

1.0 Purpose

This instruction outlines the practices to be adopted for water pollution control.

2.0 Scope

This environmental instruction is applicable to the activities and operations in Mainland China which give rise to discharge of wastewater and its pollutants as follow:

Wastewater discharge and grease / oil waste from the factory canteen;

Wastewater discharge from facility / floor cleaning;

Since rinsing is an important part of the electroplating process, large volumes of wastewater are produced throughout the production. The production processes in which wastewater is produced in large quantities include the rinsing procedure after each of the following processes:

- Degreasing
- Acid dipping
- Nickel / Acid Zinc plating
- Cyanide dipping and
- Passivation / coating.

These wastewaters are discharged to the Shenzhen Industrial Estate's treatment plant for central treatment.

3.0 Procedure

3.1 Ensure that the wastewater produced by the SEEC (includes the general wastewater and industrial wastewater: pre-treated or resulted from electroplating process) should be discharged to the wastewater collection plant located in the industrial area in Shenzhen for proper treatment.

Category of wastewater:

- 1) Domestic Wastewater
- 2) Industrial Wastewater – Acidic
- 3) Industrial Wastewater – Alkaline or wastewater with cyanide

3.2 When the quantity or quality of wastewater changes, responsible department of the wastewater treatment plant should be informed immediately.

3.3 Clean-up of the ditch must be carried out regularly, to ensure it is not blocked by sludge.

3.4 Inspection of the sewers or their connection should be carried out regularly, to ensure no leakage occurs.

3.5 The plant should reduce water consumption to avoid the increase of unnecessary wastewater discharge.

3.6 Wastewater produced from cleaning activities (e.g. cleaning of the plant, vehicle or equipments, etc.) should be discharged to the sewer properly, and to avoid

discharging such wastewater to storm drains.

4.0 Monitoring and Checking

- The responsible departments should carry out inspection on the sewers and its connection as well as the condition of discharging, to ensure no blocking occurs.
- Inspection results should be recorded in the inspection log book after each inspection.
- Engineering Department should compile and review the wastewater monitoring records of the industrial wastewater treatment plant, to ensure it complies with the discharge standard.

5.0 Records

Record Description	Record Location/ Retention Responsibility	Minimum Retention Time
Inspection record of wastewater, sewers and its connection (refer to the inspection log book of engineering department)	Engineering Department	3 years
Wastewater monitoring record of the industrial wastewater treatment plant (refer to monitoring record of the wastewater treatment plant)	Engineering Department	3 years

6.0 Appendix

Nil.