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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.
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| **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.
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| **References and resources** |
| **[Ministry of Health publications](https://www.health.govt.nz/publication/healthy-food-and-drink-guidance-organisations)** | Cafeteria checklist Dec 2020Choosing healthier food-meetings-events Dec 2020Creating healthy food platters Dec 2020Drink 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 2019Presentation-healthy food workplace Nov 2020Vending machine guide Dec 2020Workplace 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.
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| **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.
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|  | 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;
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| **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.
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| 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.
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| **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. |