

China Ocean Industry Group Limited 中海重工集團有限公司

(Incorporated in Bermuda with limited liability)

(於百慕達註冊成立之有限公司)

Stock Code 股份代號: 00651



**Environmental, Social and
Governance Report
2018 環境、社會及管治報告**



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I. ABOUT THIS REPORT

As a renowned company in China, China Ocean Industry Group Limited (the “Company”) and its subsidiaries (collectively, the “Group”) stringently adhere to their environmental and social responsibilities.

The Group believes that sustainable, resilient and reliable stewardship and development is essential to the Group’s long-term success. Details of the Group’s management approach in both environmental and social aspects can be found throughout this ESG Report.

This ESG Report covers the environmental and social performance within defined operational boundaries of the Group that includes the Group’s operation in Hong Kong and mainland China. The reporting period is the Group’s financial year dating from 1 January 2018 to 31 December 2018 (FY2018). This ESG Report is prepared in compliance with the ESG Reporting Guide as set out in Appendix 27 of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited.

II. REPORTING PERIOD AND SCOPE OF THE REPORT

This ESG Report covers the environmental and social performance within the operational boundaries of the Group that include the business of intelligent car-parking and automotive electronics business, shipbuilding business, trading business, steel structure engineering and installation business, and financial service business. The reporting period of this ESG Report is the financial year from 1 January 2018 to 31 December 2018 (“FY2018”), unless specifically stated otherwise. This ESG Report will be issued on an annual basis.

I. 關於本報告

作為中國知名企業，中海重工集團有限公司（「本公司」）及其附屬公司（統稱「本集團」）嚴格遵守其環境及社會責任。

本集團相信，靈活可靠的可持續性管理和發展對本集團的長遠成功至關重要。本環境、社會及管治報告詳細介紹了本集團在環境和社會方面採取的管理方法。

本環境、社會及管治報告涵蓋本集團所界定營運範疇，包括本集團於香港及中國內地的業務的環境及社會表現。報告期間為本集團自二零一八年一月一日起至二零一八年十二月三十一日止財政年度（二零一八財年）。本環境、社會及管治報告乃根據香港聯合交易所有限公司證券上市規則附錄二十七所載環境、社會及管治報告指引而編製。

II. 報告期間及報告範圍

本環境、社會及管治報告涵蓋本集團營運範疇的環境及社會表現，包括智慧停車及汽車電子業務、造船業務、貿易業務、鋼結構工程及安裝業務以及金融服務業務。除另有說明外，本環境、社會及管治報告的報告期間為自二零一八年一月一日起至二零一八年十二月三十一日止財政年度（「二零一八財年」）。本環境、社會及管治報告將每年刊發。



III. INFORMATION DISCLOSURE

The information in this report was gathered from the official documents and statistics of the Group, the integrated information of supervision, management and operation in accordance with the relevant policy, the internal quantitative and qualitative questionnaires based on the reporting framework, and sustainability practices provided by the subsidiaries of the Group. A complete content index is available at the end of the ESG report for readers' convenience to check efficiently. This report is prepared in Chinese and English and has been uploaded to the Group's website at www.irasia.com/listco/hk/chinaoceanindustry/. For any conflict or inconsistency, the English version shall prevail.

IV. BOARD INCLUSIVENESS

Group structure

The Group has established internal policies to create sustainable value for stakeholders and to reduce the negative impact the Group has on the environment. To implement a sustainable development strategy from top to bottom, the Board of Directors of the Group has ultimate responsibility for ensuring the effectiveness of the ESG policies.

In order to fully implement a sustainable development strategy, the Group has established dedicated teams to manage ESG issues. The Group has established a sustainable development strategy to create sustainable value and continuously reduce the Group's environmental impact. Dedicated teams with designated staff for the management of ESG issues have been assigned to enforce and supervise the implementation of the relevant ESG policies cascading through the Group.

III. 資料披露

本報告所載資料乃摘自本集團官方文件及統計數據、根據相關政策整合的監督、管理及營運資料、基於報告框架的內部定量及定性問卷調查，以及由本集團附屬公司提供的可持續常規。為方便讀者快速查閱，環境、社會及管治報告末尾載有完整的內容索引。本報告分別以中文及英文編製，並已上傳至本集團網站 www.irasia.com/listco/hk/chinaoceanindustry/。如有任何衝突或不一致之處，概以英文版本為準。

IV. 董事會參與

集團架構

本集團已制定內部政策，旨在為利益相關者締造可持續發展價值，減低本集團對環境的不良影響。為了由上而下執行可持續發展策略，本集團董事會對確保本環境、社會及管治政策的有效性負有最終責任。

為了全面貫徹執行可持續發展策略，本集團已設立專責團隊管理環境、社會及管治事宜。本集團已建立可持續發展策略，旨在締造可持續發展價值，並持續降低本集團對環境的影響。有關專責團隊已獲委派專責管理環境、社會及管治事宜的員工，並已獲分派負責執行及監督本集團在各個單位推行的相關環境、社會及管治政策。



Our Governance Structure of Sustainability 我們的管治架構可持續發展

Top-down: decision making and leadership
由上而下：制定決策及領導

Board 董事會



- develops and initiates sustainability strategies and guidelines;
制定並啟動可持續發展策略及指引；
- Identifies the potential risks in roadmap of business development.
確定業務發展規劃中的潛在風險。

Management 管理層



- Steers, supervises and monitors the implementation of sustainability practices;
引導、監督和監控實踐可持續發展的措施；
- Assesses and manages the risks during operations.
評估及管理於營運時的風險。

Business Units 業務分部



- Executes the policies at different stages of operations;
在不同營運階段執行政策；
- Eliminates, abates and control the risks.
消除、減少及控制風險。

Bottom-up : experiences and feedback
由下而上：經驗及反饋

With the forward-looking guidance and well-designed plans of action to address underlying ESG matters, the management and responsible teams keep reviewing and adjusting the Group's sustainability policies to satisfy the ever-changing needs of its stakeholders on a regular basis. Through the assignment of the responsibility of progress tracking to different management level positions, the Group is committed to achieving excellent performance in ESG management while also remaining competitive compared with its peers.

本集團制定了處理相關環境、社會及管治事宜的前瞻性指引及精心構思的行動計劃，管理層及專責團隊一直定期檢討及調整本集團的可持續發展政策，致力滿足利益相關者不斷轉變的需要。透過將進度追蹤的責任委派予不同的管理層人員，本集團力圖在環境、社會及管治的管理方面達致卓越表現的同時，亦能在同業中保持競爭力。



V. STAKEHOLDER ENGAGEMENT

Effective communication with both internal and external stakeholders is regarded as essential to the Group in many areas. It not only delivers the Group's commitment to long-term value creation to stakeholders who care about the level of sustainable development of the Group but also helps the Group gains a better understanding of those topics' material and relevant to different groups of stakeholders.

Fostering a meaningful relationship with all stakeholders has been viewed as the premise of effective communications and the realization of the Group's vision of value creation for all. As such, the Group relies on its good corporate citizenship, reputational influence and great capability incoordination, and has built a sound relationship with its stakeholders including policymakers, regulators, investors, customers, and suppliers. Through a broad range of open communication channels, the Group successfully gained a deeper understanding of its stakeholders' genuine concerns and expectations during recent years, which facilitated the Group to better position itself in the competitive market and to make a rapid and accurate strategic adjustment.

With the goal to strengthen corporate sustainability management while enhancing stakeholders' awareness of ESG and sustainability issues, the Group has put tremendous efforts into its internal and external stakeholder engagement. During the year under review, the Group carefully evaluated its stakeholders' opinions on corporate sustainable development, especially the material ESG topics and committed to properly resolving the problems based on continuous, concise and effective communications. With the goal to strengthen the sustainability approach and performance of the Group, the Group has put tremendous effort into listening to both its internal and external stakeholders. The Group actively collects feedback from its stakeholders in order to maintain a high standard of sustainability within the group while also building a trustful and supporting relationship with them. The Group connects with its stakeholders through their preferred communication channels as listed in the table below.

V. 利益相關者參與

本集團一直認為與內部及外部的利益相關者進行有效的溝通，在多方面均極其重要。有效溝通不但可讓關心本集團可持續發展的利益相關者明白本集團矢志為其創造長遠的價值，同時亦有助本集團更清楚了解不同類別的利益相關者認為重要及相關的議題。

與所有利益相關者建立有意義的關係被視為有效溝通和實現本集團為所有人創造價值的願景的前提。因此，本集團依賴其良好的企業公民意識、聲譽影響力及強大的協調能力，並與包括政策制定者、監管機構、投資者、客戶及供應商在內的利益相關者建立了良好關係。通過廣泛的開放式溝通渠道，本集團近年來成功深入了解利益相關者的真實關注和期望，促進本集團更好地在競爭激烈的市場中定位，並進行快速準確的戰略調整。

為了加強企業可持續發展管理，同時提高利益相關者對環境、社會及管治和可持續發展問題的認識，本集團已為其內部和外部利益相關者參與做出了巨大努力。於回顧年度內，本集團審慎評估其利益相關者對企業可持續發展的意見，特別是有關環境、社會及管治的重要議題，致力於在持續、簡潔和有效的溝通基礎上以適當的方式解決問題。為加強本集團的可持續方針及表現，本集團已投入大量人力物力聆聽其內部及外部利益相關者的意見。本集團積極收集利益相關者的反饋，藉以於集團內部維持高標準的可持續性，同時與彼等建立充滿信任與支持的關係。本集團透過下表所列利益相關者偏好的溝通渠道與其利益相關者取得聯繫。

Stakeholders 利益相關者	Expectations and concerns 期望及關注點	Communication Channels 溝通渠道
Government and regulatory authorities 政府及監管機構	<ul style="list-style-type: none"> – Compliance with laws and regulations 遵守法律法規 – Support economic development 支持經濟發展 – proper tax payment 正當納稅 	<ul style="list-style-type: none"> – Supervision on complying with local laws and regulations 監督其對當地法律法規的遵守情況 – Routine reports and taxes paid 例行報告及納稅
Shareholders 股東	<ul style="list-style-type: none"> – Return on investments 投資回報 – Corporate governance 企業管治 – Business compliance 業務合規 	<ul style="list-style-type: none"> – Regular reports and announcements 定期報告及公告 – Regular general meetings 定期股東會議 – Official website 官方網站
Employees 僱員	<ul style="list-style-type: none"> – Employees' compensation and benefits 僱員薪酬及福利 – Career development 職業發展 – Health and safety working environment 健康與安全的工作環境 	<ul style="list-style-type: none"> – Performance reviews 表現考核 – Regular meetings and training 定期會議及培訓 – Emails, notice boards, hotline, caring activities with management 電郵、公告板、熱線、管理層關懷活動
Customers 客戶	<ul style="list-style-type: none"> – High-quality products and services 優質的產品及服務 – Protect the rights of customers 保障客戶權利 	<ul style="list-style-type: none"> – Customer satisfaction survey 客戶滿意度調查 – Face-to-face meetings and on-site visits 面對面訪談及現場訪問 – Customer service hotline and email 客戶服務熱線及電郵
Suppliers 供應商	<ul style="list-style-type: none"> – Fair and open procurement 公平及公開的採購 – Win-win cooperation 合作共贏 	<ul style="list-style-type: none"> – Open tendering 公開招標 – Suppliers' satisfactory assessment 供應商滿意度評估 – Face-to-face meetings and on-site visits 面對面訪談及現場訪問 – Industry seminars 行業研討會



Stakeholders 利益相關者	Expectations and concerns 期望及關注點	Communication Channels 溝通渠道
General public 大眾	<ul style="list-style-type: none"> - Involvement in communities 社區參與 - Business compliance 業務合規 - Environmental protection awareness 環保意識 	<ul style="list-style-type: none"> - Media conferences and responses to inquiries 媒體會議及回應詢問 - Public welfare activities 公益活動 - Face-to-face interview 面對面訪談

Materiality Assessment

As the ESG risk differs among industries and is decided by the detailed business model of the company, the Group undertakes an annual review in identifying and understanding its stakeholders' main concerns and material interests for the ESG Report. In FY2018, the Group engaged its stakeholders to conduct a materiality assessment survey. Specifically, internal and external stakeholders were selected based on their influence and dependence on the Group. Stakeholders with a high level of influence and dependence on the Group were selected by the management of the Group and invited to express their views and concerns on a list of sustainability issues via an online survey. The Group was able to prioritise the issues for discussion.

With respect to this ESG Report, the Group identified occupational health and safety, energy use and air and greenhouse gas emissions as issues of the highest importance to its stakeholders and the Group. This review has helped the Group to prioritise its corresponding sustainability issues and highlight the material and relevant aspects so as to align them with stakeholders' expectations.

重要性評估

鑒於不同行業的公司所面對的環境、社會及管治風險有所不同並取決於公司的具體業務模式，本集團每年進行檢討，以識別及了解其利益相關者對環境、社會及管治報告的主要關注點及重大利益。於二零一八財年，本集團邀請其利益相關者進行重要性評估調查。具體而言，內部及外部的利益相關者均按照對本集團的影響力及依賴性而選定。本集團管理層首先選定對本集團有較高影響力及依賴性的利益相關者，然後邀請彼等透過網上調查對一系列可持續性問題發表意見及表達關注。因此，本集團得以按優先順序討論有關問題。

就本環境、社會及管治報告而言，本集團確定職業健康與安全、能源使用以及空氣及溫室氣體排放是對其利益相關者及本集團最為重要的問題。是項檢討有助於本集團優先考慮其相應的可持續問題，並突出重要及相關方面，從而與利益相關者的期望一致。



VI. ENVIRONMENTAL SUSTAINABILITY

The Group is committed to the long-term sustainability of the environment and community in which it operates. The Group stringently controls its emissions and consumption of resources and complies with all relevant environmental laws and regulations in Hong Kong and the People's Republic of China ("PRC") in its daily operation. All operating regions of the Group have implemented effective energy conservation measures to reduce emissions and resource consumption.

The Group strictly adheres to emission related laws and regulations set out in the PRC and Hong Kong, including but not limited to:

- Environmental Protection Law of the People's Republic of China (中華人民共和國環境保護法);
- 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);
- 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);
- National List of Hazardous Wastes (國家危險廢物名錄);
- Administrative Measures on Registration of Dangerous Chemicals (危險化學品登記管理辦法);
- 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); and
- Waste Disposal Ordinance (Cap. 354 of the Law of Hong Kong).

It is included in the Group's policy to reduce the impacts of these emissions on the environment through measures such as control of the Group's energy consumption and special treatment of wastewater.

VI. 環境可持續性

本集團致力於其營運所處的環境及社區的長期可持續發展。本集團嚴格控制排放物及資源消耗，並於其日常營運過程中遵守香港及中華人民共和國（「中國」）的所有有關環境法律及規例。本集團的所有作業區均實施有效的節能措施以減少排放物及資源消耗。

本集團嚴格遵守中國及香港制定的有關排放物的法律及規例，包括但不限於：

- 《中華人民共和國環境保護法》；
- 《中華人民共和國大氣污染防治法》；
- 《中華人民共和國固體廢物污染環境防治法》；
- 《國家危險廢物名錄》；
- 《危險化學品登記管理辦法》；
- 《中華人民共和國水污染防治法》；及
- 《廢物處置條例》（香港法例第354章）。

本集團政策載有減低該等排放物對環境影響的措施，例如控制本集團的能源消耗及對污水進行特別處理。



This section primarily discloses the policies and practices of the Group on emissions, use of resources, the environment and natural resources during FY2018.

A.1. Emissions

Air Emissions

The Group adamantly abides by government laws and regulations regarding environmental protection in the daily operation.

Shipbuilding business & Steel structure engineering and installation business

The air emissions from shipbuilding and steel structure engineering business are mainly generated from the production process. The Group has used diesel and natural gas as the energy source for the production process. Besides, the shipbuilding segment has generated a small amount of hazardous air emissions due to the use of paint spray, which is therefore insignificant to be considered. The exhaust gases from production are under strict control and in compliance with the local regulations before being emitted.

To reduce the amount of air emissions, the Group has taken various measures in its daily operations. Each manufacturing base has been equipped with sound environmental protection facilities up to standard. Specifically, each of the manufacturing bases has set up an environmental management system, the Manufacturing Department has established a management team that specialises in environmental protection and energy-saving matters, and each manufacturing base has responsible staff in charge of the operation of environmental protection and energy-saving facilities.

Intelligent car-parking and automotive electronics & Trading and financial service business

In these two segments, air emissions are mainly generated from car use in the daily operation. Due to the nature of the business, gasoline is the only energy consumption used for powering vehicles, and no hazardous emission is generated. The Group has encouraged the employees to use public transportations and avoid unnecessary transportations to help mitigate the impact of air emissions from vehicles on the environment.

本節主要披露本集團於二零一八財年在排放物、資源使用、環境與自然資源方面的政策及常規。

A.1. 排放物

空氣排放物

本集團的日常營運堅定執行環保相關的政府法律法規。

造船業務以及鋼結構工程及安裝業務

造船業務以及鋼結構工程業務的空氣排放物主要來自生產過程。本集團已採用柴油和天然氣作為生產過程的能量來源。此外，造船分部因使用油漆噴霧會產生少量有害的空氣排放物，該項排放被視為並不重大。生產廢氣會作嚴格控制及遵守地方法規處理後方可排放。

為減少空氣排放物數量，本集團已於日常營運過程中採取多項措施。各生產基地已裝備符合標準的完備環境保護設施。具體而言，各生產基地已設立環境管理系統；生產部門已成立專注於環境保護及節能事項的管理團隊；及各生產基地亦設有負責環境保護及節能設施運行的責任員工。

智慧停車及汽車電子以及貿易及金融服務業務

就該兩個分部而言，空氣排放物主要產生自日常營運過程中的汽車使用。因該業務性質使然，汽油為驅動汽車所用的唯一能耗來源，並無產生有害排放物。本集團已鼓勵僱員使用公共交通及避免不必要的運輸，以幫助減少汽車空氣排放物對環境的影響。

Air emissions generated from the Group are mainly nitrogen oxides (“NOx”), sulphur oxides (“SOx”) and PM (Particular Matter) from the production process and the use of vehicles. The Group generated 1.5kg SOx, 95.8kg NOx, and 7.1kg PM in FY2018. For detailed data, please refer to Table 1.

Greenhouse Gases (“GHGs”)

The GHG emissions of the Group mainly come from the indirect emissions of electricity consumption, and the production and transportation process. To reduce the amount of GHGs generated from the Group, trees are planted in FY2018. As GHG emissions are positively correlated to electricity consumption, the Group has tried to reduce the electricity consumption in its daily operation through specific measures, which are further explained in the subsection headed “Electricity” under section **A.2. Use of Resources** of this ESG Report.

Wastewater

Wastewater produced by the Group mainly comes from the general operation of the factories and daily use from its staff in the office and staff canteen. The quality of drained wastewater must meet the national and local requirements. Domestic wastewater is discharged to the sewage pipe directly, while industrial wastewater is collected separately in special containers and sent to the professional treatment company for further treatment.

In FY2018, the Group generated 73,543 m³ of wastewater. The decrease in wastewater is mainly contributed by the decline of production. A small amount of hazardous wastewater of 3 m³ is generated from shipbuilding business and has been primarily treated before discharged to the wastewater treatment plant. Besides, since wastewater generation is positively correlated to the water consumption, the Group has adopted specific measures to reduce the water consumption, which are further explained in the subsection headed “Water” under section **A.2. Use of Resources** of this ESG Report.

本集團產生的空氣排放物主要為生產過程及汽車使用產生的氮氧化合物、硫氧化合物及顆粒物。於二零一八財年，本集團共產生硫氧化合物1.5千克、氮氧化合物95.8千克及顆粒物7.1千克。詳細數據請參見表1。

溫室氣體

本集團的溫室氣體排放主要來自電力消耗的間接排放，以及生產及運輸過程。於二零一八財年，為減少本集團產生的溫室氣體，本集團已種植多棵樹木。由於溫室氣體排放量與電力消耗呈正相關關係，本集團力圖通過具體措施減少日常運行中的用電量，進一步措施載於本環境、社會及管治報告**第A.2.節資源使用的「用電」**分節中。

廢水

本集團產生的廢水主要來自工廠的一般運營以及辦公室員工及員工餐廳的日常用水。排放廢水的水質必須符合國家及地區的規定。生活廢水直接排放至排污管，而工業廢水則單獨儲存於特殊容器並運送至專業處理公司進行進一步處理。

於二零一八財年，本集團產生73,543立方米的廢水。廢水的減少乃主要由於產量的下降所致。造船業務所產生的少量3立方米的有害廢水，經初步處理後排放至廢水處理廠。此外，由於廢水產生與水資源消耗量呈正相關，本集團已採納具體措施減少水資源消耗，進一步措施載於本環境、社會及管治報告**第A.2.節資源使用的「用水」**分節中。



Solid Wastes

Due to the nature of different kinds of businesses, solid wastes produced by the Group can be divided into general waste and hazardous waste. General solid wastes include domestic solid wastes that are generated by the employees in working hours, the wasted paper, and other wasted office appliance. General solid wastes are collected with garbage bags and sent to the local refuse processing plant.

Hazardous wastes, which are generated in the shipbuilding business, steel engineering and installation business and intelligent car-parking and electronic automotive device business, are collected and sealed in specific containers and sent to professional treatment company regularly. The hazardous wastes include paint bucket, waste mineral oil, waste oil drums, paint residue, electroplating sludge, waste batteries, waste ink cartridges, waste lamps, waste film, and oily rags. The total amount of hazardous solid waste is insignificant, hence no specific data is provided.

Department of Transportation is in charge of the collection, storage and transportation of all the solid wastes. The Planning Department is responsible for the disposal and delegation of qualified companies to treat all the hazardous wastes while the Department of Security supervises all the procedure from generation to disposal of the solid wastes.

To reduce the environmental impacts of solid wastes, the Group has implemented various measures in the daily operation. The Group insists on the concept of recycling used paper and stationaries such as lunch box, bottles and cans. Disposable paper cups are not available in the Group's daily operation. In FY2018, the Group generated 37.2 tonnes of domestic solid wastes.

固體廢棄物

鑒於不同種類的業務性質，本集團產生的固體廢棄物可分為一般廢棄物及有害廢棄物。一般固體廢棄物包括僱員於工作時間產生的生活固體廢棄物、廢紙及其他廢棄的辦公室設備。一般固體廢棄物使用垃圾袋收集並送往當地的垃圾處理廠處理。

有害廢棄物產生自造船業務、鋼結構工程及安裝業務以及智慧停車及汽車電子業務，該等廢棄物將蒐集及封裝於指定容器內，定期送往專業處理公司。有害固體廢棄物包括油漆桶、廢棄礦物油、廢油桶、漆渣、電鍍污泥、廢電池、廢墨盒、廢燈具、廢膠片及廢油氈。有害廢棄物總量並不重大，因此並無提供具體數據。

運輸部負責收集、儲存及運輸所有固體廢棄物。規劃部負責處置及指派合資格公司處理所有有害廢棄物，而安全部負責監督固體廢棄物從產生到處置的全過程。

為降低固體廢棄物的環境影響，本集團已於日常營運中落實多項措施。本集團堅持回收廢紙、餐盒及瓶罐等固體物之理念。本集團日常營運中避免使用一次性紙杯。於二零一八財年，本集團產生37.2噸的生活固體廢棄物。



Noise

In compliance with the law and regulations in the PRC, the Group has conducted noise detection around the operation site to meet the requirement of the Emission Standard for Industrial Enterprise Noise at Boundary (工廠企業廠界環境雜訊排放標準) (GB12348-2008).

噪音

根據中國法律及法規，本集團已於經營場所周圍進行噪音檢測以符合《工廠企業廠界環境雜訊排放標準》(GB12348-2008)。

Table 1 Total emissions of the Group by category in FY2018 and in FY2017

表1二零一八財年及二零一七財年按類別劃分的本集團排放物總額

Item 項目	Types of Resources 資源類別		Unit 單位	2018 二零一八年		2017 ^{Restated} 二零一七年 ^{經重列}	
				Amount 數量	Intensity (Per employee) 密度 (按僱員人數 計算)	Amount 數量	Intensity (Per employee) 密度 (按僱員人數 計算)
Air emission 空氣排放物	Gaseous fuel consumption 氣體燃料消耗	SOx 硫氧化物	kg 千克	1.5	-	2.4	-
		NOx 氮氧化物	kg 千克	95.8	-	135.6	-
		PM 顆粒物	kg 千克	7.1	-	12.3	-
GHG emission 溫室氣體排放	Scope 1 範圍(一)	Stationary combustion 固定燃燒	Tonnes CO ₂ -e 噸二氧化碳排放量	873.4	1.6	983.4	1.1
		Mobile combustion 移動燃燒	Tonnes CO ₂ -e 噸二氧化碳排放量	252.5	0.5	396.7	0.4
	Scope 2 範圍(二)	Purchased electricity 採購電力	Tonnes CO ₂ -e 噸二氧化碳排放量	11,648.0	21.1	15,691.0	17.6
	Scope 3 範圍(三)	Wastepaper 廢紙	Tonnes CO ₂ -e 噸二氧化碳排放量	7.5	-	7.5	-
	Total 總計		Tonnes CO ₂ -e 噸二氧化碳排放量	12,781.4	23.2	17,078.0	19.2
Non-hazardous waste 無害廢棄物	Non-hazardous wastewater 無害廢水		M ³ 立方米	73,543	133.5	125,713.0	140.9
		Non-hazardous solid waste 無害固體廢棄物	tonnes 噸	81.5	0.1	124.1	0.1
Hazardous waste 有害廢棄物	Hazardous wastewater 有害廢水		M ³ 立方米	3.0	-	-	-



During the year under review, the Group was not in violation of any relevant laws and regulations, which have a significant impact on the Group, related to emissions.

A.2. Use of Resources

The Group complied with the relevant laws and regulations in relation to its use of resources, including but not limited to Energy Conservation Law of the People's Republic of China (中華人民共和國節約能源法) and Provisions on the Management of Water Conservation in Cities (城市節約用水管理規定) during the year under review. Resources used by the Group mainly include electricity, water, diesel, gasoline and natural gas.

Based on the national laws and energy conservation policy, combined with the Group's actual status of production and energy consumption, the Group strictly complies with the standards to save energy and reduce emissions. Generally, all the managements are supposed to supervise and promote the implementation of the standard.

於回顧年度內，本集團在排放物方面，並無違反對本集團有重大影響的任何相關法律及規例。

A.2. 資源使用

於回顧年度內，本集團遵守有關資源使用的相關法律及規例，包括但不限於《中華人民共和國節約能源法》及《城市節約用水管理規定》。本集團所使用的資源主要包括電力、水、柴油、汽油及天然氣。

根據國家法律及節能政策，並結合本集團實際生產及能耗狀況，本集團已嚴格遵守節能減排標準。一般而言，全體管理層應監督及促進有關標準的執行。



Electricity

All the electricity consumption by the Group comes directly from the regular operation of both the production operating site and offices. The Group keeps a detailed record of its electricity consumption. The total electricity consumption of the Group amounted to 19,780,624.6 kWh in FY2018. To ensure the effective use of electricity, the Group has formulated the internal regulation, which all subsidiaries of the Group should stringently comply with to save energy. The electricity saving regulations are included but not limited as followings:

In the offices and parking lots:

- Modify the set temperature of air conditioners in the offices based on the season;
- Clean office equipment such as refrigerator, air condition and shredder regularly to ensure their efficiency;
- Replace the old facilities to increase the electricity utilization efficiency;
- Set office management policy to increase the effectiveness;
- Engage employees in energy management and conservation and collect ideas for energy-saving;
- Use electronic facilities with the energy-saving label; and
- Replace high electricity consumption lamps with electricity saving lamps for office lighting.

用電

本集團的所有電耗直接來源於生產運營現場及辦公室的日常營運。本集團為其電力消耗保存詳細的記錄。於二零一八財年，本集團的總電耗為19,780,624.6千瓦時。為確保有效用電，本集團已制定內部規例，並要求本集團所有附屬公司嚴格遵守以節約能源。節電規定包括但不限於以下各項：

於辦公室及停車場：

- 根據季節需要調整辦公室內的空調的設定溫度；
- 定期清洗冰箱、空調及碎紙機等辦公室設備，以維持其性能；
- 更換陳舊設備，提高用電效率；
- 制定辦公室管理政策以提高效率；
- 聘用員工進行能源管理及保護，並收集節能意見；
- 使用貼有節能標籤的電器；及
- 辦公照明使用節能燈代替高電耗燈。



In the factories:

- Replace high electricity consumption lamps with the installation of electricity saving lamps for office lighting;
- Control the start frequency of some major power consumption equipment to improve the load rate and avoid electricity peak when starting them;
- Limit the use of electric heaters for the industrial need, and employees must ask the relevant department for permission;
- Turn off machines that are not in operation to avoid idling;
- Make a careful selection of the transformer capacity and motors;
- Arrange the operation of machines reasonably and repair them immediately;
- Install a solar heating system in the Group dormitory;
- Replace old equipment to improve the electricity utilization efficiency; and
- Improve the operation procedure by replacing the spraying production line, ovens and refrigeration equipment with more efficient ones.

於工廠：

- 辦公照明安裝節能燈代替高電耗燈；
- 控制某些主要用電設備的啟動頻率，以提高啟動時的負載率及避免用電高峰；
- 限制使用工業用電加熱器，員工使用須向有關部門申請許可；
- 關閉不工作的設備，避免設備空轉；
- 選擇合適的變壓器容量及電機；
- 合理安排機器運作，並及時進行維修；
- 在本集團宿舍安裝太陽能加熱系統；
- 更換陳舊設備，提高用電效率；及
- 改進生產程序，使用更高效的噴塗生產線、烘箱及製冷設備。



Water

Water consumption by the Group is generated from the domestic use by its employees during the working hours and industrial use for production. The total water consumption of the Group was 423,405.7 m³ in FY2018. Shipbuilding business is the main contributor to the increase in water consumption as the factory was lent for other company's production. To improve the utilization efficiency of water resources, the Group has formulated internal regulation. The policies aim to change the water consumption behaviour including, but not limited, to the followings:

- Recycle used water in daily practice if possible;
- Engage and educate employees in the water conservation activities and enhance their awareness of water conservation;
- Adopt low-flow faucets or showers in the office and staff living areas. Once there is a leaking problem, the Group will send a plumber immediately; and
- Inspect the water supply system regularly.

用水

本集團的用水來源於員工在工作時間產生的生活用水及生產時產生的工業用水。二零一八財年，本集團的總用水量為423,405.7立方米。造船業務為用水量增加的主要原因，此乃由於工廠被借予其他公司生產。為提高水資源的利用率，本集團已制定內部規例。有關政策旨在改變用水行為，包括但不限於以下各項：

- 日常過程中盡可能地循環用水；
- 舉行節水活動及在活動中教育員工，提高彼等的節水意識；
- 在辦公室及職工生活區採用低流量水龍頭或淋浴頭，在出現漏水即時派遣水管工維修；及
- 定期檢查水供應系統。





Energy

The Group mainly consumed diesel, gasoline, and natural gas in FY2018. The diesel consumption comes from the production process of shipbuilding and steel engineering. Natural gas is used for steel structure engineering and installation and the gasoline for powering vehicles. The diesel, natural gas and gasoline consumed by the Group's operations during FY2018 amounted to 272,711.0 litres, 60,424 m³ and 105,600.7 litres respectively.

As the production declines in FY2018, the energy consumption of the Group shows a significant fall except for diesel, which is due to the testing experiment in the shipbuilding business.

To avoid unnecessary fuel consumption, the Planning Department has made the purchase plan based on the actual production situation. Relevant departments would examine and record the purchased fuel, while users should also keep consumption records and actively take fuel-saving measures.

Apart from fuels, the Group has consumed gases for production as well. Gases consumed by the Group include compressed air, oxygen, carbon dioxide gas, acetylene gas, nitrogen, argon, steam and other gases for the production process. Gases purchased by the Purchasing Department would be examined and recorded. Users should strengthen the inspection of gas pipelines to prevent air discharge and leakage. The Group is also responsible for checking the gas storage containers and organising maintenance work regularly.

能源

於二零一八財年，本集團主要消耗柴油、汽油及天然氣。柴油消耗來源於造船生產過程及鋼筋工程。天然氣乃用於鋼結構工程及安裝，而汽油則用於汽車驅動。二零一八財年本集團營運所用柴油、天然氣及汽油分別為272,711.0升、60,424立方米及105,600.7升。

由於二零一八財年產量減少，本集團能源消耗出現顯著下降，除用於造船業務的測試試驗的柴油外。

為避免不必要的油耗，規劃部已根據實際生產情況制定採購計劃。相關部門將檢查及記錄所採購的燃油，而相關用油單位亦須存備用油記錄，並積極採取節油措施。

除燃油外，本集團生產亦使用氣體。本集團消耗的氣體包括生產過程中所需的壓縮空氣、氧氣、二氧化碳、乙炔氣、氮氣、氫氣、蒸汽及其他氣體。採購部門所採購的氣體將被檢查及記錄。用氣單位應加強對輸氣管道的檢查以防止氣體洩漏。本集團亦須定期檢查氣體容器並組織維護工作。



Paper

Paper is one of the major natural resources consumed by the Group, especially in its offices. To reduce the consumption of paper, the Group has adopted the following practices:

- Set duplex printing as the default mode for most network printers when printouts are needed;
- Promote the idea of “Think before print” by using posters and stickers in the offices to remind the staff to avoid unnecessary printings;
- Place boxes and trays beside photocopiers as containers to collect single-sided paper for reuse and used paper for recycling;
- Using durable plastic boxes to replace disposable paper boxes;
- Use the back of old single-sided documents for printing or as draft paper; and
- Recycle used stationery whenever possible.

紙張

紙張為本集團（尤其是辦公室）其中一項主要自然資源消耗。為減少紙張消耗，本集團已採納以下措施：

- 需要打印時，將大部分網絡打印機的預設模式設定為雙面打印；
- 推行「印前三思」的理念，在辦公室使用海報及便利貼提醒員工避免不必要的列印；
- 在複印機旁放置箱及盤，收集單面印刷的紙張以供再利用及收集用完的紙張以供回收利用；
- 使用耐用的塑料盒代替一次性紙盒；
- 使用舊的單面印刷文件的背面進行列印或作為草稿紙；及
- 盡可能回收利用曾使用的文具。





Table 2 Detailed resource consumption of the Group by category in FY2018 and FY2017

表2本集團二零一八財年及二零一七財年按類別劃分的資源消耗詳情

Item 項目	Types of Resources 資源類別	Unit 單位	2018 二零一八年		2017 ^{Restated} 二零一七年經重列	
			Amount 量	Intensity (Per employee) 強度 (每名員工)	Amount 量	Intensity (Per employee) 強度 (每名員工)
Energy consumption 能源消耗	Gasoline 汽油	L 升	105,600.0	191.7	164,205.0	184.1
	Diesel 柴油	L 升	272,711.0	494.9	239,967.0	269.0
	Natural Gas 天然氣	m ³ 立方米	60,424.0	109.7	157,333.3	176.4
	Gas (Oxygen) 氣體(氧氣)	m ³ 立方米	179,760.0	326.2	357,716.7	401.0
	Electricity consumption 用電		kWh 千瓦時	19,780,624.6	35,899.5	26,662,029.7
Water consumption 用水	Water 水	m ³ 立方米	423,405.7	768.4	395,681.8	443.6
Paper consumption 紙張消耗		kg 千克	1,559.1	2.8	1,568.5	1.8

From the table above, the use of resources shows a significant decrease due to the reduction in production and the rise of intensity is due to the dramatic fall in the number of employees.

自上表可得出，由於產量減少，資源使用顯著下降，而工作的強度增加則乃由於僱員數量急劇減少。

A.3. The Environment and Natural Resources

The Group was in strict compliance with the relevant laws and regulations, namely Law of the People's Republic of China on Circular Economy Promotion (中華人民共和國循環經濟促進法) and 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), in relation to the environment and the use of natural resources during the year under review.

For the environmental impacts from the operation process, the Group's routine operations exert no detrimental influence on its surroundings. The wastes, noise and other environmental impacts from the operation process of the Group conforms with environmental laws and regulations. In the operation site of shipbuilding business, the Group has formulated the Material Recycling Incentives (物資回收節約獎勵辦法) to encourage employees to make use of residues and wastes (including waste steel, waste steel wire, cable head, non-ferrous metal scrap, iron shavings, paint bucket, wood/paper crates, welding head, wire rod, waste steel flange, pipe elbow, round plate and flange plate), and save raw materials (include electrodes, paint, diesel, gasoline and others). The Group financially rewards employees who comply with the incentives accordingly.

The Group will continue to adhere to the safety, harmony and green development concept and make unremitting efforts to create a resource-saving and environmentally friendly corporation.

A.3. 環境及天然資源

於回顧年度，本集團嚴格遵守有關環境及自然資源使用的相關法律法規，即《中華人民共和國循環經濟促進法》及《中華人民共和國環境影響評價法》。

經營過程對環境產生的影響方面，本集團的日常經營對其周邊環境沒有不利影響。本集團經營過程產生的廢物、噪聲等環境影響符合環保法律法規。於造船業務的工廠，本集團已制定《物資回收節約獎勵辦法》以鼓勵僱員回收利用餘料及廢物（包括廢鋼、廢鋼筋、電纜接頭、有色金屬廢料、鐵屑、油漆桶、木架箱／紙箱、焊機頭、線棒、廢鋼法蘭、管道彎頭、圓片及法蘭片），並節約原材料（包括電極、油漆、柴油、汽油及其他）。本集團將對遵守該等規定的僱員進行相應的財務獎勵。

本集團將繼續堅持安全、和諧、綠色發展的理念，努力建設資源節約型、環境友好型企業。



VII. SOCIAL SUSTAINABILITY

EMPLOYMENT AND LABOUR PRACTICES

B.1. Employment

The Group treasures employee's talent and is dedicated to providing a safe and sound working environment for employees and cultivating talents experienced in technology and management. The Group strives to provide its employees with a suitable platform for developing their career, professionalism and advancement. By improving the remuneration system and career path, the Group expects to establish a comprehensive incentive system based on physical, mental, emotional and growth motivations to carry forward the harmonious and stable employment relationship.

Law compliance

The human resources policies of the Group strictly adhere to the applicable employment laws and regulations in Hong Kong and the PRC, including the

- Employment Ordinance (Cap. 57 of the Law of Hong Kong);
- Labour Law of the People's Republic of China (中華人民共和國勞動法); and
- Labour Contract Law of the People's Republic of China (中華人民共和國勞動合同法).

The Group has also complied with the laws and regulations with respect to the employees' social security schemes that are enforced by the local governments in the PRC and Hong Kong in relation to employee's benefits. Housing subsidies have also been provided to the employees in the PRC. The Human Resources Department of the Group reviews and updates the relevant company policies regularly in accordance with the latest laws and regulations.

VII. 社會可持續性

僱傭及勞工常規

B.1. 僱傭

本集團珍惜人才，致力為員工提供安全及穩定的工作環境，培育富有技術和管理經驗的人才。本集團努力為其僱員的職業發展、專業及進步提供合適的平台。透過完善薪酬體系及員工職業發展通道，本集團期望構建基於物質、精神、情感、發展激勵的全面激勵體系，維護和發展和諧穩定的勞資關係。

法律合規

本集團的人力資源政策嚴格遵守香港及中國適用之僱傭法律及法規，包括

- 《僱傭條例》(香港法例第57章)；
- 《中華人民共和國勞動法》；及
- 《中華人民共和國勞動合同法》。

本集團亦遵守中國地方政府及香港政府就僱員福利實施的有關僱員社會保障計劃的法律及法規。本集團亦為中國僱員提供住房補貼。本集團的人力資源部根據最新法律法規定期檢討及更新相關公司政策。

Recruitment and promotion

In FY2018, the Group set an annual recruitment plan to manage the recruitment. To attract high-calibre candidates, the Group offers fair, competitive remuneration and benefits based on the individuals' past performance, personal attributes, job experiences and career aspiration. The Group also references market benchmarks in determining its remuneration and benefits policies. The Group attracts candidates through various measures such as posting information on the Internet, attending recruitment seminars and hire headhunting companies.

The Group has established periodicity plans and budgets to run performance evaluation. The promotion report issued by the manager is based on the outstanding performance of the employee.

Compensation and dismissal

As talent retention is vital to the future business development of the Group, the Group constantly reviews its compensation packages and performs probationary and regular evaluations according to the overall market environment, the profitability of the Group and employee's performance in the past. This ensures that employees are recognised by the Group appropriately concerning their efforts and contributions. The Group also gives a discretionary bonus to employees according to their performance and sets a share point scheme as a long-term incentive for key management staff.

Meanwhile, any appointment, promotion or termination of the employment contract would be based on reasonable, lawful grounds and internal policies, such as Staff Handbook. The Group strictly prohibits any kinds of unfair or unreasonable dismissals to protect the employee's rights.

招聘及晉升

於二零一八財年，本集團制定了年度招聘計劃以管理招聘流程。為吸引高素質人員，本集團根據個人過往表現、個人素質、工作經驗及職業期望，提供公平及具競爭力的薪酬及福利。本集團亦參考市場基準釐定其薪酬及福利政策。本集團通過多種方式吸引人才，如在互聯網發佈招聘信息、參加招聘會及僱用獵頭公司。

本集團已為開展績效評估制定定期計劃及預算。經理將基於僱員的出色表現提交晉升報告。

薪酬及解僱

由於人才挽留對本集團的未來業務發展至關重要，本集團不斷審閱其薪酬方案，並根據整體市場環境、本集團的盈利能力及員工的過往表現進行試用期考核及定期評估。這確保僱員的努力及貢獻可得到本集團適當的認可。本集團亦根據員工表現給予適當獎金，並為重要管理人員設立股權計劃作為長期激勵。

同時，任何委任、晉升或終止僱傭合約將基於合理及合法的理由以及內部政策（例如員工手冊）而作出。為保障員工權利，本集團嚴禁任何不公平或不合理的解僱。



Working hours and rest period

The Group has formulated its own internal policies based on local employment laws for determining working hours and rest period for employees. The Group strictly tracks employees' working hours through Attendance management regulations (考勤管理規定). Employees who work at non-office hours can receive overtime pay or compensation leave. In addition to basic paid annual leave and statutory holidays stipulated by the employment laws of the local governments, employees may also be given to additional leave entitlements such as marriage leave, sick leave and others.

Equal-opportunity and anti-discrimination

As an equal opportunity employer, the Group is committed to creating a fair, respectful and diverse working environment by promoting anti-discrimination and equal opportunity in all its human resources and employment decisions. For instance, 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 factors in all business units of the Group. The equal opportunity policy allows zero tolerance in relation to any workplace discrimination, harassment or vilification in accordance with local ordinances and regulations, such as Disability Discrimination Ordinance and Sex Discrimination Ordinance. Employees are encouraged to report any incidents involving discrimination to the Human Resources Department of the Group. The Group will take responsibility for assessing, dealing with, recording and taking any necessary disciplinary actions in relation to such incidents.

工時及假期

本集團已根據地方就業法律制定有關釐定僱員工作時數及假期的內部政策。本集團通過考勤管理規定嚴格記錄員工的工作時數。員工加班可獲得加班費或補休。除地方政府的就業法律規定的基本帶薪年假及法定假日外，僱員亦可享受額外的休假，例如婚假、病假等。

平等機會及反歧視

作為平等機會僱主，本集團致力於通過在所有人力資源及僱傭決策中促進反歧視及平等機會，營造公平、尊重及多元化的工作環境。例如，本集團所有業務部門的培訓及晉升機會、解僱及離休政策不受僱員的年齡、性別、婚姻狀況、懷孕、家庭狀況、殘疾、種族、膚色、血統、民族或種族、國籍、宗教信仰或任何其他與工作無關的因素干擾。平等機會政策根據地方法例及法規（例如《殘疾歧視條例》及《性別歧視條例》），不容許任何工作場所的歧視、騷擾或誹謗。我們鼓勵僱員向本集團人力資源部門報告涉及歧視的任何事件。本集團將負責對該等事件進行評估、處理、記錄及採取任何必要的紀律處分。



Other benefits and welfare

In terms of internal coaching and communication, effective two-way communication between the general staff and managerial staff is highly encouraged within the Group. The employees maintain timely and smooth communication with each other and with the management through different channels, such as emails, regular meetings and social networks. Maintaining a barrier-free employer-employee relationship helps to create a productive and pleasant working environment.

For the production operation in Nantong, the Group provides fully equipped dormitory, uniforms and meals to satisfy employees' needs. In order to cultivate employees' sense of belonging, the Group offers bonuses and gifts to employees during traditional Chinese festivals. In addition, the Group hosted a series of activities for its employees in FY2018, such as travelling, dinner parties and recreational activities. These events have not only helped employees to relieve stress, but also contributed to the Group's corporate culture of solidarity and cohesion among its employees.

During the year under review, 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.

其他福利及待遇

在內部指導及溝通方面，本集團內部強烈鼓勵員工與管理人員之間的有效雙向溝通。僱員通過電子郵件、定期會議及社交網絡等多種渠道，彼此之間及與管理層保持及時及順暢溝通。維持無障礙的僱主與僱員關係有助於營造高效及愉悅的工作環境。

本集團為南通生產基地的員工提供設施齊備的宿舍、制服及膳食，以滿足員工的需要。為增強僱員的歸屬感，本集團於中國傳統節日為員工發放獎金及禮品。此外，本集團於二零一八財年為其僱員舉辦了一系列活動，例如旅遊、聚餐及娛樂活動。該等活動不僅有助僱員緩解壓力，並為本集團僱員團結及凝聚的企業文化作出貢獻。

於回顧年度內，本集團在薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視、福利及其他待遇方面，遵守對本集團有重大影響的相關法律及法規。



B.2. Health and Safety

Complying with the policy of “Safety First, Prevention Primary, Comprehensive Treatment” (“安全第一·預防為主·綜合治理”), the Group has attached great importance to providing and maintaining a good working environment. The Group has established work safety and health policies that are in line with various laws and regulations stipulated by the HKSAR Government and the State Council of the PRC. The specific laws and regulations included are Occupational Safety and Health Ordinance and Employees’ Compensation Ordinance, Law of the People’s Republic of China on the Protection of Production Safety (中華人民共和國安全生產法) and Regulation on Work-Related Injury Insurance (工傷保險條例).

Protecting employees from occupational hazards

The Group has strictly complied with the occupational safety standard GB/T28001 in the operation. Every year, employees undergo physical examinations, including onboard medical examination, on-the-job medical examination and leaving medical examination. Certain types of employees must go through special training and receive a special work permit. Wearing protective shoes and safety helmets are also required by the Group. To implement the policy of “Precaution First, Combine With Prevention” (“預防為主·防治結合”) and protect employees from being affected by occupational hazards and diseases, the Group has formulated “Workplace Occupational Safety and Health Management System” (作業場所職業安全衛生健康管理制) according to Occupational Disease Prevention Law (職業病防治法) and execute to the letter, which contains detailed practices and requirements of the management of production procedure and the environment of the workshops.

B.2. 健康與安全

本集團堅持「安全第一·預防為主·綜合治理」的政策，將提供及維持良好的工作環境作為重中之重。本集團已制定符合香港特區政府及中國國務院頒佈的各項法律法規的工作安全與健康政策。當中所涉及的特定法律法規包括《職業安全及健康條例》、《僱員補償條例》、《中華人民共和國安全生產法》及《工傷保險條例》。

保護員工免受職業危害

本集團於經營中嚴格遵守職業安全標準GB/T28001。我們每年均為員工安排身體檢查，包括入職體檢、在職體檢及離職體檢。若干工種的員工必須經過特別培訓，取得特別工作許可。本集團亦規定員工穿著保護性工鞋及戴安全帽。為落實「預防為主·防治結合」的政策並保護僱員免受職業危害及職業病的影響，本集團根據《職業病防治法》制定《作業場所職業安全衛生健康管理制》並簽訂有關函件，其中包括生產程序及工廠環境管理的詳細常規及規定。



Providing a safe working environment

In FY2018, the Group was committed to maintaining a clean, tidy, smoke-free, harmless, non-hazardous, healthy and safe working environment. The daily work of management and staff must strictly abide by the internal production safety management rules and regulations. These regulations include a series of occupational health and safety measures such as fire safety policy, chemical management, hazardous operation management, emergency management and safety rewards and punishment system. The Group has formulated a responsibility assessment system for work safety and regularly reviewed the safety of workshops and departments. Different departments are supposed to shoulder specific responsibilities under strict rules. The Group has also worked out different contingency plans for different situations and arranged drills at least once a year. Besides, the Group posts security bulletins, banners, slogans and warning signs to remind employees of accident prevention.

In FY2018, no work-related fatalities and lost days due to work injury occurred in the Group's related activities. During the year under review, the Group was not in violation of any of the relevant laws and regulations in relation to providing a safe working environment and protecting the employees from occupational hazards that have a significant impact on the Group.

提供安全的工作環境

於二零一八財年，本集團致力維持一個乾淨、整潔、無煙、無害、無危險、安全健康的工作環境。管理層及員工每日必須嚴格遵循內部生產安全管理規則及法規開展工作。有關法規包括一系列職業健康與安全措施，如消防安全政策、化學品管理、危險作業管理、應急管理及安全生產獎懲制度。本集團已制定工作安全責任評估制度，並定期審閱相關工廠及部門的安全問題。不同部門須承擔的特定責任有嚴格規定。本集團亦針對不同情況制定不同應急計劃，並每年至少安排一次演習。此外，本集團會發佈安全公告、橫幅、標語及警告標識，以提醒僱員防止事故發生。

於二零一八財年，本集團的相關業務活動並無發生因工死亡事故及因工受傷而缺勤的情況。於回顧年度內，本集團在提供安全工作環境及保護僱員免受職業危害方面，並無違反任何對本集團有重大影響的相關法律法規。





B.3. Development and Training

The Group values training and considers it essential to improve the Groups' overall operational efficiency.

The Group offers comprehensive training and development programmes to its staff to strengthen employees' work-related skills and knowledge.

The Group provides integrated induction training for newly recruited staff to understand corporate culture, business processes, work health and safety, management system and group development. The Group has also set intern tutor system for job training, aiming to help the newly graduated employees to fulfil their work responsibility. For other employees, the Group develops annual training programs and provides its staff with internal training to enhance their work-related skills and knowledge through online learning website.

Apart from traditional training, the Group also uses mobile applications as a learning platform. Relevant departments will share some learning materials through the intranet. What is more, the Group has established the training centre in Shandong to help employees build their occupational development scheme and provide technical training.

The Group encourages outstanding employees to attend external training for enhancing their competitiveness and expanding their capacity through continuous learning. The Group may arrange external organisations and experts to provide job-related training to its employees.

The Group aims to foster a learning culture that could strengthen its employees' professional knowledge, so as to benefit the Group as employees are expected to achieve better working performance after receiving appropriate training.

B.3. 發展及培訓

本集團重視員工培訓，認為培訓對提高本集團的整體經營效率至關重要。

本集團為其員工提供全面的培訓及發展計劃，以加強其工作相關的技能及知識。

本集團為新聘員工提供綜合入職培訓，幫助新員工了解企業文化、業務流程、職業健康與安全、管理制度及集團發展。本集團亦為工作崗位培訓設立內部導師制度，旨在幫助應屆畢業僱員履行其工作職責。對於其他僱員，本集團制定年度培訓計劃並通過在線學習網站為員工提供內部培訓，以加強其工作相關的技能及知識。

除傳統培訓方式外，本集團亦採用移動應用程式作為學習平台。有關部門將通過內部網絡共享部分學習資料。除此之外，本集團已於山東省設立培訓中心，幫助員工建立職業發展計劃及提供技術培訓。

本集團鼓勵優秀僱員參加外部培訓，通過不斷學習提高競爭力及提升能力。本集團可安排外部培訓機構及培訓人員為其僱員提供工作相關培訓。

本集團旨在營造可加強其僱員專業知識的學習文化，而僱員在接受適當培訓後預期將發揮更好的工作表現，從而令本集團受益。



B.4. Labour Standards

The Group strictly abided by the Employment Ordinance, Labour Law of the People's Republic of China (中華人民共和國勞動法), Labour Contract Law of the People's Republic of China (中華人民共和國勞動合同法) and other related labour laws and regulations in Hong Kong and the PRC to prohibit any child or forced labour employment during the year under review.

To combat against illegal employment on child labour, underage workers and forced labour, the Group's human resources staffs require job applicants to provide valid identity documents before confirmation of employment to ensure that the applicants are lawfully employable. If any untrue or invalid information is provided, the Group will terminate the employment according to relevant laws. The Group has put child labour and compulsory labour policies in its staff manual to eliminate the labour risks. The Human Resources Department of the Group is responsible to monitor and ensure compliance with the latest relevant laws and regulations that prohibit child labour and forced labour.

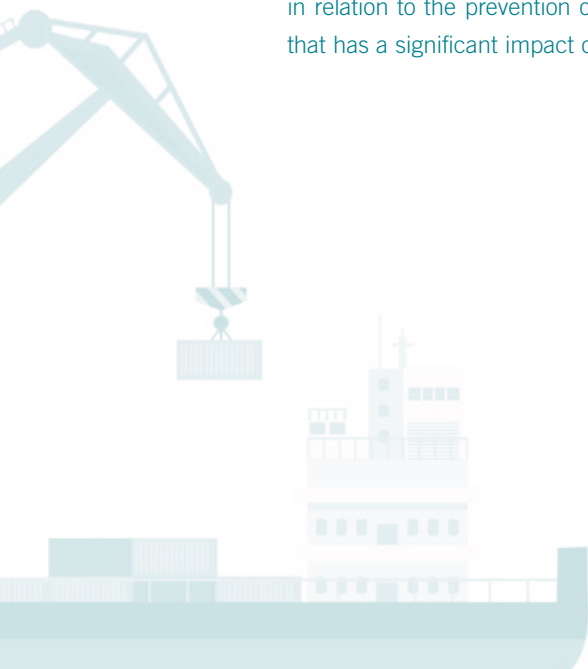
During the year under review, the Group was not in violation of any of the relevant laws and regulations, in relation to the prevention of child and forced labour that has a significant impact on the Group.

B.4. 勞工準則

於回顧年度內，本集團嚴格遵守《僱傭條例》、《中華人民共和國勞動法》、《中華人民共和國勞動合同法》及香港和中國其他禁止童工及強制勞工的相關勞動法律及法規。

為防止非法聘用童工、未成年勞工及強制勞工的問題發生，在確定僱傭關係之前，本集團的人力資源部員工會要求應徵人員提供有效的身份證明文件，確保應職人員為合法可受僱的人士；倘提供任何失實或無效資料，本集團將根據相關法律終止僱傭。本集團已將童工及強制勞工政策寫入其員工手冊以杜絕勞工風險。本集團的人力資源部負責監控並確保本集團遵守禁止童工及強制勞工的最新相關法律及法規。

於回顧年度內，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法規。





OPERATING PRACTICES

B.5. Supply Chain Management

As a socially responsible enterprise, it is critical and vital for the Group to maintain and manage a sustainable and reliable supply chain that makes minimal negative impacts on the environment and society. Each of the operating subsidiaries within the Group monitors the quality of its suppliers and their supply chain practice on a strict and continuous basis. Due to the nature of the business, the trading and financial service business involve only a few numbers of suppliers, which to a certain degree hence is excluded in this part.

Shipbuilding business

The Group has a strict management policy on the suppliers. Specifically, the Group has adopted the directory management and blacklist system and required suppliers to meet the China Classification Society (“CCS”) standard. Besides, the Group has necessitated suppliers to be legitimate in providing high-quality products at a reasonable price. Suppliers who comply with relevant environmental laws and regulations of the PRC would be the prior choice of the Group.

營運慣例

B.5. 供應鏈管理

作為一間負有社會責任的企業，本集團維持及管理可持續及可靠的供應鏈至關重要，以盡量減低對環境及社會造成的負面影響。本集團內各營運附屬公司嚴格持續監察其供應商的質素及供應鏈慣例。因業務性質決定，貿易及金融服務業務僅涉及少數供應商，因此可在一定程度上於本節排除。

造船業務

本集團實行嚴格的供應商管理政策。具體而言，本集團採用名單管理及黑名單制度，並要求供應商符合中國船級社（「CCS」）標準。此外，本集團要求供應商依法提供高質量、價格合理的產品，並優先考慮遵守中國相關環保法律及法規的供應商。



The Procurement Department of the Group has conducted surveys of potential suppliers in terms of their product quality, price, production capacity, reputation and their social and environmental responsibility when choosing suppliers. According to the assessment, the Group will blacklist the supplier if it is found to have serious problems in complying with regulations, delivery, health and safety, environmental protection or other aspects. The qualified ones will be added into the approved supplier list after the Group evaluates suppliers in terms of the following issues:

- Compliance with local laws and regulations on current businesses, and environmental laws and regulations in the PRC; and
- Confirming the qualification of suppliers to meet customer's requirements before confirming the cooperation.

To ensure sufficient supply, the Group lists more than one supplier of each raw material and cooperate with one of them in one order. Besides, the Group conducts an annual evaluation of the suppliers in top management turnover, production capacity, changes in manufacturing techniques and raw materials, and violations of the law and discipline of the suppliers. If the supplier's products do not meet the Group's requirements after the official delivery, the Group reserves the right to adjust the orders and ask suppliers for economic compensations according to the agreed-upon terms.

本集團採購部門在選擇供應商時，會對其潛在供應商的產品質量、價格、產能、聲譽以及社會及環境責任進行調查。根據評估，倘發現在遵守法規、交付、健康與安全、環境保護或其他方面存在嚴重問題，本集團會將供應商列入黑名單。在本集團就以下事項評估供應商後，合格供應商將被添加至核准供應商名單內：

- 遵守當地有關現行業務的法律及法規及中國環境法律及法規；及
- 在確認合作之前確認供應商資格以符合客戶要求。

為確保供應充足，本集團的供應商名單中每種原材料會有多名供應商，並一個訂單與其中一名供應商合作。此外，本集團每年會對供應商的高層變動、產能、製造技術和原材料變動以及違法違規情況進行評估。倘供應商的產品於正式交付後未能符合本集團的要求，本集團有權根據協定條款調整訂單並要求供應商作出經濟賠償。



The Group regularly provides quality management training and gives its suppliers advice on production risk and quality management at suppliers' meetings. The Quality Control Department examines the products before accepting raw materials. The Group maintains close liaison with its suppliers to ensure suppliers' compliance with local laws and regulations of operation and adherence to their corporate ethics such as the prohibition of the employment of child labour and forced labour. To facilitate better cooperation and communication between the Group and suppliers, suppliers promptly update their stock information and price conditions through social networks, telephone calls and other tools.

The Group strives to reduce the impact of procurement activities on the environment when cooperating with suppliers. The product quality standards have clearly stated the environmental requirements of the Group to suppliers. Besides, the Group conducts interviews with suppliers on environmental impact, the number of pollution accidents in the past, and awareness of environmental protection, effective control, reduction and prevention of pollution.

According to the result of the Group's evaluation, those suppliers with serious problems in regulatory compliance, delivery, health and safety, and environmental protection will be put in the blacklist immediately.

本集團定期提供質量管理培訓，並在供應商會議上向供應商提供生產風險及質量管理方面的意見。質量控制部門在接受原材料前檢查產品。本集團與供應商保持緊密聯繫，以確保供應商遵守當地的經營法律及法規，並遵守彼等的企業道德準則，例如禁用童工及強迫勞工。為促進本集團與供應商之間更好的合作與溝通，供應商透過社交網絡、電話及其他工具及時更新其庫存資料及價格狀況。

與供應商合作時，本集團致力減少採購活動對環境的影響。產品質量標準明確規定本集團對供應商的環境要求。此外，本集團與供應商就環境影響，過往發生的污染事故的數量，以及環保意識，有效控制、減少及防止污染進行會談。

根據本集團的評估結果，該等被發現在監管合規、交付、健康與安全、環保等方面存在嚴重問題的供應商會立即被列入黑名單。



Intelligent car-parking and automotive electronics

The Group's intelligent car-parking and automotive electronics business include two segments, which are intelligent car-parking and parking lot construction.

For intelligent car-parking, raw materials purchased by the Group are PCB, wiring harness, electronic components, galvanized sheet, and structural plastic. The Group has stipulated internal regulations including Purchasing and Outsourcing Procedure (外協外購工作流程) to manage the supply chain and Supplier Field Assessment Report (供應商實地評鑒報告) to select suppliers.

Suppliers are chosen based on the needs for product development and supplier system optimization. The Procurement Department goes through the information of new suppliers such as the quality and price of products and completes the Supplier Basic Information Form (供應商基本概況表). The relevant department forms a team to evaluate the pre-selected potential suppliers and fill out the supplier evaluation form in the Supplier Strength Evaluation Form (供應商實力評估表). Evaluations mainly consider product quality, production capacity, reputation, qualification, transportation management and their social and environmental responsibilities. Potential suppliers should have ISO9000 certification and ISO14000 environmental management standards at least and provide product samples.

智慧停車及汽車電子

本集團的智慧停車及汽車電子業務包括智慧停車及停車場建設兩個分部。

就智慧停車而言，本集團採購的原材料包括印製電路板、線束、電子元件、鍍鋅板及結構塑料。本集團已制定外協外購工作流程等內部規定，以管理供應鏈及供應商實地評鑒報告，挑選供應商。

供應商乃根據產品開發及供應商系統優化需要進行甄選。採購部門檢查新供應商有關產品質量及價格等資料，完成供應商基本概況表。相關部門組成一個小組，對預選潛在供應商進行評估，並於供應商實力評估表填寫供應商評估表。評估主要考慮產品質量、產能、聲譽、資質、運輸管理及其社會與環境責任。潛在供應商須至少具備ISO9000認證及符合ISO14000環境管理標準並提供產品樣品。





If the samples of potential supplier including raw materials, auxiliary materials, components, semi-finished products and processed products meet the quality and technical requirements of the Group and pass other relevant assessments, the supplier will be marked as qualified suppliers. The qualified suppliers are then required to provide business license, tax registration certificate, organization code and other relevant certificates.

To ensure the quality of raw material and components, relevant departments have conducted quality examination of the products and made records. Quality management trainings are also provided for suppliers with production risk management and quality management advices. For those who have the history of being rejected and would be informed to rectify and reform under the Control Process of Unqualified Product (不合格品控制程式).

The Group assesses the quality of purchased products, delivery time, coordination and/or service of the qualified suppliers every six months and records the results of the assessment in the Supplier Assessment Form (供應商實力評估表). For those who fail the assessment, the Group allows them to rectify and reform, and then conducts a second assessment. If the suppliers fail again, relevant departments will report to the management, disqualify them once approved by the management, and cancel the cooperation with them if necessary.

倘潛在供應商提供的樣品(包括原材料、輔助材料、元件、半成品及加工產品)符合本集團的質量及技術要求,並通過其他相關評估,則供應商將列作為合格供應商。合格供應商其後須提供營業執照、稅務登記證、組織機構代碼證及其他相關證書。

為確保原材料及元件的質量,相關部門已對產品進行質量檢測並進行記錄。我們亦為供應商提供質量管理培訓及生產風險管理以及質量管理建議。根據不合格品控制程式,產品曾遭拒收的供應商將會被通知整改。

本集團每六個月評估一次採購產品之質量、交付時間、合格供應商之協作性及/或服務,並將評估結果錄入供應商實力評估表。本集團將給予未能通過評估之供應商一次整改機會,其後進行第二次評估。倘該等供應商再次不達標,則相關部門將向管理層匯報,經管理層批准後取消其資格並於必要時終止與彼等之合作。



For parking lot construction, the suppliers are introduced and recommended through internal staff, outsiders and the internet. The recommended suppliers must meet the qualification of the PRC and have no record of any violation of laws in recent two years. At least two suppliers should be chosen as potential suppliers. After the determination of potential suppliers, professional engineers will visit the suppliers to inspect the company's strength. Also, the Group invites the suppliers' technical staff for technical interviews to make sure that the technical strength of the suppliers meets the requirement of the Group. The Group chooses suppliers according to the price and technical strength in the first place.

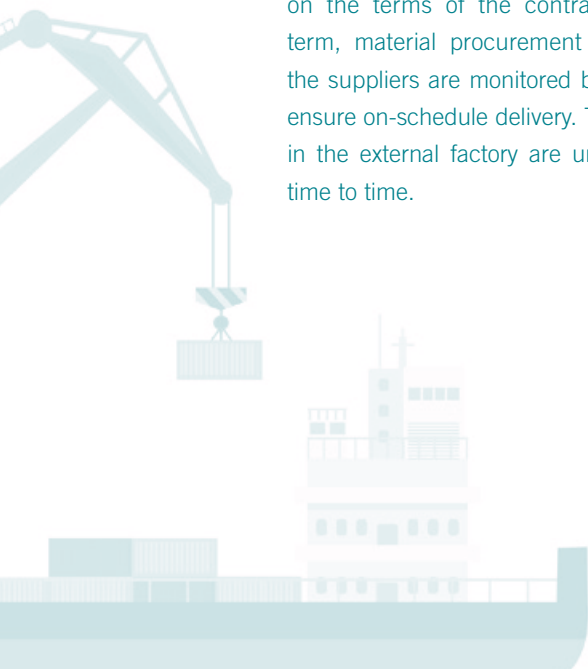
The raw materials must be qualified with the corresponding material testing report. The received raw materials should be randomly selected for third-party testing and applied to the engineering process after meeting the requirements. During the construction process, entrusted third-party qualified supervision companies supervise the quality of materials, services and projects. In addition, the government also has specialised agencies that supervise the safety and quality of the construction process.

The relationship with the supplier is primarily based on the terms of the contract. During the contract term, material procurement and processing time of the suppliers are monitored by the project engineer to ensure on-schedule delivery. The production processes in the external factory are under the inspection from time to time.

就停車場建設而言，供應商乃透過內部員工、外部人員及互聯網推介及引薦。推薦供應商必須符合中國的資格，且近兩年並無任何違法記錄。至少應選擇兩名供應商作為潛在供應商。確定潛在供應商後，專業工程師將探訪供應商，檢查公司實力。此外，本集團邀請供應商技術人員接受技術訪問，以確保供應商的技術實力符合本集團的要求。本集團首先根據價格及技術實力選擇供應商。

原材料必須符合相應的材料檢測報告。收到的原材料應隨機選擇進行第三方測試，並在滿足要求後應用於工程過程。在施工過程中，受委託的第三方合格監理公司監督材料、服務及項目的質量。此外，政府亦設有專門機構，監督施工過程的安全及質量。

與供應商的關係主要基於合同條款。在合同期內，供應商的材料採購及處理時間由項目工程師監控，以確保按時交付。外部工廠的生產過程會不時接受檢查。





The Group is committed to reducing its supply chain impact on the environment. In the business contract, the Group expressly declares the requirement on environmental protection for suppliers and have conducted environmental interviews to understand suppliers' environmental protection measures and the potential risks. The Group believes that these measures can help suppliers to control, reduce and prevent pollution.

If any accident occurs, the Group coordinates similar suppliers immediately to fulfil the supplement, making sure that the production process and product quality will not be influenced. Meanwhile, a series of investigations and meetings would be launched in order to identify the cause of the accident and to prevent a similar situation from happening again in the future.

For better management, the Group divides suppliers into different groups according to the contract term, production scale and product category to manage them differently.

Steel structure engineering and installation business

The major business of this segment is the manufacture of Ro-Ro equipment, marine engineering crane, mining machinery, lifting and port machinery and large-scale steel products. The main product is bridge steel products.

本集團致力於減少其供應鏈對環境的影響。於商業合約中，本集團明確聲明對供應商的環保規定及已進行環境訪談，以了解供應商的環保措施及潛在風險。本集團相信該等措施有助於供應商控制、減少及預防污染。

倘發生任何事故，本集團會立即協調類似的供應商進行補充，確保生產過程及產品質量不受影響。同時，亦將啟動一系列調查及會議，查明事故原因並防止今後再發生類似情況。

為更好的管理，本集團根據合約條款、生產規模及產品類別將供應商劃分為不同組別，進行不同的管理。

鋼結構工程及安裝業務

該分部的主要業務為製造滾裝設備、海洋工程吊機、採礦機械、升降及港口機械以及大型鋼鐵產品。主要產品為橋樑鋼鐵產品。



The Purchasing Department is responsible for the procurement of materials according to the technical requirements compiled by the Production Department, Technical Department and Quality Assurance Department. According to the Supplier's Assessment Form (供方考核表), the Purchasing Department assess suppliers concerning the supplier's legal quality, technical level, production capacity, quality assurance ability and the necessary qualification certificates. Qualified suppliers are added in the approved supplier list by referring to the benchmark after the approval of managers.

All the qualified suppliers shall provide a copy of the business license, approval, qualification or inspection certificate, quality assurance certificate or product certificate, and other certificates that can prove the suppliers' ability. The Group also requires suppliers to obtain specific industry qualifications if necessary.

The Procurement Department is responsible for monitoring the quality of supplier and running random spot check on the products and services. If there is a quantity deviation or quality problem after acceptance, the relevant department shall timely report to the Procurement Department. Also, the purchaser should submit written quality and quantity objections to the supplier within one working day and require the supplier to reply or rectify within a specified time limit. In FY2018, no relevant incident was recorded.

The contract term for suppliers is usually one year. Regular communication helps the Group to keep a good relationship with suppliers and regular evaluation are conducted prior to renewal. For better supplier management, there are usually two to three suppliers of materials for non-designated brands. Commercial risks are considered and can be often prevented in the form of partial prepayment.

採購部門負責根據生產部門、技術部門及質量保證部門編製的技術要求採購材料。根據供方考核表，採購部門評估供應商的法律資格、技術水平、產能、質量保證能力以及必要的資格證書。合資格供應商會在管理人批准後參考基準加入獲認可供應商名單內。

所有合資格供應商須提供營業執照、審批、資格或檢驗證書、質量保證證書或產品證書以及其他可證明供應商能力之證書的副本。本集團亦要求供應商取得特定行業資格（如必要）。

採購部門負責監控供應商質量並對產品及服務進行隨機抽查。倘於收貨後出現數量偏差或質量問題，相關部門須及時向採購部門匯報。此外，買方應於一個工作日內向供應商提交質量及數量異議書，要求供應商於指定時限內作出回應或整改。於二零一八財年，並無錄得任何相關事件。

供應商的合約期一般為一年。定期溝通有助本集團與供應商維持良好關係，而於續約前會進行定期評估。為了更好的供應商管理，通常會有兩至三名非指定品牌材料供應商。商業風險會考慮在內，且通常可以預先支付部分款項的方式避免。



B.6. Product Responsibility

The philosophy of the products and service of the Group is to provide products with good quality up to the specification, keep in good relationship with customers, and pursue mutual benefits to both parties at all times.

Shipbuilding business

The Group believes that product quality is the essence of an enterprise and strictly adheres to the policy of “Quality First, Satisfy Customers” (“品質第一·顧客滿意”) in this business segment. Relevant subsidiaries have complied with:

- People’s Republic of China Special Equipment Safety Law (中華人民共和國特種設備安全法);
- Interim Provisions on occupational health supervision and management of workplaces (作業場所職業健康監督管理暫行規定); and
- Work Injury Insurance Ordinance (工傷保險條例).

The Quality Assurance Department of the Group is responsible to examine the product quality and ensure the product’s compliance with the ISO2003 and GLABS testing. The Group implements internal laboratory test, wear test and actual practice test in every production process, which could help the Group to control the product quality. If any defective product is found, the Group is responsible for contacting the customer who has purchased the product, collecting the customer’s sample for quality inspection and analysis, and asking the distributor to recall the nonconforming product if necessary.

B.6. 產品責任

本集團的產品及服務理念為提供符合規格的優質產品、與客戶維持良好關係以及時刻追求互惠互利。

船舶製造業務

對於該分部，本集團認為產品質量對企業至關重要並嚴格堅守「品質第一·顧客滿意」的政策。相關附屬公司已遵守：

- 《中華人民共和國特種設備安全法》；
- 《作業場所職業健康監督管理暫行規定》；及
- 《工傷保險條例》。

本集團的質量保證部門負責檢查產品質量及確保產品符合ISO2003及GLABS測試。本集團於各生產流程進行內部實驗檢測、磨損測試及實踐檢測，可幫助本集團控制產品質量。倘發現任何瑕疵產品，本集團負責聯繫已購買有關產品的客戶，收集客戶樣品進行質量檢查及分析，並要求分銷商收回不合格產品（如必要）。



The Group has set the Customer Service Department to collect feedback from customers and respond to them immediately. Once there is a complaint, the Group will conduct internal negotiation and report to the arbitration tribunal. Besides, the Group has tracked all the orders to monitor its process.

The Group has complied with the Personal Data (Privacy) Ordinance (Cap. 486 of the Law of Hong Kong) and the relevant Hong Kong and PRC laws and regulations to ensure that the rights and interests of customers are strictly protected. Information collected by the Group from its customers would only be used for the purpose that has been illustrated to the customers. Only specific staffs can reach the information and data processing is guided by different departments. The Group prohibits the provision of customer information to a third party without the authorisation of the customer. The employees are educated to enhance the awareness of the data release risks and sign the confidentiality agreement. The IT Department sets obstruction between the office and commercial net to prevent unauthorized data use, exportation and copy.

The Group has complied with laws and regulations that has great impact on the Group such as:

- 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); and
- Regulation for the Implementation of the Trademark Law of the People's Republic of China (中華人民共和國商標法實施條例).

Employees also have the responsibility to protect the intellectual property and sign confidentiality agreements on intellectual property.

本集團已設立客服部門收集客戶反饋並作出及時回應。一旦發生投訴，本集團將進行內部協商並提交仲裁裁決。此外，本集團已跟進所有訂單以監控其進程。

本集團已遵守香港法例第486章個人資料(私隱)條例及相關香港及中國法律法規，確保客戶權益得到嚴格保護。本集團向其客戶收集的資料僅會用於已向客戶說明的用途。僅特定員工可查閱有關資料且數據處理乃由不同部門指引。本集團禁止未經客戶授權向第三方提供客戶資料。僱員接受培訓提升數據洩露風險意識並簽署保密協議。資訊科技部門在辦公及商業網絡之間設置阻攔，防止未經授權使用、外洩及複製數據。

本集團已遵守對本集團有重大影響的法律及法規，如：

- 《中華人民共和國專利法》；
- 《中華人民共和國商標法》；及
- 《中華人民共和國商標法實施條例》。

僱員亦有責任保護知識產權並就知識產權簽署保密協議。



Intelligent car-parking and automotive electronics

For intelligent car-parking, the relevant subsidiaries adopt the policy of “Quality comes from responsibility” (品質源於責任) and spare no efforts to insert the pursuit of quality throughout the various aspects of the enterprise. The Group has complied with local relevant laws and regulations, including Product Quality Law of the People’s Republic of China (中華人民共和國產品質量法), Production Safety Law of the People’s Republic of China (中華人民共和國安全生產法) and other important laws that have a great impact on the Group.

The Group has complied with the Regulations on the Safety of Special Equipment (特種設備安全監察條例), Opinions on Several Issues Concerning the Implementation of the Regulations on the Safety Supervision of Special Equipment (關於實施《特種設備安全監察條例》若干問題的意見), Rules on the Installation and Maintenance of Electromechanical Special Equipment (機電類特種設備安裝改造維修許可規則) and Procedures of Installation Supervision and Periodic Inspection of the Mechanical Parking Equipment (機械式停車設備安裝監督與定期檢驗規程).

智慧停車及汽車電子

智慧停車方面，相關附屬公司採納「品質源於責任」的政策，不遺餘力地在企業的各個方面追求質量。本集團已遵守當地相關法律及法規，包括《中華人民共和國產品質量法》、《中華人民共和國安全生產法》及其他對本集團有重大影響的重要法律。

本集團已遵守《特種設備安全監察條例》、《關於實施〈特種設備安全監察條例〉若干問題的意見》、《機電類特種設備安裝改造維修許可規則》及《機械式停車設備安裝監督與定期檢驗規程》。



The production of the mechanical parking garage is all up to the national standards, industry standards and relevant technical, which include but not limited to the followings:

- Manufacturing rules for mechanical and electrical special equipment (機電類特種設備製造許可規則);
- Special Equipment Safety Supervision Ordinance (特種設備安全監察條例); and
- General safety requirements for mechanical parking equipment (機械式停車設備通用安全要求) (GB17907-2010).

The products provided by the Group are in strict accordance with the national standards and has China Compulsory Certification. The relevant subsidiaries have national high-tech enterprise certification. The Quality Department is in charge of the quality inspection process, which is comprised of four detection groups responsible for the inspection of the reliability of new products, the quality of raw material, the production process and finished products respectively.

To ensure the quality of the products, the Group has experts to develop specific garage maintenance program and professional maintenance staff to conduct routine maintenance inspection. The Group also provides free training to the customers for independent operation and general troubleshooting. The products have a warranty period of 2 years, during which all the parts and components are free for maintenance. The maintenance and change of components are charged after the warranty period. The customers can enjoy the life-long supporting parts for maintenance. Meanwhile, the Group promises a 24-hour free service hotline to receive calls. It has two to three maintenance personnel on board and can reach the sites 30 minutes after the call. The repair time for general failure is less than 1 hour and less than 24 hours for complicated failure.

機械式停車設備的生產均符合國家標準、行業標準及相關技術規格，包括（但不限於）以下要求：

- 《機電類特種設備製造許可規則》；
- 《特種設備安全監察條例》；及
- 《機械式停車設備通用安全要求》(GB17907-2010)。

本集團所提供之產品嚴格遵守國家標準，並已獲得3C認證。相關附屬公司獲得國家高新技術企業的認定。質管部負責質檢流程，分為四個檢測小組，分別負責檢查新產品之可靠性、原材料質量、生產流程及製成品。

為確保產品的質量，本集團聘用專家開發專門的車庫維修計劃和專業維修人員進行日常維修檢查。本集團亦將為客戶提供免費培訓，以進行獨立操作及一般故障排除。產品的保修期為2年，在此期間所有維修部件和組件均免費。保修期過後維修及更換組件將會收費。客戶可享有產品終身維修所需配件。同時，本集團開通24小時免費服務熱線以便接聽電話。我們安排兩至三名維修人員現場作業，並可以在呼叫後30分鐘到達現場。一般故障的維修時間少於1小時，複雜故障的維修時間亦不超過24小時。



When receiving complaints, the relevant departments start the analysis of complaints immediately. The After-Sales Service Department will research and determine the responsibility of the complaints. If the responsibility is not on the company, the relevant staff will explain to the customers patiently and obtain their recognition. If it is, staffs will determine the complaint processing time based on the nature of the complaint and inform the customers of the solutions and deadlines timely.

The Group has taken measures to protect its intellectual property rights and comply with the Patent law of the PRC (中華人民共和國專利法), and other relevant laws and regulations. The Group actively apply for the new trademark, label and specialised knowledge as the intellectual property to protect the exclusive right and hires a legal consultant to provide legal advice on the protection of intellectual property rights and arranged internal legal staff to inspect and prevent intellectual property infringement. The distributor signs a confidential agreement to protect the intellectual property of the Group.

The Group values the privacy of its customers. In compliance with the Consumer Protection Law (消費者權益保護法), the Group's computers install encryption software to prevent information leakage. All the information collected from customers can be only used for the purpose which has been explained to the customers. Staffs should enhance the legal awareness of customer information risk. Furthermore, the relevant employees should sign a confidential agreement to guarantee the non-disclosure of the customer information.

當接到投訴時，有關部門會及時開始分析有關投訴。售後服務部門將研究並確定投訴的責任。如果責任不在本公司，相關人員將耐心地向客戶解釋並獲得他們的認可。如果屬本公司責任，彼等將根據投訴的性質決定投訴處理時間，並及時通知客戶解決方案及截止日期。

本集團已採取多項措施保護其知識產權並已遵守《中華人民共和國專利法》等相關法律法規。本集團積極申請新商標、標誌及專業知識為知識產權以保護其專有權利，並聘用法律顧問就知識產權保護提供法律意見並安排內部法務人員審查並預防知識產權侵權行為。分銷商已簽署保密協議以保護本集團的知識產權。

本集團重視其客戶隱私。根據《消費者權益保護法》，本集團的計算機安裝有加密軟件，以防止資料洩漏。向客戶收集的所有資料僅能用於已經向客戶說明的用途。員工應加強其對客戶資料風險的法律意識。此外，相關僱員應簽署保密協議，保證不洩漏客戶信息。



The Group has published internal policies to ensure all the promotion and advertising are in compliance with local laws such as Advertisement of the People's Republic of China (中華人民共和國廣告法). No false representation or exaggeration of the product in the advertisement is allowed. All promotions and advertising materials must pass the basic test of the Law Department to ensure their legality, fairness and honesty. If the materials are not in compliance with internal procedures, the Law Department will take corrective measures immediately.

For parking lot construction, the Group has complied with the Advertising Law of the People's Republic of China (中華人民共和國廣告法), the Price Law of the People's Republic of China (中華人民共和國價格法) and the Consumer Protection Law of the People's Republic of China (中華人民共和國消費者權益保障法).

The Group conducts quality assessment during the construction process. All the assessing process and forms are defined and monitored by the government.

A WeChat group which includes the customers and staffs is established to deal with any complaints in the first place. The management from the Group is also in the WeChat group to monitor the operation. The complaints must be responded in 30 minutes and dealt with within one day. Currently, all complaints are followed by the assistant of the Project Department. The Operating Management Department will be established to deal with customer complaints in the near future.

Moreover, the Group adheres to the Consumer Protection Law (消費者權益保護法) and values the protection of customers' privacy. It establishes a secure, comprehensive customer data storage system which only allows people with the relevant authority to check. The Group also trains its employees to have legal consciousness of the risk of leakage of customer information.

本集團已公佈相關內部政策，以確保所有推廣及廣告活動符合《中華人民共和國廣告法》等當地法律。不允許廣告對產品作出任何錯誤表述或誇大。所有推廣及廣告材料均必須通過法務部的基本測試以確保其合法性、公正性及真實性。倘相關材料不符合內部程序，則法務部將立即採取糾正措施。

就停車場建設而言，本集團已遵守《中華人民共和國廣告法》、《中華人民共和國價格法》及《中華人民共和國消費者權益保障法》。

本集團在建設過程中會進行質量評估。所有評估程序及形式由政府規定及監督。

我們建立了由客戶及員工組成的微信群組以便在出現投訴時第一時間進行處理。本集團管理層亦在微信群組中監察其運作。投訴必須在30分鐘內得到回應並在一天內得到處理。目前，項目部助理負責跟進所有投訴。我們日後將成立運用管理部以處理客戶投訴。

此外，本集團遵守《消費者權益保護法》並重視保護客戶隱私，並已建立了一套安全、全面的客戶資料存儲系統，該系統僅允許擁有相關權限的人員查看。本集團亦對員工進行相關培訓以使其建立起對客戶資料洩露風險的法律意識。



Steel structure engineering and installation business

The philosophy of this business segment is “Integrity of Life, Pursuit of Excellence”(誠信做人·追求卓越) and the business segment is in compliance with relevant laws including Law of the People’s Republic of China on Work Safety (中華人民共和國安全生產法) and the Labour Law of the People’s Republic of China (中華人民共和國勞動法) and other laws and regulations in the PRC.

The Group has complied ISO9000, ISO18000 and ISO14000 throughout the management procedures in the Group. Quality Assurance Department is responsible for all the product quality tracking, quality supervision and inspection. The Group organises and supervises the work and meetings relating to quality supervision. Inspectors, quality controllers and metering administrator participate in the supervision, inspection and assessment of the construction site management and product quality, and give timely feedback of quality information and suggestions on quality improvement. The inspectors have the right to perform criticism, education and rectification on employees who have violated the technology discipline as well as halting production until the rectification is completed.

The Group has strictly complied with Patent Law of the People’s Republic of China (中華人民共和國專利法), Intellectual Property Law of the People’s Republic of China (中華人民共和國知識產權法), Tort Liability Law of the People’s Republic of China (中華人民共和國侵權責任法) and Agreement on Trade-Related Aspects of Intellectual Property Rights (與貿易有關的知識產權規定). The Group has a high-tech product registered as intellectual property in Jiangsu. To protect the exclusive rights, the Group applies for intellectual properties timely and confirms the utilisation before employing external intellectual properties.

鋼結構工程及安裝業務

此業務分部以「誠信做人·追求卓越」為其運營理念，並遵守包括《中華人民共和國安全生產法》、《中華人民共和國勞動法》等中國法律法規在內的相關法律。

本集團在其管理程序中遵守 ISO9000、ISO18000及ISO14000相關標準。質量保證部負責所有的產品質量追蹤、質量監督及檢查。本集團組織並監督質量管理相關的工作及會議。質檢員、品控員及計量管理員參與對建設工地管理及產品質量的監督、檢查及評估，並及時就質量信息作出反饋並提出質量改進建議。質檢員有權對違反技術規章的僱員進行批評、教育和矯正以及暫停生產直至相關矯正完成。

本集團嚴格遵守《中華人民共和國專利法》、《中華人民共和國知識產權法》、《中華人民共和國侵權責任法》及《與貿易有關的知識產權協定》。本集團擁有一項在江蘇省登記的高科技產品知識產權。為保護專有權利，本集團及時申請知識產權並在利用外部知識產權之前確認使用權。



The Group values customers' experience and has established an Operation Department specified in sales and after-sales services. Besides, the Group has complied with Consumer Protection Law (消費者權益保護法) to protect consumer's privacy. Customer information is collected and managed by the specific department. Staffs can access to the information only after the approval of the department. Once customer information is found lost, damaged or leaked, the relevant personnel should take full responsibilities.

Trading and financial service business

In this segment, the Group is mainly engaged in the financial leasing business and committed to building a capital exchange platform at home and abroad to support the Group's other business segments such as heavy equipment and intelligent parking device financially. The Group complies with relevant financial regulations, tax laws and local government security regulations. No violations on the laws and regulations relating to product/service quality, health and safety, advertising and privacy are found during the year under review.

To avoid risks, the Group has established Risk Management Department run by professional employees to ensure the strict control on operations and only receives interests on rent in the condition of security funds by signing contracts, while relevant departments conduct the net value investigation and risk control.

The Group has strict regulations to protect the clients' privacy according to the Consumer Protection Law (消費者權益保護法). All the information collected from customers can be only used for the purpose which has been explained to the customers. The Group has prohibited employees to provide customer information to a third-party without the permission of customers themselves. The relevant employees should sign a confidential agreement to ensure not to leak any unauthorised customer information.

本集團重視客戶的體驗及就銷售及售後服務設立專門的運營部門。此外，本集團遵守《消費者權益保護法》，保護消費者隱私。有專門部門負責收集並管理客戶資料。員工只有在獲得該部門批准後方能查閱客戶資料。一旦發現客戶資料遺失、損壞或洩露，由相關工作人員負全責。

貿易及金融服務業務

本集團的此業務分部主要從事融資租賃業務並致力於打造一個服務國內外的資本交換平台，以在資金上支持本集團的重型設備、智能停車設備等業務分部。本集團遵守相關金融條例、稅法和地方政府證券法規。於回顧年度內，本集團並未發現違反有關產品／服務質量、健康與安全、廣告及私隱的法律法規。

為規避風險，本集團已成立風險管理部門，由專門僱員管理以確保嚴格控制運營及僅在資金安全的條件下簽訂合同收取租賃利息，而有關部門負責進行淨值調查及風險控制。

本集團根據《消費者權益保護法》制定了嚴格的規章來保護客戶的隱私。向客戶收集的所有資料僅能用於已經向客戶說明的用途。本集團禁止僱員在未經客戶本身許可的情況下向第三方提供客戶資料。相關僱員應簽訂保密協議以確保不洩露任何未經授權的客戶資料。



Besides, the Group has invited legal counsel for professional advice on protecting intelligent property and arrange internal employees to monitor and prevent intellectual property infringement. Employees are also responsible for the confidentiality of trade secrets and other proprietary intellectual property rights.

B.7. Anti-corruption

To maintain a fair, ethical and efficient business and working environment, the Group strictly adheres to the local laws and regulations relating to anti-corruption and bribery, irrespective of the area or country where the Group conducts its business, such as Law of the People's Republic of China on Anti-money Laundering (中華人民共和國反洗錢法) and Interim Provisions on Banning Commercial Bribery (關於禁止商業賄賂行為的暫行規定). Apart from this, the Group has also signed an anti-corruption contract with employees and suppliers to avoid any bribery.

The Group has set the Chairman mailbox for employees to report any bribery, extortion, fraud and money laundering. If any of the corruption operations is found, the Group will deal with it immediately and transfer to the judiciary if necessary.

The Group has established internal policies to prevent the concentration of power and invited external clients and suppliers to participate in supervision on corruption. Training relating to anti-corruption have also been provided to enhance colleagues' awareness of corruption.

During the year under review, the Group was not in violation of any of the relevant laws and regulations in relation to bribery, extortion, fraud and money laundering that have a significant impact on the Group.

此外，本集團已邀請法律顧問就知識產權保護提供專業意見並安排內部僱員監察並預防知識產權侵權行為。僱員亦負責商業機密及其他自主知識產權的保密。

B.7. 反貪污

為保持公正、廉潔及高效的業務和工作環境，本集團嚴格遵守其所開展業務的所有地區或國家的當地反貪污及賄賂的法律法規，如《中華人民共和國反洗錢法》及《關於禁止商業賄賂行為的暫行規定》。除此之外，本集團亦與僱員及供應商訂立反貪污合約以避免任何賄賂。

本集團設立了主席信箱，供僱員報告任何賄賂、勒索、欺詐及洗錢行為。如發現任何貪污活動，本集團將立即處理並在必要時移交司法機關。

本集團制定了相關內部政策以防止權力的集中，並邀請外部客戶及供應商參與對貪污行為的監督。此外，本集團向員工提供了反貪污相關培訓以增進員工對貪污的認識。

於回顧年度內，本集團並未違反對本集團有重大影響的任何與賄賂、勒索、欺詐及洗錢相關的法律法規。



COMMUNITY

B.8. Community Investment

The Group believes that the community is the foundation on which the company depends for survival and development. All business activities of the company will fully consider the interests of the community. The Group has always focused on fulfilling corporate social responsibility, especially in the education and environmental construction in the community. Participation in such projects could help the Group formulate policies and objectives, which are in line with the interests of these communities. The Group is also keen to support social welfare activities and community care projects and always encourages its own employees to take part in these activities and projects.

社區

B.8. 社區投入

本集團相信社區乃公司賴以生存及發展的基礎。公司的所有業務活動均將充分考慮社區的利益。本集團始終重視履行其企業社會責任，尤其是在社區教育及環境建設方面。參與該等項目有助於本集團制定符合社區利益的政策與目標。本集團亦積極支持社會福利活動及社區關愛項目，並一直鼓勵員工參加相關活動及項目。



