

Canteen Committee - Qingpu

Version

v.1

Date March 27th, 2024

Meeting minutes

CC.QP.23-24.02

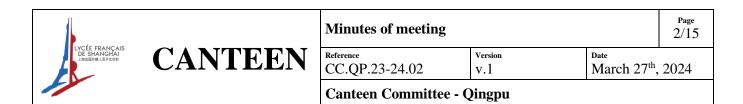
1. <u>Time:</u>

March. 27th, 2024, 10:45am to 12:00pm

Reference

CANTEEN

LFS: 2. Present: Mr. Benjamin BILTERYST CEO Mrs. Livia RAFIDISON, Chief Operating Officer Mr. Willy BONGA, Support Services Manager Mrs. Amélie DESCHAMPS, Vie Scolaire of Primary School Mrs. Elise TANG, Vie Scolaire of Primary School Mrs. Morgane HERMANNS, Nurse Mrs. Emmanuel Danion, Parent Representative Mr. Sebastien FERRY, Parent Representative Mr. Loïc LE BRONEC, Staff Representative Mrs. Laetitia LEMONNIER (TC), Student Representative Mrs. Audrey LIU, Student Representative Mrs. Cholé CHATARD, Student Representative M. Johnathan WONG, Student Representative DSS: Mr. Christoph Waldhuber, COCU Mrs. Saudia Leopold, Deputy Head of Primary Mrs. Madeleine VAN DRENTH, Administration Mrs. Vivien HORN, Staff Representative Mrs. Tina KAISER, Staff Representative Mrs. Danijela DOGAN, Parents Representative Mrs. Nicole MERTIN, Parents Representative Mr. Maxim KLOS (11grade), DSS Student Representatives Chartwells: Mr. Cerbolles, Representative of Chartwells on both campus Mr. Beltran Bove, Chef of Chartwells LFS: 3. Absents excused: Mrs. Emmanuelle BLANC-TORES, Vice Headmaster Mr. Jean KURDZIEL, Director of Primary school Mrs. Tess VOLPINI, Education Counselor Mr. Achille MESSI, Staff Representative Mr. Yun CLERGUE, Parent Representative Mr. Audrey LIU, Student Representative DSS: Mrs. Susanne Heß, Head of Administration Mr. Jan Van LOON, DSS Parent Representative Mr. Jamie, DSS Student Representatives Mr. Aron, DSS Student Representatives Chartwells Ms. Sara Chen, Qingpu Site Manager of Chartwells



4. Agenda:

- 1) Canteen committee framework
- 2) Roundtable members presentation
- 3) Canteen service organization
- 4) Canteen indicators
- 5) Yearly promotion of 2023
- 6) New projects
- 7) EPOS App
- 8) REFILL POLICY IN EAT GLOBAL
- 9) Q&A

5. Development:

1) Canteen committee framework

The basic rules described in the slide are explained by Mr. Willy,

GOAL

Committees are dedicated to handle <u>regular questions related to the topics of Canteen</u>. Generally, Committees promote a mutual, healthy and transparent relationship between Schools, parents, staff and student representatives, as to <u>improve the general service quality</u>, within its existing constraints, by sharing information about works, projects in progress, and answering questions about areas of concern.

LIMITS OF SCOPE

Committee Members are not a decision-making body, but a consulting body. Decisions will be made by schools' services, principal and boards. Committee Members shall set aside any personal conflict of interest during Committees.

COMPOSITION OF COMMITEES

Committees are joint Committees of both LFS and DSS schools.

TIME FRAME

Joint LFS/DSS Committees are in-person Committees and take place at least twice per school year, on the Schools' initiative.

When events require it, Schools can call for <u>extraordinary Committees with 3 days of forewarning</u>. They can be in-person or online Committees.

Dialogue and feedback to the Schools are possible all along the school year, as well as informal Committees involving LFS only or DSS only.



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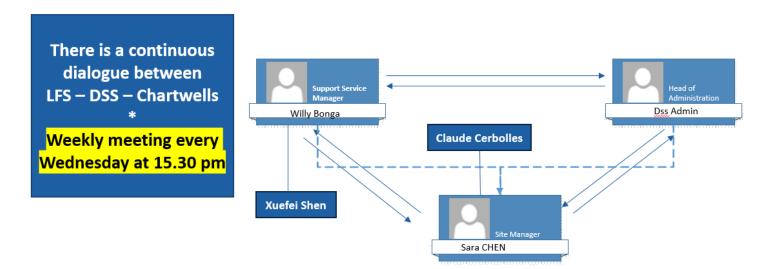
2) Roundtable members presentation

The committee members of LFS and DSS schools are as follow:

LFS Administration		DSS Administration	
CEO	Mr. Benjamin BILTERYST	Head of administration	Susanne Hess (absent)
coo	Mrs. Livia RAFIDISON	соси	Christoph Waldhuber
Support Service Manager	Mr. Willy BONGA	DSS Administration	Madeleine VAN DRENTH
Deputy Headmaster	M.Emmanuelle BLANC-TORES (absent)		
Head of Primary School	Mr. Jean KURDZIEL (absent)	Head of Primary School Staff Representative	Mme. Sandra LEOPOLD
Nursery	Mrs Morgane HERMANNS		Vivien HORN
CPE / Assistant of Vie Scolaire Secondaire	Mrs. Tess VOLPINI	DSS Parents representatives	Nicole MERTIN
CPE / Assistant of Vie Scolaire Primaire	Mrs. Amelie DESCHAMPS/ Elise TANG		Danijela DOUGAN
Staff Representative	Mr. Achille Messi (absent) Mr. Loic LE BRONEC		
Parent Representatives		DSS Students representatives	
Parent Representative	Yun Clergue (absent)		Maxim KLOS (11 grade)
Parent Representative	Emmanuel Danion		
Parent Representative	Sebastien FERRY	CHARTWELLS TEAM	
Student Representatives		Qingpu- Yangpu Manager	Claude Cerbolles
Student Representative	Laetitia LEMONNIER (TC) Johnathan WONG	Qingpu Site Manager	Sara CHEN (absent)
	Cholé CHATARD	Kitchen Chef	Mr.Oscar Beltran Bove

3) Canteen service organization

Mr. Willy explains the catering service organization within LFS and DSS schools.



Mr. Claude Cerbolles Chartwells's Two Campus Manager explained the composition of the Chartwells onsite team in Qingpu Campus.

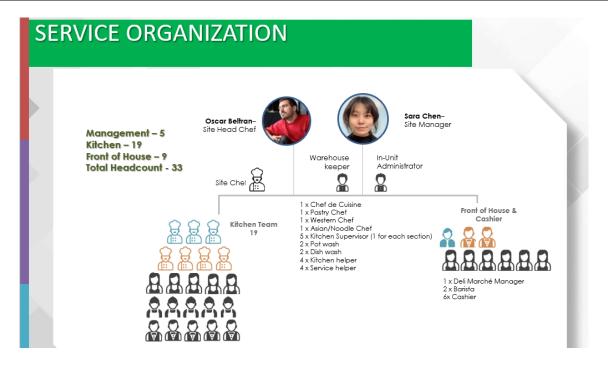


CANTEEN Reference

Minutes of meeting

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4) Canteen indicators

Mr. Claude Cerbolles explained that the 2nd KPI of year 2023-24 was done on March 22nd, 2024. The score Chartwells got was 96.

ENINGHI	FRANCAIS ANGHAI Albert	SEMESTER EVALUATION	172		
GENERAL	NFORMATIONS				Version: V1 (19 March 202
	e of the evaluation	22/03/2024	Audito	r(s) LFS: Name / iment	BONGA Willy, Xuefei Shen, Hongwei Wan
Supplier po	articipants	CERBOLLES Claude, CHEN Sara, Oscar Beltran	Audito	r(s) DSS : Name / ment	Dr.van Drenth Madeleine / Christoph Wa
Evaluation # - Semester #		E2023-2024 - S2 Announced audit?		YES / NO	
items	Customer satisfaction		12	/14	
2	Menus		12	/12	
	Service lines		12	/12	
3	Food incident		8	/10	
3 4			10		96%
	Fresh ingredients		10		30/0
4	Fresh ingredients Hygiene		10	/10	
4 5	Fresh ingredients Hygiene Expiry date		6	/6	
4 5 6	Fresh ingredients Hygiene Expiry date Equipment maintenance		6 8	/6 /8	
4 5 6 7 8 9	Fresh ingredients Hygiene Expiry date Equipment maintenance Health & Safety		6 8 8	/6 /8 /8	
4 5 6 7 8	Fresh ingredients Hygiene Expiry date Equipment maintenance		6 8	/6 /8 /8 /10	
4 5 6 7 8 9	Fresh ingredients Hygiene Expiry date Equipment maintenance Health & Safety		6 8 8	/6 /8 /8	ACCEPTED

The score of the 2nd LFS&DSS Chartwells Audit of 2023-24 is 96.

- For the question "Is the Ipad tool and QR code or paper survey showing more than 80% of satisfaction (excellent + good) result per month?" Lost 2 points.

- For the question "Is there any shortage on Chartwells offer of tea, coffee, milk and sugar served to staff after lunch?" Lost 2 points.



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PRESENTATION: CANTEEN MAIN INDICATORS

• KPI- Service line temperature

CANTEEN



Mr. Claude Cerbolles showed the main indicators concerning the catering service over the two first months of year 2024 and compared with the year 2023.

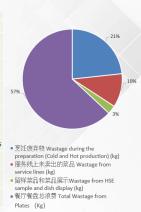
The average wastage rate has decreased by 0.55% in Qingpu campuses in the first 2 months of 2024 (3270kg) comparing with the two first months 2023(3288kg).



Wastage 2024

• Wastage 2023

FGS-QP 明细 Description	Jan	Feb	Mar	Apr	May	June	Sept	Oct	Nov	Dec	Total	
食品废弃合计Total (kg)	2304	4072	4176	2092	3123	3513	3691	3243	3753	2560	32527	
烹饪废弃物 Wastage during the preparation (Cold and Hot production) (kg)	479	834	816	459	708	764	731	665	820	565	6841	
服务线上未卖出的莱品												
Wastage from service lines (kg)	443	591	493	187	258	249	235	198	299	239	3192	
留样菜品和菜品展示 Wastage from HSE sample and dish display (kg)	61	103	109	57	84	87	86	77	89	70	823	
套餐餐盘浪费Eat Global Wastage of Plates (Kg)	213	364	389	207	311	372	322	301	381	295	3155	
餐厅餐盘总浪费 Total Wastage from Plates (Kg)	1108	2180	2369	1182	1762	2041	2317	2002	2164	1391	18516	
供餐份数 Meals Number	14727	33582	37145	17082	27992	33938	35699	28424	31286	20621	280496	
供餐天数 Operating days	16	20	23	12	18	20	20	17	22	16	184	
平均每天浪费 Wastage/ Day (kg)	97	139	124	114	112	115	128	129	112	102	118	,
平均每天 每餐浪费 Average wastage / meal/Day (Grms)	75	65	64	69	63	60	65	70	69	67	66	

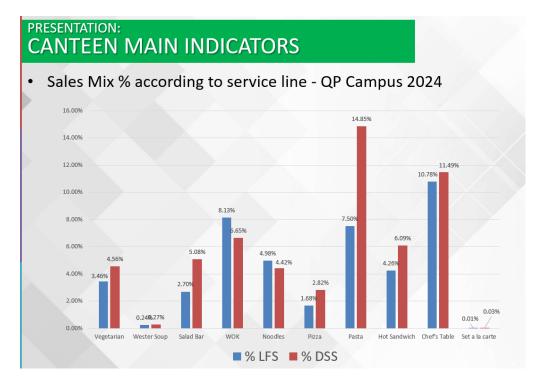




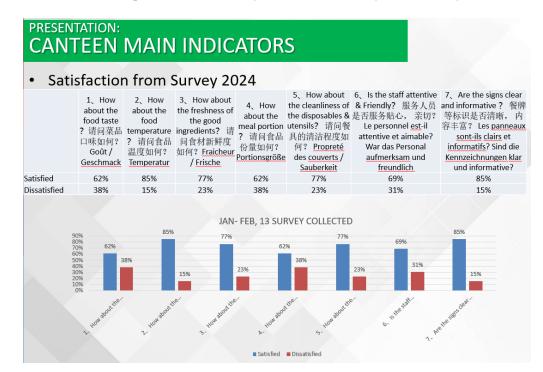
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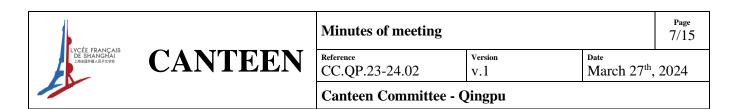
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Mr. Claude Cerbolles reported that according to sales record, LFS students & staff prefer noodle and workstation, DSS community loves most the pasta.



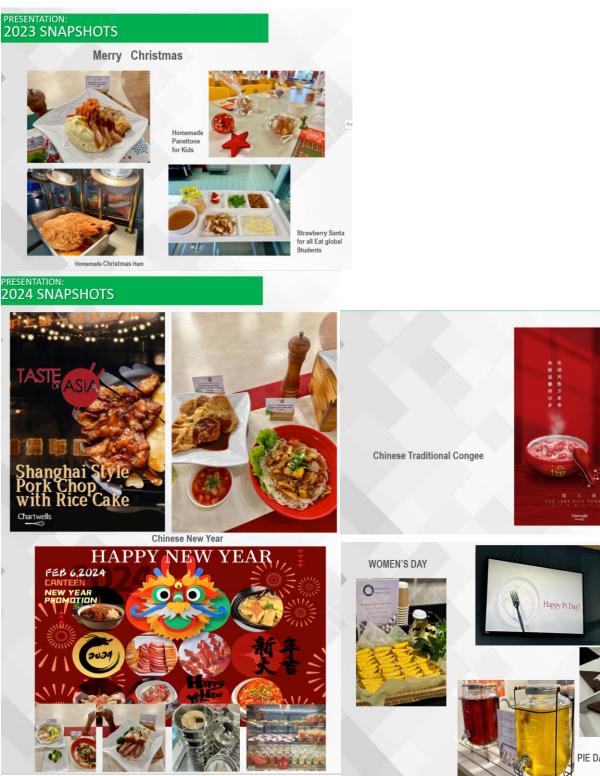
Mr. Claude Cerbolles reported that the survey collected in January and February



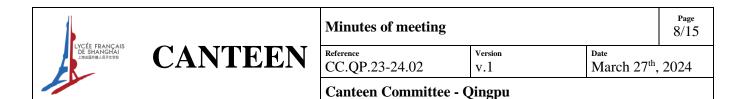


5) Yearly promotion

Mr. Claude Cerbolles summarized the yearly promotions conducted from Decembre 2023 to March 2024. Some snapshots of the special menus and activities over 2023 have been presented. The special cuisine promotions for 2024 are also planned.



PIE DAY



Promotions for 2024:

present YEARI		10TION I	PLAN			
	Yea	rly	Pr	omo	otio	n
2024	Jan	Feb	Mar	Apr	May	Jun
Festivals	1 st - Happy New Year	10 th - Chinese New Year 14 th - Valentine's Day 24 th - Lantern Festival	8 th - Women's Day 14 th – Pie Day	9 th - Easter 22 nd - Earth Day	8 th - Smile Day 14 th - Mother's Day	1 st - Children's Day 22 nd - Dragon Boat Festival
Promotion	King Cake	CNY Promotion & Lantern Festival Rice Ball	Women's Day Gift for Ladies	Finding Eggs	Smile Faces on Dishes	Cartoon Dessert & Cute BBQ
Promotion		Valentine's Dessert	Finding Pie in Canteen	Discount for Bringing Own Mug in Delimarche	Mothers' Recipe	Cooking class Dragon Boat Festival Zongzi

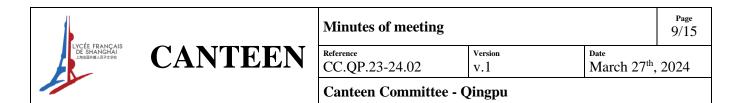
6) New projects

a) Refill Policy in Eat Global



REFILL POLICY IN EAT GLOBAL





b) The new dishes



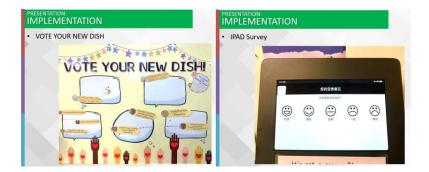
c) The use of new equipment: controllable temperature insulation box:

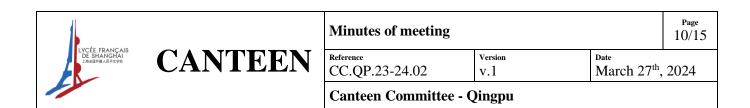


d) Interested courses: cooking workshop:



e) Increase the channels for expressing suggestions and the result:





7) EPOS App

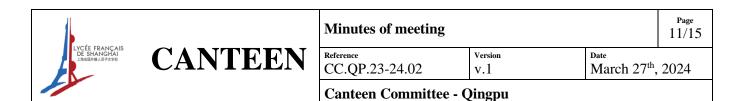
In terms of the EPOS mini program in Wechat, Chartwells explains that Recharging on the app will not require payment of a service fee



Chartwells introduced the basic functions of this App and showed 2 new features, that is, how to look up the menu details of transactions and how to issue e-fapiao for the money tossed up by the user himself.

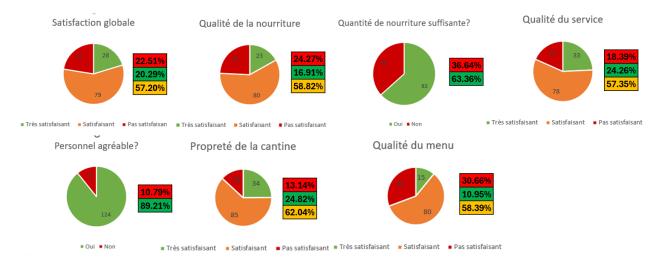
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Balance & 15.9	- Becharge Jose or	w 20000	-	¥ 31000	Tips:
Control Account	Recharge	¥ 100	Becharge House	¥ 105	Only Recharge
		60. C			transectio can apply
Image: Second					the invoice 小松士。 只有服金先 单加原品也 早。



8) Satisfaction Survey - LFS Student Representatives

Survey results



Commentaires:

- Prix trop élevés
- Plats mieux servis pour les adultes que pour les enfants
- Il y a des jours où tous les plats ont l'air bon et d'autres où aucun ne l'ont l'air
- Plats pas assez nourrissants -> nous poussent à grignoter
- Proportion de légumes trop faible
- Proportion de féculents trop élevée
- Plus de changements
- Pas assez de viande servie
- Portions trop petites surtout quand on arrive à la fin de la portion et même si on en demande plus
- Verres pas propres
- Cheveux trouvés dans la nourriture

Commentaires pour amélioration :

- Faire valider les menus par un sondage élève
- Plus de fruits
- Changer les horaires pour l'année prochaine

Comment:

- The price is too high
- Dishes better served for adults than for children
- On some days, all the dishes look good, and on others, not a single dish looks good.
- Food is not nutritious enough ->leading us to take snacks
- The proportion of vegetables is too low
- Excessive starch ratio
- More varieties of food
- Not enough meat provided
- The portion is too small, especially when you reach the end of the portion, even if you ask for more
- Unclean glasses
- Hair found inside the food

Improvement suggestions:

- Have the menus validated by a student survey
- More fruits
 - Change next year's schedule (to go to the canteen)

The school and the restaurant answered the questions raised by the students one by one. See answers in the Q&A Student Questions section.



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9) **Q&A**

a) From Vie Scolaire:

CANTEEN

1. The students appreciate a lot the diversity of bread, yoghurt and fruits which you brought to place since this school year. The students prefer the rice and pastas to potato in general.

Response: We have a rotation with starch on weekly basis. This request would be discuss with school nurse. Rice is always available on daily basis.

2. Before the serving, could the canteen prepare enough plates, bread in advance to avoid the refill which takes quite some time?

Response: Bread and plates for set menu are in the salad counter. Bread is in the salad buffet area. Children will help there self to pick-up cold starters then will go to service counter for hot dishes. Refill of dishes is available in 3 counters.

3. The shredded cheese that is served from the pasta is sometimes not fully defrosted. Please kindly check the status before serving.

Response: We will make sure that cheese will be fully defrosted with chilled temperature of cheese.

4. We have noticed an increase of fried meat in the menu, including the fried fish on Fridays. Could the chef improve the menu?

Response: In the set menu the cooking method are rotation from Stew/Oven roasted/ Steam/ Grilled & Fried Items. For the fish there is rotations of cooking method. Once in a month we have fried fish.

5. Ice-cream: Is it possible to check the weather before giving the ice-cream ? Sometimes it might not be ideal to give ice-cream in a freezing weather.

Response: We will not serve ice cream during winter period. We will propose alternative desserts on winter period.

b) From Students

-The price is too high

Prices are both agreed between both Campus and the Compass Group.

- Adult cuisine is better than children's cuisine

Canteen food is a variation of 8 stations where adults and kids can choose, children menu is a SET created between the school and the canteen in order to provide a variety daily meal. There is no specific station for adults, therefore there is no difference between adults and students.



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- Some days, all the dishes look good, and some days, not a single dish looks good Canteen always try to do the best. We have 6 weeks menu and have put more new dishes this year.

Reference

- Food is not nutritious enough ->Let's eat snacks

CANTEEN

Snacks are available in the Cafeteria from 7 to 17;00 every day. Food combination in service line provided with set Main protein, starch & Vegetable. Set Menu Composition from bread Salad choices, dairy, protein, starch and vegetable.

- The proportion of vegetables is too low

All Vegetables and starch are free refill after the first purchase, and clients can choose vegetables from other counters.

- Excessive starch ratio

Canteen staff provide food as the student request, some students ask for less starch, but in general kids love rice.

- More changes

The rotation of the menu is on a weekly basis with different rotation of cooking method.

- Not enough meat

The portion size are displaced in the main door, protein amount variety between 80gr to 120gr depending of the protein, service line refill policy for starch & vegetables. Eat Global we have a refill policy for all dishes.

- The portion is too small, especially when you reach the end of the portion, even if you ask for more

The portion size are displaced in the main door, protein amount variety between 80gr to 120gr depending of the protein. Refill policy respected for vegetable and starch.

- Unclean glasses

Material is daily cleaning in the dishwasher, we will follow up. Old material must be replaced on a periodic basis to ensure it's cleanliness.

- Hair found in food

Food is display in a open area where foreigners body can contaminate by accident the food, Canteen staff always wear, gloves, mask and cap.

Improvement suggestions:

- Verify menu through student survey.

Feedback and ideas are always welcome.

- More fruits

We provide the kind of fruits that are in the range price that we find. We have fruits rotation on weekly basis.

- Change next year's schedule

School is working of the lunch schedule.

LYCÉE FRANÇAIS DE SHANGHAI Inisamea.RPX-ma
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c) From Parents

CANTEEN

 (Qingpu / middle school) Our child (4th) finds disappointed to have her canteen food as the portion is small and tasteless. Somehow the food is overpriced sometimes. Could you please kindly check it out and could you please inform us your solutions please?

Reference

We have refill policy in canteen for the starch and vegetables, students can come back to ask for refill if they are still hungry.

Prices have been agreed between both Schools (LFS/DSS) and the Compass Group.

- (Qingpu/primary) Midday meals need a lot of improvement. Almost every day, bananas and watermelons are provided even though they are not even seasonal fruits for certain periods. In addition, the quality of the meals needs to be reviewed.

We are doing our best to provide seasonal fruits. The quality of the meal has been validated by students and show a good rate of satisfaction, but improvement is still possible.

Banana / Apple / Pear	Watermelon	Mix fruit Macedonia	Sponge cake	Banana / Apple / Pear
香蕉/ 苹果/ 梨	西瓜	混合水果色拉	海绵蛋糕	香蕉/ 苹果/ 梨

(Qingpu / primary) Can we ask for primary school menus that always include (or at least more than today) seasonal fruits and vegetables?
 We have rotation of fruits, vegetables and we provided the kind of fruits that are in the range price that we find. And the second vegetables are always with veggie protein.

from Wechat group:

- Bad taste, many parents said their kids told them the lunch is not good, they feel hungry in the afternoon.

Usually kids eat set menu can refill. The menu is validated by nurse on monthly basis. And for health considerations, the dishes for smaller kids we cook with less salt.

Some family transferred from Yangpu campus to Qingpu, they said the food in Yangpu is obviously better than that in Qingpu.

It is a personal perception, the menu is created and validated by both campus chefs. We discuss about cooking methods as well. Frequently we have this remark and we have both versions Yangpu is better than Qingpu, and Qingpu is better than Yangpu, so we cannot judge.

- Nutrition problem, some parents said the yogurt and milk in the canteen was not good one.

We provide the kind of cheese and yoghurt that are in the range price that we find. Every month we have twice special yoghurt for kids.

- Waste problem, since the kids don't like the food, big waste everyday. The wastage percent went down a little bit this year. Actually our server and volunteers will suggest to kids to eat more.
- Some parents said, their kids told them the lady in the canteen often gives less quantity food than another man employee.
 Canteen staff will give standard quantity first. If someone ask for more starch or more vegetables we will give more. Meat portion we give based on the contract.



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10) <u>Compass Announcement</u>

CANTEEN

COMPASS ANNOUNCEMENT

Starting Jan. 26, 2024 Compass have reached an agreement with <u>Sodexo</u> to acquire 100% of Compass (China) Management Services Company Ltd ("Compass China") and Shanghai <u>Eurest</u> Food Technologies Service Company Ltd ("Shanghai <u>Eurest</u>").

The transaction is currently being reviewed by China's competition authority, the State Administration for Market Regulation ("SAMR"). During this period, the two businesses will operate entirely independently from Sodexo, and all services provided to French and German School will continue as before, business as usual.

We are committed to working closely with the new owners to ensure a smooth transition and can confirm, to the best of our knowledge, that on completion of the transaction <u>Sodexo</u> intends to continue all client services in China without interruption, with the same experienced operational teams remaining in place to maintain the high-quality food, health & safety, and great service that you expect.

In line with China's Anti-Monopoly Law, if and when SAMR approval is received and the transaction completes, <u>Sodexo</u> will be in touch directly with your team to formalize ongoing arrangements and share more details about their plans for bringing the businesses together and their vision for the future.

As per latest internal discussion verbally there will be a transition period that will effectively started on April 2, 2024. At latest information that all in unit staff uniform's of compass will be change with <u>Sodexo</u> brand. There will be a minimum of 3-6 month transition period until will be officially completed the transition for both parties.

Comments:

Student representatives conducted a survey on restaurant satisfaction for the first time. This survey was appreciated as it gives an important inside about the canteen.

There are still areas for improvement, Mr. Loic LE BRONEC, staff representatives said, He also confirmed the service quality of the school canteen is good and most of the staff is satisfied.

The school will communicate with DSS to determine the lunch schedule for students in the next school year to avoid the overlap which arise this year.

Parent representatives suggested that the video introducing the restaurant displayed by Chartwells be posted on the school website, and hoped to organize parents visit to the school canteen.

Next meeting:

The tentative proposed date for the next meeting is at the beginning of Decembre 2024, at 9:00-10:15 am