



SUGA INTERNATIONAL HOLDINGS LIMITED

信佳國際集團有限公司

(Incorporated in Bermuda with limited liability)(於百慕達註冊成立之有限公司)
Stock Code 股份代號 : 912

Environmental, Social and Governance Report

環境·社會及管治報告

2023/24



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ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

for the Year Ended 31 March 2024 截至二零二四年三月三十一日止年度

FOREWORD

This Environmental, Social and Governance (“ESG”) Report is prepared by SUGA International Holdings Limited and its subsidiaries (referred to in this report as “the Group” or “SUGA”) for the financial year ended 31 March 2024, in accordance with the ESG Reporting Guide as set out in Appendix C2 to the Rules Governing the Listing of Securities on the Stock Exchange of Hong Kong Limited and the Implementation Guidance for Climate Disclosures under HKEX ESG reporting framework (“Implementation Guidance for Climate Disclosures”).

SUGA prepares this report in compliance with the “Comply or Explain” provision of the ESG Reporting Guide in Appendix C2 and the Implementation Guidance for Climate Disclosures.

As a leading electronics total solutions provider in Hong Kong, SUGA has a mission to contribute to the progress of society by providing people with quality products and employing advanced technology, with protecting the environment and serving the community always in mind.

ESG GOVERNANCE

Board Oversight

To ensure the sustainability development of the Group’s ESG matters, the Group’s Board of Directors (the “Board”) is responsible for implementing the Group’s ESG strategy and reporting. The Board is also responsible for overseeing, identifying and assessing the risks that may arise in the governance process and ensuring that appropriate and effective ESG risk management is integrated into the Group’s risk management framework.

The Board will keep in line with the latest regulatory development to ensure compliance with the applicable laws and regulations. In view of HKEX’s new climate disclosure requirements which will come into effect on 1 January 2025, the Board has incorporated the identification and assessment of climate-related risks and opportunities into the Group’s Risk Management Manual, and will continue to monitor and assess such financial impacts to the Group as a whole on a regular basis. Moreover, the Board has developed both quantitative emission targets and use of resources targets for the Group’s operation. The Board will adopt new technologies to enhance the energy efficiency in our operation and is committed to reduce the Group’s emissions and resources consumption in the future.

前言

本環境、社會及管治（「ESG」）報告乃由信佳國際集團有限公司及其附屬公司（於本報告簡稱「本集團」或「信佳」）根據香港聯合交易所有限公司證券上市規則附錄C2的ESG報告指引及香港交易所ESG報告框架下氣候信息披露實施指引（「氣候信息披露實施指引」）就截至二零二四年三月三十一日止財政年度而編製。

信佳乃遵守附錄C2的ESG報告指引及氣候信息披露實施指引中的「不遵守就解釋」規定而編製此報告。

作為香港一間領先的全方位電子解決方案供應商，信佳一直以透過提供優質產品及採用先進技術為社會發展作出貢獻為己任，並時刻謹記保護環境及服務社區的責任。

環境、社會及管治管理

董事會監督

為確保本集團在ESG事宜方面的可持續發展，本集團董事會（「董事會」）負責實施ESG策略及報告。董事會亦負責監督、識別及評估管治過程中可能出現的風險，並確保將適當及有效的ESG風險管理納入本集團的風險管理框架中。

董事會將會緊貼最新監管發展趨勢，確保已遵守適用法例及法規。鑑於香港交易所將於二零二五年一月一日生效的新氣候信息披露規定，董事會已將氣候相關風險及機遇的識別及評估納入本集團的風險管理手冊中，並將繼續定期監察及評估對本集團整體的財務影響。此外，董事會亦為本集團的營運制訂量化排放目標及資源使用目標。董事會將採納新科技以提高業務營運中的能源效益，並致力減少本集團未來的排放物及資源消耗。

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At management level, the ESG Management Committee (“EMC”), chaired by an executive director and with representatives from key departments within the Group, oversees the management, development and implementation of the Group’s ESG initiatives, including reviewing the related policies and practices, and assessing and making recommendations on matters concerning the Group’s ESG development and risks. In view of the new climate change requirement, EMC has considered the relevant risks and opportunities as one of the key matters when developing and implementing ESG initiatives for the Group.

在管理層面，由執行董事擔任主席，並由本集團各主要部門代表組成的ESG管理委員會（「EMC」），監督本集團ESG舉措的管理、制訂及實施，包括審閱相關政策及措施，以及就本集團ESG發展及風險事項進行評估及提出建議。鑑於新的氣候變化規定，EMC已將相關風險及機遇作為本集團制訂及實施ESG措施時的關鍵事項之一。

At operational level, the ESG Working Committee (“EWC”), chaired by the Chief Operation Officer of electronics manufacturing services (EMS) and with representatives from key operating departments in local factories, is responsible for executing the existing ESG initiatives and monitoring the performance in achieving assigned ESG targets at operational level. Where appropriate, the EWC reports relevant ESG matters to the Board.

在營運層面，由電子製造服務分部首席營運總監擔任主席，並由當地工廠主要營運部門代表組成的ESG工作委員會（「EWC」），負責執行現有的ESG舉措並監察於營運層面實現指定ESG目標的績效。在適當的情況下，EWC向董事會報告ESG相關事宜。

The ESG governance structure and responsibilities are described below:

ESG管治架構及職責闡述如下：



The Group has established the ESG policies as follows:

- ESG Guidelines
- Environmental Protection Policy
- Climate Change Policy
- Health & Safety Policy
- Whistle-blowing Policy
- Anti-corruption Policy

本集團已制訂以下ESG政策：

- ESG指引
- 環保政策
- 氣候變化政策
- 健康與安全政策
- 舉報政策
- 反貪政策

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REPORT SCOPE

This report covers the operations of SUGA's core businesses in Hong Kong, its plant in Dongguan, China ("Dongguan Plant") and plant in Bac Ninh Province, Vietnam ("Vietnam Plant"). SUGA's sustainability-related efforts in Environmental Aspects ("Aspect A") and Social Aspects ("Aspect B") and the material topics in these two general categories are summarised in the following sections.

報告範圍

本報告涵蓋信佳於香港以及其中國東莞廠房（「東莞廠房」）及越南北寧省廠房（「越南廠房」）的核心業務的營運。信佳在環境層面（層面A）及社會層面（層面B）的可持續發展中所作出的相關貢獻及該兩大分類的重大議題於下文章節中概述。

SUMMARY OF MATERIAL TOPICS DISCLOSED IN THIS REPORT

於本報告披露的重大議題概要

Material Topics 重大議題	Disclosure Reference 披露參考
Environmental – Emissions and Waste 環境 – 排放物及廢料	Aspect A1 層面A1
Environmental – Use of Resources 環境 – 資源使用	Aspect A2 層面A2
Environmental – Environment and Natural Resources 環境 – 環境及天然資源	Aspect A3 層面A3
Environmental – Climate Change 環境 – 氣候變化	Aspect A4 層面A4
Social – Employment 社會 – 僱傭	Aspect B1 層面B1
Social – Health and Safety 社會 – 健康與安全	Aspect B2 層面B2
Social – Development and Training 社會 – 發展及培訓	Aspect B3 層面B3
Social – Labour Standards 社會 – 勞工準則	Aspect B4 層面B4
Social – Supply Chain Management 社會 – 供應鏈管理	Aspect B5 層面B5
Social – Product Responsibility 社會 – 產品責任	Aspect B6 層面B6
Social – Anti-corruption 社會 – 反貪污	Aspect B7 層面B7
Social – Community Investment 社會 – 社區投資	Aspect B8 層面B8

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REPORTING PRINCIPLES

In line with the ESG Reporting Guide, this report is prepared according to the following principles:

Materiality – The Group has taken into account the interests and expectation of stakeholders through conducting stakeholder engagement and materiality assessment.

Quantitative – Information on the standards, methodologies, and sources of conversion factors applied for the reporting of the environmental and social aspects/KPIs have been disclosed in this report. Data presented in this report are measurable and have been examined and verified.

Consistency – The methodologies applied in this report are consistent with those of last year. Any significant variation of material topics or other information presented in this report over time can be identified and explained.

Balance – The information presented in this report provides users with a complete and unbiased view of both the positive and negative trends in the Group's performance on a year-on-year basis.

There is no material change in ESG issues covered in this report when compared with last year's ESG report issued for the financial year ended 31 March 2023.

報告原則

根據ESG報告指引，本報告乃根據以下原則編製：

「重要性」原則—本集團透過進行持份者參與及重要性評估已計及持份者的訴求及期望。

「量化」原則—本報告已披露有關匯報環境及社會層面／關鍵績效指標時所應用的標準、方法及換算系數來源的資料。本報告所呈列的數據為可計量，並已獲查核及核證。

「一致性」原則—本報告所應用的方法與去年所應用者一致。報告中呈列的重大議題或其他資料之任何重大差異，均可識別並提供解釋。

「平衡」原則—報告所呈報的資料為使用者就本集團之年度同比表現提供正面及負面趨勢的完整及公正的看法。

與本集團於去年截至二零二三年三月三十一日止財政年度所發佈的ESG報告相比，本報告所涵蓋的ESG議題並無重大變動。

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MATERIALITY ASSESSMENT

A thorough understanding of ESG-related topics that are material to the Group's sustainability planning, reporting and performance is key for ESG reporting of the Group. Therefore, SUGA values internal and external stakeholders' views in the two ESG aspects and regularly communicates with different stakeholders including regulators, government authorities, investors, customers, suppliers and employees to identify the Group's material ESG topics and interests of different stakeholders. The communication channels include the following:

- Employee trainings and seminars
- Employee recreational activities and volunteer services
- Intranet and emails
- Customer satisfaction survey
- Supplier questionnaire survey
- Company newsletters and notice board
- Corporate website
- Annual General Meeting and other shareholders' meetings
- Annual reports, interim reports and announcements
- Community service programs
- Investor relationship programs
- Regular contacts with relevant regulators and government authorities

The materiality assessment includes the following processes:

1. Identification – Identify environmental and social topics which are relevant to the Group's industry.
2. Prioritisation – Prioritise material issues based on stakeholder engagement results.
3. Validation – The Board validates and approves the stakeholder engagement results.
4. Review – Review and identify areas for improvement.

重要性評估

全面了解對本集團的可持續發展規劃、報告及績效而言的重大ESG相關議題，對本集團的ESG報告乃至關重要。因此，信佳重視內部及外部持份者對兩個ESG層面的意見，並定期與不同持份者進行溝通，包括監管機構、政府機關、投資者、客戶、供應商及僱員，以識別本集團的重大ESG議題及不同持份者的利益。溝通渠道包括如下：

- 僱員培訓及研討會
- 僱員康樂活動及義工服務
- 內聯網及電郵
- 客戶滿意度調查
- 供應商問卷調查
- 公司通信及告示板
- 公司網站
- 股東週年大會及其他股東大會
- 年報、中期報告及公告
- 社區服務計劃
- 投資者關係計劃
- 定期聯絡相關監管機構及政府機關

重要性評估包括以下過程：

1. 識別－識別與本集團行業相關的環境及社會議題。
2. 優先排序－根據持份者的參與結果對重大議題進行優先排序。
3. 核證－董事會核證及批准持份者的參與結果。
4. 檢討－檢討並識別需要改進的不足之處。

ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

環境、社會及管治報告

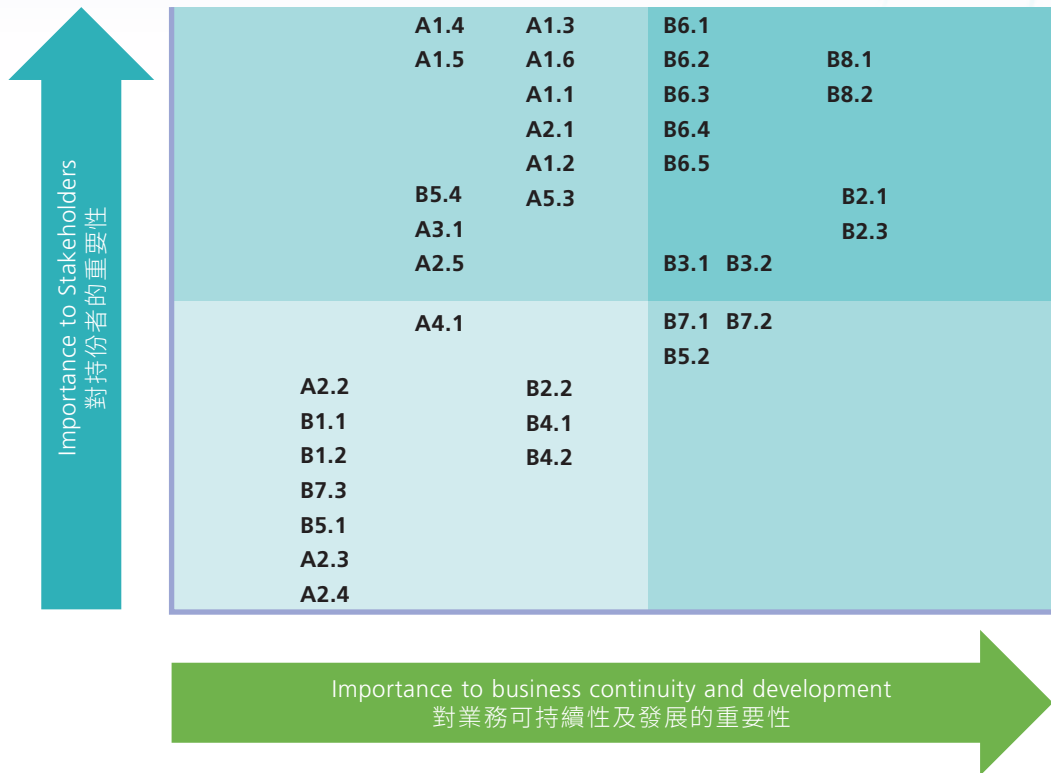
for the Year Ended 31 March 2024 截至二零二四年三月三十一日止年度

MATERIALITY MATRIX

The Materiality Matrix after external and internal assessment is summarised as follows.

重要性矩陣

於進行外部及內部評估後的重要性矩陣概述如下。



Notes:

- A1.1 = Types of emissions and respective emission data
- A1.2 = Direct (Scope 1) and energy indirect (Scope 2) greenhouse gas ("GHG") emissions
- A1.3 = Total hazardous waste produced
- A1.4 = Total non-hazardous waste produced
- A1.5 = Emission targets and steps taken to achieve them
- A1.6 = Management for hazardous and non-hazardous waste
- A2.1 = Direct and indirect energy consumption by type
- A2.2 = Total water consumption
- A2.3 = Energy use efficiency targets and steps taken to achieve them
- A2.4 = Water efficiency targets and steps taken to achieve them
- A2.5 = Total packaging material used for finished products
- A3.1 = Significant impact of activities on the environmental and natural resources
- A4.1 = Climate-related issues
- B1.1 = Total workforce by gender, employment type, age group and geographical region
- B1.2 = Employee turnover rate by gender, employment type, age group and geographical region
- B2.1 = Number and rate of work-related fatalities for the past 3 years including the reporting year
- B2.2 = Lost days due to work injuries
- B2.3 = Occupational health and safety measures adopted, implemented and monitored
- B3.1 = Percentage of employees trained by gender
- B3.2 = Average training hours completed per employee by gender and employment type
- B4.1 = Measures to review employment practices to avoid child and forced labour
- B4.2 = Steps taken to eliminate child and forced labour when discovered
- B5.1 = Number of suppliers by geographical region
- B5.2 = Practices to engage suppliers, numbers of suppliers where the practices are implemented
- B5.3 = Practices to identify environmental and social risks along supply chain and implementation
- B5.4 = Practices to promote environmentally preferable products when selecting suppliers
- B6.1 = Percentage of total products sold subject to recalls for safety and health reasons
- B6.2 = Number of products and service related complaints received and how they are dealt with
- B6.3 = Practices relating to observing and protecting intellectual property rights
- B6.4 = Quality assurance process and recall procedures
- B6.5 = Implementation and monitoring of consumer data protection and privacy policies
- B7.1 = Number of concluded legal cases regarding corrupt practices against the group or employees
- B7.2 = Implementation and monitoring of preventive measures and whistle-blowing procedures
- B7.3 = Anti-corruption training provided to directors and employees
- B8.1 = Focus areas of contribution
- B8.2 = Resources contributed to the focus areas

附註:

- A1.1 = 排放物類別及相關排放數據
- A1.2 = 直接(範疇1)及能源間接(範疇2)溫室氣體(「溫室氣體」)排放量
- A1.3 = 有害廢料產生總量
- A1.4 = 無害廢料產生總量
- A1.5 = 排放目標及為達到這些目標所採取的步驟
- A1.6 = 有害及無害廢料管理
- A2.1 = 直接及間接能源消耗(按類別劃分)
- A2.2 = 總耗水量
- A2.3 = 能源使用效益目標及為達到這些目標所採取的步驟
- A2.4 = 用水效益目標及為達到這些目標所採取的步驟
- A2.5 = 製成品所用的包裝物料總量
- A3.1 = 業務活動對環境及天然資源的重大影響
- A4.1 = 氣候相關議題
- B1.1 = 按性別、僱傭類型、年齡組別及地區劃分的僱員總數
- B1.2 = 按性別、僱傭類型、年齡組別及地區劃分的僱員流失率
- B2.1 = 過去三年(包括匯報年度)因工亡故的人數及比率
- B2.2 = 因工傷損失的工作日數
- B2.3 = 所採納、執行及監察的職業健康與安全措施
- B3.1 = 按性別劃分的受訓僱員百分比
- B3.2 = 按性別及僱員類別劃分每名僱員完成受訓的平均時數
- B4.1 = 檢討招聘慣例的措施以避免童工及強制勞工
- B4.2 = 在發現童工及強制勞工時消除有關情況所採取的步驟
- B5.1 = 按地區劃分的供應商數目
- B5.2 = 聘用供應商的慣例,向其執行有關慣例的供應商數目
- B5.3 = 識別供應鏈的環境及社會風險及執行方法的慣例
- B5.4 = 揀選供應商時促使多用環保產品的慣例
- B6.1 = 已售產品總數中因安全與健康理由而須回收的百分比
- B6.2 = 接獲關於產品及服務的投訴數目以及應對方法
- B6.3 = 有關維護及保障知識產權的慣例
- B6.4 = 質量保證程序及回收程序
- B6.5 = 制訂及監察消費者資料保障及私隱政策
- B7.1 = 對本集團或僱員提出並已審結的貪污訴訟案件的數目
- B7.2 = 執行及監察防範措施及舉報程序
- B7.3 = 向董事及員工提供的反貪污培訓
- B8.1 = 專注貢獻範疇
- B8.2 = 在專注範疇所動用資源

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FEEDBACK

SUGA values feedback from our stakeholders. If you have any questions or suggestions on the content or the format of reporting of this ESG Report, you are welcome to contact us via the following:

Address: 22/F., Tower B, Billion Centre,
1 Wang Kwong Road, Kowloon Bay,
Kowloon, Hong Kong
Email: investorrelations@suga.com.hk
Telephone: 852-2953 0383
Fax: 852-2953 1523

回饋建議

信佳重視持份者的回饋建議。倘閣下對本ESG報告的內容或報告形式有任何疑問或意見，歡迎透過以下方式與我們聯絡：

地址：香港九龍
九龍灣宏光道一號
億京中心B座22樓
電郵地址：investorrelations@suga.com.hk
電話號碼：852-2953 0383
傳真號碼：852-2953 1523

REPORTING ON ENVIRONMENTAL ASPECTS

Environmental Sustainability

SUGA recognises the importance of environmental sustainability and is committed to protecting the environment. We incorporate environmental considerations into business processes and maintain an ongoing commitment to environmental protection in line with laws and regulations within Hong Kong, the People's Republic of China ("PRC") and Vietnam. SUGA has implemented various measures to achieve the following priority objectives in environmental aspects:

- Reducing emissions of GHG and other pollutants
- Achieving savings in energy
- Achieving savings in water consumption
- Reducing waste generation

In supporting the Group to develop an all-round corporate social responsibility and green culture, we have incorporated the internationally-certified ISO14001 and QC080000 environmental management systems and processes in our operations, and have provided formal guidance to employees through setting environmental protection guidelines. Moreover, in January 2024, SUGA was presented with Silver Award in Low Carbon Manufacturing Programme (LCMP) by World Wide Fund for Nature Hong Kong, which represented the external recognition of the Group's performance in carbon intensity reduction and GHG management.

環境層面報告

環境可持續發展

信佳深明環境可持續發展的重要性，並承諾保護環境。我們將環境考慮因素融入業務流程，遵守香港、中華人民共和國（「中國」）及越南的法律及法規，致力保護環境。信佳已落實多項措施以達成以下環境層面的優先目標：

- 減少溫室氣體及其他污染物排放
- 實現節省能源
- 實現節省用水
- 減少廢料產生

我們已將國際認可的ISO14001及QC080000之環境管理系統及流程加入我們的營運中，並已透過制訂環境保護指引向僱員提供正式的指引，以推動本集團發展全方位企業社會責任及環保文化。此外，信佳於二零二四年一月獲世界自然基金會香港分會頒發低碳製造計劃銀獎，代表外界對信佳在降低碳強度及溫室氣體管理的表現之認可。

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ASPECT A1: EMISSIONS AND WASTE REDUCTION

The Group is committed to reduce its emissions, waste and use of resources by adopting new environmental-friendly technologies and raw materials, and promoting environmental protection awareness among our stakeholders where applicable.

Towards this end, SUGA has established environmental protection policies and set quantitative environmental targets to manage the emissions, waste and resources usage issues, and monitor the Group's sustainability performance as a whole. SUGA's long-term and ongoing environmental target is to maintain its total emissions from fuel consumption, total GHG emissions and total generation of non-hazardous waste at the levels no greater than that in fiscal year 2021/2022. This target is in line with Chinese government's goal and environmental protection policies to reach maximum carbon emissions by 2030 and achieve carbon neutrality by 2060.

We fully comply with the relevant laws and regulations related to emissions and waste treatment. Our emission KPIs are within a normal range comparable to the industry peers. Our goal is to reduce emissions, waste, use of energy and water by using new environmental-friendly technologies and raw materials.

Aspect A1.1 & A1.2: Reduce Air Emissions from Fuel Consumption and GHG Emissions

SUGA's main sources of air, GHG and other polluting emissions are from electricity usage and our vehicle fleet. We have managed to reduce such emissions by measures such as monitoring electricity consumption, implementing energy-saving measures and curtailing use of our vehicle fleet as stated in Aspect A1.5 "Measures to Mitigate Emissions". The amount of air and GHG emissions are calculated according to the latest version of HKEX's "How to Prepare an ESG Report? Appendix 2: Reporting Guidance on Environmental KPIs" published in HKEX website in March 2022.

A1.1 Emissions from Fuel Consumption	2023/2024	2022/2023
NO _x Emissions	188.62Kg	244.70Kg
SO _x Emissions	0.53Kg	0.56Kg
Particulate Matter (PM) Emissions	16.35Kg	20.07Kg
Total Emissions	205.50Kg	265.33Kg

層面A1：減少排放物及廢料

本集團致力透過採用新的環保技術及原材料以減少排放物、廢料及資源使用，並在合適的情況下提高持份者的環保意識。

為此，信佳已制訂環境保護政策並設定量化環境目標，以管理排放物、廢料及資源使用問題，並監察本集團整體的可持續發展表現。信佳的長遠持續環境目標為將燃料消耗之排放物總量、溫室氣體排放總量及無害廢料產生總量控制在不高於二零二一／二零二二財政年度的水平。此目標與中國政府於二零二零年前達至碳達峰及二零六零年前實現碳中和的目標及環保政策一致。

我們全面遵守有關排放物及廢料處理的相關法律及法規。與同類業務公司相比，我們的排放關鍵績效指標屬於正常範圍，與行業同行相若。我們的目標為透過使用新環保技術及原材料以減少排放物、廢料、以及能源及水消耗量。

層面A1.1及A1.2：減少燃料消耗氣體排放及溫室氣體排放

信佳的氣體、溫室氣體及其他污染物排放的主要來源為自用電及車隊。我們以層面A1.5「減少排放物措施」一節所述監察耗電量、制訂節能措施及減少使用車隊等措施，以減少有關排放物。氣體及溫室氣體排放量按香港交易所於二零二二年三月於其網站發佈的最新版本「如何準備環境、社會及管治報告？附錄二：環境關鍵績效指標匯報指引」計算。

A1.1燃料消耗的排放物	二零二三／二零二四年	二零二二／二零二三年
氮氧化物排放	188.62千克	244.70千克
硫氧化物排放	0.53千克	0.56千克
懸浮粒子排放	16.35千克	20.07千克
排放物總量	205.50千克	265.33千克

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Total air emissions and other pollutants have decreased in the fiscal year 2023/2024. The decrease was mainly due to the new transportation plan for our vehicle fleets which enhanced vehicle efficiency and increase in the usage of hybrid electrical vehicles.

於二零二三／二零二四財政年度，氣體排放及其他污染物總量減少。減少乃主要由於我們的車隊採取有助提升車輛效率的新運輸計劃以及增加使用混合動力電動車所致。

A1.2 GHG Emissions	2023/2024	2022/2023
Scope 1 – Direct Emissions ¹	92.71 Tons	96.32 Tons
Scope 2 – Energy Indirect Emissions ^{1,2}	8,522.37 Tons	8,442.20 Tons
Total Emissions of GHG²	8,615.08 Tons	8,538.52 Tons
Scope 1 – Direct Emissions Intensity	0.07 Tons/ HK\$M Sales	0.07 Tons/ HK\$M Sales
Scope 2 – Energy Indirect Emissions Intensity ²	6.09 Tons/ HK\$M Sales	5.85 Tons/ HK\$M Sales
Total Emissions of GHG Intensity	6.16 Tons/ HK\$M Sales	5.92 Tons/ HK\$M Sales

A1.2 溫室氣體排放	二零二三/ 二零二四年	二零二二/ 二零二三年
範疇1—直接排放 ¹	92.71噸	96.32噸
範疇2—能源間接排放 ^{1,2}	8,522.37噸	8,442.20噸
溫室氣體總排放²	8,615.08噸	8,538.52噸
範疇1—直接排放密度	0.07噸/ 百萬港元銷售額	0.07噸/ 百萬港元銷售額
範疇2—能源間接排放密度 ²	6.09噸/ 百萬港元銷售額	5.85噸/ 百萬港元銷售額
溫室氣體總排放密度	6.16噸/ 百萬港元銷售額	5.92噸/ 百萬港元銷售額

Notes:

- The source of conversion factors applied to calculate GHG emissions were according to the latest version of HKEX's "How to Prepare an ESG Report? Appendix 2: Reporting Guidance on Environmental KPIs" published in March 2022. As a result, there is no change in conversion factors applied for this year when compared with last year.
- The increase in energy indirect GHG emissions and the relevant higher intensity during the fiscal year 2023/24 was the result of increase in electricity consumption due to change in sales mix this year.

附註：

- 計算溫室氣體排放的換算系數來源乃依據香港交易所於二零二二年三月發佈的最新版本「如何準備環境、社會及管治報告？附錄二：環境關鍵績效指標匯報指引」。因此，本年度所應用的換算系數與去年相比並無變動。
- 二零二三／二零二四財政年度內能源間接溫室氣體排放及相關密度增加，乃由於本年度銷售組合變動導致用電增加。

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Aspect A1.3 & A1.4: Reduce Generation of Hazardous & Non-hazardous Waste

SUGA does not generate any hazardous waste within our core production process. Even in our Raw Material Incoming Quality Assurance (“IQA”) operation, no hazardous issue was identified by the external specialist contractor during their sample testing of our incoming raw materials. In addition, only vendors that comply with Restriction of Hazardous Substance (“RoHS”) and Registration, Evaluation, Authorization and Restriction of Chemicals (“REACH”) codes are included in our “Approved Vendors List”. And in order to ensure that our products are environmental-friendly, only approved vendors are permitted to supply raw materials to us.

SUGA's main source of non-hazardous waste is the trash generated from business operations, the central staff canteens and dormitory of the Dongguan Plant and Vietnam Plant. In order to reduce the generation of non-hazardous waste, we have regular trainings for our employees to live a greener life style and reduce wastage.

We have managed to reduce generation of hazardous and non-hazardous waste by measures stated in Aspect A1.6 “Management for Hazardous and Non-hazardous Waste”.

A1.3 Total Hazardous Waste	2023/2024	2022/2023
Hazardous Waste Produced	0 Ton	0 Ton
Hazardous Waste Intensity	0 Ton/ HK\$M Sales	0 Ton/ HK\$M Sales

層面A1.3及A1.4：減少產生有害及無害廢料

信佳在生產過程中並無產生任何有害廢料。即使在我們的原材料引進質量保證（「IQA」）業務中，外部專業承包商在對我們的引進原材料進行抽樣測試時，亦無發現任何危險問題。此外，只有符合有害物質限用指令（「RoHS」）及化學品註冊、評估、授權和限制（「REACH」）守則的供應商，才會列入我們的「核准供應商名單」，而只有核准供應商才可向我們提供原材料以確保我們的產品符合環保規定。

信佳的無害廢料主要源於業務營運、東莞廠房中央員工飯堂及宿舍、以及越南廠房所產生的廢料。為減少產生無害廢料，我們定期培訓員工實踐更環保的生活及減少浪費。

我們以層面A1.6「有害及無害廢料管理」所載措施以減少有害及無害廢料的產生。

A1.3有害廢料總量	二零二三/ 二零二四年	二零二二/ 二零二三年
所產生的有害廢料	0噸	0噸
有害廢料密度	0噸/ 百萬港元銷售額	0噸/ 百萬港元銷售額

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A1.4 Types of Non-hazardous Waste	2023/2024	2022/2023
Industrial Waste	308.53 Tons	300.78 Tons
Plastics	24.16 Tons	14.20 Tons
Garbage	403.87 Tons	433.36 Tons
Food Residue	88.72 Tons	100.20 Tons
Total Non-hazardous Waste	825.28 Tons	848.54 Tons
Total Non-hazardous Waste Intensity	0.59 Tons/ HK\$M Sales	0.59 Tons/ HK\$M Sales

A1.4無害廢料種類	二零二三/二零二四年	二零二二/二零二三年
工業廢料	308.53噸	300.78噸
塑膠	24.16噸	14.20噸
垃圾	403.87噸	433.36噸
食物殘渣	88.72噸	100.20噸
無害廢料總量	825.28噸	848.54噸
無害廢料總量密度	0.59噸/百萬港元銷售額	0.59噸/百萬港元銷售額

Aspect A1.5: Measures to Mitigate Emissions

SUGA has implemented a wide range of measures to reduce emissions of GHG and other pollutants as highlighted below:

- Implemented a Solar Energy System at the Dongguan Plant which can generate around 800,000 kilowatt-hour (“kWh”) of electricity per annum
- Using LED lightings in all areas of the Hong Kong Office, Dongguan Plant and Vietnam Plant to save energy
- Monitoring electricity consumption by measuring monthly electricity usage
- Deploying a frequency converter in production lines and the air-conditioning system in the Dongguan Plant to save energy usage in production
- Reducing usage of our vehicle fleet by cautious implementation of transportation plans
- Replacing petrol or diesel fuel vehicles with environmental-friendly hybrid electrical vehicles to reduce GHG emissions
- Installed various types of sensors for electric switches in the Dongguan Plant to reduce electricity consumption
- Installed smoke ventilators and electric ovens in the central kitchen of the Dongguan Plant to reduce air pollution
- Implementing guidelines and creating slogans and posters to educate employees about energy-saving and environmental-friendly concepts and encouraging them to live a green life

層面A1.5：減少排放物措施

信佳已實施一系列措施以減少溫室氣體及其他污染物排放，摘要如下：

- 在東莞廠房裝設太陽能系統，可每年產生約800,000千瓦時（「千瓦時」）的電力
- 在香港辦事處、東莞廠房及越南廠房所有範圍使用LED照明以節省能源
- 透過計算每月用電以監察耗電量
- 於東莞廠房的生產線及空調系統配置頻率轉換器以節省生產過程中之能源消耗
- 透過謹慎實施運輸計劃以減少使用我們的車隊
- 以環保混合動力電動車取代汽油或柴油車，以減少溫室氣體排放
- 於東莞廠房為電力開關安裝不同類型的感應器以減少耗電量
- 在東莞廠房的中央廚房安裝煙霧過濾器及電焗爐以減少空氣污染
- 制訂指引、創作標語及海報以向僱員灌輸節省能源及環保觀念，並鼓勵他們選擇環保生活

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With the above mitigation actions, the Group's emission targets for this fiscal year were achieved. Both of the total emissions from fuel consumption and total GHG emissions were maintained at levels lower than that of fiscal year 2021/2022. The Board will continue to initiate new measures to mitigate emissions and such new measures will be disclosed in future ESG Report.

Aspect A1.6: Management for Hazardous and Non-hazardous Waste

Our waste management strategy is in line with the key 4R principles – Reduce, Reuse, Recycle and Replace.

We have undertaken the following measures to reduce the production of waste:

- Hazardous waste is not a major issue in our operations, nevertheless we have a team to monitor hazardous waste which may be produced during production process
- Implementing and adhering to policies to recycle packaging pallets and carton boxes and reuse transit carton boxes to reduce packaging material usage
- Implementing recycling programs to reduce waste paper
- Implementing and adhering to policies to incline the use of environmental-friendly raw materials at the product design stage
- Installed recycle rubbish bins for the categorisation and recycling of plastics, paper and garbage in our Dongguan Plant

With the above mitigation actions, the Group's non-hazardous waste target for this fiscal year was achieved. The total volume of non-hazardous waste was maintained at level lower than that of fiscal year 2021/2022. The total volume of non-hazardous waste for fiscal year 2023/2024 has reduced by 19% when compared to the above target. The Board will continue to initiate new measures to reduce waste and such new measures will be disclosed in future ESG Report.

透過上述減排行動，本集團於本財政年度的排放目標得以實現。燃料消耗之排放物總量及溫室氣體排放總量均維持在低於二零二一／二零二二財政年度的水平。董事會將繼續推出新的減排措施，該等新措施將於日後的ESG報告內披露。

層面A1.6：有害及無害廢料管理

我們的廢料管理策略符合主要的4R原則－減少、重用、循環再用及取代。

我們已採用下列措施以減少廢料產生：

- 有害廢料並非我們營運中需要面對的主要問題，但我們已設有團隊以監察在生產過程中可能產生的有害廢料
- 實施及遵從政策以循環再用包裝卡板及包裝紙箱、以及重用中轉箱以減少包裝物料用量
- 實施循環再用計劃以減少廢紙
- 實施及遵從政策以增加於產品設計階段使用環保原材料
- 於東莞廠房設立回收垃圾筒以分類及循環再用塑膠、紙張及垃圾

透過上述減排行動，本集團於本財政年度的無害廢料目標得以實現。無害廢料總量維持在低於二零二一／二零二二財政年度的水平。與上述目標相比，二零二三／二零二四財政年度的無害廢料總量減少了19%。董事會將繼續推出新的減廢措施，該等新措施將於日後的ESG報告內披露。

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ASPECT A2: USE OF RESOURCES

Reducing the use of resources through savings in energy and water consumption has always been SUGA's top priority. We have adopted a variety of practices and guidelines to continually improve the energy efficiency in our production operations. Meanwhile, we remain committed to finding new ways to reduce energy consumption by improving the performance of our machineries and optimizing the use of the plant building.

SUGA's main source of energy consumption is the electricity for our factories and the fuel consumed by our vehicle fleets. We manage direct and/or indirect energy consumption by closely monitoring monthly energy consumption, and educating our employees about energy-saving and environmental protection concepts and practices.

Regarding our water consumption, the volume is not particularly significant as the majority of our water usage is limited to the cleaning and sanitation purpose in staff dormitories, as well as for the central staff canteens at our Dongguan Plant and Vietnam Plant. Nevertheless, we have implemented policies and guidelines to manage water consumption at a reasonably low level.

SUGA has set quantitative environmental targets to manage the use of resources and monitor the Group's sustainability performance as a whole. SUGA's long-term and on-going environmental target is to maintain its total direct and/or indirect energy consumption, total water consumption and total packaging material consumption at the levels no greater than that in fiscal year 2021/2022. This target is in line with Chinese government's goal and environmental protection policies to reach maximum carbon emissions by 2030 and achieve carbon neutrality by 2060.

Our efforts in this direction include:

- Implemented a Solar Energy System at the Dongguan Plant to generate renewable energy and reduce consumption of purchased electricity
- Modernising our production machineries and air-conditioning system to save energy
- Implementing guidelines and creating slogans and posters to educate employees about energy-saving and environmental protection concepts

層面A2：資源使用

透過節省能源及用水以減少資源使用一直為信佳的首要任務。我們已採用各種措施及指引，不斷提高生產營運中的能源效率。同時，我們仍然致力於透過提高機器性能及優化廠房的使用以尋找降低能源消耗的新方法。

信佳的主要能源消耗為廠房的電力及車隊的燃料消耗。我們透過密切監察每月能源消耗、教育僱員有關節省能源以及環保觀念及常規，以管理直接及／或間接能源消耗。

就耗水量而言，由於我們的大部分用水僅限於員工宿舍的清潔及衛生，以及東莞廠房及越南廠房的中央員工食堂，用水量並不顯著。此外，我們已落實政策及指引，將耗水量控制於合理的低水平。

信佳已制訂量化環境目標，以管理資源的使用並監察本集團整體的可持續發展表現。信佳的長遠持續環境目標乃將其直接及／或間接能源消耗總量、耗水總量及包裝物料消耗總量維持在不高於二零二一／二零二二財政年度的水平。此目標與中國政府於二零二零年前達至碳達峰及二零六零年前實現碳中和的目標及環保政策一致。

我們在此方面的措施包括：

- 在東莞廠房裝設太陽能系統以產生再生能源及減少耗用外購電力
- 將我們的生產機器及空調系統現代化以節省能源
- 制訂指引、創作標語及海報以向僱員灌輸節省能源及環保觀念

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- Installed sensors on water taps in the Dongguan Plant to reduce water usage
- Implemented paperless electronic procurement, production and material planning systems to reduce paper consumption
- Implementing a paperless office automation system for general business operation to reduce paper consumption
- Implementing policies and procedures to reduce the use of packaging material for finished goods at product design stage and during production process
- Rubbish categorisation for recycling resources
- Posters and notices have been displayed throughout Dongguan Plant to strengthen our employees' concept of energy and water conservation
- 於東莞廠房安裝自來水感應器以減少用水
- 實施無紙化電子採購、生產及物料規劃系統以減少耗紙量
- 於一般業務營運中採用無紙化辦公室系統以減少耗紙量
- 於產品設計階段及生產過程實施減少製成品包裝物料使用量政策及程序
- 廢物分類以便資源循環再用
- 於東莞廠房各處張貼海報及通告，以加強員工節能省水觀念

With the above mitigation actions, the Group's use of resources targets for this fiscal year were achieved. The total volume of direct and/or indirect energy consumption, water consumption and packaging material consumption were maintained at levels lower than that of fiscal year 2021/2022. Out of which, consumption of purchased electricity and water consumption for the fiscal year 2023/2024 have reduced by 11% and 16% respectively when compared to the above target. The Board will continue to initiate new measures to reduce use of resources and such new measures will be disclosed in future ESG Report.

透過上述減排行動，本集團於本財政年度的資源使用目標得以實現。直接及／或間接能源消耗、用水及包裝物料消耗總量均維持在低於二零二一／二零二二財政年度的水平。其中，與上述目標相比，二零二三／二零二四財政年度的外購電力消耗量及耗水量分別減少了11%及16%。董事會將繼續推出新的節省資源使用措施，該等新措施將於日後的ESG報告內披露。

Aspect A2.1: Direct and/or Indirect Energy Consumption

層面A2.1：直接及／或間接能源消耗

Types of Energy	2023/2024	2022/2023
Purchased Electricity ¹	13,849,495 kWh	13,716,575 kWh
Purchased Electricity Intensity ¹	9,890 kWh/ HK\$M Sales	9,494 kWh/ HK\$M Sales
Solar Power Generated ² :	660,280 kWh	744,480 kWh
– Self-consumption	630,360 kWh	728,480 kWh
– External Sale	29,920 kWh	16,000 kWh
Diesel ³	21,043 Liters	22,446 Liters
Petrol ³	13,305 Liters	13,327 Liters

能源種類	二零二三/ 二零二四年	二零二二/ 二零二三年
外購電力 ¹	13,849,495千瓦時	13,716,575千瓦時
外購電力密度 ¹	9,890千瓦時/ 百萬港元銷售額	9,494千瓦時/ 百萬港元銷售額
所產生太陽能 ² :	660,280千瓦時	744,480千瓦時
– 自用	630,360千瓦時	728,480千瓦時
– 對外銷售	29,920千瓦時	16,000千瓦時
柴油 ³	21,043升	22,446升
汽油 ³	13,305升	13,327升

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Notes:

1. The increase in the consumption of purchased electricity and the relevant higher intensity was mainly due to change in sales mix during the fiscal year 2023/2024.
2. Solar power generated from our solar energy system is mainly for self-consumption in Dongguan Plant, and any surplus will be sold to local grid company.
3. Diesel and petrol consumption decreased mainly due to new logistic arrangement to enhance efficiency and increase in the usage of hybrid electrical vehicles.

附註：

1. 外購電力消耗及相關密度增加乃主要由於二零二三／二零二四財政年度銷售結構變動所致。
2. 太陽能系統產生的太陽能主要用於東莞廠房自用，剩餘部分將出售予當地電網公司。
3. 柴油及汽油消耗量減少乃主要由於新的物流安排提高效率及混合動力電動車的 usage 增加所致。

Aspect A2.2: Water Consumption

Total Water Consumption	2023/2024	2022/2023
Water Consumed	169,200 m ³	158,460 m ³
Water Consumption Intensity	121 m ³ / HK\$M Sales	110 m ³ / HK\$M Sales

The water consumption increased mainly due to increase in the headcount of employees during fiscal year 2023/2024. The Group will continue to establish more stringent water control policies and measures so as to reduce water consumption in future.

Aspect A2.5: Packaging Material Consumption

Types of Packaging Material Consumed	2023/2024	2022/2023
Plastics Consumed	690,923 Kg	628,445 Kg
Paper Consumed	306,961 Kg	383,222 Kg
Total Packaging Material Consumed	997,884 Kg	1,011,667 Kg
Total Packaging Material Consumed Intensity	713 Kg/ HK\$M Sales	701Kg/ HK\$M Sales

The increase in the intensity of packaging material consumed was mainly due to change of sales mix from last year. The Group will continue to implement a more stringent Packaging Material Policy to reduce the packaging material consumption and liaise with customers to use more environmental-friendly packaging material in future.

層面A2.2：耗水量

耗水總量	二零二三/ 二零二四年	二零二二/ 二零二三年
用水	169,200立方米	158,460立方米
用水密度	121立方米/ 百萬港元銷售額	110立方米/ 百萬港元銷售額

耗水量增加乃主要由於二零二三／二零二四財政年度僱員人數增加所致。本集團日後將持續制訂更嚴格的水資源管制政策與措施，以減少耗水量。

層面A2.5：包裝物料消耗

包裝物料消耗種類	二零二三/ 二零二四年	二零二二/ 二零二三年
已耗塑膠	690,923千克	628,445千克
已耗紙張	306,961千克	383,222千克
已耗包裝物料總量	997,884千克	1,011,667千克
已耗包裝物料總量密度	713千克/ 百萬港元銷售額	701千克/ 百萬港元銷售額

包裝物料消耗密度增加乃主要由於去年銷售結構的變化所致。本集團日後將繼續實施更嚴格的包裝物料政策，以減少包裝物料消耗，並與客戶商討使用更環保的包裝物料。

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ASPECT A3: IMPACTS ON THE ENVIRONMENT AND NATURAL RESOURCES

The nature of our business does not involve the production of hazardous waste or require significant consumption of natural resources, therefore SUGA does not have any serious impact on the environment and natural resources. The Group's largest impact on environment and natural resources is the consumption of purchased electricity, and hence we have installed solar energy system to reduce the purchase of electricity. Also, SUGA has established ESG Policies which include stringent measures in place to reduce GHG and control emissions of pollutants. We have also implemented measures to reduce the production of hazardous and non-hazardous waste.

Moreover, to promote environmental protection awareness among our employees, SUGA has created guidelines, slogans and posters to educate employees about energy-saving and environmental-friendly concepts. We encourage our employees to live a green lifestyle.

SUGA's activities and operations had no significant adverse impact on the environment and natural resources during the fiscal year 2023/2024.

ASPECT A4: CLIMATE CHANGE

SUGA recognises that climate change poses both climate-related risks and opportunities to the businesses of the Group. Therefore, in view of HKEX's new climate disclosure requirements which will come into effect on 1 January 2025, SUGA has early adopted such disclosure requirements in this year's ESG report and established the Climate Change Policy to manage and monitor the climate-related issues. We have incorporated climate change and extreme weather events into our risk management and have developed strategies in line with the industry's best practices to mitigate, adapt and fortify its resilience to the impact of climate change. Moreover, senior management regularly review the updates of relevant laws and regulations concerning climate change and will take action if necessary to mitigate the climate-related risks.

層面A3：對環境及天然資源的影響

由於我們的業務性質並不涉及產生有害廢料或須耗用大量天然資源，故信佳對環境及天然資源並不會造成任何嚴重影響。本集團對環境及天然資源的最大影響為外購電力消耗，因此我們已安裝太陽能系統以減少外購電力。信佳已設立ESG政策，包括採取嚴格措施以減少溫室氣體及控制污染物排放。我們亦已實施多項措施以減少產生有害及無害廢料。

此外，為了促進我們僱員的環保意識，信佳訂立指引、創作標語及海報以向僱員灌輸節能及環保觀念。我們鼓勵僱員選擇環保生活方式。

於截至二零二三／二零二四財政年度，信佳的活動及營運對環境及天然資源概無造成重大不利影響。

層面A4：氣候變化

信佳明白氣候變化為本集團業務帶來與氣候相關的風險及機遇。因此，鑒於香港交易所的新氣候信息披露規定將於二零二五年一月一日生效，信佳已於本年度的ESG報告中提前採納有關披露要求，並已制訂氣候變化政策，以管理及監控與氣候相關的問題。我們已將氣候變化及極端天氣事件納入我們的風險管理中，並根據行業最佳常規制訂相關策略，以減輕、適應及加強對氣候變化影響的抵禦能力。此外，高級管理層定期檢討有關氣候變化的相關法律法規的更新情況，並於必要時採取相應行動，以降低氣候相關的風險。

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With reference to the Implementation Guidance for Climate Disclosures issued in April 2024, climate-related risks are typically classified into two major categories: physical risks and transition risks. Climate-related physical risks are defined as risks related to physical impacts of climate change. For SUGA, the major climate-related physical risks faced by the Group mainly referred to the probable damages to the machineries, infrastructures, inventories and utilities supply in our Dongguan Plant and Vietnam Plant as a result of tropical cyclones, rainstorms and riverine floodings. Having studied the geographical location and the regional historical climate data of the two plants, the Group would consider the level of such climate-related physical risks as low and the resulting financial impacts as immaterial and remote for the fiscal year 2023/2024. However, the Board will keep monitoring the change in precipitation patterns and the extreme variability in weather pattern of the regions where the two plants are located, and will assess and disclose if there is any material change in the risk level and the resulting financial impacts in future ESG reports.

Concerning the climate-related transition risks, they are the risks related to the transition to a lower-carbon economy. It is widely expected that more stringent environmental protection standards, policies and legislation will be implemented by regulatory bodies in future to cope with the problems of climate change. Customers, suppliers or other stakeholders may, owing to their market and reputation concerns or change in their behaviour and preferences, shift to adopting low-carbon raw materials, products, services and new technologies. However, having considered SUGA's industry, businesses and stakeholders, the Group would assess the level of such climate-related transition risks as low and the resulting financial impacts as remote and cannot be objectively and reasonably measured for the fiscal year 2023/2024. However, the Board will keep managing the climate-related transition risks, and will assess and disclose if there is any material change in the risk level and the resulting financial impacts in future ESG reports.

參照二零二四年四月發佈的氣候信息披露實施指引，氣候相關風險通常分為兩大類：物理風險及轉型風險。氣候相關物理風險乃指與氣候變化實際影響有關的風險。就信佳而言，本集團面臨的主要氣候相關物理風險主要指熱帶氣旋、暴雨及河溪氾濫可能對東莞廠房及越南廠房的機器、基礎設施、庫存及水電供應造成的損害。經研究兩間工廠的地理位置及地區歷史氣候資料後，本集團認為二零二三／二零二四財政年度氣候相關物理風險水平較低，所造成的財務影響亦並不重大且微乎其微。然而，董事會將繼續監察兩間工廠所在地區降雨模式的變化及氣候模式的極端變化，並於日後的ESG報告中評估及披露風險水平的任何重大變化及其造成的財務影響。

氣候相關轉型風險指與轉型至低碳經濟有關的風險。大眾普遍預期，監管機構今後將實施更嚴格的环境保護標準、政策及法例，以應對氣候變化問題。客戶、供應商或其他持份者可能出於對市場及聲譽的考慮，或出於行為及偏好的改變，轉而採用低碳原材料、產品、服務及新技術。然而，考慮到信佳的行業、業務及持份者，本集團將此氣候相關轉型風險評估為低水平，而所產生的財務影響亦為微乎其微且無法客觀、合理地於二零二三／二零二四財政年度作衡量。然而，董事會將繼續管理氣候相關轉型風險，並於日後的ESG報告中評估及披露風險水平的任何重大變化及其造成的財務影響。

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Having considered the above climate-related risks, on the other way round, changes in the low-carbon behaviour and preferences of our customers and other stakeholders, as well as new regulatory requirements, may trigger new climate-related opportunities to SUGA's businesses and to our industry as a whole. In view of this, the Group will continue to monitor any updates of relevant laws and regulations concerning climate change and will keep ourselves updated with any new development in low-carbon technologies, with the ultimate goal to try seizing the possible climate-related opportunities and further enhance the Group's businesses and profitability. Having considered the Group's industry, businesses and stakeholders, the financial impacts from such climate-related opportunities cannot be objectively and reasonably measured for the fiscal year 2023/2024. However, the Board will keep monitoring the climate-related opportunities, and will assess and disclose if there is any material change in the financial impacts in future ESG reports.

In accordance with the ESG policies, SUGA shall:

1. Reduce carbon emissions by adopting industry's best practices to improve energy efficiency in operations, which is in line with Chinese government's goal and environmental protection policies to reach maximum carbon emissions by 2030 and achieve carbon neutrality by 2060.
2. Increase the use of renewable energy in the Group's operations.
3. Establish emergency plans and response mechanisms intended to prevent or minimise the damages that climate change may cause.
4. Encourage stakeholders to reduce carbon emissions in their daily operating processes wherever practicable.
5. Incorporate climate change considerations in the procurement processes and promote the use of environmental-friendly material.
6. Assess the financial impacts of other risks and opportunities associated with climate change and its impact on the Group's operations.
7. Implement measures to prevent or minimise the damages caused by climate change.

經考慮上述氣候相關風險，在另一方面，我們的客戶及其他持份者的低碳行為及偏好的變化、以及新的監管要求，可能為信佳的業務及我們的整個行業帶來新的氣候相關機遇。有鑑於此，本集團將繼續關注氣候變化相關法律法規的更新，並及時了解低碳技術的新發展，最終目標為努力抓住可能出現的氣候相關機遇，並進一步提升本集團的業務及盈利能力。考慮到本集團的行業、業務及持份者，並無法於二零二三／二零二四財政年度客觀、合理地衡量氣候相關機遇所帶來的財務影響。然而，董事會將繼續監察與氣候相關的機遇，並於日後的ESG報告中評估及披露財務影響的任何重大變化。

根據其ESG政策，信佳應：

1. 通過採納行業最佳常規以提高營運中的能源效率，從而減少碳排放，此目標與中國政府於二零三零年前達至碳達峰及二零六零年前實現碳中和的目標及環保政策一致。
2. 增加本集團業務中對可再生能源的使用。
3. 建立應急計劃及應對機制，以防止或盡量減少氣候變化可能造成的損害。
4. 鼓勵持份者在可行的情況下減少日常營運過程中的碳排放。
5. 在採購過程中考慮氣候變化，推廣使用環保物料。
6. 評估與氣候變化相關的其他風險及機遇之財務影響以及其對集團營運的影響。
7. 採取措施防止或盡量減少氣候變化造成的損害。

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REPORTING ON SOCIAL ASPECTS

Corporate Social Responsibility

As one of Hong Kong's leading providers of total electronics solutions, fulfilling our corporate social responsibility is one of our objectives. SUGA is committed to operating in a manner that is economically, socially and environmentally sustainable. We have put in place policies, practices, procedures, guidelines and measures to achieve our corporate social responsibility objectives in environmental and social aspects.

SUGA also has a mission of benefiting society through participating in community activities and donations. A core value of SUGA's corporate social responsibility is to benefit the society and protect the environment. To fulfill that responsibility, we are committed to conducting business in a manner that respects the society and the environment. Our environmental and social responsibility practices positively contribute to the community and protect the environment through donations, participation in volunteer services and environmental protection activities, and execution of environmental-friendly practices. For transitioning to cleaner production, SUGA has adopted energy conservation measures to reduce environmental risks and liabilities. We also strive to raise the awareness and involvement in environmental protection among our employees at all levels and always encourage them to participate in green activities together with their families. In the future, SUGA intends to continue its ongoing efforts to fulfil our commitment to environmental protection as well as support sustainable development at the local and global level. We believe that through our efforts in environmental protection and community activities we can make our world a better place to live.

社會層面報告

企業社會責任

作為香港其中一間領先的全方位電子解決方案供應商，實現企業社會責任是我們的其中一個目標。信佳致力以符合經濟、社會及環境可持續發展的方式營運。我們已制訂政策、常規、程序、指引及措施以實現我們在環境及社會層面的企業社會責任目標。

此外，信佳以透過參與社區活動及捐款惠及社會為己任。惠及社會及保護環境是信佳的企業社會責任核心價值。為履行該責任，我們致力以尊重社會及環境的方式經營業務。我們透過捐款、參與義工服務及環保活動以及實施環保措施，為社會作出積極貢獻及保護環境，實踐對環境及社會負責任的常規。為了實現在生產過程中減少污染，信佳已採用多項節能措施以減少環境風險及責任。我們亦致力提升各級僱員的環保意識及推動他們參與環保事務，更經常鼓勵僱員與其家人一同參與環保活動。展望將來，信佳計劃繼續致力實現我們對環保的承諾，以及於本地及全球層面支持可持續發展。我們相信，透過我們於環保及社區活動方面的努力，我們能令我們的世界變得更美好。

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ASPECT B1: EMPLOYMENT

As at 31 March 2024, SUGA employs 2,364 employees in Hong Kong, the PRC and Vietnam. We are committed to providing a pleasant and beneficial working environment for our employees that encourages collaboration and offers them opportunities to learn, grow and succeed at work. The commitment has been incorporated into our Human Resources policies and practices and the Employee Handbook.

SUGA is in compliance with the following laws and regulations of Hong Kong, the PRC and Vietnam concerning employment.

1. Labour Law of the PRC
2. Employment Contract Law of the PRC
3. Social Insurance Law of the PRC
4. Minors Protection Law of the PRC
5. Provision on the Prohibition of Child Labour of the PRC
6. Hong Kong Employment Ordinance
7. Hong Kong Minimum Wage Ordinance
8. Hong Kong Mandatory Provident Fund Scheme Ordinance
9. Hong Kong Employee's Compensation Ordinance
10. Hong Kong Occupational Safety and Health Ordinance
11. Labour Law of Vietnam

層面B1：僱傭

於二零二四年三月三十一日，信佳在香港、中國及越南聘有2,364名僱員。我們承諾為我們的僱員提供愉快、有益的工作環境，鼓勵他們互相合作及為他們提供學習、成長及於工作上取得成功的機會。有關承諾已納入我們的人力資源政策和措施及僱員手冊中。

信佳遵守以下香港、中國及越南的僱傭相關法律及法規。

1. 中國勞動法
2. 中國勞動合同法
3. 中國社會保險法
4. 中國未成年人保護法
5. 中國禁止使用童工規定
6. 香港僱傭條例
7. 香港最低工資條例
8. 香港強制性公積金條例
9. 香港僱員補償條例
10. 香港職業安全及健康條例
11. 越南勞動法

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Recruiting and retaining competent and professional employees is vital to our success and we aim to attract, motivate and retain the best people for our business operations. To achieve this, we provide a competitive employment package consisting of monetary and non-monetary rewards for our employees. In general, our comprehensive reward system offers a discretionary incentive bonus, sales commissions, share options, medical insurance and retirement protection. In Hong Kong, our employer's contribution for the Mandatory Provident Fund ("MPF") exceeds the minimum legal requirement in Hong Kong and we offer additional holidays to promote the well-being of employees.

At the same time, we help our employees achieving work-life balance and live a healthy and fulfilling life. Our Human Resources Department organises wide range of social, sports and recreational activities, including local tours, barbeques, dinner gatherings and sports competitions to enrich our employees' lives. In this fiscal year, we have organised various campaigns to promote employees' awareness of health and green life. The campaigns included "Exercise for Health" and "Green Office". Also, we have organised various activities to promote employees' welfare and sense of belongings to the Group. The activities included "Christmas Party", "Spring Festival Party", "Women's Day Celebration", "Basketball Competition" and "Table Tennis Competition". We care for our employees' health and well-being. We raised fund to help those employees suffering from serious illnesses and we arranged child care services during summer vacation.

We treat all employees and job applicants fairly and equally regardless of their gender, sexual orientation, marital status, race, colour, nationality, religion, age or disability. We have zero tolerance of harassment and discrimination in any form.

招聘及挽留勝任及專業的僱員對我們的成功至為重要，我們致力於為業務營運招攬、激勵及挽留優秀人才。為實現此目標，我們為僱員提供具競爭力的僱傭待遇，當中包含金錢及非金錢獎勵。一般而言，我們的全面獎勵制度提供酌情獎勵花紅、銷售佣金、購股權、醫療保險及退休保障。在香港方面，我們的強制性公積金（「強積金」）僱主供款高於香港法定最低要求，而我們更會提供額外休假以促進僱員福祉。

與此同時，我們協助我們的僱員實現工作與生活的平衡，活出健康豐盛人生。我們的人力資源部舉辦各類社會、體育及康樂活動，包括本地遊、燒烤、晚宴聚餐及體育競賽，以豐富我們僱員的生活。於本財政年度，我們已舉辦多項活動，以提升員工的健康及環保生活的意識。該等活動包括「健康運動」及「綠色辦公室」。此外，我們亦籌辦各類活動以提升員工的福利及對本集團的歸屬感，包括「聖誕聯歡會」、「春節晚會」、「三八女神節」、「籃球比賽」及「乒乓球比賽」。我們關心員工的健康及福祉。我們籌款幫助患有嚴重疾病的僱員，並於暑假組織托兒服務。

我們公平及平等地對待所有僱員及求職者，無分性別、性取向、婚姻狀況、種族、膚色、國籍、宗教、年齡或傷健。我們對任何形式的騷擾及歧視採取零容忍態度。

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Employee Communication

Promoting a corporate culture of open communication is one of the keys to sustaining our success. We encourage employees at all levels to express their views and make suggestions through a variety of channels, including face-to-face meetings, gatherings with management, a quarterly employees' satisfaction survey, etc. The result of the latest quarterly employees' satisfaction survey was that over 96% of our employees felt satisfied with the Group. Our intranet and notice board keep employees up-to-date on company news across the Group. In addition, we have set up a suggestion box for employees to submit their advices or inform the management of any concerns they may come across.

SUGA complies with all relevant laws and regulations of Hong Kong, the PRC and Vietnam related to working hours, rest days, overtime pay and other employees' compensation. We provide workers with overtime pay for working beyond regular working hours. In addition, we strive to amicably resolve any labour-related matters through conversations and negotiations with relevant employees.

Employee Welfare and Working Environment

We operated a central staff canteen and a dormitory at our Dongguan Plant, which provides employees with meals and lodging at reasonable price. Also, we operated a clubhouse and other recreational facilities at the Dongguan Plant, including a gym, karaoke and a movie theatre for employees' entertainment during their leisure time. We also operated a canteen at our Vietnam Plant which provides employees with free meals.

Moreover, our annual service excellence awards and long service awards recognise the outstanding contributions, commitment and loyalty of our dedicated employees.

During the fiscal year 2023/2024, we were not aware of any incident of non-compliance with laws and regulations that have significant impact to the Group relating to employment, employee compensation or occupational health.

僱員溝通

鼓勵開放溝通的企業文化是令我們賴以持續成功的要素之一。我們鼓勵各級僱員透過不同渠道表達意見及提出建議，包括面談、與管理層會面、季度僱員滿意度調查等。最新一季僱員滿意度調查結果顯示超過96%僱員對本集團表示滿意。我們的內聯網及告示板令僱員得悉本集團的最新消息。此外，我們已為僱員設立意見箱，以便他們就一些問題向管理層提供意見或告知管理層所面對的疑慮。

信佳遵守香港、中國及越南所有有關工作時間、休息日、超時工資及其他僱員薪酬的相關法律及法規。我們對工人於正常工作時間以外超時工作提供工資。此外，我們致力透過與相關僱員對話和磋商友好地解決任何勞工事宜。

僱員福利及工作環境

我們在東莞廠房設有中央員工飯堂及宿舍，為僱員提供價格合理的膳食及住宿。此外，我們在東莞廠房設有會所及其他康樂設施，包括健身器材、卡拉OK設備及影院，為僱員在空閒時間提供娛樂。我們在越南廠房亦設有飯堂，為僱員提供免費膳食。

此外，我們設有年度卓越服務獎及長期服務獎以表彰我們敬業僱員的傑出貢獻、承擔及忠誠表現。

於二零二三／二零二四財政年度內，本集團概無發現就僱傭、僱員補償或職業安全相關而對其有重大影響的任何違反法律及法規的情況。

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Aspect B1.1: Total Headcount of Employees

	As at 31 March 2024	As at 31 March 2023
By Gender	Headcount	Headcount
Female	1,049	1,037
Male	1,315	1,225
Total	2,364	2,262

	As at 31 March 2024	As at 31 March 2023
By Geographical Region	Headcount	Headcount
Hong Kong	48	59
PRC	1,700	1,620
Vietnam	616	583
Total	2,364	2,262

	As at 31 March 2024	As at 31 March 2023
By Employment Type	Headcount	Headcount
(Note)		
Senior	111	109
Staff	486	499
Worker	1,767	1,654
Total	2,364	2,262

Note:

The employment relationship for workers is different with senior and staff. Workers represent the factory workers in both the Dongguan Plant and Vietnam Plant, while the senior and staff represent the general office staff and staff with senior rank. The headcount of worker may vary due to seasonal factors, such as Lunar New Year holidays in the PRC, while the headcount of senior and staff are relatively stable and probably not subject to these seasonal factors.

層面B1.1：僱員總人數

	於 二零二四年 三月三十一日	於 二零二三年 三月三十一日
按性別	人數	人數
女性	1,049	1,037
男性	1,315	1,225
總數	2,364	2,262

	於 二零二四年 三月三十一日	於 二零二三年 三月三十一日
按地區	人數	人數
香港	48	59
中國	1,700	1,620
越南	616	583
總數	2,364	2,262

	於 二零二四年 三月三十一日	於 二零二三年 三月三十一日
按僱傭種類	人數	人數
(附註)		
高層	111	109
員工	486	499
工人	1,767	1,654
總數	2,364	2,262

附註：

工人的僱傭關係與高層及員工不同。工人指東莞廠房及越南廠房的工人，而高層及員工則指一般辦公室人員及高級職員。工人人數可能因季節性因素而變化，如中國的農曆新年假期，而高層及員工人數則相對穩定，很有可能不受該等季節性因素影響。

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Aspect B1.2: Employee Turnover Rate

	2023/2024	2022/2023
By Gender & Age Group		
Female – Total	6.08%	7.82%
Female – Age 30 or below	4.16%	5.27%
Female – Age 31 to 50	1.84%	2.44%
Female – Age 51 or above	0.08%	0.12%
Male – Total	7.75%	9.54%
Male – Age 30 or below	5.42%	6.97%
Male – Age 31 to 50	2.30%	2.53%
Male – Age 51 or above	0.03%	0.05%

By Geographical Region	2023/2024	2022/2023
Hong Kong	1.73%	2.52%
PRC	7.96%	8.71%
Vietnam	4.91%	9.58%

By Employment Type	2023/2024	2022/2023
Senior	0.93%	0.91%
Staff	1.81%	4.37%
Worker	9.14%	10.87%

層面B1.2：僱員流失率

	二零二三/ 二零二四年	二零二二/ 二零二三年
按性別及年齡組別		
女性－總數	6.08%	7.82%
女性－三十歲或以下	4.16%	5.27%
女性－三十一至五十歲	1.84%	2.44%
女性－五十一歲或以上	0.08%	0.12%
男性－總數	7.75%	9.54%
男性－三十歲或以下	5.42%	6.97%
男性－三十一至五十歲	2.30%	2.53%
男性－五十一歲或以上	0.03%	0.05%

按地區	二零二三/ 二零二四年	二零二二/ 二零二三年
香港	1.73%	2.52%
中國	7.96%	8.71%
越南	4.91%	9.58%

按僱傭種類	二零二三/ 二零二四年	二零二二/ 二零二三年
高層	0.93%	0.91%
員工	1.81%	4.37%
工人	9.14%	10.87%

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ASPECT B2: HEALTH AND SAFETY

As a company caring for our employees, we are committed to maintaining a healthy and safe working environment in compliance with all relevant laws and regulations of Hong Kong, the PRC and Vietnam. We have established “Health and Safety Policy” to manage the employees’ health and safety matters of the Group, which covers the following areas:

1. Compensation Insurance Scheme;
2. Accidents and injuries at work;
3. Typhoon and rainstorm warning;
4. Fire emergency and evacuation;
5. Handling of threatening call;
6. Suspicious packages and parcels;
7. Work safety;
8. Infectious disease; and
9. Office hygiene

We have also posted Hong Kong Labour Department’s Occupational Health and Safety Guidelines on the Hong Kong notice board so as to educate employees about the occupational safety and health concepts. We have established the Occupational Health and Safety Management Policy in Dongguan Plant which complies with the relevant regulations in the PRC. This policy forms part of our Group’s ESG policies. In addition, we have employed a dedicated Safety and Health Officer in Dongguan Plant to handle safety issues and measures, aiming to reduce industrial accidents and injuries. Also, we have health and safety training in Vietnam Plant to reduce industrial accidents and injuries. During the fiscal year 2023/2024, there was no serious work-related injuries and fatalities throughout the Group’s operations.

層面B2：健康與安全

作為關懷僱員的公司，我們承諾營造一個符合香港、中國及越南所有相關法律及法規的健康和安全的工作環境。我們已制訂「健康與安全政策」，以管理本集團僱員的健康與安全事宜，當中包括以下範疇：

1. 賠償保險計劃；
2. 工傷事故；
3. 颱風及暴雨預警；
4. 火災應急及疏散；
5. 恐嚇電話的處理；
6. 可疑包裹及郵件；
7. 工作安全；
8. 傳染病；及
9. 辦公室衛生

我們亦已將香港勞工處的職業安全及健康指引張貼於香港告示板以向僱員灌輸職業安全及健康觀念。我們已於東莞廠房制訂符合中國相關法規的職業安全健康管理辦法。該政策構成本集團ESG政策的一部分。此外，我們已於東莞廠房僱用一名專責處理安全事項措施的職業安全及健康主任，以減少工業意外及傷亡。此外，我們於越南工廠進行健康及安全培訓，以減少工業意外及傷亡。於二零二三／二零二四財政年度內，本集團整體營運上概無發生與工作相關的嚴重傷亡事故。

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	2023/2024	2022/2023	2021/2022
B2.1 Number of work-related fatalities	0 person	0 person	0 person
Number of work-related injury incidents	6 incidents	7 incidents	5 incidents
B2.2 Lost days due to work injuries	85 days	33 days	82 days

	二零二三/ 二零二四年	二零二二/ 二零二三年	二零二一/ 二零二二年
B2.1 工作相關死亡人數	0人	0人	0人
工作相關受傷事故數量	6宗事故	7宗事故	5宗事故
B2.2 因工傷損失的工作日數	85日	33日	82日

The work-related injuries have been handled and related issues were resolved.

工傷已獲處理及相關事宜已解決。

ASPECT B3: DEVELOPMENT AND TRAINING

We consider the professional development of our employees as one of the key contributors to sustainable business growth. We continue to promote a culture of encouraging continuous learning and offer career development and training programs to all levels of employees. For example, the Group pays for or subsidises employees' attendance at seminars, forums or exhibitions to ensure they are well-prepared to execute their duties. In addition, we have a Company Training Sponsorship Scheme to encourage our employees to enroll in continuous education courses to support their career development. With prior approval from the Group, the courses may be organised or the examination fees for continuous education may be reimbursed upon attainment of the necessary academic qualifications.

As for newly recruited employees, we have a training program in place, including orientation and on-the-job training, to ensure they can properly perform their duties in line with the Group's expectations.

層面B3：發展及培訓

我們視僱員的專業發展為業務可持續增長的關鍵因素。我們向各級僱員提倡促進持續學習的文化及提供事業發展及培訓計劃。例如，本集團透過資助或補貼僱員出席研討會、論壇或展覽，以確保僱員擁有足夠知識及技能履行其職責。此外，我們設有公司培訓資助計劃，以鼓勵僱員深造以支持其事業發展。在得到本集團事先批准的情況下，在成功取得必要的學術資格後，僱員可報讀課程或報銷持續進修考試費用。

對於新招聘僱員，我們已制訂培訓計劃，包括入職及在職培訓，以確保僱員能夠適當地履行職責以符合本集團的預期。

Aspect B3.1: Percentage of Employees Trained

	2023/2024	2022/2023
By Gender		
Full-time Female	93%	93%
Full-time Male	93%	94%

As SUGA has no part-time employee, therefore the training percentage for part-time employees is not applicable.

層面B3.1：受訓僱員百分比

	二零二三/ 二零二四年	二零二二/ 二零二三年
按性別		
全職女性	93%	93%
全職男性	93%	94%

由於信佳並無兼職僱員，故兼職僱員的受訓百分比並不適用。

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Aspect B3.2: Average Training Hours Completed per Employee

	2023/2024	2022/2023
By Gender		
Male	10.16 Hours	20.34 Hours
Female	5.21 Hours	12.51 Hours
Total average	7.80 Hours	16.67 Hours

	2023/2024	2022/2023
By Employment Type		
Worker	9.61 Hours	21.86 Hours
Staff	3.45 Hours	4.64 Hours
Senior	3.28 Hours	4.32 Hours
Total average	7.80 Hours	16.67 Hours

The decrease in average training hours completed per employee during the fiscal year 2023/2024 was mainly due to decrease in employee turnover rate which resulted in fewer orientation and on-job trainings were provided, and also the improvement in educational level, qualification and past working experience of new employees.

ASPECT B4: LABOUR STANDARDS

We are committed to protecting human rights and comply with all relevant laws and regulations of Hong Kong, the PRC and Vietnam concerning human rights. We have a policy stated in the Employee Hand Book forbidding the use of forced labour and child labour in our business operations. During the recruiting process, Human Resource Department is fully responsible for verifying the applicants' identities to ensure no child labour will be employed by the Group. To avoid child or forced labour in the Group, Human Resource Department is responsible for assessing our employees annually to ensure no child or forced labour exists.

Moreover, we require our vendors to accept and observe our Supplier Code of Conduct, which forbids forced or child labour, and Purchasing Department will keep monitoring the situation during our annual review of vendors. We will immediately terminate our cooperation with any vendor if any cases of the employment of forced or child labour are identified.

SUGA complies with the laws and regulations of Hong Kong, the PRC and Vietnam concerning labour standards as stated in Aspect B1 above.

層面B3.2：每名僱員已完成的平均受訓時間

	二零二三／ 二零二四年	二零二二／ 二零二三年
按性別		
男性	10.16小時	20.34小時
女性	5.21小時	12.51小時
總平均數	7.80小時	16.67小時

	二零二三／ 二零二四年	二零二二／ 二零二三年
按僱傭種類		
工人	9.61小時	21.86小時
員工	3.45小時	4.64小時
高層	3.28小時	4.32小時
總平均數	7.80小時	16.67小時

二零二三／二零二四財政年度每名僱員已完成的平均受訓時數減少，主要由於員工流失率下降，導致所提供入職培訓及在職培訓減少，以及員工的教育水平、資歷及過往工作經驗有所提升所致。

層面B4：勞工準則

我們承諾保障人權及遵守所有香港、中國和越南有關人權的法律及法規。我們的員工手冊中有政策規定，禁止在我們的業務營運中使用強制勞工及童工。在招聘過程中，人力資源部全權負責核實應徵者身份，以確保本集團不會僱用童工。為避免本集團出現童工或強制勞工，人力資源部負責每年評估僱員以確保不存在童工或強制勞工。

此外，我們要求供應商接受並遵守我們的供應商操守守則，其中嚴禁強制勞工及童工的任何情況。採購部將於對供應商進行年度審核期間持續監察情況，假如發現僱用強制勞工或童工，我們將即時終止與該供應商之業務往來。

信佳遵守香港、中國及越南的勞工準則相關法律及法規（見上文層面B1所載）。

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ASPECT B5: POLICIES ON MANAGING ENVIRONMENTAL AND SOCIAL RISKS IN OUR SUPPLY CHAIN

We have business relationships with suppliers all around the globe that provide us with a wide variety of raw materials, equipment and services. The Group has set up policies and procedures to manage its supply chain in fulfillment of its corporate social responsibilities and provide good quality products to customers. A comprehensive supplier quality management mechanism is in place to facilitate quality accreditation and carry out inspection and factory supervision of products.

In order to manage environmental and social risk, the Group's Dongguan Plant has incorporated the ISO 9001:2015, ISO 14001:2015, QC 080000:2017 and ISO13485:2016 accredited procedures in the management of its supply chain. Our Supply Chain Policy covers specific supplier requirements on business ethics, quality standards and public responsibilities for the process of supplier evaluation and approval, strategic supplier development and procurement of materials.

The Group has achieved RoHS and Waste Electrical and Electronic Equipment compliance certifications and complies with REACH standards for our products. We conduct RoHS testing for incoming raw materials to ensure they are free of hazardous substances. In the future, SUGA will continue to fulfill its commitment to environmental protection and also support sustainable development at both the local and global level.

Aspect 5.1: Vendors by Geographical Region

	2023/2024	2022/2023
PRC and Hong Kong	1,279	1,252
Other Asian countries	89	43
United State of America	45	37
Europe	23	24
Australia	11	10
Total	1,447	1,366

層面B5：管理供應鏈的環境及社會風險政策

我們與來自全球各地為我們提供各種原材料、設備及服務的供應商維持業務往來。本集團已就為履行自身企業社會責任及為客戶提供優質產品制訂政策及程序以管理其供應鏈。我們亦已就促進質量認證、履行查驗及工廠監督產品制訂全面的供應商質量管理機制。

為管理環境及社會風險，本集團的東莞廠房已在供應鏈管理中加入ISO 9001:2015、ISO 14001:2015、QC 080000:2017及ISO13485:2016認證程序。本集團的供應鏈政策涵蓋對供應商的評估和審批、策略供應商發展及物料採購過程中的商業道德、質量水平及公眾責任訂有具體的供應商規定。

本集團已就產品實現RoHS及廢舊電器及電子產品遵例認證及遵守REACH準則。我們就引進的原材料進行RoHS測試，以確保其不會附帶有害物質。展望將來，信佳將繼續履行其環保承諾，以及在本地及全球層面支持可持續發展。

層面5.1：按地區劃分之供應商情況

	二零二三/ 二零二四年	二零二二/ 二零二三年
中國及香港	1,279	1,252
其他亞洲國家	89	43
美國	45	37
歐洲	23	24
澳洲	11	10
總數	1,447	1,366

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Supply Chain Management Practices

SUGA has well-established Supply Chain Management Policy for supplier selection and evaluation. The selection and evaluation workflows and supplier requirements are documented in Document Control Department to act as a standard procedure to select and evaluate suppliers. The supplier selection process included a "Vendor Survey Form" to assess the supplier's general information which includes the RoHS risk level. This "Vendor Survey Form" is chopped with supplier's official chop to form part of the official documents between supplier and SUGA. SUGA working team (including employees from several departments) will audit the supplier's technical ability by giving marks in a "Supplier Quality Information Questionnaire". This "Supplier Quality Information Questionnaire" is signed by supplier's concerned parties and SUGA working team, and form part of the official documents. New suppliers are required to undergo an evaluation process, in which considerations of their technical capability, quality and sustainability performance are incorporated and only suppliers thus qualified can be included in our Approved Vendor List. For all approved vendors, a set of formal agreements are required to be signed which specify the terms of environmental protection, health and safety, labour and ethic and human rights. The set of formal agreements includes "Supplier Responsible Business Alliance Agreement", "Confidential Agreement", "Environmental Protection Agreement" and "Anti-corruption Agreement". For the existing suppliers, periodic verification processes and site audits are conducted to ensure their continued compliance with the Group's Supply Chain Policy. Any vendor unable to comply with our Supply Chain Policy will be deleted from our Approved Vendors List and will not be permitted to provide us with raw materials or services. To enhance supply chain management, SUGA has established Supplier Relationship Management System ("SRM") in 2022 which enables on-line communication between SUGA and its vendors to manage the raw material status.

供應鏈管理措施

信佳已就供應商遴選及評估制訂完善的供應鏈管理政策。甄選及評估工作流程及供應商要求已於文件控制部存檔，作為甄選及評估供應商的標準程序。供應商甄選流程包括「供應商調查表格」，以評估供應商的一般資料，包括RoHS風險水平。此「供應商調查表格」已蓋上供應商的正式印章，以構成供應商與信佳之間正式文件的一部分。信佳工作團隊（包括來自多個部門的僱員）將於「供應商質量資料問卷」中透過標記以審核供應商的技術能力。此「供應商質量資料問卷」由供應商的相關方及信佳工作團隊簽署，並構成正式文件的一部分。新供應商須接受技術能力、質量及可持續發展等方面的評估，而只有合資格供應商方可列入我們的核准供應商名單。所有核准供應商均需簽署一套正式協議，當中承諾遵守環境保護、健康與安全、勞工及道德及人權等條款。正式協議包括「供應商責任商業聯盟協議」、「保密協議」、「環保協議」及「反貪污協議」。現有供應商須接受定期核實程序及實地審核，以確保他們一直遵守本集團的供應鏈政策。任何未能遵守我們的供應鏈政策的供應商將從我們的核准供應商名單中剔除，及往後不得向我們提供原材料或服務。為加強供應鏈管理，信佳已於二零二二年建立供應商關係管理系統（「SRM」），讓信佳與其供應商進行網上溝通，以管理原材料狀況。

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ASPECT B6: PRODUCT RESPONSIBILITY

The Group has established policies and practices to ensure its operations comply with applicable laws and regulations. The management is responsible for monitoring the Group's policies and practices ensuring they are in line with relevant legal and regulatory requirements, and that those policies and practices are regularly reviewed for adequacy. Any changes in the applicable laws, rules and regulations are brought as necessary to the attention of the relevant employees and operating units. In addition, we have implemented practices to fulfill product safety requirements at the product design stage. The Group has also established a policy to obtain any certification required to ensure the finished goods are environmentally friendly, healthy and safe. In addition, the Group is committed to ensuring that our products comply with relevant laws and regulations of the countries where these products are sold.

At the same time, we have established Manufacturing Execution Systems ("MES") to enhance the product quality management and product traceability/tracking.

During the reporting period, the Group was not aware of any incident of non-compliance with laws and regulations that had a significant impact related to its product responsibilities.

Customer Complaint Policy

The Group has established a Customer Complaint Policy to ensure that customer complaints are promptly and efficiently handled. The policy includes a provision for the concerned parties to work together to figure out the reasons for any defects and the relevant responsibilities and then re-work the rejected finished goods. At the same time, we regularly communicate with customers to collect their feedback and opinions.

B6.1: Percentage of Total Products Sold or Shipped Subject to Recalls for Safety and Health Reasons

No product sold or shipped was subject to recall for safety and health reasons during the fiscal year 2023/2024.

B6.2: Number of Complaints Received Related to Products and Services

No significant complaint has been received for the products sold and services rendered during fiscal year 2023/2024.

層面B6：產品責任

本集團已制訂政策及措施確保其營運遵守適用法律及法規。管理層負責監察本集團的政策及措施，確保其符合相關法律及法規規定，並定期檢討以確保該等政策及措施足夠。如適用法律、規則及法規有任何更改，本集團將指令有關僱員及營運單位跟進。此外，我們已於產品設計階段實施產品安全規定。本集團亦已制訂政策以取得所有確保製成品為環保、健康及安全所需的認證。此外，本集團承諾確保我們的產品遵守於出售產品國家的相關法律及法規。

同時，我們已建立製造執行系統(「MES」)以加強產品質量管理及產品追蹤／監察能力。

於報告期內，本集團概無發現對其產品責任有重大影響的任何違法違規事件。

客戶投訴政策

本集團已制訂客戶投訴政策，以確保客戶投訴會得到迅速而有效處理。政策的其中一項條文規定，相關人士須合作查找任何缺陷及相關責任的原因，以及重新研製遭退貨的製成品。與此同時，我們將定期與客戶溝通以收集回饋建議及意見。

B6.1：已售或已付運產品因安全及健康理由而須回收的百分比

於二零二三／二零二四財政年度內，概無因安全及健康理由須回收之已售或已付運產品。

B6.2：接獲關於產品及服務的投訴數目

於二零二三／二零二四財政年度內，概無接獲關於所售產品及提供服務的重大投訴。

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Aspects B6.3 & B6.5: Intellectual Property, Customer Data Protection and Privacy Policies

In order to protect customer intellectual property, we have a stringent policy in place to sign a formal Non-Disclosure Agreement with our customers. In this Non-Disclosure Agreement, SUGA is forbidden to disclose any customer's intellectual property to third party. In contrast, to protect our intellectual property, all approved vendors must sign a formal Non-Disclosure Agreement with SUGA. The approved vendors are forbidden to disclose SUGA's intellectual property to third parties. Also, we have a clause in our employment contract forbidding employees to disclose customer's and SUGA's information during and after our employment to protect intellectual property. We have established a data management system which control users' access right so as to protect customers' confidential data. Also, the Group has applied for intellectual property right certification for its own products and designs, thus its standard practice is not to infringe on the intellectual property rights of other parties. We comply with Hong Kong, the PRC and Vietnam privacy laws and regulations, and corresponding privacy clauses are included in our agreements with customers, suppliers and employees.

Aspect B6.4: Quality Assurance Process and Recall Procedures

The Group has established quality assurance procedures to ensure that incoming raw materials, work-in-progress and finished goods meet the products' quality specifications from customers and comply with environmental-friendly, health and safety requirements. At the same time, the Group has established recall procedures to handle recall or defective products. If any product is recalled, the Group will collect back all the shipped products and perform remedial actions as soon as possible to reduce the impact.

ASPECT B7: ANTI-CORRUPTION

SUGA is committed to maintaining a high standard of corporate governance. We have a zero-tolerance policy regarding bribery, corruption, extortion, fraud and money laundering in any form or at any level in association with any aspect of the Group's activities. Our Employee Code of Conduct is specified in the SUGA Employee Handbook which clearly states that the Group shall not tolerate any illegal or unethical behaviours. Any employee in violation of the Code of Conduct would be appropriately disciplined, including termination of employment relating to serious cases.

層面B6.3及B6.5：知識產權、客戶資料保障和私隱政策

為保障客戶的知識產權，本集團已制訂嚴謹政策，與客戶簽署正式不披露協議。不披露協議禁止信佳向第三方披露任何客戶的知識產權。為保護我們的知識產權，所有認可供應商必須與信佳簽訂正式的不披露協議。認可供應商不得向第三方披露信佳的知識產權。此外，我們在僱傭合約中設有條款，禁止僱員在受僱期間及之後披露客戶及信佳的資料，以保護知識產權。我們已建立數據管理系統，控制用戶存取權限，以保護客戶的機密數據。此外，本集團已為其產品及設計申請知識產權認證，以令其標準常規不會侵犯其他人士的知識產權。我們遵守香港、中國及越南的私隱法律及法規，並在與客戶、供應商及僱員的協議中加入相應的私隱條款。

層面B6.4：質量保證程序及回收程序

本集團已制訂質量保證程序，以確保引進的原材料、在製品及製成品符合客戶的產品質量規格，以及遵守環保、健康及安全規定。與此同時，本集團已制訂處理回收或有缺陷產品的程序。倘任何產品被召回，本集團將收回所有已運送產品，並盡快採取補救措施以減低影響。

層面B7：反貪污

信佳承諾維持高水準的企業管治。本集團在無論任何形式或層面的所有活動上都採取了賄賂、貪污、勒索、詐欺及洗錢零容忍政策。我們於信佳僱員手冊中註明的僱員操守守則清楚指出本集團不會容忍任何非法或不道德行為。任何僱員如違反操守守則將會接受適當的紀律處分，包括於嚴重情況下遭解僱。

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Our Code of Conduct includes the terms for compliance with the Prevention of Bribery Ordinance, as well as provisions regarding soliciting, accepting or offering advantages, accepting entertainment, use of proprietary information, confidentiality, resolution of conflict of interest, misuse of the Group's assets and resources, loans. Our practices are in compliance with the Hong Kong Anti-Corruption Ordinance. Regular anti-corruption training was provided to our directors and employees regarding the relevant policies and guidelines, including any updates or revisions. In addition, we regularly invite the Hong Kong Independent Commission Against Corruption to hold seminars to facilitating education of our employees about anti-corruption laws and concepts.

Both our directors and senior management will periodically attend anti-corruption seminar held by The Hong Kong Institute of Directors (HKIoD). Also, we require all Hong Kong employees to complete an on-line testing about anti-corruption laws and regulations annually and each employee must score over 90 marks (total 100 marks) to fulfill the testing requirement. The Group is not aware of any breach of laws and regulations relating to anti-corruption which has a significant impact on its business for the reporting period.

Aspect B7.1: Number of Concluded Corruption-related Legal Cases

	2023/2024	2022/2023
Number of concluded legal cases related to corruption	0 case	0 case

Aspect B7.2: Whistle-blowing Procedures

SUGA has established whistle-blowing procedures and channels through which employees can confidentially report unethical and illegal behaviours to senior management. All reported unethical and illegal behaviours will be investigated and the reporter of such an act would be informed about the investigation result within seven working days. If required, the unethical and illegal behaviours will be reported to management for follow-up actions.

我們的操守守則加入遵守防止賄賂條例的條款，以及有關招攬、接受或提供利益、接受酬酢、使用專屬資料、保密規定、解決利益衝突、濫用本集團資產及資源、貸款的條文。我們的常規謹遵香港防止貪污條例。我們為董事及員工定期提供有關政策及指引的反貪污培訓，包括任何更新或修訂。此外，我們定期安排香港廉政專員公署舉辦研討會以加強教育我們的僱員有關防貪法律及概念。

董事及高級管理層將定期參與由香港董事會舉辦的反貪污研討會。此外，我們要求全體香港員工每年完成有關反貪污法律及法規的網上測驗，每名員工必須取得90分以上（總分為100分）以履行有關測驗要求。於報告期間，本集團概無發現對其業務有重大影響的任何違反反貪污法律及法規情況。

層面B7.1：已審結的貪污相關法律案件數量

	二零二三 / 二零二四年	二零二二 / 二零二三年
已審結的貪污相關法律案件數量	0宗案件	0宗案件

層面B7.2：舉報程序

信佳已制訂舉報程序及渠道，而僱員可透過有關程序及渠道以保密方式向高級管理層舉報不道德及非法行為。所有被舉報的不道德及違法行為都將受到調查，並於七個工作日內將調查結果告知有關舉報人。如有需要，將向管理層匯報不道德及非法行為，以採取跟進行動。

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ASPECT B8: COMMUNITY INVESTMENT

SUGA is committed to participating in volunteer activities and contributing for charitable donations in order to benefit the society. Our major focus areas are education, community and green activities. Our employees have participated in various community activities and made donations during this fiscal year. SUGA remains committed to participate in volunteer works and continuously contribute for donations in the future.

B8.2: Resources Contributed

	2023/2024 HK\$	2022/2023 HK\$
Education	100,000	197,000
Community	63,150	39,150
Green Activities	18,000	12,000
Total	181,150	248,150

層面B8：社區投資

信佳為貢獻社會致力參與義工活動及作出慈善捐款。我們的主要專注領域為教育、社區及環保活動。我們的僱員於本財政年度內參與不同的社區活動及捐款。信佳承諾日後繼續參與義工工作及作出捐款。

B8.2：貢獻資源

	二零二三/ 二零二四年 港元	二零二二/ 二零二三年 港元
教育	100,000	197,000
社區	63,150	39,150
環保活動	18,000	12,000
合計	181,150	248,150

AWARDS AND CERTIFICATIONS

During this fiscal year, we have garnered the following awards, certificates and recognition.

獎項及認證

於本財政年度，我們獲得以下獎項、認證及認可。

Organisers 主辦方	Awards and Certifications 獎項及認證	
China Quality Certification Centre 中國質量認證中心	Accreditation of ISO 14001:2015 ISO 14001: 2015認證	 中国质量认证中心 CHINA QUALITY CERTIFICATION CENTRE
SGS United Kingdom Limited	Accreditation of QC080000:2017 QC080000:2017認證 Accreditation of ISO 9001:2015 ISO 9001:2015認證	
BSI Assurance UK Limited	Accreditation of ISO 13485:2016 ISO 13485:2016認證	

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Organisers 主辦方	Awards and Certifications 獎項及認證	
Hong Kong Q-Mark Council 香港優質標誌局	HK Green Mark Certification Scheme 香港「Q 嘜」環保管理計劃	
PRC Guangdong Province Science Technology Bureau 中國廣東省科學技術廳	High & New Technology Enterprises Certificate 高新技術企業證書	
World Wide Fund for Nature Hong Kong 世界自然基金會香港分會	WWF Low Carbon Manufacturing Programme (LCMP) Silver Award 世界自然基金會低碳製造計劃銀獎	
Promoting Happiness Index Foundation 香港提升快樂指數基金	Happiness-at-Work Promotional Scheme 10 years + 「開心工作間」推廣計劃 10年 +	
Mandatory Provident Fund Schemes Authority 強制性公積金計劃管理局	Good MPF Employer 積金好僱主	
Federation of Hong Kong Industries 香港工業總會	CSR Recognition Scheme Industry Cares 5+ Year Award 工總CSR表揚計劃「工業獻愛心」 5年+ 獎項	
Independent Commission Against Corruption 廉政公署	Business Sector Integrity Charter 誠信營商約章	
The Chinese Manufacturers' Association of Hong Kong 香港中華廠商聯合會	ESG Pledge Scheme 「ESG 約章」行動	

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ACTIVITIES AND DONATIONS

During this fiscal year, we have participated in the following activities and donations.

活動及捐贈

於本財政年度，我們參與了以下活動及捐贈。

Green Activities

環保活動

Green Council
環保促進會

Hong Kong Green Day
香港綠色日



Green Power

綠色力量

The 31th Green Power Hike & awarded "Corporate/Organisation Cup Green Merit Award"
「第三十一屆綠色力量環島行」及獲得「工商機構社團團體盃綠色優異獎」



Kadoorie Farm and Botanic Garden

嘉道理農場暨植物園

Nature Hikeathon & Treasure Hunt
再森林還原野慈善行



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Community Activities

社區活動

Internal Activity	Love Teeth Day	To promote employees' teeth care awareness	
內部活動	愛牙日	增強僱員牙齒保健意識	
Internal Activity	Spring Festival Ceremony in Dongguan Plant	To celebrate Spring Festival with employees in Dongguan Plant	
內部活動	東莞廠房春節晚會	與東莞廠房僱員慶祝春節	
Internal Activity	Women's Day in Dongguan Plant	To celebrate Women's Day with female employees in Dongguan Plant	
內部活動	東莞廠房三八婦女節	與東莞廠房女性僱員慶祝三八婦女節	
Internal Activity	Mid-Autumn Festival in Vietnam Plant	To celebrate Mid-Autumn Festival with employees in Vietnam Plant	
內部活動	越南廠房中秋節	與越南廠房僱員慶祝中秋節	
Internal Activity	Annual Dinner in Vietnam Plant	To share the joy of New Year with employees in Vietnam Plant	
內部活動	越南廠房週年晚會	與越南廠房僱員分享新年喜悅	

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Donation & Sponsorship		
捐款及贊助		
Sponsorship 贊助	World Vision Hong Kong 香港世界宣明會	Child Sponsorship 助養兒童計劃
Sponsorship 贊助	The Chinese University of Hong Kong 香港中文大學	SUGA International Holding Limited Scholarships 信佳集團獎學金
Sponsorship 贊助	Hong Kong Electronics and Technologies Association 香港電子科技商會	Symposium on Innovation & Technology 2023 創新科技論壇2023
Donation 捐款	The Community Chest of Hong Kong 香港公益金	Mooncakes for Charity 公益月餅

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