

जा.क्र . असुका/ School Food Project/ -१९/७
आयुक्त यांचे कार्यालय
अन्न व औषध प्रशासन म. राज्य,
सर्वे नं. ३४१, बांद्रा कुर्ला कॉम्प्लेक्स,
बांद्रा पुर्व, मुंबई - ४०००५१
दि. / /२०१९

प्रति,
सह आयुक्त (अन्न) (सर्व विभागीय कार्यालय)
अन्न व औषध प्रशासन (महाराष्ट्र राज्य)
बृहन्मुंबई/ठाणे/पुणे/नाशिक/औरंगाबाद/अमरावती/नागपूर

विषय - अन्न सुरक्षा व मानदे कायदा २००६, नियम व नियमन २०११
शाळेतील मुलांना परीपुर्ण आणि पोषक आहार तसेच अन्न सुरक्षितता, स्वच्छता याबाबत अंमलबजावणी
करणेबाबत (School and College Food Project)

संदर्भ — शासनाचे मंजूरी पत्र क्रमांक संकिर्ण-२०१९/प्र.क्र.२७/औषधे-२ दि. ०३/०५/२०१९

महोदय,

आपणांस कळविण्यात येते की, शासनाच्या मान्यतेप्रमाणे संपूर्ण महाराष्ट्रातील शासकीय, निमशासकीय, खाजगी शाळा व शैक्षणिक संस्थांनी त्यांचे शाळेत असलेल्या कॅन्टीन्स व विद्यार्थ्यांना देण्यांत येणा-या पोषण आहारामध्ये मार्गदर्शक सुचनानुसार बदल करणेबाबत अंमलबजावणी माहे जून २०१९ ते माहे नोव्हेंबर २०१९ या कालावधीत करावयाची आहे.

कार्यक्रम सूचना -

- सह आयुक्त (अन्न) यांनी शाळेचे मुख्याध्यापक/प्राचार्य/कॉलेजचे प्रिन्सिपल इ. ना लिहिलेले पत्र व मार्गदर्शक सुचनांचे वाचन करुन आपले विभागातील सर्व सहायक आयुक्त (अन्न) व सर्व अन्न सुरक्षा अधिकारी यांचेसोबत सामुहीक वाचन करुन सदरची संकल्पना त्यांचे लक्षात आणुन दयावी.
- सह आयुक्त (अन्न) यांना सदरचे पत्र मिळाले नंतर १० दिवसांत आपल्या विभागातील शासकीय, निमशासकीय व खाजगी शाळा/कॉलेज जेथे विद्यार्थ्यांना अन्न दिले जाते यांची यादी महानगरपालिका / जिल्हा परिषद यांचेकडून प्राप्त करुन घ्यावयाची आहे व संबंधित शाळेचा/कॉलेजचा ईमेल व संपर्क क्रमांक प्राप्त करुन घ्यावयाचा आहे. तसेच सदरचे कामकाज करताना खाजगी शाळा/कॉलेज प्रथम प्राधान्याने व त्यानंतर शासकीय/महानगरपालिका/जिल्हा परिषद शाळांमध्ये स्कुल अॅण्ड कॉलेज फुड प्रोजेक्टची मार्गदर्शक सूचनांनुसार अंमलबजावणी करावयाची आहे.

●शाळा/कॉलेज हेल्थ टिम — मे २०१९ अखेर संबंधित शाळा/कॉलेज यांना पत्र पोहोच करावयाचे असून मोठ्या/नावजलेल्या शाळा/कॉलेजमध्ये अन्न सुरक्षा अधिकारी यांना भेट देवून संबंधित शाळा/कॉलेज च्या मुख्याध्यापक/प्रिन्सिपल यांना शाळा/कॉलेज मध्ये मार्गदर्शक सूचनांनुसार मेणुमध्ये बदल करण्याबाबतची माहिती समजावून सांगून शाळा/कॉलेज मध्ये ठरवावयाच्या मेनुबाबत हेल्थ टिम तयार करावयाची आहे. यामध्ये प्रामुख्याने शाळा/कॉलेज यांचे मुख्याध्यापक/प्रिन्सिपल, शिक्षक, पालक, विद्यार्थी, कॅन्टीन्स/पोषणआहार प्रमुख/मालक/चालक, शाळा/कॉलेजमधील पोषण आहारतज्ञ अथवा शिक्षक यांचा समावेश असावा.

●सह आयुक्त (अन्न) यांनी अन्न सुरक्षा अधिकारी यांना त्यांचे कार्यक्षेत्राप्रमाणे शाळा विभागून दयावयाचे आहे व शाळेस School & College Food Project देवून त्यांची पोच घ्यावयाची आहे तसेच शाळेतील मुलांना देण्यात येणारे जेवणाचे मेनुमध्ये बदल करावयाच्या सुचना दयावयाचे आहेत.

●सह आयुक्त (अन्न) यांनी माहे ३० जून २०१९ पर्यंत पुढील प्रमाणे माहिती मुख्यालयास सादर करावयाची आहे. (अनु क्रमांक/विभागाचे नांव/जिल्हा/शाळेचे नांव व पत्ता/मुख्याध्यापकाचे संपुर्ण नाव/शाळेचा दुरध्वनी, भ्रमणध्वनी क्रमांक/शाळेचा ईमेल/शाळेचा ईमेल/शाळेस पत्र दिल्याचा दिनांक/शेरा).

●जून २०१९ — जुलै २०१९ मध्ये शाळा/कॉलेज हेल्थ टिम शाळेत/कॉलेजमध्ये असलेल्या मेनूवर विचार करून मार्गदर्शक सूचनांचे अनुषंगे नवीन मेनू तयार करतील व अन्न सुरक्षा अधिकारी १५ जुलै ते ३० जुलै पर्यंत संबंधित शाळा/कॉलेजला प्रथम भेट देवून मार्गदर्शक सूचनांच्या अन्वये नवीन मेनू तयार करण्यात आला आहे कि नाही याबाबत शहानिशा करतील तसेच अन्न पदार्थ उत्पादनाची जागा व सर्व्हिंग एरीया इ. बाबत कायदयानुसार तपासणी करतील व सह आयुक्त (अन्न) मुख्यालय यांना प्रगतीबाबत अहवाल देतील.

●ऑगस्ट २०१९ ते सप्टेंबर २०१९ — शाळा/कॉलेज मध्ये मार्गदर्शक सूचनांनुसार ठरविलेले मेनू अंमलात आणले जातील व त्याबाबतचा प्रगती अहवाल शाळा/कॉलेज मार्फत संबंधित अन्न सुरक्षा अधिकारी/सहायक आयुक्त (अन्न) यांना दिला जाईल. याबाबत सहायक आयुक्त (अन्न)/अन्न सुरक्षा अधिकारी/हेल्थ कोऑर्डिनेटर यांनी संबंधित शाळांना दुसरी भेट देवून त्याबाबत आढावा घ्यावयाचा आहे.

●ऑक्टोबर २०१९ ते नोव्हेंबर २०१९ — शाळा/कॉलेज मुख्याध्यापक/प्रिन्सिपल व शाळा/कॉलेज हेल्थ टिम चे सदस्य यांनी विद्यार्थी, पालक, शिक्षक यांचेसाठी सदर मार्गदर्शक तत्वांच्या अनुषंगे मेनूमध्ये केलेल्या बदलाबाबतचे महत्व समजावून सांगण्यासाठी कार्यशाळेचे आयोजन करावयाचे आहे. याबाबत सहायक आयुक्त (अन्न)/अन्न सुरक्षा अधिकारी/हेल्थ कोऑर्डिनेटर यांनी संबंधित शाळांना तिसरी भेट देवून त्याबाबत आढावा घ्यावयाचा आहे.

•नोव्हेंबर २०१९ ते डिसेंबर २०१९ — शाळा/कॉलेजचे मुख्याध्यापक/प्रिन्सिपल, शाळा/कॉलेज हेल्थ टिमचे प्रमुख यांची कार्यशाळा अन्न व औषध प्रशासनाच्या संबंधित जिल्हा कार्यालयाला घेवून आतापर्यंत केलेल्या कामकाजाबाबत सर्व शाळांचा आढावा घेवून त्याचा अहवाल मुख्यालयास सादर करावयाचा आहे.

•ज्या शाळा/कॉलेजमध्ये विद्यार्थी त्यांचे घरून (होम मेड फुड) अन्नपदार्थ/डबा आणतात व सदरचे अन्न पदार्थ हे मार्गदर्शक तत्वांच्या अनुषंगे नसल्यास स्कूल/कॉलेज हेल्थ टिमने पालक व विद्यार्थ्यांची कार्यशाळा घेवून त्यांना मार्गदर्शक तत्वांच्या अनुषंगे त्यामध्ये बदल सुचवावयाचा आहे.

•यामध्ये शाळा/कॉलेज यांना कॅन्टीन कॉन्ट्रॉक्टर अथवा अन्न पदार्थ पुरवठादार यामध्ये बदल सुचवावयाचा नसून विद्यार्थ्यांना शाळा/कॉलेज मध्ये दिल्या जाणा-या अन्न पदार्थांच्या मेनूमध्ये मार्गदर्शक सूचनांनुसार बदल सुचवावयाचा आहे.

सहपत्रे -

•शाळा/कॉलेज मध्ये दयावयाचा पत्राचा मसुदा.

•शासन मान्यतेने प्राप्त मार्गदर्शक सूचना

डॉ. पल्लवी दराडे भा. रा. से.
अन्न सुरक्षा आयुक्त
अन्न व औषध प्रशासन महाराष्ट्र राज्य

To,
The Principal,

_____,
_____,
_____.

Sub: Responsibility of School & College Administration for making wholesome, nutritious, safe and hygienic food available to the Children of your School/college.

Dear Sir/Madam,

Food is the most critical component of every living being. The good food habits and 'Eating Right' takes the individual in long way to build a Healthy Commune and Society, by reducing the syndromes of food borne diseases also by controlling under-nutrition epidemic, obesity incidences and non-communicable diseases.

It is observed that due to increased availability and trend of eating readily available junk foods which contains High Fat, High Sugar, High Salt (HFSS), regular consumption of such HFSS food may leads to various health problem in adolescent age group. Therefore, along with the comprehensive academic curricular, it is vital to inculcate good food habits, upkeep of physical fitness and disciplined healthy lifestyle in the children right from their school/college time.

In this perspective it is important to equally focus on health of children with the utmost care of the type and quality of the food provided to them. In this endeavor it is necessary that school/college authorities including Principals / Head Teachers & other stakeholders -food providers, Chefs and parents work together for safe and healthier food choices and availability. It is recommended to prefer home-made foods or food in compliance with attached guidelines and avoid replacing meals with snack foods and also limit consumption of sugar and processed foods which provide only (empty) calories.

It is to be noted that canteens in the school/college should not be treated as commercial outlets. They carry a social responsibility towards inculcating healthy eating behaviors among children. They can be used to motivate children to consume healthy and hygienic food. Hence in order to encourage and foster the Healthy diet program, FDA has come up with the standard guidelines to be followed by the school/college authorities to ensure availability of wholesome, nutritious, safe and hygienic food to the students of your school/college. These attached guidelines are based on guidelines which are prepared by an Expert group constituted by FSSAI under the direction of Hon'ble High court of Delhi.

The detailed guidelines to be implemented and adhered across your school/college are enclosed herewith this letter and few salient features are mentioned hereunder:

Broadly, the guidelines are segregated in two parts:

- Part-I: Guidelines for making available Wholesome and Nutritious Food to school/college children;
- Part-II: Guidelines on Food Safety, Hygiene and Sanitation for Food available in school/college canteens

Part-I:

1. A 'School/college Health Team' or similar unit comprising Teachers, Parents, students and school/college canteen operator should be constituted to coordinate, implement and monitor the checklist.
2. School/college to develop a Canteen Policy to provide Nutritious, Wholesome and Healthy Food based on the attached guidelines. Canteens in the school/college carry a social responsibility towards inculcating healthy eating behaviors among children and so any commercialization of these canteens should be restricted.
3. Well-structured informative workshop for children on balanced diet and its health impact should be conducted by school/college authorities in school/college at least once during an academic year.
4. Any food that is being made available to the school/college children should be preferably home-made food or food in compliance with attached guidelines. In case child is opting for home-made food and it is not as per the guidelines, then the school/college health team to counsel the parents about these guidelines and ask them to modify the food provided from home accordingly.
5. Only Wholesome and Nutritious Food need to be promoted and the availability of HFSS food (like Chips, fried foods, ready to eat noodles, pizzas, burgers, potato fries, sugar sweetened carbonated and non-carbonated beverages etc.) to be restricted / limited in the school/college campus and nearby areas of 50 meters. However it is preferable that such HFSS foods are not made available to children in your school/college. The specific criterion to identify HFSS foods, mentioned in the enclosed guidelines to be followed.
6. The school/college management must ensure regulation on non standardized deep fried foods such as Samosa, Chana bhatura, etc. through their canteen policies that promote healthy, wholesome and nutritious food items.
7. Its advisable that for better understanding the concept of colour (Green, Yellow and Red) coding should be followed for food categorization in your school/college. Also school/college administration to ensure that 80% of food available should be of Green Category. Menu should be devised in such a way that the dishes/items are of the liking of the children and are also compliant of the guidelines.
8. It is advisable that the class teacher of concern class monitors and regulates the children regarding consumption of HFSS food.

9. It is suggested that awareness programs could be undertaken through effective tools such as posters and well organized events are conducted in your school/college during an academic year.
10. It is advisable that Physical activities sessions through yoga, Team sports, exercises, should be encouraged and carried out regularly with school/college children age, gender and body constitution.

Part II:

1. The environment of Food safety, Hygiene and sanitation conditions should be complied at school/college canteen location and facilities.
2. All the equipment and Utensils for food preparation and storage should be of non-corrosive material and must be cleaned and disinfected thoroughly.
3. The storage of raw materials, ingredients and food should be done at the required temperatures/ refrigerated conditions and the required facility should be available for same.
4. All Raw materials and ingredients should be regularly inspected by school/college health team for hygiene and quality before use in canteens.
5. Ample water supply of clean/filtered and portable drinking water should be available.
6. The Canteen staff should keep proper hygiene and cleanliness and protective uniform.
7. The serving utensils plates, spoons bowls, glasses should be properly washed and cleaned, there are to be periodically examined by the school/college health teams.
8. Pest control should be carried out periodically.
9. Waste management should be done in appropriate manner ensuring no spillage across premises.
10. Periodic inspection of Canteen facility/Catering/Food Provisioned should be carried out by the school/college Health Team for adherence to these guidelines & checklist. Also for same proper record to be maintained for such inspections, which would be under proper supervision of the Principal/Headmaster etc.

The below is the list of checklist provided under Part 2 of the document, which must be adhered to.

- Checklist for Utensils and Other Equipment
- Checklist for Raw Materials Management
- Checklist for Water and Salads
- Checklist for Handling of Cooked Food
- Checklist for Monitoring and Controls

Please note that the points outlined above are the brief summary for your quick glance. The detailed guidelines are enclosed and required to be implemented in totality. The guidelines are also available on our website URL: <http://www.fda.maharashtra.gov.in/Guidelines.pdf>.

The planning for guidelines as per point 4 of Part I, implementation should be carried out latest by the end of November'2019. The brief chart of activities/reporting during this period is as under:

S. No	Month	Activity
1.	May'2019	Issuance of this Letter
2.	June-July'2019	<ul style="list-style-type: none"> • Formation of school/college Health team as per Part I point 1 of this Letter • Teams to work on modifications of the menu as per guidelines enclosed with this letters. • Part I & Part II guidelines implementation planning to be complete with proper plan for implementation in place before July'2019 • Asst. Commissioners /Food Safety Officers/ Health Coordinators to do First visit at the designated school/college and do review plan&provide guidance accordingly.
3.	August –September'2019	<ul style="list-style-type: none"> • Implementation of this menu in the food that is made available at school/college. • Asst. Commissioners /Food Safety Officers/ Health Coordinators to do Second visit at the designated school/college and do review progress of implementation as per plan accordingly.
4.	October-November'2019	<ul style="list-style-type: none"> • School/College Health Team/Principal/Headmaster to organize the workshop of students, parents, teachers on the guidelines. • Asst. Commissioners /Food Safety Officers/ Health Coordinators to do Third visit at the designated school/college and do review progress of implementation as per plan accordingly.
5.	December'2019	<ul style="list-style-type: none"> • On Successful Implementation of the guidelines by November'2019, issuance of letter / certificate for achievement of compliance by FDA. • In case of Non Compliance issuance of show cause letter, along with penalty and action to be taken accordingly

S. No	Month	Activity
6.	Post Implementation	<ul style="list-style-type: none"> • School/college to ensure the compliance and maintain the regular checklist. Preferably on weekly basis the checklist to be complied and record to be maintained. • Every 6 month compulsory review visit by Asst. Commissioners /Food Safety Officers/ Health Coordinators to review the compliance and checklist maintenance. • Any Surprise visit might also be done to review the compliance and checklist maintenance

**Above number of visit by designated officers is just for indicative purpose it may be more if required.*

Implementation of these guidelines to be commenced from beginning of 2019-20 academic Year and thereafter it should be well monitored and regulated under the overall supervision of Principal/ Head Master/ Health Team

In addition it is advisable that the school/college administration should conduct the workshop for parents and children in school/college itself to make them aware of these guidelines.

Also FDA is planning to conduct an interactive workshop /event for the discussion of implementation of these guidelines during April, 2019. The venue and date for the workshop/event will be communicated through respective FDA offices.

List of Contact person from FDA Office is as under:

S. No	Name	Designation	Division/ Jurisdiction	Office Address	Telephone
1.	Shri C.B. Pawar	Joint Commissioner (Food)	HQ- Entire MH State	Office of Joint Commissioner (HQ-MS), 2 nd Floor , Food and Drug Administration (MS), Survey No. 341, 2nd Floor, Bandra Kurla Complex Opposite Reserve Bank Of India, Bandra East, Mumbai, Maharashtra 400051	9096179264
2.	Shri S.P. Adhav	Joint Commissioner (Food)	Greater Mumbai	Office of Joint Commissioner (Greater Mumbai Division), 3 rd Floor , Food and Drug Administration (MS), Survey No. 341, 2nd Floor, Bandra Kurla Complex Opposite Reserve Bank Of India, Bandra East, Mumbai, Maharashtra 400051	8668451623
3.	Shri S.S. Desai	Joint Commissioner (Food)	Thane	Office of Joint Commissioner (Konkan Division), Food and Drug Administration (MS),Vardan, MIDC Building,Ground Floor,Road No. 16, Wagale Industrial Estate,Thane(W)-400604	9822752882
4.	Shri S.S. Deshmukh	Joint Commissioner (Food)	Pune	Office of Joint Commissioner (Pune Division), Food and Drug Administration (MS), Survey No. 151/152, 5th floor, Maharaja Sayajirao Gaikwad Udyog Bhavan,Breman Chowk, Aundh, Pune - 411007	7715817784
5.	Shri C.D. Salunke	Joint Commissioner (Food)	Nashik	Office of Joint Commissioner (Nashik Division), Food and Drug Administration (MS),5 th Floor Udyog Bhavan,Satpur,ITI Chowk,Nashik-422007	9422169323
6.	Shri U.S. Vanjari	Joint Commissioner (Food)	Aurangabad	Office of Joint Commissioner (Aurangabad Division), Food and Drug Administration (MS), Aurangabad Nath Market, 2 nd Floor,Aurangabad-431001	7045519980
7.	Shri S.G. Annapure	Joint Commissioner (Food)	Amravati	Office of Joint Commissioner (Amravati Division), Food and Drug Administration (MS),Jawade Compound, Mal Tekadi Road, Near S.T. Colony, Amravati-444602	9167307329
8.	Shri S.R. Kekare	Joint Commissioner (Food)	Nagpur	Office of Joint Commissioner (Nagpur Division), Food and Drug Administration (MS),Administrative Bldg. No. 2, B Wing,5 th Floor, Civil Lines,Nagpur-440001	9028999444

For further guidance the Principal, Head Masters, Teachers, School/collegeHealth Team ,etc may contact their respective Joint Commissioner office as listed above.

It is clarified that the FDA is aiming at modifying the food menu as per the guidelines to ensure healthy items are made available to students, we are not asking for any change in your contractor/person providing food in any manner whatsoever. School/college are free

to choose their contractors/persons to provide food.This letter is issued after prior approval of Government.

School/college Authorities please note that as per Food Safety & Standards Act 2006 , Section 31, it is mandatory that all the food business operator in your school/college premises should have legitimate registration or license issued by FDA/FSSAI. The same can be checked from our portal www.fssai.gov.in. If any food operator in your school/college is not registered or doesn't have license so far then they must apply for the same immediately. Food Business operators /providers doing business of food without license are liable to be punished u/s 63.

Thanks & Regards,

Joint Commissioner(Food)
Food & Drug Administration,
Maharashtra State.

Enclosure:

Annexure 1- FSSAI/FDA Guidelines Part –I

Annexure 2- FSSAI/FDA Guidelines Part –II

Annexure 3- FSSAI/FDA Checklists

Annexure 1- FSSAI/FDA Guidelines Part –I

Background

As per the Economic Survey of India 2012-13, there are more than 14 Lakh Schools/Colleges throughout India. These Schools/Colleges are of widely varying type - from fully air-conditioned School/College equipped with all facilities - to those even without a pucca roof; from residential boarding School/College - to those where children need to walk/travel long distance every day to school; from Schools/Colleges with only selling food counter - to those Schools/Colleges which serve meals in Schools/Colleges. There are varying degrees of wholesome, nutritious, safe and hygienic foods available to School/College children in the country. Lack of availability of balanced diet and safe food coupled with lack of awareness about physical activity are, in most School/College children, believed to have led to various health related concerns.

The objective of this document is to make available Wholesome, Nutritious, Hygienic and Safe Food to School/College Children in India. It is based on the guidelines prepared by an Expert Group constituted by the Food Safety and Standards Authority of India (FSSAI) under the directions of Hon^{ble} High Court of Delhi. For the sake of better understanding and implementation, these guidelines have been prepared in two parts, namely,

Part-I: Guidelines for making available Wholesome and Nutritious Food to School/College children

Part-II: Guidelines on Food Safety, Hygiene and Sanitation for Food available in School/College canteens.

PART I - Guidelines for making available Wholesome and Nutritious Food to School/College Children

Healthy Lifestyle:

A healthy lifestyle is cornerstone of good health, physical fitness, energy and reduced risk for disease. It is based on the choices one makes about his or her daily habits. Good nutrition, daily exercise and adequate sleep are the foundations for continuing health lifestyle. A healthy lifestyle includes diet based on balance, variety and moderation coupled with regular physical activity commensurate with one's age, gender and body constitution.

Balanced Diet, HFSS food and Non-Communicable Diseases (NCDs)

Balanced diet and dietary needs of children

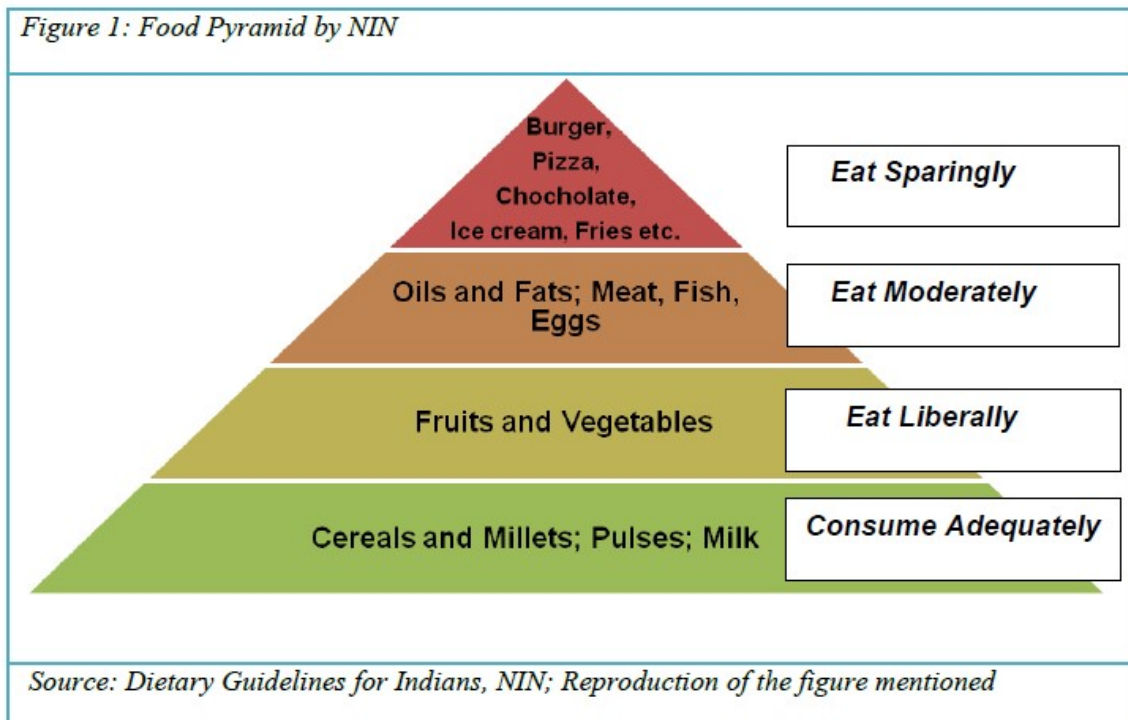
As per "Dietary Guidelines for Indians, 2011" by National Institute of Nutrition (NIN), a balanced diet is one which provides all nutrients in required amounts and proper proportions. It should provide around 50-60% of total calories from carbohydrates, preferably from complex carbohydrates, about 10-15% from proteins and 20-30% from both visible and invisible fat. In addition, it should provide other non-nutrients such as dietary fibre, antioxidants, which bestow positive health benefits.

The guidelines depict the importance of foods through a "Food Pyramid" (Figure 1). Balanced diet is recommended through a blend of four basic food groups such as cereals, millets and pulses; vegetables and fruits; oils, fats and nuts; milk and animal foods. Notably, food items such as burgers, pizzas, fries, chocolates, ice creams, jams etc. are not considered the right choice to meet nutrient needs and must be eaten sparingly.

NIN (2011) guidelines recommend preferring traditional and home-made foods; avoiding replacing meals with snack foods; and limit consumption of sugar and processed foods which provide only (empty) calories. It further states that "processed foods being rich in fats, salt, sugar and preservatives may pose a health risk if consumed regularly".

It also recognizes children's special needs of growth, fighting infections, maturation, bone development and bodybuilding. Nutritionally adequate and balanced diet has an important role in appropriate body composition, body mass index and reduced risk of diet-related chronic diseases in later life.

Figure 1: Food Pyramid by NIN



Source: Dietary Guidelines for Indians, NIN; Reproduction of the figure mentioned

HFSS Foods' and ingredients of concern

Foods that are high in fat, high in salt and high in sugar are commonly termed as HFSS Foods.

Sugar: Sugar is empty calories with no beneficial effect and there is no safe level of its intake. High use of sugar, particularly fructose, is harmful. Studies have established direct relationship of sugar with obesity, diabetes and metabolic syndrome .

Salt: Salt is added for preservation and enhancing the taste of food. High salt content in diet is strongly associated with high blood pressure and related cardiovascular diseases. Evidence suggests that high salt intake increases mass of left ventricle, stiffens and narrows arteries, including coronary and renal arteries. It increases the probability of stroke, severity of cardiac failure and tendency for platelets to aggregate . As per WHO, cutting down on dietary salt intake to recommended 5 g per day has a major impact on reducing blood pressure and cardiovascular diseases.

Saturated Fatty Acid (SFA): SFAs are widely used in packaged foods including cookies, crackers, and snack chips. When consumed in excess of the recommended (limit less than 10% of total calorie intake), SFAs are known to clog arteries and increase risk of heart attack and stroke.

Trans Fatty Acid (TFA): TFAs are formed during the process of hydrogenation of vegetable oils (PHVOs) to make it semi solid that enables longer shelf life, better form and texture. Typically they are found to be high in bakery products and snacks that are deep-fried in PHVOs. TFAs are well known to have an adverse impact on blood lipid levels as they reduce the amount of good cholesterol (HDL) and increase bad cholesterol (LDL). Their consumption increases insulin resistance and promotes obesity. WHO recommends less than 1% of calories from TFAs.

Besides the above key ingredients of concern, caffeine used in carbonated beverages and energy drinks is an addictive stimulant, which, if consumed in excess, can lead to impaired muscle and nerve functions, dehydration and a host of other disorders . Consumption of caffeine, particularly among School/College children, is a matter of concern and needs to be strictly regulated in compliance with the Food Safety and Standards Act, 2006 and Regulations made thereunder.

HFSS Foods and burden of NCDs

WHO reports that Non-Communicable Diseases are the leading cause of death world-wide:

- Unhealthy diets, especially the excessive consumption of calories, salt, saturated fat and sugar cause at least 40% of all deaths from NCDs, and approximately one-quarter of all deaths globally.
- Over 80% of global deaths due to cardiovascular diseases and diabetes occur in low- and middle-income countries. NCDs also kill at a younger age in these countries, where 29% of NCD deaths occur among people under the age of 60, compared to 13% in high income countries.
- In India, as of 2008, about 53% of all deaths were due to NCDs. The disease burden of NCDs is expected to reach to 57% by 2020 as compared to 29% in 1990.

WHO says unhealthy diet is associated with three out of four major NCDs. It is known to be one of the modifiable risk factors (Table 1):

Table 1: Modifiable risk factors - Unhealthy diet associated with three out of four major NCDs

	Tobacco Use	Unhealthy diet	Physical inactivity	Harmful use of alcohol
Cardiovascular diseases	√	√	√	√
Diabetes (Type 2)	√	√	√	√
Cancers	√	√	√	√
Chronic Respiratory Diseases	√			

Unhealthy diet leads to metabolic changes and conditions such as overweight, high blood pressure, raised blood glucose and cholesterol, which are among the leading causes of NCD deaths in India.

Childhood obesity

Childhood obesity is one of the most serious public health challenges of the 21st century. Overweight children are likely to become obese adults. As per WHO, about 44% of the diabetes burden and 23% of the CVD burden is attributable to overweight and obesity. Overweight children are more likely than non-overweight children to develop insulin resistance, hyper insulinemia, diabetes and cardiovascular diseases at a younger age, which in turn are associated with a higher chance of premature death and disability.

Studies have established the link between consumption of HFSS food and obesity. Numerous studies done among School/College children of Delhi, Amritsar, and Southern India show that the prevalence of overweight/obesity is high and on the rise. In urban post-pubertal children of Delhi it increased from 16% in 2002 to about 24% in 2006. It is high among the affluent class and children of private Schools/Colleges compared to low and middle-income groups.

Hypertension

In India, hypertension is the leading NCD risk and estimated to be attributable for over 10 per cent of all deaths. Hypertension is strongly associated with high Body Mass Index (BMI) and salt intake. A cross sectional study, published in Epidemiology in 2013, among 400 School/College children in Chennai found that the total prevalence of hypertension was 21.5%. Several other studies done in India suggest high prevalence of hypertension in overweight and obese children compared to normal weight children .

As per WHO, the amount of dietary salt consumed is an important determinant of blood pressure levels and overall cardiovascular risk. World Heart Federation says that a universal reduction in dietary intake of about 3 gm. of salt, would lead to a 50% reduction in the number of people needing treatment for hypertension. The same decrease would lead to a 22% drop in the number of deaths resulting from strokes and a 16% fall in the number of deaths from coronary heart disease¹⁷.

Diabetes and pediatric metabolic syndrome

Type 2 diabetes which is very common in adults is now increasingly being reported in children. The leading risk factor for kids is being overweight, often connected with an unhealthy diet and lack of

physical activity. According to a study done by Dr Anoop Mishra et al on post pubertal Indian children, 67% males with high BMI were found to have insulin resistance while overall prevalence was about 22% in males and 36% in females. As per the Diabetes Atlas 2006 published by the International Diabetes Federation, the number of people with diabetes in India is around 40.9 million and is expected to rise to 69.9 million by 2025 unless urgent preventive steps are taken .

Metabolic syndrome is a cluster of the risk factors for type-2 diabetes and cardiovascular disease characterized by abdominal obesity and others such as high blood pressure and increased plasma glucose. The prevalence of metabolic syndrome in overweight children was found to be about 18 times higher than their normal weight counterparts in Delhi .

Coronary Heart Disease (CHD)

CHD is expected to be the single most important cause of death in India by the year 2015. According to the World Heart Federation, 35% of all CHD deaths in India occur in those aged

35-64 years. CHD affects Indians with greater frequency and at a younger age than counterparts in developed countries, as well as many other developing countries. The age group 20-29 has seen the highest rise with double the number of cases since 2000 as per a study in Indian Journal of Medical Research.

HFSS food consumption in India

Consumption of 'HFSS Food' is steeply increasing both in urban and rural areas. The ease of availability, taste, low cost, aggressive marketing and advertisements and peer pressure make them popular with children.

A study on the HFSS Food eating habits of School/College children in Delhi found that 60-70% of children in different age groups consumed chips at least 2-3 times a week . In another study among overweight adolescent girls (16-18 years) in Kurukshetra in 2013, the mean daily energy intake was found to be about 110 per cent of the Recommended Daily Allowance (RDA) and fat intake was almost double of the RDA. The most common (60.4%) effect of skipping meal was consumption of foods such as potato chips, chocolate and carbonated drinks .

Examples of identified HFSS food items:

Food item	Serving size	Calories [Kcal]	Total fat [gm]	Sodium [gm]	Added sugar [gm]	Saturated fat [gm]
Potato Chips	50 g	272	17	0.39	1	5.35
Aloo Bhujia	50 g	315	25	0.34	0	5
Cola Drink	300 ml	132	0	0	33	0
Instant Noodles	80 g	360	14	0.95	3.2	6.8
Milk Chocolates	40 g	220	12	.045	21	8
Non-carbonated Fruit Beverage	200 ml	146	0	0	34.6	0
Aloo Burger	155 g	352	14	0.84	8	NA

HFSS food replacing balanced diet is a key issue: As per NIN dietary guidelines "the shift from traditional to 'modern' foods, changing cooking practices, increased intake intensive promotion of HFSS foods and beverages have affected people's perception of foods as well as their dietary behaviour. Irrational preference for energy-dense foods and those with high sugar and salt content pose a serious health risk to the people, especially children. The increasing number of overweight and obese people in the community and the resulting burden of chronic non-communicable diseases necessitate systematic nutrition educational interventions on a massive scale."

Additionally, a lot is at stake if balanced diet is replaced: A diverse range of macronutrients and micronutrients in its most natural form; Original flavors, colors and aroma that continue to keep the appetite alive for a lifetime; A wide range of time tested spices and herbs that continue to act at a prophylactic level (preventive) at sub-therapeutic levels.

Guidelines for Promoting Wholesome and Nutritious Food and Restricting/ Limiting the Availability of Foods High in Fat, Sugar and Salt (HFSS Foods) among School/College Children

The Underlying Principles:

Several countries have taken steps to enhance availability of wholesome and nutritious food to School/College children and to restrict/limit availability of HFSS Foods among them. With respect to India, the proposed guidelines are based on following principles:

- (i) **Children are not the best judge of their food choice.** They have limited understanding on the impact of food on their health. Broadly, they are not aware about the concept of balanced diet and what kind of food is to be consumed and avoided to achieve it. They also lack required know-how on diseases and its relation to diet. While on one hand, they lack awareness and necessary discretion, such products are being promoted by manufacturers. They are one of the biggest viewer groups of television and food advertisements constitute a major share of overall TV, radio and print advertisements across the world.
- (ii) **Schools/Colleges are not the right place for promoting HFSS foods.** Schools/Colleges are a place to learn right values and constructive behaviours for a lifetime. Since food consumption at School/College is significant part of the overall daily diet, Schools/Colleges should not allow the canteens to promote food habits that negatively impact the health of children.
- (iii) **Benefits of balanced, fresh and traditional food cannot be replaced.** Frequent consumption of foods high in salt, sugar and fats and low in other essential macro and micronutrients is detrimental and should best be avoided. Such eating behaviours may extend beyond Schools/Colleges and become a dietary habit.
- (iv) It is necessary **to improve the dietary habits of School/College children** by providing and appropriate mix of foods that enhances the wholesomeness and nutrition and also encourages them avoid consumption of unhealthy diet.
- (v) **Physical activity** is another important element of promoting growth and help in reducing the risks and incidence of non-communicable diseases.

Guidelines

Restrict / Limit the Availability of most common HFSS Foods in Schools/Colleges and area within 50 meters

The objective is to restrict/limit the consumption/availability of most common HFSS food (as per indicative list in Table 2) in the School/College premises, where the child is without parental supervision. In Schools/Colleges and nearby areas of 50 meters, restrict/limit the availability/consumption of most common HFSS foods (Table 2) that are widely promoted and advertised, easily accessible to children, and are standardized processed foods.

Table 2: Most Common HFSS Foods

S. No.	Most Common HFSS Foods (Indicative List)
1.	Chips, fried foods
2.	Sugar sweetened carbonated beverages
3.	Sugar sweetened non-carbonated beverages
4.	Ready-to-eat noodles, pizzas, burgers
5.	Potato fries
6.	Confectionery items

The identified foods are based on an evaluation done out of available similar foods in India. They are considered unhealthy due to imbalance in nutrients, i.e., high in fat, sugar, salt and/or low in proteins, fibers and nuts.

Advisable Ideal Meal to be provided in a day to the children is a under:

***Ideal Meal break-up considered (% Total calories)**

Meal	Comprise of % Of Total calories of meal consumed in a Day
Breakfast	25%
Mid-morning snack	10%
Lunch	25%
Evening snack	10%
Dinner	25%
Bedtime	5%

** Please Note: School/College Health Team should make children and parents aware about this Ideal meal breakup along with these guidelines where they can prepare and serve healthy, safe and nutritious food to their children even at home.*

Besides the listed foods, another food category of concern is the non-standardised deep fried foods such as samosa, chanabhatura, etc. that are available in the School/College canteens and nearby areas. The School/College management must ensure regulation of such foods through canteen policies that promote healthy, wholesome and nutritious foods. The School/College canteen policy would provide guidance on this matter to management.

Develop a Canteen Policy to provide Nutritious, Wholesome and Healthy Food in Schools/Colleges

Canteens in the Schools/Colleges should not be treated as commercial outlets. They carry a social responsibility towards inculcating healthy eating behaviours. They can be used to motivate children to consume healthy and hygienic food. Canteen policies based on nutrition criteria has been developed in many other countries. A suitable canteen policy that enables nutritious, wholesome and healthy foods to children should be developed in consultation with School/College health team/committee. It should be based on the following:

- The School/College canteen policy should consider, for the sake of easy understanding, introducing the concept of colour coding (Table 3) to categorize the foods, for instance,
 - foods that should be eaten most as of Green category,
 - foods that should be eaten sparingly as of Yellow category, and
 - most common HFSS Foods as of Red category,
 - It is recommended that at least 80% of the food available in Schools/Colleges should be of Green category.
 - It is clarified that this concept is not meant for labeling of foods.
- The policy should be applicable for all types of Schools/Colleges such as primary, secondary, day care, boarding etc. Depending upon the place and region, the policy should include foods that are to be promoted as well as discouraged for consumption by children.
- The policy should also take into consideration non-standardized foods that are sold in canteens and may extend to foods that are brought by children from home. Regarding foods that are to be discouraged, suitable measures such as decreasing the frequency and portion size could be suggested.
- A 'School/College Health Team" or similar unit could be set up in each School/College comprising teachers, parents, students and School/College canteen operators, who will coordinate, implement and monitor the canteen policy to make available quality and nutritious food to students in Schools/Colleges. This Team will also monitor the checklist given in this Guideline.

- A well-structured workshop on balanced diet and its health impacts should be conducted by School/College authorities.
- Schools/Colleges should also promote nutrition education and awareness among children through various tools such as posters. Posters can be made and displayed at canteen, School/College notice board, eating areas and any other suitable/feasible areas in your School/College campus.

Table 3: Concept of Colour Coding of Foods

Colour Code	Availability	Examples
Green	Always on the menu (at least 80% of available food items)	Vegetables and legumes, fruits, grain (cereal/pulses) foods; preferably wholegrain and/or high in fibre, lean meat, egg, fish, low fat milk, curd, paneer etc.
Yellow	Select carefully Approach should be greening, small portion size and reduced frequency	Baked vegetable based snacks, ice creams, milk-based ices and dairy desserts etc
Red	Restrict / Limit Availability in Schools	HFSS Foods as per Table 2

Sample Menu Options for Healthy Food

Based on the above suggestions, an indicative list of healthier sample menu options that could be categorised as green is provided in Table 4 given below:

****Table 4: Sample menu options with Kcal**

Food items	Kcal	Food items	Kcal
Vegetable sandwiches (brown or multigrain bread) {no mayonnaise, low fat cheese can be used}	150-200	Paneer / chicken / egg / salami sandwiches (brown or multigrain bread) {no mayonnaise}{low fat cheese}	200-250
Fruit salad: 1 big katori	100	Fruit chat	100
Single fruits (seasonal)	80-100	Fruit yoghurts	100
Chick pea vegetable chat 1 medium katori	100	Paneer/ vegetable cutlets 2 pc	200

Fruit custard 1 big katori	200	Khandvi 2 pcs	80
Veg. poha 1 medium katori	150	Sprout salad 1 medium katori (sprouts 30g rest salad)	100
Veg. uttapam 1 medium	150	Veg. upma 1 medium katori	200
Vegetable pulao with veg raita; 1 medium katori	200	Vegetable idlis with chutney: 2 pc	120
Vegetable (whole wheat flour/multigrain flour) kathi rolls: 1	150	Paneer/chicken/egg (whole wheat flour/multigrain flour) kathi rolls: 1	200

***Please note: Above table is just an sample .The School/College health team may look into the guidelines on our website URL_____.*

All required material is available on website about wholesome and nutritious food that can be adopted in the menu of school/college canteen etc .The food can be prepared in a manner that it is healthy, safe & nutritious as well as liked by the School/College children at same time.

Table 5: Sample beverage options (200 ml) with Kcal

Beverages	Kcal	Beverages	Kcal
Low fat milk shakes with seasonal fruits (banana ,mango, strawberry, chiku, black current) no added sugar	180	Fresh lime soda / shikanjee (with 10g sugar)	40
Fresh fruit juice	120	Badam milk	180
Smoothies with fruits	180	Salted / plain lassi	120
		Jaljeera	60

Regulate Promotion of 'HFSS Food' among School/College Children

There is a substantial increase in advertising of foods high in fat, high in sugar and high in salt across the world. Children are especially vulnerable to advertising because they cannot fully understand the disguised persuasive techniques of the advertisements and judge critically. The impact is exponential as proved by several studies. The objective is to regulate the exposure& power of advertisements and promotional activities that are targeted to children.

TheSchool/College authorities should regulate such kind of advertisement and promotional activitieswith in theirSchools/Colleges.

Encourage Physical Activity by School/College Children

Consumption of food and physical activity by School/College children should be promoted in line with the **WHO Global Strategy on Diet, Physical Activity and Health** and the Government of India Policy of making Physical Activity compulsory in Schools/Colleges. Physical activity complements maintaining good health if it is accompanied by a well-balanced and nutritious diet. It is advisable that Schools/Colleges should take initiatives to encourage physical activity by children such as supporting infrastructure within and outside the school, creating awareness among children and their parents about the importance of outdoor games and sports, increasing time devoted to such activity and introducing allocation of marks/grades to sports.

For children and young people, physical activity includes play, games, sports, transportation, chores, recreation, physical education, or planned exercise, in the context of family, school, and community activities. The recommendations to improve cardio-respiratory and muscular fitness, bone health, and cardiovascular and metabolic health biomarkers are:

- a. Children aged 5-17 should accumulate at least 60 minutes of moderate - to vigorous intensity physical activity daily, e.g., Team sports like Football, Cricket, Basketball, Tennis, Badminton, *KhoKho*, *Kabaddi*.
- b. Amounts of physical activity greater than 60 minutes provide additional health benefits.
- c. Most of the daily physical activity should be aerobic. Vigorous-intensity activities should be incorporated, including those that strengthen muscle and bone, at least 3 times per week, e.g., Cycling, Running, Swimming, Roller skating

The term "physical activity" should not be mistaken with only "exercise". Exercise, is a subcategory of physical activity that is planned, structured, repetitive, and purposeful in the sense that the improvement or maintenance of one or more components of physical fitness is the objective. Physical activity includes exercise as well as other activities like walking, strolling in garden, walking the dog, taking the stairs, house chores and recreational activities which involve bodily movement and are done as part of playing, working and active transportation.

Physical inactivity due to insufficient participation in physical activity during leisure time and an increase in sedentary behaviour during occupational and domestic activities, e.g., Watching TV, Play Video Games, Indoor Card Games, Console Gaming etc. should be reduced as far as possible.

The above Point 4.4 must be encouraged by School/College management in the best possible manner, working along with parents and children.

***** End of Document *****

Annexure 2- FSSAI/FDA Guidelines Part –II

PART II - Guidelines on Food Safety, Hygiene and Sanitation for Food available in School/College canteens

Food Safety, Hygiene and Sanitation:

Food Safety, Hygiene and Sanitation are fundamental to ensure human health and safety. Several instances have come to notice, whereby, issues relating hygiene, sanitation and safety have raised concerns about the safety of the health of School/College children. The following requirements are important to ensure safety of food made available to them. These requirements should be read in conjunction with Schedule IV of Food Safety and Standards (Licensing and Registration) Regulation, 2011.

Building design of School/College canteens:

a)Location

- Food preparation and serving area should be located in such a way that there is no food safety risk from objectionable odors, smoke, dust or other such contaminants.
- It should not be located near toilets.

b)Roads and areas used by wheeled traffic

- Areas for wheeled traffic, in and around food preparation and serving areas, should be secured in such a manner that it doesn't pose a risk to food safety.

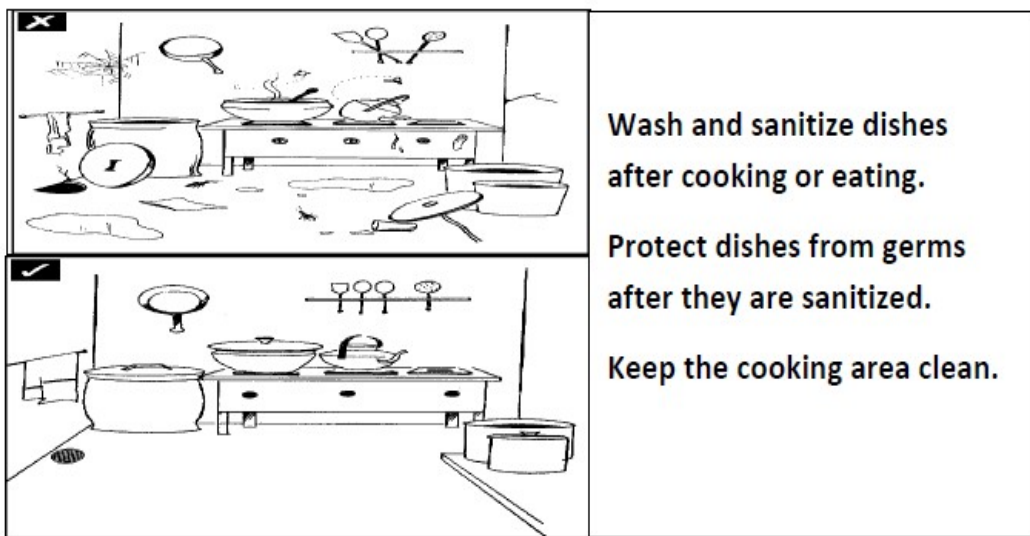
c)School/College Canteen Building and Facilities

- They should be:
 - of sound construction and well maintained,
 - designed to permit easy and adequate cleaning.
 - prevent the entrance and harbouring of pests and
 - prevent entry of environmental contaminants such as smoke,dust, etc.
- Floors, walls and ceilings, where appropriate, should be easy to clean and disinfect, without crevices and prevent accumulation of dust.
- Windows and other openings should be fitted with insect-proof screens.
- Doors should have smooth, non-absorbent surfaces and, be self-closing.
- Adequate provisions for drainage and cleaning shall be made in School/College canteens.

Hygienic Requirement: Utensils / Equipment

a) Equipment and Utensils

- All equipment and utensils which may come in contact with food should be made of material which is resistant to corrosion and is capable of withstanding repeated cleaning, and disinfection.
- All equipment and utensils should be designed and constructed to prevent hygienic hazards and permit easy and thorough cleaning and disinfection.



b) Equipment and utensil storage

- Portable equipment such as spoons, beaters, pots and pans, etc., should be protected from contamination.

c) Refrigeration

- In case canteens use raw materials or serve foods which require low temperature storage, canteen should have adequate facilities for the same.
- All refrigerated spaces should be equipped with temperature measurement devices.



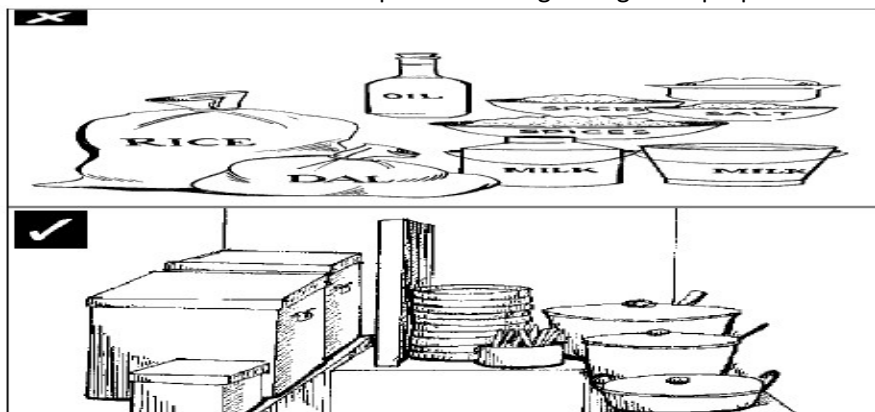
Hygienic Requirement: Preparation Steps

a) Raw Material Requirements

- Raw materials or ingredients should be inspected prior to use in canteens. No raw material or ingredient should be accepted if it is decomposed or contains insects or extraneous substance.
- Raw materials and ingredients stored on the premises of the establishment should be maintained under conditions that will prevent spoilage, protect against contamination and minimize damage. Meat, poultry, fish and other non-veg products should be sourced only from licensed / authorized vendors.
- Frozen products should be received at temperature below -18°C and fresh / chilled products to should be received at temperature below 5°C and must be refrigerated after reception till usage. Refrigerators should not be overstuffed to ensure proper circulation of the air inside.
- Avoid purchase of foods like Fruits, vegetables from unhygienic places

b) Storage

- Raw and cooked food must be separated during storage and preparation.



- All raw foods which require refrigeration, such as meat, chicken, fish, certain vegetables etc., should be stored under appropriate refrigerated conditions.
- Appropriate stock rotation mechanisms must be used.
- Food must be kept hot at $>60^{\circ}\text{C}$ or cold at $<10^{\circ}\text{C}$, during prolonged periods of service and where food is presented as a buffet/self-service.

c) Water Supply

- An ample supply of clean, filtered and portable drinking water should be available with adequate volumes.

d) Cooking process

- The time and temperature of cooking should be sufficient to ensure the destruction of non-spore-forming pathogenic micro-organisms.
- The quality of oil or fat should regularly be checked for odor, taste and smoking color, and if necessary, changed. Repeated use of oil for frying is not desirable.

e) Salad preparation

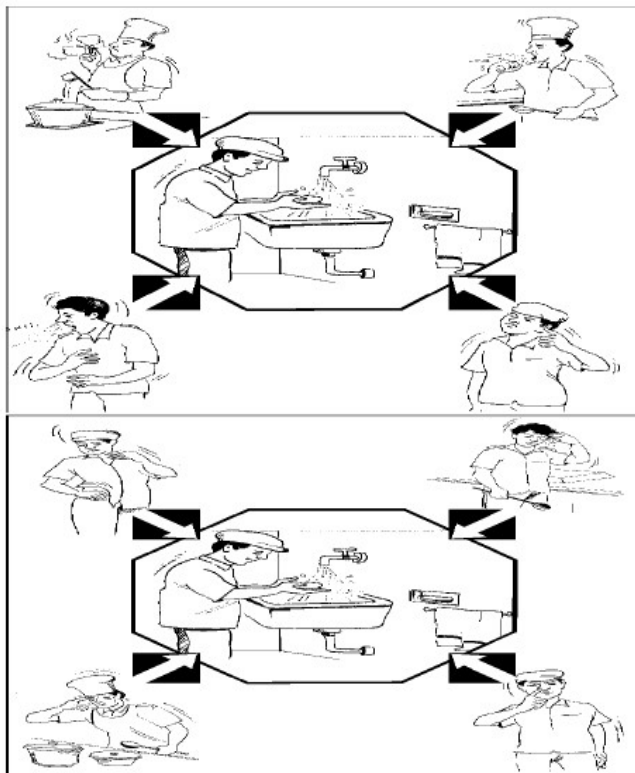
- Step: 1 for all salad items, sorting is to be done. Remove any bruise, rotten items.
- Step: 2 thoroughly wash the salad items (except onion where peeling off is done).
- Step: 3 Wash and sanitize the salad cutting area, cutting pad, knives /cutter and hands with disinfectant.
- Step 4: Cut and remove both ends of the salad item and rinse with water.
- Step 5: Peel off the outer skin of the salad items (where applicable) and dip in 25ppm – 50ppm chlorine solution for few minutes, before chopping into smaller pieces as desired. The chopped salad should be kept at refrigerator if stored longer than normal lunch hour.

Precaution: Do not handle the salad with BARE HANDS after sanitation.



Safe Handling of Cooked Food:

- School/College Health Team/Committee must train existing canteen staff for adopting the good hygiene practices. For any new canteen staff the training must be given before they are deployed for work at School/College canteen.
- Good practices of personal hygiene must be followed e.g. daily bath, hand sanitation and the protective uniform (including hair cover, gloves, and shoes) etc.



- Ensure that the serving plates, bowls, glasses and spoons are clean and dry.
- Periodical assessment/audit of the cooked food handling practices must be performed and shared with School/College Health Team.

Personal Cleanliness

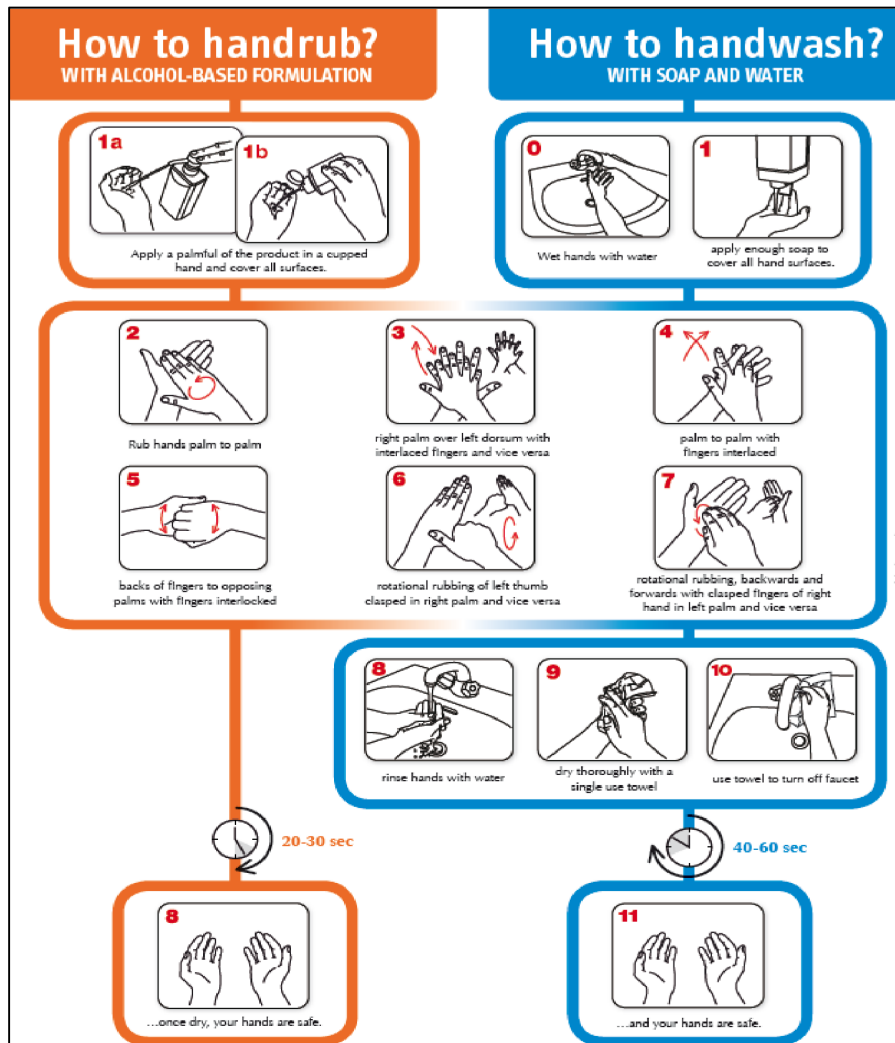
- a) Canteen staff must maintain a high degree of personal cleanliness, trimmed nails, (where appropriate) wear suitable protective clothing, head covering.



- b) In-case of cuts and wounds, canteen staff may be permitted to continue working, with suitable cover / waterproof dressings.



- c) Canteen staff must wash their hands with soap where personal cleanliness may affect food safety, for example:
- At the start of food handling activities
 - Immediately after using the toilet.
 - After handling raw food or any contaminated material (used utensils, waste materials).



Health Status

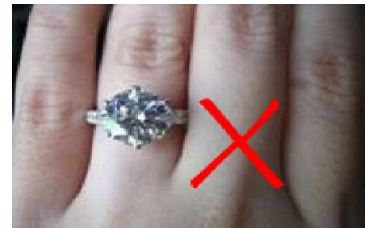
- a) Personnel known, or believed, to be suffering from, or to be a carrier of a disease or illness likely to be transmitted through food, shall not be allowed to enter into any food handling area.
- b) Arrangements shall be made to get the canteen operators/food handlers in School/College canteens to be medically examined regularly to ensure that they are free from any infectious, contagious and other communicable diseases. Up-keeping of such periodic medical examination record /certificates is advisable.

Personal Behaviour

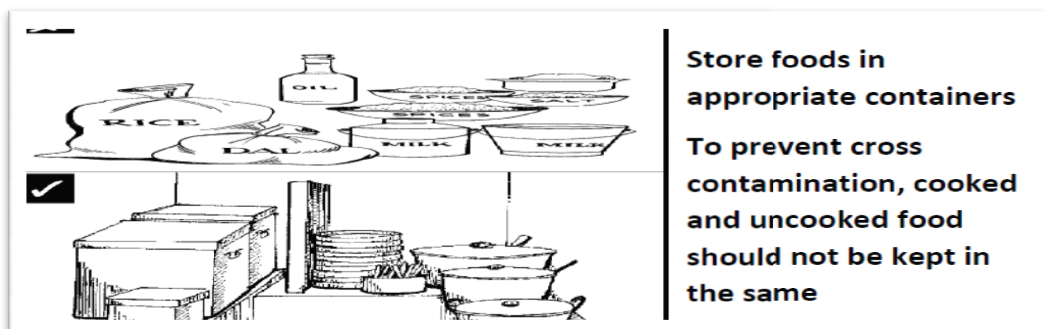
- a. People engaged in food handling activities should refrain from behavior which could result in contamination of food, for example:
- Smoking; spitting; Chewing or eating or sneezing or coughing over unprotected food.
 - Putting fingers on hair, nose, mouth during cooking or serving food.



- b. Personal effects such as jewellery, watches, pins or other items should not be worn or brought into food handling areas.



- c. Prevent cross contamination – before starting the job of cutting or cooking, ensure all utensils, knife, chopping boards should be thoroughly cleaned. Separate chopping boards and knives for raw fruit/vegetables/meat/poultry and ready-to-eat food should be used.
- d. All types of chemicals i.e. cleaning, sanitation and insecticides etc. must be stored away from raw



materials and finished foods and should be stored under control with lock and Key.

Pest Management

- a. Animals and insects, potential risks to health, should be excluded from canteen buildings

Rat: responsible for plague, Q fever, leptospirosis



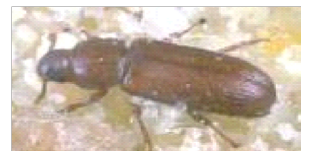
Pigeon: responsible for salmonellosis, psittacosis



Housefly: carrier of pathogenic bacteria.



Weevils: carrier of pathogenic bacteria.



Cockroach: carrier of Pathogens.



- b. There should be an effective control of pests. Canteen and surrounding areas should be examined for evidence of infestation.

- Ensure doors are closed, when not in use.
- Use proper netting / air curtain / PVC strip with 25% overlapping
- Do not give food & space for roosting.
- Keep area clean. Do not leave any open foodstuff.
- Maintain clean drainage, and treat gutters periodically.



- c. Pest control treatments with chemical or biological agents should only be undertaken under direct supervision of trained personnel.

- d. Insecticides should only be used if other measures cannot be used effectively. Before pesticides are applied, all food, equipment and utensils should be safeguarded from contamination.

- e. After application, contaminated equipment and utensils should be thoroughly cleaned to remove residues prior to being used again.



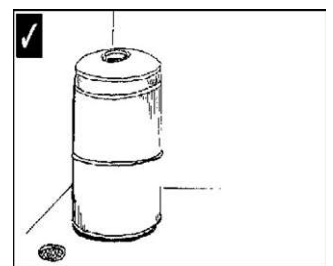
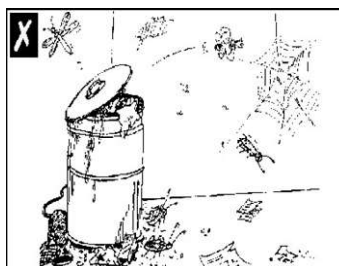
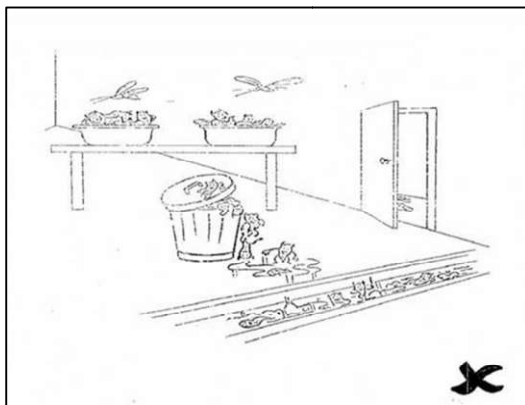
Waste Management

a) Containers for inedible material and waste should be covered, leak proof, constructed of metal or other suitable material which should be easy to clean. Collection of waste material should not spread it to other areas.



b) Facilities for storage of waste and inedible material

Where required, Schools/Colleges should also have facilities for the storage of waste/ inedible material prior to removal from the canteen. These should be designed to prevent access by pests.



Remove sources of pest contamination.

Keep discarded food / refuse in covered bins

c) Waste disposal

Schools/Colleges should have an efficient waste disposal system which should at all times be maintained in good order and repair. All waste pipes should be properly trapped and lead to a drain.

Training

- a. Training of canteen staff under these guidelines is an essential foundation pillar for the success of food safety management systems and it needs to be supported by the School/College health teams.
- b. School/College health team should identify and train a senior person as the food safety leader, who should be capable of understanding this area.
- c. Food Safety team leader should also be instrumental in inculcating awareness among canteen staff and students.

***** End of Document *****

Annexure 3- FSSAI/FDA Checklists

Checklists

Checklist for Utensils and Other Equipment

Checklist for Utensils and Other Equipment					
S. No.	Activity/Focus Point	Yes	No	Corrective action	Remarks
1	Sufficient stainless steel utensils and other wares required for cooking available in proper condition				
2	Food contact surface does not contaminate food with off smell or odour				
3	Food contact surface are smooth for cleaning and without any pits, corrosion or foreign matter and is not absorbing moisture				
4	Equipment allow complete cleaning and draining of water with no water/ food residues holding				
5	Equipment are identified for the usage to prevent cross contamination, i.e., Containers used for raw material, processed food and waste etc.				
6	Separate storage space identified for clean and unclean utensils and protected from contamination				
7	Refrigerators are maintained clean and stuffed not in excess with proper segregation to prevent cross contamination				
8	Raw material Refrigerator must be separate from processed foods				
9	Equipments have the desired covers for prevention of any unintended contamination of foreign matter, hair, dirt, etc.				
10	Crack wares are not in use				

Checklist for Raw Materials Management

Checklist for Raw Materials Management					
Sr. No.	Activity/Focus Point	Yes	No	Corrective action	Remarks
1	Raw Material used in the kitchen are listed and approved				
2	Raw Material purchase system is documented with the criteria for food quality and safety and approved				
3	Raw material purchase excludes spoilage, pest infestation, fungus or objectionable odours and dirt				
4	Processed material purchase from identified vendors (ideally approved vendors)				
5	Raw Material storage in proper condition - Perishable products at < 10 C; Segregation between raw and processed foods. Animal origin products < 5 C (milk, meat etc.). Frozen Material at - 18 C				
6	Inventory Control exists with identified expiry/ use before date. Excess materials are not allowed				
7	Individual Raw material storage Containers with proper covers and labels				
8	Inspection system of Raw materials to prevent any pest growth like raw cereals and pulses etc.				
9	No infested material stored in the kitchen and disposal mechanism exists				
10	Temp. Monitoring of equipment storing materials done on daily basis				

Checklist for Water and Salads

Checklist for Water and Salads					
Sr. No.	Activity/Focus Point	Yes	No	Corrective action	Remarks
1	Clean/potable water availability for Drinking and Washing, cleaning				
2	Hot water available for washing utensils				
3	Water taps in proper repaired conditions				
4	Water used for other requirements in segregated lines, no cross connection. Water distribution lines are identifiable for the type of water				
5	Ice is prepared from clean potable water				
6	Drinking Water cooler, dispensers are maintained clean and under proper cover with no entry points for pests or dirt.				
7	Salad are washed in clean drinking water and all visible soil is removed				
8	Salads are peeled off and dipped in chlorine water as prescribed before chopping				
9	Separate containers, knives are used for salad after peeling off/ washing.				
10	Chopped Salad is kept at cold temperature(< 10 C) before serving				

Checklist for Handling of Cooked Food

Checklist for Handling of Cooked Food					
Sr. No.	Activity/Focus Point	Yes	No	Corrective action	Remarks
1	Persons serving food are trained in Hygiene and Food Safety Principles with training records				
2	Canteen crew following Personal Hygiene practices - No sneezing, no jewelry, trimmed hair nails etc.				
3	Separate Serving spoons for individual cooked items				
4	Serving plates, spoons etc. are clean and dry kept at clean surface.				
5	Proper segregation of cooked food from raw fruits and Salads				
6	Cooked Food kept at hot temp. (> 60 C) and salad, yoghurt, ice creams etc. to be at < 10 C before serving as applicable.				
7	The cooked food containers, are properly covered and with separate spoons to prevent any contamination				
8	Spilled foods is removed carefully				
9	Leftover food is disposed of as waste immediately				

Checklist for Monitoring and Controls

Checklist for Monitoring and Controls					
Sr. No.	Activity/Focus Point	Yes	No	Corrective action	Remarks
1	The School/College Health Team is formed for Monitoring and control				
2	Proper training are delivered, evaluated and recorded for Food Safety and Hygiene				
3	Raw Material Quality and food safety checks are conducted before purchase, delivery and usage				
4	Regular inspection and assessment is done by the School/College Health Team for Hygiene controls in the kitchen and related areas like wash rooms				
5	Periodical Hygiene monitoring checks are conducted for the canteen Crew by the Hygiene/ Food Safety Committee				
6	Regular checks on the cooked food and water quality are conducted.				
7	All the records and inspection results of food quality and safety are reviewed by School/College Health Team and presented to the management for corrective action				
8	Management commitment is visible by their presence in the meetings and minutes of meetings are shared in the food safety committee meetings				
9	Improvement areas are identified and pending points are properly tracked				