



HHS Local Food Procurement Statement

Developed by: Nutrition & Food Services	Review Frequency: 3 Years
Approved by: Director, Nutrition & Food Services	
Original Approval Date: 2015	Review/Revision Date(s): _____

Preamble

Local Food Act (Bill 36)

On November 5, 2013, the Ontario Legislature unanimously passed the *Local Food Act* (Bill 36). The Act makes Ontario the first in Canada to adopt a bill aimed to help increase awareness, access, demand for local food in the province and support local food procurement in public sector institutions (schools, municipalities, hospitals, cafeterias).

The purposes of this Act are as follows:

1. To foster successful and resilient local food economies and systems throughout Ontario.
2. To increase awareness of local food in Ontario, including the diversity of local food.
3. To encourage the development of new markets for local food.

HHS Local Food Procurement Statement

At HHS, we believe that making good food choices is an important part of health and wellness. In our efforts to achieve our Mission and Vision statements, we will support the health of our communities through the following actions:

- Increase the amount of local foods purchased at HHS;
- Enhance our patient and customer awareness of the availability and diversity of local food in Ontario;
- Support our local farmers and producers by hosting food expo and theme menu days;
- Educate and train our department staff about local foods;
- Expand partnerships with key manufacturers and distributors to develop sustainable menu planning and procurement of local food ingredients;
- Partner with manufacturers of the healthcare food service industry in the development of local products that will meet the nutritional, quality, pricing and food safety standards required in healthcare institutions; and
- Share key learning's in the implementation of this on-going initiative so that other healthcare institutions can benefit from the opportunity of increasing local food options in the communities they serve.

Purpose

The purpose of the local food procurement statement is to support the HHS Nutrition & Food Services department in working with local producers by creating a shareable plan and process for integrating local suppliers into institutional purchasing structures.

The purpose of the policy is:

- To outline the key actions and recommendations that establishes local food procurement and seasonality as a new criteria for institutional purchasing;
- Adequately plan for a fair procurement process to ensure a competitive procurement process is maintained ;
- To build the value of local food procurement within HHS;
- To offer our patients and customers a range of health food options, prioritizing local when available and ensuring fiscal responsibility;
- To outline existing regulations on traceability standards for smaller producers, identifying suppliers who have sufficiently met regulations that comply with the standards outlined by the hospital to ensure quality, safety and due diligence have been met; and
- To develop a system for monitoring seasonal availability and maximizing the purchasing of local food for use by all department staff.

Scope

This Policy applies to the Procurement of all locally grown/raised/processed goods by the Nutrition & Food Services Department.

Policy

HHS commits to purchasing as much local food as there is available in the marketplace while ensuring the Value for Money principle.

Procedure

- To purchase from producers and suppliers who sufficiently meet the requirements for a high level of traceability and have implemented a food safety management system which meets and/or exceeds the requirements from OMAFRA as outlined in APPENDIX A of this document.
- Work with current approved HHS suppliers, manufacturers and distributors to identify and source local food items.
- Work with new suppliers who offer local products which meet the traceability standards as outlined in the traceability chart in APPENDIX A.
- Track local food purchasing quarterly.
- Identify and assess new local food items, ensuring due diligence in the following:
 - product evaluation and testing;
 - pricing assessment;

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- supply assessment & assurance;
- traceability; and
- nutritional assessment.

- Identify suppliers who can provide local products year-round to meet our menu planning needs.
- Traceability:

In the hospital setting, a high level of traceability of product is required from all suppliers. Traceability provides an effective way to track an identified product or animal (and its attributes) through all stages of the agri-food chain – from production to retail. HHS will work with current distributors and suppliers to ensure they demonstrate their reliability on a functional system to collect, store and share information.

This requires three key pieces of information:

- i) Premises Identification
- ii) Product/Animal Identification
- iii) Movement Recording and Reporting

- Food Safety Standard Requirements:

There are no healthcare policies that indicate that a supplier must have Hazard Analysis & Critical Control Points (HACCP) or other food safety processing certification. When dealing with a global food supply, it is in the hospital's best interest to ensure that suppliers meet the highest level of food safety available using industry documented process control systems that maximize food safety across the entire food chain. Documented processes that are based on HACCP principles can be used to ensure food we purchase is handled in a way that minimized contamination, and decreases risk.

The seven principles of HACCP are:

- Conduct a hazard analysis to identify food safety hazards
- Identify critical control points where an action can be taken to reduce a hazard
- Establish critical limits for each control point
- Establish control point monitoring
- Establish corrective actions to bring the process back on track if a deviation from critical limits has occurred
- Establish procedures for ensuring the HACCP system is working as intended
- Establish record keeping procedures

These seven principles are used to create HACCP systems, or food safety plans. Internationally and within Canada, there are several standards that can be used to certify that an operation is using HACCP based food safety practices. Some standards only apply to certain segments of the food supply chain, while others provide programs to cover multiple segments. CanadaGAP is a food safety certification process for fresh produce, and Safe Quality Food program (SQF) is applied to segments ranging from farming, processing and packaging. A food company can also have a process control system that is based on HACCP principles, but is not certified.

When purchasing from a local supplier, touring the facility, meeting the operators and a review of the data provided is needed to be confident we are making a choice that fully satisfies our safety requirements.

Based on research conducted in four main areas of procurement; meat; produce; prepared foods and dairy, the hospital has developed criteria to follow when working with new suppliers which can be found in APPENDIX A.

Definitions

Local Food - HHS defines locally produced and processed food as food grown/raised/processed in Ontario. The hospital complies by the definitions as determined by:

- Foodland Ontario: <http://www.ontario.ca/foodland/ontario-foods-definitions> and the
- Local Food Act: (Bill 36) http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&BillID=2754

Related Documents

HHS Mission

We are committed to providing quality, compassionate care and services to meet the diverse needs of our population in a timely and effective manner. We will constantly seek innovations to improve our ability to deliver care and services and to be leaders in working towards a healthier community.

HHS Clinical Nutrition & Food Services Mission & Vision:

Mission – To partner with our communities to provide excellent nutritional care and food services.

Vision – To empower our team to be leaders in providing nutritional care and dining experiences guided by evidence based standards valuing diversity, locally sourced foods and fiscal responsibility.

Key Words

Local Food, Food Services, Purchasing, Procurement

Reviewed by/Consultation with

Signed by: _____ (Archived Copy Only)

Title _____

References

- Foodland Ontario: <http://www.ontario.ca/foodland/ontario-foods-definitions>
- Local Food Act: Bill 36: http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&BillID=2754
- Ontario Green Belt Fund, Green Papers, Volume 13: Food Safety and Local Food, January 2015: <https://ontariofresh.ca/news-resources/resources/business-development-marketing>
- BPS Procurement Directive: [https://www.doingbusiness.mgs.gov.on.ca/mbs/psb/psb.nsf/Attachments/BPSProcDir-pdf-eng/\\$FILE/bps_procurement_directive-eng.pdf](https://www.doingbusiness.mgs.gov.on.ca/mbs/psb/psb.nsf/Attachments/BPSProcDir-pdf-eng/$FILE/bps_procurement_directive-eng.pdf)
- The Hospital for Sick Children Local Food Procurement Policy Draft-Version 1

APPENDIX A:

Certification	Int'l/Fed./Prov./Mun.	Overview	Frequency of Audit
HACCP (Hazard Analysis and Critical Control Points)	Internationally recognized	<p>HACCP is an internationally recognized, scientific approach to controlling hazards (microbiological, chemical or physical). HACCP represents a proactive approach in which good practices are geared towards preventing contamination (mitigating risk) before it happens, rather than product testing/cleaning up problems after they occur.</p> <p>There are 7 Principles outlined here: http://www.haccpcanada.net/haccp.htm</p>	
OMAFRA	Provincial	Provincial certification process can include HACCP standards in their procedures.	

Certification	Int'l/Fed./Prov./Mun.	Overview	Frequency of Audit
GAP Canada (Good Agricultural Practices)	Federal	<p>Food safety program for companies that produce and handle fruit and veg. 2 manuals: 1: greenhouse operations</p> <p>2: other fruit and veg operations</p> <p>Designed for companies implementing good ag practice in their production, packing and storage operations.</p> <p>Manuals based on rigorous hazard analysis applying 7 principles of HACCP approach</p>	Annual
Public Health	Municipal	<p>Food safety and traceability is managed on a int'l/fed/provincial level. Public health inspects restaurants and small to médium enterprises.</p>	