



本署檔號 Our Ref. (91) in HAD/LA/ADM/11  
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13 February 2004

To Applicants of Karaoke Establishment Licences / Permits:

**Health Advice on the Prevention of  
Severe Acute Respiratory Syndrome (SARS)**

To prepare for possible comeback of SARS, you are advised to take appropriate measures to safeguard the health of your staff and customers. Attached is a copy of the booklet “Severe Acute Respiratory Syndrome (SARS) – Preventive Measures” issued by the Department of Health for you and your staff to refer to and follow.

We also urge you to adopt the following measures to protect the health of your staff and customers:

- Step up cleaning, inspection and maintenance for all ventilating systems in the premises, including air outlets, air filters, fresh air inlets and ventilating ducts.
- Keep the ventilating systems of the premises in operation during business hours and ensure plenty of fresh air exchange.
- Step up cleansing and disinfection of the walls, floors, utensils, tables, chairs and audio-visual equipment of the premises.
- Cover all microphones properly by a disposal cover which will be discarded and replaced after each sectional use by customers and disinfect all microphones daily.

If you provide food and beverage to your customers, please adopt the following measures immediately :

- In addition to providing customers with tableware for their own use, you should also take the initiative to provide them with additional forks or spoons for the common serving of food.
- Tableware/towels provided to your customers must be thoroughly washed and sterilized before re-use.
- Any employee found suffering from respiratory tract illness should cease work immediately. He should wear a mask and consult a doctor promptly.
- All food, beverage and tableware must be stored and covered properly.

In order to stay healthy and avoid business loss, you should strengthen the supervision on your staff to ensure that they strictly observe the above health advice and that issued by the Department of Health. For updated information about prevention of SARS, please refer to the Department of Health website at <http://www.info.gov.hk/dh>.

If you have any enquiry about this letter, please contact Ms Telly CHOY, Executive Officer (Licensing) at 2881 7035.

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for Director of Home Affairs