

信譽至上，義氣爭榮，
自強不息，善待天下。



2020
Environmental, Social and
Governance Report
環境、社會及管治報告



信義玻璃控股有限公司

XINYI GLASS HOLDINGS LIMITED Since 1988

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立的有限公司)

Stock Code 股份代號 : 00868



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OVERVIEW

This report is the fifth Environmental, Social and Governance Report (the “**Report**”) by the Xinyi Glass Holdings Limited (hereinafter refer to as “**Xinyi Glass**” or the “**Group**”) (SEHK Stock Code: 00868) for external publication, disclosing the Group’s performance in environmental, social responsibility and corporate governance under the principles of quantification, balance and consistency. In this Report, the Group has complied with the disclosure requirement of the “comply or explain” provisions set out in the ESG Reporting Guide. This Report should be read in conjunction with the Annual Report 2020 of Xinyi Glass. This Report is published in two languages, Chinese and English. In case of discrepancy between the two versions, the Chinese version shall prevail.

BASIS OF PREPARATION

This Report is prepared in accordance with the Environmental, Social and Governance Reporting Guide (the “**ESG Reporting Guide**”), Appendix 27 to the Rules Governing the Listing of Securities of the Stock Exchange of Hong Kong Limited (the “**SEHK**”). As the Group has reclassified the semi-finished large sheet low emission coating glass (“**Low-E glass**”) business from architectural glass segment to float glass segment in this year’s annual report, the relevant figures set out in this Report are also subject to adjustment.

REPORTING SCOPE

The Report mainly describes the production and business of Xinyi Glass in Greater China region and Malaysia from 1 January 2020 to 31 December 2020, covering the production and sales business of glass owned by Xinyi Glass and its subsidiaries. The data and contents of the Report do not include Xinyi Solar Holdings Limited (SEHK Stock Code: 00968), Xinyi Energy Holdings Limited (SEHK Stock Code: 03868) and Xinyi Electric Storage Holdings Limited (SEHK Stock Code: 08328).

概覽

本報告為信義玻璃控股有限公司(以下簡稱「**信義玻璃**」、「**集團**」)(聯交所代號：00868)第五份對外公開發佈的《環境、社會及管治報告》(「**本報告**」)，以量化、平衡及一致性的原則披露本集團在環境、社會責任及企業管治方面的表現。報告中，集團已遵守ESG報告指引所載「不遵守就解釋」條文的披露要求。建議本報告連同信義玻璃2020年年報一併閱覽。本報告以中、英文兩種文字出版，若兩種版本出現差異，請按中文版解讀。

編製依據

本報告按照香港聯合交易所有限公司(「**香港聯交所**」)的證券上市規則附錄二十七《環境、社會及管治報告指引》(「**ESG報告指引**」)編寫。由於本年度的年報將半成品大板低輻射鍍膜玻璃(「**低輻射玻璃**」)業務由建築玻璃分部重新劃分為浮法玻璃分部，故本報告的相關數據亦會有所調整。

報告範圍

主要描述由2020年1月1日至2020年12月31日為止，信義玻璃於大中華地區及馬來西亞的生產及業務為主，涵蓋信義玻璃及其附屬公司所擁有的玻璃生產及銷售業務。報告的數據及內容並不包括信義光能控股有限公司(聯交所代號：00968)、信義能源控股有限公司(聯交所代號：03868)及信義儲電控股有限公司(聯交所代號：08328)。

CONFIRMATION AND APPROVAL

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

DATA SOURCES AND RELIABILITY STATEMENT

The data used in the Report are obtained from the Group's internal statistics and reports, and the Board is responsible for the truthfulness, accuracy and completeness of the contents of the Report.

Annual Report 2020 and this Report adopt a paperless principle, and the electronic versions of all reports are available on the Group's website (<http://www.xinyiglass.com>) and the SEHK website (<http://www.hkexnews.hk>).

If you have any inquiries or suggestions regarding the contents of this Report, please communicate with us. Our contact details are as follows:

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確認並批准

本報告已經過本公司董事及管理層審批。

數據源及可靠性聲明

報告中所使用的數據均來自本集團內部統計及報告，董事會對報告內容的真實性、準確性和完整性負責。

2020年年報及本報告已實行無紙化，所有報告的電子版本均可在集團網站 (<http://www.xinyiglass.com>) 及香港聯交所網站 (<http://www.hkexnews.hk>) 查閱。

對本報告的內容如有任何疑問或建議，歡迎與集團溝通。我們的聯繫方式如下：

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MEETING THE CHALLENGES IN SOLIDARITY

- To all members of Xinyi Glass

Warm greetings to all of you!

After 32 years of thick and thin, Xinyi Glass has grown from automobile glass developer to one of the world's largest integrated glass manufacturers and become a trustworthy partner of our customers. At the beginning of the year, the sudden outbreak of the pandemic caught many off guard. Under the proper and strong leadership of the party and the state, all citizens joined hands to fight against the pandemic in unity. With the lifting of the lockdown in Wuhan on 8 April, China gained its first victory in the battle against the pandemic. However, as the worldwide spread of the pandemic continued, the global economy was confronted with unprecedented shock, posing enormous economic challenges to various industries. Being an enterprise with globalised business operation, Xinyi Glass regarded the survival in the pandemic crisis as its top priority.

BEARING RESPONSIBILITY IN CRISIS. At the early stage of the pandemic outbreak, Xinyi Glass responded swiftly by establishing an emergency management group and initiated Level 1 response to material public health emergencies. The management committee of Xinyi Glass convened several meetings on the action plan of pandemic prevention and control in line with national spirit, aiming at implementing comprehensive and effective anti-pandemic measures. All members of Xinyi Glass made proactive and concerted efforts in pandemic prevention and control. Whilst providing sufficient masks and other anti-pandemic articles to the employees, the Company also assumed its corporate social responsibilities by, as far as it could, donating money and supplies to infected areas and providing anti-pandemic supplies in urgent need to domestic and international customers.

SHOULDERING OBLIGATION AMID CHALLENGES. In face of the severe challenges brought by the pandemic, the production lines of all industrial parks of Xinyi Glass continued to maintain stable production, while frontline production workers overcame difficulties and remained dedicated to their job. The Company sought to sharpen its survival and competitive edges by enhancing internal management, modifying equipment and constantly optimising craftsmanship. Meanwhile, the procurement department and sales department employed extensive innovative ways to maintain and strengthen close communication with partners. I hereby express my best wishes that all members of Xinyi Glass and their family stay healthy and well protected during the pandemic. We require our management to take the lead in shouldering responsibility and further explore in operation management to reduce costs, enhance efficiency and improve risk-resistant capacity.

During the global financial crisis in 2008, Xinyi Glass made the promise of "no lay-offs and no wage cut". Despite the unprecedented economic shock of the pandemic, I, on behalf of the management committee of Xinyi Glass, promise "no lay-offs, no wage cut, anti-cyclical wage increase, better employee welfare and staff care". All members of Xinyi Glass should remain highly alert and be prepared for the prolonged battle against the pandemic. Not only are we determined to win this battle, we also strive to capture the opportunities emerging in the crisis so as to create a prosperous future and higher yield for Xinyi Glass. Meanwhile, I encourage all to strengthen physical training for a healthy body and uphold integrity for a wonderful life. I sincerely hope that all members can remain dedicated to their job and over difficulties in solidarity.

Finally, I wish you all good health and much success in your work.



Tan Sri Datuk TUNG Ching Sai
Executive Director and Chief Executive Officer
Xinyi Glass

16 April 2020

風雨同舟，休戚與共

— 致信義玻璃全體同仁

信義玻璃全體同仁：大家好！

歷經32年的風雨歷程，信義玻璃從汽車玻璃發展為全球最大的綜合玻璃製造商之一，成長為客戶值得信任的合作夥伴，今年年初，一場突如其來的疫情讓所有人始料不及。在黨和國家正確有力的領導下，全民參與，上下齊心。隨著4月8號武漢「解封」，中國國內的戰「疫」已取得第一階段成果。然而，疫情在全球持續大面積蔓延，全球經濟正遭受史無前例的衝擊，各行各業經濟正面臨嚴峻挑戰。信義玻璃作為一家業務全球化的企業，如何在這場全球戰「疫」中「活下去」，在危機中求生存是擺在我們面前的首要任務。

危難見責任。疫情突發初期，信義玻璃快速響應，並成立應急管理小組，啟動重大突發公共衛生事件一級響應。信義玻璃管委會多次按照國家精神召開防控部署會議，全力做好疫情防控工作。信義玻璃全體同仁積極應戰、配合防控。公司在為員工提供充足的口罩和防疫用品的同時，也在力所能及的範圍內，向重大疫情災區捐款捐物，為國內、國際客戶送去了急需的防疫物資，主動承擔大企業的社會責任。

挑戰顯擔當。面對疫情帶來的挑戰，信義玻璃各工業園生產線保持持續穩定生產，生產一線員工克服困難默默堅守崗位；企業內部管理「修煉內功」，設備改造和工藝持續提升優化，提高生存和競爭力，採購部門、銷售部門採用各種創新方式保持並加強與合作夥伴的密切溝通。在此，我希望每一位信義玻璃同仁要做好自己和家人的防疫保護措施，要求我們的管理幹部繼續發揮表率作用，勇於擔當，在經營管理中深度挖潛，降本增效，提升抗風險能力，保持「守土有責、守土盡責」的責任擔當。

2008年面對全球金融危機，信義玻璃做出了「不裁員、不降薪」的承諾。此次疫情對經濟的衝擊前所未有，但我依然代表信義玻璃管委會鄭重承諾，「不裁員，不降薪，還將逆勢漲薪，進一步提升員工福利，關愛員工」。在此，要求信義玻璃全體同仁保持高度的認識，並做好打持久戰的充分準備，我們不僅要打贏這場防疫戰，而且要抓住機會，化危機為機遇，讓信義玻璃未來綻放更堅韌的生命力，開啟信義發展新篇章！同時，我鼓勵大家加強體育鍛鍊，提高身體素質；提倡廉潔從業，追求美好人生。我真誠的希望各位能堅守崗位，風雨同舟、休戚與共！

最後祝各位：身體健康，工作順利！



信義玻璃
執行董事兼行政總裁
董清世

2020年4月16日



ABOUT THE COMPANY

Xinyi Glass Holdings Limited, one of the major leading manufacturers in the global glass supply chain, was founded in 1988 and listed on the main board of the SEHK on 3 February 2005 (SEHK Stock Code: 00868). The Company provides a wide range of products, covering the fields of high-quality float glass, automobile glass, energy-saving architectural glass, etc. Currently, the share of Xinyi Glass is a constituent stock of the Hang Seng Composite Index, the Hang Seng Composite MidCap Index, the Hang Seng High Dividend Yield Index and the Hang Seng Composite Industry Index – Industrials, etc. (Please refer to p.[9-10] for the details of the relevant indexes). Apart from the overseas production base in Malaysia, the Xinyi Glass' nine existing industrial parks in China-Dongguan, Shenzhen, Jiangmen, Wuhu, Tianjin, Yingkou, Deyang, Beihai and Zhangjiagang have already covered the most economically active areas, including the Greater Bay Area, Yangtze River Delta Region, Beijing-Hebei-Tianjin Region, Bohai Economic Rim and Western Chengdu-Chongqing Economic Zone. Those bases occupy a total gross floor area of approximately 6.9 million square meters with approximately 14,000 existing employees.

As a global leading manufacturer of high-quality float glass, Xinyi Glass is currently ranked the first in Asia in terms of daily melting capacity as of 31 December 2020. Xinyi Glass has a long-term commitment to the research and development of high-tech and environmentally friendly energy-saving products. The Company is one of the very few manufacturers in the industry that could make a major breakthrough in the production technology for the ultra-thin and ultra-thick high-end float glass, with a range from 0.3mm to 25.0mm thickness. To satisfy the individual needs of domestic and overseas customers as well as from the fields of automobile glass and energy-saving architectural glass, apart from the clear glass under regular production, various specially colored series of glass in ultra-clear, green, gray, brown and blue, etc. are produced. Relying on the advanced production technology and excellent supporting management, Xinyi Glass has formed a lateral chain of integrated production and sales from the raw materials to the high-quality float glass production and the downstream processing of the glass products. This effectively reduces the production and logistics costs, improves efficiency and achieves the scale advantages.

公司簡介

信義玻璃控股有限公司創建於1988年，2005年2月3日在香港聯交所主板上市(聯交所代號：00868)，是全球玻璃產業鏈的主要領先製造商之一。產品涵蓋優質浮法玻璃、汽車玻璃、節能建築玻璃產品等領域。目前，信義玻璃股份為恒生綜合指數、恒生綜合中型股指數、恒生高股息率指數及恒生綜合行業指數－工業(相關指數詳情可參考第[9-10]頁)等等。除了國外的馬來西亞生產基地，現時於中國內九大工業園－東莞、深圳、江門、蕪湖、天津、營口、德陽、北海和張家港，已覆蓋經濟最活躍的大灣區、長三角、京津冀、環渤海經濟區及西部成渝經濟帶，總佔地面積接近690萬平方米，現有員工約1.4萬人。

信義玻璃是國際領先的優質浮法玻璃生產商，截至2020年12月31日，按日熔量為亞洲排名第一。信義玻璃長期致力於高科技和環保節能產品的研發，是行業極少數能掌握0.3mm至25.0mm厚度的超薄和超厚等高端浮法玻璃生產技術的廠家之一，除常年生產的白玻外並生產超白玻、綠玻、灰玻、茶玻和藍玻等系列的特殊顏色玻璃，滿足了汽車玻璃、節能建築玻璃領域及國內外客戶的個性化需求。依靠先進的生產技術和卓越的配套管理，信義玻璃已形成從原料到優質浮法玻璃及下游深加工玻璃產品的一體化生產及銷售的橫向產業鏈，有效降低生產及物流成本，提升效率，實現了規模優勢。

Being one of the largest automobile glass manufacturers in China, Xinyi Glass operates automobile glass production lines in the industrial parks in Shenzhen, Dongguan, Wuhu, Tianjin, Deyang and Beihai. We account for over 25% of the global automobile glass aftermarket sector, and our products and solutions have been used in more than 140 countries and regions across the world. Our major products include SOLACO and SOLAR-X heat reflective automobile glass, laminated windshields, tempered auto glass, tempered automobile glass with heating elements, laminated automobile glass with heating lines, automobile sunroofs and soundproof automobile glass. With the high-end supporting R&D system and the data exchange platform with the automobile manufactures, Xinyi Glass is able to keep up the pace with the latest product development, and hence, become the best partner of many automobile companies across the world.

Xinyi Glass, one of the largest high-end environmentally friendly energy-saving low emission coating (“**Low-E**”) glass suppliers in China, operates energy-saving architectural glass production lines in industrial parks of Dongguan, Jiangmen, Wuhu, Tianjin, Yingkou, Deyang, Beihai, Zhangjiagang and Malacca, Malaysia. Its high-quality energy-saving architectural glass products include Low-E, heat reflective coated glass, insulated glass, tempered glass, laminated glass, silkscreen printed glass, etc. Xinyi Glass has supplied high-quality environmentally friendly and energy-saving architectural glass products to landmark buildings in cities of China and other countries, such as the 2010 Shanghai Expo China Pavilion, the main stadium of the World Universiade, Digital Beijing, the Passenger Clearance Building of the Hong Kong Port of Hong Kong-Zhuhai-Macao Bridge, Guangzhou Victory Building, Tokyo Skytree and Singapore Biopolis Valley, etc.

信義玻璃是中國最大的汽車玻璃生產商之一，在深圳、東莞、蕪湖、天津、德陽和北海的生產基地建設有汽車玻璃生產線。公司佔有全球汽車玻璃替換市場25%以上份額，產品和解決方案已經應用於全球140多個國家和地區。公司主要生產SOLACO和SOLAR-X熱反射汽車玻璃、汽車用前擋風夾層玻璃、汽車用鋼化玻璃、汽車用加發熱絲天線鋼化玻璃、汽車用夾絲夾層玻璃、汽車天窗、隔音汽車玻璃等產品。信義擁有高端輔助開發系統和資料互換平台，實現了與汽車生產商設計體系的資料交換和同步開發，成為全球眾多汽車公司的最佳合作夥伴。

信義玻璃是中國最大的高檔環保節能低輻射鍍膜建築(以下簡稱「**Low-E**」)玻璃生產商之一，在東莞、江門、蕪湖、天津、營口、德陽、北海、張家港和馬來西亞馬六甲工業園均設有Low-E玻璃生產線。公司主要生產Low-E玻璃、熱反射鍍膜玻璃、中空玻璃、鋼化玻璃、夾層玻璃、彩釉玻璃等高檔建築節能玻璃產品。信義玻璃為2010年世博會中國館、世界大運會主場館、數字北京大廈、港珠澳大橋香港口岸旅檢大樓、廣州維多利大廈、日本東京晴空塔、新加坡啟奧城等國內外大中城市標誌性建築物提供高品質的建築環保節能玻璃產品。



Besides, Xinyi Glass upholds the mission “**Leading a Green New Life**”. In terms of environmental protection, the Group values the optimisation of resources with an expectation to reduce waste and emission. Meanwhile, through continuous product innovations, we hope to join hands in contributing to a green and energy-saving society.

Our corporate vision is “**To Establish a Remarkable Glass Enterprise and Achievements of World Class Brand.**” The Group has been committed to providing the right products, services and solutions to meet customers’ requirements in order to facilitate the long-term value creation and potential growth for our customers and working partners. At the time of running the business, Xinyi Glass also puts full efforts in planning several missions in favor of sustainable development. We care about our employees from various dimensions and offer them various learning opportunities and organised activities – seeking to give them a joyous feeling of “**Home**”.

此外，信義玻璃秉承一貫使命－「引領綠色新生活」，在環境保護方面，集團重視資源優化，以期望減少浪費、排放，同時，透過產品的不斷革新，為創造一個綠色節能的社會共同作出貢獻。

「締造傑出玻璃企業，成就世界一流品牌」一直是信義玻璃的企業願景。集團致力為客戶提供滿足其需求的產品、服務和解決方案，為客戶和合作夥伴創造長期價值和潛在增長。信義玻璃在營商之餘，也不遺餘力計劃多種可持續發展之任務，從多方面去關顧員工，為他們提供不同的學習機會及組織各類活動，務求為員工締造一個美好的「家園」。



SOME OF THE RELEVANT INDEXES THAT INCLUDED OUR COMPANY (AS OF 1 APRIL 2021)

公司被納入的部分相關指數(截至2021年4月1日)



1	Hang Seng Composite Index 恒生綜合指數	14	Hang Seng SCHK New Economy Index 恒生港股通新經濟指數	27	Hang Seng China High Dividend Yield Index 恒生中國高股息率指數
2	Hang Seng Composite Industry Index - Industrials 恒生綜合行業指數－工業	15	Hang Seng Stock Connect Greater Bay Area Composite Index 恒生滬深港通大灣區綜合指數	28	Hang Seng Mainland China Companies High Dividend Yield Index 恒生中國內地企業高股息率指數
3	Hang Seng Composite MidCap Index 恒生綜合中型股指數	16	Hang Seng Stock Connect Hong Kong Greater Bay Area Index 恒生港股通大灣區指數	29	Hang Seng Large-Mid Cap Value Comprehensive Index 恒生大中型股價值全選指數
4	Hang Seng Composite LargeCap & MidCap Index 恒生綜合大中型股指數	17	Hang Seng Stock Connect Greater Bay Area Hong Kong Index 恒生滬深港通大灣區香港指數	30	Hang Seng Large-Mid Cap Momentum Select Index 恒生大中型股動量智選指數
5	Hang Seng Composite MidCap & SmallCap Index 恒生綜合中小型股指數	18	Hang Seng Stock Connect Greater Bay Area Industrials Index 恒生滬深港通大灣區工業指數	31	Hang Seng Large-Mid Cap Momentum Comprehensive Index 恒生大中型股動量全選指數
6	Hang Seng Large-Mid Cap (Investable) Index 恒生大中型股(可投資)指數	19	Hang Seng Stock Connect Greater Bay Area New Economy Index 恒生滬深港通大灣區新經濟指數	32	Hang Seng Large-Mid Cap Quality Select Index 恒生大中型股品質智選指數
7	Hang Seng China (Hong Kong-listed) 100 Index 恒生中國(香港上市)100指數	20	Hang Seng Stock Connect Greater Bay Area Quality Growth Index 恒生滬深港通大灣區品質成長指數	33	Hang Seng Large-Mid Cap Quality Comprehensive Index 恒生大中型股品質全選指數
8	Hang Seng Stock Connect China 500 Index 恒生滬深港通中國500指數	21	Hang Seng Stock Connect Greater Bay Area High Dividend Yield Index 恒生滬深港通大灣區高股息率指數	34	Hang Seng Large-Mid Cap Dividend Yield Select Index 恒生大中型股股息率智選指數
9	Hang Seng Stock Connect Hong Kong Composite Index 恒生全港股通指數	22	Hang Seng Stock Connect Greater Bay Area Innovation Top 50 Index 恒生滬深港通大灣區創新精選50指數	35	Hang Seng Large-Mid Cap Dividend Yield Comprehensive Index 恒生大中型股股息率全選指數
10	Hang Seng SCHK ex-AH Companies Index 恒生港股通非AH股公司指數	23	Hang Seng SCHK High Dividend Low Volatility Index 恒生港股通高股息低波動指數	36	Hang Seng Large-Mid Cap Low Volatility Select Index 恒生大中型股低波幅智選指數
11	Hang Seng SCHK Mainland China Companies Index 恒生港股通中國內地公司指數	24	Hang Seng SCHK Quality Growth Low Volatility Index 恒生港股通品質成長低波動指數	37	Hang Seng Large-Mid Cap Low Volatility Comprehensive Index 恒生大中型股低波幅全選指數
12	Hang Seng Stock Connect Hong Kong Index 恒生港股通指數	25	Hang Seng SCHK High Dividend Yield Index 港股通高股息率指數	38	Hang Seng Large-Mid Cap Low Size Select Index 恒生大中型股規模智選指數
13	Hang Seng Stock Connect Hong Kong MidCap & SmallCap Index 恒生港股通中小型股指數	26	Hang Seng High Dividend Yield Index 恒生高股息率指數	39	Hang Seng Large-Mid Cap Low Size Comprehensive Index 恒生大中型股規模全選指數



MSCI

1	AC AP/Industrials Index	14	MPF Golden Dragon Index	27	Pacific ex Select Controversies Index
2	AC Asia ex Japan Index	15	Hong Kong Islamic Index	28	World Diversified Multiple-factor Index
3	AC Asia ex Japan High Dividend Yield Index	16	NT AC Asia ex JP Custom ESG Index	29	World Dividend Growers Low Volatility Select 50 Index
4	AC Asia Pacific ex Japan Index	17	NT Pacific Custom ESG Index	30	World Equal Weighted Index
5	AC Asia Pacific Momentum Index	18	Pacific Index	31	World Mid Cap Weighted Index
6	AC Far East ex Japan Index	19	Pacific ex Japan Index	32	World Dividend Growers Low Volatility Select 50 5% Decrement Index
7	Pacific Value Index	20	Pacific ex Japan ex Controvers Weapons Index	33	World Select ESG Circular Economy and Renewable Energy Index
8	Golden Dragon Index	21	Pacific ex JP ESG Universal Select Business Screens Index	34	World Capital Goods Index
9	Hong Kong Index	22	Pacific ex JP ex UNGC & CW Index	35	World/Industrials Index
10	Hong Kong 25-50 Index	23	Pacific EX JP Low Carbon Optimized Select Index	36	World Industrials 35/20 Capped Index

* MSCI沒有正式的中文譯名

2020 FINANCIAL DATA AND ESG HIGHLIGHTS

2020 年財務數據及 ESG 重點



MISSION 使命



INTRODUCTION

2020 marks the final year of the 13th Five-Year Plan (2015-2020). While in 2018, 700 million people were lifted out of poverty successfully, representing approximately 70%¹ of the people who were lifted out of poverty globally, 2020 is the last year for building a comprehensive well-off society and plays a crucial role in the preparation of the 14th Five-Year Plan. In September 2020, President Xi Jinping announced at the General Debate of the 75th session of the United Nations General Assembly that "China will scale up its nationally determined contributions and adopt more vigorous policies and measures, strive to peak carbon dioxide emissions before 2030, and achieve carbon neutrality before 2060". This means that China will expedite the reform on economic structure to facilitate the low-carbon transformation. Serving as one of the primary GDP contributors, industry will also need to make major contributions to carbon neutrality. As suggested by the Journey to Zero Carbon – New Chapter of Green Development in China Following the 14th Five-Year Plan published by the World Resources Institute, out of the policies for industrial sectors, enhancing industrial efficiency achieves the most remarkable outcome in emission reduction, which can reduce the emission of greenhouse gases by 370 million tonnes in the single year of 2050 and attain an accumulated emission reduction of approximately 6.5 billion tonnes of carbon dioxide equivalent in 30 years. As such, the continuous enhancement of industrial efficiency is indispensable before 2060. As the largest quality float glass manufacturer in Asia, Xinyi Glass is more than willing to shoulder the responsibility of emission reduction, with a view to striking a proper balance between enterprise growth and environmental protection. In the next five years (2021-2025), the Group aims at maintaining the same target on the density of greenhouse gases emitted by its industrial parks, i.e. the same density of greenhouse gases emission as shown in this report, with enhanced production capacity. The Group undertakes to comply with and fully support all the government measures to implement the 14th Five-Year Plan and the "carbon neutrality" policy, with a view to contributing to the global climate goals in cooperation with other enterprises in China.

引言

2020年為「十三五」(2015-2020年)規劃的最後一年，當2018年，中國已實現7億人口脫貧，約佔全球脫貧人口的70%¹，2020年全面建成小康社會的收官之時，也成為了「十四五」規劃編製的重要節點。習近平主席2020年9月在第七十五屆聯合國大會一般性辯論上鄭重宣佈，「中國將提高國家自主貢獻力度，採取更加有力的政策和措施，二氧化碳排放力爭於2030年前達到峰值，努力爭取2060年前實現碳中和。」這意味著中國將加快通過改變經濟結構以推進低碳轉型。工業作為其中一個中國主要的GDP擔當，在「碳中和」中顯然也需要作出重要的貢獻。根據世界資源研究所《零碳之路：「十四五」開啟中國綠色發展新篇章》提出「提升工業能效也是工業領域政策中減排效果最為明顯的，2050年單年可減少3.7億噸溫室氣體排放，30年間累計減排近65億噸二氧化碳當量」，在2060年前持續提升工業效能是不可或缺的。作為亞洲最大的優質浮法玻璃生產商，信義玻璃更是願意肩負重大的節能減排任務，期望在企業成長的同時，也能保護環境，在兩者之間達致平衡。在未來5年(2021-2025年)，集團在增加產能的情況下，工業園所產生的溫室氣體的排放密度目標維持不變，即與本報告所顯示的溫室氣體排放密度相同。集團承諾會遵守及全力配合所有國家為達成「十四五」規劃的措施及「碳中和」的政策，希望與所有中國境內的企業攜手為全球氣候作出貢獻。

¹ China's victory over poverty inspiration to the world, <http://www.china.org.cn/opinion/2019-10/01/content_75262598.htm> [•]



A. EMPHASIS ON ENVIRONMENTAL PROTECTION 重視環境的保護

Xinyi Glass, as a global leading and integrated glass manufacturer, upholds the belief "Leading a Green New Life" in development. It takes the lead in promoting a green and healthy corporate culture under the concept of high-quality energy-saving products and green development. From the selection of raw materials to the automation of processing technology, the Company increases the product research and development and innovation. Through continuous integration and optimisation of the "green" industrial chain, it gives and actively promotes to customers such energy-saving and environmental-friendly product experience and green initiatives. These green ideas are actively fostered within the Company. Xinyi Glass continues to increase the investment in technological reform, energy-saving and reducing consumption as well as the environmental protection facilities. This is to create and shape Xinyi Glass itself into an environmental-friendly, innovative world-class brand.

SETTING UP OF ENVIRONMENTAL PROTECTION OFFICE

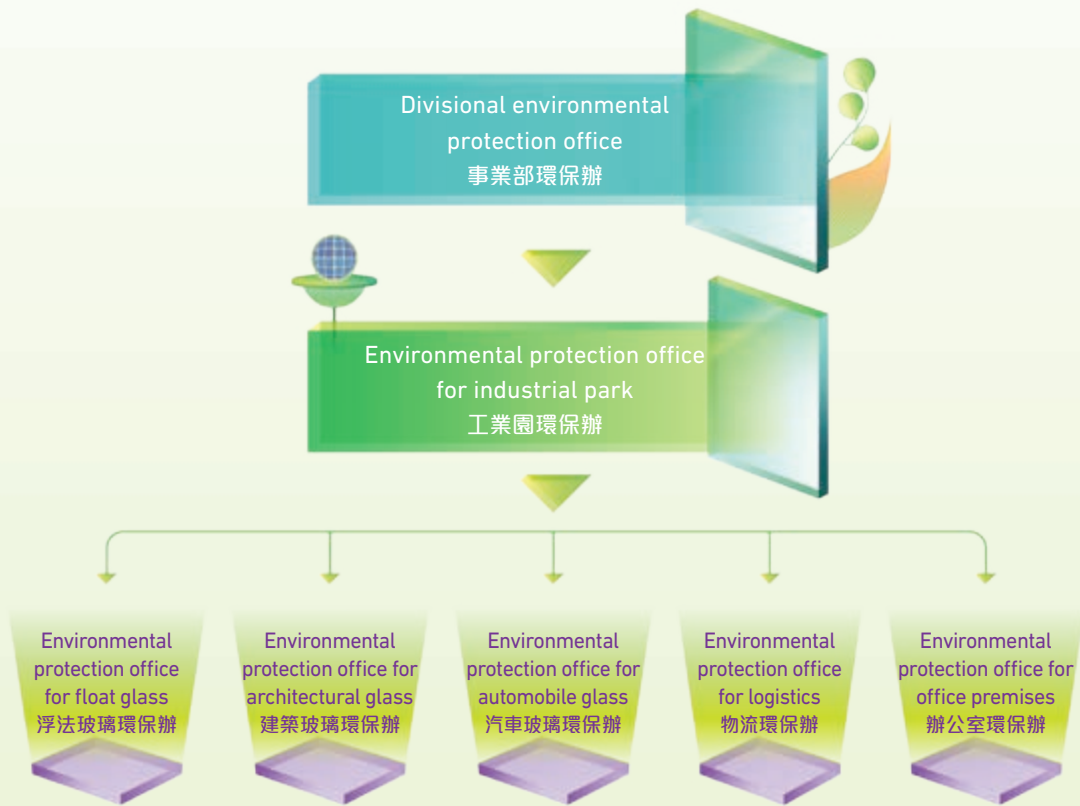
Xinyi Glass continuously strengthens the research of green technologies and sets up designated project fund. Led by Vice President level, the Company has set up a professional environmental management team, Environmental Protection Office. Its implementation is carried out by environmental protection engineers in each industrial park through daily inspection along with regular monitoring in specific locations with identified items. In face of the continuously improved green facilities and the raised efficiency in operations and maintenance, we are also responsible for keeping close contact with the government environmental protection department and updating the latest relevant laws to ensure the production of the industrial park is in compliance. The environmental protection engineers will report to the head of the public works department on a regular basis, and the head of the public works department will act as the leader of environmental protection to report to the environmental protection office (general manager level) of the Industrial Park. Meanwhile, the environmental protection engineers will conduct relevant training courses for employees to achieve "connection and consistency at all levels", and each position shall have awareness of environmental protection and emission reduction, which enables the Group to stand out in the glass industry in the leading role.

信義玻璃作為全球領先的綜合玻璃製造商，秉持「引領綠色新生活」的發展理念，以優質節能的產品與綠色發展的理念，引領行動，弘揚綠色健康的企業文化。從原料的選擇到自動化的深加工工藝，不斷加大產品研發和創新，通過不斷整合和優化「綠色」產業鏈，給客戶帶來節能、環保產品體驗的同時，積極宣導綠色發展之道，在公司內部積極推動。集團不斷加大對技術改造、節能降耗、環保設施的投入，致力將信義玻璃打造成為環保、創新的世界一流品牌。

設立環保辦公室

信義玻璃持續加強環保技術研究並設立專項資金，以副總裁級別為首建立了一個專業的環保管理隊伍—環保辦，由各地工業園的環保工程師去執行，透過日常巡查及定期、定點、定項監測，不斷改善現有環保設施，提高運維效率，並負責與政府環保部門保持緊密聯系及更新最即時的相關法律，以確保工業園的生產都是合規的。環保工程師會定期向公用工程部長匯報，再由公用工程部長作為環保主管領導對工業園環保辦（總經理級別）匯報工作，同時，環保工程師會為員工們進行相關培訓課程，做到「上下貫通」，每個崗位都對環保及減排具備意識，使得集團在環保方面亦能居於玻璃行業前列。

DIVISIONAL ENVIRONMENTAL PROTECTION MANAGEMENT STRUCTURAL CHART 事業部環保管理架構圖



STRINGENT INTERNAL REGULATIONS AND SYSTEMS

The Group has formulated internal documents and a series of procedures such as Air Pollution Control Procedures, Environmental Monitoring and Measurement Management Procedures and Environmental Objectives, Indicators and Program Management Procedures according to national regulations to better guide employees to implement relevant standards.

嚴格的內部規章制度

集團按國家法規訂出內部《大氣污染控制程式》、《環境監測和測量管理程式》及《環境目標、指標和方案管理程式》等檔及一系列流程，以更清楚指引員工執行相關標準。



In order to improve each emission reduction target more effectively and to make employees pay more attention to environmental issues, the management of each department will set environmental targets at the beginning of each year with reference to environmental objectives, quantifiability, regulatory requirements and feasibility, and implement them to the relevant functional departments. The management plan includes the responsibilities and division of labour of each department and hierarchy, as well as the methods and timetables for achieving the goals, and shall be approved by the general manager. Each department shall promote the environmental objectives to employees at all levels through publicity, document issuance and internal meetings. The quality control department will check and track the achievement of targets every month, and take appropriate measures according to the relevant mechanism for the responsible departments that have not completed more than 10% of the target.

Apart from that, in terms of relevant emission data, the quality control department engages qualified environment monitoring centers or monitoring company with national approval to conduct annual inspection on sewage, noise and exhaust gas, and maintain such inspection report. All departments regularly inspect the operation of energy consuming equipment and facilities related to their own department according to the relevant guidelines. All departments responsible collect statistics on the monthly consumption of resources and energy (such as water, electricity, fuel, wood, paper, etc.), while the financial department analyzes the progress of the environmental targets and indicators every month. Quality control department reviews the Company's compliance with the environmental laws and regulations and other requirements every year before evaluating environmental management. In terms of the operation of its environment management system, the Company conducts internal review on the environment management at least once a year, while also conduct environment management review once a year.

為更有效改善各個減排目標及使員工愈加重視環保問題，各部門管理層會在每年年初以環境方針、可量化、法規要求及可行性等要素制定環境目標，並落實到有關職能部門。制訂的管理方案包含各部門和階層的職責和分工，以及達成目標的方法和時間表，並得到總經理批准。各部門通過宣傳、發檔和內部會議等形式，向各級員工宣傳環境目標。品管部每月對目標達成情況進行檢查跟蹤，對超出目標10%未完成的責任部門按相關機制採取適當的措施。

除此之外，對外相關的排放數字，品管部會委託國家承認有監測資格的环境監測站或監測公司每年對污水、廠界雜訊、廢氣進行一次監測，並妥善保存監測報告。各部門按照相關作業指導書的規定定期對與本部門有關用能設備設施運行進行監控。各負責部門每月對資源能源(如水、電、燃油、木材、紙張等)耗用情況進行統計。財務部每月統計分析環境目標和指標的達成情況。品管部每年環境管理評審前對公司遵循環境法律法規及其他要求的情況進行合規性評價。公司每年對環境管理體系運行情況至少組織一次環境管理體系內審，每年進行一次環境管理評審。

1. EMISSION LOWER THAN STANDARD

A. AIR EMISSION

In the process of float glass production, the main air emissions include sulphur dioxide (SO₂), nitrogen oxides (NO_x) and particulates. All the sulphur dioxide, nitrogen oxides and particulates emitted by Xinyi Glass comply with the Emission Standard of Air Pollutants for Flat Glass Industry as promulgated by China, under which the emissions of sulphur dioxide, nitrogen oxides and particulates shall not exceed 400mg/m³, 700mg/m³ and 50mg/m³, respectively. They also comply with local emission standards such as the Emission Standard of Air Pollutants for Flat Glass Industry of Guangdong Province, the Emission Standard of Air Pollutants for Industrial Furnaces of Tianjin, Malaysia Environmental Quality (Clean Air) Regulations 2014 and emission standards as required for emission permits in various places.

1. 低於標準的排放

A. 廢氣

在浮法玻璃的生產過程中，最主要排放的廢氣包括二氧化硫(SO₂)、氮氧化物(NO_x)及顆粒物。信義玻璃排放的二氧化硫、氮氧化物及顆粒物均符合中國制定的《平板玻璃工業大氣污染物排放標準》(即可排放的二氧化硫、氮氧化物及顆粒物分別為400mg/m³、700mg/m³和50mg/m³)、各地包括廣東省《平板玻璃工業大氣污染物排放標準》、《天津市工業窯爐大氣污染物排放標準》、馬來西亞的《2014年環境品質(清潔空氣)法規》及各地排污許可證要求等指定的排放標準：

Region 各地要求的地區	Standards in different regions 各地要求的標準	Emission requirement (not exceeding) 要求的排放數據(不多於)		
		Particulates 顆粒物 mg/m ³	Sulphur dioxide 二氧化硫 mg/m ³	Nitrogen oxides 氮氧化物 mg/m ³
Guangdong Province 廣東省	Emission Standard of Air Pollutants for Flat Glass Industry (DB44/2159-2019) 平板玻璃工業大氣污染物排放標準 (DB44/2159-2019)	30	280	550
Jiangsu Province 江蘇省	Notice on Extensive Nitrogen Oxides Emission Reduction for Non-Power Generation Enterprise Across the Province (Jiangsu Environment Bureau [2017] No.128) 關於開展全省非電行業氮氧化物深度減排通知(蘇環辦[2017]128號)	/	/	350



Region 各地要求的地區	Standards in different regions 各地要求的標準	Emission requirement (not exceeding) 要求的排放數據(不多於)		
		Particulates 顆粒物 mg/m ³	Sulphur dioxide 二氧化硫 mg/m ³	Nitrogen oxides 氮氧化物 mg/m ³
Tianjin 天津市	Emission Standard of Air Pollutants for Industrial Furnaces (DB12/556-2015) 工業窯爐大氣污染物排放標準 (DB12/556-2015)	30	50	500
Yingkou 營口市	Requirements on Emission Permit (Notice No.2 and No.4 of Provincial Environment Bureau 2017) 排污許可證要求(省環保廳2017年第2號和第4號通告)	20	100	400
Malaysia 馬來西亞	Environmental Quality (Clean Air) Regulations 2014 2014年環境品質(清潔空氣)法規	50	800	800

Natural gas, a safe, environmental-friendly and clean energy, is adopted as the fuel for the float glass production line, to which the integrated technology of semi-dry desulphurisation (NID technology), selective catalytic reduction (SCR) denitrification and dust particle removal by electrostatic is fully applied, and clean production is fully promoted. We managed to achieve clean production and reduced energy consumption and emissions while ensuring that the production system is operating in a safe and stable way. Meanwhile, in accordance with the Measures for the Administration of Automatic Monitoring of Pollution Sources promulgated by the State, an online system for real time environmental monitoring is established to ensure that the emissions meet the national emission standards. With the implementation of various industrial pollution remedial measures, all of Xinyi Glass's pollutant indicators are currently lower than the exhaust gas emission standards required by the state.

浮法玻璃生產線均採用安全、環保的清潔能源—天然氣作為燃料，並全部上線使用半乾法脫硫技術工藝（NID技術）、催化還原(SCR)脫硝技術及（靜電除塵）顆粒物治理技術工藝一體化技術，全面推行清潔生產。在保證生產系統安全穩定運行下，取得良好的清潔生產和節能減排效果。同時，按國家的《污染源自動監控管理辦法》建立了環保線上即時監測，保障排放達到國家排放標準。目前，信義玻璃通過實施各項工業污染治理措施，所有污染物指標均已低於國家規定的廢氣排放標準。

Certain relevant regulations are as follows:

部分相關法規如下：



Relevant PRC Laws

中華人民共和國相關法律

Emission Standard of Air Pollutants for Flat Glass Industry (GB26453-2011)
平板玻璃工業大氣污染物排放標準 (GB26453-2011)

The Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution
中華人民共和國大氣污染防治法

Measures for the Administration of Automatic Monitoring of Pollution Sources
污染源自動監控管理辦法

Emission Standard of Air Pollutants for Industrial Furnace (GB9078-1996)
工業窯爐大氣污染物排放標準 (GB9078-1996)

Integrated Emission Standard of Air Pollutants (GB16297-1996)
大氣污染物綜合排放標準 (GB16297-1996)

Regulations on Monitoring Techniques for Exhaust Gas from Stationary Source (HJ/T397-2007)
固定源廢氣監測技術規範 (HJ/T397-2007)

Regulations on Continuous Monitoring for Fume (SO₂, NO_x and Particulates) from Stationary Pollution Source (HJ/T 75-2017)
固定污染源煙氣(SO₂、NO_x、顆粒物)排放連續監測技術規範 (HJ/T 75-2017)

Notice on Plans for Meeting the Environment and Air Quality Standard within Time Limit (2018-2020) of Jiangmen
江門市環境空氣品質限期達標規劃 (2018-2020年)的通知

Notice on Extensive Nitrogen Oxides Emission Reduction for Non-Power Generation Enterprise Across the Province (Jiangsu Environment Bureau [2017] No.128)
關於開展全省非電行業氮氧化物深度減排通知(蘇環辦[2017]128號)



Actual emission of industrial parks in each location in 2020:**各地工業園 2020 年實際排放：**

	TONNES 噸
Sulphur dioxide (SO ₂) 二氧化硫 (SO ₂)	1,618
Nitrogen oxides (NO _x) 氮氧化物 (NO _x)	4,468
Particulates 顆粒物	253

Total emissions of sulphur dioxide (SO₂), nitrogen oxides (NO_x) and particulates were all higher than that of 2019, with a combined increase of approximately 839 tonnes. Since the second quarter of 2020, a total of five new float glass production lines began production, resulting in a simultaneous increase in the relevant emissions. However, the actual emission density was lower as compared to 2019.

二氧化硫(SO₂)、氮氧化物(NO_x)及顆粒物的排放物總量都較2019年增加，總量約增加839噸。由於2020年第二季度起，共有5條新的浮法玻璃生產線分別點火，使相關排放量同時增加，但實際排放密度則較2019年低。

CONTINUOUS MEASURES ON REDUCING EMISSION**持續減低排放的措施****Semi-dry Desulphurisation Technology (NID Technology) 半幹法脫硫技術工藝 (NID技術)**

Flue gas from the residual heat furnace draft fan reacts with the absorbent within the circulating ash used for humidification after mixing. The SO_2 in the flue gas reacts with the absorbent to form calcium sulfite and calcium sulfate. After reaction, the flue gas carries a large amount of dry solid particles into the post-desulfurisation bag filter for collection and purification.

After being collected by the post-desulfurisation bag filter, the ash is separated from fuel gas by the filter and transported to a mixer via conveyance equipment. At the same time, slaked lime is added to the mixer, and the content is released back to circulation after humidification and mixing. Purified flue gas is directly released to the chimney through a draft fan.

The control system ensures the reaction temperature within the reactor and the constant temperature for released flue gas by adjusting the mixer. The circulating desulfurisation ash within the filter is collected from ash bucket. When the amount of ash exceeds the maximum capacity of the ash bucket, it will be released through overflow.

從餘熱窯爐引風機出來的煙氣，經均勻混合後在增濕迴圈灰中的吸收劑發生反應。煙氣中的 SO_2 與吸收劑反應生成亞硫酸鈣和硫酸鈣，反應後的煙氣攜帶大量的乾燥固體顆粒進入脫硫後布袋除塵器收集淨化。

經過脫硫後布袋除塵器的捕集，灰被除塵器從煙氣中分離出來，由輸送設備再輸送給混合器，同時也向混合器加入消化過的石灰，經過增濕及混合攪拌進行再次迴圈。淨化後的煙氣直接經過引風機排入煙囪。

控制系統通過調節混合器來保證反應器中反應的溫度及恒定的煙氣出口溫度。迴圈脫硫灰在除塵器的灰鬥中得到收集，當高於灰鬥的最大料面時，通過溢流方式排出。

Selective Catalytic Reduction (SCR) Denitrification 催化還原(SCR)脫硝技術

The process of removing nitrogen oxides in flue gas generated from combustion. A SCR denitrification system composes of four parts. Flue gas at exiting temperature enters the residual heat furnace. After cooling down, the gas enters a high-temperature electrostatic precipitator. Through mixing and reaction, flue gas is then transferred into a SCR reactor for reaction and filtering. The denitrified pure flue gas is then released back into residual heat furnace for heat collection.

在燃燒煙氣中去除氮氧化物的過程。SCR脫硝系統由四部分組成，出口溫度的煙氣進入餘熱鍋爐，降溫後，進入高溫電除塵器。經過混合作用，進入SCR反應器內進行反應及除塵、脫硝的淨煙氣再回餘熱鍋爐進行熱量回收。

Dust Particle Removal by Electrostatic 顆粒物治理技術工藝 (靜電除塵)

Dust particle removal by electrostatic involves creating an uneven electric field between an electric corona electrode and a precipitation electrode, where the discharge electrode (electric corona electrode) is the anode while the precipitation electrode is the cathode. By generating positive and negative ions through enhancing the electric field, dust will build up on the collection plate.

(靜電除塵)顆粒物治理技術工藝，即是在電暈極和集塵極組成的不均勻電場中，以放電極(電暈極)為負極，集塵極為正極，透過以提高電場的強度產生正負離子，使煙塵沉積在集塵板上。



Take the new industrial park, Zhangjiagang Industrial Park, as an example. Without the above three emission reduction technology, it is expected to generate over 950 tonnes of sulphur dioxide, over 1,650 tonnes of nitrogen oxides and over 550 tonnes of particulates, which are around 3-9 times of the current actual emission of that industrial park.

以新工業園－張家港工業園為例，如沒有以上三種減排技術，預計2020年下半年會產生超過950噸的二氧化硫、超過1,650噸的氮氧化物及超過550噸的顆粒物，所有數字分別為現時該工業園的實際排放的3-9倍左右。

Other Measures for Reducing Sulphur dioxide (SO₂), Nitrogen oxides (NO_x) and Particulates Emissions

Regular replacement of catalyst: The flue gas reaction capability of catalyst will decrease over long-term use, which is why catalyst of reactors in desulphurisation system has to be replaced regularly.

部分針對二氧化硫(SO₂)、氮氧化物(NO_x)及顆粒物的減排措施

定期更換催化劑：催化劑使用時間過長，會減低煙氣反應效能，所以必須定期更換脫硝系統反應器的催化劑。

B. GREENHOUSE GASES

During the production of float glass, automobile glass and architectural glass, greenhouse gases such as carbon dioxide and methane are directly or indirectly emitted. Xinyi Glass emits greenhouse gases in compliance with the Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution, Measures for the Administration of Automatic Monitoring of Pollution Sources as promulgated by the state, as well as the local emission standards such as Guidance for Verification of Organizational Greenhouse Gas Emissions (Shenzhen), Notice for Adjusting the Zone Prohibiting the Use of Fuels causing High Pollutants (Jiangmen), Environmental Quality (Clean Air) Regulations 2014 (Malaysia) and emission standards as required for emission permits in various places.

B. 溫室氣體

在浮法玻璃、汽車玻璃及建築玻璃的生產過程中，均會以直接或間接形式排放二氧化碳、甲烷等的溫室氣體。信義玻璃排放的溫室氣體均符合國家制定的《中華人民共和國大氣污染防治法》、《污染源自動監控管理辦法》及各地包括深圳市的《組織的溫室氣體排放核查規範及指南》、《江門市人民政府關於調整江門市區高污染燃料禁燃區的通告》、馬來西亞的《2014年環境品質(清潔空氣)法規》及各地排污許可證要求等指定的排放標準。

Certain relevant regulations are as follows:

部分相關法規如下：



Relevant PRC Laws

中華人民共和國相關法律

The Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution
中華人民共和國大氣污染防治法

Measures for the Administration of Automatic Monitoring of Pollution Sources
污染源自動監控管理辦法

Integrated Emission Standard of Air Pollutants (GB16297-1996)
大氣污染物綜合排放標準 (GB16297-1996)

Implementation Rules of the Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution
中華人民共和國大氣污染防治法實施細則

Integrated Emission Standard of Air Pollutants (GB16297-1996)
大氣污染物綜合排放標準 (GB16297-1996)

Interim Measures for the Administration of Carbon Emission of Guangdong
廣東省碳排放管理試行辦法

The Work Plan for Controlling Greenhouse Gas Emissions in the 13th Five-Year Plan
「十三五」控制溫室氣體排放工作方案



Relevant Malaysian Laws

馬來西亞相關法律

Environmental Quality (Clean Air) Regulations 2014
2014年環境品質(清潔空氣)法規



Actual emission of industrial parks in each location in 2020:

各地工業園 2020 年實際排放：

	DIRECT EMISSION (tonnes carbon dioxide equivalent) 直接排放 (噸二氧化碳當量)	INDIRECT EMISSION (tonnes carbon dioxide equivalent) 間接排放 (噸二氧化碳當量)	TOTAL (tonnes carbon dioxide equivalent) 合共 (噸二氧化碳當量)	Emission density (rounded to two decimal places) 排放密度 (至小數點後的兩個位)	
Float glass 浮法玻璃	4,443,268	256,072	4,699,340	0.60	tonnes carbon dioxide equivalent/ tonne 噸二氧化碳當量 / 噸
Automobile glass 汽車玻璃	271	278,375	278,646	0.01	tonnes carbon dioxide equivalent/m ² 噸二氧化碳當量 / 平方米
Architectural glass 建築玻璃	0	107,327	107,327	0.01	tonnes carbon dioxide equivalent/m ² 噸二氧化碳當量 / 平方米
Total 合共	4,443,539	641,774	5,085,313		

Total amount of greenhouse gas emission (tonnes carbon dioxide equivalent) increased as compared to that of 2019. The increase in emission is mainly from float glass. Since the second quarter of 2020, a total of five float glass production lines began production. The new production line would produce larger emissions in the early stage of production, but as production stabilizes, emissions would return to normal.

溫室氣體總量（噸二氧化碳當量）都較 2019 年增加。增加的排放主要屬於浮法玻璃，由於 2020 年第二季度起，共有 5 條新的浮法玻璃生產線分別點火，新點火的生產線會在投產初期產生較大的排放量，隨著生產穩定後，排放量也會回復正常。

Certain Measures for Reducing Greenhouse Gases Emission**部份針對溫室氣體的減排措施**

Shift to electric forklift: 以電動叉車替換：	We are mainly using electric forklift, with diesel forklift as a supplement. We will gradually increase the number of electric forklifts, eventually replacing all diesel forklifts. 以使用電動叉車為主，柴油叉車為輔，會慢慢增加更多電動叉車，最終會替代所有柴油叉車
New UV photolysis equipment: 新增UV光解設備：	UV photolysis equipment is an advanced exhaust gas treatment equipment, which ensures the amount of exhaust gas to stay way below standard and protects the environment UV光解設備是先進的廢氣處理設備，確保排氣體遠低於標準，確保環境安全
Optimise air compressor: 優化空壓機：	Optimise the number of air compressors in all plants and replace certain old air compressors with efficient and energy-saving air compressors, which is expected to reduce power consumption by 44.13%. 優化全廠空壓機運行台數，更換部分老舊空壓機為高效節能的空壓機，預計耗電量下降了44.13%
Phase out energy-intensive tempering furnaces: 淘汰高能耗鋼化爐：	Phase out old and energy-intensive tempering furnaces and replace them with efficient and energy-saving new tempering furnaces, which is expected to reduce power consumption by 11.67%. 淘汰舊式、高能耗鋼化爐，更換為高效節能的新鋼化爐項目，預計耗電量下降了11.67%
Strengthen UV photocatalysis and activated carbon treatment: 加強以光氧催化及活性炭處理：	In terms of volatile organic compounds (VOC) produced in screen printing and screen washing process in automobile glass production, we adopt UV photocatalysis and activated carbon absorption to reduce the emission of VOC gas. 針對汽玻生產絲印、洗網工段產生的揮發性有機化合物(VOC)，通過光氧催化及活性炭吸附進行處理，減少VOC氣體排放

C. HAZARDOUS WASTES AND NON-HAZARDOUS WASTES

Hazardous and non-hazardous wastes are inevitably produced during the production process. All wastes of the Group are treated in accordance with the Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes, the Administrative Measures for the Licensing of Hazardous Wastes, the Standard for Pollution Control on the Storage and Disposal Site for General Industrial Solid Wastes and relevant local regulations. The Group advocates "Reduce, Reuse, Recycle and Replace" for all materials, and has internally formulated the Chemical Management Procedures, the Guidelines for Waste Separation Operation and the Waste Management Procedures as the standards for employees to handle hazardous and non-hazardous wastes on a daily basis.

C. 有害廢物及無害廢物

在生產的過程中，無可避免地會產生有害及無害的廢物，集團所有廢物的處理都根據《中華人民共和國固體廢物污染環境防治法》、《危險廢物經營許可管理辦法》、《一般工業固體廢物貯存、處置場污染控制標準》及各地相關的法規作處理。集團主張對所有物料採取「減量、重用、回收及代替使用」，內部並訂立了《化學品管理程式》、《廢棄物分類作業指導書》及《廢棄物管理程式》作為員工日常處理有害及無害廢物的標準。



Certain relevant regulations are as follows:

部分相關法規如下：



Relevant PRC Laws

中華人民共和國相關法律

The Law of the People's Republic of China on the Prevention and Control of Environmental Pollution by Solid Wastes
中華人民共和國固體廢物污染環境防治法

The Law of the People's Republic of China on the Prevention and Control of Environmental Noise Pollution
中華人民共和國環境雜訊污染防治法

Local Standards for Emission Limits of Air Pollutants of Guangdong Province
廣東省地方標準大氣污染物排放限值

The Standard for Pollution Control on the Storage and Disposal Site for General Industrial Solid Wastes
一般工業固體廢物貯存、處置場污染控制標準

Standard for Pollution Control on Hazardous Waste Storage
危險廢物貯存污染控制標準

Notice on Better Relevant Guidance Service on the Utilization and Disposal of Hazardous Waste
關於進一步做好危險廢物利用處置相關指導服務工作的通知

Measures for Dust Pollution Prevention and Control of Shenzhen
深圳市揚塵污染防治管理辦法

The Administrative Measures for the Licensing of Hazardous Wastes
危險廢物經營授權管理辦法

Ordinances on the Prevention and Control of Environmental Pollution by Solid Waste of Guangdong Province (Amended)
廣東省固體廢物污染環境防治條例(修正)

Measures on Prevention of Dangerous Chemicals Pollution
廢棄危險化學品污染環境防治辦法

Directory of National Hazardous Wastes
國家危險廢物名錄

Technical Specifications of Collection, Storage, Transport for Hazardous Waste
危險廢物收集貯存運輸技術規範

Environment Protection Ordinance of Shenzhen Economic Special Zone
深圳經濟特區環境保護條例

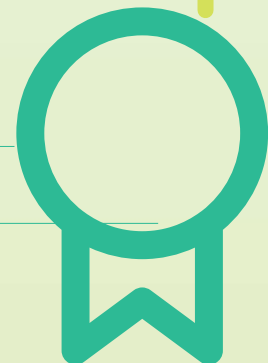
Implementation Plans on Cross Province and Municipalities Transfer of Solid Waste
固體廢物跨省市轉移實施方案



Relevant Malaysian Laws

馬來西亞相關法律

Environmental Quality Ordinance 2005 (Planned Waste)
2005年環境品質條例(計畫廢物)



Actual emission of hazardous wastes of industrial parks in each location in 2020:

各地工業園 2020 年有害廢物實際排放：

	EMISSION (TONNES)	EMISSION DENSITY	
	(rounded to one decimal places)	(rounded to two decimal places)	
	排放(噸)	排放密度	
	(至小數點後一個位)	(至小數點後的兩個位)	
Float glass 浮法玻璃	849.5	0.11	kg/tonne 公斤/噸
Automobile glass 汽車玻璃	605.4	0.02	kg/m ² 公斤/平方米
Architectural glass 建築玻璃	81.6	0.00	kg/m ² 公斤/平方米
Living areas and office buildings 生活園區及辦公大樓	2.0		N/A 不適用
Total 合共	1,538.5		

Over half of the hazardous wastes are waste organic solution, and approximately 35% are waste scrap. Other hazardous wastes include waste battery and waste engine oil, while wastes produced in offices and living areas are mainly discarded office supplies. In 2020, the amount of hazardous wastes increased by 582.1 tonnes or approximately 60.9% as compared to the previous year. This is mainly because early operation of new industrial park generates relatively large amount of hazardous waste and there were more new production lines launched this year, both of which increased the total amount of hazardous waste. The Group has adopted strict procedures for handling hazardous wastes. All hazardous wastes are packaged, separated and placed in specific locations with warning labels when they are temporarily stored. Subsequently, in accordance with the national requirements as to the management of hazardous wastes, the Group will engage licensed factories, which are qualified to dispose of hazardous wastes and registered with the environmental department, to carry out the final disposal.

有害廢物有超過一半以上為廢有機溶液及約35%為廢邊角料，其他的有害廢物包括廢棄電池及廢油墨等，而辦公室及生活園區主要產生廢辦公用品。2020年有害廢物較上一年多582.1噸，約增加60.9%，主要是新的工業園營運初期會製造較多的有害廢物，同時較多的新生產線在同一年內投產，都加大了有害廢物總量。集團針對有害廢棄物都有嚴謹的處理方法，所有有害廢物都會包裝及分隔處理，放置特定位置並加上警告標示暫存，再按國家危險廢物管理相關要求，委託有有害廢物處理資質並在環保局有備案的廠家進行最終處理。

Certain Measures for Reducing Hazardous Waste**部份針對減少有害廢物的措施**

Reuse waste engine oil: 循環利用廢機油	Waste engine oil is used for chain lubricant. A total of 7 tonnes of waste engine oil was reused over the Year. 廢機油提供至原料作鏈條潤滑使用，全年累計利用廢機油7噸
Select rechargeable battery: 選擇可充電池：	Waste battery is recycled by swapping the old ones with new ones. We mainly use rechargeable batteries to reduce the amount of waste battery generated. 廢舊電池採用以舊換新方式回收和使用可充電電池為主，減少廢電池的產生量
Lengthen the life of toner cartridge and ink cartridge: 提高舊硒鼓、墨水匣壽命：	We cooperate with toner cartridge and ink cartridge maintenance providers to reduce the number of disposed old toner cartridge and ink cartridge through refilling toner or ink. Old toner cartridge and ink cartridge that cannot be reused will be collected and disposed of by maintenance providers. 與硒鼓、墨水匣維修商合作，以補碳粉或加油墨的方式，減少舊硒鼓、墨水匣報廢量。舊硒鼓、墨水匣不能使用的，維修商統一收集處理

Actual emission of non-hazardous wastes of industrial parks in each location in 2020:**各地工業園2020年無害廢物實際排放：**

	EMISSION (TONNES) (rounded to one decimal places) 排放(噸) (至小數點後一個位)	EMISSION DENSITY (rounded to two decimal places) 排放密度 (至小數點後的兩個位)	
Float glass 浮法玻璃	293,690.9	37.96	kg/tonne 公斤/噸
Automobile glass 汽車玻璃	71,745.8	2.17	kg/m ² 公斤/平方米
Architectural glass 建築玻璃	32,516.6	1.93	kg/m ² 公斤/平方米
Living areas and office buildings 生活園區及辦公大樓	9,049.8		N/A 不適用
Total 合共	407,003.1		

Among non-hazardous wastes, approximately 67% and 22% are shattered glass and dust of raw material for glass. Others include domestic waste, metal and paper. In 2020, the amount of non-hazardous waste reduced by 80,243.6 tonnes or approximately 16.5% as compared to the previous year, with the main source of reduction being shattered glass. The utilization rate of raw glass has improved in certain industrial parks in 2020, which significantly reduced the amount of shattered glass generated. The Group will make good use of all non-hazardous waste, such as sending shattered glass back to furnaces as raw materials; waste packing materials and plastic were sold to renewable resources recycling companies; and domestic waste was collectively handled by the environmental hygiene department. No matter how small the action is, the Group adheres to the principle of "sorting waste and recycling resources", spreading the idea of environmental protection to every corner of the industrial parks.

無害廢物中約有 67% 碎玻璃及 22% 玻璃原料渣粉，其他的有生活垃圾、金屬、紙張等，2020 年無害廢物較上一年少 80,243.6 噸，約下降 16.5%，主要減少的是碎玻璃，2020 年部分工業園的原片利用率提高了，大量減少了碎玻璃，集團會好好利用所有無害廢物，如碎玻璃會作為原料回爐；包裝及塑膠廢料會出售予再生資源回收公司；生活垃圾則會統一交由環衛部門處理。無論大小，都堅持「廢物要分類，資源要回收」的理念，把環保理念帶入園區每個角落。

Certain Measures for Reducing Non-hazardous Waste

部份針對減少有害廢物的措施

Encourage a paperless regime:	From the Year forward, annual report will only be available as electronic version. We also encourage employees to print on both sides in order to reduce use of paper.
提倡無紙化：	本年度起的年報只提供電子版，也鼓勵員工使用雙面列印以減少用紙
Sell non-hazardous waste:	Paper, metal and plastic are sold to qualified entities for recycle.
出售無害廢物：	紙張、金屬、塑膠出售給資質單位作回收
Reuse package:	We restore suitable packaging boards for recycle and reuse by removing the staples.
重用包裝：	將適合的包裝板材起釘，復原回收再利用

Behind these impressive figures, through continuous integration and optimisation of the "green" industrial chain, our staff at Xinyi give and actively promote to customers such energy-saving and environmental friendly product experience and green initiatives. Besides, we actively promote "Low-Carbon Production" and "Energy-Saving and Reducing Consumption" within the Company. All our employees participate in the "Green Production Practices". The green and environmental-friendly path is very well paved and walked on.

這些可觀的數字背後，體現了信義人通過不斷整合和優化「綠色」產業鏈，給客戶帶來節能、環保產品體驗的同時，積極宣導綠色發展之道，在公司內部積極推動「低碳生產」、「節能降耗」，動員全體員工參與「綠色生產理念」的實踐，走上了綠色環保的發展之路。



2. ENERGY SAVING AND EMISSION REDUCTION BY BETTER USE OF RESOURCES

In addition to strict compliance with the Law of the People's Republic of China on the Prevention and Control of Water Pollution, the Law of the People's Republic of China on Energy Conservation and other relevant laws and regulations in various regions such as the Measures for the Implementation of the Management of Water Conservation in Cities in Liaoning Province and the Regulations on the Management of Water Resources in Guangdong Province, Xinyi Glass has also formulated guidelines such as the Management Procedures for Energy Conservation and Consumption Reduction within the Group. At the same time, by continuous upgrading and renovating technologies and equipment, saving energy and reducing consumption and investing in environmental protection facilities, the Group is able to utilise resources more effectively and reduce the consumption of various resources to a certain extent.

2. 善用資源節能減排

信義玻璃除了嚴格遵守《中華人民共和國水污染防治法》、《中華人民共和國節約能源法》及各地如《遼寧省城市節約用水管理實施辦法》和《廣東省水資源管理條例》等的相關法法規外，集團內部亦訂立了《節能降耗管理程式》等指引，同時透過不斷通過升級改造技術和設備、節能降耗、環保設施的投入，更加有效地利用資源，一定程度上減少對各類資源的消耗。

Total energy consumption of industrial parks in each location in 2020

各地工業園2020年能源總耗量

	CONSUMPTION (GWH) (rounded to one decimal places) 用量(吉瓦時) (至小數點後一個位)	EMISSION DENSITY (rounded to two decimal places) 用量密度 (至小數點後 的兩個位)	
Float glass 浮法玻璃	17,574.2	2.27	MWh/tonne 兆瓦時/噸
Automobile glass 汽車玻璃	373.5	0.01	MWh/m ² 兆瓦時/平方米
Architectural glass 建築玻璃	169.9	0.01	MWh/m ² 兆瓦時/平方米
Living areas and office buildings 生活園區及辦公大樓	20.2		N/A 不適用
Total 合共	18,137.8		

Energy used in production mainly includes natural gas, electricity and fuel oil, which are all types of energy used by the Group. Purchased electricity in 2020 was approximately 1,006.5 GWh, which was included in the total of the above table. Other electricity was renewable energy, including solar power and residual heat, accounting for 3% of the total energy consumption. Total energy consumption in 2020 increased by 3,379 GWh, representing a year-on-year increase of 22.9%, mainly due to the increase in production capacity of float glass and automobile glass. However, both consumption density is lower compared to last year or similar with it.

生產用的主要能源包括天然氣、電力及燃料油三種能源，為集團的所有能源使用的種類，2020年外購電力約為1,006.5吉瓦時(已包含在上表總數內)，而其他的電力為可再生能源包括光伏發電及餘熱發電，佔能源總耗量的3%。2020年能源總用量多了3,379吉瓦時，同比增加22.9%，主因是較多的產能增加，包括浮法玻璃及汽車玻璃，但兩者的用量密度則較去年低或持平。



In addition to actively reducing consumption density, the Group uses solar power and low temperature residual heat to generate electricity, which is mainly used in living areas and office buildings, reducing the amount of electricity purchased from thermal power generation. The Group also purchases equipment with higher efficiency to reduce energy consumption.

除了積極降低用量密度外，集團亦使用太陽能發電及低溫餘熱發電，產生的電量主要用於生活園區及辦公大樓，減少外購火力發電的電力及以採購較高效能設備減低能耗。



A. DISTRIBUTED SOLAR POWER GENERATION

Xinyi Glass has launched the solar power generation project since 2013. Distributed solar energy generation projects are implemented in industrial parks in each location, including the two industrial parks in Beihai and Zhangjiajie. Solar radiation is converted into electricity for self-generation and self-use. By directly connecting the solar power generation system with the Company's internal grid, the grid-connected operation does not only significantly reduce the project cost, but also increases power generation efficiency and enhances the performance on environmental protection.

A. 分佈式太陽能發電

信義玻璃在2013年起啟動光伏發電項目，各地的工業園均有推行分佈式光伏發電項目，包括北海及張家港兩個工業園，將太陽能轉化為電能，自發自用，通過將光伏發電系統與公司內部電網直接連接並網運行，不僅可以大幅度降低項目造價，而且具有更高的發電效率和更好的環保性能。

SOLAR PANELS IN INDUSTRIAL PARKS

工業園內的太陽能板



B. LOW TEMPERATURE RESIDUAL HEAT GENERATION

To reduce energy consumption and production costs, Xinyi Glass has built low temperature residual heat generation stations at its production bases in Dongguan, Tianjin, Jiangmen, Yingkou, Deyang, Malaysia and Beihai. This can help to better exercise scientific and reasonable control over the emission of sulphur dioxide, carbon dioxide, nitrogen oxides, dust and high temperature gas generated by the glass melting furnace. Therefore, atmospheric and environmental pollution is significantly reduced, and the problem of high energy consumption and high pollution of the glass industry can be effectively alleviated. Advanced settings are adopted in the thermodynamic system and the installed programme of Xinyi Glass residual heat generation stations, which enable the power stations to operate flexibly and reliably and to work well with the glass production lines seamlessly.

C. SELECT EFFICIENT EQUIPMENT

The Group strives to purchase energy-efficient equipment and prohibits the purchase of equipment eliminated by national regulations. Employees must use the equipment in accordance with the requirements of the process operation instructions and equipment operating procedures, and make reasonable production arrangements to improve the utilisation of equipment and facilities and reduce equipment idle time. At the same time, the production department should improve the utilisation rate of materials, improve yield rate, reduce rework, repair and scrap, conserve resources and energy, and reduce the waste of materials.

B. 低溫餘熱發電

為降低能耗和生產成本，信義玻璃在東莞、天津、江門、營口、德陽、馬來西亞及北海的生產基地興建低溫餘熱發電站，這對玻璃熔窯產生的二氧化硫、二氧化碳、氮氧化物、粉塵、高溫氣體的排放，能更好地進行科學合理的控制，從而大大降低對大氣、環境的污染，有力改善玻璃工業的高能耗、高污染問題。信義玻璃餘熱發電站的熱力系統和裝機方案均採用成熟配置，可以使電站運行方式靈活、可靠，能更好地與玻璃生產線有機的配合。

C. 選用高效能設備

設備盡可能採購能效高的設備，不允許採購國家規定淘汰設備。員工必須按工序作業指導書和設備操作規程的要求使用設備，要合理安排生產以提高設備、設施的利用率，減少設備的空轉時間。同時，生產部門要提高材料的利用率，提高成品率，減少返工、返修、報廢，節約資源能源，減少材料的浪費。



The aggregate electricity provided by the above methods

綜合以上方案所提供用電量

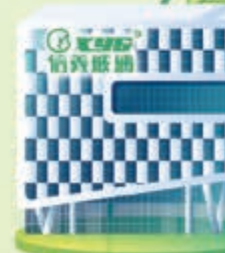
	<p>SAVING STANDARD COAL OF OVER 節約標準煤超過</p>	<p>229,300 Tonnes 噸</p>
	<p>REDUCING THE EMISSION OF DUST BY OVER 減排碳粉塵超過</p>	<p>155,900 Tonnes 噸</p>
	<p>REDUCING THE EMISSION OF CO₂ BY OVER 減排CO₂超過</p>	<p>571,400 Tonnes 噸</p>
	<p>REDUCING THE EMISSION OF SO₂ BY OVER 減排SO₂超過</p>	<p>17,200 Tonnes 噸</p>
	<p>EQUIVALENT TO EACH YEAR PLANTING 相當於每年種植</p>	<p>7,642,227 Trees 棵樹</p>
	<p>ANNUAL ELECTRICITY CONSUMPTION OF APPROXIMATELY 一年用電量 (約)</p>	<p>219,101 Households 戶家庭</p>

Total water consumption of industrial parks in each location in 2020:**2020年各地工業園總耗水量：**

	CONSUMPTION EMISSION DENSITY		
	(THOUSAND TONNE) (rounded to one decimal places) 用量(千噸) (至小數點後一個位)	(rounded to two decimal places) 用量密度 (至小數點後的兩個位)	
Float glass 浮法玻璃	9,888.4	1.28	tonne/tonne 噸 / 噸
Automobile glass 汽車玻璃	980.8	0.03	tonne/m ² 噸 / 平方米
Architectural glass 建築玻璃	1,007.3	0.06	tonne/m ² 噸 / 平方米
Living areas and office buildings 生活園區及辦公大樓	1,479.1		N/A 不適用
Total 合共	13,355.6		

Water consumption increased by 683.1 thousand tonnes in 2020, representing a year-on-year increase of 5.4%, mainly due to the addition of two new industrial parks, which led to an increase in total water consumption. However, there was a decrease in the intensity of both float glass and automobile glass usage.

2020年耗水量增加683.1千噸，同比上升5.4%，主要由於增加了兩個新工業園，耗水總量才有上升，但浮法玻璃的用量密度都有所降低。



D. CIRCULATING WATER SYSTEM

Xinyi Glass actively carries out a number of water saving and emission reduction efforts by using the circulating water system. Circulating water systems have been set up in the industrial parks in each location. Through circulating water pump, cool water will be sent to the heating equipment for cooling and returned to the cooling equipment to cool down before sending to the heating equipment again. Such process repeats back and forth. In 2020, the consumed water recycled through the circulating water system amounted to 423,930.7 thousand tonnes in total.

E. USE AND TREATMENT OF SEWAGE

The Group has also constructed sewage treatment system with a view to treating the sewage that is non-reusable or unsuitable for reuse. Sewage will be recycled and reused after treatment, and the water station can achieve zero sewage discharge. It is estimated that approximately 226,000 tonnes of water were treated in 2020.

D. 迴圈水系統

信義玻璃積極進行多項節水減排工作，以迴圈使用為方向，各地工業園均建有迴圈水系統，通過迴圈水泵，將冷水送給熱工設備，降溫後回到冷卻設備，冷卻後再次供給熱工設備降溫，一直循環。2020年經迴圈水系統循環使用水量共423,930.7千噸。

E. 污水利用及處理

集團建設了污水處理系統，去處理無法或不適合重新使用的污水。經污水處理後會回收再利用，水站可做到無污水排放，估計2020年共處理約22.6萬噸。



F. PROMOTION AND EDUCATION

Promotional slogans shall be posted in prominent places such as promotion columns of the industrial parks in each location, including workshops, office buildings and living areas, to remind everyone of water saving. Production workshops will remind the staff in the meeting before their shifts start and adhoc patrol and investigation will be conducted to ensure that no water is wasted. Internal management of daily water consumption of production equipment – a water saving enterprise system is established and implemented according to the system. The Group will strengthen the daily maintenance and management of water equipment, repair damaged water supply network and facilities in a timely manner, and regularly repair or replace faucets, pipeline valves, flushing valves and other drainage and water supply devices to prevent the waste of “running, emitting, dripping and leaking” and eliminate the phenomenon of “long running water”. At the same time, the requirements for water conservation are implemented in all aspects of production equipment, work and life, to improve the efficiency of water resource utilisation, establish a long-term water conservation management mechanism, achieve sustainable utilisation of water resources, and strive to reduce the water consumption per capita of the enterprise as compared with previous years.

F. 宣傳教育

各地的工業園包括生產車間、辦公樓及生活園區，都會在當眼處如宣傳欄張貼宣傳標語提醒大家節約用水，生產車間更會在班前會議上加以提點，並會作不定期的巡查確保沒有浪費用水。內部會針對生產設備的日常用水管理方式一創建節水型企業制度，並按制度實行。集團會加強用水設備的日常維護和管理，及時維修損壞的供水管網和設施，定期檢修或更換水龍頭、管道閥門、沖水閥等排、給水器具，防止「跑、冒、滴、漏」浪費現象發生，杜絕「長流水」現象。同時，把節約用水的要求落實體現到生產設備、工作和生活的各個環節之中，提高水資源使用效率，建立節約用水長效管理機制，實現水資源可持續利用，努力實現企業人均用水量較往年有所下降。



G. ENERGY AND WATER CONSERVATION GROUP

Energy and water conservation groups have been set up for certain systems to renovate the existing water routes by adding water meters to follow up the water consumption of each machine every day. The groups calculate the standard water consumption according to the volume of each machine's water tank, so as to calculate the discrepancy and solve the identified problems.

Packing wooden cases used in industrial parks in each location in 2020:**2020年各地工業園包裝木箱量：**

	CONSUMPTION EMISSION DENSITY		
	(THOUSAND TONNE)	(rounded to three decimal places)	
	(rounded to one decimal places)	(rounded to three decimal places)	
	用量(千噸)	用量密度	
	(至小數點後一個位)	(至小數點後的三個位)	
Float glass 浮法玻璃	25.8	0.003	tonne/tonne 噸 / 噸
Automobile glass 汽車玻璃	48.7	0.001	tonne/m ² 噸 / 平方米
Architectural glass 建築玻璃	17.6	0.001	tonne/m ² 噸 / 平方米
Total 合共	92.1		

The Group considers using commonly used materials that can be recycled, giving priority to environmentally friendly materials, using less materials, and minimising the impact of packaging materials on the environment during production and processing and after the packaging materials are disposed of. The main packing materials of float glass, automobile glass and architectural glass are wooden cases and metal frames. Metal frames will be collected and reused repeatedly, and suitable wooden cases will also be reused. Other packing materials include rainproof film, duct tape, adhesive tape and kraft paper amounting to approximately 19.1 thousand tonnes, which accounted for 17.1% of the overall packing materials.

G. 節能用水小組

部分系統成立節能用水小組，對現有水路進行改造，增加水錶，每日跟進每台機的用水量，根據每台機水箱體積計算標準用水量，算出差異找到問題並解決。

包裝材料考慮選用常用能回收利用的材料、優先選用環保材料、少用材料、盡可能減少包裝材料在生產加工以及包裝材料的報廢後對環境的影響。浮法玻璃、汽車玻璃及建築玻璃主要的包裝材料為木箱及鐵架，但鐵架會回收並重複使用的，而合適的木箱亦會被重用，其他的包裝材料亦包括防雨膜、膠帶、膠條、牛皮紙等，約19.1千噸，佔整體17.1%。

3. BALANCE BETWEEN PRODUCTION AND ENVIRONMENT

IMPLEMENTING GREEN PRODUCTION

Based on the principle of “the responsibility falls on the manager”, the responsible person for production management is the first person held accountable for all environmental protection work. Each of the companies and departments fully cooperates with well-defined duties and clear division of responsibilities, which effectively facilitates all work on environmental protection. Xinyi Glass has obtained ISO14001 the environmental management system certification and ISO50001 energy management system certification, and operates in strict compliance with the system requirements.

Natural gas, a clean energy, is adopted as the fuel for the float glass production line in each location. Compared to traditional energy, the pollution is thus lowered. Online fume and gas monitoring system is established, and the emission information will be uploaded to local environmental protection bureau in real-time to be monitored by them. Xinyi Glass carries out improvement projects to promote environmentally friendly energy-saving and consumption reduction actions. By effectively making use of residual heat from the furnace of float glass to provide hot water to all living areas, Xinyi Glass effectively reduces energy consumption and fulfils the needs of living of its staff. Through the projects of improving lighting equipment in production workshops, managing the electricity consumption of production equipment and implementing the Group’s material control system, etc., Xinyi Glass significantly facilitates the achievement of the Group’s goal of energy saving and consumption reduction. All Xinyi staff members provide valuable inputs and take action to make their own contributions to the enterprise’s goal of “building a green, energy-saving and environmentally friendly enterprise”.

3. 生產與環境間取得平衡

實行綠色生產

以「誰管理誰負責」為原則，生產管理負責人為各項環保工作的第一責任人，各公司、部門全力配合並進行職責劃分、分工明確，有效促進了各項環保工作的開展。信義玻璃已取得ISO14001環境管理體系認證及ISO50001能源管理體系，並嚴格按照體系要求運行實施。

各地的浮法玻璃生產線均使用清潔能源—天然氣，比傳統的能源減低污染，並全部安裝了煙氣線上監測系統，煙氣排放資料即時上傳當地環保局，接受環保部門監督。信義玻璃以項目改進，推進環保節能降耗再行動。信義玻璃有效利用浮法玻璃窯爐餘熱，對所有生活區供應熱水，有效減少了能源消耗的同時，保障了員工的生活需要。通過生產車間照明設備的改造、生產設備的用電管理、集團物料控制體系的實施等專案，極大的促進了集團節能降耗目標。全體信義人集思廣益、行動起來，從我做起，為企業「建設綠色節能環保型企業」添磚加瓦。



ESTABLISHING GREEN INDUSTRIAL PARKS

In accordance with the Environmental Protection Law of the People's Republic of China, the Environmental Impact Assessment Law of the People's Republic of China, the Regulations on the Administration of Construction Project Environmental Protection and other relevant local laws, all new industrial parks have engaged third parties to prepare environmental impact assessment reports on the sites, including analysis and advice on various aspects such as pollution caused by the project, current status and investigation of the site of the industrial park, impact forecast, protection measures and feasibility, environmental and economic profit and loss.

In 2020, the Group's new industrial parks in Beihai, Guangxi Province and Zhangjiagang, Jiangsu Province have smoothly begun production. Beihai Industrial Park mainly produce special float glass, automobile glass and semi-finished large sheet low emission coating glass, while Zhangjiagang Industrial Park produces premium float glass and semi-finished large sheet low emission coating glass. In order to reduce pollution, during the construction of the project, sewage is discharged through "rain and sewage diversion" and "clean and sewage diversion", and sewage treatment facilities are set up to recycle sewage after treatment, meeting the requirements of stable and up-to-standard discharge. During the construction of project, the Company planned to use clean fuel, set up desulfurization and denitrification equipment, and adopt dust removal system, which effectively reduced the dust generated during the transfer, measure and distribution of raw materials of glass, glass furnace exhaust gas, and dust and uncontrolled exhaust gas from ammonia storage tank, etc., generated in the preparation process of raw materials. At the same time, the layout design of the plant area was reasonably carried out. By adopting noise reduction measures such as vibration reduction and sound insulation, and then by leveraging on distance attenuation, the noise at the plant area met the Class 3 standard in the Emission Standard for Industrial Enterprises Noise at Boundary (GB12348-

建立綠色工業園

所有新工業園的開發按《中華人民共和國環境保護法》、《中華人民共和國環境影響評價法》、《建設項目環境保護管理條例》等及當地相關法律，委聘協力廠商對該選址作環評報告，包括對工程的污染、工業園選址的現狀及調查、影響預測、保護措施及可行性、環境經濟損益等多個方面作分析及提供意見。

2020年期內，集團位於廣西省北海市及江蘇省張家港市的新工業園已順利投產，北海工業園主要生產特種浮法玻璃、汽車玻璃及半成品大板低輻射玻璃，而張家港工業園則生產優質浮法玻璃及半成品大板低輻射玻璃。為減低污染，在項目建設中，排水實行「雨污分流」、「清污分流」，設置污水處理設施，處理後污水回用，滿足了穩定達標排放要求。在專案建設中，規劃了使用清潔燃料、設置脫硫脫硝設備、採用除塵系統，有效減少了玻璃原料輸送、稱量、配料等過程產生的粉塵、玻璃熔窯廢氣，以及原料等製備過程中的粉塵、氮儲罐無組織廢氣等。同時，合理進行廠區平面佈局設計，通過採取減震、隔聲等降噪措施，再經距離衰減後，廠界的噪聲滿足《工業企業廠界環境噪聲排放標準》(GB12348-2008)中3類標準。另外，規劃了固定廢物集中存放地點，方便集中處置，固廢暫存場所嚴格按照《危險廢物貯存污染控制標準》及其修改單(2013)以及《一般工業固體廢物貯存、處置場污染控制標準》及其修改單(2013)的要求建設和維護使用。在專案建設中，地下水、土壤污染防治措施按

2008). In addition, a fixed centralised waste storage location is planned to facilitate centralised disposal, and the temporary solid waste storage site is constructed and maintained in strict compliance with the requirements of the Standard for Pollution Control on Hazardous Waste Storage and its modification order (2013) and the Standard for Pollution Control on the Storage and Disposal Site for General Industrial Solid Wastes and its modification order (2013). During the construction of project, the prevention and control measures of groundwater and soil pollution are controlled by the generation, seepage, diffusion and emergency response of pollutants in accordance with the principle of combining source control, zoning control, pollution monitoring and emergency response, so there will be no significant impact on the regional soil and groundwater environment.

After the industrial parks commenced production, we have established an environmental protection online real-time monitoring system in accordance with the Measures for the Administration of Automatic Monitoring of Pollution Sources, in order to ensure that the emission data meets the national and local requirements. While expanding its business, the Group also pays attention to the impact on the surrounding environment, residents and all stakeholders, achieving a balance in many aspects through assessments and exchanges.

OBTAINED GREEN LOAN

In 2019, Xinyi Glass obtained the Pre-issuance Stage Certificate of the Green Finance Certification Scheme: 2018 issued by the Hong Kong Quality Assurance Agency, and received a total of HK\$3.6 billion green related loans from various banks during the period from 2019 to 2020. Prior to the publication of this report, the Second Party Opinion from the Hong Kong Quality Assurance Agency based on the Group's Green Finance Framework was also obtained again. In the first half of 2021, more than HK\$4 billion of green loans have been approved. All related bank loans were utilised in the green projects of the respective industrial parks and sustainable projects will be the direction of the Group's development in the future.

照「源頭控制、分區防治、污染監控、應急回應」相結合的原則，從污染物的產生、入滲、擴散、應急回應進行控制，因此，不會對區域土壤和地下水環境產生明顯影響。

工業園投產後，已按國家的《污染源自動監控管理辦法》建立了環保線上即時監測，確保排放的數據均達到國家及地區要求。業務擴張的同時，集團亦關注對周邊環境、居民及所有持份者的影響，透過評估及交流達到多方面的平衡。

獲得綠色貸款

2019年，信義玻璃獲得香港品質保證局頒發的《綠色金融認證計劃：2018》發行前階段證書，2019-2020年期間，獲得多間銀行共36億港元關於綠色的貸款。在刊登本報告前，亦再次獲得香港品質保證局基於本集團綠色金融框架書所出具的第三方意見書，在2021年上半年已獲批超過40億港元以上的綠色貸款，所有相關銀行貸款都用於相關工業園的綠色項目中，未來集團仍會以可持續發展的項目作公司發展方向。



DEVELOP GREEN PRODUCT

On top of adopting green production, the Group also mainly focuses on green products in its product research and development. In 2020, the Group successfully launched a new automobile glass product, SOLACO, providing another choice of energy-saving automobile glass in the market. Continuous sales of automobile glass SOLAR-X and Low-E glass that accounts for a significant proportion among architectural glass provide more environmentally friendly products for customers to choose from, which contribute more directly to energy saving and emission reduction.

AUTOMOBILE GLASS

SOLACO is a type of automobile glass with heat insulation and sound-proofing properties that is developed by Xinyi Glass as its next generation product. By making use of nano material infusion technology, SOLACO features heat insulation, sound-proofing, UV protection and other functions.

Compared to traditional automobile glass, SOLACO reflective automobile glass features various distinguished properties:

與傳統汽車玻璃相比，SOLACO 反射汽車玻璃具有眾多優良性能：

Heat insulation 隔熱性能

Heat insulating and sound-proof automobile glass can block more than 85% of the infrared radiation. Under the strong sun in Summer, such type of glass can provide a more comfortable driving experience. Compared to regular windscreen, SOLACO can effectively reduce the accumulation of heat within the vehicle, which in turn reduce the load of automobile air conditioners and fuel consumption, and is more energy-saving and environmental friendly.

隔熱隔音汽車玻璃能夠阻隔陽光中85%以上的紅外輻射。在夏天強烈陽光照射下，也能提高駕駛的舒適性。與普通擋風玻璃相比，SOLACO能夠有效減少車輛內部的熱量累積，從而降低汽車空調負荷、減少油耗，更加節能環保。

Sound-proofing 隔音性能

The weighted sound insulation loss of SOLACO heat insulating and sound-proof automobile glass can reach 34-35 dB in tests. Compared to regular automobile glass, it is capable of better sound insulation and noise reduction, providing a quieter and more comfortable driving experience.

SOLACO隔熱隔音汽車玻璃的計權隔聲量經檢測可達到34至35分貝，與普通汽車玻璃相比有較好的隔音降噪性能，提供一個更加安靜舒適的駕駛體驗。

UV protection 防紫外線

SOLACO heat insulating and sound-proof automobile glass can block more than 99% of the UV light in sunlight, while also alleviate the fading and ageing of the interior and chairs of vehicles. Compared to traditional automobile glass coating, SOLACO heat insulating and sound-proof automobile glass will not have tears, bubbles, ageing and other problems that would occur on glass coating after a long time.

SOLACO隔熱隔音汽車玻璃可以阻隔陽光中99%以上的紫外線，同時減緩汽車內飾、座椅等的褪色、老化現象。與傳統汽車玻璃貼膜相比，SOLACO隔熱隔音汽車玻璃不會出現玻璃貼膜長時間後容易出現的劃傷、起泡、老化等問題。

發展綠色產品

除了走綠色生產的路，在產品的研發方面，也堅持以綠色產品為主，在2020年，集團成功推出汽車玻璃的新產品—SOLACO，為市場上的節能汽車玻璃多添一個選擇。持續銷售的汽車玻璃SOLAR-X及佔建築玻璃重要比重的Low-E玻璃為客戶提供更多環保產品的選擇，更直接地節能減排。

汽車玻璃

SOLACO隔熱隔音汽車玻璃，是由信義玻璃自主研發的一款換代產品，通過納米材料摻雜技術，集隔熱、隔音、防紫外線等功能於一體。



■ SOLACO heat insulating and sound-proof automobile glass
 ■ SOLACO隔熱隔音汽車玻璃

The other heat reflective automobile glass, SOLAR-X, is a type of infrared reflecting coating laminated glass (patent no. 2006 2 0059916.5) which is manufactured with the most advanced equipment and technology at present. This product is formed when the surface of high-quality semi finished clear float glass is plated with many layers of Low-E coatings before it is subject to heat bending and lamination.

另一款 SOLAR-X 熱反射汽車玻璃採用目前最先進設備和技術生產的紅外線反射鍍膜夾層玻璃(專利號：2006 2 0059916.5)。該產品是通過在高品質的半成品透明浮法玻璃表面鍍上多層 Low-E 鍍膜，再經過熱彎和夾層加工製成。



■ SOLAR-X heat reflective automobile glass
 ■ SOLAR-X熱反射汽車玻璃



Compared with traditional automobile glass, SOLAR-X heat reflective automobile glass enjoys a number of excellent properties.

與傳統汽車玻璃相比，SOLAR-X熱反射汽車玻璃具有眾多優良性能：

Surpass selection standard for spectrally selective glass
超越光譜玻璃選擇標準

Glass with light to solar gain (LSG) higher than 1.25 is defined by the standards set by the U.S. Department of Energy as spectrally selective glass. The LSG of SOLAR-X automobile glass is 1.73 while the LSG of regular windscreen is 1.13.

美國能源部的標準將光熱增益率(LSG)大於1.25的玻璃定義為光譜選擇玻璃(Spectrally Selective Glass)。SOLAR-X汽車玻璃的光熱增益率為1.73，而普通前擋汽車玻璃的光熱增益率是1.13。

Heat insulation
隔熱性能



The unique Low-E coated layer of SOLAR-X can effectively prevent solar radiant heat from reaching the insides of automobiles, so as to reduce the load on automobile air conditioners and reduce energy consumption. The excellent shading coefficient of SOLAR-X enables it to insulate 38% more heat than common automobile glass.

SOLAR-X獨特的Low-E鍍膜層，可以有效地阻隔太陽輻射熱量進入汽車內部，從而降低汽車空調負荷，減少能源開支。SOLAR-X絕佳的遮陽係數，使其隔熱性能比普通汽車玻璃提高38%。

Transmittance
透光性能



SOLAR-X automobile glass not only has good heat insulation properties, but also guarantees excellent visible light transmittance. Its perfect natural light transmittance ensures there is a clear outside view in the driving cabin. The visible light transmittance is kept within the standard range of 70%-75%, which improves the visual comfort and prevent sun glare.

SOLAR-X汽車玻璃不僅擁有良好的隔熱性能，還保證出色的可見光透光性能，恰到好處的自然光透過率使駕駛室內有一個清晰的對外視野。可見光透過率保持在70%-75%標準範圍，提高視覺舒適度，使陽光不再耀眼。

Sunlight control function
陽光控制功能



The unique Low-E coated layer of SOLAR-X also has good solar energy reflection ability. It can control sunlight to some extent without causing "light pollution". The solar energy reflection ability of SOLAR-X is 15% more powerful than that of regular automobile glass.

獨SOLAR-X獨特的Low-E鍍膜層，還具有較佳的太陽能反射性能。能在避免「光污染」的基礎上，具有一定的陽光控制功能。SOLAR-X的太陽能反射性能比普通汽車玻璃提高15%。

High strength and durability
牢固和耐久性能



The Low-E coating and materials on the internal surface of SOLAR-X laminated windscreen ensures the firmness and durability of the coating as well as avoiding the costs incurred for repeated coating in the case of regular automobile glass and performance failure.

獨SOLAR-X獨特的Low-E鍍膜層，還具有較佳的太陽能反射性能。能在避免「光污染」的基礎上，具有一定的陽光控制功能。SOLAR-X的太陽能反射性能比普通汽車玻璃提高15%。

ARCHITECTURAL GLASS

Low-E glass is a kind of glass which surface is coated with low emission coating material – “metal-oxide silver film”, so that the glass takes on different colors. Its main functions are to reduce the U value¹ of glass, selectively reduce Sc² and comprehensively improve energy-saving property of glass. Its main features are: high infrared reflectivity, ability to directly reflect far infrared thermal radiation; low surface emissivity, weak ability to absorb external energy, hence little reradiated heat energy; wide range of shading coefficient Sc, and ability to control sun light transmittance according to needs to cater to requirements of different areas.

Low-E double glazed glass is the preferred type of energy-efficient construction material for green energy-saving buildings advocated by the state. Its energy-saving properties meet the required national standards for energy conservation in terms of materials used in public buildings and residential buildings. After coating the surface of regular building glass with metallic silver and auxiliary coating, it is combined with another piece of glass through various processes into a double glazed glass with dry air in between. Compared to regular energy-saving glass, low-E double glazed glass can, through utilizing silver's very high reflectivity for heat radiation, keep more heat from sunlight outdoors in summer, while ensuring sufficient natural lighting indoors. In winter, such glass can better prevent indoor heat from escaping outdoors through the glass, which significantly facilitate energy saving efficiency of buildings.

建築玻璃

Low-E玻璃是在玻璃表面鍍低輻射材料—「金屬銀氧化物膜」，使玻璃呈現出不同顏色。其主要作用是降低玻璃的U值¹，同時有選擇地降低Sc²，全面改善玻璃的節能特性。顯著特點為：紅外反射率高，可直接反射遠紅外熱輻射；表面輻射率低，吸收外來熱量少，從而再輻射出的熱能少；遮陽系數Sc範圍廣，可根據需要控制太陽能的透過量，以適應不同地區的需要。

Low-E中空玻璃是國家宣導綠色節能建築的首選節能建築材料，其節能特性滿足國家對公共建築和居住建築所用材料的節能強制性要求。在普通建築玻璃的表面鍍上金屬銀及其輔助膜層後，將其與另外一片玻璃經多種工藝集成中間為乾燥空氣的中空玻璃產品。Low-E中空產品相比普通節能玻璃，可以利用銀對熱輻射的極高反射特性，在保證室內自然採光的同時，在夏天把太陽光的熱量更多地擋在室外，在冬天更多阻止室內的暖氣通過玻璃流失到室外，從而起到建築節能的顯著效果。

¹ Heat transfer coefficient
傳熱系數

² Shading coefficient
遮陽系數



Single-silver Low-E glass 單銀 Low-E 玻璃

High-transmittance Low-E glass

- Shading coefficient of $Sc \geq 0.5$
- Clear color, featuring light grey, light blue and neutral color
- Very suitable to northern region

高透型 Low-E 玻璃

- 遮陽系數 $Sc \geq 0.5$
- 顏色通透，以淺灰、淺藍或中性
- 北方地區極為適用

Sun-shading Low-E glass

- Shading coefficient of $Sc < 0.5$
- More variety of color
- Very suitable for southern region

遮陽型 Low-E 玻璃

- 遮陽系數 $Sc < 0.5$
- 顏色品種較豐富
- 南方地區極為適用

Double-silver Low-E glass 雙銀 Low-E 玻璃

- Product with diverse outlook
- 30% better heat insulation compared to single-silver Low-E glass
- Lower Sc value while maintaining visible light transmittance
- Very low visible light reflectivity

- 產品外觀豐富
- 與單銀 Low-E 玻璃相比，隔熱性能提高 30%
- 既保有可見光透過率也降低 Sc 值
- 高性能低可見光反射率

Triple-silver Low-E glass 三銀 Low-E 玻璃

- Lower Sc value
- Best solution for both lighting and shading
- Filtering almost all near infrared light in sunlight
- 更低的 Sc 值
- 最大程度解決採光和遮陽
- 幾乎全部過濾陽光中的近紅外光

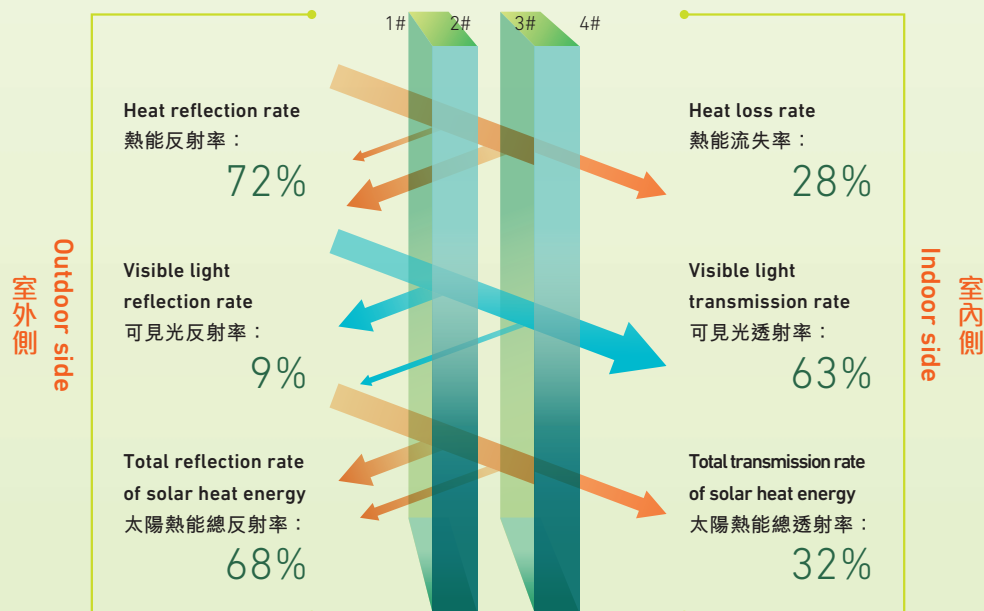


According to the number of silver layers contained in the coating structure, it can also be divided into single silver Low-E glass, double silver Low-E glass and triple-silver low-E glass. On some occasions, a kind of Low-E product with high transmittance and very low shading coefficient is needed. Double-silver Low-E glass came into being under such circumstance. In normal cases, if the shading coefficient is the same, double-silver Low-E glass has higher visible light transmittance than single-silver Low-E glass. Triple-silver Low-E glass has even higher visible light transmittance. Double-silver glass can be used on nearly any occasion. It has the following several characteristics: lower shading coefficient than sun-shading Low-E glass, low radiance, heat preservation, generally lower reflectivity, and high permeability. Compared to regular single glazing glass, energy-saving glass (Low-E double glazing glass) can better preserve heat, keep warmth and insulate sound, saving 67-70% of energy, as opposed to approximately 40% for regular double glazed glass.

根據膜層結構中含有銀的層數不同又可劃分為：單銀、雙銀、三銀Low-E產品，在某些場合下，需要一種高透光率，而又需要極低的遮陽系數的Low-E產品，因此雙銀也應運而生，一般情況下，同樣的遮陽系數，雙銀Low-E可以具有更高的可見光透過。三銀這種特性則更加明顯。雙銀玻璃幾乎可以用在任何場合，具有以下幾個特點：具有比遮陽型Low-E玻璃更低的遮陽系數；具有低的輻射率；具有保溫作用；一般都具有低的反射率，通透性好。相對於普通單層玻璃，節能玻璃(Low-E中空玻璃)隔熱、保溫及隔音效果顯著，可節能67-70%，相對於普通中空玻璃節約40%。

Principle of triple-silver Low-E glass

三銀Low-E玻璃的作用原理



Architectural glass products**建築玻璃產品****4. PAY ATTENTION TO CLIMATE RISK**

Climate change is a global concern. Especially, in 2020, the fifth year since the signing of the Paris Agreement, various countries are expediting their process in completing the relevant goals. Of these, President Xi Jinping announced in the year that China will aim to hit peak carbon dioxide by 2030 and strive to achieve carbon neutrality by 2060. This means the PRC government will place more emphasis on emission reduction, prompting all parties to address existing and potential issues brought by climate change. The Group is also made aware of various parties' concern on the risks of the Group caused by climate change and the related countermeasures through mails, investor conferences and other channels.

4. 留意氣候帶來的風險

氣候變化是全球都關注的重要議題，特別在2020年踏入《巴黎協定》簽署的第5年，各國都加緊完成相關目標的步伐，包括習近平主席在年內宣佈，「二氧化碳排放力爭於2030年前達到峰值，努力爭取2060年前實現碳中和。」都意味著中國政府會著重減排，進一步促使各方正視現時及潛在有關氣候變化所帶來的問題。集團透過郵件、投資者見面會等管道，亦瞭解各方對氣候變化為集團帶來的風險及應對方法有所疑慮。

極端天氣風險
Extreme weather risk

Most of our industrial parks are located in coastal areas. Also, due to our strategic layout, our industrial parks are situated in Eastern, Southern, Western, Northern and Central China. Under extreme weather, we will experience loss in goods and equipment caused by floods, rainstorms, snowstorms and other abnormal weather

大部分工業園位於臨海地區，同時由於戰略性位置佈局，工業園設於國內東、南、西、北及中部。在極端天氣下，將面對水災、暴雨及大雪等反常天氣所造成的貨品及設備上損失。

The Group has relevant contingency system in place. In case of any incidents, contingency teams will be dispatched to lower the impact

集團有相關應急機制，當有任何事故，會啟動應急小組應對，減低影響。

政策風險
Policy risk

The Government will gradually raise their environmental protection and emission requirements, which involves increasing relevant tax or cost for complying the standard

政府對環保及排放要求逐漸提高，會加重相關稅項或為達標所增加的成本。

The Environmental Protection Office will pay close attention to the latest policy, while the Group will proactively reduce emission from equipment through continuous regular inspection and renewal

環保辦會密切留意最新的政策，同時集團亦不停透過定期檢查、定期更新，主動減少設備的排放。

形象風險
Image risk

Environmental awareness of parties in the society, including the public and investors, has been on the rise. If we fail to meet our environmental protection goals, the share price and the Company's image might be affected

社會各界關注環保意識日益提高，包括公眾及投資者，如環保目標未如預期，或會影響股價及公司形象。

Provide multiple channels for all stakeholders to communicate with the Group to reduce related concerns

提供多個渠道予各持份者與集團保持溝通，以減少相關疑慮。

The Group welcomes all suggestions. The management also takes high priority on relevant issues. In the future, we will improve the existing operation mechanism to more effectively manage relevant risks.

集團一直都樂於聆聽意見，同時相關問題亦一直被管理層所重視。未來亦會根據各方的意見完善現有營運機制，更有效地管理相關風險。



B. ADHERE TO CORPORATE RESPONSIBILITY 堅守企業責任

5. ACHIEVE XINYI'S "BUSINESS MANAGERS"

5. 成就信義「事業經理人」



"Despite different cultures and ages, our employees share a common shining point – the love for their jobs and dedication to their work. This is the spirit of craftsmanship advocated by Xinyi."

*– said Tan Sri Datuk TUNG Ching Sai, J.P., the Chief Executive Officer,
at 2016 Annual Meeting*

「雖然文化不同、年齡有別，但能擁有一個共同的閃光點，熱愛本職，敬業奉獻。這就是信義所提倡的工匠精神。」

**— 行政總裁丹斯里拿督董清世(太平紳士)
於《2016年年終大會》的講話**

Xinyi Glass regards talents as its most valuable treasure. Xinyi Glass strives to provide continuous improving working conditions, competitive benefits and remuneration package and an effective training system to nurture talents. All employees are treated equally, and the hiring mechanism does not evaluate ability by diploma or compare contribution by qualification. Fair, just and reasonable opportunities are also given to everyone for individual growth, in order to build a platform where they could showcase their talents, so that we could attract, nourish, reward and retain talents with competency, high quality and international exposures, making them become Xinyi's "business managers".

人才，被信義玻璃視為最寶貴的財富。信義玻璃堅持以不斷改善的工作條件、具有競爭力的福利待遇及實效的培訓系統培育人才。所有員工均被平等對待，不以文憑評估能力、不以資歷比較貢獻的用人機制，公平、公正、合理地賦予每個人成長機會，搭建充分展示才華的舞台，吸引、培養、獎勵、留住有能力、高品質、具備國際化素質的人才，使其成為信義的「事業經理人」。

LAWFUL AND COMPLIANT LABOUR RELATIONSHIP

All the Industrial Parks of Xinyi Glass in the PRC have complied with the relevant labour laws and regulations such as the Labour Law of the People's Republic of China, the Labour Contract Law of the People's Republic of China, the Social Insurance Law of the People's Republic of China, the Law of the People's Republic of China on Protection of Minors and the Law of the People's Republic of China on Protection of Women's Rights and Interests, and in Malaysia Industrial Park has complied with the Malaysian Labour Laws as the basis for handling the entering into and termination of labour contract, labour compensation, labour dispute settlement, social insurance premium payment, social insurance benefits, social insurance dispute settlement and so on (please refer to the following table for some of the relevant laws and regulations).

合法合規的僱傭關係

信義玻璃於中國境內的所有工業園均嚴格遵守了《中華人民共和國勞動法》、《中華人民共和國勞動合同法》、《中華人民共和國社會保險法》、《中華人民共和國未成年人保險法》、《中華人民共和國婦女權益保護法》等相關的勞動法律法例，而馬來西亞工業園則遵守了《馬來西亞勞工法律》以作勞動合同訂立解除、勞動報酬、勞動爭議處理、社會保險費的繳納、社會保險待遇、社會保險爭議解決等的處理依據(部分相關法律法例可參考下表)。

Certain relevant regulations are as follows:

部分相關法規如下：



Relevant PRC Laws
中華人民共和國相關法律

Labour Law of the People's Republic of China
中華人民共和國勞動法

Regulations on the Implementation of the Labour Contract Law of the People's Republic of China
中華人民共和國勞動合同法實施條例

Regulations on Work-related Injuries Insurance
工傷保險條例

Law of the People's Republic of China on Protection of Minors
中華人民共和國未成年人保護法

Regulations on Paid Annual Leave for Employees
職工帶薪年休假條例

Provisions of the State Council on Working Hours of Employees
國務院關於職工工作時間的規定

Labour Contract Law of the People's Republic of China
中華人民共和國勞動合同法

Social Insurance Law of the People's Republic of China
中華人民共和國社會保險法

Regulations on Unemployment Insurance
失業保險條例

Law of the People's Republic of China on Protection of Women's Rights and Interests
中華人民共和國婦女權益保護法

Provisions on National Holidays and Anniversaries
全國年節及紀念日放假規定



Relevant Malaysian Laws
馬來西亞相關法律

Malaysian Labour Laws – Termination of Labour Contracts
馬來西亞勞工法律－解除勞動合同

Malaysian Labour Laws – Salaries
馬來西亞勞工法律－工資

Malaysian Labour Laws – Working Hours
馬來西亞勞工法律－工作時間



While developing the Recruitment Management Procedure, the Group strictly complies with the Labour Law of the People's Republic of China, the Provisions on the Prohibition of Using Child Labour, the Law of the People's Republic of China on Protection of Minors and the Malaysian Labour Laws and the local legal requirements in the places where its businesses are located. For example, the Recruitment Management Process and the Malaysian Personnel Management System – Recruitment stipulate the division of labour in the Company's recruitment management process. Recruitment channels mainly include campus recruitment, recruitment through intermediaries, internal staff recommendation, etc. Internal guidelines have been established for all kinds of recruitment to ensure that all people are given a fair opportunity to apply for the jobs, in which suitable candidates are hired. The Group prohibits the use of child labour or forced labour. At the time of recruitment, the Group's recruitment team will review the resumes, cover letters and ID cards. When reviewing the resume of a job seeker, the educational background, working experience, and overall background will be checked if they match the job requirements. When reviewing resumes, the recruitment team will observe the following points to ensure better screening of potential candidates, including reasons for changing jobs, term of service for former employers, etc. For new employees with tertiary education or above, the Group will check the authenticity of their qualifications through the inquiry platform and print out the results and file with their résumés for categorization. If there is any doubt, the recruitment team will check with the relevant government authorities. In case of any violation, the recruitment team has the right to suspend the next recruitment procedure and blacklist the related person to avoid him/her from entering the Company for job application next time. To ensure staff health and safety, forced labour is strictly prohibited and no staff can start working before the completion of the relevant training.

In terms of dismissal, the internal Employee Handbook clearly explains the various situations in which the Group will terminate the labour contract and other handling methods, while the Personnel Management System and Malaysian Personnel Management System – Dismissal states the procedures which should be carried out by the Group or the responsible executor, and the right of the affected employee upon the termination of labour contracts, so as to ensure that the Group treats each employee equally.

集團在制定《招聘管理流程》時，嚴格遵守《中華人民共和國勞動法》、《禁止使用童工規定》、《中華人民共和國未成年人保護法》及《馬來西亞勞工法》等及各業務所在地法律規定，如《招聘管理流程》及《馬來西亞人事管理制度－招聘》規定了公司招聘管理分工流程，招聘途徑主要有校園招聘、經仲介招聘、內部員工推薦等，集團各種的招聘都訂立了內部相關指引，確保所有人都獲得公平的應試機會，再從中聘用合適人士，本集團禁止使用童工或強制勞動。招聘時，集團的招聘組會審查簡歷，求職信及身份證。在審查求職人員的簡歷時會一併檢查教育背景、工作經驗以及與工作要求相匹配的總體背景。在審閱簡歷時，招聘組會觀察以下幾點，以確保更好地篩選潛在候選人，包括：改變工作的原因、在前僱主工作的工齡等。對於大專或以上學歷的新員工學歷，集團會瀏覽查詢平台查詢其學歷的真偽，將查詢結果列印放在簡歷裡面以作區分，如有懷疑，招聘組會與相關政府部門核實。如發現違規，招聘組有權終止接下來的招聘程序，並把該人員列入黑名單，以避免下次再進入公司求職。集團為保障員工健康和 safety，嚴禁強迫勞動，所有員工亦需經過相關培訓才可工作。

針對解僱方面，內部的《員工手冊》有清楚解釋集團會作出解除勞動合同的各個情況及其他處理方式，而《人事管理制度》及《馬來西亞人事管理制度－解聘管理》則會列明當確定要解除勞動合同時，集團或負責執行的人需要做的步驟及受影響員工的應有權利，以確保集團對待每個員工都是一視同仁的。

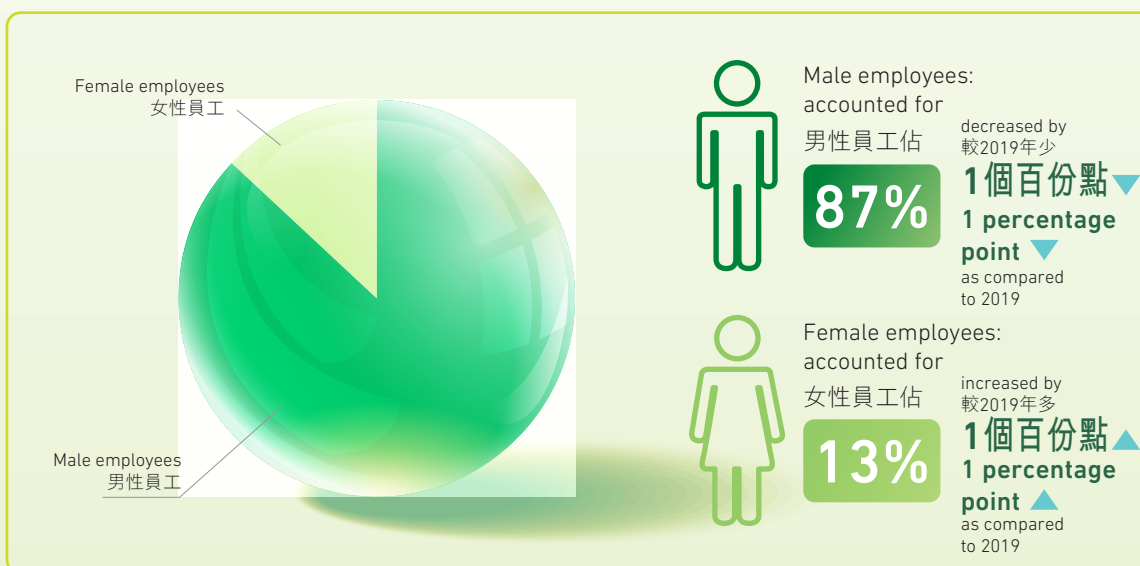
The Group did not employ any part-time employees in 2020, and all employees are full-time employees. As at 31 December 2020, the total number of employees was 14,334, the proportion between male and female is similar to that in 2019, which were 87% and 13%, respectively. Most of the employees belonged to the 31-40 age group, accounting for 40% of the total, and the distributions by geographical region were 33% and 67% for local and foreign employees, with a slight increase in the number of local employees. The full-year employee turnover rate was approximately 21%¹, representing a decrease of 15 percentage points as compared to that in 2019, details of which by age, gender, region and rank are set out in diagrams A, B and C below.

集團2020年沒有聘請任何兼職員工，員工均為全職員工。依2020年12月31日計算，員工共14,334人，男和女的比例接近2019年，分別為87%及13%，31-40歲組別的員工佔最多，為40%，按地區分佈，本地和外地員工佔33%及67%，本地員工有輕微上升。全年員工流失率約21%¹，比2019年少15個百分點，按年齡、性別、所屬地區及級別分類，詳細可參以下圖A、B及C。

Employees by gender in 2020

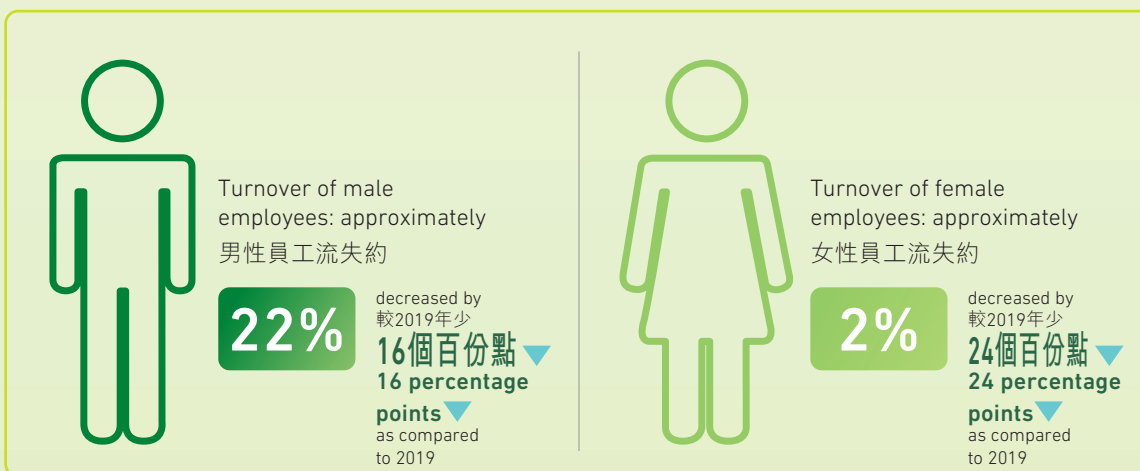
2020年員工按男女比例

■ Diagram A 圖A



Turnover rate by gender in 2020

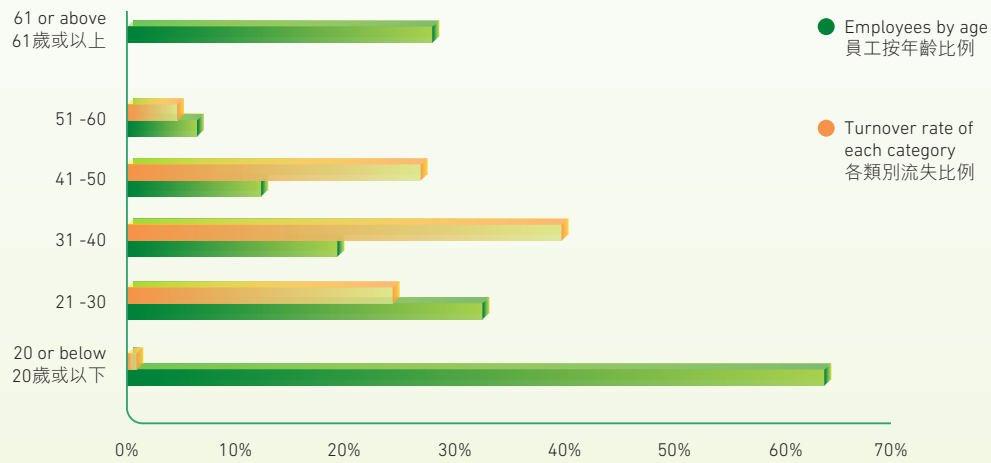
2020年男女組別流失比例



¹ Turnover rate by each category = number of employees resigned in such category / total number of employees in such category * 100
各類別的流失比率 = 該類別僱員的離職人數 / 該類別僱員總數 * 100



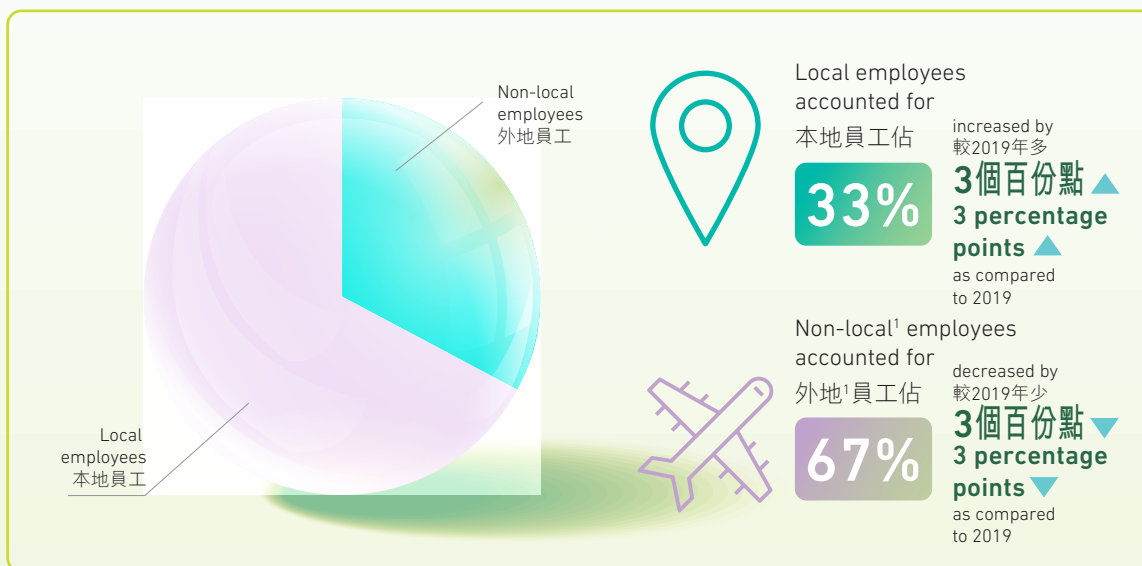
Employees by age and turnover rate by age in 2020 2020年員工按年齡比例及各年齡流失比例



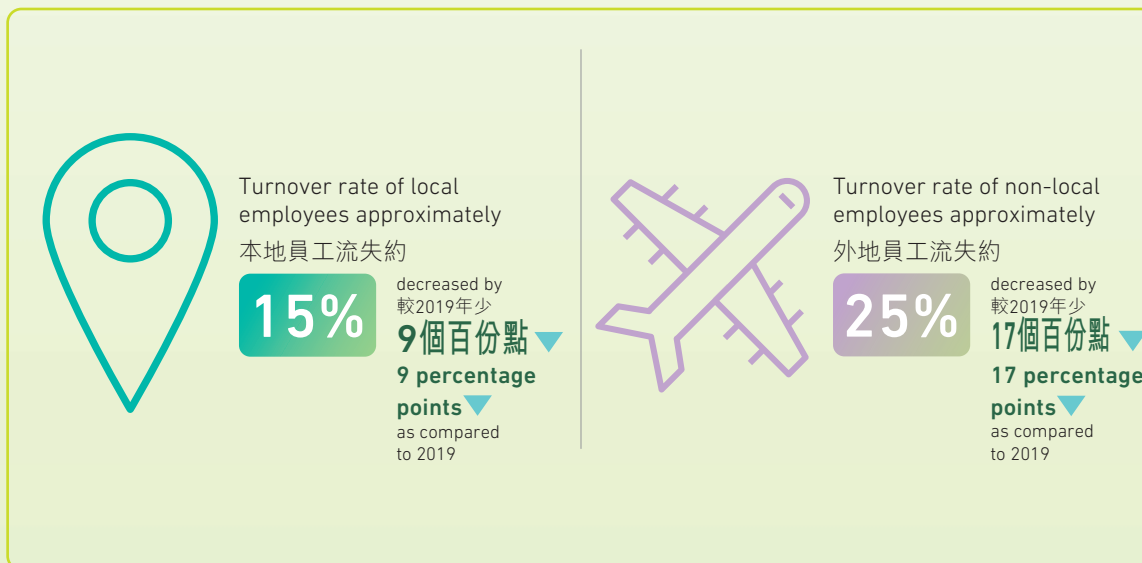
- 61 or above: accounted for 0% of our employees on job with the same proportion as 2019; the employees' turnover rate of such age group decreased to 28% from 40% in 2019
- 61歲或以上：佔在職員工0%，比例與2019年相同；該組別員工流失率由2019年的40%跌至28%
- 51-60: accounted for 5% of our employees on job, representing an increase of 1% as compared to the previous year; the employees' turnover rate of such age group was 7%, which was similar to that in 2019 and was the lowest among all age groups
- 51-60歲：佔在職員工5%，較去年上升1%；該組別員工流失率與2019年相約，同為7%，是各組別中最低的
- 41-50: accounted for 28% of our employees on job, representing an increase of 1% as compared to the previous year and becoming the second largest age group in terms of the number of employees; the employees' turnover rate of such age group decreased by 7 percentage points to 13% as compared to that in 2019
- 41-50歲：佔在職員工28%，較去年上升1%，成為人數第二多的年齡組別；而該組別員工流失率較2019年下跌7個百分點，為13%
- 31-40: accounted for 40% of our employees on job with the same proportion as 2019, which was the largest age group in terms of the number of employees; the turnover rate of such age group decreased by 15 percentage points from 35% in 2019 to 20%
- 31-40歲：佔在職員工40%，比例與2019年相同，為人數最多的年齡組別；該組別員工流失率由2019年的35%下跌15個百分點至20%
- 21-30: accounted for 25% of our overall workforce, becoming the third largest age group in terms of the number of employees; the turnover rate of such age group decreased by 15 percentage points from 35% in 2019 to 20%
- 21-30歲：佔整體25%，較去年少3%，成為人數第三多的年齡組別；該組別員工流失率由2019年的35%下跌15個百分點至20%
- 20 or below: accounted for 2% of our overall workforce, representing an increase of 1% as compared to the previous year; as the base was relatively small, the turnover rate of such age group was the highest among all age groups, representing a decrease of 56 percentage points from 120% in 2019 to 64%
- 20歲或以下：佔整體2%，較去年上升1%；由於基數較小，該組別員工流失率為多個組別最高，由2019年的120%下跌56個百分點至64%

■ Diagram B 圖B

Employees by geographical region in 2020 2020年員工按地區比例



Employees' turnover rate by geographical region in 2020 2020年地區組別員流失比例



■ Diagram C 圖C

¹ In the case of the Shenzhen Industrial Park, employees from outside Shenzhen are counted as "non-local" employees
即以深圳工業園為例，深圳市以外的員工計算為「外地」員工

Xinyi Glass has set up procedures such as the Remuneration Management and Adjustment Procedure of the Group, Remuneration Formulation and Accounting Procedure and Malaysian Personnel Management System – Remuneration, providing the employees with attractive remuneration and benefits. Staff's remuneration package, comprised of basic salary and reward and punishment, is adjusted for factors such as the Company's results, the value of the employee's position, personal competency and performance, and social development level, etc. At the same time, the Group provides them with meal allowances, housing benefits, subsidies for high temperature, transportation and communication allowances. Remuneration and benefits are calculated by the same means regardless of employees' gender, age group and ethnicity, so that all employees may enjoy similar average pay and company benefits.

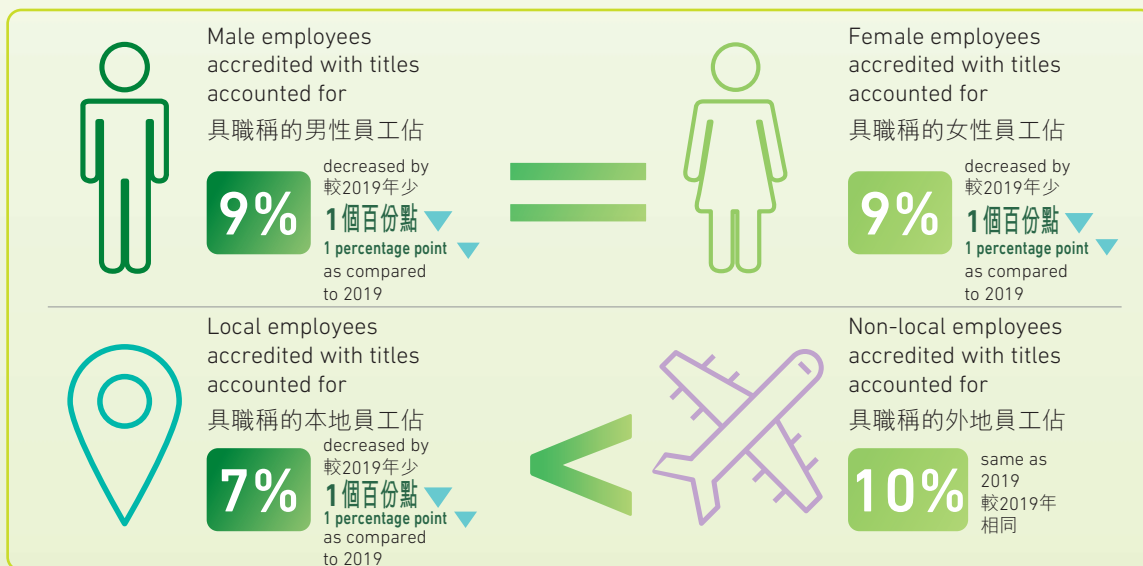
In addition to formulating the Personnel Management System and the Promotion/Demotion Management Procedure as the internal guidelines for general talents management, the Group has established reward systems such as Management System for the Internal Title Accreditation of the Group, Patent Reward System and Incentive Scheme to encourage professional personnel to study their business and enhance their skills. The internal title accreditation is carried out once a year. Upon the submission of materials and review on the daily performance, the employees are broadly divided into three levels, junior, middle and senior, so that the employees with adequate experience and capability will be actively provided with the same level of benefits. Staff members who have been internally accredited with titles, managerial duties and titles, or the long-service employees or specially recruited staff members are entitled to the Company's share options.

信義玻璃制定了《集團薪酬管理調整流程》、《薪酬制定和核算流程》及《馬來西亞人事管理制度－薪酬》等流程，為僱員提供有吸引力的薪酬和福利。員工的薪酬由基本工資和獎罰額度構成，薪酬隨著公司業績、員工崗位價值、個人能力與績效以及社會發展水準等因素進行調整。同時，集團亦為員工提供飲食津貼、住房福利、高溫補貼、交通及通訊補助等福利。薪酬和福利的計算方式都是一致的，故不論男或女、任何的年齡組別、種族都享有相近的平均薪酬及公司發放的福利。

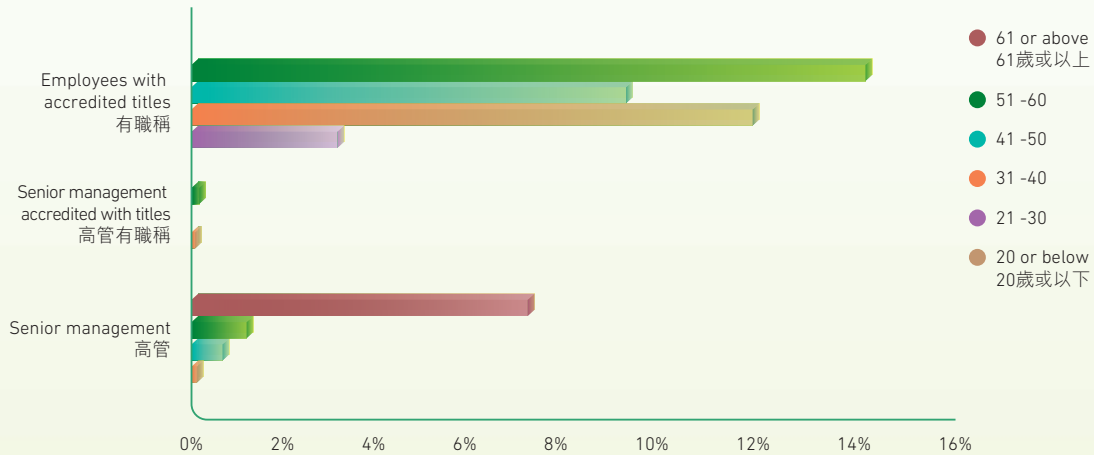
集團除制定《人事管理制度》及《晉升／降職管理流程》作為一般管理人才的內部指引外，為鼓勵從事專業崗位人員鑽研業務和提升技能，集團設有《集團內評職稱管理制度》及《專利獎勵制度》、《激勵制度》等等獎勵制度，內評職稱是每年一次的，經提交材料、審核再按平日考勤表現評定，大致分初、中及高級三個職級，使有足夠經驗及能力的員工都可主動獲得同等待遇。具備了公司內評職稱、管理職務頭銜、長期服務的員工或特殊引進人就可享有公司股票購股權。

Employees accredited with titles accounted for 9% of the overall workforce in 2020, representing a slight decrease of 1 percentage point as compared to the previous year, and all rates were similar to those in 2019. Male and female employees accredited with titles accounted for 9% of their respective genders, whereas the proportion of non-local employees was 3% higher than that of local employees. In terms of age, the age groups of 51-60, 31-40 and 41-50 were those with the most employees accredited with titles, accounting for 14%, 12% and 9% of their respective age groups, which were close to those of 2019. This demonstrated that the results of awarding titles to employees internally within the Company are not affected by gender, geographical region or age, and that the Group takes a fair view of each individual's ability.

2020年具職稱的員工佔整體員工9%，較去年輕微下跌1個百分點，而各個比率均與2019年接近。男及女都各佔所屬性別的9%；而外地員工比例較高於本地員工3%；而按年齡分類，分別為51-60歲、31-40歲及41-50歲佔最多，比例為14%、12%及9%，結果跟2019年接近。這顯示員工在內部考取內部職稱時，並不會受到性別、地區及年齡等原因影響其結果，集團對各人都持公平態度去審核能力。



Age groups of employees accredited with titles 具職稱的各年齡組別



- 61 or above: employees accredited with titles accounted for 0%, whereas senior management accredited with titles also accounted for 0%, both with the same proportions as those of 2019. Senior management accounted for 7% of such group, which was the highest among all groups, representing an increase of 7 percentage points as compared to the previous year

■ 61歲或以上：具職稱的佔0%，而高管並有職稱的也佔0%，兩者比例與2019年相同，高管佔該組別的7%，為多個組別中最高，較去年高7個百分點
- 51-60: employees accredited with titles accounted for 14% of such group, which was the highest among all groups, representing an increase of 3 percentage points as compared to the previous year. Also, 1% of the personnel were senior management and accredited with titles at the same, with the same proportion as that of the previous year; while senior management accounted for 1% of such group, which was also the same as that of the previous year

■ 51-60歲：具職稱的佔該組別的14%，為多個組別中最高，較去年多3個百分點；另有不足1%的人員既是高管及具職稱，比例與去年相同，而高管佔該組別的1%，也與去年相同
- 41-50: employees accredited with titles accounted for 9% of such group, representing an increase of 1 percentage point as compared to the previous year. Senior management accredited with titles accounted for 0% of such group, which was similar to that of the previous year; while senior management accounted for less than 1% of such group, representing a slight increase as compared to that of 2019

■ 41-50歲：具職稱的佔該組別的9%，較去年上升1個百分點；而高管及具職稱佔0%，比例與去年接近；而高管則佔不足1%，較2019年輕微上升
- 31-40: employees accredited with titles accounted for 12% of such group, representing an increase of 1 percentage point as compared to the previous year. Senior management accredited with titles accounted for less than 1% of such group, representing a slight increase to that of the previous year; while senior management accounted for less than 1% of such group, representing a slight increase as compared to that of the previous year

■ 31-40歲：具職稱的佔該組別的12%，較去年上升1個百分點；高管及具職稱佔不足1%，較去年輕微上升；而高管佔不足1%，較去年輕微下跌
- 21-30: employees accredited with titles accounted for 3% of such group, with similar proportion as that of the previous year. Senior management accredited with titles accounted for 0% of such group, and senior management also accounted for 0%, both with the same proportions as those of 2019

■ 21-30歲：具職稱的佔該組別的3%，比例與去年接近；高管及具職稱佔0%，而高管也佔0%，兩者比例與2019年相同
- 20 or below: Employees accredited with titles, senior management and senior management accredited with titles each accounted for 0% of such group, whereas the employees accredited with titles decreased by 1 percentage point as compared to that of 2019 while the proportions of other categories remained the same

■ 20歲或以下：具職稱的、高管及具職及高管類別都佔該組別的0%，而具職稱的較2019年下跌1個百分點，其他類別的比例都相同

The Group has contributed to the social insurance and purchased work-related injury insurance for employees working in the domestic factories in accordance with the Social Insurance Law of the People's Republic of China and the Regulation on Work-Related Injury Insurances.

Xinyi Glass strictly complies with working hour limit and holiday requirements under the Labour Law of the People's Republic of China, the Employment Ordinance, the Regulation on Public Holidays for National Annual Festivals and Memorial Days, Provisions of the State Council on Employees' Working Hours, the Malaysian Labour Laws – Working Hours as well as the respective applicable employment laws and regulations in the overseas locations and the legal requirements of the places in which it operates. All industrial parks in China implement an eight-hour working system from Mondays to Fridays, while production departments implement a shift system. Employees enjoy statutory holidays and paid leaves, such as marriage leave, funeral leave, maternity leave, and paternity leave, etc.

To continuously improve the working and living environment of our staff and enhance their welfare and treatment, the Group conducts quarterly questionnaire surveys and scores on various aspects such as canteen, accommodation, security and environment, with a view to improving the relevant conditions and enhancing our employees' belonging of our staff to the Company. The relevant score will affect the performance of the responsible department and make the department pay more serious attention to the views of the questionnaire. The overall questionnaire scores for 2020 are satisfactory with all sections scoring 80 or above except for the canteen section.

集團為國內的工廠員工按《中華人民共和國社會保險法》及《工傷保險條例》等的規定繳納社會保險金及購買工傷保險。

信義玻璃嚴格遵守《中華人民共和國勞動法》、《僱傭條例》、《全國年節及紀念日放假規定》、《國務院關於職工工作時間的規定》、《馬來西亞勞工法律－工作時間》與各外地公司適用的當地僱傭法律與條例等及各業務所在地法律規定的工作時限和假期。國內的所有工業園都實行一星期五天工作八小時的工作制度，生產部門實行倒班輪休制，員工可享有法定節假期，另設有婚假、喪假、產假、陪產假等有薪假期。

為持續改善員工的工作及生活環境，提高員工福利與待遇，集團每個季度都會做針對食堂、住宿、安保、環境等多個方面的問卷調查及進行評分，務求改善相關條件、加強員工對公司的歸屬感，相關分數會影響負責部門的績效，使部門更認真關注問卷的意見。2020年整體問卷分數除食堂部分，其他部份的分數均達80分或以上，屬令人滿意的水準。



WELL-ORGANISED LABOUR UNION

Xinyi Glass cares about its staff's life outside of the production work. According to the Labour Union Management System and Malaysian Personnel Management System – Diversify set up by the Group, each industrial park has established a labour union, which possesses a complete structure with members including a chairperson, a treasurer, a coordinator, etc. Various groups have been set up under the union to ensure its orderly operation. Through transparent and democratic management, the labour union organises various activities that benefit the employees' well-being. Meanwhile, they also strengthen the communication between the Company and the employees as well as negotiating for the benefits to raise the employees' sense of belonging. In the past 12 months, there have been no major disputes or negotiations between employers and employees, and the labour union has always been concerned about the needs of its employees.

In response to the increasingly fast pace of life, Xinyi Glass encourages its staff to achieve work-life balance. The labour union organises medical check-ups and travel tours for the eligible staff and holds various fun after-work events such as entertainment and recreational activities including birthday party, football match, Chinese New Year celebration, National Day celebration, etc. At the same time, the Group organises an open day for family activities to integrate employees into the Group's culture. There are different cultural and daily facilities in the industrial parks, such as library, basketball court, football field, badminton court, snooker room, table tennis room, cyber cafe, TV room, karaoke room, fitness room, medical room, kiosk, tuck shop, staff canteen, etc. Investments in various kinds of facilities are expanded to well perform their maintenance and management, enriching the life and enhancing the interaction of staff members outside the eight working hours.

完善的工會組織

信義玻璃關心員工生產以外的生活，按集團制定的《工會管理制度》及《馬來西亞人事管理制度－多元化》，各個工業園均成立了工會，擁有包括主席、財務、統籌等成員的完整架構，其下設立各個小組去確保工會有秩序地運作。工會透過透明及民主的管理，舉辦各項有益身心的活動，同時，亦增加公司與員工們之間的溝通、爭取福利以增加員工的歸屬感。在過去的12個月內，並沒出現大型的勞資雙方的糾紛或談判，工會一直關心員工需要。

面對日益加快的生活節奏，信義玻璃鼓勵員工平衡工作與生活，主張為合資格員工組織健康體檢和旅遊，工會也會舉辦各項有趣的業餘活動如娛樂康體活動生日會、足球比賽、春節晚會、國慶晚會等，同時，為令員工家人融入集團文化，舉辦了家庭活動開放日。集團在工業園內設有不同文化生活設施如圖書室、籃球場、足球場、羽毛球館、桌球室、乒乓球館、網吧、電視房、卡拉OK室、健身房、醫療室、小賣部、小吃店、員工飯堂等，並擴大各類設施的投入，以做好維護和管理，豐富員工八小時工作之外的生活和交流。

In addition, "Xinyi Education Fund" was established by the Group in 2017. Managed in accordance with the Xinyi Education Fund Management Code, the fund provides our employees' children with education assistance. The results of the application will also be posted for one week. The fund paid more than RMB1,560,000 and benefitted a total of 389 eligible children of our employees in the year of 2020. The number of beneficiaries and the number of grants increased by 22% as compared to 2019, and the amount granted increased significantly by 23%.

另外，集團已於2017年成立了「信義教育基金」，按《信義教育基金管理章程》管理，為員工的子女在教育上提供支援，申請結果亦會進行一個星期的公示。在2020年度，共有389名合資格的員工子女受惠，基金發放超過156萬元人民幣，受惠人數及發放人數對比2019年都有提升22%，發放金額則大幅上升23%。



ACTIVITIES ORGANISED BY LABOUR UNION IN 2020 (EXCERPT)

2020年工會舉行的活動(節錄部分)



01. Badminton game
羽毛球比賽活動

02. Basketball game
籃球比賽活動

03. Birthday party
生日會

04. Fishing contest
釣魚比賽





ACTIVITIES ORGANISED BY LABOUR UNION IN 2020 (EXCERPT CONTINUE)

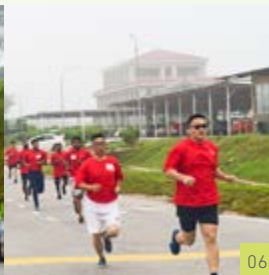
2020年工會舉行的活動(節錄部分續)



05



06



07



08



09



10



11



12



13

- | | | | | |
|--|---|---|--|--|
| 05. Labour union activity in Shenzhen
深圳的工會活動 | 06. "CEO Cup" marathon 2020 in Malaysia
馬來西亞2020「總裁盃」馬拉松 | 07. Prize presentation ceremony of "CEO Cup" mini marathon 2020 in Deyang
德陽2020「總裁盃」迷你馬拉松 | 08. Mini marathon in Dongguan
東莞迷你馬拉松 | 09. Xinyi Glass marathon 2020
2020年信義玻璃馬拉松賽 |
| 10. Xinyi Glass' Shenzhen labour union parent-child summer camp 2020
2020年信義玻璃深圳工會親子夏令營 | 11. Family gathering in Wuhu
蕪湖家庭聯誼會 | 12. Table tennis game 2020 in Dongguan
2020年東莞乒乓球比賽 | 13. Table tennis activity
乒乓球活動 | |

6. NURTURING TALENTS WITH GREAT VIRTUES, ABILITY AND RESPONSIBILITY

6. 培養「德才兼備」「勇於擔當」的人才



"The 'nurturing' of entrepreneurial talent is like a farmer planting a crop, choosing the best variety is only the first step. If the seeds are not sown in the right soil, fertilised, watered and pest-caught according to the characteristics of the plants, and left to develop freely, it will not be possible to produce a yield."

– said Tan Sri Datuk TUNG Ching Sai, J.P., the Chief Executive Officer, at 2016 Annual Meeting

「企業人才的『培育』，如同農民種莊稼，選擇優良的品種只是第一步，如果沒有把良種播種在適合的土壤，不根據植物的特點施肥、澆水、捉蟲，而任其自由發展，就不可能有產量。」

— 行政總裁丹斯里拿督董清世(太平紳士)
於《2016年年終大會》的講話

Xinyi Glass is committed to "deploying", "nurturing" and "retaining" human resources, which are an intangible asset of the Company. The Group adheres to the principle of "internal nurturing" and adopts the "rolling in and out" approach to carry out circular training, which means that once a reserve talent is lost, promoted, transferred, etc., the talent pool will be replenished in a timely manner, including the training plan for management cadres, the talent echelon construction plan, the multi-skilled workers cultivation plan and other plans. In addition to the development of nurturing plans and training programs, the Group also has a dynamic management of the reserve talent pool to determine whether the employee will be promoted through different assessments.

Furthermore, based on the internal Training Plan Management Procedure, the Group has established an annual training plan, which is mainly divided into internal lecturer training (which is taught by senior employees internally accredited with titles) and external training. It is managed according to two processes, namely Internal Lecturer Evaluation and Management Process and External Training Management Process, respectively.

人力資源是信義玻璃的無形資產，致力於「用」、「育」和「留」。集團堅持「內部培養」的原則，採取「滾動進出」的方式進行迴圈培養，即後備人才一旦流失、晉升、調動等，將及時補充人才庫，包括管理幹部的培養計劃、人才梯隊建設方案、多能工培養計劃等計劃。除了制定培養計畫和培訓大綱，也會有後備人才庫的動態管理，透過不同評核決定該員工是否予以晉升。

另外，集團根據內部的《培訓計畫管理流程》訂立年度培訓計劃，主要分為內部講師培訓(即由資深並具內部職稱的員工教授)及委外培訓兩類，分別根據《內部講師評聘與管理流程》及《委外培訓管理流程》兩個流程去管理。



In 2020, a number of training programmes were held on different topics, including Precise Production for junior management, which was conducive to achieving cost reduction and efficiency management in the production line while building a harmonious team atmosphere; Coaching Leadership for middle and senior management, which effectively stimulated the leadership mindset of managers, built an atmosphere of affinity and trust, and enhanced teamwork and cooperation; and Executive Leadership Development Workshop for senior management leaders, which aimed to enhance the work-life balance satisfaction of senior managers and explore the root causes of effective work. Others include Occupational Health Training, Fire Safety Seminar Training and Safe Driving Training for safety; Training on Desulphurisation Process, Process Drawing Recognition and Sewage Analysis Training for professionalism; and Training on Rules and Regulations and Integrity, Training on Reliance-related Systems and Training on Daily Use System for professionalism and ethics. Diversified training content enables employees to acquire work-related knowledge as well as developing their personal ethics and character and nurturing their problem-solving abilities. The comprehensive training resources and the learning environment enable the staff to learn more efficiently, helping them to innovate constantly and preparing a pool of talents for future development.

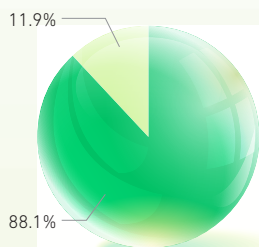
In 2020, the Group's total number of training hours amounted to 250,316 hours and the average number of training hours per employees was over 18.6 hours. The percentage of employees trained was 111% (which exceeded 100% due to employees' turnover), representing a significant increase from 2019 as the two new industrial parks required more training to facilitate employees' work, mainly in 2020, at an annual cost of approximately RMB1.8 million. By rank and gender, the percentage distribution of each category is similar to that of 2019. Please refer to the diagram below for details.

2020年針對性舉行了多個不同主題的培訓，有針對基層管理幹部的《精益生產》，有利於生產一線實現降本增效的管理並同時建和諧的團隊氛圍；有針對中高層管理幹部《教練型領導》，有效激發管理者的領導思維，建立團隊親和信任的氛圍，提升團隊協作與配合及針對高管領導的《高管領導力發展工作坊》，以提升高層管理者工作與生活的平衡滿意度，探尋高效工作的根源。其他的包括安全方面的《職業健康知識培訓》、《消防知識講座培訓》及《車輛安全駕駛培訓》等、針對工作專業方面的《脫硫工藝的培訓》、《工藝圖紙識圖》及《污水分析培訓》等及職業精神及道德的《規章制度及廉潔培訓》、《信義相關制度培訓》和《日常使用系統培訓》。多元化的培訓內容使員工既可獲取工作相關的知識，也可培養員工個人道德和品格，培養其解決問題的能力，完善的訓練資源與學習環境，員工的學習更具效率，使人才不斷創新，做好未來發展的人才儲備。

2020年集團培訓總時數250,316小時，員工平均受訓時數約18.6小時，受訓員工百分比為111%（由於有人員流失，故比率會超過100%），較2019年大幅提升是由於兩個新工業園主要於2020年投產需要較多的培訓以助員工投入工作，全年培訓方面的成本約為人民幣180萬元。按職級及性別分類，各個類別分佈百分比與2019年相約，詳細可參以下圖。

Percentage of trained employees (no. of people)¹

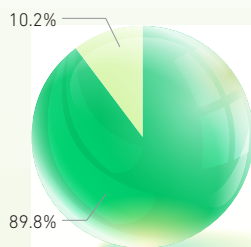
男女受訓僱員(人數)百分比¹



● Male 男性 ● Female 女性

Percentage of trained employees (hours)

男女受訓僱員(時數)百分比



Average training hours²
受訓平均時數²



Male 男性

19.1

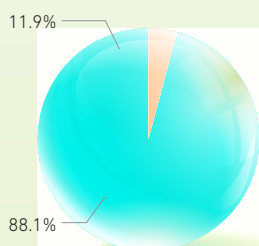


Female 女性

14.7

Percentage of trained employees (no. of people)¹

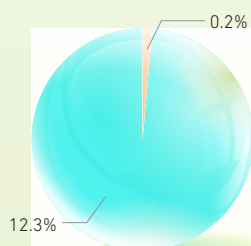
員工職稱受訓僱員(人數)百分比¹



● Senior management 高管 ● Senior management accredited with titles 高管並有職稱

Percentage of trained employees (hours)

員工職稱受訓僱員(時數)百分比



Average training hours²
受訓平均時數²



Senior management 高管

9.0



Senior management accredited with titles 高管並有職稱

0.5



Employees accredited with titles 有職稱

25.6

¹ Employees by relevant category = number of employees trained in category x / employees trained * 100
按相關類別劃分的僱員 = x類僱員受訓人數 / 受訓僱員 * 100

² Average training hours for the relevant category of employees = total training hours for the specific category of employees / number of employees in the specific category
相關類別僱員平均受訓時數 = 特定類別僱員的總受訓時數 / 特定類別的僱員人數





TRAINING ACTIVITIES IN 2020 (EXCERPT)

2020年培訓活動(節錄部分)



7. STRINGENTLY ADHERE TO SAFETY STANDARDS

7. 繃緊「安全」這根弦



"Production safety is the first priority in production work. In production management, we must firmly establish safety awareness without taking any risks. We should stringently adhere to safety standards and put great efforts in safety prevention, safety inspection and safety rectification to avoid accidents and problems in advance."

– said Tan Sri Datuk TUNG Ching Sai, J.P., the Chief Executive Officer, at 2018 Annual Meeting

「安全生產，是生產工作中的首要工作。在生產管理中，我們要牢固樹立安全意識，不得存在半點僥倖。繃緊安全這根弦，紮實做好安全預防、安全檢查、安全整改工作，防患於未然。」

**— 行政總裁丹斯里拿督董清世(太平紳士)
於《2018年年終大會》的講話**

Xinyi Glass has formulated the Safety Management Manual, the Safety Management System etc. as the internal operating procedures in accordance with the Law of the People's Republic of China on Production Safety, the Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases, the Measures for the Administration of Contingency Plans for Work Safety Incidents, the Regulation on Emergency Responses to Work Safety Accidents, the Occupational Safety And Health Act 1994 and other relevant laws in the various regions. Also, the Accident Reporting Process, the Work-related Injuries Handling Process and the Emergency Plan for Production Safety Accidents, Risk Identification and Assessment Report, Emergency Resource Investigation Report have been prepared after the occurrence of accidents (please refer to the following table for some of the relevant laws and regulations). Our industrial parks have obtained the certification of ISO45001 occupational health and safety management system.

信義玻璃按《中華人民共和國安全生產法》、《中華人民共和國職業病防治法》、《生產安全事故應急預案管理辦法》、《生產安全事故應急條例》、《Occupational Safety And Health Act 1994》及其他各地相關法律再制定內部一般使用的《安全管理手冊》、《安全管理體系》等流程及針對意外發生後的所編製的《事故上報流程》、《工傷處理流程》及《生產安全事故應急預案、風險辨識評估報告、應急資源調查報告》作操作規程。(部分相關法律法例可參考下表)。工業園已獲得ISO45001的職業健康安全管理体系的認證。



Certain relevant regulations are as follows:

部分相關法規如下：



Relevant PRC Laws

中華人民共和國相關法律

Law of the People's Republic of China on Production Safety
中華人民共和國安全生產法

Labour Law of the People's Republic of China
中華人民共和國勞動法

Fire Protection Law of the People's Republic of China
中華人民共和國消防法

Work-related Injuries, Occupational Diseases and Disability Grading Standards of the People's Republic of China
中華人民共和國工傷職業病傷殘等級標準

Regulations on Work-related Injuries Insurance of the People's Republic of China
中華人民共和國工傷保險條例

Emergency Regulations on Production Safety Accidents (Order No. 708 of the State Council of the People's Republic of China)
生產安全事故應急條例（中華人民共和國國務院令第708號）

Regulations on Production Safety of Guangdong Province
廣東省社會工傷保險條例

Law of the People's Republic of China on the Prevention and Treatment of Occupational Diseases
中華人民共和國職業病防治法

Labour Union Law of the People's Republic of China
中華人民共和國工會法

Regulations on the Administration of Labour Protection Products
勞動防護用品管理規定

Regulations on the Reporting, Investigation and Handling of Work Safety Accidents of the People's Republic of China
中華人民共和國安全生產事故報告和調查處理條例

Administrative Measures on Emergency Plans for Production Safety Accidents (Order No. 2 of the Ministry of Emergency Management)
生產安全事故應急預案管理辦法（應急管理部令第2號）

Regulations on Social Work-related Injuries Insurance of Guangdong Province
廣東省社會工傷保險條例



Relevant Malaysian Laws

馬來西亞相關法律

Occupational Safety And Health Act 1994
職業安全與健康法－1994



The Group has set up a safety management and implementation instrumentality with dedicated personnel: Safety Office. In addition to the preparation of safety regulations, operation and emergency plans, we will organise and participate in the education, training and emergency rescue drills on production safety. At the same time, we will inspect the production of the industrial parks, identify high-potential safety hazards and rectify non-compliance operations in a timely manner, and provide suggestions and rectification measures for related acts or problems.

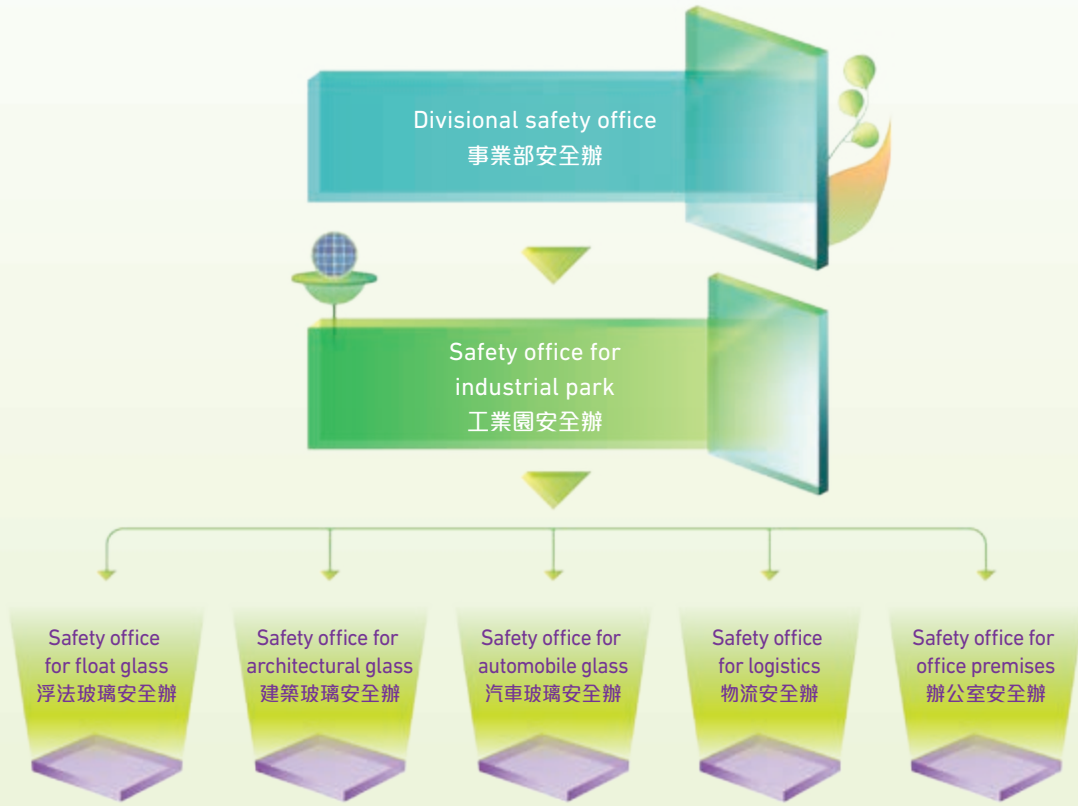
In case of safety accidents during production, production safety accidents due to non-compliance operations, violation of regulations, violation of labour discipline, risky operations, etc., or production safety accidents due to poor working environment, absence of rectifications on equipment safety hazards, and non-elimination of adverse factors, etc., the Group will rank the direct economic losses caused by accidents (excluding work-related accidents) and work-related accidents, which will be handled according to the grades from "minor production safety accidents" or "minor work-related accidents" of level I to "special major production safety accidents" or "special major work-related accidents" of level V. If there are "major production safety accidents" or "major work-related accidents" of level III, officers from the Safety Office will conduct investigation and submitted to the management for confirmation. If an accident reaches level IV or above, the person in charge of the safety production committee will form an independent investigation team consisting of personnel from different systems and professionals and make a final opinion on the accident.

集團並設立安全管理和執行機構並配備專門人員－「安全辦」，除編製安全規章、操作及應急方案等檔外，會組織及參與安全生產的教育、培訓及應急救援演練。同時會巡查工業園的生產情況，及時提出具高可能性的安全隱患及糾正違章操作，並對相關的行為或問題提供建議及整改措施等。

如發生生產的安全事故，因違章操作、違章指揮、違反勞動紀律、冒險作業等發生的生產安全事故，或因工作環境不良、設備安全隱患沒有糾察整改、未排除不良因素等原因造成的生產安全事故，集團會按事故(不含工傷事故)及工傷事故造成的直接經濟損失分等級，由I級的「輕微生產安全事故」或「輕微工傷事故」到V級的「特別重大生產安全事故」或「特別重大工傷事故」按級別作處理，如達III級「較大生產安全事故」或「較大工傷事故」會由安全辦的專員進行調查，並提交管理層確認。如事故達IV級或以上，安全生產專委會的負責人會成立獨立調查小組，由不同系統及專業的人員組成，並會為該事故作最終的處理意見。



事業部安全管理架構圖 DIVISIONAL SAFETY MANAGEMENT STRUCTURE



For employees working at the production workshops, the Group provides them with labour protective equipment and supplies, including gloves and safety shoes, etc. There are also safety slogans and relevant warning signs placed around its industrial parks. Pinpointing different locations, there are different warnings placed. For example, there is dust occupational hazard notification card placed at raw material workshops and high temperature occupational hazard notification card placed in front of the furnace to remind employees of the relevant risks so that they can prepare themselves with different levels of protection. In addition, real-time surveillance and monitoring has been installed in flammable sites such as natural gas rooms and petrol stations. Large-scale auxiliary tools with high usage such as trucks and forklifts are regularly inspected to ensure their proper operation. The entire workshops are managed and inspected in 5S (i.e. sorting, rectifying, cleaning, sweeping and maintenance). Personnel from Safety Office conducts daily inspections with rigorous requirements in safety aspect. The Group also hires qualified personnel to check and evaluate the workshop environment to ensure that the staff present at the workshop have a safe working environment.

The working environment at the office will be managed in 6S. The Group will carry out related activities such as sorting, rectifying, cleaning, sweeping, maintenance and safety evaluation for office area. Meanwhile, there is also identification and rectification of safety hazards in the office such as daily inspection, weekly inspection, monthly inspection, internal identification, special inspection, holiday inspection and follow-up rectification.

在生產車間內工作的員工，集團會配備勞動保護設施和用品包括手套、勞保鞋等。工業園都有安全標語及相關警告標誌，而針對一些不同位置更有不同的警示，例如原料車間會設置粉塵職業危害告知牌及窯爐前端設置高溫職業危害告知牌，提醒員工相關的危險性以作不同程度的保護。另外，天然氣室、油站等易燃地點均已安裝實時監控監察情況。行車和叉車等使用性高的大型輔助工具都會定期檢查，確保運作正常。車間整體以5S管理及檢查(即整理、整頓、清潔、清掃和保養)，由安全辦人員作日常檢查，而安全方面的要求則較嚴謹，集團會另外請具資格人員對車間環境進行檢查評估，確保在場人員均有一個安全的工作環境。

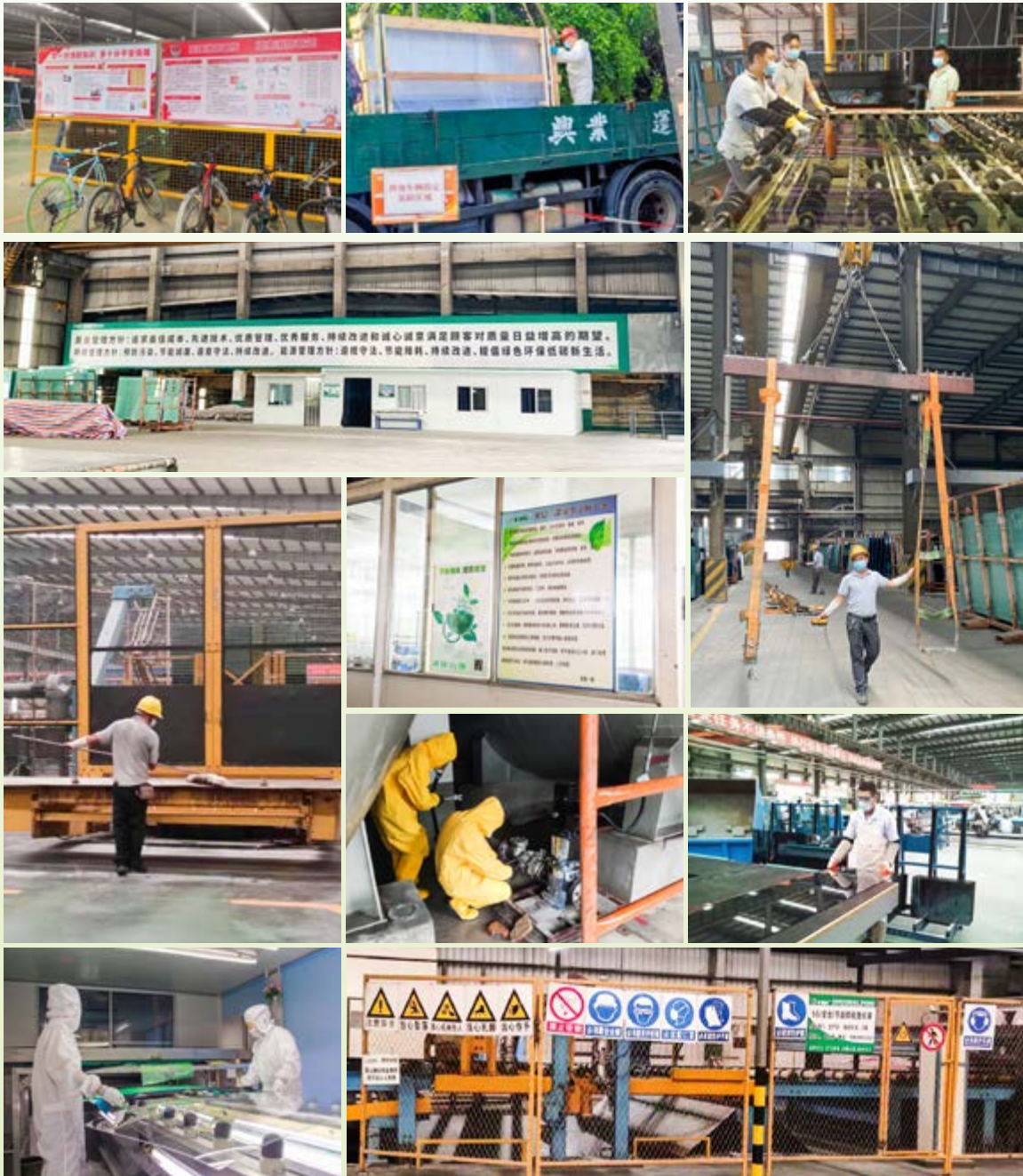
在辦公室的工作環境則會以6S管理，集團會根據整理、整頓、清潔、清掃、保養、安全進行辦公區域評比等相關活動，同時，辦公室會作安全隱患識別整改包括日檢、周檢、月檢、內部識別、專項排查、節假日檢查及跟進整改。





SAFETY IN WORKSHOPS

車間安全



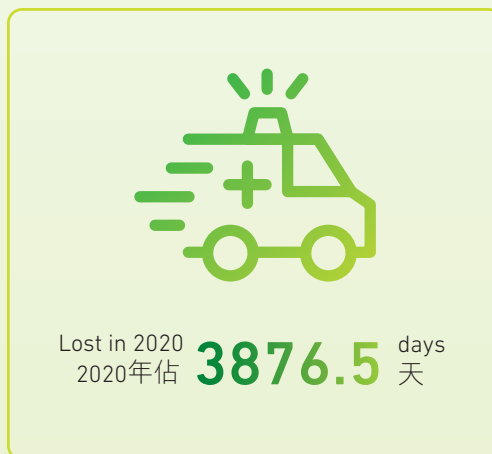
The Group also conducts annual medical check-ups for the eligible staff to ensure their health. All the new employees need to take 3 levels of pre-job training, accident case study and regular training, so that new employees have the safety awareness of their scope of work. For the existing staff, they are required to watch accident demonstration videos every quarter for the safety knowledge. The Group also conducts fire and other emergency drills every year to equip all the staff with the necessary knowledge for handling emergency crisis. Smoking is strictly prohibited in the areas of both office and production workshops in order to create a healthy, safe, clean and comfortable working environment.

集團每年亦會為合資格員工進行體檢，確保員工的健康。所有新員工都會接受崗前三級培訓、事故案例教育培訓及定期培訓，讓新員工對自己所屬的工作範圍具備安全意識，而現有員工每一季度都需要觀看事故警示片，以從中汲取經驗。集團每年都會舉行消防及其他應急演習，使所有員工都能具備遇上危急情況時的處理方式。不論辦公室及生產車間的範圍內都嚴禁吸煙，以營造健康、安全、整潔和舒適的工作環境。

Work-related fatalities in 2020
2020年因工亡故



Workdays lost due to work-related injuries in 2020
2020年因工傷損失工作日數



8. PRODUCTION WITH THE “SPIRIT OF CRAFTSMANSHIP”

8. 以「工匠精神」製作



“Every employee engages in glass manufacturing is an artisan who takes responsibility to their products and enjoy the results of excellence.”

*– said Tan Sri Datuk TUNG Ching Sai, J.P., the Chief Executive Officer,
at 2016 Annual Meeting*

「每一個從事玻璃製造的員工，都是一個個工匠，對自己的產品負責，享受精益求精的成果」

**— 行政總裁丹斯里拿督董清世(太平紳士)
於《2016年年終大會》的講話**

Xinyi Glass is committed to producing quality glass and attaches great importance to product quality and reputation. All products are produced in accordance with national standards and laws, including the National Standard for Flat Glass, National Standard for Coated Glass, National Standard for Tempered Glass and Emission Permit, etc. The Group has developed an internal Quality Control System for inspection and has successfully obtained various domestic and international certifications, including IATF16949:2016, ISO14001:2015, ISO45001:2018, ISO50001:2018, BSI tempered and laminated certification, BSI insulating certification, SGCC certification, US DOT standard, Australian product certification, European Community ECE standard and China 3C standard, etc. We have also purchased liability insurance for our products. In the past, the Group was awarded the China Quality and Integrity Enterprise by the China Entry-Exit Inspection and Quarantine Association, China Well-known Trademark

信義玻璃致力於生產優質玻璃，十分重視產品的品質和信譽，所有產品都以國家標準及法律去生產，包括《平板玻璃國家標準》、《鍍膜玻璃國家標準》、《鋼化玻璃國家標準》及《排污許可證》等，集團內部制定了《品質管制制度》作檢測，成功取得了各項國內外的認證，包括：IATF16949:2016、ISO14001:2015、ISO45001:2018、ISO50001:2018、BSI鋼化和夾層認證、BSI中空認證、SGCC認證、美國DOT標準、澳大利亞產品認證、歐共體ECE標準及中國3C標準等的認證，並為產品購買了責任保險。集團過去分別獲得由中國出入境檢驗檢疫協會頒發的《中國品質誠信企業》、國家工商行政管理總局商標局的《中國馳名商標》、深圳知名品牌委員會的《深圳知名品牌》等多

by the Trademark Bureau of the State Administration for Industry and Commerce, and Shenzhen Famous Brand by the Shenzhen Famous Brand Committee, etc. In 2020, the Group continued to be recognised as Excellent Supplier, Excellent Cooperation Unit and Excellent Supplier by many customers, which proves the high quality of the Group's products and the good cooperative relationships with our customers.

Products to be recalled due to quality in 2020 (in terms of quantity) accounted for approximately 0.2% of the products sold, which was approximate to that of 2019 and 0.2 percentage point lower than last year, mainly due to breakage, scratches, burst edges, etc. Before shipment, final inspection is carried out on all goods by the quality control department according to the standards required by the customer and under the Quality Management Procedure. In addition, the internal procedures of Product Audit Management Procedures and Quality Record Management Procedures can effectively guide the product audit work in the Company, ensure the orderly development of the audit work, and reflect the system problems, key problems and longer-term quality trends through the audit in a timely manner to avoid or prevent defective products from being delivered to customers. At the same time, the internal Product Identification and Traceability Management Procedures enables employees to identify product specifications, models and production status more quickly, and facilitates the tracing of quality problems in the processes of receiving, production and delivery of products, so that problems can be detected more quickly.

個重要獎項，在2020年持續獲多家客戶頒發《優秀供應商》、《優秀合作單位》及《優秀供方》等獎項認可，以證明集團產品品質的高水準及與客戶保持良好合作關係。

2020年因質量問題而要回收的產品(以數量計算)佔已售出的產品與2019年的百分比相約，約0.2%，較去年低0.2個百分點，主要多為破損、劃傷、爆邊等原因。所有貨物發貨前，都會按《品質管理程式》由品管部按客戶要求的標準作最後檢驗再包裝發貨。另外內部的《產品審核管理流程》和《品質記錄管理程式》等的多個程式，能有效指導公司內的產品審核工作，確保審核工作的有序開展，並通過審核及時反映系統問題、重點問題以及較長期的品質趨勢，避免或防止將有缺陷的產品交付給顧客。同時，內部的《產品標識和可追溯性管理程式》能使員工更快識別產品的規格、型號和生產狀態，並有利於對產品自接收，生產，交付等工序的品質問題進行追溯，更快發現問題。



All complaints received by the Group in 2020 amounted to 4,827 in total, a slight decrease of 1.6% compared to 2019 and its internal guidelines such as the Customer Complaint Handling Routine, the Quality Complaint Handling Routine and the Product Management Procedure for Customer Returns have standardised the after-sales service Procedures. Upon receipt of a complaint, the complaint will be verified and confirmed, and if the customer misuses or does not know the relevant characteristics of the product, it shall be explained to the customer to eliminate the customer's concern. In case of confirmation of non-product issues, reply to analyse and explain the status of the event, explain the handling results to the customer, and try to let the customer to understand and satisfy; if it is confirmed that it is a product issue, it will be dealt with according to the severity of the complaint (general complaint and serious complaint), and if it is judged that the product is not up to standard, we will deliver new products to customers. The complained product problems are reported back to the relevant production department, and the problems are analyzed and rectified. At the same time, the effectiveness of related measures will be tracked to avoid the same problem again. In addition, according to the Customer Satisfaction Survey Management Procedure, satisfaction surveys are distributed to customers twice a year to understand their opinions on goods and services. At the same time, our sales staff will also rate objective factors such as on-time delivery, customer complaint rate and return rate in order to continuously improve our services and product quality.

2020年集團接獲的所有投訴共4,827件，較2019輕微下跌1.6%，內部的《顧客投訴處理常式》、《品質投訴處理常式》、《客戶退貨產品管理流程》等指引都規範了售後服務的程式。接到投訴後，對投訴的情況進行核實確認，如果是因為客戶使用不當或對產品的相關特性不瞭解時，應向客戶作出解釋以消除客戶疑慮。如確認非產品問題的，回覆分析和說明事件狀況，向客戶解釋說明處理結果，並取得客戶的諒解與滿意；如確認屬產品問題的，根據投訴事態的嚴重程度分別進行處理（分一般投訴及嚴重投訴），判定為不合格的話，會為客戶補給新的產品。對投訴產品問題回饋給相關生產部門，對當中問題進行分析和整改，同時會跟蹤相關措施的成效，避免再次出現同樣問題。除此之外，每年都按《顧客滿意度調查管理程式》，每年兩次向客戶派發滿意調查表，以瞭解客戶對貨品及服務的意見，同時銷售人員亦會對供貨準時、客戶投訴率及退貨率等多個客觀因素評分，務求持續改善服務及產品品質。

The Group has formulated relevant internal policies for the protection of customers' and their companies' information in accordance with the Archives Law of the People's Republic of China, including the Customer Property Management Procedures, Document Management Procedures and New Customer Account Opening Procedures. All information and files will be managed and stored at different levels, and the file management personnel must be trained to learn relevant knowledge. Without the consent of the customer, the design drawings and product drawings cannot be borrowed or copied to others. In addition, the process of verification, storage and maintenance of customers' and suppliers' properties is under control to prevent damage or loss and to standardize and manage customers' properties in a unified and effective manner.

The Group attaches great importance to the protection of intellectual property rights. Since 2019, a number of cases of infringement of the Group's intellectual property rights have been under administrative investigation or criminal investigation, and the Group has continued to follow up on related complaints in 2020. The Group has set up a reporting phone number and email address to encourage the public to report suspected infringements, and all complaints are always followed up by the department. On the other hand, the Group incorporated the patents obtained into the employee's title assessment, and all successful patents will be rewarded with a one-time bonus to the employees as an incentive. The Group successfully applied for 1,002 patents in 2020, an increase of 41.3% compared with 2019. In addition to demonstrating the Group's commitment to the protection of intellectual property rights, the Group also educates its employees on the importance of intellectual property rights.

集團對客戶及其公司的資料保護根據《中華人民共和國檔案法》制定了相關的內部政策包括《顧客財產管理程式》、《檔案管理程式》和《新客戶開戶流程》等，所有的資料及檔案都會分級別管理及儲存，而檔案管理人員都必須經過培訓，學習相關知識，未經客戶同意，設計圖、產品圖紙等不能借閱、複印給他人，另外，保證客戶與供應商財產的驗證、儲存和維護過程處於受控狀態，防止損壞或丟失，對顧客的財產進行統一有效的規範管理。

集團重視知識產權的維護，2019年起已有多宗侵犯集團智慧財產權的案件正處行政調查或刑事偵查階段，2020年亦持續跟進相關投訴，集團設立舉報電話及郵箱，鼓勵大眾舉報疑似侵權行為，所有投訴都有部門一直跟進。另一方面，集團把獲得專利納入到員工的職稱評定的項目內，而所有成功通過的專利，集團都會發放一次性獎金予員工，藉此鼓勵，2020年集團成功申請的專利達1,002個，比2019年多41.3%。除了證明集團對外加大知識產權的保護，亦透過此舉向員工灌輸知識產權的重要性。



9. INSISTENCE ON OPEN AND TRANSPARENT PROCUREMENT

9. 堅持公開、透明的採購



“Enhance the macro-strategy and vision, business awareness and negotiation skills of procurement staff. Strengthen the promotion of integrity building for procurement staff.”

*– said Tan Sri Datuk TUNG Ching Sai, J.P., the Chief Executive Officer,
at 2018 Annual Meeting*

「提升採購人員的宏觀戰略和眼光，商業意識和談判手段。加強採購人員廉潔建設宣傳。」

— 行政總裁丹斯里拿督董清世(太平紳士)
於《2018年年終大會》的講話

Xinyi Glass has developed and implemented the Procurement and Outsourcing Management System, the Supplier Integrity Agreement, the Supplier Delivery and Outer Packaging Management Process and the Supplier Development and Management Program and other related processes for all potential and existing suppliers, among which the material suppliers of automobile glass are required to pass ISO9001 certification and the Group attaches increasing importance to green development and prefers to give priority to those with quality system, environmental system and other related certifications to ensure the normal operation of production and improve supply chain management, aiming to carry out standardised and professional procurement on the Group level to achieve resources sharing and the allocation of materials across the companies. All procurement activities involve the signing of agreements and contracts, and the performance of the contracts is strictly monitored, and the payment of funds is strictly controlled.

Potential suppliers are managed by the Supplier Development and Management Process. After receiving information on new supplier development, the procurement staff will conduct investigation, on-site audit, review and rectification, and development of sample presentation

信義玻璃已制定並對所有潛在及現有的供應商執行《採購和外包管理制度》、《供應商廉潔協議》、《供應商送貨物料外包裝管理流程》及《供應商開發與管理程式》等相關流程檔，而當中汽車玻璃的材料供應商需通過ISO9001認證及集團日益重視綠色發展，會優先考慮擁有品質體系、環境體系等相關認證資質，確保生產正常運行，降低採購成本，完善供應鏈管理，規範採購行為，集團化、專業化採購，並以達到資源分享，各公司間物資可相互調配使用的目的。所有採購都會簽訂合約合同，嚴格監督合同的履行和控制資金的支付。

潛在的供應商都受《供應商開發與管理程式》管理，採購人員收到新供應商開發資訊後，對新開發供應商進行調查、現場審核、審核整改、送樣開發，最後才納入合格供方的操作流程。所有的合

on the newly developed suppliers before they are finally included in the operation process of qualified suppliers. All qualified suppliers are required to comply with the Supplier Management Process, and Xinyi Glass has formulated internal guidelines, such as the Breakdown of Supplier Quarterly Appraisal and the Standards for Regular Assessment of Qualified Suppliers. All qualified suppliers shall comply with all national laws, including labor laws, and shall be internally assessed by various relevant departments based on six main criteria of competence, business, quality, delivery schedule, service and quality system, in order to regularly update the supplier list and monitor the quality and consumption of raw materials, accessories and other materials. According to the Procurement Management Process of the Company, during the procurement process, the procurement staff shall determine whether there are qualified suppliers meeting the material requirements, make inquiries with several suppliers from the qualified suppliers list that provide such materials, then list the strengths and weaknesses of these suppliers based on several criteria, and finally select the suitable suppliers and determine the purchase price. The contract (including the quotation) shall be submitted to the finance department to establish a procurement contract handover form with the finance department and shall also be signed by both parties for confirmation. If there is any change in the price, the supplementary agreement signed shall also be submitted to the finance department in accordance with the above requirement. If the purchased materials are toxic, hazardous, flammable and dangerous, they shall comply with the requirements of relevant laws and regulations.

The Group intensifies its monitor on those suppliers that pose potential risks to the environment, including hardware suppliers and rubber suppliers, both of which may cause water and air pollution, and the relevant suppliers are required to provide IATF 16949 and ISO14001 certifications on a regular basis to prove their compliance with environmental standards.

格供應商均遵從本公司的《供應商管理流程》，信義玻璃制定《供應商季度考核明細表》及《合格供應商定期評價標準》等內部指引，所有的合格供應商都必須符合所在國家法例包括勞動法等，內部會按能力、商務、品質、供貨期、服務及質量體系主要六個要素，由多個相關部門評分，以定期更新供應商名冊，監控原材料、配件等物資的質量及消耗情況。根據公司的《採購管理流程》，在進行採購時，採購人員根據物料需求，判斷是否有符合條件的合格供應商，再向合格供應商名錄中多家提供此種材料的供應商進行詢價，再按多個因素列出這幾家供應商採購的優缺點，最終選擇適合的供應商及確定採購價格。合同(包括報價單)會交於財務部，並與財務部建立採購合同交接表，雙方簽名確認。如價格有變動，另外簽訂的補充協定，也要按照上述規定交於財務部。如採購材料是有毒、有害、易燃的危險性物料，須符合相關法律法規的要求。

集團針對潛在為環境帶來風險的供應商類別會加強監測，當中包括五金件類供應商和橡膠類供應商，兩者有機會造成水及大氣污染，相關供應商都必須定期提供IATF16949及ISO14001等的認證，以證明其環保等標準符合規格。



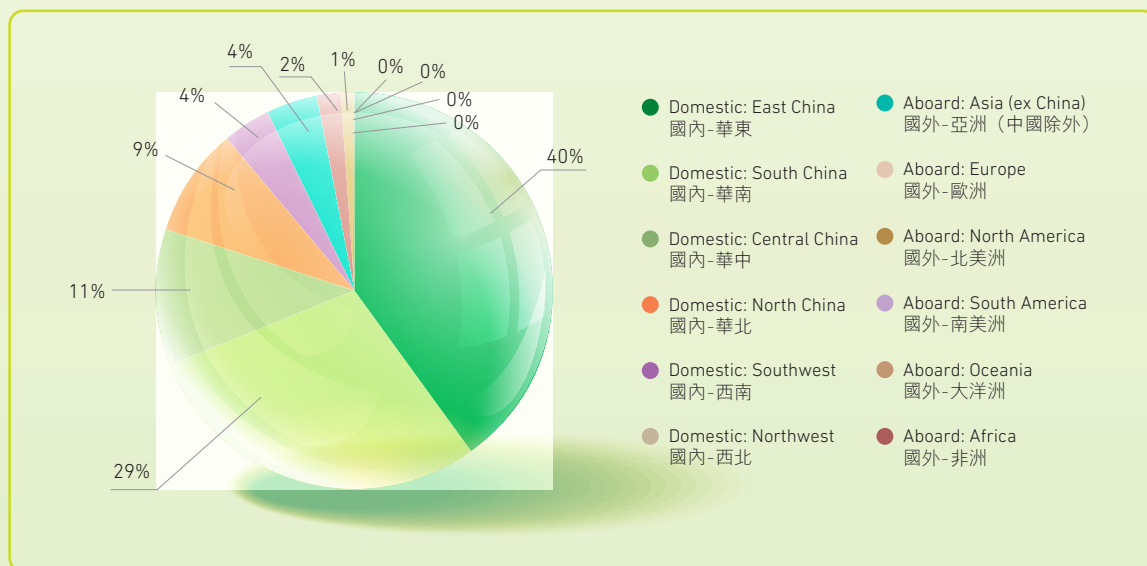
As the Group aims to establish a sound anti-commercial bribery mechanism that remains effective in a long term, all existing and new suppliers are required to sign the Supplier Integrity Agreement. The Group is committed to establishing a transparent and fair procurement environment for suppliers, and suppliers are not allowed to engage in any form of bribery, and if it is found, the Group reserves the right to prosecute the relevant parties for commercial bribery offences. The Agreement also requires the supplier to undertake not to bid nor infringe the Group's intellectual property rights. Meanwhile, the Agreement provides a variety of methods for reporting corruption and other activities in order to create a clean and fair environment.

In 2020, the Group's suppliers were mainly domestic suppliers, accounting for 89%, while foreign suppliers accounted for 11%, which was same as that in 2019. Both domestic and foreign suppliers will be screened and managed based on the above-mentioned procedures, and strict measures will be taken to ensure that all aspects of the supply chain are up to standard and safe.

集團為健全防治反商業賄賂的長效機制，所有現時及新加入的供應商都必須簽署《供應商廉潔協議》，集團承諾為供應商建立透明、公正的採購環境，而供應商亦不得進行任何形式的賄賂，如經發現，集團會保留追究相關人士的商業賄賂犯罪刑事法的權利，《協議》也需供應商就不圍標及不侵犯集團的知識產權等行為作出承諾。同時，《協議》上提供了多種針對貪污等行為的舉報方式，致力營造一個廉潔和公平的環境。

集團2020年的供應商以國內為主，佔89%，而國外佔11%，比例與2019年相同。不論國內外的供應商都會按上述程式作篩選及管理，透過嚴格措施，確保供應鏈的各個環節都達到標準及安全。

Supply chain management 供應鏈管理



10. PERSISTENT EFFORTS ON ANTI-CORRUPTION

10. 廉潔工作、常抓不懈



"2020 is doomed to be a milestone year in the Chinese history. China will become a comprehensive well-off society, achieving its first goal in the century."

– said Tan Sri Datuk TUNG Ching Sai, J.P., the Chief Executive Officer, at 2018 Annual Meeting

「2020年，註定是中國歷史上具有里程碑意義的一年。中國將全面建成小康社會，實現第一個百年奮鬥目標。」

— 行政總裁丹斯里拿督董清世(太平紳士)
於《2018年年終大會》的講話

The dedicated Xinyi Internal Control Centre directly managed by the Chief Executive Officer was established by Xinyi Glass to handle the anti-corruption matters of the Group based on the "prevention first, supplemented by investigations" approach. Through a series of measures and audits, the Group exercised full effort in anti-corruption, advocating that all staff members should put the philosophy of integrity, honesty, fairness and compliance into practice in their daily lives.

The Internal Control Centre has developed internal codes of Integrity System for Xinyi Employees and conduct guidelines including Ethical Conduct Standards for Xinyi's Staff, Top 10 Integrity Rules for Xinyi's Staff, etc., as well as reward and punishment systems such as Xinyi's Whistle Blower Protection and Reward System according to the relevant laws and regulations of the PRC including Criminal Law of the People's Republic of China – Bribe-Taking Crime of Non-State Functionaries, Criminal Law of the People's Republic of China – Bribery Crime of Non-State Functionaries and Criminal Law of the People's Republic of China – Crime of Fraud. These encourage the suppliers, other collaborative units and Xinyi's staff to supervise each other and actively report non-compliant matters such as corruption and duty crime, thereby protecting the legal rights of the enterprise

信義玻璃成立信義系「內控中心」，以「預防為主、查辦為輔」為大方針，專責處理集團廉潔事務，由行政總裁直接管理。透過一系列措施及審計方式，全方位反貪，宣導所有僱員在日常的言行中具體落實正直、誠實、公平和遵守法例的理念。

內控中心根據《中華人民共和國刑法—非國家機關人員受賄罪》、《中華人民共和國刑法—非國家機關人員行賄罪》及《中華人民共和國刑法—詐騙罪》等相關的國家法律，制定內部守則《信義員工廉潔體系》、行為指南包括《信義員工道德行為規範》、《信義系員工十大廉潔條例》等與獎懲制度如《信義系舉報人保護和獎勵制度》，鼓勵供應商及其他合作單位、信義員工互相監督，積極舉報腐敗和職務犯罪等違規行為，保障企業和員工的合法權益，確保所有員工皆理解及落實誠信及道德行為的重要性。集團於2019年在微信設立「廉潔信義」宣傳廉潔反腐和分享重要資訊。員工可以通



and the employees. It is ensured that all staff members understand the significance of honest and ethical conduct and put it into action. In 2019, the Group set up the "Integrity Xinyi" on WeChat to promote anti-corruption and share important information. Staff can report, in ways of letter, email, telephone calls and WeChat, misconduct of any staff, including any breach of duty, dereliction of duty, abusing power for personal gains, receiving bribes, and encroaching company assets, to the Internal Control Centre, and the matter will then be handled upon investigation, collecting evidence, verification and drawing a conclusion in accordance with the Handling Process of Corruption Cases. Our strict systems show our zero tolerance towards bribery and corruption. In 2020, the Group identified and handled two cases of corruption, which have been handled by relevant parties according to the corresponding mechanism. One of the cases was reported to the police pursuant to laws.

In order to enhance the internal mechanism, the Group established the Xinyi Group Real-Name Whistle-Blowing System for Corruption Cases in 2020. Employees whose employment contract was terminated because of the breach of the Xinyi Group Real-Name Whistle-Blowing System for Corruption Cases, providing or taking kickbacks or bribery, misappropriation and other work-related crimes, and whose cases were reported to the police with the enforcement of relevant measures and adjudicated, will be announced via intra-group emails and posting documents, as well as via the WeChat Public Account and the official website of the Group. This is to report to the society to raise the vigilance of the public. Upon approval by the senior management, the cases will be officially reported to industry association and our partners when necessary.

過信函、電子郵件、電話及微信在綫舉報等方式向內控中心舉報公司任何員工的各類失職、瀆職、以權謀私、收受賄賂、侵佔公司財物等違規行為，所有舉報按《廉潔案件處理流程》內控中心經調查、取證、核實、得出結論後予以處理。以嚴謹的制度表明對任何行賄及貪腐等行為都是零容忍。集團於2020年發現及已處理的貪污案件共兩件，並已對相關人士按機制作出處理，當中有1人需要依法報案處理。

為持續完善內部機制，在2020年新增《信義集團廉潔事項實名制通報制度》，因違反《信義集團廉潔管理制度》被解除勞動合同(開除)的員工及收受回扣或賄賂、職務侵佔等職務犯罪行為，公司已報案、或已被公安採取強制措施或已判決的員工，會在集團範圍內發電郵，並張貼文件予以公告，同時通過「廉潔信義」微信公眾號及官網發佈，向社會通報，提高公眾警剔性，如有必要，經高管批准後，會以正式文件向行業協會及合作方通報。

The new edition of the Management System of Conflict of Interest published by the Group in 2020 includes the scope of declaration, approval procedures for conflict of interest, as well as additional time requirement for the declaration of conflict of interest. This system is applicable to directors (including executive directors and non-executive directors), supervisors, senior management (including vice presidents, general manager, deputy general managers, assistants to general management) and other personnel in key positions (including department directors, assistants to department director, purchasers, warehouse keepers, salespersons, financial treasurers, custom declarers, human resources specialists, recruitment specialists, training specialists, back office managers, exhibition managers, all personnel of the Research Institute of Glass Production in Wuhu and other employees who need to declare conflict of interest), so as to maintain integrity and fairness in our work environment.

With a view to promoting the importance of integrity among the Group, the Internal Control Centre organised 13 integrity training in 2020 with a theme of integrity promotion and whistle-blowing. These trainings attracted over 2,700 participants, covering ordinary employees and executive directors, and motivated employees to attach greater emphasis to integrity culture.

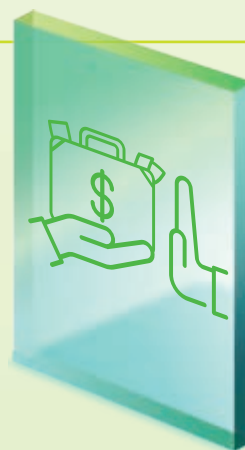
2020年集團發佈新版《利益衝突管理制度》增加了申報事項範圍、利益衝突審批程式，進一步新增利益衝突事項時的申報時間要求。本制度適用於信義系的董事(含執行董事和非執行董事)、監事、高級管理人員(包括副總裁、總經理、副總經理、總經理助理)及其他重要崗位人員(含部長、部長助理、採購員、倉管員、銷售業務員、財務出納、報關員、人力資源專員、招聘專員、培訓專員、後勤管理員、展會負責人、蕪湖玻璃工程研究院全體人員等其他存在利益衝突事項需申報的員工)，以維護廉潔公平的工作環境。

為使集團上下更深入瞭解廉潔的重要性，內控中心在2020年內舉辦了13場廉潔培訓，以廉潔宣傳與案件通報為主題，參加人次超過2700人，培訓對象由普通員工涵蓋至執行董事，有助員工更重視廉潔文化。

Whistle-blowing methods are as follows:

舉報方式如下：

1. Follow the WeChat Public Account of "Integrity Xinyi" and choose to report online
關注微信公眾號「廉潔信義」，並選擇在線舉報
2. By phone at **0553-2660777** or **15178586699**
致電**0553-2660777**或**15178586699**
3. By email at **12388@xinyiglass.com**
電郵至**12388@xinyiglass.com**



Please watch the following video about integrity for further details of the Integrity Code:

<https://v.qq.com/x/page/u0818crpbeh.html>

歡迎觀看廉潔宣傳片以了解更多廉潔守則：**<https://v.qq.com/x/page/u0818crpbeh.html>**



11. COMMUNITY CARE AND CONTRIBUTION

11. 關心社會、回報社會



"2020 is doomed to be a milestone year in the Chinese history. China will become a comprehensive well-off society, achieving its first goal in the century."

*– said Tan Sri Datuk TUNG Ching Sai, J.P., the Chief Executive Officer,
at 2019 Annual Meeting*

「2020年，註定是中國歷史上具有里程碑意義的一年。中國將全面建成小康社會，實現第一個百年奮鬥目標。」

**— 行政總裁丹斯里拿督董清世(太平紳士)
於《2019年年終大會》的講話**

Since the foundation in 1988, Xinyi Glass proactively undertakes the responsibility of helping the poor and needy in the long term. The Company is committed to community and charity works, where its corporate value is striven to be brought into play. The Group makes donations enthusiastically in China for education, culture and health, transportation and environmental protection, poverty and disaster relief, social security, righteous and brave acts, etc. in philanthropy. As a member of the local community, Xinyi Glass always insists on the concept of giving back to society and plays an active role in public welfare undertakings. The Group has encouraged its staff to make positive contributions to public welfare, education, disaster relief and environmental protection with actions for the local communities.

Under the influence of the COVID-19 pandemic, the number and scale of community activities organised were reduced as compared to previous years and the number of participants was limited. As a result, the number of participating employees and hours involved decreased significantly in 2020, recording a total of 729 employees and over 2,850 hours participating in community activities held by their Industrial Parks, including different types of activities such as badminton competition, 2020 "Zhongye Cup" employees' basketball tournament in Bayuquan District and seminars on traffic safety.

信義玻璃自1988年成立以來，長期主動承擔著扶貧濟困的責任，致力於社會公益事業，努力發揮企業本身價值。集團為中國的教育、文化衛生、交通環保、扶貧賑災、社會治安、見義勇為等慈善公益事業踴躍捐輸。信義玻璃始終堅持回報社會的理念，作為當地社區家庭的一員，熱心於社會公益事業，鼓勵員工以實際行動為當地社區的公益、教育、賑災救助和環保等做出積極貢獻。

由於受疫情影響，社區舉辦的活動數量及規模都較過往少，也會對活動參與人數設限，故2020年的動員人次及參與時數較過去大幅下跌，2020年集團共動員729人次及超過2,850小時參加了所屬工業園的社區活動，包括羽毛球運動會、「中野盃」2020年鯪魚圈區職工籃球賽、交通安全知識講座等不同類型的活動。

Every year, different universities and colleges are arranged to visit and exchange in our Industrial Parks. In 2020, the Company organised a total of 29 visits, in which the respective local offices were responsible for arranging and leading the visits to allow students to have better understanding of our operations so that they can have better planning of their future career path.

每年都會有不同的大專院校到訪各個工業園作參觀交流，2020年公司共組織29場參觀，由各地的辦公室負責安排及帶領參觀，讓學生更瞭解行業運作，也為未來就業方向能作更好規劃。



2020 PARTICIPATION IN COMMUNITY ACTIVITIES (EXCERPT)

2020年參加社區活動(節錄部分)



01



02



03



04



05



04



05



04

01. Community activity in Beihai City
北海市社區活動
02. Blood donation activity
參加無償獻血活動
03. Elderly caring activity
敬老活動
04. Community activity in Shenzhen Municipal
深圳市社區活動
05. Promotion of anti-fraud knowledge in enterprises by Nanshan police station
南柵派出所進企業宣傳反詐騙知識



In addition, the Group donated HK\$6.175 million and the chairman of the Group with other major founding shareholders, personally or through their privately owned companies, donated over HK\$20 million to the schools, poverty alleviation programs, scholarships and other projects in the areas where the Industrial Parks are located. Most of the donations in 2020 were utilised in poverty alleviation projects mainly located at the neighbourhood of the Industrial Parks. All projects and amount sums have to be approved and confirmed by relevant local authorities. The Group tried their best to return to the community in all aspects. Thus, there will be mutual understanding and assistance between the Industrial Parks and the community.

Other than its external contribution, the Caring Fund under each labour union is operated in accordance with the Caring Fund Management Code 2017. Based on the main principles of "helping those in need but not the poor; transparency and openness; reporting to the superior level; collaborative decision-making", the fund assists the staff and their families who are in need and shows the spirit of mutual support. In 2020, more than RMB1 million was used in total, benefitting 167 employees.

另外，集團共捐款617.5萬港元，而集團主席及其他創始股東亦以其私人名義或其私人公司捐款超過2,000萬港元予各工業園所屬地區的學校、扶貧計劃及獎學金等項目，2020年大部分的捐款屬扶貧方面，捐助項目主要為工業園的鄰近地區，所有項目及款項金額都需交由該地審批確認，集團盡力在各方面都回饋社會，使工業園與社區關係能達到互助互讓。

除了對外部的貢獻外，集團內各個工會屬下設立「愛心基金」，用於協助有困難的員工及其家庭，以「救急不救貧、透明公開、逐級申報、集體討論決定」為大原則，按《2017愛心基金管理章程》執行，發揮員工間守望相助的精神。2020年共撥款超過人民幣100萬元，受助員工達167人。



Certain awards are as follows:

部分獎項如下：



TIME OF AWARD 獲得時間	AWARDING BODY 頒獎機構	NAME OF AWARD/HONOUR 獎項／榮譽名稱
February 2020 2020年2月	Jiangmen Industry and Information Technology Bureau 江門市工業和資訊化局	First batch of energy management centre enterprises in 2020 2020年第一批能源管理中心企業
March 2020 2020年3月	The People's Government of Dongguan 東莞市人民政府	Dongguan City Benefit Contribution Award 2019 2019年度東莞市效益貢獻獎
May 2020 2020年5月	National Glass Quality Supervision and Inspection Centre, China Building Materials Inspection and Certification Group Qinhuangdao Co., Ltd. 中國建材檢驗認證集團秦皇島有限公司 國家玻璃質量監督檢驗中心	Test results of white and green flat glass meet the requirements of superior products 白玻、綠玻平板玻璃檢測結果達到優等品要求
	The People's Government of Deyang 德陽市人民政府	First Prize of Outstanding Enterprise for Industrial Economic Development 工業經濟發展優秀企業一等獎
	City Federation of Industry and Commerce, City Old Liberated Area Construction Association 市工商聯、市老促會	Caring Enterprise 愛心企業
June 2020 2020年6月	PICC Property and Casualty Company Limited, Vessel Cargo Insurance Department 中國人民財產保險股份有限公司、船舶貨運保險部	Sincere partner 精誠合作夥伴





TIME OF AWARD 獲得時間	AWARDING BODY 頒獎機構	NAME OF AWARD/HONOUR 獎項／榮譽名稱
July 2020 2020年7月	Human Resources and Social Security Bureau of Wuhu City Federation of Trade Unions of Wuhu City Enterprise Confederation of Wuhu City Federation of Industry and Commerce of Wuhu City 蕪湖市人力資源和社會保障局 蕪湖市總工會 蕪湖市企業聯合會 蕪湖市工商業聯合會	Demonstration Enterprise of Harmonious Labour Relations in Wuhu City 蕪湖市和諧勞動關係示範企業
	The People's Government of Longgang District, Shenzhen 深圳市龍崗區人民政府	Longgang District Top 100 Taxpayers 2019 龍崗區2019年度納稅百強
	The People's Government of Longgang District, Shenzhen 深圳市龍崗區人民政府	Longgang District Top 20 Import and Export Enterprises 2019 龍崗區2019年度進出口二十強
	The People's Government of Longgang District, Shenzhen 深圳市龍崗區人民政府	Longgang District Top 20 Industries 2019 龍崗區2019年度工業二十強
	Human Resources and Social Security Bureau of Wuhu City Federation of Trade Unions of Wuhu City Enterprise Confederation of Wuhu City Federation of Industry and Commerce of Wuhu City 蕪湖市人力資源和社會保障局 蕪湖市總工會 蕪湖市企業聯合會 蕪湖市工商業聯合會	Demonstration Enterprise of Harmonious Labour Relations in Wuhu City 蕪湖市和諧勞動關係示範企業
	Human Resources and Social Security Bureau of Wuhu City Federation of Trade Unions of Wuhu City Enterprise Confederation of Wuhu City Federation of Industry and Commerce of Wuhu City 蕪湖市人力資源和社會保障局 蕪湖市總工會 蕪湖市企業聯合會 蕪湖市工商業聯合會	Demonstration Enterprise of Harmonious Labour Relations in Wuhu City 蕪湖市和諧勞動關係示範企業



TIME OF AWARD 獲得時間	AWARDING BODY 頒獎機構	NAME OF AWARD/HONOUR 獎項／榮譽名稱
 August 2020 2020年8月	Zhengzhou Yutong Bus Co., Ltd. 鄭州宇通客車股份有限公司	Outstanding Improvement Award for Suppliers in Key Bottleneck Category 供應商重點瓶頸類改善突出獎
	Party Working Committee of Henggang Street 橫崗街道黨工委	Longgang District Poverty Alleviation Collaboration Large-scale Charity Event – Caring Enterprise 龍崗區扶貧協作大型慈善活動－愛心企業
 October 2020 2020年10月	Liaoning Building Materials Industry Association 遼寧省建築材料工業協會	2020 Liaoning Province Building Materials Industry High-quality Development Enterprise Products – Energy-saving Double Glazed Glass 2020年遼寧省建材行業高品質發展企業產品－節能中空玻璃
	Deyang City Leading Group for Poverty Alleviation 德陽市脫貧攻堅領導小組	Deyang City 2020 Poverty Alleviation Organization Innovation Award Advanced Group 德陽市2020年脫貧攻堅組織創新獎先進集體
	Nanfang Daily 南方日報社	Contribution Award for Social Responsibility in Combating the Pandemic (Trophy + Certificate of Honor) 抗擊疫情社會責任貢獻獎(獎盃+榮譽證書)
	Industry and Information Technology Department 工業和資訊化部辦公廳	Announcement of the fifth batch of green manufacturing list (Manufacturing Industry) 關於公佈第五批綠色製造名單(製造業)





TIME OF AWARD 獲得時間	AWARDING BODY 頒獎機構	NAME OF AWARD/HONOUR 獎項／榮譽名稱
2020年11月 November 2020	China Business Top 100 中國上市公司百強高峰論壇	China Top 100 Enterprises Award 2020 2020年中國百強企業獎
	United Front Work Department of the Shenzhen Municipal Committee of the CPC, Federation of Industry and Commerce of Shenzhen Municipal 中共深圳市委統戰部、深圳市工商聯	Excellent Advertisement by Xinyi Glass 信義玻璃宣傳片優秀作品
2020年12月 December 2020	Dongguan City Humen Fifth Secondary School 東莞市虎門第五中學	Outstanding Contribution Award 卓越貢獻獎
	Party Committee Organization Department of Beihai Department 北海市市委組織部	Beihai City Non-Public Economic Organisations and Social Organisations 2020 – Party Building Demonstration Unit 2020年北海市非公經濟組織和社會組織－黨建示範單位

HIGHLIGHTS ON PANDEMIC (2020)

MEETING THE CHALLENGES IN SOLIDARITY

In 2020, in face of the threat of the COVID-19 pandemic, the Group established an emergency management group and initiated Level 1 response to material public health emergencies. The Group set up response plans to various situations, issued anti-pandemic guidelines and conducted anti-pandemic education to all employees. Meanwhile, all employees are provided with anti-pandemic supplies, including certified masks, and work-from-home arrangements and shift work are implemented for office workers in some of the severely infected areas in order to reduce the number of people in offices and create a safe work environment for the employees. At the same time, amid the economic downturn, the Chief Executive Officer of the Group has promised in an open letter to all employees that there will be “no lay-offs and no wage cut”, and even increased the salary of employees and further improved staff benefits to thank the employees for their previous efforts and dedication in the difficult time.

疫情特輯（2020年）

風雨同舟休戚與共

2020年全球都受到新冠病毒的威脅，集團成立了應急管理小組，啟動重大突發事件一級響應，為多個情況設立了應對方案，也向所有員工作出抗疫指引、教育，同時所有員工都獲發抗疫物資，包括合規格口罩，少部份疫情較嚴重的地區，文職工作實行在家工作及輪崗制上班，以減少辦公室人流，使員工能在一個較安全的環境下工作。同時，經濟步入衰退，但集團以行政總裁的公開信對所有員工作出承諾「不裁員、不減薪」，更為員工加薪，進一步提升員工福利，感謝員工過往的努力，共渡時艱。

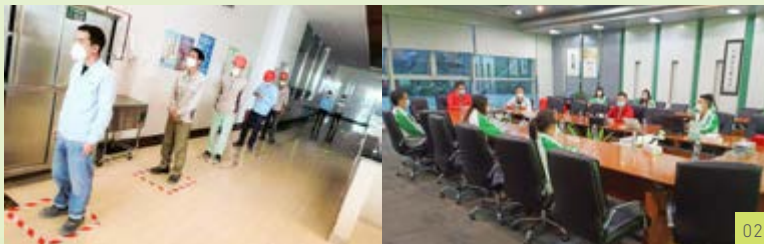


ANTI-PANDEMIC MEASURES

防疫措施



01



02

01. Measure body temperature
出入量體溫
02. Maintain social distance
保持社交距離





ANTI-PANDEMIC MEASURES (CONTINUES)

防疫措施 (續)



03. Anti-pandemic measures
防疫措施

04. Social distancing in
canteens
飯堂的社交距離



XINYI HELPS TO WIN THE BATTLE AGAINST PANDEMIC

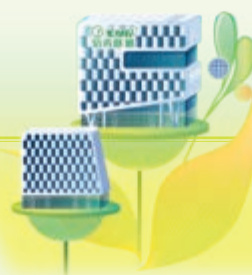
At the beginning of 2020, the Group started its own mask production line to produce disposable medical masks certified by the officially designated authority of Shenzhen for daily use by the Group's employees. In addition, it also donated self-manufactured masks and purchased hand sanitizer to social and welfare institutions for public welfare purposes, amounting to over 1 million masks and 50,000 bottles of hand sanitizer in total. Besides, the Group, the chairman of the Group and major founding shareholders made several donations to different organisations and districts to support the anti-pandemic work.

信義助力打贏戰「疫」

集團在2020年年初自設口罩生產線，生產通過深圳市官方指定機構認證的一次性醫用口罩給集團員工每天使用，另外亦捐贈自製的口罩及購入洗手液給社會及福利機構作公益用途，共超過100萬個口罩及5萬瓶消毒洗手液。除此之外，集團、集團主席和創始股東多次捐款到多個不同的機構及地區作抗疫支援。

DONATION OF MONEY AND ANTI-PANDEMIC SUPPLIES

捐款及捐贈防疫物資



C. CORPORATE GOVERNANCE 企業管治

Please refer to pages 22-31 of the Group's Annual Report 2020, as part of the Corporate Governance Report, for corporate governance during the year.

The Environmental, Social and Governance Report for the year has been approved by the board of directors before being uploaded to the SEHK website.

Xinyi Glass attaches great importance to the participation of stakeholders, including customers, government, investors, employees, etc. Through various channels, including general meetings, emails, investor meetings, questionnaire surveys, etc., we actively obtain the opinions and expectations of various stakeholders on the environmental, social and governance aspects of the Company, which will serve as an important reference for the Company to formulate future plans and sustainable development.

本年度的企業管治可參閱集團的《2020年報》內第22頁—第31頁屬企業管治報告的部分。

本年度環境、社會及管治報告已經過董事會作審批並通過，才上載到香港聯交所網站上。

信義玻璃高度重視利益相關方的參與包括客戶、政府、投資者、員工等，通過多種管道包括股東大會、電郵、投資者見面會、問卷調查等，積極獲取各利益相關方對公司有關環境、社會及管治方面的意見及期望，為公司制定未來的規劃及可持續發展作重要的參考。

STAKEHOLDERS 利益相關方	STAKEHOLDERS' EXPECTATIONS 利益相關方期望	COMMUNICATION MECHANISM 溝通機制
 Customers 客戶	Quality products 優質的產品	Daily communication 日常溝通
	Good pre-sales and after-sales services 良好的售前及售後服務	Questionnaire survey 問卷調查
	Consumer rights protection 消費權益受保障	Visits to customers 客戶拜訪
 Government 政府	Compliance with laws and regulations 遵守法律法規	Daily communication 日常溝通
	Local economic development 地方經濟發展	Meetings 會議交流
	Public welfare 公益事務	Regular and random inspections 定期及突擊檢查
	Payment of tax in accordance with law 依法納稅	

STAKEHOLDERS 利益相關方	STAKEHOLDERS' EXPECTATIONS 利益相關方期望	COMMUNICATION MECHANISM 溝通機制
 Investors/shareholders 投資者／股東	Transparent and open management 透明公開的管理	Information disclosure 資訊披露
	Future development 未來發展	Shareholders' general meetings 股東大會
	Investment return 投資回報	Investor relations activities 投資者關係活動
 Employees 員工	Reasonable remuneration and benefits 合理的薪酬福利	Remuneration and benefit system 薪酬福利體制
	Fair opportunities 公平的機會	Questionnaire survey 問卷調查
	Safe working environment 安全的工作環境	Labour union activities 工會活動
	Visible development opportunities 可見的發展機會	Training activities 培訓活動
 Partners 合作方	Open and fair procurement 公開公正的採購	Suppliers' conferences 供應商大會
	Compliance with agreement 遵守協定	Suppliers management system 供應商管理制度
	Win-win situation 雙贏局面	Site visits 實地拜訪
 Local communities/ environment 當地社區／環境	Environmental protection 環境保護	Environment evaluation 環境評估
	Ecological balance 生態平衡	Emission management system 排放物管理制度
	Corporate responsibility 有企業責任	Site visits 實地考察
	Community involvement 社區參與	



ESG KPI INDEX OF SEHK

聯交所 ESG 指標索引

A. ENVIRONMENTAL 環境

	INDEX REQUIREMENTS 指標內容	PAGES 所屬頁數
A1 EMISSION 排放物	General Disclosure: information on: A. the policies; and B. compliance with relevant laws and regulations that have a significant impact on the issuer relating to air and greenhouse gas emissions, discharges into water and land, and generation of hazardous and nonhazardous waste. 一般披露： 有關廢氣及溫室氣體排放，向水及土地的排污、有害及無害廢棄物的產生等的： A. 政策；及 B. 遵守發行人有重大影響的相關法律及規例的資料	P.14-29
	A1.1 The types of emissions and respective emissions data 排放物種類及相關排放資料	P.20
	A1.2 Greenhouse gas emissions in total (in tonnes) and, where appropriate, density (e.g. per unit of production volume, per facility) 溫室氣體總排放量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	P.24
	A1.3 Total hazardous waste produced (in tonnes) and, where appropriate, density (e.g. per unit of production volume, per facility). 所產生有害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	P.27
	A1.4 Total non-hazardous waste produced (in tonnes) and, where appropriate, density (e.g. per unit of production volume, per facility). 所產生無害廢棄物總量(以噸計算)及(如適用)密度(如以每產量單位、每項設施計算)	P.28
	A1.5 Description of measures to mitigate emissions and results achieved. 描述減低排放量的措施及所得成果	P.14-25
	A1.6 Description of how hazardous and non-hazardous wastes are handled, reduction initiatives and results achieved. 描述處理有害及無害廢棄物的方法、減低產生量的措施及所得成果	P.25-29

A. ENVIRONMENTAL 環境		
	INDEX REQUIREMENTS 指標內容	PAGES 所屬頁數
A2 USE OF RESOURCES 資源使用	General Disclosure: policies on the efficient use of resources, including energy, water and other raw materials 一般披露： 有效使用資源(包括能源、水及其他原材料)的政策	P.30-38
	A2.1 Direct and/or indirect energy consumption by type (e.g. electricity, gas or oil) in total (kWh in '000s) and density (e.g. per unit of production volume, per facility) 按類型劃分的直接及/或間接能源(如電、氣或油)總耗量(以每千個千瓦時計算)及密度(如以每產量單位、每項設施計算)	P.30
	A2.2 Water consumption in total and density (e.g. per unit of production volume, per facility) 總耗水量及密度(如以每產量單位、每項設施計算)	P.35
	A2.3 Description of energy use efficiency initiatives and results achieved 描述能源使用效益計畫及所得成果	P.32-34
	A2.4 Description of whether there is any issue in sourcing water that is fit for purpose, water efficiency initiatives and results achieved 描述求取適用水源上可有任何問題, 以及提升用水效益計畫及所得成果	P.35-38
	A2.5 Total packaging material used for finished products (in tonnes) and, if applicable, with reference to per unit produced 製成品所用包裝材料的總量(以噸計算)及(如適用)每生產單位佔量	P.38
A3 THE ENVIRONMENT AND NATURAL RESOURCES 環境及天然資源	General Disclosure: policies on minimising the issuer's significant impact on the environment and natural resources 一般披露： 減低發行人對環境及天然資源造成重大影響的政策	P.39-48
	A3.1 Description of the significant impacts of activities on the environment and natural resources and the actions taken to manage them 描述業務活動對環境及天然資源的重大影響及已採取管理有關影響的行動	P.39-48



B. SOCIAL 社會

	INDEX REQUIREMENTS 指標內容	PAGES 所屬頁數
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	<p>B1.1 Total workforce by gender, employment type, age group and geographical region</p> <p>按性別、僱傭類型、年齡組別及地區劃分的僱員總數</p>	P.53-55
	<p>B1.2 Employee turnover rate by gender, age group and geographical region</p> <p>按性別年齡組別及地區劃分的僱員流失比率</p>	P.53-55
	<p>General Disclosure: information on:</p> <p>A. the policies; and</p> <p>B. compliance with relevant laws and regulations that have a significant impact on the issuer</p> <p>relating to providing a safe working environment and protecting employees from occupational hazards</p> <p>一般披露： 有關提供安全工作環境及保障僱員避免職業性危害的：</p> <p>A. 政策；及</p> <p>B. 遵守對發行人有重大影響的相關法律及規例的資料</p>	P.67-73
B2 HEALTH AND SAFETY 健康與安全	<p>B2.1 Number and rate of work-related fatalities</p> <p>因工作關係而死亡的人數及比率</p>	P.73
	<p>B2.2 Lost days due to work injury</p> <p>因工傷損失工作日數</p>	P.73
	<p>B2.3 Description of occupational health and safety measures adopted, how they are implemented and monitored</p> <p>描述所採納的職業健康與安全措施，以及相關執行及監察方式</p>	P.67-73

B. SOCIAL 社會		
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B3 DEVELOPMENT AND TRAINING 發展與培訓	General Disclosure: policies on improving employees' knowledge and skills for discharging duties at work. Description of training activities 一般披露： 有關提升僱員履行工作職責的知識及技能的政策。描述培訓活動	P.63-66
	B3.1 The percentage of employees trained by gender and employee category (e.g. senior management, middle management) 按性別及僱員類別(如高級管理層、中級管理層等)劃分的受訓僱員百分比	P.65
	B3.2 The average training hours completed per employee by gender and employee category 按性別及僱員類別劃分，每名僱員完成受訓的平均時數	P.65
B4 LABOUR STANDARDS 勞工準則	General Disclosure: information on: A. the policies; and B. compliance with relevant laws and regulations that have a significant impact on the issuer relating to preventing child and forced labour 一般披露： 有關防止童工及強制勞工的： A. 政策；及 B. 遵守對發行人有重大影響的相關法律及規例的資料	P.50-52
	B4.1 Description of measures to review employment practices to avoid child and forced labour 描述檢討招聘慣例的措施以避免童工及強制勞工	P.52, 59
	B4.2 Description of steps taken to eliminate such practices when discovered 描述在發現違規情況時消除有關情況所採取的步驟	P.52



B. SOCIAL 社會

	INDEX REQUIREMENTS 指標內容	PAGES 所屬頁數
B5 SUPPLY CHAIN MANAGEMENT 供應鏈管理	General Disclosure: policies on managing environmental and social risks of the supply chain 一般披露： 管理供應鏈的環境及社會風險政策	P.78-80
	B5.1 Number of suppliers by geographical region 按地區劃分的供應商數目	P.80
	B3.2 Description of practices relating to engaging suppliers, number of suppliers where the practices are being implemented, and relevant practices 描述有關聘用供應商的慣例，向其執行有關慣例的供應商數目、以及有關慣例	P.78-80
B6 PRODUCT RESPONSIBILITY 產品責任	General Disclosure: information on: A. the policies; and B. compliance with relevant laws and regulations that have a significant impact on the issuer relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress. 一般披露： 有關所提供產品和服務的健康與安全、廣告、標籤及私隱事宜以及補救方法的： A. 政策；及 B. 遵守對發行人有重大影響的相關法律及規例的資料	P.74-77
	B6.1 Percentage of total products sold or shipped subject to recalls for safety and health reasons 已售或已運送產品總數中因安全與健康理由而回收的百分比	P.75
	B6.2 Number of products and service related complaints received and how they are dealt with 接獲關於產品及服務的投訴數目以及應對方法	P.76
	B6.3 Description of practices relating to observing and protecting intellectual property rights 描述與維護及保障智慧財產權有關的慣例	P.77
	B6.4 Description of quality assurance process and recall procedures 描述品質檢定過程及產品回收程序	P.75-76
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B. SOCIAL 社會

	INDEX REQUIREMENTS 指標內容	PAGES 所屬頁數
B7 ANTI-CORRUPTION 反貪污	General Disclosure: information on: A. the policies; and B. compliance with relevant laws and regulations that have a significant impact on the issuer relating to bribery, extortion, fraud and money laundering 一般披露： 有關防止賄賂、勒索、欺詐及洗黑錢的： A. 政策；及 B. 遵守對發行人有重大影響的相關法律及規例的資料	P.81-83
	B7.1 Number of concluded legal cases regarding corrupt practices brought against the issuer or its employees during the reporting period and the outcomes of the cases 於匯報期內對發行人或其僱員提出並已審結的貪污訴訟案件的數目及訴訟結果	P.82
	B7.2 Description of preventive measures and whistle-blowing procedures, how they are implemented and monitored 描述防範措施及舉報程式，以及相關執行及監察方法	P.81-83
	General Disclosure: policies on community engagement to understand the needs of the communities where the issuer operates and to ensure its activities take into consideration the communities' interests 一般披露： 有關以社區參與來瞭解營運所在社區需要和確保其業務活動會考慮社區利益的政策	P.84-93
B8 COMMUNITY INVESTMENT 社區投資	B8.1 Focus areas of contribution (e.g. education, environmental concerns, labour needs, health, culture, sport) 專注貢獻範疇(如教育、環境事宜、勞工需求、健康、文化、體育)	P.84-85
	B8.2 Resources contributed (e.g. money or time) to the focus area 在專注範疇所動用資源(如金錢或時間)	P.84-85



Thank you for reading this report. The Group sincerely invites you to fill in the following form, so that the Group can improve the quality of the reports in the future and provide more targeted contents for you, and give full play to the effectiveness of the 2020 Environmental, Social and Governance Report of Xinyi Glass.

謝謝閣下閱讀本報告。本集團誠意邀請閣下填寫以下的意見表，使本集團能提升日後的報告質量及為大家提供更有針對性的內容，充分發揮《信義玻璃2020年環境、社會與管治報告》的效能。

You may directly fill in the following questionnaire or scan the QR code on p. 104 to submit online questionnaire.

閣下可直接填寫以下問卷或掃描第104頁的二維碼遞交線上問卷。

1. Your rating for the completeness and clarity of the data disclosed in Part A - "Environmental" session of this report.
(1 is the lowest, 10 is the highest)

你對本報告的A部－「環境」披露的數據的完整性及清晰度評分。
(1為最低，10為最高)
_____分

2. Your overall rating for the related contents in Part A - "Environmental" session of this report.
(1 is the lowest, 10 is the highest)

你對本報告的A部－「環境」相關的內容總體評分。
(1為最低，10為最高)
_____分

3. Your rating for the completeness and clarity of the data disclosed in Part B - "Social" disclosures of this report.
(1 is the lowest, 10 is the highest)

你對本報告的B部－「社會」披露的數據的完整性及清晰度評分。
(1為最低，10為最高)
_____分

4. Your overall rating for the related contents in Part B - "Social" session of this report.
(1 is the lowest, 10 is the highest)

你對本報告的B部－「社會」相關的內容總體評分。
(1為最低，10為最高)
_____分

5. Your rating for the Group's performance of environmental and social responsibilities.
(1 is the lowest, 10 is the highest)

A: Environmental _____ B: Social _____

你對本集團履行環境及社會責任的評分。
(1為最低，10為最高)
A：環境 _____ 分 B：社會 _____ 分

6. Please refer to Appendix I: Reporting Guidance Index and indicate what you believe the most important to the Group

(1 is the lowest, 11 is the highest)

A1 Emission	
A2 Use Of Resources	
A3 The Environment And Natural Resources	
B1 Employment	
B2 Health And Safety	
B3 Development And Training	
B4 Labour Standards	
B5 Supply Chain Management	
B6 Product Responsibility	
B7 Anti-Corruption	
B8 Community Investment	

請參考附錄1：報告索引表排列出你認為對本集團最重要的內容

(1 為最低，11 為最高)

A1 排放物	
A2 資源使用	
A3 環境及天然資源	
B1 僱傭	
B2 健康與安全	
B3 發展與培訓	
B4 勞工準則	
B5 供應鏈管理	
B6 產品責任	
B7 反貪污	
B8 社區投資	



7. Any other comments on the Group's work on environmental, social and governance.
你對本集團有關環境、社會及管治方面工作的其他意見。
- _____
8. Any other comments on this report.
你對本報告的其他意見。
- _____
9. As a stakeholder of the Group, you are _____。
你是本集團的持份者，角色為_____。
- a. a customer b. the government c. an investor/a shareholder d. an employee e. a partner f. a resident living close to the industrial park g. other: _____
a. 客戶 b. 政府 c. 投資者／股東 d. 員工 e. 合作方 f. 工業園周邊居民 g. 其他：_____

After the completion of this form, please send back to:

Xinyi Glass Holdings Limited, Investor Relations Department

Address: Unit 2101-2108, 21st Floor, Rykadan Capital Tower,
135 Hoi Bun Road, Kwun Tong, Kowloon, Hong Kong

Tel: +852 3919 2888

Fax: +852 3919 2890

E-mail: ir@xinyiglass.com.hk

Thank you for your valuable opinion!

填寫此意見表後，可經以下途徑交回：

信義玻璃控股有限公司投資者關係部

地址：香港九龍觀塘海濱道135號
宏基資本大廈21樓

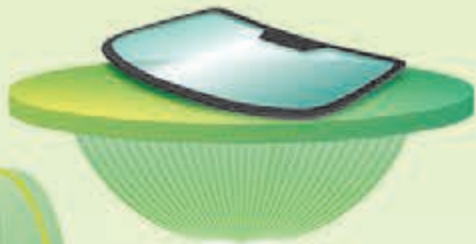
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感謝你的寶貴意見！





信義玻璃控股有限公司
XINYI GLASS HOLDINGS LIMITED

