Č, 101 6 ð C B B ÔØ C 6 Ø M C R O - G O O D ß \square Ŏ, **PRACTICES** 101

Ó

ð,

111

C) B)

S

||||

C) () () ()

Ò,

101

Ø

ď

 \bigcirc

ð

Í

80

 \emptyset

111

Ψ

P

ð

à

Í

Č,

C

 \emptyset

BioCanteens

ð

y y Ø 111 Č, Í 6 8 J R 44 Ø 111 3. 101 de la 44 11 63 3 00 Ď C) 80 🕷 B C \$ III 101 6 ٢ 00 Ď \bigcirc Ŏ, **3** P 101 44 ()° ð 111 € () Ŏ, C S 101 8 \wp M & ٢ (j) 6 8 Ø Ø S₂ 101 ♂ 40 (j) I B B Ď C A

MICRO-GOOD PRACTICES AS ENTRY POINTS

Č,

 \bigcirc

 In the BIOCANTEENS general Good practice we noticed a lot of tiny practical steps. We call them Micro-Good Practices': "Some of these tips are easy to implement and give immediate benefits to canteens staff, reports Elena Valcheva from Troyan after her first visit in Mouans-Sartoux, these are "entry points" into the Good practice".

Č,

111

- The Kitchen Micro-Good Practices are small actions that can be easily and independently implemented in order to increase the quality of the meals served and to facilitate the kitchen management. They are implemented during the kitchen process (i.e. preparing part of the food in advance and part on demand; playing with portion size to reduce food waste; etc.) and during the eating process (i.e. self-service to adjust different hunger and different eating rhythms of children; coaching children during meals; etc.).
 - This catalogue of Kitchen Micro-Good Practices has been prepared through the exchange, the discussion and the selection of a top-list of the most inspiring and easy to reach practices witnessed from the 7
 BioCanteens city partners: Mouans-Sartoux, Pays des Condruses, Rosignano Marittimo, Torres Vedras, Trikala, Troyan and Vaslui.
- Each of practice is presented through pictures and tagline for quick browsing and detailed description to support implementation.
- They are organized in a chronological order: first "Elaborating the menus", then "during the kitchen process", "for serving food" and "after the meal".

0p

FOR CITY ELECTED REPRESENTATIVES AND DECISION MAKERS

As city elected representatives or decision makers what can you expect from this collection of Kitchen Micro-Good Practices?

An **overview of this selection** of practices will contribute to:

- Build a vision of the territory's food sovereignty and translate this vision into everyday practice
- Enlighten the role of the collective catering in the development of the local food project and justify budgetary choices
- Give meaning to expected changes in the practices of canteen staff and identify ways to help them (training, organization, equipment ...)
- Establish a dimension of exchange and inspiration from the experiences of other territories

Focusing together with canteens' staff on each of the particular Kitchen Micro-Good Practices and pushing for the progressive implementation of the selection of the most pertinent this is also:

- To understand that many small actions can lead to significant change
- To drive a work methodology from an ambitious goal to revisit practices and facilitate the success of the overall project
- Define a systemic approach of governanceeducation-good practice.

This document is not exhaustive, it is the beginning of the writing for each city of the operational choices which must be decided so that the manufacture of the meals meets the ambition of the project of sustainable food. Each city with its teams must continue to decide on the evolution of its practices and formalize them in this **tool of inspiration and capitalization**.

FOR KITCHEN RESPONSIBLE AND COOKING STAFF

As kitchen responsible and cooking staff what can you expect from this collection of Kitchen Micro-Good Practices?

- Micro-Good Practices are habits, often simple, implemented in cooking to make practices more sustainable
- They are the gateway for those who want to rethink their approach to cook work and bring it to something more sustainable
- They are not a universal answer, they **must be adapted according to each field reality**. It's a way of thinking.
- The work in the kitchen affects our diet, it goes beyond the simple meal, influences our health, our living environment
- If we look at it from a sustainable point of view, the benefits will be reflected on the whole of our society,
- Micro-Good Practices by their simple and concrete character are a good way to put the teams in motion, stimulate motivations and tastes, raise awareness about the issue of sustainable food,

For a cook, a trainee setting up Kitchen Micro-Good Practices is:

- Time saving, less arduous work (eg. in organ ic vegetable cleaning)
- Better cost control, and therefore quality food at the same price as conventional ingredients
- Allowing children a diet that tastes, brings pleasure,
- Highlighting the **expertise of canteens' cooks**, affirming their own identity and guarantying that "anyone" can not work in a community kitchen,

• Being an **actor of education** to the taste of children and hoping that he will communicate this to their family

 Helping families by finding solutions (in recipes) to have a sustainable diet at a reasonable cost.

y y Ø 111 Č, Í 6 8 J R 44 Ø 111 3. 101 de la 44 11 63 3 00 Ď C) 80 🕷 B C \$ III 101 6 ٢ 00 Ď \bigcirc Ŏ, **3** P 101 44 ()° ð 111 € () Ŏ, C S 101 8 \wp M & ٢ (j) 6 8 Ø Ø S₂ 101 ♂ 40 (j) I B B Ď C A

What are the prerequesites for a good and efficient kitchen ? What should you check before thinking of turning your kitchen into a BioCanteen kitchen ? Some practices are common to everyone in every country and are part of the basic infrastructure and system required in order to have functioning kitchen, delivering good and safe food and respecting legal obligations.

Here are some of them :

- Have the right equipment : functioning and adapted to the number of meals to be prepared
- Designate a kitchen coordinator : if your municipality manages more than one kitchen (central or on-site), make sure to have somebody who's job will be to coordinate meal production on every site (menus, ingredients, equipment, food commands...)
- Define a food plan for each day : every morning insure that you have the real number of people that will eat that day, in order to adapt quantities of food that has to be prepared. This is the basis to avoid food waste
- Fill in food data sheets, a document that sums up the quantities of ingredients needed to make the dish, the type of material, the time and temperature if cooking is needed, nutritional aspects... It helps to know the approximative quantity that has to be ordered. It is to be noted that for some dishes, the document can't be that precise (for example dishes using vegetables shouldn't specify what kind of vegetables have to be used, or another solution would be to specify during what season the recipe should (or shouldn't) be done.
- Ensure a maximum of home made food for which quality of ingredients and cooking process is under your control
- Serve tap water, ban disposable or plastic plates or cups, don't put salt on table, offer bread only in self-service and not on table, ban sodas, etc.

Ø 111 0 ð 0 ð ് Ø **%** 101 6 ð C B ØØ C 6 Ψ 1 ÔØ ß THE MENUS ð, 101 Ô ð 111 ð, G 0 ð ് 101 Ø m () ð C C C Ø P Ċ, 101 6 Ń ØØ ୍ଦ୍ C

ALTERNATIVE MEALS' : FOR A GREATER AND BETTER USE OF PLANT PLROTEINS

A greater consumption of leguminous plants and cereals is excellent for our health and the environment. Combined with reduced amounts of meat, and of a better quality, protein plants respect children's nutritional standards and can help enhancing their food education.



'ALTERNATIVE MEALS' in a nutshell:

Č,

- Plant proteins are composed of leguminous plants (e.g. lentils, chickpeas, peas, beans, soja...) and cereals, wholegrains preferably (e.g. corn, wheat, rice, buckwheat, spelt, millet, quinoa, oat etc.)
- ¹⁰Need to adapt menus with recipes including plant proteins (e.g. red lentils lasagne, kidney beans chocolate cake etc.) while paying attention to respect children's nutritional needs.
- Crucial to use organic ingredients as the concentration of pesticides is very high in conventionally grown plant proteins.
- A greater use of plant proteins does not mean giving up on animal proteins, but consuming less meat, and of a better quality, and finding the right balance between plant & animal proteins that is most adapted to children's diet.
- Progressive implementation : from testing recipes every now and then (e.g. starters prior to main dish) to get feedback from staff and children ; up to -if successful- one or more plant protein-based meal(s) every week.

Context, goals and benefits:

- Alternative meals protect the environment, with a reduction of our carbon footprint due to a reduced meat consumption and impact of agricultural pollution
- Organic plant proteins are excellent for our health, being great sources of fibres, proteins, iron, omega-3 fatty acids, dietary minerals, vitamines...

8

- Significant food cost reduction as meat often represents around half of the cost of one meal. These savings compensate the purchase of smaller quantities of higher-quality meat.
- Useful for children's food education with the discovery of new dishes and tastes.

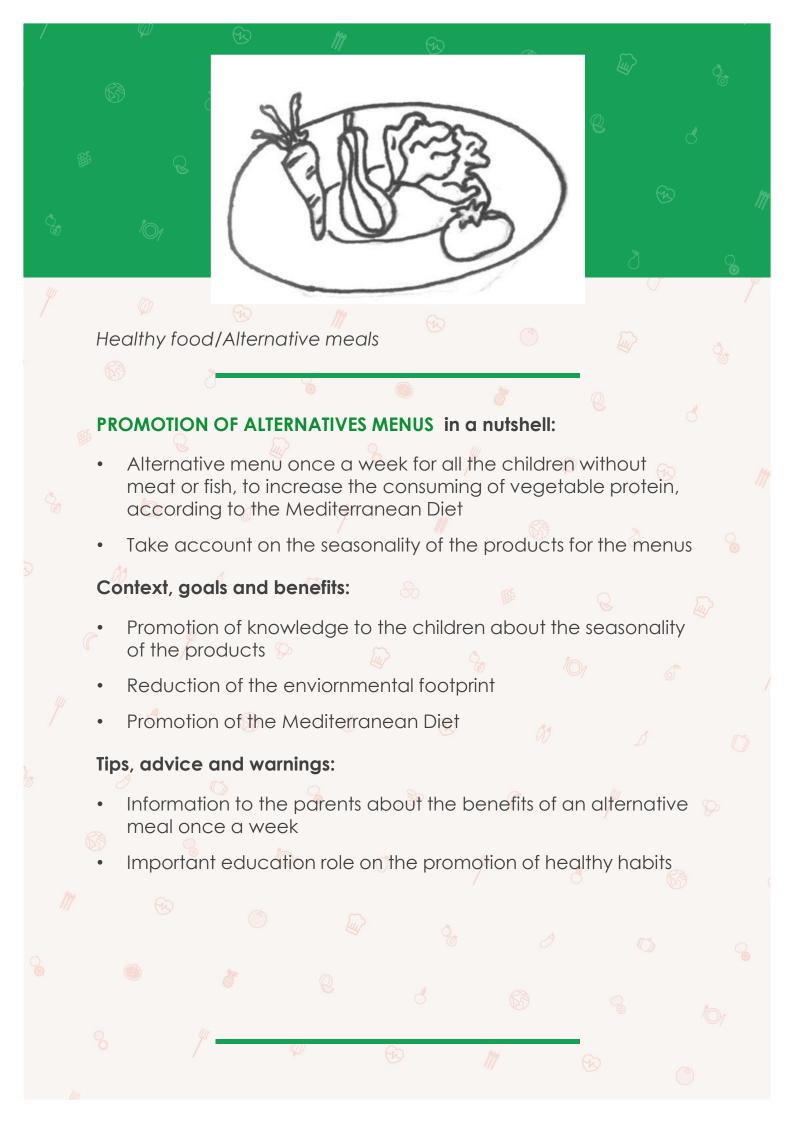
Tips, advice and warnings :

- Adequate training of the canteen staff (e.g. to master new recipes, better organisation) as well of the facilitators (e.g. to convey an informed message)
- Practice to be combined with educational activities to support children in exploring new tastes, as well as information towards parents.
- Need to consider nutritional regulations/recommandations before opting for a weekly meatless meal.
- In case of a meatless lunch, always combine both leguminous plants and cereals for a better intake of proteins.

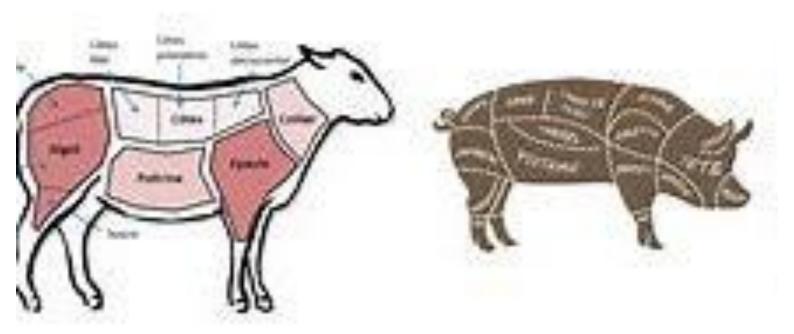
PROMOTION OF ALTERNATIVE MENUS

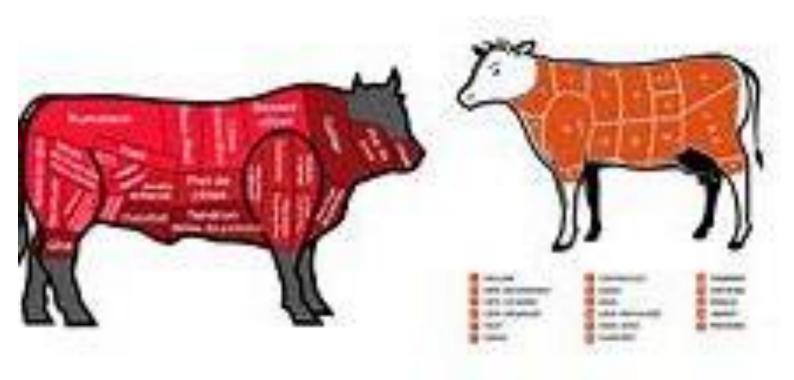
To give the chance to children try once a week a new kind of lunchesn without fish or meat, promoting heealthy habits or related to food sustainable alternatives





Example : Recipe with only lamb chops or chicken breasts,...



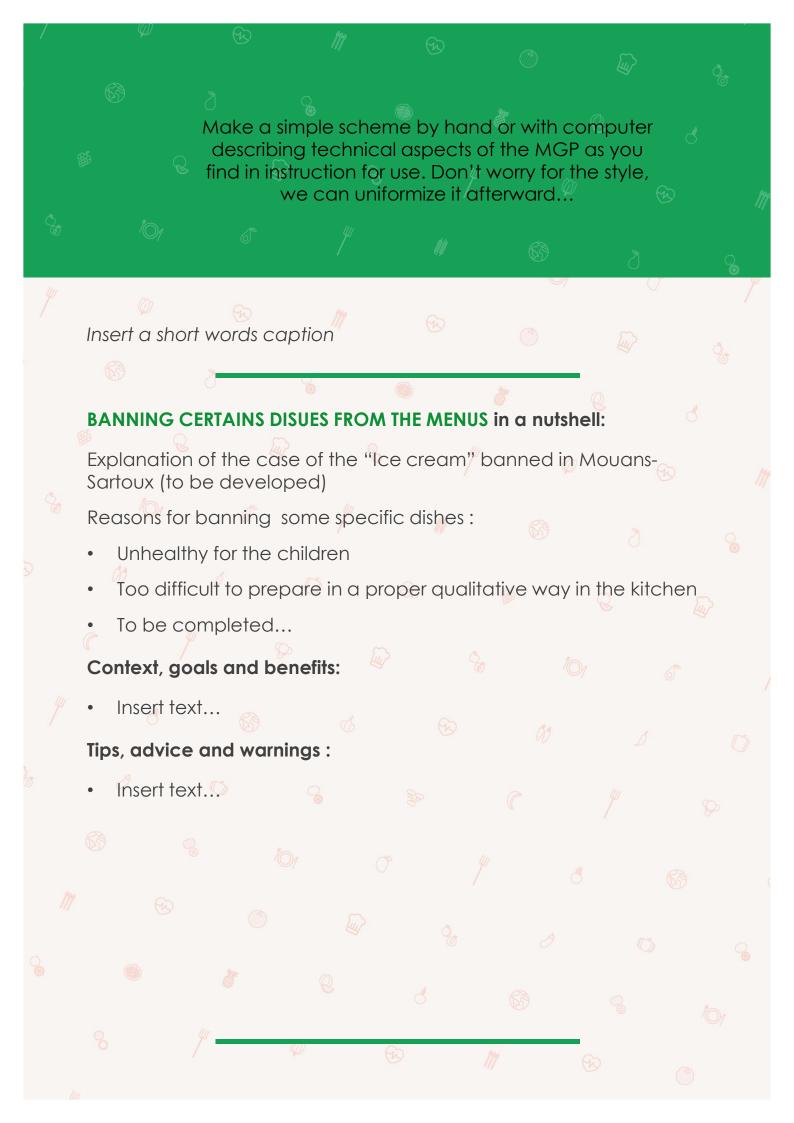




BANNING CERTAIN DISHES FROM THE MENUS

Dishes that are unhealthy or too difficult to prepare in a proper qualitative way could also be (temporary) banned.

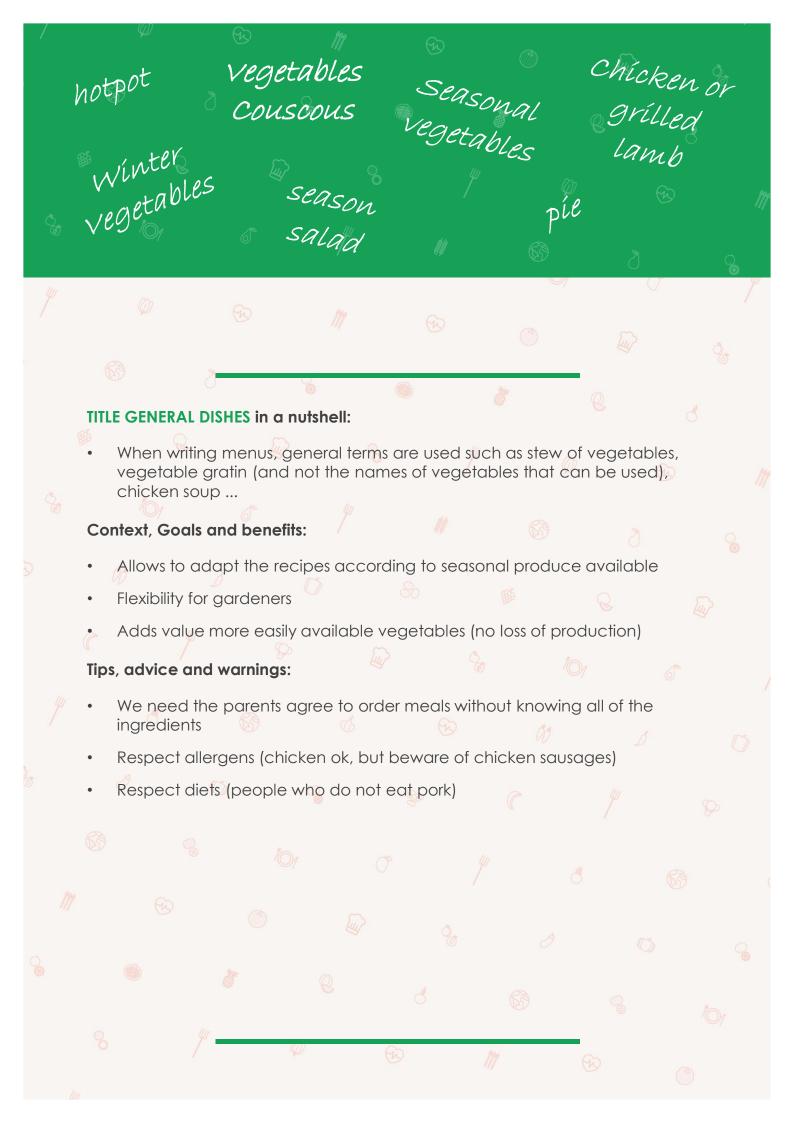






Menu Février 2019

	38 0	LÉGUMES D'HIVER EN POTÉE ET CHORIZO DOUX							
Lundi 7 Janvier		ALLERGENE(S) : aucun							
44	2	WATERZOOI DE PLEUROTES ET POULET							
Mardi 5 Février	\$	ALLERGENE(S) : Fruits à coque							
¥4.	89 0	CURRY LÉGER DE LÉGUMES ET LAMELLE DE PORC							
Jeudi 7 Février	0	ALLERGENE(S) : Fruits à coque							
¥ 4		QUICHE AUX LÉGUMES ET SAUMON							
Vendredi 8 Février		ALLERGENE(S) : Gluten							
44	-0-	PATATE DOUCE EN PARMENTIER							
Lundi 11 Février	¥.	ALLERGENE(S) : Aucun							
¥4		PENNE À LA BOLOGNAISE DE LÉGUMES							
Mardi 12 Février	-	ALLERGENE(S) : Gluten							
Υ <mark>q</mark>		PARMENTIER DE LÉGUMES FEUILLES ET THON							
Jeudi 14 Février		ALLERGENE(S) : Oeufs							
Y		BROCHETTES DE POMMES ET POULET TANDOORI							
Vendredi 15 Février	~	ALLERGENE(S) : Fruits à coque							
Ψ¶	276	BOULETTE DE POIVRONS ET BŒUF -PÂTES À LA GRECQUES							
Lundi 18 Février	- B -	ALLERGENE(S) : Gluten							
Ψ¶		LÉGUMES D'HIVER EN POTÉE - CHORIZO DOUX							
Mardi 19 Février	3	ALLERGENE(S) : Aucun							
Υ <mark>4</mark>		TARTIFLETTE - CRUDITÉS DE SAISON							
Jeudi 21 Février	*® *	ALLERGENE(S) : Lait							
۳۹	24	GRATIN DE LÉGUMES ET CHIPOLATA DE VEAU							
Vendredi 22 Février	- F	ALLERGENE(S) : Gluten							
11		NOUILLES SAUTÉES AUX LÉGUMES ET POULET							
Lundi 25 Février	\$	ALLERGENE(S) : Gluten							
¥1.		COUSCOUS DE LÉGUMES D'HIVER ET AGNEAU							
Mardi 26 Février		ALLERGENE(S) : Gluten							
¥9		CANNELLONI DE LÉGUMES ET BŒUF							
Jeudi 28 Février	35	ALLERGENE(S) : Gluten							



FAMILIES GETTING INVOLVED

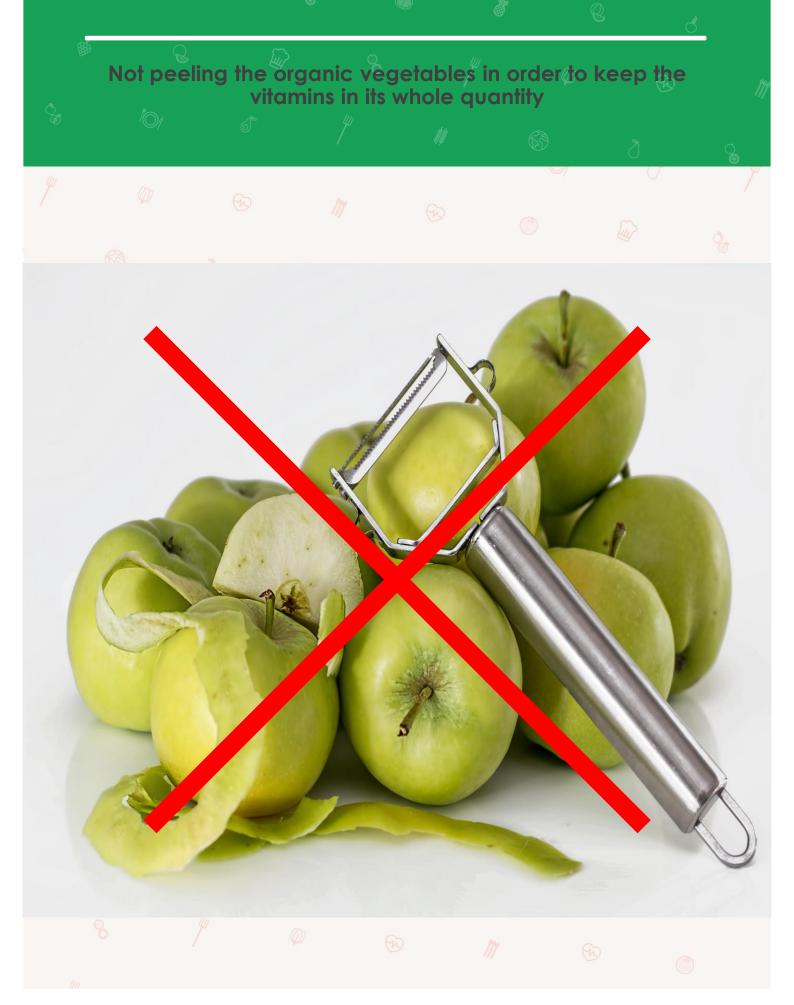
Visits to municipal kitchens, canteen commission 🛞

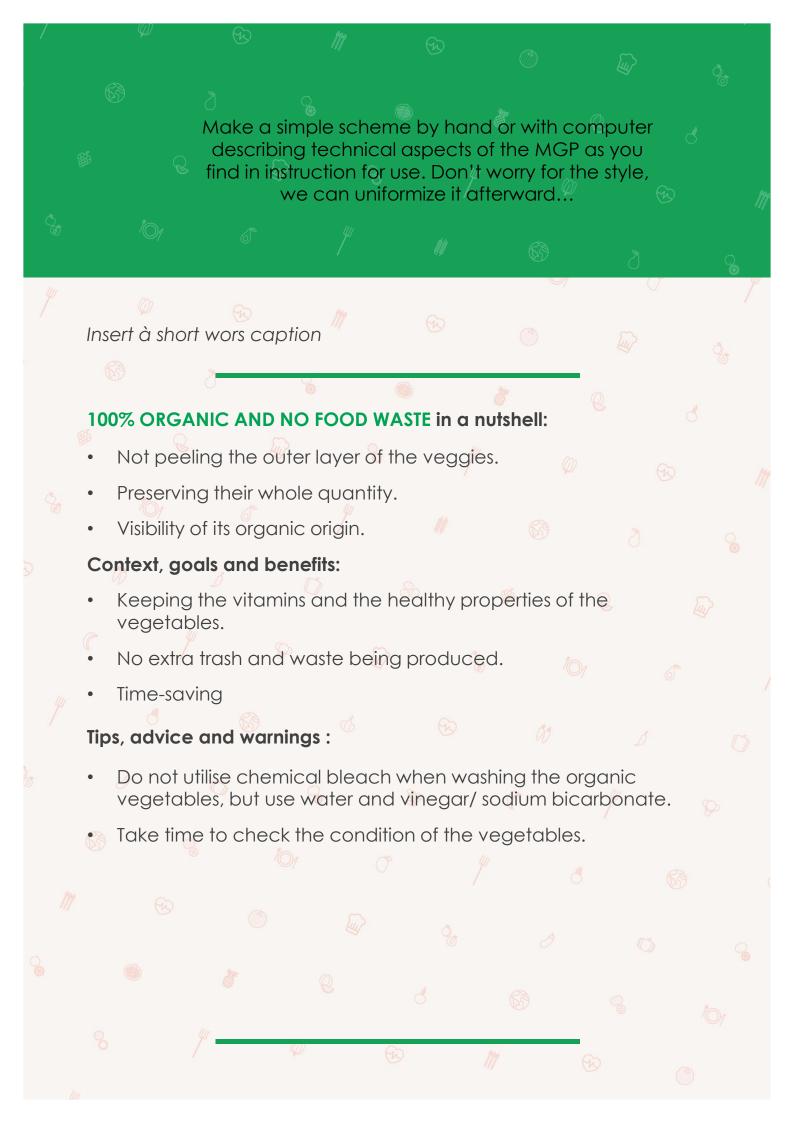




Ø 111 Ò, ð C B B S 41 Ø Č, 101 6 ð C B B 00 C P Č, 6 41 **PROCESS** \bigcirc Ò, 101 Ő ð 111 Ò, C) BB S 101 Ø 111 Ψ (j) ð C B B Ø P Č, 101 6 Í 00 C

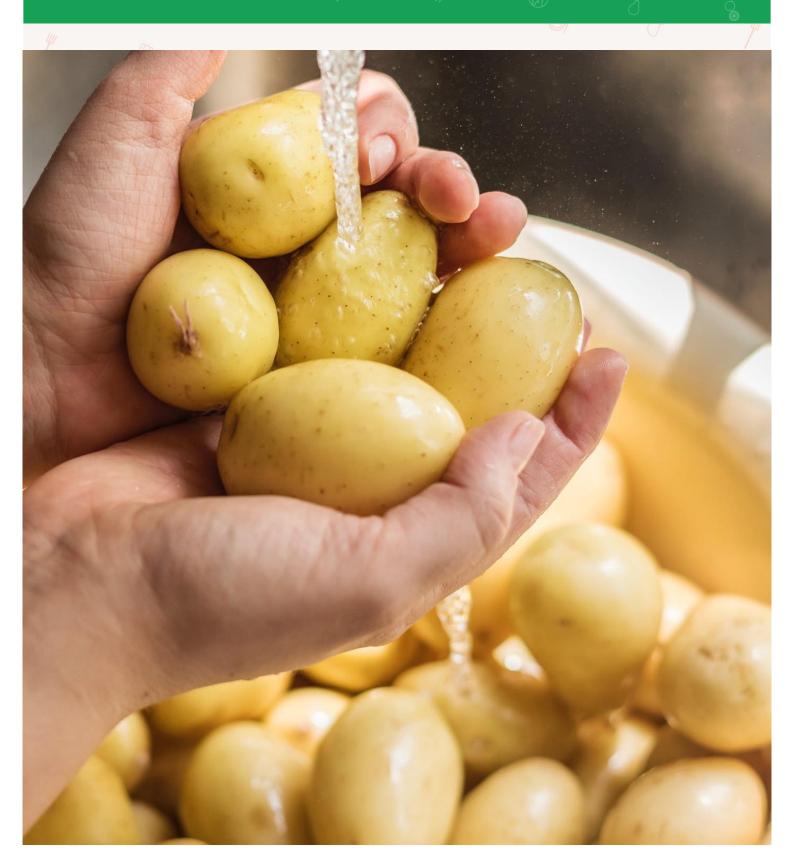
100% ORGANIC AND NO FOOD WASTE





WATER-ONLY FOR DECONTAMINATION

Not peeling the organic vegetables in order to keep the vitamins in its whole quantity

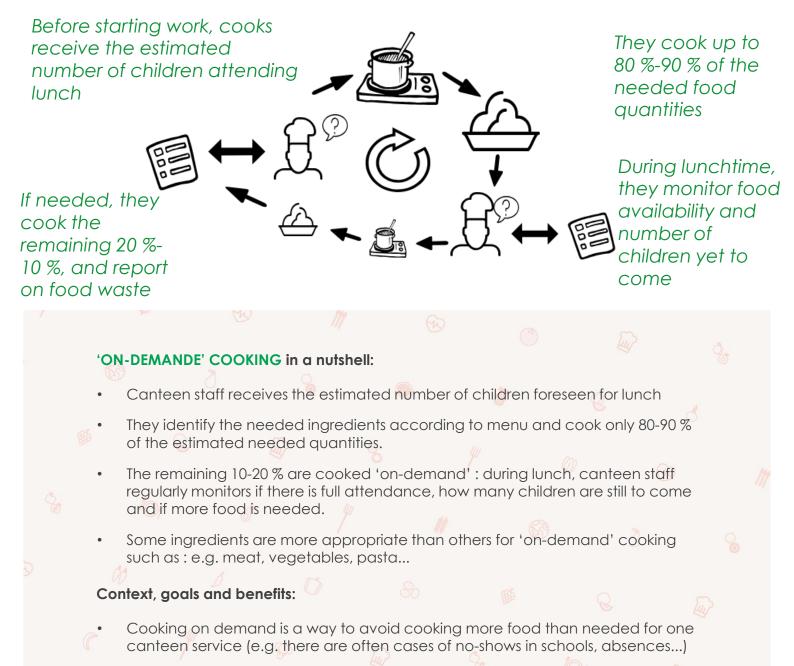


Make a simple scheme by hand or with computer describing technical aspects of the MGP as you find in instruction for use. Don't worry for the style, we can uniformize it afterward... Insert a short words caption WATER-ONLY FOR DECONTAMINATION in a nutshell: Wash fresh vegetables before introducing them into the production cycle of meals. The washing is carried out in a dedicated area of the kitchen • with only water without the use of disinfectants. The process consists of 6 washing cycles stirring the vegetables in the water. At each washing it is necessary to change the water. Context, goals and benefits: Do not use disinfectants Washing without the use of disinfectants allows to keep the flavors unaltered Facilitate the work of kitchen staff. Tips, advice and warnings : Change the water for each wash. Analyze the product continuously to check for any bacterial charges Training of kitchen staff.

'ON-DEMANDE' COOKING

'On-demand cooking' is about adjusting the amount of food cooked to the right number of children by cooking Osmaller quantities and throughout lunch time.

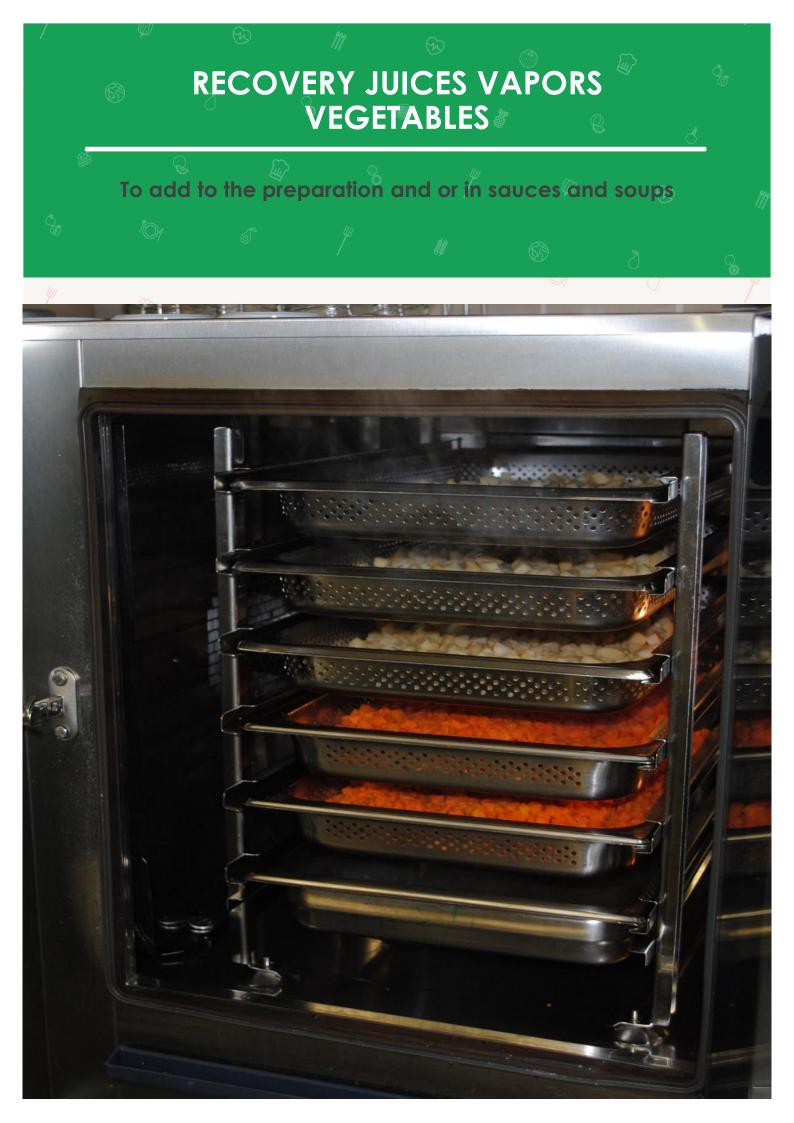




- Better management of food quantities leading to dramatic reduction of food waste right at the source of the 'canteen chain', prior to food being served.
- Key source of food waste reduction leading to substantial economic savings that can offset the purchase of organic products, usually slightly more expensive than conventional products..
- Providing fresh food to children that is also tastier.

Tips, advice and warnings :

- Need for adapted and performant equipment that can cook fast, in particular in case there is need to provide food during lunch's peak time- see MGP n°XXX.
- Training of canteen staff so that it is prepared and adapted to specifc kitchen organisation (i.e. on-demand cooking leads to an increase in workload);
- Need to constantly monitor food waste at the end of the 'canteen chain' (i.e. what remains in children's plates, and food cooked but unserved) in order to better adapt quantities of ingredients needed (see MGP n°XXX).
- A system based on children's advance registration to access school canteens is a pre-requesite to implement this practice.



RECOVERY JUICES VAPORS VEGETABLES in a nutshell:

- A non-perforated tray placed in the bottom of the oven allows the recovery of the juices of vegetables during steaming.
- The juices will be reused in different preparations (sauces, soups, etc.)

Context, Goals and benefits:

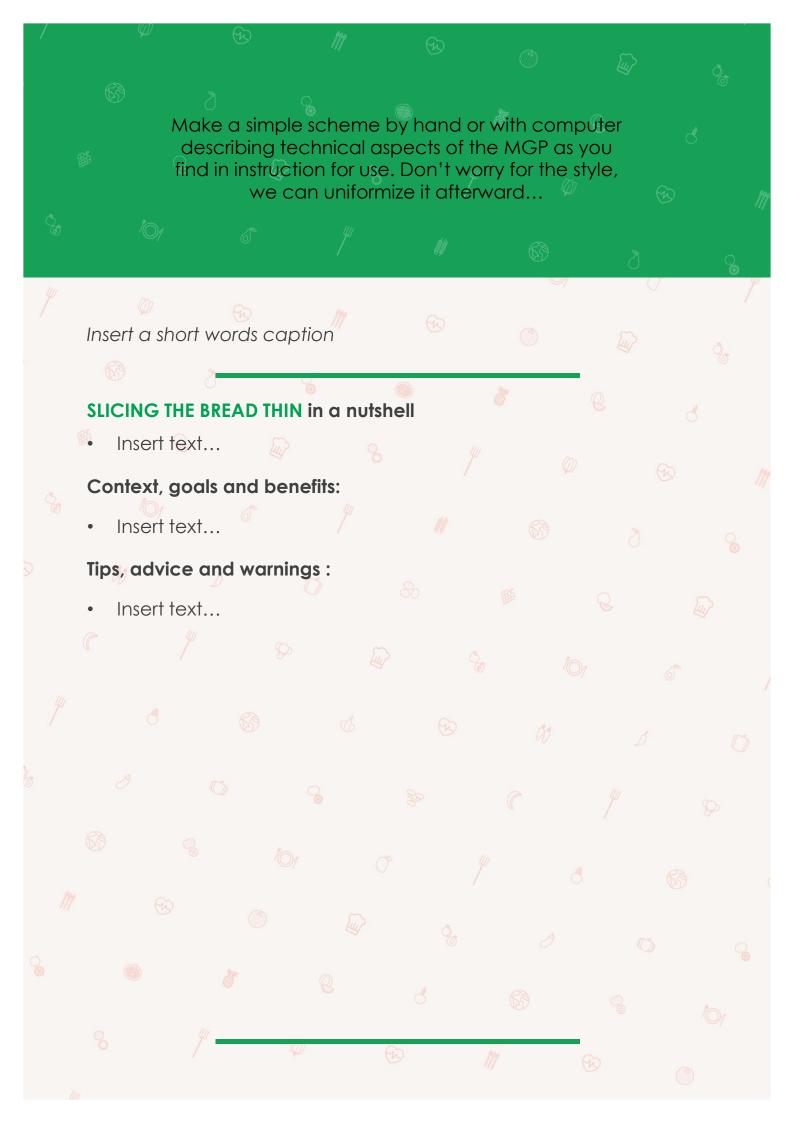
- ¹⁰ juices Valuation vegetables
- Providing additional flavors
- Reduced water consumption

Tips, advice and warnings:

• Beware of vegetables with a marked taste like cabbage

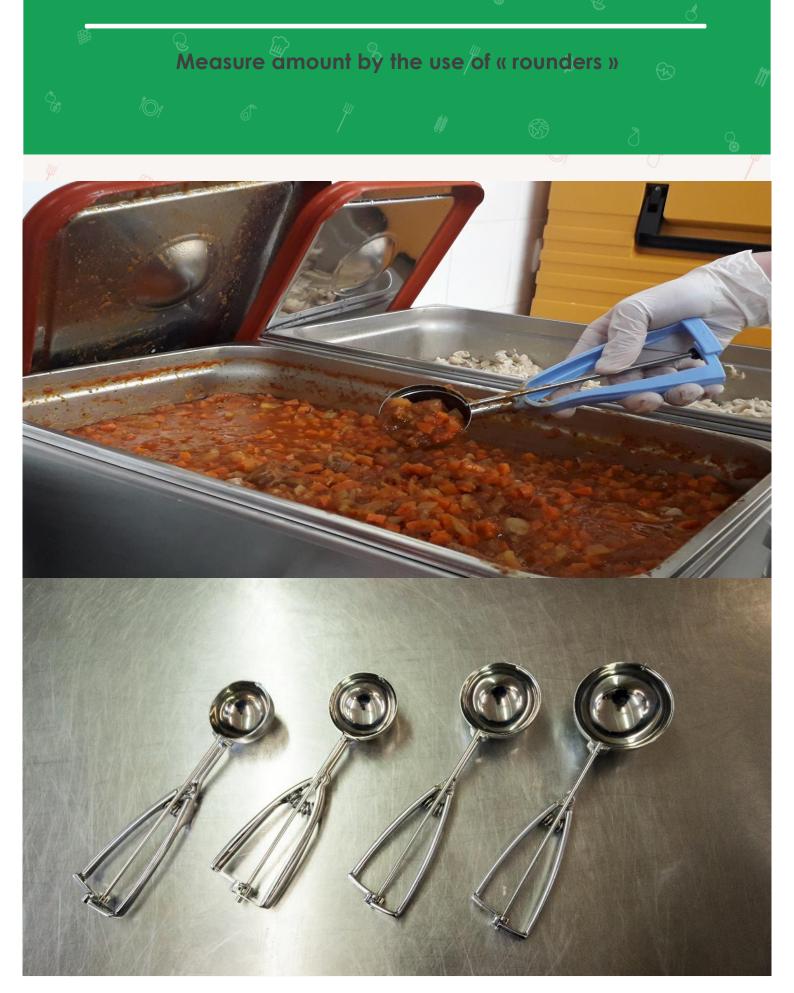
SLICING THE BREAD THIN

Using a bread slicing machine that make slices of baguette half centime thick to better fit children taste and to reduce waste.



Ø 111 ð, ð ۲ ð ് 40 Ø 11 Č, 101 6 ð **0** ÔÖ Ď C \mathbf{P} 0 101 6 FOR ING 40 ð F ð, P 101 Ő Ψ 0 111 ٢ ð, G 0 ð ് 101 Ø 11 () ð ð Ø P Č, 101 6 () 00 0 C æ

USING « ROUNDER »

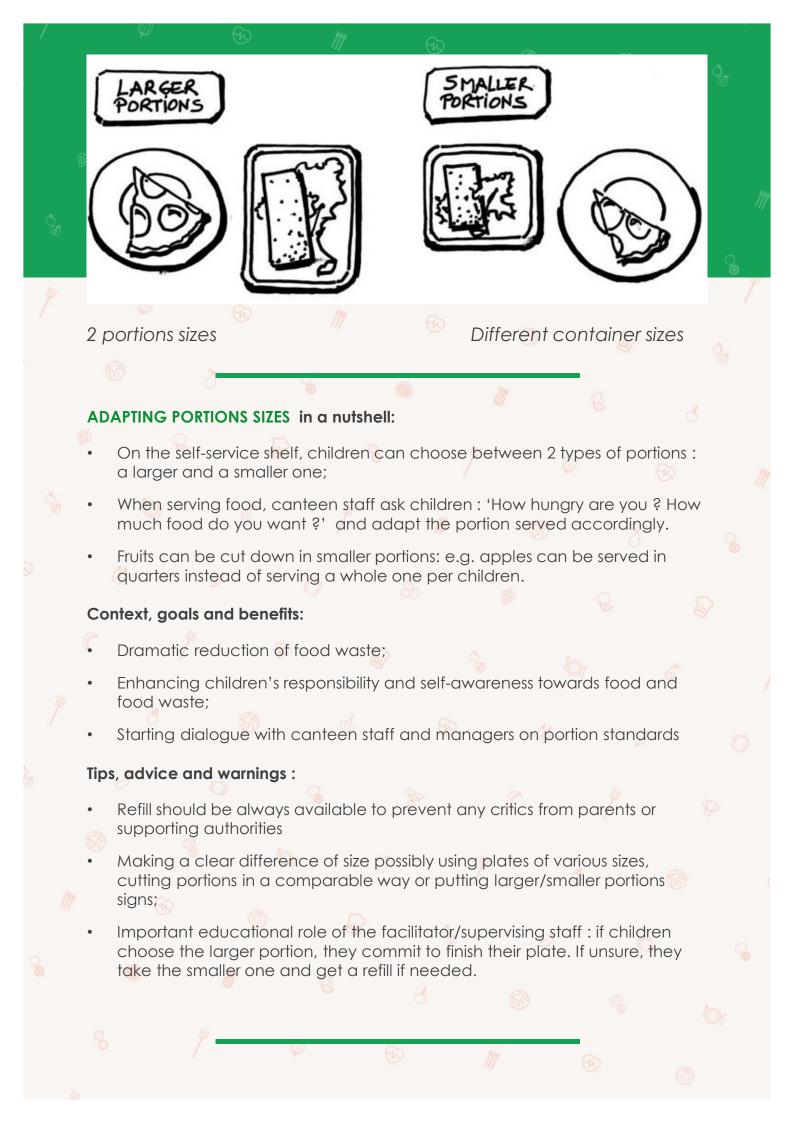




ADAPTING PORTION SIZES TO CHILDREN'S APPETITE

Portions of different sizes are served to children according to their appetite so as to ensure everything is eaten with O minimised food waste.





S ADAPTING SERVICE TO KIDS TEASTE

Insert here a one liner describing the Kitchen/Micro-Good Practice (not more than 200 characters)

									¢ ®
	^{yy}	Ø	6	3	ltt	B	Č		Če
Ş									
5									

Make a simple scheme by hand or with computer describing technical aspects of the MGP as you find in instruction for use. Don't worry for the style, we can uniformize it afterward...

ADAPTING SERVICE TO KIDS TEASTE in a nutshell:

- Children can choose not to eat animal proteins.
- As an alternative to meat \ fish there is a type of alternative meal or the child can supplement with an adjunctive portion of the chosen meal.

Context, goals and benefits:

- Lower meat consumption in a sustainable canteen vision Guaranteeing the meal to all children according to their tastes
- May consumption of vegetable proteins

Tips, advice and warnings :

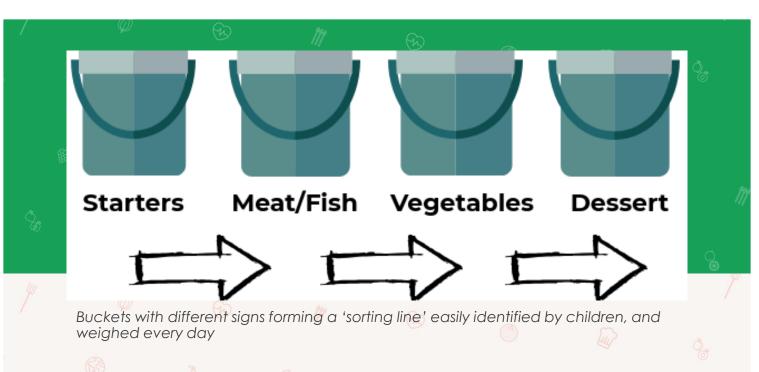
- Pay attention to the quantities in case the child asked for the addition to the portion already had.
- Ensure the same quality of protein in the meal based on the nutritional needs of each child.

Ø 111 Č, (j) ð ď B 4 \Diamond 119 Č, 101 6 8 00 ₿\$ C Č, 101 6 Е R 4 ð 60 0 \bigcirc MEAL Ŏ, P 101 Ö ð 111 Č, S 101 Ø 111 40 (j) ð 8 Ø P Č, 101 6 (j) 00 C A

SORTING OUT AND WEIGHING FOOD WASTE

Children play an active part in sorting out food leftovers, which are then monitored and weighed on a daily basis in order to adapt menus and ensure significant food waste reduction





SORTING OUT & WEIGHING FOOD WASTE in a nutshell:

- A 'sorting line' composed of different buckets is placed in the refectory, where children are asked to sort out their leftovers by course (starters, meat/fish, vegetables/starches, dessert).
- Buckets must be easily identified by children with clear signs indicating what type of food should be thrown away (e.g. with drawings or pictures.)
- Food leftovers are then weighed on a daily basis to keep track of food waste reduction, to determine if some dishes have or have not been appreciated by children, and adapt recipes or menus accordingly.

Context, goals and benefits:

- Dramatic reduction of food waste : up to 80 % in Mouans-Sartoux school canteens (i.e. from 147 g to c.a. 30 g per plate on average).
- It improves children's responsibility as they become aware of what they throw away and of food waste quantities.
- Food waste reduction leads to substantial economic savings (i.e. around 0,2€ per meal in Mouans-Sartoux) that can offset the purchase of organic products, Jusually slightly more expensive.

Tips, advice and warnings :

- Such practice aims to tackle sources of food waste coming both from collective kitchens (e.g. purchasing, preparing the right food quantity) and from food distribution (e.g. adapting menus to children's tastes).
- It is important to weigh both waste from children's plates and food that was cooked but unserved (i.e. retours cuisine).
- A sound dialogue, and adequate means of reporting the amount of food leftovers on daily basis (e.g. with dedicated excel tables) between the canteen staff and the city's nutritionist, as well as relevant trainings for them, are essential in order to make the most out of the food waste monitoring;
- 8

A successful food waste reduction can be achieved by combining this practice with the 'adaptation of portion sizes to children's appetite' (see MGP n°XXX)

FOOD DATASHEETS

Creation of food datasheets to guarantee the correct quantities for each portion of the meal, according to the O children metabolic and nutritional needs



Câmara Municipal

FICHA TÉCNICA

DESIGNAÇÃO DO PRODUTO Albo à BRÁS (4º Gama)

CAPITAÇÕES Binómio de Preço TOTA multiplicação JI EB1 INGREDIENTES L P P ----P.... P Kq l/Kg qr Ediard Prole Ediarl Prole Alho Françês 40 40 50 50 63 0,063 11,05 14,35 14,95 Cebola 11,05 13 0.013 0,0002 0,0002 0,0002 0.0002 0,0002 Alho seco 2E-07 Batata Palha 36.55 36.55 49.45 49.45 43 0.043 32.3 Ovo Pasteurizado 32.3 43.7 43.7 38 0.038 2.38 2,38 3,22 3,22 2,8 0.0028 Azeite 0.0014 0.0015 0,0019 0.0021 0,0018 Salsa 1.8E-06 Sal 0,8194 0.8194 1,1086 1,1086 0,964 0.00096 TOTAL

MÉTODO DE PREPARAÇÃO

Preparar e refogar o alho francês num tacho.

Colocar numa panela basculante a cebola, o alho seco, o azeite, o sal, um pouco de água e deixar estufar durante 1 minuto. Juntar a batata palha ao preparado, água (á medida que for necessário) e misturar tudo cerca de 15 minutos. Juntar o ovo pasteurizado e deixar cozer cerca de 20 minutos, até atingir os 65°C. No fim adicionar a salsa.

PARÂMETROS MICRO	DBIOLÓGICOS
Microrganismos	Aceitárel
Mesófilos 30°C	> 10 ² ≤10 ⁴
Coliformes Totais	>10 ≤10 ²
Staphylococcus congulase positiva	NA
Bacillus corous	>10 ² ≤10 ²
Clostridium pertringens	210 \$10°

/	Ø	FICHA TÉCNICA Torres Vedras Cámara Municipal DESIGNAÇÃO DO PRODUTO Alho à BRÁS (4ª Gama)									£₹		ð.	
		C			CAPITAÇÕES		Binómio de		Preço					
		INGREDIENTES	JI EB1			multiplicação		Tieço	TOTAL	FORNECEDOR				
			Peso Edivel	Peso Bruto	Peso Edivel	Peso Bruto	gr	Kg	€/Kg					
		Alho Françês	40	40	50	50	63	0,063						
		Cebola	11,05	11,05	14,95	14,95	13	0,013						
		Alho seco	0,000153	0,00017	0,000207	0,00023	0,0002	0,0000002						
		Batata Palha	36,55	36,55	49,45	49,45	43	0,043						190
		Ovo Pasteurizado	32,3	32,3	43,7	43,7	38	0,038						///
		Azeite	2,38	2,38	3,22	3,22	2,8	0,0028						
		Salsa	0,001377	0,00153	0,001863	0,00207	0,0018	0,0000018						
		Sal	0,8194	0,8194	1,1086	1,1086	0,964	0,000964						\bigcirc
								······	TOTAL			\bigcirc	- F	
		MÉTODO DE PREPARAÇÃO												
Food datasheets, metabolic and nutritional needs														
	Food datast	neets, met	abol	IC a	nd i	nutr	itior	nal n	eec	S				

FOOD DATASHEETS in a nutshell:

- Dynamic food datasheets, according to the metabolic and nutritional needs of the children
- An adequate quantity of the daily food preparation, promoting a non-waste at the confection level on the kitchen
 - An adequate portion provided on the children meals
- Take account on the seasonality of the products for the menus

Context, goals and benefits:

- Correct quantities of food for children, avoiding food waste on the plate
- Promotion of the children knowledge about the products seasonality
- Promotion of the Mediterranean Diet by the increase of vegetal products, with the component of less quantitie of meat / fish on the menus
- Monitoring during the lunchtime by the canteen animators to help avoiding wastes on the plates

Tips, advice and warnings:

- Good network between all team of the canteen (technicals, cookers and meals' animators)
- Promotion of the communication between parents and the school about food issues, as also as nutritional decisions taken from the municipality
- Refill should always be available for the children for their own food needs on lunch time

y y Ø 111 Č, Í 6 8 J R 44 Ø 111 3. 101 de la 44 11 63 3 00 Ď C) 80 🕷 B C \$ III 101 6 ٢ 00 Ď \bigcirc Ŏ, **3** P 101 44 ()° ð 111 € () Ŏ, C S 101 8 \wp M & ٢ (j) 6 8 Ø Ø S₂ 101 ♂ 40 (j) I B B Ď C A

2 101 6 ð C B ÔØ C 6 ð 1 ð, **PRACTICES** 101

Ő

ð

BioCanteens

Ò,

m

C B

്

m

C B

ð,

Ø

്

Ø

ð

Ń

80

Ø

111

G

୍ଦ୍

ð

ð

Ŵ

Ż,

C

Ø