

# **CYCU Principles for Hygiene Management in Restaurants and Food Establishments**

Passed by 3rd Health Services Committee on July 4, 2012

Amendments added according to letter No. 1050002657,

from the Office of the Secretariat, August 25, 2016.

Amendments added by 2nd Health Services and Dietary Committee on June 30, 2020

1. To ensure that the dining establishments at Chung Yuan Christian University (hereinafter referred to as "this University") provide food and beverages that meet hygiene and nutritional requirements, Principles for Hygiene Management in Restaurants and Food Establishments (hereinafter referred to as "the principles") are established in accordance with the Ministry of Education's "Hygiene Management Regulations for School Canteens, Kitchens and student stores."
2. The Office of Student Affairs should require all food service personnel to undergo at least 8 hours of hygiene training, conducted by the health authority or its accredited organizations, before the start of each academic year. Additionally, hygiene training sessions should be held every semester for all food service personnel to implement food safety education within the school.
3. The Office of Student Affairs shall manage the school's food services according to the following regulations :
  - (1) Health Management of Food Service Personnel : Before hiring food service employees, they must undergo a health examination, which should include testing for the following conditions : Hepatitis A, Hand skin diseases, Rashes, Abscesses, Wounds, Tuberculosis, Typhoid fever, Other diseases that may lead to food contamination. Employees without a valid health certificate from an accredited medical institution shall not be hired. During employment, the hiring unit is responsible for ensuring that employees undergo regular health checkups every year as required and submit the results to the school's health and wellness team for record-keeping.
  - (2) Hygiene Management of Food Service Personnel :
    - (I) Kitchen and food delivery staff must wear neat, light-colored work clothing, hats, masks, and other necessary attire, which should be ordered by the employees themselves.
    - (II) Before working, employees must wash their hands with a cleaning agent. After actions such as spitting, blowing their nose, using the restroom, or any other behavior that contaminates their hands, they must wash their hands thoroughly before continuing to work. Employees are prohibited from having long nails, wearing nail polish, jewelry or engaging in activities that could contaminate food, such as wearing makeup or using medicinal products. Food should not be allowed to come into contact with the floor during preparation or cooking.
    - (III) When handling food that will be consumed without further heating, employees must wear clean, disinfected, disposable waterproof gloves. Smoking, chewing betel nut, chewing gum, eating, or any other actions that may contaminate food are prohibited while working.
    - (IV) Smoking, chewing betel nut, chewing gum, eating, or engaging in any other behavior that may contaminate food is strictly prohibited during work.
  - (3) Management of Kitchenware, Tableware, and Food Safety : The management of kitchen tools, tableware, food preparation and hygiene, food purchasing and storage, food cooking, and overall cleanliness of food establishments should be conducted in compliance with government regulations and related laws.
4. The office of Student Affairs should establish a "Dietary Hygiene Audit Team", members include personnel from the health services division and student representatives.

5. The “Dietary Hygiene Audit Team” should hold unannounced health inspections every week, grading based off the “Chung Yuan Christian University Food Service Hygiene Management Inspection Checklist”, and publishing results for further re-examination and subsequent review. Contractors who accumulate 30 points (including) or more in deductions may have their contract immediately terminated by the school.
6. The office of Student Affairs should tally all the total deductions from contractors during the second half of June. The deduction score will serve as the basis for the subsequent contract signing by the committee. Any contractor with a deduction score of 30 (including) or more, will not be allowed to participate in bidding again.
7. Food poisoning caused from campus food effecting school faculty or students, with health authorities confirm that the source of the incident was the food provided by the contractor, the school may terminate the contract and seek civil damages. The school shall not enter into any future contracts with the said food service provider.
8. If signs of suspected food poisoning are detected, emergency first aid measures should be taken. If necessary, the patient should be sent to the hospital for examination and treatment, and their family members or emergency contacts should be notified promptly. The restaurant manager is responsible for covering the out-of-pocket medical expenses for the poisoned individual. At the same time, the local health authorities should be contacted and assisted in handling the situation, and a report on the incident should be submitted to the authorities as soon as possible.
9. These guidelines have been approved by the Health Services and Dietary Committee, and are submitted to the school president for promulgation and implementation. The same procedure applies for any amendments.