

SDG 12.2.1 Ethical Sourcing Policy for Food and Supplies

[SDG12.2.1] Does your university as a body have a policy on ethical sourcing of food and supplies?

Item 1. Ethical procurement

<http://en.yuntech-csr.tw/policy/>

National Yunlin University of Science and Technology (YunTech) adheres to the ethical procurement policies for food and supplies established by the central government. Additionally, we have developed our own ethical procurement policy.

1. Policy and implementation of green procurement

We have started green procurement since 2011. In 2022, the amount of green procurement reached up to 34,351,857 NTD, the procurement ratio reached 99.52%. YunTech has established the "National Yunlin University of Science and Technology Priority Purchasing Policy" on October 18, 2022.

1.1 YunTech Priority Purchasing Policy

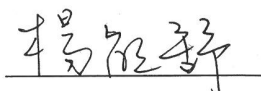
國立雲林科技大學優先採購政策宣言

雲林科技大學秉承「誠敬恆新」校訓，多年來致力提升校園智慧化，在建構綠色校園及綠能低碳校園方面成果卓越，並持續推動綠色採購相關工作，優先購買對環境衝擊較少之產品，以鼓勵綠色產品的生產及使用，帶動綠色消費風氣，達到環境保護的效益；另為善盡社會責任，運用校內行政採購資源，達成照顧與支持之政策，促進身心障礙者就業、自力更生。
為此，我們的承諾

- 一、優先採購取得行政院環境保護署認可之環保標章使用許可之產品。
- 二、優先採購產品或其原料之製造、使用過程及廢棄物處理，符合再生材質、可回收、低污染或省能源者。
- 三、優先採購節能標章、省水標章、綠建材標章之產品。
- 四、優先採購每年接受教育部暨行政院環境保護署評核。
- 五、優先採購主管機關規範之身心障礙福利機構團體或庇護工場生產物品及服務。

國立雲林科技大學 校長

校長親簽



中華民國 111 年 10 月 18 日

YunTech Priority Purchasing Policy

Yunlin University of Science and Technology adheres to the school motto of "Sincerity-Respect-Persistence-Innovation", and has been committed to improving campus intelligence and sustainability for many years. It has made outstanding achievements in building green, green energy, and low-carbon campuses. We give first priority of purchasing products that have less impact on the environment, in order to encourage the production and consumption of green products, which promotes green consumption culture and obtain the benefits of environmental protection. In addition, in order to fulfill social responsibilities, we use the school's administrative procurement resources to achieve a policy of care and support to promote employment and self-reliance for persons with disabilities.

1. Priority is given to purchasing products that **have obtained the environmental protection label** license approved by the Environmental Protection Agency of the Executive Yuan.
2. Priority is given to purchasing products, raw material manufacturing, or use process and waste disposal, which are **in line with recycled materials, recyclables, low pollution or energy saving**.
3. Prioritize the purchase of products with **energy-saving labels, water-saving labels, and green building materials labels**.
4. Our priority procurement performance is assessed annually by the Ministry of Education and the Environmental Protection Agency of the Executive Yuan.
5. Prioritize the procurement of goods and services **produced by welfare institutions or sheltered workshops** recognized by the competent authority.

1.2 Green Procurement Amount and the Ratio

The following table displaying the green procurement amounts and percentages for the years 2011 to 2022 at YunTech. This table will also be included in YunTech's annual publicly issued sustainability report.

Year	Green procurement Amount (NTD)	Green procurement Ratio (%)
2011	37,675,843	97.44%
2012	45,831,829	98.02%
2013	31,771,853	98.88%
2014	37,243,843	99.00%
2015	33,121,696	98.36%
2016	31,229,038	99.88%
2017	39,432,524	99.53%

2018	36,204,324	99.79%
2019	46,560,150	99.44%
2020	34,674,414	99.89%
2021	33,962,891	99.76%
2022	34,351,857	99.52%

1.3 YunTech follows the central government green procurement policy

- Main points of performance appraisal of institution green procurement

<https://oaout.epa.gov.tw/law/LawContent.aspx?id=GL006369>

Regulation Name: Guidelines for the Performance Evaluation of Green Procurement by Government Agencies

Date of Public Announcement: December 17, 2002

Revised Date: December 28, 2021

1. The Environmental Protection Administration of the Executive Yuan (hereinafter referred to as the Administration) formulates these guidelines to implement the Green Procurement Promotion Program for government agencies and assess the performance of green procurement by each agency.
2. The performance of green procurement by government agencies will be assessed by the Green Procurement Performance Evaluation Team (hereinafter referred to as the Evaluation Team) established by the Administration. The performance of each agency's subordinate units will be self-assessed and rewarded by each agency in accordance with these guidelines.
3. The Evaluation Team consists of eleven members, with one serving as the convener, held by the Deputy Director-General of the Administration. One serves as the deputy convener, held by the Director of the Regulatory, Assessment, and Dispute Resolution Department of the Administration. The remaining members are appointed as follows, and the gender ratio of all members should not be less than one-third:
 - (1) One representative from the National Development Council.
 - (2) One representative from the Public Construction Commission of the Executive Yuan.
 - (3) Two representatives from non-governmental organizations.
 - (4) Five representatives from experts and scholars.

The term of office for members is two years. In case of changes, the members mentioned above should be appointed by the original agency or non-governmental organization to supplement the original term.
4. The Evaluation Team generally holds two meetings annually, and if necessary, may convene ad-hoc meetings. The convener presides over the meetings. In the absence of the convener, the deputy convener or a designated member appointed by the convener may act as the chair. The attendance of more than half of the members is required to convene a meeting. If the

members mentioned in the first to third items of the previous point cannot attend due to unforeseen circumstances, they may be represented by representatives appointed by the original agency or non-governmental organization.

5. The tasks of the Evaluation Team are as follows:
 - (1) Assist the Administration in formulating and amending the methods for evaluating the performance of green procurement by government agencies, standardizing the objects and methods of green procurement performance evaluation for compliance with the evaluation operations.
 - (2) Conduct evaluation operations based on the annual green procurement performance evaluation results of each agency and determine the overall evaluation results and grades.
6. Each agency should annually, according to the deadlines specified in the methods for evaluating the performance of green procurement by government agencies, complete the declaration of green procurement results on the designated information system website of the Administration.
7. The results of the green procurement performance evaluation by government agencies will be announced by the Administration. Outstanding performers will be commended by each agency according to their responsibilities.

2. Policy and implementation of ethical procurement

2.1 Ethical procurement amount and the ratio

YunTech purchases more than required 5% of the goods and services produced by welfare institutions or shelters for people with mental and physical disabilities yearly. In 2022, the amount of ethical procurement reached up to 3,228,083 NTD (8.81%).

YunTech's procurement of goods and services produced by welfare institutions or sheltered workshops for individuals with disabilities from 2012 to 2022 is outlined in the following table. This table data will also be included in YunTech's annual sustainability report.

Year	Ethical Procurement Amount (NTD)	Total Procurement Amount (NTD)	Ethical Procurement Ratio (%)
2012	312,760	4,607,493	6.79%
2013	517,545	7,875,269	6.57%
2014	1,786,798	5,928,282	30.14%
2015	423,477	7,497,342	5.65%
2016	2,279,178	11,228,312	20.30%
2017	2,385,727	22,481,577	10.61%
2018	3,512,882	23,500,591	14.95%

2019	3,116,134	31,747,056	9.82%
2020	3,514,845	29,416,240	11.95%
2021	2,171,253	29,967,985	7.25%
2022	3,228,083	36,659,993	8.81%

2.2 YunTech follows the central government ethical procurement policy

YunTech follows the central government policy: Regulation for Obligated Purchasing Units / Institutions to Purchase the Products and Services Provided by Disabled Welfare Institutions, Organizations or Sheltered Workshops

- <https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=D0050066>

Regulation for Obligated Purchasing Units / Institutions to Purchase the Products and Services Provided by Disabled Welfare Institutions, Organizations or Sheltered Workshops

法規名稱： 優先採購身心障礙福利機構團體或庇護工場生產物品及服務辦法

Title： Regulation for Obligated Purchasing Units / Institutions to Purchase the Products and Services Provided by Disabled Welfare Institutions, Organizations or Sheltered Workshops

Amended Date： 2017-03-27

Category： Ministry of Health and Welfare

Article 1

This Guideline was set according to Article 69-3 of the People with Disabilities Rights Protection Act (hereafter called this Act).

Article 2

The terms used in Article 69 of this Act is defined as follows:

1. Mental/physical disabilities welfare institutions: refers to publicly or privately operated institutions that engages in mental/physical disabilities welfare (hereafter called Institution, or institutions that is permitted and established according to Article 62 or 63 of this Act.
2. Mental/physical disabilities welfare organization: refers to legally established mental/physical disabilities welfare foundation or nonprofit foundation (hereafter called Organization) that has been organized according to its charter.
3. Sheltered workshop: refers to sheltered career service institutions, organizations, or schools that is legally established or commissioned according to Article 35 of this Act.
4. Reasonable price: refers to a price that has a minimum price, and that the minimum price has been deemed reasonable by a Review Committee or Procurement Selection Committee; or, if there is no Review Committee or Procurement Selection Committee, a price that has been deemed reasonable by the obligated purchase unit.
5. Ratio: refers to the obligated purchase unit's purchase of items and services set in Article 3-1 and 3-2, and the ratio of said items or services purchased from Organizations, Institutions, or sheltered workshop in the unit's annual accumulated purchase amount of these items and services.

When the obligated purchase unit sets the reasonable price for the four aforementioned items, the unit must consider the institution's, organization's, or sheltered workshop's operating costs.

Article 3

Items set in Article 69 of this Act include food, handicraft works, cleaning supplies, gardening supplies, aids, household products, printing supplies, and other items announced by the central competent authority.

Services established by Article 69 of this Act include cleaning services, catering services, car wash service, laundry service, customer service, subcontract services, performance services, and transportation services, and other items announced by the central competent authority.

Products or services set in the previous two items should be provided by mental/physically disabled persons in institutions, organizations, or sheltered workshops at legally established or designated service sites. Disabled persons shall participate in the production or service procedure, and cannot use import and resale method to provide products. The institutions, organizations, or sheltered workshops shall reach mass production and continue to provide services, and the quality of said products and services shall meet the requirements of the purchasing unit.

Special municipality, county (city) competent authority shall regularly audit newly added Institutions, organizations, sheltered workshops or updated items and services according to regulations of this Act. The results shall be published on the website of the competent authority and be submitted to the central competent authority for publishing.

To understand the production situation of mental/physical disabilities welfare Institutions, organizations, and sheltered workshops, special municipality, county (city) competent authority should regularly send personnel for audit and guidance purposes.

The set amount stipulated in Article 69-1 of this Act is NTD 1 million.

Institutions, organizations, or private schools that receives government subsidies stated in Article 69-1 of this act refers to those that has subsidy which accounts for more than half of the purchase amount, and that the subsidy amount is above NTD 1 million.

The set ration referred to in Article 69-2 of this Act is 5%.

Article 4

Various level government organizations, public schools, public enterprises and institution, and institutions, organizations, and private schools that accept government subsidies shall give priority to the purchase of items and services Article 3-1 and 3-2. For items or services that is of a reasonable price and under a certain amount, the following method shall be used to process priority purchasing:

1. Use public announcement to invite non-specific institutions, organizations, sheltered workshops, and non-institution, non-organization, or non-sheltered workshop vendors to bid. The tender document shall clearly state that priority shall be given to institutions, organizations, and sheltered workshop.
2. Without public announcement, invite two or more institutions, organizations, or sheltered workshops to compare price; or, invite only one institution, organization, or sheltered workshop for price negotiations.
3. Use public announcement method to review the qualifications of institutions, organizations,

or sheltered workshop according to set qualification conditions. Then invite qualified institutions, organizations, and sheltered workshops to submit their tender.

The tendering award method for subjects of priority purchase in Item 1 is as follows:

1. When institutions, organizations, and sheltered workshops and non-institutions, non-organizations, and non-sheltered workshop vendors have the same lowest tender price, and the tender prices conforms to the lowest tender awarding principles in the tender document, the priority shall be given to the sheltered workshop, to be followed by institutions or organizations.
2. If non-institution, non-organization, and non-sheltered workshop vendor has the lowest tender price, and its tender price conforms to the lowest tender awarding principle in the tender document, and there is only one institution, organization, or sheltered workshop, the obligated purchase unit shall contact the institution, organization, or sheltered workshop to reduce its price to the lowest tender award price. If there are two such vendors, the obligated purchase unit shall start with the vendor with the lower price, and contact each institution, organization, or sheltered workshop according to sequence to reduce their price one time. The vendor who reduces the price to the lowest tender award price first shall win the tender. If two or more vendor has the same price, then the vendor to reduce to the lowest price shall win the tender. If after price reduction the vendors still have the same price, the winner shall be determined by drawing lots.

The obligated purchase unit shall contact non-institution, non-organization, or non-sheltered workshop vendors who's lowest tender is already 80% lower than the minimum price, and who are tender award subjects according to Article 58 of the Government Procurement Act to reduce its price. Award shall be given according to the Government Procurement Act.

Article 5

If one of the following conditions occur, the obligated purchase unit can list the purchase amount into the institutions, organizations, or sheltered workshop contractor/subcontractor's annual accumulated amount:

1. When priority purchasing was processed according to methods in Item 1 of the previous article and still no institutions, organizations, or sheltered workshop participated in the tendering, price negotiation, or has passed qualification.
2. Priority purchasing tender award that has been handled according to methods listed in Item 2 of the previous article, and still no institutions, organizations, or sheltered workshop were determined the tender winner.
3. Priority purchasing that exceeds a set amount can stipulate in the tender document that the tendering vendor can be non-institution, non-organization, or non-sheltered workshop. The tender document shall stipulate the expected ratio of items and amounts that is to be subcontracted to institution, organization, or sheltered workshops after winning the tender. The ratio is shall be clearly stated in contract after winning the tender.
4. Termination or cancellation of the contract not as a result of the obligated purchase unit.
5. The winning institution, organization, or sheltered workshop has not fulfilled contract obligations without an appropriate reason.

Article 6

The obligated purchase unit shall terminate the contract and submit to the competent authority the list of institutions, organizations, or sheltered workshops that has been found to be in

violation (items or services were not provided or produced by mentally/physically disabled persons when tender is awarded to institutions, organizations, or sheltered workshops, or when the winning non-institution, non-organization, non-sheltered workshop vendors subcontract out the contract; importing and resale method is used; for fraudulent use of institution, organization, or sheltered workshop name to participate in tender, set contract, or fulfill contract). The performance bond shall not be returned. When necessary, other measures stated in the contract shall be taken. The previous rule shall be clearly stated in the contract.

Article 7

When the obligated purchase unit makes a purchase, the unit shall inspect relevant proof and document from the institution, organization, and sheltered workshop. When necessary, the unit shall verify with the competent authority. The competent authority shall provide necessary assistance.

Article 8

The total amount and ratio of items and services in Article 3-1 and 3-2 purchased during the previous year from the Office of the President, National Security Council, the Executive Yuan, the Legislative Yuan, the Judicial Yuan, the Examination Yuan, the Control Yuan, central Level 2 agencies under the five Yuan, independent agencies, special municipality, county (city) government, their subordinate agencies and organizations, and schools shall be audited within six months of the current year and be submitted to the central competent authority for announcement.

The total amount and ratio of items and services in Article 3-1 and 3-2 purchased during the previous year by civilian institutions, organizations, and private schools that accept government subsidies shall be audited by their respective competent authorities, and submitted to the central competent authority for announcement within the deadline.

Obligated purchase unit that has not reached set ratio in Article 3-8 shall state the reason and discuss improvements. If there is no appropriate reason, process according to Article 97 and Article 102-2 of this Act. The punishment shall be submitted to the central competent authority for archiving.

Article 9

The ratio set in Article 3-8 should be reviewed every two years after being announced and implemented in this Guideline.

Article 10

This guideline shall be put into effect upon the announcement.

2.3 National Yunlin University of Science and Technology Priority Purchasing Policy

National Yunlin University of Science and Technology Priority Purchasing Policy

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3. Prioritize the purchase of products with **energy-saving labels, water-saving labels, and green building materials labels.**
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Item 2. Require student dining halls to adhere to a code of food ethics

The bidding contract for campus restaurants outlines specific food ethics requirements. According to Article 22, Food Management, the contractor is obligated to adhere to food safety and health management regulations. Additionally, restaurant staff must meet the statutory requirements for infectious disease examinations.

YunTech

第一條....

第二十二條、飲食管理

甲方依「食品安全衛生管理法」、「食品良好衛生規範準則」、「學校衛生法」、「學校餐廳廚房員工消費合作社衛生管理辦法」、「教育部大專校院餐飲衛生管理工作指引」訂定目前飲食管理規範，相關法規修正時，以新增訂或修正法規為規範，並列入合約規範，乙方不得異議。

一、人員管理：

(一) 餐飲從業人員於進入甲方餐廳工作前，需先經衛生醫療機構供膳作業員工體檢合格後，使得僱用，檢查項目包括A型肝炎、手部皮膚病、出疹、膿瘡、外傷、結核病、傷寒等傳染性疾病，且每年應主動繳交健康檢查報告，檢查項目同前述。未提具身體健康檢查證明合格者，不得從事餐飲工作。其有代理工作之需要者，工作代理人於代理前亦需提出健康合格證明書。

Personnel Management:

Before working at campus restaurants of Party A, catering practitioners shall only be employed after passing the physical examination for catering workers in health and medical institutions with examination items of hepatitis A, skin diseases in hand, rash, abscess, trauma, tuberculosis, typhoid and other infectious diseases included. In addition, they shall actively submit required health examination reports every year.

(二) 乙方餐飲從業人員應遵照衛生福利部頒布之「食品良好衛生規範準則」相關規定，從事食品調配、包裝、貯存、販賣食品等工作，以確保食品之衛生、安全及品質。

The catering employees of Party B shall follow the relevant regulations of the "Guidelines for

Good Food Hygiene Practice" issued by the Ministry of Health and Welfare to engage in food preparation, packaging, storage, and food sales to ensure food hygiene, safety and quality.

(三) 乙方衛生管理專責人員及餐飲從業人員，每學年應參加衛生(健康飲食)講習至少 8 小時，乙方不得以任何理由拒絕，其方式說明如下：

持證廚師應在證書有效期間內接受各級衛生主管機關或其認可之公會、工會、高級中等以上學校或其他餐飲相關機構辦理之衛生講習，每年至少 8 小時。

非持證之學校餐飲從業人員，應參加校內自行辦理衛生教育訓練，其時數每學年應至少 8 小時。

(四) 乙方及其工作人員之服務態度，應保持和藹熱忱，如服務不佳、態度傲慢，經甲方提出糾正者，乙方應及時督導改善或更換人員。

二、品質管理：

(一) 乙方於履約期間內，應接受甲方衛生檢查小組針對所販賣食品之衛生、品質、價格、營業項目、餐具清潔及人員服務等進行督導與檢查。如有需要改善之處，由甲方以書面通知限期改善，乙方應於期限內改善完竣。

Quality management:

During the period specified for the performance of the contract, Party B shall be subject to the supervision and inspection of Party A on the hygiene, quality, and price of foods, tableware cleaning, its business items, and services.

(二) 凡發生食品中毒或其他傷害事件，經查證係可歸責於乙方者，其醫療費用及相關人員之賠償費用，概由乙方全部負擔，並負相關法律責任。

(三) 用餐人因攝食乙方所供應之食品而發生疑似食品中毒現象，於調查期間，應暫停作業、停止販賣及禁止進行消毒，並封存該產品；直至衛生主管機關檢驗結果符合規定後或至廠商改善完成並經機關認可後，始可恢復履約(供餐)。

(四) 食品中毒經衛生主管機關確認且情節重大者，甲方得終止契約或解除契約之部分或全部。

(五) 乙方如受衛生福利主管機關裁罰性之不利處分，縱非因本契約所生之事由，惟甲方認定乙方之管理有疏失，可能損及學校員生健康或安全之虞者，將提報甲方膳食指導委員會會議審議，若決議為終止契約，甲方得逕行終止契約。

(六) 乙方提供之餐具，應維持乾淨清潔，不應有脂肪、澱粉、蛋白質、洗潔劑之殘留；甲方每週進行抽驗，必要時，得進行病原性微生物之檢測。

(七) 乙方所供應之食品，甲方每週進行抽驗菜餚，經檢驗不符食品衛生標準相關規定之該項食品，應立即停止供應(販賣)，追蹤其異常原因並改善，後由甲方再次進行自主檢驗，經複檢仍不合格，將送至雲林縣衛生局檢驗科進行複驗(檢驗費用由乙方全部負擔)，直至衛生主管機關檢驗結果符合規定後，始可恢復該項供應。

Instructions for YunTech Employee and Student Cafeteria Lease Tender

Article 1

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Article 22, Food Management:

1. Personnel Management:

(1) Prior to commencing work at the campus restaurant operated by Party A, food service personnel must undergo a health examination conducted by a healthcare institution to confirm their fitness for employment. The examination includes testing for infectious diseases such as Hepatitis A, skin diseases, rashes, abscesses, wounds, tuberculosis, typhoid fever, and other communicable diseases. Each year, personnel must proactively submit their health examination reports, including the aforementioned tests. Individuals who do not possess a valid health examination certificate confirming their fitness for work shall not be allowed to engage in food service activities. In the event of job delegation, the proxy worker must also provide a health fitness certificate before commencing work.

(2) Food service personnel employed by Party B must adhere to the relevant provisions of the "Food Good Hygiene Practice Standards" as stipulated by the Ministry of Health and Welfare when engaging in activities related to food preparation, packaging, storage, and sales to ensure the hygiene, safety, and quality of the food.

(3) Party B's hygiene management personnel and food service personnel are required to attend at least 8 hours of hygiene (health and dietary) training annually, in accordance with the guidelines issued by the competent health authority. Party B shall not refuse this requirement for any reason. The specific requirements are as follows:

Certified chefs must attend hygiene training conducted by the competent health authority or its recognized institutions, associations, unions, higher-level secondary schools, or other relevant food service organizations, for a minimum of 8 hours annually, within the validity period of their certification.

Non-certified food service personnel in school cafeterias must participate in hygiene education and training organized by the school, totaling at least 8 hours per academic year.

(4) Party B and its staff are expected to maintain a courteous and enthusiastic service attitude. In the event of subpar service or displays of arrogance, Party B shall promptly supervise improvement or replacement of personnel in response to Party A's corrective measures.

2. Quality Management:

(1) During the contract period, Party B shall undergo supervision and inspection by Party A's hygiene inspection team regarding the hygiene, quality, pricing, menu items, tableware cleanliness, and personnel service related to the food items sold. Should any areas requiring improvement be identified, Party A shall notify Party B in writing, and Party B shall complete the necessary improvements within the specified timeframe.

(2) In cases of food poisoning or other incidents resulting from Party B's actions, where Party B is found to be at fault, Party B shall bear all medical expenses and compensation costs for affected individuals and related personnel, and be liable for any relevant legal responsibilities.

(3) In the event of suspected food poisoning among diners consuming food supplied by Party B, operations must be temporarily suspended, sales halted, disinfection carried out, and the affected product sealed during the investigation. Operations may only resume after inspection results from the competent health authority meet the stipulated requirements, or after Party B has completed improvements and received official approval.

(4) In cases of food poisoning confirmed by the competent health authority and deemed severe,

Party A may terminate or partially terminate the contract.

(5) Even if Party B receives a punitive action from the competent health and welfare authority for reasons not directly related to this contract, Party A, if deeming Party B's management to be deficient and posing a potential threat to the health or safety of school personnel and students, shall report the matter to the School Dietary Guidance Committee for review. If the committee decides to terminate the contract, Party A may terminate it accordingly.

(6) The tableware provided by Party B must be kept clean and free from residues of fats, starch, proteins, or detergents. Party A will conduct weekly random inspections and, if necessary, microbial tests on the tableware.

(7) Party B's supplied food items will be subjected to weekly random inspections by Party A. If any food item fails to meet food hygiene standards or relevant regulations, Party B must immediately cease its supply and sales. Party B must trace the cause of the anomaly and make improvements. After Party B has conducted a self-inspection and the results remain unsatisfactory, the item must be sent to the Inspection Division of the Yunlin County Health Bureau for retesting (with all costs borne by Party B). Supply of the item may resume only after the inspection results from the competent health authority meet the stipulated requirements.