

# Workplace Quality

## 【Equality, Care and Joint Development】

The Group has 5 production bases in China, including Hong Kong United Laboratories Co., Ltd., Zhuhai United Laboratories Co., Ltd., Zhuhai United Laboratories (Zhongshan) Co., Ltd., United Laboratories (Inner Mongolia) Co., Ltd. and Guangdong Kaiping Kingly Capsule Co., Ltd., and a total of 11,500 staff. Our united, hardworking and energetic staff enables the Group to fully grasp every development opportunities. The Group has always dedicated to cultivate talents and provide fair remuneration, benefits, training and promotion prospect for each staff. In the meantime, the Group assesses its staff remuneration system from time to time to ensure its fairness and competitiveness. Furthermore, the Group purchases various insurances for its staff, including medical, endowment and maternity insurances.

Product	Production Bases
Intermediate products, bulk medicines and finished products	United Laboratories (Inner Mongolia) Co., Ltd.
Bulk Medicines, biological and finished products	Zhuhai United Laboratories Co., Ltd.
Finished products	Zhuhai United Laboratories (Zhongshan) Co., Ltd.
Finished products	Hong Kong United Laboratories Co., Ltd.
Empty Capsule casings	Guangdong Kaiping Kingly Capsule Co., Ltd.



## Health and Workplace Safety

The United Laboratories persists in safe production and devotes itself to providing a healthy and safe working environment for its staff. The Group has put in place safe production SOP for all production-related positions, and organized activities on safety for staff from time to time, such as safe production fire drill, workshop safety training and occupational health training. The safety awareness and skills of the staff are constantly improved, ensuring safe operation for the Group and building a satisfying and safe production environment. In addition, the Group regularly arranges full medical check-up for its staff, invites experts to lecture on health and hygiene and provide comprehensive health guidelines and related trainings for our staff.



Staff fire emergency drill

## Staff Training

Staff training and education is key to maintain an energetic enterprise. The United Laboratories considers staff training a constant propeller for the enterprise to improve efficiency and thus provides induction training and a variety of individualized on-the-job trainings for each staff. In line with the national pharmaceutical policies, and in accordance with the training needs of each functional department, the Group formulates annual training program to continually enhance our staff's professional standard. Our daily training program includes team outward bound, GMP training, management training and product specialist training. Drug safety concerns the life and health of the public, therefore, being the first pharmaceutical enterprise in China with all

workshops passed the national GMP certification on the first attempt, The United Laboratories aims to produce the best quality products, foster deeper understanding of GMP management standard for our staff, prudently handle each step of the drug manufacturing process and ensure the quality and safety of our product.

Furthermore, the Group encourages its staff to engage in advanced studies and acquire relevant professional qualifications. As of this date, our staff comprises 0.71% of master degree and PhD holders, 13.97% of undergraduate degree holders and 85.22% of college degree holders and others, 93 of which possess licensed pharmacist qualification.



New employee induction training



New employee outward bound



## Staff Participation

The Group attaches great importance to the work-life balance of its staff. In order to enrich staff's leisure time, the Group has assisted in setting up various clubs and hobby groups, including the ping-pong club, the badminton club, the football club, the billiards club, the mountaineering club, the cycling club and the dancing club, among others. During the year, numerous cultural and sports activities were held by such groups and an increasing number of people were drawn to take part in their activities.

In order to promote our corporate culture, the Group has successively set up in-house publications since 1997, namely *The TUL's People and Pictorials*, all contents of which were originated from staff contributions. Such publications provide a valuable platform to promptly follow news and trends of the enterprise.



Staff performance



In-house publications *The TUL's People and Pictorials*

The subordinate units of the Group has in succession set up groups to organize various corporate cultural activities on a regular basis, such as basketball, badminton, fun marathon and TUL Cup Skill Competition, holidays and festivals-themed activities including Women's Day Speech Contest, Mid-Autumn Festival Garden Party and evening party for New Year. Such activities not only boost festivity, but also encourage exchanges among staff and increase their sense of belonging.



Badminton tournament



Fun marathon