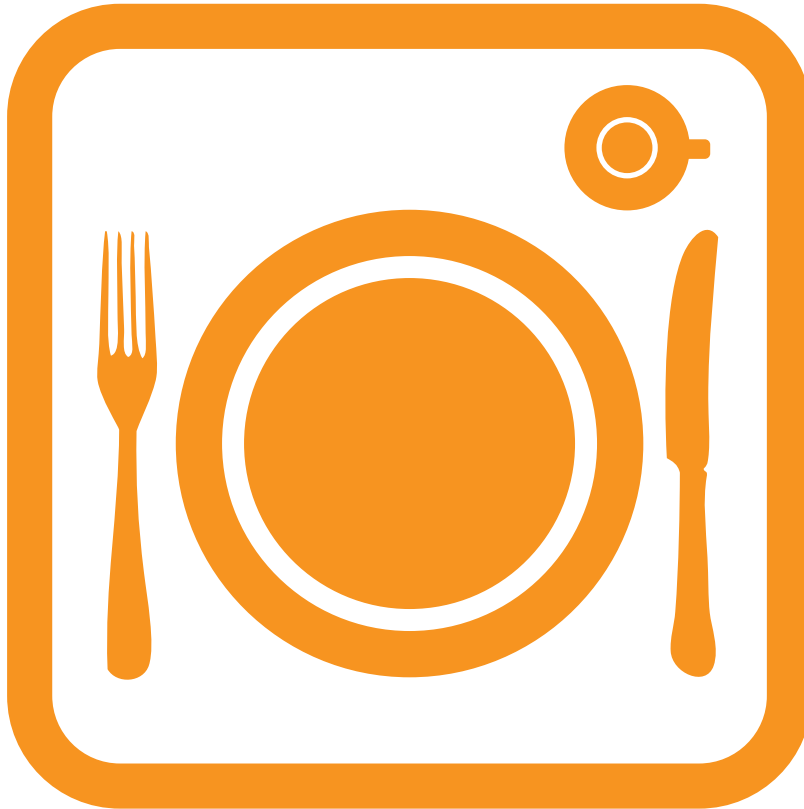


MEALS/SNACKS PURCHASED AND SERVED

Implementation Guide



Overview

The New York City Food Standards were made effective by mayoral Executive Order 122 on September 19, 2008. These standards aim to increase the availability of healthier food and beverage options and reduce the risk of health problems such as obesity, diabetes and cardiovascular disease.

The Standards for Meals/Snacks Purchased and Served (Standards) apply to all food and beverages provided to clients as part of meals, snacks or other occasions where food is served. By following the Standards, programs can serve meals that are lower in sodium, lower in fat and filled with fiber-rich foods like fruits, vegetables and whole grains.

This guide provides examples and tools to implement these Standards in programs serving adults and children. Programs serving a majority of children age 18 and under have some population-specific requirements that have been noted within this Guide.

Share the Standards and this implementation guide with your vendor(s) and all staff involved in planning, purchasing, receiving or serving food at your program.

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Section 1: Standards for Purchased Food

These standards apply to all foods purchased for use in meals and snacks, including:

- Ingredients (e.g., sauces, meats, margarine)
- Pre-prepared foods (e.g., chicken patties, lasagna, waffles)
- Beverages (e.g., milk, juice)

All standards in this section are based on the serving size indicated on the product's Nutrition Facts label and not on the portion served by the program. Use the Nutrition Facts label to determine if a product meets the Standards.

Use these standards when:

Purchasing food from a store, vendor or caterer

- Compare the nutrition information on each product to the standards before purchasing.
- Share the complete standards with your vendor(s) and use this document to remind the vendor of the relevant standards when placing an order.

Receiving food deliveries

- Compare the nutrition information on each product to the standards before accepting a delivery.

All individual food items must have 0 grams trans fat per serving.

- Avoid foods with “partially hydrogenated oils” in the ingredient list.
- Trans fat may be found in items such as: margarine, oil, baked goods, baking mixes, sauce mixes, pudding and snacks.

All individual food items must have 480 mg or less sodium per serving. Some categories of foods have their own sodium requirements as listed below.

- Foods that may be high in sodium include: processed meats, baking mixes, pasta sauce, chicken stock or other broths or soup bases, canned soups and canned/package meals.

Beverages

All beverages must contain no more than 25 calories per 8 ounces. Unsweetened milk, milk substitutes and 100% juice with no added caloric sweeteners are not required to meet the calorie limit.

- For sites serving a majority of children (up to and including age 18 years old) beverages contain no artificial or non-nutritive sweeteners.
- Acceptable choices: water, unsweetened tea, seltzer, flavored water without added sweetener and low-calorie or diet beverages.
- Be sure to check the nutrition facts label for sweetened teas, fruit drinks, regular sodas, sports drinks, powdered drink mixes and flavored water with added sweetener.

Milk must be 1% or non-fat and unsweetened for adults and children age 2 years and older.

- Children 12 months to 2 years old are only permitted whole, unsweetened milk.

Soy milk and other **fluid milk substitutes** must be unflavored for adults.

- Examples of fluid milk substitutes: soy milk, rice milk and almond milk.
- Look for Original or Plain on the front of the package.

Flavored milk not permitted for adults but can be served to children age 4 to 18

- Flavored fluid milk and milk substitutes are permitted for children age 4 to 18 but must contain no more than 130 calories per serving.

If purchasing **juice**, require 100% fruit juice with no added caloric sweeteners.

- Look for 100% juice on the front of the package.
- Avoid juice labeled cocktail or juice drink.

Dairy

Yogurt must be low-fat or non-fat.

- Look for yogurt labeled low-fat or non-fat on the front of the package.
- Recommend serving plain yogurt and phasing out flavored yogurt.
- If serving flavored yogurt, it must contain no more than 30 grams of sugar per 8 ounces.
- Sites serving a majority of children under age 18 must serve yogurt containing no added caloric sweeteners.

Ounces	Grams	Sugar (g)
3.5	99	≤13
5.3	150	≤20
16	454	≤60
32	907	≤120

Cheese must have 350 mg or less sodium per serving.

- Recommend low sodium options like Swiss cheese.
- Exception: cottage cheese is not required to meet this standard.

Grains

Sliced sandwich bread must meet three standards:

- 180 mg or less sodium per serving
- At least 2 grams fiber per serving
- Be whole-wheat/whole-grain.

To determine if bread is whole-wheat/whole-grain:

- Look at the ingredient list below the Nutrition Facts label.
- A whole grain should be listed first (e.g., whole-wheat, whole rye).
- If the first ingredient is not a whole grain, this bread does not meet the requirements. For example, an item that lists enriched wheat flour as the first ingredient is not a whole-grain item and does not meet the Standards.

Baked goods must have 290 mg or less sodium per serving.

- Examples of baked goods: dinner rolls, muffins, tortillas, bagels, sandwich wraps, buns and sweet rolls.
- Recommend whole-grain baked goods.

Cereal must meet three standards:

- 215 mg or less sodium per serving
- 10 grams or less sugar per serving
 - Exception: Cereals with raisins, dates or cranberries may contain up to 17 grams or less sugar per serving.
 - Child care agencies must serve cereal containing 6 grams or less sugar per serving.
- At least 2 grams fiber per serving.

Fruits and Vegetables

Canned and frozen **vegetables** must have 220 mg or less sodium per serving.

- Examples of canned and frozen vegetables: mixed vegetables, mushrooms, tomatoes, beets and frozen vegetables with sauce.

Canned and frozen **beans** must have 290 mg or less sodium per serving.

- Examples of canned and frozen beans: kidney beans, edamame and black beans.

Canned **fruit** must be packed in unsweetened juice or water.

- Examples of canned fruits: pears, peaches, pineapple, fruit cocktail and applesauce.
- Canned fruit cannot contain heavy or light syrup, added sugar or artificial sweeteners such as aspartame, sucralose and saccharin.
- The label should indicate packed in juice, 100% juice or water.

Seafood and Meat

Canned and frozen **seafood** must have 290 mg or less sodium per serving.

- Examples of canned and frozen seafood: canned tuna and salmon, frozen tilapia, shrimp and pollock.

Canned and frozen **poultry** must have 290 mg or less sodium per serving.

- Examples of canned and frozen poultry: canned chicken, frozen chicken breast and thighs, and frozen whole turkey or turkey wings.

Canned **beef and pork** must have 480 mg or less sodium per serving.

- Examples of canned beef and pork: ham, corned beef, beef stew and meatballs.
- Recommend extra lean beef and pork (total fat 5% or less) and at least 90% lean ground beef.

Processed meat must have 480 mg or less sodium per serving.

- Examples of processed meat: ham, salami, bologna, roast beef and sliced chicken.
- Recommend breakfast meat (e.g., bacon, turkey bacon, sausage) have 290 mg or less sodium per serving.
- Recommend phasing out processed meat.

Condiments and Sauces

Salad dressings must have 290 mg or less sodium per serving.

- Examples of salad dressings: bottled or individually packaged Italian, French, ranch, blue cheese, balsamic vinaigrette and Thousand Island.

Sauces must have 480 mg or less sodium per serving.

- Examples of sauces: barbecue, teriyaki, honey mustard and marinara sauce.
- Exception: Soy sauce is not required to meet standard, but lower sodium is recommended.

Portion Controlled and Convenience Foods

Portion controlled items and convenience foods must have 480 mg or less sodium per serving.

- Examples of portion controlled and convenience foods: breaded chicken, fish sticks, frozen pancakes, frozen lasagna and other pre-prepared dishes.

Frozen Whole Meals

Frozen whole meals constitute an entire meal (minus the beverage), including an entree and sides. An example is a halal meal supplied by a caterer.

Frozen whole meals must have 35% or less of the daily sodium limit.

For adults, this means 805 mg or less sodium per meal and for children age 6 to 18, 770 mg or less sodium per meal.

- This standard applies to pre-packaged meals that include multiple food components.

How to Use the Nutrition Facts Label to Meet the Standards

The Nutrition Facts label is an important tool to help you determine if the products you are purchasing meet the requirements in Section I: Standards for Purchased Food. A Nutrition Facts label is typically found on the individual product packaging or the outside case for bulk products. If the item does not have a label, ask your vendor or the product manufacturer to provide this information. Compare the information on the Nutrition Facts label with each of the requirements to determine if an item can be purchased.

Example 1: Macaroni & Cheese

Standards for convenience foods:

- ‡ Trans fat: 0 grams
- ‡ Sodium: 480 mg or less per serving

Nutrition Facts	
Serving Size 1 cup (228g)	
Servings Per Container 2	
Amount Per Serving	
Calories 250	Calories from Fat 110
% Daily Value	
Total Fat 12g	18%
Saturated Fat 3g	15%
<i>Trans Fat</i> 3g	
Cholesterol 30mg	10%
Sodium 470mg	20%
Total Carbohydrate 31g	10%
Dietary Fiber 0g	
Sugars 5g	0%
Protein 5g	

Product Assessment:

While the sodium amount (470 mg) meets the standard, the trans fat amount (3 g) does not meet the standard. This product cannot be purchased.

Example 2: Oats & Honey Cereal

Standards for cereal:

- ‡ Trans fat: 0 grams
- ‡ Sodium: 215 mg or less per serving
- ‡ Fiber: At least 2 grams per serving
- ‡ Sugar: 10 grams or less per serving

Nutrition Facts	
Serving Size 3/4 cup (28g)	
Servings Per Container about 12	
Amount Per Serving	
Oats & Honey Cereal	
Calories	110
Calories from Fat	15
% Daily Value	
Total Fat 1.5g	2%
Saturated Fat 0g	0%
<i>Trans Fat</i> 0g	
Polyunsaturated Fat 0.5g	
Monounsaturated Fat 0.5g	
Cholesterol 0mg	0%
Sodium 160mg	7%
Potassium 115mg	3%
Total Carbohydrate 22g	7%
Dietary Fiber 2g	8%
Soluble Fiber less than 1g	
<i>Sugars</i> 9g	
Other Carbohydrate 11g	
Protein 2g	

Product Assessment:

The trans fat (0 g), sodium (160 mg), fiber (2 g) and sugar (9 g) amounts all meet the Standards. This cereal can be purchased.

Quick Reference Sodium Chart

Use this chart to assess foods while shopping and at delivery to make sure all products meet the sodium requirements in Section 1: Standards for Purchased Food. This chart includes examples of items commonly used but is not a comprehensive list of all items a program may purchase.

Food Item:	Sodium per serving can be no more than:
Bread (sliced, sandwich)	180 mg
Cereal	215 mg
Vegetables (canned/frozen)	220mg
Bagels Baked goods Beans (canned/frozen) Bread (French, Italian, hero) Chicken (canned/frozen) Fish (canned/frozen) Muffins Pastries Rolls Salad dressing Seafood (canned/frozen) Turkey (canned/frozen)	290 mg
Cheese	350 mg
Baking mixes Beef (canned/frozen) Cheese sauce Chicken patties Fish sticks Lasagna Processed meat Pancakes (frozen) Pork (canned/frozen) Sauces (barbecue, honey mustard, marinara) Waffles (frozen)	480 mg

Section 2: Standards for Meals and Snacks Served

These standards apply to all food and beverages served to clients as part of meals, snacks or other occasions where food and/or beverages are provided. This section applies to programs preparing meals on site and programs receiving catered meals. Use these standards to guide menu planning and foodservice at your program for adults and children.

Nutrition Requirements

Use this chart to determine the amount of calories, sodium, total fat, saturated fat and fiber to serve per day or per meal. Programs that serve three meals daily (breakfast, lunch and dinner) should use the “Full Day” standards.

Some programs qualify for exemption from the Nutrition Requirements. Refer to the Standards to determine whether a program is exempt.

Meals for Adults	Calories	Sodium	Total Fat*	Saturated Fat*	Fiber
Full Day (programs that serve breakfast, lunch and dinner)	1,800-2,200 calories	2,300 mg or less	60-73 grams or less	20-24 grams or less	28 grams or more
Breakfast	450-660 calories	690 mg or less	15-22 grams or less	5-7 grams or less	7 grams or more
Lunch or Dinner	540-770 calories	805 mg or less	18-26 grams or less	6-9 grams or less	8 grams or more

*Total fat and saturated fat limits are calculated based on calories served.

Some programs qualify for exemption from the Nutrition Requirements. Refer to the Standards to determine whether a program is exempt.

Meals for Children (age 5 to 18)	Calories	Sodium	Total Fat*	Saturated Fat*	Fiber
Full Day (include breakfast, lunch and dinner)	1,800-2,200 calories	2,200 mg or less	60-73 grams or less	20-24 grams or less	25 grams or more
Breakfast	450-660** calories	660 mg or less	15-22 grams or less	5-7 grams or less	6 grams or more
Lunch or Dinner	540-770** calories	770 mg or less	18-26 grams or less	6-9 grams or less	8 grams or more

*Total fat and saturated fat limits are calculated based on calories served.

**National School Breakfast and Lunch Program calorie limits supersede these requirements.

Meal Standards

Use the information below to determine if the meals provided meet the minimum requirements.

Fruits and Vegetables

Programs serving lunch and/or dinner only: offer at least 2 servings of **fruits and/or vegetables** per meal.

Programs serving all three meals (breakfast, lunch and dinner) per day: offer at least 5 servings of fruits and vegetables per day.

- ∴ A standard serving size is ½ cup.

- ∴ Recommend fresh or frozen fruits and vegetables instead of canned.

Programs serving meals 3-5 days per week: Serve **non-starchy vegetables** at least 3 times per week at lunch and dinner.

| Programs serving meals 6-7 days per week: Serve non-starchy vegetables at least 5 times per week at lunch and dinner.

- ⋮ Examples of non-starchy vegetables: carrots, spinach, broccoli, green leafy salad, peppers/onions, squash and green beans.

- ⋮ Examples of starchy vegetables: white potatoes, corn, green peas and lima beans.

Beverages

Water must be available at all meals.

- ⋮ Available means that water should be on the table or in close proximity to the meal service, and cups should be provided.

If serving **juice**, it must meet these requirements:

- | 100% fruit juice with no added caloric sweeteners

- | Serving size: 6 ounces or less

- | If serving meals: serve juice no more than 1 time per day

- | If serving snacks only: serve juice no more than 2 times per week

- ⋮ Recommend serving less frequently or phasing out completely.

Cooking Method

No **deep frying**.

- ⋮ Foods should **not** be prepared by deep frying in a fryer or pan.

- ⋮ Acceptable cooking methods include: baking, grilling, sautéing, steaming or broiling.

Sample Menus

Use these examples to help your program plan a healthy menu that meets the Standards.

Sample Menu 1

Breakfast

Scrambled eggs
Whole-wheat toast
Bran flakes cereal and 1% milk
Orange
Coffee (for adults) or 1% milk
(for children)
Water

Lunch

Ground turkey and Spanish rice
Mexican style corn
Tossed salad with vinaigrette dressing
Grapes
1% milk
Water

Dinner

Barbecue chicken
Whipped sweet potatoes
Collard greens
Whole-wheat bread
Fruit salad
Water

Snack

Low-fat plain yogurt
Apple
Water

Sample Menu 2

Breakfast

Small muffin
Low-fat plain yogurt
Oatmeal
Pear
Coffee (for adults) or 1% milk
(for children)
Water

Lunch

Homemade chili
Baked potato
Spinach salad with lemon vinaigrette
Pineapple
1% milk
Water

Dinner

Salmon with lemon butter sauce
Brown rice
Butternut squash
Cornbread muffin
Honeydew melon
Water

Snack

Whole-grain crackers
Cheddar cheese stick
Water

Snack Standards

Any food provided that is not part of a meal service or special occasion is considered a snack. Snacks must meet all requirements in Section 1: Standards for Purchased Food (e.g., canned fruits must be packed in 100% juice or water) and the additional requirements listed below. Recommend choosing more whole foods like fruits, vegetables, nuts and seeds.

All snack items must have 0 g trans fat per serving.

- ∴ Avoid foods with “partially hydrogenated oil” in the ingredients list.
- ∴ Trans fat may be found in snacks such as: crackers, cookies and baked goods.

Beverages

Water must be available.

Beverages must contain ≤ 25 calories per 8 ounces, with the exception of 100% juice with no added caloric sweeteners or milk.

If serving **juice**, require that it be 100% fruit juice with no added caloric sweeteners and that the portion size be 6 ounces or less.

In child care facilities regulated by Article 47 of the New York City Health Code, portion size must be 4 ounces or less, and fruit juice may not be served to children under 2 years of age.

If providing snacks only, serve juice no more than 2 times per week.

- ∴ Look for “100% juice” on the front of the package.
- ∴ Avoid juice labeled cocktail or juice drink.

Grain-based Snacks

Grain-based snacks must be:

- | 200 mg or less sodium per serving
- | 10 grams or less sugar per serving
- | At least 2 grams fiber per serving
 - ∴ Examples of grain-based snacks: whole-grain bread and pita, whole-grain cereal, whole-grain crackers, rice cakes, popcorn and granola bars.

Special Occasion Standards

These standards apply to trips, parties for major holidays and special events where food is purchased from vendors not regularly used by the program. Special occasions are not required to meet other standards in the document but must meet **both** requirements below:

Healthy options must be served.

- ∴ Examples of healthy options: fresh fruit, leafy green salad and cut-up vegetables.

Water must be available at all special occasion events.

- ∴ Available means that water should be on the table with other items served or in close proximity, and cups should be provided.

Recommendations:

- ∴ Adopt a program-specific policy for special occasion events that specifies which items can be served and how often special occasions are permitted.
- ∴ Limit how often special occasion meals and snacks occur (e.g., no more than once a month).
- ∴ Offer food and beverages in moderation and in small portions.
- ∴ Only serve beverages that meet the purchasing standards (e.g., water, low calorie beverages or 100% juice with no added caloric sweeteners).
- ∴ Do not serve foods that offer little nutritional value such as chewing gum, candy and water ices.

Section 3. Agency and Population-Specific Standards and Exceptions

These standards apply to the specific populations, food sources or program types listed. Refer to the Standards for a full list of agency and population-specific standards and exemptions.

<p>Correctional Population</p>	<p>Agencies serving the correctional population have a majority of young, moderately active men, women and youth who may require a higher than average caloric intake. For all meals and snacks served per day, require that calories be kept to less than 2,200 calories for adult women, 2,800 calories for adult men and 2,500 calories for male youth.</p>
<p>Child Care Services Providers</p>	<p>Home-based child care providers are not required to comply with these Standards.</p>
<p>SRO and Self-Sustained Shelters</p>	<p>Single-resident occupancy and self-sustained shelter programs that allow clients to purchase and prepare their own meals are not required to follow the standards in this document.</p>
<p>Patients Under Therapeutic Care</p>	<p>Nutrition requirements consistent with established medical guidelines and diets for patients under therapeutic care replace general nutrition criteria described here. The Patient Bill of Rights allows patients under therapeutic care to request specific food items. These items are considered part of the therapeutic diet and do not need to meet the nutrition criteria.</p>
<p>Emergency Food</p>	<p>Agencies that purchase food to be distributed by a third party to emergency food providers, such as soup kitchens and food pantries, are required to follow the guidelines outlined in Section 1.</p>
<p>Federal Commodity Food Program</p>	<p>Food provided by the federal government through the commodity food program is not required to meet the purchasing standards in Section 1.</p> <p>Programs accepting commodity foods must still meet the nutrition standards for meals served as described in Section 2.</p> <p>Programs must provide documentation upon request to show which products came from the commodity food program.</p>
<p>Donated Food</p>	<p>Foods that are provided at no cost to a program are not required to meet the purchasing standards in Section 1, but programs accepting these foods are still required to meet the nutrition standards in Section 2.</p> <p>Programs may not accept donations of candy or sugar-sweetened beverages to use at meals or snacks.</p>
<p>Food for Disaster Response</p>	<p>Foods that are purchased for a disaster or crisis response are not required to meet the standards in this document.</p>

Section 4: Sustainability Recommendations

Recommend, when cost effective:

- ∴ Offering more plant-based foods and less animal-based foods.
- ∴ Purchasing local and/or regional fruits, vegetables, dairy products and seafood.
- ∴ Purchasing from producers that provide a safe and healthy workplace for the workforce and healthy and humane care for animals.
- ∴ Educating customers about these local and/or sustainably produced foods through labeling or other mechanisms.

Examples of preferred products:

- ∴ Hormone- and antibiotic-free poultry, meat and dairy
- ∴ Products that are grown by producers using low or no pesticides or an integrated pest management system
- ∴ Sustainably raised or harvested seafood
 - ∴ For example, choose seafood that is identified as a best choice or good alternative on the Monterey Bay Aquarirum Seafood Watch List or equivalent programs.

Educational Materials

New York City printable posters and fact sheets:

www1.nyc.gov/site/doh/health/health-topics/nyc-food-standards.page

