

## **Sample Catering Policy Template**

[COMPANY NAME] is dedicated to providing a work environment that supports employee and workplace health. There is a general consensus among scientists that certain dietary factors are associated with the prevention of chronic diseases such as heart disease and cancer.

In light of this consensus, [COMPANY NAME] believes that through food service offered on the premises, it is important to provide employees with healthy food choices that support their efforts to prevent disease and attain optimum health.

Therefore, [COMPANY NAME] will provide fruit and vegetable food choices that are low in fat at company meetings and functions. At functions which offer a selective menu or buffet, one or more healthful entrees, side dishes or desserts will be served [OPTION: only healthful foods will be served]. When non-selective menu is served, healthful selections will be offered [OPTION: only healthful snacks will be offered].

The attached [5 A Day Recipe and Products Promotable Criteria and the Food Service] Guidelines for Healthy Menu Items can be used in menu planning. Please contact your [WORKSITE WELLNESS COORDINATOR or STATE 5 A DAY COORDINATOR, include name and phone number] for further assistance.

From "Treatwell 5 A Day worksite nutrition intervention", a 5 A Day research study funded by the NCI. Additional credit: Dana-Farber Cancer Institute, Grant Number: 5R01CA59728