

Worksite Nutrition Guidelines

Remove candy from waiting room/reception area

If you feel compelled to provide something, consider individually wrapped breath mints.

Provide a clean, well-lit break room with microwave and refrigerator

Studies conducted at the Centers for Disease Control and Prevention (CDC) demonstrated that creating an inviting lunchroom encouraged more employees to bring food from home. Employees said they felt having a place to keep and reheat food from home helped them manage their weight/health and their budgets.

Make the Healthy Choice every day...



Discourage people from eating at their desks

Studies have shown it is unsanitary, contributes to mindless munching, and can contribute to a sense of stress or burn out. An appealing break room can help encourage employees to leave their desks.

Provide healthy food options at meeting held during mealtimes

- For example, for breakfasts consider multigrain bagels with low-fat cream cheese and nut butter spread, plus natural, low-sugar preserves or small whole-wheat cinnamon rolls and a fruit tray.
- Have a pitcher of water and glasses available at mealtime meetings. Encourage employees to bring their own cup or water bottle.
- Know which local restaurants and caterers have healthy options; store a collection of menus that have healthy options. Local caterers and restaurants that provide healthy meals can be found on the Healthy By Design website.

Provide healthy snack options at meetings held between meals

Fresh fruits and vegetables are good snack options, but no food is necessary for meetings lasting two hours or less.

Follow a healthy birthday celebration plan

Employees at large companies often comment that frequent celebrations such as birthdays, weddings or baby showers where cake and other goodies are served make it hard to stick to a healthy diet.

- Encourage healthy treats, e.g., fruit kabobs with dip instead of cake
- Focus on portion size, such as mini cupcakes vs. giant slices of cake or full-sized cupcakes
- Have a once-a-month plan: recognize all of the employee celebrations with a single monthly cake or other treat

Follow a “No Dumping” policy for break rooms to discourage people from bringing large quantities of food from home

Employees with good intentions bring party leftovers from home to work and place them in the break room. In addition to food safety (sanitation) concerns, this practice adds to the calorie overload in the workplace, making it more challenging for people to stick with a healthy eating plan.

Provide healthy vending machine options

- Provide an array of healthy food options in your vending area. Determine what percentage of vending food and beverages should meet the healthy vending guidelines.
- Work with your vending supplier on pricing so that healthy food options are on par with less healthy choices.



For additional resources on how to implement these worksite nutrition guidelines, visit:

<http://www.healthybydesignyellowstone.org/initiatives/worksitewellness/>

Worksite Physical Activity Guidelines

Provide incentives for gym memberships

Employers can partner with local fitness facilities to reduce cost barriers for employees. Membership fees can be reduced or subsidized by the employer.

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Promote use of alternative modes of transportation

Biking and/or busing to work increase employee physical activity and decrease parking congestion. Your business can promote biking to work by providing bike stands and covered bike parking, starting a “shared bike” program, offering discounts at local bike shops, starting a cycling club, and inserting stories about cycling in staff newsletters.



hour of
physical
activity

MET Transit offers discounted monthly bus passes through its “Employer/Employee Pass Program”. Employers purchase passes for \$15 each (normally \$22) and can then give them to employees as a benefit, share the cost, or sell them to employees. MET Transit staff are available to visit workplaces to help employees with trip planning. For information on this program, call MET Transit at 657.8218.

Provide trail maps or a map of walking routes and destinations around your business

Walking or biking to work and during break time increases employee physical activity. The Billings Area Chamber of Commerce/Convention and Visitors Bureau offers maps for walking use.

Provide locker rooms with showers for employees

Employees who walk or bike will need space to store and change clothes (and possibly shower). If your business cannot supply such facilities, consider finding businesses around you that do and discuss a joint-use agreement.

Incorporate movement in to meetings, such as walking or stretching

Incorporating short activities into meetings lasting longer than 60 minutes can invigorate staff, improve alertness, and decrease fatigue. “Standing” meetings can relieve back strain and improve circulation. When planning a meeting with a small number of participants, suggest a walking meeting. Be sure to ask meeting participants if this works for them, and keep in mind that not all meetings are walk-appropriate.

Offer on-site exercise classes

On-site exercise classes can build positive company culture, reduce overall healthcare costs and reduce employee absences. Group fitness classes can be led by an instructor or a fitness video. Your business can dedicate room for fitness basics such as stretching mats, exercise balls, small weights, lockers, and shower facilities.

Participate in community health challenges

A company that sponsors and/or promotes physical activity challenges feeds employees’ desire to participate and win. Providing incentives for such challenges with small prizes (e.g. water bottle, pedometer) can increase participation.

Encourage use of stairs by making stairwells clean, well-lit and appealing

Taking the stairs burns five times more calories than taking the elevator. Ways to make stairwells more appealing include paint, lighting, carpet, rubber stair treads, artwork, motivational signs, and music.



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