

Section 8 – Appendices

Appendix 1

Sandwiches, rolls and wraps

Bread ideas: Wholemeal, wholegrain, rolls of different shapes, pita breads, lavash bread, focaccia, Lebanese, rye.

Spreads: Use polyunsaturated or monounsaturated margarines or polyunsaturated mayonnaise. Spread thinly.

Ideas of fillings for sandwiches, rolls and wraps include:

- salad (shredded lettuce, grated carrot, tomato, beetroot, cucumber, sprouts)
- grated carrots and sultanas
- Lean chicken (skin removed) with:
 - salad
 - coleslaw
 - combine chicken with diced celery and natural yoghurt
 - low fat mayonnaise and lettuce
 - tandoori flavour, cucumber and yoghurt
 - sweet chilli and salad
 - satay and salad
- Lean red meats (visible fat trimmed and minimal marbling):
 - roast beef
 - minced meat
 - lamb kebabs
- Egg with:
 - low fat mayonnaise and lettuce
 - salad
- Lean ham with:
 - salad
 - seeded mustard, tomato, lettuce
 - chutney and lettuce
- Tuna (in spring water, brine or drained if in vegetable oil) with:
 - pineapple and lettuce
 - tomato and cucumber
 - low-fat mayonnaise and shallots
- Cheese (reduced-fat or low-fat varieties) with:
 - salad
 - tomato
 - ricotta cheese with carrot and sultanas
- Other fillings:
 - baked beans
 - peanut butter, grated carrot and sultanas
 - hummus, tomato, cucumber
 - felafel (sliced), tomato and lettuce



Sandwich and roll fillings — quantity guide (to assist with ordering and standardised serves)

Ingredients per sandwich/roll	10 sandwiches/rolls	50 sandwiches/rolls
Salad vegetables		
Carrot grated, 1 tablespoon	2 medium	8 medium
Lettuce, finely shredded, 2–3 tablespoons	¼ medium	1 medium
Tomato, thinly sliced, 2–3 slices	3 medium	15 medium
Cucumber, 2 slices	1 small	3 large
Pineapple, thinly sliced, 1 slice	10 slices (1 x 440g)	50 slices (5 x 440g)
Meat, fish, eggs and alternatives		
Baked beans, 2 tablespoons	1 x 440g can	2 x 900 g cans
Cheese, sliced, 1 slice	10 slices (250g)	50 slices (1.25kg)
Cheese, grated, 2 tablespoons	200g	1kg
Eggs, hard boiled, half an egg mashed		
with milk/low fat mayonnaise	5 x 60g eggs	25 x 60g eggs
Ham, sliced, 1 slice	10 slices (250g)	50 slices (1.25kg)
Meats, cold, sliced, 1 slice	10 slices (250g)	50 slices (1.25kg)
Chicken meat, diced, 2 tablespoons	500g	2.5kg
Tuna, salmon, 1½–2 tablespoons	1 x 440g	5 x 440g
Spreads		
Margarine	100g	500g

Appendix 2

Snack ideas

Breakfast cereals

Breakfast bars*

Bread sticks

Bread cases filled with creamed corn, ham and cheese

Bread rolls (hot) filled with reduced fat cheese, chicken and mushroom

Bread roll and margarine

Cereal-based bars*

Cheese (sticks, cubes, slices, cut into shapes)

Corncobs

Crispbreads

Custard (reduced fat where available)

Dried fruit packs

Fruit bars*

Finger buns, un-iced fruit buns, fruit-based hot cross buns (lightly spread or served with spread on the side)

Fruit (fresh, frozen or canned)

Fruit salad. Try serving with custard or yoghurt.

Fromage-frais type products

Frozen fruit pieces (pineapple, oranges, grapes, kiwi fruit, watermelon)

Herb bread

Toasted sandwiches

Milkshakes

Muesli bars*

Muffins*

Muffin bars*

Nut and seed combos

Nut bars*

Pikelets (plain, fruit and savoury)

Pita breads – filled with baked beans and warmed

Pizza (muffin or flatbread based)

Popcorn (unbuttered, without sugar coating)

Raisin or fruit bread (plain or toasted)

Rice cakes

Rice crackers*

Salad bags (carrot, celery, egg, cucumber, lettuce and cherry tomatoes)

Scones (plain, fruit, cheese, pumpkin)

Sushi

Toasted English style muffins

Wheat biscuits or water crackers served with reduced fat cheese or reduced-fat vegetable-based dips

Vegetables (sticks, pieces or wedges)

Yoghurt (fresh, frozen, plain or fruit)

* Check against Nutrient Criteria to identify **RED** foods and drinks.

Appendix 3

Resources

Websites

Brisbane City Council

http://www.brisbane.qld.gov.au/BCC:BASE:1948672413:pc=PC_300

This site contains information regarding licensing requirements and food safety for food businesses. A number of resources can be downloaded or printed including:

- A series of fact sheets on food safety
- Food safety made easy – food safety program
- Guidelines for temporary food stalls
- Food premises licensing and registration guide; and
- Food premises design, construction and fit-out guide.

Commonwealth Department of Health and Ageing

<http://www.healthactive.gov.au/internet/healthactive/publishing.nsf/Content/eating>

Developed by the Commonwealth Department of Health and Ageing, *The Australian Guide to Healthy Eating (AGTHE)* provides information on the types and amounts of foods that need to be eaten each day to get enough of the nutrients essential for good health and well-being. The *AGTHE* aims to encourage the consumption of a variety of foods from each of the five food groups every day in proportions that are consistent with the *Australian Dietary Guidelines*.

Background information, posters, brochures and leaflets for consumers are available online.

Diabetes Australia Queensland

<http://www.diabetesqld.org.au/index1.php?changeportal=4>

Fact sheets and links to resources on healthy living can be printed or downloaded from this site.

Eat Well Be Active

The interactive *Eat Well Be Active* (EWBA) webpage has been developed by the Queensland Government to provide practical handy tips and information to help Queenslanders to make healthier eating choices and be more active every day. Visit www.your30.qld.gov.au

A dedicated internal Queensland Health website is also available which includes food and activity tips and myth busters, national guidelines for nutrition and physical activity, fun activities for kids, healthy weight information, motivation tools and much more. It also contains other useful resources, fact sheets and links.

Visit <http://qheps.health.qld.gov.au/eatwellbeactive/> (for internal Queensland Health staff).

Food Standards Australia and New Zealand

<http://www.foodstandards.gov.au/>

Food Standards Australia New Zealand (FSANZ) is an independent statutory agency established by the *Food Standards Australia New Zealand Act 1991*. This site contains information, fact sheets and publications about food safety, food standards, food labelling and nutrient analysis.

Food Safety Policy and Regulation Unit

<http://qheps.health.qld.gov.au/phunits/ehu/default.htm> (for internal Queensland Health staff)

The Food Safety Policy and Regulation Unit (FSPRU) is the lead agency in Queensland for

food safety, responsible for developing food safety policy and regulation for Queensland. This unit can supply information and materials regarding food safety for the food industry and health professionals. Information is also available on-line at <http://www.health.qld.gov.au/industry/food/default.asp>.

Formula For Life

<http://www.formulaforlife.com.au>

This website provides over 140 recipes and healthy eating tips as well as lifestyle tips, information on food groups, nutrients, vitamins, minerals, vegetables, foods and substances to limit diet related diseases and more.

Formula for Life has applied recognised government agency standards such as the *Recommended Dietary Intakes*, *Australian Guide to Healthy Eating* (Core Foods), *Australian Dietary Guidelines*, Australian and New Zealand Food Authority principles, and *National Health and Physical Activity Guidelines*.

This site has been endorsed by Nutrition Australia, Australian Medical Association, Gut Foundation, Queensland Institute of Medical Research, Wesley Nutrition Centre, Better Health Channel and Healthy Eating Club.

Go for 2&5®

<http://qheps.health.qld.gov.au/gofor2and5/>
(for internal Queensland Health staff)

Queensland Health launched the *Go for 2&5®* campaign to increase awareness of the need to eat more fruit and vegetables; and to encourage all Queenslanders to increase their intake of fruit and vegetables by one serve per day. This site provides a range of resources and tools to promote the consumption of fruit and vegetables to help reduce the risks of obesity, poor nutrition and chronic disease.

Go for 2&5® resources can now be ordered online from SDS Publications visit <https://www.bookshop.qld.gov.au/>. Posters, brochures and recipe cards are available from SDS free-of-charge.

Merchandise can also be ordered through your local *Go for 2&5®* representative. Single order limits apply for some items visit <http://qheps.health.qld.gov.au/gofor2and5/> (for internal Queensland Health staff) for more information and contact details.

Forms to hire the Veggie Man costume can also be downloaded from QHEPS available at <http://qheps.health.qld.gov.au/gofor2and5/> (for internal Queensland Health staff).

National Health and Medical Research Council

<http://www.nhmrc.gov.au/publications/subjects/nutrition.htm>

A copy of the *Australian Dietary Guidelines* can be downloaded from this website.

National Heart Foundation

<http://www.heartfoundation.com.au>

Contact for brochures, catering and recipe ideas including the *Deliciously Healthy* and *Real Food* cookbooks, and *Healthier Catering Guidelines*. Telephone the Heart line on ph:1300 362 787.

Nutrition Australia

<http://www.nutritionaustralia.org>

Contact for a range of nutrition advice, recipe ideas and support. Telephone: (07) 3257 4393.

Smart Choices – Healthy Food and Drink Supply Strategy for Queensland Schools

<http://www.education.qld.gov.au/schools/healthy/food-drink-strategy.html>

Smart Choices is all about supplying healthy food and drink choices to students in

Queensland schools. It applies to all areas of the school where foods and drinks are supplied including tuckshops, fundraising, vending machines, excursions, camps, classroom rewards, sports days and curriculum activities.

Since January 2007, *Smart Choices* has been mandatory in all Queensland state schools. The *Smart Choices* website contains a resource package and tool kit that has been developed to help schools implement the strategy.

Queensland Health

<http://www.health.qld.gov.au/healthieryou/>

Information is available about healthy living, including nutrition, physical activity and food safety.

The strategy and associated materials are available on-line at http://www.health.qld.gov.au/health_professionals/food/default.asp#choice.

<http://qheps.health.qld.gov.au/abetterchoice>
(for internal Queensland Health staff)

A dedicated internal Queensland Health website for the strategy that contains copies of all materials, fact sheets, frequently asked questions, updates and contact details to obtain further assistance.

Publications

Australian Guide to Healthy Eating

To obtain copies of the booklet and poster contact the Australian Government Department of Health and Ageing on 1800 020 103 extension 8654 (free call) or email phd.publications@health.gov.au

Food for Health – Dietary Guidelines for Australian Adults

To obtain copies of the booklet, pamphlet and poster produced by the National Health and Medical Research Council contact National Mail

and Marketing on 1800 020 103 ext 8654 (free call) or email phd.publications@health.gov.au

Food for Health – Dietary Guidelines for Children and Adolescents in Australia

To obtain copies of the booklet, pamphlet and poster produced by the National Health and Medical Research Council contact National Mail and Marketing on 1800 020 103 ext 8654 (free call) or email phd.publications@health.gov.au

Food Safety for Fundraising Events

A pocket book guide to assist charities and community organisations meet their legal obligations under Queensland food safety laws. Copies can be obtained from local Public Health Units. See below for locations and contact numbers.

Brisbane Northside	36241111
Brisbane South	30009148
Bundaberg	41502780
Cairns	40503600
Central West	46580859
Darling Downs	46319888
Gold Coast	55097222
Mackay	49686611
Mt Isa and Gulf	47444846
Redcliffe	38976480
Rockhampton	49206980
South West	46568100
Sunshine Coast	54096600
Townsville	47539000
Wide Bay	41206000
West Moreton	38101500

Know your food business – A self-assessment guide to the Food Safety Standards

<http://www.health.qld.gov.au/phs/documents/ehu/21883.pdf>

This checklist has been designed to assist food businesses make a self-assessment of compliance with the Food Safety Standards.

Safe Food Australia – A Guide to the Food Safety Standards 2nd edition

This guide has been prepared to help with the interpretation of the three mandatory food safety standards. The guide was prepared primarily for use by government agencies responsible for the enforcement of the standards. Businesses may also find it offers guidance that will help them to comply with the standards.

Copies can be downloaded or printed from *<http://www.foodstandards.gov.au/newsroom/publications/safefoodaustralia2nd519.cfm>*.

Queensland Health healthy eating brochures

Titles include Better Eating for a Healthier Lifestyle and Facts on fat. Contact Queensland Health Publications on (07) 3234 1053.

Useful cookbooks

Deliciously Healthy – National Heart Foundation

Cooking for Champions – The Australian Sports Commission

Healthy Fast Food – State of Western Australia

Guide to Greener – Nutrition Australia

Real Food – National Heart Foundation

Symply Too Good To Be True – Annette Sym

Appendix 4

How to use the CD-ROM

On the attached CD-ROM you will find all the materials in this *Tool Kit* plus additional templates. The materials are in Adobe Acrobat PDF format (suitable for use on both Windows PC and Apple Macintosh).

Materials on the CD-ROM include:

- Improvement checklist template
- Action plan template
- Phasing in/out foods template
- Recipe template
- Example communication strategy and matrix
- Presentation for key groups
- *A Better Choice Strategy and Tool Kit*
- Flyer template
- Catering guidelines.

Viewing

The CD-ROM should start automatically. If not, please open the PDF titles Start_Here. Select the coloured icons to open the document you wish to view (see example below).

When you have finished viewing the material, close the window (or select Close from the File menu on your computer).

To print the material, please follow the instruction below.

Printing

To print copies of any of the materials, select the coloured icon listing the document you wish to print. Then select Print from the File menu on your computer. Click on OK to begin printing the material.

Using templates

The templates are in MS Word format, suitable for use on both Windows PC and Apple Macintosh. Select and type over existing text to change. The templates have been designed to be printed on A4 size paper, and are suitable for printing in colour or black and white.

About Adobe Acrobat Reader

The material included on the CD-ROM is in Adobe Acrobat PDF format. To view the files you will need to have Adobe Acrobat Reader installed on your computer. If you do not have Adobe Acrobat Reader installed, there is a copy provided on the CD-ROM. You will find an installer for PC or Macintosh in the folder labelled 'Acrobat'.



