



如何確保
Guidelines on **How** 學校午餐安全指引
to Ensure School Lunches Ordered Are **Safe**



Over the years, there have been cases of food poisoning at schools and other venues arising from lunches supplied in bulk by food factories. To ensure the lunches supplied are safe and hygienic, the management of schools and other institutions is advised to adopt the following guidelines:

I. Selection of Lunch Supplier

- (1) Order lunch from suppliers licensed by the Food and Environmental Hygiene Department (FEHD) as “Food Factory (Supplying Meal Boxes)”.
- (2) Before placing a long-term order for lunch boxes, arrange a visit to the food factory during the peak hours of its operation to ensure the observance of the following hygiene practices in the premises -
 - *Raw materials used are fresh, thoroughly washed and properly kept in refrigerators before cooking.*
 - *Separate equipment is used for the preparation of raw and cooked foods.*
 - *Foods are cooked thoroughly with the core temperature reaching 75°C or above for at least 30 seconds. Cooked foods are packed and put into insulated containers immediately after cooking.*
 - *Hot foods are kept above 60°C and chilled food at 4°C or below.*



- *Cooking area, reheating area, storerooms and toilets are kept clean and free from pest infestation.*
 - *All food contacting utensils, including reusable lunch boxes and tableware, are clean, sterilised and properly stored.*
 - *All staff are of good personal hygiene, including wearing clean uniforms, refraining from smoking while at work and covering hand wounds with waterproof dressings.*
 - *Vehicles for the delivery of lunch are kept clean and hygienic.*
- (3) Visits to the food factory should be made before granting or renewing the contract, or when a mishap such as food poisoning or food complaint occurs.

II. At the Place of Consumption

Lunch boxes should be kept in insulated containers above 60°C until they are ready for consumption.

- *Shorten the time for storage of lunch boxes as far as practicable.*
- *Tampering of the lunch boxes such as reheating or addition of gravy at the place of consumption is not advisable.*

If the **lunch is portioned on site**, one must ensure that:

- *Hot foods that are prepared on the same day are kept above 60°C;*
- *Chilled foods that require reheating are thoroughly reheated until the centre temperature reaches 75°C or above for at least 30 seconds;*
- *Chilled foods are kept at 4°C or below;*
- *There are adequate space, equipment (e.g. food warming devices and dish washing equipment) and manpower to maintain cleanliness and to portion and distribute the lunch efficiently.*



- (1) The food temperature should be sampled before distributing the lunch. Hot food should be kept above 60°C and chilled food at 4°C or below.
- (2) Places of consumption, such as canteens, classrooms or offices, should be kept clean.
- (3) Consumers should wash hands thoroughly before meal.
- (4) When abnormalities are detected, stop consumption immediately and notify both the supplier and the FEHD.
- (5) Places of consumption should be cleaned up, tableware washed and trash properly disposed of immediately after each meal to prevent pest infestation.

If you have enquiries or need further information, please call the Communication Resource Unit of the Centre for Food Safety, FEHD on 2381 6096.



食物環境衛生署
Food and Environmental
Hygiene Department