

## Administrative Policy No. 18.86

**Subject:** Healthy Eating and Nutrition

**Information Contact:** Human Resources Division

**Authorizing Source:** [Executive Order 13-06](#)

**Effective Date:** August 1, 2015

**Revised:** January 4, 2021<sup>01</sup> Housekeeping 2/26/24

**Approved By:** Original signed by Wendy Long  
Senior Director, Human Resources Division

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### Purpose

The Department of Social and Health Services will ensure that a variety of healthy food choices are available at meetings, functions and events organized by the department and at all vending machines and cafeterias.

Healthy eating is a vital part of good health. It is important for energy and vitality, optimal work performance, weight control, control of cholesterol and blood pressure, and prevention of heart disease, diabetes and other chronic conditions.

The department acknowledges that healthy eating has an impact on our health, and that the provision of healthy foods will contribute to better health for all.

### Scope

This policy applies to all department facilities and events sponsored by the department. Institutions providing food services or vending to patients or residents should reference [administrative policy 8.13](#) for guidance.

### Additional guidance

[Food Safety Regulations](#)

### Policy Requirements

1. When a department facility holds a contract or operates a vending machine or food service, they must ensure that the [Department of Health's healthy nutrition guidelines](#) are met through their service contract.
2. Food and beverages served at meetings and events sponsored by the department must meet the criteria set forth in the [DOH healthy nutrition guidelines](#).
3. When a department facility holds a contract with a cafeteria, restaurant, or on-site retail food service venue on the grounds of their facility the guidelines outlined by DOH in [healthy nutrition guidelines for cafeterias](#) must be addressed in their contracts.
  - a. Department institutions preparing and serving food to special populations are exempt from this section and should reference [administrative policy 8.13](#).
4. The role of food in health and the enjoyment of healthy food will be promoted by the department by using posters, newsletter, and healthy eating handouts.
5. Employees are encouraged to have healthy food options during employee organized events.

<sup>01</sup>Link updates 2024 SharePoint move.