

**Business Facilitation Advisory Committee
Task Force on Business Liaison Groups**

*Simplifying the cancellation of
Hygiene Manager / Hygiene Supervisor records*

Background

To strengthen food safety supervision in licensed food premises, all food establishments are required to appoint a Hygiene Manager (HM) and/or a Hygiene Supervisor (HS). One of the criteria for the issuance of food business licence is the submission of a duly completed nomination form for HM and / or HS.

Trade's concerns

2. At a Business Liaison Group meeting for non-restaurant food business, the trade expressed the concern that if a person nominated as HM/HS of the new food premises under application for food business licence was still holding a record as HM/HS of another food premises from which he/she had resigned, the Food and Environmental Hygiene Department (FEHD) would not approve the nomination until the operator concerned had confirmed in writing to cancel the existing HM/HS record. The current practice of approving the HM/HS nomination would inevitably delay the issue of a full food business licence if it took a long time for FEHD to receive the cancellation confirmation from the operator concerned.

Administration's response

3. In response, FEHD has advised that the department has to ensure that the nominated person will not work simultaneously as full-time HM/HS in more than one food premises¹. To facilitate early approval of a HM/HS nomination, FEHD will allow the nominated person to self-declare his/her resignation as HM/HS in connection with the previous employment. After verification with the operator concerned, the department will cancel the existing HM/HS record accordingly. To implement the above change, FEHD

¹ For those food premises which are under the same licensee and housed in the same supermarket or food court, appointment of the same person as the HM/HS for respective individual licences is allowed.

plans to launch the revised HM/HS nomination form in the second quarter of 2016.

Way Forward

4. Members are invited to note the content of this paper and offer comments, if any.

**Food and Environmental Hygiene Department
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