

如何以「專業核證制度」 申領正式食物業牌照

How to apply for full food business licence under
the "Professional Certification System"



食物環境衛生署
Food and Environmental
Hygiene Department

「先發牌、後審查」

“LICENCE First, INSPECTION Later”

為 簡化牌照申領程序、縮短審批時間，以及讓申請人更易遵從牌照要求，食物環境衛生署（食環署）已實施「專業核證制度」。普通食肆、小食食肆及食物製造廠牌照申請人可選擇以「專業核證制度」申領正式牌照，前提是申請人必須已符合其他相關政府部門施加的發牌規定。



With a view to streamlining licensing application procedures, shortening processing time, as well as facilitating compliance with the licensing requirements, the Food and Environmental Hygiene Department (FEHD) has implemented a “Professional Certification System” (PCS). PCS provides the applicants for general restaurant, light refreshment restaurant and food factory licences with an additional option when applying for a full licence. The prerequisite is that the applicant must comply with all licensing requirements imposed by other relevant government departments.

在 該制度下，食環署接納由根據《建築物條例》（第 123 章）第 3(1) 條備存的認可人士或第 3(3) 條備存的註冊結構工程師（專業人士）簽發的正式食物業牌照符合規定證明書（衛生規定）、最終設計圖則及最終通風系統圖則（如適用），作為符合各項衛生規定的證明。食環署會基於該些證明先發出牌照，然後才派員進行實地覆核審查，以確認處所符合全部衛生規定。



Under the PCS, the FEHD accepts a Certificate of Compliance (Health Requirements) for Full Food Business Licence, final layout plans and final ventilation plans (if applicable) provided by an authorized person registered under section 3(1) of the Buildings Ordinance, Cap. 123 or a registered structural engineer section 3(3) of Cap. 123 (AP/RSE) as the certification for compliance with all health requirements for the issue of a full licence. After issuing the full licence, the FEHD staff will conduct on-site audit checks to confirm premises' compliance with all health requirements.

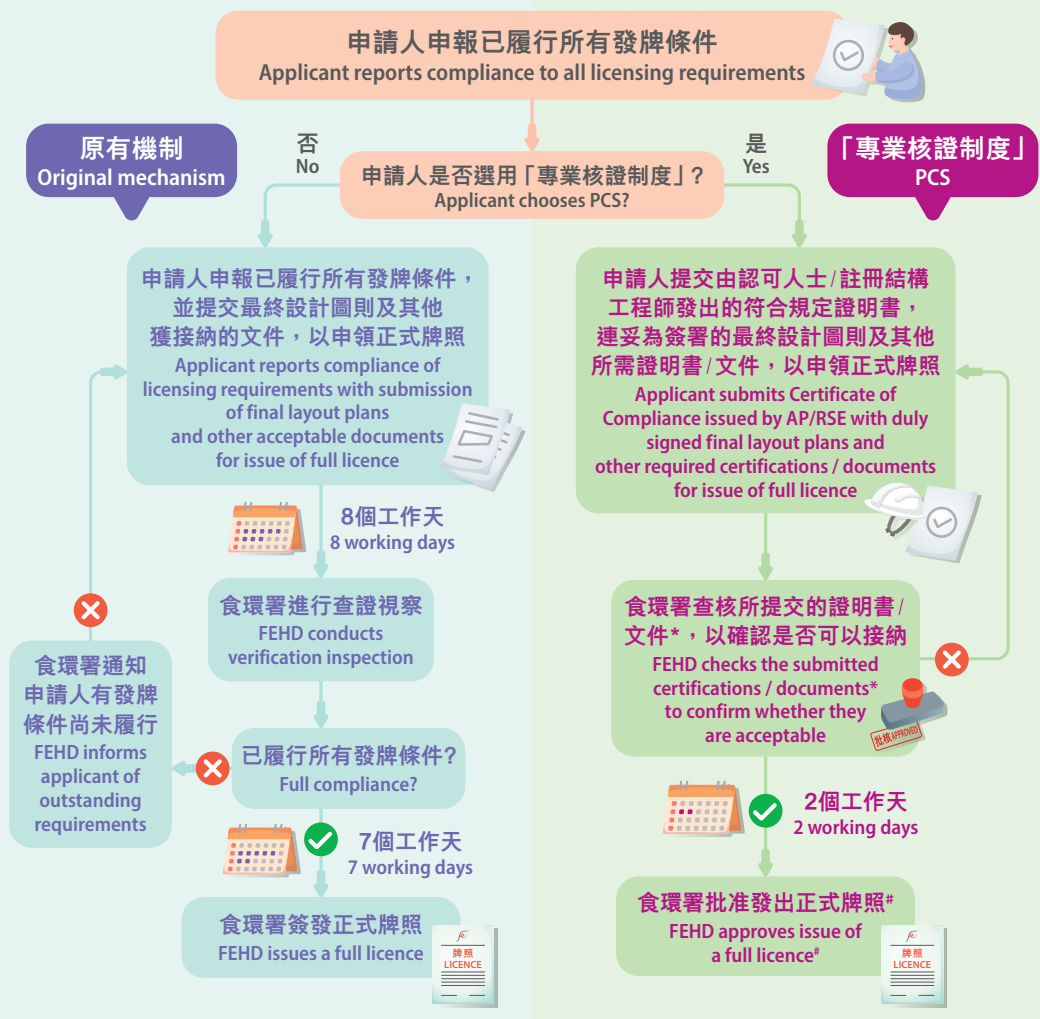
經 實地審查後，如發現有關文件上經專業人士證明屬實的任何資料並不真確、具虛假或誤導成分，或所作的聲明失實，食環署會採取跟進行動，包括考慮提出檢控、取消已發出的牌照或把個案轉交有關部門再作跟進等。



If any information in the relevant documents certified correct by an AP/RSE is found to be incorrect, false or misleading, or if the declaration made is found to be false after on-site audit checks, the FEHD will carry out follow-up action, such as consideration of instigating prosecution, cancellation of the licence issued or referring the case to other departments concerned for follow-up.



普通食肆、小食食肆及食物製造廠牌照申請人，
可選擇以下途徑申領正式牌照，例如「專業核證制度」：
Applicants for general restaurant, light refreshment restaurant and
food factory licences can choose to apply for a full licence through
the following ways, such as “Professional Certification System”:



圖例 Legend:

* 只查核所提交的證明書/文件，無須進行實地查證視察。
Paper checking on the submitted certifications / documents only and site verification inspection is not required.

在持牌人繳付牌照費並領取正式牌照後的7個工作天內，食環署人員安排進行覆核及確認審查。
Audit and confirmation check within 7 working days arranged by FEHD staff after collection of full licence by licensee upon payment of licence fee.

查詢 Enquiries



牌照辦事處 Licensing Office	地址 Address (電郵地址 Email Address)	電話號碼 Tel No.	傳真號碼 Fax line
港島及離島區 Hong Kong & Islands	香港灣仔軒尼詩道 225 號 駱克道市政大廈 8 樓 8/F, Lockhart Road Municipal Services Building, 225 Hennessy Road, Wan Chai, Hong Kong (hkis_lo@fehd.gov.hk)	2879 5738 2879 5729	2507 2964
九龍區 Kowloon	九龍深水埗基隆街 333 號 北河街市政大廈 4 樓 4/F, Pei Ho Street Municipal Services Building, 333 Ki Lung Street, Sham Shui Po, Kowloon (kl_n_lo@fehd.gov.hk)	2729 1632 2729 1347	3146 5319
新界區 New Territories	新界大埔鄉事會街 8 號 大埔綜合大樓 4 樓 4/F, Tai Po Complex, 8 Heung Sze Wui Street, Tai Po, New Territories (nt_lo@fehd.gov.hk)	3183 9226 3183 9227	2606 3350
食肆牌照資源中心 Restaurant Licensing Resource Centre	九龍深水埗基隆街 333 號 北河街市政大廈 4 樓 4/F, Pei Ho Street Municipal Services Building, 333 Ki Lung Street, Sham Shui Po, Kowloon	2958 0694	2708 9761



(中文)



(English)

