



Love Food Hate Waste @CUHK

'Food Waste Reduction' Guideline for University Special Events
- Orientation Camp and Thousand People Feasts

This guideline provides food waste reduction tips for University's regular/ frequent functions with catering service, such as,

Thousand People Feasts: An annual dining event organised by Colleges serving Chinese banquets or Big Bowl Feast at night.

Orientation camp: An orientation event organised few days before the semester starts, usually with tight schedule.

As there are numerous activities held in the University, the following food reduction tips can be applied and adjusted to suit the needs for different activities.

Abstract of the 'Food Waste Reduction' guideline (please refer to whole guideline for details):

1. Promote '70% - 80% full' for each meal, to reduce excessive food and the generation of leftover food
2. Pay attention on food portion control and coordinate with caterers for suitable portion sizes, e.g a bowl of rice, some vegetables, a piece of meat and a fruit for lunch. If there is a tea break, portion size of lunch or dinner should be smaller
3. Provide one or two vegetarian dishes in menu for vegetarian and serve different types of meat for participants who do not consume particular meat type
4. Adopt 6-courses menu instead of 8-courses menu in Chinese banquets; portion size of Big Bowl Feast can be reduced based upon past experiences and to reduce rice
5. Liaise with caterers to provide less rice portion and with refill option, encourage participants take the appropriate portion of rice or to share excessive rice with others sooner if the rice portion is large
6. Organiser can review the situation of leftover food and to share with the next organizer so that food waste can be further reduced and wasted in future

Step 1 - Understanding Suitable Portion Size of Meal

70% to 80% full for each meal is a healthy. According to Ms Cecilla Tong¹ from Centre for Nutritional Studies, CUHK, 'it is fine to consume to 80% full. When dining, eat until no hungry feeling can be felt but can still feel to be able to consume little more'. Viewing from an environmental aspect, production of food consumes a lot of resources, therefore, suitable portion of meal will help to avoid wastage of resources and to reduce environmental impacts.

Remark 1: 'Index of Healthy full' (in Chinese), published on 2 October 2013 in SingTao Daily. Please refer to online literature.

Co-organisers :



香港中文大學
The Chinese University of Hong Kong



Sponsor :



環境及自然保育基金
Environment and Conservation Fund



Love Food Hate Waste @CUHK

From the angle of nutrition, the proportion of the three meals should be 3:4:3. For instances, a bowl of oatmeal and 4 pieces of bread for breakfast; a lunch box with 500g rice, some vegetables, 3 pieces of chicken wings or a piece of chicken/ pork chop/ steak (200g) with two bananas for lunch; 400g rice (80% full), some vegetables and a piece of meat (200g) for dinner; and the portion sizes of afternoon tea and snack refreshment should be 1/2 and 1/4 (5 pieces of cookies) of a normal meal respectively.

Note:

The schedule of Orientation camp is usually very tight, participants may not have sufficient time to finish their meals. On the other hand, Thousand People Feasts have longer intervals between dishes and participants can feel 'less hungry'. Thus, participants' appetite can be reduced.

Step 2 - Planning of Menu Based upon Participant Needs

If appropriate, can ask for participants' special requests upon registration for menu and portion size control, e.g vegetarian, less rice or noodles etc. If appropriate, it is recommended to group vegetarians or people who eat less together so that the menu and food portions can be adjusted and controlled more effectively to reduce wastage.

If it is difficult to make seating arrangement and other special requests prior to the meals, it is recommended to provide one or two vegetarian options in menu and serve different types of meat, so both vegetarian and specific meat type diners can be accommodated.

Organisers can review the situation of leftover food after each meal and to discuss with the caterers on the portion size adjustment for the next meals.

Step 3 - Liaise with Caterers on Portion Sizes and Order Suitable Amount of Food

Understand the portion sizes of meal before ordering. It should be noted that the food portion of delivery/ outside catering service may be more than usual's. Therefore, it is important to understand the food portion sizes, calculate and adjust the required food portion/sizes based upon previous steps. For reference, it is suggested to have 5 pieces of snacks for refreshment and 4 pieces of sandwiches or a hamburger with several pieces of snacks for light lunch.

Co-organisers :



香港中文大學
The Chinese University of Hong Kong



綠領行動
Greeners Action

Sponsor :



環境及自然保育基金
Environment and Conservation Fund



Love Food Hate Waste @CUHK

In addition, for the delivery services, we can request the caterers to preserve and store foods with appropriate containers (e.g. preserved box and metal container). Maintaining the right temperature is important as the taste of food would be adversely affected if the food becomes cold.

Adopt 6-courses menu instead of 8-courses menu while serving Chinese banquet in Orientation camp. Reduce or avoid side dishes and garnishes to further prevent wastage, serve the fruits in a whole instead of pieces to encourage take away or donation to food charity. For Big Bow Feast, the portion size of the whole Big Bow or particular food portion can be reduced based upon past experiences.

In addition, rice is one of the most common leftovers. Thus, participants are encouraged to take the appropriate portion of rice or to share excessive rice with others sooner if the rice portion is large, and to refill rice from kitchen only if needed. Please discuss with the caterers about the supply of rice to avoid wastage.

Make reference to the absence rate of participants (e.g. 10%/ 20%/ 25%) in previous Thousand People Feasts and Orientation Camp while ordering foods and to order the food portion with such reference.

Other Green Tips:

1. Implement low carbon diet

Provide light food portion, not to provide dessert, more vegetable and less meat, and vegetarian meal and use local ingredients in order to further reduce carbon footprint

2. Discuss with caterers to avoid using disposable cutleries

3. Organiser can review the situation of leftover food and to share with the next organizer so that food waste can be further reduced in future. Sharing can include:

- Food Waste Quantity / Food portion for participants
- Reasons for the leftovers generated (Food portion size, taste and dishes)

Apart from the food waste, organizer should reduce other kind of wastages in particular publications and to segregate and recycle waste through recycling bins

4. For more tips on food waste reduction, please refer to guidelines prepared by Campus Planning and Sustainability Office (CPSO):

Co-organisers :



香港中文大學
The Chinese University of Hong Kong



Sponsor :



環境及自然保育基金
Environment and Conservation Fund



Love Food Hate Waste @CUHK

- 'Love Food Hate Waste @ CUHK': A Concise Guide for Reducing/Recycling Food Waste from Events:
<http://www.cuhk.edu.hk/cpsd/documents/Foodwastetips.pdf>
- Guidelines for Sustainable Event Planning and Management:
http://www.cuhk.edu.hk/cpsd/documents/sustainable_event_tips.pdf
- Website of 'Love Food Hate Waste@CUHK' : <http://www.cuhk.edu.hk/proj/lfhw>

Step 4 - Handling Surplus Food

If food waste is still unavoidable after implementing the above steps, organiser can make reference to the below approaches to reduce wastage and disposal:

1. Donation of Surplus Food

Communicate with food charity before the event for donation of surplus food (including pre-packed food from sponsors) to the people in need.

Reference:

- Food Rescue Platform (救食平台) : http://foodwaste.foe.org.hk/html/chi/c_donation.php
- Food Aid Service (食物援助服務) : <http://www.poverty.org.hk/foodmap/index.html>

2. Recover food wastage into compost

Separate food waste from general waste and cutlery for recycling after event. There are several food waste composting machines installed by Estates Management Office (EMO), which can recycle small quantity of properly segregated food waste. For enquiries, please contact EMO (E-mail: joelaw@emo.cuhk.edu.hk, tel: 3943 4447). In addition, please consult caterer if they offer any food waste recycling services.

Co-organisers :



香港中文大學
The Chinese University of Hong Kong



Sponsor :



環境及自然保育基金
Environment and Conservation Fund