且合理的短期和長期用水目標，用以評估各業務板塊的表現（如華寶2025年可持續發展目標所述）。

- Group-wide water accounting
- Average training hours on hygiene and awareness building of water conservation
- Details of projects related to water-saving technologies, facilities or development of awareness campaigns in which the Group has either held or engaged

- 集團範圍內的用水核算
- 關於衛生和節水意識建設的平均培訓時間
- 本集團舉辦或參與的節水技術應用、設施建設或開展宣傳活動的項目細節



**Ensure access to affordable, reliable, sustainable and modern energy for all**

確保所有的人都可取得負擔得起、可靠的、永續的、以及現代的能源

The Group is committed to assessing the available refurbishment and retrofitting interventions related to environmental risks, so as to optimise energy efficiency and minimise its GHG emissions and materials used during operations and production. Meanwhile, the “Quality, Environment, Health, Food Safety and HACCP Management Policy”, specifically requires the equipment department to adopt “green lighting” in order to achieve energy conservation.

本集團致力於評估與環境風險相關可行的翻新和改造措施，以優化能源效率，並最大程度地減少在營運和生產過程中的溫室氣體排放量和資源消耗。同時，本集團的「質量、環境、健康、食品安全和 HACCP 管理方針」特別要求設備部採用「綠色照明」，以實現節能。

- Total energy consumption within the Group
- Initiatives in which the Group participated with partners or launched by the Group to push for energy conservation and renewable energy application

- 本集團內的總能源消耗
- 由本集團與合作夥伴共同參與或僅由本集團發起的以促進節能和可再生能源應用的倡議



**Promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all**  
 促進包容且永續的經濟成長，達到全面且有改善的就業，讓每個個人都有一份好工作

The Group perseveres in ensuring that the basic labour rights can be protected and promoted through the development, refinement and implementation of internal policies.

Meanwhile, the Group is committed to extending its ethical standards to all its service providers and subcontractors which are required to abide by applicable laws relating to the workers' rights. The Group's supplier selection and supply chain management policies clearly regulate that all selected suppliers be required to comply with national laws and regulations in terms of respect for labour rights and other social risk factors. During the audit process, any suppliers who have been involved in any potential risks of violating basic labour rights will not be considered in collaboration.

本集團堅持通過制定、完善和執行內部政策，保護和促進基本勞工權利。

同時，本集團致力於將其道德標準擴展至所有服務提供商和分包商，要求其必須遵守與勞工權利有關的適用法律。本集團的供應商選擇和供應鏈管理政策明確規定，所有選擇的供應商在尊重勞工權利和其他社會風險因素方面均須遵守國家法律和法規。在審核過程中，本集團拒絕與任何涉及違反基本勞工權利及潛在風險的供應商合作。

- Average working hours per week, including overtime
- Ratio of the basic salary and remuneration of women to men for each employee category by significant locations of operation
- Number of suppliers that have been involved in the lawsuits and disputes of salary payment, recruitment, dismissal or working conditions and accommodation

- 每周平均工作時間，包括加班
- 按重要營運地點分列的每個僱員類別的女性和男性基本工資和薪酬的比率
- 涉及工資支付、招聘、解僱或工作條件和住宿訴訟及糾紛的供應商數量



**Build resilient infrastructure, promote inclusive and sustainable industrialisation, and foster innovation**  
 建立具有韌性的基礎建設，促進包容且永續的工業，並加速創新

Over the years, the Group has launched many new products through R&D and innovated in energy efficiency, equipment safety, smart metering and circularity measures. To standardise the patent management, promote technological innovation, form core independent intellectual property rights, advance production progress and improve the market competitiveness and economic benefits, the Group has formulated and implemented internal policies strictly.

多年來，本集團通過研發推出許多新產品，並在能效、設備安全、智慧計量和循環舉措方面進行創新。本集團嚴格制定和實施內部政策，以規範專利管理、促進科技創新、形成核心自主知識產權、促進生產進步、提高市場競爭力和經濟效益。

- Investment in equipment upgrade, R&D, innovation retrofitting towards through energy efficiency and clean technology
- Information on the innovative products launched during the reporting year

- 通過提高能效和清潔技術創新，對於設備升級、研發和改造的投資
- 報告年度內推出的創新產品信息



**Reduce income inequality within and among countries**  
減少國內及國家間收入不平等

The Group is committed to promote equality in workplace by eliminating all forms of discrimination. The Group respects every employee and provides equal opportunities for all, while assuring that non-discrimination across all its business operations and the entire value chain.

The Group also works with NGOs and local governments to help indigenous underprivileged people through financial support to create job opportunities, provide educational resources and lift impoverished people out of poverty.

本集團致力於在工作場所倡導平等，消除任何潛在偏見。本集團尊重每位員工並為其發展提供平等機會，勉力確保其所有業務不存在歧視，並將該政策擴展至整個價值鏈。

本集團一直在與非政府組織和地方政府合作，通過財政支持幫助當地貧困人口創造就業機會，提供教育資源，使其擺脫貧困。

- Amount of financial donations made by the Group to support the vulnerable
- Total number and rate of new employees hired by the Group during the reporting period by region

- 本集團為支持弱勢群體的捐款金額
- 報告期內本集團按地分別列的新員工總數和比例



**Make cities and human settlements inclusive, safe, resilient, and sustainable**  
推進城市與人類居住具包容，安全，韌性及永續性

The Group is committed to understanding and addressing the impact of business activities on adjacent communities and benchmarking its own operations with leading practices from industry groups to support local economic development.

本集團致力於理解和應對商業活動對鄰近社區的影響，並參考行業的領先實踐，衡量自己的營運，支持地方經濟發展。

- Participation and investment in supporting the development of local infrastructure and economy

- 參與和投資以支持當地基礎設施建設和經濟發展



**Take urgent action to combat climate change and its impacts by regulating promoting developments in renewable energy**  
 採取緊急措施，  
 通過控制排放和  
 推進可再生能源的  
 發展以應對氣候  
 變遷及其影響

In response to the national pledge to achieve carbon neutrality by 2060, the Group has set appropriate long-range carbon targets, and made assessments on the potential business implications of climate-related risks and opportunities with reference to TCFD frameworks.

為響應國家2060年實現碳中和的承諾，本集團設定了合理而長遠的減碳目標，並參考氣候相關財務信息披露工作組框架，評估與氣候相關的風險和機遇的潛在商業影響。

- Scope 1 and Scope 2 GHG emissions intensity ratio and breakdown of the Group
- Comparison of GHG emissions performance of the Group with the previous financial year
- 本集團範圍1和範圍2溫室氣體排放強度及明細
- 本集團溫室氣體排放表現與上一個財政年度的比較



**Conserve and sustainably use the oceans, seas and marine resources for sustainable development**  
 保育及永續利用海洋與海洋資源，以確保可持續發展

The Group contributes to the protection of marine and coastal ecosystems through improved waste and wastewater management. The Group sets and strictly implements its internal policies, resolutely eliminates any instances of illegal dumping or discharge of waste that may contaminate water bodies.

本集團通過改善廢棄物和廢水管理，為保護海洋和沿海生態系統做出貢獻。本集團制定並嚴格執行內部政策，堅決杜絕任何可能污染水體的非法廢棄物傾倒或排放。

- Total volume and detailed recordings of the Group's waste and sewage discharged by:
  - o Destination
  - o Quality and treatment method
- 本集團排放的廢棄物和污水的總量：
  - o 棄置地
  - o 質量及處理方法



**Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss**

保護、維護及促進陸域生態系統的永續使用，永續的管理森林，對抗沙漠化，終止及逆轉土地破壞，並阻止生物多樣性的喪失

The Group aims to preserve land biodiversity by increasing vegetated areas through tree planting and partnering with professional organisations and stakeholders to promote the conservation of terrestrial ecosystems. The Group adheres to the idea of “safety first, ecology first and green development” to set up the “List of Laws and Regulations” and “Main Pollutants and the Emission Standards for Implementation”.

本集團旨在通過植樹造林增加植被面積，並與專業組織和利益相關者合作，以促進對陸地生態系統的保護。本集團堅持「安全第一、生態優先、綠色發展」的理念，並制定「法律、法規清單」及「主要污染物及其執行排放標準」。

- Total number of trees planted directly or contributed to indirectly by the Group
- Details of the engagement in which the Group has worked with external organisations/ individuals to encourage and support initiatives to preserve land biodiversity, including sustainable forest management practices
- 本集團直接或間接種植的樹木總數
- 本集團與外部組織／個人合作以鼓勵和支持旨在保護土地生物多樣性方面的倡議細節，包括可持續森林管理實踐



**Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels**

促進和平且包容的社會，以可持續發展；提供司法渠道給所有人；在所有階層建立有效的，負責的且包容的制度

Through the adoption and implementation of adequate internal control, anti-corruption policies, ethics and compliance programs, the Group regulates the behaviour of its employees in work and collaboration with external parties.

In FY2022, the Group arranged around 20 anti-corruption related training and seminars to over 110 management staff to raise their awareness towards corrupt practices.

通過採用和實施適當的內部控制、反腐敗政策、道德操守和合規計劃，本集團規範其員工的工作行為以及與外部各方的協作。

2022財年，本集團為超過110名管理人員安排了約20場反貪污相關的培訓及講座，用以提高彼等對貪污腐敗行為的敏感性。

- Number of anti-corruption training provided for the Group's staff
- Total number and % of governance body members and general staff of the Group received training on anti-corruption
- Details of the total number and nature of confirmed incidents of corruption of the Group during the reporting year

- 本集團員工接受的有關反貪污的培訓數目
- 接受過反腐敗培訓的本集團治理團隊成員和一般職員的總數和百分比
- 報告年度內本集團已確認腐敗事件的總數和性質的詳細信息



**Strengthen the means of implementation and revitalise the global partnership for sustainable development**

強化可持續發展執行方法及活化可持續發展全球夥伴關係

With years' experience of community investment and engagement, the Group has translated its social commitments into actions through making appropriate plans, launching meaningful programmes and putting the welfare of people in the community at heart. The Group is committed to improving the mobilisation of resources through cooperating with the national and local governments and actively participating in joint development programmes that respond to the needs and interests of disadvantaged people.

憑藉多年來在社區投資和參與方面的經驗，本集團通過制定合理的方案，發起有意義的活動以及把社區居民的福祉放在首位，將其社會承諾轉化為行動。本集團致力於與國家和地方政府展開合作，提高資源分配和調度，積極參與聯合發展計劃，旨在滿足弱勢群體的需求和利益。

- Amount of investment in or manpower allocated to the programmes in supporting the development of local communities

- 為支持當地社區發展，投資和人力貢獻的總數



## IV. ENVIRONMENTAL SUSTAINABILITY

As a fragrance and taste enterprise, Huabao places great value on nature. In view of the alarming degradation of natural environment, the Group reckons that it has a role to play in conservation and even restoration, especially in areas where the Group operates. Thus, as its basic commitment, the Group complied with the relevant environmental laws and regulations in Hong Kong, Mainland China and other operating regions, which detail can be found in Appendix V as set out on page 103.

This section primarily discloses the Group's policies, practices, and quantitative data on emissions, use of resources, the environment and natural resources, as well as climate change in FY2022.

### Minimising our emissions

In FY2022, the Group was in compliance with the material laws and regulations in relation to air and GHG emissions, discharges into water and land, generation of hazardous and non-hazardous wastes, and noise that have a significant impact on the Group. Sticking to the vision of sustainable development, the Group has implemented various measures to mitigate its significant impacts on the environment, thereby facilitating the building of ecological civilisation.

Given the nature of the Group's business, air emissions mainly came from the fuel combustion for the operations of boilers, machinery, vehicles and other operating processes. In FY2022, the air emissions of sulphur oxides ("SO<sub>x</sub>"), nitrogen oxides ("NO<sub>x</sub>") and particulate matter ("PM") amounted to 1,994 kg, 4,686 kg and 672 kg, respectively. In FY2022, the GHG emissions from the Group were primarily due to the combustion of fossil fuels and the purchase and consumption of electricity in the manufacturing operations and transportation. Specifically, the Group's total GHG emissions were 49,217 tonnes CO<sub>2</sub>e, with an intensity of 12.85 tonnes CO<sub>2</sub>e/million RMB. The Group also generated certain amounts of solid wastes and wastewater from its offices and factories. Precisely, a total of 563 tonnes of non-hazardous solid wastes and 192 tonnes of hazardous solid wastes were generated during the Group's operations in FY2022. In terms of the sewage, a total of 658,392 m<sup>3</sup> wastewater including 556,649 m<sup>3</sup> of non-hazardous wastewater and 101,744 m<sup>3</sup> of hazardous wastewater were generated during the Group's operations. More detail regarding the Group's total emissions in FY2022 and comparison figures from FY2021 can be found in Table 1 in Appendix III as set out on page 93.

\* Values may not add up due to rounding  
由於四捨五入的關係，數字相加結果可能不等於所列總數

## IV. 環境可持續發展

作為一家香精及味覺類食品企業，華寶非常重視自然。眼見自然環境正在以令人擔憂的速度惡化，本集團相信其在保護甚至恢復環境方面擔當著重要的角色，尤其是在集團經營的所在地區。因此，作為其基本承諾，本集團遵守香港、中國內地及其他經營地區的相關環境保護法律法規，詳情請參閱第103頁的附錄五。

本節主要披露本集團在2022財年有關排放、資源使用、環境及天然資源以及氣候變化方面的政策、常規和量化數據。

### 減少我們的排放

於2022財年，本集團於日常營運中已基本遵守相關的國家及地方環境法律，尤其是遵守有關廢氣及溫室氣體排放、向水及土地排污、有害和無害廢棄物的排放以及噪音等對本集團有重大影響的重要法律法規。本集團堅持可持續發展理念，已實施一系列舉措減少對環境的影響，從而促進生態文明建設。

鑒於本集團的業務性質，廢氣排放主要來自鍋爐、機械設備、車輛和其他操作過程的燃料消耗。於2022財年，硫氧化物（「SO<sub>x</sub>」）、氮氧化物（「NO<sub>x</sub>」）和顆粒物（「PM」）廢氣排放量分別為1,994千克、4,686千克以及672千克。於2022財年，本集團的溫室氣體排放主要是由於化石燃料的燃燒以及製造和運輸過程中電力的購買和消耗。具體而言，本集團的溫室氣體總排放量為49,217噸二氧化碳當量（「CO<sub>2</sub>e」），強度為12.85噸CO<sub>2</sub>e/百萬人民幣。本集團也在其辦公室及工廠產生一定數量的固體廢棄物及廢水。具體而言，2022財年本集團營運期間共產生563噸無害固體廢棄物和192噸有害固體廢棄物。在污水方面，本集團營運期間共產生658,392立方米廢水，其中包括556,649立方米無害廢水及101,744立方米有害廢水。有關本集團2022財年總排放量的更多詳細信息以及2021財年的比較數據，請參見第93頁附錄三中的表1。

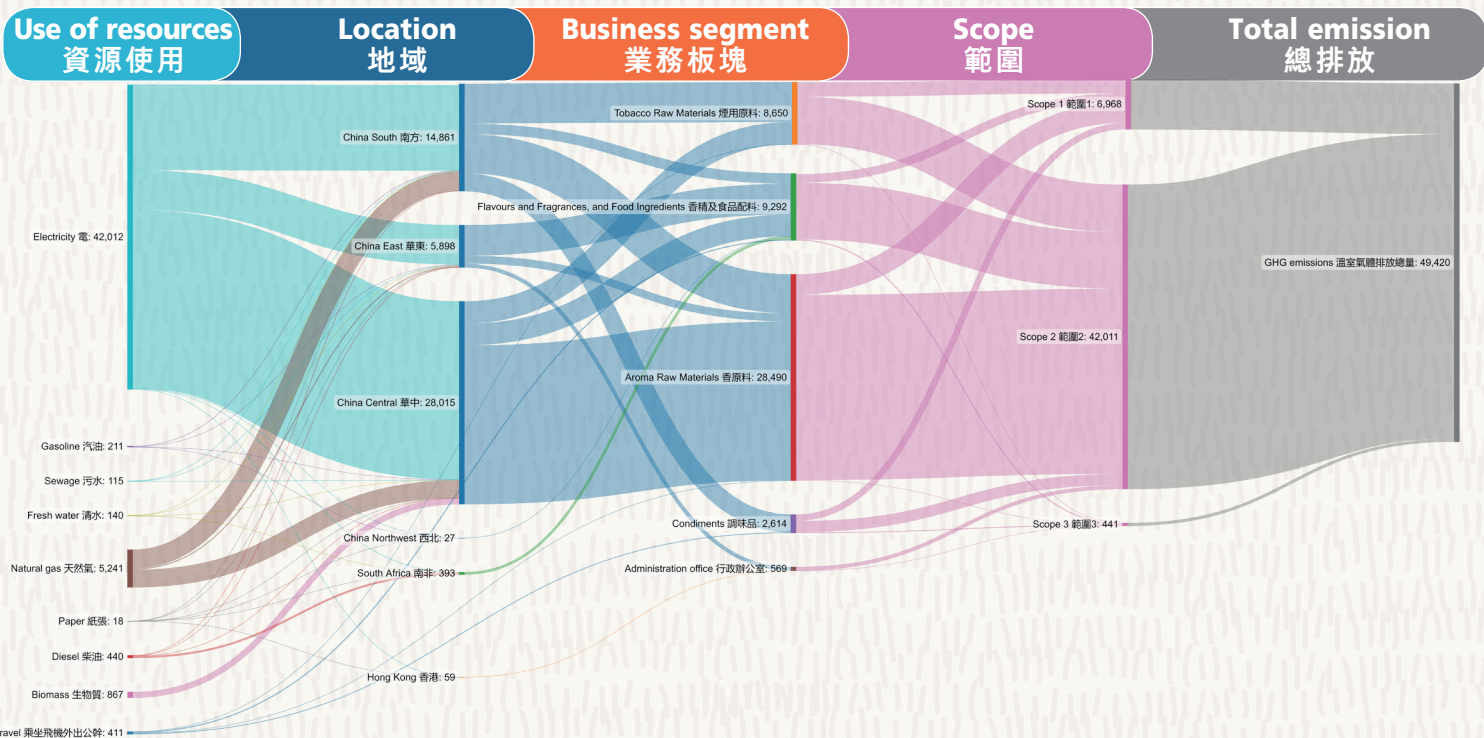




To better illustrate the GHG emissions of the Group, especially from the perspective of geographical locations, business segments, use of resources, and emission scopes, a GHG emissions Sankey diagram is formulated to visualise the patterns of corporate GHG emissions with the width of the flows representing the magnitudes of the amount of emissions.

為更好地展現本集團溫室氣體排放的細節，特別是從地理位置、商業板塊、資源使用和排放範圍方面，本集團繪製了溫室氣體排放桑基圖。該桑基圖利用流量的寬度代表排放量的大小，將企業溫室氣體排放的現狀更具體化地表現出來。

unit : tonnes CO<sub>2</sub>e  
單位：噸CO<sub>2</sub>e



### Air & GHG Emissions

Air emissions, specifically the exhaust gases including SO<sub>x</sub>, NO<sub>x</sub> and PM were primarily generated during the combustion process of boilers, industrial operations and transportation. It is worth noting that the Group recorded outstanding declines in regards of the amount of SO<sub>x</sub>, NO<sub>x</sub> and PM emitted in the reporting year by 81%, 70% and 73% respectively, principally due to the full completion of the transformation of boiler fuel from coal to natural gas, which is a cleaner fuel with much less air pollutants, thus the corresponding emissions were greatly reduced. Meanwhile, contributed by the accomplished "coal-to-gas" transformation, the Group's Scope 1 (Direct Emissions) dropped by 32% in FY2022 as compared to that of FY2021, while the 39% decline in gasoline consumption contributed by the effective control of business vehicles use further lower the Group's GHG emissions.

### 廢氣及溫室氣體排放

廢氣排放，特別是SO<sub>x</sub>、NO<sub>x</sub>以及PM等廢氣主要於鍋爐的燃燒過程、工業生產和運輸過程中產生。值得注意的是，本集團報告年度SO<sub>x</sub>、NO<sub>x</sub>及PM排放量分別大幅下降81%、70%和73%，主要是由於本集團於2022財年全面完成了鍋爐「煤改氣」——即將鍋爐的燃料從煤轉為使用更清潔的天然氣，故此在排放工業廢氣上得以大量減少。同時，在全面「煤改氣」轉型的推動下，本集團的範圍一（直接排放）在2022財年相較於2021財年，下降了32%，而由於有效控制商務用車，汽油消耗量也同時下降了39%，更讓本集團進一步減少溫室氣體的排放。



Reckoning that its operations inevitably caused air and GHG emissions, the Group is committed to furthering its effort to control its emissions. In addition to the compliance with relevant national and local laws in controlling its exhaust gas emissions such as the “Emission Limits of Air Pollutants in Guangdong Province” (DB44/27-2001) (廣東省地方標準大氣污染物排放限值), business segments of the Group also implement a series of policies to effectively manage its environmental impacts caused by air emissions, which consist of measures in controlling the consumption of fuels, the pre-treatment of exhaust gas before discharge and the setting up of regular inspection system to monitor and evaluate the performance of emission control.

### F&F and Food Ingredients business

The production of this business is prone to emit air pollutants including unorganised discharge of organic volatiles. As such, relevant internal policies such as the “Sewage, Exhaust Gas and Noise Management Regulations” are strictly implemented with a dedicated post being set up to be responsible for the daily inspection, monitoring and management. Exhaust filter devices are in place for this business, while organic volatiles emitted in an organised manner is adsorbed by activated carbon and then discharged through an exhaust stack with a height of more than 15 meters to ensure compliance with the emission standards. Meanwhile, this business also adopts clean energy that meets environmental protection requirements as fuel to reduce the impact on the ambient atmosphere.

### Tobacco Raw Materials business

The main ambient emissions of this business arise from the emissions of its boilers. Therefore, since January 2021, the business has invested more than RMB6 million in renovating coal-fired boilers with gas boilers. With its full completion of renovation in 2022, this business has greatly reduced its impacts to the atmosphere. Besides, dust removal and desulfurization technology has also been adopted to reduce remaining emissions.

考慮到其營運不可避免地產生廢氣及溫室氣體排放，本集團致力於進一步控制其排放量。除遵守相關的國家及地方有關法規外例如《廣東省地方標準大氣污染物排放限值》(DB44/27-2001)，本集團各業務板塊亦實施一系列政策以有效管理廢氣對環境造成的影響，包括控制燃料消耗的措施、廢氣排放前的預先處理措施，以及用以監測和評估排放控制表現的定期檢查制度的建立。

### 香精及食品配料業務

本業務生產過程中容易產生空氣污染物包括無組織排放的有機揮發物，因此嚴格執行《污水、廢氣及噪聲管理規定》等相關內部政策，並設有專崗負責日常監查、監測與管理。本業務配有廢氣過濾裝置，有組織排放的有機揮發物將通過活性炭吸附後經高度達15米以上的排氣筒進行排放，確保符合排放標準。同時，本業務亦採用滿足環保要求的潔淨能源作為燃料，減少對大氣環境的影響。

### 煙用原料業務

本業務的主要大氣排放來源於鍋爐產生的廢氣。因此，自2021年1月起，本業務已投資6百多萬元人民幣進行改造，將鍋爐車間由原煤炭改為天然氣，並於2022年全面完成改造，大大減少對空氣質量的影響。此外，本業務亦使用除塵脫硫工藝減少剩餘排放。



### Aroma Raw Materials business

Regenerative Thermal Oxidizer (“RTO”) incinerators are installed in this business segment to uniformly treat air emission from each workshop, so as to ensure organised emissions comply with GB 14554-1993 and DB44/27-2001 second period secondary standards, while assuring the unorganised emissions meets the new, expanded and reconstructed factory secondary limits of the GB14554-93 “Emission Standards for Odour Pollutants”. Specific pre-treatments include combustion, removal of acid gas, dust, water mist and other impurities before emitted through the chimney. Airtight micro-negative pressure and activated carbon adsorption are also adopted in the storage and production workshops. In addition, this business also strives to control its air emissions through technical innovations to prevent air pollution of the workshops during the synthetic production processes.

### Condiments business

To effectively reduce boiler emissions, this business has enacted a programme to control the dynamic relationship between the gas intake and steam pressure so as to optimise the boilers’ operations. Meanwhile, this business has also planned to replace the burners of its gas boilers with low-carbon combustion technology in the coming year. Besides, to further lowering its emissions, this business has purchased four laser coding machines to replace the original inkjet printers thereby fulfilling the higher emission requirements.

In FY2022, despite the Group’s Scope 1 (Direct Emissions) and Scope 3 (Other Indirect Emissions) declined by 32% and 35% respectively, the Scope 2 (Energy Indirect Emissions) surged significantly by 73%, principally due to the electricity consumption of the newly acquired subsidiary Shanghai Yifang in the Flavour and Fragrances, and Food Ingredients business. In response to the national call of achieving carbon neutrality, the Group is committed to minimising its emissions at source from all three scopes during daily operations through improving the energy efficiencies of its facilities and actively exploring the adoption of renewable energy, as well as compensating for its carbon emissions through tree planting. Further actions are described in the next subsection under “Electricity” and “Other energy resources”.

### 香原料業務

本業務安裝了蓄熱式熱力焚化爐（「RTO」），對各車間廢氣排放進行統一處理，確保有組織廢氣排放符合GB 14554-1993和DB44/27-2001第二時段二級標準，而無組織廢氣排放符合GB14554-93《惡臭污染物》新、擴、改建廠界二級標準限值。具體的預處理包括燃燒、去除酸性氣體、粉塵、水霧等雜質，然後再通過煙囪排放。本業務的存儲和生產車間還採用密閉微負壓以及活性炭吸附處理技術。同時，本業務還致力於通過技術創新控制廢氣排放，以防止合成生產過程中車間所造成的空氣污染。

### 調味品業務

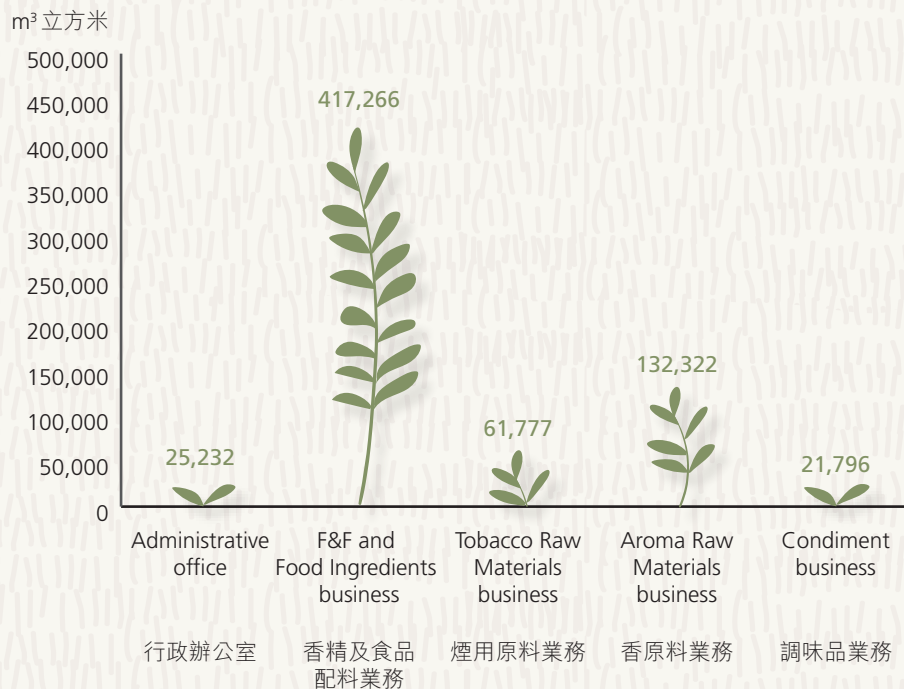
為有效減少鍋爐廢氣排放，本業務已制定相關程序來控制進氣量和蒸汽壓力之間的動態關係，以優化鍋爐的運行。同時，本業務亦已計劃在來年更換其燃氣鍋爐的燃燒機，改用低碳燃燒技術。另外，為致力於減少排放，本業務購入4台激光打碼機替代原有的油墨噴碼機，以滿足更高的廢氣排放要求。

於2022財年，儘管本集團溫室氣體排放範圍一（直接排放）及範圍三（其他間接排放）分別錄得32%及35%的跌幅，但範圍二（能源間接排放）大幅上升73%，主要是由於香精及食品配料業務板塊新收購的子公司上海奕方之電力消耗所致。為響應國家碳中和的號召，本集團致力於透過提高設備的能源效益，並積極探索轉用可再生能源以盡量減少日常營運中所有三個範圍的源頭排放，且通過植樹活動抵消碳排放。更多相關內容將在下一節「用電」和「其他能源資源」中進一步說明。



## Wastewater

### Wastewater Among Business Segments of the Group



## 廢水

### 本集團各業務板塊廢水

In FY2022, the total amount of wastewater discharged by the Group rose by 52% as compared with that of FY2021, principally because of the newly acquired subsidiary, Shanghai Yifang which is a food ingredients manufacturer, thus the consumption of freshwater and discharge of wastewater are unavoidable due to its business nature. Meanwhile, as the Group strengthened the treatment and reuse of its industrial wastewater, the discharge of hazardous wastewater decreased by 6% during the year under review, and the amount of recycled wastewater increased significantly by 2.5 times as compared to last year.

The non-hazardous commercial and domestic wastewater arise from office operations are directly discharged into the municipal drainage system and handled by the property management of the buildings. Since the amount of wastewater highly depends on the amount of water used, the Group adopts specific measures, which are further described in the next subsection under “Water”, to reduce its water consumption in its offices.

To ensure the wastewater discharge by the Group complies with local regulations and laws, discharge quality indicators such as Chemical Oxygen Demand (COD) and Biological Oxygen Demand (BOD) concentrations of sewage are assessed at manufacturing plants and engage qualified third party for data monitoring in accordance with the requirements of the discharge permit.

於2022財年，本集團排放的廢水總量較2021財年大幅上升52%，主要是由於新收購子公司上海奕方涉及食品配料的生產，因此業務性質所致消耗食水及排放廢水均無可避免。同時，由於本集團加強生產廢水的處理及重用，於回顧年度內的有害廢水的排放量下降6%，廢水回收重用更較去年顯著增加2.5倍。

辦公作業所產生的無害商業和生活廢水直接排入市政排水系統，並由大廈物業處理。由於廢水量很大程度上取決於用水量，本集團已採取具體措施以減少辦公室的用水量。具體措施將在以下小節「水」中進一步說明。

本集團確保其廢水排放符合當地法規和法律，製造工廠須定期評估污水的化學需氧量(COD)和生物需氧量(BOD)濃度等相關排放質量指標，並按照排污許可証要求聘請合資格第三方做好數據監測。



### F&F and Food Ingredients business

The major wastewater discharge of this business mainly comes from the cleaning of reactors. Strictly following the internal policies such as “Regulation on Water Pollution Prevention”, wastewater is treated by the UASB (Up-flow Anaerobic Sludge Blanket) with bio-filter, then enter the sewage pipe network of the industrial park after sedimentation to ensure it meets the third grade of “Integrated Waste Discharge Standard” (GB 8978-1996) before discharging into the municipal pipe network. In addition, to prevent the contamination of natural water body, rainwater and sewage pipes are clearly separated, while it is forbidden to discharge any untreated sewage or chemicals into the rainwater pipes. Items such as hazardous waste oil and waste chemicals should be properly stored in special containers at designated place, while septic tanks and sewage pipes should be cleaned regularly.

Striving to promote water recycling thus reducing unnecessary discharge, the wastewater recycling rate of specific subsidiaries of this business has already reached over 50%. The collected wastewater will be used for cleaning the reactors and irrigation after treatment.

### Tobacco Raw Materials business

To assure compliance with the first grade of the second period in the “Discharge limits of water pollutants in Guangdong Province” (DB 44/26-2001), this business has built its own sewage treatment plant in the manufacturing area and performed industrial wastewater treatment through three major processes: pre-treatment, biochemical treatment, and advanced treatment. After the standard treatment is completed, part of the wastewater will be reused as production and domestic water, and the rest will be discharged into the municipal sewage pipe network. Meanwhile, non-hazardous wastewater is discharged to the self-built sewage station of this business, which external professional third party is entrusted for its daily operations.

### Aroma Raw Materials business

This business has self-built sewage treatment station to treat industrial wastewater through 12 procedures from adsorption, separation to bioreaction, so as to ensure its discharge complies with the first grade of the “Integrated Wastewater Discharge Standard” (GB 8978-1996) and the first grade of the second period in the “Discharge limits of water pollutants in Guangdong Province” (DB 44/26-2001).

### 香精及食品配料業務

本業務的廢水排放主要來自反應鍋的清洗過程。嚴格按照《水污染防治規定》等內部政策，本業務採用上流式厭氧污泥床和生物過濾池對廢水進行處理，經沉澱後進入園區污水排放管網，確保達到《污水綜合排放標準》(GB 8978-1996)的三級標準後排入市政管網。另外，為防止污染天然水體，本業務將雨水和污水管道明確分開，並嚴禁將未經處理的污水或化學品傾倒入雨水管道。有害廢油、廢化學品等物品應妥善存放在指定地點的專用容器中，而化糞池和污水管道亦會定期進行清洗。

為提倡循環用水並減少不必要的廢水排放，本業務的個別子公司廢水回收利用率已達50%以上。收集的廢水經處理後將會用於反應鍋的清洗及綠化灌溉。

### 煙用原料業務

本業務為確保達到《廣東省水污染物排放限值》(DB 44/26-2001)第二時段一級標準的廢水排放要求，在廠區內自建污水處理廠，經預處理、生化處理、深度處理三大工序進行工業廢水處理。達標處理完畢後部分回用至生產、生活用水，其餘則排入市政污水管網。無害生活廢水則統一排至本業務自建的污水站，由外聘的專業公司負責日常營運。

### 香原料業務

本業務已自建污水處理站，透過吸附、油脂分離至生物反應等12道工序處理工業廢水，以確保在排放前符合《污水綜合排放標準》(GB 8978-1996)的一級標準及《廣東省水污染物排放限值》(DB 44/26-2001)第二時段一級標準。



Meanwhile, to enhance the reuse of production water, high concentration sewage is circulated back to the production line after treatment, while organic sewage in medium concentration is used as cooling water and vacuum pump water after treatment.

同時，為加強生產用水的重用，高濃度的廢水在處理後將循環回生產線，而中濃度的有機污水在處理後將被用作冷卻水和真空泵水。

### Condiments business

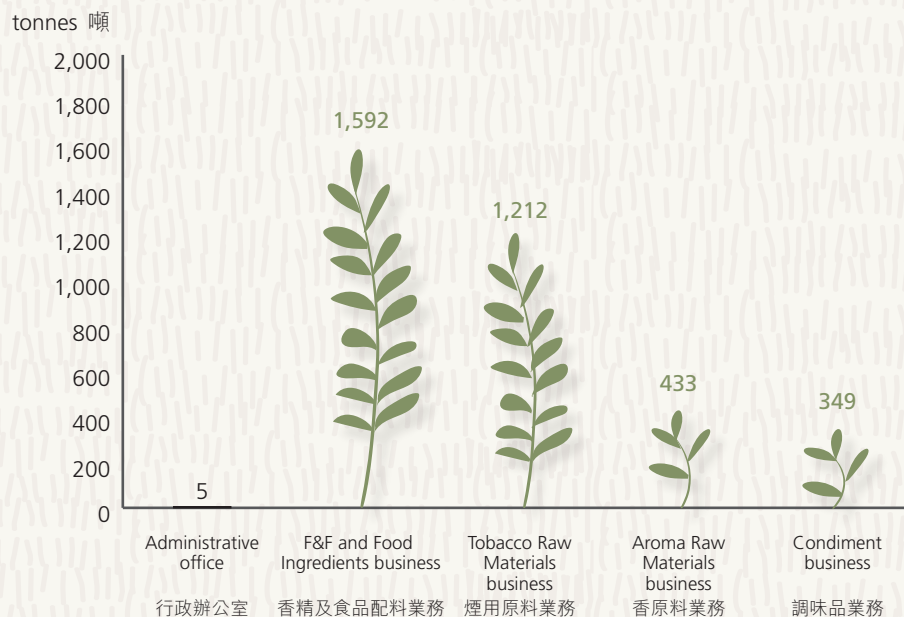
This business improves water efficiency and reduces water loss by formulating scientific SOP for equipment cleaning and re-designing the condensing systems to allow better use of the steam condensate reflux. To encourage the conservation of water resources, water consumption ratio in every workshop is closely monitored and linked to staff's annual performance appraisal.

### 調味品業務

本業務通過制定科學化的設備清洗標準營運流程，並優化冷凝系統的設計以充分利用蒸汽冷凝水的回流，從而提高用水效率，減少水損失。為鼓勵員工節約用水，每個車間的用水比率均受到密切監控，並與員工的年度績效考核掛鉤。

### Solid Wastes

#### Solid Waste Among Business Segments of the Group



### 固體廢棄物

本集團各業務板塊固體廢棄物

In FY2022, the total amount of solid waste discharged by the Group declined slightly by 7%. Despite the production of the newly acquired subsidiary Shanghai Yifang led to an increase in industrial waste during the year, the Group's non-hazardous solid waste and hazardous solid waste recorded 52% and 19% decline respectively in view of the unremitting efforts of the rest of the Group's subsidiaries in solid waste management. Furthering its sustainable waste management concept, in FY2022, the Group recycled around 264 tonnes of solid waste in total which consisted of 165 tonnes of plastic waste, 6 tonnes of glass waste, 23 tonnes of metal waste and 70 tonnes of paper waste.

於2022財年，本集團的固體廢棄物排放量輕微下降7%。儘管在年內由於新收購子公司上海奕方的生產帶動工業廢棄物上升，但鑒於本集團其餘各子公司在管控固體廢棄物上的不懈努力，本集團的無害固體廢棄物及有害固體廢棄物分別錄得52%及19%的跌幅。進一步推動可持續廢棄物管理的理念，本集團於2022財年，共回收約264噸固體廢棄物，其中包括165噸塑料廢棄物、6噸玻璃廢棄物、23噸金屬廢棄物及70噸紙製廢棄物。



In compliance with the local regulations regarding solid waste treatment and classification, the Group formulates and implements internal policies such as “Solid Waste Management Regulations” and “Solid Waste Classification Table”, which is closely monitored by the administrative department according to the “Monitoring And Measurement Control Procedures”. In case of any non-conformity, the administrative department will implement corrective actions following the “Non-Conformity Control Procedure” to minimise any potential environmental risks caused by the improper handling of waste.

### F&F and Food Ingredients business

This business complies with regulations including “National Hazardous Waste List” and “Hazardous Waste Transfer Management Measures”, and enacts internal policies such as “Management Regulation on Precursor Chemicals” and “Warehouse Management Rules” to standardise the management of its hazardous waste thereby doing a good job in the operation and maintenance of hazardous waste disposal and storage facilities. Adhering to the principle of “safe disposal, reduced disposal and recyclable”, this business engages qualified third-party for the collection and disposal of hazardous wastes, which is managed by the administration department and the production planning department.

### Tobacco Raw Materials business

Abiding by the Law on the “Prevention and Control of Environmental Pollution by Solid Waste”, industrial waste of this business including coal ash, cinder and sludge, is recycled by qualified organisations for the manufacture of cement or organic fertilizers. Hazardous waste is collected, transported and processed by a qualified third-party, while other remaining non-hazardous solid waste is uniformly cleared and transported to waste-to-energy plants for incineration to generate electricity. In the case of “Tobacco Monopoly Waste”, the Monopoly Office of the Warehouse Department will designate qualified third-party for disposal and destruction under the guidance of the State Tobacco Monopoly Administration.

### Aroma Raw Materials business

To effectively manage the industrial and hazardous waste generated, including waste activated charcoal, distillation residue and sodium salt, this business has formulated the “Waste product, Waste Material and Other Waste Control Procedures” to guide its employees to follow the correct operating procedures. In the meantime, the “Regular Inspection System” has also been set up to ensure the effective implementation of environmental protection measures by comprehensively monitoring the daily operating practices of various departments.

根據當地有關固體廢棄物處理和分類的規定，本集團制定並執行《固體廢棄物管理規定》及《固體廢棄物分類表》等內部政策，由行政部門根據《監視和測量控制程序》進行密切監控。如有不符合項，行政部門將按照《不合格控制程序》實施糾正措施，以盡量減少因廢棄物處理不當造成的潛在環境風險。

### 香精及食品配料業務

本業務遵守《國家危險廢物名錄》及《危險廢物轉移管理辦法》等規定，制定《易制毒化學品的管理規定》及《倉庫管理制度》等內部制度，以規範有害廢棄物的管理，做好有害廢物處置、貯存設施的運行維護工作。秉承「無害化、減量化、資源化」的原則，本業務與合資格的第三方合作，負責有害廢棄物的收集和處理，並由行政部及生產計劃部管理。

### 煙用原料業務

本業務遵循《固體廢物污染環境防治法》，工業廢棄物包括煤灰煤渣及污泥交由具備資質的單位回收用於製造水泥或有機肥料，有害廢棄物則委託有資質的第三方收集、運輸和處理，而其餘無害固體廢棄物則統一清運到垃圾發電廠進行焚燒發電。對於「煙草專賣廢棄物」，則由倉儲部專賣辦公室在國家煙草專賣局指導下，指定具備資質的第三方進行處置銷毀。

### 香原料業務

為有效管理產生的工業廢棄物和有害廢棄物，包括廢活性炭、精餾殘渣、鈉鹽等，本業務制定了《廢品、廢料、廢棄物控制程序》，指導員工遵照執行正確的操作規程。同時，本業務亦建立了「定期巡查制度」，透過全方位監察各部門的日常營運慣例，從而確保環保措施得到有效落實。



### Condiments business

This business generates industrial waste and hazardous waste including organic solvent waste and waste mineral oil, which are transferred to qualified entrusted organisation for disposal. This business strictly complies with national environmental laws and regulations to formulate and implement internal environmental protection regulations and plans, such as “Waste Disposal Management System” and “Hazardous Waste Utilisation and Disposal Process”. For the waste generated in the production process, this business builds corresponding environmental protection treatment facilities to ensure that its discharges are up to the standard. In addition, it is also dedicated to raise employees’ awareness of environmental protection and preventing pollution incidents caused by human errors.

### Noise

Noise emissions generated by the Group during FY2022 mainly came from the operations of machinery, facilities and equipment during the manufacturing processes. In compliance with the national and local regulations of Mainland China in relation to noise emissions, such as the “Law on Prevention and Control of Environmental Noise Pollution” and “Emission Standards for Industrial Enterprises Noise at Boundary” (GB12348-2008), the Group enacts its internal policies including “Noise Management Regulation” and utilises efficacious noise-reduction facilities and other measures to mitigate its impacts of the noise pollution on the surroundings. In FY2022, the Group did not receive substantiated complaints concerning noise from its nearby residents.

### Energy & Resources

In FY2022, the primary resources consumed by the Group were electricity, diesel, natural gas, gasoline, refrigerant, biomass, steam, water, paper and various raw materials as well as packaging materials. Table 2 in Appendix III as set out on page 95 illustrates the amount of different resources consumed by the Group in FY2022 and FY2021.

### Electricity

The electricity consumed by the Group mainly came from the operation of electrical equipment and device in the offices and factories. In FY2022, the electricity consumption of the Group was 68,901 MWh.

### 調味品業務

本業務產生的工業廢棄物和有害廢棄物包括廢棄有機溶劑及廢礦物油，並交由有資質單位轉移處理。本業務嚴格執行國家各項環境法規，制定並實施環境保護規章制度及計劃，例如《廢棄物處理管理制度》及《危險廢物利用、處置工藝》。針對生產過程產生的污染物，本業務建設相應的環保處理設施，保證污染物達標排放。此外，本業務注重提高員工環保意識，防止人為因素造成污染事故。

### 噪聲

本集團於2022財年產生的噪音排放主要來自於生產過程中機器設備的運作。根據中國內地有關噪音排放的國家及地方法規，如《環境噪聲污染防治法》及《工業企業廠界環境噪聲排放標準》(GB 12348-2008)，本集團已執行內部政策，包括《噪聲管理規定》，利用有效的降噪設備和其他措施減輕噪聲污染對周邊環境的影響。於2022財年，本集團並無收到來自附近居民的任何關於噪音污染的實質投訴。

### 能源與資源

於2022財年，本集團所消耗的主要資源為電力、柴油、天然氣、汽油、製冷劑、生物質、蒸汽、水、紙張及各種原材料與包裝材料。本集團於2022財年和2021財年使用的不同資源量具體表現於第95頁附錄三的表2。

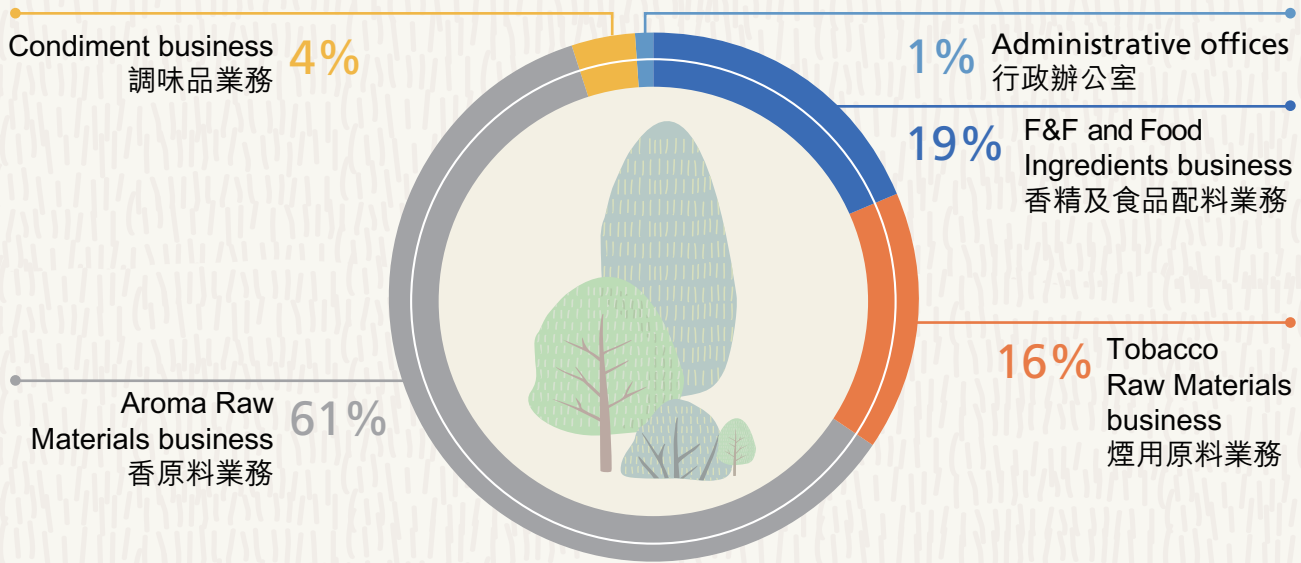
### 用電

本集團所消耗的電力主要來自辦公室及工廠的電力設備及裝置的運作。於2022財年，本集團的電力消耗總量為68,901兆瓦時。





## Electricity Consumption Among Business Segments of the Group 本集團各業務板塊用電量



In FY2022, the Group's electricity consumption surged significantly by 74%, mainly due to production activities of Shanghai Yifang, a newly acquired subsidiary of the F&F and Food Ingredients business, as well as the increase in production activities of the Aroma Raw Materials business.

To effectively control its electricity usage, domestic use and production use of electricity are managed through different measures. General measures including turning off all idling electrical appliances, maximising the use of natural daylight and breeze to reduce electricity consumption of artificial lightings and air conditioners and enhancing control of the use of electricity-intensive appliances are applicable for the control of domestic electricity consumption. Meanwhile, in accordance with the "Energy Conservation Law of the People's Republic of China" and the "Electricity Law of the People's Republic of China", reasonable goals and guiding policies have been established for different business segments.



於2022財年，本集團用電量較2021財年大幅增加74%，主要是由於香精及食品配料業務新收購子公司上海奕方的生產以及香原料業務的生產活動增加所致。

為有效控制用電，本集團對生活用電和生產用電實行不同的管理措施。一般實行措施包括關閉所有閒置的電器、盡量利用自然光和微風以減少人工照明和空調的用電量，以及加強對用電密集型電器的控制，以控制生活用電量。同時，遵循《中華人民共和國節約能源法》及《中華人民共和國電力法》，不同業務板塊已訂立合理的目標及指導政策。





<p><b>F&amp;F and Food Ingredients business</b>  <b>香精及食品配料業務</b></p> <ul style="list-style-type: none"> <li>– Adopt “green lighting” system which composes of lighting devices and accessories that are highly efficient, stable and having long lifespan            採用「綠色照明」系統，使用效率高、壽命長、安全性能穩定的照明器件和附件</li> <li>– Carry out energy management and control in accordance with the Energy Management System requirements, and forbid any instillments of power-consuming equipment without permission            按照能源管理體系要求進行能源管控，禁止私自裝接耗電設備</li> </ul>	<ul style="list-style-type: none"> <li>– Prioritise energy-efficient equipment such as energy-saving water pumps and circulating cooling towers during procurement            在採購中選擇用能高效的設備，如節能水泵和循環冷卻塔</li> <li>– Maintain and repair the energy supply system timely to reduce energy loss            及時檢修供電系統以減少能源損失</li> </ul>
<p><b>Tobacco Raw Materials business</b> 煙用原料業務</p> <ul style="list-style-type: none"> <li>– Separate the accounting and control of production and domestic consumption of electricity to ensure the effective combination and restraint of energy saving and consumption reduction            將生產及生活用電分別進行核算和控制，以保障節能降耗的有效結合與約束</li> </ul>	<ul style="list-style-type: none"> <li>– Establish the “Energy Consumption Management System”, and strengthen employees’ awareness of energy saving by punishing those who do not comply            建立《能耗管理制度》，加強員工的節能意識，並對不遵守的員工進行處罰</li> </ul>
<p><b>Aroma Raw Materials business</b> 香原料業務</p> <ul style="list-style-type: none"> <li>– Install electricity metres in all workshops and formulate power consumption control statistics to analyse energy consumption of different workshops            在所有車間安裝電錶，以分析不同車間的能源消耗情況</li> <li>– Make use of waste heat of steam condensate            加強利用蒸汽冷凝熱水的餘熱</li> </ul>	<ul style="list-style-type: none"> <li>– Integrate high-efficiency energy-saving equipment in project expansion and transformation to replace original facilities            在擴建和改造過程中採用高效節能設備替換原有設備</li> <li>– Scale up the use of renewable energy with planning of installing solar cells in the new factory or office building            擴大可再生能源的使用，計劃在新建的廠房或辦公大樓安裝太陽能電池</li> </ul>
<p><b>Condiments business</b> 調味品業務</p> <ul style="list-style-type: none"> <li>– Keep records of the electricity consumption of each product in all workshops on a monthly basis            於所有車間按月記錄單位產品的耗電量</li> </ul>	<ul style="list-style-type: none"> <li>– Introduce advanced chillers to eliminate old equipment            引進先進冷水機組淘汰老舊設備</li> </ul>

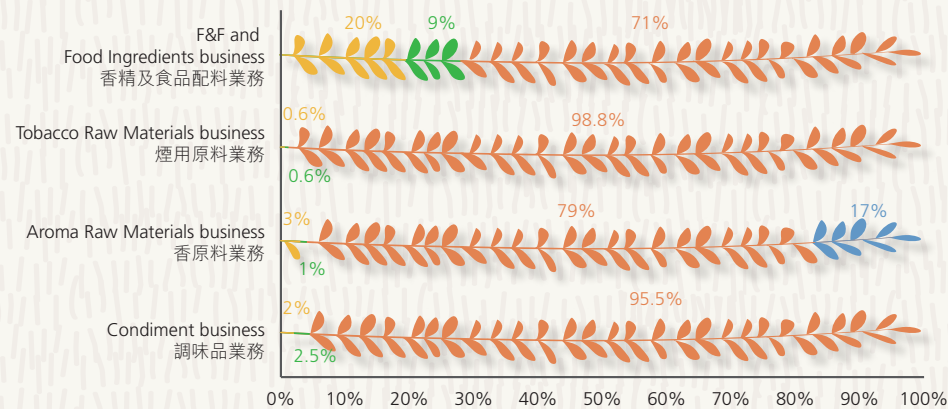


### Other energy resources

In FY2022, the Group consumed diesel, natural gas, gasoline, biomass and steam as its primary energy resources for operations and transportation. To manage the emissions associated with the combustion of fossil fuels for energy, the Group employs an improved energy management strategy grounded in data and focused on energy efficient solutions, technologies and is committed to maximising the use of clean energy. In FY2022, the total energy consumption of the Group was 35,080 MWh (excluding electricity), among which the Flavours and Fragrance, and Food Ingredients business, Tobacco Raw Materials business, Aroma Raw Materials business and Condiments business accounted for 17%, 33%, 39% and 11% respectively. The administrative office of the Group did not consume any other energy resources during the year.

Unit: MWh

#### Energy Consumption Among Business Segments of the Group



### 其他能源資源

於2022財年，本集團消耗柴油、天然氣、汽油、生物質和蒸汽作為日常營運和運輸的主要能源。為了管理與化石燃料燃燒相關的排放，本集團以數據為基礎，採用了有效的能源管理策略，著重於節能解決方案與技術，並致力於加大對清潔能源的應用。2022財年，本集團的總能源消耗為35,080兆瓦時（不包含電力），其中香精及食品配料業務、煙用原料業務、香原料業務及調味品業務分別佔17%、33%、39%及11%。本集團行政辦公室於年內並未使用任何其他能源。

單位：兆瓦時

#### 本集團各業務板塊能源消耗量

Reckoning that the consumption of fuels can mainly be classified into vehicle-use and production boiler-use, the Group focuses on reducing its mobile consumption of liquid fuels through improving daily practices such as regular maintenance of vehicles, promoting appropriate driving, as well as reducing unnecessary use of vehicles for business travelling. Meanwhile, to control its stationary combustion, the Group encourages its subsidiaries to adhere to the Group's policy and take the initiative to act on the improvement of energy efficiency and transformation towards green and low-carbon operational models.

考慮到燃料的消耗主要可分為車用和生產鍋爐用，本集團注重通過改善日常做法，透過定期保養車輛、推廣適當的駕駛習慣，以及減少不必要的商務出行，從而減少車用液體燃料的消耗。同時，為控制本集團固定燃燒所耗燃料，本集團鼓勵各子公司堅持本集團政策，主動採取行動提高能源效益，向綠色低碳營運模式轉型。

\* Values may not add up due to rounding  
由於四捨五入的關係，數字相加結果可能不等於所列總數



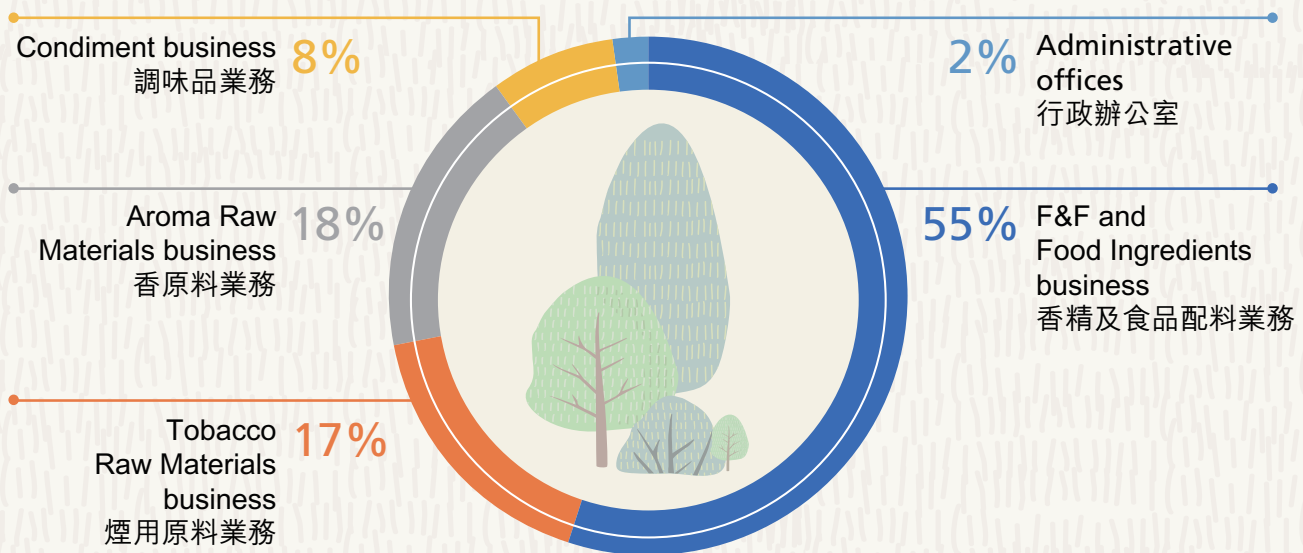
<p><b>F&amp;F and Food Ingredients business</b>  <b>香精及食品配料業務</b></p> <ul style="list-style-type: none"> <li>– Install energy-saving heating device on the boilers and input warm or hot water to the boiler at the preliminary stage when possible          在鍋爐上安裝節能加熱裝置，盡可能在初始階段向鍋爐注入溫水或熱水</li> </ul> <p><b>Tobacco Raw Materials business 煙用原料業務</b></p> <ul style="list-style-type: none"> <li>– Carry out daily inspection and regular repair and maintenance work on main steam pipelines          對主要蒸汽管道進行日常檢查和定期維修保養工作</li> </ul> <p><b>Aroma Raw Materials business 香原料業務</b></p> <ul style="list-style-type: none"> <li>– Maintain the energy supply pipelines regularly to keep their high efficiency and prevent energy leakage          定期維護能源供應管道，保持高效率，防止能量滲漏</li> </ul> <p><b>Condiments business 調味品業務</b></p> <ul style="list-style-type: none"> <li>– Automatically control the input amount of natural gas according to the amount of steam          根據蒸汽用量來自動控制進天然氣量</li> </ul>	<ul style="list-style-type: none"> <li>– Installed automatic control device on steam pipelines and affix insulation film to reduce heat loss during steam transmission          在蒸汽管道上安裝自動控制裝置，並貼上隔熱膜，以減少蒸汽輸送過程中的熱量損失</li> </ul> <ul style="list-style-type: none"> <li>– Notify the boiler shift supervisor and adjust the boiler operation timely when abnormal instantaneous fluctuation of steam flow is found in workshops          在各車間發現瞬時蒸汽流量異常波動時，通知鍋爐班長並及時調整鍋爐運行</li> </ul> <ul style="list-style-type: none"> <li>– Remove the begrime of the heat exchanger to increase its heat exchanging rate          清除熱交換器的積垢，提高熱交換效率</li> </ul> <ul style="list-style-type: none"> <li>– Purchase electric forklifts to replace the original diesel forklifts to lower fossil fuel consumption          購入電動叉車以替換原有的柴油叉車以減少化石燃料的消耗</li> </ul>
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## Water

In FY2022, the Group's consumption of water can mainly be divided into production use and domestic use. During the year under review, the Group did not face any problem in sourcing water fit for its purposes, and the total water consumption of the Group was 1,015,470 m<sup>3</sup>, with its water footprint across all business segments mapped below.

### Water Consumption Among Business Segments of the Group



In FY2022, the water consumption of the Group rose by 20% when compared to FY2021, mainly due to the production activities of Shanghai Yifang, a newly acquired subsidiary of the F&F and Food Ingredients business. Notwithstanding that, attributed by the Group's strict monitoring of water use in daily operations and the concerted efforts of its employees, all other business segments of the Group recorded various degrees of water consumption decline during the year, with the Tobacco Raw Material business, Aroma Raw Material business, Condiments business and Administrative offices decreased water consumption by 49%, 32%, 12% and 11% respectively.

## 水

於2022財年，本集團用水主要分為生產用水和生活用水。於回顧年度內，本集團在求取適用水源上沒有遇到任何問題，本集團的總用水量為1,015,470立方米，各業務板塊的用水足跡如下所示。

### 本集團各業務板塊的用水量

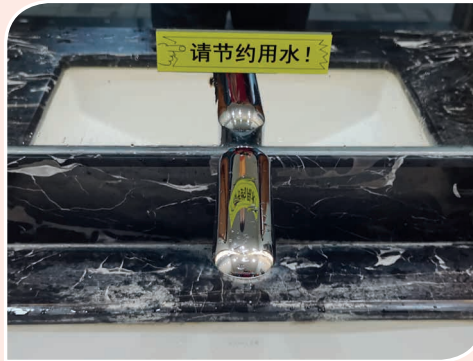
於2022財年，本集團的用水量較2021財年上升20%，主要是由於香精及食品配料業務新收購子公司上海奕方的生產活動所致。儘管如此，得益於本集團對日常營運中用水的嚴格監控，以及全體員工的共同努力，本集團其他業務板塊於年內均錄得不同程度的用水量跌幅，當中煙用原料業務、香原料業務、調味品業務及行政辦公室分別減少49%、32%、12%及11%的用水量。



The Group is committed to conserving its production water demand through the optimisation of production procedures and enhancement in manufacturing technology, while domestic water conservation is mainly promoted through raising the awareness of its employees by clearly establishing a positive water-saving atmosphere across the organisation to stop any phenomenon of wasting water. The Group encourages its subsidiaries to adhere to the Group's policy and take the initiative to act on the improvement of water efficiency.

本集團致力通過優化和提升生產工藝以減少製造過程中所需的水量，而生活用水的節約主要通過提高員工的意識，在企業內樹立積極的節水氛圍，杜絕任何浪費用水的現象。

本集團鼓勵其子公司遵守本集團的政策，主動為提高用水效率而採取行動。



#### **F&F and Food Ingredients business**

##### **香精及食品配料業務**

- Establish the water treatment and regeneration workshop and reuse the water in the reactor for cleaning  
建立水處理再生車間，並重用反應釜中的水作清潔用途

#### **Tobacco Raw Materials business**

##### **煙用原料業務**

- Maintain close relationship with the government and gradually establish water management system that is applicable for different functional departments  
與政府保持密切交流，逐步建立適用於各職能部門的水資源管理體系

#### **Aroma Raw Materials business**

##### **香原料業務**

- Recirculate distilled, treated wastewater and condensate to other processes for reuse  
將蒸餾、處理過的廢水和冷凝水再循環到其他過程中使用

#### **Condiments business 調味品業務**

- Purchase advanced chillers and use it in conjunction with a variable frequency water pump  
購入新型冷水機組並結合變頻水泵使用

- Conduct regular maintenance on water pipelines to prevent "evaporating, emitting, dripping or leaking"  
定期保養水管，防止「跑、冒、滴、漏」

- Mobilise employees to participate in water conservation by posting water-saving slogans  
通過張貼節水標語，動員員工一起參與節約用水

- Perform the analysis of water use efficiency and total water withdrawal  
進行用水效率和總取水量的分析

- Carry out detailed records and evaluation of the performance of water consumption of individual products in each workshop  
對每個車間單個產品用水量的表現進行詳細記錄與評估



## Paper

In FY2022, the Group consumed 2,873 kg of paper, which was a substantial decrease of 67% as compared to FY2021. Reckoning that the Group mainly consumed paper in its administrative works, the Group has long been promoting the concept of “Paperless Office” and “Office Automation” and encouraging its employees to use less paper in the workplace by regulating the paper-use and printer-use practices. The Group makes full use of digital technology to transmit information, and promotes double-sided printing as well as use of recycled paper for internal documents.

## 紙張

於2022財年，本集團消耗紙張2,873千克，較2021財年大幅減少67%。考慮到本集團主要在行政方面使用紙張，本集團長期以來一直在推廣「無紙化辦公」和「辦公自動化」的概念，並通過規範紙張使用和打印機使用實踐，鼓勵員工在工作場所減少使用紙張。本集團充分利用數碼化技術傳遞信息，並推動雙面打印及二次使用紙作內部流通文件使用。



<p><b>F&amp;F and Food Ingredients business</b> 香精及食品配料業務</p>	<p>– Designate employees responsible for the management of each printer and copier with detailed record of printing and copying content, number of sheets, user, date, etc 每台打印機及複印機均安排指定的員工負責管理，並詳細記錄打印和複印內容、頁數、用戶、日期</p>
<p><b>Tobacco Raw Materials business</b> 煙用原料業務</p>	<p>– Implement the “Administrative Office Materials Management Regulations”, which clearly stipulated the procedures of paper procurement, goals of saving paper and improving use efficiency 實施《行政辦公物資管理規定》，明確規定紙張採購的程序、節約紙張的目標及提高使用效率</p>
<p><b>Aroma Raw Materials business</b> 香原料業務</p>	<p>– Issue the “Enterprise Paper Saving Proposal” with 13 major initiatives proposed to call on employees to save paper 發佈《企業節約用紙倡議書》，提出13大倡議呼籲員工節約用紙</p>
<p><b>Condiments business</b> 調味品業務</p>	<p>– Apply “Office Automation” procedures and reduced paper-based approvals 應用「辦公自動化」程序並減少在紙張上的批復</p>



## Packaging materials

In FY2022, the Group consumed a total of 8,417 tonnes of packaging materials consisted of plastic, paper, metal, wood and glass. Attributed by the effective control of the Group in using packaging materials, the consumption of plastic-made, paper-made and metal-made packaging materials declined by 11%, 53% and 47% respectively.

The Group reckons that with its production and sales increase gradually, single-use packaging waste are undoubtedly going to raise environmental concerns. As such, the Group proactively manages its packaging consumption. Apart from choosing reusable or recyclable packaging materials during procurement, the Group also reduces unnecessary packaging design, while exploring new packaging alternatives that are recyclable and more environmentally friendly.

## 包裝材料

於2022財年，本集團共消耗8,417噸包裝材料，包括塑料、紙張、金屬、木及玻璃。得益於本集團對包裝材料使用的有效管控，塑料、紙張及金屬類的包裝物料使用量較2021財年分別減少11%、53%及47%。

本集團意識到隨著產品銷量的逐步增加，一次性包裝廢棄物無疑將引發環境問題。因此，本集團積極管理其包裝消耗，除了在採購時選擇可重複使用或可回收的包裝材料，更減少不必要的包裝設計，同時探索可回收和更環保的新包裝材料。

<p><b>F&amp;F and Food Ingredients business - 香精及食品配料業務</b></p> <p>Major packaging materials used: plastic barrels made of HDPE (高密度聚乙烯), cardboard barrels, iron barrels, woven bags and aluminium bags            主要使用包裝材料：高密度聚乙烯塑料桶、紙筒、鐵桶、編織袋和鋁膜袋</p>	<ul style="list-style-type: none"> <li>- Standardise packaging specifications to prevent over-packaging, while launching new packaging materials projects of “paper instead of plastic”                將包裝規格標準化以減少過度包裝，並開展「以紙代塑」項目，探索新型包裝材料</li> </ul>
<p><b>Tobacco Raw Materials business - 煙用原料業務</b></p> <p>Major packaging materials used: paper pulp, film bags, cartons and plastic barrels            主要使用包裝材料：紙漿、薄膜袋、紙箱以及塑料桶</p>	<ul style="list-style-type: none"> <li>- Conduct strict management of the stock-in and stock-out of packaging materials and collect reusable packaging products, such as the semi-finished 84mm rod packaging, for further treatment and reuse                對包裝材料的進出庫進行嚴格管理，並收集可回收的包裝產品，如半成品84mm料棒包裝物，作進一步處理和重用</li> </ul>
<p><b>Aroma Raw Materials business - 香原料業務</b></p> <p>Major packaging materials used: cardboard barrels, composite paper barrels, cartons, plastic tanks, plastic barrels with bungs and polyethene bags            主要使用包裝材料：紙桶、複合紙桶、紙箱、塑料罐、閉口塑料桶以及聚乙烯袋</p>	<ul style="list-style-type: none"> <li>- Adhering to the “Packaging Material Management Regulation”, reuse all barrels used for transporting the materials or semi-finished products inside the production workshops                根據《包裝材料管理制度》，在生產車間內用於運送材料的周轉桶均進行重複使用</li> </ul>





<p><b>Condiments business - 調味品業務</b></p> <p>Major packaging materials used: glass bottles, PET (polyethylene terephthalate) bottles, metal tins, plastic barrels, PE (Polyethylene) pipes, cartons and paper-made boxes</p> <p>主要使用包裝材料：玻璃瓶、聚對苯二甲酸乙二酯瓶、金屬罐、塑料桶、聚乙烯管、紙箱和紙製盒子</p>	<ul style="list-style-type: none"> <li>– Strictly control the amount of packaging materials purchased and prioritise environmentally friendly materials as much as possible during procurement, while reusing packaging materials such as cartons and iron drums</li> </ul> <p>採購時嚴格控制包裝材料的購入數量及盡可能使用環保材料，並循環使用部分包裝材料如紙箱和鐵桶</p>
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### Respecting the environment and conserving our natural resources

Upholding to its corporate vision of being the leader to a better life, the Group is committed to setting an enabling environment in operations where environmental impacts can be easily identified and appropriate mitigation actions can be implemented. Nature underpins the global economy with more than half of the world's economic output depends on it. Thus, as one of the leading national enterprises, the Group carefully assesses and identifies the significant environmental impacts induced by its business operations and strives to implement various measures to manage and minimise the burden it placed on the natural environment.

In consideration of its business nature as a manufacturer, the Group believes that the consumption of natural resources including energy fuels and water, as well as the air, GHG and waste emissions are deemed its relatively most significant environmental impacts. As such, series of actions are development and implemented to address the Group's environmental impacts and risks.

### Environmental Management System and Environmental Targets

As part of its sustainability efforts, the Group strives to deliver "Green, Healthy, and Nutritious" products to its customers through operating in a responsible way. Over the years, the Group has set up, implemented and enhanced its internal policies to facilitate its transformation towards environmental sustainability.

### 尊重環境與保護自然資源

秉持成為美好生活引領者的企業願景，本集團致力打造有利的營運環境，好讓其對環境的影響易於識別，並有利於其實施適當的緩解措施。自然環境與全球經濟息息相關，現時世界上過半的經濟生產均依賴於大自然。為此，作為國內的領先企業之一，本集團認真評估和識別其業務營運對環境造成的重大影響，並努力實施各種措施來管理和減少對自然環境造成的負擔。

考慮到其作為製造業的業務性質，本集團認為燃料和水等自然資源的消耗，以及廢氣、溫室氣體和廢棄物的排放其相對較重大的環境影響。因此，本集團已制定及實施一系列行動，以應對其環境影響與風險。

### 環境管理體系及環境目標

作為其可持續發展承諾的一部分，本集團致力於通過以負責任的方式營運，為客戶提供「綠色、健康、營養」的產品。多年來，本集團已建立、實施和改善其內部政策，以助力其轉型向實現環境可持續性。



Through launching and obtaining certificates of ISO50001 Energy Management System and ISO14001 Environmental Management System, subsidiaries of the Group integrate the concept of environmental protection into the whole process of its daily production and operation activities. Meanwhile, the Group also establishes and enacts sets of comprehensive systems, so as to minimise the impact of operations on the environment by continuous identifying, preventing, correcting, monitoring of the Group's daily practices.

Besides, the Group continues to reinforce its commitments to safeguarding the environment in alignment with the national call for ecological civilisation building. The “2025 Huabao Sustainable Development Goals”, which is a set of environmental targets of the Group's different business segments, was launched and has been implementing these years, as the Group strongly believes that collaboration between different actors is critical to promote environmental conservation and scale up the momentum in accelerating changes in operation habits. More detail can be found at Appendix I as set out on page 91.

### **Environmental Emergency**

As a manufacture whose daily operations cannot run smoothly without the use of different chemical substances, the Group realises that in case of any accidents, the environmental impacts caused can be very severe. In light of this, the Group has established contingency plans for environmental emergencies, while emergency drills are organised from time to time so as to improve the risk prevention and control measures in advance. Meanwhile, to strengthen the daily management of environmental emergency and environmental safety, main responsibility of corporate environmental security is also assigned to designated teams.

### **Climate change**

Conducting business in a way that preserves the environment is paramount for Huabao. As the Group upholds responsible environmental management practices at its production facilities, it also endeavours to contribute to the ambitious national “30.60 carbon target” and be one of role models for leading a pathway towards a low-carbon green future.

While the Group is taking actions to minimise its impacts, the potential risks and opportunities brought by climate change are also cannot be viewed lightly. Referencing to the recommendations of the Task Force on the Climate-Related Financial Disclosures (TCFD) framework, the Group further analysed the implications of both physical and transition climate-related risks and opportunities on its business operations during the year.

本集團旗下子公司通過落實並獲取ISO 50001能源管理體系及ISO14001環境管理體系認證，將環保理念融入日常生產經營活動。同時，本集團還建立並執行一套全面的系統，以識別潛在的環境風險，並對其採取的糾正措施進行監督。

此外，本集團繼續加強其保護環境的承諾，以配合國家生態文明建設的號召。「2025華寶可持續發展目標」是適用於本集團各業務板塊的一套環境目標，而本集團自目標頒佈以來一直貫徹落實相關計劃，因為本集團堅信，不同參與者之間的合作對於促進環境保護和擴大加速改變營運習慣的勢頭至關重要。詳細內容可參閱第91頁的附錄一。

### **環境突發情況**

作為一家日常營運離不開不同化學物質的製造企業，本集團意識到一旦發生任何事故，對環境造成的影響可能非常嚴重。因此，本集團已制定突發環境事件應急預案，並不定期組織應急演練，以提前完善風險防控措施。同時，為加強環境應急和環境安全的日常管理，本集團亦將企業環境安全的主要責任落實到指定團隊。

### **氣候變化**

以保護環境的方式開展業務對華寶來說至關重要。本集團在其生產中堅持負責任的環境管理實踐，與此同時，集團致力於為中國的「30.60碳目標」作出貢獻，並力爭成為引領低碳綠色未來的榜樣之一。

在本集團採取措施將其影響降至最低的同時，氣候變化所帶來的潛在風險和機遇也不容小覷。參考氣候相關財務揭露(TCFD)工作小組的建議，本集團於本年度進一步分析了實體和轉型氣候相關風險和機遇對其業務營運的影響。



## F&F and Food Ingredients business 香精及食品配料業務

Risks 風險		Potential Impacts 潛在影響
<b>Physical Risks</b> <b>實體風險</b>	<ul style="list-style-type: none"> <li>- More frequent extreme weather events including typhoons, heavy rains and floods 頻發極端天氣事件，包括颱風、暴雨和洪水</li> <li>- Change in weather patterns including shift in raining patterns and increase in mean surface temperature 天氣模式的變化，包括降雨模式的變化和平均地表溫度的升高</li> </ul>	<ul style="list-style-type: none"> <li>- Extreme weather events may affect the facilities of the production plants and threaten the safety of employees 極端天氣事件可能影響生產基地的設施，危害員工的安全</li> <li>- The harvest of raw materials is expected to be affected, which may drive up the Group's operating costs 原材料的收成預計將受到影響，進而可能推高本集團的經營成本</li> <li>- Sustained high temperature will affect the indoor environment and workplace conditions, resulting in higher operating costs for safeguarding the health of on-site workers in the workplace 持續的高溫會影響室內環境和工作場所條件，從而導致保障工作場所內現場工人的健康可能會增加本集團的營運成本</li> </ul>
		<b>Measures 應對方法</b>
		<ul style="list-style-type: none"> <li>- Pay attention to the forecast of the meteorological department in real time, and take inspection measures for possible extreme weather events 實時關注氣象部門預報，對可能出現的極端天氣採取巡查措施</li> <li>- Maintain close contact with suppliers to ensure the supply of raw materials 與供應商保持緊密聯繫，確保原材料供應</li> </ul>
<b>Opportunities</b> <b>機遇</b>	<ul style="list-style-type: none"> <li>- This business believes that actively developing diversified businesses and early identification of its own links that are greatly affected by climate change, and formulating corresponding management procedures will help it stabilise operating costs as well as product and service quality. 本業務認為積極開拓多元化業務與及早識別自身受氣候變化影響較大的環節，制定相應的管理程序，有助於其穩定營運成本及產品與服務質量。</li> </ul>	



## Tobacco Raw Materials business 煙用原料業務

Risks 風險	Potential Impacts 潛在影響	
<b>Transition Risks</b> 轉型風險	<ul style="list-style-type: none"> <li>- Transition costs to low-carbon technologies 向低碳技術轉型的過渡成本</li> <li>- Uncertain market signals 市場信號不確定</li> <li>- Changes in customer behaviour and attitude 客戶行為及取態的改變</li> </ul>	<ul style="list-style-type: none"> <li>- Switching to new low-carbon technologies involves investment costs, and may not yield expected results 轉用新的低碳技術涉及投資成本，且未必能收穫預期中的效果</li> <li>- The market pricing of clean energy is unstable, and operating costs will increase due to price fluctuations 市場對於清潔能源的定價不穩，受價格波動影響，營運成本將會升高</li> <li>- The increase in operating costs may be passed on to downstream consumers, and the customer's attitude towards this change is not yet clear, which may affect the turnover 營運成本的增加可能會轉嫁至下游消費者，而客戶對於此變化的取態尚未明朗，可能會影響營業額</li> </ul>
		<b>Measures 應對方法</b>
		<ul style="list-style-type: none"> <li>- Guided by government policy, the replacement boiler uses natural gas as a clean fuel instead of coal. At present, this business has invested RMB6.4 million to replace the boilers. 按政府政策為指導，更換鍋爐使用天然氣作為清潔燃料取代煤炭。目前，本業務已投入人民幣640萬元更換鍋爐。</li> </ul>
<b>Opportunities</b> 機遇	<ul style="list-style-type: none"> <li>- This business believes that switching to cleaner energy can help its access to new markets and reach more customers who are concerned about green production. 本業務認為轉用更清潔的能源能有助其開拓新的市場，接觸更多關注綠色生產的客戶。</li> </ul>	



## Aroma Raw Materials business 香原料業務

Risks 風險	Potential Impacts 潛在影響	
<b>Transition Risks</b> 轉型風險	<ul style="list-style-type: none"> <li>- Increasing carbon prices lead to higher raw material prices 碳價格上升導致原材料價格上漲</li> <li>- Transition costs to low-carbon technologies 向低碳技術轉型的過渡成本</li> </ul>	<ul style="list-style-type: none"> <li>- Production costs are expected to increase to cover the carbon tax and additional spending on raw materials 生產成本預計將增加，以支付碳稅及應對原材料方面的額外支出</li> <li>- Switching to new low-carbon technologies involves investment costs, and may not yield expected results 轉用新的低碳技術涉及投資成本，且未必能收穫預期中的效果</li> </ul>
		<b>Measures 應對方法</b>
		<ul style="list-style-type: none"> <li>- Clean energy is first used as production fuel to gradually reduce carbon emissions. Currently, this business has invested RMB2.73 million in switching to clean energy. 現時先轉用清潔能源作為生產燃料，逐漸減少碳排放。目前，本業務已投放人民幣273萬元於轉用清潔能源。</li> </ul>
<b>Opportunities</b> 機遇	<ul style="list-style-type: none"> <li>- This business believes that early improvement of energy efficiency in production and participation in renewable energy programs can help improve the quality of its products and services as well as stabilising its operating costs. 本業務認為及早提升生產的能源效益及參與可再生能源計劃能有助提升其產品與服務質量，並穩定其營運成本。</li> </ul>	



## Condiments business 調味品業務

Risks 風險	Potential Impacts 潛在影響	
<b>Transition Risks</b> 轉型風險	<ul style="list-style-type: none"> <li>Rise in carbon pricing 碳價格上升</li> <li>Stricter national environmental laws and regulations 不斷收緊的國家環境政策及法規</li> </ul>	<ul style="list-style-type: none"> <li>Costs are expected to increase to account for additional spending on regulatory requirements 成本預計將增加，以應對監管要求的額外支出</li> <li>If the regulations require the replacement of production equipment, such as boilers, it will cause downtime and additional commissioning time will be required, and production operations are expected to be affected 如法規要求更換生產設備，如鍋爐，將會造成停機及將需額外調試時間，生產營運預計將受到影響</li> </ul> <div style="background-color: #f9e79f; padding: 5px;"><b>Measures 應對方法</b></div> <ul style="list-style-type: none"> <li>Replacing boilers with low-carbon combustion technologies ahead of the implementation of the regulations to reduce the impact on production operations and better comply with local regulatory requirements. At present, this business has invested RMB500,000 in the transformation of the boiler burners, and it is planned to complete the replacement within 2023. 在法例推行前提前將鍋爐更換為低碳燃燒技術，以減少對生產營運的影響，並更符合當地監管要求。目前，本業務已投放人民幣50萬元進行鍋爐燃燒機改造，計劃2023年內完成更換。</li> </ul>
<b>Opportunities</b> 機遇	<ul style="list-style-type: none"> <li>This business believes that the early conversion to low-carbon energy can bring it a more stable operating environment and cost and resource allocation, therefore it actively cooperates with the boiler rectification requirements of the local environmental authority. 本業務認為使用及早轉用低碳能源能為其帶來更穩定的營運環境、成本及資源的投放，因此積極配合當地生態環境局的鍋爐改進要求。</li> </ul>	

Getting prepared in advanced to minimise the potential impacts of climate risks on its operations, the Group develops contingency plans including communicating with suppliers ahead of time to secure raw material supplies, enhancing green features of the production site in response to the potential impacts on insulation and ventilation, as well as formulating energy conservation and resources management procedures to minimise its carbon footprint in advance of the stricter implementation of carbon pricing or taxing.

為提前做好準備，並將氣候風險對其營運的潛在影響降到最低，本集團已制定應急計劃，包括提前與供應商溝通以確保原材料供應，加強生產場地的綠色特性，以應對維持室內溫度和通風的潛在影響，並制定節能和資源管理程序，以在更嚴格的碳定價或碳稅實施之前盡量減少其碳足跡。



## V. CARING ABOUT OUR PEOPLE

As part of its corporate sustainability strategy, the Group is committed to creating an inclusive corporate culture, building a diverse workplace and respecting every employee. As of 31 December 2022, the Group employed a total of 3,875 employees in Mainland China, Hong Kong, Germany, Botswana, the United States, Korea, Indonesia and Vietnam etc. More detail information can be found in Appendix IV as set out on page 97.

### Supporting good employment

The human resources department of the Group is responsible for the reviewing and updating of relevant company policies on a regular basis in accordance with the latest laws and regulations. The Group formulates and implements a series of internal policies to standardise its human resources management processes and standards, including “Regulations on the Administration of Labour Relations”, “Employee Handbook”, “Salary Management Regulations”, “Recruitment Management Regulations” and “Regulations on Attendance and Holiday Management”.

In FY2022, the Group was in compliance with relevant laws and regulations relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare that have a significant impact on the Group. More relate information can be found in Appendix V as set out on page 103.

### Recruitment and promotion

Adhering to the principle of “Open Recruitment, Equal Competition, Merit-Based Employment, Internal First”, the Group has established strict candidate screening procedures based on the specific post requirements, and has been constantly recruiting to build a talent pool. According to its internal policies such as “Recruitment and Employment Management System”, a set of transparent and well-defined recruitment procedures are established for recruitment. In the meantime, recruitment plan and compensation packages are periodically reviewed to enhance the opportunities for attracting and retaining talents.

The Group makes use of various channels to recruit talents according to the needs of positions, including: recruit general management and technical personnel through the Internet; recruit high-end and scarce experts through headhunting; recruit future leaders through campus recruitment; optimise the allocation of human resources through internal recruitment; and employ outstanding talents through internal recommendation.

## V. 關愛我們的員工

作為企業可持續發展戰略的一部分，本集團致力於打造包容的企業文化，建立一個多元化的工作場所，尊重每位員工。截至2022年12月31日，本集團在中國內地、香港、德國、博茨瓦納、美國、韓國、印度尼西亞和越南等地共有3,875名員工。更多詳情請參閱第97頁的附錄四。

### 支持良好的僱傭

本集團人力資源部負責根據最新的法律法規，定期審查和更新相關公司政策。本集團制定並落實一系列內部政策，包括《勞動關係管理規定》、《員工手冊》、《薪酬管理規定》、《招聘管理規定》及《考勤與假期管理規定》等，以規範其人力資源管理流程及標準。

於2022財年，本集團遵守與薪酬和解僱、招聘和晉升、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對本集團有重大影響的相關法律及規例。更多相關信息請參閱第103頁的附錄五。

### 招聘和晉升

堅持「公開招聘、平等競爭、擇優錄用、先內後外」的原則，本集團以崗位的工作任務為標準，建立嚴格的人員篩選程序，並長年招聘以建立人才儲備信息庫。根據其內部政策例如《招聘錄用管理制度》，本集團已建立了一整套透明、明確的招聘程序，同時，透過定期審查招聘計劃和薪酬方案，增加吸引和留住人才的機會。

本集團根據崗位所需利用多種招聘渠道招攬人才，包括：透過網絡招聘普通管理類及技術類人員、透過獵頭招聘高端及稀缺的專家人才、透過校園招聘儲備幹部、透過內部競聘改善人力資源的配置狀況，以及透過內部推薦錄用優秀人才。



To ensure that all employees can be recognised by the Group appropriately with respect to their efforts and contributions, the Group regularly performs evaluations on the capability and performance of its employees, and provides equitable opportunities for promotion and development for eligible workers who have demonstrated great performance and potential in their jobs based on its principles of “Legality, Honesty, and Fairness”. The supervisor of each department is responsible for submitting the annual performance appraisal to the human resources department for review. After that, the evaluation results will be submitted to the management for approval and finalising the promotion list.

### **Compensation and dismissal**

The Group strictly implements the “Salary Management System” to build a sound salary structure, and provide corresponding compensation structures for employees in various positions. For instance, in addition to monthly salary, employees under the annual-compensation structure are also paid performance-based wages, with year-end bonuses paid depending on the operating conditions during the year. The Group makes use of the balanced scorecard to establish strict policies on the cycle, method, scoring and application of results of employee performance appraisals, so as to determine whether to make appropriate adjustments to employees’ salaries.

All dismissals of the Group’s employees abide by its internal policies and applicable laws and regulations. The Group prohibits any kind of unfair or illegitimate dismissal, policies regulating the procedures of dismissal of employees are in place for management, with the “Notice of Termination of Labour Contract” issued by the human resources department as final basis for dismissal. The Group’s “Employee Handbook” has specified the details and disciplinary actions on any practices of employees that have violated the Group’s policies. For employees seriously violate the Group’s regulations or seriously dereliction of duty, the Group will immediately dismiss them in accordance with the provisions specified in the policy.

### **Working hours and rest periods**

In accordance with local laws including the “Provisions of the State Council on Employees’ Working Hours”, the Group formulates the “Regulations on Attendance and Holiday Management” to manage employees’ working hours and rest periods, in which clearly stipulate the working hours, attendance requirements and disciplinary actions. The Group strives to maintain an average weekly working hours of not more than forty-four hours or stipulated by local law the maximum working hours. If there is any production and operation demand, the Group will appropriately extend the working hours after consultation with the labour union and workers, and set an upper limit for the extension. Meanwhile, the Group also strictly complies with local national regulations to provide employees with statutory holidays.

為確保所有員工的努力和貢獻能夠得到集團的適當認可，本集團定期對員工的能力和績效進行評估，並本著「合法、誠信和平等協商」的原則，為在工作中表現出色和有發展潛力的合格僱員提供公平的晉升和發展機會。各部門負責人根據員工年度業績表現將人員及申報材料提交到人力資源部，經人力資源部整理檢查後上交管理層審批決定最終晉升名單。

### **薪酬及解僱**

本集團嚴格落實其《薪酬管理制度》，構建完善的薪酬結構，就不同崗位的員工提供相應的薪酬結構。例如，除月薪外，年薪制員工亦獲發績效工資，並根據年內營運情況發年終獎金。本集團利用平衡計分卡，在員工績效考核的周期、方法、評分和結果應用方面建立了嚴格的政策，從而決定是否對員工的薪酬作適當的調整。

本集團的所有員工解僱均依照內部政策執行並有法可依。本集團禁止任何形式的不公平或不正當解僱，因此制定了嚴格的員工解僱程序管理政策，所有員工辭退均以人力資源部出具的《解除勞動合同通知書》為最終依據。本集團的《員工手冊》詳細列明有關違反本集團政策的員工行為和紀律處分。對於嚴重違反本集團規定或嚴重瀆職的員工，本集團將依據政策中列明的規定，即時辭退。

### **工作時數和假期**

本集團根據當地的法例，包括《國務院關於職工工作時間的規定》，制定《考勤假期管理規定》，以管理員工工作時數和休假，並明確規定工作時長、考勤要求和紀律處分。本集團致力於維持平均每週工作時間不超過四十四小時或當地法律規定最高工時。若因生產經營需要，本集團會經與工會和勞動者協商一致後適當延長工作時間，並規定延長上限。同時，本集團亦嚴格遵守當地國家規定為員工提供法定假期。





### **Equal opportunity and anti-discrimination**

Aiming to achieve the mutual growth of the Group and its employees, the Group respects every employee and provides equal opportunities for all. The Group has been promoting anti-discrimination in all its human resources measures, and ensures that training and promotion opportunities, dismissals and retirement policies are based on factors irrespective of the employees' age, sex, marital status, pregnancy, family status, disability, race, colour, descent, national or ethnic origins, nationality, religion or any other non-job-related elements in all business units.

Bearing in mind the concept of fair and just employment, the Group has always complied with the principles of gender equality and "equal pay for equal work". In addition, aiming to enhance diversity, inclusiveness and promote the inclusion of "Physically Handicapped and Able-Bodied", the Group's subsidiary in the Tobacco Raw Material business (Hunan Jishou) is a private enterprises demonstration base for employment and poverty alleviation of the disabled. The company currently employs 23 deaf and dumb persons which accounts for 26.43% of its total employees, while ensuring they receive equal pay for the same job position.

Employees are encouraged to report any incidents involving discrimination to the human resources department via the grievance mechanism of Group, which takes the responsibility for assessing, dealing with, recording and taking any necessary disciplinary actions in relation to substantiated cases.

### **Other benefits and welfare**

The Group pays attention to the physical and mental health of its employees, and strives to enhance the well-being of its people through providing various welfare and activities. In accordance with the "Welfare Management Regulations", the Group not only provides employees with statutory benefits such as social insurance and provident funds, but also provides them with corporate benefits include regular gatherings, festive and birthday gift, heatstroke prevention benefits, holiday benefits, communication subsidies, annual health examination, red packets, staff dormitories, free working meals, shuttle bus service, recreational activities, reimbursement of long-distance family visit expense.

In addition, to promote corporate culture, the Group is dedicated to let employees feel that the Group attaches importance to their personal value, ability enhancement and physical and mental health. During the year, the Group held the "Huabao Award" to recognise groups and individuals who have made outstanding achievements in various business divisions and awarded them with bonuses in recognition of their contributions. In the meantime, the Group also organised events such as "Chinese New Year", "Goddess Festival" and "Huabao's God of Cookery" to strengthening the cohesion between employees and itself.

### **平等機會和反歧視**

本集團尊重每一位員工，為每一個人提供平等的機會，致力於實現企業與員工的共同成長。本集團一直在人力資源政策中提倡反歧視，並確保所有業務部門的培訓及晉升機會、解僱及退休政策並不會以僱員的年齡、性別、婚姻狀況、懷孕狀況、家庭狀況、殘疾、種族、膚色、血統、民族或族裔、國籍、宗教或任何其他非工作相關因素為依據。

堅持公平公正的用人理念，本集團在營運時一直遵從男女平等、同工同酬的原則。此外，為提升多元化、包容性及促進「傷健共融」，本集團的煙用原料子公司（湖南吉首）作為民營企業殘疾人就業扶貧示範基地，現聘用23名聾啞殘疾人員，佔比26.43%，並確保同崗同酬。

本集團鼓勵員工通過申訴機制向人力資源部門報告任何涉嫌歧視的事件。人力資源部門將負責對相關屬實事件進行評估、處理、記錄及採取任何必要的紀律處分。

### **其他待遇和福利**

本集團著重員工的身心靈健康，通過提供各種福利及活動，勉力提升員工的福祉。參照《福利管理規定》，本集團不僅為員工提供社會保險和公積金等法定福利，更安排各種企業福利，包括定期聚餐、生日及節日禮物、防暑降溫費、節日福利、通訊補貼、年度體檢、紅包、員工宿舍、免費工作餐、班車服務、娛樂活動及報銷長途探親費等。

此外，為推廣企業文化，本集團致力讓員工感受到集團對他們個人價值、能力提升以及身心健康的重視。年內，本集團舉辦了「華寶獎」，表彰在各業務部門做出成績的團體和個人，並為他們頒發了獎金，對他們為集團作出的貢獻予以認可。同時，集團亦組織了「中國年」、「女神節」、「華寶食神」等文化主題活動，增強員工和公司之間的凝聚力。



## Huabao's Groupwise "Goddess Festival" Event

### 華寶集團「女神節」主題活動

On 8 March 2022, the headquarter of Group and its subsidiaries presented a happy and unforgettable festival to female employees through a range of diverse celebration activities.

2022年3月8日，本集團總部及旗下各企業通過豐富多元的慶祝活動，為女職工送上了一個快樂、難忘的節日。

In particular, companies in the Tobacco Raw Material business held "Embracing Nature and Walking with Beauty" outdoor barbeque event and "Female Power and Goddess Festival" tea party, as well as preparing roses and chocolates for female employees as festive present, such that they could feel the warmth and care from the Group.

譬如，煙用原料板塊為女性員工舉辦了「擁抱自然、美麗同行」戶外燒烤活動及「美女半邊天、絢麗女神節」茶話會，並為她們準備了玫瑰花及巧克力作為節日禮物，好讓她們能感受公司大家庭的溫暖與關懷。

In FY2022, the Group was in compliance with relevant laws and regulations in relation to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, welfare and other benefits that have a significant impact on the Group.

於2022財年，本集團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、其他待遇及福利對本集團具有重大影響的相關法律法規。





## PRINCIPLES OF ENVIRONMENTAL AND OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT

### 環境與職業健康安全管理原則

#### Compliance 合規

Comply with the laws, regulations and other requirements in environmental and occupational health and safety related to the Group's environmental factors and hazards.

遵守與公司環境因素和危險源有關的環境及職業健康安全法律法規及其他要求。

#### Policy 政策

Implement pollution prevention, hazard source identification and risk control, and continuously improve performance in environmental and occupational health and safety.

實施污染預防、危險源辨識及風險控制，持續不斷地改進環境及職業健康安全績效。

#### Awareness 意識

Strengthen employees' awareness of environmental protection and occupational health and safety and promote the understanding of the Group's environmental and occupational health and safety policies.

加強公司員工的環境保護及職業健康安全意識，促進相關方對本公司環境及職業健康安全方針的認識和理解。

Adhering to the principle of "Safety First, Precaution Matter, Comprehensive Control", the Group is committed to creating a safe workplace for its people. In FY2022, the Group complied with the relevant laws and regulations in Hong Kong, Mainland China and other places relating to provide a safe working environment and protecting employees from occupational hazards. For more details, please refer to Appendix V as set out on page 104.

Keeping in mind the concept of safety first, in addition to conducting on-site occupational health inspections, arranging regular medical checks for staff and monitoring of occupational hazards, the Group also arranges safety seminars and training for new hires as well as holding monthly safety drills. Aiming to lower the risks of occupational hazards, the Group holds monthly safety meetings and arranges safety monitoring and inspections on major holidays. As awarded the "Environmental and Occupational Health and Safety Management System" certification, apart from providing employees with medical and industrial injury insurance, the Group also ensures that the basic elements of safe production are met in strict accordance with relevant laws and regulations.

秉承「安全第一、預防為主、綜合治理」的原則，本集團致力於為員工打造安全的工作環境。於2022財年，本集團嚴格遵守香港、中國內地及各地有關提供安全工作環境及保護僱員免受職業性危害的相關法律和法規。更多詳情請參閱第104頁的附錄五。

秉持安全第一的理念，本集團除了對生產場所進行職業健康檢測、員工定期體檢及對職業病危害進行監測外，更會對新入職員工進行安全教育培訓並每月提供安全演練。為減低職業事故傷害，本集團亦會每月進行安全會議，且在重大節假日進行安全監控檢查。本集團已獲得《環境和職業健康安全管理體系》認證，除了給員工提供醫療和工傷保險外，亦確保嚴格按照相關法律法規滿足安全生產的基本要素。



Abiding by its internal policies, the Group has established a safety production committee (“Safety Production Committee”), which is responsible for safety system construction, safety inspection and rectification, safety training, approval and distribution of labour protection supplies. The equipment management department is responsible for cooperating and assisting the Safety Production Committee to implement the health and safety measures in accordance with the “Environmental and Occupational Health and Safety Management Manual”. The Safety Management Committee is the highest authority of the Group supervising the corporate safety management. Other members in the leadership are consisted of the heads of various departments of the Group and the staff responsible for safety affairs.

按照其內部政策，本集團已成立安全生產委員會（「安全生產委員會」），並負責安全體系建設、安全檢查整改、安全培訓、勞保用品核定和發放，並由設備管理部配合或協助安全生產委員會按照《環境及職業健康安全管理工作手冊》做好健康安全有關工作。安全管理委員會是本集團監督企業安全管理的最高監管機構。領導班子的其他成員則由本集團各部門的負責人和負責安全事務的人員組成。

### Safety Management Committee 安全管理委員會

- Study, advocate and supervise the Group and all departments to earnestly implement national laws, regulations, policies and principles on production safety;  
研究、倡導和監督集團及部門認真貫徹執行國家有關安全生產的法律、法規、政策和原則；
- Coordinate the annual arrangement of safety work, hold regular safety meetings and listen to the reports about the implementation of safety-related issues in the Group at meetings;  
協調安全工作的年度安排，定期舉行安全會議，並在會議上聽取關於集團安全相關問題執行情況的報告；
- Discuss the major issues in relation to the safety work of the Group and control the capital allocation to the management of safety affairs;  
討論與本集團安全工作有關的首要問題，控制對安全事務管理的資金分配；
- Supervise the staff responsible for production safety in all departments to implement the production accountability system and ensure the safety and health of employees;  
監督各部門負責安全生產工作的員工執行生產責任制，並確保員工的安全和健康；
- Organise the safety audit work and reward or punish the main responsible person in each department based on the audit results.  
組織安全審核工作，並根據審核結果獎勵或懲處各部門主要負責人。

### Administration Department 行政部門

- Implement the national and corporate policies in relation to production safety and supervise the safety management work under the leadership of the Safety Management Committee;  
在安全管理委員會的領導下，執行有關安全生產的國家和企業政策並監督安全管理工作；
- Responsible for the daily work assigned by the Safety Management Committee and assume the responsibility of the Group's safety work and production safety-related accidents;  
負責安全管理委員會委派的日常工作，並負責本集團的安全工作和生產安全事故處理；
- Build the Group's safety accountability and management system and formulate the Group's safety policies;  
建立本集團的安全責任制和管理制度，制定本集團的安全政策；
- Carry out regular inspections on the safety work of the Group, put forward suggestions for improving the safety management, and take corrective measures to minimise the potential safety-related risks in all departments;  
定期對本集團的安全工作進行檢查，提出改善安全管理的建議，並採取整改措施，最大限度地減少各部門存在的安全隱患；
- Formulate safety assessment indicators and report to the Safety Management Committee based on the evaluation, analysis and summarisation of safety accidents and the follow-up measures that have been taken.  
制定安全評估指標，並根據對安全事故的評估、分析和總結以及已採取的後續措施向安全管理委員會報告。



### Representative of Safety Management Team 安全管理團隊代表

- Fully responsible for the establishment, implementation, maintenance and continuous improvement of the company's environmental and occupational health and safety management system; 全面負責公司環境及職業健康安全管理體系的建立、實施、保持和持續改進；
- Report to the top management of the implementation of the environmental and occupational health and safety management system and the effectiveness of the system as a basis for continuous improvement; 向最高管理者匯報環境及職業健康安全管理體系運行情況和體系的有效性，為持續改進環境和職業健康安全管理體系提供依據；
- Organise internal audits on the environmental and occupational health and safety management system and prepare materials for review by the management; 組織內部環境及職業健康安全管理體系審核，準備管理評審資料；
- Internally responsible for coordinating the operation of the system, and externally responsible for the liaisons related to the environmental and occupational health and safety management system. 對內負責協調體系運行，對外負責與環境及職業健康安全管理體系相關的各種聯絡。

### Representative of Safety Operation Team 安全營運團隊代表

- Review the practicability and effectiveness of the policy, and participate in setting the company's goals and indicators; 評審政策的適宜性、有效性，參與設定公司的目標和指標；
- Clarify own responsibilities and serve as the intermediary for both the management and general employees for better communication; 明確自身的職責並作為管理層和一般僱員兩方的傳聲筒，便於其溝通；
- Participate in the supervision, inspection and review the operation of the system, and urge the implementation of corrective and preventive measures within the responsibility scope; 參與監督稽查，審核體系運行情況，並敦促落實與自己職責相關的糾正預防措施；
- Engage in management reviews, evaluate the performance of the organisation, participate in discussions to establish the company's future targets, indicators and reforms. 參與管理評審，評價組織的績效，參與討論確立公司未來的目標、指標和改進。

To ensure the effective implementation of the Group's occupational health and safety strategy and requirements, the Group has taken the initiative to establish internal management systems that supervise the health and safety work. For instance, on top of the establishment of the Group's Safety Management Committee and Administrative Department, Huabao Flavours & Fragrances has delegated the representatives of the safety management team and safety operation team, and required that they fulfil their respective responsibilities.

為確保有效執行本集團的職業健康與安全戰略與要求，本集團已主動建立監督健康與安全工作的內部管理體系。例如，在集團安全管理委員會及行政部門以外，華寶股份亦任命安全管理團隊和安全營運團隊的代表，並要求他們履行各自的職責。





Aiming for better safety production supervision, the Group is committed to raising the safety awareness of all personnel across the organisation through training.

為切實做好安全生產督導工作，本集團致力於通過培訓提高全體人員的安全防範意識。

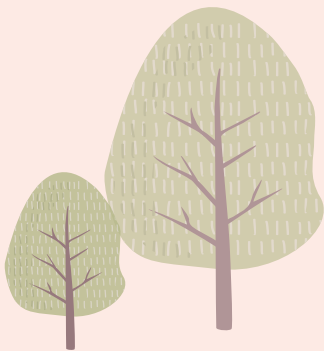
## Subsidiaries of the Flavour and Fragrances, and Food Ingredients Business Jointly Held the “First Lesson of Work” Safety Production Training 香精及食品配料板塊子公司聯合開展「開工第一課」安全生產培訓

In 2022, three companies of the Flavour and Fragrances, and Food Ingredients Business joined hands in holding the “First Lesson of Work” safety production training. Through the sharing of production safety knowledge and related laws and regulations, all employees should firmly establish their awareness on implementing various safety precautions and facilitate the enforcement of the safety system so as to prevent any kinds of occupational accidents.

於2022年，香精及食品配料板塊旗下3家公司聯合開展「開工第一課」安全生產培訓，透過分享安全生產知識及法律法規，讓全體員工牢固樹立紅線意識，落實各項安全防範措施，並完善安全體系建設，以有效防範各類事故發生。

During the year under review, the Group was not in violation of material relevant laws and regulations in relation to providing a safe working environment and protecting the employees from occupational hazards that may have a significant impact on the Group.

於回顧年度內，本集團並未發現任何違反提供安全的工作環境及保護僱員免受職業危害對本集團有重大影響的相關法律和法規的行為。



### Response to the COVID-19 Pandemic

In FY2022, in view of the recurring pandemic outbreak, the Group stayed tuned with the local pandemic situation and policies changes. Specific personnel was assigned to maintain stable communication with the local prevention and control units, thereby strictly following the local policies and requirements on pandemic prevention and control. The Group ensured the normal operations of business while assuring the health and safety of the public and its people.

### 應對新冠疫情

於2022財年，鑒於疫情的反復，本集團隨時關注國內疫情形勢及政策變化，並設有專人負責與本地疫情防控單位聯繫溝通，嚴格按照地區疫情防控政策和要求做好疫情防控工作，並在確保公眾和職工的健康和安全的情況下保證企業的正常營運。



Aiming to reduce the risk of the widespread of pandemic, the Group conducted regular screening and testing, and required those who test positive to self-quarantine at home in accordance with the regulations. In the meantime, employees were required to wear masks throughout their working hours, while the Group also reserved sufficient amount of medicines and anti-pandemic materials according to the “Reference Table of Commonly Used Drugs for Home Treatment of Patients Infected with Novel Corona Virus” issued by the Comprehensive Team of the Joint Defense and Joint Control Mechanism of the State Council.

The Group formulated an emergency plan for production and operation during the pandemic, while timely adjusting its business strategy in view of the evolving pandemic situation. The Group strictly abided by the relevant regulations of the local authority, while assuring the supply of raw materials for production, supply of living materials for employees and logistics arrangements.

為減低疫情擴散的風險，本集團定期開展排查檢測，要求檢測結果呈陽性的人員按防疫規定自行做好居家隔離。同時亦要求員工上班期間全程佩戴口罩，並參考國務院聯防聯控機制綜合組發佈的《新冠病毒感染者居家治療常用藥參考表》做好藥品等防疫物資的儲備。

本集團制定了疫情期間生產經營應急預案，並根據疫情發展形式及時調整業務營運策略。本集團嚴格遵守營運當地政府及疫控部門有關規定，同時保障原材料供應、員工生活物資供應以及物流運輸等。

## Guangdong Jinye Launched Vaccine Booster Programme 廣東金葉開展新冠疫苗加強針接種工作

In 2022, Guangdong Jinye invited doctors from local health center to provide on-site vaccination for its employees, aiming to ensure that employees can receive booster shots in time and jointly build a solid barrier for epidemic prevention. After this event, the vaccination rate of its employees has reached 91%.

於2022年，廣東金葉邀請街道衛生院醫生前往公司為員工現場接種疫苗，旨在確保員工能及時接種疫苗加強針，共同築牢防疫屏障。本次活動後，廣東金葉員工疫苗接種率已達91%。



### Strengthening development and training

Following the Group’s internal document such as “Employee Training Management Measures”, “Training Management Procedures” and “Employee Handbook”, its administrative human resources department manages training issues through preparing and implementing the “Annual Training Plan”. It is hoped that through training, it can enhance the knowledge level and professional ability of employees, cultivate excellent personal qualities and ultimately create richer values for the company, thereby laying the groundwork for a learning organisation and promoting the core competitiveness of the enterprise.

### 加強發展及培訓

本集團行政人事部按照《員工培訓管理辦法》、《培訓管理程序》及《員工手冊》等內部文件落實培訓管理工作，並每年編制及執行《年度培訓計劃》，旨在通過培訓工作改善和提升員工知識水平、增進崗位專業能力、培養優良個人素質、最終為企業創造更多更豐富的價值，為構建學習型組織奠定基礎，進而增強企業核心競爭力。



In addition to providing induction training to new hires to let them understand the corporate culture and regulations, the Group also arranges forklift licenses, dangerous goods licenses, first aid licenses and other related training when necessary to improve the professional capabilities of employees, while cultivating reserve talents who hold relevant special operation certificates according to the production needs. In addition, the Group also encourages employees to participate in external vocational and technical training. Title subsidies, materials fees and education fees will be provided to those who have obtained relevant qualifications. Grasping the digitalisation trend, the Group has also been investing in the development of online courses through the online learning platforms such as Huabao Lecture, where all its employees have the access to numerous resources for learning and can share knowledge and improve skills.

In FY2022, 1,992 employees of the Group received a total of 48,015 hours of training. Caring about the long-term career development of the general staff, more than 90% of training time was allocated to its general employees. More breakdown regarding the number of employees trained and the training hours can be found in Appendix IV as set out on page 101.

本集團除了向新員工提供入職培訓以讓其了解企業文化及各項規章制度外，並會在有需要時安排劊車牌照、危險品牌照、急救牌照等相關培訓，以提升員工崗位專業能力，且按生產需求培養持有相關特種作業證的儲備人員。另外，本集團亦鼓勵員工參加外部職業技術培訓，並會對獲得相關學歷的人員發放職稱補貼、資料費及職工教育費。緊跟數字化趨勢，本集團亦通過華寶大講堂等在線學習平台，投資開發在線課程，讓全體員工都能獲得大量學習資源，共享知識，提升技能。

於2022財年，本集團共1,992名員工接受了總計48,015小時的培訓。本集團關心一般員工的長期職業發展，90%以上的培訓時間皆分配給了一般員工。有關受訓員工人數和培訓時間的詳細信息，請參閱第101頁的附錄四。

## Huabao Flavours & Fragrances held DOE Training for technological staff 華寶股份開展科創人員實驗設計DOE專題培訓計劃

In 2022, the Innovation Center of Huabao Flavours & Fragrances joined hands with the administrative human resources department in organising the “DOE Training”. During which 62 technological staff from Shanghai and Guangzhou were introduced to the importance of DOE. It was expected that through mastering the experimental design methods, staff can improve their R&D productivity.

於2022年，華寶股份科創中心聯合人事行政部，開展《DOE-實驗設計》培訓，為62名來自上海及廣州的科創人員講解DOE的重要性，並期望員工掌握實驗設計方法，提高研發工作效率。







## Eliminating child and forced labour

In FY2022, the Group abided by the Employment Ordinance (Cap. 57 of the Laws of Hong Kong), Labour Law of the People's Republic of China, the Basic Conditions of Employment Act of South Africa and other related labour laws and regulations in Hong Kong, Mainland China, South Africa and other operating regions to prohibit any child and forced labour employment.

To combat illegal employment on child labour and underage workers, the human resources department of the Group requires all job applicants to provide valid identity documents and social security card and graduation certificate to ensure that they are lawfully employable according to the requirements stated in the "Employee Handbook" and "Recruitment Management System", which strictly regulates the procedures for the background check and document verification. For the affected child workers, the Group will immediately discharge them to hospital for medical examination, escort them home to their guardians and contact the local social security bureau to ensure they can return school to complete their education.

To prevent forced labour, the recruitment of the Group is based on the principle of fairness and voluntariness, and it is strictly forbidden to recruit employees by any means of coercion or deception. The Group will not detain valid documents such as ID cards and household registration books of employees, nor will it charge any form of deposit, nor asking for a guarantee. In accordance with relevant local laws, a labour contract will be signed between the two parties after negotiation.

The human resources department is also responsible for monitoring and keeping the compliance of corporate policies and practice with relevant laws that prohibit child labour and forced labour. Once the Group finds any case against labour standards, the employment will be immediately terminated and the responsible staff for the employment procedures are subject to disciplinary actions when the management deems necessary.

In FY2022, the Group was not in violation of material relevant laws and regulations, in relation to the prevention of child and forced labour that have a significant impact on the Group.

## 消除童工和強制勞工

於2022財年，本集團遵守《僱傭條例》(香港法例第57章)、《中華人民共和國勞動法》、南非《就業基本條件法》及香港、中國內地、南非及其他營運地區相關的勞工法律及法規，以禁止僱用任何童工和強制勞工。

為打擊與童工、未成年工人有關的非法就業，本集團的人力資源部根據《員工手冊》及《招聘錄用管理制度》中規定的背景審核和材料審驗程序，要求所有應徵者提供有效的身份證明文件、社保卡、畢業證書等，以確保應徵者為合法受僱。對於受影響的童工，本集團將會立即安排其前往醫院進行體檢，並派人護送其回家交其監護人，且與當地社保局聯絡，確保其盡快回校完成教育。

為預防強迫勞動，本集團的招聘以公正自願為原則，嚴禁以任何強迫或欺騙的手段招聘員工。本集團並不會扣押員工的身份證、戶口本等有效證件，亦不收取任何形式的押金，更不會要求進行擔保。本集團按照當地相關法律，將雙方協商後簽署勞動合同。

本集團的人力資源部有責任監督和確保企業政策和實踐遵守禁止童工及強制勞工相關的法律法規。本集團一旦發現任何違反勞工標準的事件，將立即終止就業合同，而負責相關僱傭程序的員工將會在管理層認為有必要時受到紀律處分。

於2022財年，本集團在防止童工或強制勞工方面，並無違反任何對本集團有重大影響的相關法律及規例。



## VI. DRIVING OPERATIONAL EXCELLENCE

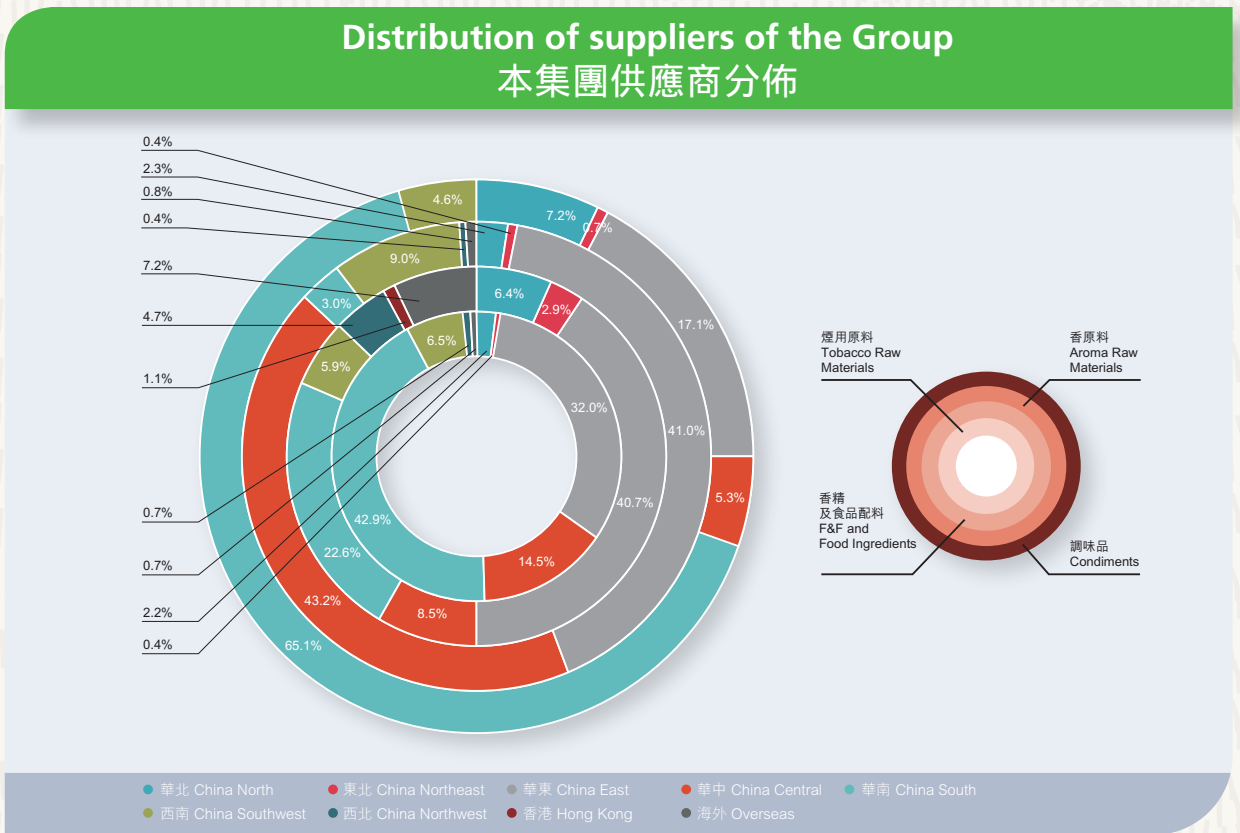
### Strengthening responsibility in supply chains

The Group works with 1,376 local suppliers in Mainland China, 8 suppliers in Hong Kong and 58 suppliers located overseas which provide the company with raw materials and services. The Group is dedicated to lowering the social and environmental risks along its supply chain and expanding its responsible sourcing programme to foster a sustainable value chain, while providing customers with greater access to safe, high-quality products sourced in a responsible way.

## VI. 推動卓越營運

### 加強供應鏈責任

本集團與1,376家中國內地本地供應商、8家香港供應商及58家海外供應商合作，為公司提供各種原材料和服務。本集團致力於降低其供應鏈管理中的社會和環境風險，擴大其負責任採購計劃，以實現可持續的價值鏈，同時為客戶提供更多以負責任的方式採購的安全、優質的產品。





## Risk Management

The Group formulates internal regimes in controlling the operating risks, such as the “Supplier Management Procedures”. Adhering to the precautionary principle, the Group aims to minimise its supply chain risks through strict examination of the competence and quality of its suppliers.

As a foundational requirement, suppliers are required to comply with national, local, and industry laws, regulations, and requirements regarding product quality, safety, and environmental protection. For the sake of assuring the quality of the Group’s suppliers and legal compliance in procurement process of the Group with national laws such as the “Product Quality Law of the People’s Republic of China”, the Group promulgates and implements its internal policies, as well as conducting quality assurance tests on purchased materials by the technical department.

In the meantime, the procurement department is responsible for the selection and inspection of qualified suppliers. In the case of identification of any environmental or social risks regarding environmental issues, labour rights, food safety, etc. associated with certain suppliers, rectifications on operations are required. For those who fail to rectify their business practices, the procurement department will rule out the corresponding suppliers.

## Supply Chain Resilience

To maintain the stability of its supply chain, the Group generally makes use of its early warning system, signs contracts with the suppliers with higher risks by determining the procurement quantity in advance. For medium- and high-risk raw materials that are frequently purchased and used in large quantities, the safety stocks and delivery cycles should be appropriately adjusted to deal with any unpredictable situations.

Meanwhile, the Group values suppliers who obtain green qualifications such as the ISO 14001 certification during the tender process and give them extra points in the annual assessment. As one of the conditions of engagement, suppliers must pledge not to violate any laws or regulations on the standard emission of pollutants such as wastewater, exhaust gas, solid waste, noise, etc., and take preventive measures to meet national or regional emission standards. For instance, the Group tries its best to choose materials without packaging and tank truck transportation during procurement to minimise environmental pollution in various stages.

## 風險管理

本集團已制定內部政策以控制供應鏈管理中的風險，如《供應管理程序》。本集團秉承預防原則，通過嚴格審查供應商的能力和質量，將供應鏈風險降至最低。

作為基本要求，供應商必須遵守有關產品質量、安全和環境保護的國家、地方和行業法律、法規和要求。為確保本集團供應商質量及本集團採購過程符合《中華人民共和國產品質量法》等國家法律，本集團頒佈並實施內部政策，由技術部對採購材料進行質量保證測試。

與此同時，採購部負責對合格供應商進行甄選和檢查。在發現某些供應商存在與環境問題、勞工權利、食品安全等方面相關的環境或社會風險的情況下，本集團將要求其營運進行整改。對於未能整改其業務行為的供應商，採購部將拒絕與該供應商合作。

## 供應鏈韌性

為維持供應鏈的穩定性，本集團一般利用供應鏈預警體系，與風險較高的供應商簽訂合同，提前確定採購數量。而對採購頻率較高且使用量較大的中高風險原料，本集團對其安全庫存及交貨週期進行適當調整，以應對任何不可預知情況。

同時，本集團在招標過程中，優先與獲得ISO 14001等綠色資質的供應商合作，並在年度評估中給予相應加分。作為合作條件之一，供應商必須承諾不違反任何有關廢水、廢氣、固體廢物、噪聲等污染物達標排放的法律法規，並採取預防措施達到國家或地區排放標準。譬如，本集團在採購時盡量選擇不帶包裝、不涉及槽車運輸的材料，以減少各流通環節的環境污染。

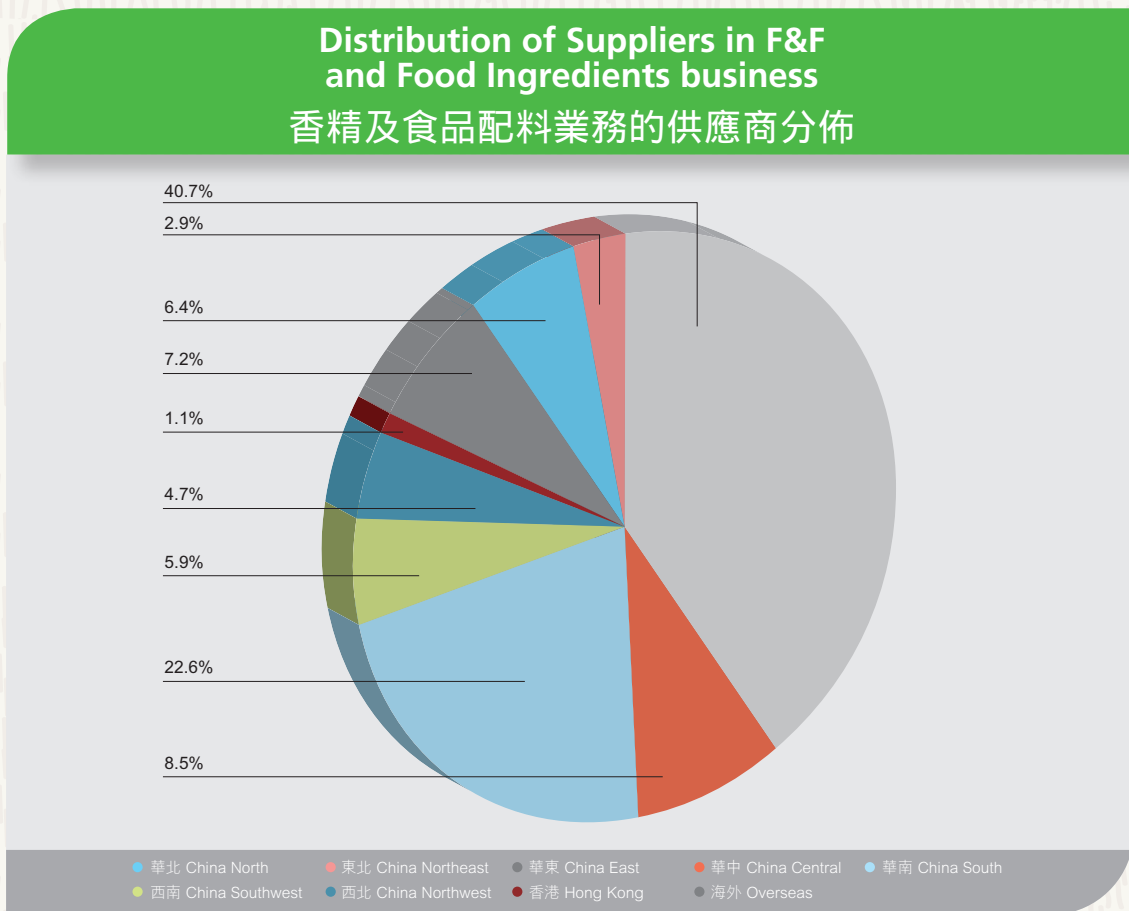


Besides, the procurement department of the Group endeavours to engage its business partners through dynamic management, including on-site visits, regular communication through digital means and written evaluation from time to time, so as to keep its suppliers closely in touch. Given the solid relationships it has with its suppliers, the Group did not experience any material delays, conflict or other significant issues with its suppliers in the past.

此外，本集團採購部通過動態管理，包括現場走訪、通過數字化手段定期溝通和不時的書面評估，努力與業務合作夥伴保持密切聯繫。鑒於本集團與供應商的穩健關係，本集團於過去並未與供應商發生任何重大延誤、衝突或其他重大問題。

### F&F and Food Ingredients business

### 香精及食品配料業務





The F&F and Food Ingredients business mainly collaborates with suppliers providing natural raw materials, synthetic raw materials, solvent, and packaging drums. In charge by the procurement department, the procurement process of this business is clearly implemented in accordance with its internal policies, including the “Manual of the Evaluation and Selection of Suppliers”, “External Supplier Control Procedures” and “Supplier Review Operation Manual”. Among them, the “K3 Operational Supply Chain Management System” adopted standardizes the procurement process of this business segment, thereby assisting it to a stable and sustainable collaboration and relationship with its suppliers.

The Group’s procurement department conducts monthly assessments of suppliers’ product quality and delivery dates, and conducts annual assessments of their comprehensive strength (including scale, research capability, quality control, production, price). Supervised by the Group’s internal audit department, the qualified suppliers evaluated in the previous year will be admitted to the list of qualified suppliers in the coming year.

This business segment considers environmental factors by prioritising natural materials and materials with no harm to the environment during the procurement, with the operation centre responsible for reducing the use of chemically synthesized raw materials. In FY2022, around 92% of its suppliers come from local regions, with the implementation rate of its supplier management policies was nearly 100%.

香精及食品配料業務主要與提供天然原料、合成原料、溶劑和包裝桶的主要供應商合作。由採購部負責，本業務的採購流程明確按照其內部政策執行，其中包括《供方評價與選擇工作手冊》、《外部供方控制程序》及《供應商評審作業指導書》等。其中，《K3作業供應鏈管理系統》更規範了本業務板塊的採購流程，從而幫助其與供應商建立穩定、可持續的合作關係。

集團採購部對供應商的產品質量及交貨期進行月度評估，並對其綜合實力（包括規模、科研、品控、生產、價格等）進行年度評估。由集團內審部負責監督，上一年度評估合格的供應商將准入下一年度的合格供應商名冊。

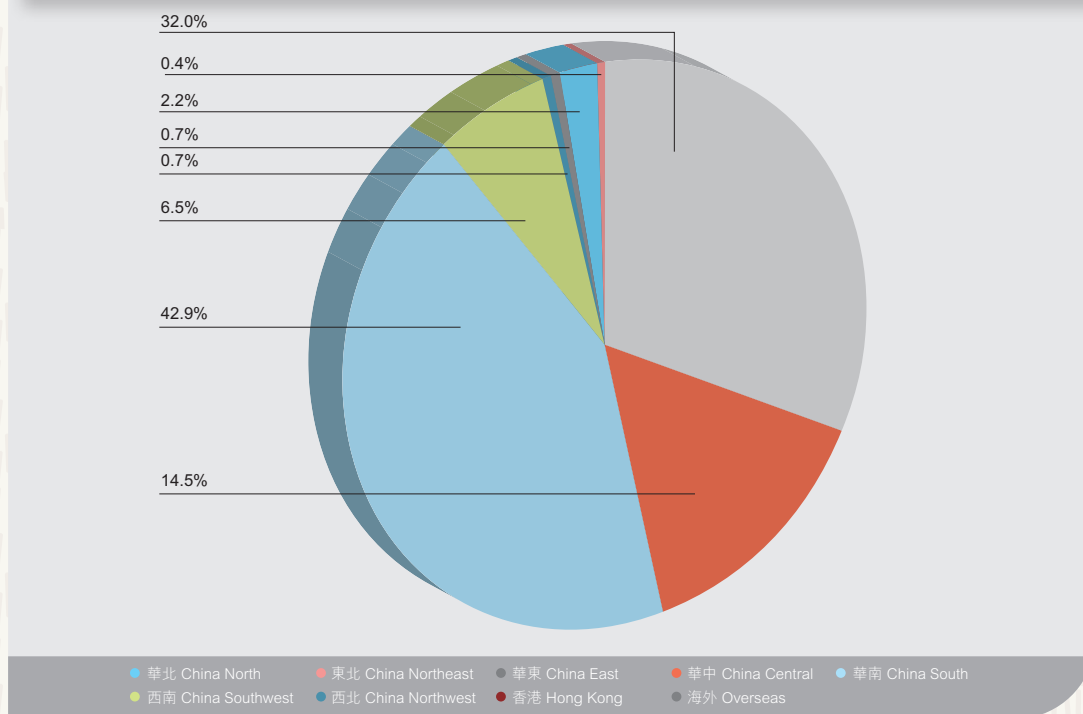
本業務在採購過程中考慮環境因素，優先選擇天然材料和對環境無害的材料，並由營運中心負責，減少使用化學合成的原料。於2022財年，本業務約92%的供應商來自本地，而其供應商管理政策的實施涵蓋其接近100%供應商。



## Tobacco Raw Materials business

## 煙用原料業務

### Distribution of Suppliers in Tobacco Raw Materials business 煙用原料業務的供應商分佈



The primary suppliers of the Tobacco Raw Materials business include suppliers of the additives for production, tobacco powder and stems, packaging and storage materials. Upholding the principle of “Equal emphasis on quality, cost, delivery and service”, this business engages new suppliers through the implementation of its “External Supplier Selection and Evaluation Management Measures” and “Procurement Method Management Regulations”. Annual assessments and evaluations are also conducted for the updates of qualified external supplier catalogue.

During supplier selection, the potential environmental and social risk factors in its supply chain are considered through due diligence before formal engagement of suppliers. Elements considered include whether the suppliers has international certification such as quality management system and environmental management system certification, its social reputation, safe production and operation capabilities and its compliance status with local laws and regulations.

煙用原料的主要供應商包括生產添加劑、煙末和煙梗、包裝和儲存類物料。秉持「質量、成本、交付與服務並重」的原則，本業務透過落實其《外部供方選擇與評價管理辦法》及《採購方式管理規定》，形成供方的導入，並於後續每年進行考核評價及更新合格外部供方目錄。

在篩選供應商時，本業務會考慮其供應鏈中的潛在環境與社會風險因素，並在聘用前對供應商進行調查，了解其是否具有質量管理體系認證、環境管理體系認證等國際認證，並知悉其社會信譽、安全生產經營能力，以及其是否遵守當地的法律法規。

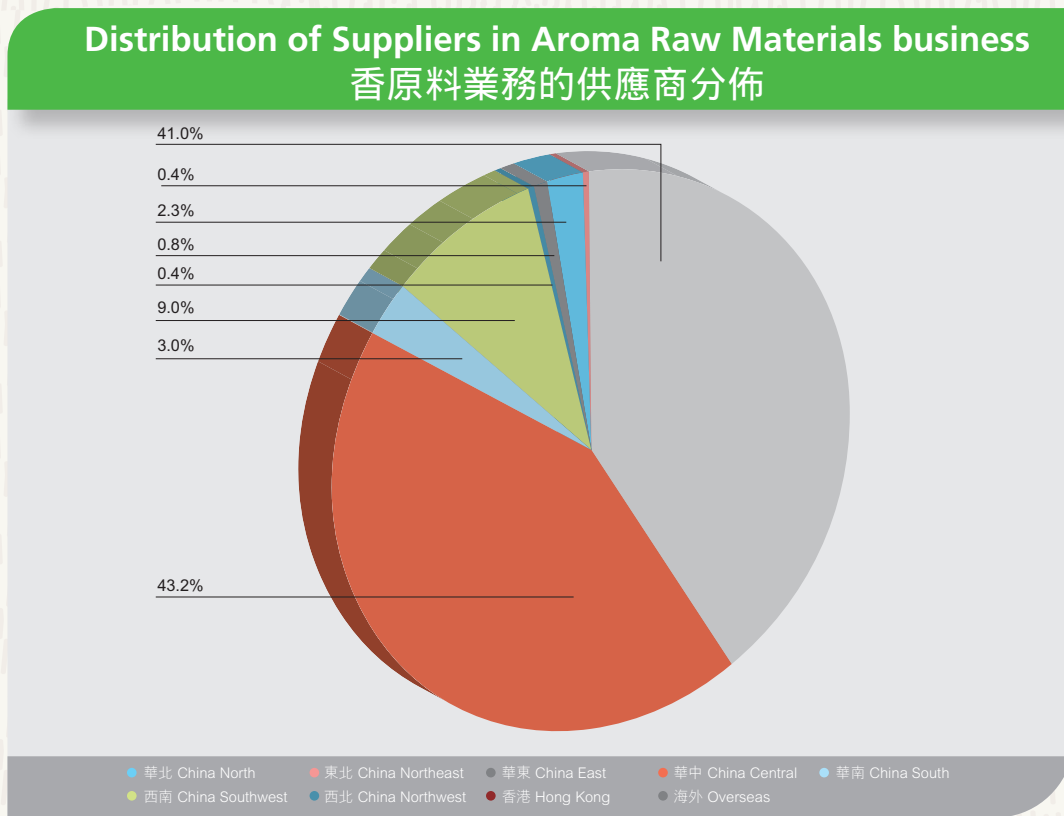


This business segment prioritise suppliers that are environmentally friendly and resource-saving. Specific selection criteria of materials and suppliers are based on the “Green and Environmentally Friendly Procurement Material List” formulated by the market service department. In FY2022, nearly 100% of its suppliers are located in local regions, while the implementation rate of its supplier management policies was also nearly 100% with the implementation of the procurement department and the monitoring of the finance department.

本業務優先考慮環境友好和資源節約的供應商。材料和供應商的具體選擇標準以市場服務部制定的《綠色環保採購物料清單》為準。於2022財年，本集團煙用原料業務的供應商接近100%位於本地，而其供應商管理政策，由採購部及財務部執行並監督，覆蓋率亦接近100%。

### Aroma Raw Materials business

### 香原料業務



The procurement department of the Aroma Raw Materials business mainly classifies and selects suppliers according to its internal policies, including the “Supplier Evaluation and Selection Work Manual” and “Procurement Control Procedures”. Its supplier engagement policy aims to select suppliers with good reputation, reasonable price and reliable quality as candidates, with the procurement department leading the QC department and technical department to perform new supplier evaluation. Relevant departments will strictly review supplier qualifications, production capacity, logistics supporting service capabilities, quality control capabilities, etc., and only after passing the review can they be included in the qualified supplier list.

香原料業務的採購部主要根據其內部政策包括《供方評價與選擇工作手冊》及《採購控制程序》等，對供應商進行分類和甄選。本業務的供應商聘用政策旨在選擇信譽良好、價格合理、質量可靠的供應商作為候選，並由採購部牽頭品控部及技術部門對新供方進行評價。相關部門將嚴格審核供應商資質、生產能力、物流配套服務能力、品質管控能力等，評審合格後方可納入供應商名錄中。



Besides, preventive measures will also be in place to address supply chain risks. On top of understanding the relevant information in various chemical raw material industries, this business also strengthens the awareness of risk prevention in all links of its supply chain, reduces the intermediate steps between the source of production and the end use, thereby improving supply efficiency. Most importantly, using exclusive suppliers or exclusive channel providers is strictly prohibited so as to avoid the collapse of the entire supply chain due to any accident in-between.

此外，本業務也會提前做好應對供應鏈風險的措施，除了了解各化工原料行業內相關信息外，更會加強供應鏈各環節的風險防範意識，減少供應鏈中製造源頭和終端使用的中間流通環節，從而提高供應效率。更重要的是，本業務嚴禁採用獨家供應商或獨家渠道商的供應方式，從而避免因為一個環節出錯令到整個供應鏈崩潰。

In terms of promoting green procurement, this business strives to prioritise ingredients extracted from natural plants and ensure that its raw materials are meeting the national standards. Furthermore, aiming to exert an impact on its business partners, the “Control Procedures of Environmental Influence on Related Parties” has been formulated to encourage its suppliers to consciously protect the environment and enhance environmental behaviour by letting them understand the environmental policy of this business. During the year under review, the suppliers this business segment worked with are 100% located in local regions.

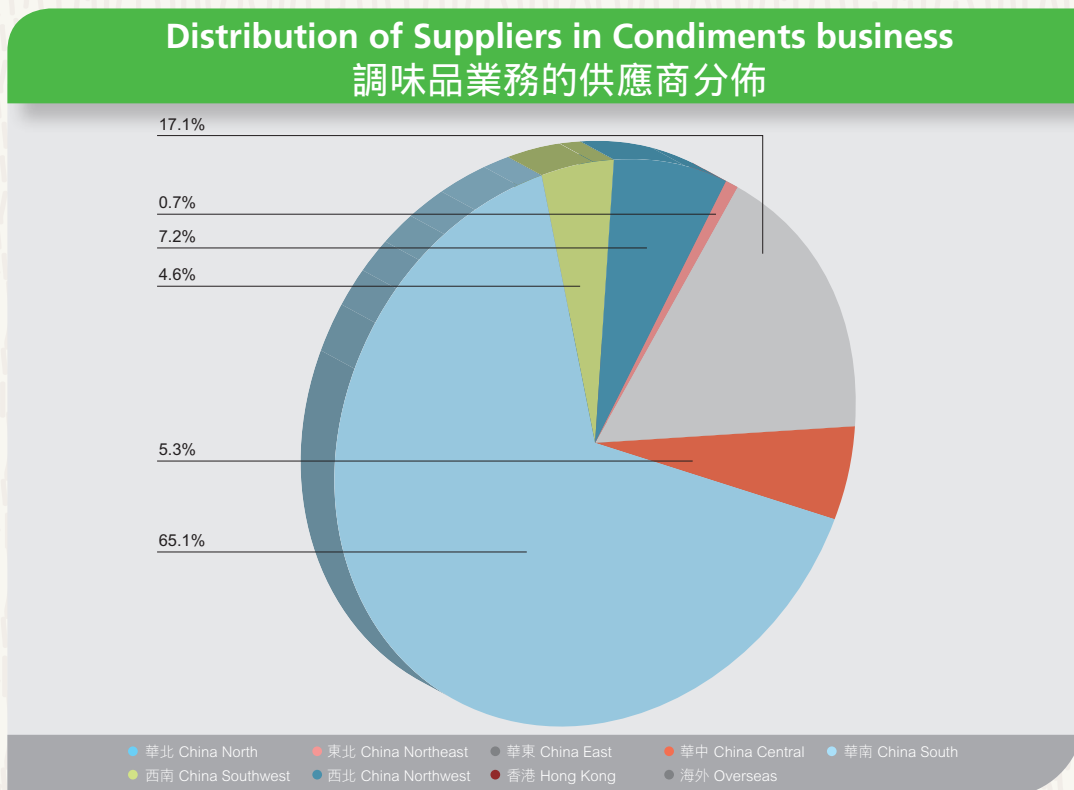
在推行綠色採購方面，本業務盡量選擇天然植物提取的成分，並確保原材料符合國家標準。另外，為對相關方環境施加影響，本業務制定了《對相關方環境施加影響管理控制程序》，透過讓其了解本業務的環境方針，促使其自覺保護環境，改進環境行為。於回顧年度，本業務合作的供應商接近100%位於營運當地。

In FY2022, the implementation rate of the supplier management policies of the Aroma Raw Materials business was nearly 100%, with the procurement department responsible for implementation while the QC department responsible for monitoring.

於2022財年，本集團香原料業務供應商管理政策的覆蓋率接近100%，由採購部負責執行，品控部負責監察。

### Condiments business

### 調味品業務







The Condiments business's major suppliers include suppliers of raw materials and packaging materials. The "Procurement Management Regulation" is formulated to guide its supplier evaluation and supervision based on the three major aspects of price, quality and delivery capability.

The procurement department strictly abides by the supplier access and management policies. Through making use of the "New Supplier Evaluation Application Form" and "New Supplier Preliminary Survey Form", the procurement department review new supplier's data and collaborates with the QC department to conduct on-site audits and annual audits, as well as using contractual constraints to ensure that suppliers are compliant. In the meantime, to identify and address environmental and social risks along the supply chain, all departments are responsible for identifying risks such as environmental safety, personnel safety, and pandemic safety, while the environmental safety department is responsible for monitoring the implementation of the entire process.

In addition, during supplier selection, this business also tries its best to prioritise suppliers that are more "green and environmentally friendly". During the on-site audit, more focuses will be put on examining and considering the environmental performance of suppliers. During the year under review, the suppliers this business segment worked with are 100% located in local regions.

In FY2022, the aforementioned supplier management measures are applicable to nearly 100% of the Condiments business's suppliers.

調味品業務的主要供應商包括原材料供應商和包裝材料供應商。本業務根據《採購管理制度》，以價格、質量和交付能力三大方面為指導供應商評估和監督。

採購部嚴格遵從供應商准入及管理政策，通過利用《新供應商開發評估申請表》及《新供應商基本情況調查表》進行供應商准入資料審核，並聯通質量部進行現場審核及年度審核的方式，且使用合同約束，確保供應商合法依規。同時，為識別並降低供應鏈中的環境及社會風險，本業務的各部門均負責識別環境安全、人員安全及防疫安全等風險，並由環保安全部負責監督整個過程的實施。

此外，本業務在選擇供應商時亦盡可能選擇較「綠色環保」的公司，在現場審核時會重點考察並考慮供應商的環境表現。於回顧年度，本業務合作的供應商100%位於營運當地。

於2022財年，上述的供應商管理政策適用於本集團調味品業務近100%的供應商。



### Product Responsibility

With regard to the Group's health and safety, advertising, labelling and privacy matters of its products and services, the Group was in compliance with the relevant rules, regulations and standards in Mainland China, Hong Kong and other localities in FY2022. More details can be found in Appendix V as set out on page 105.

### Product and Services Quality Assurance

The Group strictly enforced the "Quality, Environment and Occupational Safety ("QEO") Management System" to ensure that customer needs are met in terms of service quality and safety assurance. Adhering to the approach of "Safety and Quality, Technological Innovation, Honesty and Trustworthiness, and Continuous Improvement", the Group acts in accordance with its "Product Quality Standards and Assurances" and "Process Control Procedures", to control various factors that affect product quality during the production process and manages product quality.

The technical departments of each business segment formulate product technical standards according to national or industry standards, including inspection standards, methods, product packaging and storage requirements such as GB/T 19001-2016 (Quality Management System Requirements), GB/T 24001-2015 (Environmental Management System Requirements and Guidelines), ISO14001: 2015 (Environmental Management System), GB/T 28001-2011 (Occupational Health and Safety Management System Requirements), ISO 9001: 2015 (Quality Management System) and ISO 45001:2018 (Occupational Health and Safety Management System).

### 產品責任

關於本集團產品和服務的健康和安全、廣告、標籤及私隱事宜，本集團於2022財年遵守中國內地、香港和其他當地的相關規法律法規和標準。更多詳情請參閱第105頁的附錄五。

### 產品和服務質量保證

本集團嚴格執行《質量、環境和職業安全（「QEO」）管理體系》，確保在服務質量和安全保障方面滿足客戶需求。本集團秉承「安全優質、科技創新、誠實守信、持續改進」的方針，按照《產品質量標準及保證》及《過程控制程序》，對生產過程中影響產品質量的各個因素進行控制，管理產品質量。

各業務板塊的技術部門根據國家或行業標準要求制定產品的技術標準，包括檢驗標準、方法、產品包裝及儲存要求，包括GB/T 19001-2016（質量管理體系要求）、GB/T 24001-2015（環境管理體系要求及使用指南）ISO14001：2015（環境管理體系）、GB/T 28001-2011（職業健康安全管理体系要求）、ISO 9001：2015（質量管理體系）以及ISO45001:2018（職業健康安全管理体系）。



<b>In compliance with material standards in the industry</b> 遵守行業重要標準	<b>Policies/Procedures of quality assurance and health and safety management of products</b> 質量保證和產品健康安全管理的政策／程序	<b>Implementation of the Accountability System</b> 責任制的貫徹落實
<b>Tobacco Raw Materials business</b> 煙用原料業務		
<ul style="list-style-type: none"> <li>- YC/T 16-2014 Reconstituted tobacco YC/T 16-2014 再造煙葉</li> <li>- YC/T 498-2014 The evaluation methods of sensory quality for reconstituted tobacco (paper-process) YC/T 498-2014 再造煙葉(造紙法)感官評價方法</li> </ul>	<ul style="list-style-type: none"> <li>- Management Manual of Product Quality and Occupational Health 產品質量和職業健康管理說明</li> <li>- Control Procedures of the Monitoring and Measurement of Product 產品的監視和測量控制程序</li> <li>- Product Protection Control Procedures 產品防護控制程序</li> </ul>	<ul style="list-style-type: none"> <li>- QC Department: formulating production inspection work procedures, implementing sampling inspection, issuing inspection reports, inspecting finished product, implementing outgoing goods quality control, analysing recalled products, setting up treatment procedures for recalled products 品質部：制定生產檢驗工作程序；實施抽樣檢驗；出具檢驗報告；檢驗成品；實施出廠質量控制；分析召回產品；制定召回產品處理程序</li> <li>- Production Department: coordinating with QC Department for quality monitoring 生產部：與品質部協調質量監控</li> <li>- Technical Department: formulating product standards 技術部：制定產品標準</li> <li>- Process Inspector: sampling and inspecting the processing control points, notifying the workshop to adjust when the process parameters are unqualified 製程檢驗員：對工藝控制點進行採樣和檢查，並在工藝參數不合格時通知車間進行調整</li> <li>- Market Service Department: arranging production according to the quantity and specifications of recalled products 市場服務部：根據召回產品的數量和規格安排生產</li> </ul>



<b>In compliance with material standards in the industry</b> 遵守行業重要標準	<b>Policies/Procedures of quality assurance and health and safety management of products</b> 質量保證和產品健康安全管理的政策／程序	<b>Implementation of the Accountability System</b> 責任制的貫徹落實
<b>F&amp;F and Food Ingredients business</b> <b>香精及食品配料業務</b>		
<ul style="list-style-type: none"> <li>- YC/T164-2012 Tobacco flavour YC/T164-2012 煙用香精</li> <li>- YQ 52-2015 The additive list that tobacco product license is used YQ 52-2015 煙草製品許可使用的添加劑名單</li> <li>- GB/T 22731-2017 Fragrance compound GB/T 22731-2017 日用香精</li> <li>- JJF 1070-2005 Rules of Metrological Testing for Net Quantity of Products in Pre-packages with Fixed Content JJF 1070-2005 定量包裝商品淨含量計量檢驗規則</li> <li>- BRC Global Standard for Food Safety BRC 全球標準－食品安全</li> <li>- GB 28050-2011 National Food Safety Standard - Standards for Nutrition Labelling of Pre-packaged Foods GB 28050-2011 食品安全國家標準預包裝食品營養標籤通則</li> <li>- GB 30616-2020 National Food Safety Standard-Compounded Flavours GB 30616-2020 食品安全國家標準食品用香精</li> <li>- GB 29938-2013 National Standard of Food Safety -General Rules of Food Flavour GB 29938-2013 食品安全國家標準－食品用香料通則</li> <li>- GB 2762-2017 Food Safety National Standard - Contaminant Limits in Food GB 2762-2017 食品安全國家標準－食品中污染物限量</li> <li>- GB 2763-2016 National Food Safety Standard - Maximum Residue Limits for Pesticides in Food GB 2763-2016 食品安全國家標準－食品中農藥最大殘留限量</li> </ul>	<ul style="list-style-type: none"> <li>- Food Safety Management System 食品安全體系</li> <li>- Criteria for Performance Excellence internal assessment training course 卓越績效評價準則</li> <li>- Measurement and Monitoring Procedures of Process and Products 過程和產品的測量和監控程序</li> <li>- Monitoring and Measurement Control Procedures 監視和測量控制程序</li> <li>- Inspection Control Procedures 檢驗控制程序</li> <li>- Unqualified Product Control Procedures 不合格產品控制程序</li> <li>- Unqualified Product Treatment Work Manual 不合格品處理工作手冊</li> <li>- Quality Manual 質量手冊</li> <li>- Finished Goods Inspection Control Procedures 成品檢驗控制程序</li> <li>- Product Requirement Identification and Audit Procedures 產品要求識別和評審程序</li> </ul>	<ul style="list-style-type: none"> <li>- QC Department: monitoring the quality of raw materials, production process, finished goods and outgoing products, issuing inspection reports, coordinating with qualified third-party organisations for issuing test reports, sampling and testing of recalled products 品管部：監控原材料、生產過程、製成品和出庫產品的質量；出具檢查報告；與合格的第三方組織協調以出具測試報告；對召回的產品進行抽樣測試</li> <li>- Marketing Department: coordinating with QC Department for the handling of recalled products 市場部：與品管部協調處理召回的產品</li> <li>- Business Department: Reporting to the Marketing Department about product recall 業務部：向市場部報告產品的召回情況</li> </ul>



<b>In compliance with material standards in the industry</b> 遵守行業重要標準	<b>Policies/Procedures of quality assurance and health and safety management of products</b> 質量保證和產品健康安全管理的政策／程序	<b>Implementation of the Accountability System</b> 責任制的貫徹落實
<ul style="list-style-type: none"> <li>– GB 9687-1988 Hygienic Standard for Polyethylene Products Used as Food Containers and Table Wares GB 9687-1988 食品包裝用聚乙烯成型品衛生標準</li> <li>– GB 26687-2011 National Food Safety Standard - General Rule of Compound Food Additives GB 26687-2011 -食品安全國家標準—復配食品添加劑通則</li> <li>– GB 14880-2012 National Food Safety Standard for the Use of Nutritional Fortification Substances in Foods GB 14880-2012 食品安全國家標準—食品營養強化劑使用標準</li> <li>– GB 5009.3-2016 National Food Safety Standard - Determination of Moisture Content in Foods GB 5009.3-2016 食品安全國家標準食品中水分的測定</li> <li>– GB 5009.74-2014 National Food Safety Standard -Method for Limit Test of Heavy Metals in Food Additives GB 5009.74-2014 食品安全國家標準—食品添加劑中重金屬限量試驗</li> <li>– GB 5009.76-2014 National Food Safety Standard -Determination of Arsenic in Food Additives GB 5009.76-2014 食品安全國家標準—食品添加劑中砷的測定</li> <li>– GB 4789.2-2016 National Food Safety Standard -Microbiological Examination of Food: Aerobic Plate Count GB 4789.2-2016 食品安全國家標準—食品微生物學檢驗：菌落總數測定</li> <li>– GB 4789.3-2016 National Food Safety Standard - Food Microbiological Examination: Enumeration of Coliforms GB 4789.3-2016 食品安全國家標準—食品微生物學檢驗：大腸菌群計數</li> </ul>	<ul style="list-style-type: none"> <li>– Product Labelling and Traceability Control Procedures 產品標識和可追溯性控制程序</li> <li>– Risk Identification, Evaluation, and Countermeasures Management Procedures 風險確定、評估和應對管理程序</li> <li>– Identification and Evaluation of Environmental Factors Control Procedures 環境因素識別和評價控制程序</li> <li>– Regulations on the Inspection of Raw Materials and Finished Products 原料及成品檢驗規定</li> <li>– Regulations on the Inspection of Packaging Material 包裝材料檢驗規定</li> </ul>	



<b>In compliance with material standards in the industry</b> 遵守行業重要標準	<b>Policies/Procedures of quality assurance and health and safety management of products</b> 質量保證和產品健康安全管理的政策／程序	<b>Implementation of the Accountability System</b> 責任制的貫徹落實
<ul style="list-style-type: none"> <li>- GB/T 7917.4-1987 Standard Methods of Hygienic Test for Cosmetics - Methanol GB/T 7917.4-1987 化妝品衛生化學標準檢驗方法—甲醇</li> <li>- GB/T 11540-2008 Fragrance/Flavour Substances - Determination of Relative Density GB/T 11540-2008 香料相對密度的測定</li> <li>- GB/T 14454.4-2008 Fragrance/Flavour Substances - Determination of Refractive Index GB/T 14454.4-2008 香料折光指數的測定</li> <li>- GB/T 5009.37-2003 Method for Analysis of Hygienic Standard of Edible Oils GB/T 5009.37-2003 食用植物油衛生標準的分析方法</li> <li>- 2021 Revision of the Food Safety Law of the People's Republic of China 中華人民共和國食品安全法2021年修訂本</li> <li>- Food Labeling Management Regulations 2009 Revision, General Administration Decree No. 123 in 2009 食品標識管理規定2009修訂版總局2009年第123號令</li> <li>- GB 29924-2013 National Food Safety Standard General Rules for Food Additive Labeling GB 29924-2013 食品安全國家標準食品添加劑標識通則</li> <li>- GBT 29602-2013 National Food Safety Standard Solid Beverage GBT 29602-2013 食品安全國家標準固體飲料</li> <li>- Announcement of the State Administration for Market Regulation on Strengthening the Quality and Safety Supervision of Solid Beverages 2021 No. 46 市場監管總局關於加強固體飲料質量安全監管的公告2021年第46號</li> </ul>		



<b>In compliance with material standards in the industry</b> 遵守行業重要標準	<b>Policies/Procedures of quality assurance and health and safety management of products</b> 質量保證和產品健康安全管理的政策／程序	<b>Implementation of the Accountability System</b> 責任制的貫徹落實
<b>Aroma Raw Material business</b> 香原料業務		
<ul style="list-style-type: none"> <li>- GB 29938-2013 National Food Safety Standard - Standards for Food Flavour GB 29938-2013 食品安全國家標準—食品用香料通則0</li> <li>- GB 1886.208-2016 National Food Safety Standard - Food Additives - Ethyl Malt Phenol GB 1886.208-2016 食品安全國家標準—食品添加劑—乙基麥芽酚</li> <li>- GB 1886.282-2016 National Food Safety Standard - Food Additives - Maltol GB 1886.282-2016 食品安全國家標準—食品添加劑—麥芽酚</li> <li>- GB 28336-2012 National Food Safety Standard - Food Additive - 2-methylbutyric acid GB 28336-2012 食品安全國家標準—食品添加劑-2-甲基丁酸</li> <li>- GB 1886.194-2016 National Food Safety Standard - Food Additives - Ethyl Butyrate GB 1886.194-2016 食品安全國家標準—食品添加劑—丁酸乙酯</li> <li>- GB 1886.146-2015 National Food Safety Standard — Food Additives - <math>\delta</math>-Dodecalactone GB 1886.146-2015 食品安全國家標準—食品添加劑-<math>\delta</math>-十二內酯</li> <li>- GB 1886.145-2015 National Food Safety Standard — Food Additives - <math>\delta</math>-decalactone GB 1886.145-2015 食品安全國家標準—食品添加劑-<math>\delta</math>-癸內酯</li> <li>- GB 1886.202-2016 National Food Safety Standard - Food Additives - Isoamyl Acetate GB 1886.202-2016 食品安全國家標準—食品添加劑—乙酸異戊酯</li> <li>- GB 30616-2020 National Food Safety Standard-Compounded Flavours GB 30616-2020 食品安全國家標準食品用香精</li> </ul>	<ul style="list-style-type: none"> <li>- Product Technical Standard 產品技術標準</li> <li>- Unqualified Product Control Procedures 不合格產品控制程序</li> <li>- Monitoring and Measuring Equipment Control Procedures 監視和測量設備控制程序</li> <li>- Inspection and Experiment Control Procedures 檢驗和試驗控制程序</li> <li>- Incoming Raw Material Inspection Process 進貨原料檢驗流程</li> <li>- Production Process Inspection Process 生產過程檢驗流程</li> <li>- Final Products Inspection Process 最終產品檢驗流程</li> <li>- Unqualified Product Review Process 不合格品評審流程</li> </ul>	<ul style="list-style-type: none"> <li>- QC Department: implementing procedures of incoming product inspections, process inspections and finished goods inspections, formulating product recall procedures and plans 品質部：執行進貨檢驗、過程檢驗和成品檢驗程序；制定產品召回程序與計劃</li> <li>- Legal and Compliance Department: reviewing the compliance with relevant laws and regulations 法律及合規部：審查是否符合相關法律法規</li> </ul>



<b>In compliance with material standards in the industry</b> 遵守行業重要標準	<b>Policies/Procedures of quality assurance and health and safety management of products</b> 質量保證和產品健康安全管理的政策／程序	<b>Implementation of the Accountability System</b> 責任制的貫徹落實
<b>Condiments business</b> 調味品業務		
<ul style="list-style-type: none"> <li>- Measures for the Safety Administration of Imported and Exported Food 進出口食品安全管理辦法</li> <li>- GB 28050-2011 National Food Safety Standard - Standards for Nutrition Labelling of Pre-packaged Foods GB 28050-2011 食品安全國家標準—預包裝食品營養標籤通則</li> <li>- Hazard Analysis Critical Control Point Management System 危害分析和關鍵控制點管理體系</li> </ul>	<ul style="list-style-type: none"> <li>- Unqualified Product Control Procedures 不合格產品控制程序</li> <li>- FSSC 22000 Food Safety Management System FSSC 22000食品安全管理體系</li> <li>- Warehouse Management System 倉庫管理制度</li> <li>- Food Safety Quality Manual 食品安全質量手冊</li> </ul>	<ul style="list-style-type: none"> <li>- QC Department: formulating the internal control procedures, acceptance and inspection of packaging materials and raw materials, inspecting outgoing finished goods, implementing process monitoring, promoting quality management system in the organisation 品管部：制定內部控制程序；負責包裝材料和原材料的驗收、檢驗和成品檢驗；實施過程監控；在組織內推廣質量管理體系</li> </ul>

### Unqualified Output and Recall Procedures

The Group adheres to its internal policies such as “Non-conformity Control Procedure”, “Product Recall Control Procedures” and “Identification, Traceability and Product Recall Control Procedures” to standardise the handling of recall matters of unqualified products. For instance, in the Aroma Raw Material business, once it is found that the products leaving the factory have problems related to public safety or do not comply with relevant standards, the QC department will immediately stop the production and formulate a product recall plan and implement the product recall according to the way the product enters the market, the sales area, the quantity in circulation and the quantity already sold. The QC department also conducts recall drills regularly. In FY2022, the Group did not have any products subject to recall for safety and health reasons.

### 不合格的產品和回收程序

本集團按照《不合格控制程序》、《產品召回控制程序》及《標識和可追溯性和產品召回控制程序》等內部政策，規範處理不合格產品的回收事宜。以香原料業務為例，一旦發現出廠的產品存在關係到大眾安全的問題或不符合相關規定時，品控部將立即停止該產品的生產，並根據產品進入市場的方式、銷售的區域，以及流通中的數量和已經銷售的數量等，制定產品召回計劃，實施產品召回。品控部亦定期進行召回演練。於2022財年，本集團並無任何因安全與健康理由而須回收的產品。





### Labelling and Advertising

The Group follows the “Signs and Traceability Control Procedures” and “National Food Safety Standards General Hygienic Practices for Food Production” to ensure its product labels comply with the requirements of applicable standards. Besides, the advertising management policy of the Group stipulates that all promoting materials must pass strict review to ensure the publication is in order, accurate, in line with laws, regulations and customs, thereby facilitating its role in the promotion of enterprises and projects. Strictly complying with the “Advertising Law of the People’s Republic of China”, the legal department of the Group reviews the sales and marketing materials in advance to prevent the violations during its advertising practices.

### Customer Satisfaction and Complaint Handling

The Group is committed to handling customer complaints in an orderly manner by implementing its internal policies such as “Customer Communication Control Procedures”. In particular, once a complaint from partner or customer is received, the corresponding department handle it according to the “Complaint Management Regulations” and classify it into quality-related or non-quality related complaints. Detailed records will be made and relevant departments will be contacted in time to implement the handling methods. The Group targets to complete the relevant procedures of internal verification, submission of improvement plans and measures, summarisation of processing results and informing the customers within 48 hours. “Customer Complaint Form” is also established to record all substantiated complaints in detail for future reference, such as the nature of the feedback, number of complaints and procedures for handling the complaints.

In FY2022, the F&F and Food Ingredients business received 17 complaints and the Condiments business received 99 complaints respectively, which were all handled and resolved in accordance with the relevant policies and procedures.

### 標籤和廣告

本集團按照《標識和可追溯性管理制度》和《食品安全國家標準食品生產通用衛生規範》管理標籤事宜，確保符合各適用標準的要求。另外，本集團的廣告宣傳管理政策規定所有廣告宣傳要通過嚴格審查，從而確保發佈的廣告宣傳有序、內容準確、符合法律法規和風俗民情，從而能發揮廣告宣傳在企業、項目宣傳中的作用。本集團法務部事先審查銷售和市場營銷材料，嚴謹按照《中華人民共和國廣告法》執行，以防其推廣過程中出現任何違規行為。

### 客戶滿意度和投訴處理

本集團致力有序處理客戶投訴，根據《顧客溝通控制程序》等內部制度執行。譬如，在收到銷售或者客戶投訴後，按照投訴相關文件《投訴管理規程》處理，分開為質量投訴和非質量投訴，並做好詳細的記錄，及時聯繫相關部門，落實處理辦法。本集團目標在48小時內完成相關的內部核實、提交改進方案及措施、匯總處理結果並回覆客人的程序。本集團亦採用《顧客反饋信息記錄表》，以詳細記錄所有經證實的投訴，例如反饋的性質、投訴的數量及處理投訴的程序等，以備日後參考。

於2022財年，香精及食品配料業務受理投訴17件，調味品業務受理投訴99件，均按照相關政策處理，妥善解決。



## Intellectual Property Rights & Innovation

Adhering to the “Enterprise Intellectual Property Management Standard (GB/T 29490-2013)” and its internal policies, such as the “Intellectual Property Rights Management System”, “Management Measures for Intellectual Property Rights”, “Design, Development and Control Procedures”, etc., the Group reinforce its management on its trademark, proprietary technology, trade secrets and other information related to intellectual property rights.

In order to prohibits any kinds of infringement to IPR, the Group signs confidentiality agreements and non-competition agreements with relevant employees who are obliged to keep trade secrets. The Group reserves the right to pursue legal actions against the staff violating relevant regulations of the corporate intellectual property rights.

In addition, adhering to its patent management system, the Group also established a set of operating procedures that integrate patent work into product development. When the marketing department plans the launch of new products, it will inform the legal department in advance to complete the trademark registration and patent application to ensure that each product has independent trademark rights and patent rights, and is not going to infringe the intellectual property rights of any third parties. The business segment will also link up with the Group’s legal counsel resources, establish long-term cooperation and business consulting relationships with patent agencies to facilitate quick confirmation of infringement and non-infringement.

## 知識產權與創新

本集團遵守《企業知識產權管理規範(GB/T 29490-2013)》、《知識產權管理制度》、《知識產權管理辦法》、《設計開發控制程序》等，以加強對有關商標管理、專有技術管理、商業機密管理以及與知識產權保護相關的其他信息管理。

為杜絕任何形式的知識產權侵權行為，本集團與有義務保守商業秘密的相關員工簽訂保密協議和競業禁止協議。本集團保留對員工違反企業知識產權相關規定採取法律行動的權利。

另外，遵循專利管理制度體系，本集團內部亦建有一整套融合專利工作於產品開發之中的操作流程。市場部在策劃新產品時，會提前知會法務部門做好商標註冊和專利申請，確保每個產品有獨立的商標權和專利權，不會侵犯第三方的知識產權。業務板塊更會聯動集團的法律顧問資源，與專利代理事務所建立了長期合作及業務諮詢指導關係，方便對侵權與不侵權的快速確認。



During the year under review, the Group reached the following achievements in terms of R&D and innovation: 於回顧年內，本集團在研發及創新方面取得以下成就：

<p><b>F&amp;F and Food Ingredients business</b> 香精及食品配料業務</p>	<p>This business was granted 14 patents, including “A Tobacco Extract and its Preparation Method” and “A Laundry Detergent with Microcapsule Flavour and its Preparation Method”.</p> <p>本業務共獲得14項專利，包括《一種煙草提取物及其制備方法》及《一種膠囊香精洗衣液及其制備方法》。</p> <p>During the year, this business also applied for the 2022 Guangdong Province Famous High-tech Products with the “Natural Fragrance and Natural Fragrance” series of products, using natural compounding technology to upgrade the fragrance of its product.</p> <p>年內，本業務亦以「自然本香天然香料」系列產品申報了2022年度廣東省名優高新技術產品，運用天然復配技術進行產品的調香升級。</p>
<p><b>Tobacco Raw Materials business</b> 煙用原料業務</p>	<p>This business applied for 26 patents, which were mainly focused on the pod materials, cooling section and structure of HNB cigarettes. In addition, it cooperated with industry tobacco units to complete the project of “Standardization of RTL Process”, which won the “The Seventh Award for Contribution to Standard Innovation” organized by China National Tobacco Corporation.</p> <p>本業務共申請26項專利，主要集中在加熱不燃燒捲煙的煙芯材料、降溫段和結構方面。此外，本業務亦與煙草行業單位合作完成了《再造煙葉工藝規範》項目，獲得由中國煙草總公司舉辦的《第七屆標準創新貢獻獎》。</p>
<p><b>Aroma Raw Materials business</b> 香原料業務</p>	<p>Jiangxi Xianghai Biological Technology Company Limited of this business built a big data center and applied the digital capability to production, which has improved the production efficiency and product quality. It was awarded the “Xinyu City High Quality Development Special Fund”, and the titles of “Xinyu City Aroma Green Synthesis Technology Research Center” and “The Standard Enterprise that Equipped with a Management System integrating Informatization and industrialization (The Standard Enterprise that integrate and develop with Informatization and industrialization).</p> <p>本業務的江西香海生物科技有限公司建設大數據中心，將數字能力應用到生產中，提升生產效率和產品質量，並獲得了《新余市高質量發展專項資金》獎勵、《新余市香料綠色合成技術研究中心》和《兩化融合管理體系貫標企業(信息化與工業化融合發展貫徹標準企業)》稱號。</p> <p>During the year, this business further invested RMB220,000 to replace 4 glass-lined sheet condensers with titanium tube condensers, thereby improving the condensation effect and increasing the recovery of alcohol.</p> <p>年內，本業務還投入人民幣22萬元將4台搪玻璃片式冷凝器更換成鈦列管式冷凝器，從而提高了冷凝效果及提高了酒精的回收量。</p>
<p><b>Condiments business</b> 調味品業務</p>	<p>This business obtained 3 invention patents, including “A Fermented Mustard Spicy Sauce Formula Rich in Lemongrass Flavour and its Preparation Method”, “A Low Horseradish Green Mustard Spicy Formula with Stable Flavour and its Preparation Method”, and “A Salty and Fresh Flavoured Rice Flour-based Snack 3D Printing Material and its Application”.</p> <p>本業務共獲得3項發明專利，包括《一種富含香茅風味的發酵型芥辣醬配方及其制備方法》、《一種風味穩定的低辣根青芥辣配方及其製作方法》及《一種鹹鮮味米粉類點心3D打印材料及其應用》。</p>



### Protecting data and customer privacy

The Group respects the privacy of its customers and formulates internal policies such as the “Information Security and Confidentiality System” and “Enterprise Confidentiality System” to assure the customers’ information is kept confidential in accordance with the privacy policy and monitoring methods. Customer data and important information are secured by the confidentiality agreement, managed by the headquarter and are protected by the Group’s business department on a 24/7 basis under the supervision of K3 system. The Group strictly prohibits employees from disclosing customers’ sensitive information to any third party, and stipulates that employees shall not disclose user information and network passwords to any outsiders. If this provision is violated, the Group will pursue its corresponding legal responsibility and terminate the labour contract immediately. During the reporting year, there were no substantiated complaints received by the Group concerning the breaches of customer privacy and losses of customer data.

In FY2022, the Group was not in violation of material relevant laws and regulations regarding health and safety, advertising, labelling and privacy matters of its products and services that have a significant impact on the Group.

### 保護數據和客戶隱私

本集團尊重客戶隱私，制定《信息安全保密制度》及《企業保密制度》等內部政策，確保按照隱私政策和監察方法保密公司客戶資料。客戶的數據和重要信息受保密協議保障，並歸口總部管理，在本集團業務部的K3系統的監督下全天候保護。本集團嚴禁員工向任何第三方披露客戶的敏感信息，並規定員工不得將用戶信息和網絡密碼告知外部人員。如若違反該規定，本集團將追究其相應的法律責任，並立即解除勞動合同。於回顧年內，本集團並無收到有關違反客戶私隱及客戶資料遺失的實質投訴。

於2022財年，本集團並沒有違反任何對本集團有重大影響的有關其產品的健康與安全、廣告、標籤及私隱事宜方面的相關法律及規例。

### Maintaining a strong ethics and compliance culture

### 維持良好的道德與合規文化

Our Management Approach 我們的管理方針				
<p>Standardise all employees’ professional behaviours</p> <p>規範所有的員工職業行為</p>	<p>Establish a clean, diligent and dedicated working style</p> <p>樹立廉潔、勤勉、敬業的工作作風</p>	<p>Prevent any practices that may damage the interests of the Group and its shareholders</p> <p>防止損害集團及股東利益的行為發生</p>	<p>Strengthen the compliance with relevant laws and regulations, professional ethics and internal management systems</p> <p>加強遵守相關法律法規、職業道德及公司內部管理制度</p>	<p>Improve corporate governance and internal control, and safeguard the legitimate rights and interests of the Group</p> <p>加強集團企業管治和內部控制，維護集團合法權益</p>



In FY2022, the Group was in compliance with the local laws and regulations relating to bribery, extortion, fraud and money laundering including but not limited to the Anti-Corruption Law of the People's Republic Of China (中華人民共和國反腐敗法), the Law of the People's Republic of China on Anti-money Laundering (中華人民共和國反洗錢法), the Anti-Money Laundering and Counter-Terrorist Financing Ordinance (Cap. 615 of the Laws of Hong Kong) and the Prevention of Bribery Ordinance (Cap. 201 of the Laws of Hong Kong).

The Group formulates and enacts a series of internal policies to address the anti-corruption-related incidents from happening and to review and compliance of its operations. Policies include "Integrity Agreement", "Internal Audit Management Measures", "Dismissal Audit Management Regulations", "Anti-fraud, Anti-bribery and Reporting Policy", "Rules of Anti-fraud and Anti-bribery Working Group", "Rules of Prohibiting Private Agreements" and "Rules of Gift Acceptance and Giving" are implemented and monitored by the legal department.

To detect and combat corrupt practices, the Group established grievance mechanism and internal control system, while encouraging its employees to raise any concerns through the dedicated website. The "Anti-fraud and Anti-bribery Leading Group and Working Group" were established to investigate any fraud or bribery incidents involving staff at all levels, form handling opinions, and report to the group working group. The internal audit department directly reports to the audit committee of the Group and conducts special audits regularly on the teams responsible for procurement. For instance, before formally engaging a supplier whose annual supply amount exceeds RMB5 million, or a partner who participates in the implementation of a single project with an amount exceeding RMB10 million, the relevant management departments of the group and its affiliated companies shall submit the relevant materials of supply or cooperation projects to the "Anti-Fraud and Anti-Bribery Working Group" for review.

2022財年，本集團遵守其經營所在地的當地有關反貪污及賄賂的法律及法規，包括但不限於，《中華人民共和國反腐敗法》、《中華人民共和國反洗錢法》、《打擊洗錢及恐怖分子資金籌集條例》(香港法例第615章)和《防止賄賂條例》(香港法例第201章)。

本集團制定並嚴格執行一系列的內部政策，包括《廉潔協議》、《華寶香精股份有限公司內部審計制度》、《華寶香精股份有限公司離任審計管理規定》、《華寶香精股份有限公司反舞弊、反賄賂與舉報管理制度》、《華寶香精股份有限公司反舞弊、反賄賂工作小組工作細則》、《華寶香精股份有限公司禁止私下協定細則》、《華寶香精股份有限公司禮品收受贈送細則》等政策來關注舞弊及賄賂和檢視合規與反貪污，並由法務部負責執行和監察。

為識別並打擊腐敗行為，本集團設有申訴機制和內部控制系統，鼓勵員工透過指定網址，舉報賄賂行為。本集團成立「反舞弊、反賄賂領導小組和工作小組」，負責對各級人員涉及的舞弊、賄賂事件的調查，形成處理意見，並上報集團工作小組。內審部直接向本集團審計委員會彙報，並定期對負責採購的團隊進行詳細的專項審計。例如與年度供貨金額超過人民幣500萬元的供應商，以及參與實施單一立項金額超過人民幣1,000萬元的合作方簽訂正式合同前，集團及所屬公司相關管理部門應當將供貨或合作項目的相關資料，呈報「反舞弊、反賄賂工作小組」進行備案。



Investigation will be conducted against the suspicious or illegal behaviour. The Group promotes an effective grievance mechanism to protect the whistle-blowers from unfair dismissal or victimisation. Where criminality is suspected, a report will be made promptly to the relevant regulators or law enforcement authorities when the management considers it necessary.

本集團將對可疑或非法行為進行調查。本集團推行有效的申訴機制，以保護舉報人免遭不公平解僱或受迫害。如果發現涉嫌犯罪行為，本集團將在管理層認為必要時立即向相關監管或執法機關報告。

In FY2022, the Group arranged nearly 260 hours of anti-corruption related training and seminars for over 110 management staff and around 300 general employees. Adhering to its internal policy of "Anti-Fraud System", the Group launched the online training through Huabao Lecture to interpreting the content and requirements of the policy. Aiming to raise the internal awareness of staff, apart from broadcast learning, the Group also set online tests to ensure that employees are familiar with the specific requirements of the anti-bribery management system.

於2022財年，本集團為超過110名管理層及約300名員工安排了近260小時的反腐敗相關培訓和研討會。本集團遵守其《反舞弊制度》內部政策，本集團通過「華寶大講堂」開展相關線上培訓，以解讀該政策的內容和要求。為加強員工的內部意識，本集團在直播學習外還增設線上考試，確保員工明白反賄賂管理體系的具體要求。

In FY2022, the Group did not record any concluded legal cases regarding corrupt practices brought against the Group or its employees.

於2022財年，本集團沒有錄得任何對其或其員工提出並已審結的貪污訴訟案件。

## VII. CONTRIBUTING TO OUR SOCIETY

The Group firmly believes that business, communities and the progress of social civilization are closely linked together. As such, in order to better fulfil its social responsibilities, the Group will continue to play its role as an industry leader and strive to promote harmonious and prosperous coexistence with the community.

## VII. 回報我們的社會

本集團堅信企業、社區與社會文明的進步息息相關。因此，為更好地履行社會責任，本集團將繼續發揮行業領導者的作用，努力推進與社區和諧的繁榮共生。

Dedicated to stay align with the national policy approach of building a moderately prosperous society in an all-round way and eradicating poverty so as to create a better new China, the Group has spared no effort on targeted poverty alleviation throughout these years with the launch of various activities. In addition to supporting the sales of low-income farmers and creating job opportunities for the local community, the Group also supports the underprivileged through material and monetary donations. For instance, the Group's Guangdong Golden Leaf Technology Development Co., Ltd. donates 8,000 catties of rice, worth RMB20,000 to the local community where it operates every year. During the year, the Group's Jiahao Foodstuff Limited also donated RMB20,000 to the Zhongshan City Charity Walk and organized employees to participate in voluntary blood donation activities in fulfilment of its corporate social responsibility.

為配合全面建成小康社會、脫貧攻堅的施政方針以描繪更加美好的新時代中國，本集團多年來在精準扶貧的道路上不遺餘力，推出了各種活動。除了支持低收入農民的產出和創造本地就業機會外，本集團更透過金錢及物資的捐贈，助力貧困群眾。舉例而言，本集團的廣東省金葉科技開發有限公司每年均向營業所在地捐贈大米8,000斤，價值人民幣2萬元。於年內，本集團的嘉豪食品有限公司亦對中山市慈善萬人行進行捐款人民幣2萬元，並組織員工參與無償獻血活動，以踐行其企業社會責任。



## Philanthropy of Jiangxi Xianghai Biological Technology Company Limited 江西香海生物科技有限公司積極參與慈善公益活動

To convey love and care, Jiangxi Xianghai (“Jiangxi Xianghai”) Biological Technology Company Limited sent representatives to visit the elderly in the “Nurture Home” (「頤養之家」) during the Dragon Boat Festival, Mid-Autumn Festival and Spring Festival in 2022. On 11 October 2022, Jiangxi Xianghai also sponsored the Gaoxin Primary School “Xianghai Cup” football competition and donated charitable resources to the children of the school.

為傳遞愛與關懷，江西香海生物科技有限公司於2022年的端午節、中秋節、春節走訪慰問「頤養之家」的老人，並於2022年10月11日前往高新二小開展捐資助學活動，助力學校創辦「香海杯」足球聯賽，同時向該校留守兒童捐贈愛心物品。

The Group’s community engagement has always been targeted at being a good neighbour for the local community. While growing its business, the Group has never forgotten to pay attention to social well-being. It actively participates in charity and public welfare undertakings and conveys positive energy to the society.



本集團的社區參與致力於成為一個富有責任的好鄰居，在業務增長的同時，始終不忘對社會公益的關注，積極參與慈善公益事業，傳遞社會正能量。



## VIII. REPORT DISCLOSURE INDEX

## VIII. 報告披露索引

Aspects 層面	ESG Indicators 關鍵績效指標	Description 說明	GRI Standards Alignment* GRI標準與披露*	Page 頁碼
<b>A. Environmental</b>				
<b>A. 環境</b>				
<b>A1: Emissions</b> <b>A1: 排放物</b>	General Disclosure 一般披露	Information on: 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) the policies; and (A) 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. (B) 遵守對發行人有重大影響的相關法律及規例的資料。  Note: Air emissions include NOx, SOx, and other pollutants regulated under national laws and regulations. Greenhouse gases include carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons and sulphur hexafluoride. Hazardous wastes are those defined by national regulations 註：廢氣排放包括氮氧化物、硫氧化物及其他受國家法律及規例規管的污染物。溫室氣體包括二氧化碳、甲烷、氧化亞氮、氫氟碳化物、全氟化碳及六氟化硫。有害廢棄物指國家規例所界定者。	GRI 2-27, GRI 3-3 (c), GRI 305, GRI 306	31, 103
	KPI A1.1 關鍵績效指標A1.1	The types of emissions and respective emissions data. 排放物種類及相關排放數據。	GRI 305-1, 305-2, 305-3, 305-6, 305-7	31, 93
	KPI A1.2 關鍵績效指標A1.2	Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas emissions (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 直接(範圍1)及能源間接(範圍2)溫室氣體排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	GRI 305-1, 305-2, 305-4	93
	KPI A1.3 關鍵績效指標A1.3	Total hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	GRI 306-3 (a)	93
	KPI A1.4 關鍵績效指標A1.4	Total non-hazardous waste produced (in tonnes) and, where appropriate, intensity (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)。	GRI 306-3 (a)	93
	KPI A1.5 關鍵績效指標A1.5	Description of emissions target(s) set and steps taken to achieve them. 描述所訂立的排放量目標及為達到這些目標所採取的步驟。	GRI 3-3 (c, d), GRI 305-5	32, 91
	KPI A1.6 關鍵績效指標A1.6	Description of how hazardous and non-hazardous wastes are handled, and a description of reduction target(s) set and steps taken to achieve them. 描述處理有害及無害廢棄物的方法，及描述所訂立的減廢目標及為達到這些目標所採取的步驟。	GRI 3-3 (c, d), GRI 306-4, 306-5	35, 91
<b>A2: Use of Resources</b> <b>A2: 資源使用</b>	General Disclosure 一般披露	Policies on the efficient use of resources, including energy, water and other raw materials. Note: Resources may be used in production, in storage, transportation, in buildings, electronic equipment, etc. 有效使用資源(包括能源、水及其他原材料)的政策。	GRI 3-3 (c)	39
	KPI A2.1 關鍵績效指標A2.1	Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and intensity (e.g. per unit of production volume, per facility). 按類型劃分的直接及/或間接能源(如電、氣或油)總耗量(以千個千瓦時計算)及密度(如以每產量單位、每項設施計算)。	GRI 302-1, 302-3	95
	KPI A2.2 關鍵績效指標A2.2	Water consumption in total and intensity (e.g. per unit of production volume, per facility). 總耗水量及密度(如以每產量單位、每項設施計算)。	GRI 303-5	95
	KPI A2.3 關鍵績效指標A2.3	Description of energy use efficiency target(s) set and steps taken to achieve them. 描述所訂立的能源使用效益目標及為達到這些目標所採取的步驟。	GRI 3-3 (c, d), GRI 302-4, 302-5	40, 91
	KPI A2.4 關鍵績效指標A2.4	Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency target(s) set and steps taken to achieve them. 描述求取適用水源上可有任何問題，以及所訂立的用水效益目標及為達到這些目標所採取的步驟。	GRI 3-3 (c, d), GRI 303-1	44, 91
	KPI A2.5 關鍵績效指標A2.5	Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced. 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量。	GRI 301-1	95





Aspects 層面	ESG Indicators 關鍵績效指標	Description 說明	GRI Standards Alignment* GRI標準與披露*	Page 頁碼
<b>A3: The Environment and Natural Resources</b> A3: 環境及天然資源	General Disclosure 一般披露	Policies on minimising the issuer's significant impacts on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	GRI 3-3 (c)	48
	KPI A3.1 關鍵績效指標A3.1	Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	GRI 3-3 (c, d), GRI 303-1, GRI 304-2, GRI 306-1, 306-2	48
<b>A4: Climate Change</b> A4: 氣候變化	General Disclosure 一般披露	Policies on identification and mitigation of significant climate-related issues which have impacted, and those which may impact, the issuer. 識別及應對已經及可能會對發行人產生影響的重大氣候相關事宜的政策。	GRI 2-12 (a, b-i), GRI 3-3 (c)	49
	KPI A4.1 關鍵績效指標A4.1	Description of the significant climate-related issues which have impacted, and those which may impact, the issuer, and the actions taken to manage them. 描述已經及可能會對發行人產生影響的重大氣候相關事宜，及應對行動。	GRI 201-2	50
<b>B. Social</b> B. 社會				
<b>Employment and Labour Practices</b> 僱傭及勞工常規				
<b>B1: Employment</b> B1: 僱傭	General Disclosure 一般披露	Information on: 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： (a) the policies; and (a) 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. (b) 遵守對發行人有重大影響的相關法律及規例的資料。	GRI 2-27, GRI 3-3 (c)	54, 103
	KPI B1.1 關鍵績效指標B1.1	Total workforce by gender, employment type (for example, full- or parttime), age group and geographical region. 按性別、僱傭類型(如全職或兼職)、年齡組別及地區劃分的僱員總數。	GRI 2-7 (a, c), GRI 405-1 (b)	97
	KPI B1.2 關鍵績效指標B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。	GRI 401-1 (b)	100
<b>B2: Health and Safety</b> B2: 健康與安全	General Disclosure 一般披露	Information on: 有關提供安全工作環境及保障僱員避免職業性危害的： (a) the policies; and (a) 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. (b) 遵守對發行人有重大影響的相關法律及規例的資料。	GRI 2-27, GRI 3-3 (c), GRI 403-1	58, 104
	KPI B2.1 關鍵績效指標B2.1	Number and rate of work-related fatalities occurred in each of the past three years including the reporting year 過往三年(包括匯報年度)每年因工亡故的人數及比率。	GRI 403-9, 403-10	101
	KPI B2.2 關鍵績效指標B2.2	Lost days due to work injury. 因工傷損失工作日數。	N/A 不適用	101
	KPI B2.3 關鍵績效指標B2.3	Description of occupational health and safety measures adopted, and how they are implemented and monitored 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	GRI 3-3 (c, d), GRI 403-1, 403-3, 403-5, 403-7	58



Aspects 層面	ESG Indicators 關鍵績效指標	Description 說明	GRI Standards Alignment* GRI標準與披露*	Page 頁碼
<b>B3: Development and Training</b> B3:發展及培訓	General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. Note: Training refers to vocational training. It may include internal and external courses paid by the employer 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。註：培訓指職業培訓，可包括由僱主付費的內外部課程。	GRI 3-3 (c), GRI 404-2 (a)	62
	KPI B3.1 關鍵績效指標B3.1	The percentage of employees trained by gender and employee category (e.g. senior management, middle management). 按性別及僱員類別（如高級管理層、中級管理層）劃分的受訓僱員百分比。	N/A 不適用	101
	KPI B3.2 關鍵績效指標B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	GRI 404-1	102
<b>B4: Labour Standards</b> B4: 勞工準則	General Disclosure 一般披露	Information on: 有關防止童工或強制勞工的： (a) the policies; and (a) 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. (b) 遵守對發行人有重大影響的相關法律及規例的資料	GRI 2-27, GRI 3-3 (c)	64, 104
	KPI B4.1 關鍵績效指標B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	GRI 3-3 (c), GRI 408-1 (c), GRI 409-1 (b)	64
	KPI B4.2 關鍵績效指標B4.2	Description of steps taken to eliminate such practices when discovered 描述在發現違規情況時消除有關情況所採取的步驟。	GRI 3-3 (c, d), GRI 408-1 (c), GRI 409-1 (b)	64
<b>Operating Practices</b> 營運慣例				
<b>B5: Supply Chain Management</b> B5:供應鏈管理	General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	GRI 3-3 (c)	65
	KPI B5.1 關鍵績效指標B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	GRI 2-6 (b-ii)	65, 102
	KPI B5.2 關鍵績效指標B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目，以及相關執行及監察方法。	GRI 2-6 (b-ii), GRI 3-3 (c, d), GRI 303-1 (c), GRI 308-1,308-2, GRI 414-1,414-2	66
	KPI B5.3 關鍵績效指標B5.3	Description of practices used to identify environmental and social risks along the supply chain, and how they are implemented and monitored. 描述有關識別供應鏈每個環節的環境及社會風險的慣例，以及相關執行及監察方法。	GRI 2-6 (b-ii), GRI 3-3 (c, d), GRI 303-1 (c), GRI 308-1,308-2, GRI 414-1,414-2	66
	KPI B5.4 關鍵績效指標B5.4	Description of practices used to promote environmentally preferable products and services when selecting suppliers, and how they are implemented and monitored. 描述在揀選供應商時促使多用環保產品及服務的慣例，以及相關執行及監察方法。	GRI 3-3 (c, d)	66



Aspects 層面	ESG Indicators 關鍵績效指標	Description 說明	GRI Standards Alignment* GRI標準與披露*	Page 頁碼
<b>B6: Product Responsibility</b> B6：產品責任	General Disclosure 一般披露	Information on: 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) the policies; and (a) 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. (b) 遵守對發行人有重大影響的相關法律及規例的資料。	GRI 2-27, GRI 3-3 (c), GRI 417-2,417-3, GRI 418-1	73, 105
	KPI B6.1 關鍵績效指標B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全與健康理由而須回收的百分比。	N/A 不適用	79
	KPI B6.2 關鍵績效指標B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	GRI 2-29, GRI 3-3 (c, d), GRI 418-1	80
	KPI B6.3 關鍵績效指標B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	N/A 不適用	81
	KPI B6.4 關鍵績效指標B6.4	Description of quality assurance process and recall procedures 描述質量檢定過程及產品回收程序。	N/A 不適用	73
	KPI B6.5 關鍵績效指標B6.5	Description of consumer data protection and privacy policies, and how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	GRI 3-3 (c)	83
<b>B7: Anti-corruption</b> B7:反貪污	General Disclosure 一般披露	Information on: 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) the policies; and (a) 政策；及 (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering (b) 遵守對發行人有重大影響的相關法律及規例的資料。	GRI 2-27, GRI 3-3 (c), GRI 205-3	83
	KPI B7.1 關鍵績效指標B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases 於報告期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	GRI 205-3	85
	KPI B7.2 關鍵績效指標B7.2	Description of preventive measures and whistle-blowing procedures, and how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	GRI 2-26, GRI 3-3 (c), GRI 205	84
	KPI B7.3 關鍵績效指標B7.3	Description of anti-corruption training provided to directors and staff. 描述向董事及員工提供的反貪污培訓。	GRI 205-2	85
<b>Community</b> 社區				
<b>B8: Community Investment</b> B8:社區投資	General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests. 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	GRI 3-3 (c)	85
	KPI B8.1 關鍵績效指標B8.1	Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport). 專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)。	GRI 203-1 (a)	85
	KPI B8.2 關鍵績效指標B8.2	Resources contributed (e.g. money or time) to the focus area. 在專注範疇所動用資源(如金錢或時間)。	GRI 201-1(a-ii)	85

\* The linkage between the GRI standards and disclosures that relate to each aspect in HKEX ESG Reporting Guide refers to the summary table from the "Linking the GRI Standards and HKEX ESG Reporting Guide" (updated July 2020), with amendments from the GRI Universal Standards 2021.

\* 香港聯交所環境、社會及管治報告指引各方面有關的GRI標準及披露之間的聯繫乃參考《連結GRI標準及香港聯交所環境、社會及管治報告指引》綜合列表(2020年7月更新)，並因應GRI通用標準2021作出修改。



## APPENDIX I: 2025 HUABAO SUSTAINABLE DEVELOPMENT GOALS 附錄一：2025華寶可持續發展目標規劃

	Emissions of Air Pollutants (Kg/Million RMB) <sup>1</sup> 空氣污染物排放 (千克/百萬人民幣) <sup>1</sup>			GHG Emissions (Tonnes CO <sub>2</sub> e) <sup>2</sup> 溫室氣體排放 (噸二氧化碳當量) <sup>2</sup>		Generation of Solid Wastes (Tonnes/ Million RMB) <sup>3</sup> 固體廢棄物產 噸/ 百萬人民幣) <sup>3</sup>	Energy Consumption (kWh/Million RMB) <sup>4</sup> 能源消耗 (千瓦時/ 百萬人民幣) <sup>4</sup>	Water Usage (m <sup>3</sup> /Million RMB) <sup>5</sup> 用水量 (立方米/ 百萬人民幣) <sup>5</sup>
	Sulphur Oxides ("SO <sub>x</sub> ") 硫氧化物	Nitrogen Oxides ("NO <sub>x</sub> ") 氮氧化物	Particulate Matter ("PM") 固體顆粒物	Scope 1 範圍一	Scope 2 範圍二	1 Kg/m <sup>2</sup> floor area 1 千克/平方米 樓面面積	190 kWh/m <sup>2</sup> floor area 190 千瓦時/ 平方米 樓面面積	4.64 m <sup>3</sup> /m <sup>2</sup> floor area 4.64 立方米/ 平方米 樓面面積
<b>Tobacco Raw Materials</b> 煙用原料	9.34	37.36	6.23	25,834	8,233	9.90	106,000	370.52
<b>F&amp;F and Food Ingredients</b> 香精及食品配料	0.04	0.36	0.0027	4,667	2,910	0.08	6,070	48.04
<b>Aroma Raw Materials</b> 香原料	-	-	-	6,572	15,863	0.19	106,000	314.70
<b>Condiments</b> 調味品	4.55	1.07	-	844	1,322	0.04	10,100	109.98
<b>Administration Offices</b> 行政辦公室	-	-	-	23	478	1 Kg/m <sup>2</sup> floor area 1 千克/平方米 樓面面積	190 kWh/m <sup>2</sup> floor area 190 千瓦時/ 平方米 樓面面積	4.64 m <sup>3</sup> /m <sup>2</sup> floor area 4.64 立方米/ 平方米 樓面面積
<b>Group</b> 集團總目標	2.43	7.00	1.11	37,940	28,806	1.84	39,252	159

- |   |  |
|---|--|
| <p>1. Emissions of air pollutants only included the stationary sources of SO<sub>x</sub>, NO<sub>x</sub> and PM;</p> <p>2. GHG emissions included only Scope 1 GHG emissions (combustion of fuels including diesel, gasoline, natural gas, coal and refrigerant in stationary sources and mobile sources) and Scope 2 GHG emissions (electricity purchased from power companies);</p> <p>3. Generation of Solid Wastes only included domestic and commercial wastes, general industrial waste and hazardous wastes;</p> <p>4. Energy Consumption only included the use of electricity, diesel, gasoline, natural gas and coal; and</p> <p>5. Water Usage only included the amount of water withdrawal in all subsidiaries of the Group.</p> | <p>1. 空氣污染物排放僅包括固定源產生的硫氧化物、氮氧化物和固體顆粒；</p> <p>2. 溫室氣體排放僅包括範圍一排放（包括固定源和移動源使用的柴油、汽油、天然氣、煤和製冷劑）以及範圍二（從電力公司購買的電力）；</p> <p>3. 固體廢棄物的產生僅包括生活和商業廢棄物、一般工業廢棄物以及有害廢棄物；</p> <p>4. 能源消耗僅包括對電力、柴油、汽油、天然氣和煤的使用；以及</p> <p>5. 水資源使用僅包括本集團所有子公司的取水量。</p> |
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## APPENDIX II: AHP WEIGHTING

## 附錄二：層級分析法權重

Hierarchy with Consolidated Priorities 重要性排序整理層級結構											
Goal	Criteria	Global Prioritisation	Supplier	Customer	Government Agency	Local Communities	Managerial Staff	Senior Management	General Staff	INED 獨立 非執行董事	Directors 董事
目標	評選條件	全局優先級	供應商	顧客	政府機構	本地社區	管理層	高級管理層	普通僱員	非執行董事	董事
Prioritisation of Stakeholder Groups in the Materiality Assessment 重要性評估中利益 相關者組別的 重要性排序	Vulnerability 易受影響性	3.30%	0.292	0.046	0.026	0.049	0.145	0.192	0.108	0.091	0.051
	Influence 影響力	49.90%	0.049	0.31	0.114	0.029	0.108	0.168	0.029	0.051	0.14
	Legitimacy 合理性	4.20%	0.131	0.233	0.27	0.131	0.034	0.063	0.043	0.031	0.063
	Willingness for engagement 參與意願	19.00%	0.166	0.109	0.049	0.075	0.129	0.127	0.084	0.133	0.127
	Contribution 貢獻度	5.90%	0.138	0.104	0.134	0.059	0.106	0.16	0.105	0.103	0.091
	Necessity of involvement 包含必要性	17.70%	0.209	0.155	0.067	0.075	0.136	0.117	0.093	0.066	0.081
			11.60%	22.00%	9.80%	5.30%	11.50%	14.70%	5.80%	7.30%	11.80%

\* Vulnerability - The likelihood of stakeholders being seriously affected (either positively or negatively) by the Group's decisions and activities;

Influence - The power of stakeholders whose activities and decisions can greatly affect or even change the Group's operations and business;

Legitimacy - The extent to which the organisation has legal obligations in the relationship with its stakeholders;

Willingness for engagement - The willingness, initiative and friendliness of the Group's stakeholders to express their concerns and participate in the events and activities leading to the Group's sustainable development;

Contribution - The level of expertise, power, information and knowledge of stakeholders that allow them to help the Group address certain risks and specific issues regarding ESG;

Necessity of involvement - The extent to which the exclusion of certain stakeholder in engagement could derail or delegitimise the process or undermine the Group's interest in its sustainable development.

\* 易受影響性—利益相關者受到本集團決策和活動所嚴重影響（正面或負面）的可能性；

影響力—利益相關者活動和決策極大影響甚至改變本集團的營運和業務的力量；

合理性—組織在與利益相關者的關係中承擔法律義務的程度；

參與意願—本集團利益相關者表達其關注並參與本集團可持續發展活動的意願、主動性和友好態度；

貢獻度—利益相關者幫助本集團應對有關ESG風險和特定問題的專業知識、能力、信息和知識水平；

包含必要性—將某些利益相關者排除在參與範圍之外，可能會使本集團可持續發展流程偏離軌道或不合法，亦或損害本集團可持續發展利益的程度。



## APPENDIX III: ENVIRONMENTAL PERFORMANCES

## 附錄三：環境績效

Table 1. Group's Total Emissions by Category in FY2022 and FY2021<sup>9, 10</sup>

表1.本集團2022財年與2021財年排放信息總覽<sup>9,10</sup>

Emission category 排放物類別	Key Performance Indicator 關鍵績效指標	Unit 單位	Amount in FY2022 2022財年 排放量	Amount in FY2021 2021財年 排放量	Intensity <sup>2</sup> (Unit per Million RMB) in FY2022 2022財年 強度(單位/ 百萬人民幣) <sup>2</sup>	Intensity <sup>1</sup> (Unit per Million RMB) in FY2021 2021財年 強度(單位/ 百萬人民幣) <sup>1</sup>
Air emissions <sup>3</sup> 廢氣排放 <sup>3</sup>	SO <sub>x</sub> 硫氧化物	Kg 千克	1,994	10,269	0.52	2.64
	NO <sub>x</sub> 氮氧化物	Kg 千克	4,686	15,837	1.22	4.08
	PM 顆粒物	Kg 千克	672	2,468	0.18	0.64
GHG emissions 溫室氣體排放	Scope 1 (Direct Emissions) <sup>4</sup> 範圍一(直接排放) <sup>4</sup>	tonnes CO <sub>2</sub> e 噸二氧化碳 當量	6,968	10,220	1.82	2.63
	Scope 2 (Energy Indirect Emissions) <sup>5</sup> 範圍二(能源間接排放) <sup>5</sup>	tonnes CO <sub>2</sub> e 噸二氧化碳 當量	42,011	24,223	10.97	6.24
	Scope 3 (Other Indirect Emissions) <sup>6</sup> 範圍三(其他間接排放) <sup>6</sup>	tonnes CO <sub>2</sub> e 噸二氧化碳 當量	441	682	0.12	0.18
	GHG removals from planted trees <sup>7</sup> 種植樹木減除 溫室氣體 <sup>7</sup>	tonnes CO <sub>2</sub> e 噸二氧化碳 當量	(203)	(196)	(0.05)	(0.05)
	Total (Scope 1, 2 & 3) 總排放(範圍一、二及三)	tonnes CO <sub>2</sub> e 噸二氧化碳 當量	49,217	34,929	12.85	9.00
	Non-hazardous waste 無害廢棄物	Domestic and Commercial Solid Wastes 生活及商業固體廢棄物	tonnes 噸	563	1,165	0.15
Industrial Solid Wastes 工業固體廢棄物		tonnes 噸	2,836	2,457	0.74	0.63
Wastewater 廢水		m <sup>3</sup> 立方米	556,649	324,540	145.38	83.58
Hazardous waste 有害廢棄物	Solid wastes 固體廢棄物	tonnes 噸	192	239	0.05	0.06
	Wastewater <sup>8</sup> 廢水 <sup>8</sup>	m <sup>3</sup> 立方米	101,744	107,971	26.57	27.81

1. The intensity in FY2021 was calculated by dividing the amount of air, GHG and other emissions respectively by the Group's revenue of approximately RMB3,883 million in FY2021;

1. 2021財年的排放強度是通過將廢氣、溫室氣體和其他排放量分別除以本集團2021財年的收入約38.83億人民幣計算得出；

2. The intensity for FY2022 was calculated by dividing the amount of air, GHG and other emissions respectively by the Group's revenue of approximately RMB3,829 million in FY2022;

2. 2022財年的排放強度是通過將廢氣、溫室氣體和其他排放量分別除以本集團2022財年的收入約38.29億人民幣計算得出；



3. Air emissions included both the air pollutants from industrial operations and vehicles for transportation in all four business segments and administrative offices;
  4. The Group's Scope 1 (Direct Emissions) included only the consumption of fossil fuels for industrial operations and vehicles for transportation;
  5. The Group's Scope 2 (Energy Indirect Emissions) included only emissions from electricity consumption;
  6. The Group's Scope 3 (Other Indirect Emissions) included other indirect emissions from paper waste disposed at landfills and electricity used for processing fresh water and sewage by government departments and business air travel;
  7. The GHG removals from planted trees included all trees planted since the Group's establishment;
  8. The total amount of hazardous wastewater included hazardous wastewater recorded by the Group's four business segments on-site;
  9. The methodology adopted for reporting on GHG emissions set out above was based on "How to Prepare an ESG Report? - Appendix 2: Reporting Guidance on Environmental KPIs" issued by the Stock Exchange and the 2006 IPCC (Intergovernmental Panel on Climate Change) Guidelines for National Greenhouse Gas Inventories; and
  10. Due the change in business operations of the Group, the specific subsidiaries included in FY2022 for the above environmental performance calculation was slightly different from that in FY2021. As such, despite the inclusion of business segment did not change, the environmental performance across both years cannot be directly compared.
3. 廢氣排放包括所有四個業務部門和行政辦公室的工業營運和運輸車輛所排放之空氣污染物；
  4. 本集團的範圍一（直接排放）僅包括工業營運和運輸車輛的化石燃料消耗所產生之排放；
  5. 本集團的範圍二（能源間接排放）僅包括電力消耗所產生之排放；
  6. 本集團範圍三（其他間接排放）包括垃圾填埋場處置的廢紙以及政府部門用於處理淡水和污水的電力以及商務航空旅行所產生之其他間接排放；
  7. 本集團通過種植樹木減除的溫室氣體包含自本集團成立以來的所有種植數目；
  8. 有害廢水總量包含本集團四大業務板塊於生產現場記錄的有害廢水；
  9. 上述溫室氣體排放報告採用的方法基於由香港聯合交易所有限公司發行的《如何準備環境、社會及管治報告？附錄二：環境關鍵績效指標匯報指引》以及2006年IPCC國家溫室氣體清單指南；以及
  10. 由於本集團的業務變化，上述之2022財年環境表現計算所包含之個別子公司與2021財年不盡相同。因此，儘管所包含的業務板塊相同，兩個年度之數字不能進行直接比較。



Table 2 Total Resource Consumption in FY2022 and FY2021 <sup>7</sup>

表2 2022財年與2021財年總資源使用量 <sup>7</sup>

Use of Resources 資源使用	Key Performance Indicator (KPI) 關鍵績效指標	Unit 單位	Amount in FY2022 2022財年 總量	Amount in FY2021 2021財年 總量	Intensity <sup>2</sup> (Unit per Million RMB) in FY2022 2022財年 強度(單位/ 百萬人民幣) <sup>2</sup>	Intensity <sup>1</sup> (Unit per Million RMB) in FY2021 2021財年 強度(單位/ 百萬人民幣) <sup>1</sup>
Energy 能源	Electricity 電力	kWh'000 千個千瓦時	68,901	39,583	18.0	10.2
	Diesel <sup>3</sup> 柴油 <sup>3</sup>	L 升	163,903	347,280	42.8	89.4
	Natural gas 天然氣	m <sup>3</sup> 立方米	2,777,787	3,944,383	725.5	1,015.8
	Town gas 煤氣	m <sup>3</sup> 立方米	-	-	-	-
	Gasoline 汽油	L 升	89,189	145,983	23.3	37.6
	Refrigerant <sup>4</sup> 製冷劑 <sup>4</sup>	Kg 千克	160	-	0.04	-
	Coal <sup>4</sup> 煤 <sup>4</sup>	Tonnes 噸	-	-	-	-
	Biomass 生物質	Tonnes 噸	735	1,270	0.2	0.3
	Steam 蒸汽	m <sup>3</sup> 立方米	141,003	691,634	36.8	178.1
		TOTAL ENERGY AFTER CONVERSION <sup>5</sup> 轉換後總能源 <sup>5</sup>	kWh'000 千個千瓦時	103,982	91,538	27.2
Water 水	Water 水	m <sup>3</sup> 立方米	1,015,470	849,748	265.2	218.8
Paper 紙張	Paper 紙張	Kg 千克	2,873	8,746	0.8	2.3
Packaging materials 包裝材料	Plastic 塑料	Tonnes 噸	1,824	2,050	0.5	0.5
	Paper 紙	Tonnes 噸	2,507	5,316	0.7	1.4
	Metal 金屬	Tonnes 噸	109	205	0.03	0.1
	Others <sup>6</sup> 其他 <sup>6</sup>	Tonnes 噸	3,977	3,152	1.0	0.8

1. The intensity for FY2021 was calculated by dividing the use of various resources respectively by the Group's revenue of approximately RMB3,883 million in FY2021;

2. The intensity for FY2022 was calculated by dividing the use of various resources respectively by the Group's revenue of approximately RMB3,829 million in FY2022;

1. 2021財年的強度是通過將各種資源的使用分別除以本集團2021財年的收入約38.83億人民幣計算得出；

2. 2022財年的強度是通過將各種資源的使用分別除以本集團2022財年的收入約38.29億人民幣計算得出；





3. *The consumption of diesel included the use for industrial operations and transportation;*
  4. *Adhering to its environmental commitment, the Group did not consume any refrigerant or coal in FY2021;*
  5. *The total energy consumption was calculation mainly based on the energy conversion factors from the default net calorific values (NCVs) and lower and upper limits of the 95% confidence intervals in 2006 IPCC Guidelines for National Greenhouse Gas Inventories, as well as the Appendix 2: Reporting Guidance on Environmental KPIs. The calculation data only included electricity, diesel, gasoline, natural gas and biomass in accordance with the principle of Materiality;*
  6. *Packaging materials in FY2022 and FY2021 covered all subsidiaries under the Group's business segments due to its unremitting efforts in consistently strengthening its measurement on the weight of consumed packaging materials. Others included Metal and Glass-made packaging materials; and*
  7. *Due the change in business operations of the Group, the specific subsidiaries included in FY2022 for the above environmental performance calculation was slightly different from that in FY2021. As such, despite the inclusion of business segment did not change, the environmental performance across both years cannot be directly compared.*
3. 柴油的消耗量僅包括用於工業營運和運輸的使用；
  4. 秉承其環保承諾，本集團於2021財年未消耗任何製冷劑或煤炭；
  5. 總能源消耗主要基於默認的淨熱值、2006年IPCC國家溫室氣體清單指南中95%置信區間的上下限以及《如何準備環境、社會及管治報告？附錄二：環境關鍵績效指標匯報指引》，並按照重要性原則僅包括電力、柴油、汽油、天然氣和生物質；
  6. 由於在不斷加強對已消耗包裝材料重量的衡量方面的不懈努力，2022財年和2021財年的包裝材料數據覆蓋了本集團業務板塊下的所有子公司。其他包括使用木製及玻璃製的包裝物料；以及
  7. 由於本集團的業務變化，上述之2022財年環境表現計算所包含之個別子公司與2021財年不盡相同。因此，儘管所包含的業務板塊相同，兩個年度之數字不能進行直接比較



## APPENDIX IV: SOCIAL PERFORMANCES

## 附錄四：社會績效

**Table 3. Number of Employees by Age Group, Gender, Employment Type, Position Level, Geographical Locations and Business Segments of The Group in FY2022<sup>1</sup>**

**表3. 2022財年按年齡組、性別、僱傭類型、職位、地理位置和業務板塊劃分的本集團員工人數<sup>1</sup>**

Unit : Number of employees 單位：員工人數		Age group 年齡組				Total 總數
		Aged 30 or below 30歲或以下	Aged between 31 and 40 31至40歲	Aged between 41 and 50 41至50歲	Aged 51 or above 51歲或以上	
Gender 性別						
Male 男性		372	920	658	542	2,492
Female 女性		187	612	438	146	1,383
<b>Total</b>	<b>總數</b>	559	1,532	1,096	688	3,875

		Employment type 僱傭類型		Total 總數
		Full time 全職	Part time 兼職	
		3,875	0	3,875

		Position Level 職位			Total 總數	
		General staff 普通僱員	Middle-level managers 部門經理	Senior managers 高級經理		Senior executives 高級行政領導
		3,471	182	163	59	3,875



**Geographical location**  
地理位置

Locations 地點	Number of employees 員工人數	Locations 地點	Number of employees 員工人數
Beijing 北京	7	Fujian 福建	108
Shanghai 上海	477	Hainan 海南	4
Jiangsu 江蘇	175	Hong Kong 香港	29
Yunnan 雲南	45	Indonesia 印尼	174
Guizhou 貴州	0	Vietnam 越南	1
Hunan 湖南	163	Africa 非洲	29
Jiangxi 江西	1,049	Germany 德國	8
Hebei 河北	2	United States 美國	1
Guangdong 廣東	1,539	Singapore 新加坡	11
Xinjiang 新疆	0	Korea 韓國	1
Shandong 山東	3	Others 其他	49
<b>Total 總計</b>		<b>3,875</b>	

1. The employment data in headcount was obtained from the Group's human resources department based on the employment contracts entered into between the Group and its employees. The data covered employees engaged in a direct employment relationship with the Group according to relevant local laws and workers whose work and/or workplace was controlled by the Group. The methodology adopted for reporting on employment data set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

1. 職工數據是根據本集團與其僱員之間訂立的僱傭合同，從本集團的人力資源部獲得。此數據涵蓋根據當地有關法律與本集團有直接僱傭關係的僱員以及其工作和／或工作場所受本集團控制的員工。上述報告職工數據所採用的方法乃基於聯交所發佈的《如何準備環境、社會及管治報告？-附錄三：社會關鍵績效指標報告指南》。



**Table 4. Number of New Employees by Age Group and Gender of the Group in FY2022<sup>1</sup>**

**表4. 2022財年按年齡組和性別劃分的新員工人數<sup>1</sup>**

**Unit : Number of employees**  
單位：員工人數

**Age group**  
年齡組

Gender 性別	Aged 30 or below 30歲或以下	Aged between 31 and 40 31至40歲	Aged between 41 and 50 41至50歲	Aged 51 or above 51歲或以上	Total 總數
	<b>Male</b> 男性	111	184	69	
<b>Female</b> 女性	63	115	38	8	224
<b>Total</b> 總數	174	299	107	44	624

1. The employment data in headcount was obtained from the Group's human resources department based on the employment contracts entered into between the Group and its employees. The data covered employees engaged in a direct employment relationship with the Group according to relevant local laws and workers whose work and/or workplace was controlled by the Group. The methodology adopted for reporting on employment data set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

1. 職工數據是根據本集團與其僱員之間訂立的僱傭合同，從本集團的人力資源部獲得。此數據涵蓋根據當地有關法律與本集團有直接僱傭關係的僱員以及其工作和/或工作場所受本集團控制的員工。上述報告職工數據所採用的方法乃基於聯交所發佈的《如何準備環境、社會及管治報告？-附錄三：社會關鍵績效指標報告指南》。



**Table 5. Employee Turnover Rate by Age Group, Gender and Geographical Locations in FY2022<sup>1</sup>**

**表5. 2022財年按年齡組、性別和地理位置劃分的員工離職率<sup>1</sup>**

Unit: Number of employees left 單位：員工離職人數	Age group 年齡組				Total 總數
	Aged 30 or below 30歲或以下	Aged between 31 and 40 31至40歲	Aged between 41 and 50 41至50歲	Aged 51 or above 51歲或以上	
<b>Gender</b> 性別					
<b>Male</b> 男性	123	250	198	120	691
<b>Employee turnover rate</b> 員工離職率	33%	27%	30%	22%	28%
<b>Female</b> 女性	52	152	76	40	320
<b>Employee turnover rate</b> 員工離職率	28%	25%	17%	27%	23%
<b>Total</b> 總數	175	402	274	160	1,011
<b>Total employee turnover rate</b> 員工總離職率	31%	26%	25%	23%	26%

Geographical location 地理位置					
Locations 地點	Employee turnover 員工離職人數	Employee turnover rate 員工離職率	Locations 地點	Employee turnover 員工離職人數	Employee turnover rate 員工離職率
Beijing 北京	1	14%	Fujian 福建	12	11%
Shanghai 上海	111	23%	Hainan 海南	4	100%
Jiangsu 江蘇	17	10%	Hong Kong 香港	5	17%
Yunnan 雲南	81	180%	Indonesia 印尼	21	12%
Guizhou <sup>2</sup> 貴州 <sup>2</sup>	1	–	Vietnam 越南	0	0%
Hunan 湖南	49	30%	Africa 非洲	4	14%
Jiangxi 江西	270	26%	Germany 德國	0	0%
Hebei 河北	0	0%	United States 美國	1	100%
Guangdong 廣東	421	27%	Singapore 新加坡	5	45%
Xinjiang <sup>2</sup> 新疆 <sup>2</sup>	2	–	Korea 韓國	1	100%
Shandong 山東	1	33%	Others 其他	4	8%

- The turnover data in headcount was obtained from the Group's human resources department based on the employment contracts entered into between the Group and its employees. Turnover rate was calculated by dividing the number of employees who resigned in FY2022 by the number of employees in FY2022. The methodology adopted for reporting on turnover data set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange; and
- The turnover rate cannot be calculated since the number of employees at this location at financial year end is zero.

- 員工流失數據是根據本集團與其僱員之間訂立的僱傭合同，從本集團的人力資源部獲得。流失比率是通過將2022財年內員工離職數除以2022財年的員工人數計算得出。上述報告員工流失數據所採用的方法乃基於聯交所發佈的《如何準備環境、社會及管治報告？- 附錄三：社會關鍵績效指標報告指南》；以及
- 由於該地區的年末員工人數為零，因此未能計算員工流失率。



**Table 6. Number and Rate of Work-related Injuries or Fatalities of the Group in Past Three Years <sup>1</sup>**

**表6. 過去三年中本集團與工作有關的傷亡人數和傷亡率<sup>1</sup>**

Year 年份	2020	2021	2022
Number of work-related fatalities 工作相關的死亡人數	0	0	0
Number of work-related injuries 工作相關的受傷人數	2	14	12
Rate of injuries (per hundred workers) 工傷率 (每百員工)	0.06	0.39	0.31
Lost days due to work injury 因工傷損失天數	393	259	181

1. The injury and fatality information was obtained from the Group's human resources department. The methodology adopted for reporting the number and rate of work-related fatalities set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

1. 因工傷亡數據從本集團的人力資源部獲得。上述報告員工工傷數據所採用的方法乃基於聯交所發佈的《如何準備環境、社會及管治報告？-附錄三：社會關鍵績效指標報告指南》。

**Table 7. Number and Percentage of Employees Trained in the Group by Gender and Employee Category in FY2022 <sup>1</sup>**

**表7. 2022財年本集團按性別和職位劃分接受培訓的人數及比例<sup>1</sup>**

Gender 性別	Employee Category 職位				Total 總數
	General staff 普通僱員	Middle-level managers 部門經理	Senior managers 高級經理	Senior executives 高級行政領導	
Male 男	1,242	127	18	15	1,402
Percentage of employees trained 培訓員工比例	62.3%	6.4%	0.9%	0.8%	70.4%
Female 女	536	44	6	4	590
Percentage of employees trained 培訓員工比例	26.9%	2.2%	0.3%	0.2%	29.6%
Total 總數	1,778	171	24	19	
Percentage of employees trained 培訓員工比例	89.3%	8.6%	1.2%	1.0%	

**Total number of employees trained in FY2022**

2022財年受訓員工總數 1,992

**Number of employees in FY2022**

2022財年員工總數 3,875

**Percentage of employees trained in the Group**

本集團受訓員工比例 51.4%

1. The training information was obtained from the Group's human resources department. Training refers to the vocational training that the Group's employees attended in FY2022. The methodology adopted for reporting on the number and percentage of employees trained set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

1. 培訓數據從本集團的人力資源部獲得。培訓是指本集團員工在2022財年參加的職業培訓。上述報告員工受訓人數和百分比數據所採用的方法乃基於聯交所發佈的《如何準備環境、社會及管治報告？-附錄三：社會關鍵績效指標報告指南》。



**Table 8. Training Hours Completed in the Group by Gender and Employee Category in FY2022<sup>1</sup>**

Unit: Training Hours 單位：培訓時數

Gender 性別	Employee Category 職位				Total 總數
	General staff 普通僱員	Middle-level managers 部門經理	Senior managers 高級經理	Senior executives 高級行政領導	
Male 男	38,234	1,670	107	117	40,128
Average training hours 平均培訓時數	17.3	14.4	0.9	2.7	16.1
Female 女	7,168	622	42	56	7,888
Average training hours 平均培訓時數	5.7	9.4	1.1	3.7	5.7
Total 總數	45,402	2,292	149	173	48,015
Average training hours 平均培訓時數	13.1	12.6	0.9	2.9	12.4

1. The training information was obtained from the Group's human resources department. The methodology adopted for reporting training hours set out above was based on "How to Prepare an ESG Report? — Appendix 3: Reporting Guidance on Social KPIs" issued by the Stock Exchange.

**表8. 2022財年本集團按性別和職位劃分的培訓時數<sup>1</sup>**

1. 培訓數據從本集團的人力資源部獲得。上述報告員工受訓時數所採用的方法乃基於聯交所發佈的《如何準備環境、社會及管治報告？- 附錄三：社會關鍵績效指標報告指南》。

**Table 9. Number of Suppliers by Geographical Regions**

**表9.按地理區域劃分的供應商數量**

Locations 地點	Number of suppliers 供應商數量
Northern China 華北	71
Northeast China 東北	25
Eastern China 華東	528
Central China 華中	227
Southern China 華南	394
Southwest China 西南	93
Northwest China 西北	38
Hong Kong 香港	8
Overseas 海外	58
<b>Total 總數</b>	<b>1,442</b>



**APPENDIX V: COMPLIANCE WITH LAWS,  
REGULATIONS AND STANDARDS**

**附錄五：法律、法規與標準合規**

<p style="text-align: center;"><b>Environmental sustainability</b> 環境可持續發展</p>
<ul style="list-style-type: none"> <li>• Environmental Protection Law of the People’s Republic of China 中華人民共和國環境保護法</li> <li>• Environmental Impact Assessment Law of the People’s Republic of China 中華人民共和國環境影響評價法</li> <li>• Law of the People’s Republic of China on the Prevention and Control of Atmospheric Pollution 中華人民共和國大氣污染防治法</li> <li>• Law of the People’s Republic of China on the Prevention and Control of Water Pollution 中華人民共和國水污染防治法</li> <li>• Law of the People’s Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes 中華人民共和國固體廢物污染環境防治法</li> <li>• Law of the People’s Republic of China on the Prevention and Control of Pollution from Environmental Noise 中華人民共和國環境噪聲污染防治法</li> <li>• Law of the People’s Republic of China on Conserving Energy 中華人民共和國節約能源法</li> <li>• Circular Economy Promotion Law of the People’s Republic of China 中華人民共和國循環經濟促進法</li> <li>• Environmental Protection Tax Law of the People’s Republic of China 中華人民共和國環境保護稅法</li> <li>• Regulation on the Implementation of the Environmental Protection Tax Law of the People’s Republic of China 中華人民共和國環境保護稅法實施條例</li> <li>• Regulations of the Management of Economical Use of Urban Water 城市節約用水管理規定</li> <li>• Emission standard for industrial enterprises noise at boundary (GB12348-2008) GB 12348-2008工業企業廠界環境噪聲排放標準</li> <li>• Emission standard of air pollutants for boiler (GB 13271- 2014) GB 13271-2014鍋爐大氣污染物排放標準</li> <li>• Standard for pollution control on hazardous waste storage (GB 18597-2001) GB 18597-2001危險廢物儲存污染控制標準</li> <li>• Discharge limits of water pollutants (DB 4426-2001) DB 4426-2001水污染物排放限值</li> <li>• Emission standards for odour pollutants (GB14554-93) GB 14554-93惡臭污染物排放標準</li> <li>• Standards for pollution control on the storage and disposal site for general industrial solid wastes (GB18599-2001) GB18599-2001一般工業固體廢物貯存、處置場污染控制標準</li> <li>• Measures for the Environmental Management Registration of New Chemical Substances 新化學物質環境管理登記辦法</li> </ul>
<p style="text-align: center;"><b>Caring about our people</b> 關愛我們的員工</p>
<ul style="list-style-type: none"> <li>• Employment Ordinance (Cap. 57 of the Laws of Hong Kong) 僱傭條例 (香港法例第57章)</li> <li>• Employees’ Compensation Ordinance (Cap. 282 of the Laws of Hong Kong) 僱員補償條例 (香港法例第282章)</li> </ul>





### ***Caring about our people***

#### **關愛我們的員工**

- Mandatory Provident Fund Schemes Ordinance (Cap. 485 of the Laws of Hong Kong)  
強制性公積金計劃條例(香港法例第485章)
- Disability Discrimination Ordinance (Cap. 487 of the Laws of Hong Kong)  
殘疾歧視條例(香港法例第487章)
- Race Discrimination Ordinance (Cap. 602 of the Laws of Hong Kong)  
種族歧視條例(香港法例第602章)
- Sex Discrimination Ordinance (Cap. 480 of the Laws of Hong Kong)  
性別歧視條例(香港法例第480章)
- Minimum Wage Ordinance (Cap. 608 of the Laws of Hong Kong)  
最低工資條例(香港法例第608章)
- Labour Law of the People's Republic of China  
中華人民共和國勞動法
- Law of the People's Republic of China on Promotion of Employment  
中華人民共和國就業促進法
- Insurance Law of the People's Republic of China  
中華人民共和國社會保險法
- Regulations on the Supervision of Labour Security  
勞動保障監察條例
- Labour Contract Law of the People's Republic of China  
中華人民共和國勞動合同法
- Minimum Wage Regulations  
最低工資規定
- Basic Conditions of Employment Act  
基本僱傭條件法
- Labor Relations Act  
勞工關係法
- Occupational Safety and Health Ordinance (Cap. 509 of the Laws of Hong Kong)  
職業安全及健康條例(香港法例第509章)
- Production Safety Law of the People's Republic of China  
中華人民共和國安全生產法
- Law of the People's Republic of China on Prevention and Control of Occupational Diseases  
中華人民共和國職業病防治法
- Fire Control Law of the People's Republic of China  
中華人民共和國消防法
- Regulation on the Safety Management of Hazardous Chemicals  
危險化學品安全管理條例
- Regulations on the Reporting, Investigation and Disposition of Work Safety Accidents  
生產安全事故報告和調查處理條例
- Special Equipment Safety Law of the People's Republic of China  
中華人民共和國特種設備安全法
- Regulation on Work-Related Injury Insurance  
工傷保險條例



### **Driving operational excellence**

#### **推動卓越營運**

- Product Quality Law of the People's Republic of China  
中華人民共和國產品質量法
- Food Safety Law of the People's Republic of China  
中華人民共和國食品安全法
- Standardization Law of the People's Republic of China  
中華人民共和國標準化法
- Patent Law of the People's Republic of China  
中華人民共和國專利法
- Trademark Law of the People's Republic of China  
中華人民共和國商標法
- Intellectual Property Law of the People's Republic of China  
中華人民共和國知識產權法
- Law on Protection of Consumer Rights and Interests of the People's Republic of China  
中華人民共和國消費者權益保護法
- Tort Liability Law of the People's Republic of China  
中華人民共和國侵權責任法
- Advertising Law of the People's Republic of China  
中華人民共和國廣告法
- Measures for the Management of Food Production License 2020  
食品生產許可管理辦法2020
- Measures for the Administration of Food Recalls  
食品召回管理辦法
- GB 2760-2014 National Food Safety Standard for Uses of Food Additives  
GB 2760-2014食品安全國家標準食品添加劑使用標準
- GB14881-2-13 National Food Safety Standard General Hygienic Regulation for Food Production  
GB14881-2-13食品安全國家標準食品生產通用衛生規範
- Administrative Measures for Food Safety National Standards  
食品安全國家標準管理辦法
- GB 7718-2011 General Standard for the Labelling of Pre-packaged Foods  
GB 7718-2011預包裝食品標籤通則
- Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong)  
個人資料私隱條例(香港法例第486章)
- Consumer Council Ordinance (Cap. 216 of the Laws of Hong Kong)  
消費者委員會條例(香港法例第216章)
- Trademarks Ordinance (Cap. 559 of the Laws of Hong Kong)  
商標條例(香港法例第559章)
- Patents Ordinance (Cap. 514 of the Laws of Hong Kong)  
專利條例(香港法例第514章)

Huabao International Holdings Limited  
華寶國際控股有限公司

