

## **Information Note**

### **LegCo Panel on Food Safety and Environmental Hygiene**

#### **Food Business Licences**

At the meeting of the LegCo Panel on Food Safety and Environmental Hygiene held on 8 January 2008, the Administration was asked to provide information on the work flow for processing applications and subsequent audit checks in respect of the proposed composite licence for the manufacture and sale of various types of ready-to-eat food items.

2. With effect from 1 August 2010, the Food and Environmental Hygiene Department (FEHD) has accepted applications for Composite Food Shop Licence (CFSL). The work flow for processing applications for a full CFSL is at the Annex. For applications where the relevant departments have raised no objection to issuing full licences, FEHD considers some business facilitation to the trade could be provided by issuing a full CFSL upon receipt of a certified layout plan of the premises and certification of compliance with all health requirements issued by a recognised professional\*. FEHD will conduct on-site audit check to verify conformity of the actual layout of the premises with the certified layout plan and compliance with the health requirements relating to food room, sanitary fitments, ablution and scullery facilities, grease traps and refrigerators etc. within five working days after the issue of a full CFSL. Should the certification be found to be false or misleading, FEHD will invoke its power under section 34E of the Food Business Regulation (Cap. 132X) to cancel the CFSL in question.

**Food and Health Bureau**  
**Food and Environmental Hygiene Department**  
**December 2010**

---

\* A recognized professional includes an “authorized person” (AP) or a “registered structural engineer” (RSE) whose name is on the AP or SE register kept by the Building Authority under section 3 of the Buildings Ordinance (Cap. 123).

**Flow Chart Showing Licensing Procedures for Full Composite Food Shop Licence  
and Related Audit Check**

