

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### The Group's Sustainability Mission and Vision

The Lam Soon (Hong Kong) Limited (the "Company") and together with its subsidiaries referred to as the ("Group") is built on the strong heritage of value creation for our stakeholders and communities within which we operate. Over the years, we have taken a progressive approach in integrating sustainability into our businesses, towards a stronger, more resilient group. We are committed to: growing our businesses responsibly, balancing environmental with economic considerations, as well as creating a positive impact for our stakeholders and contributing to our communities.

### Our Values

The Group continues to strive for excellence in its day-to-day business operations and embrace the following core values in all aspects:

<b>Honour</b>	To conduct business with honour
<b>Human resources</b>	To enhance the quality of human resources – as the essence of management excellence
<b>Entrepreneurship</b>	To pursue management vision and foster entrepreneurship
<b>Innovation</b>	To nurture and be committed to innovation
<b>Quality</b>	To consistently provide goods and services of the highest quality at competitive prices
<b>Progress</b>	To continuously improve existing operations and to position for expansion and new opportunities
<b>Unity</b>	To ensure oneness in purpose, harmony and friendship in the pursuit of prosperity for all
<b>Social responsibility</b>	To create wealth for the betterment of society

These intrinsic values form a major part of the Group's core value system and have served as the foundation for its sustainable growth and development.

### Our Business

Lam Soon (Hong Kong) Limited has been publicly listed on the Hong Kong Stock Exchange since 1972. The Group is headquartered in Hong Kong and is principally engaged in the manufacturing, trading and processing of food and home care products in Hong Kong, the PRC and Macau. The Group comprises a broad portfolio of famous brands, which include "Knife", "Red Lantern", "AXE", "Labour", "Golden Statue", "American Roses", "Royal Sakura" and "Golden Double Peach".

### 本集團的可持續發展使命與願景

南順(香港)有限公司(「本公司」)及其附屬公司統稱為(「本集團」)建立在為持份者及我們所經營的社區創造價值之強大承傳上。多年來，我們採取進取的方針將可持續發展納入我們的業務，使集團變得更強大及強韌。我們致力：以負責任的態度拓展我們的業務、平衡環境與經濟考慮因素，以及為持份者締造正面的影響及為社區作出貢獻。

### 我們的價值觀

本集團繼續在日常業務營運中追求卓越，並在各方面秉承以下核心價值：

<b>道德</b>	以有信譽之方式進行業務
<b>人力資源</b>	提升人力資源質量－作為卓越管理之精髓
<b>企業精神</b>	追求管理願景及培育企業精神
<b>創新</b>	扶持及致力創新
<b>質量</b>	持續以具競爭力的價格提供最優質的貨品及服務
<b>進步</b>	持續改善現有營運以及為擴展及迎接新機遇作好準備
<b>團結</b>	於追求成功的同時，確保目標一致、和諧及友好關係能夠互相協調
<b>社會責任</b>	創造財富以造福社會

該等內在價值組成本集團核心價值體系的重要部分，並已成為其可持續增長及發展的基礎。

### 我們的業務

南順(香港)有限公司自一九七二年起已在香港聯交所公開上市。本集團的總部位於香港，主要於香港、中國及澳門從事食品與家居護理產品的製造、貿易及加工。本集團旗下擁有眾多知名品牌，包括「刀嘜」、「紅燈」、「斧頭牌」、「勞工牌」、「金像牌」、「美玫牌」、「櫻皇」及「金雙桃」。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### About This Report

This is the fourth Environmental, Social and Governance (“ESG”) report of Lam Soon (Hong Kong) Limited, highlighting its ESG performance, with disclosure reference made to the ESG Reporting Guide as described in Appendix 27 to the Rules Governing the Listing of the Securities (“Listing Rules”) on The Stock Exchange of Hong Kong Limited (“Stock Exchange”) and Guidance set out by the Stock Exchange. The Group has complied with all the “comply or explain” provisions set out in the ESG Reporting Guide during the Reporting Period.

This ESG report covers the Group’s overall performance in two subject areas, namely, Environmental aspect of its major business operations for the manufacture and distribution of food and home care products in Hong Kong and the Mainland China, which accounted for 98% of the Group’s total revenue, and Social aspect of the Group, from 1 July 2019 to 30 June 2020 (the “Reporting Period”), unless otherwise stated. The Group’s major operational sites were:

- (i) the Lam Soon Building in Hong Kong, which comprises the headquarters office and an edible oil plant;
- (ii) the Shenzhen office in Shekou, Shenzhen of the People’s Republic of China (“PRC”);
- (iii) the five flour mills in Shekou (Shenzhen), Yixing, Jintan, Qionglai and Qingzhou of the PRC;
- (iv) the edible oil plant in Shekou, Shenzhen of the PRC; and
- (v) the homecare product plant in Guangzhou of the PRC.

The environmental performance of the business operation in Macau, sales offices in Beijing and Shanghai were not reported as they constituted insignificant environmental impacts during the Reporting Period. The flour mill in Yixing has been relocated to a new factory and recommenced operation since June 2019. No other major operational changes had occurred during the Reporting Period.

### 有關本報告

此為南順(香港)有限公司刊發之第四份環境、社會及管治(「環境、社會及管治」)報告，以強調本集團於環境、社會及管治方面之表現，有關披露乃參考香港聯合交易所有限公司(「聯交所」)證券上市規則(「上市規則」)附錄27及指引所述之環境、社會及管治報告指引。本集團已遵守於報告期間的環境、社會及管治報告指引所載的所有「不遵守就解釋」條文。

除另有說明外，本環境、社會及管治報告涵蓋本集團於二零一九年七月一日至二零二零年六月三十日(「報告期間」)在香港和中國大陸之食品及家居護理用品之製造及分銷主要業務(佔本集團總收入98%)在環境方面以及本集團在社會方面這兩大主要範疇之整體表現。本集團之主要業務營運場地包括：

- (i) 位於香港的南順大廈，包括總部辦事處及食用油廠；
- (ii) 位於中華人民共和國(「中國」)深圳蛇口的深圳辦事處；
- (iii) 位於中國蛇口(深圳)、宜興、金壇、邳峽及青州的五個麵粉廠；
- (iv) 位於中國深圳蛇口的食用油廠；及
- (v) 位於中國廣州的家居護理用品廠。

澳門之業務營運以及北京及上海銷售辦事處的環境表現並無報告，皆因該等處所於報告期間內對環境影響較小。宜興麵粉廠已於二零一九年六月搬遷至新工廠並已重新開始營運。於報告期間內並無發生其他重大營運變動。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

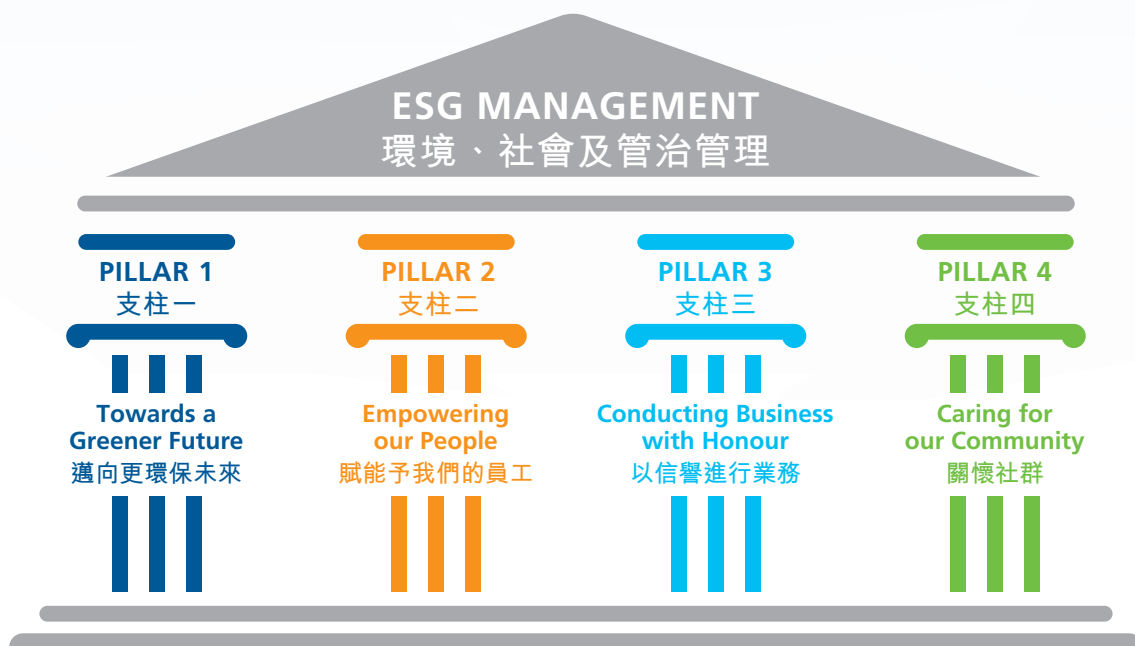
## 環境、社會及管治報告書

### Our Approach

With growing public expectations of corporate responsibility, the Group takes a proactive approach to integrate ESG matters as part of its business strategies. The Group believes that an effective ESG management structure is a key factor to business success, and has therefore adopted an integrated four-pillar approach to its overall sustainability management to manage ESG issues on the environment, human capital, corporate governance and social capital.

### 我們的方法

隨著公眾對企業責任的期望越來越高，本集團採取積極的方法將環境、社會及管治事宜納入其業務策略的一部分。本集團相信有效的環境、社會及管治管理架構是取得業務成功的關鍵因素，並因此於整體可持續性管理中採用了整合的四支柱方法，以管理有關環境、人力資本、企業管治及社會資本的環境、社會及管治問題。



The Group sees the benefits of proactively tackling ESG issues, believing that its strategic focus on sustainability and its ability to manage associated ESG risks can create not only tangible value for its business, but also long-term values for its employees, customers, the environment and the broader society, towards a stronger and more resilient group.

本集團深明積極處理環境、社會及管治問題之裨益，相信其對可持續發展之策略重點及其管理相關環境、社會及管治風險的能力，不僅可以為其業務創造真實的價值，亦可以為其員工、客戶、環境及廣泛的社會創造長期價值，從而使集團變得更強大及強韌。

The Group has dedicated its effort to ensuring its compliance with relevant legal and regulatory requirements as described in the Listing Rules. The Board of Directors of the Company (the "Board") oversees the sustainability management and performance of the Group and has the overall responsibility for the Group's ESG strategy and reporting. For details of the Group's corporate governance practices, please refer to the "Corporate Governance Report" Section of this annual report.

本集團致力確保遵守上市規則所述之相關法律及監管規定。本公司董事會（「董事會」）監督本集團的可持續發展之管理及表現，並全面負責本集團的環境、社會及管治策略及報告。有關本集團企業管治常規的詳情，請參閱本年報的「企業管治報告書」章節。

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## 環境、社會及管治報告書

### Stakeholder Engagement

Beyond corporate governance, the Group conducts stakeholder engagement exercises and materiality assessments to ensure its business focus remains relevant to them.

The Group values input and feedback of its stakeholders as they bring potential insights to the Group's business. Key stakeholders including investors, shareholders and employees have been involved in regular engagement sessions to discuss and review areas of attention in order to help the Group meet its expected growth and prepares for future challenges. Through identifying areas of improvement and maintaining close communication with various stakeholders, the Group aims to consistently enhance its ESG performance and management.

### Stakeholders' Feedback

The Group welcomes stakeholders' feedback on our ESG approach and performance. Please give your suggestions or share your views with us via email at [webmaster@lamsoon.com](mailto:webmaster@lamsoon.com).

### Performance Highlights

The Group's remarkable achievements are recognised by the local governments and various trade associations. Awards and grants received by its subsidiaries during the Reporting Period included:

#### Hong Kong Flour Mills Limited

- "American Roses" and "Golden Statue" were awarded "Hong Kong Top Brand" by the Chinese Manufacturers' Association of Hong Kong and the Hong Kong Brand Development Council

#### Shekou Lam Soon Flour Mills Company Limited

- "Demonstration Enterprise of Corporate Safety Culture Construction in Nanshan, Shenzhen" awarded by the Emergency Management Bureau of Shenzhen Municipality\*
- "National Excellent Enterprise with Foreign Investment – Excellent Tax Payment and Turnover" awarded by the China Association of Enterprises with Foreign Investment and the Shenzhen Association of Enterprises with Foreign Investment
- "2019 Guangdong Top 100 Baking Enterprises – Top 10 Baking Ingredients Companies" awarded by the Guangdong Light Industrial Council and the China Association of Bakery & Confectionery Industry

### 持份者參與

除企業管治外，本集團開展持份者參與活動及重要性評估，以確保其業務重點與持份者息息相關。

本集團重視持份者的意見及反饋，因為持份者可能會為本集團的業務帶來真知灼見。主要持份者（包括投資者、股東及僱員）已定期參與會議、討論及審閱注意事項，以助本集團達致預期增長及為未來挑戰做好準備。通過識別需要改進的領域並與各持份者保持密切溝通，本集團旨在不斷提高其環境、社會及管治表現及管理水平。

### 持份者意見

本集團歡迎持份者對我們的環境、社會及管治方法及表現發表意見。敬請閣下透過電郵向我們提出建議或分享意見，電郵地址為 [webmaster@lamsoon.com](mailto:webmaster@lamsoon.com)。

### 表現摘要

本集團的卓越成就受到地方政府及各行業協會的認可。其附屬公司於報告期間獲得的獎項及獎勵包括：

#### 香港麵粉廠有限公司

- 「美玫牌」及「金像牌」榮獲香港中華廠商聯合會及香港品牌發展局頒發「香港名牌」

#### 蛇口南順麵粉有限公司

- 深圳市南山區應急管理局頒發「深圳市南山區企業安全文化建設示範企業」
- 中國外商投資企業協會及深圳外商投資企業協會頒發「全國優秀外商投資企業—雙優企業」
- 廣東省輕工業聯合會及廣東省焙烤食品糖製品產業協會頒發「2019廣東省烘焙企業百強評選-烘焙原料企業10強」

\* For identification purpose only

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## 環境、社會及管治報告書

### Performance Highlights *(continued)*

#### Jiangsu Lam Soon Flour Mills Company Limited

- Received a special reward for high-quality development from Yixing Agriculture Bureau in 2019\*
- Received "2019 Yixing City Xinzhuang Street Advanced Enterprise" from the office of Yixing City Xinzhuang Street\*

#### Jiangsu Lam Soon Food Company Limited

- Received a grant as one of the top 20 leading enterprises in agricultural industry from Rural Industry Planning and Development Division of Bureau of Agriculture and Rural Affairs in Changzhou City Jintan District\*
- Received an A-line subsidy for technological transformation project from Rural Industry Planning and Development Division of Bureau of Agriculture and Rural Affairs in Changzhou City Jintan District\*

#### Lam Soon (Sichuan) Food Company Limited

- "National Demonstration Project of Safe Grain and Oil – Demonstration Processing Enterprise" awarded by the China National Association of Grain Sector

#### Lam Soon Products Supply (Hong Kong) Company Limited

- "Knife" was awarded "Hong Kong Premier Brand" by the Chinese Manufacturers' Association of Hong Kong and the Hong Kong Brand Development Council
- "Red Lantern" was awarded "Hong Kong Top Brand" by the Chinese Manufacturers' Association of Hong Kong and the Hong Kong Brand Development Council

#### Shenzhen Lam Soon Edible Oils Company Limited

- "Top 100 Manufacturers of Guangdong" and "Top 500 Enterprises of Guangdong" awarded by the Guangdong Provincial Enterprise Confederation and the Guangdong Provincial Association of Entrepreneurs
- "National Excellent Enterprise with Foreign Investment – Excellent Tax Payment and Turnover" awarded by the China Association of Enterprises with Foreign Investment and the Shenzhen Association of Enterprises with Foreign Investment

#### Lam Soon Cleaning & Caring Laboratories (Hong Kong) Company Limited

- "AXE" and "Labour" were awarded "Hong Kong Top Brand" were awarded by the Chinese Manufacturers' Association of Hong Kong and the Hong Kong Brand Development Council

### 表現摘要 *(續)*

#### 江蘇南順麵粉有限公司

- 獲宜興市農業農村局頒發2019年宜興市農業局高質量發展專項獎勵
- 獲宜興市新莊街道辦事處頒發「2019年宜興市新莊街道後勁投入先進企業」

#### 江蘇南順食品有限公司

- 獲常州市金壇區農業農村局鄉村產業規劃與發展科授予農業龍頭企業20強補助
- 獲常州市金壇區農業農村局鄉村產業規劃與發展科授予A線技術改造補貼

#### 南順(四川)食品有限公司

- 中國糧食行業協會頒發「全國放心糧油示範工程-示範加工企業」

#### 南順產品供應(香港)有限公司

- 「刀嘜」榮獲香港中華廠商聯合會及香港品牌發展局頒發「香港卓越名牌」
- 「紅燈」榮獲香港中華廠商聯合會及香港品牌發展局頒發「香港名牌」

#### 深圳南順油脂有限公司

- 廣東省企業聯合會及廣東省企業家協會頒發「廣東製造業100強」及「廣東企業500強」
- 中國外商投資企業協會及深圳外商投資企業協會頒發「全國優秀外商投資企業-雙優企業」

#### 南順清潔護理研發(香港)有限公司

- 「斧頭牌」及「勞工牌」榮獲香港中華廠商聯合會及香港品牌發展局頒發「香港名牌」



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

***We aim to reduce waste and improve efficiency in energy and use of resources, starting from the humblest of steps and seek to entrench the philosophy into a Group-wide awareness and culture of caring for the environment.***

The Group pledges to make continuous improvement in managing and monitoring its emissions, wastewater, solid waste and noise pollution. Every year, through engaging external licensed testing laboratories, various environmental tests are conducted to evaluate the capability of existing facilities on meeting regulatory and environmental requirements and national standards based on the parameters obtained. Starting from 2013, the Group has also appointed qualified third-party institutions to verify its greenhouse gas ("GHG") emission, as part of the commitment to the government's Emission Trading Scheme. The flour mill in Shekou is audited annually to ensure that their GHG emission quantification and reporting meet the requirements set out in the Specification with Guidance for Quantification and Reporting of the Organisation's GHG Emissions (SZDB/Z 69-2012).

Moreover, the ISO 14001 Environmental Management System has been adopted across most of the Group's operation sites. The system enables that effective and timely emergency mechanism is in place in case of severe environmental pollution incidents, as well as keeps track of the Group's energy efficiency and emission reduction targets.

The Group strictly abides by the laws, rules and regulations enforced in relation to environmental protection and pollution control, including but not limited to the following:

- Environmental Protection Law of the PRC;
- Atmospheric Pollution Prevention and Control Law of the PRC;
- Law of the PRC on Prevention and Control of Water Pollution;
- Law of the PRC on the Prevention and Control of Environmental Pollution by Solid Waste;
- Soil Pollution Prevention and Control Law of the PRC;
- Directory of National Hazardous Wastes;
- The Administrative Measures for Hazardous Waste Transfer Manifests;
- Regulations on Environmental Protection in Guangdong Province;

### 支柱一：「邁向更環保未來」

我們的目標是從最低限度的步驟開始，減少浪費及提高能源和資源利用的效率，並努力貫徹這理念成為整個集團對關愛環境的意識及文化。

本集團承諾持續改善對排放、污水、固體廢物及噪音污染的管理及監察。本集團每年委聘外部持牌測試實驗室進行針對多項環境測試，以根據所得指標評估現有設施在達至監管及環境規定及國家標準之能力。自二零一三年起，本集團亦委聘合資格第三方機構核查溫室氣體（「溫室氣體」）排放以響應政府的排放交易計劃。蛇口麵粉廠每年接受審核以確保其溫室氣體排放的量化及報告符合《組織的溫室氣體排放量化和報告規範及指南》(SZDB/Z 69-2012)。

此外，我們已於本集團大部份營運場所採納ISO 14001環境管理體系。該系統是我們於發生嚴重環境污染事故時有效及適時的應急機制，並能夠掌握本集團的能源效益及減排目標動向。

本集團嚴格遵守有關環境保護及污染控制的法律、法規及規章，包括但不限於以下各項：

- 《中華人民共和國環境保護法》；
- 《中華人民共和國大氣污染防治法》；
- 《中華人民共和國水污染防治法》；
- 《中華人民共和國固體廢物污染環境防治法》；
- 《中華人民共和國土壤污染防治法》；
- 《國家危險廢物名錄》；
- 《危險廢物轉移聯單管理辦法》；
- 《廣東省環境保護條例》；

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### Pillar 1: “Towards a Greener Future”

(continued)

- Regulations on Prevention and Control of Environmental Pollution by Solid Waste in Guangdong Province;
- Measures for the Management of Hazardous Waste Transfer in Shenzhen;
- Environmental Protection Regulations of Shenzhen Special Economic Zone; and
- Measures for the Management of Municipal Domestic Waste (Decree No. 157 of the Ministry of Construction of the PRC).

In addition to complying with laws and regulations at national/provincial/city level, the Group also follows industry standards to monitor its environmental performances.

For air emissions, the Group is committed to strict compliance with:

- The Emission Standard of Air Pollutants for Boilers (DB44/765-2019 and GB 13271-2014);
- The Emission Limits of Air Pollutants (DB44/27-2001) in Guangdong Province;
- The Integrated Emission Standard for Air Pollutants (GB 16297-1996); and
- The Regional and Integrated Emission Standard of Air Pollutants (DB37/2376-2019) in Shandong Province.

For water pollutants, the Group ensures that its discharge meets:

- The Discharge Limits of Water Pollutants (DB44/26-2001) in Guangdong Province;
- The National Integrated Wastewater Discharge Standard (GB 8978-1996); and
- Wastewater Quality Standards for Discharge to Municipal Sewers (GB/T 31962-2015).

For noise pollution, the Group strictly controls the noise generated from production activities by complying with:

- the Emission Standard for Industrial Enterprises Noise at Boundary (GB 12348-2008).

No cases of material non-compliance with relevant laws and regulations that have a significant impact on the Group relating to air and greenhouse gas (“GHG”) emissions, discharges into water and land, and generation of hazardous and non-hazardous waste were recorded during the Reporting Period.

### 支柱一：「邁向更環保未來」

(續)

- 《廣東省固體廢物污染環境防治條例》；
- 《深圳市危險廢物轉移管理辦法》；
- 《深圳經濟特區環境保護條例》；及
- 《城市生活垃圾管理辦法》(中華人民共和國建設部令第157號)。

除遵守國家／省／市一級的法律及法規外，本集團亦遵循行業標準以監控其環境表現。

就空氣排放而言，本集團致力於嚴格遵守：

- 《鍋爐大氣污染物排放標準》(DB44/765-2019及GB 13271-2014)；
- 《廣東省大氣污染排放限值》(DB44/27-2001)；
- 《大氣污染物綜合排放標準》(GB 16297-1996)；及
- 《山東省區域性大氣污染物綜合排放標準》(DB37/2376-2019)。

就水污染而言，本集團確保其排放符合：

- 《廣東省水污染物排放限值》(DB44/26-2001)；
- 《污水綜合排放標準》(GB 8978-1996)；及
- 《污水排入城鎮下水道水質標準》(GB/T 31962-2015)。

就噪音污染而言，本集團透過遵守以下標準嚴格控制生產活動產生的噪音：

- 《工業企業廠界環境噪聲排放標準》(GB 12348-2008)。

於報告期間，並無發生任何重大違反相關法律及法規的事件對本集團造成重大影響，內容涉及報告期間大氣及溫室氣體排放、對水及土地的排放物以及產生有害及無害廢物。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Emissions

##### Air Pollutant Emissions

All air-borne emissions were strictly monitored by the Ministry of Environmental Protection of the PRC. All sampling results were within permissible levels stated by various emission standards, including the Determination of Toxic Substances in Workplace Air – Chloride (GB Z/T 160.37-2004). During the Reporting Period, stationary fuel source of natural gas contributed to the emissions of 7.78 kg of nitrogen oxides ("NO<sub>x</sub>") and 0.02 kg of sulphur oxides ("SO<sub>x</sub>").

Respiratory suspended particles ("RSP"), NO<sub>x</sub> and SO<sub>x</sub> are emitted from fuel consumption of company vehicles. During the Reporting Period, vehicles were used for transportation and delivery of products, contributing to the emissions of 126.97 kg of NO<sub>x</sub>, 0.70 kg of SO<sub>x</sub> and 3.68 kg of RSP. Despite the similar fuel consumption pattern as the last reporting period, there was a substantial increase in NO<sub>x</sub> emission due to the change in emission factors based on the updated model of EMFAC-HK for vehicle emission calculation.

##### Greenhouse Gas Emissions

During the Reporting Period, the Group's business operation resulted in GHG emission of 38,598.29 tonnes of carbon dioxide equivalent ("tCO<sub>2</sub>eq."), mainly carbon dioxide, methane, nitrous oxide and hydro fluorocarbons. The overall intensity of the GHG emissions for the Groups was 0.05 tCO<sub>2</sub>eq./tonnes of production volume. The GHG reported was from the following activities and scopes:

- Direct (scope 1) GHG emissions from the combustion of various fuels in stationary and mobile sources, and release of refrigerants;
- Energy Indirect (scope 2) GHG emissions from purchased electricity; and
- Other Indirect (scope 3) GHG emissions from business air travel, freshwater and sewage processing, and paper waste disposal at landfills.

### 支柱一：「邁向更環保未來」

(續)

#### 排放

##### 空氣污染物排放

所有大氣傳播的排放均受到中國環保部的嚴格監控。所有採樣結果均在各種排放標準規定的允許水平內，包括《工作場所空氣有毒物質測定氯化物》(GBZ/T160.37-2004)。報告期間內，天然氣的固定燃料來源排放了7.78千克氮氧化物("NO<sub>x</sub>")以及0.02千克硫氧化物("SO<sub>x</sub>")。

公司車輛的燃油消耗會排放可吸入懸浮粒子("RSP")、NO<sub>x</sub>和SO<sub>x</sub>。報告期間內，車輛乃用於運輸及交付產品，導致排放了126.97千克NO<sub>x</sub>、0.70千克SO<sub>x</sub>以及3.68千克RSP。儘管燃料消耗模式與上一個報告期間相似，但由於基於更新後的車輛排放計算EMFAC-HK模型的排放因子改變，導致NO<sub>x</sub>之排放大幅增加。

##### 溫室氣體排放

報告期間內，本集團的業務營運導致溫室氣體排放量為38,598.29噸二氧化碳當量("噸二氧化碳當量")，主要為二氧化碳、甲烷、氧化亞氮和氫氟碳化物。本集團的溫室氣體排放整體強度為每噸生產量0.05噸二氧化碳當量。所報告之溫室氣體乃來自以下活動及範疇：

- 固定及汽車來源中各種燃料的燃燒以及製冷劑的釋放導致的直接(範疇1)溫室氣體排放；
- 購電產生的間接能源(範疇2)溫室氣體排放；及
- 來自本集團商務差旅、淡水及廢水處理以及在堆填區處置的廢紙所產生的其他間接(範疇3)溫室氣體排放。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Emissions (continued)

##### Greenhouse Gas Emissions (continued)

### 支柱一：「邁向更環保未來」

(續)

#### 排放(續)

##### 溫室氣體排放(續)

Scope of GHG Emissions	Emission sources	GHG Emissions (in tCO <sub>2</sub> eq.) 溫室氣體排放量 (噸二氧化碳當量)	Total GHG emissions (%) 溫室氣體 排放總量(%)
溫室氣體排放範疇	排放來源		
<b>Scope 1 Direct emission</b>			0.76%
範疇1直接排放			
<b>Combustion of fuels in stationary sources</b>	Natural gas 天然氣	103.41	
固定源之燃料燃燒	Liquefied Petroleum Gas ("LPG") 液化石油氣 (「液化石油氣」)	0.09	
	Diesel 柴油	0.57	
	Biofuel 生物燃料	3.32	
<b>Combustion of fuels in mobiles sources</b>	Diesel 柴油	2.90	
汽車燃料燃燒	Petrol 汽油	125.12	
	LPG 液化石油氣	0.78	
<b>Refrigerants 製冷劑</b>		57.71	
<b>Scope 2 Energy indirect emission</b>			98.30%
範疇2能源間接排放			
<b>Purchased electricity</b>		37,943.17	
購電			
<b>Scope 3 Other indirect emission</b>			0.94%
範疇3其他間接排放			
<b>Paper waste disposed of at landfills</b>		105.25	
堆填區處置的廢紙			
<b>Freshwater processing</b>		68.15	
淡水處理			
<b>Sewage processing</b>		31.49	
廢水處理			
<b>Business air travel</b>		156.33	
商務航空差旅			
<b>Total GHG emission 溫室氣體排放總量</b>		<b>38,598.29</b>	<b>100%</b>

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Emissions (continued)

##### Greenhouse Gas Emissions (continued)

Notes:

- Emission factors ("EFs") were made reference to Appendix 27 to the Listing Rules and their referred documentation as set out by the Stock Exchange, unless stated otherwise.
- EF of 0.50 kg CO<sub>2</sub>eq./kWh was adopted for purchased electricity in Hong Kong. EF of 0.54 kg CO<sub>2</sub>eq./kWh was adopted for purchased electricity in Guangzhou and Shenzhen. For the five flour mills in various provinces of the PRC, their corresponding grid EFs were adopted, i.e., 0.71, 0.61, and 0.65 kg CO<sub>2</sub>eq./kWh for Shandong, Sichuan, and Jiangsu province, respectively.
- EF of biofuel used in canteen operations was assumed to be 0.54 tCO<sub>2</sub>eq./tonne, by referring to the Methanol Institute Specifications.
- CO<sub>2</sub> emissions from the Group's business air travels were reported with accordance to the International Civil Aviation Organisation ("ICAO") Carbon Emission Calculator.

##### Hazardous Waste

The Group has appointed licensed operators/applied industry standard to collect and handle hazardous waste prior to disposal.

The Group generated an approximate total of 20,772 kg of hazardous waste with an intensity of 0.03 kg/tonnes of production volume in the Reporting Period. Hazardous wastes generated include pesticide waste, waste with organic solvent, waste with mineral oil, waste with dye and coating, copper, selenium and mercury-containing wastes and other wastes (i.e. waste containers, capacitors and oil wipes). During the Reporting Period, there was a substantial increase in the generation of other wastes as specified in the Directory of National Hazardous Wastes. Some of the reasons included the change of hazardous waste classification code from HW04-Pesticide Waste to HW49-Others and the disposal of a total of 7,780 kg of empty chemical containers as per the latest regulatory requirements set by the Ministry of Environmental Protection of the PRC. The increase in the waste with organic solvent was caused by end of production of certain homecare products and the expired chemicals returned from its original equipment manufacturers.

### 支柱一：「邁向更環保未來」

(續)

#### 排放(續)

##### 溫室氣體排放(續)

附註：

- 除另有說明外，排放系數(「排放系數」)乃參考聯交所上市規則附錄27及其參考文件。
- 於香港之購電採用的排放係數為每千瓦時0.50千克。就廣州及深圳地區購電採用的排放係數為每千瓦時0.54千克。就位於中國各省的五個麵粉廠而言，均採用其相應的輸電網排放係數，即山東、四川及江蘇省分別為每千瓦時0.71、0.61及0.65千克。
- 通過參考甲醇研究所的規範，假設食堂運營中所使用生物燃料的排放因子為每噸0.54噸二氧化碳當量。
- 本集團航空商務差旅產生的二氧化碳排放量乃根據國際民用航空組織(「ICAO」)碳排放計算方法報告。

##### 有害廢棄物

本集團已委任持牌運營商/應用的行業標準來收集 and 處理有害廢棄物，然後進行處置。

本集團於報告期間共產生約20,772千克有害廢棄物，強度為每噸產量0.03千克。所產生的有害廢棄物包括農藥廢棄物、含有機溶劑的廢棄物、含礦物油的廢棄物、含染料及塗料的廢棄物、含銅、硒及汞的廢棄物以及其他廢棄物(即廢棄容器、電容器及擦油布)。報告期間內，《國家危險廢物名錄》中指明的其他廢棄物之產生量大幅增加。部分原因包括根據中國環保部規定的最新監管規定，將危險廢物分類代碼從HW04-農藥廢物更改為HW49-其他廢物，以及處置總計7,780千克的空化學容器。含有機溶劑的廢棄物增加是由於某些家居護理用品生產停止以及其原始設備製造商退還的過期化學品所致。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Emissions (continued)

#### Hazardous Waste (continued)

#### Hazardous Waste generated in 2019/20

Types of Waste	Waste Generated (in kg)
廢棄物類型	所產生廢棄物量 (千克)
Other waste listed on the Directory of National Hazardous Wastes 名列《國家危險廢物名錄》的其他廢棄物	14,558
Pesticide waste (from treatment within the factory premises) 農藥廢棄物 (來自工廠場地內的處理)	3,682
Waste with organic solvent 含有機溶劑的廢棄物	1,299
Waste with mineral oil 含礦物油的廢棄物	525
Mercury-containing waste (from waste lighting products) 含汞廢棄物 (來自廢棄照明產品)	306
Waste with dye and coating 含染料及塗料的廢棄物	244
Acid waste 酸性廢棄物	80
Selenium-containing waste 含硒廢棄物	78
<b>Total</b> <b>總計</b>	<b>20,772</b>

#### Non-hazardous Waste

Centralised waste collection, storage and transfer facilities for on-site solid waste are available in accordance with national standards to maximise recycling rates. Non-hazardous waste is collected by registered waste collectors for proper disposal. Commercial waste is transferred to designated collection points; other recyclables, including scrap metals and waste paper, are collected and repurposed by qualified recyclers.

### 支柱一：「邁向更環保未來」

(續)

#### 排放(續)

#### 有害廢棄物(續)

#### 於2019／20年產生的有害廢棄物

#### 無害廢棄物

可根據國家標準使用集中式廢物收集、存儲和轉移現場固體廢物的設施，以最大程度提高回收率。無害廢棄物由註冊廢物收集商收集，以進行適當處理。商業廢物被轉移到指定的收集點，其他可回收材料(包括廢棄金屬及廢紙)由合資格的回收商收集並重新利用。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Emissions (continued)

##### Non-hazardous Waste (continued)

The Group generated an approximate total of 957,931 kg of non-hazardous waste with an intensity of 1.16 kg/tonnes of production volume in the Reporting Period. Non-hazardous wastes generated comprised of commercial, paper, plastic, scrap metal, sludge and other wastes. Other wastes included sampling and liquid wastes from manufacturing plants. During the Reporting Period, the retrofitting of production lines in the flour mills in Jintan and Shekou and the recyclable scrap waste accumulated in the edible oil plant gave rise to the generation of scrap metal.

##### Non-hazardous Waste generated in 2019/20

### 支柱一：「邁向更環保未來」

(續)

#### 排放(續)

##### 無害廢棄物(續)

本集團於報告期間共產生約957,931千克無害廢棄物，強度為每噸產量1.16千克。所產生的無害廢棄物包括商業、紙張、塑料、廢金屬、污泥及其他廢棄物。其他廢棄物包括樣品及來自製造工廠的液體廢棄物。報告期間內，金壇及蛇口麵粉廠的生產線改造以及食用油廠積累的可循環利用廢料產生了廢金屬。

##### 於2019／20年產生的無害廢棄物

Types of Waste	Sources of Waste	Waste Generated (in kg)
廢棄物類型	廢棄物來源	所產生廢棄物量 (千克)
<b>Commercial waste</b>	Tissue paper, food wastes and other daily office wastes	355,080
商業廢棄物	紙巾、廚餘及其他日常辦公廢棄物	
<b>Scrap metal</b>	Waste metal containers, equipment parts and accessories	219,195
廢棄金屬	廢棄金屬容器、設備部件及配件	
<b>Sludge</b>	Sludge from on-site pre-treatment facilities	187,960
污泥	現場預處理設施的污泥	
<b>Waste plastic</b>	Waste woven bags and plastic bottles	175,055
廢棄塑料	廢棄編織袋及塑料瓶	
<b>Waste paper</b>	Packaging paper boxes, waste documents and magazines	20,641
廢紙	包裝紙盒、廢棄文件及雜誌	
<b>Total</b>		957,931
總計		

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Measures to Mitigate Emissions

##### Production Activity

The Group has made relentless efforts on emission reduction through various initiatives and policies. The edible oil plant in Shekou operates a natural gas-fuelled boiler with high efficiency and low NO<sub>x</sub> emissions. The flour mills are equipped with dust collector systems for collection and removal of airborne dust generated during the flour production processes. The captured flour dust is filtered by a pulse-jet dust collector and the exhaust gas is discharged by a 15-metre high exhaust cylinder.

##### Vehicle and Canteen Operation

All the self-owned heavy-duty vehicle fleet and passenger cars have been upgraded to hybrids to meet the Euro V vehicle emission standard. To further reduce air emissions, the edible oil plant in Shekou has upgraded all its forklift trucks to electric-powered models, resulting in lower fuel consumption and exhaust emissions. The Group has an internal guideline on the purchase of hybrid electric vehicles to further minimise fuel consumption and GHG emission. The staff canteen in the new flour mill in Yixing uses electricity rather than LPG to reduce air pollution caused by catering service. Fume exhaust generated from canteen operations in other plants is purified by electrostatic precipitator before releasing into the atmosphere.

##### Wastes Reduction and Initiatives

To prevent potential harm to human health through contamination of soil, air and water resources, the Group is committed to ensuring proper and immediate treatment of hazardous waste and waste that requires strict control, by engaging qualified companies for collection and further handling.

Additionally, the Group has adopted electronic communication for a paperless office. Where printing is necessary, double-sided printing is recommended. The use of smart-print application also saves paper and ink. Waste recycling bins are installed in the offices to encourage paper recycling. Over 80% of the non-hazardous wastes were recycled during the Reporting Period, achieving with 100% recycling rates for scrap metal, waste paper, plastic and sludge.

### 支柱一：「邁向更環保未來」

(續)

#### 減排措施

##### 生產活動

本集團通過各種舉措和政策為減排作出了不懈的努力。蛇口食用油廠操作的天然氣鍋爐效率高，NO<sub>x</sub>排放低。麵粉廠配備了集塵器系統，用於收集和清除麵粉生產過程中產生的大氣傳播粉塵。採集的麵粉粉塵經脈衝式集塵器過濾，廢氣則通過15米高的排氣筒排出。

##### 車輛及食堂運營

所有自有的重型車隊及乘用車均已升級為混合動力車，以符合歐盟第五期汽車廢氣排放標準。為進一步減少大氣排放，蛇口食用油廠已將其所有叉車升級為電動模式，從而降低了油耗及廢氣排放。本集團設有購買混合動力汽車的內部指引，以進一步減少燃料消耗及溫室氣體排放。宜興新麵粉廠的員工食堂使用電力而非液化石油氣，以減少餐飲服務所造成的空氣污染。在其他工廠的食堂營運中產生的煙氣先用靜電除塵器淨化後方釋放至大氣中。

##### 減廢及其措施

為避免受污染的泥土、空氣及水資源損害人體健康，本集團透過委聘合資格的公司收集及進一步處理廢物，致力確保有害廢物及需要嚴格控制的廢物得以妥善及即時處理。

此外，本集團已為實現無紙化辦公室而採用電子通訊。如需打印，我們建議雙面打印。使用智能打印應用程式亦可節省紙張及墨水。辦公室內安裝了廢物回收箱，以鼓勵紙張回收。報告期間內，我們回收了80%以上的無害廢棄物，廢金屬、廢紙、塑料及污泥的回收率達到100%。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Measures to Mitigate Emissions (continued)

##### Wastes Reduction and Initiatives (continued)

The home care product plant has established the following initiatives to reduce waste generation:

- (i) The plant establishes the "Waste Management Procedure" and sets up various recycling stations, to facilitate better classification of waste for storage and disposal; and
- (ii) The plant generates economic benefits from non-hazardous waste, by selling them to recognised recycling companies.

#### Use of Resources

##### Energy Consumption

The total energy consumed by the Group was 61,466,375 Kilowatt-hour ("kWh"), with an overall energy intensity of 74.18 kWh/tonnes of production volume during the Reporting Period. Types of energy consumed included electricity, natural gas, LPG, biofuel, petrol and diesel. The table below shows the energy consumption, energy intensity in terms of the Group's production volume.

##### Energy Consumption in 2019/20

Resources	Direct/indirect energy consumption (unit) 直接／間接能源消耗	Consumption (kWh) 消耗量 (千瓦時)	Energy Intensity (kWh/tonnes of production volume) 能源強度 (千瓦時／噸產量)
<b>Electricity</b> 電力	60,502,263 kWh 60,502,263 千瓦時	60,502,263	73.02
<b>For stationary combustion</b> 用於固定源燃燒			
<b>Natural gas</b> 天然氣	50,762 m <sup>3</sup> 50,762 立方米	501,634	0.61
<b>LPG</b> 液化石油氣	30 kg 30 千克	418	0.001
<b>Diesel</b> 柴油	126 L 126 升	1,260	0.002
<b>Petrol</b> 汽油	93 L 93 升	824	0.001
<b>Biofuel</b> 生物燃料	6,150 L 6,150 升	29,859	0.04
<b>For mobile combustion</b> 用於汽車燃料燃燒			
<b>Petrol</b> 汽油	46,415 L 46,415 升	413,148	0.50
<b>Diesel</b> 柴油	1,049 L 1,049 升	10,488	0.01
<b>LPG</b> 液化石油氣	465 kg 465 千克	6,481	0.01

Note: Energy density of 9,500 BTU/pound was adopted for biofuel calculation, by referring to the Methanol: Properties And Uses published by SGS.

### 支柱一：「邁向更環保未來」

(續)

#### 減排措施(續)

##### 減廢及其措施(續)

家居護理用品廠制定以下舉措減少廢物產生：

- (i) 工廠建立「廢物管理程序」並設立多個回收站，以促進對廢物進行更好分類以便儲存及處置；及
- (ii) 工廠通過將無害廢物出售予認可的回收公司，從中獲得經濟利益。

#### 資源使用

##### 能源消耗

於報告期間，本集團的總能源消耗為 61,466,375 千瓦時（「千瓦時」），整體能源強度為每噸產量 74.18 千瓦時。能源消耗種類包括電力、天然氣、液化石油氣、生物燃料、汽油及柴油。下表列示按本集團產量計算的能源消耗及能源強度。

##### 2019／20年的能源消耗

Resources	Direct/indirect energy consumption (unit) 直接／間接能源消耗	Consumption (kWh) 消耗量 (千瓦時)	Energy Intensity (kWh/tonnes of production volume) 能源強度 (千瓦時／噸產量)
<b>Electricity</b> 電力	60,502,263 kWh 60,502,263 千瓦時	60,502,263	73.02
<b>For stationary combustion</b> 用於固定源燃燒			
<b>Natural gas</b> 天然氣	50,762 m <sup>3</sup> 50,762 立方米	501,634	0.61
<b>LPG</b> 液化石油氣	30 kg 30 千克	418	0.001
<b>Diesel</b> 柴油	126 L 126 升	1,260	0.002
<b>Petrol</b> 汽油	93 L 93 升	824	0.001
<b>Biofuel</b> 生物燃料	6,150 L 6,150 升	29,859	0.04
<b>For mobile combustion</b> 用於汽車燃料燃燒			
<b>Petrol</b> 汽油	46,415 L 46,415 升	413,148	0.50
<b>Diesel</b> 柴油	1,049 L 1,049 升	10,488	0.01
<b>LPG</b> 液化石油氣	465 kg 465 千克	6,481	0.01

附註：通過參考SGS出版的《甲醇：特性與用途》，採用能量密度每磅9,500 BTU計算生物燃料。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Use of Resources (continued)

##### Water Consumption

Water consumed by its Hong Kong's operations was supplied by Hong Kong's Water Supplies Department, whilst water consumed by the China's operations was sourced from the municipal water supply system in Mainland China. There was no issue identified in sourcing water that was fit for purpose. The plants have water tanks in place to store water for emergency use. During the Reporting Period, the Group consumed 160,658 m<sup>3</sup> of freshwater, with a water intensity of 0.19 m<sup>3</sup>/tonnes of production volume.

##### Wastewater treatment

All discharges from production and domestic activities are pre-treated on-site through regularly maintained grease trap and septic tanks. On-site wastewater treatment facilities<sup>1</sup> are installed in the edible oil plant in Shekou and the home care product plant for advanced sewage treatments. The pre-treated wastewater will either enter the sewage collection system into a nearby wastewater treatment facility or directly discharge into the Pearl River Basin.

During the Reporting Period, the treated effluent discharged by the home care products plant and edible oil plant in Shekou fulfilled the requirements of permitted discharge limits set by the Discharge Limits of Water Pollutants (DB44/26-2001). For the home care products plant, the measurable chemical oxygen demand (COD) in the treated wastewater was strictly controlled within 90 mg/L, meeting the first-class discharge standard of Guangzhou of the PRC. The edible oil plant in Shekou performs regular wastewater testing and the sampling results of COD, pH value, total suspended solids (TSS), and oil and grease were all within the permissible levels during the Reporting Period.

<sup>1</sup> Since the flour mills did not generate industrial wastewater, and the wastewater generated by the edible oil plant in Hong Kong was minimal, there were no on-site wastewater treatment facilities provided in these plants.

### 支柱一：「邁向更環保未來」

(續)

#### 資源使用(續)

##### 耗水

香港營運用水由香港水務署提供，而中國營運用水則採購自中國大陸的市政供水系統。在取得合適水源方面並無發現問題。生產廠房亦建有水箱以儲存水作緊急用途。於報告期間，本集團消耗160,658立方米淡水，用水強度為每噸產量0.19立方米。

##### 廢水處理

生產及國內活動中的所有排放物均通過定期維護的隔油池及化糞池進行現場預先處理。蛇口食用油廠及家居護理用品廠安裝了現場廢水處理設施<sup>1</sup>，以進行污水深度處理。經過預先處理的廢水將通過污水收集系統進入附近的廢水處理設施，或直接排入珠江流域。

報告期間內，家居護理用品廠及蛇口食用油廠排放的經處理廢水符合《水污染物排放限值》(DB44/26-2001)中規定的允許排放限值。對於家居護理用品廠，嚴格控制處理後廢水中的可測化學需氧量(COD)於每升90毫克以內，達到中國廣州的一級排放標準。報告期間內，蛇口的食用油廠定期進行廢水測試，並且COD、pH值、總懸浮固體(TSS)及油脂的採樣結果均於允許水平內。

<sup>1</sup> 由於麵粉廠不產生工業廢水，並且香港食用油廠產生的廢水極少，因此該等工廠並無安裝現場廢水處理設施。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Use of Resources (continued)

##### Energy Use Efficiency Initiatives

The Group continues exploring new energy-saving opportunities and energy-efficient technologies for its premises and production lines. When selecting cooling system for the office in Hong Kong, priority is always given to the energy-efficient equipment with Grade 1 energy label.

##### Installation of solar photovoltaic ("PV") system

To support the use of clean energy, the Group took part in the CLP Power Hong Kong Limited ("CLP") Renewable Energy Feed-in Tariff Scheme by installing a 220-kW solar PV system on the rooftop of Lam Soon Building in Hong Kong. The solar PV system commenced operation in November 2019 and supplied electricity of 139,389 kWh to CLP's power grid as at 30 June 2020.

##### Installation of LED lighting system

With the support of the CLP Eco Building Fund, the Group has gradually replaced the T8 fluorescent lamps in office of the Hong Kong Lam Soon Building with the smart LED lighting systems, which saved up to 65% of electricity usage in lighting system during the Reporting Period. Some of the plants in Mainland China are also equipped with LED lighting system. The refurbishment work is expected to be scaled up across the business units in Hong Kong and Mainland China.

##### System and machine upgrades

In the edible oil plant in Shekou, system upgrades on programmable logic controllers ("PLCs") have been completed for all production lines during the Reporting Period. The strengthened control over production equipment reduces engine idling and thus improves the overall energy efficiency. Old machinery (e.g., blowers and motors) was replaced with energy-saving models. Designed with energy efficiency up to 94%, a new natural gas boiler with a fully automatic condensing system for energy-saving is in operation at the edible oil plant in Shekou since 2019.

### 支柱一：「邁向更環保未來」

(續)

#### 資源使用(續)

##### 高效使用能源措施

本集團繼續為其廠房及生產線探索新的節能機會及高能效技術。為香港辦公室選擇製冷系統時，獲得1級能源標籤的節能設備始終為我們的優先考慮。

##### 安裝太陽能光伏(「光伏」)系統

為支持清潔能源的使用，本集團參加中華電力有限公司(「中電」)的「可再生能源上網電價」計劃，在香港南順大廈的屋頂安裝了220千瓦的太陽能光伏系統。太陽能光伏系統於二零一九年十一月開始運行，截至二零二零年六月三十日已向中電的電網供電139,389千瓦時。

##### 安裝LED照明系統

在中電「綠適樓宇基金」的支持下，本集團已逐步使用智能發光二極管(LED)照明系統取代香港南順大廈辦公室的T8熒光燈，該系統於報告期間內節省了高達65%的照明系統用電量。中國大陸的一些廠房亦配備了LED照明系統。預計翻新工程將擴大至香港及中國大陸的業務分部。

##### 系統及機器升級

報告期間內，位於蛇口的食用油廠已完成所有生產線的可編程邏輯控制器(「PLC」)系統升級。加強對生產設備的控制可減少發動機空轉，從而提高整體能效。節能機型已取代舊機器(例如鼓風機及電動機)。自二零一九年以來，附節能全自動冷凝系統的新天然氣鍋爐已於蛇口的食用油廠投入運作。設計能效高達94%。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: “Towards a Greener Future”

(continued)

#### Use of Resources (continued)

##### Water Use Efficiency Initiatives

The Group persistently reduces water loss by maintaining and upgrading its water supply pipeline system, minimises water consumption through upgrading water-saving devices and re-uses wastewater whenever possible. Some water-saving initiatives include:

- (i) Establishing regulations on water management to regulate water consumption practices of employees;
- (ii) Using cooling water recirculation system for cooling towers;
- (iii) Installing automatic faucets;
- (iv) Re-using purified reverse osmosis (“RO”) water for toilet flushing and greening of production areas; and
- (v) Posting promotional materials and reminders to encourage water conservation practices.

The home care product plant has formulated Regulations on Water Use Management during the Reporting Period to regulate the rational use of water and promote the conservation of water resources. In addition, the Administration Department of the Group is expediting the replacement of old water dispensers to reduce the consumption of bottled water.

##### Packaging Materials

Packaging materials consumed by the Group were mainly recyclable materials including plastic, cotton bags and paper. Packaging materials were sourced from external suppliers, with constant inspection on quality, particularly on their safety and hygiene performances. During the Reporting Period, a total of 16,726.86 tonnes of packaging materials have been consumed for the protection of finished products, resulting in a consumption intensity of 0.02 tonnes/tonnes of production volume.

### 支柱一：「邁向更環保未來」

(續)

#### 資源使用(續)

##### 高效用水措施

本集團通過維護及升級其供水管道系統來持續減少水量損失，升級節水設備及在可行情況下再利用廢水，從而減少耗水。部份節水措施包括：

- (i) 訂立有關用水管理的規章以規範僱員的用水習慣；
- (ii) 冷卻塔使用循環冷卻水系統；
- (iii) 安裝自動感應水龍頭；
- (iv) 再使用反滲透淨化廢水於沖廁及廠區綠化；及
- (v) 張貼宣傳材料及提示以鼓勵節水習慣。

於報告期間，家居護理用品廠制定了《用水管理規定》，以規範合理用水及促進保護水源。此外，本集團行政部正加快更換舊飲水機的速度，以減少瓶裝水的消耗。

##### 包裝材料

本集團消耗的包裝材料主要為可回收材料，包括塑料、布袋及紙張。包裝材料乃購自外部供應商，但本集團定期監察質量，特別是其在安全及衛生方面的表現。於報告期間，我們為產品保護共消耗16,726.86噸包裝材料，導致消耗強度為每噸產量0.02噸。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: “Towards a Greener Future”

(continued)

#### Use of Resources (continued)

##### Packaging Materials (continued)

The Group has been proactively exploring ways to reduce the use of packaging materials and promoting products with replaceable packaging to reduce the consumption of plastic pumps. During the Reporting Period, various production lines have reduced the use of non-recyclable resources for packaging. In particular, the flour mills have implemented the following practices:

- Make use of recyclable materials for packaging materials;
- Reduce the consumption of packaging materials by bulk delivery;
- Re-use packaging materials to achieve zero packaging waste; and
- Evaluate packaging suppliers annually for compliance assurance.

The edible oil plant in Hong Kong has implemented the following practices:

- Light packaging has been applied for bulk transportation;
- Various re-using and recycling methods have been applied to non-food packaging materials, such as re-using as turnover box, or recycling by recognised handlers; and
- Evaluating packaging suppliers annually for compliance assurance.

In addition, the edible oil plants in both Hong Kong and Shekou replaced polyvinyl chloride (“PVC”) based labelling materials with those made of polyethylene terephthalate (“PET”). The edible oil plant in Shekou consumed less plastic for packaging by adoption of simplified packaging methods.

### 支柱一：「邁向更環保未來」

(續)

#### 資源使用(續)

##### 包裝材料(續)

本集團一直積極尋求方法減少使用包裝材料及推廣可替換包裝的產品以減少消耗塑料泵。於報告期間，多條生產線減少使用不可回收資源製作包裝。尤其是，麵粉廠已實施以下措施：

- 將可回收材料用作包裝材料；
- 通過大批交付減少包裝材料的消耗；
- 再使用包裝材料，以實現零包裝浪費；及
- 每年評估包裝供應商以確保合規性。

香港的食用油廠已實施以下措施：

- 採用輕包裝作散貨運輸；
- 已對非食品包裝材料採用多種重複利用及再循環方法，例如作為周轉箱重複使用或由認可處理人員進行回收利用；及
- 每年評估包裝供應商以確保合規性。

此外，香港及蛇口的食用油廠均以聚對苯二甲酸乙二酯(PET)代替以聚氯乙烯(PVC)生產的標籤材料。蛇口的食用油廠透過採用簡易包裝形式，減少了用於包裝的塑料消耗。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: "Towards a Greener Future"

(continued)

#### Use of Resources (continued)

##### Packaging Materials (continued)

##### Packaging Materials Consumption in 2019/20

Type of Material 材料類型	Material 材料	Consumption (in tonnes) 消耗量(噸)
<b>Plastic</b> 塑料	Plastic bags, bottles, handles, caps and pumps 塑料袋、瓶子、把手、蓋子及泵	8,133.79
<b>Paper</b> 紙張	Paper bags, boxes, labels and cardboards 紙袋、紙箱、標籤及紙板	6,607.78
<b>Metal</b> 金屬	Metal containers 金屬容器	1,429.39
<b>Cotton</b> 棉布	Cotton bags 布袋	533.58
<b>Fibre and cotton</b> 纖維及棉布	Packet lines 小包線	22.32
<b>Total</b> 總計		16,726.86

### 支柱一：「邁向更環保未來」

(續)

#### 資源使用(續)

##### 包裝材料(續)

##### 2019／20年的包裝材料消耗

### The Environment and Natural Resources

#### Significant Impacts of Activities on the Environment

The Group constantly monitors its air emission, wastewater discharge, and noise level to ensure minimal impacts on the surrounding environment.

To strengthen its environmental management, internal procedures are in place with clear roles and responsibilities assigned to various departments for ensuring efficient utilisation of resources. For instance, the Group carried out regular maintenance of machines and equipment so as to optimise the operational efficiency and to prevent excessive noise generation. During the Reporting Period, the Group did not receive any complaints from the surrounding communities regarding air pollution, odour, noise, or night light pollution.

### 環境及天然資源

#### 活動對環境的重大影響

本集團持續監察其廢氣排放、廢水排放及噪音水平，以確保對周圍環境的影響減至最小。

為加強環境管理，本集團制定了內部程序，並賦予各部門明確的角色及職責，以確保高效利用資源。例如，本集團定期對機器及設備進行維護，以優化運行效率並防止產生過多的噪音。報告期間，本集團並無收到周邊社區關於空氣污染、氣味、噪音或夜燈污染的任何投訴。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 1: “Towards a Greener Future”

(continued)

#### The Environment and Natural Resources (continued)

##### Significant Impacts of Activities on the Environment (continued)

Electricity consumption, which accounted for over 98% of the Group's total GHG emission, remains the largest source of GHG emissions for the Group during the Reporting Period. To demonstrate its determination to lower overall energy consumption, the Group has phased out old equipment, upgraded lighting system and participated in the CLP clean energy initiative to optimise energy efficiency, which aims to reduce electricity consumption and align the practices in regions where it operates in.

As part of the Group's management strategy, all business operations except the edible oil plant in Hong Kong have deployed the ISO 14001 Environmental Management System to manage their impact and strive for continuous improvements. Apart from integrating environmental considerations into the procurement processes, the Group also gives priority to sustainable materials and adopts advanced environmental technologies whenever feasible.

### Pillar 2: “Empowering our People”

***We aim to create a diverse, welcoming culture and a safe working environment in which our people are engaged, nurtured and empowered to reveal their full potential.***

#### Employment and Labour Practices

The Group regards human resources (“HR”) as its most valuable asset. With a mission to create values for its employees, the Group offers attractive career prospects, a wide variety of learning opportunities and a safe working environment.

### 支柱一：「邁向更環保未來」

(續)

#### 環境及天然資源(續)

##### 活動對環境的重大影響(續)

電力消耗佔本集團溫室氣體總排放量的98%以上，仍是本集團在報告期間內最大的溫室氣體排放源。為展示降低總體能耗的決心，本集團已淘汰舊設備、升級照明系統並參加了中電優化能源效率的清潔能源計劃，旨在減少電力消耗，並在其經營所在的地區調整慣常做法。

作為本集團管理策略的一部分，除香港的食用油廠外，所有業務營運均已部署ISO 14001環境管理體系來管理其影響並努力不斷改善。除將環境因素納入採購流程外，本集團亦優先考慮可持續材料，並在可行的情況下採用先進的環境技術。

### 支柱二：「賦能予我們的員工」

我們的目標是營造一種多元、熱情的文化以及安全的工作環境，使我們的員工能夠獲得參與、培育及賦能以充分發揮其潛能。

#### 僱傭及勞工常規

本集團視人力資源(「人力資源」)為其最寶貴的資產。本集團以為僱員創造價值為使命，提供具吸引力的職業前景、廣泛的學習機會以及安全的工作環境。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 2: “Empowering our People”

(continued)

#### Employment and Labour Practices (continued)

The Group is in compliance with all applicable laws of Hong Kong and the PRC regarding labour rights and employment, included but not limited to:

- Employment Ordinance of the Laws of Hong Kong;
- Minimum Wage Ordinance of the Laws of Hong Kong;
- Employees’ Compensation Ordinance of the Laws of Hong Kong;
- Labour Law of the PRC;
- Labour Contract Law of the PRC; and
- Social Insurance Law of the PRC.

No non-compliance with relevant laws and regulations that have a significant impact on the Group relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination, and other benefits and welfare had been identified during the Reporting Period.

#### Employment

The Group provides competitive remuneration with various benefits to attract and retain talents. Employment package is regularly reviewed with consideration of the market trend, benchmarking the industry’s salary and benefit information through salary survey reports conducted by professional consultants. Annual salary increment and year-end performance bonus mechanism have been incorporated in the Group’s remuneration policy. Share options are also granted to the Group’s eligible employees in recognition of their contributions.

Employees in the PRC are entitled to year-end bonus, social security insurance and housing fund. Year-end bonus, life and health insurance are provided to employees in Hong Kong. Additionally, staff sale, meals and transportation are provided to employees. Fair terms on working hours, holidays, termination of contract, fringe benefits and leave entitlement are stipulated in the employment contracts signed between employees and the Group. Overtime work shall be applied through submission of application forms and approved by departmental supervisors. Any disputes will be settled according to the Group’s appeal procedures in an equitable and prompt manner.

### 支柱二：「賦能予我們的員工」

(續)

#### 僱傭及勞工常規(續)

本集團遵守所有香港及中國有關勞工權利及僱傭之適用法律，包括但不限於：

- 香港法例中的《僱傭條例》；
- 香港法例中的《最低工資條例》；
- 香港法例中的《僱員補償條例》；
- 《中華人民共和國勞動法》；
- 《中華人民共和國勞動合同法》；及
- 《中華人民共和國社會保險法》。

報告期間，並無發現任何違反與薪酬及解僱、招聘及晉升、工時、休息時間、平等機會、多樣性、反歧視以及其他利益及福利之相關法律及法規對本集團造成重大影響的事項。

#### 僱傭

本集團提供具競爭力的薪酬及多項福利以吸引及挽留人才。本集團定期檢討薪酬待遇，當中考慮市場趨勢及通過專業顧問進行的薪金調查報告對標業內薪金及福利的資料。本集團根據薪酬政策設立及實施年度加薪及年終業績花紅機制。我們亦向本集團之合資格僱員授出股份認購權，以認可彼等之貢獻。

於中國所僱用的僱員可享有年終花紅、社會保障保險及住房公積金。我們向香港僱員提供年終花紅、人壽及健康保險。此外，我們亦向僱員提供僱員購貨優惠、用餐及交通安排。僱員與本集團簽署的僱傭合約規定的公平條款涵蓋工時、假期、終止合約情況、附加福利及年假。超時工作應透過提交申請表格申請及經部門主管批准。任何爭議均將根據本集團的申訴程序公正及迅速地解決。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT 環境、社會及管治報告書

## Pillar 2: "Empowering our People"

(continued)

### Our People

The Group had a total of 1,735 employees as of 30 June 2020, all were full-time employees. The total workforce categorised by gender, age group and geographical region are shown below:

## 支柱二：「賦能予我們的員工」

(續)

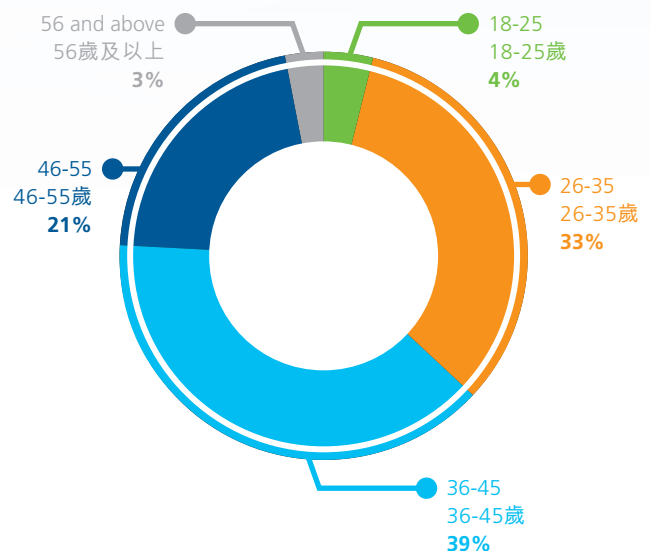
### 我們的員工

於二零二零年六月三十日，本集團共有1,735名僱員，全部均為全職僱員。按性別、年齡組別及地區劃分的勞動力總數列示如下：

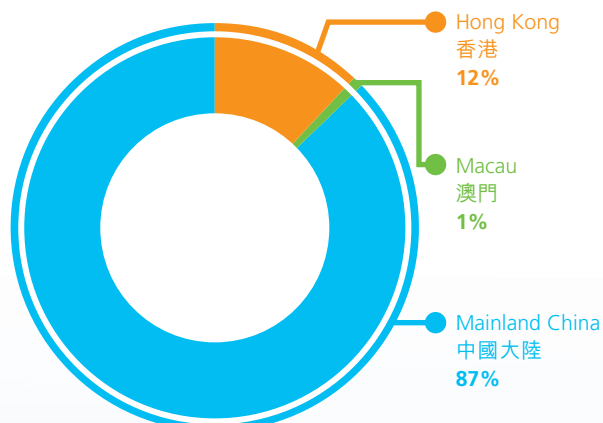
**Total Workforce (%) by Gender**  
按性別劃分的勞動力總數(%)



**Total Workforce (%) by Age Group**  
按年齡組別劃分的勞動力總數(%)



**Total Workforce (%) by Geographical Region**  
按地區劃分的勞動力總數(%)



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 2: “Empowering our People”

(continued)

#### Equal Opportunity

Equal opportunities are given to employees in respect of recruitment, training and development, job advancement, and compensation and benefits. The employees are not discriminated against or deprived of such opportunities on the basis of gender, ethnic background, religion, colour, sexual orientation, age, marital status, family status, retirement, disability, pregnancy or any other discrimination prohibited by applicable laws of Hong Kong and the PRC.

#### Appraisal System

The Group has a standardised appraisal system to evaluate employees' performances, assess their capabilities and determine whether their abilities are in line with the Group's business development. It also provides a basis for promotion, salary increment and a communication platform for employees and management to set mutually agreed and measurable performance standards, as well as career development opportunities.

#### Employee Health and Safety

The safety and well-being of employees is the core concern of the Group. As such, the Group strictly complies with all applicable laws and regulations in relation to occupational health and safety (“OHS”), including but not limited to the Law of the PRC on the Prevention and Control of Occupational Diseases, the Hong Kong Occupational Safety and Health Ordinance (Chapter 509 of the Laws of Hong Kong), and Hong Kong Employees' Compensation Ordinance (Chapter 282 of the Laws of Hong Kong). The Group also has OHS systems and policies in place to manage occupational health and safety issues across the entire business operations.

### 支柱二：「賦能予我們的員工」

(續)

#### 平等機會

本集團在招聘、培訓及發展、晉升以及補償及福利方面為僱員提供平等機會。僱員並不會由於性別、種族背景、宗教、膚色、性取向、年齡、婚姻狀況、家庭狀況、退休、殘障、懷孕或香港及中國之適用法律所禁止的任何其他歧視因素而遭受歧視或被剝奪平等機會。

#### 評估系統

本集團設有標準化評估系統以評估僱員表現、評核其能力及釐定彼等才能是否符合本集團的業務發展。系統亦提供晉升、加薪的基準及溝通平台，讓僱員及管理層可制定雙方接納及可計量的表現標準及事業發展機會。

#### 僱員健康與安全

員工的安全和福祉是本集團核心關注的事項。因此，本集團嚴格遵守有關職業健康與安全「職安健」的所有適用的法律及法規，包括但不限於《中華人民共和國職業病防治法》、《香港職業安全及健康條例》(香港法例第509章)以及《香港僱員補償條例》(香港法例第282章)。本集團亦備有職安健系統及政策，以管理整個業務的職業健康與安全問題。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 2: “Empowering our People”

(continued)

#### Employee Health and Safety (continued)

##### Regular medical examination

Apart from mandatory health check-up before employment, annual or biennial check-ups are also offered to employees based on their employment categories and nature. Frontline workers in the PRC undergo end of term check-ups to ensure that no OHS-related health issues are developed during their employment. Employees exposing to high occupational health risks are offered with occupational health checks in accordance with the statutory requirements. Appropriate personal protective equipment (“PPE”) is provided to employees based on their duties performed. Offices and canteens are assessed by qualified institutions to ensure that they meet applicable national standards regarding indoor environmental pollution control.

##### Hazard Prevention and Control

Noise reduction devices have been installed in the equipment such as exhaust fans, air compressors and grinders in accordance with the requirements of the Environmental Impact Assessment Report conducted by the Group’s appointed agencies. Acoustic meters have been installed for all working areas to further improving the monitoring processes.

To reduce workers’ exposure to flour dust, effective dust collection devices are installed at all flour mills to ensure that the airborne dust concentration does not exceed regulatory exposure standards. To minimise explosion hazard, the flour mills have deployed various explosion protection systems (e.g., explosion-proof lighting system, flameless vent installations on dust collectors) and maintained compliance with the following regulatory requirements, which include:

- Safety Regulations for Dust Explosion Prevention and Protection (GB15577-2018);
- Safety regulations for the protection of dust explosion for grain processing (GB17440-2008);
- Guide for pressure venting of dust explosions (GBT15605-2008); and
- Safety Specifications for Dedusting System Used in Dust Explosion Hazardous Area (AQ4273-2016).

When purchasing office furniture, the Group selects formaldehyde-free products and gives preference to wood products from FSC-certified forests to ensure that its employees work in a safe environment.

### 支柱二：「賦能予我們的員工」

(續)

#### 僱員健康與安全(續)

##### 定期體檢

除入職前必須進行的健康檢查外，本集團亦根據僱員的工作類別及性質向其提供一年一次或兩年一次的檢查。為中國的前線工人提供約滿體檢，以確保彼等於就業期間並無出現與職安健相關的健康問題。根據法定要求，向面臨高職業健康風險的僱員提供職業健康檢查。根據其履行的職責獲提供適當個人保護設備（「個人保護設備」）。合資格機構會評估辦公室及食堂，以確保其符合有關室內環境污染控制的適用國家標準。

##### 危害預防與控制

根據本集團委聘之機構進行的《環境影響評估報告》所要求，本集團已於排氣扇、空氣壓縮機及磨床等設備上安裝降噪裝置。已於所有工作區域安裝聲波計，以進一步改善監控過程。

為減少工人接觸麵粉粉塵，所有麵粉廠均已安裝有效的集塵裝置，以確保空氣中的粉塵濃度不超過規定的暴露標準。為減少爆炸危險，麵粉廠已部署各種防爆系統（例如防爆照明系統、集塵器上的無焰通風裝置），並一直遵守以下監管規定，其中包括：

- 《粉塵防爆安全規程》(GB15577-2018)；
- 《糧食加工、儲運系統粉塵防爆安全規程》(GB17440-2008)；
- 《粉塵爆炸泄壓指南》(GBT15605-2008)；及
- 《粉塵爆炸危險場所用除塵系統安全技術規範》(AQ4273-2016)。

購買辦公室傢俬時，本集團選擇不含甲醛的產品，並優先選擇獲森林管理委員會認證森林中的木材產品，以確保其僱員在安全的環境中工作。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 2: “Empowering our People”

(continued)

#### Employee Health and Safety (continued)

##### Reaction to the COVID-19 outbreak

The health and safety of employees in times of the pandemic remains the Group’s primary concern. To contain the spread of COVID-19 and to protect the health and safety of its employees, the Group has implemented special arrangements and stepped up precautionary measures, aiming to reduce the risk of infection.

Special arrangements and preventive measures adopted by the Group included:

- Adopt flexible work arrangements (e.g., work-from-home arrangement, rotating shifts);
- Postpone non-essential travel to countries where there are confirmed cases of COVID-19;
- Request self-quarantine for staff members who have travelled overseas recently;
- Conduct internal questionnaire to understand employees’ health conditions after travelling abroad and collect feedback;
- Arrange body temperature check before entering Lam Soon offices and plants; and
- Provide hand sanitisers and surgical masks in the workplace.

#### Development and Training

With human resources as one of the core values, the Group believes that strengthening the capabilities of employees can benefit both the Group and employees themselves. Training needs are identified through appraisal sessions with employees. Thus, the training provided can effectively address below objectives:

- (i) Facilitate the achievement of the Group’s and/or its departmental targets;
- (ii) Increase productivity in every aspect of working processes;
- (iii) Enhance employees’ satisfaction; and
- (iv) Assist employees’ career development.

### 支柱二：「賦能予我們的員工」

(續)

#### 僱員健康與安全(續)

##### 應對COVID-19疫情爆發的措施

僱員於疫情期間的健康及安全仍然是本集團的主要關切點。為抑制COVID-19的傳播並保護僱員的健康及安全，本集團已採取特殊安排並加強預防措施，旨在降低感染風險。

本集團採取的特殊安排及預防措施包括：

- 採取彈性的工作安排（例如在家工作的安排、輪班）；
- 推遲前往有COVID-19確診病例之國家的不必要差旅；
- 要求近期出國旅行的工作人員進行自我檢疫；
- 開展內部問卷調查，以瞭解僱員出國後的健康狀況並收集反饋意見；
- 進入南順辦公室及廠房前，安排體溫檢查；以及
- 在工作場所提供手部消毒劑及口罩。

#### 發展與培訓

人力資源為本集團的核心價值之一，本集團相信，加強員工能力有利本集團及員工本身。於與僱員進行評估時會識別培訓需要。因此，所提供培訓可有效應對以下目標：

- (i) 促使達成本集團及／或其部門目標；
- (ii) 增加工作過程中各方面的生產力；
- (iii) 提升僱員滿意程度；及
- (iv) 協助僱員的事業發展。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 2: “Empowering our People”

(continued)

#### Development and Training (continued)

The training courses vary from mandatory training and skill enhancement to the more advanced supervisory skills and managerial development, targeted employees of various levels. During the Reporting Period, employees have been provided with both internal and external training on numerous areas including occupational health and safety, customer services, product knowledge, management systems, communication skills, risk management, data security and financial budgeting.

Staff members are also encouraged to attend e-learning classes, seminars, team building activities and knowledge sharing events for enhancing their knowledge and skills. The Group will provide subsidy or full reimbursement on the course fees for eligible staff under the training policy.

#### Employee Engagement

Employees are always kept informed of the Group's key projects, future directions and latest market strategies, activities and social events in the industry through notice boards, intranet, meetings, annual conferences and the internal e-newsletter, namely E Post. In the PRC, a dedicated mediation team, led by the trade union, is set up to improve the Group's internal communication. Employees can raise concerns regarding workplace and personal issues and obtain speedy resolutions to the issues.

The Group also arranges various onboarding training activities to help new employees adapt to the company culture. During the Reporting Period, the Group organised group meetings, team-building activities and various tours to enhance employees' sense of belonging and foster staff relationship. Some of the activities organised during the Reporting Period include:

- Lam Soon Annual Conference and team building activities (4–5 July 2019);
- Dananshan hiking competition organised by the Lam Soon Labour Union in Shekou during the Double Ninth Festival (20 October 2019);
- A team building tour in Xunliao Bay for the production division of the flour mill in Shekou (November 2019); and
- Technology exchange session and parent-child baking activity jointly held with the Yixing City Product Quality Supervision & Inspection Institute (31 May 2020).

### 支柱二：「賦能予我們的員工」

(續)

#### 發展與培訓(續)

培訓課程從強制性培訓及技能提升到更高級的監督技能及管理發展，針對不同的員工級別。報告期間，本公司已為員工提供內部及外部培訓，內容涉及多個領域，包括職業健康與安全、客戶服務、產品知識、管理系統、溝通技巧、風險管理、數據安全及財務預算。

本集團亦鼓勵員工出席電子學習課程、研討會、團隊建設活動及知識分享活動，以提升其知識及技能。本集團將根據培訓政策為合資格員工提供課程費用津貼或全額報銷。

#### 僱員之參與

僱員可通過告示板、內聯網、會議、年會及內部電子通訊(即E Post)及時了解本集團的主要項目、未來方向及業內的最新市場策略、活動及社交活動。我們在中國成立一支由工會領導的專責調解小組，以改善本集團的內部溝通。僱員可提出有關工作場所和個人問題的顧慮，並獲得迅速解決問題的方案。

本集團也安排各種入職培訓活動，幫助新員工適應公司文化。於報告期間，本集團舉辦了集團會議、團隊建設活動及各類參觀團，以增加員工的歸屬感及增進員工關係。報告期間舉辦的部分活動包括：

- 南順年會及團隊建設活動(二零一九年七月四日至五日)；
- 南順工會在重陽節期間(二零一九年十月二十日)在蛇口舉行的大南山遠足比賽；
- 在巽寮灣為蛇口麵粉廠生產部進行的團隊建設之旅(二零一九年十一月)；及
- 與宜興市產品質量監督檢驗所聯合舉辦的技術交流會及親子烘焙活動(二零二零年五月三十一日)。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 2: “Empowering our People”

(continued)

#### Labour Standards

The Human Resources Department continues to implement comprehensive checking system during the recruitment process to ensure compliance with all the applicable laws regarding employment and labour standards, such as the Employment Ordinance of the Laws of Hong Kong and Provisions on the Prohibition of Using Child Labour of the PRC.

The Group will take appropriate disciplinary action against anyone who is in breach of any applicable laws, regulations, and ordinance. No non-compliance with relevant laws and regulations that have a significant impact on the Group relating to preventing the use of child and forced labour had been identified during the Reporting Period.

### Pillar 3: “Conducting Business with Honour”

***We aim to uphold good business ethics and integrity and to develop long term relationships with our business partners based upon fairness, mutual trust and benefit.***

#### Operating Practices

The Group places highest regards to integrity and professional ethics. It operates its businesses in an honest, accountable and fair manner which offers safe, reliable and quality products. At the same time, the Group accomplishes its social responsibility by addressing the needs of the local community.

### 支柱二：「賦能予我們的員工」

(續)

#### 勞工準則

人力資源部於招聘過程中繼續實施全面檢查制度，以確保遵守有關僱傭及勞工標準的所有適用法律，例如香港法例中的《僱傭條例》及《中華人民共和國禁止使用童工規定》。

對於任何人違反任何適用法律、法規及條例，本集團將採取適當的紀律處分。報告期間，並無發現不遵守防止使用童工及強迫勞動相關法律及法規的事項對本集團產生重大影響。

### 支柱三：「以信譽進行業務」

我們旨在維護良好的商業道德和誠信，並在公平、互信和互惠的基礎上與我們的業務合作夥伴建立長久關係。

#### 營運慣例

本集團高度重視誠信和職業道德。我們以誠實、負責和公平的方式經營業務，提供安全可靠的優質產品。同時，本集團也通過滿足當地社區的需求履行其社會責任。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 3: “Conducting Business with Honour” *(continued)*

#### Product Responsibility

##### Product Safety and Quality

Product safety is of paramount importance to the Group. The Group complies with applicable laws of Hong Kong and the PRC and relevant international standards on product safety and recalls, which include but not limited to:

For food products:

- Food Safety Law of the PRC;
- National Food Safety Standard for the Use of Food Additives;
- Administrative Measures for Food Recalls;
- Public Health and Municipal Services Ordinance of the Laws of Hong Kong;
- Food Adulteration (Metallic Contamination) Regulations; and
- Food Recall Guidelines in Hong Kong.

For home care products:

- National Food Safety Standard – Detergent; and
- Technical Specification for Safety of Soaps and Detergents.

The Group fulfils relevant product quality, product safety and food labelling requirements and meets various internationally recognised standards. All the Group’s business operations possess the ISO 9001 Quality Management System certification. The flour mills and edible oil plants are certified to ISO 22000 Food Safety Management System. The four flour mills in Shekou, Jintan, Qionglai and Qingzhou as well as the edible oil plants are accredited with Hazard Analysis and Critical Control Point (HACCP) certification. The flour mills in Yixing and Jintan and the edible oil plant in Shekou are certified to FSSC22000 Food Safety System Certification. The home care product plant is accredited with the China Environmental Labelling Products Certification for fulfilling the control requirements for hazardous substances in raw materials or products, pollutants in the factory and environmental policy in the production processes.

### 支柱三：「以信譽進行業務」 (續)

#### 產品責任

##### 產品安全與質量

產品安全對本集團至關重要。本集團遵守香港及中國的適用法律以及有關產品安全及召回的相關國際標準，包括但不限於：

對食品產品：

- 《中華人民共和國食品安全法》；
- 《食品安全國家標準食品添加劑使用標準》；
- 《食品召回管理辦法》；
- 香港法例中的《公眾衛生及市政條例》；
- 《食物攙雜(金屬雜質含量)規例》；及
- 在香港的《食品回收指引》。

對家居護理用品：

- 《食品安全國家標準—洗滌劑》；及
- 《洗滌用品安全技術規範》。

本集團符合相關產品質量、產品安全及食品標籤要求，並符合各種國際公認的標準。本集團所有業務部門已獲得ISO 9001品質管理體系標準認證。麵粉廠及食用油廠均獲ISO 22000食品安全管理體系標準認證。蛇口、金壇、邛崃及青州的四個麵粉廠以及食用油廠已取得危害分析與關鍵控制點(HACCP)體系認證。宜興及金壇的麵粉廠以及蛇口的食用油廠已獲FSSC22000食品安全體系標準認證。家居護理用品廠已獲中國環境標誌產品認證，符合生產過程中對控制原材料或產品有害物質、工廠污染物以及環境政策的要求。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 3: “Conducting Business with Honour” *(continued)*

#### Product Responsibility *(continued)*

##### Product Safety and Quality *(continued)*

To ensure that raw materials (including packaging) comply with related product safety or quality standards, tests are conducted by the Quality Assurance Department against pre-defined specifications. Same for work in progress and finished products to ensure compliance. Qualified testing organisations are engaged to validate the test results and issue independent test reports. The test results shall meet relevant national and industrial standards before proceeding to production or distribution. Any materials or products that fail to meet the required standards will be labelled, isolated and assessed by related departments. Causes of defective products will be analysed and rectifying measures will be implemented by relevant departments. The Group also deploys standard procedures on sanitation of food plants and associated equipment to maintain a high hygiene standard throughout the production process.

Any reported case regarding product quality or safety will be investigated and dealt with promptly and responsibly, putting public health, safety and benefits on top priority. Products required to be recalled after assessments will undergo a process according to the Group's product recall policy.

##### Product Labelling and Advertising

The Group has its own labelling control policy to ensure that both the design of labels and information shown on labels are in accordance with the General Standard for the Labelling of Pre-Packaged Foods (GB7718-2011) in Mainland China and Food and Drugs (Composition and Labelling) Regulations in Hong Kong. Labels are required to be approved by its Legal Department and Quality Assurance Department with records filed. For edible oils and flour products, the food label contains nutritional profile and the composition of the product. For home care products, the product label provides information on the main ingredients, dosage instructions, directions for use and safety precautions of the product.

### 支柱三：「以信譽進行業務」 (續)

#### 產品責任(續)

##### 產品安全與質量(續)

為確保原材料(包括包裝)符合相關的產品安全或質量標準,品質保證部根據預設規格進行測試。半成品及製成品亦會進行測試以確保合規。我們亦委聘合資格測試機構驗證我們的測試結果並發出獨立測試報告。於進行生產或銷售前,測試結果應符合相關國家及行業標準。任何未達到規定標準的材料或產品將會被標籤、隔離及由相關部門評估。相關部門會分析未能達到標準的原因,並實施糾正措施。本集團亦對食品生產廠房及其相關設備採用標準衛生程序,以確保整個生產過程保持高衛生標準。

如接獲任何有關產品品質或安全的事故報告,本集團會迅速及負責任地處理個案,並將公眾的健康、安全及利益置於首位。本集團將會針對評估後須召回的產品進行既定產品召回政策中的程序。

##### 產品標籤及廣告

本集團擁有自己的標籤控制政策,以確保標籤的設計及標籤上顯示的信息均依據中國大陸的《食品安全國家標準預包裝食品標籤通則》(GB 7718-2011)及香港的《食物及藥物(成分組合及標籤)規例》。標籤必須經其法律部及品質保證部批准並存檔。就食用油及麵粉產品而言,食品標籤應包含營養成分及產品成分。至於家居護理用品,產品標籤會提供有關產品主要成分、劑量說明、使用說明及安全預防措施的資料。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 3: “Conducting Business with Honour” (continued)

#### Supply Chain Management

The Group’s procurement policy outlines three underlying principles on procurement management:

- (i) Just-in-time inventory model: Buy only what the business operation needs with speculative behaviour prohibited;
- (ii) Source from local suppliers to reduce transportation cost; and
- (iii) Source for high quality and competitive products to meet the business strategy of the Group.

The policy states the Group’s procurement strategy and provides guidelines and procedures on procurement processes such as sourcing new suppliers, assessing existing suppliers, managing suppliers in breach of the policy, tendering, quality assurance and payment/refund arrangements. Suppliers are selected and rated based on a set of criteria, in terms of product price and quality, timeliness of delivery, payment terms, food safety and after-sales service. The Group constantly reviews the policies and has updated the marking scheme for supplier evaluation set out in the Supplier Management Policy during the Reporting Period.

It is essential to engage employees in maintaining, monitoring and improving the Group’s overall procurement management. The Group encourages employees to take proactive, comprehensive and stringent measures in the process of procurement, to avoid unnecessary loss and ensure utilisation of its resources in accomplishing the production, supply and sales targets.

The Group considers the quality of raw materials of paramount importance to ensure the safety of finished food products. Background, permits, licences and certificates of suppliers are checked to ensure their compliance with food safety policies and standards. Products sourced from suppliers are subject to multiple tests to ensure they are of national food safety standards. The flour mills and the edible oil plant evaluate their raw material suppliers every six months for compliance assurance, and collect suppliers’ activity logs on a regular basis for quality assurance. Suppliers of packaging materials are audited against their safety and hygiene performances annually. Suppliers must carry out rectifications if non-conformities have been identified. The Group also enters into contract with suppliers to ensure that they meet occupational health and safety standards while performing their works.

### 支柱三：「以信譽進行業務」 (續)

#### 供應鏈管理

本集團的採購政策概述三個相關採購管理原則：

- (i) 及時庫存模式：僅購買業務營運所需，禁止投機行為；
- (ii) 從本地供應商採購，以降低運輸成本；及
- (iii) 向優質及具競爭力的供應商採購，以配合本集團的業務。

政策列出本集團的採購策略，並提供採購過程的指引及程序，例如物色新供應商、評估現有供應商、管理違反政策的供應商、招標、品質保證及付款／退款安排。供應商的挑選及評級乃基於一套準則，內容涉及產品價格及品質、交付是否合時、付款條款、食品安全及售後服務。本集團於報告期間持續檢討政策，並更新供應商管理政策所載有關考核供應商的評分標準。

僱員的參與對保持、監察及改善本集團整體採購管理屬必要。本集團鼓勵僱員在採購過程中採取積極、全面及嚴格的措施以避免非必要損失及確保使用其資源以達成生產、供應及銷售目標。

本集團認為原材料的品質對確保最終產品的食品安全而言至關重要。本集團會檢查供應商的背景、許可證、牌照及認證，以確保彼等遵守食品安全政策及標準。購自供應商的產品須經過多次測試，以確保符合國家食品安全標準。麵粉廠及食用油廠每六個月評估原料供應商以確保合規性，並定期收集供應商的活動日誌以確保質量。我們每年對包裝材料的供應商進行安全及衛生表現方面的審核。如發現有不合格情況，供應商必須進行糾正。本集團亦與供應商訂立合約，以確保其於進行工作時達至職業健康及安全標準。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 3: “Conducting Business with Honour” (continued)

#### Customer Services Management

As part of its ongoing effort to transform from an ingredient supplier into a solutions provider, the Group has set up 4 baking centres in Jintan, Fuzhou, Shenzhen and YiXing to increase awareness among business-to-business customers and strengthen technical support to industry partners.

During the period of COVID-19, the Group has adopted live streaming platform to carry out a series of programmes such as Japanese bread baking demonstration, new product introduction, seminars on healthy flour ingredients and training programmes on product knowledge. The Company has collaborated with Wang Sen International Bakery Western-Food College to participate in a Live stream “Baking World Champion” to provide information and technical skills on the usage of our flour products.

The Group strives to improve public well-being by promoting healthy lifestyle. Its “Good Mother” website (<https://www.haomama.com>) and Knife Oil Facebook aim to share resources about healthy and balanced lifestyle with the public. Moreover, the Group produces and shows videos through social media platforms on which registered dietitians introduce nutritional values of its products, shares cooking recipes prepared with nutritious ingredients and organises workshops to promote healthy diets.

For any marketing and promotional activities, the Group ensures that relevant activities comply with applicable laws and regulations such as the Advertisement Law of the PRC. Neither false nor misleading contents shall be contained in any promotional channels. During the Reporting Period, the Group did not record any cases of material non-compliance with laws and regulations regarding health and safety, advertising, labelling and privacy matters relating to products and services provided.

### 支柱三：「以信譽進行業務」 (續)

#### 客戶服務管理

作為其從食材供應商轉變為解決方案供應商的持續努力的一部分，本集團已在金壇、福州、深圳和宜興設立四個烘焙中心，以提高我們在企業對企業模式之客戶當中的知名度，並加強對行業合作夥伴的技術支持。

在COVID-19疫情期間，本集團採用直播平台開展一系列活動，例如日本麵包烘焙示範、新產品推介、健康麵粉成分研討會及產品知識培訓課程。本公司與王森國際西點西餐咖啡學校合作，參與「烘焙世界冠軍」現場直播，以提供有關使用我們麵粉產品的資料和工藝技巧。

本集團致力於通過促進健康生活方式來改善公眾福祉。「好媽媽」網站(<https://www.haomama.com>)及刀嚟臉書專頁旨在與公眾分享有關健康及均衡生活方式的資源。此外，本集團透過社交媒體平台製作及展示視頻，其中由註冊營養師介紹其產品的營養價值，分享使用營養豐富材料的食譜及舉辦工作坊以推廣健康飲食。

對於任何營銷及促銷活動，本集團確保相關活動符合適用的法律及法規，例如《中華人民共和國廣告法》。任何促銷渠道均不得包含虛假或誤導性內容。報告期間，就所提供之產品及服務而言，本集團並無錄得任何重大違反健康與安全、廣告、標籤及私隱事宜的法律及法規的個案。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 3: “Conducting Business with Honour” *(continued)*

#### Customer Services Management *(continued)*

##### Customer Communication

The Group values any complaint or feedback from customers as it does not only allow the Group to have a better understanding of customers' concerns, but also point to the need for improvement in product and service quality. The Group also pays special attention to enquiries regarding health and safety aspects and tries its best to help customers better understand its products and to strengthen customers' confidence in its brands. The Group pledges to handle any enquiry or complaint cases according to the standard procedure established, provide prompt response and keep traceable records of the cases in its system. To ensure that all complaints are resolved to customers' satisfaction, complainants would be invited to rate their level of satisfaction and provide feedback regarding their complaint cases after the cases are resolved.

##### Intellectual Property (“IP”) Rights

The Group strives to protect its own IP rights and respects third party IP rights according to all related applicable laws and regulations. It registers new IPs (including trademarks, designs and patents) in different parts of the world, renews existing IP rights, manages the use of IPs, and keeps track of IP infringement by other parties. The Group reserves the right to take legal actions against any alleged infringement.

The Group also ensures its service providers, suppliers or business partners undertake and warrant that all their deliverables or products are their original creation and/or do not infringe any third party's IP rights. Infringers are liable to specified appropriate consequences in the event of a breach.

##### Data Protection

The Group strictly follows its policy, manual and guideline, and procedure on protecting customer data. Before collecting personal data from customers, customers are informed of the purposes of data collection and how it will be used. Its Legal Department ensures that the Group is in compliance with the Personal Data Protection Ordinance of the Laws of Hong Kong and any applicable laws in any document, publicity and marketing activity. Procedures on handling, storing, transferring and erasing customers' personal data collected are reviewed periodically.

### 支柱三：「以信譽進行業務」 (續)

#### 客戶服務管理(續)

##### 客戶溝通

本集團重視任何客戶投訴或反饋，因其不僅能令本集團更理解客戶的顧慮，亦能指出改善產品及服務之需求。本集團亦特別注意有關健康及安全方面的查詢，並盡力提升客戶對產品的理解，以加強客戶對其品牌的信心。本集團承諾，會根據制定的標準程序處理任何查詢或投訴個案，提供迅速回應及在系統內保留可追溯個案記錄。為確保所有投訴以客戶滿意的方式解決，投訴人將於個案解決後獲邀為其滿意度評分及就其投訴個案提供反饋。

##### 知識產權(「知識產權」)

本集團致力根據所有相關之適用法律及法規保障其自有知識產權及尊重第三方知識產權。本集團於世界各地註冊新知識產權(包括商標、設計及專利)、重續現有知識產權、管理知識產權的使用及跟踪其他人士進行之知識產權侵犯。本集團保留對任何涉嫌侵權人士採取法律行動的權利。

本集團亦確保其服務供應商、供應商或業務合作夥伴承諾及保證，彼等所有可交付產品或產品為其原創及／或並無侵犯任何第三方知識產權。侵權人士須承擔侵權所致的特定適當後果。

##### 資料保護

本集團嚴格遵守其保障客戶資料的政策、手冊及指引以及程序。向客戶收集個人資料前，本集團會告知客戶所收集個人資料的目的及擬作用途。法律部確保本集團在任何文件、宣傳及市場推廣活動中遵守香港法例中的《個人資料(私隱)條例》及任何適用法例。我們會定期檢討所收集的客戶個人資料的處理、儲存、轉移及刪除程序。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 3: “Conducting Business with Honour” (continued)

#### Anti-corruption

To ensure ethical business practices, the Group strictly observes applicable laws, regulations and regulatory documents related to commercial bribery, including but not limited to:

- Criminal Law of the PRC;
- Anti-Unfair Competition Law of the PRC;
- Prevention of Bribery Ordinance of the Laws of Hong Kong;
- Theft Ordinance of the Laws of Hong Kong; and
- Organized and Serious Crimes Ordinance of the Laws of Hong Kong.

The Group takes a zero-tolerance approach to bribery and is committed to operating its business in an ethical manner with high integrity. The Group has implemented policies on anti-corruption and procedures concerning offering or accepting gifts and gratuities. Suppliers and all employees are required to become acquainted with and to abide by these policies and procedures. Any fraud, corruption, irregular transactions or breach of ethics shall be reported to the Internal Audit Department. Such report, if any, shall be treated in strict confidence to protect the identity of the informer.

No non-compliance with relevant laws and regulations that have a significant impact on the Group relating to corruption, bribery, fraud and money laundering had been identified during the Reporting Period.

### 支柱三：「以信譽進行業務」 (續)

#### 反貪污

為確保遵守道德商業慣例，本集團嚴格遵守與商業賄賂有關的適用法律、法規及監管文件，包括但不限於：

- 《中華人民共和國刑法》；
- 《中華人民共和國反不正當競爭法》；
- 香港法例中的《防止賄賂條例》；
- 香港法例中的《盜竊罪條例》；及
- 香港法例中的《有組織及嚴重罪行條例》。

本集團對賄賂採取零容忍態度，並致力以高度誠信的道德方式進行業務。本集團已實施反貪污政策及針對收受禮物及報酬的程序。供應商及全體僱員須熟習及信守該等政策及程序。任何欺詐、貪污、異常交易或違反道德準則的情況均應向內部審核部門舉報。有關舉報（如有）應嚴格保密處理，以保障舉報者的身份。

報告期間，並無發現任何違反腐敗、賄賂、欺詐及洗錢相關法律及法規的事件對本集團造成重大影響。



# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

### Pillar 4: "Caring for our Community"

*We aim to contribute for the betterment of society, to create collective advancement and harmonious community relationships.*

While formal policies on community engagement are yet to be established, the Group continues to maintain its strong tradition of supporting various charitable causes during the Reporting Period.

#### Caring Company Scheme

The Group is awarded for the "Caring Company Award" for thirteenth consecutive years by the Hong Kong Council of Social Service since 2007, which is a testament to its long-term commitment to community investment.

#### Volunteering and Charitable Activities

In 2019, the flour mill in Jintan addressed social needs through participating in the poverty alleviation programme "Heart-Winning Project" launched by the Jintan District Party Committee and District Government and provided subsidy to help the underprivileged.

On 27 October 2019, the Group sponsored Sowers Action Challenging 12 Hours Charity Marathon.

On 25 October 2019, the Group collaborated with Hong Chi Morningjoy School, Yuen Long in Hong Kong and organised a parent-child baking activity in Lam Soon Baking Centre.

On 4 December 2019, the Group participated in "Love Teeth Day", an annual fund-raising event organised by the Community Chest of Hong Kong, the Hong Kong Dental Association and Oral Health Education Unit of the Department of Health to promote oral health education.

On 12 January 2020, the dedicated Lam Soon Volunteer Team provided voluntary service at Shenzhen West Railway Station to serve the crowds during the Lunar New Year travel season.

#### Educational Contributions

Invited by Lingnan University, Mr. Joseph Leung, the Group's former Managing Director, shared his knowledge with the students of a master programme in Human Resource Management Organisational Behaviour via webinar on 22 May 2020. Mr. Leung introduced the Group's business operations and shared the human resource management strategies and challenges posed by the business environment.

### 支柱四：「關懷社群」

我們旨在改善社會，創造共同進步及和諧的社區關係。

儘管尚未制定有關社區參與的正式政策，但本集團於報告期間繼續保持支持各種慈善事業的悠久傳統。

#### 商界展關懷

本集團自二零零七年起連續十三年獲香港社會服務聯會嘉許「商界展關懷」標誌，足證其長期致力於社區投資。

#### 志願及慈善活動

於二零一九年，金壇麵粉廠通過參與由金壇區委及區政府推行的「民心工程」扶貧計劃滿足社會需求，提供補貼幫助弱勢社群。

於二零一九年十月二十七日，本集團贊助苗圃挑戰十二小時慈善越野馬拉松。

於二零一九年十月二十五日，本集團與香港匡智元朗晨樂學校合作，於南順烘焙中心舉辦親子烘焙活動。

於二零一九年十二月四日，本集團參加由香港公益金、香港牙醫學會及衛生署口腔健康教育組合辦的「公益愛牙日」年度籌款活動，推廣口腔健康教育。

於二零二零年一月十二日，盡心盡力的南順義工隊在深圳西站提供志願服務，於農曆新年旅行季節為人群提供服務。

#### 教育貢獻

於二零二零年五月二十二日，本集團前董事總經理梁玄博先生應嶺南大學邀請，通過網絡研討會與人力資源管理組織行為學碩士課程的學生分享他的知識。梁先生介紹了本集團的業務營運，並分享人力資源管理策略和營商環境帶來的挑戰。

# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

Sponsorship of Sowers Action Challenging 12 Hours Charity Marathon – Official bread

October 2019  
2019年10月

贊助苗圃挑戰12小時慈善越野馬拉松 — 大會指定麵包



Parent-child baking activity at Lam Soon Baking Centre  
南順烘焙中心 — 「親子廚神」活動

October 2019  
2019年10月



Love Teeth Day 2019  
公益愛牙日 2019

December 2019  
2019年12月





# ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

## 環境、社會及管治報告書

Voluntary service at Shenzhen West Railway Station during  
Spring Festival rush  
深圳西站春運義工服務

January 2020  
2020年1月

