

CATERING

SUSTAINABLE PRACTICES	Completed?	COMMENTS
1 Use reusable dishes, cups, mugs, silverware, and table cloths when possible.		
2 Do not use plastic foam (i.e., Styrofoam or #6 polystyrene plastic). If disposables cannot be avoided, purchase paper products made with the highest possible recycled content and/or compostable products.		
3 Replace individual bottles of water with water jugs and refillable bottles.		
4 Obtain as accurate headcount as possible so as not to over prepare food.		
5 Offer vegetarian (no meat) or vegan (no animal products) entree options.		
6 Reduce the amount of red meat served throughout the week, limiting it to no more than 25% of meals, or participate in a completely vegetarian day (i.e. Meatless Mondays) regularly. Communicate the health and environmental benefits of a plant based diet.		
7 Serve local, seasonal, organic and/or sustainably grown food.		
8 Do not purchase any "Red List" seafood. For guidance in North America, visit SeafoodWatch.org or in the United Kingdom visit www.GoodFishGuide.org .		
9 Use coffee from environmentally preferable sources (Fair trade/shade grown). Avoid "pod" single use coffee and use reusable filters.		
10 Separate food that cannot be donated for food waste recycling/organics/compost pick ups.		
11 Provide recycling bins with lids and clear signs and coordinate with Production/Locations to ensure proper waste management and disposal.		
12 Flatten and recycle all cardboard.		

13 Use energy efficient practices such as unplugging small appliances and choosing propane over charcoal/wood grills.

14 Prevent grease, oil, or other chemicals from entering drains and waterways.

15 Use environmentally friendly cleaning products (biodegradable, non-toxic, plant-based, Green Seal certified).

16 Follow green practices; reduce, reuse, recycle and shut down (e.g., reduce paper, refill water bottles, shut down equipment).

17 Search for new green vendors at GreenProductionGuide.com.

18 Donate all edible leftover food to local food banks and charities.