External Caterer Guidelines
These guidelines are to assist external caterers in the provision of food which is in line with Portland District Health’s ‘Workplace Healthy Eating and Alcohol Policy’.

Summary of Catering Healthy Options ‘traffic light’ system
Green, Amber or Red definitions:

**Green items: (50%)**
Greater nutrient value and are low in saturated fat, added sugar and salt. Examples include fruits and vegetables, lean meats, low fat dairy products, wholegrains, eggs and legumes.

**Amber items: (30%)**
Some nutritional value but contain moderate amounts of saturated fat, added sugar and/or salt and can contribute to excess energy intake. Examples include low-sugar drinks, full-fat dairy products and white varieties of breads and cereals.

**Red items: (20%)**
Limited nutritional value, are energy dense - high in saturated fat, sugar and salt. Examples include sweet biscuits, confectionary, sugar sweetened drinks and deep fried foods.
Green Foods & Drinks (50%)

**Breads**
Multigrain, wholemeal, rye, hi-fibre white bread or rolls, burritos, English muffins, Boccacio, lavash, Lebanese, pita, Raisin/fruit, tortillas and Turkish breads. Plain corn and rice cakes, crisp breads.

**Cereal foods**
All plain rice (particularly low GI rice), pasta, noodles, polenta, couscous and buckwheat.

**Breakfast cereals**
Wholegrain breakfast cereals that are high in fibre and low in added salt and added sugar (eg: wheat biscuits, cereal flakes with a variety of grains, bran, untoasted muesli, porridge).

**Vegetables**
All fresh, dried and frozen plain vegetables.
Salads (no or low fat/reduced fat dressings only).
Salt reduced canned vegetables.

**Fruit**
All fresh and frozen fruits.
Plain dried fruits (eg. Sultanas).
Fruit canned in natural juice or water with no added sugar.

**Dairy**
Low or reduced fat plain and flavoured milks – maximum size 300ml.
Low or reduced fat plain or flavoured yogurts (diet or low joule varieties)
Reduced fat cheese and custard
Low fat smoothies (no added sugar).

**Dairy Alternatives**
Low or reduced fat calcium fortified soy milk.
Low or reduced fat plain and flavoured soy yoghurt
Reduced fat soy cheese and custard.

**Meat, fish, poultry and eggs**
Lean chicken, turkey, beef, pork, lamb and veal with fat and skin removed.
All fresh and frozen fish.
Plain tuna, salmon, sardines canned in spring water with no added salt.
Eggs.

**Legumes**
All forms of dried and prepared beans and peas (eg: baked Beans, red kidney beans, soy beans, mung beans, lentils, chick Peas, split peas, bean curd, tofu).

**Nuts & seeds**
All plain or dry roasted, unsalted nuts and seeds.
All nuts and seed pastes with no added sugar, salt and fat.

**Drinks**
Plain water, including mineral water or soda water.
100% fruit juice with no added sugar (small serve up to 250ml).
Soda water and plain mineral water.

*Note that some people can be allergic to certain nuts/products containing nuts.
### Amber Food & Drinks (30%)

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Breakfast cereals</strong>*</td>
<td>Refined and processed breakfast cereals with added sugar and/or saturated fat. Examples include some toasted mueslis, flavoured and/or sweetened corn, rice or wheat based cereals.</td>
</tr>
</tbody>
</table>
| **Dairy foods and drinks and dairy alternatives** | Full fat/full cream plain and flavoured milk/soy milk.  
Low or reduced fat plain and flavoured milk/soy serve size greater than 300ml.  
Full flavoured yoghurt, frozen yoghurt, custard and cheeses and equivalent soy products.  
Where possible offer the “green” low or reduced fat alternative. |
| **Processed meats***                          | Use small amounts only, as larger serve sizes can proved too much saturated fat and/or salt. Examples include lean ham, lean bacon, sliced chicken, or turkey, corned beef and pastrami. |
| **Savoury commercial products***              | Check label against nutrient criteria. Examples may include some reduced fat or reduce salt versions of product such as oven-baked potato products, grilled meat patties (not crumbed), grilled or oven baked meatball and chicken drumsticks. |
| **Margarine, mayonnaise/salad dressing, spreads and oils** | Use sparingly. Choose polyunsaturated or monounsaturated varieties.  
Examples include spreads including peanut butter and other nut spreads, fish, chicken and meat paste, yeast and vegetable extract spreads. Some spreads contain nut products that are a common allergen. |
| **Sauces and gravy**                          | Use sparingly. Choose reduced salt varieties where available.  
Examples include tomato sauce, sweet chilli sauce and gravy. Some sauces (eg satay) also contain nut products that are a common allergen. |
| **Snack food bars and sweet biscuits***      | Some breakfast bars, cereal bars, dried fruit bars and sweet biscuits that are small to medium serve size or have been modified (for example reduced levels of fat and/or sugar and include fibre) may fit into the amber level category. |
| **Savoury snack foods and biscuits***         | Examples most likely to fit here include oven-baked snack biscuits, plain pop corn, and some dried biscuits. |
| **Some cakes, muffins, sweet pastries and slices*** | Some un-iced unfilled cakes, sweet and savory muffins, fruit breads, sweet pastries and slices that are a small to medium serve size or have been modified (for example reduced levels of fat and/or sugar and include fibre) may fit into the amber category. Examples include small reduce-fat fruit cake, reduced fat fruit or vegetable based muffins and plain whole meal biscuits with fruit or nuts. |
| **Ice-creams, milk or soy based ice confectionary and dairy desserts*** | Ice creams that are not coated in chocolate, premium or of a large serve size may fall into the amber category (eg: plain milk-based ice creams and frozen yoghurts). |
| **Ice blocks, fruit based ice confection/slushies** |                                                                                                                                                                                                           |
Check the serve size and choose according to the nutritional criteria.

**Drinks**

100% fruit juice (no added sugar) in serve sizes larger than 250ml. Other fruit drinks containing 35% and 96% orange juice with a maximum serve size of 250ml.

*All labels need to be checked against the nutrient criteria to confirm Amber or Red status.

**Red Food & Drinks: (20%)**

**Ready to eat meals**

Commercial, frozen, prepared ready to eat meals or premade pasta products for vending machines that do not meet the nutrient criteria.

**Processed meats**

High fat processed meats such as salami, mortadella, luncheon meats, reconstituted meats, devon, polony and fatty bacon or ham, that exceeds the nutrient criteria.

**Fried foods**

Shallow fried foods (foods cooked with brushed or sprayed oil may be classified as amber) and deep fried food.

**Savoury commercial products**

Includes pies, pasties and sausage rolls, pasta, pizzas, oven baked potato products, dims sims, spring rolls, burger patties and meat balls, hot dogs, frankfurts and sausages and quiche that do not meet the nutrient criteria.

**Snack food bars and sweet biscuits**

Cream filled biscuits, chocolate biscuits and any sweet biscuits that exceed the nutrient criteria in a single serve (2 biscuits).

High fat high sugar muesli, breakfast or snack bars.

**Savoury snack food and biscuits**

Includes some flavoured popcorn and biscuits, crisps, corn chips and other savoury products.

**Cakes, muffin, sweet pastries and slices**

Plain and flavoured cakes, cream filled cakes, sweet pastries, sweet pies and slices. Medium to large serve of sweet and savoury muffins. Choose low or reduced fat varieties where possible.

**Confectionary/lollies**

All types including chocolate, and sugar free varieties.

**Ice-cream, milk or soy based confectionary and dairy desserts**

Chocolate coated and premium ice-creams

**Sugar sweetened drinks and ices**

Slushies, ice blocks and ice confectionary with added sugar.

Sugar sweetened drinks* such as carbonated soft drinks, energy drinks, sports and flavoured mineral waters.
*All labels need to be checked against the nutrient criteria to confirm Amber or Red status.

For more details:

When catering for an event you need to ensure you have enough food so people are satisfied, but avoid too much wastage.

Suggested quantities to allow per head:

**Morning or afternoon tea**

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity per serve</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finger sandwiches</td>
<td>½ round per serve</td>
</tr>
<tr>
<td>Fruit platter</td>
<td>Allow 3 pieces per serve</td>
</tr>
<tr>
<td>Scones</td>
<td>½ per serve</td>
</tr>
<tr>
<td>Pikelets</td>
<td>1 per serve</td>
</tr>
<tr>
<td>Mini muffins</td>
<td>1 per serve</td>
</tr>
<tr>
<td>Vegetable cruditês with low fat dips</td>
<td>3 pieces per serve</td>
</tr>
</tbody>
</table>

**Lunch or main meal**

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity per serve</th>
</tr>
</thead>
<tbody>
<tr>
<td>Savouries (reduced fat varieties/toppings)</td>
<td>3 per serve</td>
</tr>
<tr>
<td>Vegetable cruditês with low fat dips</td>
<td>3 per serve</td>
</tr>
<tr>
<td>Fresh fruit platters</td>
<td>3 per serve</td>
</tr>
<tr>
<td>Hot dishes e.g. pasta</td>
<td>120g total selection per person</td>
</tr>
<tr>
<td>Salads</td>
<td>60g combined salad per serve</td>
</tr>
<tr>
<td>Chicken, ham platters</td>
<td>1 portion of each per serve</td>
</tr>
<tr>
<td>Sandwiches</td>
<td>1 round per person</td>
</tr>
</tbody>
</table>