



## **One East Palo Alto's Healthy Beverage Policy Statement and Guidelines**

One East Palo Alto strives to promote health and wellness by modeling behaviors that promote healthy use of beverages. At all OEPA-sponsored and/or coordinated meetings and events where beverages will be provided, the selection must be in accordance with OEPA's Healthy Beverage Policy Guidelines whether meetings/events are in the community or at the work site and/or for staff, clients, consumers and participants..

*As an organization that employs staff, has volunteers, and serves the community, OEPA is committed to promote health and wellness by providing healthy beverage choices. Therefore One East Palo Alto will practice its established Healthy Beverage Policy Guidelines by doing the following:*

### **Provide access to free, safe drinking water**

OEPA will require that there is access to free, safe drinking water wherever beverages are offered and/or sold. At meetings, for example, it is recommended that safe tap water, rather than individual bottles of water, be offered. If safe tap water is not available, then it is recommended that large jugs of water are utilized.

### **Comply with Beverage Standards**

All beverages served (e.g., at meetings) and sold (e.g., in the cafeteria and vending machines) in One East Palo Alto facilities can only include the following:

- Water with no added sweeteners;
- Unflavored\* non-fat or 1% cow's milk with no added sweeteners
- Unflavored\* non-dairy milk alternatives with no added sweeteners.
  - No more than 2.5 grams of fat per 8 fluid ounces
- Fruit or vegetable-based juice drinks that have a maximum of 160 calories and 230 mg of sodium per container and no added sweeteners.
- 100% fruit or vegetable juices with a maximum of 160 calories, 230 mg of sodium per container and no added sweeteners.
- Coffee and tea with no added sweeteners;
- Diet beverages with non-caloric sweeteners.

\*This excludes flavored milk and flavored non-dairy milk alternatives (e.g., chocolate, strawberry and vanilla).

### **Comply with Policy Guidelines Above the Standard**

OEPA will strive to go above and beyond the aforementioned standards. Use of all diet beverages with non-caloric sweeteners will be eliminated whenever possible.

Notes: OEPA healthy beverage policy is based on the Public Health Institute's recommended beverage standards for adult settings.

## OEPA's Healthy Food Policy Statement and Guidelines

One East Palo Alto (OEPA) strives to promote health and wellness by modeling behavior that promotes use of healthy foods. At all OEPA-sponsored and/or coordinated meetings and events where food will be provided, the selection must be in accordance with OEPA's Healthy Food Policy Guidelines. The guidelines are to be followed whether meetings/events are in the community or at the work site and/or for staff, clients, consumers and/or participants.

*As an organization that employs staff, has volunteers, and serves the community, OEPA is committed to promote health and wellness by providing healthy food choices. Therefore, OEPA will do the following:*

- Increase the range and availability of healthy food options on our premises, including break areas, at meetings and events. Food selection should emphasize fruit, vegetables, whole grains, and non-fat or low fat dairy products.
  - Aim to make half the plate fruit and vegetables.
  - Provide red, orange, and dark green, fresh fruits and vegetables whenever possible.
  - Encourage consumption of lean meats, poultry and fish.
  - For starches such as rice, pasta, and bread products, the recommended portion size is about ¼ of the plate.
  - Aim to select food with no trans fats and low in saturated fats, sodium, and added sugar.
  - Encourage high calorie foods / desserts only as an occasional small treat. The items are offered as a side dish along with healthier food choices.
  - Encourage cooking with healthier ingredients as well as reducing carbohydrates, sugar, gluten and salt intake.
- Ensure that only healthy food and beverage options are provided as vouchers, prizes, or giveaways to OEPA employees and clients.
- Move towards providing an abundance of fresh fruits in kitchen, break rooms, and meetings to keep staff focused and full of energy.
- Promote the sharing of ideas by staff through handouts, flyers, website, etc.
- Develop OEPA healthy menus consisting of seasonal vegetables and fresh fruits without added condiments such as sugar.



## **OEPA's Healthy Movement Policy Statement**

One East Palo Alto strives to promote health and wellness by being a champion for exercise and movement.

As an organization that employs staff, has volunteers, and serves the community, OEPA is committed to promote health and wellness by providing physical activity opportunities. Therefore OEPA will do the following:

- Provide safe, clean, well-lit thoroughfares for accessing the agency's locations and events by walking and bicycling when possible.
- Create opportunities for movement by staff and clients, such as "walking meetings" stretch breaks, or recreational exercise classes or recreational activities.
- Find and capitalize on opportunities to promote exercise / movement among staff and clients (such as stretching, breathing, movement of silence, etc.).
- Provide a 5-minute physical activity break for every meeting lasting 60 minutes or more (such as stretching, standing, meditation, chair yoga, standing yoga, etc.).
- Help employees build physical activity into their day by getting to/from work via public transit, walking to staff meetings, and or biking, etc.
- OEPA staff will demonstrate to clients, participants and consumers what they are doing to promote their personal wellness.
- At OEPA meetings, agency leaders, staff, constituents and stakeholders will center ourselves through deep breathing exercises followed by sharing a wellness practice during check in.