Use this template as an example of how you can include the Victorian Government’s Healthy choices: policy directive in tenders, contracts, and leases with food service providers.

Hospitals and health services may have contracts or lease agreements with retail food service outlets, caterers, and vending machine suppliers.

The Victorian Government’s *Healthy choices: policy directive for Victorian public health services* (Policy directive) requires that ‘in-house’ managed retail outlets (including items purchased by staff/visitors from patient menus), all vending machines and all catering services\* provide healthier food and drink options.

(*Health services are encouraged to apply this policy to all**of their**retail food outlets –to help meet the Victorian Cancer Plan 2020-2024 state-wide target*[[1]](#footnote-2)).

Including the Policy directive in leases and contracts with external suppliers, as well as food service tenders will:

* help make your efforts in supporting healthy eating sustainable and embedded within your services procedures
* help reinforce health services as places that support the health and wellbeing of their staff and visitors.
* support food service providers wanting to make healthy changes
* demonstrate your leadership and commitment to promoting health and wellbeing.

\*applies to staff procuring food and drinks with health service (government funds) for meetings, functions, and events. This includes occasions such as workshops, conferences, community events, launches, celebrations and ceremonies, as well as client or community education, information, or training programs.It also includes food/drinks provided (free) for staff/visitors in waiting rooms/staff rooms.

# Retail leases, contracts and tenders – healthy foods and drinks

[insert organisation’s name] recognises the importance of healthy eating in promoting health and wellbeing and is committed to supporting employees, contractors, volunteers, patients and visitors to make healthy food and drink choices.

[insert organisation’s name] will support healthy eating by implementing the Victorian Government’s Healthy choices: Policy directive for Victorian public health services (Policy directive). The Policy directive states that foods and drinks provided must be in line with the Healthy choices: food and drinks classification guide and policy guidelines for hospitals and health services, which classifies foods and drinks as GREEN (best choices), AMBER (choose carefully) or RED (limit) according to their nutritional value. As part of this contract, [insert organisation’s name] requires [insert name of retail food service/vending/catering provider] to meet the following: [Include the following points as relevant]

Foods:

For [in-house] [all]\* retail outlets and [all vending]: (delete any that do not apply)

* at least 50 per cent of food available and displayed is GREEN
* no more than 20 per cent of food available and displayed is RED
* RED foods are not promoted or advertised

Drinks:

For [in-house] [all]\* retail outlets and [all vending]: (delete any that do not apply)

* no sugary (or RED category) drinks are available or promoted/advertised.
* at least 50 per cent of drinks available and displayed are GREEN
* no more than 20 per cent of drinks available and displayed are AMBER artificially sweetened

\* inclusion of privately managed retail outlets in your organisation’s policy/contracts is encouraged.

Catering:

* provide at least 50 per cent GREEN foods and no RED foods for workplace catering, functions, and events.
* provide at least 50 per cent GREEN drinks and no sugary (or RED category) drinks for workplace catering, functions, and events.

Food service agreement:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name), of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(retail food service/vending/ catering provider), agree to provide foods and drinks in line with the Victorian Government’s *Healthy choices: policy directive* throughout the duration of this contract.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (provider signature)

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (customer signature)

For more information about the Victorian Government’s Healthy choices: policy directive visit <http://heas.health.vic.gov.au/healthy-choices/healthy-choices-policy-directive-victorian-public-health-services>

For more information about the Healthy Choices guidelines, visit [www2.health.vic.gov.au/public-health/preventive-health/nutrition/healthy-choices-for-retail-outlets-vending-machines-catering](https://www2.health.vic.gov.au/public-health/preventive-health/nutrition/healthy-choices-for-retail-outlets-vending-machines-catering).

1. The *Victorian Cancer Plan 2020-2024* target: “*at least 80 per cent of hospitals and health services’ retail outlets and vending machines to meet the recommended Victorian Government food and nutrition standards (Healthy choices) by 2024*.”

 [↑](#footnote-ref-2)