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	<b>Canteen Committee - Yangpu</b>		

## Meeting minutes

### 1. Time:

November 25th, 2025, 10:30am to 11:45am

### 2. Present:

- LFS:

Mr. Willy BONGA, COO  
Mrs. Min LI, Assistant of CEO  
Mrs. Stella SHI, Operation project manager  
Mrs. Hélène Jiaying WEI, Assistant of Operations  
Mrs. Caroline LAFAGE-BOURIAU, Nurse  
Mrs. Jie LI, Vie Scolaire Primaire  
Mrs. Laura MOUSSOUNI, staff representative  
Mrs. Xiaoqian WANG, SG Coordinator  
Mr. Clément LARGUIER (3Y), student representative  
Ms. Leya ZHENG (2Y), student representative

- DSS:

Mr. Kenan DIZDAREVIC, COCU  
Mr. Matthias BRÜGGMANN, Kindergarten  
Mrs. Corinna DERICHES, administration  
Mrs. Anna WANG, Reception  
Mrs. Rebekka WANG, parent representative  
Mr. Jochen WIESCHERMANN, parent representative  
Ms. Alina KRUPPE, student representative

- Sodexo team:

Mr. Claude CERBOLLES, Representative of Sodexo on both campuses  
Mrs. Connie SHEN, Yangpu Site Manager of Sodexo  
Mr. Roger MAURER, Chef Cook of Sodexo

### 3. Absents excused:

- LFS:


Mr. Benjamin BILTERYST, CEO  
Mr. Laurent FOUILLARD, Principal  
Mr. Jean-Joseph KOUDAYA, Deputy Principal  
Mrs. Nathalie MOTTET, Principal of Primary School  
Mrs. Flora LIU, parent representative  
Mr. Denis BOISSEAU, parent representative

- DSS:

Mrs. Ann-Claire FÖTSCH, Head of Administration  
Mr. Julian MÜLLER, Deputy Principal


### 4. Agenda:

1. Committee
2. Committee regulations – Basic rules
3. Canteen Service organization
4. 1st KPI Audit
5. LFS YP Canteen organization
6. DSS YP Canteen organization
7. Timeline Catering Tender 2026
8. Digital Payment Ban
9. SODEXO presentation and Q&A

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## 5. Minutes:

Topic:	Questions raised:	Further information:
Agenda 1:	No question raised	
Agenda 2: Committee regulations – Basic Rules	No question raised	
Agenda 3: Canteen Service organization	No question raised	
Agenda 4: 1 <sup>st</sup> KPI Audit	No question raised	Addition: Correction of the KPI Points to 94 (instead of 96)
Agenda 5: LFS YP Canteen Organization	No question raised	
Agenda 6: DSS YP Canteen Organization	No question raised	Addition: We will also do a wish dish event in Yangpu next year in 2026
Agenda 7: Timeline Catering Tender 2026	<ol style="list-style-type: none"> <li>If the provider changes, the persons of the canteen team might change? ANS: Yes, the team might change. The current canteen team is working for a 3<sup>rd</sup> party provider.</li> <li>The wish is that the school is not only looking at money when doing the tender. ANS: The schools will take different factors into account when choosing a new vendor.</li> </ol>	
Agenda 8: Digital Payment Ban	No question raised	
Agenda 9: Sodexo and Q&A	<ol style="list-style-type: none"> <li>Is there an indicator for food waste? Is there a comparison for the years? ANS: A comparison of the food waste levels from last year to this year is available. General indicators for canteen food waste are being monitored, and educational tips on reducing waste are displayed in the dining area.</li> <li>Where can the students find the survey for Sodexo? ANS: There is a screen (tablet) in the canteen.</li> <li>Can Sodexo provide a flyer to inform the parents of the survey possibility? ANS: Yes</li> <li>Can we divide the survey between students and parents? ANS: Yes, we should work on it.</li> <li>How many questions are raised in the survey? ANS: 10 questions, but we will check if this will be the same in future</li> <li>There is a request to get a functionality in the app that students can be limited for buying products with sugar (in the coffee shop). ANS: Sodexo is working on a solution with the app developer.</li> <li>Which food is validated by the nurse?</li> </ol>	

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	<p><b>ANS:</b> Only the kindergarten food.</p> <p>8. Can we have some kind of alarm symbols for food (red, orange, green for level of sugar) for the students and to show parents? <b>ANS:</b> We should include this in the new tender 2026.</p> <p>9. Who can change the contract with the vendor? <b>ANS:</b> Both schools must jointly approve any contract amendments. While no immediate changes are planned at this moment, potential updates will be included in the tender for the 2026 contract cycle.</p> <p>10. Are there any forbidden products in the contract? <b>ANS:</b> There is a list of authorized products on the contract which are allowed to be sold by Sodexo.</p>	
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## 6. Presentation:



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