

### **C3. Catering Committee** 膳食委員會

#### **Terms of Reference**

The role of the Catering Committee is to make recommendations to the Resources Advancement and Management Committee (RAMC) on the management of catering services provided by the operators of catering outlets on-campus and execute the relevant decisions of RAMC to ensure that quality catering services are provided at the University. The Committee shall:

1. Plan and recommend on policies, management mechanisms, financial or other resources provision for catering services on campus and in student hostels, as well as other changes at a strategic level.
2. Seek, collect and analyse views of users of catering services.
3. Review and monitor the food quality and hygiene standard of catering services.
4. Be delegated the authority to approve the following:
  - (a) tender specification, terms of catering agreement, tender awards, early termination and catering agreement renewal, along the direction and strategic decision of RAMC;
  - (b) change of opening hours/temporary closure of catering outlets based on justifiable reasons;
  - (c) update of menu of catering outlets within the defined cuisines as stipulated in the catering agreement; and
  - (d) menu price adjustment in accordance with the built-in mechanism as stipulated in the catering agreement.
5. Submit an annual report to the President covering the Committee's activities for the previous 12 months from 1st July to 30th June.

#### **Composition\***

**Chairman:** A senior staff member appointed by the President

Mr K. K. Ling, Interim VP(CDF)  
*[16.3.2024 – until further notice]*

**Co-Chairman:** A senior staff member appointed by EVP

Ir Prof. Albert Chan, Dean(S)  
*[Two-year term: 1.10.2023 – 30.9.2025]*

Members: Dean of Students or a senior staff member from SAO appointed by EVP

Ir Dr Eric Tam, Assoc. Dean(S)  
*[Two-year term: 1.10.2023 – 30.9.2025]*

Director of CFSO or a senior staff member from CFSO appointed by EVP

Mr Lawrence Lau, DoCFS  
*[Two-year term: 1.10.2023 – 30.9.2025]*

Two staff members (one academic and one non-academic) nominated by PUSA

Dr Hilda Cheung, Instructor (BEEE)  
*[Two-year term: 1.10.2023 – 30.9.2025]*

Dr K P Mark, Educational Development Officer (EDC)  
*[Two-year term: 1.10.2023 – 30.9.2025]*

One research staff member nominated by VP(RI)

Dr Hayley Tsang, Postdoctoral Fellow (BEEE)  
*[Two-year term: 4.4.2023 – 31.3.2025]*

One FO representative nominated by DoF

Ms Angela Liu, ADoF  
*[Two-year term: 1.10.2023 – 30.9.2025]*

One CDO representative nominated by DoCD

Ms Margaret Lam, ADoCD  
*[Two-year term: 1.11.2022 – 31.10.2024]*

One HRO representative nominated by DoHR

Mr Regan Hui, AsstDHR  
*[Two-year term: 1.10.2023 – 30.9.2025]*

Two undergraduate students (one local and one non-local) selected and nominated by SAO

Mr Cheng Pak-shing (local)  
Year 4, BEng (Hons.), Aviation Engineering (AAE)  
*[One-year term: 1.11.2023 – 31.10.2024]*

Mr Muhammad Junaid Khalid (non-local)  
Year 1, BSc (Hons) Building Engineering & Management (BRE)  
*[One-year term: 1.11.2023 – 31.10.2024]*

Two research postgraduate students (one local and one non-local) nominated by Dean(GS)

Mr Lau Ho-wai Justin (local)  
Year 1, Doctor of Philosophy (ISE)  
*[One-year term: 1.10.2023 – 30.9.2024]*

Mr Pan Zewen (non-local)  
Year 1, Master of Philosophy (COMP)  
*[One-year term: 1.10.2023 – 30.9.2024]*

One student from the Student Halls of Residence nominated by Dean(S)

Mr Du Haoxun  
Year 3, BSc (Hons) Computing (COMP)  
*[One-year term: 1.11.2023 – 31.10.2024]*

Secretary: A staff member from the Catering Services Team (CFSO)

Ms Bonnie Hung, Assistant Director of Campus Sustainability and Facilities (CFSO) *[Interim]*

*\*The term of Chairmanship and Membership is renewable.*

16 March 2024