

KB

建滔積層板控股有限公司

KINGBOARD LAMINATES HOLDINGS LIMITED

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

Stock Code 股份代號：1888

2023 ESG REPORT

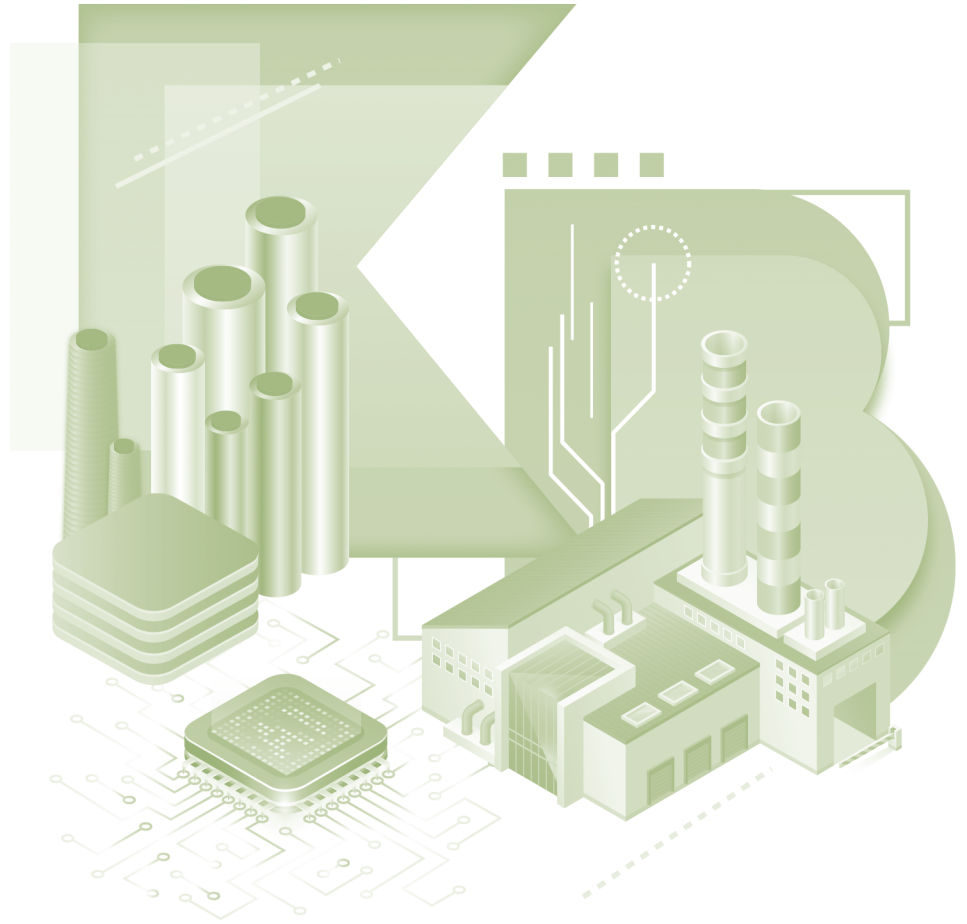
環境、社會及管治報告

LEADING 引領 THE FUTURE 未來



CONTENTS

目錄



3 About this Report 關於本報告

Group Overview
集團概覽

Reporting Boundary
報告範圍

Reporting Principles
報告原則

Response to this Report
對本報告的回應

Communication with Stakeholders
與利益相關者溝通

CSR Vision
企業社會責任願景

Missions and Objectives
使命及目標

CSR Governance Structure
企業社會責任的管治架構

8 Stakeholder Engagement 利益相關者的參與

Materiality Assessment
重要性評估

Overview of Materiality Assessment Results
重要性評估結果概要

13 Environmental Protection 環境保護

Discharge and Emission Management
排放物管理

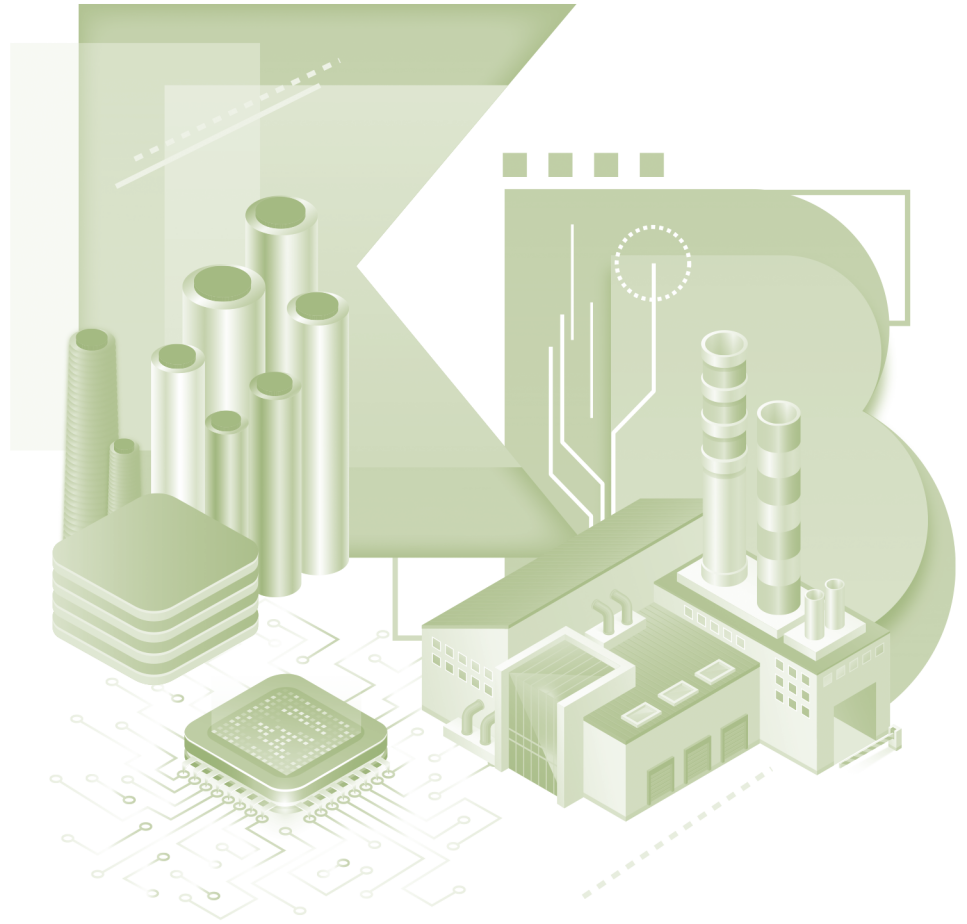
Air Pollutant Emissions
空氣污染物排放

Wastewater Discharge
廢水排放

Generation, Treatment and Recycling of Waste
廢棄物的產生、處理和回收

Consumption of Energy, Water and Packaging Materials
能源、水資源及包裝物料的使用

Other Environmental Impacts and Climate Change
其他環境影響及氣候變化



32 Employment 僱傭

Employment Policy
僱傭政策

Emolument Policy
薪酬政策

Employee Activities and Benefits
員工活動及福利

Training and Development
培訓及發展

Employee Health and Occupational Safety
僱員健康及職業安全

47 Operation 營運

Supply Chain Management
供應鏈管理

Product Management and Safety
產品管理及安全

Customer Information and Intellectual Property Protection
客戶資料及知識產權保護

Anti-Corruption and Anti-Competitive Behaviour Policy
反貪污及反競爭行為政策

54 Community 社區

Contribution to Community
社區貢獻

ABOUT THIS REPORT 關於本報告

GROUP OVERVIEW

Kingboard Laminates Holdings Limited (“Kingboard Laminates”, the “Company”, or “We”) is listed on the Main Board of The Stock Exchange of Hong Kong Limited (the “SEHK”, Stock code: 01888). We are committed to integrating sustainable development into our strategic planning and day-to-day operation through transparent measures, with a view to delivering long-term value to stakeholders of the Company.

REPORTING BOUNDARY

This Report covers the environmental, social and governance (“ESG”) initiatives and performance issues related to laminates business for the period commencing on 1 January and ending on 31 December 2023 (the “Reporting Period” or the “FY2023”). This Report covers 27 plants of the Company and its subsidiaries (the “Group”).

This Environmental, Social and Governance Report (“ESG Report”) has been prepared in accordance with the Environmental, Social and Governance Reporting Guide set out in Appendix C2 to the Main Board Listing Rules of the Hong Kong Stock Exchange.

REPORTING PRINCIPLES

Materiality:

Important and relevant information to stakeholders on different ESG areas is covered in this Report, and relative importance of ESG issues has been determined through materiality assessment and approved by the board of the directors (the “Board”).

Quantitative:

Quantitative information is provided in this Report, and where appropriate, with narrative and comparative data to assist readers in meaningful interpretation of figures and enable them to perform fair assessment of the Group’s ESG performance.

Consistency:

Consistent methodologies (as presented in previous reports) are used to prepare and present ESG data provided in this Report, unless otherwise specified.

集團概覽

建滔積層板控股有限公司(「建滔積層板」·「本公司」或「我們」)在香港聯合交易所有限公司(「香港聯交所」·股份代號：01888)主板上市。我們致力以具透明度的舉措將可持續發展融入企業的戰略規劃及日常營運之中，務求為本公司的利益相關方創造長遠價值。

報告範圍

本報告涵蓋自二零二三年一月一日至十二月三十一日期間(「報告期間」·「2023年財政年度」)與覆銅面板業務相關之環境、社會及管治(「ESG」)方面的舉措及相關表現事宜。本次報告涵蓋本公司及其附屬公司(「本集團」)旗下的27家工廠。

本環境、社會及管治報告(「ESG報告」)根據香港聯交所主板上市規則附錄C2所載之環境、社會及管治報告指引編製。

報告原則

重要性：

本報告涵蓋於各ESG方面對利益相關者而言重要且相關的資料，相關ESG議題的相對重要性已透過重要性評估釐定並經董事會(「董事會」)批准。

量化：

本報告載列量化資料並適當附帶說明及比較數據，以助讀者理解數據並客觀評估本集團的ESG績效。

一致性：

除另有指明外，本報告使用一致的方法(誠如以往報告所呈報)以編製及呈列ESG數據。

ABOUT THIS REPORT 關於本報告

REPORTING PRINCIPLES (continued)

Balance:

Unbiased information is provided in this Report, without the inappropriate use of selections, omissions or presentation formats that would mislead the readers.

RESPONSE TO THIS REPORT

Kingboard Laminates highly values the views of all stakeholders on the measures taken by the Group for, and our performance in relation to, sustainability. Should you have any questions or suggestions on this Report, please contact us by e-mail to enquiry@kingboard.com or fax at (852) 2691 0445. Please browse the Group's website at <http://www.kblaminates.com/> for further information on the sustainability plan of the Group.

For details of the financial performance of the Group and any inquiries, please carefully read the Annual Report FY2023 of Kingboard Laminates.

COMMUNICATION WITH STAKEHOLDERS

We believe that listening and responding to and addressing opinions of stakeholders and issues of their concern effectively and continuously will be conducive to the Group's long-term business development. As such, we have set up several communication channels that allow stakeholders to share and talk about matters of concern, thereby creating a service ecosystem that advocates diversity and mutual promotion.

CSR VISION

We realise the Group's business philosophy by promoting common progress for our employees, the Group and society are taken into account the sustainable development of the community and the environment while emphasising corporate development. Our CSR vision is "to build us into a top performer that helps establish a harmonious society and promote well-balanced and sustainable development of the economy, community and environment."

報告原則 (續)

平衡：

本報告公正持平地提供資料，並無以不恰當的選擇、遺漏及呈報格式誤導讀者。

對本報告的回應

建滔積層板高度重視各利益相關者對本集團可持續發展措施及表現的意見。如閣下對本報告有任何問題或建議，請發送電子郵件至 enquiry@kingboard.com，或傳真至 (852) 2691 0445 聯絡我們。如欲瞭解更多關於本集團的可持續發展計劃，請瀏覽本集團官方網站 <http://www.kblaminates.com/>。

而有關本集團財務表現的詳情及任何查詢，請細閱建滔積層板2023年財政年度年報。

與利益相關者溝通

我們認為有效和持續的聆聽，回應及解決利益相關者的意見以及他們所關注的議題將有助於本集團的長遠業務發展。為此，我們建立多個不同的溝通管道，讓利益相關者分享及發表他們關注的事項，創造多元共生，互相促進的服務生態圈。

企業社會責任願景

我們將通過推動員工，集團和社會的共同進步，以實現本集團的經營理念，強調企業發展的同時顧及社會及環境的可持續發展。我們的企業社會責任願景是：「打造一流企業，構建和諧社會，促進經濟、社會、環境的和諧與可持續發展。」

ABOUT THIS REPORT 關於本報告

MISSIONS AND OBJECTIVES

We attach great importance to our responsibility to society, while taking into account business development and its impact on the environment and society. Based on the principles of protecting the environment, caring for communities and employees, putting people first, being fair-minded, and following laws and regulations, we promote the construction of sustainable mechanism in a systematic way, and outline the sustainable circular industry chain so as to realize our core values. At the same time, we call on upstream and downstream enterprises in the industry to jointly promote sustainable development. The specific measures are as follows:

使命及目標

我們十分重視企業對社會的責任，同時顧及發展業務及對環境與社會的影響，並圍繞「保護環境」、「關愛社區」、「以人為本」、「關懷員工」、「公平持正」與「遵行法規」的行動路徑系統性推進可持續發展體系建設，規劃可持續發展的循環產業鏈以實現我們的核心價值。並且號召行內上下游企業共同推動可持續發展。具體內容如下：

Our missions and objectives in terms of environment, community, employment, and operation 環境、社區、僱傭及營運方面訂立的使命與目標



- Promote and continuously implement water conservation measures
- 推動並持續進行節約用水措施
- Recover and recycle wastes
- 廢棄物回收及循環再用
- Reduce emissions
- 減少排放
- Manage energy effectively
- 有效能源管理
- Curb pollution
- 污染控制



- Ensure employee occupational health and safety
- 保障員工職業健康及安全
- Improve employee benefits and strengthen personal development
- 提升員工福利，加強個人發展
- Ensure fair employment
- 平等僱傭



- Maintain a good customer relationship
- 維持良好客戶關係
- Prevent bribery and corruption
- 防止賄賂及貪污舞弊行為
- Improve management efficiency
- 提高管理效率
- Comply with applicable laws and regulations
- 遵從適用的法律法規



- Promote community development
- 促進社區發展
- Provide high-quality products
- 提供高品質的產品
- Facilitate social diversity and harmony
- 促進社會多元共生

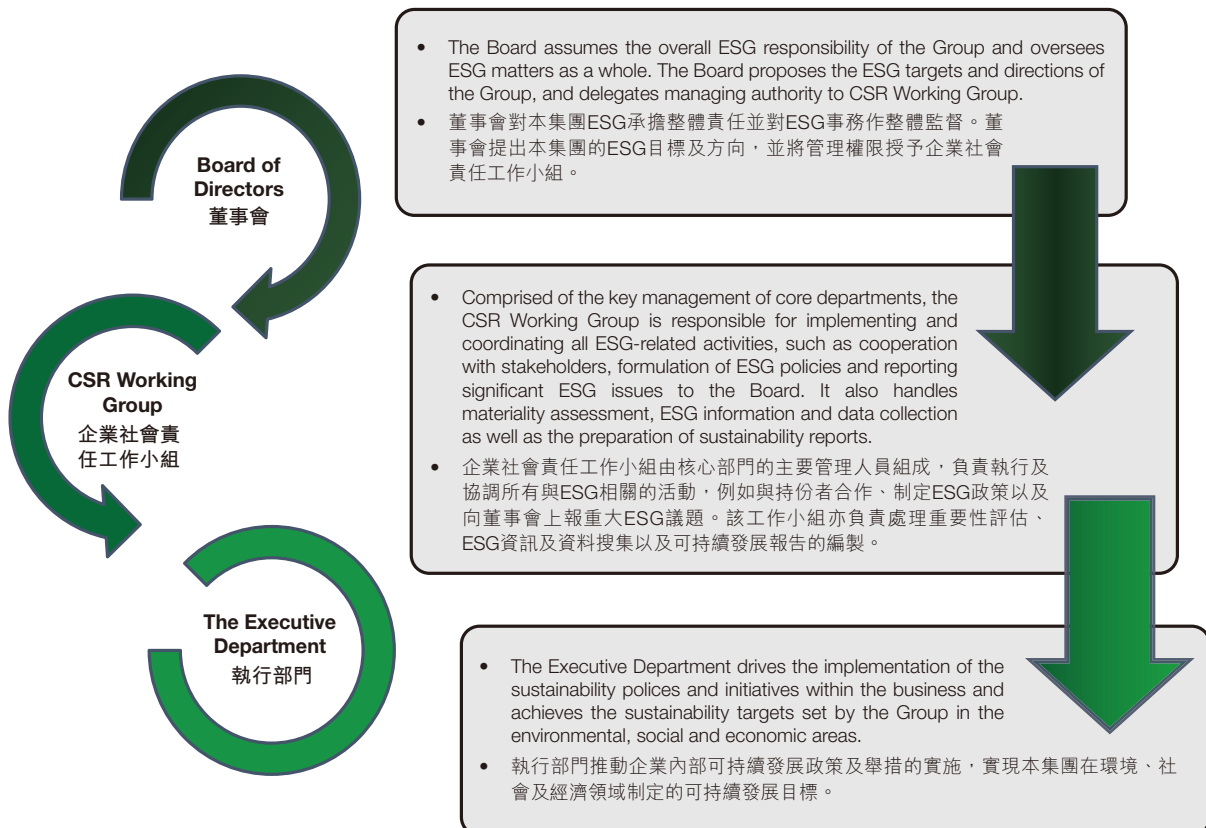
ABOUT THIS REPORT 關於本報告

CSR GOVERNANCE STRUCTURE

Kingboard Laminates has established a comprehensive corporate governance structure in compliance with the Company Law of the People's Republic of China (the "PRC"), the Rules Governing the Listing of Securities on the SEHK and other laws and regulations. The general meeting, the Board and the senior management of the Company exercise powers and perform obligations in strict compliance with the Articles of Association of the Company. Also, they give full play to the special committees under the Board and the independent directors to effectively implement corporate governance, protect the interests of shareholders and the Group and safeguard the sustained and healthy development of the Group. Our current CSR structure consists of three major components, namely the Board, a CSR working group, and an executive department. The CSR governance structure is shown in the graph below:

企業社會責任的管治架構

建滔積層板遵循《中華人民共和國公司法》、香港聯交所《證券上市規則》等法律法規的要求，已構建全面的公司治理結構。本公司股東大會、董事會及高級管理層嚴格按照公司的章程賦予的職責，行使權力及履行義務，並充分發揮董事會專業委員會、獨立董事的作用，有效實施公司治理，維護股東和本集團的利益，保障本集團持續健康發展。我們目前企業社會責任架構分為3個主要組成部分，依次為董事會、企業社會責任工作小組及執行部門。企業社會責任的管治架構可見下圖：



ABOUT THIS REPORT 關於本報告

CSR GOVERNANCE STRUCTURE (continued)

The Board attaches high importance to the environment, social and corporate governance, and is responsible for the establishment of sustainable development targets and development plans, and monitor the operation of the sustainable development system. In addition to the aforesaid ESG governance structure, the Group has also established risk management and internal control systems to identify, assess, and manage risks related to the ESG.

The Board has set up an Audit Committee with specific written terms of reference, setting out the duties, responsibilities, and powers delegated by the Board. The Audit Committee assists the Board in fulfilling its oversight role over the Group's risk management and internal control function by reviewing and evaluating the effectiveness of the risk management and internal control systems at least annually, reviewing measures to improve the Group's sustainability performance and providing suggestions and supervising implementation, taking the responsibility for strengthening the Group's decision-making and supervision capabilities, and managing misconducts by employees, in order to avoid controversial disciplinary violations. For details of risk management and internal control systems, please refer to the section headed "Corporate Governance Report" in the Annual Report FY2023 of Kingboard Laminates.

In FY2023, the Group set a number of environmental targets to drive further improvements in our sustainability performance:

1. CO₂ equivalent per unit of finished product will be reduced by 7% by FY2025 compared to FY2021;
2. In FY2024, a cold modification was made to the kiln at Qing Yuan Chung Shun Century Electronic Materials Co., Ltd. ("Qing Yuan Chung Shun Century") by introducing the electric-assisted melting technology and reducing the waste gas emissions from the kiln;
3. In FY2024, the distributed photovoltaic power station project will be extended to and implemented in multiple plants of the Group to save energy. The project will receive an estimated total investment of approximately HK\$300 million, and will be extended to additional plants to build more distributed photovoltaic power stations in the coming years;
4. In FY2024, Qing Yuan Chung Shun Century carried out an air compressor heat recovery retrofit project to reduce the use of steam.
5. In FY2024, the Group will introduce a new regenerative incinerator for Kingboard Laminates (Kunshan) Co. Ltd., which will be used to burn waste at high temperatures while recovering thermal energy through regenerative technology and converting it into electricity or heat for energy saving purposes.

企業社會責任的管治架構 (續)

董事會高度重視環境、社會與公司治理，負責擬定可持續發展目標和發展規劃，督導可持續發展體系運行。除以上提及的ESG管治架構外，本集團亦已建立風險管理及內部監控系統以識別、評估及管理與ESG相關的風險。

董事會已設立審核委員會，並已書面訂明其具體職權範圍，載列董事會所委派職務與責任及所授權力。審核委員會協助董事會履行其在本集團風險管理及內部監控功能上的監管角色，每年至少一次審閱及評估風險管理及內部監控系統整體的效益，並就提升本集團可持續發展表現進行審議，提供建議並監督實施，負責強化本集團決策監督能力，管理人員不當行為，避免出現爭議性違紀事件。風險管理及內部監控系統詳情請參閱建滔積層板2023年財政年度年報中「企業管治報告」部分。

在2023年財政年度，本集團制定了多項環境目標，以推動其可持續發展績效的進一步改善：

1. 每單位成品二氧化碳排放當量於2025年財政年度前達至較2021年財政年度減少7%；
2. 於2024年財政年度於清遠忠信世紀電子材料有限公司（「清遠忠信世紀」）對窯爐進行冷修改造，引入電助熔工藝，減少窯爐廢氣的排放量；
3. 於2024年財政年度於本集團旗下多間工廠推進建設分佈式太陽能光伏發電站項目以節約能源使用，預算總投資約3億港元，亦將於未來數年推進至其他工廠建設分佈式太陽能光伏發電站項目；
4. 於2024年財政年度於清遠忠信世紀進行空壓機的餘熱回收改造項目，以減少蒸汽的使用。
5. 於2024年財政年度集團於建滔積層板（昆山）有限公司新導入蓄熱式焚燒爐，以用於在高溫下將廢棄物燃燒，同時通過蓄熱技術回收熱能，並將其轉化為電力或熱能以達到節省能源的目的。

STAKEHOLDER ENGAGEMENT 利益相關者的參與

Improving the transparency of corporate information is the basis for the building of investors' confidence in the listed company and a compelling obligation of the Group. Kingboard Laminates believes that a stable, diverse stakeholder base that can be effectively communicated with is not only beneficial to creating value for shareholders but also a rare intangible asset. Kingboard Laminates has always maintained close contact with stakeholders and always involve them through various channels in material matters and prior to the launch of significant measures. Close ties with stakeholders allow us to better understand their views, opinions, and expectations, enabling us to more comprehensively assess potential impacts on decision making and material matters.

In connection with this ESG Report, our major stakeholders have participated in the materiality assessment of various sustainability matters and identified our operating activities having a material impact on the environment and society. During this process, stakeholders were invited to rate the importance and relevance of various ESG matters in the form of questionnaires.

Types of our main stakeholders and their contact methods are as follows:

Stakeholder 利益相關者	Engagement Method 參與方式	Concerns 關注事項
 Shareholders and investors 股東及投資者	<ul style="list-style-type: none"> Annual and interim reports, announcements and circulars 年報及中期報告、公告及通函 Annual general meetings 股東週年大會 Meetings to be held as needed and responses to calls and written inquiries 按需要舉行會議及回應電話和書面查詢 Press release and announcements 新聞稿和公告 	<ul style="list-style-type: none"> Financial and business performance 財務和業務表現 Corporate governance 企業管治 Legal compliance 合規合法
 Employees 員工	<ul style="list-style-type: none"> Employees communications 員工通訊 Performance assessment 工作表現評核 Feedback collection (via questionnaire) 意見收集(問卷調查) Employees activities 員工活動 Training, meetings, and briefings 培訓、會議及簡報會 	<ul style="list-style-type: none"> Remuneration, training and development 薪酬、培訓和發展 Promotion prospect 晉升機會 Occupational health and safety 職業健康與安全

提升企業資訊透明度是建立投資者對上市公司信心的基礎，也是本集團不可推卸的責任。建滔積層板相信一個有效溝通，穩定，多元化的利益相關者基礎不但有利於締造股東價值，更是我們不可多得的一個無形資產。因此，建滔積層板一直與利益相關者保持密切溝通與聯繫，在重要議題上及推行重大措施前，均會透過各種管道讓利益相關者參與其中。與利益相關者的緊密聯繫讓我們得以更加瞭解他們的觀點、意見及期望，使我們在進行決策及重要議題上能更為全面地評估潛在影響。

本ESG報告由主要利益相關者共同參與，對各項可持續發展議題進行重要性評估，辨識我們對環境和社會有重大影響的經營活動。在此過程中，利益相關者被邀請以問卷形式對各項ESG議題的重要性及相關性進行評分。

我們的主要利益相關者類別及其聯繫方式如下：

STAKEHOLDER ENGAGEMENT

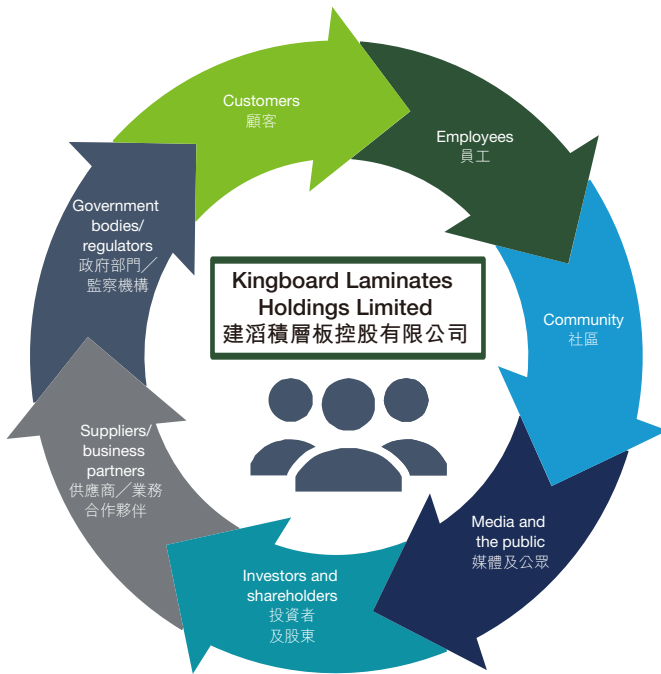
利益相關者的參與

Stakeholder 利益相關者	Engagement Method 參與方式	Concerns 關注事項
 <p>Customers 顧客</p>	<ul style="list-style-type: none"> • Emails and customer service hotlines • 電郵及客戶服務熱線 • Tenders submitted to customers • 向客戶發出的投標書 • Cooperation agreements with customers • 與客戶簽訂的合作協議 • Website • 官方網站 • Annual and interim reports • 年報及中期報告 	<ul style="list-style-type: none"> • Product quality • 產品質量 • The Group's sustainability strategy • 本集團可持續發展戰略 • Financial and business performance • 財務和業務表現 • Customer relationship management • 客戶關係管理 • Product innovation and research and development • 產品創新研發
 <p>Suppliers/business partners 供應商／業務合作夥伴</p>	<ul style="list-style-type: none"> • Emails and customer service hotlines • 電郵及客戶服務熱線 • Performance assessment • 表現評估 • Annual renewal and update • 年度續約及更新 • Website • 官方網站 • Annual and interim reports • 年報及中期報告 	<ul style="list-style-type: none"> • Continuous cooperation • 持續合作 • Financial and business performance • 財務和業務表現 • Corporate governance • 企業管治 • Occupational health and safety • 職業健康與安全
 <p>Government bodies/regulators 政府部門／監察機構</p>	<ul style="list-style-type: none"> • Annual and interim reports • 年報及中期報告 • Verbal and written communication when needed • 有需要時進行口頭及書面溝通 • Responses to government inquiries upon request • 應要求響應政府查詢 • Meetings (e.g. public hearings and seminars) • 會議(如公聽會、研討會等) 	<ul style="list-style-type: none"> • Occupational safety regulations • 職業安全法規 • Environmental impacts • 環境影響 • Product compliance • 產品合規
 <p>Media and the public 媒體及公眾</p>	<ul style="list-style-type: none"> • Announcements • 公告 • Annual and interim reports • 年報及中期報告 • Website • 官方網站 • Interviews • 採訪 	<ul style="list-style-type: none"> • Corporate governance • 企業管治 • Legal compliance • 合規合法
 <p>Community 社區</p>	<ul style="list-style-type: none"> • Community services and activities • 社區服務及活動 • Community investment and fundraising activities • 社區投資及募捐活動 • Website • 官方網站 	<ul style="list-style-type: none"> • The Group's sustainability strategy • 本集團可持續發展戰略 • Community support • 社區支持

STAKEHOLDER ENGAGEMENT 利益相關者的參與

MATERIALITY ASSESSMENT

Kingboard Laminates, in cooperation with a third-party consultant, performed an ESG materiality assessment. During the process, we invited different stakeholders to provide opinions on the ESG aspects of the Group based on their reliance and influence on our business. Among them, external key stakeholders include shareholders, investors, suppliers, business partners, and customers, and internal key stakeholders include employees and the management. During the materiality assessment, the management rated the importance of ESG matters to the Group's business while other stakeholders rated relevance of ESG matters to them. Specific steps for the materiality assessment are as follows:



We would like to extend our gratitude to all persons who participated in this process, as well as their continued support to our sustainable development.

重要性評估

建滔積層板與第三方顧問合作，以ESG為主題進行重要性評估。過程中，我們基於利益相關者對我們業務的依賴和影響，邀請不同的利益相關者以問卷調查方式對本集團的ESG方面提供意見，當中外部主要利益相關者包括股東、投資者、供應商、業務夥伴及顧客等，而內部主要利益相關者包括僱員及管理層。在進行重要性評估時，利益相關者根據ESG議題對其相關性作出評分，而管理層則根據ESG議題對本集團業務的重要性作出評分。重要性評估的具體工作步驟如下：



Fill out stakeholder identification questionnaires, confirm the relationship between stakeholders and the Group, and identify important stakeholders by the staff in charge of various departments of the Group.
本集團各部門負責人員填寫利益相關者識別問卷，確認利害關係人與集團關係程度高低，鑑別重要利益相關者。



Understand the views and topics of concern of the stakeholders through questionnaires and analyse the level of concern based on stakeholder identification results.
根據利益相關者識別結果，以問卷方式，瞭解利益相關者的看法及關注議題，執行議題關注程度之分析。



Analyse the impact of topics of concern on business operations and confirm the degree to which the topics have on the Group by the management of the Group.
本集團管理階層根據各項關注議題，進行對企業營運衝擊程度之影響分析，確認各項議題對本集團之衝擊程度。



Classify evaluation results of all the topics of stakeholder concern as a supportive basis for determining their materiality based on the degree of the impact of the topics on the Group.
依利益相關者的關注議題及其對本集團的影響程度，將各議題評估結果進行分類，作為判斷重要性之輔助依據。



Review the material topic identification results and compare them with major considerations of the previous year to confirm that they meet sustainability requirements.
對重大議題鑑別結果進行檢視，並與前一年度重大考量面進行比較，確認符合可持續發展的要求。

我們對參與此過程的所有人士表示感謝，感激他們在可持續發展的一路上給予支持。

STAKEHOLDER ENGAGEMENT 利益相關者的參與

OVERVIEW OF MATERIALITY ASSESSMENT RESULTS

Based on the materiality assessment results, we categorized ESG matters into two categories, i.e. “very important” and “important”. “Very important” matters refer to matters that are closely related to the Group’s operations and have a material impact or pose significant risks. This Report will focus on such relevant matters and required data. “Important” matters refer to those that are relevant to and affected by the Group’s operations. This Report will give an overview of these matters and indicate the role and extent that the Group plays in them to improve transparency.

See below for the ESG matters that have relatively seen the biggest changes in importance:

Rising importance 重要度上升



ESG matters of rising importance: 重要度上升的ESG議題：

- # Participating or organising local community events
- # 參與或籌辦當地社區活動
- # Environmental and social risk management for supply chain
- # 供應鏈的環境和社會風險管理
- # Consumption of packaging materials
- # 包裝物料的使用
- # Water consumption
- # 用水
- # Advertising and labelling
- # 廣告和標籤

重要性評估結果概要

根據重要性評估結果，我們將ESG議題區分為「非常重要」和「較為重要」兩個類別。「非常重要」是指那些對本集團營運密切相關並構成重大影響或風險的議題，我們將會於本報告中重點披露相關事項及所需資料。「較為重要」則指那些與本集團營運相關及受其影響的議題，我們將會於本報告中對該事項作出概括描述，說明集團在當中所起的作用或受其影響的程度，以提升透明度。

請看下面相對重要性變化最大的ESG議題：

STAKEHOLDER ENGAGEMENT 利益相關者的參與

OVERVIEW OF MATERIALITY ASSESSMENT RESULTS (continued)

重要性評估結果概要(續)

The materiality assessment results are as follows:

重要性評估結果如下：

“Very important” ESG matters 「非常重要」ESG議題

- Product quality and safety
• 產品的品質與安全
- Generation, treatment and/or recycling of hazardous wastes
• 有害廢物的產生、處理和/或回收
- Generation, treatment and/or recycling of non-hazardous wastes
• 非有害廢物的產生、處理和/或回收
- Environmental and social risk management for supply chain
• 供應鏈的環境和社會風險管理
- Customer service quality
• 客戶服務品質
- Data protection and privacy
• 資料保護和隱私
- Wastewater discharge
• 廢水排放
- Use of environmental products and services
• 使用環保產品及服務
- Business ethics and fight against corruption, bribery, extortion, fraud and money laundering
• 商業道德及反貪污、賄賂、勒索、欺詐和洗黑錢
- Protection of intellectual property
• 智慧財產權保護
- Water consumption
• 用水
- Energy use (e.g. electricity and fuel consumption)
• 能源使用(例如電力和燃料消耗)
- Energy efficiency and implementation plans
• 能源使用效益及實施方案
- Advertising and labelling
• 廣告和標籤
- Greenhouse Gas Emissions
• 溫室氣體排放
- Employee training and occupational development
• 員工培訓和職業發展

“Important” ESG matters 「較為重要」ESG議題

- Climate change
• 氣候變化
- Emission targets and implementation plans
• 排放量目標及實施方案
- Air pollutant emissions (e.g. from plants or motor vehicles)
• 空氣污染物排放(例如：工廠、汽車排放)
- Consumption of packaging materials
• 包裝物料的使用
- Occupational health and safety
• 職業健康與安全
- Anti-competitive behaviour
• 反競爭行為
- Anti-corruption trainings
• 反貪污培訓
- Impact on biodiversity
• 生物多樣性的影響
- Policies to prevent child labour and forced labour
• 防止童工和強迫勞動的政策
- Workforce diversity, equal opportunity and anti-discrimination
• 勞動力多元化，平等機會和反歧視
- Communication with employees (e.g. labour relations and freedom of association)
• 與員工溝通(如勞資關係，勞工結社自由等)
- Support for local community development (e.g. offering of job opportunities, donation to communication groups, and support for infrastructure and schools)
• 支援當地社區發展(例如提供就業機會，捐助社區團體，扶持基建及學校等)
- Participating or organising local community events
• 參與或籌辦當地社區活動
- Employee emolument and benefits
• 員工薪酬和福利

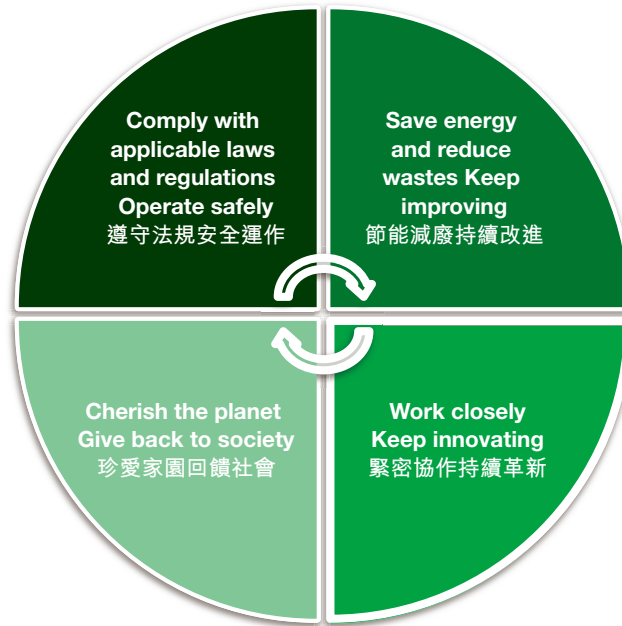
ENVIRONMENTAL PROTECTION

環境保護

Currently, all companies across the globe are facing increasingly severe environmental management challenges. As a listed business that values and advocates sustainable development, the Group unswervingly pursues breakthroughs in setting itself on a green path and strives to implement eco-friendly operational objectives of “High Efficiency, Low Emissions, Less Pollution, and More Recycling”. During FY2023, the Group remained committed to implementing the operation idea of seeking efficiency while protecting the environment and integrating the thought of environmental management into its daily operations, in hopes of making due contribution to environmental care and social development. While ensuring high-quality daily production, the Group encourages the management and internal employees to actively explore the possibility of reducing emissions and energy consumption, improves the environmental awareness of its employees and external suppliers, meets the requirements of customers and communities, so as to achieve harmonious coexistence. Looking forward, the Group will continue to work closely with various parties and endeavour to innovate while strictly complying with international and national environmental standards. With a focus on emerging technology and management measures in production and operation, the Group expects to improve efficiency while minimising the impact of energy consumption and environmental pollution. In the meantime, we have set out our environmental policy in the environmental manual: compliance with laws and regulations, pollution prevention, rational planning, scientific presence, total employee involvement, awareness raising, energy conservation and emission reduction, cleaner production, environmental protection, and continuous improvement. In accordance with our environmental policy, we have established the Annual Environmental Objectives, Targets and Management Programme and review the operation of the programme annually.

現時，世界各地的企業正面臨日益嚴峻的環境管理挑戰。作為一家重視並倡導可持續發展的上市企業，本集團始終堅定不移地在綠色發展道路上尋求突破，努力實踐「高效率、低排放、少污染、多回收」的環保營運目標。於2023年財政年度期間，本集團繼續致力於貫徹效益與環保兼具的營運理念，在日常業務中融入環境管理思維，希冀對環境保護與社會發展作出力所能及的貢獻。在保證高質量日常生產作業的同時，本集團鼓勵管理層及內部員工積極探討降低各類排放物及能源消耗的可能性，提高內部員工及外部供應商的環保意識水準，滿足顧客和社區的要求，和諧共存。在未來，本集團將繼續與各方緊密協作，在嚴格遵從國際及國家的環保標準的同時努力革新，將目光聚焦生產及營運方面的新興技術與管理措施，在提高生產效率的同時將能源消耗和環境污染的影響減至最低。同時，在本集團環境手冊中我們制定了環境方針：遵守法規，預防污染，合理規劃，科學佈局，全員參與，提升意識，節能減排，清潔生產，保護環境，持續改善。根據環境方針，本公司制定《年度環境目標、指標和管理方案》，並每年檢討方案的運行情況。

ENVIRONMENTAL PROTECTION 環境保護



The Group pays close attention to regulations and measures relating to environmental protection and strictly abides by related internal management policies to ensure its compliance with laws and regulations. The Group was not aware of any material non-compliance with environmental laws or regulations during FY2023. The emission of carbon in the Group's operations originates primarily from its energy consumption. We use utility power and natural gas as the main energy sources to keep plants running and reduce harmful emissions. The Group generated a total of 891,935.1 tonnes of carbon dioxide equivalents (CO₂e) in FY2023, representing an overall downward trend from FY2022.

本集團密切關注環境保護相關的條例及措施，嚴格遵守內部有關環保的管理制度，以確保其符合法律及法規。於2023年財政年度期間，我們並未發現與環境有關的法律及法規的重大違規事宜。本集團的碳排放主要來自於能源使用。我們以市電和天然氣作為主要能源以維持工廠的運作，減少有害的廢氣量。本集團於2023年財政年度總共產生了891,935.1噸二氧化碳當量(CO₂e)，較2022年財政年度呈總體下降趨勢。

DISCHARGE AND EMISSION MANAGEMENT

The Group encourages its plants to take strict compliance with national and local laws and regulations as their work objectives, set up environmental protection task forces and safety and environmental protection departments, identify national and local government pollutant emission standards in a timely manner, and formulate and implement the Group's environmental protection strategy. The environmental protection task force and safety and environmental protection department define the environmental objectives and coordinate their environmental initiatives, supervise the implementation of targets in discharge and emission reduction through the relevant environmental review mechanism, so as to jointly explore the possibility of future environmental rectification plans.

排放物管理

本集團鼓勵旗下各工廠以嚴格遵守國家和地方法律法規要求作為工作目標，成立環保專責小組及安全環保部門，及時識別國家及地方政府污染物排放的標準，制定並落實本集團的環保策略。環保專責小組及安全環保部門為各業務單位設立環保目標並協調環保工作，通過相應環境審查機制監督減排目標的實施程度，共同探討未來的環保整改計劃的可能性。

ENVIRONMENTAL PROTECTION 環境保護

DISCHARGE AND EMISSION MANAGEMENT

(continued)

To ensure the safe and effective implementation of management practices in its plants, the Group has developed internal management measures, such as the Wastewater Discharge Management Measures, the Air Emission Management Measures, the Procedures for Environmental Policy and Objectives and Targets and Management Programme, the Air Emission Management Standards, the Waste Equipment Management Rules, as well as the Chemical Management Rules. In addition, the Group is actively pursuing a series of emission management initiatives. Meanwhile, the internal management objectives set by the Group in its environmental management system are as follows:

1. Hazardous waste legally disposal rate of 100%;
2. Zero fire accidents;
3. Zero chemical spills;
4. Meeting wastewater discharge, waste gas emissions and noise emissions standards

For example, the safety and environment departments of the plants regularly inspect and supervise the implementation of the environmental management system, and designate a dedicated person in a post to inspect their sewage discharge equipment. Every year, we employ a third-party institution to carry out routine tests on waste gas, wastewater, and noise among others. Moreover, we are well aware that employees play an important role in the reduction of industrial wastes. Hence, we have committed considerable resources to the education of employees on correct environmental protection concepts and the Group's principles in emission reduction. To ensure that employees at plants have a timely, in-depth understanding of management policies in the manufacturing process, we regularly hold environmental knowledge training and distribute documents regarding and explain relevant policies to each new employee. The Group strives to create an environmentally friendly atmosphere from within and reduce the exhaust gas, sewage and waste generated in the production process.

AIR POLLUTANT EMISSIONS

To effectively protect the environment, reduce pollution and build a world-leading environmental protection technology system, the Group made a number of environmental protection actions during the reporting period, and continuously improved and updated emission reduction equipment and policies to enhance the effectiveness of the Group's emission reduction technology.

排放物管理(續)

為確保旗下工廠可安全有效地落實並有效執行管理規範，本集團已制定《廢水排放管理辦法》、《廢氣排放管理辦法》、《環境方針與目標指標及管理方案程序》、《廢氣管理規範》、《廢舊設備管理規定》及《化學物品的管理規定》等內部管理措施。此外，本集團更積極採取一系列排放物管理方面的舉措。同時，本集團在環境管理體系中制定的內部管理目標如下：

1. 危險廢棄物合法處理率為100%；
2. 火災事故發生為零；
3. 化學品洩漏事故發生為零；
4. 廢水、廢氣、噪音達標排放。

具體措施例如，工廠的安全環境部門定期檢查並監督環保管理制度的執行情況，設立專人專崗負責檢查污水排放設備。我們每年委託第三方廠商機構進行廢氣、廢水、噪音等方面的例行檢測。另外，我們深明員工在工業減廢中扮演著重要角色，因此我們投放充足的資源向員工倡導正確的環保觀念及本集團的減排方針。為確保工廠內部職員對營運製造過程中的管理政策有及時、深入的理解，我們更定期舉辦環保知識培訓，並對每位新入職員工派發及講解相關政策。本集團力求於企業內部創造綠色環保氛圍，減少生產過程中排放的廢氣、污水及廢棄物。

空氣污染物排放

為有效地保護環境，減少污染，建設具有國際先進水準的環保技術體系，本集團於報告期間進行了多項環保治理行動，在減排設備及減排政策上不斷做出改進及更新，以提升本集團減排技術的有效性。

ENVIRONMENTAL PROTECTION 環境保護

AIR POLLUTANT EMISSIONS (continued)

Emission reduction equipment

During FY2023, the Group put into use a series of emission reduction equipment and technologies:

- Since August 2023, the Group's plants have reduced the concentration of nitrogen oxides (NOx) in the exhaust gas from 369mg/m³ to 176mg/m³, effectively reducing the emission of NOx, which is an air pollutant, by continuously optimizing the treatment technology of exhaust gas denitrification, increasing the number of urea spray points, upgrading the urea spray equipment, and finetuning the concentration of urea.
- The Group improved production processes by installing variable frequency energy-saving boards and air valve solutions on the air suction motors of weaving machines, and optimizing the sizing process to reduce steam consumption, in order to enhance resource efficiency.
- The Group changed the central air conditioning from steam heating to heat pump heating, which reduced the steam cost by approximately RMB2.496 million in FY2023.
- Waste gases were incinerated for thermal energy utilisation, and hazardous waste was transferred to an authoritative organisation for disposal, with four sets of waste gas disposal facilities installed.
- New incinerators was used for efficient combustion of waste gases with natural gas used as the energy source, and natural gas filtration was added to boilers after low nitrogen modification.
- The cooling system was used, with significant results achieved in cooling storage and waste heat recovery of gas furnaces and incinerators. Cooling storage reduced the number of pumps turned on and allowed the full recovery and utilisation of waste heat from waste gases, which reduced energy consumption of plants.
- Original exhaust gas was separately disposed of and recycled. After disposal, all exhaust gas meeting standards was discharged through a set of newly-added activated carbon adsorption tank and a washing and spraying device.

空氣污染物排放(續)

減排設備

本集團於2023年財政年度間投入使用了一系列減低排放量的設備及技術：

- 2023年8月起，本集團旗下工廠通過不斷優化廢氣脫硝治理技術，通過增加尿素噴淋點位、升級尿素噴淋設備和調整優化尿素濃度等方法，廢氣中氮氧化物濃度從369mg/m³下降至176mg/m³，有效減少大氣污染物氮氧化物的排放。
- 改進生產工藝，在織布機吸風電機上安裝變頻節能板與節氣箱方案、優化整漿工藝節蒸汽，來提升資源效益。
- 將中央空調從蒸汽加熱更改為熱泵加熱，於2023年減少蒸汽成本約249.6萬人民幣。
- 對廢氣進行焚燒熱能利用，有害廢棄物轉移至權威機構處理，總計安裝了四套廢氣處理設施。
- 繼續採用新的燃燒爐進行廢氣的有效焚燒，改用天然氣做能源，鍋爐已經過低氮改造後的天然氣過濾。
- 繼續採用冷卻系統，冷卻蓄冷改造以及氣爐與焚燒爐餘熱回收改造，取得了顯著的效果。分別到達了利用蓄冷，較少泵開機的數量和充分回收利用廢氣的餘熱，減少工廠能源消耗的效果。
- 將原有多種尾氣分開處理並回收再利用，且所有尾氣在處理合格後，均需通過一套新增的活性炭吸附箱及水洗噴淋裝置後排放。

ENVIRONMENTAL PROTECTION 環境保護

AIR POLLUTANT EMISSIONS (continued)

Emission reduction policy

- In response to the requirements of the Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution (中華人民共和國大氣污染防治法) on the emission control of major air pollutants, the Group strives to reduce the pollutant emission, and also made it one of the core objectives of emission reduction to reduce the production-related environmental risks and expenses over time.
- On the basis of timely identification of air pollutants, an environmental protection task force and a safety and environmental protection department have been set up to inform the production management of the specifications and requirements of various specific facilities, such as ventilation and dust removal, which will be investigated and supervised by relevant asset management departments. While meeting the compliance requirements, we will effectively enhance the sense of responsibility and participation of all employees in controlling air pollution emissions.
- To ensure the effective operation of the equipment, technology and environmental protection control projects used to monitor and treat air pollutants during the Group's production and operation process, the Group provides professional training to employees in positions that generate air pollutants, so as to improve their operation skills and environmental awareness.
- With regard to waste gas emission, the Group formulated the corresponding operation guides, such as the Operation Guide for Air Emission Control System, the Operation Guide for Treatment of Wastewater and Acidic Water in Waste Gas Stations, the Operation Guide for Alkali Neutralisation in Waste Gas Stations and the Emergency Operation Guide for Power Outage in Waste Gas Stations.
- The Group introduced more environmentally-friendly and efficient pharmaceuticals and processes, significantly reducing fluoride emissions and increasing the efficiency of wastewater and waste gas treatment. This not only helps reduce the Group's environmental risks, but also reduces the negative impact on the ecology and environment.

空氣污染物排放(續)

減排政策

- 為響應國家《中華人民共和國大氣污染防治法》對重點大氣污染物排放的控制要求，本集團在爭取降低污染物排放量的同時，也將逐年減低生產帶來的環境風險及費用支出作為減排工作核心目標之一。
- 在及時識別大氣污染物的基礎上，成立環保專責小組及安全環保部門，對生產方面的管理層提出配備通風、除塵等各樣具體設施的規格要求，並由相關資產管理部門進行調查及切實落實項目。在滿足合規要求的同時，有效提升全員對空氣污染排放控制的責任感和參與感。
- 為確保本集團生產營運過程中使用的監控及處理空氣污染物的設備、技術、環保治理項目得以有效運作，本集團提供專業培訓予產生大氣污染崗位之員工，以提高相關員工的操作技能及環保意識。
- 關於排放廢氣制定《廢氣處理系統操作作業指導書》、《廢氣站廢水酸水處理作業指導書》、《廢氣站中和廢城處理作業指導書》、《廢氣停電異常緊急作業指導書》等相應的操作作業指導書。
- 本集團通過引入更加環保和高效的藥劑和工藝，實現氟化物排放的大幅減少，並提高了廢水和廢氣處理的效率。這不僅有助於降低本集團的環境風險，還減少對生態環境的負面影響。

ENVIRONMENTAL PROTECTION 環境保護

AIR POLLUTANT EMISSIONS (continued)

Emission reduction policy (continued)

Types of emissions and respective emissions data for FY2023 and FY2022 are compared as follows:

Major air emissions and wastewater discharge (tonne)	主要大氣排放物及污水(噸)
Nitrogen oxides (NO _x)	氮氧化物(NO _x)
Particles	顆粒物
Sulphur dioxide (SO ₂)	二氧化硫(SO ₂)
Sulfuric acid mist	硫酸霧
Processed wastewater	已處理的污水
Chemical oxygen demand (COD)	化學需氧量(COD)

GHG emissions (tonne) ^{Note 1}	溫室氣體排放(噸) ^{註1}
Direct (scope 1) emissions	直接(範圍1)排放
Per capita intensity	人均密度
Indirect (scope 2) emissions	間接(範圍2)排放
Per capita intensity	人均密度

Note 1: Carbon emissions above are calculated with reference to the Greenhouse Gas Protocol published by the World Business Council for Sustainable Development (WBCSD) and World Resources Institute (WRI), "Greenhouse gas reporting – Conversion factors 2023" published by the Department for Business, Energy & Industrial Strategy of the United Kingdom Government, Baseline Emission Factors for Regional Power Grids in China in 2021 Based on Emission Reduction Projects" (2021年度減排項目中國區域電網基準線排放因子) published by National Development and Reform Commission of China, the SEHK Reporting Guidance on Environmental KPIs, and "A Study of CO₂ Emission Sources and Sinks in Thailand" published by Geophysics Research Center and Centre for the study of Earth System Environment and Adaptation for Sustainability.

空氣污染物排放(續)

減排政策(續)

2023年財政年度與2022年財政年度排放物種類及相關排放數據比較如下：

FY2023 2023財政年度	FY2022 2022財政年度
299.5	271.3
25.2	20.4
39.0	48.1
2.5	11.0
2,772,674.0	2,445,791.4
78.0	92.8

FY2023 2023財政年度	FY2022 2022財政年度
224,766.3	265,440.1
22.0	25.9
664,443.2	683,772.9
64.9	66.8

註1：上述碳排放之計算參照世界企業永續發展協會(WBCSD)與世界資源研究院(WRI)出版之《溫室氣體盤查議定書》、Department for Business, Energy & Industrial Strategy of the United Kingdom Government之《Greenhouse gas reporting – Conversion factors 2023》、中國國家發展和改革委員會公佈之《2021年度減排項目中國區域電網基準線排放因數》及香港聯交所《環境關鍵績效指標匯報指引》、Geophysics Research Center及Center for the study of Earth System Environment and Adaptation for Sustainability之《A Study of CO₂ Emission Sources and Sinks in Thailand》。

ENVIRONMENTAL PROTECTION 環境保護

WASTEWATER DISCHARGE

The Group is very concerned about the environmental impact of wastewater generated during the production process, so policies and operational instructions concerning wastewater discharge have been put in place. For example, in terms of experts and human resources, the Group has set up a power engineering department to supervise the implementation of the above policies to ensure the smooth implementation of waste water management measures. We have adopted a management mechanism based on the principle of accountability for employees to supervise the work progress relating to sewage treatment facilities and sewage pipelines. While improving on-site management, we work to effectively avoid the problem of substandard drainage caused by facility failure. Meanwhile, the Group assigned special personnel to inspect the sewage treatment pipelines and other facilities inside and outside the plant every two hours to ensure the normal operation of various equipment and prevent leakage and other accidents.

The Group also continued to innovate industrial waste water treatment technologies. For example, the Group has installed an on-line chemical oxygen demand (COD) detector for wastewater. We encourage recycling and reuse of industrial wastewater without compromising product quality. The Group's plants are actively involved in environmental protection projects including concrete filling and flushing ditches with treated industrial wastewater. Such wastewater of satisfactory quality can not only flush industrial facilities such as ditches, but also be recycled and reused in waste gas treatment towers and other operating equipment as a substitute for ordinary water. Such efforts help the plants save water resources.

廢水排放

本集團十分關注生產過程中產生的污水對環境造成的影響，故針對污水排放制定了一系列政策以及作業指導書。例如，在專家及人力資源方面，為保證內部廢水管理措施的順利執行，本集團設立動力工程部，專門負責監督以上政策執行。針對員工對污水處理設施及下水管線的工作進度監管，我們採取以問責原則為基礎的管理機制。在提高現場的管理水準的同時，有效避免設施故障引起排水超標問題。本集團同時安排專人每兩小時定期巡查廠房內外污水處理管線等設施，以確保各項設備正常運轉，防止滲漏等意外發生。

本集團亦持續針對工業廢水處理技術進行不斷革新。例如，本集團內部已安裝廢水在線化學需氧量(COD)檢測儀。我們鼓勵在不影響產品質量的情況下，回收工業廢水並進行二次利用。本集團工廠積極應用包括混凝土填充等在內的環保工程，使用達到標準的工業排放污水沖洗水溝。在廢水水質良好的情況下，此廢水不僅可用來沖洗水溝等工業設施，同時可回收利用在廢氣處理塔等操作設備中，作為普通用水的替代品來使用。此舉令工廠達到節約水資源的效果。

ENVIRONMENTAL PROTECTION 環境保護

WASTEWATER DISCHARGE (continued)

The Group's sewage vents are equipped with automatic monitoring equipment, which is connected to the local environmental bureau, to prevent any form of water pollution incidents. The Group set up an environmental supervision department, which is responsible for receiving and issuing the latest policies and rules of the local environmental bureau, to ensure that all plants and departments strictly abide by national laws and regulations, so as to minimise pollution on local soil and water sources. The Group's plants actively updates and upgrades the process and technology of the wastewater treatment system. The Group encourages plants to buy several cooling water reuse systems to reuse water subject to heating and cooling treatment in production lines, thereby solving the environmental pollution problem of waste water and saving water resources. The reinstalled cooling water reuse systems are expected to reuse over 30% of waste water each year.

Regarding the domestic wastewater treatment, the Group actively improved the wastewater treatment technology. For instance, we have rectified and upgraded the reclaimed water reuse process, which has increased the amount of wastewater reused and reduced the amount of wastewater discharged. In addition to introduction of new equipment and technological innovations, regulatory departments at plants also check whether employees follow required operating procedures and deliver process and technique training on a regular basis to improve the employees' understanding of wastewater discharge control.

廢水排放(續)

本集團的污水排放口設置自動監測設備，與當地環境局聯網，以杜絕任何形式的水污染事故發生，同時本集團設立有環境監管部門，負責接收並下達當地環境部門的最新政策與規定，確保工廠及各部門嚴格遵守國家法律法規，力求最大限度地避免當地土壤及水源受到污染。本集團工廠積極對廢水處理系統進行工藝及技術上的更新與升級。本集團鼓勵廠房購置多套冷卻水回用系統，將受熱冷卻處理後的水回用到生產線，既解決廢水的環境污染問題，又可達到節約水資源的目的。重新安置的冷卻水回用系統每年預計可回用廢水30%以上。

針對生活廢水的處理，本集團積極改進廢水處理技術。例如，我們將中水回用工藝進行了整改提升，增加廢水回用量，減少廢水排放量。除增添設備、技術革新等舉措之外，為加強員工對廢水排放控制的理解，工廠內的監管部門亦定期視察員工操作的規範性，並定期為員工提供工藝及技術培訓。

ENVIRONMENTAL PROTECTION 環境保護

GENERATION, TREATMENT AND RECYCLING OF WASTE

We have developed several waste management measures including the General Industrial Solid Waste Management Measures and the Hazardous Waste Management Measures to ensure effective management of temporary waste storage. In addition, the Group has asked its plants to keep informed of laws and regulations and other requirements published by local governments as well as actual conditions, and actively and scientifically sort, collect, and store waste within the Group to reasonably reduce the amount of waste generated from operations.

Hazardous wastes

Guided by internal principles of managing hazardous wastes against leaks, rain, and loss, the Group stores and disposes of generated hazardous wastes mainly as follows:

廢棄物的產生、處理和回收

為確保廢棄物的暫存管理工作有效實施，我們制定了一系列包括《一般工業固體廢物管理辦法》和《危險廢棄物管理辦法》的廢棄物管理措施。除此之外，本集團更要求各工廠緊密追蹤當地政府公佈的法律法規及其他要求和實際情況，積極將本集團內部的廢棄物科學地分類、收集、存放，合理地減低運營過程中的廢棄物產生量。

有害廢棄物

本集團遵循內部制定的「防滲漏、防雨淋、防流失」之有害廢棄物管理原則。針對已產生的有害廢棄物的保管與處理，我們主要實施以下管理控制：



ENVIRONMENTAL PROTECTION 環境保護

GENERATION, TREATMENT AND RECYCLING OF WASTE (continued)

Hazardous wastes (continued)

In addition to properly handling the hazardous waste generated, we are also committed to developing various measures to reduce the amount of hazardous waste generated by our plants:

- Add an epoxy resin pipeline from the tank farm to the workshop to reduce the amount of waste empty barrels;
- Recycle and reuse reflux resin in the resin workshop to reduce the amount of waste resin;
- Remove the shaft by draining and cutting the waste filter element to reduce the weight of the waste filter element;
- Gradually reduce the use of banned substances, including mercury, according to the EU Restriction of Hazardous Substances Directive (RoHS and REACH);
- The plants mainly producing paper-based laminates advocates actively promoting the use of bromine-free and chlorine-free plank to customers.
- Register chemical substances in accordance with the Registration, Evaluation, Authorization, and Restriction of Chemicals (REACH) and implement laws and regulations developed for safety monitoring.

The Group believes that hazardous waste must be reduced at source with fewer pollutants being produced. To make this happen, we will keep learning during the production process and looking for advanced environmental protection technologies to achieve the sustainability goal relating to waste reduction.

Non-hazardous wastes

In addition to the reduction of hazardous wastes, we are equally committed to the proper management and handling of non-hazardous wastes. The Group encourages departments to include the awareness of reducing wastes in every aspect of production and operation. We actively promoted various clean production programmes, were committed to improving employees' awareness of reducing wastes from raw and auxiliary materials, energy substitution, technological process transformation, and product upgrading, and developed incentive measures to reduce the generation of all kinds of wastes. Non-hazardous wastes generated in the Group are usually handed over to the sanitation department for disposal. The Group sends people to collect and classify scrap iron, scrap steel, replaced valves, pipelines and other metal wastes generated during production and hands them over to experienced recyclers for recycling.

廢棄物的產生、處理和回收 (續)

有害廢棄物(續)

除妥善處理已產生的有害廢物以外，我們更致力於發展各項措施，以減低旗下各工廠有害廢棄物產生量：

- 增設罐區至車間的環氧樹脂管道，減少廢棄空桶的產生量；
- 樹脂車間回流樹脂採用循環利用，減少廢棄樹脂的產生量；
- 使用廢濾芯淋乾切割處理去除軸，減少廢棄物濾芯的自身重量；
- 逐步減少使用歐盟危害性物質限制指令 (RoHS以及REACH)中包括汞的禁用物質；
- 主營生產產品為紙基覆銅面板的工廠，提倡主動向客戶推廣使用無溴無氯元素板材；
- 註冊《關於化學品註冊、評估、許可和限制法案》，並實施安全監控所制定的法令規範。

本集團認為改善有害廢棄物生產量需從生產源頭出發，減少各類污染物的產生量。為從根源上避免有害廢物的產生，我們將在未來的生產過程中持續學習，不斷追求先進環保工藝，以達到減廢的可持續性發展目標。

無害廢棄物

致力於減低有害廢棄物產生的同時，我們同樣重視對無害廢棄物的管理及處理工作。本集團鼓勵各部門將減低廢棄物的意識融入至生產運營中的方方面面。我們繼續積極推行各項清潔生產方案，致力於從原輔材料、能源替代、技術工藝改造和產品更新換代方面入手，加強培養員工減廢意識，並制定具有激勵性的措施以減少各類廢棄物的產生。本集團內部的無害廢棄物一般交由環境衛生部門處理。對於生產期間產生的廢鐵、廢鋼、閥門和管道等金屬廢物，本集團派專人收集並將其分類後交予經驗豐富的回收商進行回收再利用。

ENVIRONMENTAL PROTECTION 環境保護

GENERATION, TREATMENT AND RECYCLING OF WASTE (continued)

Non-hazardous wastes (continued)

In daily operations, we continue to encourage employees to use our online system at work to communicate with each other electronically, so as to effectively reduce paper waste from written communications.

Data on waste generation for FY2023 and FY2022 is compared as follows:

Type of waste (tonne)	廢棄物種類(噸)	FY2023 2023財政年度	FY2022 2022財政年度
Major hazardous waste			
Waste primarily containing organic compounds (e.g. ether, phenol, resin and organic solvents)	主要有機成分的廢棄物 (如醚、酚、樹脂、 有機溶劑等)	1,681.8	1,796.6
Waste that might contain an inorganic or organic compound (e.g. oil/water or hydrocarbon/water mixtures or emulsion, dye, coating, and cyanide)	可能含無機或有機成分的廢棄物 (如油/水、煙/水混合物或 乳化液、染料、塗料、 氰化物等)	63.7	319.9
Waste mineral oil and mineral oil containing waste	廢礦物油與含礦物油 廢物	70.1	76.6
Total discharge of major hazardous waste	主要有機廢棄物排放總量	2,638.5	2,193.1
Per capita intensity	人均密度	0.3	0.2
Major non-hazardous waste			
Domestic waste	生活垃圾	590.8	564.3
Paper	紙	656.9	303.1
Card board	卡板	254.5	145.9
Subplate	墊板	58.0	67.0
Carton	紙箱	509.0	279.1
Kraft paper	牛皮紙	2,402.2	1,423.5
PE film	PE膜	107.7	52.6
Total discharge of major non-hazardous waste	主要無害廢棄物排放總量	4,579.1	2,835.5
Per capita intensity	人均密度	0.4	0.3

廢棄物的產生、處理和回收 (續)

無害廢棄物(續)

日常營運中，我們持續鼓勵員工於辦公時利用線上系統，實現電子內部資訊傳遞溝通，以達到有效減少紙質通訊所產生廢紙之目的。

2023年財政年度與2022年財政年度廢棄物產生數據比較如下：

ENVIRONMENTAL PROTECTION 環境保護

CONSUMPTION OF ENERGY, WATER AND PACKAGING MATERIALS

能源、水資源及包裝物料的使用

Take the present as a baseline 立足當前

Review the current production process and study deployable equipment and strategies
檢視當前生產流程，研究可部署設備及戰略

See the bigger picture 全面考慮

Prioritise and invest heavily in highly efficient and less risky rectification projects in accordance with environmental protection strategies
根據環保策略區分輕重緩急，重點投資高效率低風險整改項目

Differentiate ourselves 把握差異

Identify environmental-friendly solutions based on product characteristics, lay emphasis on results of differential analysis, and grasp the trend accurately
根據自身產品特徵，尋找環保出路，重視差異分析結果，精準把握趨勢走向

Appropriately look forward 適度前瞻

Keep innovating with a focus on new energy sources and new technologies and improving future environmental care strategies and guidelines based on energy conservation results
不斷推陳出新，聚焦新能源及新科技，根據節能結果持續改善未來環保策略及方針

The Group is committed to developing industry leading production processes and equipment, continuously exploring the possibility of reducing energy and resource consumption, and establishing reasonable sustainable development goals such as water conservation and energy saving to address global major risks such as climate change. In addition, the Group supervises the compliance of plants with environmental laws and regulations, and encourages them to take effective measures to achieve the vision of better utilizing resources, reducing waste and saving energy.

Consumption of Energy

We expect our plants to integrate the concept of environmental care and energy saving into their daily production and operation. Therefore, the Group has established rules and regulations relating to the consumption of resources, specifying the requirements on consumption of water, electricity, gas and other resources in the production and operation process. The Group continuously promoted the use of advanced low-carbon technologies and strove to transform high energy-consuming production equipment to cleaner and more environmentally friendly production equipment in FY2023. The management holds regular meetings on environmental management to formulate timely and reasonable control measures. We encourage our employees to be more energy-conscious and start with little things such as daily utility use and material recycling, so as to protect the environment to the greatest extent and reduce the ecological impact brought about by the production process with the concerted participation of the whole Group.

本集團致力發展行業先進水準的生產工藝及設備，不斷探索減少能源和資源消耗的可能性，並訂立合理的節水、節電等節能減耗之可持續性發展目標，以應對氣候變化等全球重大風險。此外，本集團監督各工廠於環保法律法規方面的合規工作，鼓勵工廠採取有效措施，達至善用資源、減少浪費及節省能源的環保願景。

能源使用

我們冀望旗下工廠可以將節約能源的環保理念融入日常生產營運事務中。因此，本集團制定資源使用相關的規章制度，列明在生產及營運過程中使用資源如水、電及燃氣等的規範事項。本集團在2023年財政年度中繼續推廣使用先進低碳技術，並致力將生產設備的耗能轉型至更加清潔與環保的能源類型。各管理層定期進行環境管理方面的會議，以制定合時合理的控制措施。我們鼓勵員工提高節能意識，從日常用電用水、物料循環使用等細節著手，在本集團上下齊心參與之下，最大程度地保護環境，減低生產過程帶來的生態影響。

ENVIRONMENTAL PROTECTION 環境保護

CONSUMPTION OF ENERGY, WATER AND PACKAGING MATERIALS (continued)

Consumption of Energy (continued)

The following are some of the environmental protection measures implemented by the Group's plants for energy conservation:

- Require the production facilities within the plants to operate in accordance with relevant environmental rules and regulations, implement enterprise resource planning ("ERP") systems at all plants and offices to facilitate the centralised administration and allocation of all resources, and identify opportunities when necessary to improve the manufacturing processes, materials, production equipment and recycling technologies relating to our products.
- The plant management holds regular meetings every year to formulate corresponding plans to increase revenue and reduce expenditure, so as to encourage the production departments to reduce energy consumption without affecting the quality of products, and to establish a performance evaluation system based on the results of innovation and transformation and give corresponding rewards.
- Establish energy-saving plans and targets, with the production and operation departments carrying out monthly performance evaluation on water consumption and electricity consumption, and making statistical analysis on the energy consumed in the plants on a daily basis.
- Put up various environmental protection slogan signs in the public areas, such as workshops, to encourage and urge employees to raise environmental protection awareness and remind them to save electricity and water on a daily basis, and conduct special training on resource conservation and other aspects regularly for workshop supervisors, so as to communicate to all employees about the environmental protection requirements for implementation.
- In 2023, some of the Group's plants replaced to high-efficiency chillers and air compressors, resulting in electricity savings of approximately 2.6 million kWh; and adjusted the chiller cooling water and the frequency of chilled water pump, saving about 1,100 kWh per day.
- In 2023, some of the Group's plants converted their central air-conditioning from steam heating to heat pump heating, reducing steam costs by approximately RMB2.5 million.

能源、水資源及包裝物料的使用(續)

能源使用(續)

以下為本集團工廠針對節約能源使用所實施的部分環保舉措：

- 要求工廠內部生產設施按照相關環境規則及規例進行運作，並於工廠和辦公室等設施內實施企業資源規劃(ERP)系統，對資源進行統一管理和調配，適時識別機會改善產品的製作流程、材料、生產設備及再循環技術。
- 工廠管理層每年例行舉行會議，制定相應的開源節流計劃，以鼓勵生產部門在不影響產品質量的情況下降低能耗，並根據創新改造之成果建立績效評估制度，給予相應獎勵。
- 訂立節能計劃及指標，由生產營運部門執行每月水耗和電耗的績效考核，每日對廠內使用的能源數據進行統計分析。
- 在公共區域，如車間懸掛各類環境保護語錄標牌，用於鼓勵督促員工提高環保意識，提醒員工日常節省用電及用水，定期對車間主管進行節約資源使用等方面的特殊培訓，以便於傳達各員工遵照執行環保要求。
- 於2023年，本集團部分工廠更換了高效製冷機和空壓機，節省用電約260萬千瓦時；並調整製冷機冷卻水和冷凍水泵頻率，日節省用電約1,100千瓦時。
- 於2023年，本集團部分工廠並將中央空調原有的蒸汽加熱改為熱泵加熱，減少蒸汽成本約250萬人民幣。

ENVIRONMENTAL PROTECTION 環境保護

CONSUMPTION OF ENERGY, WATER AND PACKAGING MATERIALS (continued)

Consumption of Energy (continued)

- As at 31 December 2023, the Group has invested a total of HK\$300 million in establishing distributed solar photovoltaic power projects, generating 65 million kWh of green electricity per year, equivalent to annual energy saving of 18,000 tons of standard coal, reducing carbon dioxide emissions by 39,000 tons, and saving HK\$58.5 million of electricity expenses when calculated according to the market price.
- The Group invested about HK\$80 million in thermal energy recovery equipment to reduce 37,000 tons of carbon dioxide emissions annually, equivalent to annual energy saving of 15,000 tons of standard coal, the Group saves about HK\$80 million in expenses annually.
- Replace the lighting within the plants from high-voltage sodium lamps to energy-saving lamps and LED lighting lamps. Replace the street lamps with solar panels in the living areas of the plants to reduce carbon emissions.
- Continue to add a frequency converter to the motor to adjust the running frequency of the motor in time, saving approximately 250,000 kWh of electricity every year.

Consumption of Water

The Group's plants are located in different cities and are dedicated to the development and manufacturing of products in different sectors. Therefore, we encourage plants to scientifically and rationally formulate internal management measures for water conservation and recycling according to their own needs and local conditions.

In our daily operation, we regularly make statistical analysis on the water consumption in the plants. According to the requirements of the production lines for water, we advocate replacing tap water used in the original process with river water to reduce water consumption from industrial production when appropriate. During FY2023, the Group reduced its tap water consumption by recycling air conditioning condensate. In addition, on the basis of production needs, we will consider investment in water recycling and environmental protection projects, such as repairing cooling towers with recycling water for heat exchange, in order to make more rational and more rigorous use of water resources.

能源、水資源及包裝物料的使用(續)

能源使用(續)

- 截至二零二三年十二月三十一日，本集團累計已投資3億港元於太陽能光伏發電站項目，每年生產6,500萬千瓦時綠色電力，相當於年節省能量1.8萬噸標準煤，可減少約3.9萬噸二氧化碳排放，按市價計電費開支可節省5,850萬港元。
- 本集團已投資約8,000萬港元於熱能回收設備，每年可減少3.7萬噸二氧化碳排放，相當於年節省能量1.5萬噸標準煤，同時每年可節省開支約8,000萬港元。
- 廠區照明由高壓鈉燈更換為節能燈及LED照明燈。工廠將生活區路燈改造為太陽能電板，以降低碳排放。
- 繼續對電機增加變頻器，能及時調整電機運行頻率，每年節約電量25萬千瓦時。

用水資源

本集團旗下工廠坐落於不同的城市，並致力於不同板塊產品之開發及製造，因此我們鼓勵工廠內部根據各自需要，因地制宜，科學地和合理地制定節約用水及循環利用的內部管理措施。

日常營運中，我們定期對工廠內部的用水數據進行統計分析。根據生產線用水要求，我們提倡在適當的情況之下，將原工藝中使用的自來水替換成江水，以減低工業生產過程中所需的用水量。2023年財政年度期間，本集團通過回收空調冷凝水來減少相應自來水消耗。另外，根據生產需要，我們未來考慮陸續投資例如修復交換循環水冷卻塔等循環用水的環保項目，以更合理和更嚴謹地善用水資源。

ENVIRONMENTAL PROTECTION 環境保護

CONSUMPTION OF ENERGY, WATER AND PACKAGING MATERIALS (continued)

Consumption of Packaging Materials

In the daily production process, the Group advocates the employees to reasonably plan the use of raw materials. Under the premise that quality and product safety are ensured, the Group encourages the production department to properly plan the use of raw materials and packaging materials, so as to improve the economic and environmental benefits to the greatest extent while effectively reducing the cost of production and packaging materials.

To implement the Group's operational goal for environmental protection – "Less Pollution and More Recycling", its plants conduct regular investigations and diagnoses of their own operation processes and tailor-make appropriate plans to reduce the use of packaging materials. For example, the Group's plants have developed a way to replace carton packaging with iron frames, which can effectively reduce paper waste as the iron frames can be recycled and reused. In addition, the plant also adopts the strategy of recycling foam plastics, classifying and recycling the foam plastics used in the packaging and storage process for later use, thus yielding double benefits of saving the cost while reducing the packaging waste.

Data on types and amount of energy consumption for FY2023 and FY2022 is compared as follows:

Type of resources	資源種類	FY2023 2023財政年度	FY2022 2022財政年度
Utility power (kWh)	市電(千瓦時)	1,374,535,513.3	1,331,060,504.5
Coal (tonne)	煤(噸)	14,216.6	18,810.8
Diesel oil (tonne)	柴油(噸)	1,497.9	1,542.9
Natural gas (cubic metre)	天然氣(立方米)	91,198,084.5	106,724,314.1
Water (cubic metre)	水(立方米)	7,210,585.0	7,022,266.6
Carbon emission (CO ₂ e in tonnes) ^{Note 1}	碳排放(噸二氧化碳當量) ^{註1}	891,935.1	952,169.4

Note 1: Carbon emissions above are calculated with reference to the Greenhouse Gas Protocol published by the World Business Council for Sustainable Development (WBCSD) and World Resources Institute (WRI), "Greenhouse gas reporting – Conversion factors 2023" published by the Department for Business, Energy & Industrial Strategy of the United Kingdom Government, "Baseline Emission Factors for Regional Power Grids in China in 2021 Based on Emission Reduction Projects" (2021年度減排項目中國區域電網基準線排放因子) published by National Development and Reform Commission of China, the SEHK Reporting Guidance on Environmental KPIs, and "A Study of CO₂ Emission Sources and Sinks in Thailand" published by Geophysics Research Center and Centre for the study of Earth System Environment and Adaptation for Sustainability.

能源、水資源及包裝物料的使用(續)

包裝使用

本集團於日常生產過程中倡導員工合理規劃原材料使用量，在保證質量及產品安全的情況下，鼓勵生產部門適當規劃原材料及包裝物料使用量，盡可能提高經濟與環保效益的同時，也可有效降低生產及包裝物料之成本。

為實踐本集團「少污染、多回收」的環保營運目標，旗下工廠對自身的營運過程進行定期的調查與診斷，並量身制定合適的減少包裝使用的方案。例如，本集團工廠研究出使用鐵架替代紙箱包裝的方式，由於鐵架可循環使用，此舉有效減少紙皮固廢。此外，工廠亦採用泡沫塑料回收利用的策略，將包裝、存放過程中需要使用的泡沫塑料進行分類回收備用，在減少包裝浪費的同時節約成本，一舉兩得。

2023年財政年度與2022年財政年度能源使用種類及耗量比較如下：

註1：上述碳排放之計算參照世界企業永續發展協會(WBCSD)與世界資源研究院(WRI)出版之《溫室氣體盤查議定書》、Department for Business, Energy & Industrial Strategy of the United Kingdom Government之《Greenhouse gas reporting – Conversion factors 2023》、中國國家發展和改革委員會公佈之《2021年度減排項目中國區域電網基準線排放因子》及香港聯交所《環境關鍵績效指標匯報指引》、Geophysics Research Center及Center for the study of Earth System Environment and Adaptation for Sustainability之《A Study of CO₂ Emission Sources and Sinks in Thailand》。

ENVIRONMENTAL PROTECTION 環境保護

CONSUMPTION OF ENERGY, WATER AND PACKAGING MATERIALS (continued)

能源、水資源及包裝物料的使用(續)

Data on the intensity of energy consumption and water consumption for FY2023 and FY2022 is compared as follows:

2023年財政年度與2022年財政年度能源使用及用水密度比較如下：

Type of resources	資源種類	FY2023 2023財政年度	FY2022 2022財政年度	Unit 單位
Utility power	市電	1,399.6	1,377.4	kWh/tonne of finished products 千瓦時／每噸成品
Coal	煤	0.01	0.02	Tonne/tonne of finished products 噸／每噸成品
Diesel	柴油	0.002	0.002	Tonne/tonne of finished products 噸／每噸成品
Natural gas	天然氣	92.9	110.4	Cubic metre/tonne of finished products 立方米／每噸成品
Water	水	7.3	7.3	Cubic metre/tonne of finished products 立方米／每噸成品

Data on the consumption of packaging materials for FY2023 and FY2022 is compared as follows:

2023年財政年度與2022年財政年度包裝材料使用量比較如下：

Type of packaging materials (tonne)	包裝材料種類(噸)	FY2023 2023財政年度	FY2022 2022財政年度
Carton	紙箱	2,034.2	1,564.2
Plastic wrap	保鮮膜包裝	599.7	329.4
Card board	卡板	4,691.8	3,814.4
Drench membrane paper	淋膜紙	1,659.4	1,373.5

ENVIRONMENTAL PROTECTION 環境保護

OTHER ENVIRONMENTAL IMPACTS AND CLIMATE CHANGE

The Group's plants have implemented professional certifications such as ISO 14001 Environment Management System and EU Restriction of Hazardous Substances Directive (RoHS)¹. We have set up a dedicated environmental protection team in-house to regularly assess the source of emissions, manage and dispose of waste water, waste gas and wastes discharged in the production process at the source, and develop the source emission reduction plan to reduce the harm to the environment. Meanwhile, we proactively seek every opportunity to recycle and reclaim waste gases, wastewater and solid wastes and improve equipments and procedures for handling emissions and discharges to ensure the adequacy and effectiveness of environmental protection. We also lay emphasis on the handling of emergencies upon the occurrence of environmental risks. The Group's plants have hired professional companies to prepare environmental emergency plans based on risks and conditions that will occur during production. With such a plan in hand, an environmental emergency response team headed by the general manager of a plant will be set up and file relevant cases with the local Environmental Protection Bureau. In addition, the Group has implemented the third-party certification for environmental management system, and the environmental system of the Group is monitored by SGS annually in order to continuously maintain the implementation of the Group's environmental system; The Group prepares the Emergency Plan for Environmental Emergencies in accordance with the relevant national laws and regulations and files it with the Environmental Protection Bureau, and holds regular emergency drills for environmental plans every year and submits the photo data to the Environmental Protection Bureau for monitoring; Accepting second-party environmental system audits conducted by clients; The implementation of the Group's environmental system is promoted through the Group's total environmental system audits, second-party customer audits, environmental audits by third-party certification bodies, and inspections by government regulatory authorities.

其他環境影響及氣候變化

本集團工廠實施ISO14001環境管理體系、歐盟危害性物質限制指令(RoHS)¹等專業認證。我們於內部組建專職環保隊伍，定期評估排放源頭，從源頭對生產過程中排放的廢水、廢氣及廢棄物進行管理處置，研究源頭減排的方​​案，減少對環境的危害。於此同時，積極尋求將廢氣、污水及廢棄物回收再利用與資源化的機會，並改善處理排放物的設備及程序，以確保環境保護工作的充分性及有效性。我們亦重視環境風險發生後的應急工作。本集團工廠委託了第三方廠商專業公司根據工廠實際生產會出現的風險及情況編製突發環境應急預案，在此預案的基礎上設立以工廠總經理為首的環境應急小組，並於當地環保局備案相關事件。另外，本集團通過推行環境管理體系的第三方廠商認證，由SGS每年對本集團的環境體系進行監控，以持續保持落實本集團的環境體系；本集團按國家相關法律法規要求編製《突發環境事件應急預案》並在環保局備案，每年定期舉行環境預案應急演練圖片資料提交到環保局接受監控；接受客戶進行的第二方環境體系審核；通過本集團內總環境體系審核，第二方客戶審核，第三方廠商認證機構的環境審核以及政府監管部門的檢查等推進落實本集團的環境體系。

¹ The Restriction of Hazardous Substances Directive 2002/95/EC (RoHS) is an environmental directive (but not a law) that was adopted by the European Union in February 2003 and came into force on 1 July 2006, mainly for product composition and engineering process standards in manufacturing.

¹ 有害物質限用指令 (Restriction of Hazardous Substances Directive 2002/95/EC，縮寫RoHS) 是歐洲聯盟在2003年2月所通過的一項環保指令 (但並非法律)，定於2006年7月1日起生效，主要針對產品成分及在製造上的工程製程標準。

ENVIRONMENTAL PROTECTION 環境保護

OTHER ENVIRONMENTAL IMPACTS AND CLIMATE CHANGE (continued)

The Group attaches importance to wastewater pollution that may occur in the course of operation, and formulates management principles and implements relevant risk control measures in advance. From January 2019, the Chinese government started to implement the Measures for Drainage Management by Enterprises Using Phosphorus and Nitrogen, which are designed to strengthen pollution control and protect the environment with a focus on the monitoring of enterprises using water. Therefore, we have actively implemented prevention and control measures. According to the results and requirements of environmental impact assessment, we have engaged a qualified third-party monitoring company to take preventive measures for several factors that may affect the local environment such as wastewater, waste gas and noise and formulate a series of monitoring and renovation plans. For example, we set up different waste gas treatment methods for different pollution factors generated by the waste gas scrubber. We flexibly applied activated carbon adsorption system and acid and alkali liquid spray system, and other equipment for better preventing waste water from polluting local water sources. We try our best to protect community environment, aiming to minimise the impact on the ecology arising from our production. In 2023, as required by the local ecology and environment bureau, the Group applied for and renewed the permit for waste gases, wastewater and solid wastes, which allows us to discharge wastewater and emit gases and outsource the corresponding solid waste treatment. According to the information provided on the discharge permit, the Group has obtained a number of certifications, including Laboratory, ISO 9001:2015 Quality Management System, ISO 14001:2015 Environmental Management System and IATF 16949:2016 Automotive Quality Management System.

ISO 9001:2015 Quality Management System Certification is a global quality management system certification, which helps businesses to ensure the quality of products and services, improve customer satisfaction, and also enhance their competitiveness and sustainability.

ISO 14001:2015 Environmental Management System Certification is a certification that helps businesses to manage environmental risks and achieve environmental sustainability. For businesses like Kingboard Laminates that attaches great significance to environmental protection, this certification can help the Group better manage and protect environmental resources, and at the same time help improve the corporate social responsibility and image.

IATF 16949:2016 Automotive Quality Management System Certification is a quality management system certification specifically for the automotive industry, which can help businesses improve product quality and customer satisfaction, and also improve their competitiveness and market position in the automotive industry.

其他環境影響及氣候變化(續)

本集團重視營運過程中有可能產生的廢水污染，並提早制定管理原則並落實相關風險控制措施。2019年1月起，中國政府開始實施《涉磷氮企業排水管理辦法》，該條例以加強污染控制和保護環境為目標，重點監控涉水企業。因此，我們積極實施防治措施，依據環境影響評價之結果與要求，聘請具有資質的第三方廠商監測公司對本集團廢水、廢氣和噪音等一系列可能影響當地環境的因素做出提早預防措施，制定一系列監測及改造方案。例如，我們針對廢氣洗滌塔產生的不同污染因數，設置相應的廢氣處理方法。我們靈活應用活性炭吸附系統、酸鹼液噴淋系統等設備，做好預防廢水污染當地水源的管理工作。我們希望盡最大能力來保護鄰裡環境，減低生產過程帶來的生態影響。於2023年，本集團按照生態環境局要求，申請並且更新廢氣、污水、固廢一證式的排污許可證，可以按照要求排放污水和廢氣，並委外處理相應固廢。根據提供的排污許可證資訊，本集團已經獲得多項認證，包括實驗室、ISO 9001:2015品質管理體系、ISO 14001:2015環境管理體系以及IATF 16949:2016汽車產業品質管理體系認證。

ISO 9001:2015品質管理體系認證是一種全球通用的品質管理體系認證，它幫助企業保證產品和服務的品質，提高客戶滿意度，同時也增強了企業的競爭力和可持續發展能力。

ISO 14001:2015環境管理體系認證則是幫助企業管理環境風險、實現環境可持續性的認證，對於建滔積層板這樣注重環保理念的企業來說，這種認證可以幫助本集團更好的管理和保護環境資源，同時也有助於提高企業社會責任感和形象。

IATF 16949:2016汽車產業品質管理體系認證則是汽車行業專用的品質管理體系認證，它能夠幫助企業提高產品品質和客戶滿意度，同時也能夠提高企業在汽車行業的競爭力和市場地位。

ENVIRONMENTAL PROTECTION 環境保護

OTHER ENVIRONMENTAL IMPACTS AND CLIMATE CHANGE (continued)

The Group also attaches great importance to the country's "double carbon" policy. We actively formulate strategies in line with "carbon dioxide emissions peak and carbon neutrality" and implement long-term carbon emission reduction goals to reduce carbon footprints to adapt and mitigate the impact of climate change on us, thereby strengthening our resilience to climate change. The risks posed by climate change include extreme weather events, such as severe typhoons, heavy rains and flooding, and the chance to affect the supply of energy to furnaces in plants. We have established a typhoon emergency command team and formulated a typhoon and flood prevention emergency plan for strong typhoons and rainstorms, in order to ensure sufficient supply of energy for kilns and reduce the huge threat of extreme weather to plants. In the event of extreme weather, We will also assess the risks and prepare for emergency assistance. The Group has formulated the Emergency Preparedness and Response Control Procedures, the Hazardous Chemicals Emergency Drill and other systems to conduct regular emergency drills every year, in order to establish a complete emergency plan system against severe threats from climate change. In the future, the Group will make great efforts to promote the utilisation of new energy and build solar power plants in its plants to reduce electricity consumption and carbon emissions.

其他環境影響及氣候變化(續)

此外，本集團也十分重視國家的「雙碳」政策，我們積極制定符合「碳达峰、碳中和」的戰略和實施長期碳減排目標來減少碳足跡來適應和減輕氣候變化對本集團的影響，從而加強其對氣候變化的抵禦能力。氣候變化帶來的風險主要包括極端天氣如強颱風、暴雨和水浸的突發情況並有機會影響工廠窯爐能源動力的供應。為確保對窯爐的能源動力供應有充分的安全庫存保障及減少極端天氣對工廠產生的巨大威脅，我們已成立了設立防風應急指揮小組，並針對強颱風和暴雨天氣制定了防風防汛應急預案，在發生極端天氣時亦會評估風險和準備緊急救援工作。本集團為應對各種嚴重氣候威脅，建立完善的應急預案制度，本集團已制定《應急準備與響應控制程序》及《危險化學品應急演練》等制度規定每年進行常規應急演練。未來，本集團將大力發展新能源利用，將會在廠區內建設太陽能發電，減少用電量的同時減少碳排放。

EMPLOYMENT 僱傭

We always stick to the idea of “Putting People First” and adhere to the employment concept of “Integrity, Positivity, Innovation, and Collaboration”, and keep our social responsibilities in mind while doing business. We believe that attracting and retaining talents is the key to the sustainable development of our business. With a focus on the career development and physical and mental health of our employees, we are committed to maintaining a quality workplace that values good character, diversity, cooperation and communication. We are convinced that the diverse background of leaders and employees can help improve the Group’s decision-making ability and flexibility. To this end, we provide competitive remuneration and benefits and promote a series of measures to facilitate employee diversity and equal opportunities in all respects. The Board has adopted the board diversity policy in accordance with the Corporate Governance Code revised by the SEHK. The composition of the Board contains several elements, including but not limited to age, cultural and educational background, professional experience, skills, and knowledge, with an aim to diversify the Board.

EMPLOYMENT POLICY

Kingboard Laminates conducts internal audit annually to ensure compliance with laws and regulations governing employment. During FY2023, the Group was not aware of any material breaches of applicable laws and regulations pertaining to employment that had a significant impact on the Group, including but not limited to the Labour Law (中華人民共和國勞動法), the Provisions on the Prohibition of Using Child Labour (禁止使用童工規定), the Law on the Protection of Rights and Interests of Women (中華人民共和國婦女權益保障法), the Law on the Protection of Minors (中華人民共和國未成年人保護法), the Trade Union Law (中華人民共和國工會法), and the Social Insurance Law of the People’s Republic of China (中華人民共和國社會保險法), Labour Protection Act of Thailand, and Employment Ordinance of Hong Kong. These laws and regulations explicitly specify requirements concerning employee emolument and dismissal, recruitment and promotion, vacations, equal opportunity, diversity, anti-discrimination, and other benefits and welfare. Meanwhile, we have developed and implemented employment-related policies and procedures, including the Emolument Management System, Performance Appraisal System, Evaluation Management System, Travel Reimbursement System, Rating and Promotion Management Rules, Separation Management Rules, Social Security System, Overtime Management Regulations, Employee Handbook, and Bonus Distribution System to ensure compliance with relevant laws and regulations and serve as a reference for employees. The administrative department is responsible for supervising the implementation of the above policies, distributing documents regarding and interpret relevant policies for each new comer, and regularly organising training to further explain relevant policy contents and its importance. In addition, we audit the implementation of these policies annually. A whistle-blowing system is also in place with a dedicated team to investigate any unfair treatment and take appropriate actions and improvement measures.

我們堅守「以人為本」的理念，始終堅持「誠信、積極、創新、協作」的用人理念，在發展業務的同時時刻謹記履行社會責任，相信吸納並保留人才是集團業務持續發展的關鍵。我們關注僱員的事業發展和身心健康，並致力維持品格操守、多元化發展、合作和溝通的優質工作環境。我們相信多元化的領導層及員工背景可加強集團的決策能力及靈活性。為此，我們提供具競爭力的薪酬待遇以及推動一系列措施以提倡員工多元化及各方面的事業平等發展機會。董事會已根據香港聯交所修訂的《企業管治守則》，積極採納董事會多元化政策。董事會的人事組成包含多項因素，包括但不限於年齡、文化及教育背景、專業經驗、技能以及知識等，目的在於令董事會成員達致多元化。

僱傭政策

建滔積層板每年進行內部審核以確保遵守與僱傭相關的法律法規。於2023年財政年度，本集團並未發現任何與僱傭相關及對本集團有重要影響的適用法律及法規的重大違規事宜(包括但不限於《中華人民共和國勞動法》、《禁止使用童工規定》、《中華人民共和國婦女權益保障法》、《中華人民共和國未成年人保護法》、《中華人民共和國工會法》、《中華人民共和國社會保險法》、《泰國勞動保護法》及《香港僱傭條例》)。以上法規明確規定有關於員工薪酬及解僱、招聘及晉升、假期、平等機會、多元化、反歧視以及其他待遇及福利的要求。同時，我們亦制定及落實一系列與僱傭相關的政策及程序，包括《薪資管理制度》、《績效考核制度》、《評優管理制度》、《差旅報銷制度》、《評級與晉升管理規定》、《離職管理規定》、《社保制度》、《加班管理規定》、《員工手冊》和《獎金分配制度》等，以確保遵從相關法律法規，並作為員工參考之依據。行政部門負責監督以上政策執行，對每位新入職員工派發及講解以上政策，並定期舉辦培訓，以進一步解釋相關政策內容及重要性。此外，我們亦會對上述政策的執行情況進行年度審計，同時設立舉報機制，如有任何不平等待遇的情況，將由專責小組負責調查並做出相應的處分及改善措施。

EMPLOYMENT 僱傭

EMPLOYMENT POLICY (continued)

We believe that recruiting talent is crucial to the development of a company. Under our recruitment policy, we seek open recruitment and equal competition and look for people who are capable, moral, innovative and proactive team players. All applicants must undergo a formal and objective assessment to determine whether they have the aptitude and ability to meet the requirements of the Group's business development. At the same time, we have also developed stringent procedures for examination and approval to ensure fairness of the recruitment process.

At the end of each year, the Group will make recruitment plans and budgets for the following year based on its actual circumstances. For instance, we recruit front-line employees and technical and managerial employees through the following recruitment channels.

1. Establish a recommendation reward mechanism to encourage employees to recommend people to join the Company;
2. Arrange for the recruitment of front-line employees in remote mountainous areas;
3. Recruitment websites or job fairs;
4. Contact an agency or vocational school for job recommendation.

During the Reporting Period, the Group had 10,236 employees in total. In FY2023, a total of 4,364 employees left the Group. The turnover rate varies with regions. We have implemented a mentorship programme, interdepartmental exchanges and skills and leadership training, among others, in order to ensure a steady average turnover rate. Besides, we develop the Application for Recruitment as our recruitment plan in January each year in preparation for employee turnover around the Chinese New Year.

僱傭政策(續)

我們相信優秀人才的錄用對企業發展至關重要。我們的招聘政策以公開招聘、平等競爭，以招聘德才兼備，積極及團隊精神為錄用人才的基本準則，所有應徵者需經客觀正規的入職考核以評估其能力能否滿足本集團發展的要求。同時，我們亦制定了嚴格的審批程序以確保整個招聘流程的公平性。

本集團每年底根據本集團實際情況制定下一年度招聘計劃及相關預算。例如：通過以下招聘管道招募一線員工及技術、管理人員。

- 一、 設立推薦獎機制，鼓勵本公司員工推薦人員入職；
- 二、 安排邊遠山區招募一線員工；
- 三、 通過招聘網站或招聘會；
- 四、 聯絡仲介公司或職業技術學校推薦入職。

報告期間，本集團共有10,236名員工，2023年財政年度離職僱員總數為4,364人，不同的地區的離職率會因地域而異，為了保持相對安穩的平均離職率，我們實施導師計劃、部門之間的交流、技能與領導力培訓等。另外，我們會在每年1月份制定《人員招聘儲備申請》作為招聘計劃，為春節前後人員流失較大時做好人員儲備。

EMPLOYMENT 僱傭

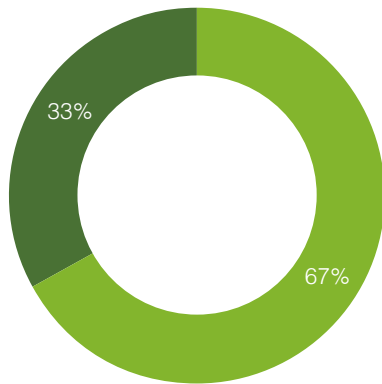
EMPLOYMENT POLICY (continued)

僱傭政策(續)

Basic Information About Employment 僱傭的基本情報

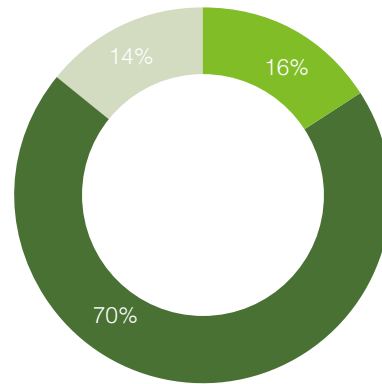
By gender
僱傭員工男女比例

Male 男性 Female 女性



By age group
僱傭員工年齡層比例

Under 30 30歲以下 30~50 30~50歲 Over 50 50歲以上



Relevant information about male and female employees

男女僱傭人數相關資料

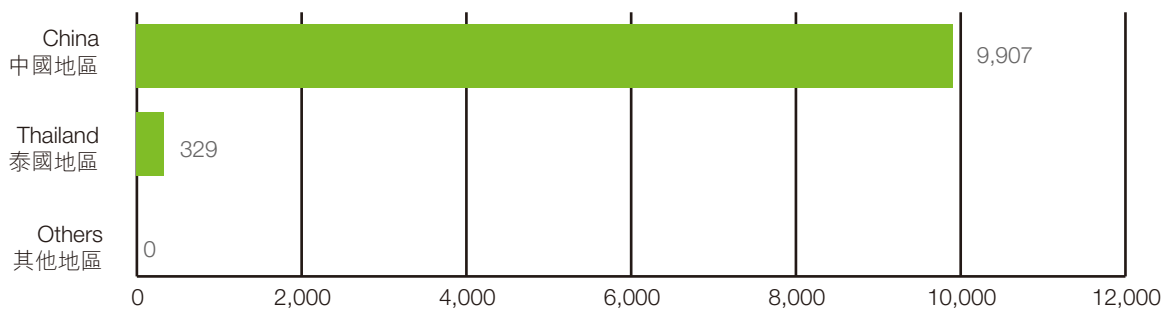
Number of male employees	僱傭員工男性人數
Number of female employees	僱傭員工女性人數
Number of full-time employees	僱傭員工全職人數
Number of part-time employees	僱傭員工兼職人數
Employees aged below 30	30歲以下僱傭員工人數
Employees aged between 30 and 50	30~50歲僱傭員工人數
Employees aged over 50	50歲以上僱傭員工人數

2023
2023年

2022
2022年

Number of male employees	6,884	6,767
Number of female employees	3,352	3,465
Number of full-time employees	10,236	10,121
Number of part-time employees	0	111
Employees aged below 30	1,643	1,774
Employees aged between 30 and 50	7,145	7,012
Employees aged over 50	1,448	1,446

Number of employees by geographical region 各地區僱傭員工人數

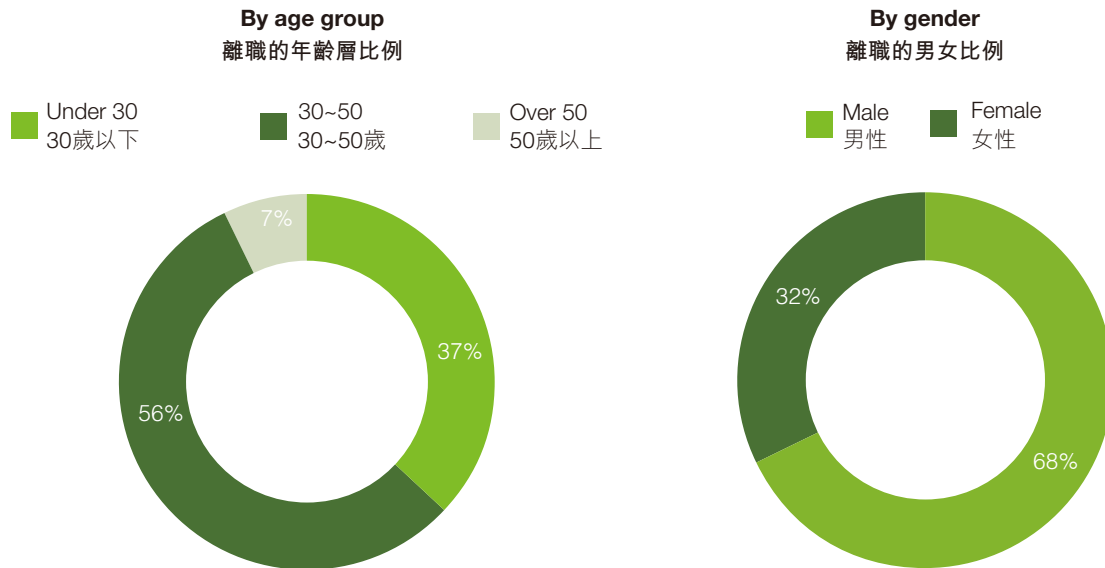


EMPLOYMENT 僱傭

EMPLOYMENT POLICY (continued)

僱傭政策(續)

Composition of the Turnover Rate 離職率的構成



Turnover rate

Turnover rate of male employees	男性僱員離職率
Turnover rate of female employees	女性僱員離職率
Turnover rate of employees aged below 30	30歲以下僱員離職率
Turnover rate of employees aged between 30 to 50	30~50歲僱員離職率
Turnover rate of employees aged over 50	50歲以上僱員離職率
Turnover rate of employees in China	中國地區僱員離職率
Turnover rate of employees in Thailand	泰國地區僱員離職率

離職率

男性僱員離職率	30%
女性僱員離職率	30%
30歲以下僱員離職率	50%
30~50歲僱員離職率	26%
50歲以上僱員離職率	17%
中國地區僱員離職率	31%
泰國地區僱員離職率	25%

2023
2023年

2022
2022年

30%	35%
30%	32%
50%	53%
26%	30%
17%	18%
31%	34%
25%	25%

EMPLOYMENT 僱傭

EMPLOYMENT POLICY (continued)

Kingboard Laminates protects the legitimate rights and interest of employees in internal management and business transactions, and advocates partners to protect the rights and interest of their employees. Employees will not be treated differently because of their gender, region, age, etc. As part of efforts to prevent child labour and forced labour, the Group ensures that all candidates qualified for employment must have reached the statutory age and have been in possession of valid identification documents issued by relevant government departments before they can be officially appointed in accordance with the Labour Law of PRC. All employees are required to enter into labour contracts for the prevention of forced labour, including bonded labour, indentured labour, slave labour or human trafficking. A stringent identity vetting process is carried out as part of the employment procedures. If any violations are identified, the Group will report to the labour security department for filing in accordance with the Regulation on Labour Security Supervision to protect workers' legitimate rights and interests. In addition, the Group has formulated and implemented the Recruitment Management Measures and the Employee Handbook, which specify the recruitment requirements, employment relationship, employees' leave and related work requirements. At the same time, the Attendance Management System for assessment in working time and the Details on Standard Salary for Positions for matching working time and salary have been formulated to regulate equal pay for equal work and equal treatment for employees at all levels. The recruitment within staff planning shall be organised by the Human Resources Department as required, and for the recruitment beyond staff planning, the head of a department shall fill in the Recruitment Application Form as production requires. This arrangement will help strictly control personnel recruitment and assignment. The specific content is summarised as follows:

- Respect employees' right to freedom, including the freedom of employment, resignation, overtime work and mobility;
- Avoid any behaviour that restricts free labour, for example, seizing originals of identity documents and other personal certificates, collecting deposits or collaterals, withholding employees' salaries, using monitors or listeners, searching bodies forcibly, limiting reasonable access in and out of the Group, and forcing employees to work overtime;
- Ask for agreement from employee representatives through consultation for labour contracts prepared by the Group and report to local labour bureaus for record;
- Develop the working hour policy according to the Labour Law and EICC² standards and ensure workers' physical and mental wellbeing;

² EICC is a code of conduct in the electronics industry. The EICC has established various standards to ensure a safe working environment in the supply chain of the electronics industry, workers are respected and treated with dignity, and business operations are eco-friendly.

僱傭政策(續)

建滔積層板內部管理和業務往來中保障員工的合法權益，並宣導合作夥伴保障其員工權益，不會因性別、地域和年齡等方面不同而區別對待。在防止童工和強迫勞動方面，本集團嚴格按照中國勞動法要求，確保所有符合招聘要求的員工在正式錄取前，必須已成年及持有經相關政府部門所簽發的有效身份證明文件，並需一律簽訂勞動合同，杜絕強制勞工的可能性，包括抵債勞工、契約勞工、奴隸勞工或人口販運。所有的員工錄用須以自願、合法的原則進行。如發現違規情況，本集團將根據《勞動保障監察條例》向勞動保障部門進行舉報及記錄在案，以維護勞動者的合法權益。此外，本集團亦制定及落實《招聘管理規定》以及《員工手冊》，明確列出招聘條件、僱傭關係、員工假期及相關工作要求。同時，制定針對工作時間考核的《考勤管理制度》，以及工作時間與薪酬匹配的《崗位標準工資明細》，規範員工層級同崗同酬，平等對待。編製內的員工招聘由人力資源部根據需求而組織招聘；編製外的員工招聘則由部門主管根據生產實際情況填寫《招聘申請表》，以達到嚴格管控員工招聘及分配的目的。具體內容可以總結為：

- 尊重員工自由權利，包括僱傭自由、辭工自由，加班自由及行動自由等；
- 本集團禁止採用任何限制勞動自由的行為，如扣押身份證件、個人證明文件的原件、收取押金或抵押物、扣押員工工資、使用監視或監聽器、強迫搜身、限制員工合理地出入本集團和強迫加班等；
- 本集團擬定的勞動合同必須經過與員工代表的協商同意，並報當地勞動局審核備案；
- 依據勞動法和EICC²標準制定工作時間政策，並確保工人身心健康；

² EICC是電子行業行為準則。EICC建立了各種標準，以確保電子行業供應鏈的工作環境安全，工人受到尊重並富有尊嚴，以及商業運營對環境負責。

EMPLOYMENT 僱傭

EMPLOYMENT POLICY (continued)

- Strictly control the working hours of minors and never arrange overtime work by pregnant workers;
- Ask employees to work overtime only with the consent of the employees or their representatives;
- Apply for local labour bureaus and obtain its written consent if working hours needs to be extended under special circumstances;
- Implement the attendance tracking system to determine, communicate, record, manage, and control working hours, including detailed records about normal working hours and extra working time;
- Allow workers in Mainland China to enjoy statutory leave including sick leave and maternal leave. All employees are entitled to 11 days of statutory holidays, which will be adjusted in accordance with laws in case of changes in national laws and regulations and national policies. For those who work on statutory holidays due to work, overtime pay shall be calculated according to relevant laws and regulations. Employees who have served the Group for more than 1 year but less than 10 years are entitled to 5 days of paid annual leave. For those with 10 to 20 years of service, the paid annual leave is 10 days. Employees with more than 20 years of service are entitled to 15 days of paid annual leave, which shall not be accumulated over the next year.

EMOLUMENT POLICY

In terms of emolument policy, we strictly comply with provisions of the Labour Contract Law and local laws and regulations, develop the Emolument Management System, Performance Appraisal System, Evaluation Management System, Travel Reimbursement System, Social Security System, and Bonus Distribution System and adjust employees' emolument mainly based on their individual performance and the Group's financial performance, which serve as a reference and assessment basis for employees. The Group conducts a comprehensive performance appraisal of its employees every year to assess their performance, work attitude and length of service during the year, and makes salary adjustments based on the appraisal results to maintain the soundness and fairness of compensation determination. We also grant pre-emptive rights and special bonuses to eligible employees, depending on their performances and the Group's financial conditions. Meanwhile, the Group has developed and implemented the improved Attendance and Leave Management Measures to ensure that all employees enjoy adequate paid annual leave and off hours for a work-life balance.

僱傭政策(續)

- 嚴格控制未成年員工加班，不得安排孕婦加班；
- 安排員工加班必須事先徵得員工或員工代表的同意；
- 遇有特殊情況需要延長加班時間時，必須向當地勞動局申請，並獲得勞動局書面同意；
- 嚴格執行考勤制度，用於確定、傳達、記錄、管理和控制工作時間，包括正常工作時間和加班時間的詳細記錄；
- 中國內地員工有權享有法律規定的假期、包括病假和產假等。全體員工享有11天的法定節假日，如遇國家法律法規和國家政策變化，本集團將依法予以調整。因工作於法定節假日上班的，按法律法規規定計算加班費；於本集團服務滿1年以上，不滿10年的員工享有帶薪年假5天；滿10年不滿20年的，帶薪年假為10天；滿20年的帶薪年假為15天、年假不得跨年累計。

薪酬政策

在薪酬政策方面，我們嚴格遵守國家勞動合同法及當地法律法規的規定，並編有完善《薪資管理制度》、《績效考核制度》、《評優管理制度》、《差旅報銷制度》、《社保制度》和《獎金分配制度》，並依據員工的個人表現及本集團的盈利表現對員工的薪酬進行調整作為員工之參考及考核依據。本集團每年度對員工進行全面的績效評核，對員工在年內的工作表現、工作態度和服務年期等方面進行考核，並根據考核結果作出調薪，以維持薪酬釐定的科學性及公平性。我們亦會視乎員工的表現及集團財務狀況，為合資格員工發放優先購股權及特別獎金。同時，本集團制定及落實完善的《考勤與假期管理規定》，確保所有員工獲得充足的有薪年假和休班時間，讓員工於工作及生活之間取得平衡。

EMOLUMENT POLICY (continued)

Meanwhile, the Group actively implements the Measures for the Selection of Excellent Employees and Managers to select outstanding employees on a monthly and annual basis and excellent managers on an annual basis. We believe that good promotion opportunities are an effective way to motivate employees, giving them clear career goals and offering opportunities for competent employees. The Group encourages internal promotion, as approximately 80% of the current team of junior, intermediary or senior managers have come through the ranks to where they are now, which is similar to data in FY2022.

Furthermore, we seek to foster a diverse workplace with strict prohibition against discrimination in any form. We have clearly set out the Group's rules and regulations and requirements and expectations for employees in human resources management policies and the employee handbook, including job descriptions and appraisal criteria. Transparent, fair recruitment, emolument, promotion and other mechanisms have also been established. Currently, we run recruitment programmes in all major cities in China and employment opportunities are available to all qualified applicants. All rankings of employee are entitled to equal opportunities for training to ensure that all employees have adequate opportunities in career development. Meanwhile, we respect the employment relationship with our employees, and prohibit dismissal without any reason. Also, we maintain positive communication with them.

薪酬政策 (續)

同時，本集團積極推行《優秀員工及管理幹部評選規定》，評選月度優秀員工以及年度優秀員工與管理人員。我們認為良好的晉升機會是激勵員工的有效方式，既可為員工提供清晰的事業目標，亦可為有能力的員工提供發揮所長的機會。本集團鼓勵內部晉升，目前無論是基層、中層或是高層管理人員，均有約八成來自於本集團的內部晉升，與2022年財政年度數據相若。

此外，我們鼓勵多元化的工作環境，嚴禁任何形式的歧視。我們在各項人力資源管理政策及員工手冊上均清晰列明本集團的規章制度以及對員工的要求與期望，包括列明各工作崗位的職責和考核標準，同時訂立具透明度和公正的招聘、薪酬、晉升等機制。現時我們在全國各大城市均設有招聘計劃，符合要求的應徵者均有獲聘機會。各職級員工均會享有平等的機會接受培訓，以確保不同員工都有充足發展的機會。同時，我們亦設立舉報機制，如有任何不平等待遇的情況，將由專責小組負責調查並作相應紀律處分。同時，我們尊重與員工之間的僱傭關係，嚴禁無理解僱員工，並會與員工保有積極正面的溝通。

EMPLOYMENT 僱傭

EMPLOYEE ACTIVITIES AND BENEFITS

We believe caring for employees is one of the most effective ways of demonstrating our corporate culture. We offer a full range of benefits and organise various events for our employees, with an aim to provide a favourable working environment and to promote a work-life balance for them. We organised a number of employee activities and provide multiple benefits for them in FY2023, including:

- Dining discount for employees
- Employees medical benefits
- Employees quarters
- Festival gift bags (such as rice dumplings for Dragon Boat Festival and moon cakes for Mid-Autumn Festival)
- Night market events
- Annual dinner
- Spring festival visits
- Lantern festival recreational event
- Drone show
- Online red envelope design competition
- Barbecues
- Sports contests
- Volunteer activities

Through the above activities, we encourage employees to strike a balance between work and life so that they are entitled to a healthy and sustainable lifestyle beyond hard work.

員工活動及福利

我們認為關愛員工是體現企業文化最有效的途徑之一，我們為員工提供各種福利和舉辦各項活動，旨在為員工提供良好的工作環境和促進員工在工作與生活之間的平衡。我們於2023年財政年度舉辦多項員工活動及為員工提供多項福利，當中包括：

- 員工膳食優惠
- 員工醫療福利
- 員工宿舍
- 節慶禮包(如端午節的粽子、中秋節的月餅)
- 大笪地活動
- 周年晚會
- 春節走訪慰問活動
- 元宵遊園活動
- 無人機表演
- 紅包線上設計大賽
- 燒烤活動
- 各項運動比賽
- 義工活動

通過以上的活動，我們鼓勵員工在工作與生活之間取得平衡，於日常工作辛勞之餘，也能同時享受健康與永續的生活方式。

TRAINING AND DEVELOPMENT

Kingboard Laminates firmly believes that excellent talents are the foundation of business development. It pays great attention to talent cultivation and offer diversified development opportunities and various training sessions. Kingboard Institute of Management founded by the Group in 2003 has established a comprehensive training system to provide pre-graduation management, induction training and in-service training for employees of different ranks so that employees can continue their education. Kingboard Institute of Management provides more than 200 days of systematic training courses for employees of all levels of the Group every year to improve the quality of management personnel and build a stable talent echelon for the Group.

The Group has successively jointly organised continuing education courses with Xingtai Mechanical and Electrical Technical School, Xingtai Technician College, Hebei College of Industry and Technology and Xingtai Teaching Station of Hebei University of Technology to set up “Kingboard Class” to lay a solid foundation for the improvement of professional skills of employees. Moreover, the Group has also jointly run schools with Jiangxi University of Technology and Maoming College to organise “Kingboard Junior College Classes” respectively in Qingyuan District and Jiangmen District to provide a learning platform for employees who wish to improve their academic qualifications.

培訓及發展

建滔積層板堅信優秀的人才為企業發展之本。我們重視人才的培養，為員工提供多元發展機會及各項培訓。本集團於2003年起成立「建滔管理學院」，至今已構建一套完善的培訓體系，為不同職級員工提供畢業前管理、上任前培訓及在職後培訓等內容，讓員工得以持續進修。建滔管理學院每年為本集團各階層員工共提供超過200天系統性的培訓課程，以提升管理人員的管理質素，為本集團構建穩定的人才梯隊。

本集團先後與邢台機電技工學校、邢台技師學院、河北工業職業技術學院和河北工業大學邢台教學站聯合開辦持續進修課程，成立「建滔班」，為提升員工專業技能打下重要的基石。同時，本集團亦與江西理工大學和茂名學院聯合辦學，於清遠區及江門區舉辦「建滔大專班」，為有志提高學歷的員工，提供學習的平台。

EMPLOYMENT 僱傭

TRAINING AND DEVELOPMENT (continued)

We have formulated annual training plans to deliver three types of training to employees, namely induction training, external training and internal training:

培訓及發展(續)

我們訂立年度培訓計劃，其中為員工提供的培訓可分為崗前培訓、外部培訓以及內部培訓三大類：

Induction Training 崗前培訓

We have training specialists to train new employees about the Group's rules and regulations, corporate culture, production safety, production characteristics, emergency plans, risk factors, occupational health, emergency measures, safe operating procedures, typical accident cases, and other safety education content. Employees can start their jobs only after passing all required training. We also organise regular job skill training to ensure that employees meet job requirements.

我們設有培訓專員，對入職員工進行新員工培訓，其內容包括集團的各項規章制度、企業文化、生產安全、生產特點、應急預案、危險因素、職業衛生、應急措施、安全操作規程、典型事故案例等安全教育內容。員工在所有培訓合格後方可進入崗位。我們亦會定期舉辦崗位技能培訓，以保證員工能適應崗位的工作需求。

Internal Training 內部培訓

We provide employees with various operation skill training according to annual training plans, including training on sales skills, production processes, codes of conduct, risk prevention, information technology, business speech and presentation skills. The Group provides career planning support even for fresh graduates. Following discussions between the HR department and each graduate, a customised training plan will be designed based on the wishes and aspirations of such graduate, and experienced mentors will be assigned to provide guidance, support and assistance in connection with the career path of graduates.

根據年度培訓計劃為員工提供各種崗位操作技能培訓，其中包括銷售技巧、生產工序、行為規範、風險防範、信息技術、商務演講與表達技巧等內容培訓。本集團更為應屆畢業生提供職業規劃支援。由人力資源部與各個畢業生溝通後，根據該畢業生的意願及理想，為其定制相應的培訓計劃，並安排經驗豐富的指導老師對畢業生的職業生涯提供指導、支援及協助。

External Training 外部培訓

External training mainly comprises management training and technical training, including expertise training provided by Hong Kong Printed Circuit Association ("HKPCA") and the Group's PCB Training Centre. In addition, Kingboard Institute of Management also offers from time to time training for the enhancement of management skills and aptitude. Some employees have obtained professional qualification certificates such as Oxidation Process Operation Certificate, Port Facility Security Training Certificate, Hazardous Chemicals Waterway Transportation Qualification Certificate, etc.

外派培訓項目主要分為管理類與技術類，其中包括香港線路板協會(HKPCA)和集團線路板培訓中心的專業知識培訓。此外，其亦包括建滔管理學院不定期舉辦的關於提升管理技能與素質的培訓。部份員工在我們資助下考取並獲得了氧化工藝操作證、港口設施保安培訓證書等專業資格證。

EMPLOYMENT 僱傭

TRAINING AND DEVELOPMENT (continued)

The figures on training and development for the Reporting Period are as follows:

Gender	性別分類	Percentage ³ / number of employees trained by the Group 接受過集團 培訓的員工 比例 ³ ／人數	Percentage	Average training hours per employee (hour) ⁴ 每位員工的 平均培訓 時長(小時) ⁴
			培訓比例	
Male	男性	7,416	68%	1.10
Female	女性	3,533	32%	1.44
Position	職位			
Employee	一般員工	9,590	87%	0.81
Middle management	中級管理層	1,171	11%	2.04
Senior management	高級管理層	188	2%	4.75

As for the content of training and development, the Group has developed the annual training plan in accordance with the Training Management Regulations and development needs of departments and prepares the Training Sign-in Form, Training Effectiveness Evaluation Form and Post-Training Questionnaire which will be followed up by the personnel department for checks.

培訓及發展(續)

於報告期間，培訓及發展相關數據如下：

針對培訓及發展內容，本集團依據《培訓管理規定》及各部門發展需要，制定年度培訓計劃，並在每月製作《培訓簽到表》、《培訓有效性評估表》及《培訓後調查表》，並由人事部跟進檢查。

³ Percentage of employees trained by the Group = number of employees trained at the category/number of employees trained

⁴ Average training hours per employee = total training hours for employees at the category/total number of employees at the category

³ 接受過集團培訓的員工比例 = 特定類別僱員受訓人數 / 受訓人數。

⁴ 每位員工的平均培訓時長 = 特定類別僱員集團提供的總受訓時數 / 該類別僱員總數。

EMPLOYMENT 僱傭

EMPLOYEE HEALTH AND OCCUPATIONAL SAFETY

Kingboard Laminates regards occupational health and safety as one of its foremost responsibilities. We abide by the Law of the People's Republic of China on Safe Production (中華人民共和國安全生產法), Fire Protection Law of the People's Republic of China (中華人民共和國消防法), Labour Law of the People's Republic of China (中華人民共和國勞動法), and Law of the People's Republic of China on the Prevention of Occupational Diseases (中華人民共和國職業病防治法), which specify requirements pertaining to safe working conditions and protection of employees against occupational hazards. We have formulated the Safety Management System, Fire Safety Management System, Handbook for Handling Dangerous Accidents, and Occupational Health Security System to regulate production behaviour in the strictest manner. The production department is responsible for supervising the implementation of the above policies, distributing documents regarding and interpret relevant policies for each new comer, and regularly organising training to explain relevant policy content to ensure regulatory compliance.

New recruits will go through the Group's one-day centralised off-the-job training before being assigned to their jobs and offered subsequent on-the-job training organised by their departments. The heads of the departments will evaluate the new employees' existing skills against those required by their posts to determine how they should be trained and then send people to deliver training and provide guidance for these recruits.

In addition, as mechanical operations are involved in our production processes, we have established appropriate safe operating procedures for different production processes, detailing the corresponding safety precautions and requested employees to strictly abide by them. A three-tier safety training programme, comprising onboarding training, workshop training and shift training, is arranged for all new employees. Safe operating procedures are explained during training. Below are measures we have promoted and implemented for employee health and occupational safety in FY2023:

- Organise onboarding, including training on certification for relevant positions such as electricians, welders and pressure vessels, reimburse employees for the cost of training, and require employees to know the hazards in occupational positions when they join the Company;
- Launch occupational health knowledge training, including employee safety awareness training, fire safety training, training on hazard identification and hidden danger investigation and elimination, training on production safety laws and regulations, as well as training on occupational hazards and prevention and control;

僱員健康及職業安全

建滔積層板視僱員健康及職業安全為我們最重要的責任之一，我們遵守《中華人民共和國安全生產法》、《中華人民共和國消防法》、《中華人民共和國勞動法》及《中華人民共和國職業病防治法》，以上法規已訂明關於安全工作環境及保障僱員避免職業性危害的要求。我們制定了《安全管理制度》、《消防安全管理制度》、《危險事故處理手冊》及《職業健康保障制度》，確保對生產安全行為作出最嚴格的規範。生產部門負責監督以上政策執行，對每位新入職員工派發及講解以上政策，並定期舉辦培訓解釋相關政策內容，以確保對相關法規和政策的遵從。

對於新入職員工，本集團會安排一天的集中脫崗培訓，培訓結束後分配員工到工作崗位，由其所在的部門負責後期的在崗培訓。新員工分到所在部門後，該部門負責人對其已有的技能與工作崗位所要求的技能進行評估，以確定該員工培訓方向，並指定專人實施培訓指導。

另外，我們的生產程序涉及機械操作，因此我們為不同生產工序制定了相應的安全操作規程，詳列不同生產程序的安全注意事項，並要求員工嚴格遵守。我們同時為所有新員工安排三級安全培訓，包括入廠培訓、車間培訓和班組培訓，講解安全操作規程內容。以下為我們於2023年財政年度就僱員健康及職業安全推行及實施的措施：

- 舉行入職培訓，內容包括相關崗位必須有證書例如電工、焊工、壓力容器，公司報銷費用進行培訓上崗，並讓員工入職時知悉職業崗位危害；
- 開展「職業健康知識培訓」，內容包括員工安全意識培訓、消防安全培訓、危險識別、隱患排查自理培訓、安全生產法律法規培訓、職業病危害和防治培訓等；

EMPLOYEE HEALTH AND OCCUPATIONAL SAFETY (continued)

- Organise monthly safety training for all employees, including management and operation of major hazards, occupational hygiene and health, operation, use and management of hazardous chemicals, as well as training on management and operation of special equipment; Launch confined space emergency drills; For example, Fogang Copper Foil Factory organised a training on “Safe Management of Hazardous Wastes” for all employees of the department in February 2023 to effectively prevent and control the risks of hazardous wastes to human health and the environment;
- Deliver fire safety training with content including familiarisation with escape routes, fire escape skills, common sense on safe assembly and proper application of fire extinguishers and fire hoses, in a bid to enhance the safety awareness and fire escape ability of employees.
- In order to improve the standardized operation of the copper melting employees within the Group and to ensure process stability and safe production, the Group launched the training on “Standard Operation of Copper Melting”, explaining in detail the operation process and precautions, laying a solid foundation for the Group’s safe production.
- In order to ensure employee safety and safe production, the Group organised all mechanics to take the “Welders’ Induction Examination” training.
- In order to enhance the awareness of employees on safety incidents, the Group held a meeting on “Case Review of Department’s Safety Accidents” to analyse safety accident cases from FY2011 to FY2023 to ensure the elimination of potential hazards beforehand and the safe production in the future.
- In order to raise the awareness of all employees to participate in the maintenance of production equipment, and to improve the efficiency of production equipment, the Group organised the training course of “Total Production Maintenance”.

In addition to the above safety trainings, in FY2023, the Group also conducted a series of safety training sessions organised internally within the Group, such as “Quality Awareness Promotion”, “Roughness Detection Criteria”, “Safe Operation of Overhead Cranes”, “Electrical Safety”, and “Responses to Emergency”.

僱員健康及職業安全(續)

- 每月會組織全員進行一次安全培訓，內容包括重大危險源管理與操作，職業衛生與健康，危險化學品操作、使用與管理，特種設備管理與操作培訓；密閉空間應急演練；例如，佛岡銅箔廠於2023年2月組織部門全體員工開展《危險廢棄物安全管理》培訓，有效地預防和控制危險廢物對人體健康和環境所產生的危害；
- 為增強員工的安全意識和消防逃生能力，定期為員工安排消防安全培訓，當中包括熟悉秘密頻道、火災逃生技能、安全集合常識、正確使用滅火器和消防水帶；
- 為提高本集團溶銅人員的標準化作業水準，確保工藝穩定以及安全生產，本集團開展《熔銅標準作業》培訓，詳細講解作業流程和注意事項，為本集團安全生產奠定堅實基礎；
- 為確保員工安全和安全生產，本集團組織全體的機修工參加《焊工上崗考試》培訓；
- 為提高員工對安全事故的認識能力，本集團開展《部門安全事故案例復盤》會議，圍繞2011年至2023年安全事故案例展開分析以保證事前排除隱患以及今後安全生產；
- 為提升全員參與生產設備與保養意識，以及提升生產設備的使用效率，本集團組織《全面生產維護》的培訓課程。

除上述安全培訓以外，於2023年財政年度，本集團還開展《品質意識提升》，《粗精度檢測規範》，《天車安全操作》，《電氣安全》，《應急操作》等一系列集團內部組織的安全培訓。

EMPLOYMENT 僱傭

EMPLOYEE HEALTH AND OCCUPATIONAL SAFETY (continued)

As such, the Group has actively adopted a range of measures to create a safe workplace for employees and protect employees from occupational hazards. To ensure workplace safety of plant workshops, we have engaged professional environmental consulting firms to conduct tests on workshop hazards. Employees are required to attend occupational health checks prior to starting work in the Company or transferring to new positions, and may only commence work after passing such checks. Meanwhile, we organise health checks for all employees on an annual basis. Employees susceptible to occupational hazards, once identified, are transferred to other positions to make sure they stay away from such occupational hazards. In addition, we strictly follow the requirements of the Law of the People's Republic of China on Prevention and Control of Occupational Diseases (中華人民共和國職業病防治法) that employees should also take a physical examination before departure to protect their health. We carry out cleaning and maintenance of office areas and environmental disinfection according to the annual plan, and are committed to providing employees with a safe and good workplace. Some plants of the Group have already obtained the Occupational Health and Safety Management System (OHSAS18001)⁵ Certification, and we plan to gradually obtain the certification for other plants.

Meanwhile, we provide employees with suitable office appliances and equipment to ensure the safest working environment. In addition, we inspect fire protection systems and facilities on a regular basis and conduct annual fire drills. We have dedicated personnel to perform daily inspections on on-site work, and entrust the State Administration of Work Safety or the centre for disease prevention and control to monitor our on-site working environment at least once a year to ensure the safety of employees in the workplace.

僱員健康及職業安全(續)

此外，我們十分重視員工的身體健康，積極採取一系列措施為員工提供安全的工作環境以避免員工遭受職業性危害。為保證工廠車間工作環境的安全，我們聘請專業環境諮詢公司為車間進行危害因素檢測。本集團更規定員工入職前或轉崗前需進行職業健康體檢，合格後方可入職。同時，我們每年定期組織全體員工進行體檢，一旦發現容易受職業危害因素影響的員工，便安排轉換工作崗位，以遠離職業危害。此外，我們嚴格遵循《中華人民共和國職業病防治法》中的規定，員工離廠前亦需進行離崗職業健康體檢，以保障其健康情況。我們依照年度計劃實施辦公區域清潔維護及環境消毒，致力為員工提供安全良好的工作環境。本集團部份工廠已取得職業健康安全管理体系(OHSAS18001)⁵認證，我們亦計劃陸續為其它工廠取得該認證。

同時，我們為員工提供合適的辦公器具和設備，確保提供最為安全的工作環境。此外，我們定期檢查防火系統及滅火設施，並每年進行火警演習。我們亦設有專人每日進行現場工作檢查，並委託安全生產監督管理局或疾病預防控制中心每年至少一次對我們的現場工作環境進行監測，確保員工在工作間的安全。

⁵ Enterprises and organisations reduce the incidence of occupational safety and health hazards to ensure the health and safety of employees. The International Standardization Organization (ISO) established the Occupational Health and Safety Management System (OHSAS 18001).

⁵ 企業和組織降低職業安全衛生災害的發生頻率，確保員工的健康和安全，國際標準組織(ISO)設立了職業安全管理体系(OHSAS 18001)。

EMPLOYMENT 僱傭

EMPLOYEE HEALTH AND OCCUPATIONAL SAFETY (continued)

僱員健康及職業安全(續)

		Due to work injury 因工傷造成的		
		Number of fatalities 死亡人數	Fatality rate (based on per 100 workforce) ⁶ 死亡率(以每100名 勞動人員計算) ⁶	Number of lost days 損失的 工作日數
2021	2021年	1	0.007	4,911
2022	2022年	1	0.006	5,253
2023	2023年	0	0	2,029

Besides, we also pay much attention to promote sports. The Group organises fun sports games every year to mobilise employees to participate in competitions, such as badminton matches, basketball matches, and other team competitions, and other team competitions. Rewards are given to winning teams and participating teams to properly relieve employees' stress caused by work and cultivate teamwork spirit, creating a harmonious and supportive working environment.

The Group was not aware of any material breach of laws and regulations pertaining to employee health and occupational safety that had a significant impact on the Group during FY2023.

此外，我們十分注重推廣運動風氣。本集團每年舉辦趣味運動會，動員員工參與比賽，例如羽毛球比賽、籃球友誼賽等一系列團體賽，對優勝小組及參與小組給予獎勵，適當緩解員工在工作中帶來的緊張壓力，也鍛煉團隊合作精神，推動和諧互助的工作環境。

於2023年財政年度，我們並未發現任何與僱員健康與職業安全相關及對本集團有重要影響之適用法律及法規的重大違規事宜。

⁶ Fatality rate due to work injury (per 100 workforce) = Number of fatalities due to work injury during the year x 100 / Total workforce.

⁶ 因工傷造成的死亡率(以每100名勞動人員計算) = 年內因工傷造成的死亡人數x100/勞動人員人數。

OPERATION 營運

Kingboard Laminates advocates a clean business environment. The Group has formulated the document Corporate Responsibility Policy and Responsibility Management Rules, which defines the Company's management policy and sustainable development. It is committed to combating corruption and fraud. Suppliers must meet our expectations for regulatory compliance, a people-oriented mind-set, ethics and business integrity, and environmental protection when doing business with us. Apart from supplier management, we also have the same requirements for the Group's daily operations and products.

SUPPLY CHAIN MANAGEMENT

Kingboard Laminates has strict requirements on suppliers and supply chain management. We have developed and implemented supply chain management systems, including Supplier Management Procedures, Supplier Evaluation Criteria, Procurement Evaluation Procedures, and Risk and Opportunity Identification and Control Procedure, and required employees and the management to follow them.

Suppliers must pass the Group's evaluation before entering into cooperation with us. A vetting process is conducted in respect of the business licenses and certificates of suppliers, including International Organization for Standardization ("ISO") standards certification, such as Quality Management Systems ISO 9001 certification, Environment Management Systems ISO 14001 certification and others, Occupational Health and Safety Management System OHSAS 18001 certification, Underwriter Laboratories (UL) certification⁷ and test reports under the Restriction of Hazardous Substances ("RoHS") Directive, in order to ensure suppliers' compliance with the Group's requirements.

Total suppliers

Total suppliers in China
Total suppliers in Thailand
Total suppliers in other regions

供應商總數

中國地區供應商總數
泰國地區供應商總數
其他地區供應商總數

The Group has set up a supplier approval committee dedicated to the supervision of the supply chain. Primary members of the supplier approval committee include engineers of the manufacturing and engineering department, engineers responsible for quality control over incoming materials, quality engineers and procurement officers. The committee is directly responsible for approval, monitoring, communication and regular evaluation in connection with suppliers of materials. It will also conduct audits on suppliers where necessary.

⁷ Underwriter Laboratories (UL) certification protects life, property and the environment by testing, inspecting, certifying and validating products, materials, systems, services and manufacturing facilities to ensure they meet standards on safety, quality and sustainability.

建滔積層板提倡廉潔的營商環境，本集團制訂《企業責任方針和責任管理規定》文件，確定公司的管理方針及可持續性發展，致力打擊貪污舞弊的情況。供應商在與我們業務往來時，需符合我們在守法循章、以人為本、道德與商業操守、環境保護的期望。除了對供應商的管理外，我們對本集團的日常營運及產品亦具同樣要求。

供應鏈管理

建滔積層板對供應商及供應鏈管理要求嚴格。我們制定並落實一系列供應鏈管理制度，包括《供應商管理程序》、《供應商評價準則》、《採購評估程序》及《風險與機會的識別和控制程序》等，並要求員工及管理層切實執行。

供應商在與本集團合作前，必須先通過本集團的供應商評估。我們會對供應商的營業執照、認證資格證書進行審查，其中包括國際標準化組織(ISO)標準認證，例如品質管理體系ISO 9001認證、環境管理體系ISO 14001認證、職業健康安全體系OHSAS 18001認證、美國安全試驗(UL)認證⁷及歐盟危害性物質限制指令(RoHS)測試報告等等，以確保供應商符合本集團要求。

FY2023 2023財政年度

FY2022 2022財政年度

5,148

5,411

163

127

20

25

本集團成立供應商認可委員會對供應鏈進行專門監管。供應商認可委員會基本成員包括製作工程部工程師，來料質量控制工程師，品質工程師及採購主任等。該供應商認可委員會直接負責物料供應商的認可、監控、溝通與定期評估，必要時會對供應商進行審核。

⁷ 美國安全試驗(UL)認證是保護生命、財產和環境，通過對產品、材料、系統、服務和生產設施的測試、檢測、認證和驗證，確保其符合安全品質和可持續性的標準。

SUPPLY CHAIN MANAGEMENT (continued)

We also designate employees to conduct on-site product assessments at suppliers' premises and sample tests on their products to ensure compliance of their products with our quality requirements. Suppliers who meet the requirements and pass the above supplier evaluation procedures will be included in our Qualified Supplier List. Before signing cooperation agreements with some major suppliers, we will sign "Confidentiality and Integrity Undertakings of Supplier", "Agreement for Environmental Protection" and "Guarantee of No Containment of Prohibited Substances" with them, setting out the Group's expectations for suppliers in terms of confidentiality, integrity and environmental and material control. In addition, major qualified suppliers of the Group are required to sign the List of Materials Subject to Environmental Control and Pledge of Suppliers Against the Use of Environment-related Materials with them once a year, stating that no substances harmful to the environment will be used in the production process.

We also perform annual supplier reviews. Departments related to supplier management, such as the procurement department and quality department, and the management will perform reviews and on-site assessments on suppliers' quality control, environmental systems, production environment and social responsibility and record results in the Supplier Review Form. We will stop working with any suppliers who fail such evaluation to ensure compliance of their products and services with quality requirements and the principle of sustainable development and avoid compromising the quality and safety of the Group's products. The Group actively advocates the importance of environmental protection. When evaluating suppliers and selecting new ones, the Group preferably chooses low-carbon and eco-friendly suppliers as its partners.

供應鏈管理 (續)

我們亦會派員工到供應商現場進行產品評估，並對供應商產品進行樣品測試，確保產品質量符合要求。符合要求及通過以上供應商評估程序的供應商方會列入我們的《合格供應商名單》中。在與部份主要供應商簽訂合作協議前，我們會與對方簽訂《供應商保密及廉潔承諾書》、《環境保護協議書》、《禁用物質不含有保證書》，訂明本集團對供應商在保密、廉潔營運及環境與物料管控方面的期望。此外，本集團的主要合格供應商每年需簽訂一次《環境管理物質一覽表》以及《供應商環境關聯物質不使用保證書》，聲明在生產過程中不使用對環境有害的物質。

此外，我們亦會每年對供應商進行年度評審。供應商管理相關部門（如採購部、品質部）及管理層會就供應商的質量管理、環境系統、生產環境及社會責任等方面進行評審及現場評估，並將結果記錄於《供應商評審表》上。若供應商未能通過評估，我們將會停用該供應商，以確保供應商的產品與服務符合質量要求及可持續發展原則，及避免本集團產品的質素及安全性受到負面影響。本集團積極提倡環境保護的重要性，在評價供應商和選擇新供應商時，優先選擇低碳、環保的供應商作為合作夥伴。

OPERATION 營運

PRODUCT MANAGEMENT AND SAFETY

Kingboard Laminates devotes itself to producing and providing high-quality and safe products for customers, and attaches great importance to customer's product experience and after-sales service. We strictly abide by the Product Quality Law of the People's Republic of China (中華人民共和國產品質量法), Law of the People's Republic of China on Protection of Consumer Rights and Interests (中華人民共和國消費者權益保護法), and Advertising Law of the People's Republic of China (中華人民共和國廣告法). These laws prescribe requirements on product quality, safety management, customer privacy and advertising compliance. We formulate and implement a series of policies and procedures related to product management, including Product Monitoring and Measurement Control Procedure, Non-conforming Product Control Procedure, Corrective and Preventive Measures Control Procedure, Information Security Management System, Knowledge Management Control Procedure, Product Safety Control Procedure, Confidentiality Guidelines on Customers' Technologies, and Customer Service Control Procedure, to establish our standards in product management. We regularly organise training courses for our employees to ensure that they have a clear understanding of relevant policies and procedures. We have put in place a whistle-blowing system with a dedicated team to investigate any violations and adopt disciplinary actions. During FY2023, the Group's product output was approximately 982,000 tonnes, and the Group recalled approximately 54.4 tonnes of products and received 137 product complaints. We will pay attention to and carefully deal with the Group's non-compliances that cause product recalls or product service complaints.

We believe that caring services are critical to the Group's success. Therefore, we build a closer relationship with customers through continuous listening and prompt responses. A strict complaint handling mechanism is put in place to ensure customers' opinions are handled in a consistent, effective manner. We strive to improve the Group's product and service quality to meet customers' expectations.

產品管理及安全

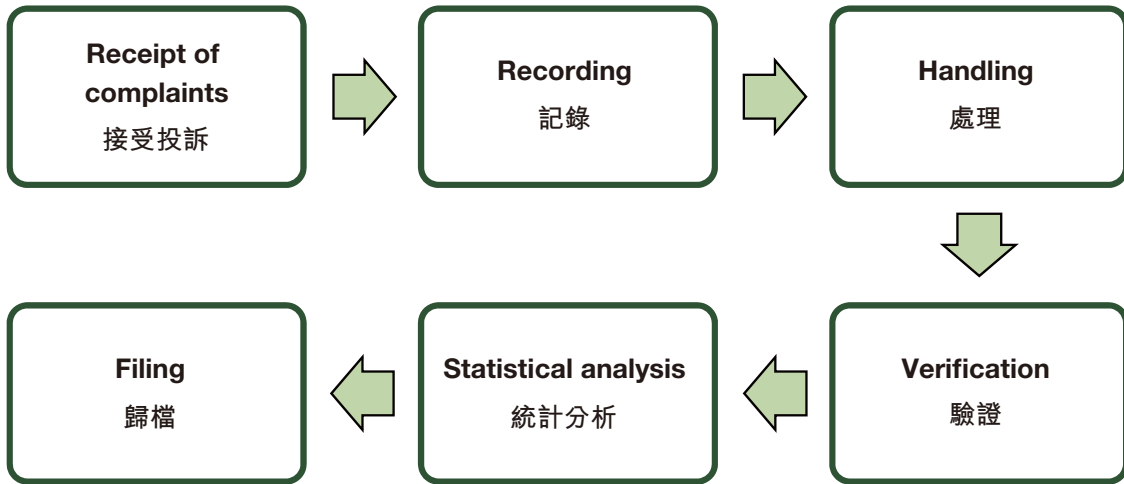
建滔積層板致力為客戶生產及提供優質與安全的產品，重視顧客的產品體驗及售後服務。我們嚴格遵守中國政府訂立的《中華人民共和國產品質量法》、《中華人民共和國消費者權益保護法》及《中華人民共和國廣告法》。以上法規訂明瞭關於產品質量、安全管理、客戶私隱及廣告合規要求。我們制定及落實一系列與產品管理相關的政策及程序，包括《產品監視和測量控制程序》、《不合格品控制程序》、《糾正和預防措施控制程序》、《資訊安全管理制度》、《知識管理控制程序》、《產品安全控制程序》、《客戶技術保密工作指引》及《客戶服務控制程序》等，以確立我們在產品管理上的標準。我們定期為員工舉辦培訓課程，確保員工清楚瞭解相關政策及程序的內容。我們同時訂立舉報制度，如有任何違規情況，將由專責小組負責調查並作相應紀律處分。於2023年財政年度，本集團產品生產量約982,000噸，本集團回收約54.4噸產品及接獲137件關於產品的投訴。我們會對任何與本集團涉及引致產品回收或產品服務投訴相關的重大違規事宜引起重視並認真處理。

我們堅信用心的服務是本集團成功的關鍵。透過持續聆聽和及時的回應，與顧客建立更加緊密的關係。我們設有一套嚴謹的投訴處理機制，確保以一致及有效的方式處理客戶意見，力求改進本集團的產品品質和服務質素，以滿足客戶的期望。

PRODUCT MANAGEMENT AND SAFETY

產品管理及安全(續)

(continued)



Furthermore, the Group was not aware of any material breach of applicable laws and regulations pertaining to product and service quality and customer privacy that had a significant impact on the Group during FY2023.

Our plants have passed the ISO 9001:2015 Quality Management System certification, ISO 13485:2016 Medical Device Quality Management System as well as the IATF 16949:2016 and IATF 16949:2019 Automotive Quality Control System certification. Product quality control is performed by the quality inspection department in accordance with the relevant standards and guidebooks to ensure that our raw materials, semi-finished products and finished products are compliant with relevant quality standards. Each production process has a quality control station and a final inspection station. The inspectors of each station are trained strictly and qualified to take up their posts. They are inspected and judged according to industry standards and customer requirements. In addition, we arrange regular training for the employees of the quality inspection department to ensure that they have knowledge and skills required for business.

In addition, QA personnel of the Quality Department or designated technical personnel are responsible for contacting customers to check the quality of returned goods, fill in the Return Notice Handling Form with return reasons, and keep relevant records, according to the Customer Service Control Procedure. With customers always in mind, the Group actively maintains communication with customers to meet their needs and takes corrective and preventive measures for unqualified products.

另外，我們於2023年財政年度並未發現與產品、服務質量及客戶私隱有關及對本集團有重要影響之適用法律及法規的重大違規事宜。

我們的廠房已分別通過ISO 9001:2015品質管理體系、ISO 13485:2016醫療器材品質管理體系及IATF 16949:2016及IATF 16949:2019汽車產業品質管理體系認證要求。現時本集團已制定各種質量標準，從來料檢查到包裝出貨均有專門的質量標準指導書，供質檢部門作為產品質量監控的標準，以確保我們的原材料、半成品和成品符合質量標準。每個製作流程均有品質控制站及最終檢查站，每個工站檢查人員均經過嚴格培訓合格上崗，並根據行業標準、客戶要求等進行檢驗和判定。此外，我們會定期安排質檢部門的員工進行培訓，以確保員工擁有業務所需的專業知識和技能。

此外，本集團依據《客戶服務控制程序》，由品質部QA或指派相關技術人員負責與客戶聯繫進行退換貨品的品質驗證，經驗證後將退換原因填入《退換貨通知處理單》，並保存相關記錄。本著以客戶為本的精神，本集團積極與客戶保持聯繫，滿足客戶需求，並對不合格的產品採取糾正和預防措施。

OPERATION 營運

CUSTOMER INFORMATION AND INTELLECTUAL PROPERTY PROTECTION

Kingboard Laminates pays attention to the protection of customers' information and intellectual property rights and strictly abides by the requirements and relevant laws and regulations of the Chinese government (including but not limited to the Tort Liability Law, General Provisions of the Civil Law, Contract Law, and Advertising Law of the People's Republic of China). The Group has developed and implemented the Guidelines on Keeping Customers' Technologies Confidential and strictly requires our employees to comply with relevant policies and sign confidentiality and non-compete agreements and handle and store customer-related information with prudence and care. We have also established various controls to protect customer information in our systems. Such internal control measures are reviewed on a regular basis to ensure their effectiveness. Our product information is managed and maintained in an enterprise resource planning (ERP) system. System licenses of all operators are strictly set based on their responsibilities, and the management regularly checks their permissions. We have established a data backup procedure and a regular test and inspection program for backup data. Moreover, we strictly comply with confidentiality measures for product development and sign confidentiality and non-competition agreements with employees for all product information or bills of materials.

The Group was not aware of any material breach of applicable laws and regulations pertaining to customer information and intellectual property protection that had a significant impact on the Group during FY2023.

客戶資料及知識產權保護

建滔積層板關注客戶的資料及知識產權保護，嚴格遵守國內政府之規定以及相關法律法規(包括但不限於《中華人民共和國侵權責任法》、《中華人民共和國民法通則》、《中華人民共和國合同法》和《中華人民共和國廣告法》等)。本集團制定及落實《客戶技術保密工作指引》，並嚴格要求員工遵守相關的政策及簽訂保密及不競業協議，謹慎處理及存放與客戶有關的資料，我們同時設立各種控制以保護系統內有關客戶的數據，並定期對有關內部監控措施進行覆核，確保其有效性。我們的產品數據採用ERP企業資源規劃系統進行統一維護管理，各崗位操作人員的系統權限嚴格按職責設置，並由管理層定期檢查操作員的權限。我們建立了數據備份程式，以及備份數據的定期測試檢查程式。此外，我們嚴格遵守產品研發的保密措施，針對所有的產品或物料清單資料等，我們都會與員工簽訂保密及競業禁止協議。

我們於2023年財政年度並未發現與客戶資料及知識產權保護有關及對本集團有重要影響之適用法律及法規的重大違規事宜。

ANTI-CORRUPTION AND ANTI-COMPETITIVE BEHAVIOUR POLICY

The Group upholds integrity and the spirit of prioritising business ethics and adopts zero-tolerance policy towards any form of misconduct or wrongdoing. We strictly abide by the Anti-Unfair Competition Law of the People's Republic of China (中華人民共和國反不正當競爭法), Anti-Money Laundering Law of the People's Republic of China (中華人民共和國反洗錢法) and Tendering and Bidding Law of the People's Republic of China (中華人民共和國招標投標法). In addition, we have developed systematic management systems for full-time and part-time employees and include anti-bribery, extortion, fraud and money laundering in the employee handbook, and require all employees to read the relevant contents and sign for the employee handbook. For example,

- Employees are not allowed to demand or take rebates and commissions from associated units with the business they deal with during business operation. Otherwise, these conducts will constitute bribery;
- When dealing with associated units, employees should stick to legal and proper occupational ethics and norms, and commit no bribery or other unethical practices to gain benefits;
- Employees must refuse to take part in activities that violate national laws and social morality when dealing with relevant organisations;
- Employees' violations with the above norms may lead to the Group's dissolution of labour contracts. If the violations lead to economic losses, the Group will recover economic compensation in accordance with the law. Should employees are suspected of committing crimes, the Group will report them to judicial authorities.

The Group regularly organises training courses for directors and employees to ensure that they have a clear understanding of the relevant policies. The Group has established a compliance checklist to monitor compliance with laws and regulations to prevent bribery, extortion, fraud and money laundering. The Group has created a compliance checklist to monitor compliance with requirements of laws and rules against bribery, extortion, fraud and money laundering. The Group conducts annual internal control audits that involve employees' compliance with policies against bribery, extortion, fraud, and money-laundering. Managers at or above the specified level are required to sign statements on an annual basis to confirm compliance with relevant policies. The Group has put in place a whistle-blowing system with a dedicated team to investigate any non-compliances and adopt disciplinary actions.

反貪污及反競爭行為政策

本集團堅持誠信及商業道德至上的精神，對任何形式的不當行為及不道德行為採取零容忍政策。我們嚴格遵從中國政府訂立的《中華人民共和國反不正當競爭法》、《中華人民共和國反洗錢法》及《中華人民共和國招標投標法》。此外，我們制定覆蓋全職和非全職員工的體系化管理制度，本集團在員工手冊加入防止賄賂、勒索、欺詐及洗黑錢的內容，並要求所有員工必需閱讀相關內容並簽收員工手冊。比如：

- 員工在經營管理活動中，不准索取或者收受業務關聯單位的酬金和回扣，否則將構成受賄；
- 員工在與業務關聯單位交往中，應堅持合法、正當的職業道德準則，反對以賄賂及其他不道德的手段取得不正當利益；
- 員工與業務關聯單位交往中，應拒絕參與違反國家法律和社會公德的活動；
- 員工違反以上準則可能導致本集團與之解除勞動合同，員工違反本準則給本集團造成經濟損失，本集團將依法追索經濟賠償，員工行為涉嫌刑事犯罪，本集團將報告司法機關處理。

本集團定期為董事及員工舉辦培訓課程，確保董事及員工清楚瞭解相關政策的內容。本集團建立合規檢查清單對防止賄賂、勒索、欺詐及洗黑錢法律的規定、規則進行合規性監控。該合規檢查清單涵蓋與本集團有關的重大規定與法規，並由法務部定期執行合規檢查與測試，以監察本集團的合規情況。本集團每年進行內控審計，檢查員工對防止賄賂、勒索、欺詐及洗黑錢政策的遵從情況。指定職級以上管理層需每年簽署聲明書，確認遵守相關政策。本集團訂立舉報制度，如有任何不合規的情況，將由專責小組負責調查並作相應紀律處分。

OPERATION

營運

ANTI-CORRUPTION AND ANTI-COMPETITIVE BEHAVIOUR POLICY (continued)

Meanwhile, we have established an employee “Integrity File Binder” and the Gift Reporting System, which actively monitors and records employees’ integrity, violations of rules and disciplines during employment. The Gift Reporting System requires employees to declare gifts that they cannot refuse or return for various reasons within 15 days of such event. We also provide anti-corruption trainings for employees and organise a disciplinary education learning event in September every year. The Group further strengthened its education on ideals and beliefs through case studies. We continuously improve investigation procedures for violations of laws and disciplines, strengthen supervision and management, and effectively implement relevant regulations. In order to promote employees’ integrity, we have established regulations for supervision and discipline, formulated procedures for handling complaints and reports, and set up reporting channels, allowing the Group’s employees and related third parties to communicate with the Group’s disciplinary investigation department through calls, in-person visits, or writing with confidentiality to report any violations. After receiving whistleblowing reports, the disciplinary investigation department properly proceed with proper recording. If the reported object involves employees of the Company, the disciplinary investigation department shall handle the matter in accordance with relevant procedures. If the reported person is an employee of a subsidiary, he or she will be referred to the disciplinary investigation department of the Group for handling according to procedures.

Besides, the Group forbids the management from conducting anti-competitive acts to seek benefits in manners that violate agreements and rights such as theft, bribery, fraud, and coercion. We have set up a compliance checklist that covers major requirements and laws and regulations pertaining to the Group and the Human Resources Committee and Legal Affair Department perform compliance check and testing on a regular basis to ensure the Group’s compliance. We also conduct annual internal control audits that involve employees’ compliance with policies against corruption, bribery, extortion, fraud, money-laundering and anti-competitive behaviour. On the other hand, we require management and all employees to abide by the Group’s code of ethical conduct, and management personnel are required to declare conflicts of interest annually, in any form. The Group has set up anonymous reporting and independent team investigation mechanisms to deal with all reports on bribery, extortion, fraud, money-laundering and anti-competitive behaviour.

During the Reporting Period, there was no corruption, bribery, extortion, fraud and money laundering lawsuit filed against the Group or its employees.

反貪污及反競爭行為政策(續)

同時，我們建立員工「廉政檔案檔夾」和《禮品禮金申報制度》，對員工廉潔從業、違規違紀等情況全程記錄、動態監管。《禮品禮金申報制度》要求員工在公務活動中，對於因各種原因無法拒收或退回而收受的禮品禮金，在收到之日起15天之內進行申報。我們亦為員工提供反腐倡廉培訓，於每年9月份組織開展紀律教育學習月活動，進一步加強理想信念教育和案件警示教育。我們不斷改善違規違紀事件的調查程序，完善監督管理，切實有效地貫徹相關規定。為促進員工廉潔從業，我們制定了監督執紀工作規定、信訪舉報與問題線索處置工作流程，設置了舉報管道，使本集團員工及與本集團有往來的第三方廠商等均可以在保密的情況下，通過來電、來訪、來信的方式，向本集團紀檢部門檢舉任何與本集團有關的違規違紀行為。紀檢部門接收信訪舉報後，將填寫舉報記錄。如被舉報物品涉及本公司員工，則由紀檢部門按程序進行處置。如被舉報對象是附屬公司的員工，則轉交員工到本集團紀檢部門按程序進行處置。

另外，針對反競爭行為，本集團嚴格禁止管理層進行不正當的競爭行為，包括以盜竊、賄賂、欺詐、脅迫等或其他違反約定及權利的方式獲取利益。我們建立合規檢查清單涵蓋與本集團有關的重大規定與法規，並由人力資源委員會及法務部定期執行合規檢查與測試，以確保本集團的合規情況。我們亦會每年進行內控審計，其工作範圍涵蓋員工對反貪污、防止賄賂、勒索、欺詐、洗黑錢及反競爭行為政策的遵從情況。另一方面，我們要求管理層及所有員工遵守本集團的道德行為守則，管理人員每年需要申報任何形式的利益衝突事宜，而本集團設立匿名舉報及獨立小組調查機制，處理所有賄賂、勒索、欺詐、洗黑錢及反競爭行為的舉報。

於本報告期內，未收到任何針對本集團及旗下員工提出的貪污、賄賂、勒索、欺詐及洗黑錢等違規違紀訴訟案件。

COMMUNITY 社區

We believe that winning trust from communities where we operate and their recognition of the Group's contribution is essential to sustainable business development. As a socially responsible enterprise, we undertake the mission to promote the harmonious development of community. We encourage employees to participate in volunteer work and support community investment and development.

CONTRIBUTION TO COMMUNITY

Kingboard Laminates is actively involved in community and public philanthropy, making positive contributions to the sustainable development of the society. In 2023, Kingboard Laminates made donations of over HK\$1.62 million. Among them, the Group donated RMB700,000 (in total RMB6.65 million) to fund the construction of "Love Library" in 20 rural schools in Pingyuan County and Shixing County; Fogang Kingboard donated RMB170,000 to the Charity Federation of Qingyuan and Qingyuan Red Cross and was awarded "China Red Cross Medal of Devotion" and "Qingyuan Red Cross Humanitarian Award"; Kingboard (Guangzhou) Electronic Materials Manufacturing donated RMB250,000 in FY2023 for charitable and cultural exchange activities.

Overall, Kingboard Laminates' investments and community donations in FY2023 demonstrated its determination and actions to fulfill its social responsibility and promote sustainability. At the same time, Kingboard Laminates' environmental, social and governance efforts and achievements have laid a solid foundation for the Group sustainable development and business growth.

We also create a large number of jobs for communities. For example, we have offered more than 500 jobs in Zhangpu Town in Kunshan alone. In addition to hiring staff at each plant location, we are also happy to offer internship opportunities for young people. Since 2010, the Group has been offering the "Vibrant Youth Undergraduate Internship Programme" in association with Kowloon Federation of Associations in Hong Kong. The programme provides opportunities for undergraduates in Hong Kong to participate in person in internship projects in Mainland China, with a view to helping them broaden their vision and thinking and gain insight on how Hong Kong companies operate in Mainland and what market conditions they face.

我們認為取得業務所在地社群的信任，讓他們認同本集團能為社群的發展作出貢獻，是業務可持續發展的關鍵。作為對社會負責的企業，我們承擔著促進社會和諧發展的使命。我們鼓勵僱員參與義務工作，支持社區投資和發展。

社區貢獻

建滔積層板積極參與社區和公益事業，為推動社會的可持續發展做出積極的貢獻。於2023年，建滔積層板捐款逾162萬港元。其中，本集團捐贈70萬人民幣（累計665萬人民幣）用於資助平遠縣、始興縣20所農村學校建設「愛心圖書室」；佛岡建滔實業捐贈17萬人民幣給清遠市慈善總會和清遠市紅十字會，並被授予「中國紅十字奉獻獎章」和「清遠紅十字人道獎」；建滔（廣州）電子材料製造於2023年捐贈25萬人民幣用於慈善和人文交流活動。

總的來說，建滔積層板在2023年財政年度的投資和社區捐贈等行為，體現其積極履行社會責任和推動可持續發展的決心和行動。同時，建滔積層板在環境、社會和治理方面的努力和成果，也為本集團的可持續發展和業務發展奠定了堅實的基礎。

我們為社區創造大量就業機會，例如單單在昆山市張浦鎮地區便創造了超過500人的就業機會。除了於各廠房所在地聘用員工外，我們亦樂於為年輕人提供實習機會。本集團自2010年開始與香港九龍社團聯合會舉辦「青年躍動，大學生實習領航計劃」。該計劃令香港的大學生有機會親身參與至內地的實習專案，拓展視野及擴闊思維的同時，也使大學生們更加瞭解香港企業在內地的經營模式及市場情況。



KB 建滔積層板控股有限公司
KINGBOARD LAMINATES HOLDINGS LIMITED

23/F, Delta House, 3 On Yiu Street, Shek Mun, Shatin, N.T., Hong Kong
香港新界沙田石門安耀街三號匯達大廈二十三樓
Tel 電話：(852) 2605 6493 Fax 傳真：(852) 2691 5245
E-mail 電郵：enquiry@kingboard.com Web site 網址：http://www.kblaminates.com

