

Guidelines on Meal Arrangements in Schools

(Revised in March 2020)

A. Important Points

Schools should, based on their own circumstances:

- (1) set up a co-ordination group to formulate the healthy and environmentally friendly school policy and practices to supervise, co-ordinate and improve the meal arrangements for their students. The group should be chaired by a senior member of the teaching staff and should comprise other staff and parent representatives;
- (2) establish appropriate procedures to select the supplier who is most capable of providing healthy and nutritious school lunch and snacks in an environmentally friendly manner and refer to the Education Bureau (EDB) circular currently in force on conducting trading operations in schools receiving public funds to ensure that the arrangements are in line with the fundamental principles and guidelines;
- (3) take out “Strongly Discouraged Food Items” from all menu choices and stop the supply of snacks and drinks categorised as “Snacks to Choose Less” to reduce intake of fat, salt (sodium) and sugar by students and hence prevent the development of obesity or related health problems;
- (4) adopt on-site meal portioning and ensure that there are adequate space, equipment (such as food warming devices and dish washing equipment) and manpower to maintain cleanliness, to portion and distribute the lunch efficiently and do the cleaning up immediately after lunch;
- (5) open parts of the premises (such as school hall, classrooms and covered playground) to cater for students staying in for lunch, create a clean, pleasant and healthy eating environment and provide sufficient time for the students to have lunch;
- (6) encourage and motivate parents to co-operate by providing healthy lunch boxes/snacks for their children and take part in lunch and snacks monitoring to foster a healthy and environmentally friendly eating habit;
- (7) discourage students from patronizing illegal hawkers. Complaints should be lodged to the Enquiry Hotline of the Food and Environmental Hygiene Department (FEHD) at 2868 0000 or directed to the respective District Environmental Hygiene Offices if illegal food hawkers operate outside the school; and
- (8) encourage teachers and students to understand the correct ideas of food safety, nutrition, balanced diet, personal health and prevention of food wastage, etc. and introduce to parents the healthy and environmentally friendly policy on meal arrangement adopted by the school.

B. Healthy Lunch

- (1) The quality of school lunch depends very much on the choice of ingredients and the cooking methods used. A desirable and healthy lunch should be able to deliver about one-third of the daily nutritional needs of a school child. The following shows some principles of a healthy lunch:
 - (a) provide grains (such as rice, pasta), vegetables and meat (or its substitutes) in the ratio of 3:2:1 by volume;
 - (b) contain at least one serving of fresh vegetables;
 - (c) provide whole grains or grains with added vegetables more;
 - (d) use lean meat, fish or poultry without skin more;
 - (e) use low fat cooking methods such as steaming, boiling, stir-frying with minimal amount of oil or baking;
 - (f) use vegetable oils only, such as corn oil, canola oil, olive oil and peanut oil, in small amount for cooking;
 - (g) avoid using grains with added fat or oil, fatty cut of meat and poultry with skin, whole fat dairy products, preserved or processed food and gravy/sauce of high fat or salt content; and
 - (h) do not provide desserts or confectionery.

- (2) To prevent students from developing obesity or related health problems, schools should first take out all lunch options using ingredients classified as “Strongly Discouraged Food Items” by the DH’s “Nutritional Guidelines on Lunch for Students” (http://school.eatsmart.gov.hk/files/pdf/lunch_guidelines_bi.pdf) to reduce intake of fat, salt and sugar. School staff may refer to the “Classification of Food Items for School Lunch” (http://school.eatsmart.gov.hk/files/pdf/Lunch_Classification_en.pdf) to make sure “Strongly Discouraged Food Items” do not form part of the meals. Examples of such items include:
 - (a) deep-fried food items such as French fries, deep-fried chicken wings, deep-fried pork chops, deep-fried fish balls and deep-fried tofu puffs;
 - (b) food items with very high salt content such as salted fish and salted eggs;
 - (c) food items with added animal fat, trans fat, plant sources of saturated fat and hydrogenated fat such as butter, lard, coconut cream, palm oil and margarine containing trans fat; and
 - (d) desserts with added sugar or beverages categorised as “Snacks to Choose Less” in DH’s “Nutritional Guidelines on Snacks for Students” (https://www.chp.gov.hk/files/pdf/snack_guidelines_bi.pdf), such as soft drinks, fruit-flavored drinks and yoghurt drinks.

- (3) In view of the announcement of the International Agency for Research, the cancer agency of the World Health Organization, about the carcinogenicity of the consumption of red meat and processed meat in October 2015, the DH has issued a guideline on meal arrangement and meal provision (http://www.chp.gov.hk/files/pdf/gls_for_sectors_on_meal_provision_e.pdf). Schools are reminded to follow the “Nutritional Guidelines on Lunch for Students” and to **limit the provision of processed meat for no more than two school days**

a week as it is classified as “Limited Food Items”.

- (4) Food should be well-cooked and reheated, and raw food or items requiring considerable handling should be avoided.
- (5) Hot dishes should be kept at 60°C above and cold dishes at 4°C or below.

C. Green Lunch

- (1) Whenever possible, schools should arrange students’ school lunch in an environmentally friendly manner so as to minimise wastage and waste production. Parents are encouraged to use reusable containers to pack their children’s lunch. Reusable lunch containers are readily available from most lunch suppliers upon request and schools are therefore strongly advised to stop using disposal containers and cutleries as far as possible. When feasible, schools are also encouraged to consider adopting on-site meal portioning. This service can help reduce food wastage and has the added benefit of providing freshly cooked vegetables for students.
- (2) To facilitate on-site meal portioning, schools may apply for funds provided by On-site Meal Portioning Projects in Schools (Green Lunch) under the Environment and Conservation Fund (ECF) for installing basic kitchen facilities (for example, heaters, cookers, boilers, sink, grease traps), kitchen furniture, dish washing facilities, utensils, and electrical/water installation works. Please refer to ECF’s website (<http://www.ecf.gov.hk/en/application/index.html>) for details.
- (3) Schools with space problem and operational difficulties in implementing on-site meal portioning are requested to pursue other forms of green lunch, such as adopting reusable lunch containers and cutleries in place of disposable lunch containers and cutleries. Please refer to Environmental Protection Department (EPD)’s “Guideline on How to Promote Green Lunch in Schools” at https://www.wastereduction.gov.hk/en/schools/green_lunch.htm to distinguish between the two types of containers.
- (4) Schools should use reusable cutlery with spare sets for students who have forgotten to bring their own set of cutlery.
- (5) Apart from following the suggested points (1) to (4) above, in cases when disposable lunch containers and cutleries have to be used anyway, schools should put in place a proper mechanism for recycling such containers and cutleries. Schools should include a condition in the contract to require the lunch suppliers to properly handle disposable containers and wastes. They should also timely monitor the lunch suppliers’ performance in this aspect to see if the necessary arrangements have been made. A list of Disposable Lunch Box Recycles and further information are available in EPD’s “Guidelines on How to Promote Green Lunch in Schools” (https://www.wastereduction.gov.hk/en/schools/green_lunch.htm).

D. Selection of Lunch Suppliers

- (1) Schools should comply with the provisions in EDB circulars on “Trading Operations in Schools” and “Procurement Procedures in Aided Schools” and the related annexes currently in force (if applicable), and pay particular attention to the following:
 - (a) Schools should conduct quotations/tendering in a fair, open and just manner when selecting lunch suppliers. They should select the lunch suppliers through competitive quotation/tender exercises at regular intervals, preferably not exceeding three years.
 - (b) Parent-Teacher Associations (PTAs) or School Sponsoring Bodies (SSBs) are required to observe the principles and arrangements as set out in the circular should they be delegated by the School Management Committees (SMCs)/Incorporated Management Committees (IMCs) to make arrangements for trading operations in the schools.
 - (c) If PTAs or SSBs wish to undertake trading operations in the schools, they should be treated as one of the bidders and subject to competitive bidding and the same selection procedures applicable to other bidders. Schools should select the service providers through a proper tendering procedure as recommended by EDB.
 - (d) It is an offence under Section 9 of the Prevention of Bribery Ordinance for school staff to accept advantages from suppliers in connection with the selection of lunch supplier without his/her school’s permission. Schools should not permit their staff to receive advantages (including payment of commission) from lunch suppliers.
 - (e) SMC/IMC members, school staff and parents involved in the selection of lunch suppliers are required to report any conflict of interest situations, financial or otherwise. Schools should properly record any declarations or disclosures made and the subsequent actions taken to avoid any actual or perceived conflict.
- (2) In order to select the lunch supplier who is most capable of providing healthy and delicious lunch for students in an environmentally friendly manner, schools are advised to follow the protocol and use sample tender documents developed by DH. These documents have been incorporated in the “Handbook for Selection of School Lunch Suppliers” (<http://school.eatsmart.gov.hk/en> → Selects Lunch Suppliers → Handbook of Selection of Lunch Suppliers). The handbook highlights the importance of forming a committee for selecting lunch suppliers and details the applicable tendering procedures as well as vetting mechanism which take into consideration both price and quality of school lunch.
- (3) Schools should not allow the choice of lunch suppliers to be in any way influenced by a donation or any form of advantages (such as sponsorships, cash rebates, gifts, favours or catering services for free or at reduced prices). Schools should be aware that the cost of the lunch boxes arising from acceptance of advantages from suppliers would be increased and ultimately borne by parents/students purchasing the lunch boxes. Schools should follow the general principles on acceptance of advantages and donations set out in EDB circulars on “Acceptance of Advantages

and Donations by Schools and Their Staff” and “Trading Operations in Schools” currently in force.

- (4) Schools should make sure that lunch and cooked food are provided only by food suppliers that hold a valid food factory licence together with endorsement for the manufacture/preparation of lunch boxes. Schools should request the licensees of these food factories to provide certifying documents to prove that their premises are licensed for the specific purpose. It is also applicable to the circumstance that the licensed food factory engages a sub-contractor to provide lunch boxes or manufacture the food items concerned on behalf of the licensees.
- (5) When selecting suitable school lunch suppliers, schools should pay attention not only to the nutritional value of the food but also the packaging, transportation and disposal of containers. Schools should only consider those suppliers who are able to comply with school policy on healthy and sustainable environmental development.
- (6) When drafting contracts with lunch suppliers, schools are strongly advised to specify their requirements on nutritional quality and waste reduction in the major clauses of the contract. Schools should refer to the “Nutritional Guidelines on School Lunch for Students”, “Guideline on How to Promote Green Lunch in Schools” and “Guidelines on How to Ensure School Lunches Ordered Are Safe” issued by DH, EPD and FEHD respectively.

E. Healthy and Green Snacks

- (1) Schools should be careful in the choice of food items available for sale at the tuckshops and vending machines. Schools should be mindful of the nutritional value of snack items to be sold and ensure they may contribute positively to growth and development of children.
- (2) Schools should advise staff and tuckshop contractors to:
 - (a) increase the supply of and promote healthy snacks, which include:
 - bread and grains which are less in fat, salt or sugar content such as whole wheat bread, raisin bread, egg sandwich, boiled corn;
 - fresh vegetables and fruit, and dried fruit without added-oil, sugar and salt such as dried apricots, raisins;
 - dry-roasted plain nuts and unsalted beans such as almonds, cashew nuts;
 - plain chestnuts;
 - low-fat or skimmed dairy products without added-sugar such as low-fat milk; and
 - low added-sugar beverages such as unsweetened or low sugar soy milk, low sugar Chinese-style beverages.
 - (b) keep hot dishes at 60°C above and cold dishes at 4°C or below;
 - (c) keep the tuckshop clean and hygienic; and
 - (d) obtain relevant permits from FEHD for the sale of restricted food items listed in Schedule 2 of the Food Business Regulation (Cap. 132X), including milk, frozen confections, non-bottled drinks, prepackaged sushi and foods sold in

coin-operated automatic vending machine, etc. For application for restricted food permit, please refer to FEHD's website at <http://www.fehd.gov.hk/english/licensing/guide.html#restrictedfood>.

- (3) To reduce students' intake of fat, salt and sugar, schools should first consider refraining from supplying snacks classified as "Snacks to Choose Less" in "Nutritional Guidelines on Snacks for Students" in school premises. Examples of these snacks are:
 - (a) energy dense, high-fat, high-salt and high-sugar food such as deep-fried food items, crisps and chips, cream-filled buns, pastries, cookies, chocolate, candies, ice-cream; and
 - (b) drinks high in sugar or salt content, such as soft drinks, fruit juice with added sugar, yoghurt drinks, high-sugar Chinese-style beverages, canned vegetable juice.
- (4) Schools are advised not to sell:
 - (a) food or drink items containing caffeine and artificial sweeteners to primary school students, such as coffee, milk tea, green tea, sports drinks with added caffeine, diet soft drinks, sugar-free candies;
 - (b) food or drink items containing more than 125 kcal of energy per serving size or beverage items of more than 250 ml in volume;
 - (c) food items which involve excessive handling/cleansing before and after sale;
 - (d) alcoholic beverages; and
 - (e) food items which are prone to cross-contamination, particularly cooked food that requires considerable handling.
- (5) With the Nutrition Labelling Regulation coming into force, schools are encouraged to consider nutritional information on food packages before supplying snacks to students. Schools can also make use of the "Snack Nutritional Classification Wizard" on DH's Eatsmart@school.hk Campaign website or mobile App. version for snacks classification. For details of the labelling requirements and the classification of snacks, please refer to the websites of FEHD (http://www.cfs.gov.hk/english/whatsnew/whatsnew_act/whatsnew_act_19_Nutrition_Labelling_Scheme.html) and DH (<https://school.eatsmart.gov.hk/snack/en/snack.html>).
- (6) Schools should minimise the provision of food that are either packed excessively or packed with disposable containers. Where their use is unavoidable, containers made of degradable materials are preferred.

F. Selection of Snacks Suppliers

- (1) Schools should ensure that they have put in place a fair, open and transparent system of tendering and procurement procedures. Schools should make reference to the prevailing EDB Circular on "Trading Operations in Schools" to ensure that the arrangements comply with the fundamental principles and guidelines.

- (2) Tuckshops and vending machines are not mandatory facilities in schools. Snacks consumed at schools including those sold at school tuckshops or by vending machines directly influence students' eating habits and their health. Hence, schools should pay due regard to the nutritional value of items to be supplied in the tuckshop in addition to the amount of rental payable by the tuckshop operator. Schools should define the choice of food items available for sale in the tender specification as well as the contracts signed with tuckshop operators by making reference to the principles of choosing healthy snacks in the "Nutritional Guidelines on Snacks for Students".

G. Frequently Asked Questions and Answers

Q1 Is it compulsory for schools to arrange a tasting session as an assessment procedure for choosing school lunch suppliers?

A1 Tasting session is not a compulsory part in the process of choosing lunch suppliers by schools. Nonetheless, when properly organised, tasting session could form part of the assessment process to differentiate lunch suppliers' ability in preparing school meals that are healthy, delicious and attractive. The entire process should also be carried out in a fair, transparent and objective manner with minimal food wastage. For details, schools may refer to "Handbook for Selection of School Lunch Suppliers".

Q2 How should schools arrange a tasting session?

A2 Schools have to ensure that the tasting session and the assessment are conducted in a fair, just and objective manner. Schools should provide bidders participating in the tasting session with the rules, regulations and assessment criteria well before the tasting session. Schools should ensure that the participants comply with the instructions laid down for the event. In this connection, bidders who fail to observe instructions aimed at protecting open and fair competition at the tasting sessions should be penalised by mark deduction or even exclusion from the selection process.

Schools may invite teachers, parent and student representatives to participate in the event. SMC/IMC members, school staff and parents involved in the selection of lunch suppliers should be required to sign an undertaking that they will declare in writing to the SMC/IMC if they themselves or their family members have or will have any close connection with the suppliers (such as being relatives, employers, shareholders, etc.) as soon as they become aware of it. Schools should properly record any declarations or disclosures made and necessary action taken to avoid any actual or perceived conflict of interest. Members of the assessment team should also be reminded not to solicit or accept donations or advantages in any form from the school lunch suppliers. Schools should not allow the choice of suppliers to be in any way influenced by donations or any form of advantages. For details, schools may refer to "Handbook for Selection of School Lunch Suppliers".

Q3 Can schools ask school lunch suppliers to provide back-up lunch boxes?

A3 Schools should note that back-up lunch boxes should only be used for replacement, refill and/or ad hoc orders. Schools should not take the back-up lunch boxes as free supply from the suppliers and for consumption at their own discretion. Since the cost of back-up lunch boxes will affect the price and nutritional quality of lunch boxes, schools should set a reasonable and justifiable quantity based on past experience of the actual need with a view to avoiding wastage and jetting up the bidding price. In this regard, school may take record of the number and the reasons for the back-up lunch boxes consumed over a period of time to find out the average daily number of back-up lunch boxes required. Schools should keep the quantity under review regularly to avoid wastage. Schools should also inform the parents concerned about the arrangements and the number of back-up lunch boxes provided by the suppliers.

Under no circumstances should schools ask for extra number of free lunch boxes for staff or members of the schools (such as providing free lunch boxes to the student helpers, teachers and parent volunteers who assist in the meal arrangements for students). Schools may honour helpers and volunteers through other means of thanks, such as award of merits to helpers.

Q4 How should schools handle the back-up lunch boxes?

A4 Schools should monitor and record the provision and disposal of back-up lunch boxes. Schools should seek agreement with their school lunch suppliers on the proper recording of back-up lunch boxes and the procedure of handling the lunch boxes to ensure that the arrangement is above suspicion of doubtful practice. If schools agree to take responsibility in the arrangement of back-up supplies, they should keep record of the back-up lunch boxes and take proper account of the unused lunch boxes by either returning them to the suppliers or disposing the left-over as general food waste. Or alternatively the school lunch suppliers take the responsibility of delivering the service and arranging staff to station at school to handle food waste and the back-up supplies.

Q5 Can schools ask their school lunch suppliers to provide lunch boxes for inspection and tasting for free?

A5 Under normal circumstances, lunch surveillance is conducted on specified days of the school year and involves one lunch box per menu choice in the day. Thus, only a small number of lunch boxes will be required. Schools may ask their lunch suppliers to provide a small number of extra lunch boxes for this purpose. Whether charges should be imposed is subject to mutual agreement. Schools could also obtain feedback from the students who are the customers.

Q6 How could schools engage parents in the selection process of lunch suppliers?

A6 According to the prevailing circular and guidelines on “Procurement Procedures

in Aided Schools”, the Tender Approving Committee responsible for approving tenders must comprise a representative of the Parent-Teacher Association or a parent manager who should be informed of the school policy on healthy eating and green meal as well as the criteria and procedures involved in the selection process. Schools should take into account parents’ opinions collected through various channels such as involving parent representatives in the tasting session.

Q7 Can schools solicit or accept advantages/donations from the lunch suppliers/tuckshop contractors, such as sponsorships, commissions, cash rebates, discounts for lunch boxes or free food/drinks for school staff or at school functions, donations for purchasing furniture and equipment, improving school facilities including installing air-conditioners in the school canteen, or even providing extra facilities not directly related to the provision of lunch, such as installation of aluminum shutters?

A7 As a rule, schools, acting as a mediator between suppliers and parents, should not solicit or accept donations or advantages in any forms from suppliers. Any benefits contributed by the lunch suppliers, if any, should go directly to the students who pay for their lunch (such as in the form of greater discount in prices of the lunch boxes for those students). The benefits should not be used for other purposes not related to meal arrangement.

Acceptance of donations or advantages of any form from any food suppliers should be considered only in very exceptional circumstances with compelling reasons and has to be approved by the SMCs/IMCs in advance. Adverse factors such as actual or perceived conflict of interest, danger of being obliged to the donors, giving rise to disgrace to the school or the cost of donations ultimately borne by parents must be duly considered. Schools should be aware that the cost of the lunch boxes arising from acceptance of advantages from suppliers would be increased and ultimately borne by parents/students purchasing the lunch boxes. Schools should make reference to the respective guidelines issued by EDB from time to time on acceptance of donations and advantages.

Q8 To facilitate on-site meal portioning, can schools ask the lunch supplier to donate furniture and equipment or to improve school facilities such as installing air-conditioners in the school canteen?

A8 Please refer to Q7 above. Under no circumstances should schools ask the lunch suppliers to provide these facilities.

If schools require additional facilities/equipment to implement on-site meal portioning, they may apply for funds provided by On-site Meal Portioning Projects in School (Green Lunch) under ECF for installing kitchen facilities (such as heaters, cookers, boilers, sink, grease traps), kitchen furniture, dish washing facilities, utensils, and electrical/water installation works. Schools may refer to ECF’s website (<http://www.ecf.gov.hk/en/application/index.html>) for details.

Q9 Can schools include their requests for donations/advantages in the tender specification before the tender process begins, or can they include such requests in their contract with the lunch suppliers after award of the tender so as to prove that those “donations/advantages” are agreed by both parties and are legitimate?

A9 As a rule, schools should not solicit or accept donations or advantages in any form from suppliers. In any case, schools should comply with the requirements set out in EDB Circulars on “Acceptance of Advantages and Donations by Schools and Their Staff” and “Trading Operations in Schools” currently in force. Simply specifying the provision of such donations or advantages in the tender documents or contracts without compelling reasons and going through the proper procedures (such as seeking approval from SMCs/IMCs in advance) will not legitimize the acceptance of donations and advantages from suppliers. Schools should also note that any verbal agreement made with individual suppliers violates the principles of fairness, justice and openness of competitive bidding and may result in contract disputes or even breach of the Prevention of Bribery Ordinance.

Q10 Can schools solicit or accept any free lunch boxes for the needy students or solicit a discount for needy parents who have several children subscribing school meals from lunch suppliers?

A10 Relevant EDB circulars have set out that acceptance of donations or advantages from lunch suppliers should be considered only in very exceptional circumstances with compelling reasons. Those donations or advantages have to be directly benefiting the students at school, particularly students/families who pay for their lunch. If schools intend to accept free lunch boxes or to solicit a discount for their needy students, prior written approval should be obtained from the SMCs/IMCs. At the same time, parents subscribing to and paying for the lunch service should be consulted. Schools should record details of the donations received by schools with the compelling reasons in the register of donations and in the School Reports. The donation register is subject to the inspection by EDB officers and should be made available to members of the public.

Q11 How should schools handle complaints from bidders of school lunch service?

A11 Schools should ensure that the tendering procedures are in compliance with the principles and rules as set out in EDB circulars and guidelines on trading operations. Schools should handle complaints from bidders of school lunch service in a fair, responsible and timely manner and report the complaints and investigation to their SMC or IMC.

Q12 What should be done if students are patronising illegal caterers outside school?

A12 School lunch suppliers must possess a food factory licence permitted to supply lunch boxes by FEHD. When students are found to patronise illegal caterers, schools should report the case to FEHD for necessary action. At the same time, schools should enhance the students’ awareness and knowledge about food safety

and healthy eating and discourage students from patronising illegal caterers.

Q13 What will be the maintenance arrangement for the kitchen equipment funded by ECF to implement on-site meal portioning in schools?

A13 The kitchen equipment funded by ECF will carry a 2-year warranty. Schools could flexibly use the subsidies provided by EDB to cover the expenses on maintenance, repair and replacement of the equipment after the warranty period.

Q14 Should schools require the bidders to provide guarantee/deposit when they submit the tenders?

A14 Schools are advised not to acquire pledge/guarantee/deposit in any form from the bidders during the tendering process with a view to encouraging interested bidders to submit tenders for providing more choices for schools.

Q15 What should we pay attention to when offering vegetarian meals?

A15 Schools should make sure appropriate meat substitute is available when offering vegetarian meals to students. Appropriate meat substitute includes dry beans (such as soy beans, chicken peas, kidney beans, adzuki beans, black-eyed peas), soy bean products (such as firm tofu/wrapped bean curd, dried bean curd, bean curd sheets, fresh bean curd sheets, non-deep fried bean curd sticks, okara/soy bean pulp), seeds and nuts (such as sesame, peanuts, walnuts, cashew nuts), eggs and low-fat dairy products (such as low-fat cheese), white gluten and baked spongy gluten.

Q16 Many traditional festive foods are high in fat, salt and sugar, such as moon cakes and chocolate Easter eggs. Should teachers introduce these foods to students during festivals?

A16 If schools think there is a need to introduce or consume festive foods at school, please consider the following recommendations:

- Provide other healthier choices if available, such as fruits during Mid-Autumn Festival
- If fatty, sugary or salty festive food items are served:
 - explain the nutritional value of the food items before serving to students
 - remind the students to consume a small amount only
 - serve the food items as a light snack, which should not affect students' appetite for regular meals

Schools should refer to the “Nutritional Guidelines on Lunch for Students” and the “Nutritional Guidelines on Snacks for Students” to choose food supplied by lunch suppliers and food items available for sale at tuck shops and vending machines.

H. Useful Web Links

- <http://school.eatsmart.gov.hk/en/template/home.asp>
Thematic website of EatSmart@school.hk Campaign of DH
- <http://school.eatsmart.gov.hk/en/template/index.asp?pid=2007&id=2002>
School policy on healthy eating
- http://www.chp.gov.hk/files/pdf/gls_for_sectors_on_meal_provision_e.pdf
Guideline on Meal Arrangement and Meal Provision
- http://school.eatsmart.gov.hk/files/pdf/lunch_guidelines_bi.pdf
Nutritional Guidelines on Lunch for Students
- <http://school.eatsmart.gov.hk/en/template/index.asp?pid=2009&id=3042>
Handbook of Selection of Lunch Suppliers, procedures and case of improper solicitation related to school catering arrangement
- <http://school.eatsmart.gov.hk/en/template/index.asp?pid=2007&id=2003>
Tools for lunch arrangement and monitoring
- https://www.chp.gov.hk/files/pdf/snack_guidelines_bi.pdf
Nutritional Guidelines on Snacks for Students
- <http://school.eatsmart.gov.hk/en/template/index.asp?pid=2007&id=2004>
Tools for snacks arrangement and monitoring
- <https://www.hkna.org.hk/en/article-category/other>
Database of Prepackaged Snacks at website of Hong Kong Nutrition Association
- http://www.cfs.gov.hk/english/whatsnew/whatsnew_act/whatsnew_act_19_Nutrition_Labelling_Scheme.html
Webpage on nutrition labelling of FEHD
- <https://www.fehd.gov.hk/english/licensing/licence-foodPremises-nonrest.html>
Updated list of licensed food factories approved to supply lunch boxes

- http://www.cfs.gov.hk/english/multimedia/multimedia_pub/files/school_lunches_ordered_are_safe.pdf
Guidelines on How to Ensure School Lunches Ordered Are Safe
- http://www.cfs.gov.hk/english/multimedia/multimedia_pub/files/children_catering.pdf
Food Safety Guidelines on Catering Services for Children
- http://fehd.gov.hk/english/licensing/Guide_on_Types_of_Licences_Required.html
Information on application for restricted food permit
- http://www.cfs.gov.hk/english/programme/programme_haccp/programme_haccp.html
Hazard Analysis and Critical Control Point Programme – industry resources and school resources
- http://www.fehd.gov.hk/english/district_offices/districtoffices/district_offices.html
Addresses and telephone numbers of the District Environmental Hygiene Offices on enquires about the control of licensing food factories supplying lunch boxes
- https://www.wastereduction.gov.hk/en/schools/green_lunch.htm
Guideline on How to Promote Green Lunch in Schools
- <http://www.ecf.gov.hk/en/application/index.html>
Application of On-site Meal Portioning Projects in Schools (Green Lunch) under the Environment and Conservation Fund