

Read the following information.

Food at Desks Survey

You work in an office area. Your manager is surveying your opinion about eating food at desks. There have been complaints about strong food smells and about leftover food attracting mice. Your manager asked you to complete an opinion survey.

Choose the option that you prefer. Why do you prefer your choice? Explain the reasons for your choice. Write about 150-200 words.

Option A: Everyone should be required to eat only in the kitchen.

Option B: Everyone should be free to eat where they want.

Level 7 Response

To

The Manager

ABC Consulting,

Dear Sir,

I would prefer that everyone should be required to eat in the kitchen primarily because our work area is an open concept one and the lunch timings are quite flexible so every member has the flexibility to go on lunch at any time, also our work place is consist of diversity and due to which there are different types of food being brought in for lunch which can be of strong fragrance or taste and texture. Secondly the lunch for on member can be disturbing for those who are not on their lunch breaks and this is one of the important reasons for not allowing food at desk.

The leftover after lunch and cleanliness of desk is also a matter of concern because it will lead to infestation of fly, bugs and mice which i personally think is not good for our health and wellbeing. This will also effect the health of other team member which in turn effect the productivity of work. So, at the end I reiterate that eating food at desk should not be allowed and everyone should be encouraged to finish their lunch in kitchen

Yours Faithfully,

Sonja

Sr Analyst