



Philadelphia Nutrition Standards

Why nutrition standards?

Among the ten largest cities, Philadelphia has some of the highest rates of poverty and related chronic diseases, including hypertension, type 2 diabetes, and heart disease. At the same time, research clearly indicates that improving dietary intake and ensuring ongoing access to nourishing foods can lower chronic disease risk. For example, research has shown that lowering excessive sodium intake from the average 3400mg/day to the recommended 2300mg/day can lower high blood pressure, and the risk for heart disease and stroke.

The more than 20 million meals served every year by City agencies and city-funded programs are an opportunity to help Philadelphians improve their diets and their health. While many agencies have existing nutrition recommendations, they can be inconsistent across programs, or not reflective of the latest dietary guidance. Comprehensive nutrition standards reflect the shared values of all agencies and staff that food provided or funded by the City is healthy, appealing, and locally-grown when possible.

By implementing these standards the City of Philadelphia will:

- improve the health of Philadelphians, including nutritionally vulnerable populations such as youth and seniors;
- reduce the economic burden of health care costs associated with heart disease, stroke, and heart and kidney failure; and
- serve as a model for other large institutions, employers, and programs.

The nutrition standards are based on 1) the 2015 USDA Dietary Guidelines, 2) food standards adopted by the federal government and other local governments and 3) review and feedback from City Agencies. As the Dietary Guidelines and other public health information are updated, the Philadelphia Department of Public Health (PDPH) will make periodic revisions to the standards to ensure they align with the latest dietary guidance.

Who do the standards impact?

All agencies that purchase, serve, sell, or otherwise provide food to clients, patients, employees and the general public will integrate these standards into their foodservice programs (Sections 1-4). This includes contracted vendors.¹ Where possible, agencies are encouraged to incorporate non-mandatory best practices for healthy meetings, sustainability and non-vending concessions (Sections 5-7). Some examples include:

- correctional facilities
- youth detention centers
- city-funded afterschool and summer programming
- shelters

¹ The nutrition standards shall not apply if conformance will result in the loss of state or federal government funding.

- health care facilities
- vending machines on City-owned or leased property

What types of standards are there?

Sections 1-4: Nutrition Standards

1. **Purchased Food:** nutrient standards for individual ingredients purchased for preparation on site (e.g., dairy, bread/pasta, beverages, cereal, fruit and vegetables, meat).
2. **Meals and Snacks Served:** menu planning for meals and snacks served by program staff or a contracted vendor (daily amounts of calories, sodium, and saturated fat; standards for servings, portions, and preparation).
3. **Population-specific Standards and Exceptions:** standards for specific populations and exceptions for certain settings and circumstances.
4. **Vending:** nutrient standards for foods and beverages offered for sale on City-owned or leased property through vending machines.

Sections 5-7: Best Practices (non-mandatory)

5. **Healthy Meetings/Party Guidelines:** nutrition recommendations for trips, holiday parties, meetings and special events
6. **Sustainability Guidelines:** recommendations for departmental purchasing related to local and sustainable criteria.
7. **Public Concessions, Catering and Special Events Best Practices:** encouraged best practices for City-managed concessions or special events where food is served or sold to the general public.

Sections 1 and 2 overlap. Purchased food standards ensure that foods purchased for preparation on site meet nutrient criteria. The meal and snack standards ensure that all meals and snacks served are healthy and well-balanced. Healthy vending standards offer and promote healthy choices among City employees and Philadelphia residents who use City buildings. These standards apply to all beverages, snacks, and meals sold in vending machines on public property. Healthy meeting and party guidelines apply to internal meetings, trips, parties for holidays and other special events where food is purchased from vendors not routinely used by the department for normal food service.

Sustainability guidelines are based on similar policies adopted by New York City, the City of Los Angeles, the Commonwealth of Pennsylvania, and regional institutions and employers such as the School District of Philadelphia and area hospitals. Guidelines support local and regional food producers and food businesses, and minimize environmental impact by sourcing food grown closer to where it is consumed. Additionally, the USDA encourages all entities participating in Federal Child Nutrition Programs to incorporate geographic preferencing into their product sourcing.

Concession, catering and special event best practices are based on standards developed and implemented by the U.S. Health and Human Services Agency/General Services Administration for federal concessions and vending as well as the American Heart Association's Healthy Workplace Toolkit.

Section 1: Purchased Foods

These standards require that foods purchased for preparation on site meet nutrient criteria and ensure that healthier foods are a regular part of meals provided by City agencies. These guidelines apply to the purchase of any single product, and can be incorporated into product specifications in bids and contracts.¹

Purchased Food Standards		
Nutrient and Food Product	Required	Recommended
Trans Fat	All products have "0 grams" trans fat and no partially hydrogenated oils in ingredient list.	
Sodium	All products have ≤ 480 mg sodium per serving, unless otherwise noted. For programs serving majority (51%) adults over 50 years old, all products have ≤ 360 mg sodium per serving.	Whenever feasible, purchase "low sodium" (≤ 140 mg sodium per serving) or "reduced sodium" (original sodium level reduced by 25%)
Deep Frying	No purchase of food products that are prepared by deep frying; this includes breaded, pre-fried products.	
Beverages	All beverages have ≤ 40 calories per serving (except 100% juice and milk). All juice is 100% fruit or vegetable juice; single-use containers like juice cups or boxes are limited to 6 oz. Vegetable juice contains ≤ 230 mg sodium per serving No artificial sweeteners for programs serving a majority (51%) of children ages 2-18.	Purchase and offer fruit or vegetables instead of juice wherever possible.
Dairy	All milk is 1% or non-fat, except children <2 years should be served whole milk. All milk is unsweetened and unflavored. ² All yogurt is non-fat or low-fat. Plain or flavored yogurt contains ≤ 27g sugar per 8 oz, ≤ 20 g sugar per 6 oz or ≤ 13g per 4 oz . Any processed cheese food product contains ≤ 230 mg sodium per serving	Recommend purchasing yogurts without artificial sweeteners Recommend cheese be low fat- part skim, 1% or 2% and lower sodium
Bread, pasta, and other grains and starches	All sliced sandwich bread contains ≤ 180 mg sodium per serving, is whole wheat/whole grain rich ³ , and contains ≥ 2 g fiber per	Recommend purchasing whole grain pasta, whole grain baked goods (dinner rolls, muffins, bagels, English

	<p>serving</p> <p>All flour tortillas and wraps are whole wheat/whole grain rich³, and contain ≥ 2 g fiber per serving</p> <hr/> <p>All other grains/starches (buns, hoagie rolls, dinner rolls, muffins, bagels, tortillas, waffles, etc.) contain ≤ 290 mg sodium per serving.</p>	<p>muffins), brown rice, etc.</p>
Cereal, hot or cold	All cereal has ≤ 215 mg sodium per serving, ≤ 10 g sugar per serving, ≥ 2 g fiber per serving ^{4 5}	
Vegetables	All canned/frozen vegetables and canned beans have ≤ 290 mg sodium per serving.	<p>Purchase a wide variety of colored fruits and vegetables, including dark orange, leafy green and red/purple.</p> <hr/> <p>Purchase fresh or frozen vegetables.</p> <hr/> <p>Purchase seasonal and locally grown when possible.</p>
Fruit	All canned and frozen fruit is packed in unsweetened juice or water (no syrup) with no added sugar.	<p>Purchase fresh raw fruit or frozen fruits.</p> <hr/> <p>Purchase seasonal and locally grown when possible.</p>
Seafood, canned and frozen	All canned/frozen seafood (e.g., tuna) has ≤ 290 mg sodium per serving	
Beef and Pork	All beef and pork must be lean (contain $\leq 10\%$ fat)	<p>Purchase “extra lean” beef and pork (total fat $\leq 5\%$).</p> <hr/> <p>Bacon contains ≤ 290 mg sodium per serving.</p>
Poultry	<p>Canned/frozen poultry contain ≤ 290 mg sodium per serving</p> <p>All ground poultry must be lean (contain $\leq 10\%$ fat)</p>	
Luncheon/deli meats	All luncheon/deli meats contain ≤ 480 mg sodium per 2oz serving	
Frozen whole meals	All frozen whole meals contain $\leq 35\%$ of the daily sodium limit (adults ≤ 800 mg; seniors ≤ 525 mg)	
Soups/gravies	All soups/gravies contain ≤ 480 mg sodium per serving	
Nuts/seeds/nut butters	<p>All nuts, seeds, nut/seed butters contain ≤ 230 mg sodium per serving</p> <p>All nut/seed butters contain ≤ 4 g sugar per serving</p>	

Condiments and sauces	Salad dressings contain ≤ 290 mg sodium per serving	Purchase bulk ingredients to prepare sauces and dressings from scratch.
	Condiments/sauces contain ≤ 480 mg sodium per serving, with the exception of soy sauce. Due to limited market availability of soy sauce to meet this criterion, use reduced sodium soy sauce instead.	Use low-fat mayonnaise; reduced sodium soy sauce; low-sodium ketchup; and low-fat and low-sodium and low-calorie (kcal) salad dressings (as per FDA definitions ⁶)
		Limit individual packets of condiments (sugar, salt, etc)
Desserts- grain and non-grain based	Limit desserts (cookies, cakes, brownies, ice cream, water ice, etc.) to ≤ 200 calories per serving and ≤ 18 g sugar per serving	
Snacks	Snacks must meet all following criteria: ≤ 250 calories per serving or package, excluding nuts and seeds ≤ 7 g total fat per serving, excluding snacks containing only nuts and/or seeds 0 g trans fat per serving ≤ 1 g saturated fat per serving ≤ 230 mg sodium per serving ≤ 18 g of sugar per serving, except snacks containing only fresh fruit or vegetables, dried fruits or vegetables, or packaged fruit packed in its own juice or water The snack is not gum, candy or non-baked chips ⁷	

Notes for Purchased Foods

1. The nutrition standards shall not apply if conformance will result in the loss of state or federal government funding.
2. For Departments serving a majority of children age 6 – 18, flavored fat-free milk and flavored fluid milk substitutes can be served, if ≤ 22 grams of sugar per 8 ounce serving. Recommend phasing out over time.
3. Definition of whole wheat/whole grain rich- be at least 50% whole grain and have one of the following 1) ≥ 8 g whole grains per serving or 2) whole wheat or whole grain is listed as the first ingredient.
4. In child care facilities (day care facilities, Head Start, Early Head Start, other pre-K programs), cereal has ≤ 6 grams sugar per serving.
5. Cereals that contain dried cranberries, dates, and/or raisins are exempt from the sugar standard due to the limited availability of this product type that meets the sugar standard. Cereals must still meet fiber and sodium standards. Recommend phasing out these high sugar cereals over time.
6. FDA definitions low-fat, reduced sodium, low sodium, and low calorie can be found here <http://www.fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/LabelingNutrition/ucm064911.htm>
7. Chips prepared by frying that meet specific ingredient criteria in addition to the snack criteria may be allowable dependent on PDPH product review.

Section 2: Meals and Snacks Served

The meal and snack standards ensure that all meals and snacks served are healthy and well-balanced.

Meals – Food Standards		
	Required	Recommended
Fruits and Vegetables	Minimum of two servings per meal for lunch and dinner.	Substitute canned with fresh or frozen. For lunch and dinner, serve at least one fruit and one vegetable whenever possible. For breakfast, serve at least one fruit whenever possible. Offer a variety of fruits and vegetables such as dark orange, red/purple, or dark green leafy.
	For Agencies serving three meals per day, minimum of five servings of fruits and vegetables a day.	Use seasonal and locally grown where possible.
Whole grains	Serve at least one whole grain-rich food per day ¹	Serve whole-grain rich items whenever possible
Water	Water is available at all meals (in addition to or in place of other beverages regularly served).	Tap water should be used wherever possible in place of bottled water for drinking and cooking.
Juice	Juice must be 100% fruit or vegetable juice, limited to ≤ 6 oz per serving. If meals provided, serve juice no more than one time per day. If only one meal or snack is provided per day, serve juice no more than 2 times per week.	Serve fruit or vegetable in place of juice.
Luncheon/deli meats	Serve luncheon/deli meats no more than two times per week.	
Vegetarian entrees	Serve at least one vegetarian or bean-based entrée for lunch and dinner per week.	
Desserts- grain and non-grain based	Maximum of two servings of desserts (doughnuts, pastries, cookies, cake, brownies, ice cream, water ice, etc.) per week No more than 200 calories per serving and ≤ 18 g sugar per serving Grain-based desserts cannot be substituted for grains on menu	Use fruit or low calorie/low fat items for desserts whenever possible.
Food preparation	Deep fryers must be eliminated. No deep frying may be used to prepare foods.	Use scratch cooking – wherever possible prepare foods on-site from bulk, whole, unprocessed ingredients.

		Work with PDPH to determine if changes are possible or needed to portion sizes and serving containers (e.g., the size of food plates and beverage cups) to ensure nutritional balance.
Food Presentation and Marketing	Any promotional signage should encourage the selection of healthy offerings at the point of choice or point of sale.	<p>Feature fruits and vegetables at the front of the serving line. Placing items in plain view and/or at eye level can help influence customers to choose healthy items.</p> <p>Use a pricing strategy that favors healthier food options.</p> <hr/> <p>Use catchy or appealing names for menu items.</p>
Condiments		<p>Use low-fat mayonnaise; reduced sodium soy sauce; low-sodium ketchup; and low-fat and low-sodium and low-calorie (kcal) salad dressings (as per FDA definitions²)</p> <hr/> <p>Purchase bulk ingredients to prepare sauces and dressings from scratch.</p>

Notes for Meals- Food Standards

1. Definition of whole wheat/whole grain rich- be at least 50% whole grain and have one of the following 1) ≥ 8 g whole grains per serving or 2) whole wheat or whole grain is listed as the first ingredient.
2. FDA definitions low-fat, reduced sodium, low sodium, and low calorie can be found here <http://www.fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/LabelingNutrition/ucm064911.htm>

Meals – Nutrient Standards				
Required	Daily Amount	Breakfast	Lunch	Dinner
Calories, adults	1800-2100 kcal	450-700 kcal	540-700 kcal	540-700 kcal
<i>men - adult correctional</i>	≤ 2800 kcal			
<i>women - adult correctional</i>	≤ 2200 kcal			
Youth detention facilities	≤ 2500 kcal			
Sodium, adults ^{1 2 3}	≤ 2,300 mg	≤ 700 mg	≤ 800 mg	≤ 800 mg
<i>children 1-3 years</i>	≤ 1,500 mg			
<i>children 4-8 years</i>	≤ 1,900 mg			
<i>children 9-13 years</i>	≤ 2,200 mg			
<i>children 14-18 years</i>	≤ 2,300 mg			
<i>adults age 51 and over</i>	≤ 1,500 mg			
Saturated Fat	< 10% of calories			
Trans Fat	0 grams trans fat from artificial sources			
Added sugars	< 10% of calories			
Fiber, adults	≥ 28 grams			
<i>children 1-3 years</i>	≥ 19 grams			
<i>children 4-18 years</i>	≥ 25 grams			
Recommended, Adults	Daily Amount			
Protein	10-35% of total kcal			
Carbohydrate	45-65% of total kcal			
Potassium	4,700 mg			
Calcium	1,000 mg			
Iron	> 8 mg			
females	≥ 18 mg			

Snack Standards					
<i>These snack guidelines are in compliance with the snack requirements of the USDA’s Child & Adult Care Food Program (CACFP) for children 6-18 years old, with the exception of low calorie beverages for sites serving adults.</i>					
Required	All items must be 0 g trans fat Water, preferably tap water, is available at all snack times, in addition to other beverages regularly served				
Categories <i>(choose at least two items, each from a different category)</i>	<table border="0"> <thead> <tr> <th>Required</th> <th>Recommended</th> </tr> </thead> <tbody> <tr> <td>CATEGORY 1: Dairy Beverages</td> <td>Serving size is 1 cup (8oz) Milk must be 1% or non-fat and unflavored.^{4 5 6} Phase out flavored milk over time</td> </tr> </tbody> </table>	Required	Recommended	CATEGORY 1: Dairy Beverages	Serving size is 1 cup (8oz) Milk must be 1% or non-fat and unflavored. ^{4 5 6} Phase out flavored milk over time
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	Fluid milk substitute (e.g., soymilk) must be ≤ 100 calories per serving.	
CATEGORY 2: Fruit or juice Acceptable choices include but not limited to: fresh fruit, dried fruit with no added sugar, applesauce with no added sugar, canned fruit in its own juice or water	Serving is ¾ cup Juice is 100% juice and portion size limited to ≤ 6 oz per serving. If provide only snacks, serve 100% juice no more than 2 times per week.	Serve fresh fruit whenever possible Serve local seasonal fruit whenever possible
CATEGORY 3: Vegetable Acceptable choices include but not limited to: carrot sticks, celery sticks, pepper slices, salads	Serving size is ¾ cup	Serve fresh vegetables whenever possible Serve local seasonal vegetables whenever possible
CATEGORY 4: Bread or grain Acceptable choices include but not limited to: whole wheat pita, whole grain cereal and crackers, whole grain bread, plain popcorn	Serving size is 1 oz equivalent (½ cup or 1 slice). Sodium is ≤ 180 mg per serving for sliced sandwich bread, and is ≤ 230 mg for crackers, chips, salty snacks. Fiber ≥ 2 g per serving Grain or bread products should have ≤ 18 g sugar per serving and cannot be: doughnuts, pastries, croissants, cake, etc.	Serve whole grain items whenever possible
CATEGORY 5: Protein (meat or meat alternative) Acceptable choices include but not limited to: hummus, bean dip, cottage cheese, low-fat cheese, hard boiled eggs, low or nonfat yogurt, low sodium tuna, nuts, nut butters, sunflower seeds	Serving size is 1 oz cheese; ≤ 2 oz beans; ≤ 4 oz yogurt; 2 Tbsp nut butter; 1 oz meat.	

Other Snack Considerations	Required	Recommended
Beverages for sites serving adults Acceptable choices including but not limited to: plain water, plain or artificially sweetened seltzer water or tea	≤ 40 calories per container or serving for beverages other than 100% juice or milk.	
Condiments	Salad dressings or dips contain ≤ 290 mg sodium per serving	Use low-fat cholesterol-free mayonnaise; reduced sodium soy sauce; low-sodium ketchup; and low-fat and low-sodium and low calorie (kcal) salad dressings (as per FDA definitions ⁷)
Food preparation		Use added fats and sugars sparingly Use olive and canola oils Wherever possible, prepare snacks on site using whole, unprocessed ingredients.

Examples of acceptable snack choices for children age 6-12 years, served with water:

- Peanut butter with one serving whole grain crackers and one serving apple slices
- One peach and one serving whole grain crackers
- Half of a tuna sandwich: tuna on one slice of whole wheat bread with lettuce and tomato
- Turkey served with whole wheat pita triangles and one serving carrot sticks
- Milk and whole grain cereal, with fresh berries
- Mixed nuts and a medium-sized banana
- Yogurt topped with blueberries and served with one serving rice cakes
- Hummus with pita and one serving sliced red peppers

Notes for Meals- Nutrient Standards and Snacks Served

1. Agencies should aim to reduce sodium by 5-10% each year until the standard is met
2. For specific sodium limits for children under 18 years old by meal, see Section 3: Population-specific Standards and Exceptions
3. For calorie and other nutrient recommendations for children, see the USDA Dietary Guidelines for Americans, www.dietaryguidelines.gov
4. Children 12 months to <2 years old should be served unflavored whole milk. Children 2-5 years old should be served unflavored skim/non-fat or 1% milk.
5. Children 6-18 years can be served flavored fat-free milk or fluid milk substitutes, if ≤ 22grams of sugar per 8 oz serving .
6. No artificial sweeteners for programs serving a majority (51%) of children ages 2-18.
7. FDA definitions low-fat, reduced sodium, low sodium, and low calorie can be found here <http://www.fda.gov/Food/GuidanceRegulation/GuidanceDocumentsRegulatoryInformation/LabelingNutrition/ucm064911.htm>

Section 3: Population-specific Standards and Exceptions

Children

For City agencies or programs serving school-age children but not participating in the National School Breakfast Program (NSB) or National School Lunch (NSL) Program, use the NSB/NSL program 2017 target sodium limits as a guideline. For agencies or programs serving multiple age groups, use the sodium limit for the oldest age group.

Sodium	Daily Amount	Breakfast	Lunch
Children 5-10 years (grades K-5)	$\leq 1,900\text{ mg}$	$\leq 485\text{mg}$	$\leq 935\text{mg}$
Children 11-13 years (grades 6-8)	$\leq 2,200\text{ mg}$	$\leq 535\text{mg}$	$\leq 1035\text{mg}$
Children 14-18 years (grades 9-12)	$\leq 2,300\text{ mg}$	$\leq 570\text{mg}$	$\leq 1080\text{mg}$

Youth Detention Facilities

Agencies serving the youth detention or correctional population have a majority of young and/or active boys who may require a higher caloric intake. The daily caloric intake should be kept to less than 2,500 calories.

Patients under Therapeutic Care

Nutrition requirements consistent with established medical guidelines and diets for patients under therapeutic care can replace general nutrition criteria described here. The Patient Bill of Rights allows patients under therapeutic care to request specific food items.

Donated Foods

Foods that are donated or provided at no cost to a program are not required to meet the standards outlined in Section 1. However, agencies accepting these foods are required to meet the nutrition standards outlined in Section 2. Agencies should make every effort to serve foods with no artificial trans fat.

Foster Care and Independent Living Programs

Foster care providers and independent living programs are not required to comply with these standards, but are still encouraged to offer healthier options.

Section 4: Vending Standards for Beverages, Snacks and Meals

Healthy Vending Standards offer and promote healthy choices among City employees and Philadelphia residents who use City buildings. These standards apply to all beverages, snacks and meals sold in vending machines that are located on property owned or leased by the City of Philadelphia.

Definitions

1. *Healthy beverage*: water or any other non-caloric beverage; 100% juice; or unflavored 1% or skim milk.
2. *Healthy snack*: a snack that meets all of the following criteria:
 - a. No more than 250 calories per package, except that snacks containing **only** nuts and seeds can exceed 250 calories per package.
 - b. No more than 7 grams of total fat per serving, except that snacks containing **only** nuts and/or seeds may exceed 7 grams of total fat per serving.
 - c. No more than 1 gram of saturated fat per serving, except that snacks containing **only** nuts and/or seeds may exceed 1 gram of saturated fat per serving.
 - d. Zero grams of trans fat per serving and no partially hydrogenated oils in ingredient list.
 - e. No more than 230 milligrams of sodium per serving.
 - f. No more than 18 grams of sugar per serving, except for snacks containing only fresh fruits or vegetables, dried fruits or vegetables, or packaged fruit packed in its own juice or water may exceed 18 grams of sugar per serving.
 - g. The snack is not gum, candy, or non-baked chips¹.
3. *High fiber snack/meal*: a healthy snack or meal item that contains at least 5 grams of fiber per serving.
4. *Highest selling potential*: positions at or closest to eye level.
5. *Lowest selling potential*: positions furthest from eye level.
6. *Other snack*: any snack that is not a healthy snack.
7. *Sugar-sweetened beverage*: any beverage that is not a healthy beverage and contains an added sugar-based sweetener. Examples include but are not limited to regular soda, fruit drinks, teas, flavored water, and energy drinks.
8. *Healthy meal*: a meal item might include salads, sandwiches, burritos, mac and cheese, soups and combination packaged items such as tuna salad kits. Breakfast breads and pastries must meet the snack standards. Each item should meet all of the following criteria:
 - a. No more than 700 calories per package (all items ≤ 250 calories would have to meet the snack standards)
 - b. No more than 35% of calories from fat
 - c. No more than 10% of calories from saturated fat
 - d. Zero grams of trans fat and no partially hydrogenated oils in ingredient list
 - e. No more than 800 mg sodium per package. For soups, no more than 480 mg per 8 ounces.
 - f. No more than 25 g sugar per package, excluding meal items that contain only fresh or canned fruit in unsweetened juice or water
9. *Other meal*: any meal that is not a healthy meal.

¹ Chips prepared by frying that meet specific ingredient criteria in addition to healthy snack criteria may be allowable dependent on PDPH product review.

Standards

	Beverages	Snacks	Meals
Product Mix	<p>a. At least 65% of the beverages offered per machine must be <i>healthy beverages</i>.</p> <p>b. Plain water must be an option in each machine. Naturally flavored, calorie-free seltzer water is also encouraged.</p>	<p>a. 100% of snacks offered per machine must have zero grams of trans fat per serving and no partially hydrogenated oils in the ingredient list</p> <p>b. 100% of snacks offered per machine must have no more than 230 mg sodium per serving.</p> <p>c. At least 65% of snacks offered per machine must meet the <i>healthy snack criteria</i>.</p> <p>d. At least one <i>high fiber snack</i> must be offered per machine.</p> <p>e. At least five non-grain/potato based <i>healthy snacks</i> must be offered per machine.</p> <p>f. At least one item must be unsalted or lightly salted nuts.</p> <p>g. At least one item must be a dried or shelf-stable fruit item.</p> <p>h. In addition to the requirements in a, b, c, d, e, f and g, it is strongly encouraged that as many snacks as possible comply with the recommended nutrition criteria.</p>	<p>a. 100% of meals offered per machine must have zero grams of trans fat per serving and no partially hydrogenated oils in the ingredient list</p> <p>b. 100% of meals offered per machine must have no more than 800 mg sodium per package.</p> <p>c. At least 65% of meals offered per machine must meet the <i>healthy meal criteria</i>.</p> <p>d. At least two items per machine should be fruit and/or vegetable-based.</p> <p>e. At least one <i>high fiber meal</i> must be offered per machine.</p>
Recommended Nutrition Criteria	Not applicable	<p>a. At least five snacks in the machine should contain 10-19% of Daily Value for calcium, iron, and Vitamins A, C, and E.</p>	<p>a. At least five meals in each machine should contain 10-19% of Daily Value for calcium, iron, and Vitamins A, C, and E.</p>
Product Display, Placement, and	<p>a. <i>Healthy beverages, snacks and meals</i> must be placed in positions with the highest selling potential.</p>		

<p>Promotion- these criteria apply to beverages, snacks and meals</p>	<ul style="list-style-type: none"> b. <i>Sugar-sweetened beverages and other snacks and other meals</i> must be placed in positions with the lowest selling potential. c. Other than display or placement that conforms to the requirements in a and b, no beverage, snack or meal shall be specially advertised, promoted, or featured on, in, or immediately surrounding any machine unless that item is water, 100% juice or a <i>healthy snack</i> or a <i>healthy meal</i>
<p>Product Size</p>	<ul style="list-style-type: none"> a. <i>Healthy beverages</i> may be 12 oz. or larger. b. <i>Sugar-sweetened beverages</i> must not be larger than 12 oz. each. Sodas no larger than 8.5 oz. each are strongly encouraged. c. EXCEPTION TO PRODUCT SIZE RESTRICTION: If and only if cans cannot be vended for safety reasons, <i>sugar-sweetened beverages</i> may be vended in sizes larger than those specified in b, up to but not larger than 20-ounce sizes.
<p>Nutritional Labeling*- these criteria apply to beverages, snacks and meals</p>	<ul style="list-style-type: none"> a. Each machine must display the total calorie content for each item, as sold, clearly and conspicuously, adjacent or in close proximity so as to be clearly associated with the item. b. Calorie font size shall not be smaller than the name, price, or selection number of the corresponding item, whichever is smallest. The color of the font and contrasting background shall ensure that the text containing calorie information is as conspicuous as the name, price, or selection button. c. Unrelated Messaging: Signage containing calorie information shall not include any messaging that is unrelated to calorie content or nutritional information. Though there are other valid and important messages that consumers should hear (e.g., recycling), placing unrelated messaging adjacent to or on calorie content labeling will likely lead to consumer confusion. d. All <i>healthy beverages, snacks and meals</i> in each machine must be clearly and conspicuously labeled using green spirals, green stickers or other labeling system that has been approved by the Department of Public Health; labels must be placed adjacent to or in close proximity to the item so as to be clearly associated

with the item; *other beverages, snacks and meals* shall be placed in and labeled by metal (uncolored) spirals, if applicable; each machine shall make clear that green spirals, stickers or other labels denote *healthy snacks*

Price- these criteria apply to beverages, snacks and meals

- a. Pricing models that promote healthy choices by establishing lower prices for *healthy beverages* relative to *sugar-sweetened beverages* are strongly encouraged.
- b. The price of water must not exceed the lowest price of any *sugar-sweetened beverage*.
- a. Pricing models that promote healthy choices by establishing lower prices for *healthy snacks and meals* relative to *other snacks and meals* are strongly encouraged.
- b. The price of *healthy snacks and meals* must not exceed the highest price of *other snacks and meals*, except with the prior written consent of the Philadelphia Department of Public Health.

*The calorie labeling requirements align with the Food and Drug Administration’s (FDA) calorie labeling guidelines that are required for vending operators who own or operate 20 or more vending machines. For more specific details on these guidelines, visit <http://www.fda.gov/Food/IngredientsPackagingLabeling/LabelingNutrition/ucm217762.htm>

Section 5: Healthy Meeting/Party Guidelines

Healthy Meeting/Party Guidelines
<i>These guidelines apply to trips, parties for holidays and internal meetings or special events where food is purchased from vendors not routinely used by the department for normal food service. These guidelines will help you plan healthier meals and snacks for your office.</i>
Healthy options such as fresh fruit, leafy green salads, vegetable slices or sides and/or whole grains should be available at all events.
Water is available at all times. Present water in a more appealing way- garnish pitchers of water with citrus wedges or cucumber slices.
No fried foods should be served.
Adopt a departmental policy for healthy meeting/party meals and snacks.
Meeting/party meals generally be limited (ex., once a month)
Meeting/party snacks generally be limited (ex., once a month)
If serving sweets/desserts, offer in moderation or smaller portions. Fresh fruit and fruit-based desserts are better options.
Adhere to beverage standards: <ul style="list-style-type: none">• ≤ 40 calories per container for beverages other than 100% juice or milk.• Juice is only 100% juice, limited to 6 oz. portions, and served infrequently.
Eliminate all foods that meet USDA definition of Foods of Minimal Nutritional Value- definition available at http://www.fns.usda.gov/school-meals/foods-minimal-nutritional-value

***See Appendix A for a sample menu**

Section 6: Sustainability Guidelines¹

Agencies are encouraged to consider, when practicable and cost effective, sustainability criteria for the food they procure and serve. While the City of Philadelphia does not endorse any single criteria for sustainability, a number of food characteristics are associated with supporting the conservation of natural resources that are needed to sustain our food supply over the long term. For example, preferred products may include: (i) fruits and vegetables that are local (grown within approximately 250 miles of Philadelphia), seasonal, or are grown by producers using low or no pesticides or an integrated pest management system, (ii) dairy products that are local or hormone-free, (iii) meat, fish and poultry that is sustainably raised or harvested, without hormones or non-therapeutic antibiotics, or (iv) other food products like coffee, grains, eggs, etc. that are sustainably harvested and sourced. Sustainable products come from producers that employ production systems that reduce or eliminate synthetic pesticides and fertilizers; avoid the use of hormones, antibiotics, and genetic engineering; conserve soil and water, protect and enhance wildlife habitat and biodiversity; and reduce on-farm energy consumption and greenhouse gas emissions.²

The best indicators of the sustainability of a product are third party certifications or USDA/FDA approved label claims since they are based on clear and meaningful standards. When possible, food and beverage products should carry one or more third party certifications or USDA/FDA label claims for sustainability. In the case of local farmers that don't have certifications or label claims, foods and beverages can be considered *sustainable* if appropriate documentation is provided to substantiate sustainable food production methods have been used.

Agencies may also request that their vendors offer fruit, vegetables, dairy products, meat, seafood, and other products that are locally grown or produced, and provide information annually regarding the amount of products that are locally or sustainably grown or produced. Agencies are encouraged to educate their customers about these local and/or sustainably produced foods through labeling or other mechanisms.

These sustainability guidelines will continue to be evaluated and updated based on the latest scientific research on nutrition, the relationship between human health and food production methods, and the sustainability of the food system.

¹ Adapted from New York City Food Standards

² Los Angeles Food Policy Council, *Good Food Purchasing Program for Food Service Institutions*.

Section 7. Public Concessions, Catering, and Special Events Best Practices³

For City-managed concessions, cafeterias, catering or special events where food is served or sold to the general public, it is recommended that contracting entities incorporate the following best practices into the bid, Request for Proposals (RFPs), or vendor selection criteria. The Philadelphia Food Policy Advisory Council (FPAC) will be releasing a Good Food Caterer Directory with a list of caterers who meet healthy, sustainable sourcing, local ownership and fair labor criteria. Please review this list when selecting a caterer and menu for events to ensure you are making good and healthy choices. For more information, visit <http://phillyfpac.org>.

MENU PLANNING

- Offer variety in menu choices to include fresh fruits and vegetables, whole grains, and vegetarian options.
- Offer water at all times. Limit sugar-sweetened beverages.
- Offer menu selections that are heart healthy- low sodium and low saturated fat.
- Offer fresh fruit and fruit-based desserts.
- Offer sweets/baked goods in smaller portions or limited amounts.
- Involve a registered dietitian or nutritionist in the preparation of the menus, recipes and quality control process (recipe adherence, proper handling, etc.).

FOOD PREPARATION

- Maximize the use of healthier cooking techniques (baking, sautéing, roasting, grilling, poaching, steaming) in all food preparation. No fried foods should be served.
- Eliminate artificial trans fats and greatly reduce saturated fats in food preparation and cooking.
- Reduce the amount of sodium in menu items.
- Use scratch cooking. Prepare foods on-site from bulk, whole, unprocessed ingredients.

CRITERIA FOR PREPACKAGED SNACKS, BEVERAGES, AND MEALS

- When freshly prepared items cannot be served or sold, offer healthier options that meet the criteria below.
- Offer snacks that meet the following criteria:
 - ≤ 250 calories per package, except for snacks containing **only** nuts and/or seeds
 - ≤ 7 grams total fat per serving, except for snacks containing **only** nuts and/or seeds
 - ≤ 1 gram of saturated fat per serving, except for snacks containing **only** nuts and/or seeds
 - 0 grams of trans fat per serving and no partially hydrogenated oils in the ingredient list
 - ≤ 230 milligrams of sodium per serving
 - ≤ 18 grams of sugar per serving, except for snacks containing **only** fresh fruits or vegetables, dried fruits or vegetables, or packaged fruit packed in its own juice or water
- Offer the following beverages:
 - Water
 - Naturally-flavored, non-caloric seltzer water
 - 100% juice, limited to a 10 ounce bottle
 - Unflavored 1% or skim milk
 - Other non-caloric beverages
 - Limit sugar-sweetened beverages to 12 ounces or smaller

³ Adapted from the Health and Human Services Health and Sustainability Guidelines for Federal Concessions and Vending Operations and the American Heart Association Healthy Workplace Toolkit

- Offer meals that meet the following criteria:
 - ≤ 700 calories per package
 - ≤ 35% of calories from fat
 - ≤ 10% of calories from saturated fat
 - 0 grams of trans fat and no partially hydrogenated oils in the ingredient list
 - ≤ 800 milligrams of sodium per package. For soups, ≤ 480 milligrams per 8 ounces.
 - ≤ 25 grams of sugar per package, excluding meal items that contain only fresh or canned fruit in unsweetened juice or water
- Offer high fiber snacks or meals that contain ≥ 5 grams of fiber per serving and meet the above criteria.
- Offer at least one unsalted or lightly salted nut and/or seed snack.
- Water should always be offered as an option.

MARKETING

- Provide specific nutritional information (including calorie, sodium, fat content, etc.) on food items at the point of choice to educate consumers about healthier food options.
- Feature fruits and vegetables at the front of the serving line. Placing items in plain view and/or at eye level can help influence customers to choose healthy items.
- Use catchy or appealing names for healthy menu items.
- Utilize media/technology to provide easily accessible nutrition information for the customers and the strategic placement of useful nutrition information about the products served at the point of choice.
- Utilize the USDA's Dietary Guidelines for Americans in food labeling and food promotions.

PORTIONS AND PRICING

- Feature a pricing strategy that favors healthier food options.
- Consider smaller portions for sugary drinks, salty snacks, and sweets/desserts.

SUSTAINABLE FOODS

- Purchase locally grown seasonal fruits and vegetables and other food products whenever possible.
- Purchase from producers or vendors that demonstrate a commitment to sustainable production and fair labor practices.

Appendix A: Sample Menus

1,800 calorie (kcal) menu

Breakfast

- 1 cup oatmeal with ½ cup 1% milk
- 4 oz Greek yogurt
- 1 slice of whole wheat toast with 1 teaspoon margarine
- 4 oz 100% orange juice
- 6 oz coffee
- 8 oz water

Lunch

- 1 egg salad sandwich (includes 2 slices of bread) *
- 1 whole peach
- 1 cup side salad
- 2 Tablespoons Italian salad dressing
- 8 oz 1% milk

Dinner

- 1 slice of lasagna with ground pork and beef *
- 1/3 cup orange glazed carrots *
- 1 slice whole wheat toast with 1 teaspoon margarine
- 1 whole apple
- 8 oz 1% milk

Snack

- ½ cup hummus*
- 1.5 oz pita chips
- 8 oz Water

* Recipes obtained from: USDA recipes from Schools

<http://www.nfsmi.org/Templates/TemplateDefault.aspx?qs=cEIEPTewMiZpc01ncj10cnVI#c-f>

2,000 calorie (kcal) menu⁴

Breakfast

- 1 egg or 1/4c egg substitute
- 2 slices whole wheat toast
- 1 tsp. margarine
- 8 oz. yogurt
- Whole orange
- Coffee

Lunch

- Turkey Sandwich: 2-3 oz. Lean Turkey Breast, 2 slices whole grain bread, 1 slice cheese, Lettuce, Tomato, 2 tsp. Low-fat mayonnaise, 1 tsp. Mustard
- Side Salad (lettuce, tomato, onion, carrot, cucumber, mushroom)
- 2 tbsp. dressing (low-fat, low sodium)
- Small bag baked chips or pretzels
- Whole pear

Dinner

- Pasta & Meatballs: 3, 1oz. ground beef meatballs (90-95% lean) with 1 cup whole wheat pasta tossed with 1 cup steamed broccoli, mushrooms, onions and peppers, ¼ cup tomato sauce
- 1 slice whole wheat bread
- 1 tsp. margarine
- 1 cup 1% or non-fat milk

Snack

- ½ cup applesauce
- 2 graham cracker squares

⁴ Adapted from NYC and Massachusetts Nutrition Standards

Sample Healthy Catering/Meeting Menu

Breakfast

Mini whole-wheat bagels, sliced and halved or quartered
Fruit spread, low-fat cream cheese or peanut butter on the side
Plain yogurt with low-fat granola and fresh berries
Bananas, apples or other whole fruit
Coffee, tea, water, 100% orange juice

Lunch

Grilled turkey or chicken breast, lettuce and tomato sandwiches on whole wheat or rye bread
Quinoa salad with tomato, bell pepper, red onion and black beans
Chopped salad with dark leafy greens, cucumbers, carrots, tomatoes and feta cheese
Vinaigrette dressing on the side
Fresh fruit salad
Oatmeal apple squares
Coffee, tea, fat-free or 1% milk, water, naturally flavored and calorie-free seltzer

Parties/celebrations

Mixed vegetable tray with hummus, salsa, and/or yogurt-based dip
Make-your-own trail mix with unsalted nuts, seeds, and dried fruit
Assorted cheese tray with whole-wheat crackers
Air-popped popcorn
Veggie chili with beans
Fresh fruit
Banana or zucchini bread, sliced
Coffee, tea, fat-free or 1% milk, water, naturally flavored and calorie-free seltzer

For more healthy meeting guidelines, visit:

[American Heart Association Healthy Workplace Toolkit](#)

[Eat Smart Move More NC](#)