**Healthy Food & Beverage Policy Template**

[Company Logo]

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| POLICY NAME: Food and Beverage Policy (On-Site Venue: Medium and Large-Scale) | EFFECTIVE DATE: LAST REVISION :  |
| DEPARTMENT:  | POLICY NUMBER:  |

**PURPOSE:** To create a supportive environment by providing a variety of healthy options for on-site dining. A "medium-scale" venue is defined as one that typically offers a small number of menu options including premade or quick-to-make options, such as soups and sandwiches. Delis, cafés or food service operations with limited on-site preparation facilities are examples. A "large-scale" venue is defined as one that offers a large menu of options that are made in-house, such as hot entrées, grill items, salad bars, bakery items, deli stations, etc. A full-service cafeteria or conventional food service operation is an example.

[Company Name] recognizes that healthy food and beverages are essential components of good nutrition. Individuals that consume nutrient-rich diets (i.e. those high is essential vitamins, minerals and fiber) feel better and manage stress better, leading to increased energy and productivity. Sound nutrition is important in the prevention and management of many health-related problems, such as high blood pressure, heart disease, and diabetes. Through this policy, [Company Name] will ensure healthy food and beverages are available through on-site employee dining.

**CAFETERIA MEALS AND SNACKS:**

* Pricing and placement strategies will be used to make healthier options accessible and appealing.
* Fruit: At least two fresh whole, cut or mixed fruit offerings will be available daily for purchase.
* Vegetable: At least one steamed, baked or grilled vegetable seasoned without fat or oil available daily for purchase and a salad bar will be provided daily, which will include a variety of fresh vegetables and lean protein (i.e. hardboiled eggs, nuts, seeds, beans, edamame, etc.)
* Salad dressing options including vinaigrette, oil and vinegar, as well as, lighter versions of traditional offerings will be available daily, along with portion size containers to serve alongside
* Low-fat (1%) or skim milk and other dairy products will be made available daily for purchase.
* Baked chips and lower-fat alternatives will be available for purchase in the cafeteria.
* Fried items will be limited to no more than one entrée and one side option daily (i.e. chicken strips and French fries) unless approved for a special occasion or function. And should not be promoted nor featured as the day's special.
* Offer half-sized portions for at least 50% of entrée items.
* Offer a fish or seafood option prepared using a healthy cooking method (broiled, grilled, baked, roasted) at least once a week
* Serve non-fried vegetables or fruit as the default side dish with meals.
* If dessert is offered, portions will be limited to 2 oz. servings (i.e. cookies, bars, brownies, etc.) and will be displayed near or next to the day's fresh fruit options
* Caloric content will be posted on the menu for each entrée daily.
* Nutritional information will be posted when possible and available upon request.
* [Company Name] will offer at least one “healthy” meal option each day for the lunch period.
* A “healthy” meal consists of:
	+ Emphasis on fruits, vegetables and whole grains
	+ Incorporates lean proteins, including fish and plant-based varieties
	+ Minimizes the use of processed foods that contain added sugar and sodium
	+ Prepared using a healthy cooking technique, such as: baking, roasting, broiling, grilling, poaching, steaming, and stir frying
	+ Free of artificial trans-fat or partially hydrogenated oils
* Snack items should:
	+ Be served in single-serving packaging
	+ Offer reduced sodium options when available (i.e. at least 25% less sodium than regular product)
	+ Offer at least 50% of items made with whole grains (\*'Whole grains' listed first on ingredient label)
	+ Include nuts and seeds with low sodium/no added salt
	+ Be free of artificial trans-fat or partially hydrogenated oils

**CAFETERIA BEVERAGES:**

* A source for free water will be available at all times and will be advertised
* Bottled and infused water will be offered during cafeteria business hours for purchase.
* If sugar-sweetened beverages are offered, an equal number of zero- and low-calorie

beverages must also be offered.

* Soda offerings including zero-calorie and low-calorie should be limited to no greater than 12 oz. containers
* 100% fruit juice will be served in portion sizes no greater than 6 oz.