



香港社會服務聯會  
The Hong Kong Council of Social Service

贊助人  
行政長官 梁振英先生  
PATRON  
The Chief Executive the Hon. C Y LEUNG

行政總裁  
蔡海偉先生  
CHIEF EXECUTIVE  
Mr CHUA Hoi Wai

### Memorandum

To: Agency Members, Social Enterprise Units and Related Organizations

From: Anthony Wong, Business Director (Policy Research and Advocacy)

Re: Social Enterprise Seminar – Community Economy Series –  
Exploring Social Needs and Major Factors of Consideration in  
Operating Shared Kitchen

Date: 9 May 2016

Shared kitchen is part of the community economy that brings social and business impacts by sharing of idle but equipped commercial kitchens and food ingredients in the community. The feasibility and potential impacts of operating a shared kitchen is discussed enthusiastically in recent years. A few operating pilot schemes in the community are also witnessed. This seminar has invited three guest speakers to explore and share the major factors of consideration in operating a shared kitchen. Limited seats available on first-come-first-served basis. Please refer to details as below:

Date	24 May 2016, Tuesday
Time	2:30 p.m. – 4:30p.m
Venue	Lecture Hall, 4/F., Duke of Windsor Social Service Bldg. 15 Hennessy Road, 15 Wanchai, H.K.
Speakers	Mr Alec Lai, Project Manager, Community Development Enhancement Fund Limited Ms Joice Choy, Divisional Director, Corporate Division, Jardine Lyoyd Thompson Ltd. Mr Davyd Wong, Representative of the Law Society of Hong Kong
Target	HKCSS Agency Members, Representatives of social enterprises, social entrepreneurs and interested public
No. of Seat	50
Fee	Free
Enquiry & RSVP	Ms Alison Yuen (2876 2492; alison.yuen@hkcss.org.hk)

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Scope of Content:

Social Aspect

- Explore needs of the society and available resources
- Identify the social and business impacts of operating shared kitchen
- Pilot schemes in the community

Insurance Aspect

- Principal insurance concept
- Risks arising from kitchen or even catering services
- Type of insurance policies covering these risks
- Kind of extension clause needed to be included to enhance the policy coverage
- Uninsured area / policy exclusion

Legal Aspect

- Licensing
- Potential risk, obligation and responsibilities of various stakeholders

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