

Choose safe food materials – the 1st key to food safety

選購安全的食材 — 把好食物安全的第一關



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HIBF/Recognition_Launch slides/All/ENG/04.2011

Holiday Inn Golden Mile Hotel

金域假日酒店

Nestled in the very heart of Kowloon's bustling city center

酒店處於九龍的主要購物天堂區

- Western and Chinese Banquet 中西宴會
- Bistro on the Mile 咖啡廳
- Loong Yuen Cantonese Restaurant 龍苑中菜廳
- Osteria Restaurant 意大利餐廳
- Delicatessen Corner 假日美食店
- Haris Bar 夏利吧



Food Safety Objectives

食物安全目標

5 objectives: 5目標

- Increase client's Satisfaction 提升顧客滿意
- Improve Service Quality 完善服務品質
- Ensure Food Safety Hygiene 確保食品安全衛生
- Strengthen Human Resources Management 鞏固人力資源管理
- Maintain Quality and Food Safety Management System 保存品質及食物安全管理系統

Supplier Control Procedure

供應商控制步驟

- Selected and approved supplier lists for food suppliers and service contractors
選擇及已批准的食品供應商和提供服務供應商清單
- Supplier audit for Food based on Hygiene and Food Safety elements periodically.
內審團隊根據衛生和食品安全因素，安排供應商審核時間表
- All supplier shall comply with the Minimum Requirement
供應商必須符合供應商的最低要求

Supplier Control Procedure

供應商控制步驟

- Suppliers are selected / de-selected by internal audit group to ensure consistency for all incoming food products as required.
內審團隊決定選擇/不選擇供應商來確保所有進貨食品安全質量的穩定性
- Arranged supplier audit before start business. For the agents supply the oversea products, ensure agents have registered to the Food Safety Ordinance (Cap. 612) with valid license and provide the related documents.
新食物供應商的廠房必須在開始供應前審核。代理海外貨品之供應商在開始供應產品前必須登記食物安全條例 (第 612 章) 及提供有效的牌照以作記錄
- All suppliers' performances may be reviewed annually
每年供應商審核報告來回顧所有供應商的表現

Supplier Control Procedure - Food Receiving standard 供應商控制步驟－食物收貨標準

- For the food items, import certificate shall be provided during each delivery and marked in daily food receiving record (Quantity, Quality, Temperature, Truck Condition etc will be included for checking).

供應商必須在每次運送時提供產品入口證明以作日常食品收貨記錄參考
(基本檢查包括數量、質量、溫度、車輛狀況等等)

Challenging such as Chemicals residues
困難:化學物殘餘物

Food Receiving Flow

食物收貨流程



Checking 檢查

1. Temperature & %RH
溫度及濕度
2. Environment & facilities
環境及設備

Deliver-men control 送貨員控制

1. Register 登記
2. Arrange protective materials
穿上保護物料
3. Wash hands 洗手

Checking 檢查

1. Invoice 貨單
2. Quality 品質
3. Temperature 溫度
4. Quantity 數量

Transfer 轉貨

1. Change basket 轉箱
2. Transfer food with
designated lift 指定升降機
送貨

Storage 貯存

1. Transfer food to store
room 轉送
2. Keep in shelving 上架

Food Receiving Flow - Documents

食物收貨流程 – 文件控制



Check invoice
檢查發票



Check order list
檢查叫貨清單



Check certificate
檢查證書



Confirm stock 確認貨品



Fill in the receiving record
填寫收貨記錄



Keep documents
文件存檔

RECALL PROCEDURE

召回程式

Perform mock recall annually to ensure the system in place effectively. 每年進行回收演習以確保系統是有效地實施

The objectives are: 目標如下:

- To prevent consumption of unsafe food which may cause harm to the consumer 防止由於食用不安全食品而對消費者造成的傷害。
- To retrieve any unsafe food from Kitchen, Bar and food storage area 收回從廚房，吧台及食品儲藏區的不安全食品
- To store, return to supplier or dispose of unsafe food in a safe manner 將不安全食品儲藏，退還供應商或丟棄
- To co-operate fully with the local regulatory agencies as required 配合法律機構的要求

Summary

總結

- **Keep good communication with internal and external partners**
保持內部及外部良好的溝通
- **Onsite checking and monitoring**
在線檢查及控制
- **Regular testing**
定期檢測
- **Timely recall system**
即時回收行動



Thank You
謝謝