



中國秦發集團有限公司  
CHINA QINFA GROUP LIMITED

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 : 866

# 2018 環境、社會及管治報告

## ENVIRONMENTAL, SOCIAL AND GOVERNANCE REPORT

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## 環境、社會及管治報告

### ABOUT THIS REPORT

This Environmental, Social and Governance Report is the third report published consecutively by Qinfa Group. It focuses on the mission of “becoming an influential, producing and transporting and sales highly integrated energy group”, systematically reviews the Group’s issues and inadequacies in fulfilling its social responsibilities and formulating a sustainable development strategy. We strongly believe that summarizing and disclosing to the stakeholders the Group’s performance can improve our transparency and further enhance the sustainable development performance.

This Environmental, Social and Governance Report has been prepared in accordance with the latest version of Environmental, Social and Governance Reporting Guide (the “Guide”) of Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited. Unless otherwise stated, this report covers the overall business performance of the Group during the period from 1 January 2018 to 31 December 2018, and the scope in the section of environmental performance disclosure will primarily cover Huameiao Energy – Xingtao Coal (“Xingtao Coal”) under the Group. As it is only the second year for the Group to disclose the environmental data, more time is needed for us to modify and improve our internal coordination on data collection. Further data disclosure will be made when the comprehensive data system and internal processes are more mature.

This report is prepared mainly in accordance with the Group’s internal statistics, various archive documents and estimations. Should you have any feedback on this report, please send an email to [ir@qinfagroup.com](mailto:ir@qinfagroup.com) so that we can further improve our policies in relation to sustainable development.

### 關於本報告

本環境、社會及管治報告為秦發集團連續發佈的第三份報告。其專注於「成為一家有影響力的生產、運輸及銷售高度一體化的能源集團」的使命，系統地檢討本集團在履行社會責任及制定可持續發展戰略方面的問題及不足。我們堅信，向持份者概述及披露本集團的表現可提高我們的透明度及進一步提升可持續發展表現。

此《環境、社會及管治報告》已按照香港聯合交易所有限公司證券上市規則附錄二十七之《環境、社會及管治報告指引》（「指引」）之最新版本撰寫。除非另有說明，本報告涵蓋集團在二零一八年一月一日至二零一八年十二月三十一日的整體業務表現，且環境績效披露部分以本集團旗下華美奧能源—興陶煤礦（「興陶煤礦」）為主要披露範圍。由於本年僅為本集團披露環境資料的第二年，我們需要更多的時間以修改及完善我們在數據收集方面的內部協調。待整體數據系統及內部流程更為成熟時，我們將作進一步的數據披露。

此報告主要根據本集團之內部數據統計、各類存檔文件及估算而編製。如閣下對本報告有任何反饋，歡迎發送電郵至 [ir@qinfagroup.com](mailto:ir@qinfagroup.com)，令我們的可持續發展政策得以完善。



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### MESSAGE FROM THE CHAIRMAN

In 2018, the coal mining industry continued to pick up, which the coal output kept climbing to hit higher levels at the end of 2018 as major miners ramped up production amid robust winter demand and after the country started up new mines. China approved more than RMB45 billion's worth of new coal mining projects in 2018, much more than 2017, according to Chinese government's official documents. These new coal mines eliminated the old and more polluting ones, which should be the positive result of the battle to protect and rebuild the polluted environment.

Relying on the commitment to social responsibility, the emphasis on the environment and the stable performance of business operations, we have successfully survived the industry elimination process and gradually expanded our business footprint. The Group seized the opportunities arising from increasing market demand for imported coal and maintained a relatively high level of foreign trade during the year. At the same time, leverage on the fast-growing foreign trade, the Group's market share of quality coal capacity in the PRC was expanded. In the first quarter of 2018, the Company acquired Ordos Lianhang Trading Limited and expanded its coal trading business and procurement channel to Inner Mongolia, the PRC.

Although there are still unstable factors in the future of the industry, we strongly believe that as long as we adhere to the business objective of "Integrity and Diligence" and the principles of environmental protection, social investment and corporate governance, the Group can still develop steadily and expand the production capabilities to acquire higher market share in the coal industry of China.

**Xu Da**

*Chairman*

26 July 2019

### 主席致辭

二零一八年，煤炭開採業繼續增長，二零一八年底煤炭產量繼續攀升至更高水平，主要由於大型煤礦在冬季需求旺盛及國家開發新礦後增產。根據中國政府的官方文件，中國於二零一八年批准超過人民幣450億元的新煤炭開採項目，遠超過二零一七年。該等新的煤礦取締了舊煤礦及污染更嚴重的煤礦，此為努力保護及重建受污染環境的積極成果。

憑藉對社會責任的承諾、對環境的重視以及業務運營的穩定表現，我們成功在行業淘汰過程中生存並逐步擴大我們的業務範圍。本集團把握市場對進口煤的需求上升機遇，年內外貿煤一直保持在相對較高水平。同時，依靠快速增長的外貿煤，本集團已拓展在中國優質煤炭產能的市場份額。本公司於二零一八年第一季收購鄂爾多斯市聯行貿易有限公司，並把煤炭貿易業務及採購渠道擴展至中國內蒙古。

儘管行業未來仍有諸多不穩定因素，但我們堅信只要我們秉承「誠信勤奮」的經營宗旨以及環保、社會投入及公司治理的原則，本集團仍可穩步發展並擴大產能，在中國煤炭行業斬獲更高的市場份額。

徐達

*主席*

二零一九年七月二十六日







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## 環境、社會及管治報告

### o Relating Environmental Performance Indicators

### o 環境相關績效指標

#### GHG & Exhaust Gas Emissions in 2018

#### 二零一八年溫室氣體及廢氣排放

Greenhouse gas emission 溫室氣體排放	Scope/Activity 範圍 活動	Guangzhou office 廣州辦公室	Xingtao Coal Mine in Shanxi 山西興陶煤礦	Emission (tonnes of Co2 equivalent) 排放量 (噸二氧化碳當量)
	<b>Scope 1: direct greenhouse gas emissions</b> 範圍1: 直接溫室氣體排放			
	Fossil fuel burning – stationary sources 化石燃料燃燒—固定源	N/A 不適用	366.0	53,833.3
	Fossil fuel burning – moving sources 化石燃料燃燒—移動源	50.0	0 <sup>2</sup>	
	Fugitive emissions – underground mining and post-mining activities 逃逸排放—井工開採及礦後活動	N/A 不適用	53,417.3	
<b>Scope 2: energy indirect greenhouse gas emissions</b> 範圍2: 能源間接溫室氣體排放				
	Purchased electricity 外購電力	27.8	19,008.2	19,036.0
	<b>Total greenhouse gas emissions</b> 溫室氣體排放總量	77.8	72,791.5	72,869.3
	<b>Greenhouse gas intensity</b> 溫室氣體密度	0.819 tonnes / employee 0.819噸 員工	0.024 tonnes / ton of raw coal 0.024噸 噸原煤	

Exhaust gas emission 廢氣排放	Type of air pollutants 空氣污染物種類	Guangzhou office 廣州辦公室	Xingtao Coal Mine in Shanxi 山西興陶煤礦	Total emissions 排放總量
	Nitrogen oxides (kg) 氮氧化物 (千克)	15.0	44,530.0	44,545.0
	Sulfur oxides (kg) 硫氧化物 (千克)	1.6	63,020.0	63,021.6
	Inhalable particles (kg) 可吸入顆粒物 (千克)	1.4	24,618.2	24,619.6













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For waste treatment, we have fully complied with the requirements of Pollution Control Standard for Hazardous Wastes Incineration of the P.R.C. (GB18484-2001), Standard for Pollution Control on Hazardous Wastes Storage of the P.R.C. (GB18597-2001) and Standard for Pollution Control on Landfill Sites for Hazardous Waste of the P.R.C. (GB18598-2001) to handle and process the wastes, no matter hazardous or non-hazardous, before disposal to reduce as much impacts to the environment as possible.

就廢物處理而言，我們已完全遵守中華人民共和國危險廢物焚燒污染控制標準(GB18484-2001)、中華人民共和國危險廢物貯存污染控制標準(GB18597-2001)及中華人民共和國危險廢物填埋污染控制標準(GB18598-2001)的規定以於處置之前處理及加工廢物(無論危險或不危險)，盡量減少對環境的影響。

### • Corporate Social Governance Aspect

### • 企業社會管治方面

Employment 僱傭	Operation Management 經營管理	Social Responsibilities 社會責任
<ul style="list-style-type: none"> <li>- Legal Binding and Fair Treatment to the Employees</li> <li>- 對員工具具有法律約束力及公平的待遇</li> <li>- Caring and Protecting the Employees</li> <li>- 關心及保護員工</li> <li>- Reassuring and Empowering the Employees</li> <li>- 讓員工安心及賦予員工權利</li> </ul>	<ul style="list-style-type: none"> <li>- Choosing and Cooperating with the Supply Chain</li> <li>- 供應鏈的選擇及合作</li> <li>- Product Responsibility</li> <li>- 產品責任</li> <li>- Reinforcing Data Protection</li> <li>- 加強數據保護</li> </ul>	<ul style="list-style-type: none"> <li>- Investing in the Community</li> <li>- 投資社區</li> </ul>

### o Employment

### o 僱傭

With the aim of fighting climate change and the implementation of various coal-related policies by the State and municipal governments to reducing excess production capacity, these have created a wave of disruptive changes throughout the coal industry in recent years. Also considering the plan of advancing production capacity in some large coal bases in China which was officially put on agenda in 2018, and President Xi Jinping repeatedly emphasizing earlier in 2019 the commitment in “open clean and green development” in alignment with the “Belt and Road Initiative”, the industry has been taking steps to adopt new forms of business in order to survive the policy changes.

由於旨在對抗氣候變化以及國家及市級政府實施各種煤炭相關政策以減少過剩產能，近年來已於整個煤炭行業掀起了一波顛覆性的變革浪潮。此外考慮到中國某些大型煤炭基地提高產能的計劃於二零一八年正式提上議程且習近平主席於二零一九年早些時候反復強調與「一帶一路倡議」一致的「開放清潔及綠色發展」



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		2018 二零一八年	
<b>All Employees</b>	所有員工	2,237	
Male employees	男性員工	92.76%	
Female employees	女性員工	7.24%	
<b>Turnover Rate</b>	流動率	32.37%	
Male employees	男性員工	95.16%	
Female employees	女性員工	4.84%	
<b>Employees' Age Distribution</b>	員工的年齡分佈	Male 男性	Female 女性
Under 16 years old	16歲以下	0	0
16-24 years old	16-24歲	2.59%	0.76%
25-40 years old	25-40歲	40.77%	6.30%
41-59 years old	41-59歲	47.70%	0.13%
60 years old or over	60歲或以上	1.70%	0.05%
<b>Job Level Distribution</b>	職務級別分佈	Male 男性	Female 女性
Management	管理層	2.64%	0.04%
Functional departments	職能部門	19.13%	4.43%
Frontline departments (including local teams and groups)	一線部門 (包括本地團隊及集團)	70.99%	2.77%

In light of the characteristics of our business which requires high physical activity, male employees are mostly taking place at our daily operations. The turnover rate for the year was 32.37%, mainly from employees in our frontline business, accounting for over 80% of the total number of employee turnover.

鑒於我們的業務需要高體力活動的特點，我們的日常營運中大部分員工均為男性員工。年度流動率為32.37%，主要來自我們一線業務的員工，佔員工流動總數的80%以上。









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- Training:

- 培訓：

### Relating Training Data

### 培訓相關數據

Percentage of employees trained (%):

受訓僱員百分比(%):

		Male 男性	Female 女性
Management	領導層	100%	0
Functional departments	職能部門	93.50%	4%
Front line departments (including local teams, and groups)	前線部門(包括區隊及組隊)	99.75%	0.25%

Training hours per capita (hours):

人均受訓時數(小時):

		Male 男性	Female 女性
Management	領導層	24	0
Functional departments	職能部門	48	24
Front line departments (including local teams, and groups)	前線部門(包括區隊及組隊)	72	0

The Group strongly believes that empowering the talents by providing more trainings is crucial for a Company to develop strongly, we have implemented a comprehensive employee training program to enhance their performance and knowledge standards, of which we pay high attention on training and retraining of occupational health and safety with our frontline staff. Employees receive pre-job training and regular on-site training led by professionals, and senior staff will assess their performance or suggest them to get further training if needed. Employees are one of the main drive of our business, we aim to have them improve together with the Company.

本集團堅信，通過提供更多培訓裝配人才對公司實現大發展至為重要。我們已實施一套綜合僱員培訓計劃，提供僱員表現及其知識水平。我們高度關注對前線員工職業健康及安全的培訓及再培訓。僱員獲得由專業人士領導的崗前培訓及定期現場培訓，而高級職員將對僱員進行績效評估，或在有必要時建議僱員獲取進一步培訓。僱員是我們業務的主動力，我們期望僱員與本公司一同成長。



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The Group keeps expanding the network of suppliers to ensure a supply of coal with reliable and stable quantity and quality. The partnership with supply chain is the steward of our company's conscience. We strictly monitor the cooperation with our supply chain as we trust that only by having stable business relationship with them could we have more stable supply of coal and long-term development and advancement. The Group has developed business relationships with the majority of them over a period of not less than three years, which enables the Group to obtain a reliable supply of quality coal. We do not prefer changing supplier often, therefore we have a set of clear standardized procurement management procedures for our employees to follow upon.

In terms of general procurement, our legal and procurement departments will first examine the supplier's financial positions, business scale and their legality of business. Then the procurement team will obtain quotation from at least 3 suppliers for cost comparison, set cost-efficient sales price of coal by paying visits to various coal mines, collecting coal samples for quality comparisons. We also stick to national safety guidelines when we assess the suppliers' business, for example, AG1011-AG1013 Safety Inspecting-testing specifications for coal mine, Coal Mine Safety Rules, Coal Industry Law of the P.R.C. etc. The Group also could annually monitor our material and service suppliers and remove any unsatisfactory providers. If any supplier does not fulfil requirements, under the service agreement we both signed in firsthand, the suppliers will have to compensate correspondingly to safeguard our Company's interests. If there is any major change or incident happening on supply chain, the procurement department will follow our internal guidelines to report to the Group's management in timely manner for adjustment with suppliers.

Our suppliers are also expected to not only conduct themselves with integrity but also to monitor the ethical conduct of their employees as well as their business practice. Most of our coal suppliers are from China and we have established stable partnership with them for at least three years, this allows us to communicate easily with them on the service and quality and higher flexibility in our daily cooperation.

本集團持續擴張供應商網絡，以確保數量和質量可靠及穩定的煤炭供應。與供應鏈的合作夥伴關係體現本公司的意識嚮導。我們嚴格監察與供應鏈的合作，因為我們相信我們只有維持與供應商的穩固業務關係方可獲得更為穩靠的煤炭供應，關乎我們長遠發展和進步。本集團已與大多數供應商發展業務關係三年以上，令本集團可獲得優質煤炭的穩定供應。我們不傾向於經常更換供應商，故此，我們已制定一套清晰的標準採購管理程序以供我們的僱員遵循。

就一般採購而言，我們的法律及採購部門將首先檢查供應商的財務狀況、業務規模及其業務合法性。然後，採購團隊將向至少3家供應商獲取報價以作成本比較，提供過參訪多個煤礦、收集煤炭樣本作品質比較，最終設定實惠的銷售價格。當我們評估供應商的業務時，我們亦堅持全國性安全指引，如《煤礦安全檢測規範》(AG1011—AG1013)、《煤礦安全規程》、《中華人民共和國煤炭法》等。本集團亦每年監察我們的物資及服務供應商，並剔除不令人滿意的供應商。倘任何供應商不符合要求，則相關供應商將須根據我們事先簽署的服務協議向我們作出補償，以保障本公司之利益。倘供應鏈出現任何重大變動或發生事故，採購部門將遵從我們的內部指引，及時向本集團的管理層匯報供應商調整情況。

我們的供應商於營運過程中秉承誠信操守，同時監察其僱員以及其業務慣例的道德操守。我們的大部分煤炭供應商來自中國，且我們已與彼等建立業務關係至少三年，可令我們與彼等就業務及品質以及我們日常合作之較高靈活度進行有效溝通。



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In our internal guideline for product management, it lists out a workflow on managing and producing our coal products, e.g. our coal products have to be stored in specific storage or gone through only indoor areas where no external cause could affect the quality of our products etc. Upon inspection of our products, we also possess laboratories which are up to national standards to conduct product inspection in timely manner. All internal procedures are also drafted based on national regulations as below:

我們的產品管理內部指引列明管理及生產我們煤炭產品之工作流程，例如我們的煤炭產品必須儲存在特定地點或僅通過室內區域，不會有外部原因影響我們產品的質量。在檢驗我們的產品時，我們亦擁有達到國家標準的實驗室，可及時進行產品檢驗。所有內部程序亦根據下列國家規範擬備：

Related national standards: 相關國家標準：
《選煤廠洗水閉路循環等級》(MT/T 810-1999) Grade for closed process water circuit in coal preparation plant
《煤用篩分設備工藝性能評定方法》(GB/T15716-1995) Coal sizing equipment-Performance evaluation
《煤炭分析試驗方法一般規定》(GB/T483-2007) General rules for analytical and testing methods of coal
《煤中全水分的測定方法》(GB/T211-2007) Determination of Total Moisture in Coal
《煤中礦物質的測定方法》(GB/T7560-2001) Methods for Determining the Minerals in Coal
《煤的發熱量測定方法》(GB/T479-2000) Methods for Determining the Calorific Value of Coal

We have no bias over any customers but work closely with all of them to constantly check out on their feedbacks and we could instantly know the expectations or standards the market, through then we could adjust our guidelines and standards with our suppliers and upgrade our internal procedures to perfect our products in order to provide stable and the best products and services to our customers.

我們對任何客戶均一視同仁，與所有客戶緊密協作，不斷檢查客戶反饋。我們持續掌握市場預期或標準，藉此與供應商調整我們的指引或標準，並升級我們的內部程序，以完善我們的產品，向客戶提供穩靠及最佳的產品和服務。







