

Centre of Development and Resources for Students
General Guideline on Food Serving by Student Societies

1. All food (or drink) being served shall be either ready-to-eat or semi-processed. Processing of food at the activity site shall be limited to reheating, temperature holding and serving. Cooking process at the activity site which involves unprocessed raw ingredients (e.g. raw meat) is strictly prohibited.
2. All food ingredients, regardless of whether the end product is to be served hot or chilled, are best to be stored in refrigerator or insulating storage cabinet with ice pack and maintained at or below 4°C before reheating. Reference shall be made to the storage guideline and expiry date of the individual food ingredients.
3. Special attention shall be paid to spoiled, expired, or contaminated food (or drink) products (e.g. foreign object contamination). Such food (or drink) is not safe for human consumption and should be discarded and refrained from serving. If the food (or drink) and the ingredients are suspected to be spoiled or contaminated by means of visual or odour check, do not serve the food (or drink) and use the food ingredients and they shall be discarded immediately.
4. All food (or drink) or food ingredients must be purchased from reputable and licenced premises (e.g. with valid local distributor and food label, or premises holding valid FEHD licences), including catering outlets on campus.
5. Processing of hot food:
 - 5.1 For food that is intended to be served hot and has been previously chilled for storage, the core temperature of the food shall reach 75°C or above as quickly as possible when being reheated before serving. Food that has been refrigerated and reheated once should not be cooled, reheated, and served repeatedly.
 - 5.2 Hot food shall be maintained at or above 60°C throughout the course of transport until the time when it is being served.
 - 5.3 Hot food shall be maintained at or above 60°C throughout the course of displaying and serving as far as practicable. Food that is intended for immediate consumption and held at temperatures between 4°C and 60°C can only be displayed for a period of not more than 4 hours. Any leftover food after displaying should be discarded.
6. Processing of chilled or frozen food:
 - 6.1 Chilled food shall be maintained at or below 4°C throughout the course of displaying and serving as far as practicable. Food that is intended for immediate consumption and held at temperatures between 4°C and 60°C can only be displayed for a period of not more than 4 hours. Any leftover food after displaying should be discarded.

- 6.2 Frozen Food intended to be displayed and served frozen shall be maintained at or below -18°C throughout the course of displaying and serving. Any leftover food after displaying should be discarded.
7. Food (or drink), including unprocessed food (or drink) ingredients that is intended for immediate consumption should be properly covered and stored (please note para. 5 and 6 above) during the course of serving.
 8. Unless with proper storage facilities, food, food ingredients (regardless of packed or unpacked) and garbage shall not be stored overnight at the activity site to avoid pests and rodent infestation.
 9. In respect of personal hygiene, students who handle and serve food (or drink) at the activity site shall use hand disinfectant (e.g. alcoholic hand gel) before handling the food or food ingredients and wear disposable gloves during the process as far as applicable. Students shall refrain from handling food or working in the food serving area if they are suffering from illness and exhibiting symptoms such as coughing, sneezing, vomiting, diarrhoea, fever, etc., to prevent possible bacterial or viral contamination of food.
 10. Students shall take note of the University's policy on disposable plastic bottle. With effect from July 1, 2017, the distribution, sale and use of water in disposable plastic bottles of one litre or less at events and activities arranged on university premises by faculties, departments, societies, or other university-affiliated units is not permitted.

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Reference: FEHD Food Hygiene Code

[English] http://www.fehd.gov.hk/english/publications/code/code_all.pdf

[Chinese] http://www.fehd.gov.hk/tc_chi/publications/code/code_all.pdf