

# 製造及售賣冰凍甜點的 食物安全指引

## Food Safety Advice for Manufacture and Sale of Frozen Confections



## 冰凍甜點 Frozen Confections

- 冰凍甜點屬高風險食物，因為在食用前沒有經過額外的加熱處理來殺滅致病菌，而奶的成分亦提供了有利環境給微生物滋生。
- Frozen confections are high risk food as there is no extra heat treatment to kill pathogens before consumption. Milk also provides a favourable environment for the growth of microorganisms.

## 冰凍甜點 Frozen Confections

- 冰凍甜點會因製作時欠缺衛生、機器和用具不清潔，以及將預製的加入物再混合其他食材（例如添加水果）而造成交叉污染。
- Frozen confections can be cross-contaminated due to unsanitary handling, unclean machines and utensils, and in-house remixing of pre-prepared mixtures, such as adding fruits.

## 冰凍甜點 Frozen Confections

- 所有設備和用具均須定期清潔和消毒，食物從業員應時刻保持良好的個人和環境衛生。
- All equipment and utensils should be properly and regularly cleaned and disinfected. Food handlers should maintain good personal and environmental hygiene at all times.

## 冰凍甜點 Frozen Confections

- 在零售點配製即時食用  
Prepared at Points of Sale for  
Immediate Consumption
- 批發層面製造  
Manufactured at Wholesale Level



# 食物安全措施

## Food safety measures

# 1. 採購和收貨 Purchasing and receiving

- 從可靠的認可供應商購買雪糕混合物、桶裝冰凍甜點及其他食材。  
Source ice-cream mixtures, scoop serve frozen confections, and other ingredients from approved and reliable suppliers
- 收貨後，檢查：
  - (i) 原材料的到期日；
  - (ii) 原材料的一般情況，例如包裝是否完整，沒有污染跡象；
  - (iii) 冷凍食材是否貯存在攝氏 4 度或以下，冷藏食材是否完全冷藏。



Upon receiving, check:

- (i) the expiry dates of raw materials;
- (ii) the general conditions of raw materials, e.g. intact packaging with no signs of contamination;
- (iii) whether chilled ingredients are kept at 4°C or below and the frozen ones entirely frozen

# 1. 採購和收貨 Purchasing and receiving

- 退回任何不合格的原材料，並通知供應商。  
Reject any unfit raw material and inform the supplier.
- 如果店內不會為最終製成品進行熱處理，則只能使用經過熱處理（即高溫加熱或巴士德消毒）的雪糕混合物。  
If the final product will be not be heat treated in-house, only use ice-cream mixtures that have been heat treated, either by ultrahigh temperature (UHT) treatment or by pasteurization.



## 2. 貯存 Storage

- 將冰凍甜點的各種原材料妥善貯存，或按照製造商的指示貯存。  
Store different raw materials of frozen confections properly or according to manufacturer's instructions.
- 每天用溫度計量度雪櫃 / 冷藏設備的溫度至少兩次，並備存記錄。  
Check the temperature of the refrigerator and freezer with a thermometer. Keep records of the temperature at least twice a day.



## 2. 貯存 Storage

- 即食食材須與生的食物分開貯存，防止交叉污染。  
Store the ready-to-eat ingredients separately from raw foods to prevent cross-contamination.
- 按照「先入先出」的原則貯存和使用原材料。易腐壞的食材（例如配料粉混和水後及預先切好的水果），應盡快使用。  
Apply the first-in-first-out principle to store and use of raw materials. Perishable ingredients, e.g. powder mixed with water and pre-cut fruits, should be used as soon as possible.

### 3. 配製 Preparation

- 食物從業員在製備冰凍甜點時，應遵照良好衛生規範。  
Food handler should observe good hygiene practices while preparing the frozen confections.



- ✓ 佩戴手套和處理食物前應徹底清潔雙手。  
Wash hands thoroughly before putting on gloves and handling foodstuff.
- ✓ 定期更換手套，或當手套弄污、破損或除下時便更換。  
Change gloves regularly or whenever they get soiled, torn or taken off.
- ✓ 不可重用已丟棄的手套。  
Do not reuse disposed gloves.

### 3. 配製 Preparation

軟性冰凍甜點 (由調配分售機配製)

Soft serve frozen confections (from a dispensing machine)

- 當使用預製雪糕混合物 (例如經高溫消毒的混合物、經巴士德消毒的混合物和配料粉)時:

When using pre-prepared ice-cream mixtures (e.g. UHT mix, fresh mix and powdered mix):

- ✓ 丟棄任何已過「食用日期」的混合物；  
discard any mixtures that have passed its 'use-by' date;
- ✓ 打開混合物包裝前，先用乾淨抹布擦拭包裝；並使用消毒過的工具打開包裝；  
wipe the package of the mixture down with a clean cloth before opening; and use disinfected tools to open the package;
- ✓ 開封後的預製混合物，應立即放入調配分售機使用。  
Once opened, the pre-prepared mixture should be immediately placed into the dispensing machine for use.



### 3. 配製 Preparation

軟性冰凍甜點 ( 由調配分售機配製 )

Soft serve frozen confections (from a dispensing machine)

- 當自家製備雪糕混合物時：

When preparing ice-cream mixtures from scratch:



- ✓ 使用乾淨的用具和飲用水，並按照製造商的指示製備混合物；  
use clean utensils and drinking water and follow manufacturer's instructions to prepare the mixture;
- ✓ 如可行的話，使用經巴士德消毒的食材(例如蛋類)；  
use pasteurised ingredients (e.g. eggs) if possible;
- ✓ 不要過早製備混合物；  
do not prepare the mixture too far in advance;

### 3. 配製 Preparation

軟性冰凍甜點 ( 由調配分售機配製 )

Soft serve frozen confections (from a dispensing machine)

- 當自家製備雪糕混合物時：

When preparing ice-cream mixtures from scratch:

- ✓ 所有自製混合物在倒入具熱處理功能的調配分售機前，應保持在攝氏4度或以下；  
all self-prepared mixtures should be maintained at 4°C or below before being fed into the machine with heat treatment function;
- ✓ 在冷凝程序開始前，自製混合物需先在調配分售機中進行有效的巴士德消毒。  
conduct effective pasteurisation of the self-prepared mixture in the machine before the freezing process begins.

### 3. 配製 Preparation

軟性冰凍甜點 ( 由調配分售機配製 )

Soft serve frozen confections (from a dispensing machine)

- 已調配的冰凍甜點，不得放回調配分售機的原料箱。  
Dispensed confections should not be returned to the hopper of the machine.
- 添加混合物入調配分售機的原料箱前要洗手。  
Wash hands before filling or topping up the hopper.
- 調配分售機在使用前和營業時須定時清潔和消毒各出口噴嘴。  
Clean and disinfect all serving nozzles of the dispensing machine before use and regularly during business.



### 3. 配製 Preparation

軟性冰凍甜點 ( 由調配分售機配製 )

Soft serve frozen confections (from a dispensing machine)

- 檢查調配分售機顯示的溫度，確保分售機處於良好的工作狀態。  
Check the temperature displayed on the machine and ensure that it is in good working condition.
- 丟棄任何質地異常的產品。  
Discard any products with abnormal texture.



### 3. 配製 Preparation

#### 舀勺冰凍甜點

#### Scoop serve frozen confections

- 檢查冰凍甜點是否有大粒冰晶或其他曾解凍後再冷凍的跡象。丟棄明顯有曾經融化跡象的產品。

Check for large ice crystals or other signs of defrosting and refreezing in the confections. Discard if there is any evident sign.

- 使用前及操作時，定時清潔和消毒所有用具（如勺子）。  
Clean and disinfect all utensils, such as scoops, before use and regularly during operation.



### 3. 配製 Preparation

#### 舀勺冰凍甜點

#### Scoop serve frozen confections

- 將冰凍甜點容器的蓋子清洗、消毒並擦乾後再放回容器中。  
Wash, disinfect and dry the lids of the frozen confection containers before placing back in the container.
- 冷凍甜點融化後請勿重新冷凍。  
Do not refreeze frozen confections after melting has occurred.



### 3. 配製 Preparation

#### 其他食材

#### Other ingredients

- 威化筒先套上即棄紙筒或以餐紙巾包裹才使用。  
Serve the wafer cone in a cone sleeve or a paper napkin.
- 新鮮水果在使用前應徹底清洗。將已切好或去皮的水果冷存並盡快使用。  
丟棄在室溫下放置超過 4 小時的水果。  
Wash fresh fruits thoroughly before use. Keep pre-cut or peeled fruits refrigerated and use as soon as possible – discard them if left in room temperature for more than 4 hours.
- 避免用手拿水果配料，應使用乾淨的夾鉗  
Use clean utensils to avoid handling toppings with bare hands.

## 4. 清潔和消毒 Cleaning and disinfection

### 調配分售機

### Dispensing machines

- 按照供應商的指示進行清潔  
Clean the dispensing machine according to the supplier's instructions.
- 檢查密封部件和 O 形圈，更換破損、裂開或有損壞跡象的零件。  
Inspect the seals and O-rings, and replace those cracked, split or showing signs of damage.
- 清潔調配分售機後裝回零件。  
After cleaning, reassemble the machine.



## 4. 清潔和消毒 Cleaning and disinfection

### 調配分售機

### Dispensing machines

- 按照製造商的指示進行消毒。  
Disinfect the machine according to the manufacturer's instructions
- 消毒後，將少量混合物倒入原料箱加以運行，並丟棄首輪的製成品。  
Prime the machine with a small amount of mixture and discard the first run.
- 將調配分售機的清潔時間表記錄在案。  
Document the cleaning schedule of the machine.
- 僱員應接受有關清潔及消毒分售機的培訓。  
Employees should be trained on how to clean and disinfect the machine properly.



## 4. 清潔和消毒 Cleaning and disinfection

用於舀勺冰凍甜點的用具

Utensils used for scoop serve frozen confections

- 製備消毒溶液時，應遵照製造商的指示。  
The utensils should be rinsed with warm water and food-grade disinfectant. Follow the manufacturer's instructions when preparing the disinfectant solution.
- 營業期間，舀勺應經常清潔和消毒。  
Utensils should be cleaned and disinfectant frequently during business hours.
- 舀勺冰凍甜點前，抖掉多餘的消毒溶液。  
Shake off the excess solution before scooping.



# 個人及環境衛生

## Personal and environmental hygiene

- 經常奉行良好的個人衛生習慣。每次操作調配分售機前，以溫肥皂水徹底清洗雙手 20 秒。  
Always follow good personal hygiene practices.  
Wash hands thoroughly with warm soapy water for 20 seconds before operating the dispensing machine.
- 如有外露傷口，應用防水膠布或手套覆蓋。  
Open wounds should be covered by waterproof bandages or gloves.



# 個人及環境衛生

## Personal and environmental hygiene

- 食物從業員如患上或懷疑患上傳染病並出現腹瀉、嘔吐、發燒、喉痛或腹痛等徵狀，應暫停工作。

Food handlers should stop working if they have or suspect to be suffering from an infectious disease with symptoms such as diarrhoea, vomiting, fever, sore throat, or abdominal pain.

- 銷售點需提供足夠的洗手設施。洗手和處理食物應使用不同的設備，以減低交叉污染的風險。

Adequate washing facilities be made available at the points of sale. Separate washing facilities should be provided for hand-washing and preparing food/washing to reduce the risk of cross-contamination.



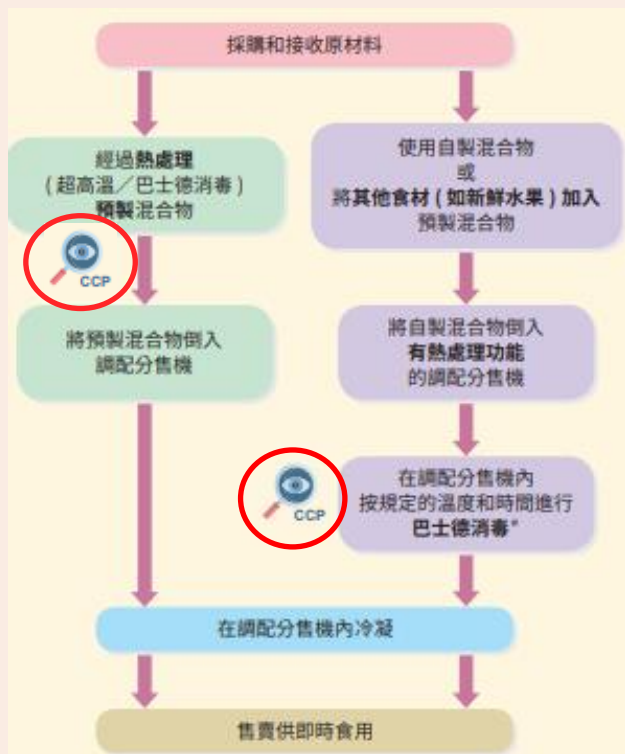
# 食物安全計劃 Food safety plan

「食物安全重點控制」(HACCP)系統能提升食物安全，預防食物危害

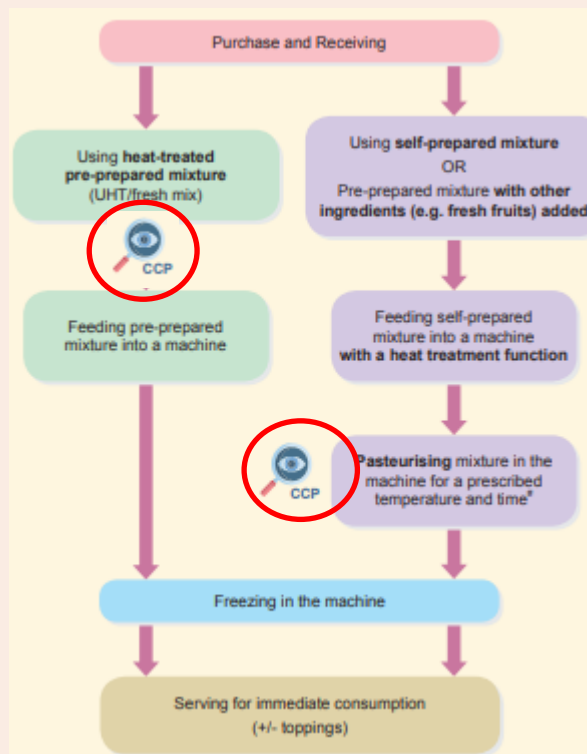
HACCP system can improve food safety and prevent food hazards

# 在銷售點製作軟性冰凍甜點的流程圖

## Production flow diagram of soft serve frozen confections



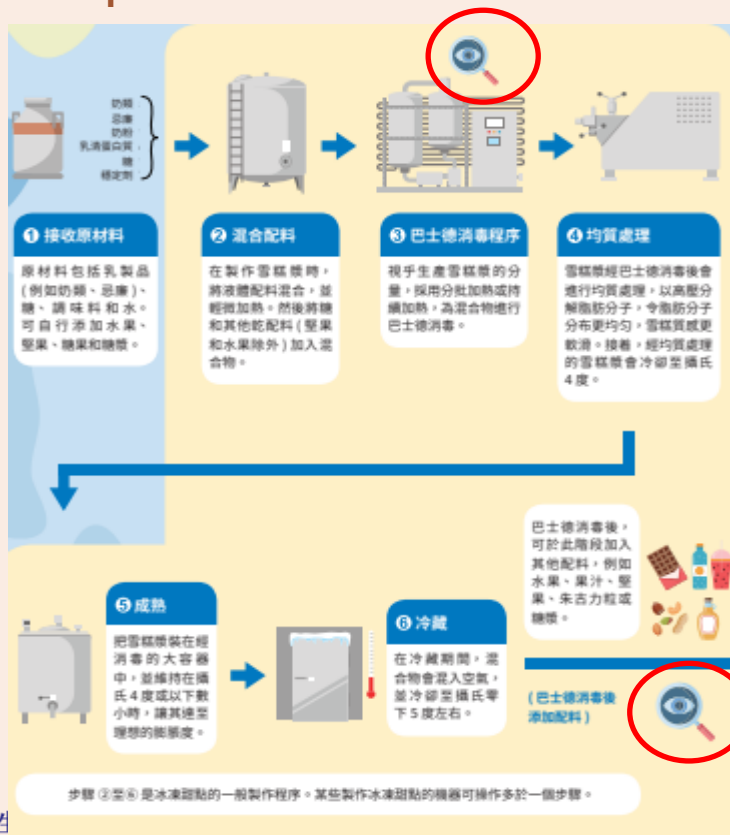
**控制重點 (CCP)** 是一個可予以監控的必要步驟。這步驟可以防止或消除食物安全危害，或把危害減低至可接受的程度。



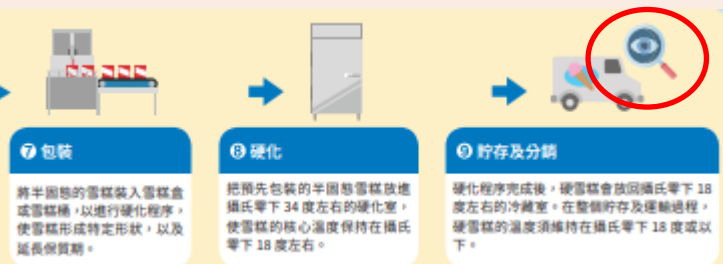
A **Critical Control Point (CCP)** refers to a step at which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level.

# 雪糕及其他冰凍甜點的一般生產程序的流程圖

## General production of ice-cream and other frozen confections

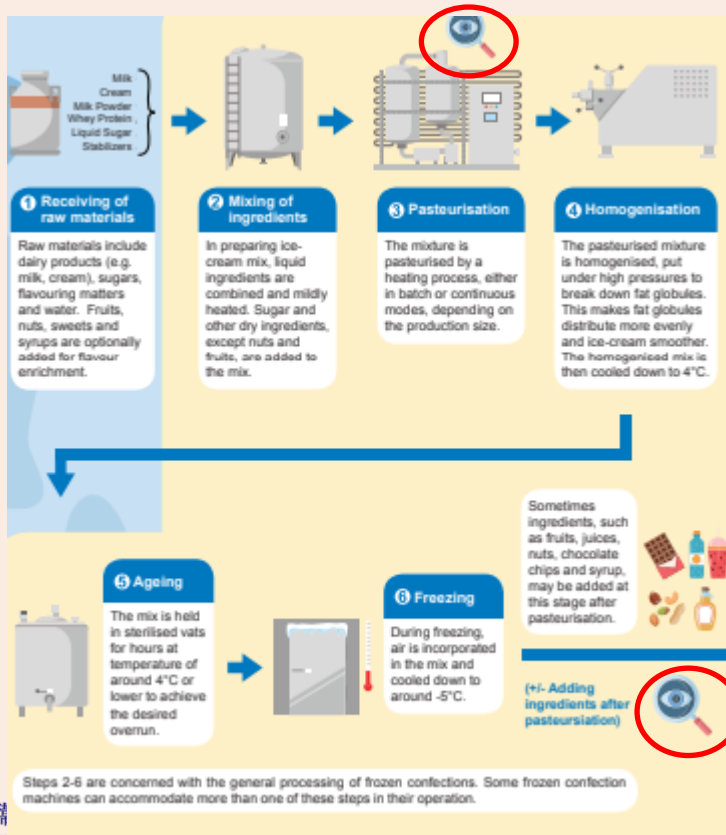


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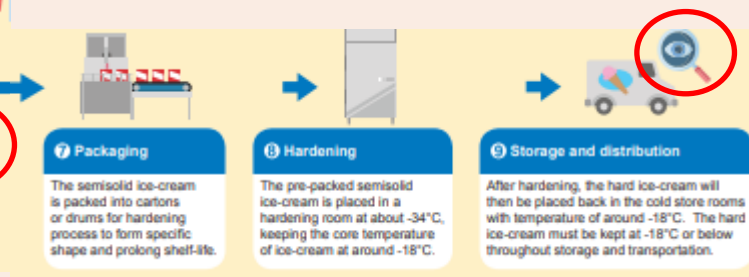


# 雪糕及其他冰凍甜點的一般生產程序的流程圖

## General production of ice-cream and other frozen confections



**CCP** A Critical Control Point (CCP) refers to a step at which control can be applied and is essential to prevent or eliminate a food safety hazard or reduce it to an acceptable level.



## 更多資訊 More information

- 可參閱食物安全中心的文件《在零售點配製即時食用的冰凍甜點 給食物業的食物安全指引》。

Refer to the CFS' document

"Frozen Confections Prepared at Points of Sale for Immediate Consumption  
Food Safety Guidelines for Food Businesses "

[https://www.cfs.gov.hk/english/multimedia/multimedia\\_pub/files/Frozen\\_Confections\\_Prepared\\_at\\_POS\\_Guideline\\_c.pdf](https://www.cfs.gov.hk/english/multimedia/multimedia_pub/files/Frozen_Confections_Prepared_at_POS_Guideline_c.pdf)

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## 更多資訊 More information

- 可參閱食物安全中心的文件《批發層面製造的冰凍甜點給食物業的食物安全指引》。

Refer to the CFS' document

"Frozen Confections Manufactured at Wholesale Level Food Safety Guidelines for Food Businessess "

[https://www.cfs.gov.hk/english/multimedia/multimedia\\_pub/files/Frozen\\_Confections\\_Manufactured\\_at\\_WSL\\_Guideline\\_c.pdf](https://www.cfs.gov.hk/english/multimedia/multimedia_pub/files/Frozen_Confections_Manufactured_at_WSL_Guideline_c.pdf)

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謝謝  
Thank you

