



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

Kingboard Holdings Limited (“Kingboard Holdings”, the “Group” or “We”) has integrated sustainable development in its strategic planning and day-to-day operation, with a view to delivering long-term value to stakeholders of the Group. This report covers the initiatives and performance in environmental, social and governance (“ESG”) matters relating to laminates, printed circuit boards and chemical products for the period commencing on 1 January and ending on 31 December 2017 (“Reporting Period”, “FY2017”).

This environmental, social and governance report (“ESG Report”) has been prepared in accordance with the Environmental, Social and Governance Reporting Guide (“ESG Guide”) set out in Appendix 27 to the Main Board Listing Rules of the Hong Kong Stock Exchange. In connection with this ESG Report, our major stakeholders have participated in the materiality assessment of various environmental, social and governance matters (“ESG Matters”) and identified our operating activities with a material impact on the environment and the community. A summary of the ESG Matters material to the Group contained in this report is set out in the following table:

建滔集團有限公司(「建滔集團」、「本集團」或「我們」)將可持續發展融入企業的戰略規劃及日常營運之中，務求為本集團的利益相關方創造長遠價值。本報告涵蓋自二零一七年一月一日至十二月三十一日期間(「報告期間」、「2017年財政年度」)與覆銅面板、印刷線路板及化工產品業務相關之環境、社會及管治(「ESG」)方面的舉措及相關表現事宜。

本環境、社會及管治報告(「ESG報告」)根據香港交易所主版上市規則附錄二十七所載之環境、社會及管治報告指引(「ESG指引」)而編製。本ESG報告由主要利益相關者共同參與，對各環境、社會及管治事宜(「ESG事宜」)進行重要性評估，辨識我們對環境和社會有重大影響的營運活動。下表為本報告所載對本集團屬重大的ESG事宜之摘要：

ESG Guide ESG指引提要	Material ESG Matters 重大ESG事宜
A. The Environment A. 環境	
A1. Discharge and Emission A1. 排放物	— Air emissions — Wastewater management — Waste management — Carbon emissions — 大氣排放物 — 污水管理 — 廢棄物管理 — 碳排放
A2. Consumption of Resources A2. 資源使用	— Energy management — Water consumption — Consumption of packaging materials — 能源管理 — 用水 — 包裝材料使用
A3. The Environment and Natural Resources	— Environmental management — Soil conservation — Noise control — 環境管理 — 土壤保護 — 噪音控制
A3. 環境及天然資源	





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

A. THE ENVIRONMENT (continued)

A1 Discharge and emission (continued)

Air emission

Key discharge and emission data of Kingboard Holdings for FY2017 is set out as follows:

Major emission and discharge (tonne) Note 1	主要大氣排放物及污水(噸)註1	Laminates覆銅面板	Printed circuit board (PCB)印刷綫路板	Chemical product化工產品	Total總數
Nitrogen oxides	氮氧化物	90.5	31.1	1,729.8	1,851.4
Particles	顆粒物	8.4	14.7	27.3	50.4
Sulphur dioxide	二氧化硫	22.0	2.1	364.2	388.3
Sulphuric acid mist	硫酸霧	N/A Note 2 不適用註2	27.4	2.4	29.8
Ammonia	氨	N/A Note 2 不適用註2	12.4	4.5	16.9
Tin and its compound	錫及其化合物	N/A Note 2 不適用註2	472.5	N/A Note 2 不適用註2	472.5
Processed waste water	已處理的污水	11,520.0	12,637,960.6	1,882,267.0	14,531,747.6

Note 1: The scope includes 19 factories related to the production of laminates, PCB and chemical products.

Note 2: The business segment did not generate this type of emissions during the Reporting Period, hence the relevant disclosure is not applicable to such business segment.

A. 環境(續)

A1 排放物(續)

大氣排放物

建滔集團2017年財政年度的主要的排放數據如下：

註1：範圍包括與覆銅面板、印刷綫路板、化工產品生產有關的19家工廠之數據。

註2：該業務板塊於報告期間並沒有產生此類排放物，因此相關披露並不適用於該業務板塊。

As part of its efforts to develop an internationally-advanced environmental technology regime, the Group carried out a number of environmental regulation initiatives during the financial year with a total investment of more than RMB200 million to enhance the effectiveness of the Group's technology of reducing discharge. Environmental regulation projects that we have invested in include modification of exhaust gas pipeline operation, a full-scale upgrade and conversion of the desulphurisation, denitrification and dust removal systems, carbon dioxide recovery from coke oven exhaust gas, integrated exhaust gas treatment at chemical product workshop, installation of 2 online volatile organic compound (VOCs) testing, replacement of 10 exhaust gas purification towers, 2 sand filters and 1 filter press, measures for the discharge of boiler flue gas after compliances with relevant standards through treatment in various systems, as well as implementation of the requirement for plant exhaust gas to be discharged only after compliance with relevant standards through furnace treatment. The aforementioned range of measures have resulted in the reduction of the Group's emission of sulphur dioxide

為建設具有國際先進水平的環保技術體系，本集團於本財政年度進行了多項環保治理行動，總投資超過2億人民幣，以提升本集團減排技術的有效性。我們所投資的環保治理項目包括廢氣管線的更新作業，鍋爐全面實施脫硫、脫硝及除塵系統的升級改造，焦爐煙道廢氣回收二氧化碳工程的工作，化產車間的廢氣綜合治理項目，2台揮發性有機物(VOCs)在線檢測儀的引進，10套廢氣淨化塔、2套砂過濾器及1套隔膜壓濾機的更換工作，落實鍋爐煙氣經各系統處理達標後外排的措施，以及實施工廠廢氣需經焚燒爐處理達標後再外排等規定。以上一系列舉措總共令本集團減低二氧化硫排放超過400噸、煙塵排放超過82噸，並有效減少生產過程中產生的氮氧化物，幫助本集團落實減低排放量之可持續發展目標。

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

A. THE ENVIRONMENT (continued)

A1 Discharge and emission (continued)

Ai emi ion (continued)

Moreover, the Group has invested RMB800 million in the development of advanced environmental facilities at the Hebei plant, including the construction of major facilities for industrial exhaust gas treatment. We have also engaged post-graduate students and doctoral candidates of key national laboratories to conduct research on the recycling of substances discharged from production at the Group's industrial parks based on an environmental management system underpinned by "new materials, new technologies and innovation". Such research covers various aspects of exhaust gas, waste water and solid waste with in-depth investigation in key environmental regulation technologies and core equipment, aiming to further achieve ultra-low discharge and emission at the industrial parks on top of meeting relevant compliance standards. To facilitate R&D on specific measures and technologies for the reduction of discharge and emission, the Group has formed an environmental regulation steering group to carry out R&D on environmental protection and technological upgrade. Headed by the directors of the Group's plants, the steering group has joined forces with Beijing Normal University (BNU) to establish the "BNU National Key Laboratory for Environmental Simulation and Pollution Control – Kingboard (Hebei) R&D Centre". Novel environmental treatment processes, equipment and methodologies developed through active cooperation between BNU and the Group will be marketed to coking and metallurgical enterprises in phases following thorough tests and trials.

The Group has also built gas purification facilities, such as the alkaline degassing chamber and acidic degassing chamber, for the processing of air emissions from PCB plants and formulated the corresponding "Instructions for Air Emissions Control" to ensure that industrial gas emissions generated in the production process will be only discharged after the treatment through the degassing chamber. All liquefied exhaust gas will undergo stringent processing through the waste water treatment station before being discharged to designated rivers at consistent and rigorous standards and due supervision will be carried out to ensure the same.

The Group has consistently invested in the construction of environmental projects. For example, the Group has completed the full upgrade and conversion of the denitrification and dust removal system of the boiler and brought the discharge volume for various pollutants to a level exceeding national standards. Compared to the previous year, the Group successfully reduced its emission of sulphur dioxide, nitrogen oxides and flue dust by 85%, 35% and 65%, respectively. In addition, the Group has also implemented the project for carbon dioxide recovery from coke oven exhaust gas to facilitate recycling of exhaust gas generated from the coke oven and increase the ratio of clean energy utilisation.

A. 環境(續)

A1 排放物(續)

大氣排放物(續)

此外，本集團更於河北工廠累計投入8億人民幣開發先進環保設施，當中包括重點建設工業廢氣治理設備，並以「製造新材料、研發環保新技術、提出創新性」的環保管理體系為核心，由國家重點實驗室的研究生和博士生針對本集團的工業園區在生產過程中產生的排放物進行循環再利用的研究。該研究涵蓋廢氣、污水與固體廢棄物等不同方面，針對環境治理關鍵技術和核心設備進行深入研發，以期在園區達標排放的基礎上達成超低排放之目標。為了研究開發減低排放量的具體措施和技術，集團成立了環境整治領導小組，圍繞環保事業與技術升級研究進行研發。該領導小組以集團工廠董事為首，聯合北京師範大學，成立了「北京師範大學環境模擬與污染控制國家重點實驗室—建滔(河北)研發基地」。我們與北京師範大學積極合作研發出的全新環境處理工藝、設備及方法在試驗全面成熟之後，將逐步向焦化和冶金企業推廣。

另外，本集團更針對印刷線路板工廠的大氣排放物建立包括鹼性化氣塔、酸性化氣塔在內的全類氣體淨化處理設備，並制定了相應的《廢氣控制工作指示》，以確保生產過程中產生的所有工業廢氣均通過化氣塔處理後方可排放。我們更要求並監督所有廢氣被液化後，必須經污水處理站嚴格處理，方能以穩定嚴格的標準排放至指定河流。

本集團一直致力投放資金於環保工程建設上。例如，本集團對鍋爐實施脫硝及除塵系統全面升級改荻漕，掛攪靛獵

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

A. THE ENVIRONMENT (continued)

A1 Discharge and emission (continued)

Waste management

We operate in strict accordance with the requirements of national and local laws and regulations to ensure compliance with national standards in the discharge of waste water. For example, to ensure compliance with national standards in various items of discharge by the Group's plants, the waste water discharge policies of the Group's plants in Yangxuan, Qingyuan have been stringently implemented in accordance with "Guangdong Provincial Local Standards for Water Pollutant Discharge Limits" (DB44/27-2001 and DB44/26-2001) in a strong effort to reduce environmental hazards resulting from production operations.

In addition to ensuring compliance with local laws and regulations, we are committed to the ongoing improvement of our waste water processing technology, as evidenced by the investment of approximately RMB26 million in FY2017 in the proprietary R&D of the technology package of "electrochemical water processing + micro-nano bubble + ultra-high speed filter + two-film filtration" for the in-depth processing of secondary biochemical effluents in coked waste water to ensure consistent compliance with standards for recycled water, taking the initiative to recycle and reuse cooling water from the production system. The said technology is capable of improving the quality of effluents to a level close to purified water far in excess of the "Standard for the Quality of Industrial Water Recycled from Urban Waste Water (GB/T19923-2005)". Currently, this technology package is capable of processing up to 1,920 tonnes of water daily and reduce the Group's waste water by approximately 560,000 tonnes each year. During the financial year, we invested in various types of liquid waste management projects, such as the installation and operation of the liquefied alkalic desulphurisation tower, as well as the commissioning of the wind turbine to pump covered exhaust gas from waste water into the boiler for combustion.

Meanwhile, the waste water collection system and process upgrade project commenced in 2016 with an investment approximately RMB20 million was completed in 2017 and under operation since in 2017. The upgraded waste water collection system conducts waste water conveyance through a lift pump and facilitates waste water collection and processing through the separation of rainwater and wastewater. We have also improved our waste water treatment technology to allow the application of different processes for different types of waste water based on their characteristics. In particular, we have improved the pre-processing of the biochemical process to enhance the overall effectiveness and stability of our waste water treatment system. Due to the upgrade, the Group's annual discharge of COD (chemical oxygen demand) and ammonia nitrogen has been reduced by approximately 30 tonnes and 4.5 tonnes, respectively.

A. 環境(續)

A1 排放物(續)

污水管理

我們嚴格遵守國家和地方法律法規要求，以確保對外排放的污水符合國家排放標準。例如，為確保本集團工廠的各項排放達到國家標準，本集團之清遠揚宣工廠的處理污水排放政策均根據《廣東省地方標準水污染物排放限值》(DB44/27-2001、DB44/26-2001)嚴格操作執行，以減低因生產而為環境帶來的破壞。

在滿足當地法律法規的同時，我們也致力於持續改進污水處理技術，更於2017年財政年度投資約2,600萬人民幣自主研發「電化學水處理+微納米氣浮+超高速過濾機+雙膜過濾」組合技術，實現了焦化污水二級生化出水的深度處理，以穩定達到回用水之標準。我們更主動回收並再利用生產系統的冷卻水，該技術可令出水質量接近純淨水指標，遠遠優於《城市污水再生利用工業用水水質》(GB/T19923-2005)標準。此組合技術目前日處理水量可達1,920噸，每年可望為本集團減排污水約56萬噸。我們於本財政年度投資了各類廢液管理項目，例如引進及運行了液鹼脫硫塔，將風機投入使用以將污水加蓋廢氣抽入鍋爐進行焚燒等環保工作。

同時，本集團於2016年投資約2,000萬人民幣對污水收集系統及工藝進行提升改造，該工程於2017年改造完成並投入運作。此污水收集系統採用水泵提升的裝置進行污水輸送，並實施雨污分流，以分別收集及處理污水。我們亦優化了污水處理技術，按污水的特性分類，針對不同類別的污水採用相應的處理工藝，並特別改善對生化工藝的預處理，從而增強了整套污水處理系統的效果及穩定性。通過此次改造，本集團每年可減少排放化學需氧量約30噸、氨氮約4.5噸。









ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

A. THE ENVIRONMENT (continued)

A2 Consumption of Resources (continued)

Data on energy consumption and intensity of water consumption of Kingboard Holdings for FY2017 is set out as follows:

Energy source	資源種類	Laminates	覆銅面板	PCB	印刷線路板	Chemical products	化工產品
Urban electricity	市電	2.77	kwh/per unit of finished product 千瓦時／每件成品	8.43	kwh/per square feet of finished product 千瓦時／每平方呎成品	356.75	kwh/per tonne of finished product 千瓦時／每噸成品
Coal	煤	0.001	tonne/per unit of finished product 噸／每件成品	N/A Note 2 不適用	tonne/per square feet of finished product 噸／每平方呎成品	0.052	tonne/per tonne of finished product 噸／每噸成品
Diesel	柴油	0.000001	tonne/per unit of finished product 噸／每件成品	0.000004	tonne/per square feet of finished product 噸／每平方呎成品	N/A Note 2 不適用	tonne/per tonne of finished product 噸／每噸成品
Natural gas	天然氣	N/A Note 2 不適用	cubic metre/per unit of finished product 立方米／每件成品	0.016	cubic metre/per square feet of finished product 立方米／每平方呎成品	N/A Note 2 不適用	cubic metre/per tonne of finished product 立方米／每噸成品
Water	水	0.01	cubic metre/per unit of finished product 立方米／每件成品	0.18	cubic metre/per square feet of finished product 立方米／每平方呎成品	2.02	cubic metre/per tonne of finished product 立方米／每噸成品

Note 1: The scope includes 19 factories related to the production of laminates, PCB and chemical products.

Note 2: The business segment did not utilise this type of energy during the Reporting Period, hence the relevant disclosure is not applicable to such business segment.

A. 環境 (續)

A2 資源使用 (續)

建滔集團2017年財政年度的能源使用及用水密度：

註1：範圍包括與覆銅面板、印刷線路板、化工產品生產有關的19家工廠之數據。

註2：該業務板塊於報告期間並沒有使用此類能源，因此相關披露並不適用於該業務板塊。

Data on the volume of consumption of packaging materials of Kingboard Holdings for FY2017 is set out as follows:

建滔集團2017年財政年度的包裝材料使用量：

Type of packaging material (tonne)	包裝材料種類 (噸)	Laminates	覆銅面板	PCB	印刷線路板	Chemical products	化工產品	Total	總數
Carton	紙箱	297.0		2,726.7		N/A Note 2 不適用		3,023.7	
Blister packaging	吸塑	N/A Note 2 不適用		156.7		N/A Note 2 不適用		156.7	
Plastic wrap	保鮮膜包裝	N/A Note 2 不適用		92.3		N/A Note 2 不適用		92.3	
Card board	卡板	413.0		N/A Note 2 不適用		N/A Note 2 不適用		413.0	
Drench membrane paper	淋膜紙	317.9		N/A Note 2 不適用		N/A Note 2 不適用		317.9	

Note 1: The scope includes 19 factories related to the production of laminates, PCB and chemical products.

Note 2: The business segment did not utilise this type of packaging material during the Reporting Period, hence the relevant disclosure is not applicable to such business segment.

註1：範圍包括與覆銅面板、印刷線路板、化工產品生產有關的19家工廠之數據。

註2：該業務板塊於報告期間並沒有使用此類包裝材料，因此相關披露並不適用於該業務板塊。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

A. 環境(續)

A2 資源使用(續)

於報告期間，本集團將工廠之水泵、風機、空調等大功率電機全部更換為節能電機，並取得明顯的效果，預計每年將節省約15%的電力。我們更淘汰舊型空壓機，更換為132型節能空壓機，而新型機每天用電量比原機節省約25%–30%電力，亦可保證車間內正常供氣。其次，我們陸續於曝光機採用新型LED燈，其與原有的傳統燈對比節約用電60%。再者，我們對工廠宿舍熱水系統進行了改造，利用空壓機餘熱將水加熱供宿舍使用，每年約節省100萬度電。該類舉措可將環境保護的概念融入內部管理及日常生活當中，提高員工的環保意識，鼓勵在日常生活中實踐綠色文化，達成可持續發展之目標。

此外，我們為優化設備維護，購入4台液環式真空系統，該系統採用免維護液環式真空泵，避免因機件老化而降低設備耗電效率。其次，我們更為提高生產效率，減低不必要的能源消耗，購置了3套冷壓機。其中2套開始使用後，已將水、電和煤的總能耗降低約24%。於報告期間，新配置的第三套冷壓已開始投入使用，以期能更好地提高耗能效率。本集團更指派專人進行定期查核，監督資源管理機制的實施情況並對不足之處加以改善，並對能源使用總量增長過快的生產線及時做出預警和調控，以確保集團內所有能源均可用得其所。我們按照每年總能源消耗量，制定相應的節能目標，並將任務分派至部門、車間，最終落實到每個參攪，鎂vi畚的節臭札閑保不資爿礪嶼醃



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

A. THE ENVIRONMENT (continued)

A3 The Environment and Natural Resources

To assure sustainable development, the Group has developed an environmental management system, through which the environmental impact of business activities is being assessed and continuous improvements are being made to the production processes and equipment to avoid abuse and depletion of natural resources. The Group has obtained certifications under ISO14001, the Restriction of Hazardous Substances (ROHS) and Sony Management Regulations for the Environment-related Substances to be Controlled which are included in Parts and Materials (SS-00259) for its environmental management systems. Meanwhile, we have appointed a third-party professional firm to prepare an environmental contingency plan and established an environmental contingency team headed by the plant manager, ensuring swift response to emergencies to minimise the impact of any environmental incidents.

In addition to compliance with currently applicable national and provincial regulations and standards on environmental protection, the Group has also acted in proactive response to noise generated by production facilities. A dedicated task force has been assigned to conduct regular noise tests and controls, while soundproof enclosures have been installed for equipment and facilities generating loud noise, and covers have been added on outdoor wind turbines and power generators together with relevant shock absorbing measures to reduce noise pollution, in a bid to build the Group into a national benchmark enterprise that exceeds national standards in environmental protection.

To enhance the quality of our environmental management, the ground surfaces of our plant areas are "either green or cement", as lawns have been planted in the surrounding areas of the plants to facilitate purification, moderation and improvement of air quality for the plant areas. Separation and anti-seep measures have been adopted for the ground-level drainage and the underground water tanks to prevent soil pollution by industrial liquid wastes on the factory grounds.

B. THE COMMUNITY

B1 Employment

We believe high-calibre human resources represent a crucial factor forging the competitiveness of an enterprise. In this connection, the Group has adopted a core strategy that seeks ongoing recruitment of competitive and creative personnel, complemented by a comprehensive training regime that emphasises continuous learning and team coordination, with a view to nurturing top-rate technical and management personnel pursued by Group departments at all levels.

A. 環境(續)

A3 環境及天然資源

本集團為貫徹可持續發展，致力於發展環境管理體系，評估業務活動對環境的影響，持續改善生產流程及設備，以避免濫用及損耗天然資源。本集團的環境管理體系亦獲得環境管理體系(ISO14001)、歐盟危害性物質限制指令(ROHS)、索尼環保標準(SS-00259)等專業認證。另外，我們委托了第三方專業公司根據集團的實際情況而編製了環境應急預案，同時成立了以工廠總經理為首的環境應急小組，以確保出現緊急情況時，我們能迅速做出應對，將環境事故的影響降到最低。

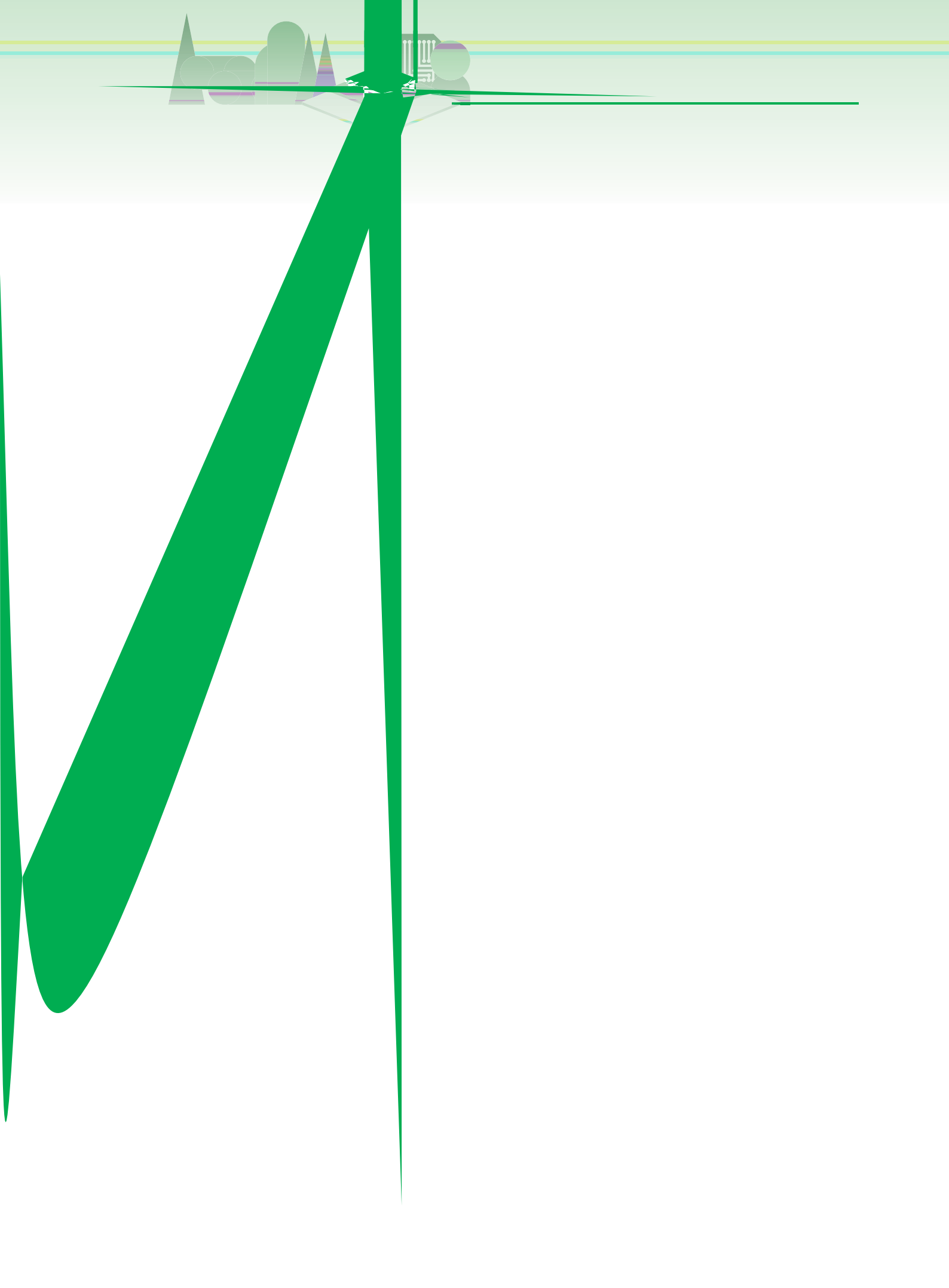
除了符合既有的國家及省級相關環保法規及標準外，本集團主動應對生產場所造成的噪音，委派專責小組定期檢測噪音並進行監控，對產生噪音較大的設備和設施加裝隔音罩，而室外運轉的風機和電機均加設罩蓋及減震措施，以減少噪音污染，務求使我們的環保管理優於國家標準，努力將集團建成全國標杆企業。

為提高本集團的環境管理質素，我們的廠區地面亦做到「非綠即硬、非硬即綠」的要求，在廠房周邊種植了草皮綠化帶，以期對廠區環境具有自淨、調節及轉化空氣的作用。此外，我們更對地面排水溝與地下貯水池等全部做好隔離及防滲工作，以免廠區土壤被工業廢液污染。

B. 社會

B1 僱傭

本集團認為企業的優勢關鍵在於優秀的人才資源，因此集團的戰略核心是通過持續引進充滿競爭力和創造力的人員，佐以完善的培養機制，不斷塑造學習型企業以及團隊的協作，意在為集團培養出不同層面及部門熱切渴望的一流技術與管理人才。



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

B. THE COMMUNITY (continued)

B1 Employment (continued)

Furthermore, we insist on the appointment of staff solely on a merit basis. For this reason, we seek to foster a diverse workplace with strict prohibition against discrimination in any form in relation to recruitment, remuneration and promotion. Currently, we run recruitment programmes in all major cities of China and employment opportunities are available to all qualified applicants. Staff at all rankings are entitled to equal opportunities for training to ensure that all employees have adequate opportunities in career development. We have also established a whistleblowing system with a dedicated team to investigate any unfair treatments and adopt disciplinary actions. Meanwhile, we hold the employment relationship with our employees in high regard and strictly prohibit unreasonably dismissal of staff. The period of notice of termination is clearly stated in the employment contract, while there is appropriate communication with employees.

The Company was not aware of any material non-compliance with applicable laws and regulations pertaining to employment that had a significant impact on the Group during FY2017.

B2 Health and Safety

The Group regards occupational health and safety as one of its foremost responsibilities. In addition to compliance with the "Law of the People's Republic of China on Safe Production", "Labour Law of the People's Republic of China" and "Law of the People's Republic of China on the Prevention of Occupational Diseases", among others, we have also adopted stringent measures to ensure compliance of our production processes with various regulatory requirements.

Staff safety is a prime concern for us, particularly in view of the mechanical operations involved in our production stages. We have formulated respective operational safety protocols for all production personnel, detailing safety matters for different production stages. A three-tier safety training programme, comprising plant entry training, workshop training and shift training, is arranged for all new employees. The operational safety protocols are explained during training and employees are requested to operate in strict compliance therewith. Any violations of the operational safety protocols are reflected in individual performance appraisals.

B. 社會 (續)

B1 僱傭 (續)

另外，我們堅守「用人不拘一格，任人只唯賢」之理念，因此我們鼓勵多元化的工作環境，嚴禁任何形式的歧視，包括招聘、薪酬、晉升等等。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機會發展。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，我們尊重與員工的僱傭關係，嚴禁不合理的解僱員工，並於僱傭合約中訂明終止合約的通知期，及會與員工有適當的溝通。

於2017年財政年度，本公司並未發現任何與僱傭相關及對集團有重要影響的適用法律及法規的重大違規事宜。

B2 健康與安全

本集團將職業健康與安全視作我們最重要的責任之一，除了其他的中國法律和法規外，我們還須遵守《中華人民共和國安全生產法》、《中華人民共和國勞動法》及《中華人民共和國職業病防治法》，並採取多項嚴格措施以確保生產運作流程符合各項監管規定。

員工的安全為我們的重要考慮因素，尤其我們的生產程序涉及機械操作，因此我們為所有生產員工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，並要求員工嚴格遵循安全操作規程，將違反安全操作規程的個案反映於個人績效評核。



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B. THE COMMUNITY (continued)

B3 Development and Training

The Group has always attached great importance to the cultivation of talents. Therefore, we have devised and implemented a wide range of training activities, which can be categorised into induction training, external training and internal training:

- Induction training: induction training aims to introduce new employees to the Group's rules and regulations as well as corporate culture and to share with them important business information, including information relating to production safety. Proper induction training helps new staff to enhance safety awareness, acclimatise to the Company, understand its business, mix with colleagues and build positive relations with their teams, so that they are well-prepared to thrive in their new positions.
- External training: external training programmes comprise mainly 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 Management Academy also offers from time to time training for the enhancement of management skills and aptitude. To increase the effectiveness of the training programmes, the Group conducts internal transferred training in respect of selected external training courses. This is implemented primarily through the sharing of course materials and the promotion of training topics to maximise the value of external training by enabling more employees to receive training. Meanwhile, we have compiled the Group's training information package by organising and categorising the external training programmes and courses in FY2017 to prepare for the launch of more training programmes in the future.
- Internal training and guidance: internal training programmes for relevant departments are organised each month and implemented according to annual training plans to consolidate fundamental skills and knowledge of employees and enhance their capabilities. The Group provides solid career planning support not just for in-service staff, but also for graduates fresh from colleges. Following discussion between heads of the HR and other relevant departments and a graduate, a customised training programme 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, aiming to enhance the competence and competitiveness of fresh graduates and cultivate in them dedication and a positive work ethic.

B. 社會 (續)

B3 發展及培訓

集團歷來重視人才的培養，因此我們制訂並實施了多樣的培訓，主要分為崗前培訓、外部培訓以及內部培訓：

- 崗前培訓：其主旨為向新晉員工介紹本集團的規章制度、企業文化以及分享包括生產安全在內等重要的業務相關信息。完善的崗前培訓可幫助新晉員工提高安全意識，並通過該培訓機會儘快融入公司，瞭解企業，熟悉同事並與所屬工作團隊建立良好關係，為其在新崗位充分發揮工作潛力做好準備。
- 外部培訓：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。在外派培訓後，為使培訓效果事半功倍，集團更對部分課程在公司內進行轉訓。轉訓主要方式為課件共享及培訓課題推廣，確保更多人員得到培訓，充分發揮該外派培訓的價值。此外，我們於2017年財政年度將外派培訓的項目及課程進行了歸類整理，完備了本集團的培訓相關資料，為日後開展更多的培訓提供了必要條件。
- 內部培訓與輔導：每月都有相應部門的內部培訓計劃，按照年度的培訓計劃實施，加強鞏固員工的基礎技能知識，提升員工的工作能力。除在職員工外，本集團更為應屆畢業生提供足夠的職業規劃支持。由人力資源部、相應部門領導與各個畢業生溝通後，根據該畢業生的意願及理想，為其定制相應的培養計劃，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、支持及協助，旨在全面提升應屆畢業生的工作能力及社會競爭力，培養畢業生對待工作的積極態度和敬業精神。

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

B. THE COMMUNITY (continued)

B3 Development and Training (continued)

We are committed to offering growth opportunities to staff, as we are convinced that the development of an enterprise is founded on none other than the personal growth of its employees. We have launched continuous learning courses known as the “Kingboard Class” in collaboration with Xingtai M&E Technicians’ School, Xingtai Technicians’ College, Hebei Industrial Vocational Technical College and Xingtai Teaching Outpost of Hebei University of Technology to provide employees with a convenient path for enhancing professional skills and attaining higher qualifications. This arrangement would facilitate staff training for the Group on the one hand, and allow its junior management staff to acquire academic degrees on the back of part-time studies. The Group has also launched the “Kingboard Tertiary Class” in Qingyuan and Jiangmen in association with Jiangxi University of Science and Technology and Maoming College to provide a learning platform for staff who aspire to improve academically.

Moreover, the “Kingboard Management Academy” founded by the Group in 2003 has developed a comprehensive training regime with Kingboard’s characteristics categorised into the modules of pre-graduation management, induction training and in-service development, with a view to building a high-calibre talent pool for the Group through centralised staff training programmes.

B4 Labour Standards

The Group firmly believes that respect for staff is a core value underpinning the success of an enterprise, and that labour relations characterised by mutual respect and equality will enhance unity within the enterprise. In line with this objective, we have adopted a range of measures to protect the interests of employees, including the prohibition of forced labour by way of violence, threat, detention or other illegal actions and the prohibition of child labour in strict accordance with pertinent provisions of the Labour Law and SA8000 Social Responsibility Standards.

All candidates qualified for employment must have reached the statutory age and are in possession of valid identification documents issued by the public security department before they can be officially appointed. All employees are required to enter into labour contracts for the prevention of forced labour. All staff must be legally employed on a voluntary basis. A stringent identity vetting process is carried out as part of the employment procedures. Candidates found to be falling short of the statutory age will be rejected without an exception. As part of the employment procedures, each candidate will be informed about the job details, working conditions, related occupational safety risks and remuneration of his/her positions, and we will proceed with the employment procedures only after the candidate has acknowledged understanding of the above.

B. 社會 (續)

B3 發展及培訓 (續)

我們堅信企業的發展建立在員工的成長之上，所以積極為員工提供成長機會。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」，為員工專業技能提升以及學歷提升需求提供便利。不僅為本集團培訓人才，同時為集團的基層管理人員提供在職考取學位的機會。本集團亦與江西理工大學、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。

另外，集團於2003年起成立「建滔管理學院」，至今已構建一套完善的建滔風格培訓體系，細分為畢業前管理、上任前培訓及在職後培養等不同模組，以期通過統一的人才培養計劃為集團提供高品質的人才儲備。

B4 勞工準則

本集團堅信尊重員工是企業成功的核心，勞資關係雙方相互尊重、平等合作的關係可令企業增加凝聚力。在此前提下，我們採取一系列措施保障僱員權益，包括嚴格按照《勞動法》及《SA8000社會責任體系》的相關要求，禁止以暴力、脅迫、拘禁或其他非法行為強迫勞工工作及禁止聘用童工。

所有符合招聘要求的員工在正式取錄前，必須已成年及持有經公安部門簽發的有效身份證明文件，並一律簽訂勞動合同，以杜絕強制勞工的可能性。所有的人員錄用須以自願、合法的原則進行。在辦理入職手續時，會嚴格核查身份證信息，對於不夠年齡人員，堅決不予錄用。此外，在每位員工辦理入職手續時，我們告知員工工作內容、工作條件、職業安全風險及薪酬，並確認新入職員工瞭解後，方可辦理入職手續。

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

B. THE COMMUNITY (continued)

B4 Labour Standards (continued)

The Company was not aware of any material non-compliance of applicable laws and regulations pertaining to the prohibition against child labour or forced labour during FY2017.

B5 Supply Chain Management

We typically apply stringent requirements in respect of suppliers and the stability of supply chains. All suppliers of production materials must have passed our Group's evaluation before entering into cooperation with us. A vetting process is conducted in respect of the business licenses, accreditations and qualifications of suppliers, including various international quality management system (ISO) accreditations (such as ISO9001, ISO14001 and others), OHSAS18001 (occupational health and safety management system accreditation), safety testing and certification of the United States (UL) and test reports under the Restriction of Hazardous Substances (ROHS), to ensure suppliers' compliance with the Group's requirements.

We have set up a supplier approval committee dedicated to the supervision of the supply chain. Basic members of the supplier approval committee include engineers of the manufacturing 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.

Moreover, we conduct on-site assessments at the suppliers' plants and sample tests on their products to ensure compliance of their products with our quality requirements. Only suppliers who have complied with the Group's requirements will be admitted to the Group's list of qualified suppliers. All qualified suppliers are required to sign the "List of Materials Subject to Environmental Control" and "Pledge of Suppliers Against the Use of Environment-related Materials" on an annual basis.

The Group also monitors the quality of products provided by its suppliers on a continuous basis. To avoid compromising the quality and safety of the Group's products, suppliers whose accreditation or product quality falls short of required standards will be suspended. Annual reviews of the suppliers are being conducted through on-site examination of their quality management, environmental systems, production setting and social responsibility to ensure compliance of their products and services with quality requirements and the principle of sustainable development.

B. 社會 (續)

B4 勞工準則 (續)

本公司於2017年財政年度並無發現任何與防止童工或強制勞工有關之適用法律及法規的重大違規事宜。

B5 供應鏈管理

我們一向對供應商及供應鏈之穩定有著嚴格要求，所有提供生產物料的供應商在與集團合作前，必須通過我方的供應商評估。我們會對供應商的營業執照、認證資格證書進行審查，其中包括各項國際質量管理系統(ISO)認證(如ISO9001、ISO14001認證)、職業安全衛生管理系統(OHSAS 18001)認證、美國安全試驗(UL)認證及歐盟危害性物質限制指令(ROHS)測試報告等等，以確保供應商符合集團要求。

我們成立了供應商認可委員會專門監管供應鏈。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，採購主任等。該供應商認可委員會將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。

此外，我們亦會派員到供應商廠房作現場評估，並對供應商產品進行樣品測試，確保產品質量符合要求。只有符合及通過集團的各項規定之供應商方可錄入集團的合資格供應商名單內，並且所有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》。

集團亦會持續對供應商的產品質量進行監管，若供應商的認證資格或產品質量未能達標，我們將會停用該供應商，以避免本集團產品的質素及安全性受到負面影響。我們會每年對供應商進行年度評審，就供應商質量管理、環境系統、生產環境及社會責任等方面進行現場審查，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。



ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

B. THE COMMUNITY (continued)

B7 Anti-corruption

All members of our staff, including the management, are required to strictly comply with the code of conduct of our Group. Management personnel are required to declare annually conflict of interests in any form, while the Group has established an anonymous whistleblowing mechanism supported by an independent investigation team to deal with all reports on bribery, extortion, fraud and money-laundering. Moreover, to enhance staff awareness of the importance of honesty and integrity, all new employees are required to participate in training on the code of conduct upon induction. Stringent approval procedures have been established in respect of the use of company funds, while incumbent staff also receive regular training in the form of case study.

The Company was not aware of any material non-compliance of

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

BOARD MANAGEMENT & RESPONSIBILITY

The Group is committed to good corporate governance, which promotes the long-term interests of shareholders, strengthens board and management accountability, and helps build public trust in the Company.

In this ESG Report, we highlighted many corporate policies and practices, through which we seek to responsibly manage our business in different parts of the world. The Group's risk management initiatives, which include ESG, consider annually whether the Company's policies and programs adequately identify and respond to the material ESG risks that we face. The Group's risk management and internal control systems help ensure protection of the Group's assets, including our people, the efficiency and effectiveness of our processes, the reliability of the information provided to our stakeholders, and our compliance with applicable laws and regulations.

Risk Management, Internal Control and Responsibility of the Board

The Board acknowledges its accountability to the risk management and internal control system and its responsibility to review the effectiveness of the system. The Board also clarifies that the system is purported to manage, but not eliminate, the risk of failure to fulfil business objectives, and can only provide reasonable but not absolute assurance against material misstatement or loss.

Management is responsible for setting the appropriate tone from the top, performing risk assessment, and owning the design, implementation and maintenance of internal control. Essential to this risk management and internal control systems are well defined policies and procedures that are properly documented and communicated to employees.

The Group has established an internal audit department to review the financial condition, operational condition, risk management, compliance control and internal control of the Group. The Audit Committee assists the Board to fulfill its oversight role over the Group's risk management and internal control function by reviewing and evaluating the effectiveness of our overall risk management and internal control system at least annually. For FY2017, the Board, through the Audit Committee, conducted a review of the effectiveness of the internal control system of the Company including financial, operational and compliance controls and risk management and will conduct such review at least once a year, so as to ensure the shareholders' investment and the Group's assets are properly safeguarded. The Board is satisfied that, based on the information supplied, coupled with its own observations and with the assistance of the Audit Committee, the present internal controls and risk management processes are satisfactory for the nature and size of the Group's operations and business.

董事會管理及責任

本公司致力奉行良好企業管治，旨在促進股東長遠利益、提升董事會及管理層問責，以及樹立公眾對本公司的信心。

本ESG報告重點介紹本公司各項企業政策及常規，旨在以負責任方式管理我們遍佈世界各地的業務。本公司每年檢討其風險管理措施，包括ESG，以考慮本公司的政策及方案是否足以識別及應對所面臨的重大ESG風險。本公司的風險管理及內部監控系統協助保障本公司的資產（包括員工）、確保業務流程行之有效、持份者獲提供可靠資料，以及我們遵守適用之法例法規。

風險管理、內部監控及董事會責任

董事會承認其須對風險管理及內部監控系統負責，並有責任檢討該系統之效益。董事會亦闡釋該系統旨在管理而非消除未能達成業務目標的風險，而且只能就不會有重大的失實陳述或損失作出合理而非絕對的保證。

管理層負責從頂層為監控定調、執行風險評估、並設計、實施及維護內部監控。對風險管理及內部監控系統不可或缺的是明確妥善訂立書面政策和程序，並向員工傳達。

本集團已成立內部審核部門，負責審閱本集團之財務狀況、經營狀況、風險管理、規章監控及內部監控。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。於2017年財政年度，董事會透過審核委員會每年至少檢討一次內部監控系統之效益，包括財務、營運及規章監控及風險管理功能，以確保妥善保障股東的投資及本集團的資產。董事會根據獲提供之資料，連同其本身觀察及在審核委員會協助下，信納就本集團營運及業務之性質及規模而言，現行內部監控及風險管理程序令人滿意。



