

GOOD FOOD PURCHASING POLICY

In accordance with Mayor's Executive Directive No. 24, "Good Food Purchasing Policy," proposers are required to comply with the City of Los Angeles' Good Food Purchasing Guidelines.

The purpose of the policy is to make Good Food (defined as "food that is healthy, affordable, fair, and sustainable") more widely available to all Angelenos in order to promote healthier eating habits, support our local business economy, and create more jobs along the food supply chain. The Good Food Purchasing Guidelines (Guidelines) emphasize five core values: Local Economies, Environmental Sustainability, Valued Workforce, Animal Welfare, and Nutrition. The complete Guidelines are included in this exhibit.

All Bidders/Proposers who are awarded contracts with the Department shall complete and submit the Good Food Purchasing Pledge (one [1] page) prior to execution of the contract.

INSTRUCTIONS:

- a. Awarded proposer only: Complete, submit, and comply with the steps outlined in the Good Food Purchasing Pledge (Page 1 of attached informational package).

The Good Food Purchasing Pledge



WE COMMIT OUR INSTITUTION TO TAKING THE FOLLOWING STEPS IN SUPPORT OF GOOD FOOD:

1

As outlined in the *Good Food Purchasing Guidelines for Food Service Institutions*, we commit to **annually increasing our procurement of Good Food** to meet multi-year benchmarks at the baseline level or beyond for five value categories – local economies, environmental sustainability, valued workforce, animal welfare, and nutrition.

2

Establish supply chain accountability and a traceability system with vendors/distributors to verify sourcing commitments, assess current food procurement practices, and compile assessment results in a progress report.

3

Report annually on implementation progress of the *Good Food Purchasing Guidelines*.

TO GUIDE IMPLEMENTATION, WE COMMIT TO THE FOLLOWING TIMELINE:

1

Complete a baseline *Good Food Purchasing* survey within one month of signing the *Good Food Purchasing Pledge*.

2

Communicate Good Food commitment to all suppliers, including distributors and food service companies within one month of the adoption of the *Good Food Purchasing Pledge*.

3

Complete an assessment of food purchasing practices within six months of the adoption of the *Good Food Purchasing Pledge*.

4

Develop and adopt a multi-year action plan with benchmarks to comply with the *Good Food Purchasing Guidelines* within the first year of the adoption to the *Good Food Purchasing Pledge* and share action plans with the Los Angeles Food Policy Council.

5

Incorporate the *Good Food Purchasing Guidelines for Food Service Institutions* into new RFPs and contracts, where applicable.

IN PLEDGING OUR SUPPORT FOR GOOD FOOD, we will use our purchasing power to encourage the production and consumption of food that is healthy, affordable, fair, and sustainable. We recognize that the adoption of food procurement policies has the power to reform the food system, create opportunities for smaller farmers to thrive, provide just compensation and fair treatment for workers, support sustainable farming practices, reward good environmental stewardship, and increase access to fresh and healthy foods.

We pledge to leverage our purchasing power to support the following values:

- **Local Economies:** support small and mid-sized agricultural and food processing operations within the local area or region.
- **Environmental Sustainability:** source from producers that employ sustainable production systems that reduce or eliminate synthetic pesticides and fertilizers; avoid the use of hormones, antibiotics, and genetic engineering; conserve soil and water; protect and enhance wildlife habitat and biodiversity; and reduce on-farm energy consumption and greenhouse gas emissions.
- **Valued Workforce:** provide safe and healthy working conditions and fair compensation to all food chain workers and producers, from production to consumption.
- **Animal Welfare:** provide healthy and humane care for livestock.
- **Nutrition:** promote health and well-being by offering generous portions of vegetables, fruit, and whole grains; reducing salt, added sugars, fats, and oils; and by eliminating artificial additives.

Signed by _____

Signature _____

Title _____

Name of Institution _____

Date _____

PROGRAM COMPONENTS

- **Multi-Year Benchmarks:** Purchasers are asked to meet benchmarks in years one and five, recognizing that the shift towards Good Food purchasing will take time, and purchasers will need to make incremental changes.
- **Tiered-Value System:** A tiered-value system has been developed to evaluate the potential contribution of purchases to a Good Food Purchasing initiative. For each of the five values, foods are ranked from Level One (baseline) through Level Three (highest). Higher tiers of achievement are rewarded with more points accordingly.
- **Ranked Criteria:** For most value categories, third-party certifications and label claims allowed by USDA or FDA are used to determine the level of “Good” achieved by an institution’s purchases. These third-party certifications are used to rank Good Food purchases as Levels One (baseline), Two, or Three within each value category.
- **Baseline Requirements:** A baseline in each category is established that must be maintained throughout participation in the program.
- **Good Food Recognition:** Purchasers are scored and recognized at different levels to reward higher Good Food sourcing commitments within value categories. Purchasers that meet the baseline level for each category receive Good Food Purchaser recognition (one star). Additional levels (two to five stars) are awarded to purchasers to recognize the most dedicated supporters of the *Good Food Purchasing Guidelines*.
- **Traceability:** Purchasers are asked to work with suppliers to establish transparent reporting systems to verify product source.
- **Compliance Plan:** If vendor and/or suppliers do not have a current capacity to meet food purchasing targets, the vendor may submit a plan to achieve full compliance at a baseline level by the end of year one.
- **Annual Report:** Purchasers are asked to report annually on their progress.
- **Promotion:** The City of Los Angeles and the Los Angeles Food Policy Council will regularly promote and celebrate Good Food institutional commitments. Successful participants in the *Good Food Purchasing Pledge* program can also serve as an inspiration and positive role model for other institutions in our region.

PROGRAM OVERVIEW: GOOD FOOD PURCHASING GUIDELINES

Los Angeles Food Policy Council (LAFPC), in collaboration with public, private, and non-profit partners, developed *Good Food Purchasing Guidelines*, model guidelines for food service establishments in assessing and purchasing Good Food — food that is healthy, affordable, fair, and sustainable.

Scaled similarly to LEED green building certification, the *Good Food Purchasing Guidelines* emphasize five key values:

- (1) Local Economies
- (2) Environmental Sustainability
- (3) Valued Workforce
- (4) Animal Welfare
- (5) Nutrition

About the Los Angeles Food Policy Council

The Los Angeles Food Policy Council (LAFPC) is a collective impact initiative created by Mayor Antonio Villaraigosa in January of 2011. LAFPC’s mission is to build a Good Food system for all Los Angeles residents. Such a system ensures that food is healthy, affordable, fair, and sustainable in order to improve the health and well-being of our residents, particularly in low-income communities and communities of color; promotes a thriving Good Food economy for everyone; and strengthens agricultural and environmental stewardship throughout the region. LAFPC coordinates the expertise and leadership of public, private, nonprofit, and academic partners to strengthen connections across the food system. The Food Policy Council and its staff serve as the “backbone” organization for the initiative, which has an extended reach of approximately 300 individuals and over 150 organizations.

LAFPC leverages its unique structure and placement as an independent multi-stakeholder initiative within the Mayor’s Office to advance innovative food policies. LAFPC combines coalition-building, leadership development, and issue and policy advocacy to advance food policies and programmatic innovations. The council’s goal is to shift our regional food system to promote local growers, sustainable agriculture, and fair working conditions for all food workers, and to ensure access to healthy affordable food in underserved communities.

For more information, contact info@goodfoodla.org.

Good Food Purchasing Guidelines *for* Food Service Institutions

Los Angeles Food Policy Council



LOS ANGELES
FOOD POLICY
COUNCIL

**Good Food
Purchasing Guidelines
for
Food Service Institutions**

**Los Angeles
Food Policy Council**



**LOS ANGELES
FOOD POLICY
COUNCIL**

October 2012

GOODFOODLA.ORG

Los Angeles Food Policy Council

Martin Anenberg	FreshPoint Southern California
Andrea Azuma	Community Benefit, Kaiser Permanente Southern California
David Binkle	Food Services Division, Los Angeles Unified School District
Omar Brownson	Los Angeles River Revitalization Corporation
Glen Dake	Los Angeles Community Garden Council
Paula Daniels	Office of Mayor Villaraigosa, City of Los Angeles
Michael Flood	Los Angeles Regional Food Bank
Gwendolyn Flynn	Community Health Councils
Robert Gottlieb	Urban & Environmental Policy Institute, Occidental College
Renee Guilbault	Pret A Manger
Glenda Humiston	California Rural Development, U.S. Department of Agriculture
Helena Jubany	Fresco Community Market
AG Kawamura	Orange County Produce
Gregg Kettles	Office of Mayor Villaraigosa, City of Los Angeles
Evan Kleiman	Good Food, KCRW
Amy Knoll Fraser	Grace + BLD Restaurants
Mary M. Lee	PolicyLink
Miguel Luna	Urban Semillas
Phil McGrath	McGrath Family Farms
Roman Pinal	United Farm Workers
Michael Roberts	Center for Food Law & Policy, UCLA School of Law
Bruce Saito	Los Angeles Conservation Corps
Catherine Schneider	Jewish Federation of Greater Los Angeles
Matthew Sharp	California Food Policy Advocates
Dr. Paul Simon	Division of Chronic Disease and Injury Prevention, Los Angeles County Department of Public Health
Dr. Rachel Surls	University of California Cooperative Extension, Los Angeles County
Daniel Tellalian	Emerging Markets
Robert Tse	California Rural Development, U.S. Department of Agriculture
Alex Weiser	Weiser Family Farms
Goetz Wolff	Department of Urban Planning, UCLA Luskin School of Public Affairs
Larry Yee	Food Commons

Report Production

PRIMARY AUTHORS

Alexa Delwiche	Los Angeles Food Policy Council
Joann Lo	Food Chain Workers Alliance
Jill Overdorf	Coosemans Shipping
Vanessa Zajfen	San Diego Unified School District

RESEARCH SUPPORT

Amira Hasenbush
Anisha Hingorani
Katie Hoerberling
Colleen McKinney
Kimberly Tomicich

EDITORIAL REVIEW

Paula Daniels	Los Angeles Food Policy Council and Office of Mayor Villaraigosa, City of Los Angeles
----------------------	---

GRAPHIC DESIGN

Juliette Bellocq
and Yuju Yeo handbuiltstudio.com

© 2012 Los Angeles Food Policy Council

Acknowledgements

The Good Food Purchasing Guidelines for Food Service Institutions was made possible by the generous contributions, guidance, and expertise of many individuals.

CONTRIBUTORS

The Los Angeles Food Policy Council would especially like to thank the following individuals for providing sustained guidance and direction during the development of our guidelines.

Andrea Azuma Community Benefit,
Kaiser Permanente Southern California

David Binkle Food Services Division,
Los Angeles Unified School District

Devorah Brous Netiya

Karl Bruskotter Office of Sustainability and the
Environment, City of Santa Monica

Elizabeth Epstein

Renee Guilbault Pret A Manger

Dana Gunders Natural Resources Defense Council

Jacqueline Hernandez American Heart Association

Cheryl Leahy Compassion Over Killing

Sean Leer Gold Star Foods

Josephine Miller Office of Sustainability and the
Environment, City of Santa Monica

Fritz Stelter Field Fresh Foods

Michelle Wood Los Angeles County
Department of Public Health*

REVIEWERS

The Los Angeles Food Policy Council was fortunate to receive invaluable input on our guidelines from the following individuals:

Alexandra Agajanian Sustainable Economic Enterprises
Los Angeles

Martin Anenberg FreshPoint Southern California

Eric Batch American Heart Association

Jaya Bhumitra Compassion Over Killing

Sandy Brown Swanton Berry Farm
& Geography Department, UC Berkeley

Danny Calvillo Sunrise Produce

Sharon Cech Urban & Environmental Policy Institute,
Occidental College

Jim Cochran Swanton Berry Farm & Food Commons
Cindy Crawford Kaiser Permanente Southern California
George Faraday Change to Win

Clare Fox Los Angeles Food Policy Council

Steve Goodman West Central Produce

Robert Gottlieb Urban & Environmental Policy Institute,
Occidental College

Kari Hamerschlag Environmental Working Group

Glenda Humiston California Rural Development,
U.S. Department of Agriculture

Jonathan Kaplan Natural Resources Defense Council

A.G. Kawamura Orange County Produce

Kendra Klein Physicians for Social Responsibility/
Health Care Without Harm

Bob Knight Old Grove Orange, Inc

Michael Leighs Los Angeles County Department
of Public Health*

Toni Liquori School Food Focus

Dan Madsen Gold Star Foods

Erik Nicholson United Farm Workers

Athena Pappas California Produce Wholesaler

Kathleen Reed Kaiser Permanente

Lucia Sayre Physicians for Social Responsibility
Health Care Without Harm

Dipa Shah Los Angeles County
Department of Public Health*

Matt Sharp California Food Policy Advocates

Andy Shrader Office of Councilmember Paul Koretz,
Los Angeles City Council

Dr. Paul Simon Los Angeles County
Department of Public Health*

Dr. Rachel Surls University of California
Cooperative Extension,
Los Angeles County

Daniel Tellalian Emerging Markets

Marc Ross

Mark Vallianatos Urban & Environmental
Policy Institute, Occidental College

Jesse Warnken LA Specialties

Yelena Zeltzer Urban & Environmental
Policy Institute, Occidental College

* REVIEWER ONLY PROVIDED FEEDBACK ON NUTRITION GUIDELINES.



Table of Contents

Good Food Purchasing Guidelines for Food Service Institutions / PAGE 09

- What Is Good Food Procurement? / PAGE 10
- The Importance of Good Food Procurement / PAGE 10
- Implementing a Good Food Program / PAGE 11
- Budgeting for Good Food / PAGE 12
- Methodology for Assessing Good Food Procurement / PAGE 12
- Good Food Purchasing Program Goals / PAGE 12
- Scoring System Examples / PAGE 13

Value 1: Local Economies Purchasing Goals / PAGE 16

Value 2: Environmental Sustainability Purchasing Goals / PAGE 18

Value 3: Valued Workforce Purchasing Goals / PAGE 22

Value 4: Animal Welfare Purchasing Goals / PAGE 24

Value 5: Nutrition Goals / PAGE 26

APPENDIX A: Glossary of Terms / PAGE 31

APPENDIX B: Good Food Purchasing Resource Guide / PAGE 37

APPENDIX C: LOCAL PRODUCT AVAILABILITY (LOS ANGELES) / PAGE 41



Photo credit: Haan-Fawn Chau

Good Food Purchasing Guidelines RFP EXHIBIT I for Food Service Institutions

Food system transformation depends on large-scale shifts in the demand for and the subsequent purchasing of Good Food. By practicing Good Food purchasing methods, institutions can support food systems that are healthy, ecologically sound, economically viable, socially responsible, and humane. Universities and schools, hospitals, local governments, restaurants, and other institutions with food service venues are beginning to explore the opportunities afforded by thoughtful and value-based purchasing. By exercising their buying power, the purchasing practices of food service institutions can make a major difference in heightening the demand for and availability of Good Food.



The *Good Food Purchasing Guidelines for Food Service Institutions* is designed for public and private food enterprises in Los Angeles County and beyond to assist with their development of Good Food purchasing strategies. The guidelines include suggested measures and practical steps to implementing Good Food measures. The guidelines emphasize the following values:

- **Local Economies:** Support small and mid-sized agricultural and food processing operations within the local area or region.
- **Environmental Sustainability:** Source from producers that employ sustainable production systems that reduce or eliminate synthetic pesticides and fertilizers; avoid the use of hormones, antibiotics, and genetic engineering; conserve soil and water; protect and enhance wildlife habitat and biodiversity; and reduce on-farm energy consumption and greenhouse gas emissions.
- **Valued Workforce:** Provide safe and healthy working conditions and fair compensation for all food chain workers and producers from production to consumption.
- **Animal Welfare:** Provide healthy and humane care for livestock.
- **Nutrition:** Promote health and well-being by offering generous portions of vegetables, fruit, and whole grains; reducing salt, added sugars, fats, and oils; and eliminating artificial additives.

GOOD FOOD IS DEFINED BY THE LOS ANGELES FOOD POLICY COUNCIL AS FOOD THAT IS:

HEALTHY

Foods meet the Dietary Guidelines for Americans and provide freedom from chronic ailment.
Food is delicious and safe.

SUSTAINABLE

Food is produced, processed, distributed, and recycled locally using the principles of environmental stewardship (in terms of water, soil, and pesticide management).
accessible to all.

FAIR

All participants in the food supply chain receive fair compensation and fair treatment, free of exploitation.
High quality food is equitable and physically and culturally accessible to all.

AFFORDABLE

Foods that people of all income levels can purchase.

By suggesting opportunities to assess existing policies and methodologies within each establishment, this guide is intended to provide tools to help create a shift to a more diversified and resilient food system, with sustainable and ethical sourcing of food in all levels of food service operations. Good Food production, purchasing, and consumption will require coordinated multi-sector adoption and engagement with participants who are willing to adhere to an established minimum of Good Food procurement, outlined in this document. Included in this document is a tiered assessment of values to help procurement and purchasing offices determine the current state of their farmers and other vendors. This guide is a first step in creating a comprehensive Good Food program that will inform, encourage, support and promote food service establishments of all sizes to become Good Food leaders in their communities.

WHAT IS GOOD FOOD PROCUREMENT?

The term procurement refers to the sourcing and purchasing of food to supply food service operations. This process is much more complex than it may appear on the surface or to one unfamiliar with commercial food service operations. Procurement involves identifying the food needs of the customer base for the food service operation, specifying product requirements, identifying suppliers, taking deliveries, inspecting and storing items, and, depending on the size of the operation, soliciting and evaluating bids and proposals, controlling inventory, and paying suppliers. These guidelines are designed to assist an individual tasked with implementing a Good Food program in their food service operation.

THE IMPORTANCE OF GOOD FOOD PROCUREMENT

Institutions of all kinds, from K-12 schools, universities, and hospitals, to corporate cafeterias and local government agencies, are major purchasers and servers of food. They are therefore in a unique position to influence food supply chains. Due to the collective large purchasing volume, institutional demand for Good Food can encourage suppliers to shift their production practices in order to supply environmentally sustainable, socially responsible, and healthy food products.

Good Food sourcing benefits may include:

- **Economic:** Support of local and regional farmers and food businesses, returning to the local economy three times the purchase price of a food product purchased from out of state;
- **Environmental:** Reduction of food miles, greenhouse gases, carbon footprints, and pollution; promotion of soil fertility, human and animal health, and the conservation of water and biodiversity;
- **Nutritional:** Encouragement of increased purchasing of whole foods and local produce that is fresher and has a higher nutritional content, due to the shorter period of time between harvest and sale;
- **Social:** Transformation of the supply chain, rewarding farmers and food businesses for environmentally sustainable and socially responsible business practices.

Large-scale demand for Good Food is fundamental to building the market for Good Food. By increasing the demand, and thus the infrastructure to distribute Good Food, it will become easier for more institutions to participate. Strong and steady demand for Good Food will increase its affordability and availability in all communities.

Hospitals, universities, schools, and restaurants in Los Angeles have spearheaded the adoption of local and sustainable food procurement policies and these innovators should be looked to as local leaders in proving that, by changing the way one purchases, institutions can create opportunities for regional farmers to thrive, for workers to receive just compensation and fair treatment, for local economies to continue to rebuild, and for reducing our environmental footprint. These outcomes can be accomplished while also increasing access to and consumption of fresh and nutritious food, particularly in underserved communities. The goal of a Good Food procurement system is to bring multiple benefits to all communities by impacting health, social well-being, bottom-line business success, and the environment.

Public institutions, in particular, play a critical role in increasing access to Good Food.

Through their reach to some of the most vulnerable populations, including seniors and children, public programs help ensure that all Angelenos have access to the healthiest foods. These agencies purchase food to provide meals to people in public hospitals, child-care centers, schools, senior programs, jails, and juvenile facilities. Such programs and institutions provide a buffer against hunger, food insecurity

and also serve as a primary source of nutrition for millions of residents. Public and private institutions also purchase food to sell to employees and the public in retail outlets such as vending machines, cafeterias, and concession stands.

Various Los Angeles wholesale food companies have implemented local food lines and certify that their products fall within a variety of parameters. This practice has expanded into processing lines and local fruits and vegetables can now be purchased to create a line of value-added products that are verified as locally sourced (i.e. carrot sticks, bagged salads, crudités, etc.).

Los Angeles nutrition education programs such as the California Department of Public Health and Network for a Healthy California's *Harvest of the Month* program, administered by LAUSD in 250 Los Angeles schools, and some of the Los Angeles county WIC-Only stores are using guidelines that state that their Good Food is sourced from:

- Farms within 200 miles of the final service of the product
- Farms that are less than 200 acres
- Farms that provide more than five items annually (this excludes mono-cropping and allows for crop diversity and better soil management)

Over time, Good Food purchases, from both large and small institutions, can add up to significant investments in a sustainable regional food system.

IMPLEMENTING A GOOD FOOD PROGRAM

Before implementing changes, operations should assess:

- What are the advantages to your institution and the community for purchasing Good Food?
- What percentage of currently purchased food is already local, sustainable, and fairly produced?
- What barriers will limit participation in the program?
- Are there extra transportation costs affiliated with purchasing an increased volume in local products?
- What are the additional processing costs affiliated with purchasing local? What methods exist for offsetting such costs?
- What types of local, sustainable, and fairly produced products do existing distributors or vendors offer?
- How will your institution communicate the changes to consumers and employees?

Prior to implementation, it is also critical to develop operational definitions for words that will be used in Good Food bids; words like: sustainable, fair, local, or humane need to have clear criteria and a means for measurement and compliance (see Appendix A for our glossary of terms). Compliance and/or meeting Good Food objectives will more often than not fall to producers, food distributors, and processors. Without a direct relationship to farmers, ensuring sustainability of foods and beverages requires access to information about the value chain and the farms that produced such foods. Outside of a personal relationship with producers, third-party labels (CCOF, AGA Grassfed, etc.) are useful tools for ensuring sustainability if they are grounded in verifiability.

Most distributors are willing to take on the task of providing origins of their product, particularly if there is a long-term sales opportunity. Often the simple act of asking distributors how they will meet Good Food requirements indicates to suppliers that sustainability and health are important for an institution. Distributors will work with the buyer to develop a qualified Good Food program with buyer-specified parameters.

BUDGETING FOR GOOD FOOD

Sustainable foods are generally associated with higher prices than conventional foods, thus creating little incentive for increasing purchases. However, there are a variety of strategies food service venues can employ to offset increased costs associated with purchasing higher quality foods. In 2012, Los Angeles Unified School District was able to improve meal quality, increase the percent of produce purchased and source approximately 70 percent of that produce locally (within 200 miles), while their food budget remained constant, despite rising food prices nationally. A recent study prepared for UCLA Housing & Hospitality Services found that four UC campuses with sustainable food policies – Davis, Berkeley, San Diego, and Santa Cruz – showed little, if any, increase in per plate costs after sustainable spending. Retailers have found as they increase Good Food purchases, suppliers increase production and, subsequently, food prices fall.

Strategies for offsetting increased costs include:

- Re-designing menus to incorporate less meat and processed food;
- Buying produce in season;
- Creating direct relationships with suppliers;
- Partnering with other food purchasing departments or institutions to leverage purchasing volume;
- Increasing sustainable food purchases incrementally;
- Purchasing foods from produce aggregation hubs (Regional Food Hubs);
- Increasing water and energy efficiency (e.g. by eliminating trays); and
- Buying lower on the beauty chain (e.g., smaller and less aesthetically perfect produce) is less expensive and helps farmers sell more of what they grow.

The guidelines suggested in this document were identified with full acknowledgement of the very real constraints and tight budgets institutions face when trying to provide their customers the highest quality food. To establish varying degrees of Good Food compliance, these guidelines outline tiers of adoption for food service outlets based on procurement standards. Purchasers will need to identify their initial purchasing priorities and incorporate additional standards and levels of adoption in the next stages of the development of their program.

METHODOLOGY FOR ASSESSING GOOD FOOD PROCUREMENT

A tiered value system has been developed to evaluate the potential contribution of purchases to a Good Food Purchasing Program. A baseline in each category is established that must be maintained throughout participation in the program with qualifications noted at both the one year and five year goal levels. By creating goals for a first year of completion through a five-year implementation plan, a great opportunity is created for thoughtful, strategic and progressive sourcing and menu development.

The tiered value system allows for purchasers to participate at varying levels and to scale up their Good Food purchasing over time. Within each value category, purchasers may choose to participate at Levels One, Two or Three. Level One criteria within each value category are assigned one point. Level Two criteria for each value category are more rigorous than Level One and are assigned two points. Level Three criteria within each value category are the premier levels of achievement in the program and are assigned three points.

Purchasers that meet the baseline level for each category are awarded with Good Food Purchaser recognition. A purchaser must score a minimum of five points to meet baseline requirements as a participant in the Good Food Purchasing Program and receive one star. Purchasers scoring 10-14 points receive two stars, purchasers scoring 15-19 points receive three stars, purchasers scoring 20-24 points receive four stars, and purchasers scoring 25 points or more receive five stars. Good Food Purchasers with five stars represent the most dedicated supporters of the Good Food Purchasing Guidelines. These Good Food Purchasing Guidelines are easily modified for any national food service company or government agency.

GOOD FOOD PURCHASING PROGRAM GOALS

The following Good Food goals have been adapted from a variety of local and sustainable food purchasing policies including the City of New York, Kaiser Permanente, Emory University, Yale University, and University of California and are a suggested benchmark for purchasers developing or implementing a Good Food purchasing program. Food service facilities can adjust percentages as necessary with the goal of gradually increasing their Good Food purchases.

GOOD FOOD PURCHASING COMMITMENT LEVELS

				
Good Food Purchaser	Good Food Purchaser	Good Food Purchaser	Good Food Purchaser	Good Food Purchaser
5–9	10–14	15–19	20–24	25+
Points Needed	Points Needed	Points Needed	Points Needed	Points Needed

BASELINE REQUIREMENT

All Good Food Purchasers must score at least one point in each value category.

MIXING LEVELS AND VALUES

Points may be earned by mixing various commitment levels and value categories.

—*Example*

2 points from Level 2 of Nutrition + 1 point from Level 1 of Animal Welfare = 3 points total

ACCUMULATION OF POINTS

Cumulative points may be earned if purchasers comply simultaneously with different commitment levels within a particular value category.

—*Example*

From the Environmental Sustainability category, participants can earn 6 points by fulfilling all the different requirements for Levels 1, 2 and 3.

EXPECTATIONS FOR INCREASED COMMITMENT

After one year of participation in the program, purchasers will be expected to gradually increase the amount of Good Food that they purchase in order to maintain the same number of points. See Good Food Purchasing Guidelines for more details.

SCORING SYSTEM EXAMPLES

These two hypothetical examples will help Good Food Purchasers understand how the Good Food Purchasing Pledge scoring system works. In both of the following examples, the institutions earn three-star ratings (requiring 15-19 points), but each organization takes a different approach.

LEVELS \ VALUE	1	2	3	4	5
EXTRA POINTS	2				1
LEVEL 3			3		3
LEVEL 2	2		2		
LEVEL 1		1		1	


=

 Good Food Purchaser

LEVELS \ VALUE	1	2	3	4	5
EXTRA POINTS	1	2	1		
LEVEL 3	3	3			
LEVEL 2		2		2	2
LEVEL 1	1		1		


=

 Good Food Purchaser

Pomegranates
\$3.00 a pound

Pomegranates

Pomegranates have great taste, are rich in antioxidants, and have long been a favorite for many cultures. Pomegranates are also a good source of fiber and potassium. They are also a good source of antioxidants, which can help reduce inflammation and improve heart health. Pomegranates are also a good source of iron, which is important for maintaining healthy blood levels. Pomegranates are also a good source of vitamin C, which is important for maintaining a healthy immune system. Pomegranates are also a good source of polyphenols, which are antioxidants that can help reduce inflammation and improve heart health. Pomegranates are also a good source of potassium, which is important for maintaining healthy blood pressure. Pomegranates are also a good source of fiber, which is important for maintaining a healthy digestive system. Pomegranates are also a good source of antioxidants, which can help reduce inflammation and improve heart health. Pomegranates are also a good source of iron, which is important for maintaining healthy blood levels. Pomegranates are also a good source of vitamin C, which is important for maintaining a healthy immune system. Pomegranates are also a good source of polyphenols, which are antioxidants that can help reduce inflammation and improve heart health. Pomegranates are also a good source of potassium, which is important for maintaining healthy blood pressure. Pomegranates are also a good source of fiber, which is important for maintaining a healthy digestive system.

ORGANIC
Delicious
Apples
\$3.00 a pound
2 lbs / \$5.00



An Overview of Good Food Values

Procurement suggestions will focus on sourcing products that align with these Good Food principles:

LOCAL ECONOMIES (LOCAL FOOD)

- Use local, seasonally available ingredients from community supported, small and medium sized farms and food processing facilities, to maintain local economies, create jobs, prevent sprawl, preserve farmlands, provide fresher food, and minimize transport and storage. If local ingredients are not available, use regional or at a minimum, domestic, ingredients.

ENVIRONMENTAL SUSTAINABILITY (ENVIRONMENTALLY SUSTAINABLE FOOD)

- Specify food from farming systems that minimize harm to the environment; such as certified organic farms, farms offering high bio-diversity of crop yield, farms actively reducing risk created through pesticide use, and soil enrichment and water conservation programs.
- Avoid food products with supplemental growth hormones and non-therapeutic antibiotics and Genetic Modification (GMO) of crops, livestock, and livestock feed.
- Minimize foods of animal origin (meat, dairy products, and eggs), as livestock farming is one of the most significant contributors to climate change.
- Exclude fish species identified as most 'at risk' by the Marine Conservation Society and Monterey Bay Aquarium's Seafood Watch and give preference to fish derived from sustainable sources.
- Purchase lower-grade (less than retail quality) produce for use in prepared dishes to allow more complete use of farm produce, to reduce waste, and to reduce costs.
- Minimize bottled water sales and instead serve plain or filtered tap water in reusable jugs or bottles, to minimize transport and packaging waste.

VALUED WORKFORCE (FAIR FOOD)

- Choose food products that ensure safe and healthy working conditions, fair compensation, and a voice at work for all food chain workers and producers from production to consumption.
- Choose food and drink products that ensure a fair deal for producers and workers in developing nations and economies.

ANIMAL WELFARE (HUMANE FOOD)

- If animal products are a featured menu item, ensure that meat, dairy products, and eggs are produced using high verifiable animal welfare standards which consumers would consider to be significantly higher than standard industry practices.

NUTRITION (HEALTHY FOOD)

- Promote health and well-being by offering generous portions of vegetables, fruit, and whole grains while reducing salt, added sugars, fats, oils, and red meat consumption, and eliminating artificial additives.

Improving equity, affordability, accessibility, and consumption of high quality culturally relevant Good Food in all communities is central to our focus on advancing Good Food purchasing practices.

Value 1: Local Economies Purchasing Goals

LEVEL 1 — BASELINE	LEVEL 2	LEVEL 3
<p>Local within 200 miles¹ (or 10 Southern California counties) AND large scale operations² (>500 acre farms);</p> <p>or</p> <p>Outside of the local 200 mile range but within California AND medium scale operations (180-499 acre farms);</p> <p>or</p> <p>Outside of California AND small scale operations (<180 acre farms)</p>	<p>Local within 200 miles (or 10 Southern California counties) AND medium scale operations;</p> <p>or</p> <p>Outside of the local 200 mile range but within California AND small scale operations</p>	<p>Local within 200 miles (or 10 Southern California counties) AND small scale operations</p>

To be recognized as a Good Food purchaser, an institution scores one or higher in the Local Economies Category.

TARGET	POINTS AWARDED
<p>LEVEL 1 — BASELINE</p> <p>Year 1: 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 1 local food sources (See glossary for definition of source).</p> <p>OR</p> <p>If vendor and/or suppliers do not have current capacity to meet local food purchasing goals, the vendor may submit a plan to achieve full compliance at least at the baseline level by end of year one.</p>	1
<p>Year 5: 25% annual average of total cost of food purchases will come from Level 1 local food sources by fifth year of participation.</p>	1
<p>LEVEL 2</p> <p>Year 1: 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 2 local food sources.</p>	2
<p>Year 5: 25% annual average of total cost of food purchases will come from Level 2 local food sources by fifth year of participation.</p>	1
<p>LEVEL 3</p> <p>Year 1: 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 3 local food sources.</p>	3
<p>Year 5: 25% annual average of total cost of food purchases will come from Level 3 local food sources by fifth year of participation.</p>	1
<p>EXTRA POINTS</p> <p>Food is purchased from microenterprise farm of less than 100 acres and located within 200 miles.</p>	1
<p>(Applies to annual food purchases)</p> <p>Food is grown/raised and processed in Los Angeles County.</p>	1
<p>Food is purchased directly from farmer-owned businesses.</p>	1
<p>Food is purchased from women, minority, disabled, or veteran-owned food businesses (farms/operations).</p>	1
<p>50% of total cost of food purchases comes from small and mid-sized food operations within the local area or region.</p>	1
<p>At least 25% of prepared seafood sourced from small and or local fleets.</p>	1

Steps to Implementation:

- Source local agricultural and food products directly from farmers and ranchers at certified farmers' markets in City of Los Angeles and/or Los Angeles County (See Appendix B: Good Food Purchasing Resource Guide – Learn More About Good Food Sourcing: Local Food).
- Buy local agricultural and food products from distribution firms that verifiably buy from farmers' market certified producers at Los Angeles County certified farmers' markets.
- Buy local agricultural and food products from distribution firms that buy from other verified local farms and producers.
- Buy local agricultural and food products from distribution firms and processors that have a verifiable local food line (See Appendix C for listings).
- Work with distributors to source seasonal fruits and vegetables to ensure best taste, quality, and price.

¹The Los Angeles Food Policy Council defines local as 200 miles, ten counties and touching over 22 million people. This ten county region includes: Kern, Ventura, San Diego, Imperial, Riverside, Santa Barbara, San Luis Obispo, San Bernardino, Orange and Los Angeles.

²To measure the size of other agricultural and food processing operations, see the glossary for full details.




Value 2:

Environmental Sustainability Purchasing Goals

FRUITS & VEGETABLES



LEVEL 1 — BASELINE

Farms agree to participate in Stewardship Index for Specialty Crops;  or
PRiME score has no high risk components for Integrated Pest Management Practices

LEVEL 2

PRiME score indicates low-risk for Integrated Pest Management Practices; or
Protected Harvest certified;  or
Farms participate in Stewardship Index for Specialty Crops with targets for annual improvement;  or
Non-GMO Project Verified;  or
Food Alliance Certified 

LEVEL 3



USDA Organic;  or
Biodynamic 

MILK & DAIRY

LEVEL 1 — BASELINE

No antibiotics; and
rBGH/rBST free

LEVEL 2

Non-GMO Project Verified;  or
Animal Welfare Approved 

LEVEL 3

Food Alliance Certified;  or
USDA Organic 

MEAT & POULTRY

LEVEL 1 — BASELINE

Cage-free eggs; or
Pasture raised; or
USDA Grassfed; or
No antibiotics³

LEVEL 2

AGA Grassfed;  or
Non-GMO Project Verified;  or
Animal Welfare Approved 

LEVEL 3

Food Alliance Certified;  or
USDA Organic 

SEAFOOD

LEVEL 1 — BASELINE

No seafood purchased listed as “Avoid” in the Monterey Bay Aquarium’s Seafood Watch Guide



LEVEL 2

Fish listed as “Good” and “Best” choices in Monterey Bay Aquarium’s Seafood Watch Guide



LEVEL 3

Marine Stewardship Council certified;
or
100% of fish listed as “Best Choice” in Monterey Bay Aquarium’s Seafood Watch Guide



GRAINS

LEVEL 1 — BASELINE

Pesticide-free

LEVEL 2

Food Alliance Certified;
or
Non-GMO Project Verified



LEVEL 3

USDA Organic



³ “No antibiotics” refers to sub-therapeutic use in food production. It does not refer to residues on the meat itself.

	TARGET	POINTS AWARDED
LEVEL 1 — BASELINE	YEAR 1 1) 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 1 environmentally sustainable sources. 2) No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide. OR If vendor and/or suppliers do not have current capacity to meet environmentally sustainable food purchasing goals, the vendor may submit a plan to achieve full compliance at least at the baseline level by end of year one.	1
	YEAR 5 1) 25% annual average of total cost of food purchases will come from Level 1 environmentally sustainable sources by fifth year of participation in the GFPP program. 2) No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide.	1
LEVEL 2	YEAR 1 1) 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 2 environmentally sustainable sources. 2) No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide.	2
	YEAR 5 1) 25% annual average of total cost of food purchases will come from Level 2 environmentally sustainable sources by fifth year of participation. 2) No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide.	1
LEVEL 3	YEAR 1 1) 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 3 environmentally sustainable sources. 2) No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide.	3
	YEAR 5 1) 25% annual average of total cost of food purchases will come from Level 3 environmentally sustainable sources by fifth year of participation. 2) No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide.	1
EXTRA POINTS (Applies to annual food purchases)	Institution participates in “Meatless Mondays” campaign.	1
	A minimum of 75% percent of all seafood is noted as “Best Choices” in the Monterey Bay Aquarium Guide or is certified by the Marine Stewardship Council.	1
	50% annual average of total cost of food purchases comes from environmentally sustainable sources.	1

Steps to Implementation:


- Request that your distributor buy food and beverage products that are third-party certified (See Appendix B: Good Food Purchasing Resource Guide – Learn More About Good Food Sourcing: Environmentally Sustainable Food).
- Ask your distributor to encourage suppliers to participate in the Stewardship Index for Specialty Crops to begin measuring their baseline sustainability indicators and develop targets for continued progress (See Appendix B: Good Food Purchasing Resource Guide – Learn More About Good Food Sourcing: Environmentally Sustainable Food).
- Request that your distributors buy and sell seafood that is listed in the Monterey Bay Aquarium’s Seafood Watch Guide as “Best Choices” or is certified by the Marine Stewardship Council (See Appendix B: Good Food Purchasing Resource Guide – Learn More About Good Food Sourcing: Sustainable Seafood).



Value 3:


Valued Workforce Purchasing Goals

LEVEL 1 — BASELINE





- Distributor has policy to respect the freedom of association of farmers, ranchers, and fisherfolk; and
- All vendors and suppliers*: sign in writing that they comply with domestic labor law (including state and local) in countries where they produce goods and services, as well as the core standards of the International Labour Organization (ILO): 

1. Freedom of association and the right to collective bargaining.
2. Elimination of all forms of forced or compulsory labor.
3. Abolition of child labor.
4. Elimination of discrimination with respect to employment or occupation

LEVEL 2

- Meets the Level 1 baseline requirements; and Vendor and Supplier*
- Have a social responsibility policy, which includes:
 - (1) union or non-poverty wages;
 - (2) respect for freedom of association and collective bargaining;
 - (3) safe and healthy working conditions; and
 - (4) prohibition of child labor, except as allowed by domestic law and at least one additional employment benefit such as:
 - (5) health care benefits
 - (6) paid sick days;
 - (7) profit-sharing with all employees;
- Are Fair Trade Certified  (for international products)

LEVEL 3

- Meets the Level 1 baseline requirements; and Vendor and Supplier*
- Have a union contract with their employees; or
- Are a worker-owned Cooperative;  or
- Have signed the CIW Fair Food Supplier Code of Conduct;  or
- Are Food Justice-Certified by the Agricultural Justice Project;  or
- Are certified by the Equitable Food Initiative 

* Scope of vendors and suppliers:

Fresh Produce: Farm AND distributor (if not purchasing directly from the farm)

Minimally processed fresh produce: Production source (e.g. farm, fishery, ranch) AND processing facility AND distributor (these may all be separate entities or may be combined, depending upon the product)

Animal Products: Production source (e.g. farm, fishery, ranch) AND slaughtering/processing facility AND distributor (these may all be separate entities or may be combined, depending upon the product)

Processed Foods: Processing/Manufacturing Plant AND distributor (if not purchasing directly from the processing/manufacturing plant)

	TARGET	POINTS AWARDED
LEVEL 1 — BASELINE	Year 1: All vendors and suppliers sign in writing that they respect the freedom of association of farmers, ranchers, and fisherfolk and comply with domestic labor law (including state and local) in countries where they produce goods and services, as well as the core ILO standards. OR If vendor and/or suppliers do not have current capacity to meet fair food purchasing goals, the vendor may submit a plan to achieve full compliance at least at the baseline level by end of Year 1.	1
	Year 5: All vendors and suppliers sign in writing that they respect the freedom of association of farmers, ranchers, and fisherfolk and comply with domestic labor law (including state and local) in countries where they produce goods and services, as well as the core ILO standards.	1
LEVEL 2	Year 1: Institution complies with baseline Level 1 fair criteria AND 5% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 2 fair sources.	2
	Year 5: Institution complies with baseline Level 1 fair criteria AND 15% annual average of total cost of food purchases will come from Level 2 fair sources by fifth year of participation.	1
LEVEL 3	Year 1: Institution complies with baseline Level 1 fair criteria AND 5% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 3 fair sources.	3
	Year 5: Institution complies with baseline Level 1 fair criteria AND 15% annual average of total cost of food purchases will come from Level 3 fair sources by fifth year of participation.	1
EXTRA POINTS (Applies to annual food purchases)	Buying entity establishes a reporting system for workers to report violations with a protection for workers from retaliation.	1
	Institution complies with baseline Level 1 fair criteria AND 25% of annual average of total cost of food purchases comes from Level 2 or 3 fair sources.	1

Steps to Implementation:

- Ask that your distributor source agricultural products, which come from farms and food processors with union contracts or certified by one of the programs in the Level 3 Valued Workforce category (See Appendix B: Good Food Purchasing Resource Guide – Learn More About Good Food Sourcing: Valued Workforce).
- Ask your distributor to encourage suppliers to review the Agricultural Justice Project’s toolkit and a list of resources to help farmers and food businesses to adjust their labor policies, develop documentation, and learn how to develop a social responsibility policy.⁴

- Ask your distributor to develop long-term relationships with its suppliers and pay fair prices – review the Agricultural Justice Project’s standards section on Food Business Responsibilities to Farmers.⁵

⁴http://www.agriculturaljusticeproject.org/full_farmer_toolkit.pdf

⁵http://www.agriculturaljusticeproject.org/AJP_stnds_sect_1.pdf

Value 4:


Animal Welfare Purchasing Goals

MILK & DAIRY



LEVEL 1 — BASELINE

Produced from Pastured Cows;
or
USDA Organic 

LEVEL 2

American Humane Certified 

LEVEL 3

Animal Welfare Approved; 
or
Humane Farm Animal Care/Certified 
Humane Raised and Handled®

MEAT & POULTRY

LEVEL 1 — BASELINE

Step 1 of Global Animal Partnership
5-Step Animal Welfare Rating
standards; 
or
USDA Organic; 
or
Cage-free eggs;
or
Pastured

LEVEL 2

Step 2 of Global Animal Partnership
5-Step Animal Welfare Rating
standards; 
or
American Humane Certified 

LEVEL 3

Step 3 or higher of
Global Animal Partnership
5-Step Animal Welfare Rating
standards; 
or
Animal Welfare Approved; 
or
Humane Farm Animal Care/Certified
Humane Raised and Handled®



Photo credit: Haani-Fayy Chau

	YEAR 1 TARGET	POINTS AWARDED
LEVEL 1 — BASELINE	<p>Year 1:</p> <p>1) 15% annual average of total cost of milk and dairy products and animal protein product purchases, increasing at least 2% per year will come from Level 1 humane sources.</p> <p>2) 100% of all eggs are cage-free.</p> <p>OR</p> <p>If vendor and/or suppliers do not have current capacity to meet animal welfare purchasing goals, the vendor may submit a plan to achieve full compliance at least at baseline level by end of year one.</p>	1
	<p>Year 5:</p> <p>1) 25% annual average of total cost of milk and dairy products, and animal protein product purchases will come from Level 1 humane sources by fifth year of participation.</p> <p>2) 100% of all eggs are cage-free.</p>	1
LEVEL 2	<p>Year 1:</p> <p>1) 15% annual average of total cost of milk and dairy products and animal protein products, increasing at least 2% per year will come from Level 2 humane sources.</p> <p>2) 100% of all eggs are cage-free.</p>	2
	<p>Year 5:</p> <p>1) 25% annual average of total cost of milk and dairy products, and animal protein product purchases will come from Level 2 humane sources by fifth year of participation.</p> <p>2) 100% of all eggs are cage-free.</p>	1
LEVEL 3	<p>Year 1:</p> <p>1) 15% annual average of total cost of milk and dairy products, and animal protein product purchases, increasing at least 2% per year will come from Level 3 humane sources.</p> <p>2) 100% of all eggs are cage-free.</p>	3
	<p>Year 5:</p> <p>1) 25% annual average of total cost of milk and dairy products, and animal protein product purchases will come from Level 3 humane sources by fifth year of participation.</p> <p>2) 100% of all eggs are cage-free.</p>	1
EXTRA POINTS (Applies to annual food purchases)	<p>Institution encourages plant based diets by offering 100% vegetarian and/or vegan options.</p>	1
	<p>50% annual average of total cost of milk and dairy products, and animal protein products purchases come from humane sources.</p>	1

Steps to Implementation:

- Request that your distributor buy and sell animal protein products that carry a third-party certification such as, Global Animal Partnership, produced from AGA Grass-Fed cows, Humane Farm Animal Care/Certified Humane Raised and Handled®, and Animal Welfare Approved (See Appendix B: Good Food Purchasing Resource Guide – Learn More About Good Food Sourcing: Animal Welfare).

⁶ If only plant-based food options are offered and thus no milk and dairy products, eggs, and animal protein products are purchased, institution receives full (3) points.

Value 5: Nutrition Goals

To be recognized as a Good Food purchaser, an institution meets at least 13 out of 25 items in the Nutrition Category⁷

YEAR 1 TARGET	POINTS AWARDED
Fruits, vegetables, and whole grains account for at least 25% of total food purchases	1
Seasonal fruits and vegetables are sourced to ensure best taste, quality, and price	1
To the greatest extent possible, purchase whole fruits, without added sugar. When whole and unprocessed fruit cannot be purchased, due to cost or availability, purchase frozen fruit. If frozen products are unavailable, fruit should be canned in its own juice with no sugars added	1
To the greatest extent possible, purchase whole vegetables, without added sodium and fat. When whole and unprocessed vegetables cannot be purchased due to cost or availability, purchase frozen vegetables. If frozen products are unavailable, canned vegetables should be low sodium (per FDA definitions) ⁸ or have “no salt added”	1
Prioritize the purchase of whole-grain, high-fiber options ⁹	1
Prioritize offering plant-based main dishes at each meal service ¹⁰	1
If meat is offered, prioritize the purchase of “extra lean” (total fat ≤ 5%) and “lean” (total fat ≤ 10%) meat such as skinless chicken, turkey, ground beef, and pork	1
If meat is offered, minimize the purchase of processed meats ¹¹	1
If dairy products are offered, prioritize the purchase of Fat-Free or Low Fat dairy products (1% milk fat or less with no added sweeteners). If milk is offered, soy, rice, or other non-dairy milk alternatives without added sweeteners are available	1
Prioritize all juice purchased to be 100% fruit juice with no added sweeteners and vegetable juice that is Low Sodium as per FDA definitions ¹²	1
At least 50% of available beverage choices (excluding 100% fruit and Low Sodium vegetable juices and Fat Free or Low Fat milk with no added sweeteners) must contain ≤ 25 calories per 8 ounces	1
Require drinking water (preferably cold tap water in at least 12 ounce cup sizes) to be offered	1
Eliminate the use of hydrogenated and partially hydrogenated oils for cooking and baking	1
Offer Low Fat and/or Low Calorie and/or Low Sodium condiments as per FDA definitions ¹³	1
Commit to developing and implementing a gradual sodium reduction plan that meets current Dietary Guidelines for Americans (DGA) standards	1
All pre-packaged food has zero grams trans fat per serving (as labeled)	1
Eliminate the use of deep frying	1
Prioritize the preparation of all protein, including fish, poultry, meat, or meat alternatives in a low fat way (broiling, grilling, baking, poaching, roasting, or steaming)	1
Display water, diet drinks (do not exceed 25 cal. per 8oz), 100% fruit juice without added sweeteners, Low Sodium vegetable juices, Fat Free or Low Fat dairy products with no added sweeteners, and milk alternative products in eye level sections of beverage cases (if applicable)	1
Prioritize the location of fruit and/or non-fried vegetables at convenient, high-visibility locations (including at front of cafeteria lines) and within reach of checkout registers (if applicable)	1

Highlight fruit with no-added sweeteners and non-fried vegetable offerings with signage	1
Remove candy bars, cookies, chips and beverages with added sugars (such as soda, sports and energy drinks) from checkout register areas/point-of-purchase (if applicable)	1
Menu lists the nutritional information for each item using the federal menu labeling requirements under the Patient Protection and Affordable Care Act of 2010 as a guide	1
Prioritize portion control strategies, if applicable (e.g. utilizing 10' or smaller plates for all meals or make available reduced-size portions of at least 25% of menu items offered, and offer reduced-size portions at a lower price than regular-sized portions) ¹⁴	1
Develop a worksite wellness program including nutrition education for employees and/or patrons	1

LEVEL 1 HEALTHY – MEETS 13–15 OUT OF 25

LEVEL 2 HEALTHY – MEETS 16–20 OUT OF 25

LEVEL 3 HEALTHY – MEETS 21–25 OUT OF 25

EXTRA POINTS HEALTHY – MEETS ALL 25 POINTS (1 POINT)

⁷All nutrition goals listed above may not apply to all types of food service institutions. Food service institutions must ensure the above nutrition goals comply with local, state and federal law that may govern individual food service programs such as youth detention facilities, school meal programs and other meals served to dependent community members. Each food service institution will be eligible for points towards the good food pledge based on the total potential applicable points for that type of food service venue. LAFFPC will work with each institution individually on their institution's pledge criteria. These nutrition goals were developed from reputable sources including the United States Department of Agriculture, the Food and Drug Administration, as well as other leading health organizations. The above nutrition goals will be reviewed and revised periodically to ensure they meet current dietary recommendations and take into consideration program implementation.

⁸Low sodium is defined as 140 mg or less per Reference Amount Customarily Consumed (RACC)

⁹Whole grain is listed as the first or second ingredient; 2 grams or more of fiber/serving

¹⁰Recommend plant-based dishes to include fruits, vegetable, beans, and legumes

¹¹If processed meats are offered, recommend using only products with no more than 480 mg per 2 oz.

¹²Low Sodium is 140 mg or less per RACC

¹³Low-Fat is 3 g or less per RACC (and per 50g if RACC is small); Low Sodium is 140 mg or less per RACC (and per 50g if RACC is small); Low Calorie is 40 calories or less per RACC (and per 50g if RACC is small).

¹⁴Reduced-sized portions are no more than 70% of the weight, measured in grams, of a regular-size portion of the same menu item.

ACCOUNTABILITY AND TRACEABILITY

An institution's Good Food purchases are generally limited by their produce and distribution firms because of their access to products carrying food safety approval. Compliance and/or meeting procurement objectives also fall to the produce and food distributors. Therefore bids and contracts should have clauses for ascertaining product traceability, identification, record keeping, and reporting. These clauses may already be accommodated in current Hazard Analysis & Critical Control Points (HACCP) and other third-party action plans.

The Purchaser should develop a customized program in partnership with their distributor and/or produce house to accomplish all of the traceability necessary for each purchaser's specific needs around Good Food purchases.



Sound Good Food bids could include the following accountability and traceability requirements for any produce or distribution firm:

- The name and location of farms and processing facilities providing Good Food to an institution will be provided to the institution at the time of ordering, a week or two prior to ordering or on the product list of available food items. Typically, the produce lists of available products from distributors and produce houses are the way buyers are notified to select the food they want to purchase. Vendors should list how each Good Food supplier fulfills and verifies identified Good Food goals, including local, environmentally sustainable, fair, animal welfare and healthy.
- If an existing vendor is unable to comply with specific targets within the overall Good Food framework, the vendor will be asked to submit a plan outlining a strategy with benchmarks to achieve full compliance within one year and update the plan annually during term of contract. Vendors will verify their progress and compliance with the plan during specified benchmark periods.
- The vendor will provide the net price paid to farmers, ranchers, or fisherfolk to the Purchasing Institution on a per pound, per case, or other applicable case count prior to the distributor's or produce firm's mark up. Costs should be fair, reasonable and transparent. The Purchaser should develop this transparent program in partnership with their Distributor and/or Produce House.
- Paperwork that proves the origin of any processed food items will be provided to an institution upon request, but shall be kept on record by produce or distribution firms. We recommend the development and implementation of a transparent record keeping system between purchasers and fresh produce processors so that there are checks and balances in place in order to confirm that Good Food products remain intact throughout the processing chain

EDUCATION AND MARKETING

Marketing and education of Good Food are critical to building buy-in and support from employees, consumers, and other customers.

Educate and engage – Suppliers and their employees along the supply chain from farm to cafeteria need to be informed, educated, and encouraged to be active participants in creating a successful Good Food Purchasing Program. Successful implementation of these programs in food service settings depends on empowered food service workers in the kitchens and knowledgeable employees, students, or customers visiting the food service venue.

Communicate good work, helping to encourage growth in both the demand for and the supply of Good Food. Be a willing educator of patrons and colleagues.

FINAL THOUGHTS

Food is only one facet of creating a Good Food community. Advocacy for Good Food venues involve several other components:

- Educational outreach both to staff and the surrounding community;
- Use of reusable and environmentally preferred non-reusable food service ware items and minimizing waste by adopting the waste hierarchy of reduce, reuse, and recycle ;
- Reducing energy use by installing energy-efficient equipment and making sure it is properly maintained and up-to-date;
- Supporting local farms, farmers' markets, and community supported agriculture;
- Food donation and waste reduction;
- Alignment of food vendor options with the facility's healthy, sustainable food program; and
- Responsible employer policies related to wages, benefits, and promotions for food service employees.

While this document focused on Good Food purchasing, we are happy to provide additional resources on other aspects of Good Food business implementation.



LIPSTICK PEPPERS



Sweet, Peppery
Flavor

APPENDIX A: Glossary of Terms

Food Justice-Certified: a domestic fair trade label by the Agricultural Justice Project that certifies fair prices and terms for farmers and at the same time fair working conditions for all employees in certified operations. The standards are rights-based, such as the right to freely negotiate the terms of employment and freedom of association, and a verification model that ensures a safe space is created in which workers can exercise those rights. Other key provisions of the program include strong health and safety protections, including a preference for organic production and strong restrictions on the use of occupational toxins when a farm is not organic; clear grievance and complaints procedures including the right to appeal; and standards covering living wages, housing conditions, and more.

Source: <http://www.foodfirst.org/en/node/3098>

Website: www.agriculturaljusticeproject.org/standards.html

American Humane Certified: a voluntary, third-party animal welfare audit process based on five freedoms:

- Freedom from thirst and hunger – by ready access to fresh water and a diet to maintain full health and vigor
- Freedom from discomfort – by providing an appropriate environment including shelter and a comfortable resting area
- Freedom from pain, injury and disease – by prevention or rapid diagnosis and treatment
- Freedom to express normal behavior – by providing sufficient space, proper facilities and company of the animal's own kind
- Freedom from fear and distress – by ensuring conditions and treatment which avoid mental suffering

Source: http://www.naturalnews.com/028552_humane_animals.html#ixzz27nxDdi1t

Website: <http://www.humaneheartland.org/our-standards>

Animal Welfare Approved: A consumer certification and labeling program which indicates that egg, dairy, meat or poultry products have been produced with the welfare of the farm animal in mind. The animals have access to the outdoors and are able to engage in natural behavior. No cages or crates may be used to confine the animals, and growth hormones and subtherapeutic antibiotics are disallowed. Some surgical mutilations, such as beak-mutilation of egg-laying hens, are prohibited, while others, such as castration without painkiller, are permitted. Compliance is verified through third-party auditing.

Biodynamic: a farming method that encourages the use of preparations made from fermented manure, minerals and herbs are used to help restore and harmonize the vital life forces of the farm and to enhance the nutrition, quality and flavor of the food being raised. Biodynamic practitioners also recognize and strive to work in cooperation with the subtle influences of the wider cosmos on soil, plant and animal health. Source/Website: <https://www.biodynamics.com/biodynamics.html>

Cage Free: This label indicates that the flock was able to freely roam a building, room, or enclosed area with unlimited access to food and fresh water during their production cycle. Beak cutting is permitted. There is no third-party auditing. Source: Agricultural Marketing Service, USDA; Humane Society

Certified Humane Raised & Handled: A consumer certification and labeling program which indicates that egg, dairy, meat or poultry products have been produced with the welfare of the farm animal in mind. Farm animal treatment standards include: Allow animals to engage in their natural behaviors; Raise animals with sufficient space, shelter and gentle handling to limit stress; Make sure they have ample fresh water and a healthy diet without added antibiotics or hormones. Producers also must comply with local, state and federal environmental standards. Processors must comply with the American Meat Institute Standards, a higher standard for slaughtering farm animals than the Federal Humane Slaughter Act. www.certifiedhumane.com

Certified Organic: Products must meet the federal organic standards as determined by a USDA approved certifying agency. Organic foods cannot be grown using synthetic fertilizers, chemicals, or sewage sludge; cannot be genetically modified; and cannot be irradiated. Organic meat and poultry must be fed only organically grown feed (without any animal byproducts) and cannot be treated with hormones or antibiotics. In order to bear the USDA "Certified Organic" seal, a product must contain 95 to 100 percent organic ingredients. Products that contain more than 70 percent, but less than 94 percent organic ingredients can be labeled "Made with Organic Ingredients," but cannot use the USDA "Certified Organic" seal. Organic ingredients can be listed on the packaging of products that are not entirely organic. <http://www.ams.usda.gov/NOP/indexNet.htm>. While some small farmers grow their food using organic methods, they choose not to go through the certification process for economic or ideological reasons, so they cannot label their food "certified organic."

CIW Fair Food Supplier Code of Conduct: a set of labor standards developed by the Coalition for Immokalee Workers designed to improve working conditions and give workers the ability to voice their concerns over safety, working conditions, and Code violations without fear of retribution. Growers are required to keep a proper time registration system, hire farm workers as employees and pay them wages and benefits directly, provide protective equipment and training, ensure breaks and opportunities for advancement, and implement proper workplace safety systems.

Source: <http://fairfoodstandards.org/code.html>

Cooperative: An autonomous association of persons united voluntarily to meet their common economic, social, and cultural needs and aspirations through a jointly owned and democratically controlled enterprise.

Conventionally Grown: Food grown using chemical fertilizers, pesticides, and herbicides. In most situations, default options are conventionally grown.

Equitable Food Initiative Certified: a program that certifies standards for working conditions, pesticide use and food safety. EFI's labor standards protect farm workers' health and safety; guarantee their freedom of association; provide fair compensation and conditions of employment; ensure non-discrimination and non-retaliation; create dispute settlement mechanisms; address housing conditions; establish a social premium; and cover workers on temporary visas. EFI's food safety standards address risks arising from land and water use, soil amendments, animal waste, and post-harvest packaging and transportation. Environmental standards focus on the safe management of pests, soil, water and habitat.

Website: <http://www.equitablefood.net>

Family Farm: A farm managed by a family or individual who owns the animals or land, receives a good portion of their livelihood from the farm, and participates in the daily labor to work and manage the farm. The USDA also defines a small family farm as having less than \$250,000 gross receipts annually.

Source: http://www.nifa.usda.gov/nea/ag_systems/in_focus/familyfarm_if_overview.html

Fair: All participants in the food supply chain receive fair compensation and fair treatment, free of exploitation.

Fair Trade: A certified label that guarantees that farmers and their workers receive a living wage and a fair price for their labor and their product, and that the product is produced in an ecologically sound manner.

Foodshed: Like a watershed (where the idea of the foodshed takes its inspiration), a foodshed measures the reach of the local landscape in terms of its food production capacities. A foodshed's size is determined by its "structures of supply," the regional, economic, political, and transportation systems that determine how food gets from farm to table. The Los Angeles Urban Rural Roundtable, convened by the Roots of Change in 2010, defined the Los Angeles foodshed as the two hundred mile radius around the Los Angeles urban core, from which the region draws much of its food to feed the local population. This concept continues to evolve. As a starting point, we refer to the 200-mile threshold as the Los Angeles regional foodshed.

Food Alliance Certified: Organization that certifies producers based on healthy and humane animal treatment with no added growth promotants or sub-therapeutic antibiotics, soil and water conservation, integrated pest, disease and weed management, pesticide risk reduction, wildlife habitat and biodiversity conservation, safe and fair working conditions. Website: <http://foodalliance.org/certification>

Free Range: A USDA-certified label that guarantees that animals (usually poultry) had room to move around and "access to the outdoors." These standards apply to poultry bred for eating only, not to hens that produce eggs. It does not guarantee that the animals ever went outside or that the outdoor space provided was good pasture.

Good Food: Good Food is defined by the Los Angeles Food Policy Council as food that is: 1) Healthy: a) Foods meet the Dietary Guidelines for Americans and provide freedom from chronic ailment; b) Food is delicious, safe, and aesthetically pleasing.; 2. Affordable: Foods that people of all income levels can purchase.; 3. Fair: a) All participants in the food supply chain receive fair compensation and fair treatment, free of exploitation.; b) High quality food is equitable and physically and culturally accessible to all; 4) Sustainable: Produced, processed, distributed, and recycled locally using the principles of environmental stewardship (in terms of water, soil, and pesticide management).

Genetically Modified Organisms (GMOs): In the context of food, GMOs are agricultural products (crops or animals) that have been genetically engineered to possess certain traits. Since there is minimal research on the long-term impacts that GMOs may have on the earth and human health, many organizations caution against use and consumption of GMOs. Organic products are, by definition, non-GMO.

Global Animal Partnership 5-Step Animal Welfare Rating standards: a tiered standards program that encourages higher welfare practices and systems to the benefit of farmers, consumers, retailers, and the animals. Step 1 prohibits cages and crates. Step 2 requires environmental enrichment for indoor production systems; Step 3, outdoor access; Step 4, pasture-based production; Step 5, an animal-centered approach with all physical alterations prohibited; and, finally, Step 5+, the entire life of the animal spent on an integrated farm.

Website: <http://www.globalanimalpartnership.org/the-5-step-program/>

Grassfed (American Grassfed Association (AGA) Certified):

This label ensures that animals have continuous access to pasture during the growing season (as opposed to being confined or eating grass out of a trough) and cannot be fed grain or grain products, which can diminish the nutritive benefits of grass feeding.

Grassfed (USDA Certified): Meat products derived from ruminant animals, e.g. beef cattle, dairy cattle, and lamb, may be approved to carry the USDA “grass-fed” label claim if the animal was fed a diet of grass and/or forage throughout its lifetime, with the exception of milk consumed prior to weaning. Animals cannot be fed grain or grain by-products and must have continuous access to pasture during the growing season (last frost in spring to first frost in fall). Use of hormones or antibiotics is not addressed.

Hazard Analysis & Critical Control Points (HACCP): HACCP is a management system in which food safety is addressed through the analysis and control of biological, chemical, and physical hazards from raw material production, procurement and handling, to manufacturing, distribution and consumption of the finished product.

Source: <http://www.fda.gov/food/foodsafety/hazardanalysiscriticalcontrolpointshaccp/default.htm>

Healthy: Foods meet the Dietary Guidelines for Americans and provide freedom from chronic ailment. Food is delicious, safe, and aesthetically pleasing.

Hormone Free: Milk that comes from cows who have not been treated with rBST, also known as rBGH or bovine growth hormone.

Integrated Pest Management (IPM): IPM growers practice a variety of techniques: they apply natural substances like kelp, rock powders, and compost to keep crops disease resistant. They monitor trees and set traps to capture insects. Ideally, IPM growers use pesticides only as a last resort, when pest damage would keep them from bringing in a profitable crop.

Large Scale Operation (LSO): Large scale operations include all levels of the food supply chain. The size is defined by type of operation:

- LSO Farm — a farm larger than 499 acres (NOTE: LSO Farm, as defined by the Good Food Purchasing Guidelines, is based upon the classification of farms by acreage in the 2007 USDA Agricultural Census).
- LSO Food Business — A business (including food processors) whose three (3) year average annual gross revenues exceed \$7 million (NOTE: Size of non-farm food business definition is based on City of Los Angeles Business Inclusion Program).

Living Wage: A wage that allows workers to meet their and their families’ basic needs, including housing, food, childcare, transportation, healthcare, clothing, and recreation costs for the area in which they live.

Local: The term “local” will vary depending on your location and what is available to you. The Los Angeles Food Policy Council has defined Los Angeles County’s foodshed to span 200 miles, ten counties and touch over 22 million people. This ten county region includes: Kern, Ventura, San Diego, Imperial, Riverside, Santa Barbara, San Luis Obispo, San Bernardino, Orange, and Los Angeles. The term “local” will vary depending on your location and what is available to you.

Los Angeles Business Inclusion Program Definitions:

- Small Business Enterprise (SBE): For the purpose of The Business Inclusion Program, Small Business Enterprise shall mean a business enterprise that meets the following criteria:

- A business (personal or professional services, manufacturer, supplier, and vendor) whose three (3) year average annual gross revenues does not exceed \$7 million.
- A business (construction contractors) whose three (3) year average annual gross revenues does not exceed \$14 million.
- Emerging Business Enterprise (EBE): For the purpose of this program, Emerging Business Enterprise shall mean a business enterprise whose three (3) year average annual gross revenues do not exceed \$3.5 million.

Source: <http://gsd.lacity.org/sms/BIP%20OUTREACH%20DOCUMENTATION%20&%20PROCESS.pdf>)

Marine Stewardship Council certified: an independent, non-profit organization that sets standards for sustainable fishing based on three principles:

- The fishing activity must be at a level which is sustainable for the fish population. Any certified fishery must operate so that fishing can continue indefinitely and is not overexploiting the resources.
- Fishing operations should be managed to maintain the structure, productivity, function and diversity of the ecosystem on which the fishery depends.
- The fishery must meet all local, national and international laws and must have a management system in place to respond to changing circumstances and maintain sustainability.

Website: <http://www.msc.org/>

Meatless Mondays campaign: non-profit initiative of The Monday Campaigns, in association with the Johns Hopkins' Bloomberg School of Public Health that encourages people, groups and organizations to not eat meat on Mondays to improve their health and the health of the planet. The campaign provides information and vegetarian recipes ideas based on USDA nutritional guidelines on their website.

Website: <http://www.meatlessmonday.com/>

Medium Scale Operation (MSO): Medium scale operations include all levels of the food supply chain. The size is defined by type of operation:

- MSO Farm — a farm between 180 and 499 acres (NOTE: MSO Farm, as defined by the Good Food Purchasing Guidelines, is based upon the classification of farms by acreage in the 2007 USDA Agricultural Census).

- MSO Food Business — a business (including food processors) whose three (3) year average annual gross revenues fall between \$3.5 million and \$7 million. (NOTE: Size of non-farm food business definition is based on City of Los Angeles Business Inclusion Program).

Non-GMO Project Verified: is a verification program that seeks to assist farmers, processors and manufacturers in avoiding the contamination of GMO's by progressively reducing the risk of GMO contamination. The Project requires practices and processes for controlling GMO contamination by these at-risk inputs and ingredients. Methods such as segregation, traceability, risk assessment, sampling techniques, and quality control management are emphasized. Website: <http://www.nongmoproject.org/>

Organic: Food grown without the use of chemical pesticides, herbicides, or fertilizers. Animals must be fed organic feed and cannot be given antibiotics or growth hormones. Organic foods may not be genetically modified or irradiated or contain artificial preservatives or additives. Organic meats must come from animals that are "free range."

PRiME (Pesticide Risk Mitigation Engine) score: an online tool that ranks pesticide products for impacts on birds, earthworms, small mammals, aquatic ecosystems and worker/bystander health and safety. This tool applies best available science to permit producers, advisors and regulatory professionals to compare different pest management scenarios for any commodity and select options with the fewest potential environmental and health hazards. Risk is presented on a low/moderate/high scale. Risk index scores below a 10% chance of an undesirable effect to be in the low risk category, where no further risk mitigation is needed. Realistically, 10% is within the margin of error for our risk models. Risk index scores between 10% and 50% fall into the moderate risk category where risk mitigation is recommended. Risk index scores above a 50% chance of an undesirable effect fall into the high-risk category.

Website: <http://ipmprime.org>

Procurement: The sourcing and purchasing of food to supply foodservice operations. Procurement involves identifying the food needs of the customer base for the foodservice operation, specifying product requirements, identifying suppliers, taking deliveries, inspecting and storing items, and, depending on the size of the operation, soliciting and evaluating bids and proposals, controlling inventory, and paying suppliers.

Protected Harvest certified: a points-based certification program is designed to ensure that crops have been raised with integrated pest management. The point system is used that rewards growers for implementing ecologically based practices in nine different management categories: field scouting, information sources, pest management decisions, field management decisions, weed management, insect management, disease management, soil and water quality, and storage management. A minimum number of points must be achieved in each category to qualify for certification. Website: <http://www.protectedharvest.org/>

“Raised without antibiotics” or “No antibiotics administered” (poultry and meat products): These USDA approved label claims imply that no antibiotics were administered to the animal at any point during its life. If an animal becomes sick and requires treatment, it should be segregated from other animals and sold as a conventional meat product. Source: http://www.fsis.usda.gov/Fact_Sheets/Meat_&_Poultry_Labeling_Terms/index.asp

Raised without added hormones or “No hormones added” (beef and lamb only): This USDA approved label claim implies that no added hormones were given to the animal at any point during its life. Most meaningful when used on beef or lamb products since the use of added hormones is prohibited in poultry and pork production. http://www.fsis.usda.gov/Fact_Sheets/Meat_&_Poultry_Labeling_Terms/index.asp

rBGH-free or rBST-free (dairy): Recombinant Bovine Growth Hormone is a genetically engineered artificial hormone, which is injected into cows to increase milk production. Labeling is voluntary. <http://www.foodandwaterwatch.org/take-action/consumer-tools/the-milk-tip/>

Small Scale Operation (SSO): Small scale operations include all levels of the food supply chain. The size is defined by type of operation:

— SSO Farm — a farm smaller than 180 acres. (NOTE: SSO Farm, as defined by the Good Food Purchasing Guidelines, is based upon the classification of farms by acreage in the 2007 USDA Agricultural Census. This is in contrast to the USDA definition of “small farm,” which is classified by gross sales less than \$250,000.)

— SSO Food Business — a business enterprise (including food processors) whose three (3) year average annual gross revenues do not exceed \$3.5 million.

(NOTE: Size of non-farm food business definition is based on City of Los Angeles Business Inclusion Program).

Source: A source includes not only the food supplier that the purchaser does business with directly, but also all prior links in the supply, processing and production chain, starting with the farm. The supplier who is working directly with the purchaser will take good faith measures to ensure that, to the best of the supplier’s knowledge, the supplier’s sources also comply with the Good Food Purchasing Guidelines.

Stewardship Index for Specialty Crops: a multi-stakeholder initiative to develop a system for measuring sustainable performance throughout the specialty crop supply chain. The Index does not provide standards, but instead provides a yardstick for measuring sustainable outcomes by offering a suite of outcomes-based metrics to enable operators at any point along the supply chain to benchmark, compare, and communicate their own performance. The four key environmental indicators in the latest version are soil health and the use of nutrients, energy and water. Website: <http://www.stewardshipindex.org/>

Sustainable: Systems and practices that can be continued indefinitely into the foreseeable future without reliance upon ongoing depletion of non-renewable resources (e.g., soil, energy, biological diversity) or widening social inequities (within and across communities, countries, or generations). With respect to agriculture, the term can include, but is not limited to or synonymous with, certified organic production practices.

Sustainable Seafood: Seafood that comes from sources, either farmed or wild, that can maintain production indefinitely without affecting the integrity of the surrounding ecosystem.

Transitional Organic: This label has been used in the past to mean that a farmer is using organic methods but has not reached the three-year pesticide-free requirement and cannot yet use the Certified Organic label. The USDA does not currently allow or sanction the use of this label for official marketing purposes.

USDA Farm Classification System

The USDA Economic Research Service (USDA-ERS) has developed a farm classification system to divide U.S. farms into eight mutually exclusive and more homogeneous groups. The farm typology focuses on “family farms,” or farms organized as proprietorships, partnerships, and family corporations that are not operated by a hired manager. To be complete, however, it also includes nonfamily farms. For more info, see <http://www.extension.org/pages/13823/usda-small-farm-definitions>

Value Chain: The Wallace Center differentiates food value chains from traditional supply food supply chains in the following way: New food value chains - 1) Operate as a series of win-win strategic partnerships rather than win-lose, interchangeable business deals; and 2) Differentiate products by attributes that traditional supply chains do not typically monitor or promote, such as the environmental and social benefits behind a particular producer’s practices.

Source: http://www.wallacecenter.org/our-work/Resource-Library/Innovative-Models/NGFN%20Case%20Study_Sycos%20Journey%20From%20Supply%20Chain%20to%20Value%20Chain.pdf

APPENDIX B: Good Food Purchasing Resource Guide

HEALTHY, LOCAL & SUSTAINABLE FOOD PURCHASING POLICIES & GUIDELINES

Restaurants

Green Seal™: GS 46 Restaurants & Food Service

<http://www.greenseal.org/GreenBusiness/Standards.aspx?vid=ViewStandardDetail&cid=0&sid=27>

SustainWeb: Ethical Eats (UK based restaurants and caterers committed to sourcing sustainable foods)

<http://www.sustainweb.org/ethicaleats/>

Green Restaurant Association's: Dine Green

<http://www.dinegreen.com/restaurants/standards.asp>

San Francisco Green Business Program Standards:

Restaurants

http://sfgreenbusiness.org/images/stories/program%20standards%20PDFs/Restaurant_Checklist.pdf

Hospitals

Green Guide for Health Care™ Food Service Credits

http://www.noharm.org/us_canada/issues/food/planning.php#credits

Green Guide for Health Care™ Food Service Credits, "Environmentally Preferable Purchasing: Food Technical Brief"

http://noharm.org/lib/downloads/purchasing/EPP_Food_Tech_Brief_GGHC.pdf

Health Care Without Harm's Tools and Resources for Hospitals, Group Purchasing Organizations and Distributors

<http://www.healthyfoodinhealthcare.org/resources.php#purchasingguides>

Healthier Hospitals Initiative

<http://healthierhospitals.org/hhi-challenges/healthier-food>

Kaiser Permanente: Fact Sheet on Sustainable Food Purchasing Policy

<http://xnet.kp.org/newscenter/aboutkp/green/stories/2011/110811sustainablefood.html>

Partnership for a Healthier America

<http://www.ahealthieramerica.org/#!/about-the-partnership>

Universities

University of California Policy on Sustainable Practices:

Sustainable Foodservices Policy (page 19) http://www.universityofcalifornia.edu/sustainability/documents/policy_sustain_prac.pdf

Yale Sustainable Food Purchasing Guide http://www.yale.edu/sustainablefood/purchasing_guide_002.pdf.pdf

Yale Sustainable Food Purchasing Guidelines

http://www.yale.edu/sustainablefood/food_purchasing.html

Emory University's Sustainable Food Initiative

<http://sustainability.emory.edu/page/1008/Sustainable-Food>

Bon Appetit: General Sustainability Principles

<http://www.cafebonappetit.com/>

K-12 Schools

Washington D.C: Healthy Schools Act of 2010

<http://dchealthyschools.org/wordpress/wp-content/uploads/2011/11/Healthy-Schools-Act-as-Amended-20110810.pdf>

Local Food Procurement for San Diego Unified School District

<http://www.sandi.net/site/Default.aspx?PageID=993>

Local Fruit and Vegetable Sourcing in St. Paul's Public Schools- Lessons Learned and RFP

<http://food-hub.org/files/resources/>

Sample Purchasing Guidelines – "Specs" Large Scale Scratch Cooking Environment- Chef Ann Cooper, Berkeley Unified School District

http://www.thelunchbox.org/sites/default/files/SAMPLE_PURCHASING_GUIDELINES2.pdf

Primer on geographic Preference: Potential, Pitfalls and Proper Procedures – School Food FOCUS

<http://www.schoolfoodfocus.org>

Alliance for a Healthier Generation

<http://www.healthiergeneration.org/companies.aspx?id=5657>

National Farm to School Network's list of resources on buying and selling local foods

<http://www.farmtoschool.org/publications.php?pt=buys>

Federal, State and Municipal Government

General Services Agency: Health and Sustainability Guidelines for Federal Concessions and Vending Operations
<http://www.gsa.gov/portal/content/104429>

Massachusetts State Agency Food Standards

<http://www.mass.gov/eohhs/docs/dph/com-health/nutrition-phys-activity/eo509-state-agency-food-standards.pdf>

City and County of San Francisco, Executive Directive: Healthy and Sustainable Food for San Francisco

http://www.sfgov3.org/ftp/uploadedfiles/sffood/policy_reports/MayorNewsomExecutiveDirectiveonHealthySustainableFood.pdf

New York City Agency Food Standards

http://www.cspinet.org/new/pdf/nyc_agency_food_standards.pdf

General Background Resources

Sustainable Food Policy- A Guide to Developing Sustainable Food Purchasing Policy
<http://www.sustainablefoodpolicy.org/>

Public Health Law and Policy: “Understanding Healthy Procurement: Using Government’s Purchasing Power to Increase Access to Healthy Food”

http://www.phlpnet.org/sites/phlpnet.org/files/Understanding_Healthy_Procurement_2011.pdf

UC Sustainable Agriculture Research & Education Program, Agricultural Sustainability Institute, UC Davis: “Emerging Local Food Initiatives in Northern California Hospitals”

http://www.sarep.ucdavis.edu/CDPP/fti/Farm_To_Hospital_WebFinal.pdf

The Johns Hopkins Center for a Livable Future Health Care and Without Harm: “Balanced Menus: A Pilot Evaluation of Implementation in Four San Francisco Bay Area Hospitals”

<http://www.jhsph.edu/bin/k/m/BMCReportFinal.pdf>

Centers for Disease Control and Prevention (CDC): “Improving the Food Environment Through Nutrition Standards: A guide for government procurement”

http://www.cdc.gov/salt/pdfs/dhdsp_procurement_guide.pdf

Michigan Good Food Work Group Report Series: “Institutional Food Purchasing”

<http://mlui.org/downloads/InstFoodPurchasingReport.pdf>

LEARN MORE ABOUT GOOD FOOD SOURCING

Local

USDA's List of Certified Farmers' Markets

<http://apps.ams.usda.gov/FarmersMarkets/Default.aspx>

See Appendix C for list of local product availability in LA (distributors and processors)

Environmental Sustainability

Consumer Reports

Greener Choices: Eco-Labels Center

<http://www.greenerchoices.org/eco-labels/productArea.cfm?ProductCategoryID=174>

Food Alliance, Institute for Agriculture & Trade Policy, Association for the Advancement of Sustainability in Higher Education, Healthcare Without Harm

Third Party Certifiers for Sustainability in Food & Agriculture

<http://www.sustainablefoodpolicy.org/third-party-certifications-for-identifying-sustainably-produced-foods>

Natural Resources Defense Council

Label Lookup

<http://www.nrdc.org/living/labels/food.asp>

Meatless Monday Campaign Toolkits

<http://www.meatlessmonday.com/spread-the-movement/>

CCOF Certified Organic

CCOF's Organic Online Directory

http://www.ccof.org/cgi-bin/organicdirectory_search.cgi

USDA Certified Organic

www.ams.usda.gov/nop/

Food Alliance Certified

Online directory of certified producers and handlers

<http://foodalliance.org/client-search>

Non-GMO Project Verified

<http://www.nongmoproject.org/take-action/search-participating-products/>

Stewardship Index for Specialty Crops

<http://www.stewardshipindex.org/>

Sustainable Seafood

Blue Ocean Institute

Offers Ocean and seafood sustainability education for chefs<http://www.blueocean.org>

Monterey Bay Seafood Watch List

http://www.montereybayaquarium.org/cr/SeafoodWatch/web/sfw_factsheet.aspx

Good Catch...The Essentials: Helping You Navigate Seafood Sustainability

http://www.goodcatch.org.uk/site_media/uploads/Good_Catch...the_essentials_FINAL.pdf

Marine Stewardship Council

<http://www.msc.org/>

Marine Conservation Society

Buyers guide to sustainable seafood<http://www.fishonline.org/>

The Institute for Fisheries Resources

List of local fish seasonality<http://www.ifrfish.org/where/los-angeles-area>**Valued Workforce**

United Farm Workers

List of farms with union contracts:http://www.ufw.org/_page.php?menu=organizing&inc=orga_label.html

Agricultural Justice Project's Standards

<http://www.agriculturaljusticeproject.org/AJPStandardsJuly2010Final.pdf>

Agricultural Justice Project's Toolkit for Farmers

Sample labor policies and other resources to help farmers meet standardshttp://www.agriculturaljusticeproject.org/full_farmer_toolkit.pdf

Equitable Food Initiative

Partnership among businesses and organizations that have come together to develop standards, training processes and a certification to protect farm workers and produce safer, healthier food.<http://www.equitablefood.net/#!home/mainPage>

Bon Appetit: Code of Conduct for Sustainable Tomato

Suppliers <http://www.bamco.com/uploads/documents/CODE%20OF%20CONDUCT%20FOR%20SUSTAINABLE%20TOMATO%20SUPPLIERS%20.pdf>

Domestic Fair Trade Association

DFTA is engaged in a process of developing criteria for domestic fair trade standards. Draft DFTA criteria and instructions for evaluation:<http://www.thedfta.org/index.php?c=evaluation>

Food Chain Workers Alliance

Statement on Social Certification

http://foodchainworkers.org/?page_id=232

Restaurant Opportunities Center

*National Diner's Guide**Consumers guide provides information on the wage, benefits, and promotion practices of the 150 most popular restaurants in America, including several high-road restaurants in Los Angeles.*<http://rocunited.org/dinersguide/>

Fair World Project

<http://fairworldproject.org/>**Animal Welfare**

Global Animal Partnership

Recognizes and rewards producers for their welfare practices and promotes and facilitates continuous improvement. Standards listed here:<http://www.globalanimalpartnership.org/the-5-step-program/our-standards/>

Animal Welfare Approved

Online directory of certified farms<http://www.animalwelfareapproved.org/product-search/>

Humane Farm Animal Care/Certified Humane Raised and Handled®

Online directory<http://www.certifiedhumane.org/index.php?page=where-to-buy>

AGA Grass-Fed

AGA Producer Profiles<http://www.americangrassfed.org/producer-profiles/>

Animal Welfare Approved

*Food Labeling for Dummies**A guide to common food label terms and claims*http://www.animalwelfareapproved.org/wp-content/uploads/2012/08/Food-Labeling-For-Dummies-6_high-res.pdf

Nutrition

U.S. Department of Agriculture (USDA): *Dietary Guidelines for Americans*

<http://www.cnpp.usda.gov/DGAs2010-PolicyDocument.htm>

Harvard School of Public Health: *Healthy Eating Plate*

<http://www.hsph.harvard.edu/nutritionsource/healthy-eating-plate/>

USDA: *My Plate*

<http://www.choosemyplate.gov/print-materials-ordering/dietary-guidelines.html>

APPENDIX C: Local Product Availability (Los Angeles)

Los Angeles wholesale distribution firms with locally sourced products:

California Produce Wholesalers

6818 Watcher St.
Commerce, CA 90040
Telephone: (800) 460-9193
Fax: (562) 928 3090

<http://www.californiaproducewholesalers.com/>



Worldwide Produce

1661 McGarry St.
Los Angeles, CA 90021
Telephone: (800) 300-2737
Fax: (213) 741-1777

<http://www.wvproduce.com/>



FreshPoint Southern California

Locally Grown Division
155 N. Orange Avenue
City of Industry, CA 91744

<http://www.freshpoint.com>



Processing of locally sourced produce:

Field Fresh Foods

Locally Fresh Foods
14805 South San Pedro Street
Gardena, CA 90248
Telephone: (800)411-0588

<http://www.fieldfre>



Gold Star Foods

3781 E. Airport Drive
Ontario, Ca. 91761
Telephone: (800) 540-0215
Fax: (866)802-1997

<http://www.goldstarfoods.com/default.asp>



Heath & Lejeune

1417 South Eastman Avenue
Commerce, CA 90023
Telephone: (213) 614-1909

<http://souillyorganic.com/>



L.A. Specialty Produce

13527 Orden Drive
Santa Fe Springs, CA 90670
Telephone: (562) 741-2200
Fax: (562) 741-2907

<http://www.laspecialty.com/index.html>



Sunrise Produce Company

1400 Goodrich Blvd
Commerce, CA 90022
Telephone: (323) 726-3838

<http://www.sunriseproduce.com/index.html>



West Central Produce

2020 East 7th Place
Los Angeles, CA 90021
Telephone: (800) 464-8349

www.westcentralproduce.com

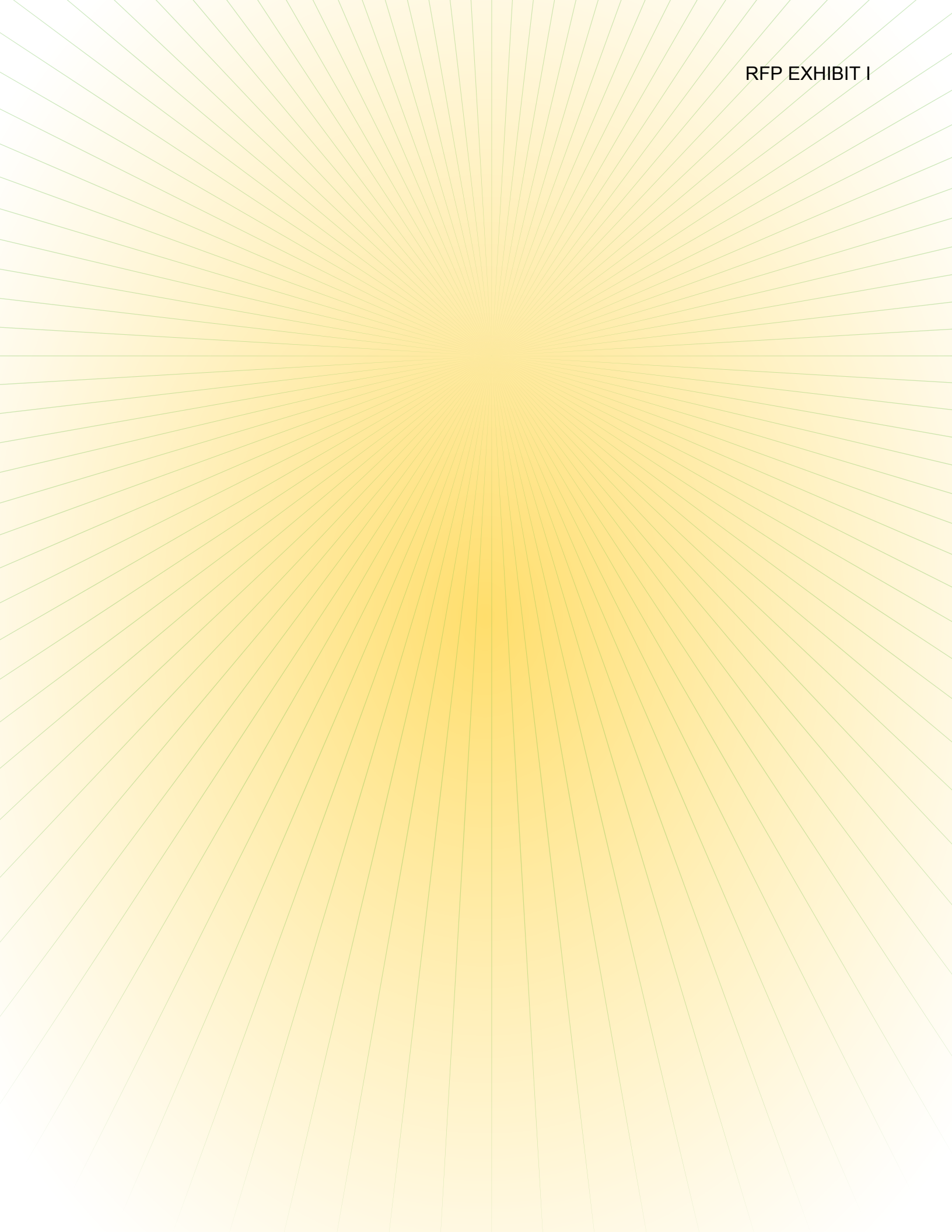




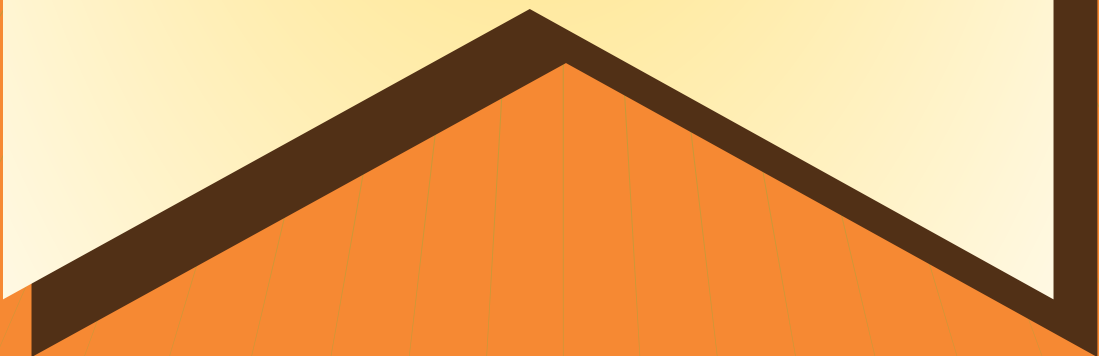
Tomatillo
\$3/lb

Roma
Tomatoes
\$2.50/lb

Small
Pumpkin
\$1.50/lb
Large
Pumpkin
\$2.00/lb



www.goodfoodla.org



Los Angeles Food Policy Council Good Food Purchasing Pledge



Baseline Data Collection Plan for Good Food Purchasing Institutions Year 1

The list below details all deliverables requested in Year One of the Good Food Purchasing Policy. Information collected will help assess your baseline purchasing practices and will be used to develop goals and action plans for continued progress. Information will be updated annually. All forms will be provided in toolkit and electronically. Documents should be submitted to Colleen McKinney at cmckinney@goodfoodla.org.

DELIVERABLE	DEADLINE
✓ Attend Semi-Annual Good Food Purchasing Technical Assistance Meeting	March 2014
✓ Sign Good Food Purchasing Pledge	(Within one month)
✓ Submit Food Service Operations Overview Form <ol style="list-style-type: none"> 1. Total annual dollar amount of food purchases by food category (including beverages) 2. Food service contracts terms (i.e. renewal dates) and vendor names 3. Existing monitoring and compliance plans 	Within one month of signing Good Food Purchasing Pledge
✓ Submit copy of signed Contractor Code of Conduct forms from food service vendors acknowledging that all subcontractors and suppliers comply with domestic labor law (including state and local) in countries where they produce goods and services, as well as the core International Labour Organization (ILO) standards.	Within one month of signing Good Food Purchasing Pledge
✓ Complete Baseline Assessment: Nutrition Guidelines in Food Service Institutions	Within one month of signing Good Food Purchasing Pledge
✓ Provide three-month detailed purchasing inventory for five food categories (see Good Food Purchasing Tracking form): <ul style="list-style-type: none"> • Five categories include: 1) produce; 2) milk/dairy; 3) meat/poultry; 4) whole grains & legumes; 5) seafood • For each five food categories, provide following information for each product purchased: 1) food type; 2) volume; 3) cost; and 4) source (brand or label – or farm if possible) • Include up to three months of data 	Within two months of signing Good Food Purchasing Pledge
✓ Complete First Draft of Five-Year GFPP Action Plan (see template)	Within four months of signing Good Food Purchasing Pledge
✓ Attend Semi-Annual Good Food Purchasing Technical Assistance Meeting	Summer 2014
✓ Submit final Five-Year GFPP Action Plan to LAFPC	Within eight months of signing Good

Los Angeles Food Policy Council Good Food Purchasing Pledge



RFP EXHIBIT I

	Food Purchasing Pledge
--	------------------------

Ongoing Data Collection Plan for Good Food Purchasing Institutions *Years Two through Five*

DELIVERABLE	DEADLINE
<ul style="list-style-type: none"> ✓ Submit quarterly inventory of food purchases by product category <ul style="list-style-type: none"> ▪ Five categories include: 1) produce; 2) milk/dairy; 3) meat/poultry; 4) whole grains & legumes; 5) seafood ▪ For each five food categories, provide following information for each product purchased: 1) food type; 2) volume; 3) cost; and 4) source (to farm level) 	January April July October
<ul style="list-style-type: none"> ✓ Attend Semi-Annual Good Food Purchasing Technical Assistance Meeting 	Winter
<ul style="list-style-type: none"> ✓ Update Food Operations Overview, Nutrition Assessment and/or Contractor Code of Conduct forms as necessary 	March
<ul style="list-style-type: none"> ✓ Attend Semi-Annual Good Food Purchasing Technical Assistance Meeting 	Summer
<ul style="list-style-type: none"> ✓ Submit Report on Policies, Practices and Progress to LAFPC 	August
<ul style="list-style-type: none"> ✓ LAFPC submits Annual Report on Implementation to City Administrative Officer 	October

Food Service Operations Overview



Please submit this form to Colleen McKinney (cmckinney@goodfoodla.org).

1. Total annual dollar amount of food purchases by food category (including beverages).

Annual Food Purchases by Product Category	
Food Category	Annual Purchase Amount (\$)
Fruit & Vegetables <ul style="list-style-type: none"> • <i>Fresh</i> • <i>Frozen</i> • <i>Canned</i> 	
Milk & Dairy	
Meat & Poultry	
Seafood	
Grains & Legumes (beans, rice, quinoa etc)	
Other Products (packaged foods, bakery items etc)	
Beverages	
TOTAL ANNUAL FOOD PURCHASES	

2. List all food service contracts terms (i.e. renewal dates) and vendor names.

Department Food Service Contracts	Vendor Name	Contract Renewal Dates

3. List and describe any existing monitoring and compliance plans included in current contracts (use as much space as needed).

**CITY OF LOS ANGELES
CONTRACTOR CODE OF CONDUCT**

RFP EXHIBIT I

The City of Los Angeles has long supported the premise that employers should fairly compensate employees, that the health and safety of workers should be protected, and that no form of discrimination or abuse should be tolerated. Experience indicates that laws and regulations designed to safeguard basic tenets of ethical business practices are disregarded in some workplaces, commonly referred to as "sweatshops."

In its role as a market participant that procures equipment, goods, materials and supplies, the City seeks to protect its interests by assuring that the integrity of the City's procurement process is not undermined by contractors who engage in sweatshop practices and other employment practices abhorrent to the City. When the City inadvertently contracts with these contractors, the City's ethical contractors are placed at a distinct competitive disadvantage. Many times ethical contractors are underbid by unscrupulous contractors in competition for City contracts. These ethical contractors may be dissuaded from participating in future procurement contracts.

The City's proprietary contracting interests are served by doing business with contractors who make a good faith effort to ensure that they and their subcontractors shun sweatshop practices and adhere to workplace and wage laws. Seeking to protect these municipal interests, the City requires that all contractors subject to the Sweat-free Procurement Ordinance certify that they and, to the best of their knowledge, their subcontractors will comply with the City's Contractor Code of Conduct and to promise the following:

- (a) To comply with all applicable wage, health, labor, environmental and safety laws, legal guarantees of freedom of association, building and fire codes, and laws and ordinances relating to workplace and employment discrimination.
- (b) To comply with all human and labor rights and labor obligations that are imposed by treaty or law on the country in which the equipment, supplies, goods or materials are made or assembled, including but not limited to abusive forms of child labor, slave labor, convict or forced labor, or sweatshop labor.
- (c) To take good faith measures to ensure, to the best of the contractor's knowledge, that the contractor's subcontractors also comply with the City's Contractor Code of Conduct.
- (d) To pay employees working on contracts for garments, uniforms, foot apparel, and related accessories a procurement living wage, meaning for domestic manufacturers a base hourly wage adjusted annually to the amount required to produce, for 2,080 hours worked, an annual income equal to or greater than the U.S. Department of Health and Human Services most recent poverty guideline for a family of three plus an additional 20 percent of the wage level paid either as hourly wages or health benefits. For manufacturing operations in countries other than the United States, a procurement living wage which is comparable to the wage for domestic manufacturers as defined above, adjusted to reflect the country's level of economic development by using the World Bank's Gross National Income Per Capita Purchasing Power index.

CERTIFICATION UNDER PENALTY OF PERJURY

I certify under penalty of perjury under the laws of the State of California that I have read and understood the City's Contractor Code of Conduct and agree to comply with its requirements.

Signature of Officer or Authorized Representative

Date

Print Name and Title of Authorized Representative

Print Company Name, Address and Phone Number

Value 5: Nutrition – Promote health and well-being by offering generous portions of vegetables, fruits, and whole grains; reducing salt, added sugars, fats and oils; and by eliminating artificial additives.

Baseline Assessment: Nutrition Guidelines in Food Service Institutions

This baseline assessment will measure your institution’s compliance with the nutrition category of the Good Food Purchasing Guidelines. All nutrition goals listed below may not apply to all types of food service institutions. Each food service institution will be eligible for points towards the Good Food Purchasing Pledge based on the total potential applicable points for that type of food service venue. LAFPC will work with each institution individually on their institution’s pledge criteria. These nutrition goals were developed from reputable sources including the United States Department of Agriculture (USDA), the Food and Drug Administration (FDA), as well as other leading health organizations. The below nutrition goals will be reviewed and revised periodically to ensure they meet current dietary science and take into consideration program implementation.

Please answer each question below. If box is checked YES, please provide detail on how your institution meets this guideline. If NO, please state why not and if box is checked N/A, please explain why. **Send your self-assessment to Colleen McKinney at cmckinney@goodfoodla.org.**

Nutrition Goals	Yes/No/NA	Description: <i>If box is checked YES, please provide detail on how institution meets this guideline. If NO, please state why not. If you checked N/A please explain why.</i>
1. Do fruits, vegetables, and whole grains account for at least 25% of food purchases?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
2A. Are seasonal fruits sourced to ensure best taste, quality, and price?	Y <input type="checkbox"/> N <input type="checkbox"/>	

Baseline Assessment: Nutrition Guidelines in Food Service Institutions

	N/A <input type="checkbox"/>	
2B. Are seasonal vegetables sourced to ensure best taste, quality, and price?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
3A. Does your institution to the greatest extent possible prioritize the purchase of whole fruit before purchasing frozen and/or canned fruit in its own juice with no sugars added?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
3B. When fruits are whole, are they purchased without added sugar?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
3C. Is canned fruit in its own juice with no sugars added?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
4A. Does your institution to the greatest extent possible prioritize the purchase of whole vegetables without added sodium and fat before purchasing frozen and/or canned vegetables that are low sodium or have “no salt added”?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	

Baseline Assessment: Nutrition Guidelines in Food Service Institutions

4B. Are vegetables purchased whole, without added sodium and fat?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
4C. Are canned vegetables low sodium (per FDA definitions) ¹ or have “no salt added”?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
5. Does your institution prioritize the purchase of whole-grain, high-fiber options ² ?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
6. Does your institution prioritize offering plant-based main dishes at each meal service ³ ?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
7. If meat is offered, is the purchase of “extra lean” (total fat ≤ 5%) and “lean” (total fat ≤ 10%) meat such as skinless chicken, turkey, ground beef, and pork prioritized?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	

¹ Low sodium is defined as 140 mg or less per Reference Amount Customarily Consumed (RACC)

² Whole grain is listed as the first or second ingredient; 2 grams or more of fiber/serving

³ Recommend plant-based dishes to include fruits, vegetable, beans, and legumes

Baseline Assessment: Nutrition Guidelines in Food Service Institutions RFP EXHIBIT I

8. If meat is offered, is the purchase of processed meats ⁴ minimized?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
9A. If dairy products are offered, is the purchase of Fat-Free or Low Fat dairy products (1% milk fat or less with no added sweeteners) prioritized?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
9B. If milk is offered, are soy, rice, or other non-dairy milk alternatives without added sweeteners available?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
10A. If juice is offered, is the purchase of juice that is 100% fruit juice with no added sweeteners prioritized?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
10B. Is the purchase of all vegetable juice to be Low Sodium as per FDA definitions ⁵ prioritized?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	

⁴ If processed meats are offered, recommend using only products with no more than 480 mg per 2 oz.

⁵ Low Sodium is 140 mg or less per RACC

Baseline Assessment: Nutrition Guidelines in Food Service Institutions

<p>11. Do at least 50% of available beverage choices (excluding 100% fruit and Low Sodium vegetable juices and Fat Free or Low Fat milk with no added sweeteners) contain ≤ 25 calories per 8 ounces?</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>12. Is drinking water (preferably cold tap water in at least 12 ounce cup sizes) offered?</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>13. Has your institution eliminated the use of hydrogenated and partially hydrogenated oils for cooking or baking?</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>14. Are Low Fat and/or Low Calorie and/or Low Sodium condiments offered as per FDA definitions⁶?</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>15. Has your institution committed to developing and implementing a gradual sodium reduction plan* that meets current Dietary Guidelines for Americans (DGA) standards?</p> <p>* A gradual sodium reduction plan is a guide to assist in reducing sodium gradually over time by a set of defined criteria, in food procured, sold, or distributed by any food service entity; this can include restaurants, snack shops, vending, cafeterias, and other types of food service venues.</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	

⁶ Low-Fat is 3 g or less per RACC (and per 50g if RACC is small); Low Sodium is 140 mg or less per RACC (and per 50g if RACC is small); Low Calorie is 40 calories or less per RACC (and per 50g if RACC is small).

Baseline Assessment: Nutrition Guidelines in Food Service Institutions

<p>16. Does all pre-packaged food have zero grams <i>trans</i> fat per serving (as labeled)?</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>17. Has your institution eliminated the use of deep frying?</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>18. Is the preparation of all protein, including fish, poultry, meat, or meat alternatives in a low fat way (broiling, grilling, baking, poaching, roasting, or steaming) prioritized?</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>19. Are water, diet drinks (drinks that do not exceed 25 cal. per 8oz), 100% fruit juice without added sweeteners, Low Sodium vegetable juices, Fat Free or Low Fat dairy products with no added sweeteners, and milk alternative products displayed in eye level sections of beverage cases? (if applicable)</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>20. Has your institution prioritized the location of fruit and/or non-fried vegetables at convenient, high-visibility locations (including at front of cafeteria lines) and within reach of checkout registers? (if applicable)</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	
<p>21. Are fruit with no-added sweeteners and non-fried vegetable offerings highlighted with signage?</p>	<p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p>	

Baseline Assessment: Nutrition Guidelines in Food Service Institutions

22. Has your institution removed candy bars, cookies, chips and beverages with added sugars (such as soda, sports and energy drinks) from checkout register areas/point-of-purchase? (if applicable)	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
23. Does your institution's menu list the nutritional information for each item using the federal menu labeling requirements under the Patient Protection and Affordable Care Act of 2010 as a guide?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
24A. Does your institution prioritize the use of 10' or smaller plates for all meals?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
24B. Does your institution prioritize making available reduced-size portions of at least 25% of menu items offered?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	
24C. Does your institution prioritize offering reduced-size portions at a lower price than regular-sized portions ⁷ ?	Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/>	

⁷ Reduced-sized portions are no more than 70% of the weight, measured in grams, of a regular-size portion of the same menu item.

Baseline Assessment: Nutrition Guidelines in Food Service Institutions RFP EXHIBIT I

<p>24D. Are other portion control strategies prioritized in your institution?</p>	<p>Y <input type="checkbox"/></p> <p>N <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	
<p>25. Does your institution have a worksite wellness program including nutrition education for employees and/or patrons?</p>	<p>Y <input type="checkbox"/></p> <p>N <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	

FRUIT & VEGETABLE PURCHASING DATA

(insert quarter, year)

Food Type	Total Order Information					Distributor
	# Cases	\$/Case	Total Cost	Product Detail (Example: brand, grower, supplier)	Location	
Total Fruits & Vegetables			\$0.00			



Five-Year GFPP Action Plan | TEMPLATE

The tiered, points based scoring system outlined in the Good Food Purchasing Guidelines allows participants to choose which level of commitment best suits the Good Food goals of their organization. The guidelines require that a baseline be met for each value, but an institution can receive additional points by making even greater commitments in each value category. Participants are awarded one to five stars based on their total score. To maintain their star rating over time, participating institutions are expected to increase the amount of Good Food they purchase each year.

In Year One of the program, Good Food Purchasing Institutions (GFPI) will develop a five-year action plan that describes their purchasing goals and objectives, based on the baseline purchasing practices measured at the time of pledge adoption. The action plan should include measurable deliverables and benchmarks from Years One through Five. The multi-year action plan will serve as a guide for future annual progress reports. The components of a successful action plan, including the any forms to be submitted, are described below. **Submit final action plan and chart to Colleen McKinney at cmckinney@goodfoodla.org.**

SECTION ONE: Year One – Baseline Assessment

Introduction & Purpose

Summarize in a few sentences your institution's interest and involvement in the Good Food Purchasing Program.

Food Service Operations Overview (SUBMIT FORM)

Using the *Food Service Operations Overview* form, describe your operation, including:

- Total purchases for each food category: fruits & vegetables, milk & dairy, meat & eggs, seafood, grains & legumes, other products (packaged foods, bakery products, etc.), and beverages.
- Total annual food purchases
- Food service contract terms (i.e. renewal dates) and vendor names
- Existing monitoring & compliance plans included in contracts

GFPP Tracking Sheet (SUBMIT FORM)

Using the *GFPP Tracking Sheet* or the inventory sheet supplied by your vendor(s), provide the following information for each product:

- Food type
- Volume purchased
- Cost per unit
- Source: include brand or label and plant location. Wherever possible, include the name of the farm or ranch where the item was produced
- Any known certifications or product claims associated with each product

Summary of Current Best Practices & Recent Achievements

Highlight any existing best practices or key procurement achievements within your institution. This may include:

- Recent product shifts or commitments (e.g. 100% cage free eggs, direct relationship with local growers)
- Existing healthy and/or sustainable food service initiatives (e.g. trayless dining, compostable dishware, Healthy Picks program)
- Staff trainings or continued learning opportunities related to food service, culinary arts, nutrition, etc.

Current Challenges

In your work to improve your food service operation, what have been the greatest challenges to success? What obstacles might continue to slow progress?



SECTION TWO: Years Two through Five

2-5 Year Plan Goals

Outline the institution's overall long-term goals for the Good Food Purchasing Program (e.g. earn three-star rating by third year of program).

Objectives & GFPP Five-Year Action Plan Chart (SUBMIT FORM)

Identify the objectives your institution will focus on to reach your desired rating (i.e. achieve Level 3 Environmental Sustainability by Year Two, Level 2 in Valued Workforce by Year Four, and maintain Level 1 in all other categories). In each category section, identify any changes you will make to your purchasing that will allow you to meet your desired level in that category. For each of the five value categories, explain your institution's objective, benchmarks, and timeline for completion (see template attached).

Template: GFPP Five-Year Action Plan Chart – For Good Food Purchasers

Target: The Good Food Purchasing Pledge harnesses the purchasing power of major institutions to encourage greater production of sustainably produced food, healthy eating habits, respect for workers’ rights, humane treatment of animals and support for the local business economy by providing new opportunities for small and mid-sized farmers and job creation along the supply chain.

Directions: Use this document as a planning guide for implementing the Good Food Purchasing Guidelines. For each value, you only need to choose one objective from one level. Each Level corresponds with the numeric value. For example, achieving Level 1 would earn you 1 point, Level 2 = 2 points, and so on. If your institution is unable to reach the baseline level for any value category in Year 1, you may submit a plan detailing your goals for achieving baseline compliance within one year.

Value 1: Local Economies – Support small and mid-sized agricultural and food processing operations within the local area or region

	Objective	Benchmarks	Activities	Timeframe	Points
Level 1 = 1 Point	15% annual average of total cost of food purchases comes from sources that are: <ul style="list-style-type: none"> ▪ Within 200 miles (or 10 SoCal counties) and large scale operations (>500 acre farms) OR ▪ In California AND medium scale operations (180-499 acre farms) OR ▪ Outside of California AND small scale operations (<180 acre farms) 25% annual average of total cost of food purchases by Year 5.				
Level 2 = 2 Points	15% annual average of total cost of food purchases comes from sources that are: <ul style="list-style-type: none"> ▪ Local within 200 miles (or 10 SoCal counties) AND medium scale operations OR ▪ Within California AND small scale operations 25% annual average of total cost of food purchases by Year 5.				
Level 3 = 3 Points	15% annual average of total cost of food purchases comes from sources that are: <ul style="list-style-type: none"> ▪ Local within 200 miles (or 10 SoCal counties) AND small scale operations 25% annual average of total cost of food purchases by Year 5.				
Extra Points = 1 Point Each	5% of annual average of total cost of food purchases comes from microenterprise farms (<100 acres) and located within 200 miles.				
	1% of annual average of total cost of food purchases is grown/raised and processed in Los Angeles County.				
	Food is purchased directly from farmer-owned businesses.				
	Food is purchased from women, minority, disabled, or veteran-owned food businesses (farms/operations).				
	50% of total cost of food purchases comes from small and mid-sized food operations within the local area or region.				
	At least 25% of prepared seafood sourced from small and or local fleets.				

Total Local Economies Points:

	Objective	Benchmarks	Activities	Timeframe	Points
Level 1 = 1 Point	<p>Overall: 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 1 environmentally sustainable sources; No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide. 25% annual average of total cost of food purchases by Year 5.</p> <ul style="list-style-type: none"> • Fruits & Vegetables: participate in Stewardship Index for Specialty Crops; OR PRiME score has no high risk components for Integrated Pest Management Practices • Milk & Dairy: No antibiotics; and rBGH/rBST free • Meat & Poultry: Cage-free eggs; or Pasture raised; or USDA Grassfed; OR No antibiotics • Seafood: No seafood purchased listed as “Avoid” in the Monterey Bay Aquarium’s Seafood Watch Guide • Grains: Pesticide-free 				
Level 2 = 2 Points	<p>Overall: 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 2 environmentally sustainable sources. No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide. 25% annual average of total cost of food purchases by Year 5.</p> <ul style="list-style-type: none"> • Fruits & Vegetables: PRiME score indicates low-risk for Integrated Pest Management Practices; OR Protected Harvest certified; OR participate in Stewardship Index for Specialty Crops with targets for annual improvement; OR Non-GMO Project Verified; or Food Alliance Certified • Milk & Dairy: Non-GMO Project Verified; OR Animal Welfare Approved • Meat & Poultry: AGA Grassfed; OR Non-GMO Project Verified; OR Animal Welfare Approved • Seafood: Fish listed as “Good” and “Best” choices in Monterey Bay Aquarium’s Seafood Watch Guide • Grains: Food Alliance Certified; OR Non-GMO Project Verified 				
Level 3 = 3 Points	<p>Overall: 15% annual average of total cost of food purchases, with a goal of increasing at least 2% per year will come from Level 3 environmentally sustainable sources; No seafood purchased should be listed as “Avoid” in the Monterey Bay Aquarium’s most recent Seafood Watch Guide. 25% annual average of total cost of food purchases by Year 5.</p> <ul style="list-style-type: none"> • Fruits & Vegetables: USDA Organic; OR Biodynamic • Milk & Dairy: Food Alliance Certified; OR USDA Organic • Meat & Poultry: Food Alliance Certified; OR USDA Organic • Seafood: Marine Stewardship Council certified; OR 100% of fish listed as “Best Choice” in the Seafood Watch Guide • Grains: USDA Organic 				

Extra Points = 1 Point Each Points	Institution participates in "Meatless Mondays"				
	A minimum of 75% of all seafood is noted as "Best Choices" in the Monterey Bay Aquarium Guide OR certified by the Marine Stewardship Council.				
	50% annual average of total cost of food purchases comes from environmentally sustainable sources.				
Total Environmental Sustainability Points					

Value 3: Valued Workforce – Provide safe and healthy working conditions and fair compensation to all food chain workers and producers, from production to consumption

	Objective	Benchmarks	Activities	Timeframe	Points
Level 1 = 1 Point	<p>All vendors and suppliers sign in writing that they respect the freedom of association of farmers, ranchers, and fisherfolk and comply with domestic labor law (including state and local) in countries where they produce goods and services, as well as the core standards of the International Labour Organization (ILO):</p> <ol style="list-style-type: none"> 1. Freedom of association and the right to collective bargaining. 2. Elimination of all forms of forced or compulsory labor. 3. Abolition of child labor. 4. Elimination of discrimination with respect to employment or occupation 				
Level 2 = 2 Points	<p>All suppliers sign in writing that they follow the law AND 5% annual average of total cost of food purchases comes from farms with social responsibility policies, which includes:</p> <ul style="list-style-type: none"> ▪ union or non-poverty wages ▪ respect for freedom of association and collective bargaining ▪ safe and healthy working conditions ▪ prohibition of child labor, except as allowed by domestic law and at least one additional employment benefit such as: <ul style="list-style-type: none"> ▪ health care benefits ▪ paid sick days ▪ profit-sharing with all employees; OR <p>Are Fair Trade Certified (for international products) 15% annual average of total cost of food purchases by Year 5.</p>				
Level 3 = 3 Points	<p>All suppliers sign in writing that they follow the law AND 5% annual average of total cost of food purchases comes from combination of sources, including suppliers that:</p> <ul style="list-style-type: none"> ▪ Have a union contract with their employees; OR ▪ Are a worker-owned Cooperative; OR ▪ Have signed the CIW Fair Food Supplier Code of Conduct; OR ▪ Are Food Justice-Certified by the Agricultural Justice Project; OR ▪ Are certified by the Equitable Food Initiative <p>15% annual average of total cost of food purchases by Year 5.</p>				
Extra Points = 1 Point Each	<p>Buying entity establishes a reporting system for workers to report violations with a protection for workers from retaliation.</p>				
	<p>Institution complies with baseline Level 1 fair criteria AND 25% of annual average of total cost of food purchases comes from Level 2 or 3 fair sources.</p>				
<p>Total Valued Workforce Points:</p>					

Value 4: Animal Welfare – Provide healthy and humane care for livestock

	Objective	Benchmarks	Activities	Timeframe	Points
Level 1 = 1 Point	<p>Overall: 15% annual average of total cost of milk and dairy products and animal protein product purchases, increasing at least 2% per year will come from Level 1 humane sources; 100% of all eggs are cage-free. 25% annual average of total cost of food purchases by Year 5.</p> <ul style="list-style-type: none"> • Milk & Dairy: Produced from Pastured Cows OR USDA Organic • Meat & Poultry: Step 1 of Global Animal Partnership 5-Step Animal Welfare Rating standards; OR USDA Organic; OR Cage-free eggs; OR Pastured 				
Level 2 = 2 Points	<p>Overall: 15% annual average of total cost of milk and dairy products and animal protein products, increasing at least 2% per year will come from Level 2 humane sources; 100% of all eggs are cage-free. 25% annual average of total cost of food purchases by Year 5.</p> <ul style="list-style-type: none"> • Milk & Dairy: American Humane Certified • Meat & Poultry: Step 2 of Global Animal Partnership 5-Step Animal Welfare Rating standards; OR American Humane Certified 				
Level 3 = 3 Points	<p>Overall: 15% annual average of total cost of milk and dairy products, and animal protein product purchases, increasing at least 2% per year will come from Level 3 humane sources; 100% of all eggs are cage-free. 25% annual average of total cost of food purchases by Year 5.</p> <ul style="list-style-type: none"> • Milk & Dairy: Animal Welfare Approved; OR Humane Farm Animal Care/Certified Humane Raised and Handled® • Meat & Poultry: Step 3 or higher of Global Animal Partnership 5-Step Animal Welfare Rating standards; OR Animal Welfare Approved; OR Humane Farm Animal Care/Certified Humane Raised and Handled® 				
Extra Points = 1 Point Each	Institution encourages plant-based diets by offering 100% vegetarian and/or vegan options.				
	50% annual average of total cost of milk and dairy products, and animal protein products purchases come from humane sources.				
Total Animal Welfare Points:					

Value 5: Nutrition – *Promote health and well-being by offering generous portions of vegetables, fruits, and whole grains; reducing salt, added sugars, fats and oils; and by eliminating artificial additives.*

Objective	Benchmarks	Activities	Timeframe	Points
Fruits, vegetables, and whole grains account for at least 25% of total food purchases				
Seasonal fruits and vegetables are sourced to ensure best taste, quality, and price				
Purchase whole fruits, without added sugar. When whole and unprocessed fruit cannot be purchased, purchase frozen fruit. If frozen products are unavailable, fruit should be canned in its own juice with no sugars added				
Purchase whole vegetables, without added sodium and fat. When whole and unprocessed vegetables cannot be purchased, purchase frozen vegetables. If frozen products are unavailable, canned vegetables should be low sodium (per FDA definitions) or have "no salt added"				
Prioritize the purchase of whole-grain, high-fiber options				
Prioritize offering plant-based main dishes at each meal service				
If meat is offered, prioritize the purchase of "extra lean" (total fat \leq 5%) and "lean" (total fat \leq 10%) meat such as skinless chicken, turkey, ground beef, and pork				
If meat is offered, minimize the purchase of processed meats				
If dairy products are offered, prioritize the purchase of Fat-Free or Low Fat dairy products (1% milk fat or less with no added sweeteners). If milk is offered, soy, rice, or other non-dairy milk alternatives without added sweeteners are available				
Prioritize all juice purchased to be 100% fruit juice with no added sweeteners and vegetable juice that is Low Sodium as per FDA definitions				
At least 50% of available beverage choices (excluding 100% fruit and Low Sodium vegetable juices and Fat Free or Low Fat milk with no added sweeteners) must contain \leq 25 calories per 8 oz				
Require drinking water (preferably cold tap water in at least 12 ounce cup sizes) to be offered				
Offer Low Fat and/or Low Calorie and/or Low Sodium condiments as per FDA definitions				
Commit to developing and implementing a gradual sodium reduction plan that meets current Dietary Guidelines for Americans (DGA) standards				
All pre-packaged food has zero grams trans fat per serving (as labeled)				
Prioritize the preparation of all protein, including fish, poultry, meat, or meat alternatives in a low fat way (broiling, grilling, baking, poaching, roasting, or steaming)				
Display water, diet drinks (do not exceed 25 cal. per 8oz), 100% fruit juice without added sweeteners, Low				

Sodium vegetable juices, Fat Free or Low Fat dairy products with no added sweeteners, and milk alternative products in eye level sections of beverage cases (if applicable)				
Eliminate the use of deep frying				
Highlight fruit with no-added sweeteners and non-fried vegetable offerings with signage				
Prioritize the location of fruit and/or non-fried vegetables at convenient, high-visibility locations (including at front of cafeteria lines) and within reach of checkout registers (if applicable)				
Develop a worksite wellness program including nutrition education for employees and/or patrons.				
Menu lists the nutritional information for each item using the federal menu labeling requirements under the Patient Protection and Affordable Care Act of 2010				
Prioritize portion control strategies, if applicable (e.g. utilizing 10' or smaller plates for all meals or make available reduced-size portions of at least 25% of menu items offered, and offer reduced-size portions at a lower price than regular-sized portions)				
Remove candy bars, cookies, chips and beverages with added sugars (such as soda, sports and energy drinks) from checkout register areas/point-of-purchase (if applicable)				
Eliminate the use of hydrogenated and partially hydrogenated oils for cooking and baking				
Level 1 (1 Point) – Meets 13 – 15 out of 25				
Level 2 (2 Points) – Meets 16 – 20 out of 25				
Level 3 (3 Points) – Meets 21 – 25 out of 25				
Total Nutrition Points:				
GRAND TOTAL GFPP POINTS				

Good Food Purchasing Commitment Levels		
Stars Awarded	Good Food Purchaser Status Level	Number of Points Needed
★	Good Food Purchaser – One Star	5 - 9
★★	Good Food Purchaser – Two Stars	10 - 14
★★★	Good Food Purchaser – Three Stars	15 - 19
★★★★	Good Food Purchaser – Four Stars	20 - 24
★★★★★	Good Food Purchaser – Five Stars	25+