

[www.food.gov.uk](http://www.food.gov.uk)



## **Guidance on food served to adults in major institutions**

**October 2007**

## Introduction

1. The public sector in England spends around £2 billion a year on providing food and drink to service users, staff, the general public, clients and visitors<sup>1</sup>. If the public sector can help to change wider eating habits by serving healthier food, it can help to reduce future costs to the NHS<sup>2</sup>. The Department of health estimates the costs to the NHS of treating the effects of poor diets to be around £4 billion per year<sup>3</sup>.
2. The advice contained in this document is for all those providing food to adults in major institutions. The term major institution refers to publicly funded institution from the NHS to prisons where food provision may be some or all of the day's consumption. The advice will also be relevant to other instances of food provision to adults.

## Who is this advice for?

3. This paper provides specific guidance for those providing food for adults in major institutions. It aims to provide the basis for caterers to help consumers achieve a healthy diet and the basis for assessment to those responsible for commissioning and monitoring standards. General healthy eating advice for institutions is provided in the Food Standards Agency's nutrient and food based guidelines for UK institutions.<sup>4</sup>
4. The nutrient standards provided in this document are based upon the needs of adults aged 19–74 years. Advice is provided below to reflect both single and mixed population groups as may arise in different settings. Where example menus are provided these have been chosen to reflect key settings but are anticipated will be relevant to wider settings.

## Background

5. Data from the National Diet and Nutrition Surveys (NDNS)<sup>5 6 7</sup> show us that while, on average, the population consumes about the right amount of total fat, higher consumers are eating close to 50% of their energy as fat; far greater than recommended amounts. These surveys also tell us that, on average, the population consumes too much saturated fat, salt and non-milk extrinsic sugar (NMES, some people call this added sugars). We also know that, some sections of the population have intakes of vitamins and minerals below recommended levels.

---

<sup>1</sup> National Audit Office, 2006 Smarter food procurement in the public sector. TSO.

<sup>2</sup> Healthy Futures, Sustainable Development Commission, 2004.

<sup>3</sup> Choosing a Better Diet: a food and health action plan, Department of Health 2005

<sup>4</sup> Food Standard Agency nutrient and food based guidelines for UK institutions (2007) see <http://www.food.gov.uk/multimedia/pdfs/nutguideuk.pdf>

<sup>5</sup> Gregory, J (2000) National Diet and Nutrition Survey: young people aged 4 to 18yrs, The Stationary Office. London

<sup>6</sup> Henderson et al (2002) National Diet and Nutrition Survey: adults aged 19 to 64yrs . The Stationary Office. London

<sup>7</sup> Finch, S (1998) National Diet and Nutrition Survey: older people aged 74yrs + . The Stationary Office. London

6. As such, we would advise those providing food for sections of the population where such discrepancies in intake are apparent, to buy and provide foods such that they result in lower intakes of fat, salt and NMES. We would also advise that foods providing vitamins and minerals should be bought and provided in greater amounts where insufficiencies are likely. This is not new advice.

### **Nutrient Based Guidance**

7. When providing food to adults in major institutions the Agency therefore advises that provision of food should meet the *average population requirement*<sup>5</sup> as a minimum, but provide food to meet *target recommendations*<sup>5</sup> where intake in this section of the population are known to be either in excess, or in deficit, of Government recommendations.
8. The Agency therefore recommends that those providing food to adults in major institutions should aim to provide food that meets the target recommendation for total and saturated fat, salt and NMES. That is to aim to provide food that provides less than 98% of the daily dietary reference value or Scientific Advisory Committee on Nutrition (SACN) recommended levels for these nutrients covering all meals and snacks.
9. Where vitamin and mineral intakes are below recommended levels, those providing food in major institutions should aim to provide food to meet the target recommendation for these nutrients. That is at 90-100% of the daily reference nutrient intake<sup>8</sup> before inclusion of snacks. For adults eating in major institutions this would include **riboflavin, potassium and iron**.
10. Nine percent of women aged 19-64 have insufficient intakes of vitamin A. Younger men and women aged 19-24 in particular have intakes below the lower reference nutrient intake (16 & 19% respectively). However, recommending target intakes above the dietary reference value for the whole population might result in some individuals consuming more than the safe level of vitamin A.<sup>9</sup> The Agency has not therefore included advice for increased consumption of vitamin A containing foods, however, we would recommend that those providing food for adults in major institutions consider how they may provide awareness to relevant adults about this issue.
11. Women who could become pregnant or who are planning a pregnancy are advised to take an additional 400 micrograms (mcg) of folic acid per day as a supplement from before conception until the 12<sup>th</sup> week of pregnancy. In addition to this, they should also eat folate rich foods such as, green vegetables, brown rice and fortified breakfast cereals (making a total of 600 mcg of folate per day from both folate rich foods and a supplement).
12. The action of sunlight on the skin is the major source of **vitamin D** and some adults particularly may not receive sufficient sunlight if they spend large periods of time indoors. Adults in these groups may require additional vitamin D. Government

---

<sup>8</sup> The reference nutrient intake is the amount of a nutrient that is enough for almost every individual, even those with high needs.

<sup>9</sup> Safe Upper Levels for Vitamins and Minerals. Expert Group on Vitamins and Minerals. Food Standards Agency 2003.

advice for this population group is that this may be required as a 10 microgram (µg, mcg) supplement daily. This advice applies to the following groups of people:

- Women who are pregnant or breastfeeding
- Older people
- Those of Asian origin
- Those who always cover up all of their skin when outside
- Those who rarely get outdoors
- And those who eat no meat or oily fish

13. The Agency's guidance on nutrient provision in for adults in major institutions, based upon recommendations from the Committee on Medical Aspects of Food and Nutrition Policy (COMA) and SACN, and taking account of excesses and insufficiencies from NDNS data is laid out in Table 1.

**Table 1. Nutrient-based guidance for adults aged 19-74yrs:**

<b>Nutrient</b>	<b>Average population requirement (provided as daily averages over 7 days)</b>	<b>Recommended target for areas of excess or insufficiency (provided as daily averages over 7 days)</b>
<b>Energy (kcal)</b>	2225	
<b>Total fat (g)</b>	Max 87	Less than 85
<b>Saturated fat (g)</b>	Max 27	Less than 26.46
<b>Carbohydrate (g)</b>	Min 297	
<b>NMES (g)</b>	Max 65	Less than 64
<b>Fibre (as NSP g)</b>	18	
<b>Protein (g)</b>	Min 50	
<b>Sodium (mg)</b>	Max 2400	Less than 2352
<b>Salt (equivalent g)</b>	Max 6.0	Less than 5.9
<b>Iron (mg)</b>	15	More than 15
<b>Potassium (mg)</b>	3500	More than 3500
<b>Riboflavin (mg)</b>	1.3	More than 1.3
<b>Folate (mcg)</b>	Min 200	>200
<b>Vitamin D (mcg)</b>	Min 10*	

\*see paragraph 12

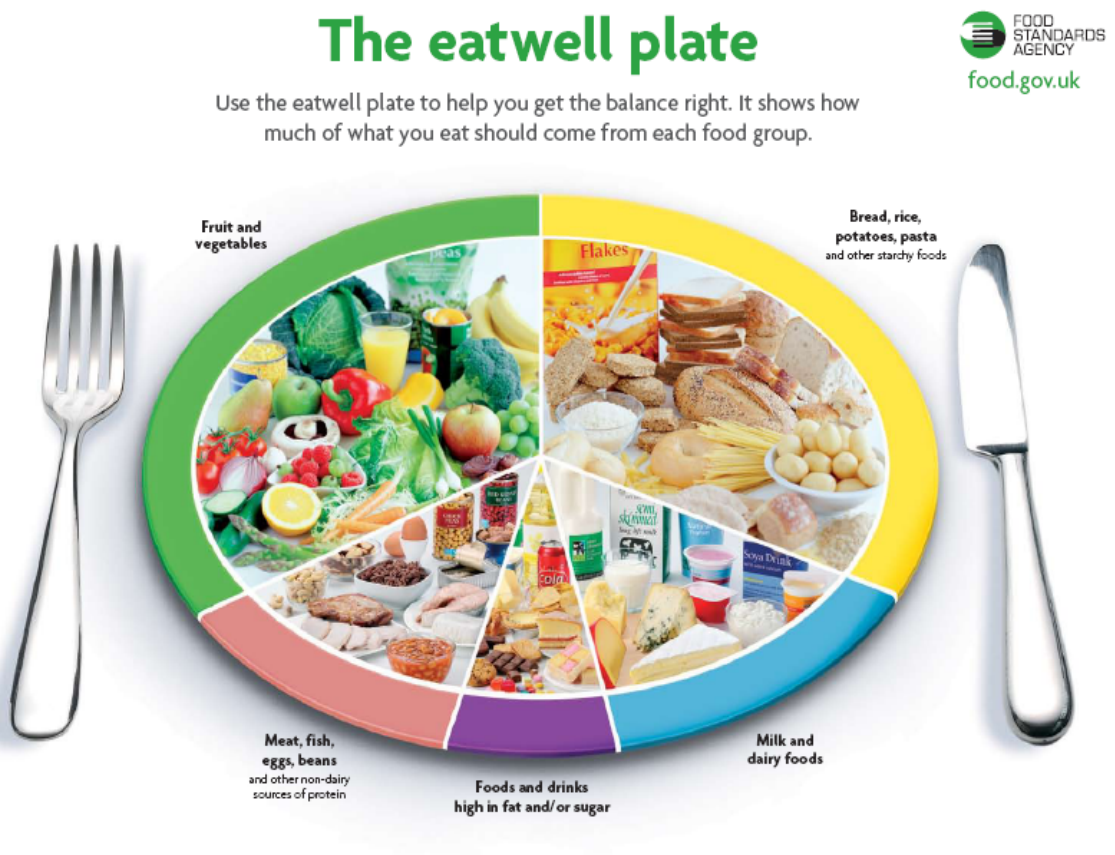
14. Nutrient intake across the day is conventionally divided across four eating occasions, namely breakfast, lunch, evening meal and food consumed between meals (snacks). Given that a wider range of foods tend to be consumed in lunch and evening meals compared to breakfast, these conventionally are assigned a greater proportion of intake.

15. The Agency's guidance for institutions will assume that, breakfast will contribute 20% of daily intake, with lunch and evening meals contributing 30% each. Foods consumed between meals (snacks) will contribute 20% of intakes.

### Food Based Guidance

16. Table 2 provides further food-based advice to caterers that would help them to meet the nutrient recommendations above.<sup>10</sup> The food group advice in table 2 corresponds to that illustrated in the eatwell plate. See figure 1.

Figure 1



<sup>10</sup> Table 2 is modified from Government advice on healthy eating (including that in Catering for Health available from the Stationary Office), food allergy, food hygiene and a report to the Food Standards Agency from the Caroline Walker Trust which is available at [www.food.gov.uk/healthiereating/nutritioncommunity/](http://www.food.gov.uk/healthiereating/nutritioncommunity/)

## Procurement

17. When buying foods the following table\*\* can be used to help caterers establish whether a food has high, medium or low amounts of fat, saturated fat, sugars and salt in 100g of the food. These figures correspond to the Agency's signpost traffic light labelling system.

### Check how much fat, sugar and salt is in your food



Remember that the amount you eat of a particular food affects how much sugars, fat, saturates and salt you will get from it.

	Sugars	Fat	Saturates	Salt
What is <b>HIGH</b> per100g	Over 15g	Over 20g	Over 5g	Over 1.5g
What is <b>MEDIUM</b> per100g	Between 5g and 15g	Between 3g and 20g	Between 1.5g and 5g	Between 0.3g and 1.5g
What is <b>LOW</b> per100g	5g and below	3g and below	1.5g and below	0.3g and below

### Food Shopping Card

## Daily maximum intake of salt

**Adults: 6g per day (2.4g sodium)\***

*\*To calculate salt from sodium, multiply sodium by 2.5*

*\*\*Taken from joint Which? and Food Standards Agency's shoppers card*

18. Caterers are advised to ask suppliers about the levels of salt, fat, saturated fat and sugars in their products and choose lower salt, fat, saturated fat and sugars options where appropriate – and where possible check the information provided on the packaging label.
19. Try to choose products that meet the Food Standards Agency's salt targets. These are targets to limit the amount of salt in a wide range of foods, which retailers, manufacturers and some caterers (and catering suppliers) are working voluntarily to achieve by 2010. It might be difficult initially to find products that meet the targets, but over time this should become easier as work progresses.

**Table 2: Food-based guidelines for provision to adults in institutions/public funded premises.**

<b>Bread, rice, potatoes pasta and other starchy foods</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• Starchy foods should make up about a third of the daily diet.</li> <li>• Offer a variety of breakfast cereals (preferably fortified), porridge and/or bread at breakfast.</li> <li>• Offer a variety of starchy foods with main meals including potatoes, rice, pasta, noodles and other grains.</li> <li>• A variety of breads should be available daily as starters or meal accompaniments.</li> <li>• Offer wholegrain varieties where possible, which are often higher in fibre and other nutrients.</li> </ul>
<b>Why</b>	<ul style="list-style-type: none"> <li>• Foods from this group are a good source of energy and the main source of a range of nutrients in the diet. As well as starch, these foods supply fibre, iron and B vitamins such as folate and riboflavin</li> <li>• Wholegrain cereals are higher in fibre.</li> <li>• Insoluble fibre in wholegrain bread, brown rice, fruit and vegetables etc helps to keep bowels healthy and help prevent constipation.</li> <li>• Soluble fibre, e.g. in oats and pulses, may help reduce cholesterol.</li> <li>• Breakfast cereals can be a good source of folate, riboflavin, fibre and iron.</li> </ul>
<b>What's included</b>	<ul style="list-style-type: none"> <li>• All breads including wholemeal and granary bread, pitta bread, chapattis, roti, tortillas and bagels.</li> <li>• Potatoes, plantain, yam, sweet potato, squash and cassava (where sweet potato or squash are eaten as a vegetable portion to a main meal, they do not count as a starchy food).</li> <li>• Breakfast cereals.</li> <li>• All rice, couscous, bulgar wheat, semolina, tapioca, maize, cornmeal</li> <li>• All noodles, pasta.</li> <li>• Beans, peas, lentils and other pulses can be eaten as part of this group.</li> <li>• Other grains e.g. oats, millet, barley etc.</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>• Ask suppliers about and check the levels of salt, fat, saturated fat and sugars in their products.</li> <li>• Try to choose products that meet the Food Standards Agency's salt targets. It might be difficult initially to find products that meet the targets, but over time this should become easier as work progresses.</li> <li>• Look for white bread with added nutrients and fibre if customers don't like brown or wholemeal bread – choose lower salt bread where possible.</li> <li>• Wholemeal bread/flour can be good sources of folate, iron and provide useful amounts of fibre.</li> <li>• Choose wholegrain bread, flour, rice and pasta where possible, or consider using a mixture of wholemeal and white if customers are not keen on the wholemeal variety.</li> <li>• Choose fortified breakfast cereals but look for those with a lower salt and/or sugar content.</li> <li>• Fortified breakfast cereals are a good source of vitamin D, folate, and iron . Some will be good sources of fibre.</li> </ul>
<b>Tips on</b>	

<b>choosing foods</b>	<ul style="list-style-type: none"> <li>• Potatoes can be a useful source of folate.</li> <li>• Beans and pulses such as soya beans, chick peas, lentils and broad beans can be useful sources of iron and fibre.</li> </ul>
<b>Tips on cooking and serving foods</b>	<ul style="list-style-type: none"> <li>• Try different breads such as seeded, wholemeal and granary and use thick cut bread for sandwiches.</li> <li>• Try not to add too much fat e.g. butter on bread and potatoes.</li> <li>• Use combinations of wholemeal and white bread in sandwiches to encourage consumption of wholemeal varieties.</li> <li>• Porridge is a great warming winter breakfast and whole oats with fresh fruit and yoghurt makes a great summer breakfast.</li> <li>• Boil potatoes in the minimum amount of water and for the shortest amount of time to retain vitamins, but ensure they are cooked until edible.</li> <li>• Use skimmed or semi-skimmed milk rather than butter or margarine to mash potatoes to smoothness.</li> <li>• Roast potatoes in small amounts of vegetable oil, brush the oil on to potatoes to use smaller amounts.</li> <li>• Try to cut down on the amount of fried foods offered, such as chips and other reconstituted potato dishes.</li> <li>• Choose thick cut chips or potatoes wedges instead of thin cut chips – they absorb less oil when cooking or use oven chips.</li> <li>• Pre-blanch chips in steamers before frying, this will reduce the amount of oil absorbed.</li> <li>• Use unsaturated oils such as sunflower or rapeseed oils instead of saturated fats e.g. lard in cooking.</li> <li>• Make sure the oil used for frying is at the correct temperature – this reduces the amount of fat absorbed.</li> <li>• Drain/blot fried foods before serving.</li> <li>• Use baked products where possible instead of frying as they are likely to contain less fat; compare product labels for more information.</li> <li>• Choose tomato and vegetable based sauces in preference to creamy, buttery sauces where appropriate.</li> <li>• Use more starchy foods e.g. pasta in relation to meat/rich sauces (e.g. in lasagne, potato to meat in cottage pie, sausages and mash – have more of the mash, some vegetables and one less sausage).</li> <li>• Serve plenty of boiled/steamed rice with curries, rather than poppadums or fried rice.</li> </ul>
<b>Allergy tips</b>	<ul style="list-style-type: none"> <li>• Be aware of adults who have coeliac disease, also known as gluten intolerance, who need to avoid all cereals containing gluten (wheat, oats, barley or rye). Alternative foods made from maize (i.e. polenta), rice, rice flour, potatoes, potato flour, buckwheat, sago, tapioca, soya and soya flour are available. Seek expert advice from a dietitian where necessary. Some gluten free foods are available on prescription.</li> </ul>



**Food safety tips**

- Starchy foods and particularly foods such as grains and rice can contain spores of *Bacillus cereus*, a bacteria that can cause food poisoning. When the food is cooked, the spores can survive. Then, if it is left standing at room temperature, the spores will germinate, multiply and may produce toxins (poisons) that cause either vomiting or diarrhoea. Reheating will not get rid of the toxin.
- Low numbers of *Bacillus cereus* won't make someone ill, but if food contains high numbers of the bacteria, or if a toxin has been produced, it could cause food poisoning. The longer that food is left at room temperature, the more likely it is that bacteria, or the toxins they produce, could make food unsafe. Therefore these types of food should be served directly after cooking, if this is not possible they should be cooled within an hour and kept in the fridge until reheating (for no more than 1 day). Avoid reheating more than once.

<b>Fruit and vegetables</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• Fruit and vegetables should make up about one third of the daily diet.</li> <li>• Offer at least 5 different portions of fruits and vegetables every day.</li> <li>• Aim for 1 or 2 portions with each meal and offer fruit as a snack.</li> <li>• A portion of fresh or cooked fruit or vegetables should be about 80g.</li> </ul>
<b>Why</b>	<ul style="list-style-type: none"> <li>• Fruit and vegetables are good sources of many vitamins (including folate) minerals and fibre.</li> <li>• There is increasing evidence that consuming more than 400g of fruit and vegetables every day may reduce the risk of developing chronic diseases such as coronary heart disease and some cancers.</li> <li>• Fruit and vegetables are very low in fat.</li> <li>• Fruit and vegetables are a good source of potassium, which may help to lower blood pressure.</li> <li>• Increasing fruits and vegetables in the diet helps to increase the fibre intake, which can reduce the total amount of calories consumed amongst those who wish to lose weight.</li> </ul>
<b>What's included</b>	<ul style="list-style-type: none"> <li>• All types of fresh, frozen, tinned, juiced and dried fruit.</li> <li>• All types of fresh, frozen, juiced and tinned vegetables.</li> <li>• 100% Fruit and vegetable juices count as one portion however much you drink.</li> <li>• Some smoothies can count as more than one portion if they contain all the edible pulped fruit/vegetable. The number of portions depends on how many fruits or vegetables are used and how the smoothie was made.</li> <li>• Beans and pulses are also included but, again, only count as a maximum of one portion per day.</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>• Ask suppliers about and check the levels of salt, fat, saturated fat and sugars in their products.</li> <li>• Try to choose products that meet the Food Standards Agency's salt targets. It might be difficult initially to find products that meet the targets, but over time this should become easier as work progresses.</li> <li>• Buy tinned fruit in natural juice rather than in syrup.</li> <li>• Buy tinned vegetables and pulses in water, with no added salt or sugar.</li> <li>• Store fresh vegetables in a cool, dark place.</li> <li>• Fruit and vegetables which are useful sources of iron include dark green leafy vegetables (but not spinach), broccoli, dried apricots and raisins, blackcurrants and broad beans.</li> <li>• Fruit and vegetables which are useful sources of folate include, green leafy vegetables, broccoli, Brussels sprouts, peas, asparagus and oranges.</li> <li>• Bananas, raisins, peas and pulses are a particularly good source of potassium.</li> </ul>

<b>Tips on cooking and serving foods</b>	<ul style="list-style-type: none"> <li>• Steaming or cooking vegetables with minimum amounts of water, for as short as time as possible and serving as soon as possible will help retain vitamins.</li> <li>• Use fresh fruit and vegetables as soon as possible, rather than storing them, to avoid vitamin loss. Alternatively, use frozen fruit and vegetables.</li> <li>• Avoid leaving any cut vegetables exposed to air, light, heat or leaving them to soak. Cover and chill them.</li> <li>• Add vegetables and pulses to stews, casseroles or other dishes and offer a variety of vegetables at main meals.</li> <li>• Offer a variety of dried fruits to add to cereal options and porridge and include dried fruit in cakes and desserts.</li> <li>• Offer colourful and interesting salads (with low fat dressings) and vegetables with main meals.</li> <li>• Always have attractive looking fresh fruit on display.</li> <li>• Try to offer alternative fruit dishes, and incorporate fruit into other desserts and dishes, including cold starters and savoury dishes (e.g. citrus chicken and pork and apple sauce).</li> <li>• Fruit juice is still a healthy choice, and counts as one of the five portions of fruit and vegetables we should be having every day, but it is best to drink fruit juice at mealtimes.</li> </ul>
<b>Other tips</b>	<ul style="list-style-type: none"> <li>• Offer fruit and vegetables as a snack.</li> <li>• Encourage a glass of 100% fruit juice, e.g. with breakfast or with a main meal, But remember fruit juices only count as one portion of fruit a day, and are high in NMES so if you offer this with breakfast everyday you will need to adjust NMES intake at other eating occasions.</li> <li>• Pureed stewed fruit can be offered with custard or yoghurt or ice cream as dessert.</li> <li>• Try to avoid adding sugar or syrupy dressings to fruit (such as stewed apple).</li> <li>• Try to avoid adding fat or rich sauces to vegetables (such as carrots glazed with butter).</li> <li>• Foods and drinks rich in vitamin C, such as citrus fruit, green vegetables, peppers, tomatoes and potatoes, may help the body absorb iron.</li> <li>• For more information on guidelines for fruit and vegetables see annex 1.</li> </ul>
<b>Tips on food-related customs</b>	<ul style="list-style-type: none"> <li>• Some people, such as Jains, have restrictions on some vegetable foods. Caterers should check with the individual customer about their needs.</li> </ul>
<b>Allergy tips</b>	<ul style="list-style-type: none"> <li>• Some people can be allergic to certain fruits, such as apples, peaches, melon, mango, pineapple and kiwi. Allergy to fruits can be linked to pollen allergy and hay fever.</li> </ul>

**Food  
safety tips**

- Because most fresh fruits and vegetables are grown outdoors in non-sterile environments, it is possible that they may occasionally harbour potential food poisoning organisms that are present in soil, air and water. The number of potentially harmful micro-organisms on fresh produce intended to be eaten raw can be reduced by using hygienic growing practices and careful washing of fruit and vegetables with potable water before consumption.
- NEVER use household cleaners/ washing up liquid as these products may not be safe for human consumption, and by using them, harmful residues may be left on the food.

<b>Milk and dairy foods</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• Milk and dairy foods should be served every day.</li> <li>• Moderate amounts should be offered each day as milk in drinks, cheese, yoghurt or milk-based puddings and sauces.</li> <li>• Where appropriate choose lower fat and salt options or use higher fat/salt options in smaller amounts or less frequently.</li> </ul>
<b>Why</b>	<ul style="list-style-type: none"> <li>• Milk and dairy products are excellent sources of calcium which is needed for optimal bone strength as well as sources of protein, vitamin A and riboflavin (B2).</li> <li>• The fat content of different dairy products varies, and much of this is saturated fat.</li> <li>• Fortified dried milks are a good source of vitamin D.</li> </ul>
<b>What's included</b>	<ul style="list-style-type: none"> <li>• All types of milk, including dried milk, reduced fat milk, goat's and sheep's milk.</li> <li>• Cheeses e.g. Cheddar, cottage cheese, cheese spreads, Edam, goat's cheese, stilton.</li> <li>• Yoghurt (fruit or plain, whole milk or low-fat), or fromage frais.</li> <li>• Milk-based sauces, custard and milk puddings.</li> <li>• Fortified Soya drinks.</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>• Ask suppliers about and check the levels of salt, fat, saturated fat and sugars in their products.</li> <li>• Try to choose products that meet the Food Standards Agency's salt targets. It might be difficult initially to find products that meet the targets, but over time this should become easier as work progresses.</li> <li>• Consider switching to semi-skimmed or skimmed milk.</li> <li>• Milk, cheese and yogurt are useful sources of riboflavin.</li> </ul>
<b>Tips on cooking and serving foods</b>	<ul style="list-style-type: none"> <li>• Use fromage frais, quark or plain yogurt in dishes in place of some of the cream (but be careful not to alter the taste or appearance of the dish).</li> <li>• Offer frozen yoghurts as an alternative to ice cream, to reduce fat content.</li> <li>• Use milk in sweet and savoury sauces, custard and puddings.</li> <li>• Use reduced calorie mayonnaise in dressings or dilute with lower fat yogurt.</li> <li>• Use béchamel, instead of cheese, sauce for dishes covered in cheese (e.g. lasagne).</li> <li>• Use reduced fat cheese in sandwiches or on cheese boards, or use smaller amounts of full fat cheeses.</li> <li>• Use smaller amounts of stronger tasting cheese to provide flavour, this helps lower salt and fat content of dishes.</li> <li>• Grate cheese for use in salads, sandwiches and fillings; you will tend to use less.</li> </ul>
<b>Other tips</b>	<ul style="list-style-type: none"> <li>• Some flavoured and malted milk products and shakes tend to contain added sugar, which can be bad for teeth.</li> <li>• Hard cheeses, such as Cheddar tend to be higher in saturated fat than softer cheese such as edam and brie.</li> <li>• Use plain yoghurt and fromage frais instead of cream, soured cream</li> </ul>

<b>Other tips</b>	<p>or crème fraîche.</p> <ul style="list-style-type: none"> <li>• Pregnant women and older people should avoid unpasteurised and soft-mould-ripened cheese (e.g. Camembert, Brie and all blue-veined cheese).</li> </ul>
<b>Tips on food-related customs</b>	<ul style="list-style-type: none"> <li>• People of certain religions, such as Hindus, Sikhs and Muslims may not eat milk products, and Jewish people may require kosher milk products.</li> <li>• Strict Jews who eat kosher foods do not eat milk products at the same time as, or immediately before or after foods/meals containing meat.</li> <li>• Vegans, including some Rastafarians, will not eat milk products.</li> <li>• Caterers should check with the individual customer about their needs.</li> </ul>
<b>Allergy tips</b>	<ul style="list-style-type: none"> <li>• Some people are allergic to milk and will need to avoid all milk products, including yoghurts and cheese.</li> <li>• Other people may be intolerant to lactose, the sugar found in milk. Such people may be able to tolerate small amounts of milk in their diets but people's sensitivities can vary. Lactose intolerance is found in about 5% of the adult population in the UK but is more common in certain ethnic communities where milk is not traditionally part of the adult diet. For example, in South America, Africa and Asia, more than 50% of the population are intolerant to lactose, rising to nearly 100% in some parts of Asia.</li> <li>• There are a number of alternative products such as soya or rice drinks. Choose alternatives that are fortified with nutrients such as calcium.</li> </ul>
<b>Food safety tips</b>	<ul style="list-style-type: none"> <li>• Unpasteurised (raw) milk should be avoided as it may contain micro-organisms harmful to health.</li> <li>• Milk and dairy products should always be refrigerated and stored at temperatures below 8°C (ideally at temperatures between 0°C &amp; 4°C).</li> <li>• In order to avoid the risk of listeriosis, vulnerable groups, such as pregnant women and older people, are advised to avoid eating ripened soft cheeses of the Brie, Camembert and blue veined types, whether pasteurised or unpasteurised. This is because ripened soft cheeses are less stable than hard cheeses (they are less acidic and contain more moisture) and are therefore more inclined to allow growth of undesirable bacteria such as <i>Listeria</i>.</li> </ul>

<b>Meat, fish, eggs, beans and other non dairy sources of protein</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>• A meat or meat alternative should be offered at all main meals.</li> <li>• Fish should be offered at least twice a week, one of which should be oily (a typical portion is about 140g).</li> <li>• Meat alternatives for vegetarians should be varied and a variety of foods from this group should be used. Cheese may be used as a substitute; however it should not be used too often as the protein source for vegetarians as it can be high in salt and saturated fat.</li> </ul>
<b>Why</b>	<ul style="list-style-type: none"> <li>• Meat and fish are good source of protein and of vitamins and minerals such as iron and all the B vitamins except folate. Meat is a particularly good source of riboflavin.</li> <li>• Oily fish provide long chain omega-3 fatty acids which may help to prevent heart disease. Such foods are also a source of vitamins A and D and iron.</li> <li>• Beans and pulses are sources of protein, fibre and iron.</li> <li>• Eggs are useful sources of protein, vitamins A, vitamin D and Riboflavin (B2).</li> <li>• Nuts provide a source of protein, iron, fibre and essential fatty acids.</li> </ul>
<b>What's included</b>	<ul style="list-style-type: none"> <li>• Meat, poultry, offal, fish, eggs, nuts, beans, pulses, seeds and other non dairy sources of protein.</li> <li>• Meat includes all cuts of beef, lamb and pork and meat and meat products such as ham, bacon, salami, corned beef, beefburgers and sausages.</li> <li>• Fish includes any fresh, frozen and tinned fish, such as tuna, sardines, pilchards, and mackerel, and fish products such as fish cakes and fish fingers.</li> <li>• Oily fish, such as salmon, sardines, trout and fresh tuna. Canned tuna is not considered an oily fish as the long chain omega-3 fatty acids are lost in the canning process for tuna. Other canned oily fish are not affected in the same way.</li> <li>• All eggs e.g. boiled, poached, scrambled, fried, omelettes.</li> <li>• Beans and pulses – e.g. baked beans, runner beans, chickpeas, butter beans, kidney beans and lentils are in this group and provide a good source of protein for vegetarians and are low in fat.</li> <li>• Other textured protein products suitable for vegetarians, such as tofu, and textured protein products such as soya, quinoa and quorn(R)</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>• Ask suppliers about and check the levels of salt, fat, saturated fat and sugars in their products.</li> <li>• Try to choose products that meet the Food Standards Agency's salt targets. It might be difficult initially to find products that meet the targets, but over time this should become easier as work progresses.</li> <li>• Use lean cuts of meat where possible. Some types of meat are high in fat, particularly saturated fat, which can raise cholesterol levels</li> <li>• Go for turkey and chicken, without the skin, because these are lower in fat.</li> <li>• Look for meat products with higher meat content, look at the label for more information</li> <li>• White fish are low in fat</li> <li>• Chose tinned fish in spring water rather than oil</li> </ul>

<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>• Choose smoked meats and fish less often as they can be high in salt</li> <li>• Oily fish, such as herring, mackerel, pilchards, salmon, sardines, trout or roe and egg yolks are rich in vitamin D</li> <li>• Look for canned beans and pulses with no added salt and sugar.</li> <li>• Nuts and seeds can be a good alternative to snacks high in saturated fat, however avoid salted nuts where possible.</li> </ul>
<b>Tips on cooking and serving foods</b>	<ul style="list-style-type: none"> <li>• Remove visible fat from meat and skin from poultry</li> <li>• Stand poultry and joints on racks when cooking to allow the fat to flow away</li> <li>• Larger pieces of meat will absorb less fat than smaller pieces</li> <li>• Boil, bake, grill or poach rather than frying or roasting where possible as this will lower the fat content</li> <li>• Reduce the amount of processed meat and fish on offer e.g. coated chicken, burgers, fish fingers.</li> <li>• Add pulses to meat dishes to increase the fibre content, reduce the overall fat content and add extra protein.</li> <li>• Serve slightly less meat with extra vegetables or starchy foods.</li> <li>• Serve foods with tomato or vegetable based sauces rather than creamy, buttery sauces to lower the fat content.</li> <li>• If frying, make sure the temperature is correct and change fat./oil regularly and drain well to reduce fat content.</li> <li>• Serve oily fish as pâtés and spreads on bread and toast.</li> <li>• When baking fish, brush with unsaturated vegetable oil rather than butter.</li> <li>• If a dish must be finished with butter, try lightly brushing with melted butter before serving.</li> <li>• Boil, poach or scramble eggs rather than frying them.</li> <li>• When serving foods with gravy opt for lower salt versions of gravy mixes, or stock/bouillon cubes/granules.</li> <li>• Gradually lower the salt content of food you cook yourself to allow customers taste buds to adapt and try using alternative herbs and spices to flavour foods.</li> <li>• Season food sparingly with salt or seasonings containing salt, a chef's palette may be less sensitive to salt than many of the customers.</li> <li>• Seeds can be eaten raw, dry fried or dry roasted in a frying pan or in a roasting tin without any oil.</li> </ul>
<b>Other tips</b>	<ul style="list-style-type: none"> <li>• Liver/pâté is a useful source of nutrients but liver and liver products should not be served more than once a week as it contains a lot of vitamin A.</li> <li>• Women who have been through the menopause, and older men, who are more at risk of osteoporosis, should avoid having more than 1.5mg of vitamin A a day. This means: <ul style="list-style-type: none"> <li>• not eating liver or liver products, such as pâté, more than once a week - or having smaller portions of these</li> <li>• taking no more than 1.5mg of vitamin A a day in supplements (including fish liver oil), if not eating liver</li> <li>• not taking any supplements containing vitamin A (including fish liver oil) if eating liver once a week</li> <li>• Having a total of 1.5mg or less of vitamin A a day, on</li> </ul> </li> </ul>



<p><b>Other tips</b></p>	<p>average, from diet and supplements combined is unlikely to cause any harm.</p> <ul style="list-style-type: none"> <li>• Women who are pregnant or thinking of having a baby, Agency and Health Department advice is: <ul style="list-style-type: none"> <li>• avoid taking supplements containing vitamin A, including fish liver oil (except on the advice of your GP)</li> <li>• avoid eating liver or liver products such as pâté because these are very high in vitamin A</li> </ul> </li> <li>• Meat products in pastry, such as pies and sausage rolls, are often high in fat.</li> <li>• Quiches and flans can be high in fat and salt, so try not to provide these too often.</li> <li>• Pulses are a good source of iron, but try to have some food (such as peppers or dark green vegetables) or a drink rich in vitamin C (such as orange juice) with your meal as this may help you absorb the iron.</li> </ul>
<p><b>Tips on food-related customs</b></p>	<ul style="list-style-type: none"> <li>• People of certain religions, such as Hindus and Sikhs, as well as vegetarians and vegans including some Rastafarians, may not eat eggs, meat or fish.</li> <li>• Some Jewish people will require kosher meat and Muslims will require Halal meat. Pork and pork products are not appropriate.</li> <li>• Strict Jews who eat kosher foods do not eat meat products at the same time as, or immediately before or after foods/meals containing meat. They may only eat fish with fins and scales and do not eat shellfish. Eggs should not contain blood spots.</li> <li>• Hindus who eat fish may only eat fish with fins and scales and may also not eat shellfish.</li> <li>• Caterers should check with the individual customer about their needs.</li> </ul>
<p><b>Allergy tips</b></p>	<ul style="list-style-type: none"> <li>• Some people are allergic to nuts, peanuts, fish, shellfish and eggs. The labelling of bought-in products will need to be checked carefully to see if these allergenic foods are used as ingredients.</li> </ul>
<p><b>Food safety tips</b></p>	<ul style="list-style-type: none"> <li>• Always store meat and fish in the fridge, ideally at temperatures between 0°C and 4°C.</li> <li>• Always ensure that uncooked meat and ready to eat foods are stored apart. Ideally raw meat &amp; fish should be covered and stored on the bottom shelf where they can not drip onto other foods. Cooked meat and fish should be covered and stored above raw in the fridge.</li> <li>• Eggs are a useful source of nutrients but when served to older people and pregnant women they should always be well cooked, until both the yolk and white are solid. This is to avoid the risk of Salmonella, which causes a type of food poisoning.</li> <li>• At risk groups should avoid all types of pâté, including vegetable. This is because pâté can sometimes contain Listeria.</li> <li>• Always ensure that meat is well cooked. This is especially important with poultry and products made from minced meat, such as sausages and burgers. Make sure these are cooked until they are piping hot all the way through any juices run clear and no pink meat is left.</li> </ul>

**Food  
safety tips**

- Vulnerable groups should avoid raw shellfish. This is because raw shellfish can sometimes contain harmful bacteria and viruses that could cause food poisoning. It is far safer to eat shellfish as part of a hot meal, such as in a curry.

<b>Foods and/or drinks high in fat and/or sugar</b>	
<b>Guidance</b>	<ul style="list-style-type: none"> <li>Use foods containing fat sparingly. Look out for lower fat alternatives or eat these foods in smaller amounts. Where possible replace saturated fat with unsaturated fat</li> <li>Snacking on sugary foods and drinks throughout the day is discouraged as this can cause tooth decay.</li> </ul>
<b>Why</b>	<ul style="list-style-type: none"> <li>Foods from this group principally provide energy in the forms of fats and sugars but may contain other nutrients in much smaller amounts. Some can also be high in salt. These nutrients are consumed in greater amounts than required and are associated with disease progression and/or dental caries.</li> <li>Foods from this group can contribute to excess energy intakes if they are eaten in large amounts.</li> <li>Having too much saturated fat can increase the amount of cholesterol in the blood, which increases the chance of developing heart disease.</li> <li>Often foods high in calories offer few other nutrients, it is important that these foods do not displace more nutrient rich foods.</li> </ul>
<b>What's included</b>	<ul style="list-style-type: none"> <li>Foods containing saturated fat include: butter, margarine, lard, other spreading fats and, cooking oils (e.g. palm oil), oil-based salad dressings, mayonnaise, cream, crème fraiche, chocolate, crisps, biscuits, pastries, cakes, puddings, ice cream, rich sauces, and gravies.</li> <li>Foods containing unsaturated fats include: low-fat spreads, cooking oils (e.g. sunflower, olive), oil-based salad dressings</li> <li>Foods containing sugar include: soft drinks, fruit juice, sweets, jams, honey and sugar, as well as foods such as cakes, puddings, biscuits, pastries and ice cream.</li> </ul>
<b>Tips on choosing foods</b>	<ul style="list-style-type: none"> <li>Ask suppliers about and check the levels of salt, fat, saturated fat and sugars in their products.</li> <li>Try to choose products that meet the Food Standards Agency's salt targets. It might be difficult initially to find products that meet the targets, but over time this should become easier as work progresses.</li> </ul>
<b>Tips on cooking and serving foods</b>	<ul style="list-style-type: none"> <li>Use mono- and poly- unsaturated fats wherever possible for cooking, spreading and in dressings.</li> <li>Consider using spreads that are soft straight from the fridge, so it is easier to spread thinly.</li> <li>Choose soya, rapeseed and olive oils for cooking and salad dressings</li> <li>Choose sunflower oil, soya oil or olive oil fat spreads.</li> <li>Choose tomato and vegetable based sauces rather than cream based ones.</li> <li>Offer fewer fried foods.</li> <li>Use reduced calorie mayonnaise in dressings or dilute with lower fat yogurt.</li> <li>Serve salad dressings and desert toppings separately so that customers can decide how much they want.</li> <li>Don't automatically garnish potatoes and vegetables with butter prior to service.</li> <li>Ensure correct temperatures when frying so that foods absorb less fat.</li> </ul>

<b>Tips on cooking and serving foods</b>	<ul style="list-style-type: none"> <li>• Reduce the amount of sugar used in dishes where practical and acceptable.</li> <li>• Use dried or fresh fruit to sweeten dishes.</li> <li>• Consider using spreads that are soft straight from the fridge, so it is easier to spread thinly.</li> <li>• Try halving the sugar you use in your recipes. It works for most things except jam, meringues and ice cream.</li> <li>• Choose wholegrain breakfast cereals rather than those coated with sugar or honey.</li> </ul>
<b>Other tips</b>	<ul style="list-style-type: none"> <li>• Foods high in fat and sugars can be included in the diet but should be consumed sparingly or in small amounts.</li> <li>• Offer chilled water (still, sparkling, with a slice of lemon or lime) unsweetened fruit juices and chilled milk drinks.</li> </ul>
<b>Tips on food-related customs</b>	<ul style="list-style-type: none"> <li>• Many religious celebrations may include traditional foods that are high in fat or sugars. Providing these foods occasionally as part of a celebration or festival is important for many adults.</li> </ul>
<b>Allergy tips</b>	<ul style="list-style-type: none"> <li>• Many foods high in fat or sugar, such as cakes and biscuits, can contain eggs, milk or nuts and are not suitable for people allergic to these foods.</li> </ul>
<b>Food safety tips</b>	<ul style="list-style-type: none"> <li>• Eggs are a useful source of nutrients but when served to older people and pregnant women they should always be well cooked, until both the yolk and white are solid. This is to avoid the risk of Salmonella, which causes a type of food poisoning.</li> </ul>

20. All food business operators need to follow food hygiene rules which are set out in EU legislation, including the requirement to have in place food safety management procedures based on the HACCP principles. The Agency already provides much information and guidance on its web site.
21. Background to the food hygiene legislation and pdf copies of the EU rules can be accessed from:  
<http://www.food.gov.uk/foodindustry/regulation/europeleg/eufoodhygieneleg/>;
- Guidance to the legislation can be found at:  
<http://www.food.gov.uk/foodindustry/guidancenotes/hygguid/fhlguidance/>
- A Questions & Answers page on the legislation for caterers can be found at:  
<http://www.food.gov.uk/foodindustry/regulation/hygleg/hygleginfo/foodhygknow/>
21. If you have any questions about how the EU food hygiene legislation applies to your institution, the Agency strongly recommends seeking further advice from your local authority Environmental Health Department. Following recent changes in food labelling legislation, there is now a requirement for foods sold pre-packed to declare the presence of a list of specified allergenic foods. This applies to foods sold retail or to mass caterers. Therefore, if any residents in care homes have food allergies or intolerances, it is essential that those catering for them carefully read the labels or accompanying information for any products they buy, to check whether such allergenic ingredients are used. The list currently consists of cereals containing gluten (wheat, barley, rye, and oats), crustaceans, fish, peanuts, soybeans, milk, nuts (such as almond, hazelnut, walnut, cashew, and Brazil nut), celery, mustard, sesame and sulphur dioxide/sulphites. This list will be extended in 2007 to include molluscs and lupin.
22. The Food Standards Agency produced guidance for caterers on food allergy in 2004. This is available on our website (<http://www.food.gov.uk/safereating/allergyintol/caterers/>).

## Example Menus

23. Menus 1, 2 and 3 are example menus that meet the nutrient and food based guidance in tables 1 and 2. These are designed to provide examples based on different settings such as hospitals and work place canteens.
24. The nutrient analysis of these example menus are provided in Tables 3, 4 and 5. The basis for this analysis is provided in a separate report from an independent dietitian.<sup>11</sup> The analysis of the menus is taken as a daily average over a 7 day period according to the breakdown for each eating occasion identified at paragraph 15. All three 7-day example menus have met all the standards and targets over the average of seven days. The standards and targets have been met over each individual eating occasion throughout the day in all three menus with the exception of a few specific nutrients, such as salt. These are documented in the accompanying technical reports.
25. A further example menu applicable to prisons is being prepared for the Agency by an independent dietitian and will be provided in due course to further assist caterers.

**Table 3. Nutrient analysis of example menu plan for adults aged 19-74yrs setting.**

<b>Nutrient</b>	<b>Average population requirement (provided as daily averages over 7 days)</b>	<b>Recommended target for areas of excess or insufficiency (provided as daily averages over 7 days)</b>	<b>Nutrient Provision from example menu plan for <u>mixed adults</u> (provided as daily averages over 7 days)</b>
<b>Energy (kcal)</b>	2225		2244.3
<b>Total fat (g)</b>	Max 87	Less than 85.3	74.5
<b>Saturated fat (g)</b>	Max 27	Less than 26.5	24.4
<b>Carbohydrate (g)</b>	Min 297		311.4
<b>NMES (g)</b>	Max 65	Less than 63.7	50.3
<b>Fibre (as NSP g)</b>	18		28
<b>Protein (g)</b>	Min 50		101.2
<b>Sodium (mg)</b>	Max 2400	Less than 2352	2200.7
<b>Salt (equivalent g)</b>	Max 6.0	Less than 5.88	5.3
<b>Iron (mg)</b>	14.8	More than 14.8	16.8
<b>Potassium (mg)</b>	3500	More than 3500	5288.7
<b>Riboflavin (mg)</b>	1.3	More than 1.3	2.7

<sup>11</sup> Daniels, L. Example Menus for adults (2007) see [www.food.gov.uk/healthiereating/nutritioncommunity](http://www.food.gov.uk/healthiereating/nutritioncommunity)

**Table 4. Nutrient analysis of example menu plan for men aged 19-74yrs setting.**

<b>Nutrient</b>	<b>Average population requirement (provided as daily averages over 7 days)</b>	<b>Recommended target for areas of excess or insufficiency (provided as daily averages over 7 days)</b>	<b>Nutrient Provision from example menu plan for <u>men</u> (provided as daily averages over 7 days)</b>
<b>Energy (kcal)</b>	2515		2506.9
<b>Total fat (g)</b>	Max 98	Less than 96	87.6
<b>Saturated fat (g)</b>	Max 31	Less than 30.3	29.5
<b>Carbohydrate (g)</b>	Min 335		342.6
<b>NMES (g)</b>	Max 74	Less than 72.5	53.9
<b>Fibre (as NSP g)</b>	18		29.1
<b>Protein (g)</b>	Min 55		104.2
<b>Sodium (mg)</b>	Max 2800	Less than 2744	2563.3
<b>Salt (equivalent g)</b>	Max 7	Less than 6.86	6.2
<b>Iron (mg)</b>	9	More than 9	16.6
<b>Potassium (mg)</b>	3500	More than 3500	5486.1
<b>Riboflavin (mg)</b>	1.3	More than 1.3	2.5

**Table 5. Nutrient analysis of example menu plan for women aged 19-74yrs setting.**

<b>Nutrient</b>	<b>Average population requirement (provided as daily averages over 7 days)</b>	<b>Recommended target for areas of excess or insufficiency (provided as daily averages over 7 days)</b>	<b>Nutrient Provision from example menu plan for <u>women</u> (provided as daily averages over 7 days)</b>
<b>Energy (kcal)</b>	1930		1949.1
<b>Total fat (g)</b>	Max 75	Less than 73.5	60.4
<b>Saturated fat (g)</b>	Max 24	Less than 23.5	20.3
<b>Carbohydrate (g)</b>	Min 257		275.7
<b>NMES (g)</b>	Max 57	Less than 56	42.4
<b>Fibre (as NSP g)</b>	18		25.2
<b>Protein (g)</b>	Min 45		89.9
<b>Sodium (mg)</b>	Max 2000	Less than 1960	1754.3
<b>Salt (equivalent g)</b>	Max 5	Less than 4.9	4.1
<b>Iron (mg)</b>	14.8	More than 14.8	15.6
<b>Potassium (mg)</b>	3500	More than 3500	4893
<b>Riboflavin (mg)</b>	1.1	More than 1.1	2.5

## Example Menu for Adults 19-74

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Early Morning</b>	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water
<b>Breakfast</b>	Fruit / Fruit Juice Cereals / Porridge Sausage & Tomato Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee Water	Fruit / Fruit Juice Cereals / Porridge Poached Egg Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee / Water	Fruit / Fruit Juice Cereals / Porridge Bacon & Mushroom Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee / Water	Fruit / Fruit Juice Cereals / Porridge Cottage Cheese & Tomato Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee / Water	Fruit / Fruit Juice Cereals / Porridge Baked Beans Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee / Water	Fruit / Fruit Juice Cereals / Porridge Bacon & Tomato Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee / Water	Fruit / Fruit Juice Cereals / Porridge Boiled Egg Yoghurt / Parfaits Toast with butter / spread Preserves Tea or Coffee / Water
<b>Mid Morning Snack</b>	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water
<b>Lunch</b>	Carrot & coriander Soup Beef Goulash Vegeburger & gravy Jacket Potato & Cheese Egg Mayonnaise Sandwich Ham Salad Boiled New Potatoes / Rice Carrots/Green Beans/Salad Apple Crumble & Custard Fruit/Yoghurt/Ice-Cream	Mushroom Soup Grilled Salmon Vegetable Moussaka Jacket Potato & Beef Chilli Turkey Salad Sandwich Vegetable Samosa & Salad RoastPotato/Smashed Potato Broccoli/MixedVegetables/Salad Chocolate Gateau Fruit/Yoghurt/Ice-Cream	Vegetable Soup Cottage Pie Tofu/Cashew StirFry &Noodles Jacket Potato & Tuna Pate & Tomato Sandwich Egg & Bean Salad Peas / Leeks / Salad Plum Sponge & Custard Fruit/Yoghurt/Ice-Cream	Tomato Soup Roast Turkey Cheese & Tomato Pizza JacketPotato,Ratatuille,Cheese Beef Salad Sandwich Sardine Salad Roast Potato/Mashed Potato Spinach /Broad Beans/ Salad Fruit Pie & Custard Fruit/Yoghurt/Ice-Cream	Leek & Potato Soup Fried Haddock Pasta & Tomato Sauce Jacket Potato &Baked Beans Cheese & Pickle Sandwich Corned Beef Salad Chips / Mashed Potato Peas / Sweetcorn / Salad Banana Custard Fruit/Yoghurt/Ice-Cream	Minestrone Soup Chicken Tikka Masala & Rice Chicken Liver & Onions Vegetarian Quiche Jacket Potato&Vegetable Chilli Sardine & Salad Sandwich Mozzarella & Tomato Salad Smashed New Potatoes GreenBeans/Courgettes/Salad Rice Pudding & DriedApricots Fruit/Yoghurt/Ice-Cream	Pea Soup Roast Lamb Vegetable Curry & Rice Jacket Potato&Cottage Cheese Ham & Cheese Sandwich Chicken Salad Roast Potato/Mashed Potato Broccoli / Parsnip Rhubarb Pie & Custard Fruit/Yoghurt/Ice-Cream



<b>Afternoon Tea &amp; Nighttime Snack*</b>	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack
<b>Evening Meal</b>	Fish Pie Vegetable Lasagne Jacket Potato & Tuna Beef Sandwich Pate & Salad  Peas / Spinach ChocGinger&Apricot Mousse Fruit/Yoghurt/Ice-Cream	Lamb Casserole Mushroom Risotto JacketPotato&Cottage Cheese Prawn Sandwich Ham & Cheese Salad Boiled Potatoes Broad Beans / Ratatouille Prune & Hazelnut Cream Fruit/Yoghurt/Cheese&Biscuits	Sausage & Tomato Nut Roast Jacket Potato & Cheese Chicken Cranberry Sandwich Smoked Mackerel Salad Smashed Potatoes Carrots /Baked Beans/ Salad Fruit & Cereal Yoghurt Fruit/Yoghurt/Ice-Cream	Spaghetti Bolognese Vegetarian Sausages Jacket Potato &Beef Chilli Egg Mayonnaise Sandwich Chicken Salad Boiled New Potatoes Sweetcorn / Swede / Salad Fruit Mousse & Flapjack Fruit/Yoghurt/Ice-Cream	Stir Fry Pork & Rice Vegetarian Shepherds Pie Jacket Potato&Cottage Cheese Hummus & Pitta Bread Tuna Salad  Broccoli / Spinach / Salad Banana Bread & Apricots Fruit/Yoghurt/Ice-Cream	Braised Steak Vegetarian Ravioli Jacket Potato & Tuna Turkey Sandwich Ham Salad Roast Potatoes Broad Beans/ Carrots / Salad Black Forest Gateaux Fruit/Yoghurt/Ice-Cream	Grilled Chicken Breast Cauliflower Cheese Jacket Potato&Baked Beans Beef Sandwich Prawn Salad Smashed New Potatoes Sweetcorn/Spinach/ Salad Trifle Fruit/Yoghurt/Ice-Cream
<b>Daily Snacks</b>	Currant Bun Fruit/Nuts/Biscuits/Cereal Bar Cheese&Crackers/Yoghurt Chocolate/Crisps Beverages	Scone & Jam Fruit/Nuts/Biscuits/Cereal Bar Cheese&Crackers/Yoghurt Chocolate/Crisps Beverages	Chocolate Swiss Roll Fruit/Nuts/Biscuits/Cereal Bar Cheese&Crackers/Yoghurt Chocolate/Crisps Beverages	Malt Loaf Fruit/Nuts/Biscuits/Cereal Bar Cheese&Crackers/Yoghurt Chocolate/Crisps Beverages	Toasted Tea Cake Fruit/Nuts/Biscuits/Cereal Bar Cheese&Crackers/Yoghurt Chocolate/Crisps Beverages	Carrot Cake Fruit/Nuts/Biscuits/Cereal Bar Cheese&Crackers/Yoghurt Chocolate/Crisps Beverages	Chocolate Krispie Cakes Fruit/Nuts/Biscuits/Cereal Bar Cheese&Crackers/Yoghurt Chocolate/Crisps Beverages

## Example Menu for Adult Men 19-74 years

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Early Morning Breakfast</b>	Tea / Coffee / Water Fruit / Fruit Juice Cereals Scrambled Egg Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee / Water	Tea / Coffee / Water Fruit / Fruit Juice Cereals Baked Beans & M'room Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee Water	Tea / Coffee / Water Fruit / Fruit Juice Cereals Poached Egg & Tom Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee Water	Tea / Coffee / Water Fruit / Fruit Juice Cereals Sausage Sandwich Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee Water	Tea / Coffee / Water Fruit / Fruit Juice Cereals Cheese on Toast Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee / Water	Tea / Coffee / Water Fruit / Fruit Juice Cereals Bacon Sandwich Yoghurt / Parfait Toast with butter / spread Preserves Tea or Coffee / Water	Tea / Coffee / Water Fruit / Fruit Juice Cereals Boiled Egg Yoghurt / Parfaits Toast with butter / spread Preserves Tea or Coffee / Water
<b>Mid Morning Snack</b>	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water
<b>Lunch</b>	Vegetable Soup Chicken Pie Tuna Pasta Bake Jacket Potato & Vege Chilli Boiled New Potatoes Carrots/Broccoli/Salad Cheesecake  Fruit/Yoghurt/Ice-Cream	Tomato Soup Beef Goulash Quorn Curry & Rice Jacket Potato & Tuna  Mashed Potato Cabbage/Peas/Salad Fruit Pie & Custard  Fruit/Yoghurt/Ice-Cream	Minestrone Soup Roast Chicken Meat Moussaka Jacket Potato & Cheese & Fromage Frais Roast / Mashed Potato Spinach/Leeks/Salad Apple Crumble & Ice-Cream Fruit/Yoghurt	Leek & Potato Soup Pork Chop Vegetable Quiche Jacket Potato & Baked Beans & Coleslaw Smashed New Potatoes Cauliflower/Carrots/Salad Rice Pudding & Fruit Compote Fruit/Yoghurt/Ice-Cream	Chicken Noodle Soup Fried Cod Broccoli & Cheese Sauce Jacket Potato & Chicken Salad Chips /Mashed Potato Peas/ Corn /Salad Bread Pudding & Custard  Fruit/Yoghurt/Ice-Cream	Carrot & Coriander Soup Lamb Casserole Vegeburger in Bun Jacket Potato & Chilli Con carne Boiled New Potatoes Leeks/Green Beans/Salad Fruit Pie & Ice-Cream  Fruit / Yoghurt	Mushroom Soup Roast Beef & Y Pudd Vege Curry & Rice Jacket Potato & Ratatouille & Cheese Roast / Mashed Potato Sprouts /Carrots/Salad Plum Sponge & Custard  Fruit/Yoghurt/Ice-Cream
<b>Afternoon Tea &amp; Nighttime Snack*</b>	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack

<b>Evening Meal</b>	Lancashire Hot Pot Mushroom Risotto Egg&CottageCh Salad Roast Potato Green Beans/Leeks/Salad Chocolate Ginger & Apricot Mousse Fruit/Yoghurt	Grilled Salmon Cheese & Tom Pizza Ham Sandwich Smashed New Potatoes Ratatouille/Corn/Salad Trifle Fruit/Yoghurt	Beefburger in Bun Vege Shepherds Pie Prawn Salad Jacket Potato Peas/Swede/Salad Tinned Peaches & IceCream Fruit /Yoghurt	Spaghetti Bolognaise Vegetable Pakora & Rice Tuna Salad Sandwich  Ratatouille / Salad Black Forest Gateaux Fruit / Yoghurt	Stir Fry Turkey&Noodles Vege Lasagne Egg Sandwiches  Mixed Vegetables/Salad Fruit Mousse & Flapjack  FruitYoghurt	Chicken Tandoori Cottage Pie Cheese Ploughmans Rice / Mashed Potato Broccoli/ Leeks/Salad Banana Custard  Fruit/Yoghurt/Ice- Cream	Grilled Sausage & Onions Pasta & Tomato Sauce Prawn Sandwiches Smashed New Potatoes Tomato/Mushroom/Sal ad Lemon Meringue Pie  Fruit/Yoghurt/Ice- Cream
<b>Daily Snacks</b>	Carrot Cake Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Chocolate Muffin Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Currant Bun Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Toasted Tea Cake Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Sponge Cake Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Scone & Jam Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Chocolate Eclair Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages

## Example Menu for Adult Women 19-74

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<b>Early Morning</b>	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water
<b>Breakfast</b>	Fruit / Fruit Juice Cereals / Porridge Yoghurt / Parfait Toast with butter / spread / preserves Tea or Coffee Water	Fruit / Fruit Juice Cereals / Porridge Yoghurt / Parfait Toast with butter / spread / preserves Tea or Coffee Water	Fruit / Fruit Juice Cereals / Porridge Yoghurt / Parfait Toast with butter / spread / preserves Tea or Coffee Water	Fruit / Fruit Juice Cereals / Porridge Yoghurt / Parfait Toast with butter / spread / preserves Tea or Coffee Water	Fruit / Fruit Juice Cereals / Porridge Yoghurt / Parfait Toast with butter / spread / preserves Tea or Coffee Water	Fruit / Fruit Juice Cereals / Porridge Yoghurt / Parfait Toast with butter / spread / preserves Tea or Coffee Water	Fruit / Fruit Juice Cereals / Porridge Yoghurt / Parfaits Toast with butter / spread / preserves Tea or Coffee Water
<b>Mid Morning</b>	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water	Tea / Coffee / Water
<b>Lunch</b>	Roast Chicken Vegetable Curry & Rice Jacket Potato & Smoked Mackerel Roast Potatoes/ Boiled potato Carrots/Spinach/Salad  Fruit & cereal yoghurt Fruit/Yoghurt/Ice-cream	Lamb Chop Pizza Jacket Potato & Tuna Smashed Potato/Rice Peas/Cauli/Salad  Chocolate Gateau Fruit/Yoghurt/Ice cream	Beef Goulash Tuna Pasta Bake Jacket Potato & Baked Beans Boiled Potatoes/Rice Courgette/Broad beans  Fruit pie & custard Fruit/Yoghurt/Ice-cream	Chicken liver & onions Vegetarian Sausages Jacket potato & cottage cheese Rice/ Mashed potato Green beans/Cabbage  Banana & apricot custard Fruit/Yoghurt/Ice-cream	Fried cod Vegetarian lasagne Jacket potato & beef chilli Chips/mashed potato Peas/Sweetcorn  Prune & Hazelnut Cream Fruit/Yoghurt/Ice-cream	Chicken curry & rice Grilled salmon Jacket potato, ratatouille & cheese Smashed potatoes Mixed vegetables  Fruit Mousse & Flapjack Fruit/Yoghurt/Ice cream	Roast Beef Vegetable Shepherds Pie Jacket Potato, cheese & Fromage fraise Roast potatoes/Mash Parsnips/Broccoli  Apple crumble & custard Fruit/Yoghurt/Ice cream
<b>Afternoon Tea &amp; Nighttime Snack*</b>	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack	Tea / Coffee / Water & snack
<b>Evening Meal</b>	Leek & potato soup Cottage pie Vegetarian quiche Ham sandwich Boiled potato Leeks/Sweetcorn Trifle Fruit/Yoghurt	Tomato & rice soup Stir fry pork & rice Hummus & salad Egg sandwich  Banana bread & apricots Fruit/Yoghurt	Carrot & coriander soup Grilled trout Spaghetti & tomato sauce Beef sandwich Smashed potatoes Spinach/Ratatouille  Malt loaf Fruit/Yoghurt	Pea soup Spaghetti bolognaise Broccoli & cheese sauce Prawn sandwich Mashed potato Salad Chocolate Krsipie cakes Fruit/yoghurt	Vegetable soup Beef grillsteak Stir Fry Tofu, Cashew & Noodles Cheese Ploughman's Boiled potatoes Courgettes/Cabbage Rice Pudding & Compote Fruit/Yoghurt	Butterbean/ tomato soup Lamb Casserole Vegetarian Moussaka Pate Sandwiches Jacket Potato Broad beans/carrots/Salad Chocolate Ginger & apricot dessert Fruit/Yoghurt	Spinach soup Shish Kebab Vegetable Chilli & Rice Salmon sandwich Chips Tomato/Salad Peaches & ice-cream Fruit/Yoghurt
<b>Daily Snacks</b>	Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages	Fruit/Nuts/Biscuits Yoghurt/Cereal bar Cheese & Crackers Chocolate/Crisps Beverages

**\* Hot drink for nighttime snack is choice of tea, coffee, hot chocolate**

26. The above nutrient and food based advice do not represent new guidance. Rather, this advice provides a summary of current Government recommendations for adults. The guidance is not intended for those who may have different nutritional requirements due to illness or disease and are undernourished or at risk of under nutrition (e.g. because of a poor appetite). Hospital inpatients need appropriate assessment and monitoring of their food intakes and nutritional status. If patients are unable to meet their requirements for energy and other nutrients or have other specific medical dietary needs, then these must be appropriately provided for outside the scope of this guidance.
27. The menus provided in this report represent examples. There are other menu options including different hot and cold main meals, snacks and drinks which will provide the nutrient intake outlined in Table 1. Acceptability of the options and sufficient variety are important aspects of food and need to be built into menu planning.
28. Many caterers employ registered nutritionists or dietitians who are able to assess menus against Government recommendations. The Food Standard Agency recommends that assessment against the guidance in this document will ensure that those, without specific medical dietary need, consuming food provided by institutions will be met. In undertaking any such assessment it is important that the analysis uses appropriate software with up-to-date information (as a minimum the most recent edition of McCance & Widdowson<sup>12</sup>) and takes accounts of cooking losses and waste. We also recommend that those responsible for commissioning food provision in institutions request such information and check this with actual provision to ensure the needs of clients are met

---

<sup>12</sup> Food Standards Agency (2002) McCance and Widdowson's The Composition of Foods, Sixth summary edition. Cambridge: Royal Society Chemistry.

## Annex 1

### What is a portion of fruit and veg?

ONE portion = 80g = any of these
1 apple, banana, pear, orange or other similar sized fruit
2 plums or similar sized fruit
½ a grapefruit or avocado
1 slice of large fruit, such as melon or pineapple
3 heaped tablespoons of vegetables (raw, cooked, frozen or tinned)
3 heaped tablespoons of beans and pulses (however much you eat, beans and pulses count as a maximum of one portion a day)
3 heaped tablespoons of fruit salad (fresh or tinned in fruit juice) or stewed fruit
1 heaped tablespoon of dried fruit (such as raisins and apricots)
1 handful of grapes, cherries or berries
a dessert bowl of salad
a glass (150ml) of fruit juice (however much you drink, fruit juice counts as a maximum of one portion a day)

Further information on fruit and vegetables can be found on the following websites:  
<http://www.eatwell.gov.uk/healthydiet/nutritionessentials/fruitandveg/> or at  
<http://www.dh.gov.uk/PolicyAndGuidance/HealthAndSocialCareTopics/FiveADay/fs/en>  
or <http://www.5aday.nhs.uk/WhatCounts/PortionSizes.aspx> for information on portion sizes

