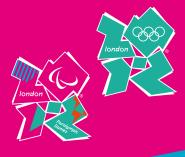
Learning legacy



Lessons learned from the London 2012 Games construction project

The Food Safety and Sustainability Scorecard

Champion Products are examples of tools and formats used by the Olympic Delivery Authority (ODA) in executing its programme. The ODA is publishing these as part of its Learning Legacy in anticipation that they may be of use to future projects seeking best practice examples of tools and templates that have been used successfully on a large, complex programme.

Purpose of the document, description and how it was used

The ODA Food Safety and Sustainability Scorecard was part of the audit tools used to monitor performance against the requirements of the Food Safety and Sustainability Standard. The scorecard was also used by caterers to determine targets and improve their overall score. Scores were awarded against key performance indicators (KPIs) for food safety; these included cross contamination, cleaning, chilling, cooking, management, training and customer service. For sustainability, the KPIs were; 75 per cent of foods unprocessed on reaching the kitchen, and seasonal fresh fruit and vegetables used plentifully. 30 per cent of food was certified as causing minimal environmental harm, for example, organic. Menu options included at least one vegetarian and one vegan option. Red meat, chicken, eggs and dairy products were produced to high standards of animal welfare, for example, Freedom Foods, free range or organic, with each foodstuff scored

separately. Fish from endangered stocks were excluded and sustainable options such as Marine Stewardship Council (MSC) certified fish were chosen. Rainforest Alliance/Fairtrade tea, coffee, juice, chocolate, sugar and fruit was offered. Bottled water was avoided where possible and tap water was served instead. Where there was no access to mains water, socially responsible brands were chosen. Catering staff were trained in preparing healthy and sustainable meals. Sustainable and health food was communicated to consumers.

Benefit to future projects

The scorecard results were tangible; you could easily see where performance could be improved so they were a comprehensive tool to drive performance. Scorecard findings were also used to determine health promotion campaigns throughout the construction programme such as Big Breakfast week. This is applicable to all projects that have catering provision either small or large scale.









culture, media and sport

MAYOR OF LONDON

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Food Safety & Sustainability

Note Reports will be completed and/or self made reports audited by the Food Safety & Sustainability Team or delegated auditors. Evidence must be provided and available to validate all scores

Date of the audit and details of the principal contractor and caterer:

	ness Toolkit (Or compliance with food safety management system e.g. BRC Global Standard, ISO 22000, SALSA Audit Sta							Sustainability	Sustainability KPIs									
KPIS	Cross Contamination	Cleaning	Chilling	Cooking	Management	Training and customer service	Endorsement For Breach Of Food Safety Responsibilities (e.g. Food Hygiene Notices, Product recall/withdrawal)	Food Sustainability Standards	75% of foods unprocessed on reaching kitchen, and seasonal fresh fruit and vegetables used plentifully link to the seasonaility chart:http://image.guardian.co.uk/sysfiles/Guardian/documents/2008/10/06/Seasonalitychartpdf	environmerntally sensitive form of	Menu options include at least 1 vegetarian and 1 vegan options		Fish from endangered stocks excluded, and sustainable options such as MSC certified fish chosen	Rain Forest Alliance or/and Fair trade tea, coffee, juice, chocolate, sugar and fruit offered	Bottled water avoided where possible and tap water served instead. Where there is no mains access, socially responsible brands chosen	Catering staff trained in preparing healthy and sustainable meals	Sustainable and healthy food communicated to consumers	Total Score
Maximum Potential Score	20	10	10	15	12	8	(n/a)		3	3	2	10	2	3	1	1	1	TOTAL
Score																		0
Measurement	Evidence to suggest: Personal hygiene rules followed: 4 POINTS. Cloths kept clean, disinfected and replaced regularly: 3 POINTS. High risk foods kept separate and effective storage of foods in accordance with the manufacturers instructions: 3 POINTS pest control procedures in place: 3 POINTS. Procedures in place to prevent physical and chemical contamination: 4 POINTS.evidence of considering food allergies: 3 POINTS	Evidence to suggest that there is an effective and appropriate cleaning schedule in place and it is followed: 3 POINTS. Manufacturers instructions available for cleaning products 2 POINTS. Sanitisers and disinfectants in use: 3 POINTS. Evidence during the visit that staff clean as they go: 2 POINTS	Evidence to suggest that date codes are followed and appropriate followed: 2 POINTS. Are temperature checks of all refrigeration/free zing equipment undertaken as staff enter the premises at appropriate points in the day and close of business: 4 POINTS. Do they chill down hot food and is this process effectively managed?: 2 POINTS. Do they defrost or freeze foods appropriately?: 2 POINTS.	Are safe cooking methods used: 6 POINTS have they identified foods that need extra care such as whole chicken and joints of meat?: 3 POINTS. Are visual checks and temperatures taken to ensure the fool is thoroughly cooked?: 2 POINTS. Do they reheat foods and if so are appropriate methods in place?: 2 POINTS. Are any foods held in a hot hold and are temperatures checked?: 2 POINTS.	they demonstrate that they are following the 4 hour rule for chilled ready to eat high risk products and the 2 hour rule for hot ready to eat	Are staff trained in accordance with the requirements of schedule 1 of the ODA Food Hygiene and Welfare Standards?: 4 POINTS. Is there details of who to complain to?: 2 POINTS. Are the supplier details and contractor details (e.g. for repaired to food equipment) readily available?: 2 POINTS	Penalty Deductions Minus 10 points for each activity stopped during a Director or Advisor Visit (if applicable) Minus 25 points for any formal intervention by an external agency (e.g. EHO) that requires formal written close out	Food Sustainability Standards achieved on site, to provide examples of 'a diverse range of healthy eating options being available to construction workers' = 25 points available ir total.	25% foods unprocessed on reaching kitchen, and fresh fruit and vegetables used plentifully (1 point) 50% of foods unprocessed on reaching kitchen, and fresh fruit and vegetables used plentifully - including some seasonal produce (2 points) 75% of foods unprocessed on reaching kitchen, and fresh fruit and vegetables used plentifully, with seasonal produce as standard	>10% certified organic (1 point) >20% certified organic (2 points) >30% certified organic (3 points)	More than 1 vegetarian option (1 point) More than 1 vegetarian option (1 point) More than 1 vegetarian and vegan (no animal or dairy products at all in these products) options (2 points)	Scoring guide detailed above as a minimum all caterers are expected to serve Britidh produce. Poential to earn 10 points in total	Conservation Society 'fish to avoid' list served and only fish from Marine Conservation Society 'fish to eat' list served: www.fishonline.org (1 point) No fish from Marine Conservation Society 'fish to eat' list served:	At least tea or coffee rain foreset alliance certified (http://www.rainforest alliance.org/certificati on.cfm?id=main) (1 point) All tea and coffee Fair-trade certified (2 points) All tea and coffee Fair-trade certified, and Fair-trade sugar, chocolate and/or other items offered (e.g. fresh or dried fruit, nuts, rice) (3 points)		Catering manager trained in preparing healthy and sustainable meals (0.5 points) All catering staff trained in preparing healthy and sustainable meals (1 point)	Healthy choices highlighted on menu (0.5 points) Healthy choices, animal welfare standard products highlighted, provenance of at least 2 items noted on menu (1 point)	Any score below 60% of total will require formal response by contractor to issues raised by auditor.

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