

## **IMPORTANT ADVICE**

### **DOs & DON'Ts for Applicants – Factory Canteen**

#### **DOs**

- DO choose premises capable of providing an independent and separate ventilating system to the kitchen, toilets, and seating accommodation.
- DO prepare three copies of layout plans and air-conditioning / ventilation layout plans of the proposed premises drawn to scale (of a ratio not less than 1:100) and in metric units for submission together with the application to the respective licensing section of Food and Environmental Hygiene Department.
- DO appoint a registered fire service installation contractor for carrying out the works of installation / alteration / addition of fire service installation and equipment
- DO appoint a registered specialist contractor (ventilation works category) to certify that the works of installation / alteration / addition of mechanical ventilating system and the associated ventilating drawing comply with the Ventilation of Scheduled Premises Regulation, Cap.132CE and the fire safety requirements as specified in the Fire Services Department Circular Letters.

#### **DON'Ts**

- DON'T choose any buildings/structures which are of sub-standard construction
- DON'T choose premises occupying the common parts of the building and/or obstructing the means of egress of a staircase discharge point.
- DON'T choose premises at level four of a basement or below.
- DON'T choose premises in areas designated for emergency use.
- DON'T choose premises located below ground level if LPG is to be used.
- DON'T choose premises in areas designed for other use, such as a carpark or a refuge floor.

*Note: The above advice is only provided for facilitating the compliance of fire safety requirements, applicants are strongly advised to observe the conditions as stipulated by the Licensing Authority and other Government departments.*