

MEALS/SNACKS PURCHASED AND SERVED

Implementation Guide

For Programs Serving Adults



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 adult populations. Programs serving a majority of children age 18 and under or adults age 50 and older have some requirements specific to the population served. Programs serving these populations should refer to the Standards for a complete list of requirements.

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” 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, processed cheeses, canned soups, and canned/packaged meals.

Beverages

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

- Acceptable choices: water, unsweetened tea, seltzer, flavored water without added sweetener, and low-calorie or diet beverages.
- May exclude: sweetened teas, fruit drinks, regular sodas, sports drinks, flavored water with added sweetener, and powdered drink mixes.

Milk must be 1% or non-fat and unsweetened.

- No whole milk or 2% milk.
- No flavored milk (e.g. chocolate, strawberry).

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

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

If purchasing **juice**, require 100% fruit juice.

- 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 plain yogurt. If serving flavored yogurt, recommend yogurt with 30 grams or less sugar per 8 ounces, 23 grams or less sugar per 6 ounces, or 15 grams or less sugar per 4 ounces.

Grains

Sliced sandwich bread must meet three standards:

- 180 mg or less sodium per serving, and
- At least 2 grams fiber per serving, and
- 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 include: dinner rolls, muffins, tortillas, bagels, sandwich wraps, buns, and sweet rolls.
- Recommend whole grain baked goods.

Ready-to-eat **cereal** must meet three standards:

- 215 mg or less sodium per serving, and
 - 10 grams or less sugar per serving, and
 - At least 2 grams fiber per serving.
- Exception: Cereals with raisins, dates or cranberries are not required to meet the sugar standard, but must meet the sodium and fiber standards.

Fruits and Vegetables

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

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

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

- Examples of canned fruits include: pears, peaches, pineapple, fruit cocktail, and applesauce.
- No fruit canned in heavy or light syrup.
- No fruit with added sugar or artificial sweeteners such as aspartame, sucralose, or saccharin.
- The label should indicate “packed in juice,” “100% juice,” or similar.

Meat and Fish

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

Examples of canned and frozen seafood include: canned fish such as tuna and salmon, and frozen seafood such as salmon, tilapia, shrimp, and pollock.

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

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

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

Examples of luncheon meats include: ham, turkey breast, salami, bologna, and chicken breast.

Condiments and Sauces

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

Examples of salad dressings include: 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 include: barbecue, teriyaki, honey mustard, and marinara sauce.
Exception: Soy sauce is not required to meet standard.
Recommend lower sodium condiments/sauces such as reduced sodium soy sauce.

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 include: breaded chicken, fish sticks, frozen pancakes, frozen lasagna, and other pre-prepared dishes.

Frozen Whole Meals

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

Adults: 805 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 the 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	
Sugars 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 the Standards for Purchased Food. This chart includes examples of items commonly used and 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 (ready-to-eat)	215 mg
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) Vegetables (canned/frozen)	290 mg
Baking mixes Barbecue sauce Beef (canned/frozen) Cheese sauce Chicken patties Fish sticks Honey mustard sauce Lasagna Luncheon meat Marinara sauce Pancakes (frozen) Pork (canned/frozen) Sauces Teriyaki sauce 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.

Nutrition Standards

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.

Meal	Calories	Sodium	Total Fat*	Saturated Fat*	Fiber
Full Day (includes breakfast, lunch, dinner and snack)	1800-2200 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.

Meal Standards

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

Fruits and Vegetables

Serve a minimum number of **fruits and vegetables**:

- | At least two servings of fruits and/or vegetables at lunch and dinner.
- | At least five servings of fruits and/or vegetables each day if providing breakfast, lunch, and dinner.
 - ⋮ A standard serving size is ½ cup.
 - ⋮ Recommend fresh or frozen fruits and vegetables instead of canned.

Serve a minimum number of **non-starchy vegetables** weekly:

- | Programs serving meals 3-5 days per week: Serve non-starchy vegetables at least 3 times per week at lunch and at dinner.
- | Programs serving meals 6-7 days per week: Serve non-starchy vegetables at least 5 times per week at lunch and at dinner.
 - ⋮ Examples of non-starchy vegetables include: carrots, spinach, broccoli, green leafy salad, peppers/onions, squash, and green beans.
 - ⋮ Starchy vegetables include: 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:

- | Be 100% fruit juice.
- | 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.

Cooking Method

No **deep frying**.

- ⋮ Foods should not be prepared by deep frying in a fryer or pan.
- ⋮ Healthier 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 for Meals and Snacks Served.

Sample Menu 1

Breakfast

Scrambled eggs
Whole wheat toast
Bran flakes cereal and 1% milk
Orange
Coffee
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
Fresh berry gelatin
Water

Snack

Low-fat yogurt
Apple
Water

Sample Menu 2

Breakfast

Small muffin
Low-fat yogurt
Oatmeal
Pear
Coffee
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
Orange juice

Snack Standards

Any food provided that is not part of a meal service or special occasion is considered a snack.

Snacks must meet all purchased food standards in Section 1 (e.g. canned fruits must be packed in juice or water) and the additional requirements listed below.

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

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

Beverages

Milk must be 1% or non-fat and unsweetened.

- ⋮ No whole milk or 2% milk.
- ⋮ No flavored milk (e.g. chocolate, strawberry).

If serving **juice**, require that it be 100% fruit juice and that the portion size be 6 ounces or less. 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, and
 - | 10 grams or less sugar per serving, and
 - | At least 2 grams fiber per serving.
- ⋮ Examples of grain-based snacks include: whole grain bread and pita, whole grain cereal, whole grain crackers, rice cakes, popcorn, and granola bars.
 - ⋮ May exclude: doughnuts, pastries, cake, and snacks high in salt and sugar.

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 (for example, no more than once a month).
- ⋮ Offer food and beverages in moderation and in small portions.
- ⋮ Only serve beverages that meet the purchasing standards (for example, 100% juice, water, or low calorie beverages).
- ⋮ 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 adult populations, food sources or program types listed.

Correctional Population	Agencies serving the correctional population have a majority of young, moderately active women and men 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 women and 2,800 calories for men.
SRO and Self-Sustained Shelters	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.
Patients Under Therapeutic Care	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.
Emergency Food	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.
Federal Commodity Food Program	<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>
Donated Foods	<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>
Food for Disaster Response	Foods that are purchased for a disaster or crisis response are not required to meet the standards in this document.

Section 4: Sustainability Recommendations

- ⋮ Recommend fruits and vegetables that are local, seasonal, or grown using low or no pesticides.
- ⋮ Recommend dairy products that are local.
- ⋮ Recommend seafood that is sustainably raised or harvested. For example, seafood identified as a “best choice” or “good alternative” on the Monterey Bay Aquarium Seafood Watch List, or equivalent program.

Educational Materials

New York City printable posters and fact sheets:

www.nyc.gov/html/doh/html/cardio/cardio-vend-nutrition-standard.shtml

