

**Inbound Tour Groups Received by Licensed Travel Agents  
that need to enter into local catering premises for dine-in meals  
Undertaking Made by the Operator of Catering Premise**

In relation to the Conditional Exemption for Licensed Travel Agents to Organise Inbound Tour Group(s) of not more than 100 persons that need to enter into local catering premises for dine-in meals (“Conditional Exemption”), we,

( \_\_\_\_\_ ) of  
*[Name of operator]                      [Food Business Licence No.]                      [address of catering premise]*

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hereby undertake the following for inbound tour groups received by licensed travel agents to dine in the above-mentioned catering premise (excluding any bar or pub) in accordance with the itinerary(ies) registered with the Travel Industry Council of Hong Kong (“TIC”):

1. arrangements must be made for inbound tour group participants of each banquet of inbound tour group(s) to have meal(s) in room(s), enclosed venues with full partitions (which means that no one other than the relevant tour participants are allowed to dine in the same catering premise<sup>1</sup> during the same time session), or in an entire approved outside seating accommodation (which means that the outside seating accommodation is apparently segregated and carries an independent entrance), and no other working staff accompanying the tour group(s), staff members of the above-mentioned catering premise and other customers will have meals at the same time in that area as well as no live performance is allowed in that area at the time of having meals ;
2. seats for inbound tour group participants must be arranged in accordance with the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F), and food should be served to individual persons with no sharing of food allowed between guests as well as participants of different inbound tour groups must not be arranged to sit at the same table during the same banquet of inbound tour group(s);
3. dedicated serving staff must be arranged when the above-mentioned catering premise is serving at the same time both inbound tour groups and public customers, with thorough disinfection after serving each banquet of inbound tour group(s);
4. thorough disinfection must be made to surface and items used by inbound tour group participants after each meal;
5. ventilation requirements for the private room(s) or enclosed venues in which inbound tour group participants have meal(s) must meet the standard as stipulated in the prevailing Cap. 599F;

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<sup>1</sup> A layout plan not less than 297×420 mm (A3 size) showing the partitioned area, with official stamp and authorised signature (manager or above), must be submitted to TIC. If the catering premise has more than one floor, then a floor plan for each floor must be submitted to TIC.

6. arrangements must be made for our staff members involved in serving inbound tour group participants to undergo a polymerase chain reaction based nucleic acid (“PCR”) test<sup>2</sup> for coronavirus disease 2019 (COVID-19) once every three days before entry into the above-mentioned catering premise (in other words, a staff member must, on the day when he/she enters the premise for work (“relevant work day”), hold a PCR result obtained on the relevant work day or on any of the two days immediately before the relevant work day) and keep record of each PCR result for three days; and
7. personnel of TIC and the Travel Industry Authority (“TIA”) be allowed to conduct inspection in respect of inbound tour group(s) at the above-mentioned catering premise during its business hours, and our staff members must provide assistance to TIC and/or TIA in relation to the above-mentioned inspection, complaints and/or related matters.

We understand and acknowledge that:

1. Once the above-mentioned catering premise has been included in the tour itinerary(ies) of inbound tour groups registered with TIC, the name and address of the catering premise will be published by TIC on its website.
2. We will allow entrance of persons holding an Amber Code of the Vaccine Pass or Provisional Vaccine Pass into the above-mentioned catering premise only in accordance with the tour itinerary(ies) of inbound tour group(s) registered with TIC, or otherwise may constitute a violation of the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F).
3. Without prejudice to any other rights of the HKSAR Government or TIC under the law or under the Conditional Exemption, any breach of this Undertaking by our company shall render the above-mentioned catering premise suspended from receiving inbound tour groups under the Conditional Exemption for one month from the date of the notification issued by TIC.

Signature of the Operator’s Authorised Person	Operator’s Stamp
Name of Signatory:	
Hong Kong Mobile Phone No.:	Email Address:
Date:	

<sup>2</sup> The sample of the relevant test must be taken through a throat swab and must not taken by the person being tested.

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**Collection of Personal Data in Connection with  
Undertaking made by the Operator of Catering Premises  
(in accordance with Personal Data (Privacy) Ordinance (Cap. 486))**

**Notification for collection of Personal Data**

**PURPOSE OF COLLECTION**

1. The personal data provided by means of this undertaking and other document will be used by the HKSAR Government or Travel Industry Council of Hong Kong (“TIC”) for the following purpose-

- (a) registration of itinerary(ies) of inbound tour group(s) with TIC for the Conditional Exemption for Licensed Travel Agents to Organise Inbound Tour Group(s) of not more than 100 persons that need to enter into local catering premises for dine-in meals (“Conditional Exemption”);
- (b) verification of the registered itinerary(ies) of inbound tour group(s) under the Conditional Exemption; and
- (c) activities directly relating to the Conditional Exemption.

2. The provision of personal data is obligatory. If you do not provide sufficient information, the registration of itinerary(ies) of inbound tour group(s) for the Conditional Exemption will not be processed by TIC.

**CLASSES OF TRANSFEREES**

3. The personal data which you have provided may be disclosed to other Government departments and agencies in pursuance of the purposes mentioned in paragraph 1 above.

**ACCESS TO PERSONAL DATA**

4. You have a right to request access to and correction of the personal data provided in accordance with 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 which you have provided by means of this form. A fee may be imposed for complying with a data access request.

**ENQUIRIES**

5. Enquiries concerning the personal data collected by means of this undertaking, including the request for access and corrections, should be addressed to TIC by email (email address: [enquiry@tichk.org](mailto:enquiry@tichk.org)) or by post to TIC at Rooms 1706-09, Fortress Tower, 250 King's Road, North Point, Hong Kong.