



2018

Environmental  
Social  
Governance  
Report



**GLOBAL**  
**Bio-Chem** Technology Group Company Limited  
大成生化科技集團有限公司\*

Stock Code: 00809

\* For identification purpose only

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## ABOUT THIS REPORT

### Scope

Global Bio-chem Technology Group Company Limited (“GBT” or the “Company”) and its subsidiaries (collectively referred to as the “Group”) are principally engaged in the manufacture and sale of corn refined products, amino acids, corn sweeteners and polyol chemicals. We are aware that sustainable economic development and improvement of the livelihood of the population are the key trends in society. In order to ensure the sustainability and the harmonious relationship between the Group’s business and the environment, the Group recognises the importance of integrating Environmental, Social and Governance (“ESG”) aspects to enhance the Group’s daily operation and corporate governance perspective.

The content of this report is prepared in compliance with the Environmental, Social and Governance Reporting Guide set out in the Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited (“Listing Rules”). This Environmental, Social and Governance report (“ESG Report”) covers the Group’s overall performance in two subject areas, namely, the Environmental and Social aspects in its operation sites in Jilin Province (namely, Changchun, Dehui and Songyuan), Liaoning Province (namely, Dalian and Jinzhou), Heilongjiang Province (namely, Harbin), and Shanghai City in the People’s Republic of China (“PRC” or “China”), as well as its headquarters in Hong Kong. This ESG Report covers the period from 1 January 2018 to 31 December 2018, unless otherwise stated.

### Materiality Assessment

The management and staff of the Group’s respective operations have participated in the preparation of the ESG Report and assisted the Group in reviewing our operations, identifying relevant ESG issues and assessing the importance of related matters to our business and stakeholders. Based on the assessed significant ESG issues, a data collection questionnaire was prepared to collect information from relevant subsidiaries and business units of the Group. Interviews were also conducted with different employees to look into the details of various operations.

### Stakeholder Engagement

The Group values input and feedback of its stakeholders as they bring potential impacts and are closely connected to the Group’s sustainable development. Internal and external stakeholders have been involved in regular engagement activities to share views regarding the Group’s operations and performances, which are as shown below.

Stakeholders	Communication Channels
<b>Shareholders and Investors</b>	<ul style="list-style-type: none"><li>• General Meeting and Other Investor Meetings</li><li>• Annual Reports and Interim Reports</li><li>• Announcements and Circulars</li><li>• Investor Relations Enquiry</li><li>• Company’s Website</li></ul>
<b>Employees</b>	<ul style="list-style-type: none"><li>• Employee Feedbacks</li><li>• Training Programmes and Team Building Activities</li><li>• Regular Performance Review</li></ul>
<b>Customers and Suppliers</b>	<ul style="list-style-type: none"><li>• Meetings and Direct Engagements</li><li>• Industry Conferences and Events</li><li>• Company’s Website</li></ul>
<b>Public</b>	<ul style="list-style-type: none"><li>• ESG Report</li><li>• Community Activities and Social Events</li></ul>

## MESSAGE FROM CHAIRMAN

In recent years, the State policy has been focusing on promoting sustainable economic development and improvement of the livelihood of the population. Structural reforms have been introduced in different industry sectors. In parallel with the economic development direction, the government is highly concerned about environmental protection at home. Following the efforts in the review and revision of the environmental protection laws and regulations in 2017, the State effort to promote the nation's environmental awareness continued in 2018. As guided by the statement from President Xi Jinping to "speed up the reform of the system for ecological civilisation to build a beautiful China" (加快生態文明體制改革·建設美麗中國), China targets to achieve significant improvement in the quality of environment by 2035.

In line with the national environmental policy development direction, it is projected that the investment in the environmental sector will exceed RMB15 trillion during the 13th Five-Year Plan period (2016-2020), with focus of industrial development shifting from pollution control to environmental quality improvements. GBT has been dedicating our efforts in environmental protection with the target to achieve harmony between business development and environmental conservation. Our research and development team and the production team have been putting concerted effort in making our products greener throughout the years and we will never stop doing so. Our goal is not just to comply with the relevant standards but to strive to go beyond that and working towards continuing improvement to set higher industry standards. Apart from our efforts in lowering emission level and energy conservation, the Group will dedicate its efforts in developing green products which minimise our environmental footprints and better suit customers' needs.

Apart from the environmental aspect, we are also aware of the importance of good corporate governance and how it contributes to long-term value creation and success of an enterprise in the long-run. We understand that continuous effort shall be diligently dedicated to perfect our risk management and internal control systems from time to time. As such, in 2018, our internal control team continued their effort to enhance the Group's enterprise risk management and internal control systems. Trainings and seminars were given to management and relevant staff to ensure the effectiveness of the internal control systems.

To ensure the sustainability and the harmonious relationship between the Group's business, the environment and the community has always been the philosophy of the Group. As a socially responsible enterprise, we always pay attention to the physical and mental well-being as well as career development of our staff. We also inspect every operating location regularly to ensure the health and safety of all of our staff. At the same time, we promote a corruption free working environment through our requirement to strictly comply with the Group's code of conduct for staff and management at all levels; and build their principles with integrity and professionalism.

We believe with our continuous efforts in the environmental, social and governance aspects, we would bring together the Company and all of our stakeholders, to strive for a brighter future as a whole.

**Yuan Weisen**

*Chairman*

June 2019

## 1. WORKPLACE QUALITY

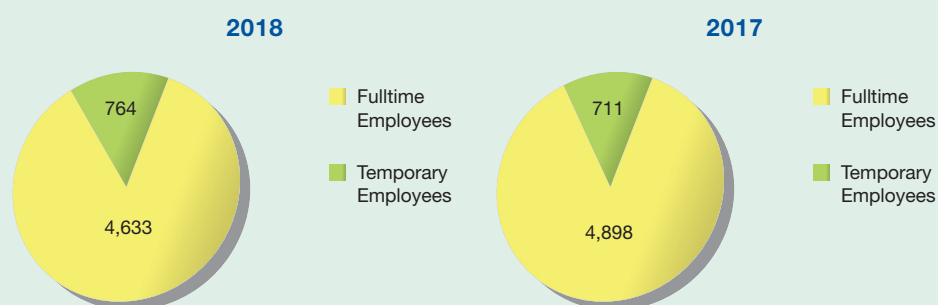
We consider our employees as business partners who are essential to the success of the Group. GBT values every employee who contributes to the Group's success and emphasises the importance of a healthy and friendly working environment which laid a good foundation for its people to commit to the Group. GBT is keen to establish a corporate culture with self-discipline, inspirations and commitment. We aim to attract the best talents in the market, create a nurturing ground for both the Company and our people to grow and enjoy the fruits of our success together. Apart from offering competitive remuneration to our employees, GBT also provides them with trainings, career development and growth opportunities. GBT places high emphasis on workplace condition and safety. This is one of the keys to our success.

### 1.1 Workplace Conditions

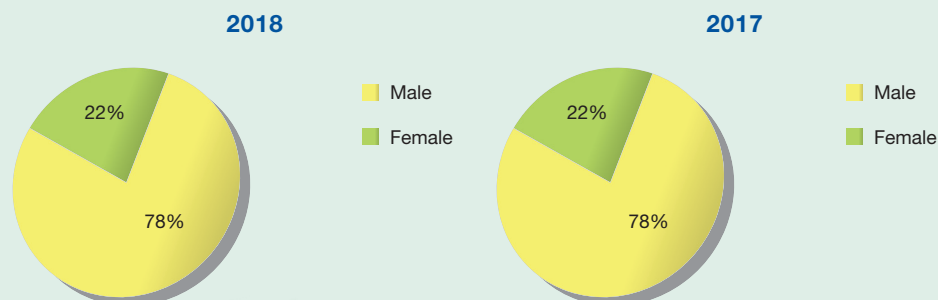
#### 1.1.1 Employment Structure

The Group currently has operations in Jilin Province (namely, Changchun, Dehui and Songyuan), Liaoning Province (namely, Dalian and Jinzhou), Heilongjiang Province (namely, Harbin), and Shanghai, with its headquarters in Hong Kong. Below charts show an overview of the Group's employment structure:

#### Employees by Employment Type

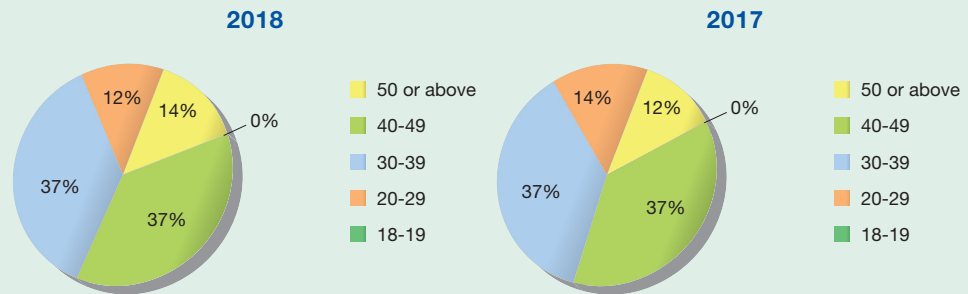


#### Employees by Gender

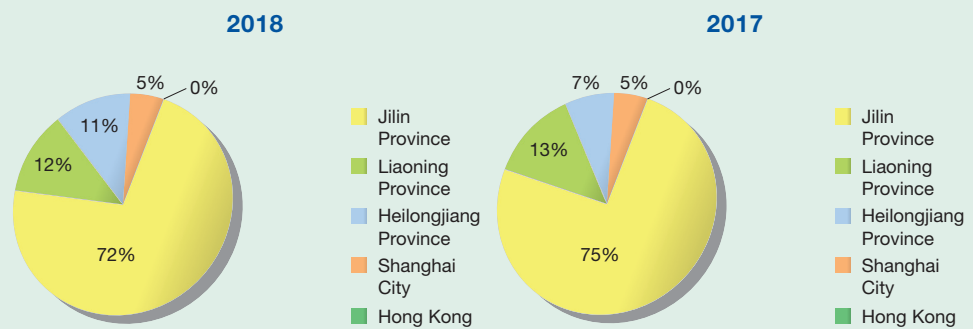


## 1. WORKPLACE QUALITY

### Employees by Age



### Employees by Geographical Location



Remarks:

2018: figures as of 31 December 2018

2017: figures as of 31 December 2017

#### 1.1.2 Turnover Rate

The Group's turnover rate for the year 2018 was approximately 14% (2017: 11%). Among the total number of turnover staff, approximately 54% (2017: 44%) of them were temporary employees.

## 1. WORKPLACE QUALITY

The details of the turnover pattern are outlined in the tables below:

### Turnover Rate by Geographical Region and Employment Type

	Jilin Province	Liaoning Province	Heilongjiang Province	Shanghai City	Hong Kong	Total
<b>2018</b>						
Fulltime Employees	212	37	108	60	7	424
Temporary Employees	282	63	159	0	0	504
Total No. of Turnover						
Staff	494	100	267	60	7	928
Turnover Rate	10%	12%	29%	18%	32%	14%

	Jilin Province	Liaoning Province	Heilongjiang Province	Shanghai City	Hong Kong	Total
<b>2017</b>						
Fulltime Employees	256	43	34	71	3	407
Temporary Employees	259	41	17	0	1	318
Total No. of Turnover						
Staff	515	84	51	71	4	725
Turnover Rate	10%	10%	10%	21%	21%	11%

### Turnover Rate by Age and Employment Type

	50 or above	40-49	30-39	20-29	18-19	Total
<b>2018</b>						
Fulltime Employees	23	87	189	117	8	424
Temporary Employees	192	207	87	18	0	504
Total No. of Turnover						
Staff	215	294	276	135	8	928
% to Total						
Turnover Staff	23%	32%	30%	14%	1%	100%

	50 or above	40-49	30-39	20-29	18-19	Total
<b>2017</b>						
Fulltime Employees	14	117	130	142	4	407
Temporary Employees	105	146	51	16	0	318
Total No. of Turnover						
Staff	119	263	181	158	4	725
% to Total						
Turnover Staff	16%	36%	25%	22%	1%	100%

Remarks:

Internal transfer under the Group was not counted in turnover rate.

2018: figures for the period from 1 January 2018 to 31 December 2018

2017: figures for the period from 1 January 2017 to 31 December 2017

## 1. WORKPLACE QUALITY

### 1.1.3 Working Hours

Working hours for all employees under the Group in the PRC are in compliance with the local labour regulations including the “Labour Law of the People’s Republic of China” and the “Law of the People’s Republic of China on Employment Contracts”.

For operations in the PRC, office workers work 5 days a week with 8 hours a day. Workers at production sites work on shifts, 8 hours a shift. In any case where overtime work is required, overtime payment will be rewarded to employees as required under the PRC labour law. Employees’ rest days and public holidays are formulated in line with the labour regulations in the PRC. Details of working hours, rest days and public holidays are outlined in the employment contracts for all employees.

All employees in Hong Kong work 5 days a week with 8 hours a day and enjoy rest days, public holidays and paid annual leave during employment. Those are in line with labour legislation in Hong Kong.

### 1.1.4 Staff Welfare and Benefits

GBT believes a highly motivated working team will be crucial to the development of the Company. Employees’ remuneration packages are based on their job performance and reviewed individually every year to maintain competitiveness. Apart from this, employees have comprehensive medical, accidental and disability insurance coverage and retirement schemes (such as the Mandatory Provident Fund Schemes).

All GBT employees have insurance coverage as required by law and the Company complies with all the labour regulations and procedures, including the followings:

- Labour Law of the People’s Republic of China (《中華人民共和國勞動法》)
- Law of the People’s Republic of China on Employment Contracts (《中華人民共和國勞動合同法》)
- Social Insurance Law of the People’s Republic of China (《中華人民共和國社會保險法》)
- Work Related Injury Insurance Regulations (《工傷保險條例》)
- Measures of Shanghai Municipality on the Basic Medical Insurance for Urban Employees (《上海市城鎮職工基本醫療保險辦法》)
- Employment Ordinance (Hong Kong) (《僱傭條例》(香港))
- Minimum Wage Ordinance (Hong Kong) (《最低工資條例》(香港))
- Mandatory Provident Fund Schemes Ordinance (Hong Kong) (《強制性公積金計劃條例》(香港))
- Employees’ Compensation Ordinance (Hong Kong) (《僱員補償條例》(香港))

Apart from this, the Group also provides welfare housing for eligible employees in the PRC. Applicants for welfare housing will be assessed by their service term and overall performance.

During traditional Chinese festivals, it is the Group’s practice to give away gifts such as foodstuff and necessity to employees. The Group would also provide assistance to employees whose families are in difficulties from time to time.



## 1. WORKPLACE QUALITY

### 1.2 Occupational Health and Safety

GBT is committed to providing a safe and non-hazardous working environment for all staff. Apart from keeping update on the latest regulations by local and national authorities and government bodies, GBT reviews the working environment in each operation sites from time to time to ensure the health and safety of all staff. Such measures include those internal control procedures such as setting up a work safety inspection team (“Inspection Team”) to inspect the production sites from time to time, reporting any work-related accidents, remedies and improvement measures to be taken to the management in a timely manner, etc. All employees are trained before they commence carrying out their duties to ensure they are fit for the job and continuous training are provided to minimise chance of work-related accidents.

#### 1.2.1 Work-Related Accidents

There was no work-related fatal event (2017: nil) during 2018.

During 2018, there were 16 work-related accidents (2017: 12) happened in the Group’s production sites. Among these accidents, six of them happened in the Group’s Jilin Province production sites, three happened in Heilongjiang Province production site, four of them happened in the Liaoning Province production site and three happened in Shanghai production site. Among the six accidents happened in Jilin Province production sites, two happened as the workers tripped over during an inventory check and a company event respectively, three happened while workers doing equipment check and one happened as a result of workers’ improper use of machinery. Among the three accidents happened in Heilongjiang Province production site, one happened as the worker tripped over during inventory check and the other two happened during operation of machinery. Among the three accidents happened in Shanghai production site, one happened as a worker was removing dangerous building structure at the production site; while the other two were due to carelessness of the workers as they carried out their job duties. As for the four accidents happened in Liaoning Province production site, all of them happened as workers were manipulating machineries. These accidents all resulted in minor body injuries. For the year ended 31 December 2018, lost days due to these injuries amounted to 1,107 days (2017: 620 days). As soon as the work-related accidents happened, the management team of the Group established investigation teams to look into the accidents and took care of the injured worker. Extra safety training sessions on work safety and proper operation of various kinds of equipment were given to workers immediately after the cause of accidents was clear, and safety regulations of the Group were further refined to avoid the same accidents happened in the future. Apart from what have been disclosed above, there was no other major work-related accident or disaster happened during the year 2018 (2017: nil).

## 1. WORKPLACE QUALITY

Details of the work-related accidents are as follows:

GBT Operation Locations	Causes of work-related accidents in 2018										Total	
	Manipulating Equipment		Slippery Surfaces		Discharging Goods		Careless Mistakes		Others		*C	**LD
	*C	**LD	*C	**LD	*C	**LD	*C	**LD	*C	**LD	*C	**LD
Jilin Province	1	15	3	272	0	0	2	180	0	0	6	467
Liaoning Province	4	73	0	0	0	0	0	0	0	0	4	73
Heilongjiang Province	1	90	1	90	0	0	1	60	0	0	3	240
Shanghai City	0	0	0	0	0	0	2	80	1	247	3	327
Hong Kong	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>6</b>	<b>178</b>	<b>4</b>	<b>362</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>320</b>	<b>1</b>	<b>247</b>	<b>16</b>	<b>1,107</b>

GBT Operation Locations	Causes of work-related accidents in 2017										Total	
	Manipulating Equipment		Slippery Surfaces		Discharging Goods		Careless Mistakes		Others		*C	**LD
	*C	**LD	*C	**LD	*C	**LD	*C	**LD	*C	**LD	*C	**LD
Jilin Province	4	108	1	6	0	0	3	214	1	37	9	365
Liaoning Province	0	0	0	0	0	0	0	0	0	0	0	0
Heilongjiang Province	0	0	0	0	0	0	0	0	0	0	0	0
Shanghai City	1	90	0	0	0	0	0	0	2	165	3	255
Hong Kong	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>5</b>	<b>198</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>214</b>	<b>3</b>	<b>202</b>	<b>12</b>	<b>620</b>

\* C: Number of cases

\*\* LD: Number of lost days

### 1.2.2 Implementation and Monitor of Occupational Health and Safety Measures

All operations under GBT comply with the labour law and safety regulations by local as well as national governments. List of laws and regulations regarding the Group's compliance are as followings:

- Production Safety Law of the People's Republic of China (《中華人民共和國安全生產法》)
- Work Related Injury Insurance Regulations (《工傷保險條例》)
- Guides to Define Work Related Injuries (《工傷認定辦法》)
- Code of Occupational Disease Prevention of PRC (《中華人民共和國職業病防治法》)
- Regulation for Safety Management of Dangerous Chemicals (《危險化學品安全管理條例》)
- Occupational Safety and Health Ordinance (Hong Kong) (《職業安全及健康條例》(香港))

## 1. WORKPLACE QUALITY

The Group has its own tailor-made work manual (the “Manual(s)”) for employees, which incorporates all the occupational health and safety procedures. The Manuals are designed to comply with the regulations/laws above. The Group also set up the Inspection Team to ensure the implementation of these procedures. The Inspection Team carries out weekly inspection to ensure workplace safety and avoid any potential risk, reviews and improves the Manual from time to time and offers internal training to staff. The Manual also includes aftermath procedures in case of emergency or accidents.

### 1.3 Occupational Development and Training

GBT invests in the personal and career development of its employees. Career development and advancement opportunities are provided to dedicated staff. To improve employee’s knowledge and skills to discharge duties at work, employees in different posts, regardless of one’s gender and background, are provided with tailor-made training programmes, by both in-house and external institutions to ensure their performance are in line with the Company’s expectations and the changing market.

The Group also actively promotes good corporate governance by offering chances for senior management and executives to attend seminars or forums organised by regulators or other professional authorities on topics such as corporate governance best practices, handling price sensitive information, risk management and updates on latest Listing Rules, etc. Such training materials will be translated and circulated to the Board as well as subordinate staff in different departments as internal training materials. Internal trainings are given to the Board as part of the corporate governance practices.

#### 1.3.1 Training Programmes for Employees in Mainland China

##### *Ordinary staff:*

All subsidiaries under GBT follow the Group’s training requirements and tailor-made/ specific training programmes are offered to staff in different posts. All employees attend internal training programmes before commencement of work (including introduction of production processes, operation manual of machineries, work skills training, work safety procedures, management structure and corporate governance, etc.).

On top of this, on-the-job trainings such as work skills training, career planning guidance and training for promoted staff are provided for employees’ continuous career development and improvement of their work skills. Implementation of staff training is taken by the Human Resources Department, based on the assessment and recommendations by the head of each department on the needs and requirements for their relevant staff to formulate the standards, contents and plan for staff training every year. Assessment tests, examinations and questionnaires are given to staff after training to assess the effectiveness and results. Quiz competitions and forums are also held regularly by the Group for staff to assess the effectiveness of and exchange their ideas on the training programmes.

## 1. WORKPLACE QUALITY

In light of the industrial accidents occurred in the Group's several production sites (details please refer to 1.2.1), occupational safety training has been arranged for the production staff in each production site by the Group in 2018.

In 2018, as operation suspended in certain production facilities in the Group's Changchun production site, the average training hours of the Group's ordinary staff in the PRC decreased to 14.7 hours (2017: 19.2 hours). Percentage of ordinary staff trained was approximately 89% (2017: 87%).

*Managerial grade or above:*

Training programmes for managerial grade or above are provided mostly in-house, with seminars or talks by external parties on specific topics occasionally or according to market needs. Employees at managerial grade or above may attend training sessions on topics such as professional knowledge, corporate culture, sales and marketing, occupational safety, strengthening skills in management and policy implementation. Such training sessions were carried out by way of seminars, DVD training sessions and reading sessions. Certain subsidiaries under the Group offer training sessions for managerial grade or above employees on food safety, cost control and career planning.

In 2018, staff at managerial grade or above in the Group's PRC operations received an average of 7.3 hours (2017: 6.9 hours) of training. Percentage of managerial grade or above staff trained was 100% (2017: 100%).

### **1.3.2 Training Programmes for Employees at the Headquarters in Hong Kong**

*Ordinary staff:*

All new employees are given an introduction session on the Company's operation, corporate governance and corporate culture. All employees are given a copy of the Company's employee handbook as guidelines. Internal and external trainings in relation to professional knowledge and Listing Rules are also provided via seminars and reading sessions on a continuous basis.

Continuing education allowance scheme has been provided by the Company to all employees in Hong Kong office since 2016 stimulated employees to accelerate professional development. In 2018, the Group's ordinary staff in Hong Kong received an average of 24 hours (2017: 25.6 hours) of training. Percentage of ordinary staff trained was 83% (2017: 100%).

## 1. WORKPLACE QUALITY

*Managerial grade or above:*

Trainings for senior management mainly cover the following aspects: corporate governance, business management and administration, professional knowledge and Listing Rules. Such trainings are in the form of lectures and seminars organised by internationally renowned universities in Hong Kong and overseas, regulators or other professional bodies such as The Stock Exchange of Hong Kong Limited, The Hong Kong Institute of Certified Public Accountants and The Hong Kong Institute of Chartered Secretaries. Apart from this, the company secretary of the Company will update the Company's management from time to time regarding the latest changes in the Listing Rules and guidelines from The Stock Exchange of Hong Kong Limited to ensure their work are in compliance of the Listing Rules.

In 2018, staff in managerial grade or above in the Group's Hong Kong office received an average of 15.8 hours (2017: 11.8 hours) of training. Percentage of managerial grade or above staff trained was 100% (2017: 100%).

### 1.4 Labour Standards

GBT has stringent recruitment procedures to avoid child or forced labour. The Group's labour standards and recruitment procedures are in compliance with all the local as well as national labour regulations. Human Resources Department of each subsidiary will handle all staff-related matters including recruitment, remuneration, training and other welfares to make sure the Group complies with the relevant labour regulations.

Recruitment and employment under GBT are in strict compliance with all the local and national labour law and regulations, including the followings:

- Labour Law of the People's Republic of China (《中華人民共和國勞動法》)
- Law of the People's Republic of China on Employment Contracts (《中華人民共和國勞動合同法》)
- Minority Protection Law of the People's Republic of China (《中華人民共和國未成年人保護法》)
- Provision on the Prohibition of Child Labour (《禁止使用童工規定》)
- Provision on Special Protection Against Under Aged Labour (《未成年工特殊保護規定》)
- Employment Ordinance (Hong Kong) (《僱傭條例》(香港))
- Employment of Children Regulations (Hong Kong) (《僱用兒童規例》(香港))

## 1. WORKPLACE QUALITY

### **1.4.1 Recruitment Procedures and Standards**

As a part of recruitment and internal procedures, use of child or forced labour is prohibited in the Group and this is explicitly cited in the recruitment guidelines of each subsidiary under the Group. The Group has maintained a database of the qualifications and requirements for different positions and a well-established structure for each department in each subsidiary. Such information would serve as a guideline for recruiting new staff to fit in the position under recruitment. Department supervisors would notify and apply for recruitment of new positions or replacement to the Human Resources Department. Human Resources Department would assess the application and approve or disapprove based on the results of assessment. Recruitment channels of the Group include recruitment agencies, recruitment websites, campus recruitment and internal referral. Respective candidates should pass written tests and interviews and verification of academic qualifications and identity. The Human Resources Department will arrange the signing of a formal employment contract upon confirmation and keep file of all personal data of each employee as required by the relevant Labour Law.

### **1.4.2 Remedial Measures in Case of Non-compliance**

In case of non-compliance on child or forced labour, the Group would report the case to the Police and the local Labour Bureau immediately and provide any appropriate assistance to the victim(s), including sending the victim(s) back home. The Group would endeavour to ensure the employees of its subsidiaries to cooperate with the Police and the Labour Bureau during the investigation of the crime. If it is found to be the act of negligence of the employee of the Group that caused the crime, the Group would immediately terminate the employment contract with the relevant employee and compensate any loss and damage which has been caused to the victim(s). However, if it is found that such crime was caused by fraudulence by any parties, the Group would take any necessary legal action against the fraudster.

## 2. ENVIRONMENTAL PROTECTION

Ecosystem integrity is extremely important to our natural habitat. The Group has strong awareness on environmental conservation and places it as important as our business development. It is the Group's mission to maintain environmental sustainability together with its business growth.

To achieve this, the management of the Group is committed to:

1. continuously improve production efficiency and lower greenhouse gas emission through our research and development ("R&D");
2. reduce waste disposal and impose stringent wastewater treatment standards against the discharge of pollutants;
3. promote use of recycled materials and renewable resources;
4. promote sustainable use of energy, water, crops and other raw materials;
5. promote energy conservation;
6. minimise the impact on biodiversity and ecosystem;
7. comply with the relevant environmental regulations in all production facilities.

### 2.1 Emission

The Group has supervising team ("Supervising Team(s)") set up in each subsidiary to monitor emission of gas, discharge of waste water and generation of hazardous and non-hazardous wastes. The Supervising Teams are responsible for the formulation of emission/discharge control procedures and environmental protection measures, regular check and evaluation of emission standards, and ensuring those standards are in compliance with the relevant national and local environmental regulations. Upon the request from the Environment Bureau, each subsidiary would also submit emissions and discharges samples for random check.

#### ***2.1.1 Types of Emissions and Respective Emission Data***

During the production processes of the Group, certain amount of sulfur dioxide, nitrogen oxide, wastewater and cinders would be emitted/discharged. The emission data are outlined in the following tables:

## 2. ENVIRONMENTAL PROTECTION

### Summary of the Types of Emission and Emission Data in 2018

GBT Operation Locations	Greenhouse Gases		Wastewater (metric tonne)	Cinders (metric tonne)
	Sulfur Dioxide (metric tonne)	Nitrogen Oxide (metric tonne)		
Jilin Province	801	626	4,075,696	52,830
Liaoning Province	149	198	1,273,127	3,500
Heilongjiang Province	115	157	915,222	34,223
Shanghai City	0	33	514,953	0
<b>Total</b>	<b>1,065</b>	<b>1,014</b>	<b>6,778,998</b>	<b>90,553</b>

### Summary of the Types of Emission and Emission Data in 2017

GBT Operation Locations	Greenhouse Gases		Wastewater (metric tonne)	Cinders (metric tonne)
	Sulfur Dioxide (metric tonne)	Nitrogen Oxide (metric tonne)		
Jilin Province	698	1,031	2,404,387	100,510
Liaoning Province	148	220	1,144,912	2,116
Heilongjiang Province	0	0	5,555	1,580
Shanghai City	0	0	338,672	0
<b>Total</b>	<b>846</b>	<b>1,251</b>	<b>3,893,526</b>	<b>104,206</b>

#### Remarks:

2018: figures for the period from 1 January 2018 to 31 December 2018

2017: figures for the period from 1 January 2017 to 31 December 2017

Overall emission level increased during 2018 as compared to the previous year which was mainly attributable to the resumption of production in Harbin production site in Heilongjiang Province, the commencement of the new production facilities in Xinglongshan production site in Jilin Province and the increased facility utilisation in Jinzhou production site in Liaoning Province.

The emission standards in the PRC have no written standard on the quantity emitted. However, the Environmental Bureau in the PRC has written guidelines on the emission concentration and quality. These guidelines are written on the "Emission Permit" issued by the local Environmental Bureau to the subsidiaries of the Group, or as updated from time to time.



## 2. ENVIRONMENTAL PROTECTION

The Group's production processes would emit certain greenhouse gases such as sulfur dioxide and nitrogen oxide. In case of the emission level goes beyond emission standards, the Supervising Teams will alert the relevant division in the production department and the production plant immediately to fix the problem. In addition, realtime monitoring devices are placed at all discharge outlets of the Group's facilities and connected with the local Environmental Bureau's network to keep track of emission data. Such data is also subject to real time monitor by the Environment Protection Information Centre of the City as well as the Provincial Environmental Protection Information Centre.

All major production sites of the Group in the PRC have their own wastewater treatment facilities in place to remove physical, chemical and biological contaminants from wastewater (from both industrial and domestic sewage in the production sites), with the objective to produce an environmentally-safe sewage discharges and recycle uses. The Group's Supervising Teams monitor the discharges of wastewater by the wastewater treatment facilities of the Group every hour through sample testing to ensure the pH value, COD (Chemical Oxygen Demand) value and discharge volume of the wastewater are in line with the relevant laws and regulations. Similar with the emission of greenhouse gases, monitoring devices are placed at all discharge outlets of the Group's wastewater treatment facilities and connected with the local Environmental Bureau's network to keep track of emission data such as COD value. Such data is also subject to real time monitor by the Environment Protection Information Centre of the City as well as the Provincial Environmental Protection Information Centre.

With respect to the cinder produced by the power plants, it will be sold as raw material for the production of cinder blocks after treatment.

In 2018, the Group's emission and discharge of wastes are in compliance with local laws and regulations. No penalty nor warning has been received by the Group during the year (2017: nil).

## 2. ENVIRONMENTAL PROTECTION

### 2.1.2 Compliance with the Relevant Laws and Regulations on Emissions

All subsidiaries under GBT are in strict compliance with the relevant laws and regulations on emission amounts, emission standards and the monitoring of emission data in the PRC. These laws and regulations include:

- Environmental Protection Law of the People's Republic of China (《中華人民共和國環境保護法》)
- Law of the People's Republic of China on Conserving Energy (《中華人民共和國節約能源法》)
- Law of the People's Republic of China on the Prevention and Control of Atmospheric Pollution (《中華人民共和國大氣污染防治法》)
- Law of the People's Republic of China on the Prevention and Control of Water Pollution (Amended) (《中華人民共和國水污染防治法(修正)》)
- Law of the People's Republic of China on the Prevention and Control of Environmental Pollution Caused by Solid Waste (《中華人民共和國固體廢物污染環境防治法》)
- Catalogue of Classified Management of Pollutant Discharge Permits for Stationary Pollution Sources (2017 Version)(《固定污染源排污許可分類管理名錄(2017年版)》)
- The Administrative Measures for Pollutant Discharge Licensing (for Trial Implementation) (《排污許可管理辦法(試行)》)
- Reform Program of the Ecological Environmental Damage Compensation System (《生態環境損害賠償制度改革方案》)
- Policies for Technologies Used to Prevent and Clean up Pollution in the Sugar Industry (《製糖工業污染防治技術政策》)
- Discharge Standard of Water Pollutants for Sugar Industry (《製糖工業水污染物排放標準》)
- Discharge Standard for Municipal Sewerage System (《污水排入城鎮下水道水質標準》)
- Integrated Standard of Wastewater Discharge of Shanghai City (《上海市污水綜合排放標準》)
- Integrated Standard of Wastewater Discharge of Liaoning Province (《遼寧省污水綜合排放標準》)
- Emission Standard of Air Pollutants from Industrial Kilns and Furnaces (《工業爐窯大氣污染物排放標準》)
- Emission Standard of Air Pollutants from Thermal Power Plants (《火電廠大氣污染物排放標準》)
- Emission Standard for Air Pollutants from Boilers (《鍋爐大氣污染物排放標準》)
- Emission Standard for Industrial Enterprises Noise at Boundary (《工業企業廠界環境噪聲排放標準》)

### 2.1.3 Recycle Use of Wastewater

With respect to water conservation, part of the wastewater will be recycled after wastewater treatment and biological treatment. Recycled water will be used as cooling agent in production and daily use such as cleaning and as flushing water. Apart from wastewater, certain catalysts used during the production process could also be recycled after rinsing and filtration.

## 2. ENVIRONMENTAL PROTECTION

### 2.2 Use of Resources

The production processes of the Group would involve the consumption of water, electricity, steam, coal and packaging materials. As the majority of the Group's products are feed and food grade products, it is crucial for the Group to source water from reliable source. Therefore, source of water of the Group comes mainly from the local Water Supplies with a portion of recycled water. For electricity, as most of the Group's production sites have a power plant in place, approximately 44% of the electricity needs for the Group's production is supplied by the power plant internally with the shortfall sourcing from local Electricity Supply Bureau. All the steam required for production is generated by the boilers in the power plants. Coal and packaging materials are sourced from the market by bids and tenders. To ensure the quality of the suppliers and their services, all suppliers should pass the Group's standard verification procedures and quality assurance process before being recognised as the Group's suppliers.

Regarding the use of resources, all subsidiaries under the Group are encouraged to take part in energy conservation scheme to promote environmental awareness amongst the employees. Results of energy conservation are included as one of the parameters in the annual appraisal of each subsidiaries as well as individual staff.

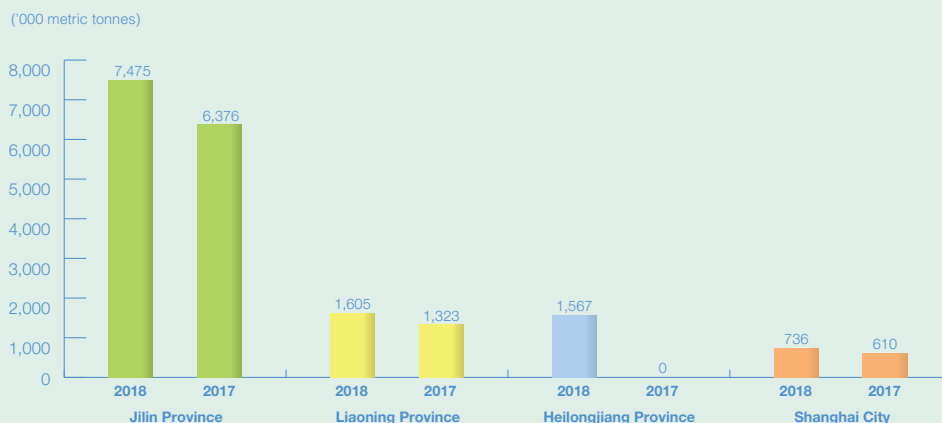
#### 2.2.1 Summary of Consumption of Water, Electricity, Steam and Coal

##### Total Consumption of Water, Electricity, Steam and Coal

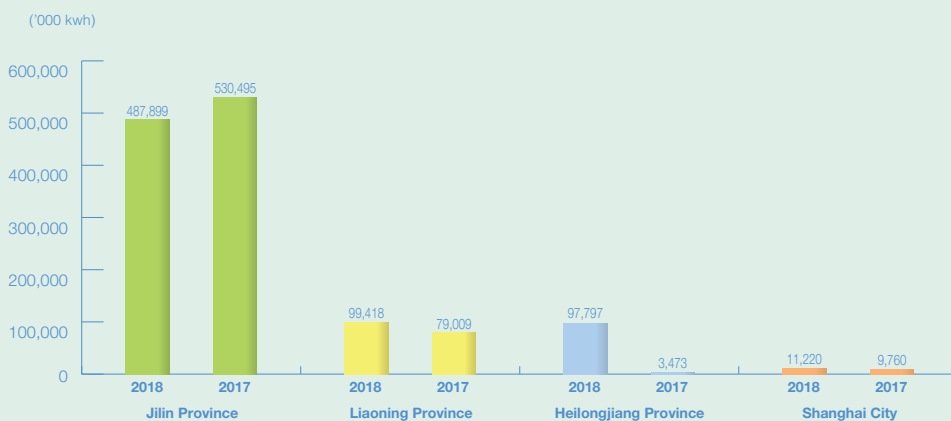
	Water ( <b>'000 metric tonne</b> )	Electricity ( <b>'000 kwh</b> )	Steam ( <b>'000 metric tonne</b> )	Coal ( <b>'000 metric tonne</b> )
2018	11,383	696,334	3,614	932
2017	8,309	622,736	2,753	807
<b>Change</b>	37%	12%	31%	16%

## 2. ENVIRONMENTAL PROTECTION

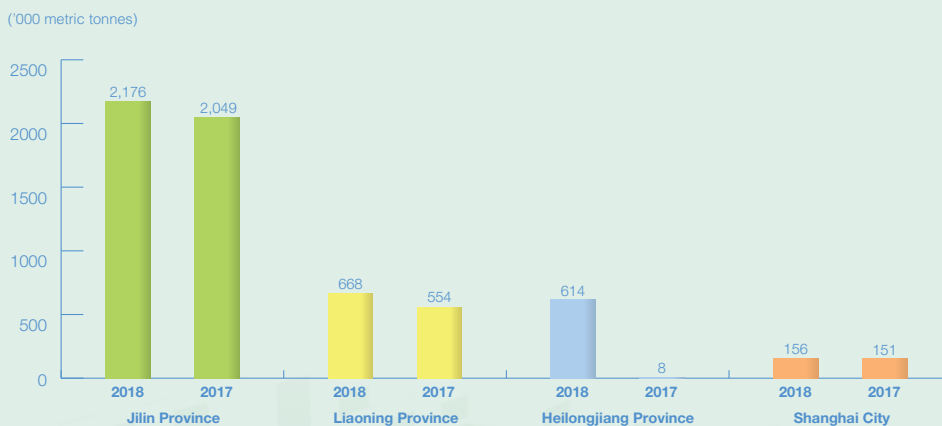
### Water Consumption by Facility Locations



### Electricity Consumption by Facility Locations

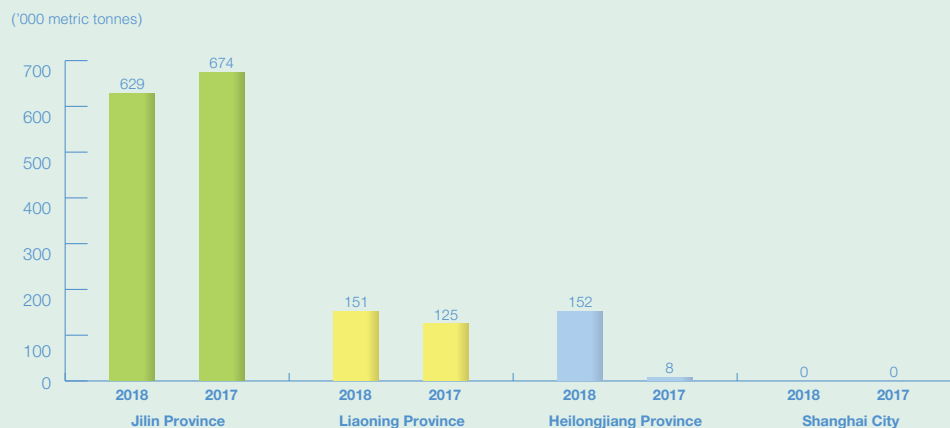


### Steam Consumption by Facility Locations



## 2. ENVIRONMENTAL PROTECTION

### Coal Consumption by Facility Locations



#### Remarks:

Significant increase in energy consumption in Heilongjiang Province was primarily attributable to the resumption of the Harbin production site since end of 2017.

The increase in energy consumption in Liaoning Province was due to the increase in facility utilisation in Jinzhou production site during 2018.

As for Jilin Province, the consumption of coal and electricity in Luyuan production site dropped as a result of suspension of operation in the site; while consumption of water and steam increased as a result of increased output in Xinglongshan.

### Unit Consumption of Per Metric Tonne Product Produced by Geographic Location

Unit Consumption of Per Metric Tonne Product Produced in 2018

GBT Operation Locations	Water (metric tonne)	Electricity (kwh)	Steam (metric tonne)	Coal (metric tonne)
Jilin Province	9.17	598.43	2.67	0.77
Liaoning Province	2.74	169.89	1.14	0.26
Heilongjiang Province <sup>1)</sup>	3.47	216.23	1.36	0.34
Shanghai City	3.55	54.11	0.75	0.00
Average <sup>2)</sup>	5.53	338.01	1.75	0.45

## 2. ENVIRONMENTAL PROTECTION

Unit Consumption of Per Metric Tonne Product Produced in 2017

<b>GBT Operation Locations</b>	<b>Water (metric tonne)</b>	<b>Electricity (kwh)</b>	<b>Steam (metric tonne)</b>	<b>Coal (metric tonne)</b>
Jilin Province	4.62	592.86	2.29	0.75
Liaoning Province	2.83	169.10	1.16	0.27
Heilongjiang Province <sup>3)</sup>	0.04	1,235.84	2.87	2.82
Shanghai City	2.90	46.44	0.72	0.27
<b>Average</b>	<b>5.28</b>	<b>395.39</b>	<b>1.75</b>	<b>0.51</b>

Remarks:

- 1) *As Harbin production site resumed, unit consumption of electricity in Heilongjiang Province lowered due to high utilisation rate and increased volume.*
- 2) *As different products have different resource consumption patterns, unit consumption of resources varies with changes in product mix. The product mix varies from one production base to another, so the unit consumption of per metric tonne product produced can be very different from one another.*
- 3) *As Harbin production site resumed at the end of 2017, the unit consumption may not be accurate and have a larger discrepancy.*

### 2.2.2 Conservation of Resources

GBT has strong awareness of resource conservation. Continuous R&D work on raising the efficiency use of energy, water and steam is a major focus of the Group. The Group's R&D team is dedicated to improve the facilities and production technology to achieve conservation of resources. Their achievements have been recognised and this is shown by the awards and recognition received in the past years.

The Group has formulated a "Guidelines on Resource Consumption" for all of its subsidiaries to ensure efficient use of energy, water, steam and other raw materials. To increase employees' awareness of resource conservation, the Group also incorporates production efficiency and resource conservation scheme results into the annual appraisal of individual staff. Apart from this, maintenance works and system check are carried out on all machineries and facilities on regular basis to keep them in good shape and ensure production safety.

## 2. ENVIRONMENTAL PROTECTION

### 2.2.3 Consumption of Fuel

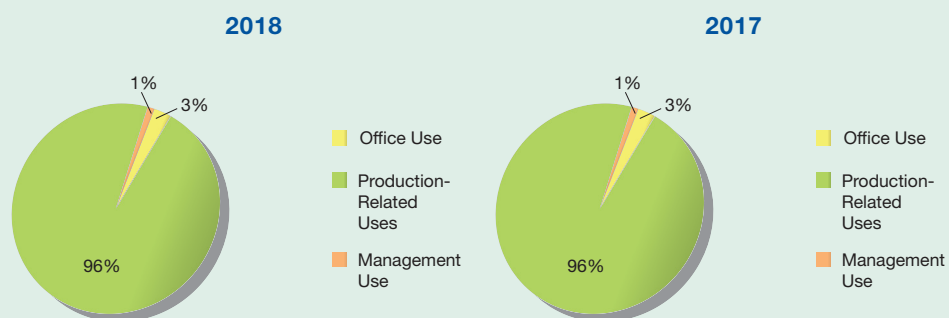
#### Consumption of Fuel by Type

	Gasoline (Litre)	Diesel (Litre)	Total (Litre)
2018	88,743	2,103,469	2,192,212
2017	67,983	1,509,475	1,577,458
<b>Change</b>	31%	39%	39% <sup>1)</sup>

Remarks:

- 1) The increase in consumption of fuel in 2018 was mainly attributable to the increased production volume and additional transportation cost incurred as a result.

#### Consumption of Fuel by Purpose



Remarks:

Production-related uses include fuel consumption in relation to transportation of raw materials and products.

### 2.2.4 Consumption of Packaging Materials

Major packaging materials the Group uses are plastic pails and packaging bags, depending on the storage requirements of the products and the specifications on customer's orders. The Group encourages the recycle use of packing materials. Among them, most plastic pails could be recycled and reused. To encourage customers to participate in the recycle of packaging materials, the Group requires each of its customers to pay a deposit equivalent to the cost of the plastic pails. In case of failure of return or damage, the Group will deduct the amount from the deposit as penalty. In addition, the Group continuously explores new packaging materials and transportation mode that are more environmental-friendly and cost saving.

## 2. ENVIRONMENTAL PROTECTION

### Consumption of Packaging Materials of the Group

	Plastic Pails (Unit)	Packaging Bags (Unit)	Total Consumption (Unit)	Unit Consumption (Unit)
2018	298,125	20,077,868	20,375,993	9.89
2017	158,213	37,785,886	37,944,099	24.09
<b>Change</b>	88% <sup>1)</sup>	(47%)	(46%)	(59%)

Remarks:

- 1) The consumption of plastic pails was significantly higher as a result of increased sales volume of corn oil of which packaging was primarily plastic pails.

### Recycle Use of Packaging Materials of the Group

	Recyclable Reusable (Unit)	Recyclable Obsolete (Unit)	Non- Recyclable Sold (Unit)	Total (Unit)
2018	208,794	25,721	20,350,272	20,584,787
2017	116,955	21,098	37,923,001	38,061,054
<b>Change</b>	79%	22%	(46%)	(46%)

### 2.3 Effects on the Environment and Natural Habitats

The ecosystem plays an important part in our life. It maintains the stability of our natural habitat which provides us with what we need. The maintenance of biodiversity is crucial for a healthy mechanism of the ecosystem. As the major raw material of the Group is corn kernel, the distortion of the ecosystem and the environment will have immediate effect on our operation. GBT is dedicated to maintain biodiversity and minimise the footprints on the environment.

The operation and production processes of the Group have minimal effects on the natural environment. As described in the previous sections, emission of greenhouse gases and wastewater of the Group are in compliance with the relevant regulations, while cinders and a portion of wastewater are treated for recycle use. In terms of the use of resources, conservation of resources with high efficiency and exploration of recycle use of materials are highly promoted among the Group's members. Nevertheless, the Group will continuously study and research for ways to further minimise our footprints on the environment.



## 2. ENVIRONMENTAL PROTECTION

On top of this, the Group also promotes office and production automation to reduce consumption of paper and unnecessary exhaustion of other raw materials. All data and information regarding daily operation such as procurement, production, sales and finance are digitally created, collected, stored, analysed, and relayed to accomplish basic tasks. At the production plants, production procedures and manipulation of machineries are all automated to ensure precision and lower consumption of paper for production records, etc. Every employees of the Group are advocates of resource conservation. Recycle use of paper is a common practice within the Group.

Below is a summary of paper consumption (number of pages) of the Group:

<b>GBT Operation Locations</b>	<b>2018</b>	<b>2017</b>	<b>Change</b>
Jilin Province <sup>1)</sup>	1,157,200	193,000	500%
Liaoning Province <sup>2)</sup>	81,200	202,000	(60%)
Heilongjiang Province	22,200	10,000	122%
Shanghai City	76,681	92,237	(17%)
Hong Kong <sup>3)</sup>	751,660	1,327,856	(43%)
<b>Total</b>	<b>2,088,941</b>	<b>1,825,093</b>	<b>15%</b>

Remarks:

- 1) *With the commencement of new production lines and resumption of production in Xinglongshan, sales volume and customers' factory inspections increased as a result. As such, paper consumption in Jilin province increased substantially.*
- 2) *Paper consumption in Liaoning production sites decreased as a result of the adoption of electronic production record which substantially reduced paper consumption.*
- 3) *The paper consumption of the Group's Hong Kong office includes the paper consumption with respect to the publication of circulars, annual reports and interim reports. Both publication of announcements and circulars and paper consumption of Hong Kong office decreased during the year 2018.*

During the year, with the aim of reducing our impact on the ecosystem, we continued to use environmental-friendly paper when printing our annual reports and interim reports.

### 3. OPERATING PRACTICES

Sustainable development covers not only environmental aspects but also social ones. To our customers, product safety ranks at the top of our priority list. Apart from ensuring product hygiene and safety during production processes, supply chain management is a continuous focus of the Group. Supplying quality and safe products to customers not only builds the reputation and brand name of the Group, but also exhibits our social responsibility to the community. On the other hand, to provide a nurturing ground for the healthy growth of the industry, the Group is dedicated to uphold a lawful operating environment. We continuously educate our staff on business conduct. Corruption, bribery, fraud or any form of crimes are strictly prohibited. We also have whistleblowing and investigation procedures in place to reinforce the integrity of the Group.

#### 3.1 Supply Chain Management

Ensuring product quality and safety has always been the mission of GBT. The Group has stringent control in every process, from supply chain management, production processes, packaging, to delivery to customers. With respect to supply chain management, the Group has respective guidelines and policies in place for all staff when carrying out their duties.

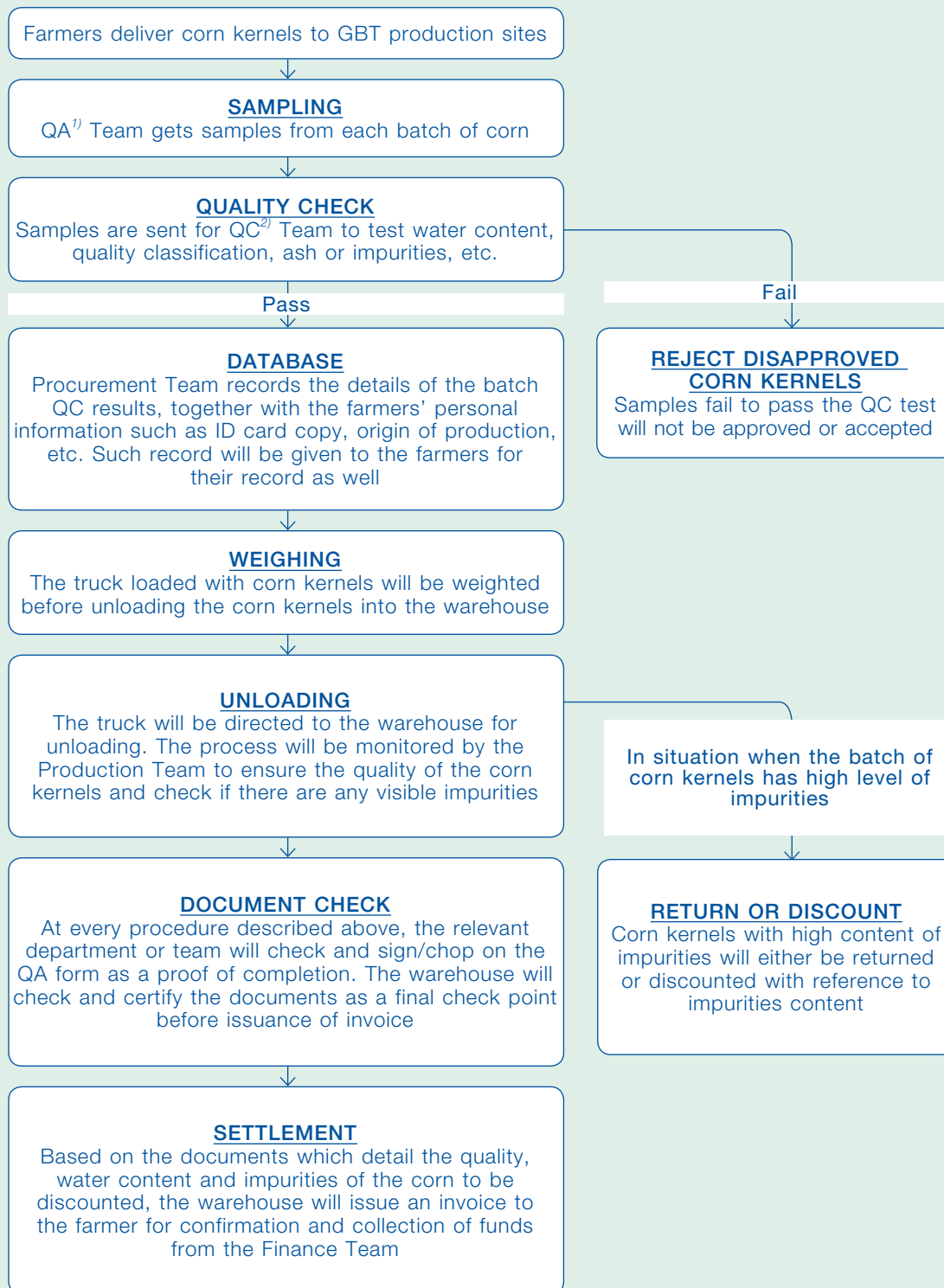
##### 3.1.1 Engaging Suppliers

For the engagement of suppliers, the Group implements a stringent supplier certification process. Every supplier is required to go through a list of assessment procedures before getting qualified as the Group's supplier.

##### 3.1.1.1 Corn Procurement Procedures

The Group procures corn kernels, the Group's major raw material, in the corn producing regions in Northeast China. Most of the corn was purchased directly from farmers. As a major raw material for production, the Group adopts stringent quality control/assurance process during the corn procurement process. Below is a summary of the flow of corn procurement adopted by GBT:

### 3. OPERATING PRACTICES



Remarks:

1) QA: Quality Assurance

2) QC: Quality Control

### 3. OPERATING PRACTICES

#### 3.1.1.2 Maintenance of Suppliers Database (for procurements other than corn)

The Procurement Centre of the Group plays an important role in the screening and engagement of suppliers. The primary focus of the Procurement Centre is to conduct market researches, maintain a database of suppliers and update suppliers' information on regular basis. The Procurement Centre will examine each supplier in the following aspects:

Aspects	Details
Company Qualifications	Examine supplier's business registration, production approval, examination report of the product and other related documents to justify the supplier has the relevant qualifications, ability and capacity to produce.
Company Background	Assess supplier in terms of its operation, credit worthiness, management system, environmental awareness and lawfulness. Supplier who has good operation and credit worthiness and has the least impact on the environment would be preferred. Food safety is another major consideration during the assessment process. Supplier with stringent control in production safety and hygiene with no records of violation of food safety laws will pass the assessment.
Product Quality Assurance	For raw material and packaging suppliers, they should submit samples for assessment and testing before delivery. The test will be based on the relevant national or industry standards. Suppliers are also required to submit food safety and/or quality assurance documents issued by Government bodies for certain types of raw materials (food related).
Pricing	Pricing is another major aspect that the panel would look into to get the best quality with the best price. The principal objective is to ensure the Group operates at the lowest cost without sacrificing quality.
Delivery	Continuously check on the samples from supplier's delivery, product/service quality as well as the timeliness of delivery.
Customers Service	Assess supplier's responsiveness and timeliness regarding order placement, delivery and after sale service.

The assessment reports of the suppliers will be filed properly and those suppliers which passed the assessments by the Procurement Centre will be updated in the database.

### 3. OPERATING PRACTICES

#### 3.1.1.3 Screening and Engaging Suppliers (for procurements other than corn)

Every year end, each subsidiary will submit its annual procurement plan which lays down the details of the procurement items/services (including machineries, production raw materials and daily consumables) to the Procurement Centre for approval. The Procurement Centre will then assess if the proposed items and quantities are justified. After the plan is approved, the Procurement Centre will provide a list of suppliers for the corresponding items (at least 3 suppliers for each item) from its database. The information and the list of suppliers will be submitted to a panel made up of the representatives from Procurement Department, Production Department and Resources Department for screening. The panel will review and assess the suppliers with reference to the reports from the Procurement Centre and the suppliers' quotation. The panel will also consider engaging more than one supplier for the same item to avoid over-reliance on a single supplier.

After the procurement plan is finalised, each subsidiary will enter into a supply contract with the assigned supplier which outlined the details of the purchase and the obligations and rights of each party.

#### 3.1.1.4 Suppliers' Quality Assurance and Order Follow Up (for procurements other than corn)

To monitor the quality of the suppliers' goods and services, the QA Department will carry out random check periodically. For those suppliers whose goods or service qualities fail to meet the Group's requirement, they will be panelised (such as refunds, delayed payment or return of goods, etc.). For serious and/or continuous misconduct, they will be blacklisted and disqualified as the Group's suppliers.

#### 3.1.2 Numbers of Suppliers (for procurements other than corn)

##### Summary of Numbers of Suppliers by Categories and Locations in 2018

GBT Operation Locations	Machinery <sup>1)</sup>	Raw Materials	Packaging Materials	Utilities	Logistics	Others	Total by Locations <sup>2)</sup>
Jilin Province	22	74	17	15	18	96	242
Liaoning Province	6	8	5	4	7	0	30
Heilongjiang Province	0	0	0	0	0	0	0
Shanghai City	6	21	7	3	6	3	46
<b>Total by Categories<sup>2)</sup></b>	<b>34</b>	<b>103</b>	<b>29</b>	<b>22</b>	<b>31</b>	<b>99</b>	<b>318</b>

### 3. OPERATING PRACTICES

#### Summary of Numbers of Suppliers by Categories and Locations in 2017

GBT Operation Locations	Machinery <sup>1)</sup>	Raw Materials	Packaging Materials	Utilities	Logistics	Others	Total by Locations <sup>2)</sup>
Jilin Province	62	70	13	12	45	7	209
Liaoning Province	20	35	8	9	12	0	84
Heilongjiang Province	6	3	0	4	0	3	16
Shanghai City	30	20	10	3	6	3	72
<b>Total by Categories<sup>2)</sup></b>	118	128	31	28	63	13	381

Remarks:

- 1) Since relocation of certain production facilities completed by the first quarter of 2018, procurement of machinery in 2018 dropped sharply as compared to 2017.
- 2) Since certain suppliers supply goods or services to various subsidiaries of the Group, the total number of suppliers in the above tables does not represent the total number of suppliers of the Group as a whole for the relevant year.

#### Geographic Distribution of Suppliers in 2018

Geographic Regions	Machinery	Raw Materials	Packaging Materials	Utilities	Logistics	Others	Total by Locations
Northeast China	14	58	12	3	21	67	175
Northern China	2	10	3	0	0	8	23
Eastern China	14	39	28	0	9	21	111
Others	1	10	0	0	0	1	12
<b>Total by Categories</b>	31	117	43	3	30	97	321

### 3. OPERATING PRACTICES

#### Geographic Distribution of Suppliers in 2017

Geographic Regions	Machinery	Raw Materials	Packaging Materials	Utilities	Logistics	Others	Total by Locations
Northeast China	48	59	15	17	53	9	201
Northern China	11	17	2	2	0	0	32
Eastern China	53	39	14	3	9	3	121
Others	5	9	0	0	0	1	15
<b>Total by Categories</b>	117	124	31	22	62	13	369

Remarks:

Since certain suppliers supply goods or services to various subsidiaries of the Group, the total number of suppliers in the above tables could be different from the ones on page 28 and does not represent the total number of suppliers of the Group as a whole for the relevant year.

#### 3.2 Product Safety

As a socially responsible corporate, GBT puts a lot of efforts to ensure product safety, especially a lot of our products go to the feed and F&B industries. With the increasing concern about food safety in China, it is of the Group's priority to ensure product quality and safety.

The Group adopts stringent control on product quality and safety along the production process. This has earned the Group a good reputation in the industry. The internal quality controls of the Group are mainly operated according to the relevant requirements of ISO9001 quality management systems and ISO14001 environmental management systems. The subsidiaries of the Group were also awarded the HACCP (Hazard Analysis and Critical Control Point) certifications and QS (Quality Safety) certifications.

##### 3.2.1 Standards and Procedures of Quality Assurance Processes

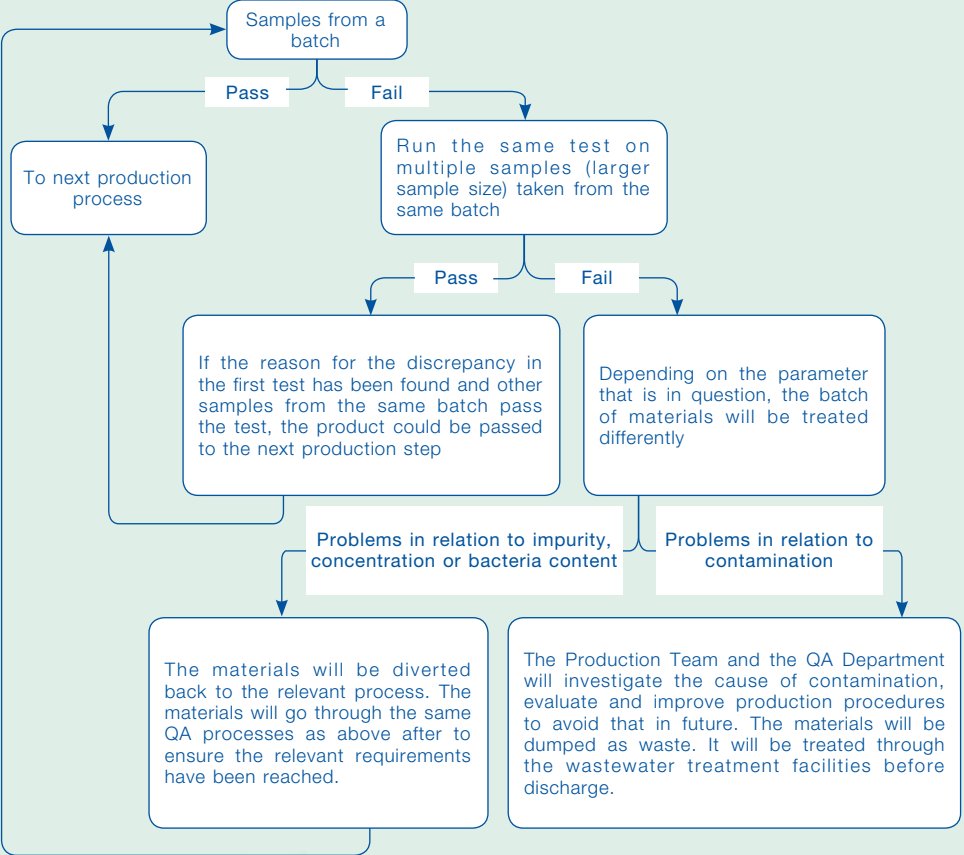
GBT has written guidelines and standards for the quality assurance processes which include the details of the examination of raw materials, packaging materials and finished products, etc. The details of the examination cover the examined subject, methods and scope which the Group has formulated with reference to the requirements of the relevant national and industry standards. Below is a summary of the standards of the Group adopts for different types of materials or products:

- Raw materials & production materials: The QA Department and the relevant production units would inspect and examine all raw materials and production materials to make sure they are in line with the relevant National GuoBiao (GB) standards and the Group's requirements. Those which have not been examined or did not pass the examination are strictly prohibited for production use.

### 3. OPERATING PRACTICES

- Intermediate and finished products: The Production Team and the QA Department are responsible for the inspection and examination of intermediate and finished products. The Production Team monitors each of the production processes and carries out tests for the materials in each process; while the QA Department is responsible for carrying out tests on all finished products and random tests on intermediate products. Both teams keep a record of the findings of the tests which includes the details of production batch number, test frequency, sample size and passing rate, etc. In general, the QA Department will keep every batch of tested samples for 3-12 months (depending on the shelf life of the products and nature of customers). In case of customer’s complaint, this will serve as a basis to investigate the cause of the quality issue.

The Group adopts random sample testing method for most of the production processes as required by the relevant National GB standards or industry standards. In general, sample testing is carried out on every stage of production. Only qualified materials could be passed to the next process. The below diagram illustrates the workflow of the QA process:



On top of the above arrangements, each subsidiary of the Group will submit samples to qualified third-party laboratory or inspection bodies for examination and inspection on regular basis as required by PRC regulations.



### 3. OPERATING PRACTICES

- Packaging materials: Cleansed packaging materials and tankers would be inspected and examined randomly before sending into the packaging lines. During the packing process, workers keep track of the weight of materials to ensure it falls within the allowed range. Packaged products would be inspected before sending to the warehouse to ensure product quality.
- Warehousing: Finished products will be transferred to the warehouse after inspection and stocktaking. The warehouse should be kept in clean, ventilated and dry condition as required by national and industry standards.
- Delivery: Before delivery, QA Department will carry out a final random check on the products. Once the batch of products passes the examination, the QA Department will issue a QA report to the customers. At the same time, as part of customer service and quality assurance follow up, the QA department will keep the samples from each batch for 3 to 12 months, depending on the nature or requirement of each customer. The truck should be clean and sterilised before loading products onto it.

Below is a list of the relevant national and industry standards for the Group's products:

- Edible Corn Starch: GB/T 8885-2017
- Corn Gluten Meal for Feedstuffs: Q/CDCJT 05-2018 & Q/JZYC 001-2017<sup>1)</sup>
- Maize Oil: GB 19111-2017
- Hygienical Standard for Feeds: GB 13078-2001
- Glucose Syrup: GB/T 20885-2007
- Maltose: GB/T 20883-2017
- Syrup for Brewing: QB/T 2687-2005
- Isomaltooligosaccharide: GB/T 20881-2017
- High Fructose Syrup: GB/T 20882-2007
- Maltodextrin: GB/T 20884-2007
- Food Nutrition Fortifier — L-Lysine GB34466-2017
- Feed Grade L-Threonine: GB/T 21979-2008
- Deicing Salt: GB/T 23851-2009
- Liquefied Anhydrous Ammonia: GB 536-88
- Hydrogen: GB/T 3634.1-2006

Remarks:

- 1) *Industry standards adopted by the Group, which have a higher requirement as compared with the national standards.*

### 3. OPERATING PRACTICES

#### **3.2.2 Standards and Procedures for Recall of Products**

All of the Group's products must undergo the relevant examinations or tests to prevent products that have or potentially have any quality or food safety problems from getting into the market. To ensure we react quickly enough in case of any products which are proved to have quality defects or may endanger public health and safety; and to minimise possible risk and damage posed to the community, the Group has written guidelines regarding the procedures for the recall of products. All members of the Group strictly follow the guidelines in case of problematic products.

Every subsidiary of the Group establishes a Product Recall Team to be responsible for the recall of problematic products, which is directly led by the General Manager of the subsidiary. QA Department is the major functional department of the team and it also consists of members from the Production Department, Sales Department, Logistics Department and Administration Department, all members of the team must work together and ensure they are well-informed about the latest situation during the product recall procedures. The procedures for product recall are as follows:

1. When Sales Team receives customer's complaint regarding product quality or safety, they will collect all the relevant information according to the nature of complaint and submit to QA Department immediately for further investigation. With the information on hand, the QA Department will then start investigating the case. If the product is proved to have defect, whether it is visible or latent in nature, in relation to quality such as large discrepancy in concentration or color, high bacteria content or contamination, etc., the QA Department will report to the Product Recall Team immediately. The Product Recall Team will inform the relevant departments to suspend production and sale of the problematic product and at the same time commence the product recall procedures.
2. As soon as the Production Department receives the reported case, they will examine the production record of the relevant batch of product involved including the product name, specification, batch number, deliveries, volume sold and stock. The Production Department will then issue a "Product Recall Notice" to the Sales Team.
3. The Sales Team will follow up with customers and request to quarantine the product involved. The Sales Team will also record the involved volume and the reasons for requesting recall, and then inform the Logistics Team to arrange the recall of the products. The Logistic Team will record the details (including product name, volume, order number and invoice number, etc.) of the products recalled and segregate them properly.

### 3. OPERATING PRACTICES

4. QA Department will examine the recalled product and submit a report outlining the type of the quality defect, the cause of the problem, people who might be affected, level of seriousness and urgency, and suggesting solutions to handle the problematic products (disposal for contaminated or hazardous product while other problematic products (such as problems in relation to concentration or color) will be reprocessed and recycled as appropriate). Depending on situation, the product recalled will also be sent to a third-party laboratory or inspection body for examination. The report will be submitted to the General Manager of the relevant subsidiary for further handling. If it is found that the product may endanger human safety, the QA Department will immediately inform the relevant government bodies responsible for quality supervision. Considering the seriousness of the case and as advised by the relevant authorities, the Company will make a proper announcement to the community through the media to notify the people who are affected or may possibly be affected. At the same time, the Company would seek legal advice from the legal counsel regarding the legality of decisions and actions.
5. The Production Department will reprocess/dispose the problematic products as suggested while the Sales Department will follow up the case with the customer.
6. Administration Department will keep a full report of the case for record.
7. QA Department will revise and verify the quality assurance system from time to time to ensure the products are safe and meet the quality requirements.

There was no product recall case in relation to product safety problems in the Group in 2018 (2017: nil). However, there were cases of customer's complaints and product return cases reported during 2018 primarily in relation to concentration, color and packaging problems. Details of the cases are outlined in section 3.2.3 below.

### 3. OPERATING PRACTICES

#### 3.2.3 Statistics of Customer's Complaint and Product Return Cases for the Group's Core Business

##### Number of Cases of Customers' Complaints and Product Return in 2018

Number of Cases	Product Quality		Packaging		Problems in relation to Invalid Complaints				Others		Total	
	*C	**PR	*C	**PR	*C	**PR	*C	**PR	*C	**PR	*C	**PR
	Jilin Province	21	5	5	0	5	1	0	0	1	0	32
Liaoning Province	3	0	3	0	2	0	0	0	0	0	8	0
Heilongjiang Province	0	0	0	0	0	0	0	0	0	0	0	0
Shanghai City	4	1	0	0	0	0	2	0	0	0	6	1
<b>Total</b>	<b>28</b>	<b>6</b>	<b>8</b>	<b>0</b>	<b>7</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>46</b>	<b>7</b>

##### Number of Cases of Customers' Complaints and Product Return in 2017

Number of Cases	Product Quality		Packaging		Problems in relation to Invalid Complaints				Others		Total	
	*C	**PR	*C	**PR	*C	**PR	*C	**PR	*C	**PR	*C	**PR
	Jilin Province	23	5	13	1	44	1	0	0	3	0	83
Liaoning Province	0	0	1	1	0	0	0	0	0	0	1	1
Heilongjiang Province	0	0	0	0	0	0	0	0	0	0	0	0
Shanghai City	2	0	0	0	0	0	5	0	1	0	8	0
<b>Total</b>	<b>25</b>	<b>5</b>	<b>14</b>	<b>2</b>	<b>44</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>92</b>	<b>8</b>

\* C — Number of complaint cases

\*\* PR — Number of product return cases

Based on the number of reported cases, percentage of customers' complaint cases and product return cases over the total number of sales orders processed for GBT in 2018 was approximately 0.14% and 0.02% respectively (2017: 0.2% and 0.02% respectively).

### 3. OPERATING PRACTICES

#### Tonnage of Products Involved in Relation to Customers' Complaints and Product Return in 2018

Tonnage of Products Involved (Metric Tonne)	Product Quality		Packaging		Problems in relation to Invalid				Others		Total	
	*C	**PR	*C	**PR	Quantity	Complaints	*C	**PR	*C	**PR	*C	**PR
					*C	**PR	*C	**PR	*C	**PR	*C	**PR
Jilin Province	2,558	69	120	0	150	30	0	0	30	0	2,858	99
Liaoning Province	246	0	65	0	120	0	0	0	0	0	431	0
Heilongjiang Province	0	0	0	0	0	0	0	0	0	0	0	0
Shanghai City	92	1	0	0	0	0	15	0	0	0	107	1
<b>Total</b>	<b>2,896</b>	<b>70</b>	<b>185</b>	<b>0</b>	<b>270</b>	<b>30</b>	<b>15</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>3,396</b>	<b>100</b>

#### Tonnage of Products Involved in Relation to Customers' Complaints and Product Return in 2017

Tonnage of Products Involved (Metric Tonne)	Product Quality		Packaging		Problems in relation to Invalid				Others		Total	
	*C	**PR	*C	**PR	Quantity	Complaints	*C	**PR	*C	**PR	*C	**PR
					*C	**PR	*C	**PR	*C	**PR	*C	**PR
Jilin Province	6,272	213	1,497	0	1,331	0	0	0	125	0	9,225	213
Liaoning Province	0	0	2	2	0	0	0	0	0	0	2	2
Heilongjiang Province	0	0	0	0	0	0	0	0	0	0	0	0
Shanghai City	7	0	0	0	0	0	91	0	61	0	159	0
<b>Total</b>	<b>6,279</b>	<b>213</b>	<b>1,499</b>	<b>2</b>	<b>1,331</b>	<b>0</b>	<b>91</b>	<b>0</b>	<b>186</b>	<b>0</b>	<b>9,386</b>	<b>215</b>

\* C — metric tonnes of products involved in complaint cases

\*\* PR — metric tonnes of products involved in product return cases

Based on the volumes involved, percentage of customers' complained volume and product return volume over the total sales volume for GBT in 2018 was 0.4% and 0.03% respectively (2017: 0.58% and 0.01% respectively).

### 3. OPERATING PRACTICES

#### **3.2.4 Compliance with the Relevant Laws and Regulations on Quality Assurance & Product Safety**

All subsidiaries under GBT are in strict compliance with the relevant laws and regulations in relation to quality assurance and product safety in the PRC. These laws and regulations include:

- Food Safety Law of the People's Republic of China (《中華人民共和國食品安全法》)
- Product Quality Law of the People's Republic of China (《中華人民共和國產品質量法》)
- Food Hygiene Law of the People's Republic of China (《中華人民共和國食品衛生法》)
- Standardization Law of the People's Republic of China (《中華人民共和國標準化法》)
- Agriculture Law of the People's Republic of China (《中華人民共和國農業法》)
- Law of the People's Republic of China on Quality and Safety of Agricultural Products (《中華人民共和國農產品質量安全法》)
- Law of the People's Republic of China on Import and Export Commodity Inspection (《中華人民共和國進出口商品檢驗法》)
- Special Provisions on Strengthening Food Safety Supervision and Management from the State Council (《國務院關於加強食品等產品安全監督管理的特別規定》)
- Law of the People's Republic of China on the Protection of Consumer Rights and Interests (《中華人民共和國消費者權益保護法》)

#### **3.2.5 Product Liability Insurance**

Apart from monitoring the Group's product quality through the above-mentioned internal control process to minimise the chance of quality issues, the management also reviews and assesses the Group's risk bearing ability from time to time.

In 2018, the Group has not engaged in any product liability insurance contract (2017: nil).

#### **3.2.6 Confidentiality**

There are written guidelines in all subsidiaries of GBT for all staff to ensure customers' information is protected. Unless required by laws in special circumstances, all employees of the Group are required to keep customers' information confidential. They are also educated from time to time to be in compliance with the guidelines and the national laws and regulations. In certain circumstances or as requested by customers, the Group will also enter into confidentiality agreements to protect the right of customers as well as the Group.

### 3. OPERATING PRACTICES

#### 3.3 Anti-Corruption

Corporate social responsibility, integrity and fairness laid a solid foundation for the Group's corporate value. GBT operates and continuously improves its internal control system to ensure the business activities are conducted properly and in compliance with laws and the Code of Conduct of the Group.

As a public listed company, GBT applies the principles and complies with the code provisions in the Code on Corporate Governance Practices as set out in Appendix 14 of the Listing Rules and adopts a code of conduct in relation to the Directors' securities transactions on terms no less exacting than the required standard set out in the Model Code for Securities Transactions by Directors of Listed Issuers of the Listing Rules set out in Appendix 10 to the Listing Rules. A Corporate Governance Committee has been set up to ensure the effectiveness of corporate governance and system of internal non-financial controls of the Group. The Committee shall introduce and propose relevant principles concerning corporate governance and review and determine the corporate governance policy, so as to enhance and ensure a high standard of corporate governance practices in the Group.

To motivate employees to maintain fair internal environment of the Group, GBT provides employees with whistle blowing channels and guidance to assist individuals to reveal inappropriate behaviors one believes to be to the Group and the senior management. The Group adopts a confidential and prudent approach when dealing with all the disclosed information; without consent from the employee, the Group would not disclose identity of the whistleblower.

The Code of Conduct outlines the ethical principles and behavioural framework of the Group, and provides guidance for all the members of GBT on their behaviours, responsibilities, rights and obligations. All members are expected to strictly comply with the Code of Conduct to ensure the Group operates in a lawful and orderly manner.

As anti-corruption is an important part of good governance, guidance in relation to anti-corruption is also outlined in the Code of Conduct. Relevant guidance is formulated based on "A Corruption Prevention Guide for Listed Companies" (published by Hong Kong Independent Commission Against Corruption) with reference to the actual situation that is appropriate for the Group, which contains the anti-corruption policy of the Group, definition of advantages and entertainment, allowance and supervision regarding acceptance of advantages or entertainment, and reimbursement policy for business related entertainment expenses. The Group also has a whistleblowing policy and procedures to encourage and enable the Group members to raise concerns about corruption and violation.

The Group adopts zero tolerance policy to corruption. Under no circumstances shall a Group member offer or take bribes for personal earnings from business dealings (may it be in the form of commission, loan, gifts, services or offering/accepting a position in an organisation). For business related entertainment expenses, employees are required to follow the company policies strictly and submit the relevant applications and declarations where applicable, to suppress any bribery, fraudulent and corrupt practice which would adversely affect the reputation and operations of the Group.

### 3. OPERATING PRACTICES

The Group is in compliance with the relevant national or local laws, regulations and guidance in relation to anti-corruption, which are listed as followings:

- Company Law of the People's Republic of China (《中華人民共和國公司法》)
- Criminal Law of the People's Republic of China (《中華人民共和國刑法》)
- Law of the People's Republic of China Against Unfair Competition (《中華人民共和國反不正當競爭法》)
- Prevention of Bribery Ordinance (Hong Kong) (《防止賄賂條例》(香港))
- Theft Ordinance (Hong Kong) (《盜竊罪條例》(香港))
- A Corruption Prevention Guide for Listed Companies (Hong Kong) (《上市公司防貪指引》(香港))

There is no case in relation to bribery, blackmail, extortion or money laundering reported in any of the subsidiaries under the Group in 2018 (2017: nil).



## 4. COMMUNITY INVOLVEMENT

As a part of sustainable development, GBT is dedicated to community investment as it is the source of our people and resources. Apart from the Group's continuous efforts on employee's career development and environmental protection, GBT is committed to communicate with the communities where the Group operates in order to understand their needs and concerns. To achieve this, the Group is open to communications with our stakeholders, employees, the local governments, the community and other industry players. We encourage interactive consultation with the community during the planning and development of projects as well as proactive community involvement.

As a manufacturing firm, GBT has strong awareness in our environmental footprints. The Group is dedicated to operate with minimum impact on the environment. Apart from the stringent control on the emission level and wastewater treatment, GBT continuously explores ways to lower energy consumption during the production process and raise overall efficiency. The Group also took the opportunity of the relocation of production facilities to the Xinglongshan site to upgrade the Group's production facilities and streamline production processes. After the relocation, production efficiency at the new site has been improved and thus further reducing the Group's energy consumption and footprints on the environment.

GBT is also dedicated to contribute to the corn-refinery and corn sweeteners industries. We actively take part in relevant associations to promote the industry, food safety and production safety. GBT believes that a well-developed industry standard would form a solid foundation for the growth of the industry. The Group has participated in various organisations including the China Food Additives & Ingredients Association, the China Fermentation Industry Association, the China Association of Bakery & Confectionery Industry and Provincial Quality and Technology Supervision Association.

Corn is the Group's major raw material which we source mostly from local farmers. It is the Group's mission to promote the better use of corn and contribute to the value adding process. It would create mutual benefit for both farmers and corporate. To achieve this, the Group participates in the Provincial Agriculture Industrialization Association which aims to promote agricultural projects, applications of agricultural products and commercialisation of these projects with the target to enhance the life of farmers and better utilisation of resources.

## 4. COMMUNITY INVOLVEMENT

In 2018, the Group achieved good results in various evaluations and assessments organized by various national or provincial institutions.

Operation Locations	Awards	Awarding Institution(s)
Changchun	Changchun Home of Model Workers (長春市模範職工之家)	Changchun Federation of Trade Unions (長春市總工會)
Jinzhou	Advanced Community-level Party Organization (先進基層黨組織)	CPC Work Committee of Jinzhou Binhai New Area (中共錦州濱海新區工作委員會)
	Meritorious Enterprise (功勳企業)	Jinzhou Municipal Committee and Jinzhou Municipal Government (中共錦州市委、錦州市人民政府)
	May 1st Labor Medal (五一勞動獎狀)	Jinzhou Binhai New Area Federation of Trade Unions (錦州濱海新區總工會)
	Outstanding Organization Award for Staff Winter Run Race (職工冬季長跑賽優秀組織獎)	Jinzhou Binhai New Area Federation of Trade Unions (錦州濱海新區總工會)

Our commitment to the community also involves the care given to our people. The Group organised various extracurricular and social activities for our employees regularly and encourage our employees to participate in community investment activities. During 2018, the subsidiaries of the Group have organised various sports events and ball games, and selected outstanding athletes to take part in local marathon and other public sports events. Organisation of these sports events helped enhance the Company's corporate image and at the same time, cultivate the sense of belongings and initiative of our people.