



**SHOUGANG CONCORD CENTURY
HOLDINGS LIMITED**
首長寶佳集團有限公司

股份代號 Stock Code : 103

2019

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

CONTENTS

內容

REPORT PARAMETERS – SCOPE OF REPORT 報告參數 – 關於本報告	2
MESSAGE FROM CHAIRMAN AND MANAGING DIRECTOR 董事長兼董事總經理致辭	7
STAKEHOLDERS’ ENGAGEMENT AND MATERIALITY ASSESSMENT 持份者參與及重要性評估	9
OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION 我們保護環境的責任	17
ENVIRONMENT 環境	17
EMISSIONS 排放物	19
USE OF RESOURCES 資源使用	30
THE ENVIRONMENT AND NATURAL RESOURCES 環境及天然資源	36
BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境	43
EMPLOYMENT 僱傭	43
HEALTH AND SAFETY 健康與安全	52
DEVELOPMENT AND TRAINING 發展及培訓	56
LABOUR STANDARDS 勞工準則	58
OPERATING PRACTICES 營運慣例	60
SUPPLY CHAIN MANAGEMENT 供應鏈管理	60
PRODUCT RESPONSIBILITY 產品責任	63
ANTI-CORRUPTION 反貪污	67
OUR COMMUNITY 我們的社區	69
COMMUNITY INVESTMENT 社區投資	69
HKEX ESG REPORTING GUIDE CHECKLIST 聯交所環境、社會及管治報告指引清單	74

REPORT PARAMETERS – SCOPE OF REPORT

報告參數－關於本報告

Shougang Concord Century Holdings Limited (“Shougang Century”/the “Company”; together with its subsidiaries collectively the “Group”) issues its environmental, social and governance (the “ESG”) report (the “ESG Report”) for the year ended 31 December 2019. The report sets forth the Group’s ESG management strategies and performance in 2019, in particularly concentrating on the issues of investors and other stakeholders’ concern and how the Group pursues sustainability development into its business that could add value to the Group in economic, environmental and social terms.

In order to compile the ESG Report, the Company has established an ESG working group and set up an ESG database to collect and review relevant data since 2013. Moreover, the ESG Report follows all the “comply or explain” provisions set out in the ESG Reporting Guide (the “ESG Guide”) of Appendix 27 of the Rules Governing the Listing of Securities (the “Listing Rules”) on The Stock Exchange of Hong Kong Limited (the “Stock Exchange”), and reports certain recommended disclosures for the purpose of providing our investors and stakeholders with comprehensive and comparative non-financial information.

The Group originally engages in the manufacturing of steel cords for radial tyres and sawing wires. Hence, the ESG information contained in the ESG Report is divided into three segments: (1) steel cord segment; (2) copper and brass products segment; and (3) head office and other operating subsidiaries’ office (the “Offices”). In addition, ESG information/data in relation to copper and brass products segment had been minimized due to the cessation of the business operations of copper and brass products segment in September 2018. For details of corporate profile, please refer to the “CORPORATE PROFILE” section on page 2 of the 2019 annual report of the Company.

首長寶佳集團有限公司（「首長寶佳」／「本公司」；連同其附屬公司統稱「本集團」）發佈截至二零一九年十二月三十一日止年度的環境、社會及管治（「環境、社會及管治」）報告（「環境、社會及管治報告」）。該報告闡述本集團二零一九年的環境、社會及管治管理策略及表現，尤其是貫注於持份者關注的事項及本集團如何在其業務中追求可持續發展，從而在經濟、環境及社會方面為本集團增值。

為編製環境、社會及管治報告，本公司自二零一三年已成立環境、社會及管治工作組，並建立了環境、社會及管治數據庫以收集和審查相關數據。此外，環境、社會及管治報告採納了香港聯合交易所有限公司（「聯交所」）「證券上市規則」（「上市規則」）附錄二十七的「環境、社會及管治報告指引」（「環境、社會及管治指引」）所載的所有「遵守或解釋」和報告若干建議披露資料，旨在向投資者及持份者提供全面及可比較的非財務資料。

本集團原本主要是從事製造子午線輪胎用鋼簾線及切割鋼絲業務。因此，環境、社會及管治報告中包含的環境、社會及管治資料分為三個分部：(1)鋼簾線分部；(2)銅及黃銅材料分部；及(3)總部辦公室和其他營運附屬公司辦公室（「辦公室」）。此外，由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，有關銅及黃銅材料分部的環境、社會及管治資料／數據已減少。有關公司概況詳情，請參閱本公司二零一九年年報第2頁上的「公司概況」一節。

REPORT PARAMETERS – SCOPE OF REPORT

報告參數－關於本報告

To fulfill social responsibility, the Company earnestly participates in environmental protection issues, with the aim to prevent the process of global warming becoming progressively worse together with decelerate negative impact on the environment brought by its business operations during the production process. The Group is of utmost efforts to carry out emission reduction and conservation measures in every area of our businesses.

Apart from following the ESG Guide, reference has been taken from international standards or guidelines in preparation of our ESG Report. The scopes of emissions and their emission factors are defined in accordance with Hong Kong and the international reporting framework published as shown below and quoted from relevant websites:

- Respective Sustainability Reports 2019 and 2018 of CLP Power Hong Kong Limited and The Hongkong Electric Company Limited;
- The Hong Kong Environmental Protection Department's (the "EPD") Vehicle Emission Calculation model;
- The Greenhouse Gas Accounting Tool for Chinese Cities published by the World Resources Institute;
- Emission Factors of China's Regional Power Grid Baseline of 2017 published by the Clean Development Mechanism in China;
- The discharge coefficient of pollutant from domestic source and the user manual published by the South China Institute of Environmental Sciences, under the Ministry of Environment Protection;
- 中華電力有限公司及香港電燈有限公司各自的《可持續發展報告2019及2018》；
- 香港環境保護署（「環保署」）汽車排放計算模型；
- 世界資源研究所發表的城市溫室氣體核算工具指南；
- 中國清潔發展機制網發表二零一七年中國區域電網基準線排放因數；
- 環境保護部華南環境科學研究所發表的生活源產排污系數及使用說明；

為了履行社會責任，本公司認真參與環境保護問題，旨在防止全球暖化的過程日益惡化，同時減緩生產過程中業務營運對環境造成的負面影響。本集團竭盡全力在我們業務的每一個範圍內實施減排及節約的措施。

除了遵守環境、社會及管治指引，我們亦會參考國際標準或指引以擬備我們的環境、社會及管治報告。排放物範圍及其排放因子乃根據以下香港及國際報告框架發表的定義，並取自相關網站：

REPORT PARAMETERS – SCOPE OF REPORT

報告參數－關於本報告

- The World Resources Institute/World Business Council for Sustainable Development, as reported in “The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard” and International Organization for Standardization (ISO), as reported in ISO14064-1;
- Guidelines to Account for and Report on Greenhouse Gas Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) in Hong Kong published by the EPD and the Electrical and Mechanical Services Department (the “EMSD”);
- Emission factors from Intergovernmental Panel on Climate Change (“IPCC”); and
- The International Civil Aviation Organization and Carbon Care Asia Limited (“CCA”)’s Carbon Emissions Calculators.
- 世界資源研究所／世界可持續發展工商理事會公佈的《溫室氣體議定書：企業核算與報告準則》及國際標準化組織(ISO)訂定的ISO14064-1；
- 環保署及機電工程署(「機電工程署」)發表的香港建築物(商業、住宅或公共用途)的溫室氣體排放及減除的核算和報告指引；
- 政府間氣候變化專門委員會(「政府間氣候變化專門委員會」)提供的排放物系數；及
- 國際民航組織及低碳亞洲有限公司(「低碳亞洲」)碳排放計算器。

The figures of 2019 and 2018 have not been assured by third party.

二零一九年和二零一八年的數字沒有經過第三方認證。

REPORT PARAMETERS – SCOPE OF REPORT

報告參數－關於本報告

ESG REPORTING STRUCTURE AND RESPONSIBILITIES

環境、社會及管治報告架構和職責

Parties 參與方	Responsibilities 職責
The Board 董事會	<ul style="list-style-type: none"> Review and approve the ESG Report 審閱並批准本環境、社會及管治報告
Human Resources and Administration Department and Company Secretarial Department 人力資源及行政部和公司秘書部	<ul style="list-style-type: none"> Review the principles regarding ESG 審閱有關環境、社會及管治的原則 Monitor the progress on ESG and community engagement programs 監測環境、社會及管治進展和社區參與計劃 Ensure good corporate governance standards and practices are maintained 確保維持良好的企業管治標準和慣例
ESG Working Group 環境、社會及管治工作組	<ul style="list-style-type: none"> Develop a list of key internal and external stakeholders, and identify their main concerns and expectations 編製一份主要的內部和外部持份者名單，並識別彼等的主要關注和期望 ESG System set up and maintenance 環境、社會及管治系統的設置和維護 Data input, collection and analysis, computing all relevant KPIs 數據輸入、收集和分析，以及計算所有相關關鍵績效指標 Organise and implement community engagement programs 組織和實施社區參與計劃
Principal business units/subsidiaries 主要業務單位／附屬公司	<ul style="list-style-type: none"> Gather ESG related data and data entry 收集環境、社會及管治相關數據和數據輸入 Formulate and improve related ESG aspects policies/guidelines/procedures 制定和完善有關環境、社會及管治方面的政策／指引／程序

REPORT PARAMETERS – SCOPE OF REPORT

報告參數－關於本報告

Regarding corporate governance aspect, please refer to “CORPORATE GOVERNANCE REPORT” section on pages 40 to 82 of the 2019 annual report of the Company. This ESG Report can be downloaded from the websites of the Stock Exchange and the Company. If there are any comments or suggestions relating to the ESG Report, please share by post or email at the addresses below:

Postal address

Room 1215, 12/F., Honour Industrial Centre
6 Sun Yip Street, Chai Wan, Hong Kong

E-mail addresses

business_link@shougangcentury.com.hk
ir@shougangcentury.com.hk
scchl@shougangcentury.com.hk

關於企業管治方面，請參閱本公司二零一九年年報第40至82頁「企業管治報告」章節內。本環境、社會及管治報告可在聯交所和本公司網站下載。如對本環境、社會及管治報告有任何意見或建議，請透過郵寄或電郵到以下地址分享：

郵寄地址

香港柴灣新業街6號
安力工業中心12樓1215室

電郵地址

business_link@shougangcentury.com.hk
ir@shougangcentury.com.hk
scchl@shougangcentury.com.hk

MESSAGE FROM CHAIRMAN AND MANAGING DIRECTOR

董事長兼董事總經理致辭

Dear Stakeholders,

On behalf of the Company, as the Chairman and Managing Director of the Company, I feel contented to present our Group's fourth ESG Report. We know that not all returns can be found in financial statements, but in fact can be accomplished through our responsibility to stakeholders. As one of the leading steel cord manufacturers with renowned and recognizable brand name "Eastern" in the Mainland, the Group is committed to providing superb quality products and after-sales service to our customers. In 2020, there will still be many uncertainties and challenges, including but not limited to the outbreak of COVID-19, global warming's concern for global environmental protection, and the rights and interests of employees regarding human rights at workplace. Hence, we will continually strive to implement relevant measures to reduce emissions, use resources effectively and properly, and satisfy the needs of our employees.

Mostly importantly, we believe that employees are the most valuable intangible assets as their efficiency and talent determines the pace and growth of the Group. In this aspect, we ensure to provide a family friendly working culture to support employees with family care responsibilities so as to bring diversity to workplace, which is also our Company's measurable objective in 2019. Besides, we provide an employee trip this year to visit our subsidiary office in Shanghai and steel cord plant of JESC to have academic exchange and enhance communication and relationship between colleagues.

尊敬的持份者：

作為本公司董事長兼董事總經理，我很高興代表本公司提呈本集團的第四份環境、社會及管治報告。我們知悉並非所有的回報都可以從財務報表中找到，而事實上有些回報是可從我們對持份者的責任中取得的。作為國內知名及得到肯定的「東方」品牌的領先鋼簾線製造商之一，本集團致力為客戶提供優質的產品和售後服務。在二零二零年，仍將存在許多不確定性和挑戰，包括但不僅限於新型冠狀病毒的爆發、全球暖化對全球環境保護的關注及僱員在工作場所人權方面的權益。因此，我們將繼續努力實施相關措施以減少排放、有效和適當地使用資源及滿足我們僱員之需求。

最重要的是，我們相信僱員是最寶貴的無形資產，因其效率和才能決定本集團的步伐和發展。在這方面，我們確保提供一個家庭友善的工作文化，以支持承擔家庭照顧責任的僱員，從而為工作場所帶來多樣性，這亦是本公司於二零一九年的可計量目標。此外，我們今年提供了一次僱員旅行，拜訪我們上海附屬公司的辦事處和嘉興東方的鋼簾線廠房，以進行學術交流並增進同事之間的溝通和關係。

MESSAGE FROM CHAIRMAN AND MANAGING DIRECTOR

董事長兼董事總經理致辭

In keeping with our corporate culture and operating practices, we are committed to providing safe and high quality products and services. We have imposed tight requirements on the quality of our “Eastern” products to suit our customers’ needs. On one hand, the Group selects the suppliers who are committed to emphasizing on the philosophy of environmental protection as well as having respects of the rights of their employees; while on the other hand, the Group keeps on maintaining sound relationship with suppliers to guarantee stable procurement and suit our production requirements.

The Group shall engage sustainable development strategies for its businesses to bring positive impact to the community in Hong Kong and the PRC. We will continue to make efforts to reduce greenhouse gas, air emission, energy consumption and wastes in our manufacturing plants and workplaces to address the climate change and extreme weather events issues. In addition, we will also strive to improve our operating efficiency for building a sustainable future, this can surely add value to our shareholders, community and in particular to the environment.

Lastly, I, on behalf of the Board, would like to express our sincere gratitude to all board members and colleagues for their contribution to the ESG Report. I am confident that the Group will continue to capture opportunities in the coming year and beyond to strive for a better performance.

By Order of the Board

Su Fanrong

Chairman and Managing Director

Hong Kong, 24 March 2020

為了與我們的企業文化和運營實踐保持一致，我們致力於提供安全和高質量的產品和服務。我們對「東方」產品的質量提出了嚴格要求，以滿足客戶的需求。一方面，本集團承諾選擇致力於強調環保理念並尊重僱員權利的供應商；而另一方面，本集團一直與供應商保持良好關係，以確保更穩定的採購及符合我們的生產要求。

本集團會為業務制定可持續發展策略，為香港及中國社區帶來正面影響。我們將繼續努力減少生產廠房和工作場所的溫室氣體、空氣排放、能源消耗以及廢物，以應對全球氣候變化和極端天氣問題。此外，我們還將努力提高運營效率，以建立一個可持續發展的未來，這必能為我們的股東、社區及特別是環境帶來價值。

最後，我謹代表董事會對所有董事會成員和僱員對環境、社會及管治報告作出的貢獻表示最深切的謝意。我有信心本集團將在來年及以後繼續抓住機遇爭取更好的表現。

承董事會命

蘇凡榮

董事長兼董事總經理

香港，二零二零年三月二十四日

STAKEHOLDERS' ENGAGEMENT AND MATERIALITY ASSESSMENT

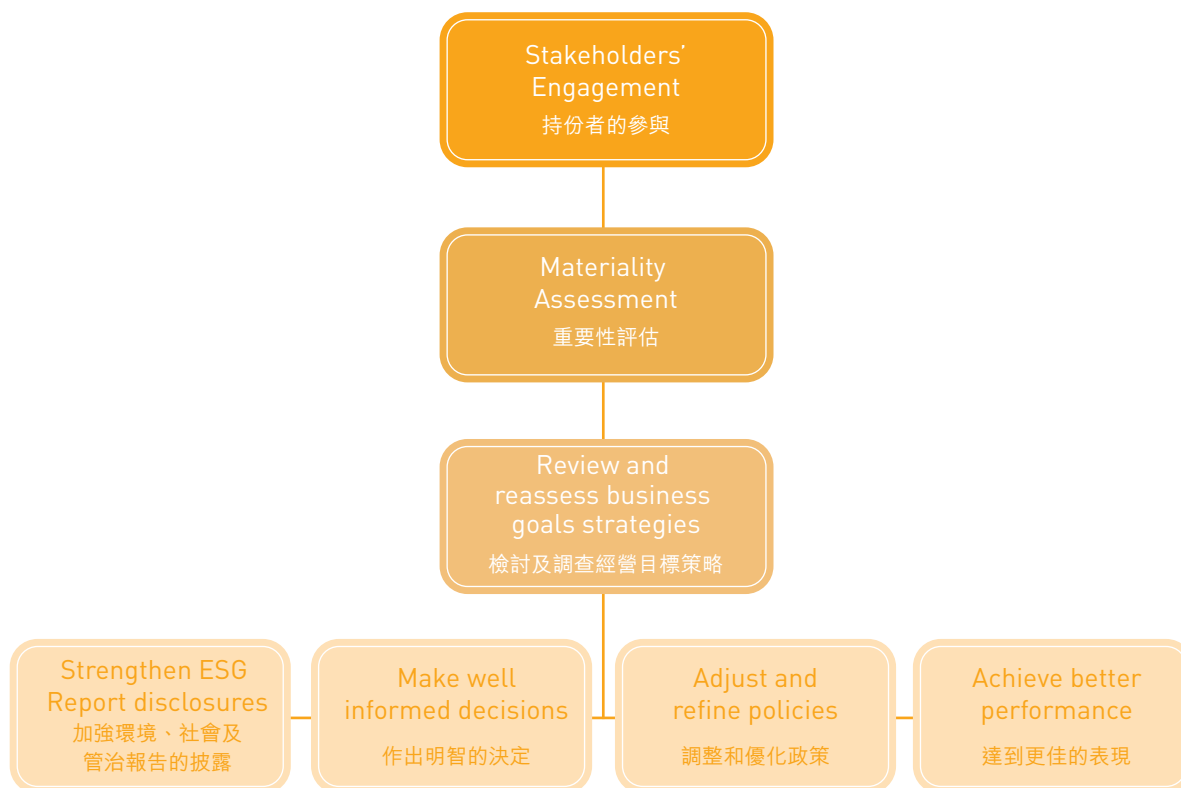
持份者參與及重要性評估

We believe that paying attention to the interests of stakeholders lays a solid foundation for the sustainable development of the Group. Satisfying to the expectations and concerns of stakeholders is one of our main responsibilities and commitments in addition to striving for better financial performance. We determine to make further review on our business decision, adjust policies and business strategies to improve our financial and non-financial results and satisfy the needs of stakeholders through a materiality assessment, so that our ESG Report disclosures can be strengthened, appropriate policies can be carried out, well informed business decisions can be made and the better performance can be achieved as a result.

我們相信關注持份者的利益為本集團的可持續發展奠定堅實的基礎。我們除了盡力爭取更佳的財務業績外，滿足持份者的期望和關注亦是我們其中一個主要責任和承諾。我們決定透過重要性評估進一步檢討業務決策、調整政策和業務策略去改善我們的財務和非財務結果及滿足持份者的需要，以便加強我們環境、社會及管治報告的披露、執行適當的政策、作出明智的業務決策，從而達到更佳的業務表現。

A flow chart showing the process of stakeholders' engagement and materiality assessment

有關持份者參與及其重要性評估流程圖



STAKEHOLDERS' ENGAGEMENT AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

We identifies our stakeholders in accordance with evaluation that any individuals or entities who have a significant interest or concern in the principal activities of the Group and/or whose actions are expected to significantly influence the finance, operation, community investment and environmental policies of the Group. These categories of stakeholders are recognised as shareholders, employees, customers, suppliers, media, community and general public, government and regulators, as well as banks and financial institutions/creditors. In order to map out our relation with stakeholders and their ability to influence our decision making process, the “Stakeholders’ Influence – Dependency Matrix” below generates insights on the importance and influence of each category of stakeholders. With this information, it becomes possible to develop a specific approach for the identified stakeholders and their concerns:

我們根據評估確定我們的持份者，即在本集團的主要業務活動中擁有重要利害關係及／或其行動預期會對本集團的財務、營運、社區投資及環境政策產生重大影響的任何個體或實體。這些持份者被歸類為股東、僱員、客戶、供應商、媒體、社區及大眾、政府及監管機構，以及銀行及金融機構／債權人。為了說明我們與持份者的關係及其對我們決策過程的影響，以下的「持份者影響－依賴關係矩陣」讓大家充分了解到每類持份者對我們的重要性和影響。根據這些資料，我們可以就針對持份者及其關注點制定具體的應對方法：

		Stakeholders' influence on Company's objective, project and business line 持份者對本公司的目標、計劃及業務的影響					
		No influence 無影響力	Low influence 低度影響力	Some influence 部分影響力	High influence 高度影響力		
Stakeholders' dependence on Company's objective, project and business line 持份者對本公司的目標、計劃及業務的依賴程度	High dependence 高度依賴			Shareholders 股東	Employees 僱員	Customers 客戶	Suppliers 供應商
	No direct impacts 無直接影響	Community & General Public 社區及大眾		Government & Regulators 政府及監管機構		Banks & Financial Institutions / Creditors 銀行及金融機構/債權人	
		Media 媒體					

STAKEHOLDERS' ENGAGEMENT AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

The Group maintains diversified engagement methods to achieve continuous communication with stakeholders and promote sustainability in the workplace, environment, marketplace and community. In 2019, the six key stakeholder categories identified by the management of the Group are namely shareholders, employees, customers, suppliers, government and regulators, and also banks and financial institutions/creditors. Our engagement activities are listed in the following channels:

Shareholders : E-mail and postal correspondences, telephone enquiries, website of Shougang Century, complete the request information form on e-mail alert registration on website of Shougang Century, regular reports and announcements, annual general meetings and general meetings.

Employees : Employees' Satisfaction Survey, newcomer orientation, charitable activities, training programmes, cultural activities, regular employees' performance review, department heads communicating with their subordinates, the management of the Group meet with the employee representative to discuss relevant employment issues at the Congress of Workers and Staff, the management together with staff participating in annual dinner and performance to have better communication, the trade union organizing activities to play the role in uniting the employees and maintaining the rights and interests of the employees.

本集團維持多元化的參與方式，以實現與持份者的持續溝通，並促進我們在工作場所、環境、市場及社區的可持續性。於二零一九年，經本集團管理層確定的六大主要類別的持份者為股東、僱員、客戶、供應商、政府及監管機構，以及銀行及金融機構／債權人。我們與持份者的溝通渠道列示如下：

股東 : 電郵和郵件、電話查詢、首長寶佳網頁、於首長寶佳網頁上的電郵提示填寫索取資料登記表、定期報告和公告、股東周年大會及股東大會。

僱員 : 僱員滿意度調查、入職培訓、慈善活動、培訓計劃、文化活動、定期進行僱員表現評估、部門主管與其下屬溝通、在職工代表大會上本集團管理層與僱員代表就有關勞工事宜進行洽談、管理層與僱員一起參加年會和表演以增進溝通、工會組織活動發揮其團結僱員及維護僱員權益的作用。

STAKEHOLDERS' ENGAGEMENT AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

Customers	: Customers' Satisfaction Survey, scoring system established allowing customers rating our services and products, regular face-to-face meetings and visits that aim to provide better follow-up services for the usage of product, have a better understanding of customers' new product requirements through the provision of new specification testing subject to Advanced Product Quality Planning (APQP) control procedures, feedbacks regarding product quality and services from customers from time to time.	客戶	: 客戶滿意度調查、建立評分系統讓客戶評估我們的服務和產品、舉行定期會面及拜訪以提供更好的產品使用的售後服務、透過提供根據產品質量先期策劃(APQP)管理程序的新規格測試樣板以了解客戶對新產品的要求、客戶不時反饋關於產品質量和服務的意見。
Suppliers	: Regular face-to-face meetings and visits which are held according to the feedbacks on standard procurement process, quality control, pre-testing orders, after-orders services and the progress on execution of orders, scoring system established to assess the quality of products provided by suppliers.	供應商	: 根據對標準採購流程、質量控制、預訂單、售後服務及執行訂單的情況的意見反饋舉行之定期會面及拜訪、建立評分系統評估供應商提供的產品質量。
Government & Regulators	: Occasional face-to-face meetings and visits.	政府及監管機構	: 不時會面及拜訪。
Banks & Financial Institutions/ Creditors	: Occasional face-to-face meetings and visits.	銀行及金融機構/ 債權人	: 不時會面及拜訪。

STAKEHOLDERS' ENGAGEMENT AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

Through above stakeholders' engagement channels and internal discussion with our management who has hands-on knowledge of our business operations, we note as below the most concerned issues of the six key categories of stakeholders (not in particular order). With reference to the standard set out by the Global Reporting Initiative (GRI), we have identified the following expectations from them we considered as material (marked as "(M)"):

通過上述持份者溝通渠道和與我們對業務營運有實際了解的管理層的內部討論，我們注意到六大主要類別的持份者最關注以下問題（排名不分先後），而根據全球永續性報告協會(GRI)制定的標準，我們找出以下關注問題且認為屬於高度重要性的標記為「(M)」：

Shareholders 股東

1	Return on the investment (dividend) 投資回報（股息）	(M)
2	Assets and liabilities 資產及負債	(M)
3	Share capital and cash flow 股本及現金流	(M)
4	Stock price performance 股價表現	(M)
5	Information disclosure and transparency 資料披露及透明度	(M)
6	Management policies 管理政策	
7	Corporate governance structure 企業管治架構	
8	Substantial transactions and proposals 重要交易和提案	(M)
9	Company's growth and sustainability 本公司發展及可持續發展	(M)
10	Protection of interests and fair treatment of shareholders 股東權利保護與公平對待	(M)

Employees 僱員

1	Salary competitiveness 薪酬競爭性	(M)
2	Work environment 工作環境	(M)
3	Occupational health and safety 職業健康與安全	(M)
4	Job security and satisfaction 工作保障及滿意度	(M)
5	Career advancement and trainings 職業發展與培訓	(M)
6	Benefits and welfare policy 福利政策	
7	Corporate culture 企業文化	
8	Relationship with colleagues 與同事的關係	
9	Work-life balance 工作與生活的平衡	
10	Sense of belongings towards the Company 對本公司的歸屬感	
11	Communication effectiveness 有效的溝通	
12	Satisfaction with the management and management policy 對管理層及管理政策的滿意度	
13	Fairness of employee performance appraisal system 僱員表現評核系統的公平性	
14	Management System 系統管理	(M)

STAKEHOLDERS' ENGAGEMENT AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

Suppliers

供應商

1	Profitability 盈利	(M)
2	Financial Management 財政管理	
3	Data protection and privacy 資料保護和私隱	
4	Compliance with laws and regulations 遵守法律和法規	(M)
5	Supply chain management 供應鏈管理	(M)
6	Accountability, credibility and reliability 責任感、誠信和可靠性	(M)
7	Good communications 良好的溝通	(M)
8	Reputation 信譽	
9	Target customers and the supply network 目標客戶和供應網絡	
10	Purpose of products supplied 供應產品之目的	
11	Degree of honesty in co-operation 合作誠信度	
12	Length of partnership 合作時間	

Customers

客戶

1	Supply chain management 供應鏈管理	(M)
2	Price 價格	
3	Packaging 包裝	
4	Product safety 產品安全	(M)
5	Compliance with laws and regulations 遵守法律和法規	(M)
6	Quality assurance process 品質控制程序	(M)
7	Product specification requirements 產品規格要求	(M)
8	Reputation 信譽	
9	Credibility 信用能力	(M)
10	Pre-sale and after-sale services 售前及售後服務	(M)
11	Condition of property, plants and equipment 物業、廠房和設備的狀況	
12	Good Communications 良好的溝通	(M)

STAKEHOLDERS' ENGAGEMENT AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

Government and Regulators

政府及監管機構

1	Compliance with laws and regulations (M) 遵守法律和法規
2	Compliance with accounting standards and procedures (M) 遵守會計準則及程序
3	Operational and ethical practices (M) 營運及道德慣例
4	Policies made and measures taken by the Company (M) 本公司實行的政策及措施
5	Environmental impact on society and corporate social responsibility activities (M) 環境方面對社會的影響及企業社會責任活動
6	Investment in the Community (M) 社區投資

Banks and Financial Institutions/Creditors

銀行及金融機構／債權人

1	Profitability (M) 盈利
2	Financial Management (M) 財政管理
3	Ability to repay loans and interests (M) 償還貸款及利息的能力
4	Compliance with laws and regulations (M) 遵守法律和法規
5	Credibility (M) 信用能力
6	Financial position (M) 財政狀況
7	Stock price performance (M) 股價表現

As our commitment towards continuously improving our overall ESG Report performance, we will make sure the effectiveness of the communication channels with our stakeholders and give due considerations to the feedback received from all categories of stakeholders.



















作為我們持續改進環境、社會及管治報告整體表現的承諾，我們將確保與持份者溝通渠道的有效性，並對所有類別的持份者的反饋給予應有的考慮。

STAKEHOLDERS' ENGAGEMENT AND MATERIALITY ASSESSMENT

持份者參與及重要性評估

The below table shows the level of materiality in respect of the KPIs listed in the ESG Guide (Appendix 27 of Listing Rules) for our business and their impact within and outside the Group. The direction of this ESG Report will be determined by above analysis and the report will set out in greater details of the issues which are of great concern by the stakeholders.

下表顯示根據環境、社會及管治指引(上市規則附錄二十七)所列出的關鍵績效指標對我們業務的重要性程度以及其對本集團內外所產生之影響。本環境、社會及管治報告的方向通過上述分析決定，報告將對持份者最為關注的議題作出更詳細的闡述。

Topics/KPIs	Level of Materiality	Impact within the Group	Impact outside the Group
議題／關鍵績效指標	重要性程度	對本集團內的影響	對本集團外的影響
Environmental			
環境			
1 Air pollutants emission 廢氣排放	Low 低		
2 Greenhouse gas emission 溫室氣體排放	Low 低		
3 Hazardous waste 有害廢物	High 高		
4 Non-hazardous waste 無害廢物	Low 低		
5 Energy consumption 能耗	High 高		
6 Water consumption 用水	High 高		
7 Packaging consumption 包裝耗材	Medium 中		
8 Other impacts on environment 其他對環境之影響	Medium 中		
Social			
社會			
9 Employment 僱傭	Medium 中		
10 Occupational health and safety 職業健康及安全	High 高		
11 Vocational training 職業培訓	Low 低		
12 Child labour 童工	Low 低		
13 Forced labour 強制勞工	Low 低		
Operating practices			
營運慣例			
14 Supply chain management 供應鏈管理	High 高		
15 Product safety 產品安全	Medium 中		
16 Customer satisfaction 客戶滿意度	High 高		
17 Intellectual property issues 知識產權	Low 低		
18 Quality of products 產品質量	High 高		
19 Data protection and privacy 資料保護和私隱	Low 低		
20 Anti-corruption practices 反貪污	Low 低		
21 Whistle-blowing procedures 舉報程序	Low 低		
Community			
社區			
22 Community investment 社區投資	Low 低		

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

ENVIRONMENT

The Group is fully conscious of the environmental impacts that may arise from its business operations. In view of the recent occurrences of extreme weather surrounding climate change and water also being a precious resource, the Group is fully aware of its duties as a responsible corporate in protecting the environment by reducing its overall greenhouse gas (“GHG”) emission and improving its water conservation efforts and energy efficiency.

Hence, the Group is committed to protecting environment proactively and complying with relevant environmental laws, rules and regulations in Hong Kong and the People’s Republic of China (“PRC”) in which it operates its businesses. We have implemented proper measures to reduce wastes and GHG emissions while maintaining and providing safe and high quality products and services to our customers. In order to mitigate wastes, and use energy and resources more wisely, we have adopted principles to reduce, reuse and recycle in our plants and offices in Hong Kong and the Mainland. Employees have been nurtured and encouraged to have energy conservation and environmental protection consciousness.

Starting from 2018, through regular monitoring and active management, we respond to environmental risks and changes in the external environment in a prompt manner. We also strengthen our 5S Management, which are known as “sort”, “systemize”, “standardize”, “self-discipline” and “shine” in both manufacturing plants in order to make the production lines more green and more environmentally friendly. We continue to devote our efforts in environmental protection by implementing policies and measures discussed hereunder, so that our businesses and the communities in which we operate can be benefited.

環境

本集團深明業務營運難免會對環境造成影響。有鑒於最近出現因氣候變化引致的極端天氣，而水也為珍貴的資源，本集團充份地意識到其作為一個負責任企業的職責，應通過減少其整體溫室氣體（「溫室氣體」）排放、改善節水並高效節能來保護環境。

因此，本集團承諾會主動地保護環境，及遵守香港及中華人民共和國（「中國」）其經營業務之所在地的相關環保法律、規則及規定。我們已採取適當措施減少廢物和溫室氣體排放，同時保持和提供安全及高質素的產品和服務予我們的客戶。為了減少廢物和更明智地使用能源和資源，我們在香港及國內的廠房及辦公室均採取減少、重用和回收原則，以及培養和鼓勵僱員擁有節能和環保意識。

自二零一八年開始，透過定期監控和積極管理，我們迅速應對環境風險和外部環境變化。我們亦於兩個生產廠房中加強了5S管理，分別為「整理」、「整頓」、「清掃」、「清潔」及「素養」，使生產線更走進綠色和更環保。我們繼續致力於環保並推行下述政策和措施，使我們的業務及營運的社區能從中得益。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

We have adopted various policies, procedures and measures which would be updated and revised from time to time to reduce GHG emissions, wastes generated and energy consumption in our plants and offices in Hong Kong and the Mainland as shown below:

我們已採納以下多項政策、程序和措施，並將不時更新和修訂，以減少我們在香港及國內的廠房及辦公室的溫室氣體排放、廢物產生和能源消耗：

GHG Emissions 溫室氣體排放	Wastes Generated 廢物產生	Energy Consumption 能源消耗
<ul style="list-style-type: none"> Procedures of handling excess emissions and measures on reduction of emissions 排放物超標處理程序及減少排放物措施 Regulations on the management, prevention and control of waste gas pollution 廢氣污染防治管理規定 Regulations on the management of waste gas 廢氣管理規定 	<ul style="list-style-type: none"> Management on the handling of hazardous waste system 有害廢物管理制度 Regulations and methods on the waste treatment 廢物處置管理方法和規定 Regulations on hazardous chemicals management 危險化學品管理規定 Regulations on waste management 廢物管理規定 Risk identification, assessment and control procedures 風險識別、評估與控制措施程序 Regulations on the management of waste water 廢水管理規定 	<ul style="list-style-type: none"> Measures on effective energy conservation 有效節能措施 Guidelines on resources conservation in offices and environmental protection 辦公室節約資源和環境保護指引 Regulations on energy savings management 節能管理規定 Regulations on usage of office resources 辦公資源使用規定 Regulations on management of energy saving and consumption reduction 節能降耗管理規定

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Environment Management System Authentication

The latest certificate, ISO14001:2015 Environment Management System Certificate, was obtained by Jiaying Eastern Steel Cord Co., Ltd. ("JESC") and Tengzhou Eastern Steel Cord Co., Ltd. ("TESC") in years 2017 and 2019 respectively. The systems have been operating effectively and reviewed annually by WIT Assessment Company Limited and Shanghai NQA Certification Co. Ltd. respectively.

Energy Management System Authentication

The latest certificate, ISO50001:2011 Energy Management System Certificate, was obtained by JESC on March 2020. The system has been operating effectively and reviewed by WIT Assessment Company Limited.

EMISSIONS

The Group strictly monitors and controls the generation of wastes, sewage discharges and GHG emissions during the production process, and ensures all the emissions and discharges are within environmental quality standards as set out by the local government of the place where our businesses operate to mitigate negative impacts on the environment. These laws, ordinances and regulations include the Environmental Protection Law of the PRC (《中國環境保護法》), the Environmental Protection Tax Law of the PRC (《中國環境保護稅法》), the Water Pollution Prevention and Control Law of the PRC (《中國水污染防治法》), the Prevention and Control of Atmospheric Pollution of the PRC (《中國大氣污染防治法》), the Waste Disposal Ordinance (Chapter 354 of the Laws of Hong Kong), and the Product Eco-responsibility Ordinance (Chapter 603 of the Laws of Hong Kong) etc..

環境管理體系認證

嘉興東方鋼簾線有限公司(「嘉興東方」)及滕州東方鋼簾線有限公司(「滕州東方」)分別於二零一七年及二零一九年取得最新ISO14001:2015環境管理體系認證證書。該系統一直保持有效運作，並每年分別由萬泰認證有限公司和上海恩可埃認證有限公司進行審核。

能源管理體系認證

嘉興東方於二零二零年三月取得最新ISO50001:2011能源管理體系認證證書。該系統一直保持有效運作，並由萬泰認證有限公司進行審核。

排放物

本集團嚴格監控及控制生產過程中產生的廢物、廢水排出和溫室氣體排放，為減輕對環境的負面影響，我們確保所有產生的排放物均在我們經營業務所在地的當地政府規定的環境質量標準內。該等法律、條例及規定包括：《中國環境保護法》、《中國環境保護稅法》、《中國水污染防治法》、《中國大氣污染防治法》、廢物處置條例(香港法例第354章)及產品環保責任條例(香港法例第603章)等。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

GHG Emissions and Other Pollutants Emission

The Group is committed to reducing air, GHG and other pollutants' emissions in all our areas of operation as far as practicable. We have implemented and improved the aforesaid policies and measures since inception and from time to time to suit the need of environmental protection law requirements. To reduce GHG and other pollutants, we have adopted several measures, for example, selling products with minimal packaging, using less heat and air-conditioning in our manufacturing plants of the steel cord segment. Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement afterwards. The total amount of air pollutants of the three segments in year 2019 decreased dramatically by 22.6% when compared to that of 2018. This is also partly attributable to the less frequent use of vehicle of steel cord segment in year 2019. Details of the data of air emissions is set out under the headings "Air Emissions" and "GHG Emissions". We continue to appoint environmental technicians in the steel cord segment to monitor all emissions from the plants and report to their managers/supervisors immediately if the emission amount exceeds the standards required under the relevant environmental laws and regulations.

Sewage Discharge Management

Same as 2018, to ensure the release of sewage to the sewer complies with the standards under the Environmental Quality Standard for Surface Water (《地表水環境品質標準》) and Wastewater Quality Standards for Discharge to Municipal Sewers (《污水排入城鎮下水道水質標準》) of the PRC, both plants have set up sewage treatment stations to collect and dispose of domestic sewage and industrial sewage. Besides, they have also set up condensate receivers to collect and reuse water after steam cooling from steam condensate return systems in the production lines. They monitor the pH value and Chemical Oxygen Demand ("COD") daily at regular intervals, and detect heavy metals ions of industrial sewage in the sewer from time to time. Immediate actions will be taken to stop the discharge of industrial sewage if emissions are discovered to be excessive, and perform exhaustive inspection to ensure all emissions are in compliance with the standard requirements as set out by the PRC environmental regulatory authority. During the years ended 31 December 2019 and 2018, the pH value, COD and heavy metals ions of industrial sewage were lower than the stipulated standards.

溫室氣體排放及其他污染物排放

本集團致力於盡可能減少於所有營運範圍內的廢氣排放、溫室氣體排放和其他污染物排放。我們自成立以來已實施及不時改善前述的政策和措施，以符合環保法律要求的規定。為了減少溫室氣體和其他污染物，我們採取幾項措施，例如：在鋼簾線分部的生產廠房用最少量包裝物銷售產品、減少使用暖氣和空調等。由於銅及黃銅材料分部的業務已於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算。二零一九年的三個分部空氣污染物總排放量對比二零一八年大幅減少22.6%。這也部份歸因於在二零一九年鋼簾線分部使用少了汽車。廢氣排放數據的詳情載於以下「廢氣排放」及「溫室氣體排放」標題內。我們繼續在鋼簾線分部委任環境技術人員監測廠房所有排放，如排放量超出有關環保法律和規定所定下的標準，會立即向其經理／主管報告。

污水排放管理

與二零一八年相同，為確保污水按照中國《地表水環境品質標準》及《污水排入城鎮下水道水質標準》的規定標準在排放口排出，兩廠均有設置污水處理站收集和處理生活污水和工業污水。除此以外，他們亦在生產線上設置冷凝水接收器以收集及重用經蒸氣冷凝水回收系統所收集的蒸氣冷卻後的水。他們每天定期監測在排放口排出工業污水的酸鹼值及化學需氧量（「化學需氧量」），並不時檢測重金屬離子。如發現超出標準，會即時採取行動停止排出工業污水，並進行徹底檢查，以確保所有排放物符合中國環境監管機構的標準規定。截至二零一九年及二零一八年十二月三十一日止年度，工業污水的酸鹼值、化學需氧量及重金屬離子均低於規定的標準。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Waste Management

A hazardous waste treatment system and waste treatment procedures have been established which formulated provisions for collection, storage, and disposal of hazardous wastes generated in production lines. Qualified disposal enterprises in accordance with the Measures for Hazardous Waste Operation Administration (《危險廢物經營授權管理辦法》) and the Environmental Pollution by Solid Wastes of Prevention and Control Law of the PRC (《中國固體廢物污染環境防治法》) have been engaged to dispose of hazardous wastes properly. All of the non-hazardous wastes, including kitchen wastes, were disposed of by engaging recycling enterprises for recycling and reusing or by using other legitimate measures. In 2019, JESC has adopted a comprehensive online declaration of solid wastes and hazardous wastes, and actively sought for a better disposal methods and more favorable disposal prices. In 2018, in order to strengthen the environmental awareness of the employees, JESC established an environmental protection team to manage the classification of hazardous wastes, solid wastes and domestic garbage generated from the operation of the production, the results are obvious. JESC has also built a new hazardous waste warehouse in the same year to better manage and control the amount of the wastes generated. In 2017, JESC has tested and installed a new emulsion condensed evaporator to condense the density of lubricant which in turn reduces the amount of lubricant. Hence, in 2019, the amount of lubricant produced in JESC has decreased significantly by approximately 29%. The amount of lubricant produced under the steel cord segment has continuously decreased by approximately 5.7% in 2019. Further details in respect of the disposal of hazardous and non-hazardous wastes are illustrated in the section of “**Hazardous and Non-hazardous Wastes**” of the ESG Report.

The emissions information of the three segments for the years ended 31 December 2019 and 2018 are as follows:

廢物管理

一套有害廢物處理系統和廢物處理程序已建立，制定了生產線上收集、儲存和處置有害廢物的規定。根據《危險廢物經營授權管理辦法》及《中國固體廢物污染環境防治法》，我們已聘用合資格的處置企業妥善處置有害廢物。而所有非有害廢物，包括廚餘，則已交由回收企業進行回收和循環再用或採取合法的途徑處理。於二零一九年，嘉興東方亦實現全面網上申報一般固體廢物及有害廢物，並積極尋找更好的處置方法及更優惠的處置價格。為進一步加強僱員的環保意識，嘉興東方於二零一八年成立了環保工作組，負責對生產營運產生的有害廢物、固體廢物及生活垃圾等進行分類管理，成績有目共睹。嘉興東方還於同年建立了一個新的有害廢物倉庫，以更好地管理和控制產生的廢物量。嘉興東方於二零一七年測試及安裝了新型乳化濃縮蒸發器，以濃縮潤滑劑密度，從而減少潤滑劑的數量。因此，於二零一九年，嘉興東方的廢潤滑劑數量大幅減少了大約29%。而二零一九年鋼簾線分部的廢潤滑劑數量持續減少了大約5.7%。有關處置有害及非有害廢物的進一步詳情請見本環境、社會及管治報告的「**有害及非有害廢物**」章節內。

截至二零一九年及二零一八年十二月三十一日止年度，三個分部的排放物資料如下：

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Air Emissions

Gaseous fuel consumption in the production lines and emission from motor vehicles and corporate fleet will emit air pollutants. In general, the key air pollutants include nitrogen oxides (NO_x), sulphur oxides (SO_x) and the respiratory suspended particles (RSP) (which is also known as particulate matter (PM)). The respective data of air emissions ⁽¹⁾ of the three segments for the years ended 31 December 2019 and 2018 are as follows:

廢氣排放

生產線中氣體燃料消耗及汽車和公司車隊排放會產生空氣污染物。一般來說，主要的空氣污染物包括氮氧化物(NO_x)、硫氧化物(SO_x)和懸浮顆粒(RSP) (亦稱為顆粒物(PM))。截至二零一九年及二零一八年十二月三十一日止年度，三個分部的廢氣排放⁽¹⁾相關數據如下：

		Steel Cord Segment		Copper and Brass Products Segment		Offices		Total	
		鋼索線分部		銅及黃銅材料分部		辦公室		合計	
		2019	2018	2019	2018	2019	2018	2019	2018
Nitrogen oxides (NO _x) (kg)	氮氧化物(NO _x) (千克)	14.33	16.29	N/A不適用	4.43	5.81	5.35	20.14	26.07
Sulphur oxides (SO _x) (kg)	硫氧化物(SO _x) (千克)	0.33	0.36	N/A不適用	0.08	0.13	0.12	0.46	0.56
Respiratory suspended particles (RSP) (kg)	懸浮顆粒(RSP) (千克)	1.05	1.24	N/A不適用	0.25	0.43	0.39	1.48	1.88
Total air pollutants (kg)	空氣污染物總量 (千克)	15.71	17.89	N/A不適用	4.76	6.37	5.86	22.08	28.51
Total air pollutants per thousand tonnes of production volume (kg/000 tonnes)	每千噸產量的空氣污染物總量 (千克/千噸)	0.08	0.09	N/A不適用	0.69	N/A不適用	N/A不適用	N/A不適用	N/A不適用
Total air pollutants per gross floor area (kg/m ²)	每平方米的空氣污染物總量 (千克/平方米)	N/A不適用	N/A不適用	N/A不適用	N/A不適用	0.01	0.006	N/A不適用	N/A不適用

- The air emissions data is presented in NO_x, SO_x and RSP equivalent and the emissions factors are based on the IPCC and the Hong Kong Business Coalition on the Environment, the EPD Vehicle Emission Calculation model, the discharge coefficient of pollutant from domestic source and the user manual published by the South China Institute of Environmental Sciences, under the Ministry of Environment Protection and the Huaian Environmental Protection Bureau in the PRC.
 - Total air pollutants in 2019 decreased significantly by 22.6% when compared with that of 2018. The reason of the significant decrease is illustrated under the heading "GHG Emissions and Other Pollutants Emission".
 - Due to office relocation in both Hong Kong and Shanghai in 2018, the gross floor area of the offices decreased by approximately 36% in 2019 when comparing to that of year 2018. Therefore, the total air pollutants per gross floor area is slightly higher than that of previous year.
 - Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement after September 2018. The above relevant data in 2019 has been shown as "N/A".
- 廢氣排放數據乃按氮氧化物(NO_x)、硫氧化物(SO_x)和懸浮顆粒(RSP)當量呈列，該等排放系數乃按照政府間氣候變化專門委員會、環保署汽車排放計算模型、環境保護部華南環境科學研究所發表的生活源產排污系數及使用說明及中國淮安市環境保護局。
 - 空氣污染物總量在二零一九年比二零一八年大幅下降22.6%。大幅下降之原因於標題「溫室氣體排放及其他污染物排放」中闡述。
 - 由於在二零一八年香港及上海的辦公室曾進行搬遷，於二零一九年辦公室平方米面積與二零一八年相比下降了大約36%。因此，每平方米的空氣污染物總量比去年的略高。
 - 由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算，上述二零一九年之相關數據已顯示為「不適用」。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

GHG Emissions

GHG emissions come from all sorts of everyday activities, principally from water consumption, electricity consumption, combustion of fuel and gases, and driving. The increase in GHG emissions is one of the main reasons for the rise of the global temperature and occurrence of extreme weather and carbon dioxide is the major GHG emitted through human activities. We are committed to managing our GHG emissions by reducing flaring and improving the efficiency in use of energy and resources in our day-to-day operations.

The GHG emissions of the three segments for the years ended 31 December 2019 and 2018 are as follows:

溫室氣體排放

溫室氣體排放源自各種日常活動，主要來自於耗水、電力消耗、燃燒燃料和氣體以及駕駛。地球溫度上升及極端氣候出現的主要原因是因為溫室氣體排放增加，而二氧化碳是人類活動所排放的主要溫室氣體。我們致力在日常營運中減少燃燒及改善使用能源和資源的效益以管理我們溫室氣體的排放。

截至二零一九年及二零一八年十二月三十一日止年度，三個分部的溫室氣體排放如下：

		Steel Cord Segment		Copper and Brass Products Segment		Offices		Total			
		鋼索線分部	2019	2018	鋼及黃銅材料分部	2019	2018	辦公室	2019	2018	合計
Direct emissions (tonne) (Scope 1)	直接排放 (噸) (範圍一)										
Corporate fleet ⁽⁶⁾	公司車隊 ⁽⁶⁾	50.64	55.32	N/A不適用	10.13	19.56	18.86	70.20	84.31		
Liquefied petroleum gas	石油氣	N/A不適用	N/A不適用	N/A不適用	2.69	N/A不適用	N/A不適用	N/A不適用	2.69		
Natural gas	天然氣	24,839.58	25,331.00	N/A不適用	N/A不適用	N/A不適用	N/A不適用	24,839.58	25,331.00		
Diesel	柴油	N/A不適用	N/A不適用	N/A不適用	1.25	N/A不適用	N/A不適用	N/A不適用	1.25		
Total emissions (tonne) (Scope 1)	總排放量 (噸) (範圍一)	24,890.22	25,386.32	N/A不適用	14.07	19.56	18.86	24,909.78	25,419.25		
Indirect energy emissions (tonne) (Scope 2)	間接能源排放 (噸) (範圍二)										
Electricity	電力	254,496.87	254,486.48	1.72	58.82	32.41	44.66	254,531.00	254,589.96		
Other indirect emissions (tonne) (Scope 3)	其他間接排放 (噸) (範圍三)										
Business travel ⁽⁵⁾	公幹 ⁽⁵⁾	39.02	26.22	N/A不適用	0.73	31.11	38.02	70.13	64.97		
Paper consumption ⁽⁷⁾	耗紙量 ⁽⁷⁾	35.78	36.59	0.02	1.66	2.11	2.97	37.91	41.22		
Water consumption	耗水量	818.59	843.31	0.02	2.17	0.03	0.02	818.64	845.50		
Total emissions (tonne) (Scope 3)	總排放量 (噸) (範圍三)	893.39	906.12	0.04	4.56	33.25	41.01	926.68	951.69		
Total emissions (tonne) (Scopes 1, 2 and 3)	總排放量 (噸) (範圍一、二及三)	280,280.48	280,778.92	1.76	77.45	85.22	104.53	280,367.46	280,960.90		
Total emissions per thousand tonnes of production volume (tonne/000 tonnes)	每千噸產量的總排放量 (噸/千噸)	1,434.23	1,467.46	N/A不適用	29.58	N/A不適用	N/A不適用	N/A不適用	N/A不適用		
Total emissions per gross floor area (tonne/m ²)	每平方米的總排放量 (噸/平方米)	N/A不適用	N/A不適用	N/A不適用	N/A不適用	0.13	0.10	N/A不適用	N/A不適用		

- Due to the operation needs of the steel cord segment, GHG emissions mainly come from the combustion of natural gas and electricity consumption.
- Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement of direct emissions after September 2018. The above relevant data in 2019 has been shown as "N/A".

- 基於鋼索線分部的營運需要，溫室氣體排放主要源自燃燒天然氣及電力消耗。
- 由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算直接排放量，上述二零一九年之相關數據已顯示為「不適用」。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

3. Since there are still employees working for the matters regarding the discontinued operation of copper and brass products business, GHG emissions from copper and brass segment are mainly come from the consumption of electricity, paper and water.
4. GHG emissions factors are calculated based on the Report on GHG Emissions and Removals for Buildings (Commercial, Residential or Institutional Purposes) issued by the EPD and the EMSD, Guide to Low Carbon Office issued by the EPD, Legislative Council Complex Greenhouse Gas Accounting Report for the period from 1 April 2018 to 31 March 2019 issued by CCA, China's Regional Power Grid Baseline of 2017 (using the average of the operation margin and build margin) published by the Clean Development Mechanism in China and 2006 IPCC Guidelines for National GHG Inventories from the IPCC.
5. Emissions from business travel by air are measured as they account for a major and large part of emissions from business transportation. We use the emission factors quoted from the International Civil Aviation Organization and CCA's Carbon Emissions Calculators to calculate the amount of emissions.
6. Emissions from corporate fleet only include the transportation of employees as we do not have our own corporate fleet to transport/deliver our products to customers in steel cord segment.
7. Paper consumption only includes A4 papers which are commonly used for printing corporate documents/communication in the ordinary course of business of the respective segment.
8. In 2019, we used an emission factor which we considered to be more appropriate and reliable, for calculating the GHG indirect energy emissions of electricity in steel cord segment. The said figures for 2018 have been restated to reflect the new measurement.
9. In 2019, we used an emission factor which we considered to be more appropriate and reliable, for calculating the GHG direct emissions of natural gas in steel cord segment. The said figures for 2018 have been restated to reflect the new measurement.
3. 由於仍然有僱員處理已終止經營之銅及黃銅材料業務的事宜，銅及黃銅材料分部的溫室氣體排放主要源自電力、紙張及水的消耗。
4. 溫室氣體排放系數乃根據機電工程署及環保署刊發的《香港建築物（商業、住宅或公共用途）的溫室氣體排放及減除的核算和報告指引》、環保署刊發的《低碳辦公室》、低碳亞洲刊發的二零一八年四月一日至二零一九年三月三十一日期間的立法會綜合大樓溫室氣體會計報告、中國清潔發展機制網發展發表二零一七年中國區域電網基準線排放因數（採用電量邊際排放因子和容量邊際排放因子之平均）及政府間氣候變化專門委員會發出的《二零零六年政府間氣候變化專門委員會國家溫室氣體清單指南》規定計算。
5. 由於航空旅程的排放量佔公幹排放量的主要及大部分，故公幹的排放量只計算航空旅程。我們使用排放量系數乃根據國際民航組織及低碳亞洲碳排放計算器計算排放量。
6. 由於我們沒有自己的公司車隊向鋼簾線分部的客戶運輸／運送產品，故此公司車隊的排放量計算只包括接載僱員。
7. 紙張消耗只包括各分部在日常業務中通常用於打印公司文件／通訊的A4紙張。
8. 於二零一九年，我們採用了一個較為合適及可信的排放系數來計算鋼簾線分部中電力的溫室氣體間接能源排放量。上述二零一八年的數據已重列，以反映新的計算。
9. 於二零一九年，我們採用了一個較為合適及可信的排放系數來計算鋼簾線分部中天然氣的溫室氣體直接排放量。上述二零一八年的數據已重列，以反映新的計算。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Hazardous and Non-hazardous Wastes

Other hazardous and non-hazardous wastes (apart from air pollutants and GHG emissions), generated by the three segments for the years ended 31 December 2019 and 2018 are as follows:

Steel Cord Segment

鋼簾線分部

有害及非有害廢物

截至二零一九年及二零一八年十二月三十一日止年度，三個分部產生的其他有害及非有害廢物（除空氣污染物和溫室氣體排放）如下：

Types of hazardous wastes (tonne)	有害廢物類型 (噸)	2019	2018
Solid wastes	固體廢物		
Sludge from sewage treatment station	污水站污泥	1,097.49	1,434.79
Sludge from lubricating station	潤滑站污泥	121.51	157.60
Total solid wastes	固體廢物總數量	1,219.00	1,592.39
Total solid wastes per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸的固體廢物總數量 (噸/千噸)	6.24	8.32
Liquid wastes	液體廢物		
Lubricant	廢潤滑液	5,631.50	5,970.22
Used acid	廢酸	13,074.32	13,517.80
Total liquid wastes	液體廢物總數量	18,705.82	19,488.02
Total liquid wastes per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的液體廢物總數量 (噸/千噸)	95.72	101.85
Sewage ⁽²⁾	污水 ⁽²⁾		
Domestic and industrial sewage	生活及工業污水	496,359.00	570,610.04
Total sewage per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的污水總量 (噸/千噸)	2,539.93	2,982.23

- In accordance with the List of National Hazardous Wastes formulated by the Environmental Pollution by Solid Wastes of Prevention and Control Law of the PRC (《中國固體廢物污染環境防治法》), all the captioned wastes we have recorded are defined as hazardous wastes.
- Sewage was discharged of from the business units of the PRC and consumption data was based on the amount of sewage discharged.
- Since TESC (one of the plants of the steel cord segment) has outsourced the disposal of used acids to a third party since 2017, used acids are no longer handled by the Company's sewage treatment station and disposed of separately. The amount of sludge from sewage treatment station in 2018 decreased significantly by approximately 42.41% when compared to that of year 2017, and the amount in 2019 decreased significantly by approximately 23.51% when compared to that of previous year.

- 根據《中國固體廢物污染環境防治法》制定的「國家危險廢物名錄」規定，上述所有（我們有記錄的）廢物被定義為有害廢物。
- 從中國的業務單位排放的污水，數據基於污水排放量計算。
- 由於滕州東方（鋼簾線分部其中一個廠房）自二零一七年外判第三方直接處置廢酸，廢酸不再由本公司污水站處理及已獨立地處置。污水站污泥總量自二零一八年比自二零一七年顯著減少約42.41%後，該數量於二零一九年比去年顯著地減少約23.51%。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Steel Cord Segment (continued)

鋼簾線分部 (續)

Types of non-hazardous wastes	非有害廢物類型	2019	2018
Industrial wastes (tonne)	工業廢物 (噸)		
Scrapped rod ties, scrapped wires, used packaging metals and steel wire rod ties	廢盤條、廢絲、打包鐵皮和盤條紮帶	6,487.54	6,369.39
Oxidised surface of steel wire rod	廢氧化皮	736.41	737.51
Total industrial wastes	工業廢物總數量	7,223.95	7,106.90
Total industrial wastes per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的工業廢物總數量 (噸/千噸)	36.97	37.14
Metallic wastes (unit)	金屬廢物 (隻)		
Scrapped spools ⁽²⁾	廢工字輪 ⁽²⁾	36,720.00	190,175.00
Total metallic wastes per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的金屬廢物總數量 (隻/千噸)	187.90	993.93
Packaging wastes (tonne)	包裝物廢物 (噸)		
Scrapped plastic separators ⁽³⁾⁽⁴⁾	廢塑膠隔板 ⁽³⁾⁽⁴⁾	35.35	0.72
Scrapped plastic bags	廢塑膠袋	2.13	7.60
Used packaging plastic ties	用過的塑膠打包帶	4.14	2.95
Used packaging plastic bags for steel wire rod	用過的盤條包裝袋	189.32	193.40
Total packaging wastes	包裝物廢物總數量	230.94	204.67
Total packaging wastes per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的包裝物廢物總數量 (噸/千噸)	1.18	1.07
Other wastes (tonne)	其他廢物 (噸)		
Used sacks	用過的麻袋片	67.72	77.66
Total used sacks per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的用過的麻袋片總數量 (噸/千噸)	0.35	0.41
Used powdered lubricant	廢潤滑粉	176.16	142.25
Total used powdered lubricant per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的廢潤滑粉總數量 (噸/千噸)	0.90	0.74
Scrapped wooden brackets	廢木托	222.17	305.18
Total scrapped wooden brackets per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的廢木托總數量 (噸/千噸)	1.14	1.59
Kitchen wastes ⁽⁵⁾	廚餘 ⁽⁵⁾	26.33	25.60
Total kitchen wastes per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的廚餘總數量 (噸/千噸)	0.13	0.13

1. The aforesaid wastes generated in production lines of the steel cord segment were disposed of properly by those qualified disposal enterprises to mitigate the impact on the environment and those wastes are not defined as hazardous wastes according to the "List of National Hazardous Wastes". Those wastes could be properly disposed of and re-used.

1. 鋼簾線分部生產線上產生的以上廢物已交由合資格的處置企業妥善處理，以減少對環境的影響，而根據「國家危險廢物名錄」規定，該等廢物不被定義為有害廢物。該等廢物可妥善處理及重用。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

- | | |
|---|--|
| <p>2. The amount of scrapped spools in 2019 has decreased significantly as compared to that of 2018, this is mainly attributable to the large-scale restoration through various repair methods and repairment of scrapped spools in warehouse of TESC in 2019.</p> | <p>2. 二零一九年的廢工字輪數量比二零一八年顯著減少，這主要歸因於二零一九年滕州東方大規模通過各種修復方式修好並用掉了倉庫的廢工字輪。</p> |
| <p>3. The amount of scrapped plastic separators in 2019 has increased significantly as compared to that of 2018, this is mainly attributable to the relocation of the warehouse of JESC, which lead to a large-scale of disposal of scrapped plastic separators accumulated since 2018.</p> | <p>3. 二零一九年的廢塑膠隔板數量比二零一八年顯著增加，這主要歸因於嘉興東方倉庫的搬遷而導致大規模處置自二零一八年以來積存的廢塑膠隔板。</p> |
| <p>4. In 2019, we used a unit which we considered to be more appropriate for calculating the amount of scrapped plastic separators. The said figures for 2018 have been restated to reflect the new measurement.</p> | <p>4. 於二零一九年，我們採用了一個我們認為較為合適的單位來計算廢塑膠隔板數量。上述二零一八年的數據已重列，以反映新的計算。</p> |
| <p>5. In 2019, kitchen wastes from JESC has been properly separated and disposed of and we start to measure the amount of the kitchen wastes from JESC since 2018, while there is no such data for TESC measurement.</p> | <p>5. 於二零一九年，嘉興東方的廚餘已妥善分離和處置，我們亦自二零一八年起可以開始計算嘉興東方的廚餘數量，惟滕州東方沒有此數據計量。</p> |

Copper and Brass Products Segment

銅及黃銅材料分部

Types of non-hazardous wastes (kg)	非有害廢物類型 (公斤)	2019	2018
Packaging wastes	包裝物廢物		
Used wrapping papers	用過的包裝紙	N/A 不適用	967.96
Total used wrapping papers per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的用過的包裝紙總數量 (公斤/千噸)	N/A 不適用	369.75
Used metallic and plastic packaging ties	用過的打包鐵帶和打包膠帶	N/A 不適用	437.34
Total used metallic and plastic packaging ties per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的用過的打包鐵帶和膠帶總數量 (公斤/千噸)	N/A 不適用	167.06
Used plastic films	用過的膠膜	N/A 不適用	483.97
Total used plastic films per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的用過的膠膜總數量 (公斤/千噸)	N/A 不適用	184.87
Used paper cores	廢紙芯	N/A 不適用	6,796.13
Total used paper cores per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的廢紙芯總數量 (公斤/千噸)	N/A 不適用	2,596.04
Scrapped wood pallets	廢木托盤	N/A 不適用	5,807.73
Total scrapped wood pallets per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的廢木托盤總數量 (公斤/千噸)	N/A 不適用	2,218.48
Paper wastes	廢紙	N/A 不適用	39.58
Total paper wastes per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的廢紙總數量 (公斤/千噸)	N/A 不適用	15.12

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

1. The aforesaid wastes generated in production lines of the copper and brass products segment are not defined as hazardous wastes according to the "List of National Hazardous Wastes". Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement of non-hazardous wastes of copper and brass products segment after September 2018. The above relevant data in 2019 has been shown as "N/A".

1. 根據「國家危險廢物名錄」規定，銅及黃銅材料分部的生產線上產生的上述廢物不被定義為有害廢物。而由於銅及黃銅材料分部的業務已於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算銅及黃銅材料分部的非有害廢物，上述二零一九年之相關數據已顯示為「不適用」。

Offices

辦公室

Types of non-hazardous wastes	非有害廢物類型	2019	2018
Paper wastes collected for recycling (kg)	回收廢紙 (公斤)	110.0	132.0

1. In 2019 and 2018, the Offices did not produce any hazardous wastes.

1. 於二零一九年及二零一八年，辦公室沒有產生任何有害廢物。

2. Paper wastes collected for recycling commenced from the third quarter of 2016. Paper consumption in Offices decreased in 2019 when compared with that of 2018.

2. 自二零一六年第三季開始回收廢紙。於二零一九年辦公室紙張消耗比二零一八年減少。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Measures have been Taken to Mitigate Emissions and Results Achieved

We have implemented a number of energy saving measures such as using energy efficient equipment, reusing water produced by the condensation of steam in production lines and reducing electricity, water and paper consumption in Offices to mitigate emissions, and remarkable results have been achieved in the Offices. In 2019, we place great emphasis on the promotion of the concept of environmental protection by participating in the “Green Office Awards Labelling Scheme” (“GOALS”) and “Eco-Healthy Workplace Awards Labelling Scheme” (“Eco-Healthy Workplace”) organized by the World Green Organisation (“WGO”) to increase the awareness on physical and mental health of employees on workplace and be able to identify and apply reduction opportunities, ranging from energy, water and paper consumption to carbon at the office to assess and improve the environmental footprint. To show our continual support on the promotion of green office, we continue to participate in GOALS and Eco-Healthy Workplace in 2020. The idea of GOALS has become the mindset of our colleagues in our subsidiaries in the Mainland, they are now accustomed to switch off the lights when they leave their office and switch off lights that are not in use. Sticking labels beside the light switch is just a reminder to strengthen employees’ awareness on the importance of electricity saving. In 2019, the total electricity consumption of the three segments decreased as compared with that of 2018. We will continue to spare no effort in strengthening and improving the current measures and policies in mitigating emissions. The effectiveness of the measures will be reviewed periodically in order to seek continuous improvement in the efficient use of energy and resources.

已採取減少排放的措施和取得的成果

我們已實施一系列的節能措施，例如在生產線上使用節能設備、重用蒸汽冷凝水及在辦公室減少用電、水和紙張消耗，以減少排放，並在辦公室取得了顯著成果。於二零一九年，為了持續加強推廣環境保護的概念，本公司繼續參與由世界綠色組織（「WGO」）舉辦的「綠色辦公室獎勵計劃」（「綠色辦公室」）和「健康工作間獎勵計劃」（「健康工作間」），從而提高僱員在工作場所對身體和精神健康的認知，並於辦公室內找出及採取措施從能源、水、紙張和碳減少資源消耗，以評估和改善環境足跡。為了展示我們對推動綠色辦公室的持續支持，於二零二零年，我們繼續參與「綠色辦公室」及「健康工作間」。「綠色辦公室」的理念更已植根於我們國內附屬公司同事的思維中，他們現在已習慣當離開辦公室時關掉燈光，並會把非必要的照明關掉。而在電燈開關旁邊亦已貼上節約用電標籤，以喚醒僱員對節約用電的重要性。二零一九年三個分部的總耗電量比二零一八年減少，我們將不遺餘力地繼續加強和改善現行的措施和政策以減少排放，亦將定期審查該等措施的有效性，以求不斷改進能源和資源的有效使用。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Disposal and Reduction Initiatives of Hazardous and Non-hazardous Wastes, and Results Achieved

The Group has entered into contracts in respect of the disposal of the sludge from sewage station and lubricating station, used acid and lubricant between qualified disposal enterprises. These hazardous wastes generated in production lines of the steel cord segment were disposed of properly by those qualified disposal enterprises in accordance to the Standard for Pollution Control on Hazardous Wastes Storage (《危險廢物貯存污染控制標準》) regulated in the PRC. Since 2018, kitchen wastes from JESC has been properly separated and disposed of and we start to measure the amount of the kitchen wastes from JESC, while there is no such data for TESC measurement. Used wrapping papers, metallic and plastic packaging ties, plastic films, paper cores and scrapped wood pallets incurred in production lines of the steel cord segment had also been disposed properly by those qualified disposal enterprises if possible. In the past, we (Hong Kong office) disposed of paper wastes to landfill, but since the third quarter of 2016, paper wastes were arranged to dispose to recycling enterprises for recycling or reuse.

USE OF RESOURCES

The Group has adopted a set of specific and efficient policy in the use of resources in the production lines and spares no effort in nurturing and encouraging employees to have practices for energy and resources conservation. The Group has also implemented various measures to reduce the use of papers, water and electricity consumption in production lines and Offices. To monitor the implementation of energy consumption measures, environmental technicians and/or the manager of human resources and administration department are responsible for monitoring the use of energy and resources in the production lines and Offices. Details of the green measures are set out under the heading “**THE ENVIRONMENT AND NATURAL RESOURCES**” in this ESG Report.

處置及減少有害和非有害廢物的行動和取得的成果

本集團與合資格的處置企業已訂立合約處置污水處理站及潤滑站的污泥、廢酸及潤滑劑。根據中國《危險廢物貯存污染控制標準》的規定，鋼簾線分部的生產線上所產生的有害廢物，須交由合資格的處置企業妥善處理。自二零一八年起，嘉興東方的廚餘已妥善分離和處理，我們亦開始計算嘉興東方廚餘數量，惟滕州東方沒有此數據計量。而鋼簾線分部的生產線上已用的包裝紙、金屬和塑膠打包帶、膠膜、紙芯和廢木托盤亦已盡可能交由合資格的處置企業妥善處理。在過去，我們（香港辦公室）將產生的廢紙送至堆填區處置，但自二零一六年第三季開始已把廢紙交由回收企業回收或重用。

資源使用

本集團已採納了一套在生產線上特定和有效的資源使用政策，並致力培養和鼓勵僱員節約能源和資源的習慣。本集團亦在生產線及辦公室實施各種措施以減少紙張、水及電力的消耗。為監測能源消耗措施的實施，環境監察人員及／或人力資源及行政部經理負責監察在生產線和辦公室的能源和資源使用。節能措施之詳情載列於本環境、社會及管治報告內標題為「**環境及天然資源**」內。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Direct and Indirect Energy Consumption

The respective direct and indirect energy consumption data of the three segments for the years ended 31 December 2019 and 2018 are as follows:

直接及間接能源耗量

截至二零一九年及二零一八年十二月三十一日止年度，三個分部的直接和間接能源消耗數據分別列示如下：

		Steel Cord Segment		Copper and Brass Products Segment		Offices		Total	
		鋼索線分部		銅及黃銅材料分部		辦公室		合計	
		2019	2018	2019	2018	2019	2018	2019	2018
Direct energy consumption (MWh)	直接能源耗量 (百萬瓦時)								
Diesel ⁽³⁾	柴油 ⁽³⁾	N/A不適用	N/A不適用	N/A不適用	5.08	N/A不適用	N/A不適用	N/A不適用	5.08
Liquefied petroleum gas	石油氣	N/A不適用	N/A不適用	N/A不適用	4.28	N/A不適用	N/A不適用	N/A不適用	4.28
Natural gas ⁽⁴⁾	天然氣 ⁽⁴⁾	128,281.87	131,225.53	N/A不適用	N/A不適用	N/A不適用	N/A不適用	128,281.87	131,225.53
Petrol	汽油	210.02	229.08	N/A不適用	46.31	81.11	78.23	291.13	353.62
Total direct energy consumption (MWh)	直接能源總耗量 (百萬瓦時)	128,491.89	131,454.61	N/A不適用	55.67	81.11	78.23	128,573.00	131,588.51
Indirect energy consumption (MWh)	間接能源耗量 (百萬瓦時)								
Electricity consumption	耗電量	392,469.54	392,453.50	3.18	108.49	42.92	60.08	392,515.64	392,622.07
Total direct and indirect energy consumption (MWh)	直接和間接能源總耗量 (百萬瓦時)	520,961.43	523,908.11	3.18	164.16	124.03	138.31	521,088.64	524,210.58
Total energy consumption per thousand tonnes of production volume (MWh/000 tonnes)	每千噸產量的能源總耗量 (百萬瓦時/千噸)	2,665.83	2,738.15	N/A不適用	62.71	N/A不適用	N/A不適用	N/A不適用	N/A不適用
Total energy consumption per gross floor area (MWh/m ²)	每平方米的能源總耗量 (百萬瓦時/平方米)	N/A不適用	N/A不適用	N/A不適用	N/A不適用	0.19	0.13	N/A不適用	N/A不適用

- Energy consumption data was measured based on the amount of electricity, and fuels and gas consumed and energy conversion factors had taken reference from the Bioenergy Feedstock Development Program at Oak Ridge National Laboratory and a Beginner's Guide to Energy and Power, an article submitted by N Packer, Staffordshire University, UK, February 2011.
 - Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement of direct energy consumption after September 2018. The above relevant data in 2019 has been shown as "N/A".
 - Diesel was used by forklift in the plant of copper and brass products segment located in the PRC.
 - Natural gas was consumed in the combustion furnace at production lines of and cooking in the steel cord plants.
 - Due to office relocation in both Hong Kong and Shanghai in 2018, the gross floor area of the offices decreased by approximately 36% in 2019 when comparing to that of year 2018. Notwithstanding the total direct and indirect energy consumption of the offices in 2019 has decreased by approximately 10.31% when compared to that of 2018, the total energy consumption per gross floor area is higher than that of previous year.
 - Notwithstanding the growth of production volume of steel cord segment in 2019, the amount of electricity consumption of steel cord segment in 2019 is only slightly increased by 0.004% as compared to that in 2018. This is mainly attributable to the improvement of the production equipment in the production lines and the implementation of other energy saving measures during 2019. Details of the energy saving measures in the production lines are illustrated under the heading "MEASURES HAVE BEEN TAKEN ON ENERGY USE AND WATER EFFICIENCY INITIATIVES, AND RESULTS ACHIEVED" on page 33 of this ESG Report.
- 能源消耗量數據乃依據耗電和燃料及氣體數量計算及能源轉換系數是參考橡樹嶺國家實驗室(Oak Ridge National Laboratory)的生物能源材料再生發展計劃(Bioenergy Feedstock Development Program)及由英國斯塔福德郡大學N Packer於二零一一年二月提交的文章。
 - 由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算直接能源耗量，上述二零一九年之相關數據已顯示為「不適用」。
 - 柴油於銅及黃銅材料分部於中國的廠房的鏟車中使用。
 - 天然氣在鋼索線廠房生產線上的燃燒爐及煮食時消耗。
 - 由於在二零一八年香港及上海的辦公室曾進行搬遷，二零一九年的辦公室平方米面積比二零一八年下降了大約36%。儘管二零一九年辦公室的直接和間接能源總耗量比二零一八年減少大約10.31%，但每平方米的能源總耗量比去年的為高。
 - 儘管二零一九年的鋼索線分部產量有所增加，但二零一九年的鋼索線分部耗電量卻只比二零一八年輕微上升了0.004%。這主要歸因於在二零一九年生產線生產設備的改進以及其他節能措施的實施。有關在生產線上的節能措施於本環境、社會及管治報告第33頁內標題為「已採取對能源使用和用水效益的措施及取得的成果」中闡述。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Water Consumption

Water is a paramount resource in the running of our operation and production, therefore we are acutely aware of water resources consumption and aim to maximise our water utilisation efficiency. Currently, the water resources supply comes primarily from local municipal water supply, rivers and lake water. We have installed condensate receivers to collect and reuse water after steam cooling from steam condensate return system in the production lines.

The water consumption data of the three segments for the years ended 31 December 2019 and 2018 are set out as follows:

		Steel Cord Segment		Copper and Brass Products Segment		Offices		Total	
		鋼索線分部		銅及黃銅材料分部		辦公室		合計	
		2019	2018	2019	2018	2019	2018	2019	2018
Total water consumption (m ³)	總耗水量 (立方米)	899,549.64	926,717.72	24.99	2,390.00	36.18	18.81	899,610.81	929,126.53
Total water consumption per thousand tonnes production volume (m ³ /000 tonnes)	每千噸產量的總耗水量 (立方米/千噸)	4,603.11	4,843.39	N/A 不適用	912.95	N/A 不適用	N/A 不適用	N/A 不適用	N/A 不適用
Total water consumption per gross floor area (m ³ /m ²)	每平方米的總耗水量 (立方米/平方米)	N/A 不適用	N/A 不適用	N/A 不適用	N/A 不適用	0.05	0.02	N/A 不適用	N/A 不適用

- In the past, the Offices and copper and brass products segment operate in leased office premises in Hong Kong and the PRC where both the water supply and discharge are solely controlled by the respective property management, whom consider the provision of water withdrawal and discharge data or sub-meter for individual occupant is not feasible. Hence, only the data regarding drinking water was collected. Since the relocation of the Hong Kong office in August 2018, we are able to collect water withdrawal and discharge data afterwards. Hence, the total water consumption includes water withdrawal and discharge data in Hong Kong office from August 2018.
- The data of amount of water is quoted by the water bills received and bottled water consumed.
- Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement of the water consumption per thousand tonnes production volume after September 2018. The above relevant data in 2019 has been shown as "N/A".
- Since there are still employees working for the matters regarding the discontinued operation of copper and brass products business, there is still a little amount of water consumption in 2019.

耗水量

水是我們的營運和生產最重要資源，所以我們十分關注水資源的運用及以最有效地用水為目標。目前，水資源供應主要來自地方政府供水、河流及湖水。我們在生產線設置冷凝水接收器以收集及重用經蒸氣冷凝水回收系統所收集的蒸氣冷卻後的水。

截至二零一九年及二零一八年十二月三十一日止年度，三個分部的耗水量數據列示如下：

- 過去，在香港及中國，因辦公室和銅及黃銅材料分部租賃辦公地方營運供水和排水均為物業管理處自行控制，而相關管理處認為向個別租戶提供用水和排水數據或分錶並不可行。因此，我們只收集飲用水之數據。自二零一八年八月香港辦公室搬遷後，我們開始收集到用水和排水數據。因此，以上的總耗水量包括自二零一八年八月起在香港辦公室的用水和排水數據。
- 耗水量數據乃根據收到的水費單所列的耗水量和樽裝飲用量計算。
- 由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算每千噸產量的總耗水量，上述二零一九年之相關數據已顯示為「不適用」。
- 由於仍然有僱員處理已終止經營之銅及黃銅材料業務的事宜，於二零一九年仍有少量耗水量。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Measures have been Taken on Energy Use and Water Efficiency Initiatives, and Results Achieved

We have taken the following actions for the efficient use of resources in the production lines:

1. Setting up two sets of harmonic management devices to reduce the heating rate of cables and other production machinery and equipment;
2. Using energy efficient equipment, such as motors, frequency converters and reactors and the cross-sectional area of the cable in the power supply system to reduce the usage of electricity;
3. Reducing the amount of water consumption in the production lines through the reuse of water after steam cooling from steam condensate return system in steel cord segment;
4. Reducing the amount of electricity consumption in the production line of TESC through upgrading and improving the production equipment of TESC's manufacturing plant in 2019;
5. Modifying and maintaining the air-conditioning system and ventilation system of TESC's steel cord plant in 2019 to reduce the usage of electricity;
6. Using energy efficient LED lighting rather than fluorescent lamp; and
7. Selling products with minimal packaging.

The Group has also implemented energy saving measures in Offices as stated under the heading “**THE ENVIRONMENT AND NATURAL RESOURCES**” in this ESG Report.

已採取對能源使用和用水效益的措施及取得的成果

我們在生產線上採取以下行動以有效地使用資源：

1. 設置兩套諧波治理裝置櫃，以降低電纜和其他生產機器和設備的加熱速率；
2. 使用高效節能設備，如電動機、變頻器和電抗器和電力供應系統中橫截面面積的電纜，以減少電力使用；
3. 於鋼簾線分部通過利用蒸汽冷凝水回收系統重用蒸汽冷卻後的水，降低生產線上的耗水量；
4. 於二零一九年，通過升級和改進滕州東方生產廠房的生產設備，降低生產線上的耗電量；
5. 於二零一九年，改良及維持了滕州東方鋼簾線廠房的空調系統及通風系統，以減少電力使用；
6. 使用節能的LED照明取代光管；及
7. 用最少量的包裝物銷售產品。

本集團亦在辦公室實施列於本環境、社會及管治報告內標題為「**環境及天然資源**」的節能措施。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Through implementing the aforesaid measures, the electricity consumption in Offices in 2019 has reduced by 28.56% as compared with that of 2018. This is mainly attributable to the relocation of the Shanghai office in 2018, as the new office is smaller twice the size of the old office, thus the electricity consumption has relatively decreased. Also, notwithstanding the growth of production volume of steel cord segment in 2019, the amount of electricity consumption of steel cord segment in 2019 is only slightly increased by 0.004% as compared to that in 2018. This is mainly attributable to the improvement of the production equipment in the production lines and the implementation of other energy saving measures during 2019.

Packaging Materials for Finished Products

The Group encourages reusing and recycling certain materials like spools and wooden pallets so as to reduce wastes. However, we understand that finished products produced by the steel cord segment should be packed properly and follow customers' instructions before delivery so as to avoid any damage during transportation. Therefore, packaging materials could not be reduced significantly, in particular when the production volume increased. The types and data of package materials for steel cord segment for the years ended 31 December 2019 and 2018 are as follows:

通過實施以上措施，辦公室於二零一九年的耗電量與二零一八年比較減少28.56%。這主要歸因於自二零一八年上海辦公室搬遷後，新辦公大樓比舊辦公大樓的面積細約兩倍，因此耗電量相應減少。另外，儘管二零一九年的鋼簾線分部產量有所增加，但二零一九年的鋼簾線分部耗電量卻只比二零一八年輕微上升了0.004%。這主要歸因於在二零一九年生產線生產設備的改進以及其他節能措施的實施。

製成品所用包裝材料

本集團鼓勵重用和回收利用若干包裝物，例如工字輪和木托盤架以減少浪費。但是，我們明白鋼簾線分部生產的成品應在交貨前依據客戶的指示妥善包裝，避免在運輸過程中有任何損壞。因此，包裝物不能顯著減少，特別是當產量增加。截至二零一九年及二零一八年十二月三十一日止年度，鋼簾線分部的包裝物類型及數據分別列示如下：

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Steel Cord Segment

鋼簾線分部

Types of packaging materials	包裝物類型	2019	2018
Wooden, plastic and metallic pallets (unit)	木、塑膠及金屬托盤架 (隻)	169,130.00	173,863.00
Total wooden, plastic and metallic pallets per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的木、塑膠及金屬托盤架數量 (隻/千噸)	865.46	908.68
Spools (unit)	工字輪 (隻)	8,298,603.00	7,857,463.00
Total spools per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的工字輪總數量 (隻/千噸)	42,465.04	41,066.21
Plastic bags (unit)	塑膠袋 (個)	164,290.00	174,278.00
Total plastic bags per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的塑膠袋總數量 (個/千噸)	840.69	910.85
Cardboard boxes (unit)	紙板箱 (套)	154,621.00	161,944.00
Total cardboard boxes per thousand tonnes of production volume (unit/'000 tonnes)	每千噸產量的紙板箱總數量 (套/千噸)	791.22	846.38
Plastic scale boards (piece)	塑膠襯板 (張)	821,709.00	880,929.00
Total plastic scale boards per thousand tonnes of production volume (piece/'000 tonnes)	每千噸產量的塑膠襯板總數量 (張/千噸)	4,204.79	4,604.08
Humidity indicators (piece)	濕度指示咭 (張)	164,417.00	170,339.00
Total humidity indicators per thousand tonnes of production volume (piece/'000 tonnes)	每千噸產量的濕度指示咭總數量 (張/千噸)	841.34	890.26
Desiccants (tonne)	乾燥劑 (噸)	715.55	717.89
Total desiccants per unit of production volume (tonne/'000 tonnes)	每千噸產量的乾燥劑總數量 (噸/千噸)	3.66	3.75
Packaging ties (tonne)	打包帶 (噸)	56.71	55.28
Total packaging ties per thousand tonnes of production volume (tonne/'000 tonnes)	每千噸產量的打包帶總數量 (噸/千噸)	0.29	0.29

- Most of packaging materials amount decreased in 2019 when compared with that of 2018.
- Notwithstanding the growth of production volume of steel cord segment in 2019, but most of the packaging materials amount decreased in 2019, the total packaging materials per thousand tonnes of production volume of respective packaging materials (except spools and packaging ties) is less than that of 2018. This reflects the effectiveness of the usage of packaging materials in 2019 and the increased amount of packaging materials returned by the customers. For instance, we reused the packaging materials returned by the customers such as plastic bags, cardboard boxes and wooden pallets in order to reduce the input of the new packaging materials in 2019.

- 於二零一九年大部分包裝物數量比二零一八年減少。
- 儘管二零一九年的鋼簾線分部產量有所增加，但大部份的包裝物數量於二零一九年反而減少，而每千噸產量的包裝物（工字輪及打包帶除外）總數量（各自包裝物）均比二零一八年的為低。這反映二零一九年能有效地使用包裝物以及客戶退還的包裝物數量有所增加。例如，於二零一九年我們重複使用了客戶退回的包裝物數量，如塑料袋、紙板箱和木托盤架，以減少新包裝物數量的投入。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Copper and Brass Products Segment

銅及黃銅材料分部

Types of packaging materials (kg)	包裝物類型 (公斤)	2019	2018
Wooden pallets	木托盤架	N/A 不適用	55,528.20
Total wooden pallets per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的木托盤架總數量 (公斤/千噸)	N/A 不適用	21,211.10
Plastic and metallic packaging ties	塑膠及金屬打包帶	N/A 不適用	210.59
Total plastic and metallic packaging ties per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的塑膠及金屬打包帶總數量 (公斤/千噸)	N/A 不適用	80.44
Wrapping papers	包裝紙	N/A 不適用	340.32
Total wrapping papers per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的包裝紙總數量 (公斤/千噸)	N/A 不適用	130.00
Fiber tapes	纖維膠紙	N/A 不適用	42.09
Total fiber tapes per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的纖維膠紙總數量 (公斤/千噸)	N/A 不適用	16.08
Stretch films	拉伸膜	N/A 不適用	588.20
Total stretch films per thousand tonnes of production volume (kg/'000 tonnes)	每千噸產量的拉伸膜總數量 (公斤/千噸)	N/A 不適用	224.69

1. Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement of packaging materials of copper and brass products segment after September 2018. The above relevant data in 2019 has been shown as "N/A".

1. 由於銅及黃銅材料分部的業務已於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算銅及黃銅材料分部的包裝物，上述二零一九年之相關數據已顯示為「不適用」。

THE ENVIRONMENT AND NATURAL RESOURCES

We understand that our business nature would have an impact on the environmental and natural resources. Thus, continuous efforts have been put into minimising such impact by implementing various measures at Offices and production lines as far as we could so as to generate profits and return to the shareholders simultaneously, and also protect the environment. Due to office relocation in both Hong Kong and Shanghai in 2018, we have adopted various green measures to mitigate the impact of the renovation of our new office and to achieve better furnishment to make our new office more "green".

環境及天然資源

我們明白到我們的業務性質會對環境和自然資源帶來影響。因此，我們持續致力於在辦公室和生產線上實施各項措施盡量減少該等影響，從而為股東爭取盈利及回報的同時，亦能保護環境。由於在二零一八年香港及上海的辦公室曾進行搬遷，我們採取了各種綠色措施去減低裝修我們新辦公室的影響以及達至最佳的佈置使我們的新辦公室更加「綠色」。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

We encourage employees to go green at the offices by implementing the following measures since the second half of 2016, and we keep on doing in 2019:

為在辦公室實現綠色環保，我們由二零一六年下半年起鼓勵僱員實施以下措施，並於二零一九年繼續施行：

Green Measures Implemented 已實施之綠化措施	
Lighting 照明	<ul style="list-style-type: none"> During the period from 1:10 p.m. to 1:50 p.m. (lunch time) and from 6:00 p.m. (after office hours) on business days, only those lighting which are essentially needed for safety, security or other specific purposes are maintained by adopting timer or plug load controller. 於辦公日（午飯時間）下午一時十分至一時五十分及（辦公時間後）下午六時正開始，只會保留配合安全、保安或其他特殊用途所需的照明設備的區域（利用定時器或插頭控制器）。
	<ul style="list-style-type: none"> Switch off lights that are not in use. Those lighting which are in individual office areas are recommended to switch off when the occupier is away or out for work. 關閉不使用的燈，並建議在使用者離開或外出工作時關閉個人辦公室區域的照明。
	<ul style="list-style-type: none"> Non-essential lighting should be switched off if there are only few people working in the office. 若辦公室人數不多，非必要的照明應關掉。
	<ul style="list-style-type: none"> The last-man-out should check and turn off the lighting of all areas of the office. 最遲離開辦公室的僱員應檢查並關掉所有辦公室區域的照明。
	<ul style="list-style-type: none"> Use energy efficient LED lighting rather than fluorescent lamp or tungsten filament lamp. 使用節能LED照明取代光管或鎢絲燈。
	<ul style="list-style-type: none"> Monitor the implementation of the switch off light policy daily. 每天監控關閉燈政策的實施情況。
Air-conditioning 空調	<ul style="list-style-type: none"> Individual air-conditioner can be adjusted manually to suitable temperature. It is recommended to adjust the temperature of individual air-conditioner to 25°C or above to save energy. 獨立空調能手動調節到合適的溫度。建議將獨立空調的溫度調節到25°C或以上，以節省能源。
	<ul style="list-style-type: none"> The last-man-out should check and switch off the air-conditioning of all areas of the office. Individual office users should check and ensure that the air-conditioner is turned off before leaving. 最遲離開辦公室的僱員應檢查並關掉辦公室所有區域的空調。個人辦公室使用者應在離開前檢查並確保空調已關掉。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Green Measures Implemented 已實施之綠化措施	
	<ul style="list-style-type: none"> Affix stickers as a reminder to encourage employees switch off air-conditioning when not in use. 貼上貼紙去提示及鼓勵僱員關掉無需使用的空調。
	<ul style="list-style-type: none"> Alternative ventilation systems, e.g. fans, were available and good enough for normal air ventilation without air-conditioning. 替代通風系統，例如無需使用空調時使用風扇去確保足夠正常的空氣通風。
	<ul style="list-style-type: none"> Individual office equipment with energy label (e.g. computers and monitors with EU Energy Star) were adopted. 採用具有能源標籤的個人辦公室設備（例如，歐盟能源之星型號的電腦和電腦顯示屏）。
	<ul style="list-style-type: none"> Air-conditioning system was well-maintained regularly to maintain efficiency. 定期維護空調系統以保持效率。
Office Equipment 辦公室設備	<ul style="list-style-type: none"> Affix “Save Energy” stickers near the main power switches as a reminder to employees. 在主要電源開關附近會貼上「節約能源」的貼紙，以向僱員作出提示。
	<ul style="list-style-type: none"> Computers, monitors and individual multi-functional printers (if any) should be switched off after office hours or when leaving the workplace to reduce power consumption. 在非辦公時間或離開工作場所時應關掉電腦、電腦顯示屏及個人多功能列印機（如有）以減少耗電量。
	<ul style="list-style-type: none"> All computers shall preset time for standby or hibernate mode. Switch computers to sleep or hibernate mode and switch off monitors when they are idle to reduce power consumption. 所有電腦應預設待機或休眠模式的時間。在電腦閒置時，將電腦切換到睡眠或休眠模式，並關閉電腦顯示屏以降低耗電。
	<ul style="list-style-type: none"> The auto energy-saving mode of the computer has been activated and the brightness of the screen of the monitor has been lowered to reduce power consumption. 電腦的自動節能模式已啟動，並已降低電腦顯示屏的亮度以減少耗電量。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Green Measures Implemented 已實施之綠化措施	
•	22" LED monitors were widely adopted in office for higher resolution so that the chance of eye problems can be reduced. 為了提高電腦顯示屏的解像度，以舒緩僱員眼睛的壓力，22吋的LED顯示屏在辦公室被廣泛採用。
•	LED monitors instead of Cathode Ray Tube (CRT) monitors were used in order to save the consumption of electricity. 使用LED顯示屏代替陰極射線管(CRT)顯示屏以節省電力消耗。
•	Multi-function device (includes printing, scanning, photo copying and fax) was used and well-maintained to prevent waste of paper. 使用多功能設備(包括打印、掃描、照片複印和傳真)，並且妥善維護，以避免紙張浪費。
•	Purchase environmentally friendly stationery and office equipment as priority. Stop purchasing and using stationery and office equipment which may cause a negative impact to the environment. 優先購買環保文具和辦公室設備，停止購買和使用可能會對環境帶來負面影響的文具和辦公室設備。
•	Employees should reuse stationeries, e.g. paper clips, folders, binders and envelopes. 僱員會重用文具，例如紙夾、文件夾、活頁夾及信封。
•	Refrigerator and cool water dispenser were kept away from sunlight, well-ventilated and well-maintained. 冰箱和冷飲水機遠離陽光並保持通風和狀態良好。
•	Unwanted materials and thick ice were regularly cleared and defrosted from refrigerator. 定期清理及解凍冰箱中不需要的物品和厚冰塊。
•	The last-man-out should check and turn off all office equipment. 最遲離開辦公室的僱員應檢查並關掉所有辦公室設備。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Green Measures Implemented 已實施之綠化措施	
Water 水	<ul style="list-style-type: none"> Strengthen the daily maintenance of water supply equipment. Employees should inform the property management office through Human Resources and Administration Department for carrying out repairing work promptly once water supply equipment is damaged. 加強供水設備的日常保養。一旦供水設備損壞，僱員會盡快透過人力資源及行政部通知物業管理處進行維修工程。
	<ul style="list-style-type: none"> Employees are reminded to shut water taps after use at drinking water and pantry area. 提醒僱員使用後要關閉在飲用水和餐具區的水龍頭。
	<ul style="list-style-type: none"> Cleaning staff or drivers should clean with wet mop or cloth instead of flushing. 清潔人員或司機會使用濕拖把或布，而不是以沖洗形式清潔。
	<ul style="list-style-type: none"> Employees were encouraged to report leaks and drips. 鼓勵僱員報告漏水和滴水的問題。
	<ul style="list-style-type: none"> Water taps are equipped with automatic open or close sensor to save water. 水龍頭配備自動開關感應器，以節約用水。
Behavioural Change 行為轉變	<ul style="list-style-type: none"> Employees should adjust the margins and font size of documents in order to optimize the use of paper, use double-sided copying, reuse single-sided paper, shred non-useful papers instead of throwing away together with domestic wastes, prevent unnecessary and wrong printing and avoid colour printing and copying to conserve more ink. 為善用紙張，鼓勵僱員調整文件頁邊邊界及字體大小、使用雙面複印、廢紙列印、碎掉沒有用的紙張，避免與生活垃圾一起扔掉、防止不必要和錯誤的打印及避免彩色列印和複印，以節省墨水。
	<ul style="list-style-type: none"> To nurture employees the habits of waste separation at source, two waste separation bins have been positioned at pantry for collecting plastic and metallic wastes. Other domestic wastes which cannot be recycled should be placed in existing garbage bins. Printed waste papers after shredding will also be properly disposed of. 為培養僱員廢物源頭分類的習慣，兩個廢物分類回收箱已設置於茶水間用作收集塑膠及金屬廢物。其他不能回收的生活廢物則需棄置在現有垃圾筒內，而廢列印紙於碎掉後亦將適當地處置。
	<ul style="list-style-type: none"> Employees should purchase in bulk (e.g. barreled fresh water) to reduce resource utilization by transportation. 僱員應大批訂購物資（例如：樽裝食用水）以減少運輸資源的利用。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Green Measures Implemented 已實施之綠化措施	
	<ul style="list-style-type: none"> Buy toners and inks that can be refilled to avoid more metallic or plastic cartridges disposed of to landfills. 購買可重新填滿的碳粉和墨水，以避免將更多金屬或塑料墨盒丟棄到垃圾堆填區。
	<ul style="list-style-type: none"> Use reusable utensils and refuse to use disposable cups, plates, forks and other utensils. 使用可重用的餐具，並拒絕使用一次性杯子、盤子、叉子和其他餐具。
	<ul style="list-style-type: none"> Pen refills instead of new pen will be provided when used up. 當原子筆的筆芯用完後，提供可更換的筆芯以代替新原子筆。
Others 其他	<ul style="list-style-type: none"> Recycle the cartridges by manufacturer or EPD assigned recyclers (e.g. Computer Recycling Programme). 由製造商或環保署指定的回收商回收墨盒（例如電腦回收計劃）。 Electronic documentation was available and widely adopted. 電子形式之文件被廣泛採用。 In-situ reminders such as signage, poster, friendly reminder for switch-off light and air-conditioner were placed in a prominent position. 放置標誌、海報、關燈及關空調的友好提醒在當眼位置。 Environmental awareness was continuously raised through different environmental programs and other means in which employees could actively participate in. 僱員通過積極參與不同的環保計劃和其他方式，不斷提高自身的環境意識。 Umbrella stand was available to avoid using one-off umbrella bags. 有雨傘架提供，避免使用一次性雨傘袋。 General greenery in office area. 辦公室區域的一般綠化。 Use environmentally friendly paper (wood-free paper) for printing annual report and ESG Report, etc.. 用環保紙（無木紙）印刷年報及環境、社會及管治報告等。

OUR RESPONSIBILITIES FOR ENVIRONMENTAL PROTECTION

我們保護環境的責任

Through implementing the aforesaid measures, recycling of waste and recovery of resources, we believe that we can manage the negative impact on the environment and use resources effectively and efficiently to the greatest extent. We are gratefully being awarded a Certificate of Recognition by WGO for the period from July 2019 to July 2020 by participating in the GOALS and Eco-Healthy Workplace as an affirmation to our contribution. We also will commit ourselves to improving continuously our environmental performance in our production lines by the installation of more environmentally friendly production machinery and equipment.

通過實施以上措施、廢物回收及資源循環再用，我們相信可以管理對環境帶來的負面影響以及最大程度上有效且高效地使用資源。通過參加綠色辦公室和健康工作間，我們非常榮幸獲得由WGO頒發的認可證書（由二零一九年七月至二零二零年七月期間），作為對我們貢獻的肯定。我們亦承諾繼續在生產線上安裝更環保的生產機器和設備，致力改善我們生產線上的環境績效。



BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

EMPLOYMENT

Our People and Safety

Employees are the indispensable assets and an integral part to the long-term sustainability of the Group. Without doubt, our top priority is to ensure their safety and health at the workplace. The Group is committed to providing all employees a harmonious, safety and healthy working environment.

During the year, we have implemented various measures to promote occupational health and safety at the workplace and ensure our employees working under a safety environment. This is also part of the initiatives we have taken under the “Green Office Awards Labelling Scheme” and “Eco-Healthy Workplace Awards Labelling Scheme” (collectively the “Schemes”) organised by WGO. We have implemented some of the recommended practices set out in the guideline of the Schemes, such as placing labels near the shelves and working stations to promote occupational health and safety, reminding employees not to look at the computer screen for too long, using a trolley when moving heavy objects, adjusting light intensity in office for a comfort and safe working environment, removing excess lighting in areas that are too bright, placing computer screens at a right angle to the windows, controlling noise from the photocopiers by placing them in a designated area, keeping all sections of the office clean, disposing garbage in an appropriate containers, placing air purifiers, cleaning carpets regularly and providing chairs with “height adjustable seat”, “height adjustable armrest” and “tilting backrest” to employees etc.. The aim of adopting all the above practices is to provide safety and healthy working environment to our precious employees. For further details regarding the Schemes, please refer to the heading “**COMMUNITY INVESTMENT**” in this ESG Report.

僱傭

我們的僱員及安全

僱員是本集團重要的資產及長期可持續發展不可分割的部分。無庸置疑，我們最優先的考量是確保他們在工作場所的安全和健康。本集團致力為所有僱員提供一個和諧、安全和健康的工作環境。

為確保僱員在安全的工作環境下工作，我們於本年度推行了多項措施，以促進工作場所的職業安全健康，亦是由WGO舉辦的「綠色辦公室標籤獎勵計劃」及「健康工作間獎勵標籤計劃」（統稱為「該等計劃」）中我們採取的眾多措施之一。我們已實行了該等計劃指引中所列的一些建議措施，例如在架子和工作範圍附近貼上標籤提醒僱員不要長時間注視螢光幕、在搬運重物時使用手推車、調整辦公室的光線強度以營造一個舒適和安全的工作環境、移除區域內太亮的光線、調整電腦屏幕與窗口成直角、將影印機放在指定區域以減低噪音、保持辦公室所有地方整潔、將垃圾放入適當的容器內、放置空氣淨化器、定期清潔地毯及為僱員提供「高度可調節」、「扶手可調節」和「傾斜靠背」的椅子等。採用上述所有措施目的是為了提供安全和健康的工作環境予本集團寶貴的僱員。有關該等計劃的更多詳情，請參考載列於環境、社會及管治報告中的「**社區投資**」標題內。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

Management Systems for the Employees of the Group

The Group has prepared human resources policies, which are stipulated in employees' handbooks, notices, and relevant codes of conduct, and implemented employees' management systems in its business units. The abovementioned handbooks, notices, codes and systems cover the area of relevant rules and regulations in respect of compensation and dismissal, recruitment and promotion, working hours, rest periods, and other benefits and welfare. Regulations and rules set out in those handbooks, notices, codes and employees' management systems are in line with the applicable laws and regulations in Hong Kong and the PRC, including the anti-discrimination Ordinance (e.g. Sex Discrimination Ordinance (Chapter 480 of the Laws of Hong Kong)), Employment Ordinance (Chapter 57 of the Laws of Hong Kong), Employees' Compensation Ordinance (Chapter 282 of the Laws of Hong Kong), Occupational Safety and Health Ordinance (Chapter 509 of the Laws of Hong Kong), Company Law of the PRC (《中國公司法》), Labour Law of the PRC (《中國勞動法》), Labour Contract Law of the PRC (《中國勞動合同法》), etc.. During the year under review, there was no material breach of or non-compliance with those applicable laws and regulations by the Group.

Compensation and Dismissal

We have formulated procedures and terms and conditions in the employees' handbooks to deal with those employees who violate any regulations set out by the Group. A written warning notice will be given or immediate dismissal will be imposed to those employees according to the level of severity of each case. Human resources department of the concerned company should be consulted prior to the proposed dismissal of any employee so as to ensure the compliance with the legal requirements.

We will pay sufficient compensation to those employees subject to the aforesaid laws and regulations.

Working Hours and Rest Periods

The employees' handbooks and employment contracts have stated the working hours for employees. For employees who are required to work on irregular hours or public holidays are offered overtime pay and additional compensation as defined in their employees' job description. The Group has complied with the relevant employment laws and regulations in respect of working hours and rest periods in Hong Kong and the PRC.

本集團僱員管理制度

本集團已於其業務單位之僱員手冊、通告及相關行為守則內編製人力資源政策及實施僱員管理制度。該上述之手冊、通告、守則和制度的範圍涵蓋相關補償及解僱、招聘及晉升、工作時數、休息時間、及其他利益及福利的法規及規則。該等僱員手冊、通告、守則和僱員管理制度所載的法規及規則乃根據香港及中國適用法律及法規，包括《反歧視條例》（例如《性別歧視條例》（香港法例第480章））、《僱傭條例》（香港法例第57章）、《僱員補償條例》（香港法例第282章）、《職業安全及健康條例》（香港法例第509章）、《中國公司法》、《中國勞動法》、《中國勞動合同法》等而編製。於本年度回顧，本集團並無重大違反或不遵守該等適用的法律及法規。

補償及解僱

我們在僱員手冊中制定程序及條款和條件，以處理違反本集團任何規定的僱員。我們亦會按每件事件的嚴重性給予書面警告通知或直接解僱該等僱員。在建議解僱任何僱員之前，必須先諮詢各有關公司人力資源部門，以確保遵守法律要求。

我們將根據上述法律及法規給予該等僱員足夠的補償。

工作時間和休息期間

僱員手冊和僱傭合同列明僱員的工作時間。需於非常規工作時間及公眾假期工作的僱員可按其工作職責所定義獲得加班費和額外補償。本集團已遵守香港及中國就工作時間及休息期間的相關僱傭法例及規定。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

Emolument Policies of the Directors and Employees

The emoluments of the directors of the Company are decided by the remuneration committee of the Company having regard to individual's performance, the Group's performance and profitability, remuneration benchmark in the industry and prevailing market condition. The emolument policy of the Group's employees is also based on their merit, qualifications and competence as well as the prevailing market condition of the industry. On the whole, remuneration packages, which include an element of discretionary bonuses, are reviewed annually. In addition to salary payments, other employee benefits including medical subsidies, hospitalisation scheme and a defined contribution provident fund stipulated by State Regulations of the PRC, Mandatory Provident Fund Scheme stipulated by the Mandatory Provident Fund Schemes Ordinance (Chapter 485 of the Laws of Hong Kong) and other retirement scheme or other similar defined contribution provident fund have been provided as retirement benefits to employees in Hong Kong and the PRC. There are also other benefits provided to the employees in the PRC subject to the Labour Law of the PRC (《中國勞動法》).

Equal Opportunity, Recruitment and Promotion

The Group strictly prohibits any discrimination, harassment, victimisation or vilification occurred at workplace in spite of their age, gender, marital status, pregnancy, disability, family status or race, nationality or religion for protection of human's rights. We emphasis on the prohibition of discrimination, especially the sex discrimination at workplace. Hence, we have established the Policy on Prevention of Sexual Harassment at Workplace.

Regarding recruitment, promotion and retention of talents aspects, the procedures of which are implemented according to the equal opportunity principles under the Sex Discrimination Ordinance (Chapter 480 of the Laws of Hong Kong), Disability Discrimination Ordinance (Chapter 487 of the Laws of Hong Kong), Race Discrimination Ordinance (Chapter 602 of the Laws of Hong Kong), Family Status Discrimination Ordinance (Chapter 527 of the Laws of Hong Kong), Protection of Women's Rights and Interests Law of the PRC (《中國婦女權益保障法》), the Special Rules on the Labour Protection of Female Employees (《女職工勞動保護特別規定》) and Protection of Disability Law of the PRC (《中國殘疾人保障法》).

本集團董事及僱員之酬金政策

本公司董事之酬金由本公司薪酬委員會按照個人表現、本集團之業績及盈利狀況，亦按業界指標及當時市場環境而釐訂。本集團僱員之酬金政策亦按其價值、資格及能力，及按業界當時市場狀況而釐訂。一般而言，薪酬待遇包括酌情發放之花紅，會每年予以檢討。在薪金支付外，其他僱員福利包括醫療保險、住院資助計劃及由中國國家監管部門監管規定的定額供款公積金計劃、《強制性公積金計劃條例》(香港法例第485章)規定的強制性公積金計劃，及其他退休計劃或類似定額供款公積金計劃分別為香港及中國僱員提供退休福利。根據《中國勞動法》，在中國的僱員亦享有其他福利。

平等機會、招聘及晉升

本集團致力保護人權，嚴格禁止在工作場所內僱員因年齡、性別、婚姻狀況、懷孕、殘障、家庭狀況或種族、國籍或宗教而發生任何歧視、騷擾、受害或誹謗。我們強調禁止歧視，特別是工作場所內的性別歧視。因此，我們制定了「預防工作環境性騷擾政策」。

有關招聘、晉升及挽留人才方面，其程序均依據《性別歧視條例》(香港法例第480章)、《殘疾歧視條例》(香港法例第487章)、《種族歧視條例》(香港法例第602章)、《家庭崗位歧視條例》(香港法例第527章)、《中國婦女權益保障法》、《女職工勞動保護特別規定》及《中國殘疾人保障法》規定下的平等機會原則執行。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

Moreover, we have adopted the Policy for Nomination of a Director of the Company, setting out the procedures for the selection, appointment and reappointment of Directors containing the selection criteria, including but not limited to considering the potential contributions a candidate can bring to the Board in terms of qualifications, skills, experience, independence and gender diversity.

The Group has formulated a promotion mechanism which set out uniform selection criteria and guidelines for promotion of employees. Moreover, the Group has regulated a complaint channel for employee to make complaint if he/she has been suffered from any unfair treatments.

Personal Data Privacy

The Group respects personal data privacy and is committed to implementing and complying with the data protection principles and all relevant provisions of the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong) and codes of practice/guidelines issued by the Privacy Commissioner for Personal Data, Hong Kong for the collection of personal data from employees for the purpose of provision of welfare, compensation, salary payments, performance assessment, promotion etc..

Diversity and Gender Mainstreaming

The Group has established an employees' diversity policy to recruit talents based on their skills and professions, regardless of gender, age, religion, race and nationality. All employees are entitled to the same rights of work, salary and benefits.

此外，我們已採納「提名公司董事政策」，列出制定甄選、委任及重新委任董事的程序，其中附有甄選標準，包括但不限於考慮個別人選可為董事會的資歷、技巧、經驗、獨立性及性別多元化等方面帶來的貢獻。

本集團制定了一套晉升機制並以劃一的甄選準則及指引晉升僱員。此外，本集團已設立一個投訴渠道，僱員如遭受任何不平等對待，他／她可通過該投訴渠道向本集團提出投訴。

個人資料私隱

本集團尊重個人私隱並承諾實施和遵守保障資料原則，以及《個人資料（私隱）條例》（香港法例第486章）的所有有關條款及香港個人資料私隱專員公署發出的實務守則／指引收集僱員的個人資料作為向他們提供福利、補償、薪金支付、表現評核、晉升等為目的。

多元化及性別主流化

本集團建立了一套僱員多元化政策，不論性別、年齡、宗教、種族和國籍，而是基於他們的技能和專業招聘人才。所有僱員均有資格享有相同的工作權利、薪酬和福利。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

Since 2013, the Board has also established a Board Diversity Policy to attract and retain talented people as board members. A revised board diversity policy has been approved and adopted by the Board on 18 December 2018, mainly increasing diversity at the Board level, including but not limited to gender, age, cultural and educational background, ethnicity, professional experience, skills, knowledge and length of service, as an essential element in supporting the attainment of the Company's objectives and its sustainable development. In the light of this policy, the measurable objective for 2020, "Build a healthy workplace that encourages work life balance", has been adopted by the Board to attract and retain valuable employees, maximize work productivity and employee satisfaction. A summary regarding the revised Board Diversity Policy and measurable objectives can refer to the "The summary of the revised Board Diversity Policy and its measurable objectives" section on pages 55 to 57 under the heading "CORPORATE GOVERNANCE REPORT" of the 2019 annual report of the Company.

Furthermore, the Company has joined the Gender Focal Point Network (GFPN) which was jointly organised by the Labour and Welfare Bureau (LWB) of the Government of the Hong Kong Special Administrative Region and the Women's Commission (WoC) in promoting gender mainstreaming, which is a global strategy of the United Nations for the promotion of women's advancement and gender equality. After joining GFPN, we are willing to communicate and cooperate on gender-related matters in the daily work to our employees.

Communication with Employees

The Group treasures employees as they are our critical internal stakeholders and we recognise that a committed workforce helps to meet business strategies as well as achieve missions and visions of the Group. In addition, the Group also attaches great importance to employees' opinion/view.

自二零一三年起，董事會亦制定了一套「董事會成員多元化政策」，用以吸引和留住人才成為董事會成員。董事會於二零一八年十二月十八日批准並通過經修訂的「董事會成員多元化政策」，主要是提高董事會層面的多元化，包括但不限於性別、語言、年齡、宗教、社經地位、文化及教育背景、種族、專業經驗、地區及行業經驗、技能、知識、思想作風、技術及服務任期，作為實現本公司目標和可持續發展的重要因素。根據此政策，董事會採納了二零二零年可計量目標為「建立一個健康的工作場所，鼓勵工作與生活平衡」，以吸引和留住有價值的僱員、提高工作效率和僱員滿意度。有關經修訂的「董事會成員多元化政策」及可計量目標的概要可參閱本公司二零一九年年報第55至57頁「企業管治報告」標題下之「經修訂之董事會成員多元化政策及其可計量目標之概要」章節。

此外，本公司參加了由香港特別行政區政府勞工及福利局與婦女事務委員會（「婦委會」）合辦的「性別課題聯絡人網絡」（「性別課題聯絡人網絡」），以推廣性別主流化，為聯合國一項提高婦女地位和兩性平等的全球策略。自參與性別課題聯絡人網絡後，我們願意與僱員在日常工作中就性別相關事宜進行溝通和合作。

與僱員的溝通

本集團珍視僱員，因為僱員是我們重要的內部持份者，我們亦意識到忠誠的僱員有助實現本集團業務戰略同時實現本集團的目標及使命。此外，本集團亦非常重視僱員的意見／建議。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

The two steel cord plants of the Group conduct an Employees' Satisfaction Survey every year by using a scoring assessment mechanism to indicate the employees' satisfaction level on their careers' perspectives. Through the surveys, we can measure the engagement level of our employees to the companies and know whether employees are engaged or disengaged under common factors, such as advancement, benefits and compensation, work condition, relationship with management, culture of the companies etc.. The surveys also give employees a channel for open feedback and thus a two-way communication platform can be established. Moreover, the information obtained from surveys enable us to identify the strength and opportunities for improving engagement in our Group. The Company conducted the same Employees' Satisfaction Survey since 2016, aiming to collect opinion/view of employment perspectives from employees and relevant employees' job satisfaction summary analysis report has been prepared for management's review. The management of the Company will consider and make response to the feedback from employees and refine the relevant human resources related policies and systems, if practicable.

The Group is aware of the importance of maintaining the rights and interests of employees, especially the production workers in the PRC as those production workers accounts for a majority of employees of the Group. If they are not satisfied with their salaries, meals allowance, working hours and working conditions, apart from expressing their views/opinions to the management of the Group, they have the rights to report to the Chinese Trade Union and negotiate with their employers under the Trade Union Law of the PRC (《中國工會法》), Articles of Association of Trade Unions in the PRC (《中國工會章程》) and Congress of Workers of the Industrial Enterprises Regulations (《全民所有制工業企業職工代表大會條例》). Our employees, including production workers, can give their comments and recommendations at the Congress of Workers and Staff. To summarize, we are pleased to listen to the needs and opinions from employees and provide various communication channels for employees to express their opinions regarding employment issues. We also obey the Special Rules on Labour Protection of Female Employees (《女職工勞動保護特別規定》) to protect our female employees' health.

本集團兩間鋼簾線廠房每年均採用評分機制對僱員進行有關他們對職業前景的滿意度調查。我們可通過調查以量度僱員對公司的參與度及瞭解僱員在共同要素中，如晉升、福利和補償、工作條件、與管理層的關係以及公司文化等方面有否參與。該調查亦為僱員提供一個公開反饋的途徑，並建立雙方溝通的平台。此外，從調查中取得的資料可讓我們找出改善在本集團的參與度的實力和機遇。本公司自二零一六年起進行同樣的僱員滿意度調查，旨在收集僱員對工作前景的意見／建議，並把相關僱員滿意度總結分析報告交予管理層審閱。本公司的管理層將考慮及回應僱員的意見，並完善相關的人力資源有關政策和制度（如可行）。

本集團知悉維護僱員權益的重要性，尤其是中國的生產工人，因該等生產工人佔本集團僱員數目的大多數。如他們對薪酬、膳食津貼、工作時間和條件不滿的生產工人，除可向本集團管理層反映其意見外，亦有權向中國工會報告，並根據《中國工會法》、《中國工會章程》及《全民所有制工業企業職工代表大會條例》與他們的僱主談判。我們的僱員（包括生產工人）可在職工代表大會上提出他們的意見和建議。總結，我們很樂意聽取僱員之需要和意見，並提供多種溝通渠道予僱員讓他們發表對僱傭事宜之意見。我們亦遵守《女職工勞動保護特別規定》以保護女性僱員的健康。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

Total Workforce and Employee Turnover Rate by Gender, Employment Type, Age Group and Staff Hometown Region

Total workforce by gender, employment type, age group and hometown region of staff of the three segments for the years ended 31 December 2019 and 2018 are as follows:

按性別、僱傭類型、年齡組別及僱員家鄉地區的僱員總數和僱員流失比率

截至二零一九年及二零一八年十二月三十一日止年度，三個分部按性別、僱傭類型、年齡組別及僱員家鄉地區劃分的僱員總數如下：

Unit 單位	No. of employees 僱員人數	Steel Cord Segment 鋼索線分部		Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室		Total 合計	
		2019	2018	2019	2018	2019	2018	2019	2018
		Total number of employees 僱員總數	2,005	2,020	2	2	36	38	2,043
By gender 按性別劃分									
Male 男	No. of employees 僱員人數	1,830	1,887	0	0	18	19	1,848	1,906
Female 女	No. of employees 僱員人數	175	133	2	2	18	19	195	154
By employment type 按僱傭類型劃分									
Full time 全職	No. of employees 僱員人數	2,005	2,020	2	2	36	38	2,043	2,060
Part-time 兼職	No. of employees 僱員人數	0	0	0	0	0	0	0	0
By age group 按年齡組別劃分									
Below 30 三十歲以下	No. of employees 僱員人數	518	698	0	0	4	4	522	702
31 to 50 三十一歲至五十歲	No. of employees 僱員人數	1,343	1,203	1	1	19	18	1,363	1,222
Over 50 五十歲以上	No. of employees 僱員人數	144	119	1	1	13	16	158	136

Year	Unit 單位	Steel Cord Segment 鋼索線分部			Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室			Total 合計
		Shandong Province 山東省	Zhejiang Province 浙江省	Henan Province 河南省	Guangdong Province 廣東省	Hong Kong 香港	Shanghai 上海	Beijing 北京	Others 其他	
		By staff hometown region 按僱員家鄉地區								
2019	No. of employees 僱員人數	1,127	455	93	1	13	11	6	337	2,043
2018	No. of employees 僱員人數	1,112	454	107	1	15	11	6	354	2,060

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

- Due to the cessation of the business operations of copper and brass products segment in September 2018, the total number of employees of copper and brass products segment in 2019 is low.
 - The business operations of copper and brass products segment has ceased in September 2018, but there are still employees working for the matters regarding the discontinued operation of copper and brass products business in 2019.
 - The above table of the total workforce by staff hometown region of the three segments is showing the three segment's top three hometown regions that most of the employees live respectively.
- 由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，因此銅及黃銅材料分部於二零一九年的僱員總數是處於低水平。
 - 銅及黃銅材料分部的業務於二零一八年九月起停止營運，但於二零一九年仍然有僱員處理已終止經營之銅及黃銅材料業務的事宜。
 - 上表之三個分部按僱員家鄉地區的僱員總數顯示的為三個分部中，頭三個最多僱員居住的家鄉地區。

The number and turnover rate of employees by gender, employment type, age group and hometown region of staff of the three segments for the years ended 31 December 2019 and 2018 are as follows:

截至二零一九年及二零一八年十二月三十一日止年度，三個分部按性別、僱傭類型、年齡組別及僱員家鄉地區劃分的僱員人數及流失率如下：

Unit 單位	Steel Cord Segment 鋼纜線分部				Copper and Brass Products Segment 銅及黃銅材料分部				Offices 辦公室				Total 合計				
	2019		2018		2019		2018		2019		2018		2019		2018		
Number and rate of employee turnover (%) 僱員流失人數和流失率(百分比)	810	3.24	787	3.08	0	0.00	44	19.04	7	1.50	13	2.55	817	3.21	844	3.19	
By gender 按性別劃分																	
Male 男	No. of employees and % 僱員人數和百分比	774	3.10	736	2.88	0	0.00	33	13.23	3	0.66	7	1.42	777	3.06	776	2.94
Female 女	No. of employees and % 僱員人數和百分比	36	0.14	51	0.20	0	0.00	11	5.81	4	0.84	6	1.13	40	0.16	68	0.25
By employment type 按僱傭類型劃分																	
Full time 全職	No. of employees and % 僱員人數和百分比	810	3.24	787	3.08	0	0.00	44	19.04	7	1.50	13	2.55	817	3.21	844	3.19
Part-time 兼職	No. of employees and % 僱員人數和百分比	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
By age group 按年齡組別劃分																	
30 or below 三十歲或以下	No. of employees and % 僱員人數和百分比	435	1.74	421	1.65	0	0.00	4	0.85	0	0.00	1	0.21	435	1.71	426	1.61
31 to 50 三十一歲至五十歲	No. of employees and % 僱員人數和百分比	357	1.43	328	1.28	0	0.00	27	11.89	3	0.65	6	1.16	360	1.42	361	1.36
Over 50 五十歲以上	No. of employees and % 僱員人數和百分比	18	0.07	38	0.15	0	0.00	13	6.30	4	0.85	6	1.18	22	0.09	57	0.21

- Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no employee turnover of copper and brass products segment in 2019. The above relevant data in 2019 has been shown as "0" or "0.00".
- 由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，銅及黃銅材料分部於二零一九年並沒有僱員流失，上述二零一九年之相關數據已顯示為「0」或「0.00」。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

Year	Unit 單位	Steel Cord Segment 鋼纜線分部				Copper and Brass Products Segment 銅及黃銅材料分部				Offices 辦公室					
		Shandong Province 山東省	Yunnan Province 雲南省	Henan Province 河南省	Others 其他	Others 其他				Hong Kong 香港	Shanghai 上海				
By staff hometown region 按僱員家鄉地區															
2019	No. of employees and % 僱員人數和百分比	573	2.30	36	0.15	36	0.15	165	0.68	0	0.00	4	0.86	3	0.65

Year	Unit 單位	Steel Cord Segment 鋼纜線分部				Copper and Brass Products Segment 銅及黃銅材料分部				Offices 辦公室									
		Shandong Province 山東省	Zhejiang Province 浙江省	Henan Province 河南省	Others 其他	Guangdong Province 廣東省	Hunan Province 湖南省	Chongqian 重慶	Others 其他	Hong Kong 香港									
By staff hometown region 按僱員家鄉地區																			
2018	No. of employees and % 僱員人數和百分比	458	1.80	75	0.29	51	0.20	203	0.79	6	2.46	12	3.39	10	5.63	16	7.57	13	2.55

Promotion of Employees' Work-life Balance

Striking a work-life balance between career and family for our employees is always a great challenge. We believe that if employees are less stressed out at work, they are willing to work at the Company for a longer period of time. As a result, a higher employee retention rate, a lesser time-consuming training and a greater loyalty of employees towards the Company can be achieved.

促進僱員平衡工作和生活

為我們的僱員在工作和生活之間取得平衡一直是一個巨大挑戰。我們相信，如果僱員的工作壓力較輕時，他們會較願意為本公司工作一段較長的時間。因此，便可實現更高的僱員保持率、更少的耗時培訓及僱員對本公司的更高忠誠度。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

HEALTH AND SAFETY

The Group treats its employees' health and safety as of utmost importance and we are committed to maintaining a safe, healthy and productive workplace for our employees. Thus, we provide orientation training, comprehensive and ongoing safety trainings to our employees of the main departments in particular to those who worked at workshop and production lines of the Company and its principal business units/its subsidiaries to help them to be accustomed to the operation of the plant and machinery and production facilities.

In order to provide a safe and healthy working environment to our employees, the Group has formulated various production safety regulations, relevant workshop regulations and codes of conduct in workplace, which provide guidelines on handling personal injuries and operating equipment accidents in case of occurrence, handling dangerous chemicals and operating machines which is set out in the procedures on operation safety manual and safety codes in accordance with the Occupational Safety and Health Ordinance, Occupational Disease Prevention Law in the PRC (《中國職業病防治法》), and the Production Safety Laws of the PRC (《中國安全生產法》).

We have adopted the codes of practice in safety operation for handling hazardous wastes and operating machines to strictly regulate employees who often handle hazardous waste and operate machines. They have to take and/or wear full set occupational protective equipment, such as face shield, safety glasses/goggles, safety belts, protective clothing etc. provided by the Group when they are handling dangerous chemicals or operating machines to protect their health and safety. They should check if the operating machines or equipment are in order and safe before use. All the operating machines and equipment have been inspected regularly to ensure safety. We have also prepared a compilation of responsibilities on safety issues to regulate the duties of each of main department of the two steel cord plants in terms of planning, monitoring and reviewing of safety and health measures. Safety maintenance officers have been appointed by the two plants to implement, monitor and enforce the management of health and safety policies. Moreover, we have also formulated regulations in respect of maintenance of healthy and safety workplace for our employees.

健康與安全

本集團視僱員的健康和安全為重中之重，我們並承諾為僱員維持一個安全、健康、具生產力的工作場所。因此，我們為本公司及其主要業務單位／其附屬公司的主要部門，特別是於車間和生產線工作的僱員提供入職培訓、全面和持續的安全培訓，以幫助他們適應廠房、機械和生產設施的運作。

為提供一個安全與健康的工作環境予我們的僱員，本集團根據《職業安全及健康條例》、《中國職業病防治法》及《中國安全生產法》制定各種安全生產規定、相關工場法規及在工作場所的行為守則，該等法規及行為守則提供處理個人工傷事故及一旦操作設備發生意外時的指引、處理危險化學品及列於安全操作程序和安全手冊中操作機器的程序。

我們採納處理有害廢物及操作機械的安全操作守則以嚴格規管經常處理有害廢物和操作機器的僱員。當他們處理危險化學物或操作機器時必須帶上及／或穿上本集團提供的全套工作保護設備，如面罩、安全眼鏡／護目鏡、安全帶及防護衣物等以保護他們的健康和安全。他們在操作機器或設備前需檢查該等機器或設備是否妥當及安全。所有操作機器和設備均須定時檢查以確保安全。我們亦編製了一份《安全事宜責任匯編》規定鋼簾線兩廠每個主要部門在規劃、監控和審查其安全與健康措施方面的職責。兩廠亦委任安全監察員去實施、監察及執行健康與安全管理政策。另外，我們亦為僱員制定了有關維持健康與安全工作場所之規則。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

Our two plants in the PRC have implemented several working measures, in particular, strengthening the safety and 5S management, which are known as “sort”, “systemize”, “standardize”, “self-discipline” and “shine” so as to provide our employees a safe and green working environment and production lines.

The Group has regulated that all new employees in the Mainland must take three levels of production safety trainings before taking up their duties, i.e. departmental trainings, workshop trainings and class/team work lines trainings. Employees who have special job duties, such as handling of dangerous chemicals, electricians, fitters, welders, forklift operators etc., must follow the operation safety rules. For employees who change job positions must also re-take relevant safety trainings before serving. We also provide trainings to Hong Kong and PRC employees, aiming to deliver a message of the importance of occupational health and safety in Hong Kong and PRC offices. Since the outbreak of COVID-19, Hong Kong head office, Shanghai subsidiary office and the two plants have implemented different anti-epidemic measures, such as work from home, providing masks to employees, etc., giving priority to employees' safety and health.

Besides, a reporting channel has been set up for work injuries and work-related fatalities. If any work injury or work-related fatality has occurred, the managers of the Company and main business units of the subsidiaries must report to the manager of human resources and administration department immediately. An internal key performance indicator has also been adopted defining a tolerance level for the occupational injury and fatality of the main business units of the subsidiaries. When no occupational injury or serious occupational accident has occurred or the occurrence rate is below the tolerance level, the responsible person of the management will be awarded. We believe that such measures can reduce the occurrence of work injuries.

Both manufacturing plants in JESC and TESC have set a target to achieve “zero” work injury in 2020.

我們在中國的兩廠已實施數項工作措施，特別是加強安全和5S管理，分別為「整理」、「整頓」、「清掃」、「清潔」及「素養」，從而為我們的僱員提供一個安全、綠色的工作環境和生產線。

本集團已規定國內所有新入職的僱員在工作前必須先進行安全生產的三級培訓（即所屬部門培訓、工場培訓及班組／團隊工序培訓）。任職特殊工種的僱員，如處理危險化學物、電工、鉗工、焊工、叉車工等則必須按照安全操作規則工作。所有變更職位的僱員在入職前亦必須重新進行相關安全培訓。我們亦提供有關以傳遞香港及中國辦公室職業健康和安全性的重要性信息為目的之培訓予香港及中國的僱員。自新型冠狀病毒爆發以來，香港總部、上海附屬公司辦事處及兩廠分別實施了不同的防疫措施，例如在家公司、提供口罩予僱員等，均以僱員的安全和健康狀況為優先。

此外，我們設立了一個有關工傷和與工作有關的死亡事故的報告渠道。如發生任何工傷或與工作有關的死亡事故，本公司和附屬公司之主要業務單位經理必須立即向人力資源及行政部經理報告。我們亦採納一個內部關鍵績效指標，對附屬公司之主要業務單位的工傷和與工作有關的死亡事故界定一個承受水平。當沒有發生工傷或嚴重工傷意外或發生率低於承受水平，負責該等工作的管理層會獲得獎勵。我們相信此等措施可減少工傷的發生。

於嘉興東方和滕州東方的兩個生產廠房都制定了二零二零年實現「零」工傷的目標。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

Occupational Health and Safety Management System Authentication

JESC and TESC obtained the OHSAS18001:2007 Occupational Health and Safety Management System Authentication Certificate since October 2017 and January 2016 (renewed in January 2019) which are reviewed by WIT Assessment Company Limited and Shanghai NQA Certification Co., Ltd. respectively every year. The respective certificate is valid till 15 October 2020 and 12 March 2021 respectively.

Work Safety Management System Authentication

JESC obtained the Work Safety Standardization Certificate (《安全生產標準化證書》) since December 2019 which is issued by the State Administration of Work Safety of the PRC (《中國國家安全生產監督管理總局》). The certificate is valid till December 2022.

Number and Rate of Work-related Fatalities and Lost Days due to Work Injury

Under the Employees' Compensation Ordinance (《僱員補償條例》), the Company should have a policy of insurance to cover its liabilities under both the ordinance and common law for injuries at work in Hong Kong. All employees working at the PRC are protected from work injury and work-related disease subject to China's social security system. If an employee has suffered from work-related injury, fatalities or disease in his/her course of employment, we must report to the Labour Department in Hong Kong or Ministry of Human Resources and Social Security of the PRC in writing within the period stipulated by the Occupational Safety and Health Ordinance, Regulation on Work-Related Injury Insurances (《工傷保險條例》) of the PRC and The State Council of the PRC, as the case may be.

Save as disclosed as below, during the years ended 31 December 2019 and 2018, neither any accidents in relation to occupational health and safety nor work-related fatalities had occurred in connection to the Group.

職業健康安全管理體系認證

嘉興東方和滕州東方分別於二零一七年十月和二零一六年一月(於二零一九年一月更新)取得OHSAS18001:2007職業健康安全管理體系認證證書,並每年分別由萬泰認證有限公司和上海恩可埃認證有限公司對認證範圍進行審核。相應的證書有效期分別至二零二零年十月十五日 and 二零二一年三月十二日。

安全生產管理體系認證

嘉興東方於二零一九年十二月取得由中國國家安全生產監督管理總局發出的安全生產標準化證書。該證書有效期至二零二二年十二月。

因工作關係而死亡的人數及比率及因工傷損失工作日數

根據《僱員補償條例》,本公司必須投購僱員補償保險單,以承擔其在該條例及普通法方面對在香港工傷的法律責任。所有中國的僱員均受到根據中國社會保障系統涵蓋工傷和與工作有關的疾病的保護。如僱員在工作期間遭遇與工作有關的受傷、死亡或疾病,我們必須因應情況按香港《職業安全及健康條例》或中國《工傷保險條例》及中國國務院規定的期限內以書面形式向香港勞工處或中國人力資源和社會保障部報告。

除以下所述,截至二零一九年及二零一八年十二月三十一日止年度,本集團並無涉及職業健康及安全的意外,亦沒有與工作有關的死亡事故發生。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

	Unit 單位	2019	2018
No. of employee's occupational injury incidents ⁽¹⁾ 僱員工傷事故次數 ⁽¹⁾	No. of incidents 次數	8	8
No. of employee's occupational injury 僱員工傷人數	No. of persons 人數	8	8
Percentage of employee's occupational injury ⁽²⁾ 僱員工傷人數比率 ⁽²⁾	%	0.38	0.38
No. of working days lost due to employee's occupational injury 僱員因工傷損失工作日數	Days 日數	523	489
Compensation amount due to employee's occupational injury 僱員因工傷賠償金額	HK\$ 港幣	49,670.08	68,505.66
Person-time participated in safety training 僱員接受安全培訓人次	Person-time 人次	16,808	2,100

- Reportable injuries refer to work-related accidents of employees resulting in incapacity for a period exceeding 3 days in Hong Kong under the Employees' Compensation Ordinance and the days as defined under the Regulation on Work-Related Injury Insurances (《工傷保險條例》) in the PRC.
- The rate of occupational injury is calculated as the number of injured employees divided by the number of employees employed in steel cord segment and multiplied by 100%.

- 須予報告的工傷指僱員因工作相關意外，按香港《僱員補償條例》導致無法工作超過三天及按中國《工傷保險條例》所界定的天數。
- 工傷比率的計算方法是把受傷僱員的人數除以鋼纜線分部的受僱人數再乘以100%。

Compensation for Work Injuries

The Group complies with the laws, rules and regulations in relation to compensation for work injuries or occupational diseases in Hong Kong and the PRC, which include the Employees' Compensation Ordinance (《僱員補償條例》), Compensation Standard for Work Injury (《工傷賠償標準》), Regulation on Work-Related Injury Insurances (《工傷保險條例》), Social Insurance Law of the PRC (《中國社會保險法》) and Regulation on Work-Related Injury Insurance in Zhejiang Province (《浙江省工傷保險條例》) to pay compensation to employee who has suffered from work-related injuries or work-related diseases. The Group also considers to pay extra compensation more than statutorily required to those employees who are injured, dead or suffered from work-related disease in their course of employment.

工傷賠償

本集團遵守香港及中國與工傷或職業病賠償有關的法律、規則和法規，包括《僱員補償條例》、《工傷賠償標準》、《工傷保險條例》、《中國社會保險法》及《浙江省工傷保險條例》向受工傷或得到與工作相關的疾病的僱員支付補償。本集團亦會考慮向於受僱期間受傷、死亡或得到與工作有關的疾病的僱員支付比法定要求更多的賠償。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

DEVELOPMENT AND TRAINING

The Group aims to ensure that development and training are ongoing for all employees and is committed to providing the Mainland staff, Directors and employees of the Company with continuous development training programmes/courses which are designed to enhance their technical skills in production and management, and professional skills and knowledge. Hence, the Group has adopted training course management policies which set out training structures to provide internal and external training programmes/courses to different levels of employees of the Group, such as at managerial grade or above, general staff and production workers. Each business segment is responsible for developing its own training programmes/courses to meet its specific business requirements. These training programmes/courses offered to employees include orientation training, on-the-job training, safety education, on-site training, simulative practice, vocational training, talk/lecture, quality management, job relocation training and external training related to professional qualifications. Through orientation training, new employees can have a fast understanding of the company, identify the organisational culture of the company and can easily adapt to it. Employees who fail the orientation training after the probation period stipulated in their employment contract and employees' handbook of their companies may result in disqualification as permanent employees with those companies. Any employee who has attended on-the-job training should take examinations to assess employee's performance.

During the year ended 31 December 2019, the Directors have attended programmes or seminar(s) organised by the Company, other qualified professional bodies or regulatory authorities. In particular, all Directors had actively participated in the Directors E-Training launched by the Stock Exchange in May 2019, which enhance their understanding of the board's leadership role in Environmental, Social and Governance matters.

發展及培訓

本集團旨在確保所有僱員的發展及培訓持續進行，並致力向國內僱員、本公司董事及僱員提供持續發展培訓計劃／課程以提升他們的生產和管理技術，及專業技能和知識。因此，本集團已採納了為本集團不同級別的僱員而設立的培訓課程管理政策，包括管理層或以上、一般僱員和生產工人，為他們提供內部和外部培訓計劃／課程的培訓架構。每個業務分部均負責發展他們自己的培訓計劃／課程，以滿足他們特定的業務要求。該等給予僱員的培訓計劃／課程包括入職培訓、在職培訓、安全教育、現場培訓、模擬實習、職能培訓、演講／講座、質量管理、轉職培訓和有關專業資格的外部培訓。通過入職培訓，新加入的僱員能迅速了解公司、認識公司企業文化及更輕鬆地融入公司。未能根據其僱傭合同及公司僱員手冊及規定的試用期後通過入職培訓的僱員，可能會被取消在該等公司作為全職僱員的資格。任何出席在職培訓的僱員須參加考試以評估僱員的表現。

截至二零一九年十二月三十一日止年度，董事已參加由本公司、其他專業資格團體或監管機構所舉辦的課程或研討會。特別是，本公司全體董事已積極參與聯交所於二零一九年五月推出的董事網上培訓，增進了他們對董事會在環境、社會及管治事宜的領導角色的理解。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

Employees are also encouraged to pursue lifelong learning and training. Hence, we offer comprehensive benefits, such as examination leaves, providing for those employees who will attend examinations organised by professional bodies or academic institutions in relation to the job he/she performs. In all, employees are offered with all-round and comprehensive trainings to enhance their technical skills and knowledge constantly.

本集團亦鼓勵僱員終身學習和培訓。因此，我們提供全面福利，例如考試假期，予參與由專業團體或學術機構組織舉辦與其工作有關的考試之僱員。總括而言，本集團為僱員提供全方位和全面的培訓，以不斷提升他們的技術能力和知識。

The Percentage of Employees Trained and Average Training Hours Completed per Employee by Gender and Employee Category

As at 31 December 2019 and 2018, the respective percentage of employees trained and average training hours completed per employee by gender and employee category of the three segments are as follows:

按性別及僱員類別劃分的受訓僱員百分比及每名僱員完成受訓的平均時數

於二零一九年及二零一八年十二月三十一日，三個分部分別按性別及僱員類別劃分的受訓僱員百分比及每名僱員完成受訓的平均時數如下：

	Unit 單位	Segment Cord Segment 銅簾線分部		Copper and Brass Products Segment 銅及黃銅材料分部		Offices 辦公室		
		2019	2018	2019	2018	2019	2018	
Percentage of employees' trained	接受培訓僱員百分比	%	53.80	50.81	0.00	0.00	6.57	8.80
Percentage of employees who received training by gender	按性別劃分接受培訓僱員百分比							
(a) Male	(a) 男	%	50.59	48.78	0.00	0.00	1.58	5.34
(b) Female	(b) 女	%	3.21	2.03	0.00	0.00	4.99	3.46
Percentage of employees who received training by employee category:	按僱員類別劃分接受培訓僱員百分比							
(i) Directors and/Senior Management	(i) 董事及/高級管理層	%	0.00	0.00	0.00	0.00	1.58	5.16
(ii) Managerial grade or above	(ii) 經理級或以上	%	0.05	0.03	0.00	0.00	0.79	0.19
(iii) Production workers	(iii) 生產工人	%	50.69	47.92	0.00	0.00	N/A 不適用	N/A 不適用
(iv) Supporting/General Staff	(iv) 支援/一般僱員	%	2.97	2.73	0.00	0.00	0.44	1.16
(v) Others	(v) 其他	%	0.09	0.13	0.00	0.00	3.76	2.29
Total training hours completed by employees	僱員接受培訓總時數	Hours 時數	110,548.50	72,373.00	0.00	0.00	179.40	99.30
Average hours of training per employee	每名僱員平均培訓時數	Hours 時數	4.43	2.84	0.00	0.00	0.41	0.21
Average hours of training per employee by gender:	按性別劃分僱員平均培訓時數							
(a) Male	(a) 男	Hours 時數	4.44	2.91	0.00	0.00	0.05	0.17
(b) Female	(b) 女	Hours 時數	4.35	1.81	0.00	0.00	0.77	0.25
Average hours of training per employee by employee category:	按僱員類別劃分僱員平均培訓時數							
(i) Directors and/Senior Management	(i) 董事及/高級管理層	Hours 時數	0.00	0.00	0.00	0.00	0.57	1.35
(ii) Managerial grade or above	(ii) 經理級或以上	Hours 時數	0.40	0.09	0.00	0.00	0.09	0.05
(iii) Production workers	(iii) 生產工人	Hours 時數	4.95	3.15	0.00	0.00	N/A 不適用	N/A 不適用
(iv) Supporting/General Staff	(iv) 支援/一般僱員	Hours 時數	1.21	1.04	0.00	0.00	0.56	0.01
(v) Others	(v) 其他	Hours 時數	0.21	0.25	0.00	0.00	0.47	0.63
Total charges for employees' attending training paid by the Group	集團支付僱員參與培訓的總費用	HK\$ 港幣	0.00	85.60	0.00	0.00	2,829.08	7,560.00
Time cost for training hours completed by employees	僱員接受培訓時數所佔的時間成本	HK\$ 港幣	2,032,708.68	1,428,034.60	0.00	0.00	38,960.81	60,730.92

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT

建設和諧和繁榮的社區環境

1. Due to the cessation of the business operations of copper and brass products segment in September 2018, there are no trainings arranged for the existing employees of copper and brass products segment during year 2019. The above relevant data in 2019 has been shown as "0.00".

LABOUR STANDARDS

The Group has formulated a comprehensive set of human resources policies to recruit talented persons from the widest pool of available talent in a fair and equitable manner, including but not limited to stipulating rules on recruitment and also formulated a strict recruitment policy to prevent child and forced labour, and other potential illegal incidents.

Management Systems for Recruitment

The Group aims to recruit and retain the best employees to help itself to achieve business objectives, missions and visions by implementing recruitment management systems strictly. The Group has taken all practical steps to ensure that the job seeker is lawfully employable subject to the Prohibition of Child Labour of the PRC (《中國禁止使用童工規定》) and relevant laws and regulations in Hong Kong and the PRC and request new applicants truthfully fill in their personal information in the personal data form, and provide identification documents and/or working visa (if any) to human resources and administration department in a fair and equitable manner and also under legitimate procedures. The procedures include but not limited to verification of identity to prevent the Group from recruiting employees under the age of 16 and forced labour. Besides, we ensure that applicants and employees are treated equally in respect of recruitment, assignment, development, evaluation and reward.

1. 由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，因此二零一九年已沒有安排銅及黃銅材料分部的僱員接受培訓。上述二零一九年之相關數據已顯示為「0.00」。

勞工準則

本集團制定一套全面的人力資源政策以公平合理的方式招聘最廣泛的人才，包括但不限於規定招聘規則，還制定了嚴格的招聘政策以防止童工及強制勞工和其他潛在的非法事件。

招聘管理系統

本集團以招聘和挽留最優秀僱員為目標，鼓勵他們作出貢獻以幫助實現其業務方針、目標及使命，因此嚴格推行招聘管理系統。本集團根據《中國禁止使用童工規定》及其他香港及中國相關法律及規定採取所有切實可行的步驟確保求職者為合法受僱，並按公平及公正的態度及合法的過程，要求新入職僱員在個人資料表格上填寫真實的個人資料，以及提供身份證明文件及／或工作簽證（如有）予人力資源及行政部。該等過程包括但不限於核實身份以防止本集團招聘十六歲以下的人士和強制勞工。此外，我們亦確保求職者和僱員均在招聘、分配工作、發展、評估和獎勵各方面受到平等的對待。

BUILDING A HARMONIOUS AND PROSPEROUS COMMUNITY ENVIRONMENT 建設和諧和繁榮的社區環境

Prevention of Child Labour and Forced Labour

According to the Provisions on the Prohibition of Child Labour of the PRC (《中國禁止使用童工規定》) and the Law of the PRC on the Protection of Minors (《中國未成年人保護法》), the Group is prohibited to recruit employees under the age of 16 and forced labour. In this connection, we have implemented regulations on managing the prevention of child labour and forced labour, and set out procedures to handle incidents with necessary actions taken to transport back those labour to hometown or place of origin if any child/forced labour is found. Disciplinary actions including the possibility of summary dismissal will be taken against employees deliberately providing untrue personal data, forged certificates or violating such regulations subject to the concerned company's employees' handbook and policies. Those regulations are in line with the Employment Ordinance and relevant laws and regulations in the PRC.

To conclude, the Group shall review the overall recruitment practices from time to time to prevent child labour, forced labour and other potential illegal incidents and shall comply with any laws, rules and regulations to prohibit child labour and forced labour. During the year of 2019, the Group was not aware of any breach of or non-compliance with applicable laws and regulations in relation to child labour and forced labour.

防止童工和強制勞工

根據《中國禁止使用童工規定》及《中國未成年人保護法》，本集團禁止招聘十六歲以下的人士及禁止強制勞工。在這方面，我們已實施了防止僱用童工和強制勞工的管理規則，以及設立發現僱用任何童工／強制勞工的事件處理程序，如需要我們會採取必要行動送他們回到家鄉或出生地。根據相關公司的僱員手冊和政策，故意提供不真實的個人資料、偽造證書或違反該等規定的僱員將給予紀律處分，包括可能即時解僱。該等法規符合僱傭條例及中國的相關法律及規則。

總括而言，本集團應不時審查整個招聘慣例以防止童工、強制勞工和其他潛在不合法事件，及會符合任何法律、規則及規定以禁止童工和強制勞工。於二零一九年內，本集團並沒有知悉任何違反或不遵守任何關於童工及強制勞工適用的法律及法規。

OPERATING PRACTICES

營運慣例

SUPPLY CHAIN MANAGEMENT

Our customers and suppliers

The Group has maintained fine business relationship with its suppliers for many years since they have been consistently providing superior quality of raw materials to the Group. The suppliers mainly supply steel wire rod for manufacturing steel cords for radial tyres for steel cord segment.

We are committed to delivering good quality and advanced steel cords and sawing wire products to our customers (i.e. tyre manufacturers). As quality control is one of the key features in our supply chain management, we select raw material suppliers with quality assurance, good reputation, high credibility and integrity whom we can maintain long-term business relationship with in steel cord segment. Moreover, we use a stringent procurement management mechanism and screening system to rate those suppliers qualification based on various factors including the price, exclusivity, convenience in transportation, financial condition, quality, techniques and skills, reputation, after-sale services and social responsibility to select raw material suppliers. The suppliers' environmental and social responsibilities are also our concern in supply chain management. On one hand, the Group selects the suppliers who are committed to emphasizing on the philosophy of environmental protection and the rights of employees, for instance, one of our suppliers, Nanjing Iron & Steel Co., Ltd., its production philosophy is to provide an environmentally friendly and safety working environment to their employees; while on the other hand, the Group continues to maintain good relationship with suppliers to guarantee better procurement and suit our production requirements. We also try to procure locally or in nearby places rather than overseas so as to reduce carbon emissions associated with transport and shipping, hence most of our steel cord segment's suppliers are located in Zhejiang and Jiangsu.

供應鏈管理

我們的客戶及供應商

基於供應商持續為本集團提供優質的原材料，本集團多年來一直與供應商保持良好的業務關係。供應商主要供應製造子午線輪胎用的鋼簾線盤條，用於鋼簾線分部上。

我們致力為我們的客戶（即輪胎製造商）提供優質和先進的鋼簾線和切割鋼絲產品。由於質量控制是我們供應鏈管理中其中一個關鍵特點，故鋼簾線分部會嚴選有品質保證、具有良好信譽、信用能力高以及我們可與其保持長期業務關係的誠信的原材料供應商。此外，我們採用一個嚴格的採購管理機制和篩選系統，根據價格、獨家、運輸便利、財務狀況、質量、技術和技能、信譽、售後服務及社會責任等各種因素來選擇我們的原材料供應商。供應商對環保及社會的責任亦是我們在供應鏈管理中的關注點。一方面，本集團承諾選擇致力於強調環保理念並尊重僱員權利的供應商，例如，我們的供應商之一，南京鋼鐵股份有限公司，其生產理念是為僱員提供一個環保及安全的工作環境；而另一方面，本集團繼續與供應商保持良好關係以確保更穩定的採購及符合我們的生產要求。我們還嘗試在本地或附近而非海外採購以減低因運輸及航運產生的碳排放，因此，我們大部分鋼簾線分部的供應商也位於浙江及江蘇。

OPERATING PRACTICES

營運慣例

In addition, we regularly assess the existing suppliers using major factors, including the on-going quality of raw material, costs, service, delivery, feedback from customers, etc.. We have gone through a standard procedure to select and evaluate samples of raw materials, i.e. wire rods, to meet the quality requirements of international standard, such as ISO9001:2008. To maintain an accurate and reliable record of our customers and suppliers, we would also administer the changes in customers' and suppliers' particulars so as to minimize the possible business risks, attributable from the change of our customers' or suppliers' owner/beneficiary under well-established procedures.

此外，我們會定期用主要因素來評估現時的供應商，包括原材料的持續質量、成本、服務、交付情況、客戶的反饋等。我們已通過一套標準程序來選擇和評估原材料（即盤條）樣本以符合國際標準，如ISO9001：2008的質量要求。我們亦會以完善的程序監控客戶和供應商資料的變更，以盡量減低因我們客戶及供應商擁有人／受益人發生轉變而產生的業務風險，以便為我們的客戶和供應商保持準確及可靠的記錄。

Number of Suppliers by Geographical Region

The number of suppliers by geographical region of steel cord segment for the years of 2019 and 2018 are as follows:

按地區劃分的供應商數目

於二零一九年及二零一八年年度鋼索線分部按地區劃分的供應商數目如下：

		2019	2018
PRC	中國		
Jiangsu	江蘇	7	6
Others	其他	5	3
Subtotal	小計	12	9
Japan	日本	1	2
Korea	韓國	0	0
Total	總計	13	11

The number of suppliers by geographical region of copper and brass products segment for the years of 2019 and 2018 are as follows:

於二零一九及二零一八年年度銅及黃銅材料分部按地區劃分的供應商數目如下：

		2019	2018
PRC	中國		
Guangdong	廣東	N/A不適用	5
Shanghai	上海	N/A不適用	1
Zhejiang	浙江	N/A不適用	3
Jiangsu	江蘇	N/A不適用	0
Others	其他	N/A不適用	4
Subtotal	小計	N/A不適用	13
Hong Kong	香港	N/A不適用	0
Korea	韓國	N/A不適用	0
Others	其他	N/A不適用	0
Total	總計	N/A不適用	13

1. Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement of the number of suppliers by geographical region of copper and brass products segment after September 2018. The above relevant ESG data in 2019 has been shown as "N/A".

1. 由於銅及黃銅材料分部的業務已於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算銅及黃銅材料分部按地區劃分的供應商，上述二零一九年之相關數據已顯示為「不適用」。

OPERATING PRACTICES

營運慣例

Practices relating to Engaging Suppliers, Number of Suppliers where the Practices are being Implemented, and the Execution and Monitoring of those Practices

With regard to the steel cord segment, its purchasing department has a serial of procedures on supplier management to strictly monitor the quality of raw materials and review the rating of those supplies regularly. Our objective is to choose suitable suppliers with top quality raw materials and excellent services. We also have a supplier product quality assurance cooperation agreement drafted for our key suppliers to ensure the products provided by them meet our quality requirements. We believe this practice can enhance the mutual trust and relationship between the suppliers and our Company and safeguard both parties' interests.

With regard to the copper and brass products segment, a procurement procedure and a monitoring quality system have been set up. An abnormal quality report will be submitted to general manager and related departments upon abnormal quality of raw materials is found. In view of the control procedures and continuous monitoring of the performance of suppliers, we can ultimately boost the Company's overall productivity. A satisfaction survey is conducted regularly based on the price, quality, financial condition, after-sale service and etc. for the existing suppliers of this segment. Based on these procedures, the procurement department can monitor the performance of suppliers and provide feedback to respective suppliers to improve their overall performance. However, procurements in relation to copper and brass products segment is no longer required, primarily attributable to the cessation of the business operations of copper and brass products segment since September 2018.

The above practices applied to all suppliers in respect of provision of raw materials for steel cord and copper and brass products segments during the years of 2019 and 2018.

聘用供應商的慣例，向其執行有關慣例的供應商數目，以及有關慣例的執行及監察方法

對於鋼簾線分部，其採購部門制定了一系列供應商管理程序，以嚴格監控原材料的品質並定期檢查該等供應商的等級。我們的目標是挑選可提供高質量原材料和優質服務之供應商。我們還為主要供應商草擬了一份供方產品質量保證合作協議書，以確保他們提供的產品符合我們的質量要求。我們相信此慣例可增進供應商與本公司之間的互信和關係，並維護雙方的利益。

對於銅及黃銅材料分部，其有制定採購程序及監控質量系統。當發現質量異常的原材料，便需向總經理及有關部門提供質量異常報告。鑒於供應商監控程序和持續監控供應商的表現，我們最終定能提高本公司的整體生產力。我們會根據價格、質量、財務狀況、售後服務等定期對此分部現有的供應商進行滿意度調查。採購部門可以按此程序監控供應商的表現，並向相應的供應商提供反饋，以改善供應商的整體表現。然而，有關銅及黃銅材料分部不再需要進行採購，主要因為銅及黃銅材料分部的業務已於二零一八年九月起停止營運。

上述慣例適用於二零一九年和二零一八年間為鋼簾線及銅及黃銅材料分部提供原材料的所有供應商。

OPERATING PRACTICES

營運慣例

To minimize the resources utilization in transportation and purchasing environmentally friendly stationery and office equipment as priority etc., we have adopted the green procurement policy by encouraging our employees to purchase in bulk.

In addition, we encourage suppliers to follow the Group's standards, comply with all applicable laws and regulations, and strive to minimize negative impacts on environment and preserve our natural resources. For instance, one of our suppliers, Nanjing Iron & Steel Co., Ltd., supplies their products to us based on their environmental policies and guidelines and follow our requirements.

Our suppliers also have expectations on us, including profitability, level of compliance with laws and regulations, effectiveness of supply chain management, accountability, credibility and reliability, willingness to communicate, degree of honesty in co-operation and length of partnership.

We hope to be the selected customers of our targeted suppliers. Alternately, their loyalty, support and collaboration enable us to operate more effectively, source our materials more sustainably and so strengthen our supply chain value.

PRODUCT RESPONSIBILITY

We have to go through stringent testing procedures to become a qualified supplier of a new radial tyre customer. These testing procedures could last for about 2 years in most of the international radial tyre manufacturers in order to test the properties of steel cord in the radial tyres under various weather conditions. In this regard, the Group pays great importance to the provision of products with top quality and high safety standard to its customers, aiming to maintain our "Eastern" brand recognition in steel cord industry. We monitor the quality of different specifications of steel cord constantly to ensure that radial tyre manufacturers are satisfied with our products, and their requirements of production of safe radial tyres can be met. Through the application of these standards, we can gain their long-term support and trust and thus enhance the profitability of the Group.

為了盡量減少因運輸之資源使用和優先考慮購買環保文具和辦公室設備等，我們已採取了綠色採購政策鼓勵僱員大批量採購。

此外，我們鼓勵供應商遵循本集團的標準，遵守所有適用之法律和法規，並努力減少對環境的負面影響的同時亦保護我們的天然資源。例如，我們其中一個供應商，南京鋼鐵股份有限公司，根據其環境政策和方針向我們提供產品，並遵循我們的要求。

我們的供應商亦對我們有期望，包括：盈利、遵守法律和法規的程度、供應鏈管理的有效性、責任感、誠信和可靠性、是否願意溝通、合作誠信度和合作時間。

我們希望成為我們的目標供應商的選定客戶。相對地，他們的忠誠、支持和合作使我們能夠更有效地運作，更可持續地獲得原材料，從而增強我們的供應鏈價值。

產品責任

我們必須經過嚴格的測試程序以成為子午線輪胎新客戶的合資格供應商。該等測試程序在大多數國際子午線輪胎製造商可持續長達約兩年，以測試在各種天氣狀況下子午線輪胎中的鋼簾線性能。就此而言，本集團非常重視為客戶提供優質及高安全標準的產品，旨在保持我們在鋼簾線行業中「東方」品牌的知名度。我們持續監控不同規格的鋼簾線質量，以確保子午線輪胎製造商滿意我們的產品及符合其對生產安全子午線輪胎的要求。透過應用這些標準，我們可以獲得他們的長期支持和信任，從而提高本集團的盈利能力。

OPERATING PRACTICES

營運慣例

In order to maintain the customers' confidence in our product quality, the Group provides after-sale services to our customers. If we receive complaints from any customer, we will first communicate with that customer and arrange our technical personnel to visit the customer's site for inspection or fine tune our product specification (as the case may be). For example, if we figure out that the main reason of the complaint is due to unsatisfied customer's requirements of the current production process, we will improve the product quality to suit our customer's need and customers may return the products or exchange for new products subject to the terms and conditions of the contracts. In addition, if we discover that the operators violate the rules and do not comply with the operation procedures, our management will give warning to such operators and provide further trainings to them.

IATF 16949:2016 was issued by TÜV Rheinland Cert GmbH, a leading international provider of inspection services, to TESC and JESC in years 2019 and 2018 respectively. In October 2017, a certificate GB/T28001-2011, was issued to JESC by WIT Assessment Co. Ltd., a commercial services company specializing in third-party certification business, providing management system certification, products certification and training services to domestic and international clients, which will be valid until 15 October 2020. Those certificates are intended to build up or enforce the confidence of a customer towards the system and process quality control of a supplier, in particular for the development, production and installation and servicing of automotive-related products.

為了維持客戶對我們產品質量的信心，本集團為我們的客戶提供售後服務。如我們收到任何客戶的投訴，我們將先與該客戶溝通，並安排我們的技術人員拜訪該客戶以進行檢查或調整我們的產品規格（視乎情況而定）。例如，如我們發現投訴的主要原因是由於客戶對當前生產流程的要求不滿意而導致的，我們將根據客戶的需求提高產品質量，及客戶可退回產品或根據合同條件來換取新產品。此外，如我們發現操作員違反規則且不遵守操作程序，我們的管理層將向這些操作員發出警告，並為他們提供進一步的培訓。

滕州東方及嘉興東方分別於二零一九年及二零一八年受頒授IATF 16949 : 2016（一間由國際服務商TÜV Rheinland Cert GmbH提供的檢驗服務）。於二零一七年十月，由一家專門從事第三方認證業務、為國內和國際客戶提供管理體系認證、產品認證和培訓服務的商業服務公司WIT Assessment Co. Ltd.頒授GB/T28001-2011證書予嘉興東方，其有效期至二零二零年十月十五日。這些證書旨在建立或加強客戶對供應商系統和過程質量控制的信心，特別是汽車相關產品的開發、生產、安裝和服務。

OPERATING PRACTICES

營運慣例

For steel cord segment, it has pre-product quality control planning procedures and sales of products policies and procedures, in which the area of those procedures and policies cover sales return policy, customers' complaint procedures and maintenance and safeguard products' intellectual property policies and measures. Moreover, customers' satisfaction surveys are conducted every year to collect comments from customers about the quality of our products, efficiency on delivery and after-sale service in this segment. The sales representatives of steel cord segment visit the customers occasionally to obtain comments/opinions in order to improve the quality of our products and enhance our technical skills and knowledge to meet the requirements of the customers.

For copper and brass products segment, it has product complaint and process form for customers to make necessary complaints and relevant department will follow-up thereafter. Besides, the management of this segment will visit customers regularly in order to build better business relationship. As we have built trust and reliable relationship with customers, the collection of accounts receivables from those customers are much more easier when this segment ceased its operations in September 2018. Until now, we are still in the process of collecting the accounts receivables from customers and things are going smoothly.

We know the importance of intellectual property rights protection and hence some guidelines are set on the identification of intellectual properties and the application for registration. Intellectual properties are our Company's major assets, so we put effort to safeguard the rights and interests. As the owner of certain intellectual properties, we have adopted products standard management procedures to protect customers' information from unauthorized access, usage and leakage and maintain their data properly.

There was no issue regarding material non-compliance with the relevant laws and regulations that have any significant impact on the Group relating to health and safety, advertising, labelling and privacy matters during the year.

There are no products of the Group sold or shipped subject to recalls for safety and health reasons, for the years 2019 and 2018.

對於鋼簾線分部，有產品前期質量監控計劃程序及產品銷售政策和程序，這些程序和政策範圍涵蓋退貨政策、客戶投訴程序及有關保護產品的知識產權政策和措施。此外，該分部每年亦會進行客戶滿意度調查，收集客戶對我們的產品質量、交付效率和售後服務的意見。鋼簾線分部的銷售代表會不時拜訪客戶以獲得他們的評價／意見，藉此改善我們的產品質量以及提升我們的技術和知識，以盡量滿足客戶的要求。

對於銅及黃銅材料分部，則有產品投訴及程序表格供客戶作出必要的投訴，而相關部門隨後便會跟進投訴。除此之外，該分部的管理層亦經常拜訪客戶以建立更好的業務關係。由於我們與客戶建立了信任和可靠的關係，因此，當該分部於二零一八年九月停止運營時，從這些客戶收取應收賬款比較容易。到目前為止，我們仍在向客戶收取應收帳款的過程，事情進展順利。

我們知悉保護知識產權的重要性，因此已制定了一些辨識及申請註冊知識產權的指引。知識產權是我們公司的重要資產，所以我們努力保護知識產權的權利和利益。作為若干知識產權的持有人，我們已採用了產品標準管理程序來保護客戶的資料以避免未經授權的存取、使用和洩漏，並適當地保存其資料。

本集團於本年度並沒有因不遵守相關法律與法規而對本集團有關健康與安全、廣告、標籤及私隱事宜有重大影響的事件。

本集團於二零一九年及二零一八年年度沒有因安全與健康理由而須回收已售或已運送的产品。

OPERATING PRACTICES

營運慣例

Number of Products and Service Related Complaints Received and How to Deal With

As mentioned under the heading of “**PRODUCT RESPONSIBILITY**” above, when customer complaints are received, we will first communicate with our customer and arrange technical personnel to visit the customer’s site for inspection or fine tune our product specification (as the case may be). After that, they will fine-tune the properties of products to suit the requirements of their customers (if necessary). Any corrective actions will then be recorded in the corrective action report and will follow-up if any corresponding actions are required. Moreover, the disqualified products can be returned or exchanged subject to the terms and conditions of the sales contracts. The complaint rate of steel cord and copper and brass products segments for the years 2019 and 2018 are as follows:

與產品和服務相關之投訴數量及處理方法

誠如上文「**產品責任**」標題下所述，當收到客戶的投訴，我們將先與該客戶溝通，並安排我們的技術人員拜訪該客戶以進行檢查或調整我們的產品規格（視乎情況而定）。然後，他們將調整產品的性能，以符合其客戶的需求（如有必要）。隨後任何糾正行動將記錄於糾正措施報告中，並在需要時採取任何相應行動去跟進。此外，不合格的產品可根據銷售合同的條款和條件進行退貨或換貨。於二零一九年及二零一八年度鋼簾線及銅及黃銅材料分部的投訴率如下：

			Steel Cord Segment 鋼簾線分部	
			2019	2018
			Unit 單位	
Total number of products related complaints received per thousand tonnes of production volume	每千噸產量的接獲關於產品的投訴總數目	No. of complaints/ '000 tonnes 投訴次數／千噸	0.29	0.27

			Copper and Brass Products Segment 銅及黃銅材料分部	
			2019	2018
			Unit 單位	
Total number of products related complaints received per tonnes of production volume	每噸產量的接獲關於產品的投訴總數目	No. of complaints/ tonnes 投訴次數／噸	N/A 不適用	0.003

1. Due to the cessation of the business operations of copper and brass products segment in September 2018, there is no data or information available for measurement of the complaint rate of copper and brass products segment after September 2018. The above relevant data in 2019 has been shown as “N/A”.

1. 由於銅及黃銅材料分部的業務於二零一八年九月起停止營運，因此二零一八年九月後沒有數據或資料可用於計算銅及黃銅材料分部的投訴率，上述二零一九年之相關數據已顯示為「不適用」。

OPERATING PRACTICES

營運慣例

ANTI-CORRUPTION Standard of Conduct

Having good standards of corporate governance is the indispensable key for the success of our business development, since this can promote and reinforce the confidence of its stakeholders. We have devised and adopted several clear guidelines/policies for the Directors, management and employees of the Group which enable the Group to achieve a high standard of code of conduct, including the follows:

- Declaration of Conflict of Interest
- Guidelines on Accepting and Offering Gifts and Entertainment
- Whistleblowing Policy
- Key channels of compliant
- Reporting and Monitoring Policy on Connected Transactions (CTs) and Continuing Connected Transactions (CCTs)

All the above policies/guidelines are annexed to the Internal Management and Control Manual (“Internal Control Manual”) of the Company which is reviewed and updated regularly. The latest Internal Control Manual has been revised and adopted on 31 December 2019. Besides, all employees of the Group, including directors of the Company, should avoid conflict of interest between their private interest and the interest of the Company and should report in such cases. They must also follow the guidelines in relation to provision of gifts and entertainment and accepting gifts and benefits and observe any updates and changes regarding the anti-corruption measures.

In addition, a whistleblowing policy was implemented and adopted by the Board on 22 March 2012 to provide procedures to employees who have concerns about any suspected misconduct or malpractice within the Group, in which those employees can reflect those concerns or submit a written report to the Company through this policy. The Company will then evaluate the report to decide whether a full investigation is needed. If it is necessary, the investigation process will start and the Company will prepare an investigation report and then submit to the audit committee of the Company upon completion of the investigation. The audit committee of the Company is responsible for monitoring and reviewing the operation of the whistleblowing policy and providing any recommendations attributable from the investigation of complaints.

反貪污 經營守則

擁有良好的企業管治標準是我們業務成功發展必不可少的關鍵，因為這可以促進和加強持份者的信心。我們為本集團的董事、管理層及僱員制定及採納多項明確的指引／政策，使本集團取得高標準的行為準則，包括如下：

- 利益衝突申報書
- 接受和饋贈禮物及款待的指引
- 舉報政策
- 主要投訴渠道
- 關連交易和持續關連交易的報告和監控政策

所有上述政策／指引均已附載於本公司的內部管理及監控指引（「內部監控指引」），並會定期作出檢討及更新。最新的內部監控指引已於二零一九年十二月三十一日修訂並採納。此外，本集團所有僱員（包括本公司董事）應避免個人利益與本公司利益發生衝突，如有衝突則必須稟報。他們亦必須遵守有關提供禮物及款待及接受禮物及利益的指引，並留意有關反貪污措施的任何更新及改動。

此外，董事會於二零一二年三月二十二日制定並採納了舉報政策，為僱員提供有關舉報本集團內任何可疑不當行為或違規行為的程序。該等僱員可以通過該政策向本公司反映該等關注或提交書面報告。本公司將會針對該等報告進行評估以決定是否需要進行全面調查。如認為有此需要，調查過程將會執行，且將於完成後向本公司審核委員會提交調查報告。本公司審核委員會有責任監管和審查有關舉報政策的實施情況以及提供對投訴所作出調查行動的任何建議。

OPERATING PRACTICES

營運慣例

We set out policies/guidelines that provide guidelines on anti-corruption and codes of conduct for respective core business units in the Mainland, namely Guidelines on Corporate Corruption Prevention, Management of Regulations on Anti-corruption and Anti-bribery, Whistleblowing Policy (applicable in the PRC), Code of Conduct and Code of Ethics relating to fraud, bribery and extortion.

Also, we have engaged Moore Advisory Services Limited, the internal auditor of the Company, to review the abovementioned policies to avoid any misappropriates, suspected or alleged fraud, abuse of power etc. and to ensure that all employees comply with the code of conduct.

Regarding the suppliers, we have a stringent procurement management system to evaluate our suppliers' performance and conduct in order to enhance the suppliers' commitment to the Group's standards and principles.

Moreover, the audit committee members of the Company have responded to PricewaterhouseCoopers, the external auditor of the Company, about their knowledge on any actual, suspected or alleged fraud which may affect the Group. During the year, the internal auditor, among others, has reviewed the risk management and internal control systems to see if any additional precaution needed to be added.

All the business operations have complied with relevant laws and regulations that may have a significant impact on the Group relating to bribery, extortion, fraud and money laundering etc. in the PRC and Hong Kong.

During the year, we are not aware of any legal cases regarding corrupt practices brought against the Company or its employees.

我們亦制定了針對國內各核心業務單位的反貪污和行為守則的政策／指引，即《關於預防腐敗的公司指引》、《反貪污和反賄賂管理規定》、《公司舉報政策》（適用於中國）、《行為守則》和有關於欺詐、賄賂和勒索的《道德守則》。

此外，我們已聘請大華國際諮詢有限公司，本公司之內部核數師，以審核上述政策來避免任何盜用、懷疑或涉嫌的欺詐行為、濫用權力等，並確保所有僱員均遵守行為準則。

至於供應商，我們有嚴格的採購管理系統以評估供應商的表現和行為，以增加供應商對遵守本集團之標準和原則的支持。

此外，本公司審核委員會成員已回應羅兵咸永道會計師事務所，本公司之外聘核數師，對彼等知悉有關任何影響本集團的實際、懷疑或涉嫌的欺詐行為。於本年度，內部核數師除了其他事項，已審閱風險管理及內部監控系統以確定是否需要增加任何額外的預防措施。

所有業務均符合中國及香港有關賄賂、勒索、欺詐及洗黑錢等對本集團可能有重大影響的相關法律及法規。

於本年度，我們並不知悉對本公司或其僱員提出有關貪污行為的任何訴訟案件。

OUR COMMUNITY

我們的社區

COMMUNITY INVESTMENT

The Group has long been committed to making a positive contribution to improve the communities in which we operate. We do not only support social welfare activities and community care projects by making donations, but also take initiative in participating in environmental activities as we believe that community care is an integral part of our corporate values. Our aims are (i) enhancing environmental awareness within the Group; (ii) promoting occupational safety and health at workplace; and (iii) helping the needy in society.

In order to strengthen awareness on environmental protection, and occupational safety and health issues among our employees, as well as encourage their contribution back to the society, we have established Corporate Social Responsibility Guidelines, Social Welfare Activities and Philanthropy Management Guidelines that encourage all employees to participate in and give support to community activities, maintain a safe and healthy working environment, comply with the relevant laws and regulations, and commit to environmental protection. We believe and expect every employee can play an important role in community engagement.

We are a member of the “Jockey Club CarbonCare Open Innovation Lab” (“COIL”) since 2015, which is established by CarbonCare Inn Lab and contributed by the Hong Kong Jockey Club Charities Trust. COIL holds events and/or seminars every month, inviting a number of low-carbon experts specialised in different areas or the management of companies/organisations to provide information on low-carbon and share their experiences in reducing carbon emission. The events and seminars held and information provided by COIL on climate justice, carbon reduction, resource conservation and adaptation to future climate scenarios are particularly useful and the knowledge obtained does help us to devise relevant measures and policies on carbon reduction properly and effectively.

社區投資

本集團長期致力於為改善我們經營所在的社區作出積極貢獻。我們不但通過捐款支持社會福利活動和社區關懷項目，更熱心參與環保活動，因為我們相信關懷社區是我們企業價值不可分割的一部分。我們的目標是(i)提高本集團的環保意識；(ii)推廣工作場所的職業安全健康；及(iii)幫助社會上有需要的人士。

為了加強我們僱員對環保保護的意識及對職業安全健康方面的認知，並鼓勵他們對社會作出貢獻，我們制定了企業社會責任指引、社會公益活動與慈善管理指引，鼓勵所有僱員參與及支持社區活動、保持一個安全與健康的工作環境、遵守相關法律和法規及致力於保護環境。我們相信並期望每一位僱員能在社區參與中發揮一個重要的角色。

我們自二零一五年起加入了由香港賽馬會慈善信託基金贊助及賽馬會低碳創聚成立的「低碳想創坊」。「低碳想創坊會」每月舉辦活動及／或研討會，邀請多個不同領域方面的低碳專家或公司／團體的管理層宣揚有關低碳的資訊及分享他們在減少碳排放方面的經驗。「低碳想創坊」所舉辦的活動和研討會提供的有關氣候公義、減碳、資源保育和如何適應未來氣候環境的資訊和知識，確實有助於我們正確而有效地制定相關的措施和減碳政策。

OUR COMMUNITY 我們的社區

To make the first step to go green at our workplace, we had participated in the “Green Office Awards Labelling Scheme” (“GOALS”) and “Eco-Healthy Workplace” organized by the WGO since 2017. These two schemes require companies to implement various green practices in their offices based on WGO’s guidelines with the support of Green Auditors. On the way to achieve the goals, we gained knowledge and skills on environmental protection and sustainability, increased awareness on physical and mental well-being of employees in workplace and be able to identify and apply reduction opportunities, ranging from energy, water and paper consumption to carbon at the office to assess and improve the environmental footprint. As we had implemented green measures in our office far more than the minimum required, we had been awarded with WGO’s Green Office Awards label and Eco-Healthy Workplace label for a year on 3 July 2019. This recognized our achievement in facilitating green office and promoting environmentally friendly concepts to employees. In order to share our achievements in environmental protection, we had kept on inspiring the subsidiaries to take initiatives and implement green measures within their office area and work stations. Our colleagues in the Mainland now have a “green office” idea at their workplace. They have stuck labels beside the light switch to remind themselves the importance of electricity saving. They also place waste separation bins to separate the waste which can be recycled.

為了使我們的工作場所走進綠色，我們自二零一七年起參與了由WGO推出的「綠色辦公室獎勵計劃」（「綠色辦公室」）和「健康工作間」。這兩項計劃要求公司在綠色審計員的協助下，根據WGO的指引在該等辦公室落實各種綠色措施。在實踐的過程中，我們增強了有關保護環境和可持續發展的知識和技能，提高僱員在工作場所對身體和精神健康的認知，並於辦公室找出及採取措施，從能源、水、紙張和碳方面減少資源消耗，以評估和改善環境足跡。由於我們在辦公室所實施的綠色措施遠遠超過最低要求，因此我們於二零一九年七月三日獲得了由WGO頒發為期一年的「綠色辦公室」標籤和「健康工作間」標籤。這認可了我們在促進綠色辦公室和向僱員推廣環保概念方面的成就。為了分享我們在環境保護方面的成就，我們不斷鼓勵附屬公司在其辦公區域內和工作位置積極落實綠色措施。我們的國內同事現已對他們的工作場所有了「綠色辦公室」的概念。他們在電燈開關旁邊貼上標籤，以提醒節約用電的重要性。他們還放置了廢物分類箱，以區分可回收的廢物。



OUR COMMUNITY

我們的社區

During the year, the Company had participated in the “Earth Hour 2019” campaign organised by World Wildlife Fund, the “Paper Saving” campaign organised by WGO, and continued to support the Hong Kong Green Building Week 2019 (“HKGBW 2019”) organised by Construction Industry Council and the Hong Kong Green Building Council by participating in the Biz-Green Dress Day of HKGBW 2019. These activities motivate employees to take actual actions in conserving energy, saving paper and adopting a more environmentally friendly lifestyle in the workplace.

Apart from implementing green initiatives in office, the Company also contributed to the communities with love and care by engaging in charitable activities and donations. We had participated in the “2019 Dress Casual Day” organised by the Community Chest, which is one of the most important charities in Hong Kong, and donated a certain amount of benevolent donation for subsidizing rehabilitation and aftercare services, aiming to recognize disabled person to enjoy their inherent equal rights, assist drug rehabilitation and rehabilitation people to rebuild their lives and reintegrate into the society. Employees were allowed to wear clothes they feel comfortable to work and it has gained full support by the Directors, the management and the employees of the Company. We hope to share with employees the concept that doing good deeds is just as simple and relaxing as dressing casual. After the reporting date, we had also made donations to the “Services for Street Sleepers, Residents in Cage Home and Cubicles” by supporting another event called “Skip Lunch Day 2020” launched by the Community Chest.

於本年度，本公司參與了由世界自然基金會舉辦的「地球一小時2019」活動，由WGO舉辦的「惜紙行動」，以及繼續通過參加香港綠色建築週2019的「輕型」上班日支持建造業議會及香港綠色建築議會舉辦的香港綠色建築週2019。這些活動激勵僱員採取實際行動，以節約能源、節省用紙，並在工作場所採用更環保的生活方式。

除了在辦公室落實綠色措施外，本公司還通過參與慈善活動和捐款為我們所愛與關懷的社區作出貢獻。我們參加了由公益金（香港其中一個最重要的慈善機構）舉辦的「2019公益金便服日」，並捐贈了一筆善款，用於資助復康及善導服務，目的是承認殘疾人士享有其與生俱來的平等權利，協助戒毒康復者及更生人士重建生命，重新融入社會。僱員可以穿上自在的衣服上班，而此活動亦得到了本公司董事、管理層和僱員的全力支持。我們希望向僱員分享做好事就像穿便服一樣簡單、輕鬆的概念。在報告日期之後，我們還通過支持公益金發起的另一項名為「公益行善『折』食日2020」的活動，向「露宿者、籠屋及板間房居民服務」捐贈善款。



OUR COMMUNITY 我們的社區

On the other hand, the Group had entertained employees by organising activities outside work in order to motivate employees, to foster team spirit and to reinforce a stronger sense of belonging. JESC, one of our Company's PRC subsidiaries, has invited all staff to celebrate Chinese New Year together. A talent show had been organised for employees to show off their talents and enjoy themselves in the night filled with music and dances. Besides, TESC, another PRC subsidiary of the Company, had also celebrated the 11th Anniversary since operation by giving choir performances and speeches on stage. Lucky draw had been organized to reward employees for their contributions and hard work during the past 11 years. TESC also organized a tug of war and a fun watermelon eating contests to maintain a pleasant and harmonious relationship among employees. In the early 2020, the Company also arranged a trip for Hong Kong employees to visit our subsidiary office in Shanghai and steel cord plant of JESC, to meet colleagues there and go sightseeing together, which strengthen communication and mutual understanding among employees in different places.

另一方面，為激勵僱員、培養團隊精神及加強其歸屬感，本集團安排了一些活動以提供僱員工作以外的娛樂。本公司的其中一間中國附屬公司，嘉興東方，邀請了全體僱員一同慶祝中國農曆新年，並為僱員安排才藝表演予他們展示才華，享受充滿音樂和舞蹈的夜晚。此外，本公司的另一間中國附屬公司，滕州東方，安排了合唱團表演和演講以慶祝廠房營運第十一週年。他們亦安排了抽獎活動，以獎勵僱員在過去十一年中的貢獻和辛勤工作。滕州東方還舉行了拔河比賽和趣味吃西瓜比賽，以維持僱員之間愉快而和諧的關係。於二零二零年初，本公司還安排了一次旅行予香港僱員，拜訪了我們上海附屬公司的辦公室和嘉興東方的鋼索廠房，與當地的同事見面並一起觀光，這增強了不同地區僱員之間的溝通和相互了解。



OUR COMMUNITY 我們的社區

Furthermore, the Company had been granted the Good MPF Employee Award for the year 2018/19 launched by Mandatory Provident Fund Schemes Authority in recognition of the Company's enduring efforts in protecting and enhancing the employees' retirement needs.

The Group recognises the importance of corporate social responsibility to the long-term success of our business. The above community participation is merely the start of our initiatives towards business sustainability. We will continue to encourage participation of employees in a wide range of community-based activities such as social welfare activities and community care projects to support local community. Looking ahead, we expect that further resources will be utilized in contributing to the society.



此外，本公司獲頒發強制性公積金計劃管理局推出的2018/19年度「積金好僱主」獎項，以表彰本公司在保障和加強僱員退休福利的需求方面所作出的不懈努力。

本集團認知企業社會責任對我們的業務取得長期成功的重要性。上述社區參與僅僅是我們推行業務可持續發展的開始。我們將繼續鼓勵僱員廣泛參與各種社區活動，例如社會福利活動及社區關懷項目以支持當地社區。展望未來，我們期望投入更多資源為社會作出貢獻。



HKEX ESG REPORTING GUIDE CHECKLIST

聯交所環境、社會及管治報告指引清單

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 描述	Refer to the page(s) no. of this 2019 ESG Report 參閱本2019年 ESG報告的頁碼
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Aspect A1: Emissions 層面A1：排放物		
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and non-hazardous waste. 有關廢氣及溫室氣體排放、向水及土地的排污、有害及無害廢棄物的產生等的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	17-21
KPI A1.1 關鍵績效指標A1.1	Types of emissions and respective emissions data. 排放物種類及相關排放數據。	22
KPI A1.2 關鍵績效指標A1.2	Greenhouse gas emission in total and intensity. 溫室氣體總排放量及密度。	23-24
KPI A1.3 關鍵績效指標A1.3	Total hazardous waste produced and intensity. 所產生有害廢棄物總量及密度。	25
KPI A1.4 關鍵績效指標A1.4	Total non-hazardous waste produced and intensity. 所產生無害廢棄物總量及密度。	26-28
KPI A1.5 關鍵績效指標A1.5	Description of measures to mitigate emissions and results achieved. 描述減低排放量的措施及所得成果。	29
KPI A1.6 關鍵績效指標A1.6	Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved. 描述處理有害及無害廢棄物的方法、減低產生量的措施及所得成果。	30

HKEX ESG REPORTING GUIDE CHECKLIST

聯交所環境、社會及管治報告指引清單

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 描述	Refer to the page(s) no. of this 2019 ESG Report 參閱本2019年 ESG報告的頁碼
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Aspect A2: Use of Resources

層面A2：資源使用

General Disclosure 一般披露	Policies on efficient use of resources including energy, water and other raw materials. 有效使用資源（包括能源、水及其他原材料）的政策。	30
KPI A2.1 關鍵績效指標A2.1	Direct and/or indirect energy consumption by type in total and intensity. 按類型劃分的直接及／或間接能源總耗量及密度。	31
KPI A2.2 關鍵績效指標A2.2	Water consumption in total and intensity. 總耗水量及密度。	32
KPI A2.3 關鍵績效指標A2.3	Description of energy use efficiency initiatives and results achieved. 描述能源使用效益計劃及所得成果。	33-34
KPI A2.4 關鍵績效指標A2.4	Description of whether there is any issue in sourcing water, water efficiency initiatives and results achieved. 描述求取適用水源上可有任何問題，以及提升用水效益計劃及所得成果。	33-34
KPI A2.5 關鍵績效指標A2.5	Total packaging material used for finished products, and if applicable, with reference to per unit produced. 製成品所用包裝材料的總量及（如適用）每生產單位佔量。	34-36

Aspect A3: The Environment and Natural Resources

層面A3：環境及天然資源

General Disclosure 一般披露	Policies on minimising the issuer's significant impact on the environment and natural resources. 減低發行人對環境及天然資源造成重大影響的政策。	37-42
KPI A3.1 關鍵績效指標A3.1	Description of the significant impacts of activities on the environment and natural resources and actions taken to manage them. 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動。	37-42

HKEX ESG REPORTING GUIDE CHECKLIST

聯交所環境、社會及管治報告指引清單

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 描述	Refer to the page(s) no. of this 2019 ESG Report 參閱本2019年 ESG報告的頁碼
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Aspect B1: Employment 層面B1：僱傭

General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, antidiscrimination, and other benefits and welfare. 有關薪酬及解僱、招聘及晉升、工作時數、假期、平等機會、多元化、反歧視以及其他待遇及福利的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	43-48
KPI B1.1 關鍵績效指標B1.1	Total workforce by gender, employment type, age group and geographical region. 按性別、僱傭類型、年齡組別及地區劃分的僱員總數。	49-50
KPI B1.2 關鍵績效指標B1.2	Employee turnover rate by gender, age group and geographical region. 按性別、年齡組別及地區劃分的僱員流失比率。	50-51

Aspect B2: Health and Safety 層面B2：健康與安全

General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to providing a safe working environment and protecting employees from occupational hazards. 有關提供安全工作環境及保障僱員避免職業性危害的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	52-54
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HKEX ESG REPORTING GUIDE CHECKLIST

聯交所環境、社會及管治報告指引清單

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 描述	Refer to the page(s) no. of this 2019 ESG Report 參閱本2019年 ESG報告的頁碼
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KPI B2.1 關鍵績效指標B2.1	Number and rate of work-related fatalities. 因工作關係而死亡的人數及比率。	54-55
KPI B2.2 關鍵績效指標B2.2	Lost days due to work injury. 因工傷損失工作日數。	55
KPI B2.3 關鍵績效指標B2.3	Description of occupational health and safety measures adopted, how they are implemented and monitored. 描述所採納的職業健康與安全措施，以及相關執行及監察方法。	52-55

Aspect B3: Development and Training

層面B3：發展及培訓

General Disclosure 一般披露	Policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities. 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動。	56-57
KPI B3.1 關鍵績效指標B3.1	The percentage of employees trained by gender and employee category. 按性別及僱員類別劃分的受訓僱員百分比。	57
KPI B3.2 關鍵績效指標B3.2	The average training hours completed per employee by gender and employee category. 按性別及僱員類別劃分，每名僱員完成受訓的平均時數。	57

Aspect B4: Labour Standards

層面B4：勞工準則

General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour. 有關防止童工或強制勞工的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	58-59
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HKEX ESG REPORTING GUIDE CHECKLIST

聯交所環境、社會及管治報告指引清單

General Disclosure and KPIs 一般披露及 關鍵績效指標	Description 描述	Refer to the page(s) no. of this 2019 ESG Report 參閱本2019年 ESG報告的頁碼
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KPI B4.1 關鍵績效指標B4.1	Description of measures to review employment practices to avoid child and forced labour. 描述檢討招聘慣例的措施以避免童工及強制勞工。	58-59
KPI B4.2 關鍵績效指標B4.2	Description of steps taken to eliminate child and forced labour practices when discovered. 描述在發現違規情況時消除有關情況所採取的步驟。	58-59

Aspect B5: Supply Chain Management 層面B5：供應鏈管理

General Disclosure 一般披露	Policies on managing environmental and social risks of the supply chain. 管理供應鏈的環境及社會風險政策。	60-61
KPI B5.1 關鍵績效指標B5.1	Number of suppliers by geographical region. 按地區劃分的供應商數目。	61
KPI B5.2 關鍵績效指標B5.2	Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, how they are implemented and monitored. 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目、以及有關慣例的執行及監察方法。	62-63

Aspect B6: Product Responsibility 層面B6：產品責任

General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	63-65
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HKEX ESG REPORTING GUIDE CHECKLIST

聯交所環境、社會及管治報告指引清單

General Disclosure and KPIs 一般披露及 關鍵績效指標		Description 描述	Refer to the page(s) no. of this 2019 ESG Report 參閱本2019年 ESG報告的頁碼
KPI B6.1 關鍵績效指標B6.1	Percentage of total products sold or shipped subject to recalls for safety and health reasons. 已售或已運送產品總數中因安全與健康理由而須回收的百分比。	65	
KPI B6.2 關鍵績效指標B6.2	Number of products and service related complaints received and how they are dealt with. 接獲關於產品及服務的投訴數目以及應對方法。	66	
KPI B6.3 關鍵績效指標B6.3	Description of practices relating to observing and protecting intellectual property rights. 描述與維護及保障知識產權有關的慣例。	65	
KPI B6.4 關鍵績效指標B6.4	Description of quality assurance process and recall procedures. 描述質量檢定過程及產品回收程序。	63-65	
KPI B6.5 關鍵績效指標B6.5	Description of consumer data protection and privacy policies, how they are implemented and monitored. 描述消費者資料保障及私隱政策，以及相關執行及監察方法。	65	
Aspect B7: Anti-corruption 層面B7：反貪污			
General Disclosure 一般披露	Information on: (a) the policies; and (b) compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering. 有關防止賄賂、勒索、欺詐及洗黑錢的： (a) 政策；及 (b) 遵守對發行人有重大影響的相關法律及規例的資料。	67-68	
KPI B7.1 關鍵績效指標B7.1	Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases. 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果。	68	

HKEX ESG REPORTING GUIDE CHECKLIST

聯交所環境、社會及管治報告指引清單

General Disclosure and KPIs	Description	Refer to the page(s) no. of this 2019 ESG Report
一般披露及關鍵績效指標	描述	參閱本2019年ESG報告的頁碼
KPI B7.2 關鍵績效指標B7.2	Description of preventive measures and whistleblowing procedures, how they are implemented and monitored. 描述防範措施及舉報程序，以及相關執行及監察方法。	67-68
Aspect B8: Community Investment 層面B8：社區投資		
General Disclosure 一般披露	Policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities takes into consideration communities' interests. 有關以社區參與來了解營運所在社區需要和確保其業務活動會考慮社區利益的政策。	69-73
KPI B8.1 關鍵績效指標B8.1	Focus areas of contribution. 專注貢獻範疇。	69-73
KPI B8.2 關鍵績效指標B8.2	Resources contributed to the focus areas. 在專注範疇所動用資源。	69-73



**SHOUGANG CONCORD CENTURY
HOLDINGS LIMITED**
首長寶佳集團有限公司