



**WRHA Healthy Eating Environments
Nutrition Standards and Procedures
Phase 1**

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Purpose

Imagine walking into a hospital cafeteria where you are greeted with a wide variety of visually appealing, tasty, fresh foods that tempt your palate and make you feel good about eating them. Imagine how effortless it would be to make a healthy choice, have energy for the rest of your day and know that you are protecting your health. In fact, at every place where food is sold within the health care setting, it is a consistent reminder that not only is healthier eating possible, it is also easy and affordable.

When you stop by the vending machine for an afternoon snack, you see packaged foods that give you energy and keep you feeling full longer. The typical vending machine fare may still be available, but may not lead to an impulse decision because the alternate choices are just as appealing.

The intent of the Healthy Eating Environments Nutrition Standards and Procedures is to **create food environments within the Winnipeg Regional Health Authority that support staff, students, volunteers and visitors** that use retail food services **to make food choices that promote health**. It also aligns with both the WRHA Healthy Eating Position Statement and the [WRHA Health Equity Position Statement](#) to promote conditions and environments where everyone can achieve their full health potential through making healthy foods more readily available and accessible.

Healthy food is also related to a healthy, sustainable food system. This is one that ensures “safe, affordable, and equal access to healthy food, protects and restores the environment, and supports the local economy.”¹ As well, the Winnipeg Regional Health Authority is a signatory of the [Manitoba Food Charter](#), committing to “the vision of a just and sustainable food system in Manitoba, where there is an economically viable, diverse and ecologically sustainable system to grow, harvest, process, transport, and distribute food while minimizing waste.” For these reasons, the Guiding Principles of the Nutrition Standards also include principles that address food safety, local foods and environmental impacts.

The Healthy Eating Environments Nutrition Standards and Procedures for Phase 1 **outline the vision for the policy at the end of the first phase of implementation**. They are laid out according to each type of commercial food service (cafeteria, coffee shop, catering, vending) or retail service (gift shops, pharmacies). Each food service operator only needs to focus on their particular section to identify the standards relevant to their operation. As written in the WRHA Healthy Eating Environments Guideline, **healthy food** is defined as food and beverages listed in [Eating Well with Canada’s Food Guide](#), which emphasizes vegetables, fruit, whole grains,

legumes, nuts, seeds, milk and alternatives, lean meats, fish, and poultry, in the recommended serving sizes. These foods are prepared in ways that support national and international recommendations for sugar, sodium and fats.

¹*Provincial Health Services Authority, B.C. (2014). *Healthy built environment linkages: A toolkit for Design • Planning • Health* Retrieved from: http://planh.ca/sites/default/files/linkages_toolkit_final_april_8_2014_full.pdf

Guiding Principles

The Nutrition Standards and Procedures are based on the following Guiding Principles:

- A variety of healthy food is available at all times, at all venues
- Food and beverage choices and serving sizes are based on Canada's Food Guide (Product)
- Foods offered are lower in saturated fat, sodium and added sugars when compared to similar foods or products, or foods previously available for sale.
- Foods offered are low in artificial trans fat
- Foods offered are higher in fibre
- Healthy cooking methods are used, such as grilling, baking, broiling, poaching, steaming
- Healthy food is placed strategically and branded to educate consumers and improve access (Placement & Promotion)
- Healthy food is strategically priced to improve access (Price)

Additional Considerations:

- Foods offered should consider the diverse needs and cultures of the populations served
- National and provincial food safety regulations and standards are followed
- Locally grown and produced foods (from Manitoba) should be considered, preferred and promoted in food procurement decisions
- Environmentally friendly packaging should be used to promote waste reduction and recycling

Health Care Facility Environment

Indicate the status of each standard below using the following scale:

- 1 Already in place 2 Completed implementation this fiscal year
3 In the process of implementing

1. General

- The WRHA Healthy Eating Environments Guideline is considered by those involved when making decisions about catering for events where WRHA funds (those governed by WRHA financial policies) are used to purchase food.
- Information about the WRHA Healthy Eating Environments Guideline is effectively communicated to all staff, volunteers, students and visitors of the health care facility.
- Education for staff regarding healthy eating and nutrition is available (e.g. healthy eating workshops organized by workplace wellness committees, Nutrition Month education campaigns, healthy eating information in employee correspondence).

2. Social and Physical Environment

- Signage located throughout the health care facility includes those promoting healthy foods. Unhealthy food choices are de-emphasized.
- A refrigerator and microwave are available to staff.
- Dining areas for staff, volunteers, students and visitors are clean and comfortable.
- Access to drinking water is available throughout WRHA facilities (i.e. water fountains, water coolers, kitchens/kitchenettes). In addition, water fountains and/or water bottle filling stations are strategically placed in cafeterias in health care facilities, and are clean and functional. When water fountains are replaced, fountains that include a spout for filling water bottles are installed.

- Foods are prepared and served using proper food handling techniques at all food service establishments and when food is prepared for events such as staff celebrations. This includes events where there may not be an individual with a Food Handlers' Certificate present. Proper food handling techniques include hand washing, cooking and holding food at minimum temperatures, refrigerating leftover food promptly after an event, etc. For more information, refer to <http://bfoodsafety.ca>.

Cafeterias

Indicate the status of each standard below using the following scale:

- 1 Already in place
- 2 Completed implementation this fiscal year
- 3 In the process of implementing

1. General

- Healthy foods are promoted and placed in prominent, visible locations for easy access.
- Healthy foods are visually appealing.
- Healthy foods are priced strategically to make them easier and appealing to purchase.
- Entrees and soups are labelled with a Nutrition Facts table to inform customers.

2. Beverages

- Water and lower fat milk (skim, 1%, 2% milk fat) are available, as well as plain fortified soy beverage where possible. These beverages are placed at eye level or easy to reach locations.
- Water, lower fat milk (skim, 1%, 2% milk fat) and plain fortified soy beverage (if available) are promoted as healthy choices (e.g. signage, included in combos rather than sweetened beverages^b).
- Lower fat milk (skim, 1% or 2% milk fat) is offered as a choice for adding to coffee and tea. Consider offering plain fortified soy beverage as an option as well.

- If flavoured milk and plant beverages (e.g. soy, almond and rice beverages) are offered, they meet the following criteria
Per 250 mL:
 - Sugar: 21 g or less^a
 - Fat: 2.5 g or less
 - Trans fat: 0.1 g or less
 - Sodium: 250 mg or less
 - Calcium: 25% Daily Value or more^aFor flavoured milk, 28 g of sugar is acceptable

- 100% fruit and vegetable juice are available only in the smallest size possible.
- 100% vegetable juice contains less than 500 mg sodium per 250 mL serving.
- Carbonated soft drinks (regular or diet) are available only in 355 mL cans.
- Sweetened beverages^b are available only in 355 mL cans, if the product is available in cans (e.g. iced tea, iced coffee, fruit punches or beverages).
- If sweetened beverages^b are not available in cans, they are available only in the smallest size available.
- Sweetened beverages^b are placed in less prominent locations such as the lower levels of the refrigerator.
- Beverage and snack combos promote healthy beverages and snacks (those that meet the nutrition standards), rather than sweetened beverages^b and processed snack foods (e.g. soft drinks and chips).
- Energy drinks are not available.

^b*Sweetened beverages refer to those sweetened with added sugar (including all forms of sugar, e.g. sucrose, fructose, cane sugar, agave nectar, syrup, honey), artificial sweetener or sugar substitutes.*

3. Food Prepared On-site and Sold Daily

- Deep fried foods are available in standardized portions that do not exceed 20 g of fat. This includes pre-made foods that were previously deep fried (e.g. fish sticks, chicken fingers, French fries, sweet potato fries).
- Condiments, dips and spreads are offered on the side. Dressings for leafy green salads are offered on the side. Lower fat versions of salad dressings (e.g. vinaigrettes) and dips are available.
- Potato salad, pasta salad, creamy coleslaws and similar types of salads are made with reduced fat mayonnaise or lower fat yogurt (2% milk fat or less).
- Prepackaged seasonings (normally high in salt) are replaced with spices and herbs or reduced sodium versions.
- Spices and herbs are used to season foods and make them flavourful, while reducing the amount of salt added.
- When canned foods are used in cooking,
 - Canned foods labelled as “no salt added” or “reduced sodium” are used when available, appropriate and acceptable, or
 - If the use of “no salt added” or “reduced sodium” products is not possible, canned foods with added salt (e.g. vegetables, beans, lentils) are drained and rinsed before using.
- The amount of sodium in recipes is reduced through adding less salt when cooking, the introduction of new recipes and preferentially using salt-free seasonings.
- Ingredients used in cooking or baking contain no more artificial trans fat than 2% of the total fat content. Common sources of artificial trans fat are hard margarine (not including non-hydrogenated margarine), shortening, pre-made pastry, pre-made icing or frosting, and any food with partially hydrogenated fat in the ingredient list.

4. Breakfast

- Packaged breakfast cereals offered contain no more than 10 g of added sugar per serving.
- Pancakes and waffles are made with batter containing at least 50% whole wheat or whole grain flour.
- At least 50% of pre-made breakfast sandwiches and wraps are prepared with whole grain products.
- Oatmeal and other porridge
 - Served unsweetened. Sweetener may be served on the side.
 - Dried fruit, nuts and/or seeds are available as a topping.
- Processed meats (e.g. bacon, sausage) are leaner, lower in sodium and/or smaller in portion size (e.g. turkey sausage, thin cut bacon).

5. Lunch and Dinner Entrées

Standards in this category are intended to be visible changes that food service operators can implement to improve the nutritional value of entrees.

- Vegetarian meal options that include a meat alternative (e.g. beans, lentils, eggs, tofu) are always available (e.g. pasta or grain salads with egg or legumes).
- When appropriate, smaller-sized entrees are offered at a discounted price for entrée options.
- Vegetables or fruit as a side are included when the entrée is not a vegetable-based meal, such as a stir-fry or salad.
- At least once a week per meal period, one daily special promotes pulses (i.e. dried or canned beans, peas, chickpeas or lentils). (E.g. bean burrito, chili, red lentil curry)
- At least once a week per meal period, one daily special promotes fish (e.g. fish tacos, tuna casserole).

- When a non-vegetarian hot entrée is offered, a vegetarian entrée is also available where possible (e.g. meat chili and vegetarian chili, fish tacos and tacos with refried beans, chicken curry and lentil curry).
- When entrée options include meat, whole cuts of lean meat or lean ground meat (maximum 17% fat) are used rather than processed meats such as ham, bacon and sausage. Processed meats as an entrée choice is limited to once per week per meal period.
- Whole grain products are offered as part of the entrée 4 out of 7 days per week per meal period (e.g. brown rice, whole wheat pasta, barley, oats, quinoa).
- Healthy cooking methods such as grilling, baking, broiling, poaching, and steaming are used to prepare entrées and sides.
- Lower fat cheese (20% milk fat or less) is used in entrée items that include cheese.
- Pizza
 - Frozen, pre-made pizzas meet the following criteria:
 - Per portion size offered:
 - the crust is made with at least 50% whole wheat or whole grain flour
 - Sodium: 700 mg or less
 - Fat: 17 g or less
 - Saturated fat: 5 g or less
 - Trans fat: no more than 5% of the total fat content
 - Protein: 10 g or more
 - Sugar: 24 g or less
 - At least one of vitamin A, vitamin C, calcium or iron – 15% Daily Value or greater
 - Pizzas prepared in-house meet the following criteria:
 - the crust is made with at least 50% whole wheat or whole grain flour
 - the sauce used contains less than 5% of the Daily Value for sodium per serving on the Nutrition Facts Table
 - if meat is used as a topping, lean, unprocessed meats are used rather than processed meats such as bacon, ham and pepperoni. Pizzas with processed meat are limited to one choice per meal period.

- lower fat cheese (20% Milk Fat or less) is used as a topping
- higher sodium toppings such as anchovies and olives are used sparingly

- When a beverage is included in entrée combos, bottled water, milk or plain fortified soy beverage is offered instead of a sweetened beverage (e.g. soft drink).
- Entrée combos are served with a side of vegetables, salad or fruit, rather than a side that is deep fried (e.g. French fries, sweet potato fries, onion rings).

6. Soups & Sandwiches

- Reconstituted soups contain less than or equal to 4 g of fat and less than or equal to 700 mg of sodium per 250 mL serving.
- For the majority of soups offered per meal, one portion of soup contains at least ¼ cup of vegetables and/or pulses (e.g. beans, lentils).
- At least 50% of pre-made sandwiches and wraps are prepared with whole grain breads and tortillas.
- For made-to-order sandwiches and wraps, at least 50% of the grain products available are whole grain.
- Each pre-made sandwich or wrap contains half a serving of vegetables and/or fruit (i.e. ¼ cup of vegetables or fruit or ½ cup leafy greens).
- The portion of meat used in sandwiches or wraps contains no more than 10 g fat and no more than 960 mg sodium.
- Tuna, salmon, chicken and egg salads are made with reduced fat mayonnaise or lower fat yogurt (2% milk fat or less), if the recipe calls for mayonnaise or yogurt.

7. Grab & Go Items

- At least 50% of all Grab & Go items are healthy foods. To be considered a “healthy food”, products meet the nutrition standards for their category (e.g. Baked Goods, Sandwiches). For pre-made, packaged and/or canned foods (e.g. fruit cups, crackers, soups, yogurt, bars) to be considered a “healthy food”, products meet the Nutrition Criteria for Prepackaged Foods (see Appendix page 25).

- A larger number of Grab & Go items are fresh, whole, less processed foods rather than prepackaged ultra processed foods.
- Healthy foods are placed at eye level, in easy to reach locations.

8. Baked Goods

- Baked goods that meet the nutrition criteria for each category below are placed at eye level in visible locations of the display.
- When baking items from scratch, no more than ½ to 1 cup of added sugar (includes all types of sugar, honey, molasses, syrup, chocolate chips and candy) is used per 12-portion recipe.
- At least 25% of all bagels offered meet the following criteria:
 - Portion size is no more than 100 g
 - At least 2 g fibre per serving
 - No more than 3 g fat per serving
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 350 mg sodium per serving
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.
- At least 25% of all muffins offered meet the following criteria:
 - Portion size is no more than 100 g
 - At least 2 g fibre per serving (3 g fibre preferred)
 - No more than 15 g sugar per serving
 - No more than 7 g fat per serving
 - No more than 2 g saturated fat per serving
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 350 mg sodium per serving
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.

- At least 25% of all squares offered meet the following criteria:
 - Portion size is no more than 85 g
 - At least 1 g fibre per serving
 - No more than 12-15 g sugar per serving
 - No more than 7 g fat per serving
 - No more than 2 g saturated fat per serving
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 350 mg sodium per serving
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.

- At least 25% of all scones, quick breads, loaves, cake, offered meet the following criteria:
 - Portion size is no more than 100 g
 - At least 2 g fibre per serving
 - No more than 15 g sugar per serving
 - No more than 12 g fat per serving
 - No more than 2 g saturated fat per serving
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 350 mg sodium per serving
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.

- At least 25% of all cookies meet the following criteria:
 - Portion size is no more than 40 g
 - At least 1 g fibre per cookie
 - No more than 6-8 g sugar per cookie
 - No more than 6 g fat per cookie
 - No more than 2 g saturated fat per cookie
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 250 mg sodium per cookie
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.

- Deep fried baked goods (e.g. donuts), pastries (e.g. Danish, croissant) and pies are limited to two choices available at a time.

Coffee Shops

The Healthy Eating Environments Committee will be working regionally with Tim Hortons and other similar contracted vendors to meet this section of the Nutrition Standards.

Indicate the status of each standard below using the following scale:

- 1** Already in place **2** Completed implementation this fiscal year
3 In the process of implementing

1. General

- Healthy foods are promoted and placed in prominent, visible locations for easy access.
- Healthy foods are visually appealing.
- Healthy foods are priced strategically to make them easier and appealing to purchase.
- Entrees and soups (if offered) are labelled with a Nutrition Facts table to inform customers.

2. Beverages

- Water and lower fat milk (skim, 1%, 2% milk fat) are available, as well as plain fortified soy beverage where possible. These beverages are placed at eye level or easy to reach locations.
- Water, lower fat milk (skim, 1%, 2% milk fat) and plain fortified soy beverage (if available) are promoted as healthy choices (e.g. signage, included in combos rather than sweetened beverages^b).
- Lower fat milk (skim, 1% or 2% milk fat) is offered as a choice for adding to coffee and tea. Consider offering plain fortified soy beverage as an option as well.

- If flavoured milk and plant beverages (e.g. soy, almond and rice beverages) are offered, they meet the following criteria
Per 250 mL:
 - Sugar: 21 g or less^a
 - Fat: 2.5 g or less
 - Trans fat: 0.1 g or less
 - Sodium: 250 mg or less
 - Calcium: 25% Daily Value or more^aFor flavoured milk, 28 g of sugar is acceptable

- 100% fruit and vegetable juice are available only in the smallest size possible.
- 100% vegetable juice contains less than 500 mg sodium per 250 mL serving.
- Carbonated soft drinks (regular or diet) are available only in 355 mL cans.
- Sweetened beverages^b are available only in 355 mL cans, if the product is available in cans (e.g. iced tea, iced coffee, fruit punches or beverages).
- If sweetened beverages^b are not available in cans, they are available only in the smallest size available.
- Sweetened beverages^b are placed in less prominent locations such as the lower levels of the refrigerator.
- Beverage and snack combos promote healthy beverages and snacks (those that meet the nutrition standards), rather than sweetened beverages^b and processed snack foods (e.g. soft drinks and chips).
- Energy drinks are not available.

^b*Sweetened beverages refer to those sweetened with added sugar (including all forms of sugar, e.g. sucrose, fructose, cane sugar, agave nectar, syrup, honey), artificial sweetener or sugar substitutes.*

3. Baked Goods

- Baked goods that meet the nutrition criteria for each category below are placed at eye level in visible locations of the display.
- When baking items from scratch, no more than ½ to 1 cup of added sugar (includes all types of sugar, honey, molasses, syrup, chocolate chips and candy) is used per 12-portion recipe.
- At least 25% of all bagels offered meet the following criteria:
 - Portion size is no more than 100 g
 - At least 2 g fibre per serving
 - No more than 3 g fat per serving
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 350 mg sodium per serving
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.
- At least 25% of all muffins offered meet the following criteria:
 - Portion size is no more than 100 g
 - At least 2 g fibre per serving (3 g fibre preferred)
 - No more than 15 g sugar per serving
 - No more than 7 g fat per serving
 - No more than 2 g saturated fat per serving
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 350 mg sodium per serving
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.

- At least 25% of all squares offered meet the following criteria:
 - Portion size is no more than 85 g
 - At least 1 g fibre per serving
 - No more than 12-15 g sugar per serving
 - No more than 7 g fat per serving
 - No more than 2 g saturated fat per serving
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 350 mg sodium per serving
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.

- At least 25% of all scones, quick breads, loaves, cake, offered meet the following criteria:
 - Portion size is no more than 100 g
 - At least 2 g fibre per serving
 - No more than 15 g sugar per serving
 - No more than 12 g fat per serving
 - No more than 2 g saturated fat per serving
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 350 mg sodium per serving
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.

- At least 25% of all cookies meet the following criteria:
 - Portion size is no more than 40 g
 - At least 1 g fibre per cookie
 - No more than 6-8 g sugar per cookie
 - No more than 6 g fat per cookie
 - No more than 2 g saturated fat per cookie
 - Trans fat content is less than or equal to 5% of total fat content
 - No more than 250 mg sodium per cookie
 - For pre-made baked goods, a whole grain is listed as the first ingredient in the ingredient list. For baked goods and pastries prepared on-site, a whole grain is one of the main ingredients in the recipe. Whole grains include whole wheat flour, oats, brown rice, quinoa, etc.

- Deep fried baked goods (e.g. donuts), pastries (e.g. Danish, croissant) and pies are limited to two choices available at a time.

4. Other Foods

- Foods where vegetables or fruit are the main ingredient are available (e.g. whole fruit, fruit cups, fruit salad, veggies & dip).
- Packaged fruit products (e.g. fruit cups, fruit leathers or bars, dried fruit) meet the following criteria:
 - Sugar: not the first ingredient listed. "Sugars" includes fruit puree and fruit juice.
 - Fat: 5 g or less
 - Trans fat: no more than 5% of total fat content
 - Sodium: 200 mg or less

Catering

The following Nutrition Standards apply to WRHA-funded (i.e. funds governed by WRHA financial policies) catering where the event is held in a WRHA facility. This includes education events, food served at meetings and staff celebrations. The intent of these standards is that healthy foods are always available as a choice, whenever food is offered at a WRHA-funded on-site event.

Indicate the status of each standard below using the following scale:

- 1** Already in place **2** Completed implementation this fiscal year
3 In the process of implementing

For staff ordering catering (whether the caterer is internal or external):

- Water (in a pitcher or bottled) is always offered as a beverage.
- Lower fat milk (skim, 1% or 2% milk fat) is offered as a choice for adding to coffee and tea. Consider offering plain fortified soy beverage as an option as well.
- If juice, flavoured milk, plant beverages and sweetened beverages are offered, they meet the nutrition standards for beverages on pages 5 and 6 under *Cafeterias*.

- For catered snacks, foods from 2 out of the 4 food groups are offered, including one from the Vegetables & Fruit Food Group. For example, veggies & dip and cheese cubes.

For catered meals

- Foods from 3 out of the 4 food groups are offered, including one from the Vegetables & Fruit Food Group. For example, a breakfast could include a fruit salad, Greek yogurt, and whole grain toast.
- For meals, include two vegetable and/or fruit options (e.g. vegetables as part of the main entrée, side salad, fruit for dessert)
- Choose entrées that are cooked using healthy cooking methods, (i.e. grilling, baking, broiling, poaching, and steaming).
- Consider ordering a main entrée featuring fish, chicken or pulses (e.g. beans, lentils).
- If pizza is offered, limit processed meat toppings to one pizza choice. Choose lean meat and vegetable toppings and whole grain crust.
- Condiments, dips, spreads and dressings for green leafy salads are offered on the side. Lower fat versions of salad dressings (e.g. vinaigrettes) and dips are available.

For staff ordering catering for staff celebrations and special events:

In addition to “festive foods”, ensure that the following items are also available (if that category of food is being offered) in order to provide healthy choices.

- Beverages – water (in a pitcher or bottled) is offered
- Sides – a side featuring vegetables and/or fruit is offered (e.g. vegetable platter, fruit salad)
- Dessert – a dessert featuring fruit is offered (e.g. fruit platter, fruit salad, fruit cups)

Vending

The Healthy Eating Environments Committee is working with the regional vending contractor to meet the Nutrition Standards in this section. If your site is not part of the regional vending contract, request that your vending contractor work towards meeting the following standards.

Indicate the status of each standard below using the following scale:

- 1** Already in place **2** Completed implementation this fiscal year
3 In the process of implementing

1. General

- The Smart Pick vending program signage is present on snack and beverage machines, identifying healthier snack and beverage choices and the nutrient criteria that these items meet.
- A minimum of 20% of items in snack and beverage vending machines are products that meet the Smart Pick nutrient criteria. Increase the percentage of Smart Pick products with sales and customer demand, to ideally 50% of items by the end of Phase 1.
- Smart Pick snack products are placed in an area to the left of the payment area of the vending machine for maximum visibility.

2. Beverages

- The signage on the front of beverage machines promotes water.
- Water is available and placed in a prominent location in the beverage vending machine. For closed front beverage machines, it is the first slots. For open front beverage machines, it is in the top rows.
- Lower fat milk (skim, 1%, 2% milk fat) is available. Plain fortified soy beverage is available where possible.
- Lower fat milk (skim, 1%, 2% milk fat) and plain fortified soy beverage (if available) are placed in prominent locations in beverage machines.

- If flavoured milk and plant beverages (e.g. soy, almond and rice beverages) are offered, they meet the following criteria.

Per 250 mL:

- Sugar: 21 g or less^a
- Fat: 2.5 g or less
- Trans fat: 0.1 g or less
- Sodium: 250 mg or less
- Calcium: 25% Daily Value or more

^aFor flavoured milk, 28 g of sugar is acceptable

- 100% fruit and vegetable juice are available in beverage machines.
- 100% fruit and vegetable juice are available only in the smallest size available for vending machines.
- 100% vegetable juice contains less than 500 mg sodium per 250 mL serving.
- Carbonated soft drinks (regular or diet) are available only in 355 mL cans.
- Sweetened beverages^b are available only in 355 mL cans if the product is available in cans (e.g. iced tea, iced coffee, fruit punches or beverages).
- If sweetened beverages^b are not available in cans, they are available only in the smallest size available.
- Sweetened beverages^b are placed in less prominent locations such as the bottom choices in a closed front beverage machine or the lower rows in an open front machine.
- Energy drinks are not available.

^b*Sweetened beverages refer to those sweetened with added sugar (including all forms of sugar, e.g. sucrose, fructose, cane sugar, agave nectar, syrup, honey), artificial sweetener or sugar substitutes.*

3. Meal Items

- Healthy foods (as defined by the standards below) are placed in prominent locations in the vending machine.

- For vending machines that offer meal-type foods, at least 50% of all food items offered meet the following nutrition criteria.

Per portion size offered:

- Sodium: 700 mg or less
- If the first ingredient is a grain, a whole grain is preferred
- Fat: 17 g or less, 4 g or less for soup
- Saturated fat: 5 g or less
- Trans fat: 5% of the total fat content or less
- Protein: 10 g or more, not required for soup
- Sugar: 24 g or less
- At least one of vitamin A, vitamin C, calcium or iron – 15% Daily Value or greater

Gift Shops, Pharmacies and Convenience Stores

This section describes nutrition standards for retail services that currently offer food items. Retail services that do not currently offer food items are not required to do so. The following Nutrition Standards apply to single serving food items. Larger food items are excluded from the standards.

Indicate the status of each standard below using the following scale:

- 1** Already in place **2** Completed implementation this fiscal year
3 In the process of implementing

1. Snacks

- Healthy foods are promoted and placed in prominent, visible locations for easy access (e.g. by the cash register, at eye level).
- Healthy foods are visually appealing.
- Healthy foods are priced strategically to make them easier and appealing to purchase.
- Foods where vegetables or fruit are the main ingredient are available (e.g. fruit cups, applesauce or other fruit sauce).

- At least 50% of all food items offered meet the following nutrition criteria. Confectionary (i.e. candy, chocolate bars, gummies, gelatin desserts, licorice) are not considered to meet the nutrition criteria and may be included in the 50% of items that do not meet the criteria.

- Dried fruit, leathers or bars, fruit cups
Per portion size offered:
 - Sugar: not the first ingredient listed. "Sugar" includes fruit puree and fruit juice.
 - Fat: 5 g or less
 - Sodium: 200 mg or less

- Breakfast cereal, crackers, processed cheese and cracker packets, snack bars (e.g. cereal, fruit & nut, granola), cookies, muffins, rice cakes, tortilla chips or popcorn
Per portion size offered:
 - First ingredient is a whole grain; for bars, the first ingredient may be a whole grain, fruit, soy or nuts.
 - Fat: 7 g or less; may be higher when nuts are an ingredient
 - Trans fat: 5% of total fat content or less
 - Sodium: 350 mg or less
 - Sugar: 10 g or less for breakfast cereal and snack bars, 15 g or less for cookies and muffins

- Packaged cheese portions, flavoured yogurt, pudding, cottage cheese or yogurt drinks
Per portion size offered:
 - Sugar: 12 g or less
 - Fat: 10 g or less
 - Trans fat: 5% of total fat content or less
 - Sodium: 250 mg or less
 - Calcium: 10% Daily Value or more

- Hummus, jerky, pepperoni sticks, hot dogs, packaged seeds and nut snacks
Per portion size offered:
 - Sodium: 350 mg or less
 - Fat: 15 g or less
 - Trans fat: 5% of fat content or less
 - Sugar: 4 g or less; nut, seed and legume spreads 2 g or less

- Beverage and snack combos promote healthy beverages and snacks (those that meet the nutrition standards), rather than sweetened beverages and processed snack foods (e.g. soft drinks and chips).

2. Beverages

- Water and lower fat milk (skim, 1%, 2% milk fat) are available, as well as plain fortified soy beverage where possible. These beverages are placed at eye level or easy to reach locations.
- Water, lower fat milk (skim, 1%, 2% milk fat) and plain fortified soy beverage (if available) are promoted as healthy choices (e.g. signage, included in combos rather than sweetened beverages^b).
- Lower fat milk (skim, 1% or 2% milk fat) is offered as a choice for adding to coffee and tea (if coffee and tea are sold). Consider offering plain fortified soy beverage as an option as well.
- If flavoured milk and plant beverages (e.g. soy, almond and rice beverages) are offered, they meet the following criteria
Per 250 mL:
 - Sugar: 21 g or less^a
 - Fat: 2.5 g or less
 - Trans fat: 0.1 g or less
 - Sodium: 250 mg or less
 - Calcium: 25% Daily Value or more^aFor flavoured milk, 28 g of sugar is acceptable
- 100% fruit and vegetable juice are available only in the smallest size possible.
- 100% vegetable juice contains less than 500 mg sodium per 250 mL serving.
- Carbonated soft drinks (regular or diet) are available only in 355 mL cans.
- Sweetened beverages^b are available only in 355 mL cans, if the product is available in cans (e.g. iced tea, iced coffee, fruit punches or beverages).
- If sweetened beverages^b are not available in cans, they are available only in the smallest size available.

- Sweetened beverages^b are placed in less prominent locations such as the lower levels of the refrigerator.
- Beverage and snack combos promote healthy beverages and snacks (those that meet the nutrition standards), rather than sweetened beverages^b and processed snack foods (e.g. soft drinks and chips).
- Energy drinks are not available.

^bSweetened beverages refer to those sweetened with added sugar (including all forms of sugar, e.g. sucrose, fructose, cane sugar, agave nectar, syrup, honey), artificial sweetener or sugar substitutes.

Appendix: Nutrition Criteria for Prepackaged Foods

If choosing processed, packaged products and convenience items, compare the Nutrition Facts Table and Ingredients List on similar products and choose the best one based on the criteria listed below. Confectionary (i.e. candy, chocolate bars, gummies, gelatin desserts, licorice) are not considered to meet the nutrition criteria.

Frozen vegetables and fruit, pasta sauce, canned vegetables and fruit, dried fruit, leathers or bars, fruit cups

Per portion size offered:

- Sugar: not the first ingredient listed. "Sugars" include fruit puree and fruit juice.
- Fat: 5 g or less
- Trans fat: 5% of total fat content or less
- Sodium: 200 mg or less

Breakfast cereal, crackers, processed cheese and cracker packets, snack bars (e.g. cereal, fruit & nut, granola), cookies, muffins, rice cakes, tortilla chips or popcorn

Per portion size offered:

- First ingredient is a whole grain; for bars, the first ingredient may be a whole grain, fruit, soy or nuts.
- Fat: 7 g or less; may be higher when nuts are an ingredient
- Trans fat: 5% of total fat content or less
- Sodium: 350 mg or less
- Sugar: 10 g or less for breakfast cereal and snack bars, 15 g or less for cookies and muffins

Flavoured milk and plant beverages, packaged cheese portions, flavoured yogurt, pudding, cottage cheese or yogurt drinks

Per portion size offered (per 250 mL for flavoured milk and plant beverages):

- Sugar: 21 g or less* (ideally 12 g or less)
- Fat: 10 g or less
- Trans fat: 5% of total fat content or less
- Sodium: 250 mg or less
- Calcium: 10% Daily Value or more

*For flavoured milk, 28 g sugar is acceptable

Hummus, jerky, pepperoni sticks, hot dogs, packaged seeds and nut snacks

Per portion size offered:

- Sodium: 350 mg or less
- Fat: 15 g or less
- Trans fat: 5% of fat content or less
- Sugar: 4 g or less; nut, seed and legume spreads 2 g or less

“Restaurant food” where nutrition information is available or packaged, canned or frozen products such as soup, noodles, frozen or read-to-bake pizza products, sandwiches, meal entrees, soup, lunch and snack packs, and rice or pasta dishes

Per portion size offered:

- Sodium: 700 mg or less
- If the first ingredient is a grain, a whole grain is preferred
- Fat: 17 g or less, 4 g or less for soup
- Saturated fat: 5 g or less
- Trans fat: 5% of total fat content or less
- Protein: 10 g or more, not required for soup
- Sugar: 24 g or less
- At least one of vitamin A, vitamin C, calcium or iron – 15% Daily Value or greater