
CONTENTS

	Page
CHAPTER 1 INTRODUCTION	
1.1 Purpose.....	1
1.2 Scope of Application.....	1
CHAPTER 2 GENERAL DESIGN AND CONSTRUCTION OF FOOD PREMISES	
2.1 Licensing of Food Premises.....	2
2.2 Layout.....	2
2.3 Kitchens and Food Rooms.....	2
2.4 Walls and Ceilings.....	2
2.5 Floors.....	2
2.6 Floor Drains.....	2
2.7 Water Supply.....	3
2.8 Handwashing Facilities.....	3
2.9 Scullery Facilities.....	3
2.10 Toilet Facilities.....	3
2.11 Sewage and Waste Water Disposal.....	3
2.12 Grease Traps.....	3
2.13 Waste Storage.....	4
2.14 Ventilation.....	4
2.15 Equipment.....	4
2.16 Lighting.....	4
CHAPTER 3 CLEANING, SANITIZING AND MAINTENANCE OF FOOD PREMISES, EQUIPMENT AND UTENSILS	
3.1 Premises and Physical Facilities	5
3.1.1 The Premises (Other than Food Rooms and Kitchens).....	5

3.1.2	Kitchens and Food Rooms.....	5
3.1.3	Water Supply.....	5
3.1.4	Handwashing Facilities.....	6
3.1.5	Scullery Facilities.....	6
3.1.6	Toilet Facilities.....	6
3.1.7	Sewerage and Plumbing.....	7
3.1.8	Grease Traps.....	7
3.1.9	Waste Storage and Disposal.....	7
3.1.10	Ventilating Systems in Kitchens and Food Rooms.....	7
3.1.11	Ventilating Systems in Restaurants and Factory Canteens.....	8
3.2	Equipment, Utensils and Linens.....	8
3.2.1	Equipment and Utensils.....	8
3.2.2	Linens.....	9
3.3	Pest Control.....	9

CHAPTER 4 SAFE FOOD HANDLING

4.1	Food Sources.....	10
4.2	Food Receiving.....	10
4.3	Food Storage.....	11
4.4	Food Handling.....	11
4.4.1	Thawing.....	11
4.4.2	Cooking.....	11
4.4.3	Hot Holding.....	12
4.4.4	Cooling after Cooking.....	12
4.4.5	Reheating of Food.....	12
4.4.6	Preventing Food from Contamination.....	12
4.5	Food Displaying and Serving.....	12
4.6	Time as a Safety Control.....	13
4.7	Food Packaging.....	13

4.8	Food Transportation.....	13
4.9	Food Disposal.....	13
CHAPTER 5 PERSONAL HEALTH, HYGIENE AND TRAINING OF FOOD HANDLERS		
5.1	Personal Health and Illnesses.....	14
5.2	Personal Hygiene.....	14
5.2.1	Personal Habits.....	15
5.3	Training of Food Handlers.....	15
CHAPTER 6 MISCELLANEOUS		
6.1	Approved Layout.....	16
6.2	Extension of Food Business and Restriction on the Use of Open Spaces.....	16
6.2.1	Extension of Food Business.....	16
6.2.2	Restriction on the Use of Open Spaces.....	16
6.3	Quality of Water for Keeping Live Marine Fish and / or Shellfish.....	16
6.3.1	Control of Water Quality.....	16
6.3.2	Filtration and Disinfection Facilities for Fish Tank Water.....	17
6.4	Prohibition of Animals on Food Premises.....	17
6.5	Napkins for Customers.....	18
6.6	Prevention of Spread of Avian Flu.....	18
6.7	Sale of Mainland-Imported Chilled Chickens in Fresh Provision Shops or Market Stalls Selling Live Poultry.....	20
6.8	Sale of Imported Chilled Meat.....	21
6.9	Maintenance of Siu Mei and Lo Mei Showcase.....	21
6.9.1	Glass Panels.....	21
6.9.2	Paraphernalia for Storage or Sale of Siu Mei and Lo Mei.....	21
6.9.3	Permission for Sale of Other Foods in Siu Mei and Lo Mei Shops.....	22
6.9.4	Permission for Storage of Fresh Meat in Siu Mei and Lo Mei Shops.....	22
6.10	Exhibition of Licence and Sign.....	22
6.11	Keeping of Inspection Records.....	22
6.12	Checklist for Self-Inspection.....	22

CHAPTER 1 INTRODUCTION

1.1 Purpose

This is an abridged version of the first edition of the Food Hygiene Code (the “Code”) issued by the Food and Environmental Hygiene Department. This abridged version serves as a quick reference guide to the Code by providing a summary of what are set out in the full version. However, to all intents and purposes, this abridged version should by no means be taken as a substitute for the full version, which should always be referred to if one wishes to ensure full compliance with all the advice and guidance given in the Code.

1.2 Scope of Application

The Code applies to all food premises licensable under the Food Business Regulation, the Milk Regulation and the Frozen Confections Regulation including, but are not limited to, the following:

- (a) restaurants;
- (b) factory canteens;
- (c) food factories;
- (d) milk factories;
- (e) frozen confection factories;
- (f) siu mei and lo mei shops;
- (g) fresh provision shops;
- (h) cold stores; and
- (i) composite food shops.

CHAPTER 2 GENERAL DESIGN AND CONSTRUCTION OF FOOD PREMISES

2.1 Licensing of Food Premises

Under the Food Business Regulation, the Milk Regulation and the Frozen Confections Regulation, operators of all those food premises mentioned in paragraph 1.2 of Chapter 1 are required to obtain licences from the Food and Environmental Hygiene Department before operation of their business.

2.2 Layout

Food premises should be properly designed and constructed. The layout of food premises should be properly designed so that adequate spaces are provided for food activities and the likelihood of food contamination is minimized.

2.3 Kitchens and Food Rooms

The total area of kitchens, food preparation rooms and scullery accommodations in every restaurant and factory canteen should not be less than the minimum requirement as stated in either Schedule 4 or Schedule 5 or Schedule 5A of the Food Business Regulation.

2.4 Walls and Ceilings

Walls and ceilings should be properly designed and constructed with suitable materials so that they can be easily kept clean and maintained in good repair. Access openings to the space above false ceilings should be provided. False ceilings in kitchens should be avoided.

2.5 Floors

Floors in kitchens and food rooms should be surfaced with non-slippery, light coloured, non-absorbent and durable materials and coved at the junctions with walls.

2.6 Floor Drains

Floor drains in kitchens and food rooms should be connected to a proper drainage system and be so constructed as to prevent accumulation of waste water.

2.7 Water Supply

Adequate potable water either obtained from public mains or a source approved by the Food and Environmental Hygiene Department should be installed on food premises for cleaning and food preparation purposes.

2.8 Handwashing Facilities

Every food room, kitchen and scullery area should be equipped with adequate wash hand basins. They should be easily accessible and made of materials that are smooth, durable, non-absorbent and easily cleaned, with a size of not less than 350 mm in length (measured between the top inner rims).

2.9 Scullery Facilities

There should be at least one wash-up sink in every food room and kitchen. Sinks should be made of materials that are smooth, durable, non-absorbent and easily cleaned, with a size of not less than 450mm in length (measured between the top inner rims). At least one sterilizer should be provided for sterilization of crockery and utensils used in the preparation and service of food. Alternatively, a mechanical dish washer or bactericidal agent of a type approved by the Food and Environmental Hygiene Department may be used.

2.10 Toilet Facilities

Adequate toilets should be provided in food premises. Toilets should be easily accessible and provided with self-closing doors, but should not communicate directly with any food room or require customers to pass through a food room to get to them. Sanitary fitments should be made of durable and impervious materials.

2.11 Sewage and Waste Water Disposal

No manhole should be situated inside any kitchen or food room. All sanitary fitments and handwashing facilities should be connected to a proper sewage or waste water disposal system.

2.12 Grease Traps

All greasy waste water from food premises should be collected and discharged to a foul water drain via properly designed and constructed grease traps.

2.13 Waste Storage

All areas of food premises that will generate waste or refuse should be provided with at least one waste container for temporary storage of solid waste. Waste containers should be constructed of strong and impervious materials and provided with a close fitting cover or lid.

2.14 Ventilation

Food premises should have sufficient natural or mechanical ventilation for extraction of fumes, smoke, steam, heat and condensation arising from the food premises, and supply of fresh air thereto. A mechanical ventilating system should be provided to give not less than 17m³ of outside air per hour for each customer if natural ventilation is insufficient. Ventilating systems housed inside restaurants and factory canteens should comply with section 4(1) of the Ventilation of Scheduled Premises Regulation (Chapter 132 subsidiary legislation).

2.15 Equipment

Food contact surfaces of equipment should be made of materials that are corrosion resistant, smooth, non-absorbent, durable, with no toxic effect, and do not pass on colours, odours, tastes or unsafe substances to food. They should also be free from cracks, crevices, chips or sharp corners.

2.16 Lighting

Adequate lighting should be provided and all lighting fixtures should be designed to avoid accumulation of dirt and be easily cleaned.

CHAPTER 3 CLEANING, SANITIZING AND MAINTENANCE OF FOOD PREMISES, EQUIPMENT AND UTENSILS

3.1 Premises and Physical Facilities

Food premises, their fixtures, fittings, equipment and utensils should be maintained to an acceptable standard of cleanliness, and in a good state of repair and working order having regard to their use.

3.1.1 The Premises (Other than Food Rooms and Kitchens)

The walls, floors, doors, false ceilings, woodwork and all other parts of food premises should be kept clean and in good repair and condition. Any public place or any common area of a building, which is within 6 m of the food premises, should be free of litter or waste. To achieve the standard of cleanliness, a cleaning / sanitizing programme should preferably be developed to ensure that cleaning / sanitizing is conducted in a systematic and regular manner.

3.1.2 Kitchens and Food Rooms

(a) Floors

Floors in kitchens and food rooms should be washed with detergents at least once daily. Floor surfaces should be maintained in good condition, free of cracks, crevices or other defects.

(b) Walls and Ceilings

Walls of food rooms and kitchens should be cleaned frequently, about once daily. Walls, ceilings and their junctions should be maintained in good repair.

(c) False Ceilings

False ceilings should be periodically cleaned to remove accumulation of dust, particles or debris that may fall onto foods.

3.1.3 Water Supply

Only potable water should be used for cleaning and preparing food, cleaning food contact surfaces, handwashing and making ice for food and drinks. Water pipes should be maintained in good condition to prevent leakage or defects.

3.1.4 Handwashing Facilities

Wash hand basins should be clean, equipped with adequate supply of water and provided with liquid soap and suitable drying facilities. Hand-drying facilities should be of single-use, such as clean paper towels, continuous cloth towel in dispensers or electric hand dryers.

3.1.5 Scullery Facilities

Wash-up sinks should be cleaned at a frequency that prevents accumulation of grease deposits and other residues. Sterilizers and mechanical dish washers should be kept clean and in a good state of repair and working order.

3.1.6 Toilet Facilities

(a) Sanitary Fitments

Sanitary fitments should at all times be kept clean, free from obnoxious smell, in good working order and repair, and cleared of chokage. Adequate supply of flushing water should be provided.

(b) Floor and Wall Surfaces

Floor and wall surfaces should be frequently cleaned with water and detergents, and should be kept dry at all times.

(c) Supply of Toilet Paper

Adequate toilet paper should be provided at all times.

(d) Provision of Wash Hand Basins

Wash hand basins in toilets should at all times be provided with adequate supply of water, liquid soap in dispensers and single-use hand-drying facilities such as clean paper towels, continuous cloth towel in dispensers or electric hand dryers.

(e) Provision of Dustbins

Dustbins should be provided for storage of used paper towels and used sanitary napkins.

(f) Ventilation

Toilets should be well ventilated at all times.

(g) Use of Toilets for Other Purposes

Toilets should not be used for any other purpose. Use of toilets for storage of food or food equipment / utensils is strictly prohibited.

3.1.7 Sewerage and Plumbing

All sewage and waste water produced from food premises should be discharged to a proper foul water sewer in a sanitary manner. Waste water and food remnants should not be discharged into surface gutters or surface channels inside or outside the food premises. Sewerage and plumbing systems should be maintained in good repair and in good working condition. They should be devoid of any defects, chokage, leakage or overflow; and should not allow access of pests to food premises.

3.1.8 Grease Traps

Grease traps should be regularly inspected, and preferably not less than once daily. Greasy waste should be promptly removed if the top 30% of liquid depth of the grease trap is occupied by it. Greasy waste should be removed by scooping it into a plastic bag, which should then be sealed and put inside a container specially for this purpose for subsequent disposal.

3.1.9 Waste Storage and Disposal

Waste containers should be properly covered by close fitting lids to prevent access of pests and animals. Contents should be removed at least once daily. Use of bamboo baskets as waste containers and storage of waste in lanes or pavement are strictly prohibited. Waste containers should be thoroughly and regularly washed with detergent and water to remove dirt and residues. Walls, floors and ceilings of waste / refuse storage room should be kept clean and maintained in good condition.

3.1.10 Ventilating Systems in Kitchens and Food Rooms

- (a) All metal hoods, ductings, extraction fans, grease filters and water scrubbers of exhaust and extraction systems should be free from grease and dirt. Exhaust and extraction systems should be in operation during business hours and in efficient working condition.
- (b) Grease filters or air pollution control equipment like water scrubbers should be regularly washed or changed and fixed in their positions unless temporarily removed for cleaning or repair.

3.1.11 Ventilating Systems in Restaurants and Factory Canteens

- (a) Ventilating systems in restaurants and factory canteens should be kept fully in operation at all times when the premises are open to the public. Periodic checks to ventilating systems should be conducted to ensure proper functioning.
- (b) Air filters / grilles of ventilating systems should be removable for cleaning, and be cleaned regularly to prevent accumulation of dirt and dust. Filters should be cleaned by water and detergent, or be replaced, when the filter flag indicator shows “dirty”.
- (c) Ventilating systems in restaurants and factory canteens should be inspected at intervals not exceeding 12 months by registered specialist contractor (ventilation works category) in accordance with the Ventilation of Scheduled Premises Regulation.

3.2 Equipment, Utensils and Linens

3.2.1 Equipment and Utensils

- (a) Food Contact Surfaces of Equipment and Utensils
Food contact surfaces of equipment and utensils, such as crockery and cutlery, should be kept clean, in a good state of repair and working condition. They should be cleaned and sanitized between each use for raw food and ready-to-eat food.
- (b) Non-Food Contact Surfaces of Equipment
Non-food contact surfaces of equipment such as cupboards, refrigerators, cooking ranges and food lifts should be cleaned at a frequency that prevents accumulation of dirt and grease, preferably once a week or more as required. They should always be kept in good repair and working condition.
- (c) Single-Use Items
All single-use items, such as disposable eating utensils and disposable gloves, should be properly protected from risk of contamination by storing inside dust and pest proof containers or cupboards; and should never be re-used.

(d) Maintenance of Refrigerators (including Chillers and Walk-in Freezers)

Refrigerators for storing perishable food should be kept at a temperature not exceeding 10°C, preferably at or below 4°C. A thermometer should be provided to each refrigerator indicating the temperature at which the food is being stored.

3.2.2 Linens

- (a) Linens such as wiping towels, table cloths, napkins, aprons, clothing, uniforms, etc. should be of light colour, kept clean and in a sanitary condition. Linens should be washed and sterilized after each use.
- (b) Linens should be used for one single purpose only. Soiled linens should be kept in suitable receptacles or laundry bags away from food preparation areas.

3.3 Pest Control

Food premises should be kept free of pests like rats, mice and insects such as flies and cockroaches. Effective pest control measures include:

(a) Prevention of Entry of Pests

Any holes or crevices at ceilings and on walls and floors should be sealed by cement or metal plates.

(b) Elimination of Harbourage for Pests

Any defects on walls, floors, ceilings, woodwork and all other parts of the structure of food premises should be promptly repaired.

(c) Elimination of Food Sources to Pests

Refuse should be stored in refuse containers with well-fitted cover. Refuse or food remnants should not be exposed.

(d) Eradication of Pests

Pest infestations should be dealt with immediately but without affecting food safety. Preferably, they should be carried out by specialist pest control service providers.

(e) Keeping of Records

Management of food premises should keep proper records of results of pest control inspections, surveys, maintenance and services, etc. in respect of their premises.

CHAPTER 4 SAFE FOOD HANDLING

4.1 Food Sources

Food premises should obtain food and food ingredients from approved sources (or sources that are approved by the regulatory authority having jurisdiction).

Examples of approved sources are:

(a) Local Foods Manufactured by Licensed Food Premises

The following food items should be supplied from licensed food premises or other approved sources:

- (i) siu mei and lo mei;
- (ii) bakery products;
- (iii) frozen confections and milk;
- (iv) sushi, sashimi and oysters / meat to be eaten in raw state; and
- (v) meat and meat products.

(b) Imported Foods for Sale in Hong Kong

The following food items should be imported from sources approved by the Food and Environmental Hygiene Department:

- (i) imported meat, game, poultry and eggs; and
- (ii) imported milk and frozen confections.

4.2 Food Receiving

Food products should be inspected as they are received to ensure that:

- (a) they are protected from contamination;
- (b) if of potentially hazardous food, it is kept at a temperature of:
 - (i) 4°C or below; or
 - (ii) 60°C or above;
- (c) if of potentially hazardous food intended to be received frozen, it should be in a frozen state when it is accepted; and
- (d) if of pre-packaged food, the time gap between the date of receiving and “Use By” or “Best Before” date should be sufficient to avoid expiration of stock.

4.3 Food Storage

- (a) Raw materials should be stored in a clean and well ventilated storage place as quickly as possible after delivery.
- (b) Raw materials should be stored and maintained under conditions that can protect them against spoilage, contamination or damage.
- (c) Potentially hazardous food should be stored:
 - (i) at or below 4°C or at or above 60°C; and
 - (ii) frozen if it is intended to be stored frozen (preferably stored at -18°C or below).

4.4 Food Handling

4.4.1 Thawing

- (a) When thawing is carried out as an operation separated from cooking, it should be performed in:
 - (i) a refrigerator or thawing cabinet maintained at 8°C or below;
 - (ii) cold running potable water; or
 - (iii) a microwave oven.
- (b) Unless thawed food is processed immediately, it should be held at 8°C or below (preferably at 4°C or below) until it is used. Food thawed in microwave ovens should be cooked immediately.

4.4.2 Cooking

- (a) The time and temperature of cooking should be sufficient to reduce any foodborne pathogen that may be present in the food to an acceptable level.
- (b) When cooking raw animal food (for example poultry, pork, minced meat), the centre of the food should reach a temperature of at least 75°C for 15 seconds, or an effective time / temperature combination (for example, 65°C for 10 minutes, 70°C for 2 minutes).

4.4.3 Hot Holding

Potentially hazardous food that has been prepared, cooked, and is to be served hot, should be held at a temperature of at least 60°C.

4.4.4 Cooling after Cooking

Potentially hazardous food that has been cooked, and is intended to be kept under refrigerated storage prior to serving, should be cooled:

- (a) from 60°C to 20°C within 2 hours or less; and
- (b) from 20°C to 4°C within 4 hours or less.

4.4.5 Reheating of Food

Potentially hazardous food that has been previously cooked and cooled, when reheated, should be reheated to 75°C or above as quickly as possible. Normally, the reheating time needed should not exceed 2 hours. It should not be cooled and reheated for a second time.

4.4.6 Preventing Food from Contamination

When processing food, adequate steps should be taken to prevent food from contamination. For example, food handlers should avoid contacting ready-to-eat food with bare hands; raw or unprocessed food should be kept separate from ready-to-eat food; food contact surfaces should be kept clean and sanitized between uses; and ready-to-eat food under refrigerated storage should be stored above raw meat and fish products.

4.5 Food Displaying and Serving

Food under display should be properly protected from all risks of contamination. Operators of food premises should:

- (a) securely wrap packaged food and cover unpackaged ready-to-eat food when displaying such food;
- (b) provide separate and suitable utensils for each type of food when displaying unpackaged ready-to-eat food for self service to protect the food from cross-contamination; and
- (c) display potentially hazardous food at 4°C or below, or at 60°C or above.

4.6 Time as a Safety Control

Potentially hazardous food that is intended for immediate consumption may be displayed or held for service at temperatures between 4°C and 60°C for a period of not more than 4 hours, otherwise it should be discarded.

4.7 Food Packaging

- (a) Packaging materials and design should provide adequate protection for the food to be packed to minimize contamination and prevent damage.
- (b) Packaging and wrapping of food should be carried out under hygienic conditions to protect the food from risks of contamination.

4.8 Food Transportation

- (a) Food during transportation should be protected from risks of contamination.
- (b) Potentially hazardous food, when being transported, should:
 - (i) be kept at or below 4°C, or at or above 60°C;
 - (ii) remain frozen when it is intended to be transported frozen; and
 - (iii) preferably, be transported in vehicles fitted with refrigeration equipment when it is required to be kept cold during transportation.

4.9 Food Disposal

Food that has been found or suspected to be unsafe or unsuitable (e.g. food that is subject to recall or has been returned, temperature abused, contaminated or damaged) should be rejected or identified, kept separately and disposed of as quickly as possible. It should never be available for human consumption.

CHAPTER 5 PERSONAL HEALTH, HYGIENE AND TRAINING OF FOOD HANDLERS

5.1 Personal Health and Illnesses

- (a) Food handlers suffering or suspected to be suffering from a communicable disease or symptoms of illness such as diarrhoea, vomiting, fever, sore throat and abdominal pain should be immediately suspended from engaging in any food handling work.
- (b) Food handlers with open cuts or wounds on the exposed parts of their bodies should not be allowed to handle food or to come into contact with food contact surfaces, unless such cuts / wounds are completely protected by waterproof gloves or dressings.

5.2 Personal Hygiene

Food handlers should keep all parts of their bodies and clothing clean.

- (a) Hair
Hair should preferably be kept short and covered with a clean hat or hair net in the course of handling food.
- (b) Jewelry and Perfume
Watches, rings and jewelry should be removed before working with food. Heavy make-up, strong perfume or aftershave should be avoided.
- (c) Clothing and Personal Effects
 - (i) Only clean and light coloured outer clothing or protective overalls should be worn. Mouth masks and disposable gloves should be worn as far as possible.
 - (ii) Personal effects, such as handbags, footwear, umbrellas and dirty clothing, should not be stored or left in any food preparation area. They should be put inside lockers or cloakrooms away from food preparation areas.

(d) Hands

- (i) Hands should be kept clean at all times, especially after engaged in any activities that may contaminate hands. Nails should be kept short and unpolished.
- (ii) Handwashing should be frequent, thorough and performed in wash hand basins by using liquid soap and copious amount of water. Washed hands should be dried by a clean paper towel, continuous cloth towel in dispenser or air dryer.

5.2.1 Personal Habits

When food handlers are engaged in food preparation areas, they should refrain from behaviours which may result in contamination of food, such as smoking, spitting, sneezing, coughing; or sitting, lying or standing on any surface liable to come into contact with food; or touching hair or other parts of their bodies such as noses, eyes or ears.

5.3 Training of Food Handlers

- (a) The management of food premises should promote food safety training to their employees by conducting on-going in-house courses for them or arranging them to participate in courses run by the Food and Environmental Hygiene Department or institutions recognized by the Food and Environmental Hygiene Department.
- (b) Food business should always be supervised by a person who has attended a recognized food hygiene course. He should keep his certificate or other relevant documentary proof at the food premises and be readily available for inspection on demand.

CHAPTER 6 MISCELLANEOUS

6.1 Approved Layout

The layout of food premises, other than movable furniture, should be kept in strict conformity with that shown in the final approved plan. No alteration or addition should be made without the prior approval of the Food and Environmental Hygiene Department.

6.2 Extension of Food Business and Restriction on the Use of Open Spaces

6.2.1 Extension of Food Business

Food business should only be carried out within the licensed area as delineated in the approved layout plan. No food activity should extend to any place beyond the licensed area, such as washing of equipment and utensils; food preparation; storage of utensils, equipment and food; or provision of seating accommodation for customers (unless with the approval of the Food and Environmental Hygiene Department).

6.2.2 Restriction on the Use of Open Spaces

Open spaces such as yards, streets, side or rear lanes and roof tops should not be used for preparation or storage of food, cleansing or storage of equipment or utensils, or preparation or service of food.

6.3 Quality of Water for Keeping Live Marine Fish and / or Shellfish

6.3.1 Control of Water Quality

Fish tanks may be installed in food premises and market stalls for keeping live fish or shellfish. Water used for keeping live fish or shellfish intended for sale for human consumption should conform to the following standard:

“Less than 610 *E. coli* and absence of pathogenic organism in 100 ml of water keeping live fish and shellfish”

6.3.2 Filtration and Disinfection Facilities for Fish Tank Water

- (a) Water used for keeping marine live fish or shellfish intended for human consumption should be filtered and disinfected by filtration and disinfection facilities acceptable to the Food and Environmental Hygiene Department. These facilities should be maintained in good working order at all times.
- (b) No water obtained from seawater flushing systems or drawn from doubtful sources, such as from the seafront within the Victoria Harbour or at any Typhoon shelter, should be used for keeping marine seafood for human consumption. Use of synthetic seawater is desirable.
- (c) Fish tank water should be changed regularly to remove harmful substances produced by the stock after a period of time.
- (d) The filter materials should be cleansed at least once a week and replenished at least once a month.
- (e) UV radiation, ozonation, copper-silver ionization and photocatalytic oxidation technology with the use of UV radiation and titanium dioxide may be used for disinfection of fish tank water.

6.4 Prohibition of Animals on Food Premises

- (a) Prohibition of Dogs on Food Premises

Dogs should not be allowed to be brought onto food premises except that:

 - (i) the dog is served as a guide for a blind person; or
 - (ii) the dog is used in connection with the exercise of a lawful power e.g. dog led by a police officer on duty.
- (b) Prohibition of Live Animals in Kitchens or Food Rooms

No live birds, pets or animals, such as dogs and cats, except live seafood, or live poultry in fresh provision shops, are allowed to be kept or present in any kitchen or food room of any food premises.

6.5 Napkins for Customers

- (a) Non-single-use napkins or wet towels provided for the use of customers should be washed and sterilized after each use. They should not be used for any other purpose.
- (b) If wet towels are provided for the use of customers, a sterilizer should be provided and used for sterilizing the towels.

6.6 Prevention of Spread of Avian Flu

To minimize the possibility of Avian Flu being transmitted to human beings through close contact with poultry, the following hygiene practices should be observed by operators and food handlers of market stalls or fresh provision shops selling live poultry:

- (a) Restriction on Sale of Live Water Birds and Live Quails
 - (i) No live water birds (e.g. geese and ducks) shall be allowed to be sold in market stalls and fresh provision shops except those inside the Western Wholesale Food Market.
 - (ii) No live quails shall be allowed to be sold with other live poultry at the same premises.
- (b) Delivery of Live Poultry
 - (i) Handcarts for conveyance of poultry cages should be fitted with trays at the bottom.
 - (ii) Cages should be returned to the wholesale market for cleaning and disinfection after each use.
- (c) Supply of Poultry
 - (i) Poultry should be obtained from a wholesale market or a source approved by the Food and Environmental Hygiene Department, and stock should preferably be restricted to one day's sales volume.

- (ii) Poultry showing signs or symptoms of diseases should be immediately killed and removed for proper disposal.
- (d) Keeping of Live Poultry
- (i) All cages should be constructed of stainless steel or other durable, smooth, impervious and non-absorbent material, and fitted with removable trays for reception of excreta.
 - (ii) Poultry should be kept in cages with a space requirement of not less than 300 cm² for each kg of live birds to avoid overcrowding. The height of each cage should not be less than 30 cm.
- (e) Premises Hygiene
- (i) Premises should be kept well ventilated at all times.
 - (ii) All parts of the wall and floor surfaces of the premises should be kept clean by being thoroughly washed and disinfected by a high pressure water jet cleaner at not less than 70 °C.
 - (iii) No live poultry shall be allowed to be kept at permitted premises between 8:00 p.m. each day and 5:00 a.m. the next day.
- (f) Equipment and Utensil Hygiene
- All utensils and surfaces of equipment or facilities liable to come into contact with live poultry, feathers, carcasses or offal of poultry should be thoroughly cleansed and disinfected after business every day.
- (g) Personal Hygiene
- Every person engaged in handling of poultry should wear clean light coloured protective clothing. Gloves should be worn except during slaughtering, dressing or evisceration processes.
- (h) Slaughtering and Evisceration
- Poultry carcasses and offal should be handled separately at all stages of slaughtering, dressing, storage and delivery.

-
- (i) Display of Dressed Poultry

Carcasses and offal of water birds displayed for sale must be securely and separately packed in containers and stored in refrigerators at a temperature less than 10 °C, preferably at 4 °C.
 - (i) Keeping of Records and Reporting of Death
 - (i) Records showing the dates, quantities and sources of supply of live / dressed / chilled poultry should be kept for at least 60 days.
 - (ii) Poultry dealers should report abnormal death rate of poultry occurred in their premises to the Food and Environmental Hygiene Department.

6.7 Sale of Mainland-Imported Chilled Chickens in Fresh Provision Shops or Market Stalls Selling Live Poultry

Permission has to be obtained from the Food and Environmental Hygiene Department for sale of Mainland-imported chilled chickens in fresh provision shops or market stalls selling live poultry or frozen meat. The following practices should be observed in the sale of chilled chickens:

- (a) Display of Notice

Notices printed with legible English letters “Imported Chilled Poultry for Sale” and Chinese words “本店有售進口冰鮮家禽” should be displayed at all times conspicuously at the premises.
- (b) Sale of Imported Chilled Chickens in Original Intact Form

Imported chilled chickens should be pre-packed, labelled and sold in the original and intact pre-packed form.
- (c) Display of Chilled Chickens

All chilled chickens should be kept at all times at a temperature between 0 °C and 4 °C.
- (d) Keeping of Records

Records of sources of supply of chilled chickens should be kept for at least 60 days.

(e) Distribution of Imported Chilled Chickens to Other Food Premises

Approval has to be obtained from the Food and Environmental Hygiene Department for vehicles used for transportation of imported chilled chickens which should be kept between 0°C to 4°C in the vehicle.

6.8 Sale of Imported Chilled Meat

Imported chilled meat means imported meat which has been preserved by chilling at a temperature above freezing point from the point of slaughter, storage and transportation to the point of sale. The following practices should be observed in the sale of imported chilled meat:

- (a) Imported chilled meat delivered to fresh provision shops or market stalls for sale should be stored or displayed in refrigerators at a temperature not more than 4°C and sold directly from refrigerators to customers.
- (b) Imported chilled meat received from meat suppliers should not be displayed or sold as fresh meat.

6.9 Maintenance of Siu Mei and Lo Mei Showcase

6.9.1 Glass Panels

Every siu mei and lo mei showcase should be provided with fixed glass panels on the side abutting the street and the side facing the customers (the latter should be of at least 1.2m from the front of the showcase). These glass panels should not be removed or replaced by movable ones.

6.9.2 Paraphernalia for Storage or Sale of Siu Mei and Lo Mei

All siu mei and lo mei should be stored or displayed for sale inside siu mei and lo mei showcase. There should be no hanging rails or paraphernalia put outside the showcase for display of siu mei and lo mei.

6.9.3 Permission for Sale of Other Foods in Siu Mei and Lo Mei Shops

Chinese sausages, preserved meat or ducks, or other similar foodstuffs may be sold in siu mei and lo mei shops with the prior permission of the Food and Environmental Hygiene Department. Such foodstuffs should, however, not be stored or displayed in any siu mei and lo mei showcase.

6.9.4 Permission for Storage of Fresh Meat in Siu Mei and Lo Mei Shops

Fresh meat may be stored in siu mei and lo mei shops with the prior permission of the Food and Environmental Hygiene Department. Such meat should only be stored in refrigerators separated from siu mei and lo mei, preferably in separate refrigerators. Sale of fresh meat from siu mei and lo mei shops is not allowed.

6.10 Exhibition of Licence and Sign

Licensee of a food premises should exhibit the licence and sign, issued by the Food and Environmental Hygiene Department denoting that his food premises have been licensed, at a conspicuous place near the main entrance of his licensed premises.

6.11 Keeping of Inspection Records

Licensees of food premises should keep the inspection forms supplied by the Food and Environmental Hygiene Department at all times on the food premises for use by health inspectors, and should take prompt follow-up or remedial actions according to the advice given by health inspectors on such forms.

6.12 Checklist for Self-Inspection

“Self-inspection” is a very effective tool to enable a food supplier to detect food safety and hygiene problems in his everyday operation and solve them before they get out of control. Food suppliers are encouraged to conduct their own daily checks on their food premises and keep records of their findings to improve the food safety and hygiene standards of their premises.