Elec & Eltek 依利安達

ELEC & ELTEK INTERNATIONAL COMPANY LIMITED
依利安達集團有限公司*

(Member of Kingboard Holdings Limited)

(Incorporated in the Republic of Singapore with Limited Liability)

(建滔集團有限公司成員)

(於新加坡共和國註冊成立的有限公司)

Singapore Company Registration Number: 199300005H

Singapore Stock Code: E16.SI

Hong Kong Stock Code: 1151

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二零一七年
可持續發展報告

2017
SUSTAINABILITY REPORT

** For identification purpose only　* 僅供識別*

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ABOUT THIS REPORT

Introduction

Elec & Eltek International Company Limited ("Elec & Eltek", the "Company" or "We") is a company incorporated in Singapore with limited liability, whose ultimate holding company is Kingboard Holdings Limited ("Kingboard"). The Company is listed on the Mainboard of the Singapore Exchange Securities Trading Limited ("SGX-ST") and the Mainboard of the Stock Exchange of Hong Kong Limited (the "Hong Kong Stock Exchange") with a stock code of E16.SI and 1151, respectively.

Scope of Report

We have integrated sustainable development in our strategic planning and day-to-day operation, with a view to delivering long-term value to stakeholders of the Company. This is the first independent sustainability report (this "Report"), which is in compliance with the requirements of the Sustainability Reporting Guide of SGX-ST, and is prepared by the Company and reviewed by the Board for the financial year of 2017 with reference to the internationally recognised sustainability reporting guidelines and in accordance with the requirements of SGX-ST and the core items under the Global Reporting Initiative ("GRI"). Please see the GRI content index contained in the last section of this Report.

Unless otherwise stated, this Report covers the principal businesses of the Company for the period commencing from 1 January 2017 and ending on 31 December 2017 ("Reporting Period", "FY2017"), including the sustainability performance and quantitative statistics of the four production sites currently operated by Elec & Eltek in Kaiping, Guangzhou, Yangzhou and Thailand. This Report aims to summarise the management approach taken by the Company for sustainable operations and its performance during the Reporting Period. We will continue improving our data collection procedures and scope and our reporting system, in an effort to enhance transparency for stakeholders.

We tentatively have not sought external sustainability assurance for this Report, but will consider the possibility of doing it in the future.

Elec & Eltek highly values the views of all stakeholders on the measures taken by the Company for, and our performance in relation to, sustainability. Should you have any questions or suggestions on this Report, please contact us by e-mail to ir@eleceltek.com or fax at (852) 2954 2935. Please browse the Company's website at http://www.eleceltek.com for further information on the sustainability plan of the Company.

For details of the financial performance of the Company and any inquiries, please carefully read the 2017 annual report of Elec & Eltek.

關於本報告

引言

依利安達集團有限公司(「依利安達」、「本公司」或「我們」)為於新加坡註冊成立的有限公司，最終控股公司為建滔集團有限公司(「建滔」)。本公司於新加坡證券交易所有限公司主板(「新交所」)及香港聯合交易所有限公司(「香港聯交所」)主板上市(新交所股份代號：E16.SI，香港聯交所股份代號：1151)。

報告範圍

我們將可持續發展融入企業的戰略規劃及日常營運之中，務求為本公司的利益相關者創造長遠價值。本公司於二零一七年財政年度參考國際認可的可持續發展報告指引，編製我們第一份根據新交所要求及全球報告倡議(「GRI」)標準核心選項，並符合新交所可持續發展報告指南要求的獨立可持續發展報告(「本報告」)，本報告乃經由董事會審閱。請參考本報告最後章節的GRI內容索引。

除另有說明外，本報告涵蓋關於本公司自二零一七年一月一日起至二零一七年十二月三十一日(「報告期間」、「二零一七年財政年度」)的主要業務，包括依利安達目前在開平、廣州、揚州及泰國營運四個生產基地之可持續發展表現及量化數據。本報告旨在概述本公司於報告期間為可持續發展營運而實施的管理及表現。我們將以繼續完善數據收集程序及範圍和報告系統為目標，為持份者增加透明度。

我們暫時未為本報告尋求外部可持續鑒證，但會考慮未來實行的可能性。

依利安達高度重視各持份者對本公司可持續發展措施及表現的意見。如　閣下對本報告有任何問題或建議，請發送電子郵件至ir@eleceltek.com，或傳真至(852) 2954 2935聯絡我們。如欲了解更多關於本公司的可持續發展計劃，請瀏覽本公司官方網站http://www.eleceltek.com。

而有關本公司財務表現的詳情及任何查詢，請細閱依利安達二零一七年度年報。

CHAIRMAN'S MESSAGE

We are pleased to release the first independent sustainability report prepared by Elec & Eltek in accordance with the core items under the GRI, which demonstrates to all stakeholders the results we have achieved, and the determination of the board of directors of Elec & Eltek (the "Board") in respect of environmental protection, talent management, community investment, economic development and governance.

The Board is responsible for the preparation of this Report, which is prepared in alignment with the following regulations, frameworks and guidelines:

- The sustainability reporting regulatory requirements set out in Rules 711A and 711B of the SGX-ST Listing Manual and the Sustainability Reporting Guide under Practice Note 7.6 of the SGX-ST Listing Manual.
- The GRI Standards Sustainability Reporting Guidelines (please refer to the GRI Appendix below).

With sustainability at the core of Elec & Eltek's development, the Board and the management will continue to supervise the management of sustainability factors, and to maintain Elec & Eltek's soundness in corporate governance practices and procedures. We believe that sound corporate governance can lay a solid foundation for the establishment of effective and healthy corporate culture, as well as the growth of the Company's sustainable businesses.

Sustainability and environmental awareness are gaining momentum in the business world and are directly related to the interests of the communities where the Company operates. The Company pledges to continue to uphold environmentally responsible business practices. We strive to be in compliance with international and national environmental standards and have implemented green production policies to raise efficiency and to minimise both energy consumption and pollutant discharge. We will review our environmental practices from time to time and will consider implementing further eco-friendly improvement measures, and promoting measures for materials optimisation and energy and water conservation in the Company's business operations, in order to enhance sustainability.

The Board believes that talent management is at the core of the Company's business and brand. The Company owes its performance to the dedication and support of its staff to the values of the Company, and firmly believes that it is important to establish a long-term relationship with the staff and provide a safe working environment. The Company seeks to further its continual policy of achieving equality between male and female employees, and measures the on-going success of this policy for the purpose of making adjustments where required. Given the changing pace of the industry, the Company also values the retention of talent, and the education of its staff, and seeks to encourage internal promotion and the safeguarding of staff benefits. The Company conducts training programmes on a regular basis, with a view to ensuring a work-life balance on the part of staff, while also improving their personal and professional development.

主席的話

我們高興地發佈依利安達首個根據GRI標準核心選項而作出披露的獨立可持續發展報告，向各持份者展示出依利安達董事會(「董事會」)對環境保護、人才管理、社區投資、經濟發展及管治方面的成果及決心。

董事會遵照以下規例、架構及指引負責編製本報告：

- 新交所上市手冊應用指引7.6項下的新交所上市手冊及可持續發展報告指南第711A及711B條所載的可持續發展報告監管規定。
- GRI準則可持續發展報告指南(請參閱下文的GRI附錄)。

可持續發展已成為依利安達的發展核心，董事會及管理層會繼續監管可持續因素的管理及維持依利安達良好的企業管治常規守則及程序。我們相信良好的企業管治能為建立有效以及健全的公司文化，並為公司的可持續業務增長打下堅實的基礎。

可持續發展的理念及環保意識在商界日趨增強，並直接與本公司營運所在社區的利益息息相關。本公司承諾繼續在業務運作時對環境負責。我們致力遵從國際及國家的環保標準，及實施環保生產政策，以提高效率並且將能源消耗和污染物排放減至最低。我們會不時檢討本公司的環保措施，並會考慮在本公司業務營運中實施進一步的環保措施改進，推廣優化材料及節能節水措施，以提升可持續性。

董事會認為人才管理是本公司業務及品牌的核心。本公司的表現乃歸功於僱員對本公司價值觀的投入及支持，並堅信與僱員建立長期關係及提供安全工作環境的重要性。本公司力求進一步調整政策以實現僱員間的男女平等，同時評估該政策是否持續有效，以在必要時作出調整。鑑於行業變化的速度，本公司亦著重挽留人才及實施員工教育，致力鼓勵內部晉升並保障僱員福利。本公司定期舉辦培訓，確保員工工作及生活之間的平衡，同時加強個人和專業發展。

As a responsible manufacturer, the Company is committed to encouraging the innovative spirit of its staff, so as to satisfy the ever-changing needs of, and maintain a good relationship with, its customers. For instance, we are authorised by our customers to have access to their confidential information, as a result of their trust in us, and, hence, we are obliged to properly manage such information to protect their privacy. Moreover, in order to adhere to our customer-oriented principle and raise customer satisfaction, a customer complaint handling mechanism has been put in place to receive, analyse and study complaints, and make recommendations on remedies with the aim of improving the quality of service. We also have a good relationship with our suppliers, and conduct a fair and strict appraisal of our suppliers on an annual basis. We deeply recognise that we will not have our current achievements without the support from local communities. As such, it is of far-reaching significance to give back to the communities where we operate.

而作為一家負責任生產商，本公司致力推動員工創新的精神以滿足客戶不斷變化的需求及維持良好關係，例如：客戶因信任我們而授權我們訪問他們的機密資料，因此我們有責任妥善管理這些信息，保障他們私隱。此外，為秉承我們以客為本的宗旨及提高客戶滿意度，我們已設立客戶投訴處理機制，以接收、分析及研究有關投訴，並就改進措施提出建議藉以提升服務質量。我們亦與供應商維持良好關係，並每年對其供應商進行公平嚴格的評估。我們深明如果沒有當地社區的支持，我們並不會擁有今天的成就。因此，可以回饋我們所在的社區對我們的意義非常深遠。

Aside from business scope, we also attach great importance to the Company's continued compliance with relevant laws and regulations. During FY2017, as far as we are aware, there were no material breaches of, or non-compliance with, the applicable laws and regulations by Elec & Eltek, which had a significant impact on the businesses and operations of the Company.

而除業務範圍外，我們也非常注重本公司持續遵守相關法律及法規。而於二零一七年財政年度內，據我們所知，依利安達並無重大違反或不遵守適用法律及法規而對本公司的業務及營運有重大影響。

We greatly appreciate the efforts and support rendered by all staff and partners of the Company for promoting the achievement of our sustainable development. We will continue to learn and improve ourselves in the next financial year.

我們非常感激本公司全體員工及合作夥伴為推動本公司實現可持續發展所付出的努力及支持，讓我們在邁向新的財政年度時不斷學習，持續改進。

On behalf of the Board, we take this opportunity to thank our stakeholders, including shareholders, customers, suppliers and business partners, for all the support that they have extended to the Company. We would also like to thank members of the Board for their dedication and commitment, and our diligent employees for their hard work, loyal service and contributions made during 2017.

本人謹代表董事會藉此機會向包括股東、客戶、供應商及業務合作夥伴在內各持份者對本公司的鼎力支持表示感謝。我們同時感謝董事會成員之專心致志及支持，亦對僱員於二零一七年之勤奮不懈、竭誠服務及貢獻致以感謝。

Cheung Kwok Wing
Chairman

28 December 2018

張國榮
主席

二零一八年十二月二十八日

ABOUT ELEC & ELTEK

Established in 1972, Elec & Eltek is one of the global leading manufacturers of conventional (as well as technology advanced) high density interconnects ("HDI") and backplane printed circuit boards ("PCB") of up to 50-layers, and has made Quick Turn Around ("QTA") service available, which offers shorter delivery load time. Elec & Eltek was listed on the Mainboard of the Singapore Exchange Securities Trading Limited in 1994 and achieved dual-listed status on the Mainboard of the Stock Exchange of Hong Kong Limited in 2011.

Business

Elec & Eltek currently operates 4 production sites, which are located in Kaiping, Guangzhou, Yangzhou and Thailand. With its own laminate facilities, Elec & Eltek has sharpened its competitive edge, and the competitive edge of its subsidiaries, in cost control and material supply through vertical integration.

Elec & Eltek is dedicated to providing high quality PCBs to customers, which include global leaders in different electronics sectors, with its main focus being on Communication & Networking, Automotive Industries, Computer & Computer Peripherals and Consumer Electronics.

Elec & Eltek recorded an aggregate production volume of approximately RMB2.91 billion in FY2017, and, as of 31 December 2017, its economic benefit during the Reporting Period is as follows:

關於依利安達

依利安達於一九七二年創立，為技術先進的高精密度互連(「高精密度互連」)，及傳統的層數達五十層的背板印刷線路板(「印刷線路板」)的全球領先製造商之一，亦提供快板服務(「快板服務」)以給予更短的生產至交貨時間。依利安達於一九九四年在新加坡證券交易所有限公司主板上市，另於二零一一年在香港交易所主板獲得雙重上市。

業務

依利安達目前在開平、廣州、揚州及泰國營運四個生產基地。依利安達憑藉其自有的覆銅面板設施，透過垂直整合在成本控制及材料供應方面增強依利安達及其附屬公司競爭優勢。

依利安達致力於向客戶提供優質印刷線路板，客戶包括許多全球著名的電子產品企業，主要集中於以下行業：通訊及網絡、汽車業、電腦及電腦周邊產品以及消費者電子產品。

依利安達二零一七年財政年度產品總製造量大約人民幣二十九億一仟萬，而截至二零一七年十二月三十一日止，依利安達於報告期間的經濟效益如下：

Income highlights 收益摘要	US$ million 百萬美元
Turnover 營業額	500.4
EBITDA 未扣除利息、稅項、折舊及攤銷前盈利	79.7
Gross profit 毛利	70.7
Profit after taxation 除稅後溢利	36.8
Profit for the year 年內溢利	36.2

Ratio of turnover for FY2017 by geographic locations is as follows:

二零一七年財政年度按地域劃分的營業額比率如下：

Geographic locations 地域	Ratio of turnover 營業額比率
Mainland China (including Hong Kong) 中國內地(包括香港)	59.9%
Europe 歐洲	16.6%
South East Asia 東南亞	10.2%
North & Central America 北美及中美	6.5%
Other Asian countries 其他亞洲國家	6.0%
Others 其他	0.8%

The Company's business is highly dependent on the Automotive, computer and computer peripherals, communications and network equipment and customer electronics industries, which are cyclical in nature, and the Company's industry is subject to rapid technological change. During FY2017, the Company further improved its comprehensive risk management system, which covered all aspects of corporate strategies, operation and finance. In respect of future developments, the Company will be highly aware of the risks associated with the conduct of its business and will adopt effective tackling measures proactively.

本公司業務高度依賴汽車、電腦及電腦周邊產品、通信及網絡設備，以及屬週期性質的消費者電子產品行業，且本公司的行業受到技術迅速變動的影響。於二零一七年財政年度，本公司進一步完善其全面風險管理系統，以涵蓋公司策略、營運及財務的所有方面。就未來發展而言，本公司將高度意識與其業務經營有關的風險，並且將積極採納有效應對措施。

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Objective, Mission and Belief

Elec & Eltek will continue to work on upgrading its mix of products of high-tech and high layer count PCB products, in order to cope with changing market demand. Moreover, we are ready to take advantage of more business opportunities, and meet the demand of the emerging markets. Leveraging on regional advantage, advanced technology and equipment and efficient management status, we are committed to delivering excellent value to all stakeholders.

Elec & Eltek's mission is to be a leading PCB manufacturer that supplies high quality and high technology PCBs in mass volume at competitive prices and with excellent services. We hope to continue offering top-notch professional services to customers, contractors and all stakeholders, and formulating diversified business development strategies, thereby becoming a leader in the industry and market.

We commit ourselves to ensuring the Company's business activities are conducted in a way that can deliver continuous value to investors, staff and customers, and make positive contributions to our surrounding environment and communities. In the future, we will continue operating in a responsible and sustainable manner, integrate sustainability considerations into our day-to-day operation and practice the principle of "customer-centric, staff foremost and innovative growth", striving to realise the sustainable business strategy of a long-term growth.

Corporate Governance

The Company is committed to good corporate governance, which promotes the long-term interests of shareholders, strengthens board and management accountability, helps build public trust in the Company, and continues promoting the importance of sustainable development on our operations. The Company endeavours to, in close cooperation with the Board and the management, uphold our corporate ethical culture, and push forward sustainable development so as to deliver a maximum return to shareholders while creating environmental, social and economic values to all stakeholders, customers and local communities.

The corporate governance structure of Elec & Eltek is as follows:

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.

目標，使命及信念

為應對不斷變化的市場需求，依利安達將不斷改善其高科技及高層數印刷線路板產品的產品組合。此外，我們準備好充分利用更多商機並滿足新興市場的需求。憑藉地區優勢、先進技術及設備、高效管理，依利安達致力為全體股東帶來豐厚的回報。

依利安達致力成為具領先地位的印刷線路板生產商，大批量提供優質而價格合理的高科技印刷線路板及優質服務。我們希望繼續為客戶、承包商和各持份者提供頂尖的專業服務，亦會同時制定多元化的業務發展策略，成為行業及市場領導者。

我們致力確保本公司的業務活動能夠為投資者、員工和客戶帶來持續的價值，並為我們周邊的環境及社區作出積極貢獻。日後，我們將繼續以負責任和可持續的方式運作，把可持續發展的考慮因素融入到日常營運當中，以實行「以客為先、員工至上、創新成長」，致力於實現長期增長的可持續業務戰略。

企業管治

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，樹立公眾對本公司的信心，以及繼續推行可持續發展對營運的重要性。本公司致力與董事局及管理層緊密合作，維護企業道德文化，推廣可持續發展，確保股東獲得最大回報，同時亦為各持份者、客戶及本地社區創造環境，社會和經濟價值。

依利安達的企業管治架構如下：

董事會

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。

Management
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 system are well defined policies and procedures that are properly documented and communicated to employees.

管理層
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。

Internal Audit Department
The internal audit department is responsible for reviewing the financial condition, operational condition, risk management, compliance control and internal control of the Company.

內部審核部門
內部審核部門負責審閱本公司之財務狀況、經營狀況、風險管理、規章監控及內部監控。

Audit Committee
The Audit Committee of the Company assists the Board to fulfil its oversight role over the Company's risk management and internal control function by reviewing and evaluating the effectiveness of the overall risk management and internal control system at least annually. The Company's risk management and internal control system is embedded within its business processes, so that it functions as an integral part of the overall operation of the Company. The system comprises a comprehensive organisation structure with assignment of definite accountabilities and delegation of corresponding authorities to each post. Based on our organisation structure, a reporting system has been developed, which includes reporting channels from division heads of business units to the Board.

審核委員會
審核委員會協助董事會履行其在本公司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。本公司的風險管理及內部監控系統已納入業務流程中，成為本公司整體營運中不可分割的一部份。該系統包括一個全面的組織架構，當中每個崗位都委以明確責任，並授予相應權力。本公司根據組織架構建立了匯報制度，當中包括每個主要業務單位的主管向董事會匯報的渠道。

The risk management and internal control systems and accounting system of the Company are aimed at identifying and evaluating the Company's risk and formulating risk mitigation strategies, to provide reasonable assurance that assets are safeguarded against unauthorised use or disposition, transactions are executed in accordance with management's authorisation, and the accounting records are reliable for preparing financial information used within the business for publication, maintaining accountability for assets and liabilities and ensuring the business operations are in accordance with relevant legislation, regulations and internal guidelines.

本公司設立風險管理及內部監控制度，以及會計制度，用以確認及評估本公司之風險，並制定減低風險之策略，以及合理確保資產不會在未經授權情況下被使用或出售，及各項交易均在管理層授權之情況下進行，以及會計賬目能夠可靠地被用作編製業務中可供刊發之財務資料、維持資產與負債之責任性及確保業務運作根據相關之法規、條例及內部指引開展。

The Company also has a defined organisational structure with clear lines of responsibility and authority. Each department is accountable for its daily operations and is required to report to executive directors of the Company on a regular basis. Policies and procedures are set for each department, which includes establishing and maintaining effective policies to enhance risks identification to which the Company is exposed and taking appropriate action to manage such risks; establishing a structure with defined authorities and proper segregation of duties; monitoring the strategic plan and performance; designing an effective accounting and information system; controlling price sensitive information; and ensuring swift actions and timely communication with our stakeholders.

本公司亦設有權責分明之組織架構。每個部門對其日常運作負責，並需定期向本公司執行董事匯報。每個部門已設有既定政策及程序，其中包括建立及維持有效之政策以確保本公司之風險得以妥善識別，並採取合適之行動以管理該等風險；建立權責分明、職責恰當劃分之架構；監察策略計劃及表現，設計一個有效之會計及資訊系統；控制影響股價之敏感資料；及確保本公司利益相關者維持快捷及時之通訊。

In addition, the Company highly values the compliance and lawfulness of all operating activities, in particular, in respect of environment, society and governance ("ESG"), which not only helps ensure the Company's strict compliance but also serves as a minimum requirement for our cooperation with staff, suppliers and other stakeholders. The Company's risk management initiatives, which include sustainability, consider annually whether the Company's policies and programmes adequately identify and respond to the material sustainability risks that the Company faces. The Company's risk management and internal control systems help ensure the protection of the Company'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.

此外，本公司高度重視所有營運活動的合規和合法，尤其是對重要環境、社會及管治(「環境、社會及管治」)事宜方面。除了確保本公司嚴格遵守外，亦是我們對員工、供應商等持份者合作的最低要求。本公司每年檢討其風險管理措施，包括可持續發展，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持續發展風險。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。

To show all stakeholders our determination towards sustainable development and quality management improvement, we have signed the following internationally recognised economic, environmental and social charters, principles and initiatives:

為了向各持份者展示我們對可持續發展及提升質量管理的決心，我們簽署了以下國際認可的經濟、環境與社會規章、原則及倡議：

Charters, principles or initiatives 規章、原則或倡議	Year 年份
Occupational Health and Safety Assessment Series (OHSAS 18001) accreditation 職業健康安全管理體系(OHSAS 18001)認證	2007
Environmental Management System (ISO 14001) accreditation 環境管理體系(ISO 14001)認證	2015
Quality System (ISO 9001) accreditation 質量體系(ISO 9001)認證	2015
Vehicle Quality Control System Standards (IATF 16949) 汽車品質管制體系標準(IATF 16949)	2016

The Company has become a major member of the Electronic Industry Citizenship Coalition ("EICC"), an international initiative, for further supervision over its products. In addition, the Board of Investment, the department in charge of investment in Thailand, has passed strict review and will distribute rewards for new high-tech enterprise to us to support our further development.

本公司亦已獲得了國際性倡議組織電子行業公民聯盟(「EICC」)的主要會員資格，對其產品進行進一步監管。此外，泰國主管投資促進的部門，泰國投資促進委員會通過嚴格審核，向我們發放高新技術企業獎勵，支持我們企業進一步發展。

During the Reporting Period, the Company was not aware of any material breach of laws and regulations that had a significant impact on the business of the Company. We will continue to maintain a high-standard corporate governance system and business ethics and build deeper trust with stakeholders. For the Company's financial and governance performance in detail, please carefully read the annual report of Elec & Eltek for FY2017.

於報告期間，本公司並無發現任何重大且對公司業務造成重大影響的違法及違規事件。我們會繼續要求維護高標準的企業管治制度和商業道德，並與持份者建立更深厚的信任。有關本公司的詳細財務及管治表現，請細閱依利安達的二零一七年財政年度年報。

Anti-corruption

All members of our staff, including the management, are required to strictly comply with the code of conduct of our Company. Management personnel are required to declare conflicts of interest annually, in any form. The Company has also established an anonymous reporting mechanism that enables staff to report any suspected case, free of worries; and an independent investigation team has been set up 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 studies.

反貪污

本公司嚴格要求管理層及所有員工遵守本公司的道德行為守則，管理人員每年需要申報任何形式的利益衝突事宜。本公司亦設立了匿名舉報，讓員工可以自由地上報可疑案件；並已成立獨立小組調查機制，處理所有賄賂、勒索、欺詐及洗黑錢的舉報。另外，為加強員工的廉潔意識，我們要求所有新員工入職時均須參加道德行為守則的培訓，並對於公司資金用途訂立嚴格的審批機制，定期以個案研究的方式培訓現有員工。

The Company is not aware of any material breach of laws and regulations pertaining to the prevention of bribery, extortion, fraud and money-laundering that had a significant impact on the Company during the Reporting Period.

本公司報告期間並無發現與防止賄賂、勒索、欺詐及洗黑錢有關之法律及法規及對本公司有重大影響的重大違規事宜。

Non-Competition Undertakings

The Company has undertaken to comply with the terms of the non-compete deed with appropriate compliance procedures in place to minimise the impacts of any actual or potential business competitions. There was no new business investment and other merger and acquisition opportunity being deliberated, accepted or declined by the Company during FY2017.

不競爭承諾

本公司已承諾遵守不競爭契據的條款，並已設立適當的合規程序，將任何實際或潛在業務競爭的影響減至最低。於二零一七年財政年度，本公司並無商議、接納或拒絕任何新業務投資及其他併購機會。

STAKEHOLDER ENGAGEMENT

Elec & Eltek has been maintaining communications and contact with stakeholders on a regular basis, which enables the Company to report on its latest performance and get informed of the significant views, feedback and expectations of the stakeholders on the Company's operations, thereby benefiting all stakeholders. In connection with this Report, our major stakeholders have participated in the materiality assessment of various sustainability matters and identified our operating activities having a material impact on the environment and the community, with a view to laying a basis for the Company's sustainable development. We will continue operating in a responsible and sustainable manner through integrating sustainability considerations into our day-to-day operation.

Based on the participation of all stakeholders in the Company's operations and their nature, we identify the following groups:

持份者參與

依利安達堅持定期與持份者保持溝通及聯繫，讓本公司得以彙報其最近表現及知悉持份者對本公司營運的重要意見、反饋及期望，使我們的各持份者獲益。而本報告由主要利益相關者共同參與，對各可持續發展議題進行重要性評估，辨識我們對環境和社會有重大影響的營運活動，為本公司的可持續發展奠下基礎。我們將繼續以負責任和可持續的方式運作，把可持續發展的考慮因素融入到日常營運當中。

我們根據各持份者對本公司營運的參與度及性質，歸類為以下組別：

Group of stakeholders 持份者組別	Contact method 聯繫方式	Concerns 關注事項
Shareholders and investors 股東及投資者	• Press release and announcements • Annual and interim reports • 新聞稿和公告 • 年報及中期報告	• Financial and business performance • Corporate governance • 財務和業務表現 • 企業管治
Staff 員工	• Staff communications • Performance assessment • Feedback collection (via questionnaire) • Staff activities • 員工通訊 • 工作表現評核 • 意見收集(問卷調查) • 員工活動	• Remuneration, training and development • Promotion prospect • 薪酬，培訓和發展 • 晉升機會
Suppliers 供應商	• Personal contact • Performance assessment • Annual renewal and update • Website • 個人聯繫 • 表現評估 • 年度續約及更新 • 網站	• Continuous cooperation • Financial and business performance • Corporate governance • 持續合作 • 財務和業務表現 • 企業管治
Communities 社區	• Charitable/volunteer activities • 慈善／義工活動	• Company's CSR strategies • Community support • 本公司CSR戰略 • 社區支持

Group of stakeholders 持份者組別	Contact method 聯繫方式	Concerns 關注事項
Customers 顧客	• Personal contact • Customer satisfaction investigation/ assessment • Website • Annual and interim reports • 個人聯繫 • 顧客滿意度調查／評估 • 網站 • 年報及中期報告	• Company's CSR strategies • Financial and business performance • 本公司CSR戰略 • 財務和業務表現
Media 媒體	• Press release and announcements • Annual and interim reports • Interviews • 新聞稿和公告 • 年報及中期報告 • 採訪	• Corporate governance • Legal compliance • 企業管治 • 合規合法
Government bodies/ regulators 政府部門／監管機構	• Annual and interim reports • 年報及中期報告	• Staff benefits • Occupational safety regulations • Environmental impacts • Product compliance • 員工福利 • 職業安全法規 • 環境影響 • 產品合規

Materiality Assessment

During the Reporting Period, the Company, in cooperation with an independent third party consultant, carried out a fair and open ESG-themed programme with the involvement of all stakeholders. During the process, stakeholders were invited to provide their valuable feedback on the sustainable development of the Company via questionnaire. Besides internal stakeholders, the external stakeholders, including investors, suppliers and customers, also participated in the ESG-themed programme.

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

Procedures

We preliminarily identified the material topics relating to the Company's operations by defining the report content and topic boundaries with reference to the procedures as suggested by the core items under GRI.

The third party consultant preliminarily identified relevant potential topics that had a significant impact on our business after benchmark analysis of relevant industries, while the consultant and the management jointly selected the stakeholders most important to the Company and considered the potential topics to be reported relating to our business.

Then, the third party consultant designed a series of questionnaire targeting the selected stakeholders, and invited them to rate the importance of the topics to E&E's business and strategy, from 1 to 5, the potential ESG topics to be reported relating to our business. Upon completion of the questionnaire, the third party consultant prioritised such topics based on the average ratings derived therefrom.

重要性評估

於報告期間，本公司跟獨立第三方顧問合作進行了一次以環境、社會及管治為主題的全面持份者參與活動，確保過程公正及公開。過程中，持份者被邀請以問卷調查方式對本公司的可持續發展方面提供寶貴的反饋意見。除去內部利益相關方外，本公司的外部持份者(包括投資者、供應商、顧客)亦參與以環境、社會及管治為主題的活動。

我們對參與此過程的所有人士表示感謝，感激他們在可持續發展的一路上給予支持。

過程

我們參考了全球報告倡議(「GRI」)標準核心選項所建議的程序，定義報告內容和主題邊界，以初步界定出有關本公司營運的重大議題。

第三方顧問進行了相關行業基準性分析，以初步確定與我們的業務有重大影響的潛在相關議題。而顧問與高級管理層則共同篩選出對本公司最重要的利益相關方，對與業務相關的潛在報告議題進行權衡。

及後，第三方顧問設立了一系列針對已選的利益相關方類別的問卷調查，邀請他們對與業務相關的環境、社會及管治潛在報告議題，按與依利安達業務及策略議題的重要性由一至五評分。完成問卷調查後，第三方顧問對問卷上議題根據平均評分進行重要性排序。

Summary of Material Topics

A summary of the ESG topics material to the Company contained in this Report is set out below:

重要議題摘要

本報告所載對本公司屬重大環境、社會及管治議題之摘要如下：

Material ESG Topics 重大環境、社會及管治議題	
Very material **非常重要**	
Social	Staff occupational health and safety Employment practices and labour standards Information protection and privacy policy Staff recruitment, training, development and talent retaining Open communication and transparency Complaint handling Anti-corruption/bribery
社會	員工職業健康與安全 就業實踐及勞工準則 資料保障及私隱政策 員工招聘、培訓、發展及人才挽留 公開溝通及透明度 投訴處理 反貪污／受賄
Environment	Waste generation, treatment and/or recycling Water consumption Climate change, energy consumption and carbon dioxide emission
環境	廢棄物產生，處理和／或回收 用水 氣候變化、能源消耗及二氧化碳排放
Relatively material **較為重要**	
Social	Procurement of sustainable materials and products Staff health and benefits Diversity and equal opportunity (such as appointment of disabled persons) Contributions to local communities (such as charitable programmes) Staff volunteer services to the communities
社會	採購可持續材料及產品 員工健康及福利 多元化及平等機會(如：聘請殘疾人士) 對本地社區的貢獻(如：慈善項目) 員工於社區的義工服務
Environment	Packaging materials for production Consumption of natural resources
環境	生產用包裝材料 使用天然資源

TALENT MANAGEMENT

Management Approach

We believe high-calibre human resources represent a crucial factor in forging the competitiveness of an enterprise. In this connection, the Company has adopted a core strategy that seeks ongoing recruitment of competitive and creative personnel, and regards our people as an important asset for business, complemented by a comprehensive training regime that emphasises continuous learning and team coordination. Also, we hope to nurture top-rate technical and management personnel at various departments at all levels through multidimensional communications and the support we provide for the professional and personal development of our staff.

Staff Recruitment and Benefits

Under our recruitment policy, we look for people who are trustworthy, innovative and proactive team players. All applicants must undergo a formal and objective assessment to determine whether they have the aptitude and ability to meet the requirements of the Company's business development. At the same time, we have also established stringent procedures for examination and approval to ensure fairness of the recruitment process. During the Reporting Period, the Company had approximately 8,700 employees, including 5,020 male workers and 3,680 female workers. All employees have signed labour contracts with the Company before commencing employment, in order to ensure that both the Company and the employees are contractually protected.

The salaries of our employees are maintained at a competitive level and are strictly in compliance with local government requirements and pertinent laws and regulations announced by the Ministry of Labour and Social Security of the People's Republic of China ("PRC"). We have also formulated comprehensive rules and regulations, which include the Policy for the Administration of Salaries and Allowances, Performance Appraisal Policy, Policy for the Administration of Merit Assessment and Reward Allocation Policy. The salaries of employees are reviewed annually with reference to the relevant labour market and the minimum wage guidelines prescribed by the relevant local government, from time to time, for our employees' reference and as a basis for appraisal. Staff remuneration is determined on the basis of market levels, profitability of the Company and individual performances, and adjusted according to comprehensive performance appraisals, seniority, attitude and other factors, in order to maintain the objectivity and fairness of our remuneration regime. We undertake that our standard salary will not be lower than the local minimum level to ensure staff benefits will not be prejudiced.

人才管理

管理方針

我們認為企業的優勢關鍵在於優秀的人才資源，因此本公司的戰略核心是通過持續引進充滿競爭力和創造力的人員，將員工視為業務的重要資產，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。我們亦希望透過多向溝通及支持僱員專業及個人發展，為不同層面及部門培養一流技術與管理人才。

員工招聘及福利

我們的招聘政策以誠信、創新、積極及團隊精神為錄用人才的基本準則，且所有應徵者需經客觀正規的入職考核以評估其能力能否滿足公司發展的要求，同時我們亦需通過嚴格的審批程序以確保整個招聘流程的公平性。於報告期間，本公司聘用僱員約8,700人，男員工總數佔5,020人，女員工佔3,680人，全體員工在上崗前均已簽訂用工合同，確保本公司及僱員均受合同保障。

我們的僱員薪酬維持在有競爭力的水平，並嚴格遵守當地政府之規定以及中華人民共和國(「中國」)勞動和社會保障部的法律法規。我們亦編有完善的規定及規例，包括《薪資管理制度》、《績效考核制度》、《評優管理制度》和《獎金分配制度》，以及參考有關勞動市場及當地政府不時規定的最低工資指引每年檢討，作為員工之參考及考核依據。員工工資以外部競爭力、本公司盈利表現及員工個人表現為基礎，並依據全面的員工績效評核、服務年期、工作態度等表現作出調整，以維持薪酬釐定的科學性及公平性。我們承諾標準薪金不會低於當地最低工資，確保員工福利不會受到剝削。

In light of the aggregate average salary of the Company, the average salary of female and male workers is RMB4,690 and RMB4,906, respectively, with the ratio being 1:1.05. The Company will continue reviewing and improving its salary remuneration policies and measures with an aim to achieve equality between male and female workers.

而綜合本公司的總平均薪酬，女性員工平均薪酬為人民幣4,690，男性員工平均薪酬則為人民幣4,906，比例1：1.05。本公司將持續審查我們的薪資政策和措施，並將繼續改進以實現男女僱員平等。

To ensure a work-life balance on the part of employees, we stipulate appropriate work hours and off hours and set up facilities for staff to build a good environment, in addition to providing adequate paid annual leave, statutory maternity leave, paternity leave and compassionate leave.

而為了確保員工工作及生活之間的平衡，我們除了向員工提供充足的有薪年假，法定產假、侍產假及恩恤假等；亦訂立合適的工作及休班時間及為員工設立設施，建立良好的環境。

Aside from our competitive remuneration packages, we also grant share options and special bonuses to eligible personnel, depending on their performances and our financial conditions, in order to attract and retain the most talented people. Meanwhile, staff privacy is also of equal importance to us, and we have adopted relevant measures to keep confidential data relating to staff remuneration.

除了提供具競爭力的薪酬待遇外，我們亦會視乎員工的表現及我們的財務狀況，為合資格員工發放優先購股權及特別獎金，用以招攬及保留最優秀人員。此外，我們同樣重視員工的個人隱私，實施各種措施去保護員工的薪酬數據。

Given the changing pace of the industry, it has been increasingly important to retain talents and nurture our staff as necessary. We also provide employees with sound pathways and opportunities for promotion. The Company encourages internal promotion, as approximately 80% of the current team of junior, intermediary or senior managers have come through the ranks to where they stand now. Furthermore, good use of local talents is another basis for the Company's staff management, which allows capable staff to bring their strengths into full play and provides them with clear goals in career aspirations. During the Reporting Period, the Company had a total number of 62 senior managers, among which 13, or approximately 21%, were local residents of which the operations are located.

鑑於行業變化的速度，挽留人才和為我們的員工提供必要的培育變得更加重要。我們亦為員工提供良好的晉升階梯及機會，本公司鼓勵內部晉升，目前無論是基層、中層或是高層管理人員，均有約八成來自於本公司內部的提升。另外，善用本地人才也是本公司員工管理的基礎，讓有能力的員工可以一展所長，並且使他們追求的事業目標更為清晰。於報告期間，本公司高級管理層總人數有62人，當中為營運所在本地居民的佔13人，約佔21%。

In respect of staff retirements benefits, the Company purchases insurance for staff, executing its retirement policy in accordance with the national laws, and makes payment, on a regular basis, for state-managed retirement benefit scheme contributions, which include the central provident fund in Singapore, government-funded retirement benefit scheme in the PRC, mandatory provident fund in Hong Kong and other schemes, to ensure staff's entitlement to appropriate assurance after their retirement.

員工退休福利方面，本公司為員工購買保險並根據國家法律執行退休政策，定期支付國家管理的退休福利計劃供款，包括新加坡中央公積金，中國國家資助退休福利計劃及香港強制公積金等計劃，確保員工退休後能享受應有的保障。

Equal Opportunity

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. All rankings of employee are entitled to equal opportunities for training to ensure that all employees have adequate opportunities in career development.

We have also established a whistle-blowing system with a dedicated team to investigate any unfair treatment and adopt disciplinary actions. Meanwhile, we hold the employment relationship with our employees in high regard and strictly prohibit unreasonable dismissal of staff, and the period of notice of termination is clearly stated in the employment contract.

The Company was not aware of any material breach of laws and regulations pertaining to employment that had a significant impact on the Company during FY2017.

Labour Standards

The Company 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 SA 8000 Social Responsibility Standards.

All candidates qualified for employment must have reached the statutory age and have been 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 employed on a voluntary basis and in a legal manner. 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 with no 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 foregoing.

The Company was not aware of any material breach of laws and regulations pertaining to the prohibition against child labour or forced labour that had a significant impact on the Company during FY2017.

平等機會

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，嚴禁不合理解僱員工，並於僱傭合約中訂明終止合約的通知期。

於二零一七年財政年度，本公司並未發現任何與僱傭相關及對本公司有重要影響的法律及法規的重大違規事宜。

勞工準則

本公司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《SA 8000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，並確認新入職員工了解後，方可辦理入職手續。

本公司於二零一七年財政年度並無發現任何與防止童工或強制勞工有關及對本公司有重大影響之法律及法規的重大違規事宜。

Development and Training

The Company has always attached great importance to the cultivation of talents with special emphasis on the investment in staff training programmes in order to help pave the way for high-potential staff. In this connection, we have devised and implemented a wide range of training activities to retain talents. During the Reporting Period, the staff received an average of 2.5 hours of training.

The basic training we provide is mainly categorised into induction training, external training and internal training, details of which are as follows:

Induction training

Induction training introduces the Company's rules and regulations, as well as corporate culture to new employees, and shares 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 comprises management training and technical training, including expertise training provided by Hong Kong Printed Circuit Association ("HKPCA") and the Company'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 Company 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 Company'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.

發展及培訓

本公司歷來重視人才的培養，著重投資員工培訓計劃，以協助高潛力的員工培養他們未來的路。因此我們制訂並實施了多樣的培訓以挽留優秀人才，於報告期間，員工接受平均2.5小時的培訓。

我們提供的基本培訓主要分為崗前培訓、外部培訓以及內部培訓，詳情如下：

崗前培訓

向新晉員工介紹本公司的規章制度、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，了解企業，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

分為管理類與技術類，其中包括香港綫路板協會(「HKPCA」)和本公司綫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，本公司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，我們於二零一七年財政年度將外派培訓的項目及課程進行了歸類整理，完備了本公司的培訓相關資料，為日後開展更多的培訓提供了必要條件。

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 Company also encourages the existing staff to contact and meet with the management on a regular basis with the provision of more extra guidance, support and assistance so as to improve their personal and professional development.

The Company provides solid career planning support not just for existing staff, but also for fresh graduates from colleges. Following discussions between heads of the HR and other relevant departments and each 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 dedication and a positive work ethic.

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。本公司亦鼓勵在職員工定期與管理層接觸及會面，提供更多額外的指導、支援及協助，加強個人和專業發展。

除在職員工外，本公司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，培養對待工作的積極態度和敬業精神。

In addition to training on occupational skills and career planning, the Company also places emphasis on giving all staff training on the knowledge of human rights and local labour laws of the places in which we operate. During the Reporting Period, 4,427 staff had participated in the training in connection with human rights held by the Company with a total of 123 training hours. Moving forward, the Company will continue to provide adequate trainings for new and existing staff to enhance their career as well as personal development.

除了職業技能及生涯指導的培訓外，本公司也注重向所有員工提供有關人權及所屬本地勞動法的知識訓練的重要性。於報告期間，4,427名員工曾參與本公司舉辦有關人權的培訓，總訓練時數123小時。展望未來，本公司將繼續為新進及現有僱員提供適當培訓，以促進彼等的事業及個人發展。

HEALTH AND SAFETY

Management Approach

As a responsible employer, the Company 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 maintained regular communication with, and cooperated with the regular check by, responsible government authorities, and adopted stringent measures in connection with occupational health and safety to ensure compliance of our production processes with various regulatory requirements. Within the Company, we have set up a safety production committee comprising the general manager, all department managers, department heads and dedicated safety managers, to take charge of supervising and regulating the implementation of all safety measures and other occupational health and safety affairs in the entire operational chain, for the purposes of guaranteeing the personal safety of all staff.

In addition, staff safety represents a prime concern for us, particularly in view of the mechanical operations involved in our production stages. Therefore, we have formulated 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.

Staff Health

Staff health represents a top priority for the Company, which has made active efforts to provide a safe workplace for employees, and the Company has adopted a range of measures to protect employees from occupational hazards. For example, employees are required to attend occupational health checks prior to starting work in the Company or transferring to new positions, and may only commence work after passing such checks. We organise regular health checks at a full-service hospital for all staff on an annual basis. Employees susceptible to occupational hazards, once identified, are removed from the positions concerned to make sure they stay away from such occupational hazards as the Company is dedicated to achieving a safe environment for all of our stakeholders especially our staff at production plants.

健康與安全

管理方針

本公司將職業健康與安全視作我們作為負責任僱主最重要的責任之一，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》，定期與負責任政府部門進行檢查和對話，並採取多項嚴格職業健康和安全措施以確保生產運作流程符合各項監管規定。本公司內部方面，我們成立了安全衛生委員會，由總經理、各部門經理、部門主管和專職安全管理人員組成，負責監督和規範整個運營鏈中所有安全措施和其他職業健康與安全事務的實施，以確保所有員工的自身安全得到保障。

此外，員工的安全既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。

員工健康

我們重視員工的身體健康，積極為員工提供安全的工作環境，採取一系列措施以避免員工遭受職業性危害。例如，本公司更規定員工入職前或轉崗位前需進行職業健康體檢，合格後方可入職。我們每年定期組織正規醫院對全體員工進行體檢。由於本公司竭力為我們的所有持份者(尤其是在生產工廠的僱員)打造安全的環境，一旦發現容易受職業危害因素影響的員工，便調離相關崗位，以遠離職業危害。

During the Reporting Period, the work-related accidents, occupational diseases, lost days and number of fatalities within the Company are as follows:

於報告期間，本公司發生的工業意外、職業病、損工日數及死亡件數如下：

	Male staff 男員工	Female staff 女員工	Total 總數
Work-related accidents 工業意外	40	7	47
Occupational diseases 職業病	1	0	1
Lost days 損工日數	1,120	195	1,315
Number of fatalities 死亡件數	0	0	0

Moreover, the Company's plants in Guangzhou, Thailand and Kaiping have obtained certification for their occupational health and safety assessment series (OHSAS18001), which testifies the results of our dedication to offering all staff a safe and healthy workplace. Currently, we are driving the establishment of a complete occupational health and safety management system for Company-wide implementation to facilitate investigation and rectification of safety hazards, development of preventive mechanisms ahead of potential incidents and effective regulation over production activities, to ensure compliance with laws and regulations relating to production safety at all production stages and enhancing standardisation in production safety on an ongoing basis.

此外，本公司的廣州工廠、泰國工廠及開平工廠均已取得職業健康安全管理體系(OHSAS 18001)認證，證明我們盡心盡力為員工提供安全健康的工作環境的成果。我們目前正全面推行於本公司內建立完整的職業健康安全管理制度，以便排查治理安全隱患，提早建立預防機制，有效規範生產行為，使各生產環節符合安全生產方面相關的法律法規，不斷加強本公司安全生產規範化的建設。

Safety Training

To enhance employees' safety awareness and fire evacuation skills, we organise fire prevention safety training for staff on a regular basis. Such training includes familiarisation with means of escape, skills of evacuation in fire accidents, general knowledge on safe assembly and proper application of fire extinguishers and fire hoses, among which, we require employees to handle fire equipment in person, as we believe in the importance of hands-on practices. In addition, we carry out industrial safety and fire-fighting drills for all new staff to get them fully prepared before they start their job officially. A "Safe Production Activity Month" is held annually to further enhance awareness for production safety on employees. Through centralised monthly training sessions, employees can develop a better understanding of the importance of safe production.

安全培訓

為增強員工的安全意識和消防逃生能力，我們定期為員工安排消防安全培訓。培訓內容包括熟悉逃生通道、火災逃生技能、安全集合常識、正確使用滅火器和消防水帶等內容；當中，我們重視動手實踐，要求員工親自操作防火設備。此外，我們亦為所有新入職員工提供工業安全與消防演練，讓他們在正式工作前做足準備。而每年一次舉辦的「安全生產活動月」能進一步提高員工的安全生產意識；每月一次集中培訓則能讓員工更深入理解安全生產的重要性。

The Company was not aware of any material breach of laws and regulations pertaining to staff health and safety that had a significant impact on the Company during FY2017.

於二零一七年財政年度，本公司並未發現任何與僱員健康與安全相關及對本公司有重要影響之法律及法規的重大違規事宜。

THE ENVIRONMENT AND NATURAL RESOURCES

Management Approach

All enterprises across the globe are encountering increasingly severe environmental challenges. In this regard, the Company encourages environmental protection and promotes awareness towards environmental protection in its daily business operations. The Company strives to be in compliance with international and national environmental standards, and has implemented green production policies to raise efficiency and to minimise both energy consumption and pollutant discharge. The Company will review its environmental practices from time to time and will consider implementing further eco-friendly measures and practices in the Company's business operations to enhance sustainability, for the purpose of cutting pollution and emission, consumption of resources and generation of waste as well as maintaining the ecological balance.

To ensure sustainable development, the Company has developed an environmental management system, through which the environmental impact of business activities is assessed, with continuous improvements being made to the production processes and equipment to avoid abuse and depletion of natural resources. The Company has obtained certifications under ISO 14001 and Restriction of Hazardous Substances ("ROHS") for its environmental management systems. Meanwhile, we have engaged a third-party professional firm to prepare an environmental contingency plan based on the actual conditions of the Company, and have established an environmental contingency team headed by the plant manager, in order to ensure swift response to emergencies and to minimise the impact of any environmental incidents.

環境及自然資源

管理方針

全球各個國家的企業正在面對日益嚴峻的環境挑戰，因此，本公司鼓勵環境保護並在其日常業務營運中促進環保意識。本公司致力遵從國際及國家的環保標準，實施環保生產政策，以提高效率並且將能源消耗和污染物排放減至最低。本公司會不時檢討其環保慣例，並會考慮在本公司業務營運中實施進一步的環保措施及慣例以提升可持續性，以減少污染排放、資源利用、及廢棄物產生及維護生態平衡為目標。

本公司為貫徹可持續發展，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。本公司的環境管理體系亦獲得環境管理體系(ISO 14001)、歐盟危害性物質限制指令(「ROHS」)。另外，我們委託了第三方專業公司根據本公司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，並將環境事故的影響降到最低。

Discharge and Emission

The Company is committed to minimising the environmental impact of air emissions, waste water and solid wastes generated in its production process. We aim to reduce the volume of discharge of air emissions, waste water and hazardous wastes in all areas, such as production, office and staff quarters, by formulating regulations and operating procedures relating to environmental protection. In addition, we also place a strong emphasis on preventive measures, as we conduct evaluations of the source of discharge and emission on a regular basis, devise schemes to reduce discharge and emission at source, make adjustments to energy-related technologies and equipment, and seek further opportunities for recycling discharged materials and turning them into usable resources. We also make proactive efforts to optimise facilities and procedures for processing discharge and emission to ensure their effectiveness.

Moreover, we are well aware that employees play an important role in the reduction of industrial waste. Hence, we have committed considerable resources to the education of employees on correct environmental concepts and the Company's principles in environmental protection. We have also established a dedicated environmental protection task force that is responsible for formulating and implementing our environmental strategy, defining the environmental objectives and coordinating their environmental initiatives, supervising the implementation of targets in discharge and emission through the relevant mechanism for environmental audits and investigating future environmental rectification plans based on the outcome of such audits.

The Company implements the ISO 14001 management system to process or control waste water, air emissions and wastes generated in the production process from their sources. Improvement measures are carried out on an ongoing basis to reduce discharges and environmental hazards.

排放物

本公司積極將生產過程中排放的廢氣、污水及廢棄物對環境的影響減至最低。我們通過制定各項環境保護制度及操作規程，從生產、辦公、員工宿舍生活各環節著手，從不同層面削減廢氣、污水、危險廢棄物等排放物數量。此外，我們重視污染預防工作，定期評估排放源頭，研究源頭減排方案，調整能源技術設備，同時開拓更多將排放物回收再利用與資源化的機會。我們亦主動優化治污設施及程序，確保其有效性。

另外，我們深明員工在工業減廢中扮演著重要角色，因此我們投放充足的資源向員工倡導正確的環保觀念及本公司的減排方針。我們更成立環保專責小組，制定並落實本公司的環保策略，設立環保目標並協調環保工作，通過相應環境審查機制監督減排目標的實施程度，根據相應結果探討未來的環保整改計劃。

本公司內部實施ISO 14001管理體系，從源頭對生產過程中排放的污水、廢氣及廢棄物進行處理或管控，持續進行改進措施，不斷減少排放量，以減少對環境的危害。

Air Emissions

Key discharge and emission data of Elec & Eltek for FY2017 is set out as follows:

大氣排放物

依利安達二零一七年財政年度的主要的排放數據如下：

Major air emissions and waste water discharge 主要大氣排放物及污水	Total (tonne) 總數(噸)
Nitrogen oxides 氮氧化物	26.1
Particles 顆粒物	13.7
Sulphur dioxide 二氧化硫	4.2
Sulphuric acid mist 硫酸霧	20.5
Ammonia 氨	1.1
Processed waste water 已處理的污水	6,447,758.6

The Company has built gas purification facilities, such as the alkaline degassing chamber and acidic degassing chamber, for the processing of atmospheric discharge from plants. In addition, the Company has formulated the corresponding "Instructions for Air Emissions Control" to ensure that industrial air emissions generated in the production process will only be discharged after processing through the relevant degassing chamber. The Company will continue to closely monitor all air discharges from plants and will consider the possibility of developing sound targets of emission reduction.

本公司針對工廠的大氣排放物建立包括鹼性化氣塔、酸性化氣塔在內的各類氣體淨化處理設備。此外，本公司已制定了相應的《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相關化氣塔處理後方可排放。本公司將繼續密切監督工廠排放的所有廢氣，且將考慮發展有效減排目標的可能性。

Waste Water Management

We operate in strict accordance with the requirements of national and local laws and regulations, in order to ensure compliance with national standards on the discharge of waste water. The waste water collection system and process upgrade project that commenced in 2016 (with an investment approximately RMB20 million), was completed, and commenced operation, 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 Company's annual discharge of COD (chemical oxygen demand) and ammonia nitrogen was reduced.

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。於二零一六年開始的污水收集系統及工藝提升項目(投資約2,000萬人民幣)於二零一七年改造完成並開始運作。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，本公司每年可減少排放化學需氧量及氨氮。

Waste Management

The volume of waste generated by Elec & Eltek in FY2017 is set out as follows:

廢棄物管理

依利安達二零一七年財政年度的廢棄物產生量：

Type of waste 廢棄物種類	Total (tonne) 總數(噸)
Major hazardous waste **主要有害廢棄物**	
Waste containing primarily organic compound (e.g. ether, phenol, resin, organic solvents, etc.) 主要含有機成分的廢棄物(如醚、酚、樹脂、有機溶劑等等)	1,185.4
Metallic waste (e.g. beryllium, chromium, copper, mercury, tin, etc.) 含金屬廢棄物(如鈹、鉻、銅、汞、錫等等)	26,646.1
Waste that might contain an inorganic or organic compound (e.g. oil/water or hydrocarbon/water mixtures or emulsion, dye, coating, cyanide, etc.) 可能含無機或有機成分的廢棄物(如油／水、烴／水混合物或乳化液、染料、塗料、氰化物等等)	226.9
Acidic waste 廢酸	830.8
Alkaline waste 廢鹼	1,427.6
Major non-hazardous waste **主要無害廢棄物**	
Daily waste 生活垃圾	607.0
Paper 紙	290.3
Card board 卡板	521.4
Subplate 墊板	2,119.7
Kraft paper 牛皮紙	1,488.7
Aluminium sheet 鋁片	549.9

To facilitate safe and effective reduction of the generation of hazardous wastes, we have implemented a range of measures to reduce the discharge of hazardous wastes. During the Reporting Period, the Company actively encouraged its subsidiary plants to reduce the generation of wastes through the adoption of various technologies. For example, we carried out acidification and dehydration processes in respect of membrane slag generated from the production of circuit boards, in order to reduce the generation of membrane slag by as much as 50%.

為安全、有效地減低有害廢棄物產生量，我們實施了一系列危險廢棄物減排措施。於報告期間，本公司積極鼓勵下屬工廠利用不同技術減低廢棄物的生產量。例如，我們將生產電路板後產生的幹膜渣進行酸化處理後再進行脱水處理，以減少幹膜渣的產生量多達50%。

Moreover, we have also committed a rigorous effort to the temporary management of hazardous wastes. Currently, we require the plants to place hazardous wastes at storage facilities designated for the temporary storage of hazardous wastes. Such facilities have been duly equipped with measures to prevent seepage, rain wash and draining. Different types of wastes are placed at separate locations, while stringent regulations have been set in respect of the facilities and ground surface of the storage venues, in order to ensure compliance of the storage of hazardous wastes with environmental requirements.

其次，我們亦認真對待危險廢棄物的暫存管理工作。目前，我們規定工廠須將危險廢棄物放置於專門暫存危險廢棄物的倉庫，現場做好「防滲漏、防雨淋、防流失」的三防工作，嚴格分開置放各類廢棄物之存放位置。我們對貯存場所的設施及地面有嚴格的規定，以確保有害廢棄物的存放符合環保要求。

We have been making vigorous efforts to upgrade our waste recycling technology. The Company is planning to implement a project for the recycling of copper from micro-etching liquid wastes. This project will employ electrolytic recycling technology to extract copper from micro-etching liquid wastes. Upon its completion, we expect to generate approximately 50 tonnes of recycled copper each year. We will also reuse the micro-etching liquid wastes left from copper recycling to facilitate the conversion of wastes into resources.

我們積極提升廢棄物的循環再用技術。本公司目前正計劃實施微蝕廢液提銅項目，該技術採用電解提銅方式從微蝕廢液提煉銅材，預計項目完成後，每年可提煉銅約50噸。同時，我們更對提煉銅後剩下的微蝕廢液進行再生回用，從而實現廢棄物資源化的轉變。

We are equally committed to the proper handling of non-hazardous wastes. Waste recycling areas are set up in all premises of operation. Different types of wastes are marked with labels for identification and separately collected and stored. We collect used paper and kraft paper and deliver them to recycling operators for reuse to reduce secondary pollution. In connection with office documents, the Company adopts electronic versions or two-sided printing to reduce the generation of waste. At the production premises, we are also engaged in proactive recycling of non-hazardous waste for delivery to operators specialised in waste collection. In FY2017, we processed and sold up to approximately 150 tonnes of copper scrap. In addition to our current recycling results, we also aim to implement more waste reduction measures as well as to work closely with third party waste collector.

我們同樣重視對無害廢棄物的處置。我們於各營運場所內均已設置廢棄物回收區，按照廢棄物種類進行分類標識收集貯存。我們收集使用過的廢紙，牛皮紙等，再交予指定回收商加以回收再造，做到再生利用，降低二次污染。本公司亦盡量對辦公資料採用電子版或雙面打印，減少廢棄物產生量。至於生產場所方面，我們亦主動回收無害廢棄物並交予專門的收集商。於二零一七年財政年度，我們外售處理帶銅的板邊廢料高達約150噸。除了我們現有的回收成果外，我們亦將著重實施更多的廢棄物減量措施，並與第三方廢棄物回收商密切合作。

Carbon Emission

The emission of carbon in the Company's operations originates primarily from its energy consumption. The operation of our plants, supported mainly by municipal electricity, generated a total of 262,400 tonnes of CO2e with a total intensity of approximately 0.003 tonnes of emission per production volume of finished product in FY2017. For details of our carbon emission and measures for energy conservation and emission reduction, please refer to the section headed "Consumption of Resources".

All departments of the Company are required to abide strictly by its internal regulations for environmental protection to ensure compliance with laws and regulations. The Company was not aware of any material non-compliance with environmental laws and regulations during FY2017 that had a significant impact on the Company.

Consumption of Resources

The Company employs production processes and equipment of industry-advanced standards, to reduce energy and resource consumption, while setting targets for water and electricity conservation. Moreover, we are committed to compliance with pertinent laws and regulations on environmental protection with the adoption of effective measures to facilitate the optimal use of resources, reduction in wasteful consumption and energy conservation.

The Company's production facilities have been operated in accordance with relevant environmental rules and regulations. In the meantime, enterprise resource planning ("ERP") systems have been implemented at all plants and offices to facilitate the centralised administration and allocation of all resources, improvements to the manufacturing processes, materials, production equipment and recycling technologies relating to our products, as well as timely adjustments to product mix to reduce the consumption of resources during production. Moreover, to avoid wasteful consumption of resources, the Company has formulated rules and regulations relating to the use of resources, such as water and electricity, in production and operation.

As to consumption of raw materials, the materials consumed by the Company can mainly be grouped into direct materials and indirect materials, among which renewable and non-renewable raw materials account for approximately 2% and 98%, respectively, over the materials procured. The Company will continue its research on the possibility of increasing the use of renewable raw materials with a view to contributing to the consumption of sustainable resources.

碳排放

本公司的碳排放主要來自於能源使用。我們以市電作為主要能源以維持工廠的運作，於二零一七年財政年度總共產生了262,400噸二氧化碳當量(CO2e)，總密度為每成品生產量約有0.003噸排放，有關碳排放及節能減排措施的詳情，請參照「資源使用」。

本公司所有部門均須嚴格遵守本公司內部有關環保的管理制度，確保其符合法律及法規。本公司於二零一七年財政年度並無發現與環境有關及對本公司有重要影響的法律及法規的重大違規事宜。

資源使用

本公司採用行業先進水平的生產工藝和設備，減少能源和資源的消耗，並訂立節水、節電目標。此外，我們致力遵守相關環保法律法規，採取有效措施達至善用資源、減少浪費及節省能源。

本公司的內部生產設施一直按照相關環境規則及規例運作，並於所有工廠和辦公室等實施企業資源規劃(「ERP」)系統，對所有資源進行統一管理和調配，且改善產品的製作流程、材料、生產設備及再循環技術，且及時調整產品結構，減少產品於生產過程中的資源消耗。另外，為避免浪費資源，本公司制定了資源使用相關的規章制度，列明在生產及營運過程中使用資源如水及電等的規範事項。

原材料使用方面，本公司使用的物料大致分為直接物料以及間接物料。當中，可再生原材料約佔採購量的近2%物料；不可再生原材料則占98%。本公司會繼續研究增加可再生原材料使用量百分比的可能性，為可持續資源使用出一分力。

Data on the volume of energy and water consumption of Elec & Eltek for FY2017 is set out as follows:

而依利安達二零一七年財政年度的能源使用及用水量如下：

Type of resources 資源種類	Total 總數
Urban electricity (kWh) 市電(千瓦時)	368,177,952.9
Coal (tonne) 煤(噸)	10,589.0
Water (cubic metres) 水(立方米)	8,173,548.0
Direct (Scope 1) emission (CO_2e in tonnes) 直接(範疇一)排放(噸二氧化碳當量)	25,810.6
Indirect (Scope 2) emission (CO_2e in tonnes) 間接(範疇二)排放(噸二氧化碳當量)	236,846.0
Total carbon emission[1] (CO_2e in tonnes) 總碳排放[1](噸二氧化碳當量)	262,401.7

[1] Carbon emission data set out above is calculated by reference to the "Greenhouse Gas Protocol" published by the World Business Council for Sustainable Development ("WBCSD") and World Resources Institute ("WRI"), "Greenhouse gas reporting – Conversion factors 2016" published by the Department for Business, Energy & Industrial Strategy of the United Kingdom Government, "Baseline Emission Factors for Regional Power Grids in China 2016 (Draft for Comment)" published by National Development and Reform Commission of China, the HKEX Reporting Guidance on Environmental KPIs, and "A Study of CO2 Emission Sources and Sinks in Thailand" published by Geophysics Research Center and Center for the study of Earth System Environment and Adaptation for Sustainability.

[1] 上述碳排放之計算參照世界企業永續發展協會(WBCSD)與世界資源研究院(WRI)出版之《溫室氣體盤查議定書》，Department for Business, Energy & Industrial Strategy of the United Kingdom Government之《Greenhouse gas reporting – Conversion factors 2016》、中國國家發展和改革委員會公佈之《2016中國區域電網基準綫排放因數(徵求意見稿)》及香港交易所《環境關鍵績效指標彙報指引》、Geophysics Research Center及Center for the study of Earth System Environment and Adaptation for Sustainability之《A Study of CO2 Emission Sources and Sinks in Thailand》。

Data on energy consumption and intensity of water consumption of Elec & Eltek for FY2017 is set out as follows:

依利安達二零一七年財政年度的能源使用及用水密度：

Type of resources 資源種類	Total 總數
Urban electricity (kWh/square feet of finished products) 市電(千瓦時／每平方尺之成品)	3.8
Coal (tonne/square feet of finished products) 煤(噸／每平方尺之成品)	0.0001
Water (cubic metres/square feet of finished products) 水(立方米／每平方尺之成品)	0.1

Data on the volume of consumption of packaging materials of Elec & Eltek for FY2017 is set out as follows:

依利安達二零一七年財政年度的包裝材料使用量：

Type of packaging materials (tonne) 包裝材料種類(噸)	Total 總數
Carton 紙箱	512.4

During the Reporting Period, the Company completed the transformation of the water heating system of the factory staff quarters, which involved the use of residual heat of the air compressor to provide water heating for the quarters, resulting in the saving of 1 million kWh of electricity annually. Such initiative underpinned the practice of environmental protection in internal administration and daily life to enhance environmental awareness of our employees and encourage the practice of an eco-friendly culture, so as to fulfil the aim of sustainable development.

於報告期間，本公司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。

Moreover, to optimise equipment maintenance, we have acquired 4 liquid vacuum systems, which employ maintenance-free liquid ring vacuum pumps to avoid any lapse in the efficiency of power consumption by equipment due to aging components. Furthermore, to increase production efficiency and reduce unnecessary energy consumption, one of our factories has purchased 3 cold compressors. Total energy consumption of water, electricity and coal has been reduced by approximately 24% after 2 of such cold compressors have been put into operation. We have set targets in energy conservation based on the total amount of annual energy consumption and assigned conservation tasks to departments, workshops and shift teams, introducing incentives as well as penalties in a rigorous move to demand fulfilment of designated annual conservation targets by all departments.

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，有工廠購置了3套冷壓機。其中2套開始使用後，已將其之水、電和煤的總能耗降低約24%。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，最終落實到每個班組，制定獎罰措施，嚴格要求各部門完成每年制定的節能量。

Water Resources

In connection with water consumption, the Company emphasises recycling, as well as the conservation of water resources. We have established environmental protection functional departments to carry out detailed management and supervision in respect of energy conservation, discharge reduction and recycling. A portion of the purified water and usable waste water discharged to the waste water treatment station is being recycled, while discharged water at the waste water treatment station is being reused in the recycling water system as replenishment after deep processing, with a view to recycling water resources and reducing the discharge of waste water.

The waste water generated from the water purification chamber is recycled as flushing water as well as cooling water for compressors. In FY2017, we achieved conservation of approximately 280,000 tonnes of water as a result of this measure. We have applied the technology for recycling waste water from wash water overflows in our production lines, which is estimated to reduce annual water consumption by approximately 40%. The standards for water consumption by production lines have also been adjusted based on relevant assessments and water consumption is predicted to reduce by 350,000 tonnes, and we aim to maintain this reduction in the future while studying the possibility of introducing more related technology to further reduce consumption. To meet relevant requirements for clean production, pneumatic pumps have been installed in the drainage pipes to direct waste water generated from steel board washing through the drainage pump to the water pool in the boiler room and the cooling tower. Monthly average water consumption has been reduced by 6% following the completion of this project.

In addition to assuring energy efficiency, the Company also seeks to maintain stability in the source and quality of water supply by sourcing from the government water supply system only. During the Reporting Period, the Company did not experience any problems in securing appropriate water sources.

Noise Management

In addition to compliance with current national and provincial regulations and standards on environmental protection, the Company 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. Meanwhile, covers have been added on outdoor wind turbines and power generators, together with the relevant shock absorbing measures to reduce noise pollution, in a bid to build the Company into a national benchmark enterprise that exceeds national standards in environmental protection.

水資源

用水方面，本公司同樣重視水資源的節約與回用。我們設立環境保護職能部門對節能減排、循環經濟工作進行細化管理及監督。我們將排至污水處理站的部分淨水及可用的污水進行回收再利用，並將污水處理站的外排水經深度處理後回用至循環水系統進行補水，以循環利用水資源及減排污水。

收集純水房產生的污水並回用於沖廁所及壓機冷卻用水，於2017年財政年度成功節省了約28萬噸水。我們亦採用水洗溢流廢水回收利用技術於生產線，估計每年可節水約40%。我們更對生產線用水標準進行評估，調整用水標準後，預計往後每年可節省用水35萬噸，且致力在日後維持該減水量，同時研究引入更多相關技術以進一步減少消耗的可能性。為達到清潔生產相關要求，我們更在排水管道加裝氣動泵，使洗鋼板的污水經過排水管泵到鍋爐房水池和冷卻塔，此項目完成後每月平均用水量減少6%。

除能源效益之外，本公司為保持穩定的水源及水質，一切用水均來自政府供水系統。於報告期間，本公司沒有發現求取適用水源的問題。

噪音管理

除了符合既有的國家及省級相關環保法規及標準外，本公司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，努力將本公司建成全國標杆企業。

Surroundings Environment

To enhance the quality of our environmental management, lawns have been planted in the surrounding areas of the plants, in order 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 at the factory grounds. Through the implementation of such measures, we hope to minimise the impacts on the surrounding trees and natural habitats.

周邊環境

為提高本公司的環境管理質素，我們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。我們希望透過這些措施對附近樹木及自然棲息地的影響減至最低。

SUPPLY CHAIN POLICY

Management Approach

As a responsible manufacturer, the Company has always been committed to establishing a positive and long-term relationship with suppliers and business partners. The products and services provided by suppliers have a direct impact on the products sold and services rendered by the Company. In this connection, we typically apply stringent requirements in respect of suppliers and the stability of supply chains. All suppliers of production materials must have passed our Company'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 ISO 9001, ISO 14001 and others), OHSAS 18001 (occupational health and safety assessment series 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 Company's requirements.

Supplier Management

During the Reporting Period, the Company had cooperated with approximately 1,083 suppliers, and incurred an aggregate expenditure of approximately RMB150 million on material procurement exclusive of investment in fixed assets. To support the development of local suppliers, almost all of the materials for the plants in Guangzhou and Kaiping are procured from local suppliers, while approximately 81% of the materials for the plants in Thailand are procured from local suppliers. During the Reporting Period, the Company spent approximately RMB140 million in total each month on local suppliers.

供應鏈政策

管理方針

作為一家負責任生產商，本公司一向致力於與供應商和業務合作夥伴建立積極和長期的關係。而供應商提供的產品和服務，對本公司出售的產品及給予的服務有直接影響。因此，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本公司合作前，必須通過我方公平嚴格的供應商評估。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ISO 9001、ISO 14001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，以確保供應商符合本公司要求。

供應商管理

於報告期間，與本公司合作的供應商總數約1,083家，物料採購總支出每月約人民幣一億五千萬，當中不含固定資產投入。為支持本地廠商發展，廣州和開平廠房的物料採購基本全是選用本地供應商，而泰國廠房約81%物料採購自本地供應商，報告期間本公司於本地供應商花費每月共約人民幣一億四千萬。

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

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及工程部工程師，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。

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 the suppliers who have complied with the Company's requirements will be admitted to the Company's list of qualified suppliers. The Company also monitors the quality of products provided by its suppliers on a continuous basis. To avoid compromising the quality and safety of the Company'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 an on-site examination of their quality management, environmental systems, production environment and social responsibility, in order to ensure the compliance of their products and services with quality requirements and the principle of sustainable development.

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。只有符合及通過本公司的各項規定之供應商方可錄入本公司的合資格供應商名單內。本公司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，以避免本公司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。

Besides the existing suppliers, the Company also screens new ones under stringent environmental and social criteria to ensure that procurement of materials and services rendered are in line with the Company's standards, while minimising the interruptions on the supply chain, surroundings and the society, thereby achieving sustainable operations. During FY2017, among the 131 new suppliers that passed the environmental and social assessment, 92 suppliers were selected by the Company for cooperation.

除了現有的供應商外，本公司亦採用嚴格的環境及社會標準去篩選新供應商，確保採購物料及服務不僅符合本公司標準，同時也對供應鏈、周邊環境及社會做出最少干擾，做到可持續營運。於二零一七年財政年度，通過環境及社會評估的131家新供應商中，當中92家供應商獲本公司選用。

PRODUCT RESPONSIBILITY

Management Approach

We have adopted a customer-centric principle with a primary focus on customer experience of products and after-sales services. In connection with this, we have established and implemented comprehensive procedures to manage customer communications, returned goods and customer complaints, and assigned dedicated staff to provide after-sales services and handle returned goods and customer complaints, so as to assure a timely response to the needs of our customers. Customer service personnel are required to retain all records of communications with customers to provide a reference to relevant staff for understanding the requirements and expectations of our customers, so that timely actions can be taken to assure a positive customer experience of our services. A customer complaint handling mechanism is in place to receive, analyse and study complaints, and make recommendations on remedies with the aim of improving service quality.

Product Safety and Quality

In connection with product quality, we have obtained ISO 9001:2008 and IATF 16949 quality system accreditations. The Company has formulated various quality standards and relevant guidebooks covering the entire business process from inspection of raw materials to packaging and delivery. Product quality control is performed by the quality inspection department in accordance with the relevant standards and guidebooks to ensure that our raw materials, semi-finished products and finished products are compliant with relevant quality standards. To prevent the circulation of sub-standard products and ensure consistency of product specifications with customers' requirements, we typically conduct a compliance check of each finished item prior to delivery. Through ongoing improvements and comprehensive quality management, we hope to attain our Company's objective of "doing it right at the first take".

We also arrange regular training and assessment for the staff of the quality inspection and production departments, in order to ensure that their knowledge and skills match with increasingly rigorous quality requirements, and thereby maintain our business performance and product quality. During the Reporting Period, a total of 8,245 employees were reviewed, including 4,727 male workers and 3,518 female workers.

During the Reporting Period, there was no record of, or demand for, product reclaim, and the Company undertakes to maintain our product quality at a sound and professional level on an ongoing concern to satisfy customer' needs.

產品責任

管理方針

我們的宗旨是以顧客為先，顧客的產品體驗及售後服務為我們的主要關注焦點之一。故此，我們編製及落實完善的顧客溝通管理、退貨處理及顧客投訴處理程序，並有專門人員負責客戶的售後服務，處理退貨及投訴等事宜，以保證及時回應客戶的需要。我們亦要求客戶服務員保留每次與顧客溝通的相關記錄，以方便各相關人員了解我們顧客的需求與期望，適時跟進，保證顧客有良好的服務體驗。本集團已設立客戶投訴處理機制，以接收、分析及研究有關投訴，並就改進措施提出建議藉以提升服務質量。

產品安全及質量

在產品質量方面，我們已通過質量體系認證ISO 9001：2008及IATF 16949。現時本公司已制定各種質量標準，從來料檢查到包裝出貨均有專門的質量標準指導書。供質檢部門作為產品質量監控的標準，以確保我們的原材料、半成品和成品符合質量標準。為禁止不合格品流出，以及確保產品規格與客戶要求一致，在每件成品出貨前，我們均會再次對產品質量進行稽查。我們希望通過持續改善及全面的品質管理，貫徹本公司「第一次就做好」的質量目標。

我們亦會安排質檢及生產部門的員工進行定期培訓及評估，以確保員工的知識和技能可符合不斷提高的質量要求，維持業務表現及產品質量。於報告期間接受檢核員工總數8,245，男員工佔4,727人，女員工佔3,518人。

於報告期間，本公司並沒有任何產品回收記錄或要求，並承諾會繼續維持良好專業的產品質量，滿足客戶要求。

Customer Satisfaction

Our sales team maintains regular contact with customers to make sure that they are satisfied with our products. We have set up a customer service hotline and e-mail for a timely response to customer complaints. We regularly analyse opinions and feedback from customers in cooperation with different departments to maintain satisfaction.

In the near future, we aim to establish a unified and real-time customer opinion collection system, in order to enable our swift response in a professional manner to any problem upon its occurrence.

Customer Privacy

The Company is also highly concerned with customer privacy. We require our staff to comply with the Company's internal rules and regulations on information protection and handle and store customer-related information with prudence and care. We have also implemented various computer controls to protect customer information in our computer systems. Such internal control measures are reviewed on a regular basis to ensure their effectiveness.

Legal Compliance

During FY2017, the Company was not aware of any material breach of laws and regulations pertaining to product and service quality, information, labelling, marketing communications and customer privacy that had a significant impact on the Company, and it will continue strict supervision over relevant day-to-day measures to eliminate such breaches.

客戶滿意度

我們的銷售團隊定期與客戶聯絡，確保他們對我們的產品滿意度。我們設立了客戶服務熱線和電子郵件，及時回應客戶投訴，以及定期與不同部門合作分析意見和反饋，維持滿意度。

在不久的將來，我們希望建立一個統一及實時的客戶意見收集系統，以使我們能夠在問題發生時迅速做出專業反應解決問題。

客戶私隱

本公司同樣關注客戶的私隱。我們要求員工遵守本公司內有關數據保護之規章制度，謹慎處理及存放與客戶有關的數據，同時設立各種電腦控制以保護系統內有關客戶的數據，並定期對有關內部控制進行覆核，確保其有效性。

合規合法

本公司於二零一七年財政年度並無發現與產品與服務的質量、資訊、標示，行銷傳播以及客戶私隱有關及對本公司有重大影響之法律及法規的重大違規事宜，並會繼續嚴密監管相關的日常措施，杜絕違規事件發生。

LOCAL COMMUNITY

Management Approach

In addition to our persistent efforts in corporate development, the Company is also committed to the undertaking of corporate social responsibility, the promotion of social harmony and the serving of the local communities and markets where our operating activities are conducted, thereby developing into a corporate citizen bearing social responsibilities. We consider community care and social contribution as core responsibilities that form part of the Company's long-term development, as we endeavour to continually improve our social responsibility management regime and help people in need with the relevant resources, through the concerted efforts of plants, families and the community. Over the years, participation in, and support to, local communities have been the driving forces of our corporate social responsibility work.

Community Investment

As one of the global leading manufacturers of backplane PCB, we do not believe that the Company causes any negative impacts on the local communities during our product manufacturing process and operations, but as a responsible manufacturer, we will continue to support our communities with economic assistance and create more value for those in need. During the Reporting Period, we focused on providing aid to underprivileged groups, and we paid visits to grassroots citizens during traditional festivals such as Chinese New Year, the Dragon Boat Festival and the Mid-Autumn Festival to show our care and concern. Members of the Company's management visited children of low-income or grassroots families in impoverished areas to bring them food, stationery and toys. Local kids are encouraged to overcome difficulties with a positive attitude and learn with diligent efforts so that they might become useful members of the community someday.

With the aim of maintaining our dedication to the community, we will continue to make more contributions to society through volunteering and visiting activities by our staff and management as well as money and material donations to the needy.

本地社區

管理方針

本公司一直在堅持企業發展的同時，承擔著企業的社會責任及促進社會和諧發展的使命，致力服務於我們營運活動所在的當地社區和市場，成為有社會責任的企業公民。我們把關愛社會、奉獻社會作為構成部分本公司長遠發展的核心責任，努力不斷完善社會責任管理機制，通過廠區、家庭、社會相結合，運用相關資源，幫助社會上有需要的群體。多年來，參與和支持當地社區已經是我們企業社會責任工作的動力。

社區投資

本公司作為全球背板印刷線路板的領先製造商之一，我們並不認為產品製作及營運對當地社區作出負面衝擊，但作為一家負責任的生產商，我們繼續為支持我們的社區提供經濟資助，為有需要的人創造更多價值。於報告期間，本公司盡力支援經濟環境較不理想的社會群體，分別在春節、端午節、中秋節等傳統節日前赴慰問基層群眾，為他們表達我們的關懷。本公司管理人員更曾前往貧困地區探訪低保戶與基層家庭小孩，並提供食品、文具及玩具等物資，並鼓勵當地學童正視困難，奮發圖強，以成為對社會有用之才為目標而努力學習，積極生活。

我們會繼續以保持我們對社區的付出為目標，不論是通過員工及管理人員的志願和探訪服務，還是為有需要的群眾捐贈金錢和物資，為社會做出更無私貢獻。

GRI APPENDIX

GRI附錄

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
General Disclosure 一般揭露		
102-14	Statement on the sustainability topics of the organisation and its sustainability strategies from the most senior decision-maker of the organisation. 組織最高決策者對於該組織的永續性議題，及其永續性策略的聲明。	"Chairman's Message" 「主席的話」
102-1	Name of the organisation 組織名稱	Elec & Eltek International Company Limited 依利安達集團有限公司
102-2	Description of activities of the organisation 對組織活動的描述	"About Elec & Eltek"–"Business" 「關於依利安達」–「業務」
102-3	Location of headquarters 組織總部的所在位置	"About Elec & Eltek"–"Business" 「關於依利安達」–「業務」
102-4	Location of operations 營運據點	"About Elec & Eltek"–"Business" 「關於依利安達」–「業務」
102-5	Nature of ownership and legal form 所有權的性質與法律形式	"About Elec & Eltek" 「關於依利安達」
102-6	Markets served 提供服務的市場	"About Elec & Eltek"–"Business" 「關於依利安達」–「業務」
102-7	Scale of the organisation 組織規模	"About Elec & Eltek"–"Business" 「關於依利安達」–「業務」
102-8	Information on employees and other workers 員工與其他工作者的資訊	"Talent Management"–"Staff Recruitment and Benefits" 「人才管理」–「員工招聘及福利」
102-9	Description of the supply chain of the organisation, including the major factors in connection with its activities, major brands, products and services 描述組織的供應鏈，包括與組織活動、主要品牌、產品以及服務相關的主要要素	"About Elec & Eltek"–"Business" 「關於依利安達」–「業務」
102-10	Significant changes to the organisation and its supply chain 組織與其供應鏈的重大改變	No significant changes 沒有重大改變

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
102-11	Precautionary principle or approach 預警原則或方針	"About Elec & Eltek"–"Corporate Governance" 「關於依利安達」–「企業管治」
102-12	Listing of the externally developed economic, environmental, and social charters, principles or other initiatives as signed and recognised by the organisation 列出經組織簽署認可，而由外部所制定的經濟、環境與社會規章、原則或其它倡議	"About Elec & Eltek"–"Corporate Governance" 「關於依利安達」–「企業管治」
102-13	Listing of the major memberships of the organisation in industrial or other public associations and national or international initiatives 列出組織參與產業或其它公協會和國家或國際性倡議組織的主要會員資格	CPCI/ECEA/EICC CPCI/ECEA／電子行業公民聯盟(EICC)
102-45	Entities included in the consolidated financial statements 合併財務報表中所包含的實體	Please see the 2017 annual report 請參閱2017年報
102-46	Defining report content and topic boundaries 界定報告書內容與主題邊界	"About This Report"–"Scope of Report" "Stakeholder Engagement"–"Materiality Assessment" 「關於本報告」–「報告範圍」 「持分者參與」–「重要性評估」
102-47	Listing of all material topics identified in defining report content 列出所有在界定報告書內容的過程中所鑑別的重大主題	"Stakeholder Engagement"–"Summary of Material Topics" 「持分者參與」–「重要議題摘要」
102-48	Effect of and reasons for any restatements of information provided in previous reports 對先前報告書中所賦予之任何資訊進行重編的影響及其原因	This Report is the first report based on GRI 本報告為第一份以GRI為根據的報告
102-49	Significant changes to the material topics and topic boundaries as compared to each of the previous reporting periods 與之前各個報導期間相比，重大主題和主題邊界的重大改變	This Report is the first report based on GRI 本報告為第一份以GRI為根據的報告
102-40	Listing of the organisations of stakeholders communicating with the organisation 列出組織進行溝通的利害關係人組織	"Stakeholder Engagement" 「持分者參與」
102-41	Percentage of the total number of staff included in the group contract 團體協約所涵蓋之總員工數百分比	"Talent Management"–"Staff Recruitment and Benefits" 「人才管理」–「員工招聘及福利」

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
102-42	Basis for identification and selection of stakeholder communication 鑑別與選擇與利害關係人溝通之基礎	"Stakeholder Engagement" 「持分者參與」
102-43	Approach to stakeholder communication 與利害關係人溝通的方針	"Stakeholder Engagement" 「持分者參與」
102-44	Key topics and concerns raised 提出之關鍵主題與關注事項	"Stakeholder Engagement" 「持分者參與」
102-50	Reporting period 報導期間	1 January to 31 December 2017 二零一七年一月一日至十二月三十一日
102-51	Date of most recent report 上一次報告書的日期	This Report is the first report based on GRI 本報告為第一份以GRI為根據的報告
102-52	Reporting cycle 報導週期	Each financial year 每財政年度
102-53	Contact point for questions regarding this Report or its contents 有關報告書或其內容問題的聯絡人	"About This Report"–"Scope of Report" 「關於本報告」–「報告範圍」
102-54	Claims of reporting in accordance with the GRI Standards 依循GRI準則報導的宣告	"About This Report"–"Scope of Report" 「關於本報告」–「報告範圍」
102-55	GRI content index GRI內容索引	"GRI Appendix" 「GRI附錄」
102-56	External assurance 外部保證／確信	"About This Report"–"Scope of Report" 「關於本報告」–「報告範圍」
102-18	Governance structure 治理結構	"About Elec & Eltek"–"Corporate Governance" 「關於依利安達」–「企業管治」
102-16	Description of values, principles, standards and norms of behaviour of the organisation 描述組織之價值、原則、標準和行為規範	"About Elec & Eltek"–"Objective, Mission and Belief" 「關於依利安達」–「目標、使命及信念」

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
Disclosure of Specific Topics **特定主題揭露**		
Economic Efficiency 經濟績效		
103-1/2/3	Management approach 管理方針	"About Elec & Eltek"–"Business" 「關於依利安達」–「業務」
201-1	Direct economic value generated and distributed by the organisation 組織所產生及分配的直接經濟價值	"About Elec & Eltek"–"Business" 「關於依利安達」–「業務」
201-3	Defined benefit plan obligations and other retirement plans 定義福利計劃義務與其它退休計劃	"Talent Management"–"Staff Recruitment and Benefits" 「人才管理」–「員工招聘及福利」
201-4	Financial assistance received from the government 取自政府之財務補助	"About Elec & Eltek"–"Corporate Governance" 「關於依利安達」–「企業管治」
Market Presence 市場地位		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
202-1	Ratios of standard entry level wage by gender compared to local minimum wage 不同性別的基層人員標準薪資與當地最低薪資的比率	"Talent Management"–"Staff Recruitment and Benefits" 「人才管理」–「員工招聘及福利」
202-2	Proportion of senior management hired from the local community 僱用當地居民為高階管理層的比例	"Talent Management"–"Staff Recruitment and Benefits" 「人才管理」–「員工招聘及福利」
Procurement Practices 採購實務		
103-1/2/3	Management approach 管理方針	"Supply Chain Policy"–"Management Approach" 「供應鏈政策」–「管理方針」
204-1	Proportion of spending on local suppliers 來自當地供應商的採購支出比例	"Supply Chain Policy"–"Supplier Management" 「供應鏈政策」–「供應商管理」

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
Materials 物料		
103-1/2/3	Management approach 管理方針	"The Environment and Natural Resources"– "Management Approach" 「環境及自然資源」–「管理方針」
301-1	Materials used by weight or volume (non-renewable/ renewable materials) 所用物料的重量或體積(不可再生物料／可再生物料)	"The Environment and Natural Resources"– "Consumption of Resources" 「環境及自然資源」–「資源使用」
301-2	Renewable materials used 使用的可再生物料	"The Environment and Natural Resources"– "Consumption of Resources" 「環境及自然資源」–「資源使用」
301-3	Reclaimed product and its packaging materials 回收產品及其包材	No reclaim of product 沒有回收產品
Energy 能源		
103-1/2/3	Management approach 管理方針	"The Environment and Natural Resources"– "Management Approach" 「環境及自然資源」–「管理方針」
302-1	Energy consumption within the organisation 組織內部的能源消耗量	"The Environment and Natural Resources"– "Consumption of Resources" 「環境及自然資源」–「資源使用」
302-3	Energy intensity 能源密集度	"The Environment and Natural Resources"– "Consumption of Resources" 「環境及自然資源」–「資源使用」
302-4	Reduction of energy consumption 減少能源消耗	This Report is the first report based on GRI 本報告為第一份以GRI為根據的報告
Water 水		
103-1/2/3	Management approach 管理方針	"The Environment and Natural Resources"– "Management Approach" 「環境及自然資源」–「管理方針」
303-1	Water withdrawal by source 依來源劃分的取水量	"The Environment and Natural Resources"– "Consumption of Resources" 「環境及自然資源」–「資源使用」

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
303-2	Water source significantly affected due to water withdrawal 因取水而受顯著影響的水源	"The Environment and Natural Resources"–"Water Resources" 「環境及自然資源」–「水資源」
303-3	Water recycled and reused (total volume and percentage of water recycled and reused) 回收及再利用的水(回收及再利用的總水量，百分比)	"The Environment and Natural Resources"–"Water Resources" 「環境及自然資源」–「水資源」
Biodiversity 生物多樣性		
103-1/2/3	Management approach 管理方針	"The Environment and Natural Resources"–"Management Approach" 「環境及自然資源」–「管理方針」
304-1	Operational sites owned, leased, managed in or adjacent to protected areas or areas of high biodiversity value outside protected areas 組織所擁有、租賃、管理的營運據點或其鄰近地區位於環境保護區或其它高生物多樣性價值的地區	"The Environment and Natural Resources"–"Surroundings" 「環境及自然資源」–「周邊環境」
304-2	Noticeable impacts of activities, products and services on biodiversity 活動、產品及服務，對生物多樣性方面的顯著衝擊	"The Environment and Natural Resources"–"Surroundings" 「環境及自然資源」–「周邊環境」
Emissions 排放		
103-1/2/3	Management approach 管理方針	"The Environment and Natural Resources"–"Management Approach" 「環境及自然資源」–「管理方針」
305-1	Direct (Scope 1) greenhouse gas emissions 直接(範疇一)溫室氣體排放	"The Environment and Natural Resources"–"Consumption of Resources" 「環境及自然資源」–「資源使用」
305-2	Energy indirect (Scope 2) greenhouse gas emissions 能源間接(範疇二)溫室氣體排放	"The Environment and Natural Resources"–"Consumption of Resources" 「環境及自然資源」–「資源使用」
305-4	Intensity of greenhouse gas emissions 溫室氣體排放密集度	"The Environment and Natural Resources"–"Carbon Emission" 「環境及自然資源」–「碳排放」
305-5	Reduction of greenhouse gas emissions 溫室氣體排放減量	This Report is the first report based on GRI 本報告為第一份以GRI為根據的報告

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
305-7	Nitrogen oxides (NOx), sulfur oxides (SOx), and other significant air emissions 氮氧化物(NOx)、硫氧化物(SOx)，及其它重大的氣體排放	"The Environment and Natural Resources"–"Air Emissions" 「環境及自然資源」–「大氣排放物」
Effluents and Wastes 廢污水和廢棄物		
103-1/2/3	Management approach 管理方針	"The Environment and Natural Resources"–"Management Approach" 「環境及自然資源」–「管理方針」
306-1	Water discharge by quality and destination 依水質及排放目的地所劃分的排放水量	"The Environment and Natural Resources"–"Water Resources" 「環境及自然資源」–「水資源」 "The Environment and Natural Resources"–"Waste Water Management" 「環境及自然資源」–「污水管理」
306-2	Waste by type and disposal method 按類別及處置方法劃分的廢棄物	"The Environment and Natural Resources"–"Waste Management" 「環境及自然資源」–「廢棄物管理」
306-3	Total number and volume of significant spills 嚴重洩漏總次數和總量	No spills 無洩漏事件
306-4	Total weight of shipped waste considered as hazardous under Appendices I, II, III and VIII to the Basel Convention (including shipped, imported, exported and treated hazardous waste) 依《巴塞爾公約》附錄I、II、III、VIII規定視之為有害的廢棄物運輸總重量(包括已運輸、已進口、已出口、已處理之有害廢棄物)	"The Environment and Natural Resources"–"Waste Management" 「環境及自然資源」–「廢棄物管理」
Environmental Compliance 有關環境保護的法規遵循		
103-1/2/3	Management approach 管理方針	"The Environment and Natural Resources"–"Management Approach" 「環境及自然資源」–「管理方針」
307-1	Breach of environmental protection regulations (total sum of material penalties, number of non-monetary penalties, and litigation initiated through dispute settlement mechanism) 違反環保法規(重大罰款的總金額，非金錢的處罰次數，透過爭議解決機制提起的訴訟)	No breach of environmental protection regulations 無違反環保法規

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
Supplier Environmental Assessment 供應商環境評估		
103-1/2/3	Management approach 管理方針	"Supply Chain Policy"–"Management Approach" 「供應鏈政策」–「管理方針」
308-1	New suppliers that were screened using environmental criteria (percentage) 採用環境標準篩選新供應商(百分比)	"Supply Chain Policy"–"Supplier Management" 「供應鏈政策」–「供應商管理」
Employment 僱傭關係		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
401-1	New employee hires and employee turnover 新進員工和離職員工	"Talent Management"–"Staff Recruitment and Benefits" 「人才管理」–「員工招聘及福利」
Occupational Health and Safety 職業安全衛生		
103-1/2/3	Management approach 管理方針	"Health and Safety"–"Management Approach" 「健康與安全」–「管理方針」
403-1	Workers representation in formal joint management worker – health and safety committees (percentage) 由勞資共同組成正式的安全衛生委員會中的工作者代表(百分比)	"Health and Safety"–"Management Approach" 「健康與安全」–「管理方針」
403-2	Types of injury and rates of injury, occupational diseases, lost days, and absenteeism, and number of work-related fatalities by region and gender 傷害類別，傷害、職業病、損工日數、缺勤等比率，以及因公死亡件數(地區，性別)	"Health and Safety"–"Staff Health" 「健康與安全」–「員工健康」
Training and Education 訓練與教育		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
404-1	Average hours of training per year per employee 每名員工每年接受訓練的平均時數	"Talent Management"–"Development and Training" 「人才管理」–「發展及培訓」

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
404-2	Programmes for upgrading employee skills and transition assistance 提升員工職能及過渡協助方案	"Talent Management"–"Development and Training" 「人才管理」–「發展及培訓」
404-3	Percentage of employees receiving regular performance and career development reviews 定期接受績效及職業發展檢核的員工百分比	"Product Responsibility"–"Product Safety and Quality" 「產品責任」–「產品安全及質量」
Diversity and Equal Opportunity 員工多元化與平等機會		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
405-1	Diversity of governance bodies and employees by gender, age group and other related diversity indicators 治理單位與員工的多元化(性別，年齡層，其它相關的多元化指標)	"Talent Management"–"Staff Recruitment and Benefits" 「人才管理」–「員工招聘及福利」
405-2	Ratio of basic salary and remuneration of women to men 女性對男性基本薪資加薪酬的比率	"Talent Management"–"Staff Recruitment and Benefits" 「人才管理」–「員工招聘及福利」
Non-discrimination 不歧視		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
406-1	Incidents of discrimination and corrective actions taken by the organisation 歧視事件以及組織採取的改善行動	"Talent Management"–"Equal Opportunities" 「人才管理」–「平等機會」
Child Labour 童工		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
408-1	Operations and suppliers at significant risk for incidents of child labour 營運據點和供應商使用童工之重大風險	"Talent Management"–"Labour Standards" 「人才管理」–「勞工準則」

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
Forced or Compulsory Labour 強迫或強制勞動		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
409-1	Operations and suppliers at significant risk for incidents of forced or compulsory labour 具強迫或強制勞動事件重大風險的營運據點和供應商	"Talent Management"–"Labour Standards" 「人才管理」–「勞工準則」
Security Practices 保全實務		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
410-1	Security personnel trained in human rights policies or procedures 保全人員接受人權政策或程序之訓練	"Talent Management"–"Development and Training" 「人才管理」–「發展及培訓」
Human Rights Assessment 人權評估		
103-1/2/3	Management approach 管理方針	"Talent Management"–"Management Approach" 「人才管理」–「管理方針」
412-2	Employee training on human rights policies or procedures (total training hours, percentage of trained employees) 人權政策或程序的員工訓練(總訓練時數，受訓百分比)	"Talent Management"–"Development and Training" 「人才管理」–「發展及培訓」
Local Community 當地社區		
103-1/2/3	Management approach 管理方針	"Local Community"–"Management Approach" 「本地社區」–「管理方針」
413-2	Operations having significant actual or potential negative impacts on the local communities 對當地社區具有顯著實際或潛在負面衝擊的營運活動	"Local Community"–"Community Investment" 「本地社區」–「社區投資」

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
Anti-corruption 反貪腐		
103-1/2/3	Management approach 管理方針	"About Elec & Eltek"–"Anti-corruption" 「關於依利安達」–「反貪污」
205-2	Communication and training on anti-corruption policies and procedures 有關反貪腐政策和程序的溝通及訓練	"About Elec & Eltek"–"Anti-corruption" 「關於依利安達」–「反貪污」
205-3	Confirmed incidents of corruption and actions taken 已確認的貪腐事件及採取的行動	"About Elec & Eltek"–"Anti-corruption" 「關於依利安達」–「反貪污」
Anti-competitive Behaviour 反競爭行為		
103-1/2/3	Management approach 管理方針	"About Elec & Eltek"–"Non-Compete Undertakings" 「關於依利安達」–「不競爭承諾」
206-1	Legal actions for anti-competitive behaviour, anti-trust, and monopoly practices 反競爭行為、反托拉斯和壟斷行為的法律行動	"About Elec & Eltek"–"Non-Compete Undertakings" 「關於依利安達」–「不競爭承諾」
Supplier Social Assessment 供應商社會評估		
103-1/2/3	Management approach 管理方針	"Supply Chain Policy"–"Management Approach" 「供應鏈政策」–「管理方針」
414-1	New suppliers that were screened using social criteria (percentage) 使用社會標準篩選之新供應商(百分比)	"Supply Chain Policy"–"Supplier Management" 「供應鏈政策」–「供應商管理」
Marketing and Labelling 行銷與標示		
103-1/2/3	Management approach 管理方針	"Product Responsibility"–"Management Approach" 「產品責任」–「管理方針」
417-2	Incidents of non-compliance concerning product and service information and labelling 未遵循產品與服務之資訊與標示相關法規的事件	"Product Responsibility"–"Legal Compliance" 「產品責任」–「合規合法」
417-3	Incidents of non-compliance concerning marketing communications 未遵循行銷傳播相關法規的事件	"Product Responsibility"–"Legal Compliance" 「產品責任」–「合規合法」

Items disclosed 揭露項目	Reporting requirements 報導要求	Related sections 相關部分
Customer Privacy 客戶私隱		
103-1/2/3	Management approach 管理方針	"Product Responsibility"–"Management Approach" 「產品責任」–「管理方針」
418-1	Substantiated complaints concerning breaches of customer privacy or losses of customer data 經證實侵犯客戶隱私或遺失客戶資料的投訴	"Product Responsibility"–"Customer Privacy" 「產品責任」–「客戶私隱」
Socioeconomic Compliance 社會經濟法規遵循		
103-1/2/3	Management approach 管理方針	"Product Responsibility"–"Management Approach" 「產品責任」–「管理方針」
419-1	Non-compliance with laws and regulations in the social and economic area (material penalties and non-monetary sanctions) 違反社會與經濟領域之法律和規定(重大罰款和非金錢制裁)	"Product Responsibility"–"Legal Compliance" 「產品責任」–「合規合法」



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