

Locations for processing the service:

• **Integrated Services Centre:**

Avenida da Praia Grande, n.º 762-804, Edifício China Plaza, 2.º andar, Macau

• **Northern District Public Services Centre:**

Rua Nova da Areia Preta, n.º 52, Centro de Serviços da RAEM, Macau

• **Central District Public Services Centre:**

Rotunda de Carlos da Maia, n.ºs 5 e 7, Complexo da Rotunda de Carlos da Maia, 3.º andar, Macau

• **Islands District Public Services Centre:**

Rua de Coimbra, n.º 225, 3.º andar, Centro de Serviços da RAEM das Ilhas, Taipa

• **Islands District Public Services Centre – Seac Pai Van Station:**

Avenida de Vale das Borboletas, Complexo Comunitário de Seac Pai Van, 6.º andar, Coloane

Office hours:

• **Islands District Public Services Centre – Seac Pai Van Station**

Monday to Friday, 9:00 a.m. to 1:00 p.m. and 2:30 p.m. to 5:00 p.m.
(closed on Saturdays, Sundays and public holidays)

• **Others Services Centres**

Monday to Friday, 9:00 a.m. to 6:00 p.m. (no lunch break, closed on Saturdays, Sundays and public holidays)

Detailed information:



**“Registration System for
Establishments of Takeaway Activities”
QR code of designated webpage**

January 2024 edition



政府、業界、市民齊盡心

Para tal, vão o governo, o sector comercial
e o público esforçar-se ao máximo

「食品安全資訊」網頁

Página electrónica da “Informação sobre Segurança Alimentar”

<http://www.foodsafety.gov.mo>



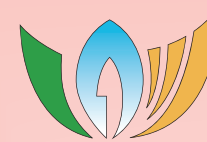
食品安全資訊網 QR code

O código QR da página electrónica da
“Informação sobre Segurança Alimentar”

食安專線

Linha aberta sobre Segurança Alimentar • Food Safety Hotline

 **2833 8181**



市政署
INSTITUTO PARA OS
ASSUNTOS MUNICIPAIS



**Registration System for Establishments
of Takeaway Activities**

www.iam.gov.mo

The Administrative Regulation No.30/2021 “Registration System for Establishments of Takeaway Activities” has entered into force, stipulating legally mandatory registration of establishments that engage in takeaway activities (takeaway shops) but have not been subject to licensing requirements, with the aim of optimising the regulation of takeaway shops, and strengthening the control of production and handling of food to ensure food safety for the public.

Target group of registration:

Any currently unlicensed establishment of takeaway activities involved in the handling, processing and preparation of food.



Examples: snack shops, takeaway boxed meal shops, siu mei/lo mei shops, takeaway beverage shops, sushi and sashimi shops, bakeries and pastry shops, convenience stores and souvenir shops (engaged in cooking or preparation of takeaway food), etc.

Requirement for the establishment:

The establishment has to have a **physical shop** and the takeaway activities must be operated within the shop.

Conditions required for business operation:

The emphasis of regulation is on **food safety and the hygiene condition of the establishment**, which include the requirements on equipment for ventilation, lighting, pest and rat control, refrigeration, storage of hot food, waste collection, etc.

Identification of registration:

- 1 The registration certificate must be displayed in the shop
- 2 Information about the registration (the registration number of the establishment) must be displayed on the internet and other communication media
- 3 The registration certificate must be submitted to the third-party online food trading platform(s)
- 4 The third-party online food trading platforms are required to display the registered information (the registration number of the establishment) on their platforms

Penalty:

Infraction of the provisions of Administrative Regulation that may constitute an administrative violation shall be punished with a fine of MOP \$5,000 to \$35,000.

How to register:

Applicants can register by:

- 1 Visiting any services centre of the Municipal Affairs Bureau in person
- 2 Online application



Documents for application:

- 1 A completed designated application form, submitted with a photocopy of the Business Tax New Registration/Amendment Form (Form M/1) issued by the Financial Services Bureau;
- 2 In addition, the following documents* are required:
 - (1) If the applicant is an individual, a photocopy of the identification document of the signatory is required;
 - (2) If the applicant is a company, a valid Business Registration Certificate issued by the Commerce and Movable Property Registry is required;
 - (3) If the applicant is an association or foundation, the Certificate of Existence of Registration Record of Established Association or Foundation in the Identification Services Bureau (DSI) and the Certificate of the Leadership Structure of Established Association or Foundation issued by DSI.

*The above mentioned applicant is required to attach a photocopy of the identification document of the signatory. (Both sides of the identification document must be photocopied on the same page of an A4 sized paper)



Deadline for registration:

All takeaway establishments can be open to the public only if they have completed registration and have been issued with a registration certificate before commencement of business.

Time for approval:

30 working days after submission of all required documents

