

Salt Reduction Scheme for School Lunches

Application Form

Points to Note:

1. **Application Period:** Throughout the entire school year
2. **Target Participants:** Lunch suppliers
3. **Method of Submission:** For lunch suppliers that are interested to participate in the Salt Reduction Scheme for School Lunches, please complete this application form and return to the Health Promotion Branch (HPB) of the Department of Health (DH) via one of the following means:
Mail: Units A-D, 8/F, China Overseas Building, 139 Hennessy Road, Wan Chai, Hong Kong; or
Fax: 2781 2599; or
Email: srs_school@dh.gov.hk.
4. **Information Required:**
 - ◆ Besides the **application form**, lunch suppliers are required to submit the **recipes of sodium-reduced meal choices** (including information before and after sodium reduction) and the **list of primary schools**¹ with sodium-reduced meal choices served; and
 - ◆ Submit the **primary school lunch menu** of the next month and **recipes of new sodium-reduced meal choices** (including information before and after sodium reduction) on or before the 15th of each month; and
 - ◆ Submit the **number of orders of sodium-reduced meal choices in primary schools** and **number of complaints on the flavour of sodium-reduced meal choices** for that month in October, January and May of each school year, so as to obtain an update on the order and provision of sodium-reduced meal choices.
5. For enquiries, please contact Ms. Ho, Health Promotion Officer, the HPB of the DH by telephone on 3151 7615.

Name of Lunch Supplier: _____ **Date:** _____

Contact Person:	(Name) Mr/Miss/Ms*	(Position Held)
Contact Information:	(Telephone)	(Fax)
	(Email)	
Company Chop (Mandatory):		
Signature:		

* Please delete where inappropriate

Objective: To Reduce the Sodium Content in Primary School Lunches

1. Proposed Way(s) to Reduce Sodium (May Select More than One Answer):

- ☐ Reduce the amount of high-sodium seasonings used when marinating meat:
 - ☐ Pork ☐ Beef ☐ Chicken ☐ Fish ☐ Others (please specify): _____
- ☐ Reduce the use of processed ingredients, e.g. sausage, ham, preserved mustard green and vegetarian meat:
 - Please explain: _____
- ☐ Reduce the amount of high-sodium seasoning used when preparing sauce or gravy:
 - Please specify the name(s) of the sauce or gravy: _____
- ☐ Reduce the amount of high-sodium seasonings used when blanching vegetables
- ☐ Reduce the amount of high-sodium seasonings used when preparing pasta or other noodles
- ☐ Reduce the amount of sauce or gravy served:
 - Please specify the name(s) of the sauce or gravy: _____
- ☐ Other ways to reduce sodium
 - Please specify: _____

¹ Please submit as an **attachment** by email to srs_school@dh.gov.hk.

Statement of Purposes for Collection of Personal Data

Purpose of Collection

1. The personal data you provide to the Department of Health will be used for the following purposes:

- (a) proof of eligibility;
- (b) compilation of statistics for research or teaching purposes; and
- (c) facilitation of organisation of activities related to health education and community liaison

The provision of personal data is entirely voluntary. If you do not provide sufficient information, we may not be able to prove your eligibility for specific services/activities, to accede to your request or to conduct an in-depth investigation into a complaint case, and hence cannot provide services/assistance to you.

Classes of Transferees

2. The personal data provided by you are mainly for use within the Department of Health but they may also be disclosed to other Government bureaus/departments or relevant parties for the purposes mentioned in paragraph 1 above, if required. Apart from this, the data may only be disclosed to parties where you have given consent to such disclosure or where such disclosure is allowed under the Personal Data (Privacy) Ordinance.

Access to Personal Data

3. You have the right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data. A fee may be imposed for complying with a data access request.

Enquiries

4. Enquiries concerning the personal data provided, including the making of access and corrections, should be addressed to:

Health Promotion Branch, Department of Health
(Attn : SEO(HP))

Address: 7/F, Southorn Centre, 130 Hennessy Road, Wanchai, Hong Kong

Fax: 2591 6127