



李氏大藥廠

Lee's Pharmaceutical Holdings Limited

李氏大藥廠控股有限公司\*

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

(Stock Code 股份代號: 950)

# Environmental, Social and Governance Report

環境、社會及管治報告

# 2019



\* For identification purpose only  
僅供識別

# Environmental, Social and Governance Report 2019

## 二零一九年環境、社會及管治報告

Lee's Pharmaceutical Holdings Limited (the "Company", together with its subsidiaries, the "Group", Hong Kong Stock Code: 950) is committed to the long-term sustainability of its businesses and the communities with which it engages. The Group pursues this business approach by managing its businesses prudently and executing management decisions with due care and attention. In addition, the Group is committed to improving its environmental, social and governance ("ESG") performance by upholding good corporate governance standards, protecting the environment, engaging the community and promoting social integration.

This ESG report (the "Report") covers the Group's sustainability related policies, measures and performance on its businesses in the developing, manufacturing, sales and marketing of pharmaceutical products for the fiscal year ended 31 December 2019 (the "Reporting Period"), and the reporting boundary is limited to the Group's major operating locations such as mainland China and Hong Kong.

This Report explains how the Group complies with the "comply or explain" provisions of the Environmental, Social and Governance Reporting Guide in Appendix 27 to the Rules Governing the Listing of Securities (the "Listing Rules") on The Stock Exchange of Hong Kong Limited (the "Stock Exchange").

李氏大藥廠控股有限公司(「本公司」，連同其附屬公司，統稱「本集團」，香港股份代號：950)致力於業務及業務經營所在社區的長遠可持續發展。本集團所追求的經營方針是審慎管理業務，並盡責專注地執行管理決策。此外，本集團亦致力遵守良好的企業管治標準、保護環境、促進社區參與及宣揚社會融合，從而改善其環境、社會及管治績效。

本環境、社會及管治報告(「本報告」)涵蓋本集團截至二零一九年十二月三十一日止財政年度(「報告期間」)與其藥品開發、製造、銷售及推廣業務相關的可持續政策、措施及績效，報告範圍限於本集團的主要營運地點(如中國內地及香港)。

本報告闡釋本集團如何遵守香港聯合交易所有限公司(「聯交所」)證券上市規則(「上市規則」)附錄二十七《環境、社會及管治報告指引》所載的「不遵守就解釋」條文。

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The details of the Group's corporate governance issue have been set out in the annual report of the Group published on 17 April 2020 under the section headed "Corporate Governance Report". This Report highlights the Group's sustainability efforts in:

- Environmental aspects (emissions, use of resources, the environment and natural resources);
- Social aspects (employment, health and safety, development and training, labour standards, supply chain management, product responsibility, anti-corruption and community investment).

This Report has been reviewed and approved by the board of directors of the Company.

This Report is available and can be downloaded from the website of the Stock Exchange ([www.hkexnews.hk](http://www.hkexnews.hk)) and the website of the Company ([www.leespharm.com](http://www.leespharm.com)). In the meantime, your feedback regarding the review and its overall sustainability practices is welcomed. The Company's contact details are as follows:

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有關本集團企業管治方面的詳情已載於本集團於二零二零年四月十七日刊發的年報「企業管治報告」一節。本報告重點概述本集團就以下方面的可持續發展所作的努力：

- 環境層面(排放物、資源使用、環境及天然資源)；
- 社會層面(僱傭、健康與安全、發展及培訓、勞工準則、供應鏈管理、產品責任、反貪污以及社區投資)。

本報告已經由本公司董事會審閱及批准。

本報告可於聯交所網站([www.hkexnews.hk](http://www.hkexnews.hk))及本公司網站([www.leespharm.com](http://www.leespharm.com))查閱及下載。本集團亦歡迎閣下對回顧檢討及本集團整體可持續發展常規提出意見。本公司的聯絡資料詳列如下：

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## 二零一九年環境、社會及管治報告

### (A) ENVIRONMENTAL

### (A) 環境

#### A1: Emissions

#### A1 : 排放物

Emissions produced by the Group in the course of production and operation mainly include exhaust gas, greenhouse gas ("GHG") emissions, hazardous wastes and non-hazardous wastes, and the emissions have been summarised in the following table.

本集團在生產及營運過程中產生的排放物主要包括廢氣、溫室氣體排放、有害廢棄物及無害廢棄物，而有關排放情況概列於下表。

Types of Emissions 排放種類		Unit 單位	2019 二零一九年		2018 二零一八年	
			Amount 數量	Intensity* (Unit/ million HK\$) 密度* (單位/ 百萬港元)	Amount 數量	Intensity* (Unit/ million HK\$) 密度* (單位/ 百萬港元)
Exhaust gas 廢氣	Sulphur Oxide (SO <sub>x</sub> ) 硫氧化物 (SO <sub>x</sub> )	Kg 千克	1	0.0012	1	0.0012
	Nitrogen Oxide (NO <sub>x</sub> ) 氮氧化物 (NO <sub>x</sub> )	Kg 千克	2,709	2.2228	2,650	2.3295
	Particulate Matter (PM) 顆粒物 (PM)	Kg 千克	268	0.2196	262	0.2302
GHG emissions 溫室氣體排放	Direct emissions (Scope 1) 直接排放(範圍1)	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	3,444	2.8258	3,376	2.9672
	Energy indirect emissions (Scope 2) 能源間接排放(範圍2)	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	5,606	4.5988	4,592	4.0365
	Total GHG emissions (Scope 1 & 2) 溫室氣體排放總量(範圍1和2)	Tonnes CO <sub>2</sub> e 噸二氧化碳當量	9,050	7.4246	7,968	7.0037
Hazardous wastes 有害廢棄物	Wastewater 廢水	Tonnes 噸	90	0.0741	74	0.0653
	Solid waste 固體廢物	Tonnes 噸	17	0.0141	6	0.0051
Non-hazardous wastes 無害廢棄物	Wastewater 廢水	Tonnes 噸	17,271	14.1691	47,438	41.6992
	Solid waste 固體廢物	Tonnes 噸	27	0.0217	20	0.0176

\* The calculation for intensity is the emissions amount divided by revenue in the Group's Reporting Period.

\* 密度是按排放量除以本集團於報告期間的收入計算。

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The Group has established and implemented corresponding procedures and guidelines to pursue its objectives to reduce emissions, and to ensure the full compliance with relevant laws and regulations such as the Environmental Protection Law of the People's Republic of China (《中華人民共和國環境保護法》).

In addition, the Group regularly circulates environmental protection news, such as energy saving tips, via email to raise awareness of employees and encourages them to save electricity, water and paper. The Group believes that due performance of environmental responsibility will improve the utilisation of resources and will enhance the efficiency of the Group.

### Exhaust gas and GHG emissions

It is the Group's environmental policy to reduce the impact of exhaust gas and GHG emissions on the environment through measures such as controlling the Group's energy consumption. The Group was not subject to any major penalties or non-monetary sanctions for non-compliance therewith relating to emissions during the Reporting Period.

### Solid wastes

The hazardous solid waste generated is mainly the medical waste produced during the production process. The Group has hired professional environmental protection companies for the collection and disposal of medical waste. The non-hazardous solid waste generated includes non-hazardous industrial solid wastes and domestic solid wastes and will be treated in an environmentally responsible manner. The non-hazardous solid wastes will be collected and categorised, and recyclable solid waste will be sold to the recycling station. The remaining non-recyclable non-hazardous solid waste will be handled by local sanitation department for disposal at landfill or at incinerator.

本集團已制定及推行相應程序及指引以達致減排的目標，並確保全面遵守相關法律法規，如《中華人民共和國環境保護法》。

本集團亦定期透過電郵傳閱有關環保的新聞資訊(例如節能小知識)，藉以提高僱員的環保意識，並鼓勵僱員節省用電、用水及用紙。本集團相信，妥善履行環境責任將更有效善用資源，並提升本集團的效率。

### 廢氣和溫室氣體排放

本集團的環境政策是通過控制本集團耗能等措施，減少廢氣和溫室氣體排放對環境的影響。於報告期間，本集團並無因為排放方面不合規而被處以任何重大懲罰或非金錢制裁。

### 固體廢物

產生的有害固體廢物主要是生產過程中產生的醫療廢物。本集團已聘用專業環保公司收集及處置醫療廢物。產生的無害固體廢物包括無害的工業固體廢物和生活上的固體廢物，並將以對環境負責的方式處理。無害固體廢物會經收集和分類，而可回收固體廢物則出售予回收站。剩餘的不可回收無害固體廢物將由地方衛生部門處理，以運往堆填區或焚化爐處理。

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### Wastewater

The Group's manufacturing facilities have installed a wastewater treatment system and wastewater will be treated to meet discharge standard before being discharged to the sewage network.

### 廢水

本集團的生產設施已安裝廢水處理系統，廢水先經處理至符合排放標準後，才會排放至污水網絡。

### A2: Use of Resources

Resources used by the Group in the course of production and operation mainly include energy, water, paper and packaging materials, and the consumptions have been summarised in the following table.

### A2: 資源使用

本集團在生產及營運過程中使用的資源主要包括能源、水、紙張及包裝材料，而有關消耗情況概列於下表。

Types of Resources 資源種類		Unit 單位	2019 二零一九年		2018 二零一八年	
			Amount 數量	Intensity* (Unit/ million HK\$) 密度* (單位/ 百萬港元)	Amount 數量	Intensity* (Unit/ million HK\$) 密度* (單位/ 百萬港元)
Energy 能源	Electricity 電力	kWh 千瓦時	8,897,662	7,299.6695	7,288,903	6,407.1171
	Gasoline 汽油	Litres 升	34,661	28.4363	28,803	25.3187
	Diesel 柴油	Litres 升	56,839	46.6312	55,717	48.9763
	Natural gas 天然氣	M <sup>3</sup> 立方米	331,123	271.6543	259,207	227.8490
Water 水	Water 水	Tonnes 噸	101,749	83.4752	129,576	113.9004
Paper 紙張	Paper 紙張	Tonnes 噸	19	0.0154	15	0.0130
Packaging materials 包裝材料	By plastic 塑料	Tonnes 噸	14	0.0115	11	0.0101
	By glass 玻璃	Tonnes 噸	104	0.0857	85	0.0744
	By aluminium 鋁	Tonnes 噸	28	0.0233	19	0.0163
	By paper 紙張	Tonnes 噸	118	0.0969	84	0.0737

\* The calculation for intensity is the resources consumption amount divided by revenue in the Group's Reporting Period.

\* 密度是按資源消耗量除以本集團於報告期間的收入計算。

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The Group has established relevant guidelines to improve the efficiency in energy, water and other raw materials consumption. In the production sites, the Group strives to lower the energy cost and improve the throughput yield by enhancing the efficiency of its manufacturing facilities via various measures such as the conducting routine maintenance. In the daily operations, the Group adopted various measures to improve the conservation of electricity and water, the consumption of paper, and encourage energy savings, such as encouraging the concept of paperless office, choosing double-sided printing and reusing used-paper; minimising electricity consumption in the office area by turning off electronic equipment instead of standby mode; placing “saving water resource” signs in prominent places; conducting regular maintenance on the water supply system; and maximising the use of telephone and video conferences system to reduce staff’s business trips.

本集團已制定相關指引以提升能源、水及其他原材料的消耗效益。本集團透過不同措施，例如例行維修，提升製造設施的效能，致力降低生產基地的能源成本及提高產出量。本集團在日常運作中已採納多項措施，以促進節約用電、用水及用紙並鼓勵節能，例如提倡無紙辦公室概念、選擇雙面列印及重用紙張；關掉電子設備而非選擇待機模式以盡量節省辦公室用電；在當眼位置張貼「節約水資源」的標示；定期維護供水系統；以及盡量使用電話及視像會議系統以減少員工出差次數。

### **A3: The Environment and Natural Resources**

The main environmental impacts of the Group’s production and operation are the direct and indirect GHG emissions from the production line and the use of electricity. The implementation of environmental protection procedures is in line with the Group’s objectives as the savings in energy, water and other raw materials are not just environmentally friendly but also bring in cost-savings. The Group firmly believes that these will facilitate the sustainability of both environment and the business of the Group. Save as otherwise disclosed in this Report, the Group’s operating activities have no significant impact on the environment and natural resources.

### **A3 :環境及天然資源**

本集團生產及營運的主要環境影響為來自生產線及用電的直接及間接溫室氣體排放。實行環保程序切合本集團的目標，原因是節約能源、用水及其他原材料不僅環保，亦能減省成本。本集團深信此等舉措將有助環境及本集團業務共同可持續發展。除本報告另行披露者外，本集團的營運活動對環境及天然資源並無造成嚴重影響。



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### **(B) SOCIAL**

### **(B) 社會**

#### ***B1: Employment***

#### ***B1 : 僱傭***

As at 31 December 2019, the Group had 1,308 employees working in Hong Kong and mainland China. The Group's emolument policies are formulated on the performance of individual employees and on the basis of the trends of salaries in various regions, which will be reviewed regularly. Apart from provident fund scheme, retirement benefits scheme and medical insurance, share options and bonus may also award to employees according to the assessment of individual performance. The Group reviews the working hours, paid annual leaves and paid sick leaves, and other employment practices on a regular basis to ensure the compliance with up-to-date labour laws and regulations.

於二零一九年十二月三十一日，本集團於香港及中國內地的僱員人數為1,308人。本集團的酬金政策是按個別僱員的表現及基於不同地區的薪金趨勢而定，並會作定期檢討。除公積金計劃、退休福利計劃及醫療保險外，本集團亦會根據個人表現評估向僱員授出購股權及花紅。本集團會定期檢討工時、有薪年假、有薪病假及其他招聘慣例，確保遵守最新勞工法律法規。

People with different genders, races or disabilities shall have equal opportunities. The Group adopts non-discriminatory hiring and employment practices and strictly prohibits discrimination of any kind.

不同性別和種族的人士及殘疾人士均應享有平等機會。本集團在招聘及僱傭方面採用不歧視守則，並嚴禁任何形式的歧視行為。

The Group was not aware of any material breach of labour laws and regulations during the Reporting Period.

於報告期間內，本集團並無發現嚴重違反任何勞工法律法規的情況。

#### ***B2: Health and Safety***

#### ***B2 : 健康與安全***

The Group devotes to create a safe and healthy workplace for its employees to protect them from work-related accidents and injuries. The Group pledges full compliance with relevant occupational health and safety legislations of Hong Kong and mainland China. Suitable insurance schemes which cover medical treatments and accidents have been provided to its staff members.

本集團致力為僱員提供安全健康的工作場所，避免因工發生意外及受傷。本集團承諾全面遵守香港及中國內地的相關職業健康與安全法例。本集團亦已為員工投購涵蓋醫療及意外的合適保險計劃。

The Group was not aware of any material non-compliance of applicable occupational health and safety laws and regulations during the Reporting Period.

於報告期間內，本集團並無發現嚴重違反任何適用職業健康與安全法律法規的情況。



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### **B3: Development and Training**

The Group regularly updates the directors of the Company on the latest development regarding the Listing Rules and other applicable legal and regulatory requirements regarding subjects necessary in the discharge of their duties. In addition, the Group encourages the directors of the Company to attend training courses or via online aids or reading relevant materials on the latest development of applicable laws, rules and regulations so that they can continuously update and further enhance their knowledge and skills. Furthermore, the secretary of the Company has taken not less than 15 hours of professional training to update his skills and knowledge for compliance purpose.

The Group hires external training providers to conduct on-site or off-site training courses for the staff members of various departments such as sales and marketing, accounting and finance, and human resources. The Group also encourages its staff members to pursue various external study courses or various qualification examinations for continuing self-development.

### **B4: Labour Standards**

The Group implements its labour standards as well as the recruitment processes in strict compliance with relevant legal and regulatory requirements in respective territories, and strictly prohibits child labour or forced labour for any position of the Group.

The Group was not aware of any material non-compliance of relevant child and forced labour laws and regulations during the Reporting Period.

### **B3 : 發展及培訓**

本集團定期向本公司董事提供最新資訊，告知彼等上市規則的最新發展以及與履行職務所需事項有關的其他適用法律及監管規定。此外，本集團鼓勵本公司董事出席有關適用法律、規則及法規最新發展的培訓課程，或參考網上資源，或閱讀相關資料，使彼等可持續吸收最新資訊以及進一步充實知識及提升技能。此外，本公司秘書已遵照規定，為更新技能及知識接受不少於15小時的專業培訓。

本集團聘請外部培訓公司為銷售及市場推廣、會計及財務以及人力資源等多個部門的員工舉辦現場或場外培訓課程。本集團亦鼓勵員工參加不同的外部研習課程或不同的資格試，持續自我增值。

### **B4 : 勞工準則**

本集團實施本身的勞工準則及招聘程序，嚴格遵守有關地區的相關法律及監管規定，而本集團的所有職位亦嚴禁僱用童工或強制勞工。

於報告期間內，本集團並無發現嚴重違反任何相關童工及強制勞工法律法規的情況。

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### **B5: Supply Chain Management**

Pharmaceutical industry is a highly regulated business and the procurement of each of the licensed-in pharmaceutical products or each of the key raw materials for proprietary products manufacturing are unique and may not have alternative suppliers, as a result, the Group implements stringent due diligence measures during business partners screening process. Cost is one of the key parts in the selection processes but, nevertheless, the Group also considers other factors such as quality control, the compliance of local laws, rules and regulations, as well as their performance on corporate social responsibility.

Overall, the Group aims to maintain long-term cooperative relationships with its suppliers, service providers and business partners, and encourages them to maintain a high standard of business ethics and conduct.

### **B6: Product Responsibility**

The Group has maintained a comprehensive quality management system, from drug development, clinical trial, drug production to product commercialisation. The Group strictly complies the laws, rules and regulations of relevant territories related to quality assurance and product safety such as the Drug Administration Law of the People's Republic of China and Good Manufacturing Practice of National Medical Products Administration.

The Group demands the labelling of the products and the content of all publicity means must reflect the actual conditions of the products. The Group respects and safeguards data privacy, both personal and business, of its employees, suppliers, business partners and customers. The Group has maintained complete record on the purchasing and selling of drugs and the traceability of drugs has established an effective recall mechanism therefor when needed.

### **B5: 供應鏈管理**

醫藥行業是受到嚴格規管的業務，且各種引進藥品或製造專利產品所用的各種主要原材料的採購渠道均是獨一無二，未必存在替代供應商。因此，本集團於篩選業務合作夥伴時會採取嚴格的盡職調查措施。成本是遴選過程中的重要環節之一，但本集團亦會考慮其他因素，例如質量控制、有否遵守當地法律、規則及法規，以及候選業務合作夥伴在企業社會責任方面的績效。

整體而言，本集團旨在與供應商、服務供應商及業務合作夥伴維持長期合作關係，並鼓勵彼等維持高標準的商業道德和操守。

### **B6: 產品責任**

本集團設有全面的質量管理系統，涵蓋藥品開發、臨床測試、藥品生產以至產品商業化多個環節。本集團嚴格遵守有關地區的質量保證及產品安全法律、規則及法規，如《中華人民共和國藥品管理法》及國家藥品監督管理局良好生產規範。

本集團要求產品標籤及所有宣傳品的內容均須反映產品的實際情況。本集團尊重並保障僱員、供應商、業務合作夥伴及客戶的個人及商業資料私隱。本集團已就買賣藥品保存完整紀錄，並為藥品追蹤建立有效的召回機制，以備不時之需。

# Environmental, Social and Governance Report 2019

## 二零一九年環境、社會及管治報告

### **B7: Anti-corruption**

The Group highly values honesty and integrity. All employees, including the management, are required to strictly adhere to the internal policy, rules and regulations on anti-corruption. The Group requires all of its distributors to sign anti-bribery agreements when they enter into distributor agreements therewith. In addition, the Group also requests its suppliers and business partners to observe the same ethical standards to minimise the possibility of bribery, extortion, fraud and money laundering. The contravened parties will be terminated in case of any breach of policy, rules and regulations identified with solid evidence.

A whistleblowing policy is in place to facilitate reporting of employees' misconduct. Staff or non-staff can communicate with the audit committee members via email for the matters relating to inappropriate and unlawful behaviour or organisational malpractice on confidential and anonymous bases.

The Group was not aware of any material breach of laws and regulations pertaining to the prevention of bribery, blackmailing, fraud and money-laundering during the Reporting Period.

### **B8: Community Investment**

The Group believes that corporate responsibility is a fundamental part of the business and the needs of the communities should be taken into account. During the Reporting Period, the Group made charitable donations to Lee's Pharmaceutical – Kanya Lee Scholarship Limited to support education. The Group cares about the community and encourages its employees to participate in charity events to help people in need.

### **B7: 反貪污**

本集團非常重視誠信和廉潔。包括管理層在內的所有僱員均須恪守有關反貪污的內部政策、規則及規例。本集團要求所有分銷商於與本集團訂立分銷商協議時簽署反賄賂協議。此外，本集團亦要求供應商及業務合作夥伴遵守同一道德標準，從而盡量減低發生賄賂、敲詐、欺詐及洗黑錢的可能。倘被發現違反任何政策、規則及規例並有確實證據，違規一方將被終止協議。

本集團訂有舉報政策以便舉報僱員的不當行為。員工及非員工均可透過電郵以保密及匿名方式，就涉及不當及非法行為或有組織舞弊行為的事宜與審核委員會成員溝通。

於報告期間內，本集團並無發現嚴重違反任何與防止賄賂、勒索、欺詐及洗黑錢有關的法律法規的情況。

### **B8: 社區投資**

本集團相信，企業責任是業務的根基，應顧及社區需要。於報告期間內，本集團曾向李氏大藥廠－李杜靜芳獎學金有限公司作出慈善捐贈，支持教育工作。本集團關心社區，鼓勵僱員參與慈善活動，幫助有需要人士。



LEE'S PHARM.

李氏大藥廠