

WWF-UK MEETINGS & EVENTS CATERING POLICY



FOR YOUR WORLD

WWF-UK seeks long term solutions to the global threats to nature. Our mission is to create a world where people and wildlife can thrive together. We take a constructive, solutions orientated approach and work with civil society, governments and corporations as we strive to attain our mission. We recognise that we must practice what we preach.

This policy details our commitments and criteria regarding the procurement and provision of all food and drink provided by caterers, for all WWF-UK led meetings and events. Colleagues are encouraged to apply the policy when purchasing food themselves on WWF- UK business.

POLICY CONTEXT

The parent policy for this document is the WWF-UK Environmental Policy which is part of our ISO 14001 Environmental Management System. If printed, valid at time of printing only

OUR LIVEWELL PRINCIPLES

- WWF-UK will provide food that exceeds our Livewell principles wwf.org.uk/livewell.
- All food provided must be meat-free.
- At least half of main dishes must be vegan (i.e. they must not contain or be made using any animal products).
- The remainder must be ovo-lacto vegetarian (i.e. they may contain dairy and eggs).
- If requested, mains may contain seafood

provided it meets the requirements under 'responsible sourcing criteria' below. In those instances, no more than one fifth of mains may contain seafood, with the remainder being vegan (at least 50%) and vegetarian. For example, of six sandwiches, one may include seafood, three will be vegan and two will be vegetarian. Please contact the Environmental Manager before applying this exception.

- Whole and minimally processed foods are preferred. We will seek to use low fat non-sweetened dairy products, minimum butter, mayonnaise, salt and sugar and choose whole grains rather than refined grains.

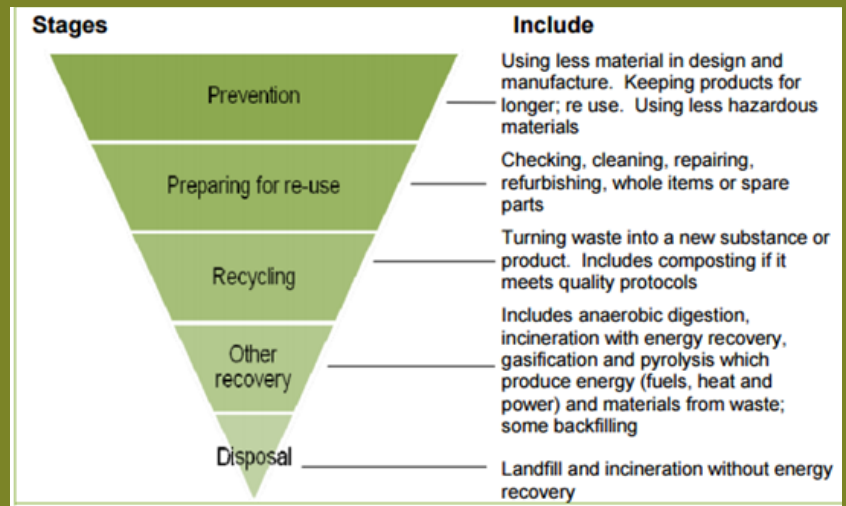
MINIMISING WASTE

- The waste hierarchy must be followed to ensure that our behaviour is consistent with our mission to reduce wasteful consumption and pollution. This also applies to food and drink purchased.
- We provide only the amount of food necessary for the number of attendees at an event or meeting.
- Reduce packaging where possible and seek packaging that is recycled and recyclable.
- Work with caterers to ensure that we do not over order or use garnishes (which are often wasted).

- Work with suppliers to ensure that alternatives to single-use plastic can be found which meet our restrictions.
- Plans should be made for any leftover food, either by giving it away to staff on-site, or agreeing with caterers, event staff or a local service or charity, to give food away afterwards.
- Food must never be sent to landfill and must always be reduced, reused, or processed via a designated food bin.

The Waste Hierachy

Source: www.gov.uk

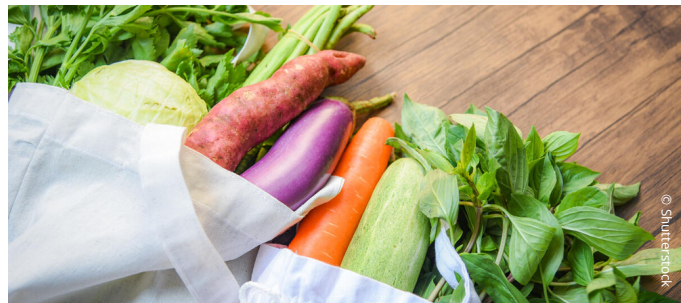


RESPONSIBLE SOURCING CRITERIA

FOOD

- Fish & seafood that has been caught must be Marine Stewardship Council (MSC) certified (see www.msc.org/ for more information and to find certified suppliers).
- Fish & seafood that has been farmed should be Aquaculture Stewardship Council (ASC) certified whenever possible (**more information**).
- Eggs (including those used or contained within recipes or ingredients) must be free range, and preferably RSPCA Assured.
- Fruit and vegetables should be seasonal and certified organic whenever possible. Bananas should be Fairtrade. Where applicable, other fruit and vegetables should also be Rainforest Alliance and/or Fairtrade certified. Look for GM free produce.
- Chocolate must be Fairtrade and/or Soil Association Organic certified, with Rainforest Alliance accepted when these are not available.
- Food containing palm oil must be RSPO (Roundtable on Sustainable Palm Oil), with a strong preference for segregated or identity preserved material.
- Food containing soy (this should include direct use of soy e.g. soy oil, plant-based meat alternatives, and where possible indirect use of soy such as that used in animal feed for fish, dairy and egg products i.e. soybean meal) must be RTRS or ProTerra certified (if not available then other certification schemes for soy such as those specified under the **FEFAC soy sourcing guidelines** should be sought).
- Food should be as healthy as possible; use low fat, unsweetened dairy products, minimum butter, mayonnaise, salt and sugar and whole grains rather than refined grains whenever possible. If using the traffic light labels, opt for most green and amber labelled food. Guidelines for nutritional information and traffic light labels found **here**.
- The purchase of ingredients should support local producers as much as possible, whilst meeting our other requirements.
- Products containing endangered flora or fauna species (according to CITES) are not acceptable.
- Look for GM-free food and produce.
- Sugar must be Fairtrade and/or Soil Association Organic where possible.
- Biscuits must be Fairtrade and/or Soil Association Organic where possible. If palm oil present, it must be RSPO-certified.
- Plant-based meat alternatives should contain a source of protein such as beans, pulses, mycoprotein, or eggs, as one or more of the ingredients and should follow recommendations in fat, saturated fat and salt outlined by **SafeFood**.

- Plant-based dairy alternatives (e.g. milks, yogurts) should be unsweetened and at minimum fortified with calcium and B12. If possible, opt for products fortified with iodine and vitamin D as well.



DRINK

- Water must be tap water; we will not accept or serve bottled water.
- Tea and coffee must be Fairtrade certified and/or Soil Association Organic with Rainforest Alliance accepted when these are not available.
- Wine must be either produced in the UK, Fairtrade and/or Soil Association Organic. Bottles should be sealed with real cork stoppers, and these should be FSC certified wherever possible. If non-cork stoppers are the only option, these should be recyclable screw caps.
- Soft drinks should contain no added sugar or minimal sugar and be provided in as minimal packaging as possible. If smoothies or fruit juice is provided, serving size should not exceed 150ml.
- Dairy milk must be organic and as local as possible.

- Plant based milks should be either oat or soya as they have the lowest overall environmental impact (emissions, water and land management). Alternative milk must be Soil Association Organic and unsweetened where possible, and soya milk must be RTRS or ProTerra certified.

OTHER/PACKAGING

- Crockery, cutlery, glasses and packaging must be reusable whenever possible.
- Napkins must be 100% recycled and/ or FSC certified (in line with WWF-UK's Paper, Timber and Print Products Purchasing Policy).
- Wooden items (such as wooden cutlery) must be 100% recycled and/ or FSC certified (in line with WWF-UK's Paper and Timber Products Purchasing Policy).
- If disposable items are unavoidable, the WWF-UK Single-Use Plastics Policy must be followed, which stresses the use of natural alternatives such as FSC-certified wooden items before biodegradable/ compostable items made using natural materials (these must not be made from bioplastics).
- Single-use plastics must not be used, such as cling film. Other types of packaging should contain recycled material and/ or be recyclable - preferably both.
- Packaging should be minimised as much as practically possible.
- Orders should be delivered together wherever possible to minimise transportation emissions.

INFORMATION

MSC: the blue MSC logo on fish and shellfish means that the products can be traced back to the fishery, and guarantees the fishery operates in an environmentally sustainable way.

ASC: the turquoise ASC logo on farmed fish and shellfish means that the products have been responsibly farmed.

Cork: Cork comes from the bark of the cork oak tree (*Quercus Suber*) which renews itself after harvesting. Commercial exploitation is environmentally friendly, as no trees are cut down. Cork oak forests in Spain and Portugal provide livelihoods for local farmers and support wildlife including the rare Iberian Lynx.

