

<b>DATE:</b>	MARCH 25, 2016
<b>NUMBER:</b>	K.3
<b>SUBJECT:</b>	QUARTERLY MENU EVALUATIONS
<b>RELATED SECTIONS:</b>	<a href="#">K.1</a> , <a href="#">K.5</a> , <a href="#">K.8</a>

PURPOSE

To provide a method for reviewing menus to ensure adherence to nationally recommended daily servings.

POLICY

The Sheriff's Food Services Division (FSD) manager shall conduct quarterly menu evaluations to verify adherence to nationally recommended basic daily servings.

PROCEDURES

- I. Each detention facility FSD supervisor is responsible for retaining menus that reflect meals served, including any and all substitutions.
- II. On a quarterly basis, all menus are to be evaluated by the FSD manager. Any deviations from the master menu are to be verified by the FSD dietitian as adhering to the nationally recommended basic daily servings.