

Cafeteria checklist



OVERVIEW

You can use this cafeteria checklist to assess and monitor the healthiness of menus in your workplace cafeteria. It makes some suggestions for healthier food provision that can help you implement the *Healthy Food and Drink Guidance for Organisations*.

Tailor the checklist to suit the set-up and food in your cafeteria. Your approach to improving the food and drink available can be as easy as identifying some changes to begin with.

This checklist aims to make 'the healthy choice the easy choice'. Ideally healthy foods should be promoted by being well presented and appealing and priced competitively.

Encourage your cafeteria to accommodate customers' requests for healthier options.

Supporting resources available in the *Toolbox* include recommendations for bakery items, packaged snacks and drinks.

PURPOSES

This cafeteria checklist is designed for the cafeteria manager to complete, ideally every six months.

It will help you to:

- identify how healthy your menu is
- highlight areas of food provision that you can begin to improve on
- identify challenges and successes in improving the food and drink in the cafeteria
- measure progress over time.



Healthier food provision		Current cafeteria provision				
Add	Do you already do the following?	Usually	Sometimes	No	Not applicable	Comment/Action point
1. More colourful seasonal vegetables	<ul style="list-style-type: none"> Use plenty of vegetables in dishes such as sandwiches, wraps, quiches and meat dishes. Include vegetable-based dishes such as salads, vegetable platters and bite-sized vegetable fritters. 					
2. More colourful seasonal fruit	<ul style="list-style-type: none"> Provide fresh fruit such as fruit kebabs, fruit platters, fruit salads and a bowl of fruit for at least some of the snacks, sweet items and desserts on offer. If providing desserts, include fruit-based ones, such as fruit crumble. Provide bakery items (such as muffins) that include fruit or vegetables. 					
3. More whole grain breads, crackers and other grain foods	<ul style="list-style-type: none"> Instead of white breads, provide whole grain, multigrain or wholemeal breads, rolls, wraps, pita bread or crackers. Provide salads and other dishes that include whole grains such as brown rice, wholemeal pasta or quinoa. Provide bakery items that include some wholemeal or whole grains, such as rolled oats in slices, or scones made with wholemeal flour. 					
4. More legumes like chickpeas, red kidney beans and lentils	<ul style="list-style-type: none"> Provide dishes with legumes, such as filled rolls that include bean sprouts, hummus or falafel. Include vegetarian dishes with legumes, such as red kidney bean salad, tofu, vegetarian patties or falafel. 					
5. Include nuts and seeds	<ul style="list-style-type: none"> Add nuts and seeds to savoury and sweet dishes. If providing snacks, provide snacks with nuts and seeds such as bowls of nuts or multigrain seed and nut crackers. 					

Healthier food provision		Current cafeteria provision				
Add	Do you already do the following?	Usually	Sometimes	No	Not applicable	Comment/Action point
6. Fewer processed meats	<ul style="list-style-type: none"> Provide dishes with fresh lean meat, fish, or chicken without skin. If including processed meat, use only small amounts (less than 50 g per portion). 					
7. No deep-fried food	<ul style="list-style-type: none"> Instead of deep-fried food, provide grilled or oven-baked food such as baked samosas, baked crumbed fish bites and baked vegetable wedges. 					
8. Fewer pastry and other bakery items	<ul style="list-style-type: none"> If providing pastry or other bakery items (such as sausage rolls, pies, scones, cakes, biscuits), limit their number and size. Consider filo pastry or bread cases as alternatives to other pastry. Provide sweet bakery items with no or minimal icing. 					
9. Fewer fats, oils, sauces, spreads	<ul style="list-style-type: none"> Instead of butter, use an alternative such as peanut butter, avocado, hummus or table spread in sandwiches and rolls. Provide yoghurt as the default garnish. Instead of full-fat cream in dishes, use reduced-fat milk or yoghurt. Dilute full-fat coconut milk or coconut cream with water. Provide smaller amounts of sauces and mayonnaise or serve on the side. Instead of cream-based dips, use dips made with beans or vegetables such as chickpea hummus and beetroot dip. 					

Healthier food provision		Current cafeteria provision				
Other considerations	Do you already do the following?	Circle as appropriate				Comment/Action point
		Usually	Sometimes	No	Not applicable	
Packaged snacks	<ul style="list-style-type: none"> If providing packaged snacks, provide those that have at least a 3.5 Health Star Rating¹ and less than 800 kJ per packet. Do not offer confectionery, such as chocolate, sugar-coated fruit and nuts, and sweets. 					
Drinks	<ul style="list-style-type: none"> Make plain water freely available. No sugar-sweetened drinks or 100% fruit juices Instead of sugar-sweetened drinks,² provide: <ul style="list-style-type: none"> plain water (such as sparkling water or water flavoured with fruit slices) limited portions of drinks sweetened with 'intense sweeteners'³ (less than 300 mL) 					

¹ It is up to the packaged food provider or manufacturer to calculate and provide a Health Star Rating for their product. Retailers or food service staff can contact the manufacturer or provider to find out this information before deciding whether to buy the product.

² Any drink that contains added caloric sweetener, usually sugar. Sugar-sweetened drinks include soft drinks or fizzy drinks, sachet mixes, fruit drinks, cordials, flavoured milks, flavoured water, iced teas and coffees, and energy and sports drinks.

³ Intense sweeteners (also known as artificial sweeteners) are a type of food additive that provides little or no energy (kilojoules). Intense sweeteners permitted for use in New Zealand include aspartame, sucralose and stevia.