Use this simplified template to promote healthy eating in your current policies or use it as a starting point and amend as needed.

Having a commitment to provide and promote healthy foods and drinks in your organisation’s policies will:

* show your organisation is committed to promoting good health
* help make sure your efforts in supporting healthy eating are long term and sustainable
* incorporate healthy eating into your organisation’s culture
* ensure healthy eating is promoted across the whole organisation
* provide clear direction and support to everyone involved in making healthy changes.
* The *Healthy choices: healthy eating policy and catering guide for workplaces[[1]](#endnote-2)* provides step by step instructions on how to implement a healthy eating policy in your organisation, and includes a comprehensive policy template which you can adapt.

Organisational policy

[insert organisation’s name] recognises the importance of healthy eating in promoting health and wellbeing and is committed to supporting employees, contractors, volunteers, clients 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 guidelines. These guidelines classify foods and drinks as GREEN (best choices), AMBER (choose carefully) or RED (limit) according to their nutritional value.

[insert organisation’s name] will:

* include a requirement to meet the Healthy Choices guidelines in tenders, contracts and leases with food and drink suppliers and external user groups
* increase GREEN (best choices) options to at least 50 per cent of foods and drinks available for retail outlets and vending machines
* reduce RED (limit) options to no more than 20 per cent for retail outlets and vending machines
* not supply RED options for workplace catering, functions and events
* include only GREEN and AMBER (choose carefully) choices in workplace catering

<Include the following points as required>

* provide clean and safe tap water for drinking
* make sure staff rooms and staff kitchens have facilities to prepare healthy meals and snacks brought from home
* support and encourage breastfeeding
* promote GREEN options and not RED options
* not use RED options for prizes, giveaways, awards and vouchers
* engage in healthy fundraising and sponsorship activities.

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. *Healthy choices: healthy eating policy and catering guide for workplaces*, Department of Health and Human Services, State Government of Victoria. 2013, [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). [↑](#endnote-ref-2)