



**MINISTRY OF HEALTH**  
SINGAPORE

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Licensees and Chief Executive Officers of Hospitals

(See distribution list)

**REQUIREMENT ON FOOD HYGIENE OFFICER**

The National Environment Agency (NEA) currently requires restaurants, caterers and food courts to appoint a Food Hygiene Officer (FHO) in these establishments to oversee and maintain a high standard of food hygiene in their premises.

2 Under the Private Hospitals and Medical Clinics (PHMC) Regulation 22 Guidelines 4.21, "premises and facilities for preparation and serving of food must similarly meet all requirements as for premises involved in the sale of food". This means that all licensed healthcare institutions must also meet the equivalent of NEA's requirement of FHO in their food establishments.

3 Accordingly, every licensed hospital shall have at least one FHO to:

- i) Implement systems and conduct checks to ensure food handlers practise good hygiene during food preparation
- ii) Educate and remind food handlers to practise good practices
- iii) Identify lapses and take prompt corrective actions.

4 The appointed officer as FHO must have attended the 3.5-day Singapore Workforce Skills Qualifications (WSQ) Conduct Food & Beverage Hygiene Audit course and pass the examination conducted at the end of the course. The Regulatory Compliance and Enforcement Division will appraise the officer's training record during inspections. For information on how to register for the course, please refer to: [http://app2.nea.gov.sg/information\\_fho.aspx](http://app2.nea.gov.sg/information_fho.aspx).

5 If you need any clarifications, please email to [elis@moh.gov.sg](mailto:elis@moh.gov.sg)

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## FAQ ON FOOD HYGIENE OFFICER

1) What is the role of Food Hygiene Officer (FHO)?

The FHO helps to

- i) Implement systems and conduct checks to ensure food handlers practise good hygiene during food preparation
- ii) Educate and /or to remind food handlers to practise good practices
- iii) Identify lapses and take prompt corrective actions.

2) What is the requirement of a FHO?

FHO must have attended the three-and-a half days WSQ Conduct Food & Beverage Hygiene Audit Course and pass the examination conducted at the end of the course. He /she must obtained a certificate certifying that he/she has passed the examination

3) Is there a grant for officer who wish to attend the WSQ Conduct Food & Beverage Hygiene Audit Course

Yes, healthcare institutions may register for the WSQ Conduct Food & Beverage Hygiene Audit course with ITE. Although they are working in non NEA-licensed premises, they would qualify for WDA funding if their work is related to the kitchen and/or food preparation. Please note that confirmation of seats/classes is subjected to training providers' available vacancy/capacity.

4) Can FHO be appointed from outsource kitchen vendor e.g. SATS

The healthcare institution (HCI) must ensure that the food service provider fulfils the requirement of having at least one FHO to oversee a high standard of food hygiene and management at all times. HCI should have a staff who is familiar with Food hygiene matters so that it is able to appraise and audit the provider's standards when necessary.

5) Can Head Chef take on the role of Food Hygiene Officer or must it be a person independent of the kitchen function

Yes, the head chef can take the role of Food Hygiene Officer if he/she has completed and passed the WSQ Conduct Food & Beverage Hygiene Audit Course

- 6) Staff have attended WSQ Conduct Food & Beverage Hygiene Audit Course a few years ago. Is their certification still valid?

National Environment Agency continues to recognize all certificates on WSQ Conduct Food & Beverage Hygiene Audit Course Certificate issued by the training centre

- 7) Is there a timeframe for all healthcare institutions to appoint a Food Hygiene Officer

The Ministry would allow healthcare institution to appoint a Food Hygiene Officer by Jun 2015.

- 8) Can the food handlers double up his /her role as Food Hygiene Officer?

Yes, the food handlers can be appointed as Food Hygiene Officer if he /she have completed the WSQ Conduct Food & Beverage Hygiene Audit Course

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