



東瑞製藥(控股)有限公司

DAWNRAYS PHARMACEUTICAL (HOLDINGS) LIMITED

(在開曼群島註冊成立的有限公司)

(incorporated in the Cayman Islands with limited liability)

股份編號：2348 Stock Code：2348

2019

ENVIRONMENTAL, SOCIAL
AND GOVERNANCE REPORT

環境、社會
及管治報告

Introduction 引言	2
About this Report 關於本報告	3
Corporate Overview 企業概覽	5
Communication with Stakeholders 與持份者溝通	6
Environmental Management 環境管理	8
— Emissions 排放物	
— Use of Resources 資源使用	
— The Environment and Natural Resources 環境及天然資源	
Care for Employees 關愛員工	21
— Employment 僱傭	
— Health and Safety 健康與安全	
— Development and Training 發展及培訓	
— Labour Standards 勞工準則	
Operating Practices 營運慣例	31
— Supply Chain Management 供應鏈管理	
— Product Responsibility 產品責任	
— Anti-corruption 反貪污	
Community 社區	36
— Community Investment 社區投資	
Environmental, Social and Governance Reporting Guide — Reference 環境、社會及管治報告指引 — 提要	43

INTRODUCTION

Dawnrays Pharmaceutical (Holdings) Ltd. (the “Company”) and its subsidiaries (collectively referred to as the “Group” or “Dawnrays” or “we”) operate and develop its business in an integrity, pragmatic and stable manner. The Group also always adheres to the principle of product quality as its operational principle to carry out daily production and management for the purpose of providing customers with reliable products and services, creating economic growth for the society, and bringing return for Shareholders’ investment.

During the progress of our business development, the Group is committed to maintain the core values of its operations and always complies with the requirements of various laws and regulations. The Group responds positively to all aspects of environmental, social and corporate governance, continues to improve and merge with management, and fulfills its obligations as a social corporate to ensure the sustainable development of the Group’s business.

The Group knows well that corporate sustainability is closely related to various environmental and social factors and affects each other. Therefore, when planning business development, the Group strives to assess the long-term impact of the business on social interests and takes the allocation of environmental resources into consideration so as to seek the maximum balance between the business development and the environment and society.

引言

東瑞製葯(控股)有限公司(「本公司」)及其附屬公司(統稱「本集團」或「東瑞」或「我們」)一向以誠信、務實、穩健的態度經營與發展業務。本集團亦始終堅持以產品質量為營運的基本原則，執行日常生產及管理任務，旨在為客戶供應可信賴的產品和服務，為社會創造經濟增長，為股東投資帶來回報。

在業務發展過程，本集團致力維護經營的核心價值觀，不忘遵守各種法例和規則的要求；就環境、社會和企業管治各範疇事務積極回應，持續進步並融會貫通於管理工作，以盡義務履行企業的社會責任，務求本集團業務可持續發展。

本集團深知企業可持續發展與各種環境和社會因素息息相關，互相影響。因此，本集團在策劃業務發展過程中，均盡力評估業務長遠對社會利益的影響並將環境資源分配列入考慮當中，以尋求企業發展與環境和社會的互動達致最大平衡。

ABOUT THIS REPORT

The board of the Company has overall responsibility for the Group's environmental, social and governance strategy and reporting. The Company expects that the stakeholders fully understand the Group's corporate mission and social responsibility fulfilled through this Environmental, Social and Governance Report (the "Report").

The Report forms part of the effort of the Group to communicate to its stakeholders in a broad manner the relevant environmental and social initiatives the Group has made during the period from 1 January 2019 to 31 December 2019 ("Reporting Period" or "Period"), and comparative data for the year ended 31 December 2018 will be provided where appropriate. The Report is compiled in reference to Appendix 27 "Environmental, Social and Governance Reporting Guide" of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Ltd. ("Reporting Guide"). Details of Corporate Governance are addressed separately in the Corporate Governance Report in the Company's 2019 Annual Report from page 29 to page 46.

As of 31 December 2019, there were ten subsidiaries directly or indirectly wholly owned by the Company. Based on the Group's vertically integrated business model and the functions of its subsidiaries, the following four subsidiaries ("the Four Subsidiaries") form the Group's production bases:

1. Suzhou Dawnrays Pharmaceutical Co., Ltd. ("Suzhou Dawnrays Pharma") — a subsidiary wholly owned by the Company, responsible for development, production and sales of pharmaceutical products.
2. Su Zhou Dawnrays Pharmaceutical Science and Technology Co., Ltd. ("Su Zhou Dawnrays Pharma Science and Tech") — a subsidiary wholly owned by the Company, responsible for production and sales of pharmaceutical intermediates.
3. Dawnrays (Nantong) Pharmaceutical Science and Technology Co., Ltd. ("Dawnrays (Nantong) Pharma Science and Tech") — a subsidiary wholly owned by the Company, responsible for production and sales of pharmaceutical intermediates.
4. Fujian Dawnrays Pharmaceutical Co., Ltd. ("Fujian Dawnrays Pharma") — a subsidiary wholly owned by the Company, responsible for development, production and sales of pharmaceutical products.

關於本報告

本公司董事會對本集團的環境、社會及管治策略及匯報承擔全部責任。本公司期望通過本環境、社會及管治報告(「本報告」)，讓持份者充分了解本集團的企業使命及履行社會責任。

本報告是本集團向持份者廣泛傳達於二零一九年一月一日至二零一九年十二月三十一日期間(「報告期間」或「期內」)本集團在環境及社會方面的努力並在適當的情況下提供截至二零一八年十二月三十一日止年度的比較數據。本報告是根據香港聯合交易所有限公司證券上市規則附錄二十七《環境、社會及管治報告指引》(「報告指引」)編製。而有關企業管治方面之詳情則另在本公司二零一九年年報第29至46頁的企業管治報告刊登。

於二零一九年十二月三十一日，本公司直接或間接全資擁有十間附屬公司。基於本集團垂直綜合的業務模式和附屬公司的功能，下述四間附屬公司(「該四間附屬公司」)為本集團生產基地：

1. 蘇州東瑞製藥有限公司(「蘇州東瑞製藥」) — 本公司全資附屬公司，負責開發、生產及銷售醫藥產品。
2. 蘇州東瑞醫藥科技有限公司(「蘇州東瑞醫藥科技」) — 本公司全資附屬公司，負責生產及銷售醫藥中間體。
3. 東瑞(南通)醫藥科技有限公司(「東瑞(南通)醫藥科技」) — 本公司全資附屬公司，負責生產及銷售醫藥中間體。
4. 福建東瑞製藥有限公司(「福建東瑞製藥」) — 本公司全資附屬公司，負責開發、生產及銷售醫藥產品。

In accordance with the requirements of the Reporting Guide, the Report has disclosed performance on various aspects on environmental and social matters of the Four Subsidiaries during the Reporting Period.

The original name of the above-mentioned Fujian Dawnrays Pharma was Cinmed Pharmaceuticals Co., Ltd. (“Cinmed Pharma”). It was renamed as Fujian Dawnrays Pharmaceutical Co., Ltd. on 2 March 2020. During the Reporting Period, Dawnrays International Company Limited (東瑞國際股份有限公司), a subsidiary of the Group, acquired Top Field Ltd (“TFL”). Cinmed Pharma was a wholly-owned subsidiary of TFL at that time. The delivery of transaction of the acquisition was carried out in May 2019. After streamline of group structure, Dawnrays International Company Limited (東瑞國際股份有限公司) held whole equity interest in Cinmed Pharma. Relevant details were stated under the section “Substantial Investment” in the Company’s 2019 Annual Report on page 24. In view of the business model and functions of Fujian Dawnrays Pharma, the Company has included in this report its activities and data statistics within the scope of environmental and social areas. Therefore, shareholders and investors of the Company are advised to pay attention to basic changes caused by adding such production base while reviewing this report.

The compilation of this report may not be entirely satisfactory due to various objective constraints, and therefore stakeholders’ valuable opinions can help the Group continue to improve performance on environmental, social and governance. Please feel free to contact the Group with any comments or suggestions related to the Report.

Address: Units 3001-02, 30/F, CNT Tower,
338 Hennessy Road, Wan Chai, Hong Kong
Telephone: 852-21119708
Email: info@dawnrays.com.hk
Website: www.dawnrays.com

根據報告指引要求，本報告披露了該四間附屬公司於報告期間於環境及社會事宜各範疇之表現。

上述福建東瑞製藥原名興安藥業有限公司(「興安藥業」)，於二零二零年三月二日更名為福建東瑞製藥有限公司。本集團之附屬公司東瑞國際股份有限公司於報告期間收購Top Field Ltd(「TFL」)，當時興安藥業為TFL之全資附屬公司。該收購於二零一九年五月進行交易交割，隨後經精簡集團架構後，東瑞國際股份有限公司持有興安藥業全部股權。有關詳情已在本公司二零一九年年報第24頁之「重大投資」一節內說明。鑒於福建東瑞製藥的業務模式與功能，本公司將福建東瑞製藥有關環境及社會範疇的活動和數據統計納入本報告內，並提請本公司股東及投資者於查閱本報告時，注意因增加此一生產基地而引致的基本變動。

受各種客觀條件限制，本報告編制可能並不完全使人滿意，因此持份者的寶貴意見有助本集團在環境、社會及管治方面作出持續改善。如有任何有關本報告意見，歡迎與本集團聯絡。

地址：香港灣仔軒尼詩道338號
北海中心30樓3001-02室
電話：852-21119708
電郵：info@dawnrays.com.hk
公司網站：www.dawnrays.com

CORPORATE OVERVIEW

The Group was founded in December 1995 with focus on product development, production and sale of cephalosporin antibiotics and system specific medicines. The Company listed on the main board of The Stock Exchange of Hong Kong Limited on 11 July 2003 with stock code 2348.

The cephalosporin antibiotics products of the Group include intermediates, bulk medicines, powder for injections and oral preparations. Specific medicines cover the cardiovascular system, anti-HBV, anti-allergic, digestive system, urinary system and endocrine system. The dosage forms include tablets, capsules, granules, pills and dry suspensions.

The Group's Research and Development Center was established in 2002. It is a research and development team with professional technical staff as the backbone and composed of senior researchers such as doctors and masters. The research direction is mainly based on generics of the system specific medicines but also taking into account the development of new drugs and exploration of innovative drugs.

At present, the Group has established "Xian" series of anti-infective drug and "An" series of cardiovascular drug brands. The Group's anti-infective drugs such as Cefoperazone Sodium for injection (先必先[®]), Cefoperazone Sodium and Sulbactam Sodium for injection (先舒[®]); the specific medicines such as Amlodipine Besylate Tablets (安內真[®]), Losartan Potassium and Hydrochlorothiazide Tablets (安內喜[®]), Cetirizine Hydrochloride Tablets (西可韋[®]), Entecavir Dispersible Tablets (雷易得[®]), Atorvastatin Calcium Tablets (安維寧[®]) and Simvastatin Pills (劍之亭[®]) were all earlier approved for production and marketing in the similar products in Mainland China with market shares placed in leading positions.

The Group has well established quality management system. The existing production workshops strictly adopt China and international standards for construction. The Group will keep devote itself to the health of human beings and rely on the high sense of social responsibility and forward looking thought in order to continuously deliver safe and effective drugs through constant technological innovation.

企業概覽

本集團始創於一九九五年十二月，主要從事頭孢菌素類抗生素以及系統專科藥物的開發、製造及銷售。本公司於二零零三年七月十一日在香港聯合交易所有限公司主板上市，股份編號：2348。

本集團頭孢菌素類抗生素產品包括中間體、原料藥、粉針劑和口服製劑。專科藥物覆蓋心血管系統、抗乙型肝炎、抗過敏、消化系統、泌尿系統和內分泌系統。劑型有片劑、膠囊劑、顆粒劑、滴丸劑、干混懸劑。

本集團研發中心於二零零二年成立，是一支以專業技術人員為骨幹，由博士、碩士等資深研究人員組成的研發團隊。研發方向主要以系統專科藥物仿製為主，同時兼顧新藥的研發和一些創新藥的探索。

目前，本集團已建立起「先」系列抗感染藥物和「安」系列心血管藥物品牌，而本集團的抗感染藥物注射用頭孢哌酮鈉(先必先[®])、注射用頭孢哌酮鈉舒巴坦鈉(先舒[®])；專科藥物苯磺酸氨氯地平片(安內真[®])、氯沙坦鉀氫氯塞嗪片(安內喜[®])、鹽酸西替利嗪片(西可韋[®])、恩替卡韋分散片(雷易得[®])、阿托伐他汀鈣片(安維寧[®])、辛伐他汀滴丸(劍之亭[®])等皆為國內同類品種較早獲准生產上市的产品，市場佔有率位居前列。

本集團擁有完善的質量管理體系，現有廠房嚴格按照中國和國際標準建設。本集團將始終以致力於人類的健康事業為己任，憑藉高度的社會責任感與前瞻性的思維，通過持續的技術創新，不斷為社會提供安全有效的藥物。

COMMUNICATION WITH STAKEHOLDERS

The Group understands that all stakeholders have different expectations and requirements to the Group. We wish to establish open, transparent and effective communication channels with our stakeholders to strengthen our understanding on each other's needs. Our goal is to gain a balance between the business development and meeting the requirements of stakeholders so as to achieve a balanced and satisfactory result. In order to understand stakeholders' concerns regarding the Company's business as well as environmental, social and governance issues, we collect their opinions through various methods such as interviews, electronic media communications, various forms of meetings and questionnaires.

The Company identifies external and internal stakeholders in accordance with prevailing criteria of measuring the influence, relevance and importance of different people or organizations on the operations of the Group. Communicating with external stakeholders such as government/regulators, shareholders/investors, customers, suppliers, banks and community residents can deepen their understanding of the Group's efforts in environmental, social and corporate governance. For internal stakeholders, the Group deepens employees' understanding on relevant areas through various forms of functions.

與持份者溝通

本集團明白各方面的持份者對本集團的期望及要求各有不同，我們期望與本公司持份者建立公開、透明以及有效溝通渠道，加強了解彼此的需求；我們的目標是兼顧業務發展同時，能滿足持份者的要求，以取得平衡及美滿的結果。為了解持份者對於本公司業務以及環境、社會和管治等範疇的關注事項，我們透過不同的方式，例如面談、電子媒介通訊、各種形式會議和問卷等收集他們的意見。

本公司根據有關通行準則衡量不同人士或機構對本集團營運的影響力、相關程度和重要性，識別出外部及內部持份者。與外部持份者如政府／監管機構、股東／投資者、客戶、供應商、銀行和社區居民等進行溝通能加深他們對本集團在環境、社會及企業管治方面工作的認識。對於內部持份者僱員而言，本集團透過不同形式的活動加深企業人員對有關範疇的認識。

According to the questionnaire survey that was once conducted by the Company to the stakeholders and the information collected through various communications, every stakeholder expressed concern about the Group's environmental, social and governance information, and the most concerned topics were as follows:

根據本公司曾經向持份者進行問卷調查及各種溝通所收集資料，各持份者均表示關注本集團關於環境、社會及管治等範疇資訊，而最受關注議題為：

Stakeholders	The Most Concerned Topics
持份者	最受關注議題
Government/regulator	regulatory compliance, corporate governance, environmental policy and management systems, product responsibility, business conduct policies and measures, occupational health and safety, employment policies
政府／監管機構	法規遵循、企業管治、環境政策與管理系統、產品責任、商業操守政策和措施、職業健康與安全、僱傭政策
Shareholder/investor	corporate governance, product responsibility and development, supply chain management, employment and benefits policies and systems, environmental policy, business conduct policies and measures
股東／投資者	企業管治、產品責任及開發、供應鏈管理、僱傭與待遇政策和制度、環境政策、商業操守政策和措施
Employee	corporate governance, product responsibility, employment and benefits policies and systems, development and training, occupational health and safety, environmental policy and management systems
僱員	企業管治、產品責任、僱傭與待遇政策和制度、發展與培訓、職業健康與安全、環境政策與管理系統
Customer	supply chain management, product responsibility, environmental policy and management systems, materials use policy and status, occupational health and safety
客戶	供應鏈管理、產品責任、環境政策與管理系統、材料使用政策與狀況、職業健康與安全
Supplier	supply chain management, environmental policy and management systems, business conduct policies and measures, occupational health and safety, product responsibility
供應商	供應鏈管理、環境政策與管理系統、商業操守政策和措施、職業健康與安全、產品責任
Bank	corporate governance, financial risk management, product responsibility, occupational health and safety, environmental policy and management systems
銀行	企業管治、財務風險管理、產品責任、職業健康與安全、環境政策與管理系統

ENVIRONMENTAL MANAGEMENT

The Group is convinced that enterprise must pay attention to environmental protection during its pursuing business development. Only co-existing with the environment and ecology friendly can we achieve sustained economic and social development and ensure that future generations can continue to enjoy better living standards than now. Therefore, the Group actively understands the importance of environmental protection for the sustainable and stable development of the Group, taking into account of the impact on the environment when making business decisions, establishes “Energy Resource Management Procedures” and implements various energy policies and environmental protection measures. The Group strives to improve product quality, meanwhile, seeks to achieve the best balance between cost control and environmental protection, and devotes to becoming an enterprise with low energy and resource consumption, low pollutant emissions, resource conservation, and environmental protection.

Through the establishment of an environmental management system, the Group promoted the applicable energy improvement and clean production plans, used resources more efficiently, reduced the generation of waste and pollution, and reduced the risk of environmental accidents. Meanwhile, the Group implemented its environmental protection policy in accordance with national and regional laws and regulations and identified various environmental factors, and formulated response methods such as “Exhaust Gas Management Procedures”, “Wastewater Management Procedures”, “Waste Management Procedures” and other management procedures to strengthen the compliance management of exhaust gas, waste water, waste residue, and to classify and manage emissions and wastes generated from daily production and office work, so as to fulfil its responsibility to environmental sustainability.

環境管理

本集團深信企業追求業務發展同時必須關注環境保護，唯有與環境生態的友好永續共存，才能達到經濟社會的永續發展，確保未來世代能持續享受不低於現代的生活水平。因此，本集團積極深入了解環境保護對本集團持續穩定發展的重要性，主動考慮業務決定對環境的影響，設立《能源資源管理程序》，實行各項能源政策和環境保護措施，力求在提高產品質量的同時在成本控制及環境保護之間取得最佳平衡，致力成為能源資源消耗少、污染物排放低、節約資源及保護環境的企業。

本集團通過環境管理體系的建立，推動適用於本集團的能源改善和清潔生產計劃，更有效使用資源，減少產生廢物及污染，降低環境事故風險，同時，本集團按照國家及地區法律法規執行環境保護方針以及已識別出各項環境因素，並制定應對方法如《廢氣管理程序》、《廢水管理程序》、《廢棄物管理程序》等管理程序強化對廢氣、廢水、廢渣的合規性管理，及對日常生產及辦公產生的廢棄物和垃圾進行分類管理，以為環境永續恪盡本分。

Suzhou Dawnrays Pharma has passed the ISO 14001 environmental management system certification issued by a third-party verified institution. The production plants have installed on-line monitoring systems for wastewater, which cooperate with the government's monitoring of emissions data. Besides, the Group also reports energy consumption to the Suzhou Environmental Energy Trading Center (蘇州市環境能源交易中心) every year. The Group has a health, safety and environmental protection department responsible for handling the in-house relevant issues about occupational safety and environmental protection. Each production department sets energy targets annually and collects data for analysis each month. During the Period, Dawnrays (Nantong) Pharma Science and Tech newly established an unorganized exhaust gas collection system consisting of vacuum pumps and centrifuges in order to reduce the escape and emission of hazardous exhaust gas and enhance the efficiency of exhaust gas treatment. During the Reporting Period, there were no cases of non-compliance with environmental laws and regulations that have significant impact on the Group.

The following output value 10,000 yuan represented in the Report refers to output value of RMB10,000 which was calculated in accordance with the calculation method of total industrial output value published by the National Bureau of Statistics of the PRC.

EMISSIONS

Greenhouse gas and exhaust gas emissions

Greenhouse gas emissions data are important indicators of environmental performance. Reducing greenhouse gas emissions is a long-term goal of the Group. The Group's greenhouse gas emissions are mainly due to electricity and steam used in production, followed by motor vehicles and uses of natural gas. Exhaust gas emissions have been strictly implemented in accordance with the "Exhaust Gas Management Procedures". In order to reduce fuel-related emissions, the Group is committed to construct and promote energy management systems, monitors the status of energy consumption and allocates resources to purchase energy-efficient products and services, such as renting electric vehicles to pick up employees so as to reduce pollution caused by exhaust gas emissions.

蘇州東瑞製藥已通過經由第三方審核機構頒發的ISO 14001 環境管理系統認證。生產廠房已安裝廢水在線監察系統，配合政府對排放數據監察，同時本集團每年向蘇州市環境能源交易中心填報能源使用情況。本集團設有健康安全環保部負責處理集團內有關職業安全及環保事項。各生產部門每年設定能源指標，每月收集數據進行分析。期內，東瑞(南通)醫藥科技新建立真空泵、離心機無組織廢氣收集系統，減少有害廢氣逸散排放，增強對廢氣的處置效率。於報告期間，並沒有違反對本集團有重大影響的環保法律及規例情況。

本報告以下列示之萬元產值指人民幣10,000元之產值，乃按照中國國家統計局公佈的工業總產值計算方法計算。

排放物

溫室氣體及廢氣排放

溫室氣體排放數據是環境表現的重要指標。減少溫室氣體排放是本集團的長遠目標。本集團的溫室氣體排放主要因生產時的用電及蒸汽，其次由汽車行駛和使用天然氣產生。廢氣排放已按照《廢氣管理程序》嚴格執行。為減少燃油時的排放，本集團致力於能源管理系統的建設和推動，確實掌握能源使用狀況，調配資源採購具備能源效率的產品和服務，如已配置電動巴士，接送員工上下班，以減少廢氣排放造成污染。

The greenhouse gas and other exhaust gas emissions data of the Four Subsidiaries during the Reporting Period with comparative data for the year ended 31 December 2018 are set out as follows:

該四間附屬公司於報告期間溫室氣體及其他廢氣排放數據連同截至二零一八年十二月三十一日止年度的比較數據呈列如下：

	Unit 單位	Data 2019 數據 2019
Total greenhouse gas emissions (Scope 1 and 2) 溫室氣體總排放量(範圍1及2)	ton of carbon dioxide equivalent 噸二氧化碳當量	38,336
Direct emissions (Scope 1) ¹ 直接排放(範圍1) ¹	ton of carbon dioxide equivalent 噸二氧化碳當量	1,337
Indirect emissions (Scope 2) ² 間接排放(範圍2) ²	ton of carbon dioxide equivalent 噸二氧化碳當量	36,999
Intensity of total greenhouse gas emission 溫室氣體總排放密度	ton of carbon dioxide equivalent/ output value 10,000 yuan 噸二氧化碳當量/萬元產值	0.2934
Nitrogen oxides (NOx) ³ 氮氧化物(NOx) ³	gram 克	695,682
Sulfur oxides (SOx) ³ 硫氧化物(SOx) ³	gram 克	1,195
Particulate matters ³ 顆粒 ³	gram 克	65,094

¹ Direct greenhouse gas emissions covered in the Four Subsidiaries' business control.

¹ 涵蓋該四間附屬公司在業務控制範圍的直接產生的溫室氣體排放。

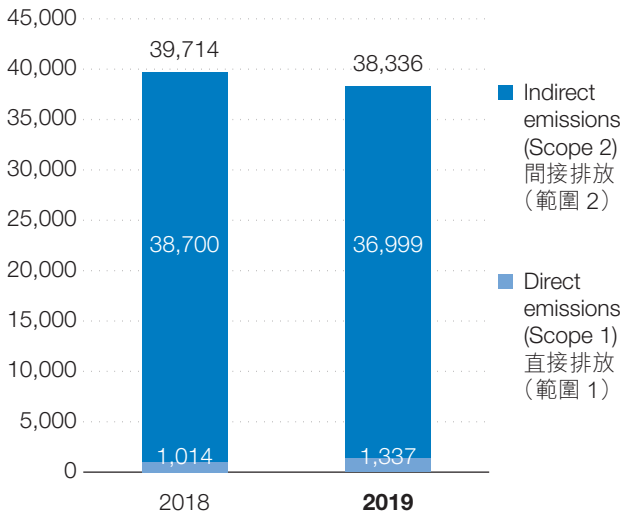
² The indirect energy greenhouse covered in gas emissions caused by electricity and steam purchased by the Four Subsidiaries.

² 涵蓋該四間附屬公司購買的電力、蒸汽所引致的間接能源溫室氣體排放。

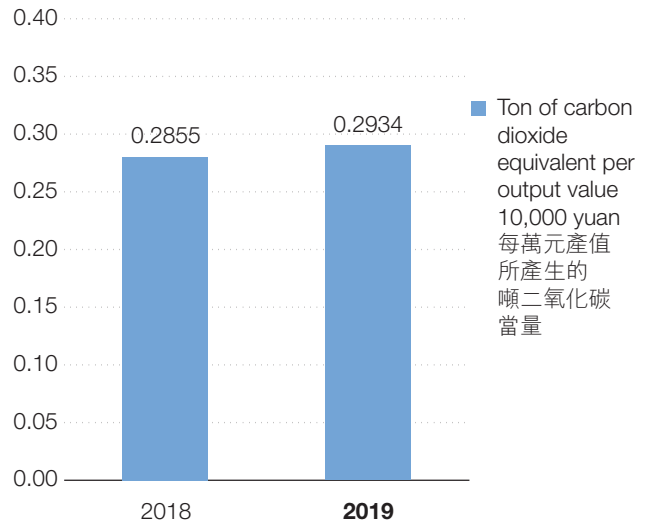
³ Emissions of the Nitrogen oxides (NOx), Sulfur oxides (SOx) and Particulate matters were calculated based on stationary combustion sources and fuel consumed by vehicles.

³ 氮氧化物(NOx)、硫氧化物(SOx)及顆粒排放量是按固定燃燒源及汽車燃料計算。

Total Greenhouse Gas Emissions
 (Unit: ton of carbon dioxide equivalent)
 溫室氣體總排放(單位：噸二氧化碳當量)



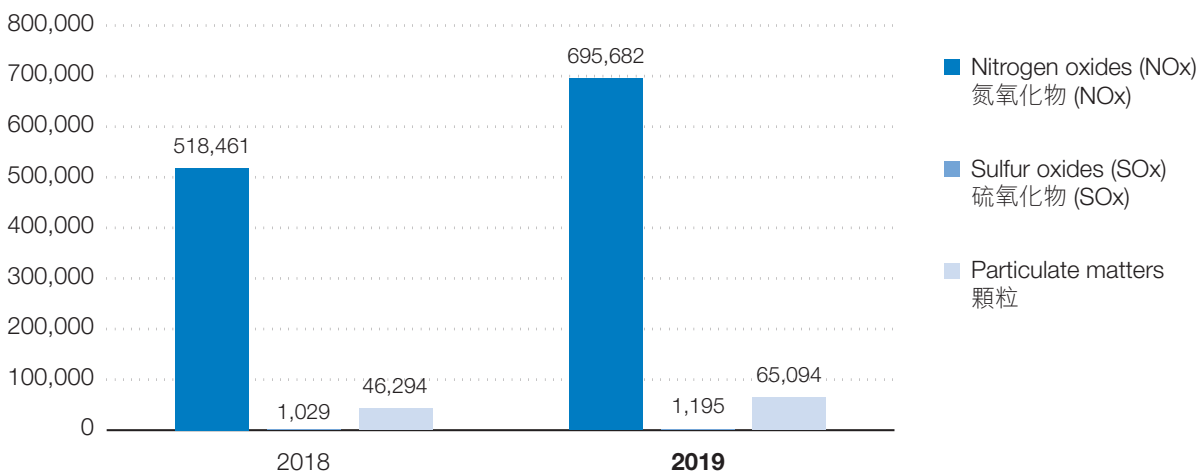
Intensity of total greenhouse gas emission
 溫室氣體總排放密度



During the Reporting Period, direct emissions of greenhouse gases from the Group's production bases increased from 1,014 tons of carbon dioxide equivalent in 2018 to 1,337 tons of carbon dioxide equivalent in 2019, which was mainly due to growth in the number of refrigerants with greenhouse effect caused by the increased frequency of refrigeration equipment maintenance by Suzhou Dawnrays Pharma in 2019. In addition, Fujian Dawnrays Pharma utilized furnaces which burn natural gas to generate steam for daily production, which led to an increase in the total of the Group's direct greenhouse gas emissions.

於報告期間，本集團生產基地直接排放的溫室氣體由二零一八年1,014噸二氧化碳當量上升至二零一九年1,337噸二氧化碳當量，主要由於二零一九年蘇州東瑞製藥製冷設備維修頻次增加，增加了具有溫室效應的製冷劑數量，此外，福建東瑞製藥設有鍋爐燃燒天然氣生產蒸汽供日常生產使用，致使本集團直接溫室氣體排放量升高。

Emissions (Unit: gram)
 排放物(單位：克)



During the Reporting Period, the total mileage of various types of vehicles in the Group's production bases was 504,259 kilometers (2018: 417,493 kilometers), representing a year-on-year increase of approximately 20.8%, which was mainly due to the increase in the mileage of light commercial vehicles used by Suzhou Dawnrays Pharma, the addition of one medium-sized delivery vehicle by Dawnrays (Nantong) Pharma Science and Tech and the inclusion of mileage data of vehicles from Fujian Dawnrays Pharma.

Disposal of waste water

A detailed description for disposal of waste water is set out in the "Use of water" of the Report.

Waste management

Proper disposal of waste can help to reduce environmental and ecological impacts. The Group established "Waste Management Procedures" according to the "National List of Hazardous Wastes" for classification and disposal, and strictly controlled waste disposal and disposal procedures in accordance with the procedures to ensure that the Group's wastes were effectively managed and disposed of. At the same time, the Group establishes a clean production assessment system and energy saving mechanism to reduce waste generation. In terms of product process design, the Group prioritizes to use non-toxic or easily degradable raw materials which practicable to reduce the burden on the environment. Wastes are classified as hazardous wastes (including distillation residue, active carbon, sludge, carbonized furnace waste salt, etc.) and non-hazardous wastes (including recyclable waste, household waste, construction and kitchen waste, etc.). Our different departments are responsible to collect and dispose of different types of wastes, and allocate appropriate storage space for temporary storage of classified wastes. Hazardous wastes are properly packaged and stored in designated storage areas, and are processed by qualified contractors in due course. During the Reporting Period, Suzhou Dawnrays Pharma, Dawnrays (Nantong) Pharma Science and Tech and Fujian Dawnrays Pharma carried out transformation and renovation projects to hazardous waste warehouses, respectively, so as to enhance the efficiency of collection, reduce the penetration and expansion of hazardous wastes, and lower the risk of environmental accident emissions.

期內，本集團生產基地各類型車輛行駛里程總數為504,259公里(2018：417,493公里)，同比上升約20.8%。其中主要是蘇州東瑞製藥商務使用輕型汽車行駛公里數增加，東瑞(南通)醫藥科技新增中型送貨車一輛以及增加了福建東瑞製藥的車輛行駛數據。

廢水處理

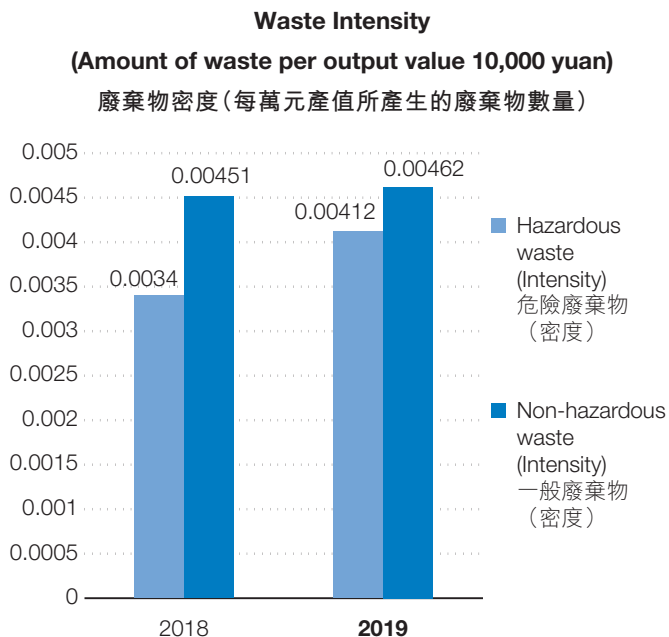
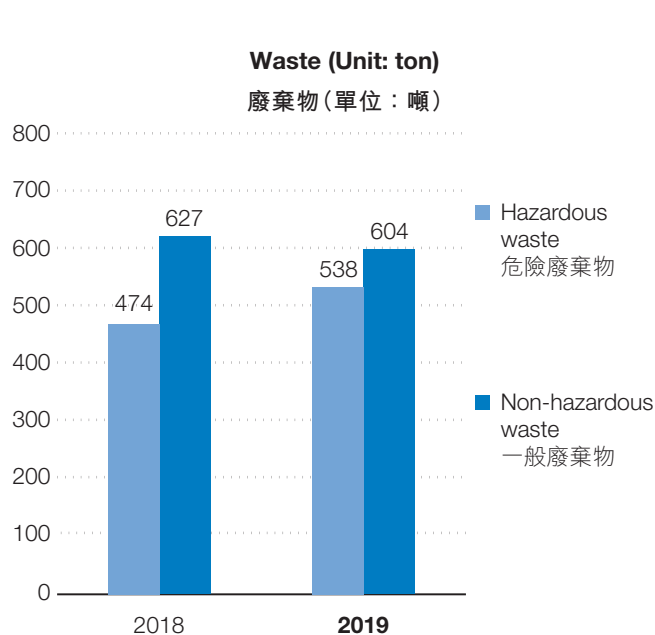
關於廢水處理於本報告「水資源使用」詳細描述。

廢棄物管理

妥善處理廢棄物有助減低對環境及生態影響。本集團根據《國家危險廢物名錄》建立《廢棄物管理程序》進行分類及處理並依照該程序嚴格管控廢棄物處理、處置等流程，確保本集團的廢棄物得到有效的管理和處置。同時建立清潔生產評估制度及節能降耗機制，以減少廢棄物產生。在產品工藝設計上，本集團在可行的情況下優先考慮選用無毒或易降解的原材料，減少對環境負擔。廢棄物分為危險廢棄物(包括蒸餾殘渣、活性碳、污泥、碳化爐廢鹽等)及一般廢棄物(包括可回收垃圾、生活垃圾、建築和餐廚垃圾等)，我們通過不同的部門負責對不同類廢棄物進行收集和處置，並配置合適的分類貯存場所暫存廢棄物。危險廢棄物均妥善封裝存放於指定貯存區，適時由合格承辦商處理。報告期間，蘇州東瑞製藥、東瑞(南通)醫藥科技、福建東瑞製藥分別進行了危險廢物倉庫的改造和修繕工程，以強化收集效率，減少危險廢物滲透揚散，降低環境事故排放風險。

The total amounts of waste generated by the Four Subsidiaries during the Reporting Period with comparative data for the year ended 31 December 2018 are set out as follows:

該四間附屬公司於報告期間產生的廢棄物總量連同截至二零一八年十二月三十一日止年度的比較數據呈列如下：



During the Reporting Period, the amount of hazardous waste generated by the Group's production bases increased by approximately 13.5% as compared with that in 2018. In 2019, the amount of hazardous waste intensity generated per each of output value 10,000 yuan also changed significantly subsequent to the Group's decrease in total output value.

於報告期間，本集團生產基地產生的危險廢棄物數量較二零一八年的數量上升約13.5%。而二零一九年本集團總產值下跌，危險廢棄物的每萬元產值密度亦隨之出現較大變化。

USE OF RESOURCES*Purchase electricity, steam and other energy resources*

The Group mainly purchases electricity and steam for daily production. Every production program is designed to minimize the consumption of various types of resources. In order to save energy more effectively, the Group replaces equipment with energy-saving equipment as needed. The production plants are gradually replacing with LED energy-saving lamps and renovating energy-saving lamps from time to time, so as to enhance the service life and reduce energy consumption of lamps. In addition, the production department reduced the energy consumption of high-energy-consuming equipment by adopting frequency conversion control method. The air-conditioning system is a high-power-consumption facility. Therefore, the office building adopts summer air-conditioning temperature control and a certain percentage of return air to optimize air conditioning management.

The major energy consumptions of the Four Subsidiaries during the Reporting Period with comparative data for the year ended 31 December 2018 are set out as follows:

資源使用*購買電力、蒸汽及其他能源資源*

本集團主要透過購買電力及蒸汽以進行日常生產。各個生產程式經過設計，並儘量控制各類資源耗用量。為更有效節省能源，本集團按需要更換具節能功能的設備。生產廠房正逐步更換LED節能燈具，並不時進行節能燈具改造，提高燈具使用壽命，減少能耗。此外，生產部門採取變頻控制方式降低高能源消耗設備的能耗；空調系統為高耗電量設施，因此辦公大樓實施空調優化管理，實行夏日空調溫度控制及一定比例的回風。

該四間附屬公司於報告期間主要能源耗量連同截至二零一八年十二月三十一日止年度的比較數據呈列如下：

Energy Category 能源種類	Unit 單位	Consumption 2019 消耗量 2019	Intensity* 密度*
Purchased electricity 購買電力	kWh ('000) 千個千瓦時	28,228	0.2161
Purchased steam 購買蒸汽	kg 公斤	5,287,610 [^]	40.47
Natural gas 天然氣	M ³ 立方米	7,954	0.0609
Diesel 柴油	L 公升	37,928	0.2903
Gasoline 汽油	L 公升	40,204	0.3077
Refrigerant 製冷劑	kg 公斤	833	0.0064

* Consumption per output value 10,000 yuan.

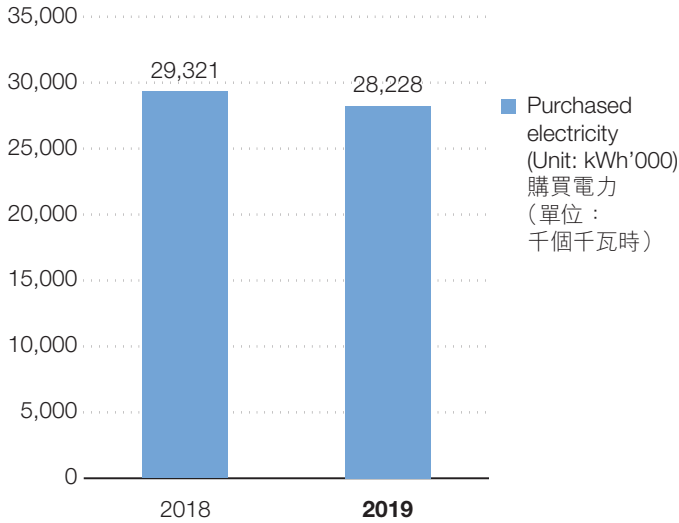
* 每萬元產值消耗量。

[^] It was the standard coal volume converted with reference to the "General Principles for Calculation of the Comprehensive Energy Consumption" (綜合能耗計算通則) published by the China government.

[^] 乃參照中國政府公佈的《綜合能耗計算通則》折算成的標煤量。

Energy consumption (Purchased electricity)

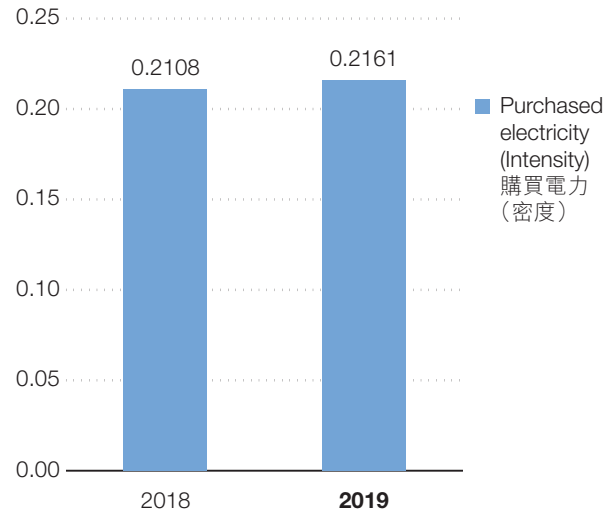
能源消耗量 (購買電力)



Energy consumption intensity (Purchased electricity)

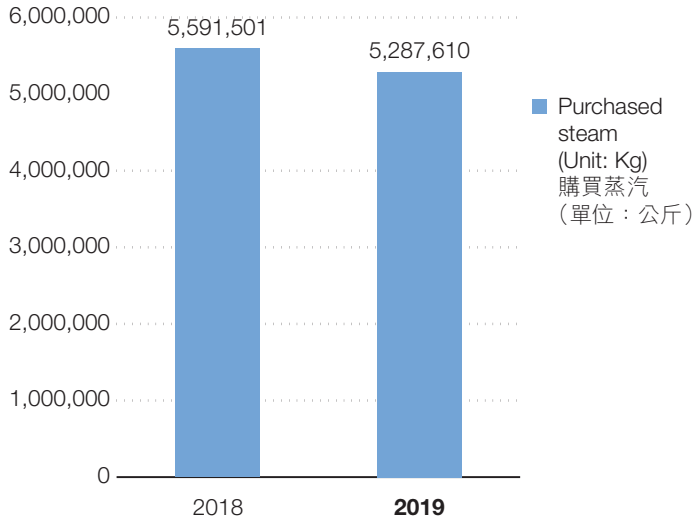
per output value 10,000 yuan

能源消耗密度 (購買電力) 每萬元產值消耗量



Energy consumption (Purchased steam)

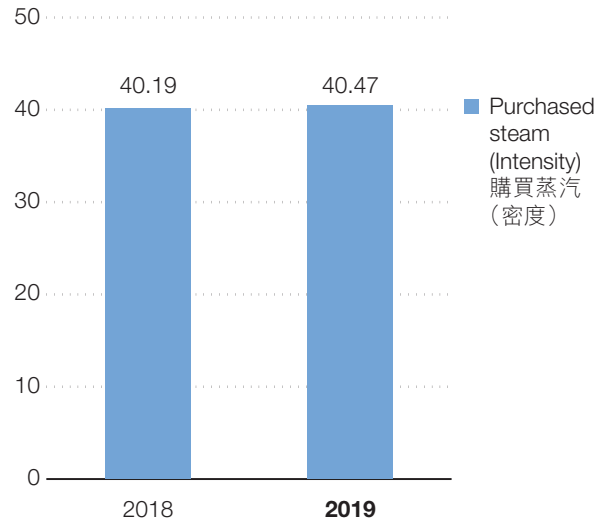
能源消耗量 (購買蒸汽)



Energy consumption intensity (Purchased steam)

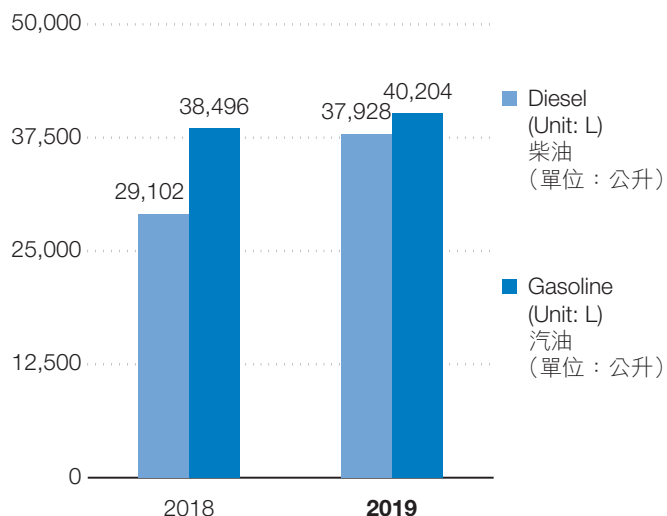
per output value 10,000 yuan

能源消耗密度 (購買蒸汽) 每萬元產值消耗量



Energy consumption (Diesel/Gasoline)

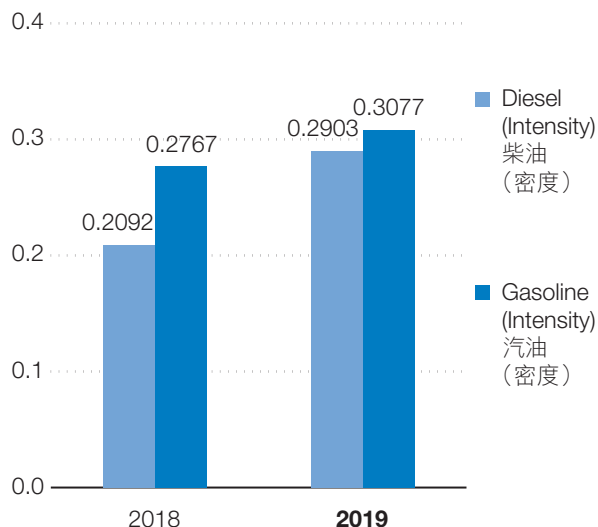
能源消耗量 (柴油/汽油)



Energy consumption intensity (Diesel/Gasoline)

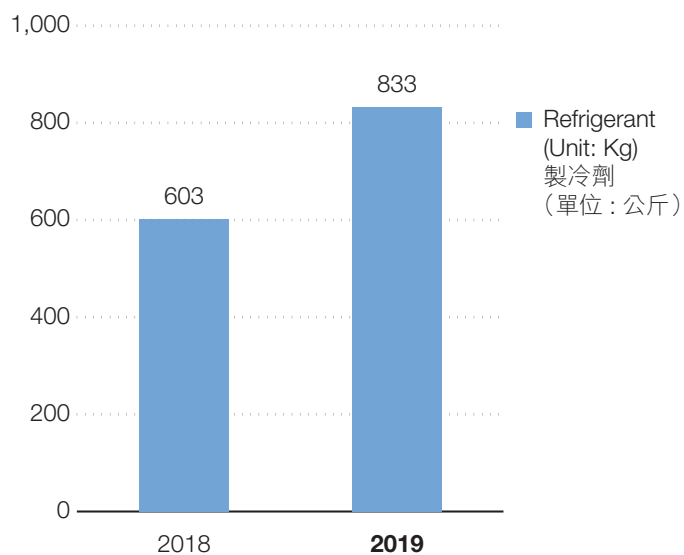
per output value 10,000 yuan

能源消耗密度 (柴油/汽油) 每萬元產值消耗量



Energy consumption (Refrigerant)

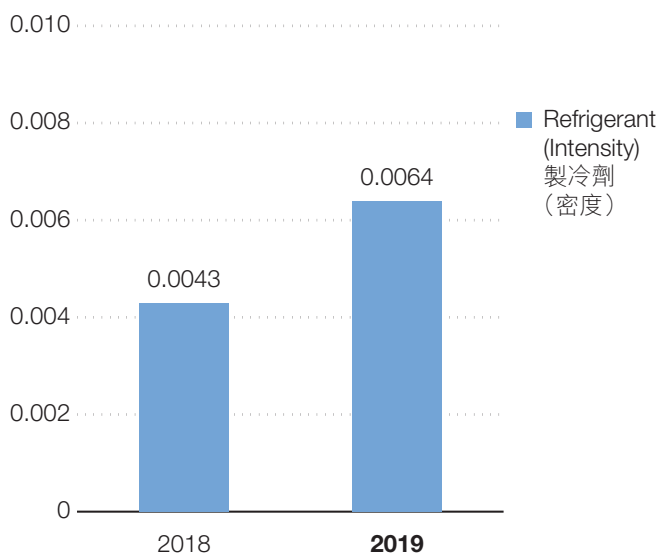
能源消耗量 (製冷劑)



Energy consumption intensity (Refrigerant)

per output value 10,000 yuan

能源消耗密度 (製冷劑) 每萬元產值消耗量



During the Reporting Period, the production volume of the Group's intermediates and bulk medicines as well as powder for injection decreased as compared with 2018; and the production volume of solid-dosage-forms increased as compared with 2018. In such case, the purchased electricity and steam during the Reporting Period decreased slightly, and the consumption of electricity and steam in 2019 decreased by approximately 3.7% and 5.4%, respectively, as compared with that in 2018.

During the Reporting Period, the consumption of diesel and gasoline increased by approximately 30.3% and 4.4%, respectively, as compared with that in 2018, which was mainly due to the increased mileage of light to medium-sized vehicles from the Four Subsidiaries as well as the inclusion of fuel consumption data of vehicles from Fujian Dawnrays Pharma. In addition, the amount of refrigerants increased during the Period as compared with 2018 due to the increased frequency of refrigeration equipment maintenance by Suzhou Dawnrays Pharma. Besides, Fujian Dawnrays Pharma utilized furnaces which burn natural gas to generate steam. The use of amount of natural gas was 7,954 cubic meters (2018: 0).

During the Reporting Period, the consumption intensity of various energy resources required per each of output value 10,000 yuan increased as compared with 2018 due to decline in the Group's total output value.

Use of water

The Group recognizes that the discharge of chemical solutions into river or ocean will result in adverse impact on the ecological environment. As a chemical pharmaceutical enterprise, water is an indispensable resource during the Group's production process. The production process is set with water consumption quota that workshops must strictly comply with. Wastewater from the manufacturing process contains various chemicals that cannot be directly discharged. Therefore, all production plants are equipped with wastewater treatment systems, and the Group reviewed the operating efficiency and status of such systems and carried out necessary renovation and repair works. All wastewater must be treated before being discharged and third-party institutions are regularly invited to conduct inspection every year. All the plants also installed monitors that monitor emissions in real time by government departments and set up on-line monitoring of pollution sources to ensure that the discharge of wastewater continues to meet the standards.

於報告期間，本集團的中間體及原料藥以及粉針劑的生產產量與二零一八年比較均有所下降；固型劑的生產產量比二零一八年則有所上升。在此情況下，期內購買的電力和蒸汽都有所減少，二零一九年的電力和蒸汽的消耗量較二零一八年的消耗量分別下降約3.7%及5.4%。

期內，主要由於該四間附屬公司各類型輕至中型車輛行駛公里數增加而且其中增加了福建東瑞製藥的車輛油耗數據，柴油和汽油消耗量對比二零一八年的消耗量分別上升約30.3%及4.4%。此外，蘇州東瑞製藥製冷設備維修頻次增加，期內增加的製冷劑數量較二零一八年有所上升。另外，福建東瑞製藥使用焗爐燃燒天然氣生產蒸汽，天然氣使用量為7,954立方米(二零一八年：零)。

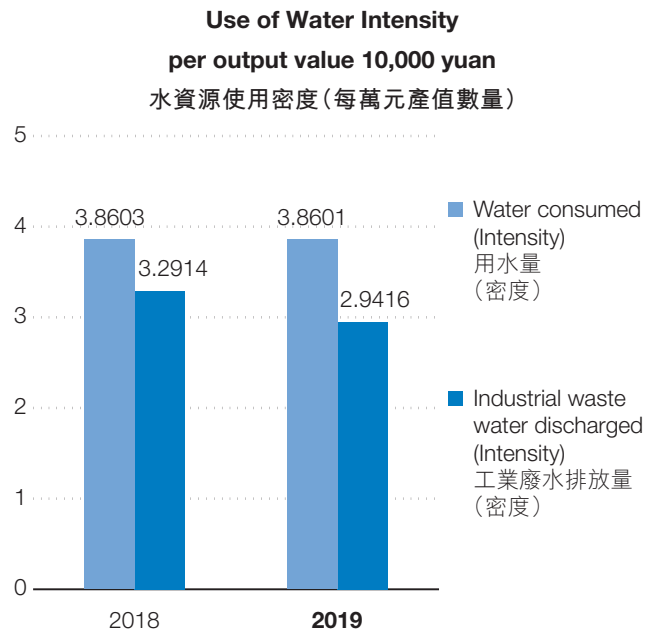
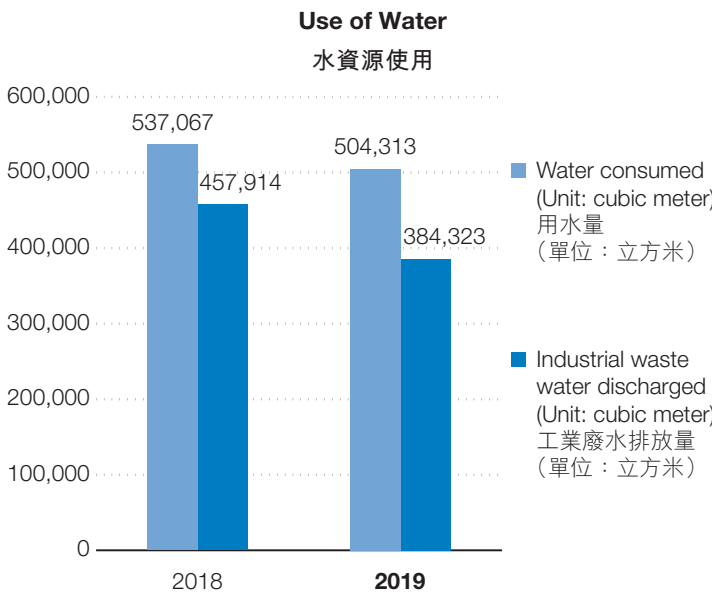
由於本集團於報告期間的總產值有所下降，因此各類能源資源每萬元產值的消耗密度與二零一八年比較均有所增加。

水資源使用

本集團深明化學性溶液若溶入河流或海水會對生態環境造成影響。作為化學製藥企業，水為本集團生產過程中不可或缺的資源。生產過程設定有工藝用水量定額，車間嚴格執行。製造過程產生的廢水含有各種化學物質不可直接排放。因此，各個生產廠房均設有廢水處理系統，本集團不時檢討系統的運行效率和狀況並且進行必要的改造修繕工程。所有廢水都必須經過處理方可排放，並每年定期邀請第三方進行檢測。各廠房亦安裝了由政府部門即時監測排放的監測儀和設置污染源線上監控，保證廢水排放持續達標。

The Four Subsidiaries use water supplied by the water supply company, mainly used for production, testing and daily life of employees. In order to effectively use water, the Group has set up water saving management system in accordance with the “Energy Resource Management Procedures” containing posting of water saving signage at workplaces and recycling cooling water to increase the efficiency of water resources. The data of water consumption and industrial waste water discharged of the Four Subsidiaries during the Reporting Period with comparative data for the year ended 31 December 2018 are set out as follows:

該四間附屬公司採用自來水公司供應水源，主要用於生產、試驗及員工日常生活。為有效使用水資源，本集團依據《能源資源管理程序》增加節約用水管理制度，包括於工作場所張貼節約用水標示牌以及冷卻水循環使用以增加水資源效益。於報告期間該四間附屬公司用水量與工業廢水排放量數據連同截至二零一八年十二月三十一日止年度的比較數據呈列如下：



During the Reporting Period, the water consumption of the Group’s production bases decreased by approximately 6.1% as compared with 2018 due to the decline in the production volume of intermediates, bulk medicines and powder for injection. The industrial waste water discharged recorded a year-on-year decrease of 16.1%, which was mainly due to the optimization of technique for the workshop cleaning process and enhanced separate composition of drainage system.

於報告期間，由於中間體及原料藥、粉針劑的生產量減少，本集團生產基地的用水量相比二零一八年的使用量約下降6.1%。工業廢水排放量同比約下降16.1%，主要是優化了車間清洗工藝並加強了排水系統的分流組成所致。

Use of packaging materials

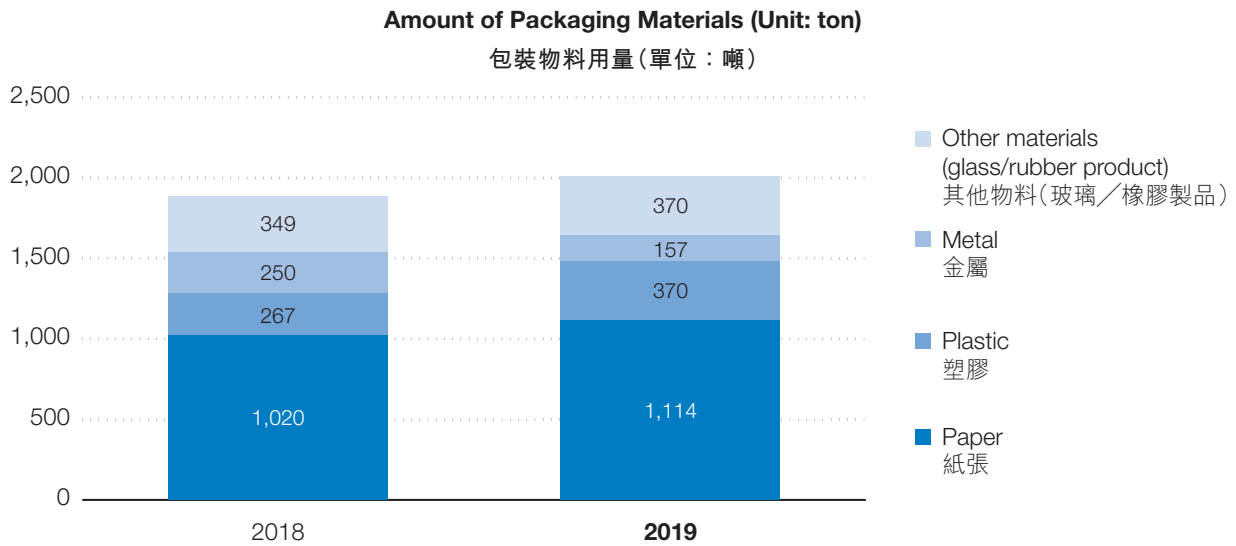
The Group is an integrated pharmaceutical enterprise. The industry chain contains intermediates, bulk medicines and finished drugs. The packaging patterns and materials for each series of products must be designed in accordance with national and industry standards, and customer requirements. The daily used packaging materials meet the requirements of the national environmental protection department and are regularly purchased on a demand basis so as to reduce waste. Subject to compliance with laws and regulations and without prejudice to product quality, the Group’s product packaging adopts a simple, environmentally-friendly packaging design to save materials.

During the Reporting Period, the amount of packaging materials used by the Four Subsidiaries with comparative data for the year ended 31 December 2018 are set out as follows:

包裝物料使用

本集團為綜合式製藥企業，產業鏈中包含中間體、原料藥和成藥。各系列產品的包裝模式和物料均必須按照國家和行業標準及客戶的要求制定。日常使用的包裝物料均滿足國家環保部門要求且定時按需求集中採購，減少浪費。於符合法律法規和不影響產品質量前提下，本集團產品包裝採用簡約的環保包裝設計，以節省材料。

於報告期間，該四間附屬公司包裝物料用量連同截至二零一八年十二月三十一日止年度的比較數據呈列如下：



During the Reporting Period, the total packaging materials used amounted to 2,011 tons (2018: 1,886 tons). Changes in the production volume of the Group's various product series directly led to corresponding changes in the usage of various packaging materials. Among them, the production volume of solid-dosage-forms increased by 25.5% as compared with 2018 due to the increase in those mainly produced by Minfeng Road Plant of Suzhou Dawnrays Pharma and Fujian Dawnrays Pharma which was included into the statistics of this report during the Period, and therefore the usage of paper and plastic packaging materials increased by approximately 9% and 39% respectively. On the other hand, the usage of metal packaging materials also declined due to the decrease in the production volume of intermediates, bulk medicines and powder for injection of the Group during the Period as compared with last year. To enable the classification statistics of packaging material usage to more exactly reflect the nature of packaging materials, the Group slightly adjusted the segment categories of packaging materials.

THE ENVIRONMENT AND NATURAL RESOURCES

Environmental impact management

The Group knows that Dawnrays' business involves the production of chemical bulk drugs and finished drugs, our operation process may have an impact on the environment and natural resources. Therefore, the Group actively fulfills its social responsibilities and strives to comply with relevant environmental laws, regulations and emission standards, and implement various management systems for the purpose of improving the use efficiency of various types of resources. The Group also continues to make efforts in improving its work under the basic requirements of safety, hygiene and environmental protection so as to avoid harm to the environment, employees and businesses caused by unsafe environment, behavior and facilities.

To successfully promote its working philosophy of safety, hygiene, and environmental protection, the Group not only needs to build a variety of related systems and allocate appropriate resources, but also needs cooperation from its staffs. The Group conducts environmental risk assessments and environmental emergency management promotion and training each year, requires all departmental management personnel and employees to report the emergency situations affecting the environment. The Group advocates the concept of green office and engages a professional team to green the offices and production plants in the outdoor area. Plant varieties will change subject to the season. It's our expectation that green office will create a comfortable working environment for its employees and enhance the benefits.

於報告期間，本集團包裝物料總用量為2,011噸（二零一八年：1,886噸）。各系列產品生產量的變化直接導致各類包裝物料使用量的相應變化。其中，由蘇州東瑞製藥民豐路廠房及期內加入本報告數據統計的福建東瑞製藥所主力生產的固型劑產量較二零一八年上升25.5%，因而紙張包材和塑膠包材的使用量分別有約9%和39%的增長。另一方面，期內本集團中間體及原料藥、粉針劑生產量同比有所下降，因而金屬包材使用量亦有所下降。為使包裝物料使用的分類統計能較如實反映包材的素質，本集團已略為調整包裝物料的細分類別。

環境及天然資源

環境影響管理

本集團明白東瑞的業務涉及化學原料藥和成品藥生產，營運過程可能對於環境及天然資源造成影響，因此，本集團積極履行社會責任，著力遵守有關環保法律法規及排放標準，執行各種管理制度提升各類資源使用效率。本集團亦以安全、衛生、環保為基本要求，持續努力改善有關工作，力求避免不安全環境、行為及設施造成對環境、僱員及企業的危害。

本集團要成功推動安全、衛生、環保的工作理念，除努力建設各種相關制度並配置適當資源外，同時亦需要員工配合。本集團每年進行環境風險評估、環境應急管理宣傳和培訓，要求各部門管理人員及員工對環境有影響的突發情況作出匯報。本集團倡導綠色辦公理念，聘請專業的團隊為辦公室及生產廠房室外範圍進行綠化，植物品種會按照季節轉變。綠化工作間期望為員工帶來舒適的工作環境提升效益。

CARE FOR EMPLOYEES

Employees are corporate stakeholders and executors who achieve business goals. The development of enterprise is closely related to the competence, skills, and team spirit of the employees. The continuous hard work of our employees has created Dawnrays' achievements today. The Group always cares for talents, advocates team work spirit of unity, collaboration, and efficiency and interpersonal relationships with tolerance, understanding and harmonious. The Group builds a career platform with diversity of communicative, harmonious, safe and healthy and work environment for employees with a target to become a high-quality professional team aiming to bring safe and effective drugs for society.

The Group has established human resources management guidelines on the basis of our long-term development direction according to the requirements of National and Jiangsu Province so as to provide reasonable treatment to employees. Meanwhile, the Group continues to improve the remuneration and welfare, training, occupational health and safety systems for the retention of talents, and reviewed and updated regularly to ensure that employees are able to obtain appropriate support and rewards.

EMPLOYMENT

Distribution of employees

As of 31 December 2019, the total number of employees of the Group was 989, 966 out of which were from the Four Subsidiaries (i.e. Suzhou Dawnrays Pharma, Su Zhou Dawnrays Pharma Science and Tech, Dawnrays (Nantong) Pharma Science and Tech and Fujian Dawnrays Pharma) and all of them were employed in the Mainland China. 944 of those employees were full-time employees and 22 were trainees. The remaining 23 were employees of the Company and the Group's other subsidiaries.

關愛員工

僱員是企業的持份者和實現業務目標的執行者。企業的發展與員工的才幹、技能和團隊精神息息相關。員工持續不斷的努力，為東瑞創造了今天的成就。本集團一貫以人才為本，提倡團結、協作、高效的團隊精神和包容、理解、融洽的人際關係，為員工建設多元共融、和諧無間、安全健康的職業平台與工作環境，以成為一支高質素專業隊伍為目標，矢志為社會帶來安全有效的藥物。

本集團按照長遠發展方向，根據國家及江蘇省規定，建立人力資源管理方針，給予員工合理待遇，同時為挽留人才不斷完善薪酬福利、培訓、職業健康與安全制度，並定期檢討更新，務求員工獲得合適的工作支援與回報。

僱傭

僱員比例分佈

於二零一九年十二月三十一日本集團僱員總人數989人，該四間附屬公司(即蘇州東瑞製藥、蘇州東瑞醫藥科技、東瑞(南通)醫藥科技及福建東瑞製藥)合佔其中966人，均屬在中國大陸聘用僱員。當中944人為全職僱員、22人為實習生。其餘23人為本公司及本集團其他附屬公司僱員。

As at 31 December 2019, employees of the Four Subsidiaries classified by gender and age comparing with 31 December 2018 were as follows:

於二零一九年十二月三十一日，該四間附屬公司僱員按性別及年齡劃分比例及與二零一八年十二月三十一日之比較如下：

Employees Classification 僱員劃分人數比例				
By Gender	按性別	2018	2019	Change (%) 變化
Male	男	541	572	+5.73
Female	女	303	394	+30.03
By Age	按年齡	2018 (%)	2019 (%)	
16–24 years old	16–24 歲	14	14	0
25–34 years old	25–34 歲	31	34	+3
35–44 years old	35–44 歲	25	24	-1
45–54 years old	45–54 歲	24	22	-2
55–64 years old	55–64 歲	6	6	0
65 years old or above*	65 歲或以上*	0	0	0

* 1 employee aged 65 or above, actual accounting 0.10% of total employees

* 65歲或以上員工有1人，實際佔員工比例0.10%

Employment policy, remuneration and equal opportunity policy

As an equal opportunity employer, the Group ensures that all employees are treated fairly. The employee remuneration system is formulated based on laws and regulations, responsibilities and duties, market trends, human resources supply and demand conditions and overall salary levels. Remuneration adjustments are subject to the performance of employees and results of the Group. The basic principles for hiring include open recruitment, equal competition and rigorous appraisal as well as merit priority. Promotion is based on the performance and ability of employees. According to the requirements on rewards and punishments and resignation management of Dawnrays' "Employee Manual" and the "Personnel Relationship Management Rules" of the Company, the Group clearly regulates the handling of various employee demission and employment contracts. The Group implements five work-day weeks and works overtime is not encouraged. If employees are required to work overtime as needed, the Group will compensate the employees in accordance with laws, regulations and internal regulations. In accordance with relevant national regulations and the Group's welfare policy, employees are entitled to various types of occupational and medical insurance, provident funds, paid holidays, etc. In addition, the benefits provided by the Group to its employees include free meals, annual body checks, shared transportation, dormitories and tourism.

僱傭政策、薪酬及平等機會政策

作為平等機會僱主，本集團確保所有僱員得到公平對待。僱員薪酬系統設計是根據法律法規、職責、市場趨勢，人力資源供需狀況及總體薪資水準釐定，薪酬按照員工工作表現及本集團業績進行調整。聘用的基本原則是公開招聘、平等競爭、嚴格考核、擇優錄用；晉升則根據僱員工作表現及能力決定。根據東瑞《員工手冊》和本公司《人事關係管理規程》分別有關獎勵與懲戒和離職管理規定，本集團明確規範員工各種離職和僱傭合約處理情形。本集團實行每週五天工作制並且不提倡加班，若因工作需要僱員加班的，本集團將按照法律法規及內部相關規定向僱員作出補償。按照國家相關規定和本集團福利制度，僱員享有各類職業和醫療保險、公積金、帶薪假期等。此外，本集團向僱員提供的福利還包括免費膳食、年度健康體檢、共乘交通、宿舍和旅遊等。

Dawnrays is committed to ensuring that employees will not suffer any form of discrimination and employees are entitled to complain and appeal. There are formal channels for employees to complain and appeal about irrational treatment. In order to support disabilities in self-reliance, the Group continued to employ disabled people working in Dawnrays in 2019. During the Reporting Period, the Group did not find any case of non-compliance related to the relevant laws and regulations on employment.

It's a fact that cultivating employees' sense of belonging can strengthen the unity of the workforce and reduce the turnover of employees, thus improving the quality of production and the efficiency and effectiveness of operations. To facilitate communication with employees and enhance mutual trust, the Group has established a labor union and employees can choose to participate freely. In addition to monthly meetings with the representatives of the Group, employees can also communicate with management through the bulletin boards set up in staff restaurant, symposiums, internet community platforms and automated office systems. The Group has internal journals, the main content of which, apart from reporting corporate information, is composed of various types of articles written by employees. Employees are free to submit articles for publication and get paid. The Group conducts performance assessment every year which also provides a formal platform for employees to discuss their development direction and training needs with their supervisors.

Dawnrays has actively held various types of employee activities in 2019 to strengthen the colleagues' friendship and enhance their teamwork spirit, the followings were the large activities:

- I. "Dawnrays young employees forge ahead with growth, hard work and happiness" Year 2019 employee relations month theme activities — to enrich the work life of employees, to improve the enthusiasm of employees, to cultivate team spirit, through the organization of employees to participate in a series of employee care activities from September to October. The content covered "Dawnrays, me and us" TikTok Competition, "Four Seasons in Dawnrays" and "Happy Start from Open Day". All these enhanced the communication between colleagues, created the positive atmosphere of the company and formed a good corporate cohesion.

東瑞致力確保員工不會遭受任何形式的歧視並賦予員工投訴和申訴的權利，員工有正式的途徑就不合理對待作出投訴和申訴。為支持殘障人士自力更生，本集團於二零一九年繼續聘用殘障人士於東瑞工作。於報告期間，本集團未有發現違反相關僱傭法律及規例的情況。

企業培養員工的歸屬感能加強工作隊伍凝聚力，減少員工流失，因而可提高生產質量和營運效率及效果。為促進與員工溝通和增進互信，本集團已有工會成立，員工可自由選擇參與，除每月與本集團代表進行會議外，員工亦可透過員工餐廳的公告欄、座談會、互聯網社群平台及自動辦公系統等與管理層進行溝通。本集團設有內部期刊，除報導企業訊息，主要內容由員工撰寫的各類文章組成。員工可自由投稿並獲得稿酬。本集團每年進行的表現評估，亦提供一個正式平台讓員工與其上司討論發展方向及培訓需要。

東瑞於二零一九年積極舉辦不同類型員工活動加深同事間的友誼及增進團隊合作關係，其中較大型活動有：

- I. 「青春向上，瑞意進取 — 成長•奮鬥•快樂」二零一九年員工關係主題月活動 — 為豐富員工的工作生活，提高員工的工作熱情，培養團隊合作精神，在九至十月份通過組織員工參與一系列員工關愛活動，內容涵蓋「東瑞•我•我們」抖音大賽、「四季•瑞•語」、「Open day 快樂出發」，從而增強了同事之間的溝通交流，營造了公司積極向上的氛圍，形成了良好的企業凝聚力。



II. "Employees Birthday Party" Activities — To thank all the staff for their devotion and hard work, to reflect the people-oriented management concept of the company, and to enhance employees' sense of belonging, four employees birthday party activities were organised and held in 2019. The chairman of labour union sent blessings to the employees at the birthday parties. Also it was grateful to all the employees for their hard work, effort and contribution.

II. 「員工生日會」活動 — 為感謝各位員工的辛勤付出和努力，體現企業以人為本的管理理念，增強員工的歸屬感，二零一九年組織開展了四期員工生日會活動，在生日會上由工會主席對各位壽星送上祝福，也對所有員工所付出的辛勞、努力和汗水表示感謝。



- III. “2019 Chinese New Year Mass Greeting” – To gather the team spirit of the company, to get close between the company and employees and also to enhance the sense of belonging and identification of the employees, the Company held a Chinese New Year mass greeting with the theme of “Creating Life in Dawnrays and Pursing Shared Chapter” on 23 January 2019. Various departments of the company actively cooperated and organized the mass greeting around the theme. The exciting programs accompanying the lucky draw and the speeches of the company senior management pushed the atmosphere of the party to climax over and over again.

- IV. In order to promote the cohesion among departments and enhance the collaboration capabilities of teams, each department has also actively carried out team building activities to spread the concept of “happy work and healthy lifestyles” among all employees through outward bound activities.

- III. 「二零一九新春團拜會」— 為凝聚企業團隊精神，拉近企業與員工的距離並增強員工歸屬感與認同感，本公司於二零一九年一月二十三日舉辦了主題為「情系東瑞共譜華章」的新春團拜會，公司各部門積極配合，緊緊圍繞著年會主題推進年會籌辦工作，精彩紛呈的節目伴隨著抽獎環節以及本公司高管致辭等環節將晚會的氣氛一次次推向高潮。

- IV. 為促進部門凝聚力，提升團隊協作能力，各部門也積極開展團建活動，通過別開生面的戶外拓展讓「快樂工作，健康生活」的理念深入人心。



Although the Group strived to meet the needs of its employees, the Four Subsidiaries recorded employee turnover rate of 22% in 2019. It was 2% higher than 2018.

儘管本集團儘量滿足員工的需要，於二零一九年該四間附屬公司仍有22%的流失率，相較二零一八年上升了2%。

		Employee Turnover Rate 僱員流失率		Change (%) 變化
By Gender	按性別	2018 (%)	2019 (%)	
Male	男	57	65	+8
Female	女	43	35	-8
By Age	按年齡			
16-24 years old	16-24 歲	26	27	+1
25-34 years old	25-34 歲	45	38	-7
35-44 years old	35-44 歲	14	14	0
45-54 years old	45-54 歲	12	12	0
55-64 years old	55-64 歲	3	8	+5
65 years old or above	65 歲或以上	0	1	+1

HEALTH AND SAFETY

Occupational health and safety

Dawnrays' occupational health and safety guidelines are "law-abiding operation, safety first, continuous improvement, be sure". In accordance with established guidelines, the Group has established the Occupational Safety and Health Department that is responsible for developing safety standards and strategies to reduce accidents and protect the health of employees so as to fulfill its responsibility for ensuring that employees work in a safe environment. Suzhou Dawnrays Pharma has passed the Occupational Health and Safety Management System OHSAS 18001 issued by a third-party verified institution, and also standardized safety behaviors according to the "Enterprise Requirements of Safety Standardization", and conduct periodic inspections for all workplaces and arrangement subject to different risks. The Group has also identified work procedures involving high risks, and setting safety guidelines and providing employees with appropriate protective equipment and tools.

The Group's production plants have obtained GMP certification. The production area where has been specially designed to strengthen the ventilation system and the air-conditioning system is regularly inspected and repaired as well as keeps maintaining indoor air circulation. The Group believes that enhancing employees' safety awareness is the most effective way to avoid accidents. Therefore, at least two comprehensive occupational safety trainings are held every month. The Group provides employees with health checks to protect their health every year.



During the Reporting Period, the Group complied with laws and regulations that had significant impact on occupational health and safety management with no incident of death due to work. If an employee injury incident occurred at workplace unfortunately, the Group provides immediate assistance to the injured employees and reports relevant work injuries to the social security department. All employee injury incidents will be investigated according to procedures to minimize the chance of recurrence.

健康與安全

職業健康與安全

東瑞的職業健康及安全方針為「守法經營、安全第一、持續改進、萬無一失」。按照既定方針，本集團設立職業安全及健康部門負責制定安全標準及策略，減低意外事故及保障員工健康，以履行確保員工在安全環境下工作的責任。蘇州東瑞製藥已通過由第三方審核機構頒發的職業健康及安全管理體系 OHSAS 18001，亦根據《安全標準化企業要求》將安全行為標準化，按不同的安全風險對所有工作場所的常規及安排進行定期檢查。本集團亦已識別出涉及高風險的工作程序，並設定安全指引及為員工提供適當的防護裝備和工具。

本集團的生產廠房獲得 GMP 認證，生產範圍經過特別設計加強通風系統，空調系統定期檢查及維修，保持室內空氣流通。本集團相信最有效防止事故發生是提高員工的安全意識，因此每月最少舉辦兩次全面的職業安全培訓。本集團每年為員工提供健康檢查，保障員工健康。

於報告期間，本集團遵守有重大影響的職業健康及安全管理的相關法律法規，未有發生因工作關係而死亡的事。若不幸地發生工傷事故，本集團為受傷員工提供即時協助並向社會保障部申報工傷。所有的工傷事故都會按程序進行調查，減少再次發生的機會。

DEVELOPMENT AND TRAINING*Employee training management and activities*

The Group attaches great importance to the development of talents and encourages employees to continuously learn new knowledge and skills, improve their position competence and their working ability, thereby enhancing the Group's competitiveness. It is Dawnrays' vision that the Group's business grows with employees' personal and career development, and both parties will make progress together. Therefore, the Group provides employees with various types of training to enhance individual ability and professional knowledge. For example, the Group organizes two leadership improvement trainings every year, regular or irregular general skills training, post professional ability trainings, general management training, etc. In order to use resources more effectively, the Group will prepare an annual training plan as needed, the contents of which includes professional skills training and management skills training. The Group has internal training that management or employees with relevant knowledge share their knowledge or experience. As the innovation in production and management of drugs keeps going and regulatory laws are complicated and updated frequently, the Group regularly dispatches employees to participate in trainings regarding policies and regulations on pharmaceuticals and the latest technical guidance so to continuously absorb and obtain new industry knowledge. In order to improve training content and plans more effectively, the company will conduct demand questionnaires before each training and results assessment after each training with an aim to optimize future training. During the Reporting Period, employee training of the Four Subsidiaries with comparative data for the year ended 31 December 2018 is set out as follows:

發展及培訓*僱員培訓管理及活動*

本集團重視人才的發展，鼓勵員工不斷學習新知識及技能，提高崗位勝任能力和從業能力，從而提升企業競爭力。東瑞期望在本集團業務發展的同時促進員工個人自我成長和職業發展，雙方共同進步，因此本集團為員工提供各類型的培訓，例如每年二次的領導力能力提升培訓，以及定期或不定期的通用技能培訓、崗位專業能力培訓、通用管理培訓等，以提升個人能力及專業知識。為更有效地使用資源，本集團每年會按照需要編寫年度培訓計劃，內容包括崗位專業技能及管理能力提升培訓。本集團設有內部培訓體系，由管理層或具備相關知識的員工分享知識或經驗。藥物的生產和管理不斷創新而監管法例繁複並經常更新，為能夠準確掌握各範疇最新知識，本集團定期外派員工參加藥政法規以及最新技術指導培訓，從而不斷吸收和掌握行業新知識。為更有效完善培訓內容及計劃，在每次培訓前進行培訓需求調研，培訓後進行培訓效果評估，以優化未來的培訓。於報告期間，該四間附屬公司僱員培訓連同截至二零一八年十二月三十一日止年度的比較數據呈列如下：

Employee Training**僱員培訓
2019**

By gender	按性別	Number of Trainees		Training hours		Average
		培訓人數	%	培訓時數	%	平均培訓時數
Male	男	504	57	32,362	59	64
Female	女	381	43	22,585	41	59

By employee category	按僱員類別	Number of Trainees		% of total training hours		Average
		培訓人數	佔該類別%	培訓時數	佔總培訓時數%	平均培訓時數
Senior management	高級管理層	24	100	769	1	32
Middle management	中級管理層	50	100	2,082	4	42
Supervisor	主管	61	100	3,113	6	51
Other level	其他層級	750	90	48,983	89	65

Employee Training

僱員培訓

2018

By gender	按性別	Number of		Training		Average
		Trainees	%	hours	%	
		培訓人數		培訓時數		平均培訓時數
Male	男	475	62	33,762	63	71
Female	女	289	38	19,716	37	68

By employee category	按僱員類別	Number of		% of total		Average
		Trainees	such category	hours	training hours	
		培訓人數	佔該類別%	培訓時數	時數%	平均培訓時數
Senior management	高級管理層	18	100	801	1	45
Middle management	中級管理層	36	100	1,601	3	44
Supervisor	主管	53	100	2,548	5	48
Other level	其他層級	657	89	48,528	91	74



To facilitate the long-term development of the company and cultivate talents for the society, the Group recruits in campus every year to provide opportunities for the younger generation and assist them in accumulating experience. In 2019, the Group had 22 trainees. The Group had provided suitable training and talent training for all trainees and expected them to become our Group's new force for the sustainable development.

為配合企業長遠發展並為社會培育人才，本集團每年在校園進行招聘，為年輕新一代提供機會和協助他們累積經驗。於二零一九年本集團共有22名實習生。本集團為各人員提供適合的培訓及人才訓練，期望他們能成為本集團可持續發展的新生力量。

LABOUR STANDARDS

Prevention of child labour or forced labour

Although the economy is booming today, child labour is still quite common in labour-intensive industries. Countries all around the world have enacted legislation about child labour. However, due to insufficient manpower and cost savings reason, child labour problems still exist. The Group prohibits employing child labour and will never accept any child's participation in any work. In the recruitment process, the identity documents of the applicants will be carefully reviewed to ensure that the newly recruited employees have reached the legal age on the date of employment. If the employee is found to have provided false evidence when he enters his position, he will be deemed to be unqualified for employment. In that case, the Group has the right to terminate the employment contract at any time without paying compensation.

Dawnrays understands the importance of balance between work and life. Working long hours will only reduce productivity and increase the risk of accidents. Therefore, the Group emphasizes that the work flow should be properly arranged and overtime work should not be encouraged so as to achieve the goal of work-life balance. If employees need to work overtime as needed, the Group will adjust employees' rest time or pay overtime salaries in accordance with legal requirements and internal regulations. Employees' overtime situation and work schedules are reviewed monthly and report to management. The Group did not find any case of non-compliance with laws and regulations relating to child labour, or forced labour during the Reporting Period.

勞工準則

防止童工或強制勞工

儘管現今經濟蓬勃，童工在人力密集行業仍然相當普遍。世界各地均就童工制訂法例，但在人力不足及減省成本的誘因下，童工問題依然存在。本集團禁止僱用童工，絕不接受任何兒童參與任何工作。在招聘流程會認真查閱職位申請人身份證明文件，確保新入職員工在就職當日已屆法定年齡。員工入職後若被發現入職時提供虛假證明，將被視為不符合錄用條件，本集團有權隨時解除僱傭合約且不支付補償金。

東瑞深明工作與生活平衡的重要性。長時間工作只會降低生產力及增加意外風險，因此本集團強調妥善安排工作流程，不鼓勵加班，以達到工作與生活平衡的目標。若因工作需要員工加班的，本集團將按照法律要求及內部相關規定給予員工調休或支付加班工資。員工加班情況及工作安排會每月進行檢視並向管理層匯報。於報告期間本集團未有發現違反有關童工及強制勞工的法律及規例的情況。

OPERATING PRACTICES

SUPPLY CHAIN MANAGEMENT*Management for sustainable operations*

The company adheres to the philosophy of “focusing on health, continuous innovation” to operate its business. In addition to the efforts of the Group’s staff, it also needs the cooperation and support of various suppliers. In order to effectively manage and ensure product quality and supply, the Group cooperates closely with quality suppliers. The Group’s procurement center is responsible for conducting comprehensive procurement and liaising with suppliers so as to regulate the procurement process and reduce costs more effectively. The procurement center will purchase from the approved supplier according to the production plan. All major suppliers must be subject to the Group’s verification before becoming an approved supplier to the Group. Such verification content includes quality, business philosophy, occupational safety and service performance, etc. In order to ensure that the supplier’s quality continuously meets the requirements and maintain a healthy and orderly supply chain system, the major supplier verification will be carried out regularly according to the “Supplier Verification” and “Supplier Annual Evaluation Management Regulations”. This includes the supplier’s production site audit, system evaluation and quality review to assess whether the supplier is continuously qualified. In order to effectively reduce carbon emissions during transportation, the Group generally follows the principle of nearest procurement, with suppliers mostly concentrated in neighboring provinces.

The quality of the drug is strictly monitored by the regulatory institution. The Group has obtained GMP certification, and the production process and supplier selection set corresponding requirements. In order to ensure that suppliers clearly understand Dawnrays’ philosophy and requirements, the Group has formulated the supplier code that sets out the responsibilities and requirements of both parties. The regulations on drugs change from time to time. The Group exchanges opinions with its suppliers by participating in several large-scale meetings every year, with an aim to improve effectiveness and bring safer and more effective drugs for patients. Moreover, the Group also held seminars with the engineering contractors to discuss environmental protection measures and safety issues during the construction process in 2019. The sustainable corporate development cannot only depend on the Group’s efforts. The Group encourages suppliers to invest in the environment and community building through communication with them. With the development of the philosophy of sustainable operations, the Group actively and continuously studies how to strengthen suppliers’ verification in terms of environmental and occupational safety.

營運慣例

供應鏈管理*可持續營運管理*

本公司秉承「關注健康、持續創新」的理念經營業務。除本集團員工的努力外，亦需要各供應商的配合與支持。為有效管理及確保產品質量和供應，本集團與優質供應商緊密合作。為了更有效規管採購程序及降低成本，本集團物控中心負責進行綜合採購及與供應商聯絡。物控中心會按照生產計劃，向已通過審核的供應商進行採購。主要供應商成為本集團認可供應商前均須接受本集團審核。內容包括質量、經營理念、職業安全及服務表現等進行評審，為確保供應商質量符合持續要求及維持健康有序的供應鏈體系，主要供應商審核會按照《供應商審計》及《供應商年度評價管理規程》定期進行審核，包括供應商的生產現場審計、體系評價和質量回顧等，以評定供應商是否持續合格。為有效減少運輸過程中的碳排放，本集團一般依循就近採購作原則，供應商大多集中於鄰近省份。

藥物質量受監管機構嚴格監控，本集團已取得GMP認證，生產過程及供應商挑選有相應的要求。為確保供應商清楚明白東瑞的理念和要求，本集團制定供應商守則，列明雙方的責任和要求。藥物的規例不時變更，本集團藉參與每年舉辦多次大型會議與供應商交流意見，期望提高效益，為病患者帶來更安全有效的藥物。另外，於二零一九年間本集團亦與工程承建商進行研討會，討論在施工過程中的環保措施及安全事項。企業可持續發展不可只靠本集團努力，每年本集團透過與供應商的溝通鼓勵他們在環境及社區建設出力。隨著企業永續經營的觀念發展，本集團不斷積極研究加強供應商在環境及職業安全範疇的審核。

During the Reporting Period, the Group relied on distributors for terminal sales of drugs. The Group promotes its brand value concept of Dawnrays through distributors so that patients can receive effective medical treatment. Dawnrays only cooperate with reputable distributors who strictly comply with the standards, and they must meet the requirements of regulatory institution and the Group's codes.

PRODUCT RESPONSIBILITY

The Group's core work is to ensure the safety and effectiveness of drugs. Any quality problems will pose a life threat to patients. As a responsible drug manufacturer, the Group promises to provide safe and effective drugs and strictly comply with laws and regulations related to operations. The Group's production plants are constructed with reference to EU standards in accordance with China's GMP requirements, which are also one of the first batches of GMP certified companies in China. The entire production chain, including plant construction, raw material use, production process control, packaging and labeling, is implemented in accordance with the law and monitored by the National Medical Products Administration. In order to ensure the safety and effectiveness of drugs, the Group has established a quality management system that clearly clarifies the requirements for the use of each element and the quality inspection requirements for each production process to ensure that products meeting the predetermined quality standards. Suzhou Dawnrays Pharma has passed the ISO 9001 quality management system issued by a third-party verified institution. The Group continues to improve its product quality and processes. The quality assurance department regularly reviews the production and monitoring process and makes suggestions for improvement. For any updates on product quality or legislation, the Group arranges employee training to ensure that its production and operation comply with the new regulations and provides the correct information to customers.

於報告期間，本集團依賴分銷商為藥物進行終端銷售，透過分銷商推廣東瑞品牌的價值理念，令病患者可得到有效的藥物治療。東瑞只會與信譽良好及嚴格遵守標準的分銷商合作，分銷商必須符合監管機構的規定及本集團的各項守則。

產品責任

確保藥物安全及有效性是本集團的核心工作，任何質量問題都會對病患者構成生命威脅，作為負責任的藥物生產商，本集團承諾提供安全有效的藥物，並嚴格遵守與營運相關的法律法規。本集團生產廠房按照中國GMP要求並參考歐盟標準建設，亦是首批獲得中國GMP認證企業之一，整個生產鏈從廠房建造、原材料使用、生產程序控制、包裝及標籤等均按照法例執行，並受到國家藥品監督管理局監控。為確保藥物安全及有效，本集團建立質量管理體系，明確其中各要素用途及各個生產程序的質量檢查要求，保證生產出符合預定質量標準的產品。蘇州東瑞製藥已通過第三方審核機構頒發的ISO 9001質量管理體系。本集團持續改善產品質量及流程，質量保證部定期檢視生產及監察過程並提出改善建議。對於任何有關於產品質量或法例上的更新，本集團安排員工培訓，確保按照新規定生產及營運以及為客戶提供正確資訊。

Product safety

Drugs production needs to be carried out in a clean environment. There are strictly requirements for the dress and hygiene of employees in our Group's production plants. The plants are regularly cleaned and disinfected. Every employee is required to arrange for a physical examination to ensure that the health condition is in line with the production requirement. The Group establishes guidelines for its employees. Employees need to report health problems or report initiatively when they are ill, so as to avoid physical conditions posing a potential safety risk to production. Drugs are subject to multiple tests before they are made of raw materials, manufacturing processes and become finished products. There are laboratories in the Group's production place. In order to further protect consumers, for those items that laboratories currently do not have the appropriate testing conditions, they must be tested by entrusting institutions or laboratories with appropriate qualifications in accordance with the "Management Procedures for Entrusted Inspections". All of the Group's products must pass relevant internal quality verifications established under laws and regulations, and ensure that product quality meets the registration requirements before approval and sales. No products were recalled due to safety and health issues during the Reporting Period.

In order to prevent drugs with potential safety hazards from selling in the market, the Group has established a drug recall management system so that recalling can be carried out systematically. Recalling is led by management and reported to regulators. Meanwhile, in order to ensure the effectiveness of the system, relevant staffs conduct system evaluation and simulation recalling regularly.

Customer service and complaint management

The Group attaches great importance to the opinions of its customers. In order to improve service and product quality, customer service department periodically contacts customers to understand their satisfaction to our products and services. If customers are in any doubt about product quality and services may contact the Group via written or other electronic channels. The Group has formulated customer service standards and complaint management mechanisms in order to ensure the quality of service, maintain the good reputation of the Group and be responsible for the health of the public. All complaints and feedback will be recorded in detail so that follow-up actions will be conducted shortly and continuously make improvement.

產品安全

生產藥物需在潔淨環境下進行，本集團嚴格要求員工在生產廠房內的衣著及衛生，廠房定期進行清潔消毒，每名員工都會安排進行身體檢查確保健康要求符合生產工作。本集團為員工定立指引，員工需就健康問題或在患病時主動報告，以免身體狀況對生產構成潛在安全風險。藥物由原材料、製造過程及成為成品前需經過多重檢測。本集團生產場所內設有化驗室，為更進一步保障消費者，依照《委託檢驗管理規程》，化驗室暫時不具備相應的檢測條件進行檢測的項目，需委託具備相應資質的機構或化驗室進行檢驗。本集團產品均必須通過內部依法規制定的相關質量檢證，確認產品質量符合註冊要求方可放行及銷售。於報告期間未有因產品安全與健康問題召回。

為防範有安全隱患的藥物流入市場，本集團制定藥物召回管理制度，使召回有系統地進行。召回由管理層領導並向監管機構匯報。同時，為確保系統有效性，相關人員定期進行系統評估及模擬召回。

客戶服務及投訴管理

本集團重視客戶意見，為提升服務及產品質量，客戶服務部會定期與客戶聯絡以了解對產品及服務的滿意度。客戶如對產品質量及服務有任何疑問，可透過書面或其他電子渠道與本集團聯繫。為確保服務質素，維護本集團良好聲譽，對市民健康負責，本集團制定客戶服務標準及投訴管理機制。所有投訴及意見回饋都會詳細記錄，以便在日後跟進作出持續改善。

Protection of intellectual property and consumer privacy

The uniqueness of products' production process and technology has effects on the Group's competitiveness and profitability. Therefore, the relevant departments of the Group file a patent application for the proprietary technology with commercial value developed by itself after the necessary technical evaluation and market analysis. For the ownership of patent rights or other intellectual property acquired by employees due to fulfilling their duties or mainly utilizing various resources of the Group, the Company has clear regulations to protect the interests of both parties. In addition to the utilize patent to protect the intellectual property, the Group also applied for trademark registration for its own brand, provided training for its sales staff, and educated its customers to distinguish the Group's products.

Generally, the Group's sales are mainly conducted in a business-to-business model and does not sell drugs to consumers directly and possess their own personal data. However, the Group is still properly engaged in product marketing and promotion activities. The advertising materials and content used during this Period are subject to review to meet statutory requirements.

During the Reporting Period, there was no case of non-compliance with relevant laws and regulations that have a significant impact on the Group related to health and safety, advertising, labelling and privacy matters related to products provided.

保護知識產權及消費者私隱

產品生產流程和技術的獨特性對本集團競爭力和盈利具有影響，因此本集團有關部門經必要之技術評估及市場分析後，對於自行開發且具備商業價值的獨有工藝技術提出專利申請。員工因履行其職務或者主要利用本集團各類資源所取得的專利權或其他知識產權的歸屬，本公司有明確規定以保障雙方權益。本集團除利用專利保護知識產權以外，同時為自創品牌申請商標註冊，並為銷售部員工提供培訓，教育顧客分辨本集團產品。

本集團銷售主要以企業對企業模式進行，一般不會直接售賣藥物予消費者及管有其個人資料。惟本集團仍適當從事產品營銷推廣活動，期內所使用之廣告材料及內容均須覆核檢查以符合法定要求。

於報告期間，有關所提供產品的健康與安全、廣告、標籤及私隱事宜均未有發現違反對本集團有重大影響的相關法律及規例。

ANTI-CORRUPTION*Prevention of illegal and unethical behavior*

The Group is committed to creating an anti-corruption working atmosphere based on the principle of “honesty and integrity”, and shows zero tolerance towards any illegal behavior like corruption, bribery, blackmail, fraud and money laundering. As part of our governance structure, the Group has established the Audit Committee, which consists of three independent non-executive directors, to be responsible for formulating, reviewing and supervising our corporate governance policies and routine operations, so as to ensure the Group’s strict compliance with relevant laws and regulations. We also continue reviewing the effectiveness of our internal control system to prevent the occurrence of corruption incidents. The Group imposes extremely high requirements on the code of conduct and integrity of employees. The Employee Handbook has stipulated in details the red lines and forbidden zones of employee behaviors, and has clarified relevant provisions on accountability and punishment. The Group attaches great importance to honesty education, and fosters the clean and honest working spirit of employees to jointly maintain the Group’s work style of honesty and integrity. Anti-Fraud Management System has been established to improve the anti-corruption management system continually, and strengthen the systematic anti-corruption construction by means of prevention beforehand and supervision afterwards. By signing the Letter of Commitment to Honesty and Self-Discipline with employees and the Integrity Agreement with business partners such as suppliers and construction organizations, we attempt to prevent the occurrence of business corruptions from the source, and work together to build up a clean and compliant business environment. As for purchase of the equipment, engineering and service projects that involve a large amount of money, we will reasonably determine upon the purchase price and select appropriate suppliers and construction organizations by public bidding. The Group has established an online whistle-blowing approach to encourage employees to report any improper act, and we also provide sufficient confidentiality measures to protect the whistle blowers. When any corruption, bribery, blackmail, money laundering or other fraudulent conduct is found, we will carry out real-time investigation and disposal, and submit any serious illegal or criminal act to the judicial authority for handling according to law. During the Reporting Period, the Group has complied with relevant anti-corruption laws and regulations strictly, and to the best of the management’s knowledge, no major event in violation of relevant laws and regulations against corruption, bribery, blackmail, fraud and money laundering has occurred to the Group.

反貪污*防止違規及不道德行為*

本集團秉持「誠信、廉潔」的原則，致力於營造反貪污的工作氛圍，對於貪污、賄賂、勒索、欺詐及洗黑錢等不合法行為絕不容忍。本集團在管治架構中設立審核委員會，由三位獨立非執行董事組成，負責制定、檢討及監察企業管治政策及常規運營，確保本集團嚴守各項有關的法律法規，我們持續檢討內部監控系統的有效性，以防止發生貪污事件。本集團對員工操守和廉潔有極高的要求，《員工手冊》中詳細規定員工行為的紅線與禁區，並明確相關的問責與懲處規定。本集團高度重視廉潔教育，培養員工廉潔從業精神，共同維護本集團廉潔之風。通過制定《反舞弊管理制度》持續健全反貪腐管理體系，加強事前預防、事後監察的體系化反腐倡廉建設。通過與員工簽訂《廉潔自律承諾書》、與各合作業務夥伴如供應商、施工單位等簽署《廉潔協議書》，從源頭上預防商業腐敗發生，共建廉潔合規的經營環境。對於金額涉及較大的設備、工程和服務項目的採購，通過組織招標方式，合理地確定採購價格，選取合適的供應商、施工單位。本集團設有網上舉報途徑，我們鼓勵員工舉報不當行為，並對舉報人身份提供足夠保密措施，如發現任何貪污、賄賂、勒索、洗黑錢及其他欺詐行為，我們會即時進行調查處理，對於嚴重的違法犯罪行為交由司法機關依法處理。於報告期間，本集團嚴格遵守反腐相關法律、法規，就管理層所知，並無發生違反有關防止貪污、賄賂、勒索、欺詐及洗黑錢的相關法律及法規的重大事件。

COMMUNITY

COMMUNITY INVESTMENT*Charity Fund*

The Group shoulders the corporate social responsibility and is committed to using the existing strengths and resources to give back to the community, to develop the Dawnrays Volunteer Service Team, support and encourage employees to join social charity activities and conveying the Group's concern for the community where the Group is located, and participating in building a harmonious and livable community. In December 2017, the Group established the Dawnrays Charity Fund with an amount of RMB10 million for the purpose of caring staff and participation in social welfare. The fund provides assistance to the employees of the Group who are in difficulties in their own or family life. The fund supports the Group's participation in community charity development and the Dawnrays Volunteer Service Team participating in community charity activities.

社區

社區投資*慈善基金*

本集團肩負著企業社會責任，致力於用現有的強項及資源回饋社群，發展東瑞志願者服務隊，支持和鼓勵員工參加社會公益活動，傳達本集團對本集團所在社區的關懷，參與建設一個和諧宜居的社區。本集團於二零一七年十二月成立金額為人民幣1,000萬元的東瑞愛心基金。基金的宗旨：立足關愛員工，參與社會公益。基金對本集團的在職員工本人或家庭生活遇到困難時提供協助，基金對本集團參與社區慈善事業發展和東瑞志願者服務隊參加社區公益活動提供支持。

DAWRAYS CHARITY FUND**東瑞愛心基金****AREAS****範疇****ASSISTANCE PLANS****幫扶計劃**

Staff

員工

Subsidize the children of our staff to receive higher education

資助員工子女接受高等教育

Communities

社區

Actively participate in community charity activities

積極參與社區公益活動

Medical

醫學

Provide scholarships to students major in pharmaceuticals and medical and cultivate more outstanding medical professionals;

為藥物及醫科生提供獎學金，培育更多優秀醫療專才；

Set up special fund for conducting research on prevention and treatment of major diseases

設立基金為重大疾病預防和治療進行研究

Poverty relief

扶貧

Donate to poor families in the society to educate their children

捐助與社會上貧困家庭，讓他們的孩子接受教育

Disaster relief

賑災

Donations in the event of major disasters in the country

在國內遇到重大災害事故時提供捐助

During the Reporting Period, the Group and the Dawnrays Charity Fund help and support employees and community in need in following areas:

(1) *Charity Activities*

1.1 Donating RMB5,000 to Suzhou Youth Volunteers (Suzhou Volunteer Network)

On 13 April 2019, Suzhou Dawnrays Pharma, a subsidiary of the Group, donated RMB5,000 to Suzhou Youth Volunteers (Suzhou Volunteer Network) to support community volunteers in carrying out public welfare activities.

1.2 Assisting Hope Schools in Baoshan Village, Yulong County, Yunnan Province

From May 29 to May 31, 2019, Dawnrays selected seven volunteers to travel to Baoshan Village in Yunnan Province with additional six volunteers from Suzhou. They brought the love of Dawnrays, its employees and Suzhou people to six local Hope Schools. In this event, we sponsored the delivery expenses of donation materials and the expenses for local transportation and meals of volunteers.

1.3 Education Fund Program for Gohan Primary School in Baoshan Village, Yulong County, Yunnan Province

In November 2019, Suzhou Dawnrays Pharma, a subsidiary of the Group, officially signed a one-year education fund agreement for poverty-stricken students in Gohan Primary School in Baoshan Village, Yulong County, Yunnan Province. At the request of Dawnrays, the school provided a list of poverty-stricken students. We will provide financial assistance to 21 poverty-stricken students for their daily life and study from 1 September 2019 to 31 August 2020. At present, the Group has remitted RMB31,200 to the Education and Sports Bureau of Yulong Naxi Autonomous County, the education and poverty alleviation management institution for the School, on 10 December 2019.

於報告期間，本集團及東瑞愛心基金在以下多個範疇幫助和支持有需要的員工和社群：

(1) *公益活動*

1.1 向蘇州市青年志願者協會(蘇州義工網)捐贈人民幣5,000元

二零一九年四月十三日，本集團附屬公司蘇州東瑞製藥向蘇州市青年志願者協會(蘇州義工網)捐助人民幣5,000元，用於支持社區志願者開展公益活動。

1.2 雲南省玉龍縣寶山鄉希望學校公益行

二零一九年五月二十九日至三十一日，東瑞選派七名志願者，與蘇州六名志願者，攜手前往雲南寶山鄉，給當地六所希望學校的學生送去了東瑞、東瑞員工以及蘇州愛心人士的愛心。此次活動我們贊助了愛心物資的運輸費和爱心人士在當地的交通餐飲費。

1.3 雲南省玉龍縣寶山鄉高寒完小助學金計劃

二零一九年十一月，本集團附屬公司蘇州東瑞製藥與雲南省玉龍縣寶山鄉高寒完小正式簽署了為期一年的家庭經濟困難學生助學金協議書。根據東瑞要求，校方提供了該校家庭經濟困難學生名單，我們從二零一九年九月一日開始，至二零二零年八月三十一日，每月定期向該校二十一名家庭經濟困難的學生提供資助，用於被資助學生的日常生活和學習。目前，本集團已於二零一九年十二月十日向該校所屬教育扶貧管理機構玉龍納西族自治縣教育體育局匯款人民幣31,200元整。



1.4 Participating in the public welfare project of Health China Walk

On 19 October 2019, Dawnrays participated in the public welfare project of Health China Walk organized by China Population Communication Center. We selected over ten volunteers to challenge 50,000-step trip in Suzhou, and sponsored activity funds of China Population Welfare Foundation.



1.4 參加健康中國行公益項目

二零一九年十月十九日，參加中國人口教育宣傳中心主辦的「健康中國行」公益項目，組織十餘名志願者在蘇州徒步挑戰五萬步，向中國人口福利基金會贊助活動經費。

1.5 Targeted poverty alleviation

We visited a household enjoying the minimum living guarantee, and donated assistance fund and cotton quilts;

We selected volunteers to assist farmers in planting vegetables, and provided seedlings and purchased agricultural and sideline products;

We selected volunteers to assist in harvesting oranges, and purchased oranges and agricultural and sideline products.

1.5 精準扶貧

慰問一戶社區低保戶，捐贈慰問金和棉被；

助農種菜活動，提供志願服務，提供菜苗，購買農副產品；

助農採桔子活動，提供志願服務，購買桔子和農副產品。



1.6 Providing funds to Dawnrays employees

Providing funds to seven children of Dawnrays employees for higher education, visiting and providing assistance to six Dawnrays employees with temporary life difficulties.

1.6 資助東瑞員工

資助東瑞七位員工子女接受高等教育；向六位生活暫時遇困的東瑞員工提供慰問幫扶。

(2) Voluntary Service

In September 2017 the Group established the Dawnrays volunteer service team, which composed of all levels of staff in the Group. As at 31 December 2019, the Group had 40 employees registered in Suzhou Volunteer Network as volunteers. Sixteen employees volunteered for more than 24 hours and became as official volunteers. The Dawnrays volunteer service team is enthusiastically engaged in voluntary activities. In 2019, the Group's employees and their families participated in volunteer service for 1,632 hours, with number of participants in voluntary activities and receivers of voluntary services reached more than 500 and 10,000 respectively. A female employee of Dawnrays was awarded the title of Model Women in Wuzhong District and Excellent Volunteers of Suzhou Municipal Hospitals. The Group encourages employees to actively participate in various charity activities in the community, and awarded honors and prizes for outstanding employee volunteers and departments. The Dawnrays volunteer service team has enthusiastically participated in the following charity activities in 2019:

2.1 Participating activities organized by Wuzhong District Precision Poverty Alleviation Alliance

In April 2019, in response to the call of lighting "micro wishes" from Wuzhong District Precision Poverty Alleviation Alliance, we donated charity materials; and in May 2019, we purchased loquats from poverty-stricken farmers in response to the call of the Alliance. Dawnrays continued to serve as the rotating Chairman of the Wuzhong District Precision Poverty Alleviation Alliance in 2019.

(2) 志願服務

本集團在二零一七年九月成立東瑞志願者服務隊，由本集團各層級人員組成，截至二零一九年十二月三十一日，本集團共有四十名員工在蘇州義工網註冊成為了志願者，並有十六位員工參加志願服務時長超過二十四小時成為正式義工。東瑞志願者服務隊積極熱忱開展活動，於二零一九年內，本集團員工及家屬參加志願服務時長為1,632小時，參加志願活動五百多人次，接受志願服務的對象超萬人次。東瑞一名女員工獲吳中區巾幗標兵、蘇州市市立醫院優秀志願者稱號。本集團鼓勵員工積極參與社區公益活動，為表現突出的員工志願者和部門頒發榮譽和獎金。東瑞志願者服務隊於二零一九年熱烈參與了下列公益活動：

2.1 參加吳中區精準扶貧聯盟活動

二零一九年四月，東瑞響應吳中區精準幫扶聯盟點亮「微心願」精準幫扶號召，捐贈愛心物資，並於二零一九年五月，響應幫扶聯盟號召，購買社區貧困農戶愛心枇杷。東瑞二零一九年繼續擔任吳中區精準幫扶聯盟輪值主席。

2.2 Voluntary maintenance of “Dawnrays’ Love Forest”

On 12 March 2019, Dawnrays organized volunteers to participate in maintenance activities such as weeding, fertilizing and soiling of “Dawnrays’ Love Forest”.



2.2 東瑞愛心林養護

二零一九年三月十二日，組織志願者對東瑞愛心林進行了拔草、施肥和培土等養護活動。

2.3 Caring activities in the nursing homes

In January and December 2019, Dawnrays volunteers visited four nursing homes in Suzhou to make dumplings, paste blessing character (福), cut hairs and send cotton socks and scarves for the elderly.



2.3 敬老院關愛活動

二零一九年一月及十二月，東瑞志願者前往蘇州市四家敬老院，為長者包餃子、貼福字、理髮、送棉襪和圍巾。

2.4 Participating in the Wuzhong District pharmaceutical industry charity activity co-hosted by the Party branch of Wuzhong District Federation of Industry and Commerce and the Party branch of Wuzhong District Chamber of Commerce of Pharmaceutical Industry, and encouraging Party volunteers to serve the community

In 2019, the Group has organized volunteers to participate in four “Led by Party Building and Pharmaceutical Enterprises Benefiting the People” charity activities. In such activities, we provided residents with on-site medical guidance services and engaged professional hairdressers and umbrella and shoes repairmen to provide free services.



2.4 參加吳中區工商聯黨支部、吳中區醫藥行業商會黨支部主辦的吳中區醫藥行業公益活動，黨員志願者服務進社區

於二零一九年內，本集團先後四次組織志願者參加了社區「黨建引領，藥企惠民」公益活動，在活動現場為居民提供導醫服務，聘請專業理髮師和修傘修鞋師傅為社區居民提供免費便民服務。

2.5 Team building of Dawnrays volunteer service team

We encourage employees to actively participate in volunteer services, and organize anniversary celebration activities of Dawnrays Charity Fund to commend outstanding volunteers.

2.5 東瑞志願者服務隊團隊建設

我們鼓勵員工積極參與志願服務，舉辦東瑞愛心基金周年慶活動，並表彰了表現突出的優秀志願者。

Conclusion of Community Investment

During the Reporting Period, the Group expended RMB243,000 to support social welfare undertakings, including charitable donation of RMB32,000 (2018: RMB658,000). The Group appointed representatives to participate in the general election of the Charity Federation of Suzhou Wuzhong Economic and Technological Development Zone and the affairs of the Wuzhong District Precision Poverty Alleviation Alliance to promote the development of community charity undertakings. The Group also selected Party volunteers to participate in the Wuzhong District pharmaceutical industry charity activity co-hosted by the Party branch of Wuzhong District Federation of Industry and Commerce and the Party branch of Wuzhong District Chamber of Commerce of Pharmaceutical Industry, and organized employee volunteers to participate in youth volunteer community service activities hosted by Suzhou Volunteer Network.

The Group is well aware that the prosperity of charity and social welfare undertakings cannot only depend on an enterprise or several employees. While contributing our part to community charity undertakings, we also do our best to call on more companies and individuals to pay attention to and join community charity undertakings. We organized hundreds of employees to participate in walking activities in the community park to promote environment-friendly travel, and sponsored part of the transportation and boarding expenses for social volunteers in assisting Hope Schools in Baoshan Village, Yunnan Province. Suzhou Dawnrays Pharma, a subsidiary of the Group, has received a written thank-you letter from the China Population Communication Center.

社區投資結語

於報告期間，本集團支出約人民幣243,000元用於支持社會公益事業，其中含慈善捐款人民幣32,000元（二零一八年：人民幣658,000元），並委派代表參加蘇州吳中經濟技術開發區慈善總會換屆選舉大會和蘇州市吳中區精準幫扶聯盟會務以推動社區慈善事業發展，組織本集團黨員志願者參加吳中區工商聯黨支部、吳中區醫藥行業商會黨支部主辦的吳中區醫藥行業公益活動，組織集團員工志願者參加蘇州義工網平台的青年志願者社區服務活動等。

本集團深知繁榮慈善公益事業不是一家企業和幾個員工能做到的，在身體力行為社區慈善公益事業添磚加瓦的同時，我們也竭盡所能呼籲更多的企業和個人關注並加入社區公益事業，我們在社區公園組織數百位員工參加健步走活動宣傳環保出行，為參加雲南寶山鄉希望學校公益行的社區愛心人士贊助部分交通和食宿費用。本集團附屬公司蘇州東瑞製藥獲中國人口宣傳教育中心書面感謝信。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE
REPORTING GUIDE – REFERENCE

環境、社會及管治報告指引 – 提要

Referring to the Reporting Guide, the relevant matters that are significant to the Group as set out in the Report are summarized as follows:

參考報告指引，於本報告所載對本集團屬相關重大事宜摘要如下：

Subject Areas and Aspects of the ESG Reporting Guide

環境、社會及管治報告指引之範疇和層面

Relevant significant matters

相關重大事宜

Page

頁數

A. Environmental 環境

A1. Emissions	Greenhouse gas and exhaust gas emissions, disposal of waste water and waste management	9
A1. 排放物	溫室氣體及廢氣排放、廢水處理及廢棄物管理	
A2. Use of Resources	Purchase electricity, steam and other energy resources, use of water, use of packaging materials	14
A2. 資源使用	購買電力、蒸汽及其他能源資源、水資源使用、包裝物料使用	
A3. The Environment and Natural Resources	Environmental impact management	20
A3. 環境及天然資源	環境影響管理	

B. Social 社會

Employment and Labour Practices

僱傭及勞工常規

B1. Employment	Distribution of employees, employment policy, remuneration and equal opportunity policy	21
B1. 僱傭	僱員比例分佈、僱傭政策、薪酬及平等機會政策	
B2. Health and Safety	Occupational health and safety	27
B2. 健康與安全	職業健康與安全	
B3. Development and Training	Employee training management and activities	28
B3. 發展及培訓	僱員培訓管理及活動	
B4. Labour Standards	Prevention of child labour or forced labour	30
B4. 勞工準則	防止童工或強制勞工	

Operating Practices

營運慣例

B5. Supply Chain Management	Management for sustainable operations	31
B5. 供應鏈管理	可持續營運管理	
B6. Product Responsibility	Product safety, customer service and complaint management, protection of intellectual property and consumer privacy	32
B6. 產品責任	產品安全、客戶服務及投訴管理、保護知識產權及消費者私隱	
B7. Anti-corruption	Prevention of illegal and unethical behavior	35
B7. 反貪污	防止違規及不道德行為	

Community

社區

B8. Community Investment	Charity fund, charity activities and voluntary service	36
B8. 社區投資	慈善基金、公益活動及志願服務	

Units 3001-02, 30/F, CNT Tower, 338 Hennessy Road, Wanchai, Hong Kong
香港灣仔軒尼詩道338號北海中心30樓3001-02室
22 Tianling Road, Wuzhong Economic Development District, Suzhou, Jiangsu, PRC.
中國江蘇省蘇州市吳中經濟開發區天靈路22號

www.dawnrays.com