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| **Purpose** | This document signals that our organisation is committed to the health and wellbeing of all people we provide food and beverages to. | | | | |
| **Scope** | * Employees; * tāngata whai ora/tāngata whaikaha; * visitors; * people we give or donate food and beverages to; * when we provide food for any occasion; * all our work sites. | | | | |
| **Policy** | * The organisation provides an environment that supports healthy food and beverage options that support a balanced diet. * Providing a healthy eating environment is a health and safety issue that is supported by all levels of our organisation. * We complete the ‘Workplace nutrition assessment tool’ yearly. | | | | |
| **References and resources** | | | | | |
| **[Ministry of Health publications](https://www.health.govt.nz/publication/healthy-food-and-drink-guidance-organisations)** | Cafeteria checklist Dec 2020  Choosing healthier food-meetings-events Dec 2020  Creating healthy food platters Dec 2020  Drink recommendations-meetings-events Dec 2020  [Eating and activity guidelines for New Zealand adults](http://www.health.govt.nz/system/files/documents/publications/eating-activity-guidelines-for-new-zealand-adults-oct15_0.pdf) Dec 2020  [Healthy food and drink policy for organisations](http://www.health.govt.nz/publication/healthy-food-and-drink-policy-organisations) Dec 2020  [National healthy food and drink policy](http://www.health.govt.nz/publication/national-healthy-food-and-drink-policy) Sept 2019  Presentation-healthy food workplace Nov 2020  Vending machine guide Dec 2020  Workplace nutrition assessment tool Dec 2020 | | | | |
| **Other** | DHB agreements and variations of the agreements  [Equally Well resources](https://www.tepou.co.nz/initiatives/equally-well-physical-health/37)  [Guide to eat for a healthy heart](https://www.heartfoundation.org.nz/wellbeing/healthy-eating/eating-for-a-healthy-heart)  [Hapū Hauora. Oranga Kai- healthy food](https://hapuhauora.health.nz/health-areas/healthy-food/)  [Healthy Māori and Pasifika recipes. Healthify.](https://healthify.nz/hauora-wellbeing/h/healthy-maori-and-pasifika-recipes/) | | | | |
| **Our organisation will consider the following to improve healthy food and drink environments:** | | | | | |
| * different cultures * religious requirements * special dietary needs | | * Discourage association with products and brands that are inconsistent with a healthy food and drink culture. | | Promote practices that are:   * Ecologically sound; * sustainable; * socially responsible purchasing and use of food and drinks; * promoting the procurement of seasonal and locally grown and manufactured food and drinks. | |
| **The following contexts are included in our commitment to healthy food and drink provision:** | | | | | |
| Food or beverages provided by or able to be purchased on our premises from any:   * retailer * caterer * vending machine * snack box * mobile food trolley/cart * canteen/cafeteria | | | Gifts, rewards and incentives containing food/drinks offered to:   * staff * tāngata whai ora/tāngata whaikaha * guest speakers * visitors | | Fund raisers:   * Where food and drinks are sold or intended for consumption on the premises. * Associated with groups outside the organisation that do not meet this policy should not be promoted on the premises. |
|  | | | Catering at:   * meetings, conferences/events. | | |

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| **Our organisation offers a variety of healthy foods and drinks:** | | | | |
| * Plenty of vegetables and fruit; * grain foods, mostly wholegrain and those naturally high in fibre; * milk and milk products, mostly low and reduced fat; * legumes, nuts, seeds; * fish and other seafood; * eggs; * some poultry and/or red meat with the fat removed. | | | * Water; * water with fruit slices or herbs for flavour; * herbal teas; * fruit teas; | |
| **Our organisation limits the following foods and drinks:** | | | | |
| * Some foods containing moderate amounts of saturated fat, salt and/or  added sugar may be available in small portions (eg, some baked or  frozen goods). * No deep-fried foods. * No or limited confectionery (eg, sweets and chocolate). * Ultra-processed foods (for example: Ice cream, ham, sausages, crisps, instant soups). | | | * The availability and portion sizes of drinks containing [intense sweeteners](https://www.mpi.govt.nz/food-safety-home/food-additives-preservatives/sweeteners-food/); * fruit and vegetable juices; * sugar sweetened drinks. | |
| For guidance refer to the references and resources on [page 1.](#_Ministry_of_Health) | | | | |
| **Our organisation promotes healthy options** | | | | |
| * We display and provide consistently evidence-based nutrition messages. | | * We do not partner with fundraisers, associations and promotions involving products and brands that are inconsistent with healthy food and drink principles. | | |
| **We support healthy nutrition for employees and their babies** | | | | |
| * We provide staff with reasonable access to food storage facilities such as fridges, lockers or cupboards. * Wherever possible, this includes reasonable access to equipment to warm/ heat food. | * We provide access to drinking-water for all staff and visitors on site. * We encourage staff to bring their own water bottle. * We ensure that water coolers are replenished, clean and serviced on a regular basis. * We consider environmentally friendly and recyclable options when purchasing cups for water dispensing. | | | We encourage and support mothers returning to work to continue breastfeeding by:   * Providing suitable areas that may be used for breastfeeding and for expressing and storing  breast milk. * Providing suitable breaks for staff who wish to breastfeed during work, where this is reasonable and practicable. |

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| **The following situations are excluded from this policy/procedure:** | | | |
| Food and drink brought to work by staff for their own consumption. | Gifts to staff from tāngata whai ora/tāngata whaikaha or their whānau. | Self-catered staff-shared meals, both on and off site (eg, food brought for special occasions, off-site self-funded religious or other celebrations). | Gifts, rewards and incentives that are self-funded. |