

Guidelines on the minimum conditions, facilities and services to be provided to the teams members (athletes and officials) attending the European Athletics' Events. These guidelines should be adapted as appropriate to each Event in consultation with European Athletics.

1. Before Arrival

Visa Services: It is the responsibility of the Organiser to facilitate the teams in obtaining their visas (where relevant) according to the guarantee letter as part of the bidding documents, in enough time to prevent any disturbance to the teams scheduled arrival to the event. Such responsibility rests with the Organiser to communicate directly with the teams (to ensure long lists are submitted well in advance) and to keep EA informed and to highlight any potential problems in due time.

Event Website: It is the most important vehicle of information also for the teams before they receive the Team Manual. This must include a section for Teams Information, which shall be constantly updated.

Team Manual: The Team Manual shall be made available to all Member Federations at least four weeks before the first day of competition (for European Athletics Championships at least 6 weeks). The Team Manual must be sent by email (if size allows) and be published in its final version (pdf format) on the Event website (LOC to send an email to Member Federations when Team Manual is available for download). It may be provided in printed version to all teams upon arrival (to be discussed with EA).

2. Upon Arrival

Welcome Desk: A dedicated event welcome desk must be set up at the airport and/or railway station minimum 2 days before the first competition day (depending on team arrival schedule). If possible, team attachés should meet the teams upon arrival.

Transport: Dedicated transport, with minimum waiting time, should take teams directly to their hotels and the procedures must be clarified in advance (see appendix 1).

Poles: A system must be implemented to ensure the identification and transport of the poles either with the teams or separately. Difficulties for airlines to transport poles and/or airports not able to receive poles must be anticipated.

3. Accreditation

Location: The Accreditation Centre for the Teams should be preferably at the athletes' village / main team hotel.

Flow: The accreditation procedures must be clarified in advance with European Athletics.

Cards: Accreditation cards shall be ready when the teams arrive. For those events in which the accreditation cards include photographs the Member Federations will be required to upload them into ARENA during the final entries.

Set-up:

- Desks or counters have to be available in sufficient numbers to ensure speedy processing;
- A help desk shall be available for troubleshooting;
- A waiting area for the teams shall be provided with sufficient space and adequate seats and refreshments. The waiting time has to be kept to a minimum. Peak arrival times have to be considered.

Payment settlement: Finance should be as far as possible arranged in advance, through bank transfers or credit cards. Member Federations may be required to make a pre-payment of maximum 50% of the total amount after the preliminary entries. The final invoice shall be sent to Member Federations shortly after the final entries. It is recommended that the full amount is paid by bank transfer prior to arrival. However, some Federations may pay on site by credit card or in cash. Clear instructions for payment (accepted credit cards, accepted currency, etc.) shall be included in the Team Manual. Team officials should be encouraged to arrive before the team in order to check the team's needs.

4. Accommodation

Location: Teams' hotels shall be as much as possible near to parks or green areas in order to give middle distance athletes, walkers, and others further training opportunities. If possible, offer "in-town" locations so that teams feel part of the Event. Preference shall be given to a low number of team hotels in close vicinity to each other in order to offer similar and good services in all team hotels. The distances to the stadium and training facilities should be adequate to allow reasonable transfer times from hotel to training venues/stadium.

Rooms: Accommodation for athletes shall be offered in twin occupancy (with separate beds). The LOC shall be ready to accommodate teams' special requests as justifiable, such as extra-long bed to suit jumpers and throwers.

Single Rooms: Each participating team shall be allocated a minimum number of single rooms equal to 10 per cent of the total number of athletes and in ratio officials entered in the final entries. This will be charged at the rate per person in a twin room (only for the duration of the official period of the competition. Special consideration must be given to very small teams so that every team has at least one single room. Teams' hotels must be able to offer additional single rooms (subject to availability) at the teams' cost.

The Teams' Hotels shall be able to offer the following additional facilities:

- **Information Desk** for general information about the Event and the city;

- **Physiotherapy Rooms:** Ideally one large room with plinths (and possibly with screens) shall be provided for physiotherapy to be used by the teams having their own physiotherapists. If this is not possible, an option would be to provide each team bringing a physiotherapist with an additional bedroom at no cost;
- **Meeting rooms** for teams. Sufficient rooms shall be available depending on the number of teams in each hotel. It must be considered that all the teams have similar schedules for meetings and clashes of reservations need to be avoided;
- **Ice machines:** an important quantity of ice is required and ice machines located on each floor might not be sufficient. It is recommended to have ice produced in advance and stored accordingly. There must be a distribution system in place (i.e. collection point at the Info Desk or in restaurant) together with small plastic bags;
- **Recreation area** should be reserved for the teams' use;
- **Wi-Fi internet** access shall be provided free of charge to all team members at least in the common spaces of the hotel.

The Local Organising Committee must provide the following free of charge for all team members either in the Team Hotels or a centralised location:

- **Physiotherapy Services** including massage benches and physiotherapists;
- **Medical assistance** (primary care) shall be provided by a duty doctor 24h a day for the whole duration of the teams' stay. Both the doctor on duty and an emergency service telephone numbers must be indicated at the Welcome Desk and published in the Team Manual.

5. Meals

- For detailed information about menus please refer to the nutritional guidelines (see appendix 2).
- The hours of operation should be as long as necessary according to the hours of competition. Breakfast shall start at least 3 hours before the first event starts (e.g. 06:00 for a marathon starting at 09:00) and dinner shall be available at least 2½ hours after the last event.
- A late serving provision will be made available for those teams with late arrivals or for athletes detained at the stadium due to doping controls or protests.

6. Transport

- Shuttle bus transportation to and from training venues, warm-up and the stadium should arrive at least 2 hours before the first events start and continue until at least 1 hour after the conclusion of the last event.

- Transport schedules shall be displayed at the teams' hotel(s)/village and relevant venues. The displayed schedules shall be strictly followed (maximum frequency - 20 min.).
- Dedicated transport must be available for persons detained at the stadium due to doping controls or protests.
- Dedicated transport must be available for the transport of team officials to the technical meeting, social functions, the closing party/banquet and other related event activities, where they are invited/required to be present. The possibility of early return from the closing party/banquet should be given.
- Sufficient transport capacity must be available at peak times.
- A dedicated parking area for teams' own vehicles has to be arranged.

7. Warm-up Area

The following services shall be provided to the teams in the warm-up:

- Television sets or a video screen and CIS monitor(s) should be available to follow the events taking place in the stadium;
- Ideally a catering service with fruit, biscuits, soft drinks and hot drinks (coffee and tea) and other food as adequate (it is a must for Cross Country events);
- Fridges with bottled water and other soft drinks;
- Tents and physiotherapy plinths (preferably) shall be available in sufficient numbers to serve all needs (number of necessary plinths shall be calculated based on number of medical staff according to the preliminary and then final entries);
- Medical and physiotherapy services;
- Ice in fridges or ice machines shall be available from the beginning of the first session and shall be constantly refilled. These shall be as near as possible to the physiotherapy areas;
- Ice baths in an adequate number shall be available as agreed with the Medical Delegate or Doping Control Delegate (if no Medical Delegate is appointed) at least at the following events: ECH, EICH, ETCH, EU23CH, U20CH;
- Weightlifting room with proper equipment;
- Toilets in a sufficient number.

8. Stadium

- The teams' seating should be preferably in the area of the first bend and it shall have convenient access to the changing rooms, warm-up area, TIC and from the mixed zone.
- Coaching Areas where seats must be reserved in the front rows of the stands adjacent to field event areas and accreditation/ticket shall be given for one designated coach per participating athlete. The availability and location of such seats

- shall be checked and approved by the Technical Delegate(s) while their access shall be controlled by the security staff.
- A proper Technical Information Centre (TIC) shall be set up at least 2 days prior to the first events and shall include: TV sets and CIS, information boards, working areas and refreshment areas for the use of accredited team officials;
 - Athletes might visit the media tribune, if invited by members of the media with a position on the tribune. The accreditation system does not foresee this access so the team press liaison shall contact the European Athletics Media staff.
 - Access to the mixed zone should be granted to the team management / medical staff. European Athletics will decide on the number of allotted cards per team according to the size of each team.
 - First aid and Medical assistance.

9. Miscellaneous

Teams should be given at least two invitations for each social function.

All the team members shall be invited to the closing party/banquet.

The possibility of offering free or discounted stadium tickets for the athletes' private use should be considered.

10. Ratio of athletes to team officials

The eligibility of participating teams for fixed price accommodation and other benefits is limited to a total which is based on the official ratio between eligible athletes and team officials (team manager(s), coaches, physiotherapists, medical staff, etc.). (See appendix 1)

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Appendix 1 **Ratio of athletes & officials**

Number of Athletes From - to	Number of Team Officials (1) up to:	Maximum number of additional officials (2) (out-of-ratio):	In-ratio Personal Coaches (3) up to:
1 - 3	1	1	1
4 - 6	2	1	1
7 - 10	3	2	2
11 - 15	5	3	3
16 - 20	7	3	3
21 - 25	9	4	4
26 - 30	11	4	4
31 - 35	13	5	5
36 - 40	15	5	5
41 - 45	17	6	6
46 - 50	18	7	7
51 - 55	19	9	9
56 - 60	20	10	10
61 - 70	21	14	14
71 - 80	22	18	18
Plus 10	+ 1	+4	+4

- ⇒ Team officials include: Head of Delegation, Team Leaders, Coaches, Medical Staff (medical doctors and physiotherapists), Team Press Liaison and others;
 - ⇒ Ratio valid for all European Athletics events except the European Athletics Team Championships;
 - ⇒ Each participating team shall be allocated a minimum number of single rooms equal to 10 per cent of the total number of athletes and in quota or in ratio officials entered in the final entries (e.g. 10% of 40 athletes and in ratio officials equal 4 single rooms to be allocated). This will be charged at the rate of a twin room (only for the duration of the official period of the competition).
- (1) The number of above mentioned team officials is eligible for fixed price accommodation (same price as for all athletes in quota days) and other benefits. European Athletics will not cover these officials' accommodation costs;
 - (2) For Personal Coaches beyond the maximum number of out-of-ratio official, packages can be offered without accommodation including accreditation with access to the warm-up & training areas and team seats.
 - (3) The total number of Personal Coaches shall not exceed the total number of team officials (in and out-of-ratio).

Appendix 2 **Nutritional Guidelines**

One of the main goals of these guidelines is to standardise the menu proposals developed by the Local Organising Committees, in order to achieve a greater level of satisfaction and organisational success. Another goal is for athletes and their coaches to feel comfortable and confident about the food options provided during a competition event organised by the European Athletics.

Our aim is to supply athletes with their day-to-day food, respecting their habits and traditions. Therefore, low-fat and nutrient-dense food options should be provided. Athletes should be informed about the **food** included in each meal, the **cooking methods**, the **nutritional information**, and the **allergens** (according to the Regulation (EU) No 1169/2011 of the European Parliament and of the Council of 25 October 2011). For that, **nutrition labels** with this information must be available, thus athletes and coaches will feel more confident about the type of food, the nutritional value, the cooking method and the allergen information. This information must be, at least, in English. Two types of labels should be present: (i) the full nutrition label and (ii) the short nutrition label. The full version, which contains every element (name of the dish, the ingredient list, the icons representing the allergens, the icons identifying the meal, the nutritional composition, and the icons representing the nutritional content), should be provided to the teams online (on a platform to be designated by European Athletics; e.g. Event Website or Virtual TIC), ahead of the competition period and during the championships, and at the entrance of the dining area, accompanying the menu. The short version is more graphic and contains only icons (icons representing the allergens, the meal and the nutritional content), and should be placed next to the respective food/meal, in the dining area. With this approach, it is possible to provide a detailed nutritional description of the meals, permanently available, and a concise version, visually appealing and quicker to interpret.

Please see adding information and examples of both labels at the end of this document.

All meals must be served in **buffet style**, because it is the most practical, economical, speedy and suitable way of serving teams. It also has the advantage of individualised portion size chosen by the athlete, allowing more variability and catering to different needs and tastes. Depending on the number of athletes and the number of restaurants available for the teams, more than one buffet station should be considered. The number of stations (in principle one (1) station for every 150-200 team members) should be adjusted so that no significant queues are formed. In the situation of multiple buffet stations, all of them should be similar and complete (i.e., have all the food items).

The menu proposals must be sent to the European Athletics for supervision according to the following schedule:

- Menu concept and draft proposal – at least 4 months before the competition
- Detailed final menu (using the template provided) – 1 month before the competition

Athletes must be able to have access to a meal from at least 3 hours before the start of their events and dinner shall be available at least 2½ hours after the last event.

It is also important to alert hotels that athletes usually eat more than a regular person and, perhaps, there is a need to enlarge the individual portions.

Still water must be permanently available (minimum 1,5L per athlete/per day). The amount should be increased in warm weather conditions. Additionally, sparkling water can also be available.¹ Due to logistical and legal concerns bottled water shall remain available in the following specific areas: Call Room, **Field of Play**, Mixed Zone and Doping Control Station.

Athletes should be allowed to take selected items (bread, fruits, water) from the dining area with them.

It is recommended that the food provider meets the Regulations (EC) No 178/2002 and 852/2004 and Regulation (EU) No 1169/2011 of the European Union and should have implemented a system of food safety in accordance with the ISO 22000/2005 and a quality management system accordingly to the ISO 9001/2015. Additionally, the food provider should comply with the Codex Alimentarius standards (<http://www.fao.org/fao-who-codexalimentarius/en/>). Regarding the meat, please provide safe origin of the food and ensure that it meets all the necessary European requirements.

If there are athletes with special needs (allergies for example), the Local Organising Committee shall be ready to provide special meals accordingly.

It is possible that the team restaurant is set in hotel restaurants, tents, university facilities or other localions. Nevertheless, food safety must be guaranteed. In addition to other aspects, special attention should be paid to the **catering staff**, namely:

- Absence of adornments (rings, piercings, necklaces, etc.);
- Beard and mustache trimmed;
- Nails short, clean and without varnish;
- Absence of unprotected cuts and wounds;
- Correct and periodic hand hygiene;
- Change of disposable gloves when necessary;
- Specific uniform, to be only used when handling food;
- Correct use of kitchen cap and uniform.

¹ To encourage sustainability, water stations could replace the provision of bottled water in certain locations if water quality and hygenic measures are duly respected and if personal drinking bottles are also supplied by the LOC. LOC shall inform European Athletics on such plans and present the corresponding quality guarantees and water distribution plan in a timely manner.

BREAKFAST

Should have, at least:

- Skimmed milk;
- Semi-skimmed milk;
- Soy beverage without sugar;
- Other vegetable beverages options;
- Yoghurt;
- Low-fat yoghurt;
- Soy yoghurt;
- Coffee;
- Different types of tea;
- Fruit juice, preferentially natural juice;
- Sliced fruit, at least 2 varieties;
- Whole pieces of fruit, at least 2 varieties (preferably different from the sliced fruit);
- Different types of bread, including:
 - White;
 - Whole grain;
 - Multigrain.
- Cheese;
- Low-fat cheese;
- Ham;
- Low-fat meat (chicken, turkey);
- Butter;
- Margarine;
- Jams;
- Honey;
- Scrambled eggs;
- Boiled eggs;
- Beans;
- Different types of breakfast cereals, including:
 - Muesli or granola;
 - Corn-flakes;
 - Oatmeal;
 - Whole wheat cereals.
- Pancakes and/or crepes (thin pancakes);
- Low-fat cakes, like yoghurt cake, carrot cake, muffins;
- A carbohydrate option like pasta.

MAIN MEALS

General advice:

- Please consider the template and the example that is available at the end of these guidelines;
- The meals should be prepared with low-fat ingredients and low-fat cooking methods;
- All the cooking methods should be mentioned in the menu proposal and in the labels;
- There should not be 2 fried options in the same meal (e.g., fried meat and fried fish). Ideally, in 1 week, there should only be served 2 fried options, one for meat and another for fish, on separate days;
- Dressings and sauces must be served separately;
- Buffet line (preferable display order):
 1. Salad buffet;
 2. Soup;
 3. Carbohydrate's garnish;
 4. Fish;
 5. Meat;
 6. Vegetarian option;
 7. Desserts.

Main meals must have:

- **Vegetable soup:**
 - Without instant stocks or cream;
 - The soup should only contain vegetables and a small portion of olive oil;
 - Meat broths should be avoided;
 - A local traditional soup, without these specifications, can also be available, but a vegetable soup must be an option.
- Three main options: **meat, fish and vegetarian:**
 - Meat:
 - If the meat option includes pork, another meat option must be present;
 - Carbohydrate's garnish:
 - A starchy vegetable option as the garnish (rice, potatoes, quinoa, etc.) must be present for each of the three main options. Preferably, different options should accompany each dish;
 - Vegetarian option:
 - Must be strictly vegetarian, therefore, it should not contain any animal products such as cheese, milk, eggs or cream;
 - Should be nutritionally complete – should include, for example, soy, tofu, tempeh, seitan and/or pulses;

- Based on general statistics, the amount of vegetarian meals shall be, at least, 15% of the total team meals;
- Please bear in mind that not only the vegetarian/vegan athletes may choose the vegetarian option;
 - **Additional carbohydrate's garnish:** Plain rice and pasta, in addition to the meat and fish garnish. When the meat and fish garnish already includes a plain option (boiled rice or pasta), only one additional plain option may be included;
- **Salad buffet:**
 - With, cucumber, tomato, lettuce, rocket salad/arugula, spinach, onion, beetroot, corn, grated carrot, cabbage, pepper, cold beans, mushrooms and cooked vegetables;
 - Vegetables should not be seasoned;
 - Olive oil, vinegar and other sauces such as yoghurt sauce must be on the side;
 - Each ingredient must be in an individual container (food served separately);
- Cold **tuna**, preferentially tuna canned in water, and other tinned fish, if possible;
- Basket of **bread**, including white, whole grain and multigrain;
- **Sliced fruit**, at least 2 varieties;
- **Whole pieces of fruit**, at least 2 varieties;
- **Low-fat desserts**, like yoghurt cake, carrot cake, muffins, jelly and frozen fruit;
- Hot beverages like **tea** and **coffee**;
- **Milk** for the coffee and tea;
- **Water** (to be made available for athletes at all time).

MEAL OPTIONS FOR COMBINED EVENTS (WHEN APPLICABLE)

Combined Events Resting Area/Room

In the resting room/area for Combined Events the following should be provided throughout the competition days in addition to the lunch boxes or hot buffet lunch:

- Sliced fruit, at least 2 varieties;
- Whole pieces of fruit, at least 2 varieties;
- Small sandwiches with cheese and/or ham;
- Cookies or biscuits;
- Toasts;
- Energy bars;
- Bottled drinks such as fruit juices, diet soft drinks;
- Water;
- Plain skimmed milk in individual packages;

- Flavoured milk in individual packages (with chocolate, vanilla, strawberry) can be available;
- Coffee;
- Tea.

A refrigerator should be present for proper food preservation.

All food provided should have a nutritional information card, at least, in English.

LUNCH BOXES

Should include:

- Main course – the food served must be cooked in a simple and low-fat way to avoid gastrointestinal disturbances. Examples: grilled chicken breast, mince, meat loaf and tuna (preferentially canned in water). Should also include garnish as rice and pasta without sauce;
- Different types of bread, including white and whole grain;
- Low-fat desserts, like yoghurt cake, pancakes and jelly.

The lunch boxes shall be stored in a cooled location (e.g.: refrigerator) until food regeneration. Microwaves shall be placed in the Combined Events Resting Area so that athletes can heat their meals within their own schedule.

The above menu can be alternatively served as a hot buffet lunch in the Combined Events Resting Area.

FOOD ALLERGY & INTOLERANCE

A **food allergy** is an adverse immune response to a food protein. They are distinct from other adverse responses to food, such as food intolerance, pharmacological reactions, and toxin-mediated reactions.

Only about 5% of European population suffer from a true food allergy. Allergies often start during childhood while the immune system is still maturing, and in some cases sufferers can 'grow out' of the allergy. Less sensitive people may be able to tolerate small amounts of the food to which they are allergic. Other allergies may only appear in adulthood due to a later exposure.

Unlike food allergies, a **food intolerance** does not involve the immune system; rather it is a physical problem by an irritant or poor digestion of a food. The physical symptoms of a food intolerance, however, such as intestinal discomfort, can resemble those of a food allergy, therefore a food intolerance reaction may be easily confused with an allergic reaction. Examples of this are irritable bowel syndrome (IBS) and intolerance to lactose.

Symptoms of food allergies typically appear from within a few minutes to two hours after a person has eaten the food to which he or she is allergic.

Allergic reactions can include:

- Hives;
- Flushed skin or rash;
- Tingling or itchy sensation in the mouth;
- Face, tongue, or lip swelling;
- Vomiting and/or diarrhoea;
- Abdominal cramps;
- Coughing or wheezing;
- Dizziness and/or light-headedness;
- Swelling of the throat and vocal cords;
- Difficulty breathing;
- Loss of consciousness.

The foods and constituents account for 90% of food allergic reactions, and the food sources from which many other ingredients are derived are:

- Cereals containing gluten;
- Milk;
- Eggs;
- Fish (e.g., bass, flounder, cod);
- Crustacean (e.g. crab, lobster, shrimp);
- Molluscs;
- Nuts (e.g., almonds, walnuts, pecans);
- Peanuts;
- Wheat;
- Soybeans;
- Mustard;
- Celery;
- Sesame seeds;
- Lupin bean;
- Sulphites.

It is the duty of the Local Organising Committee to highlight when a meal contains one or more of the allergens listed above. This information should be clearly displayed adjacent to the buffet. Please read the following content for more information regarding allergens and nutrition labels.

Additional information

According to the Regulation (EU) No 1169/2011 of the European Parliament and of the Council of 25 October 2011 on the provision of food information to consumers, all the allergens present in the meal should be identified. The allergens are:

1. Cereals containing gluten, namely: wheat, rye, barley, oats, spelt, kamut or their hybridised strains, and products thereof, except:
 - a. wheat based glucose syrups including dextrose;
 - b. wheat based maltodextrins;
 - c. glucose syrups based on barley;
 - d. cereals used for making alcoholic distillates including ethyl alcohol of agricultural origin;
2. Crustaceans and products thereof;
3. Eggs and products thereof;
4. Fish and products thereof, except:
 - a. fish gelatine used as carrier for vitamin or carotenoid preparations;
 - b. fish gelatine or Isinglass used as fining agent in beer and wine;
5. Peanuts and products thereof;
6. Soybeans and products thereof, except:
 - a. fully refined soybean oil and fat;
 - b. natural mixed tocopherols (E306), natural D-alpha tocopherol, natural D-alpha tocopherol acetate, and natural D-alpha tocopherol succinate from soybean sources;
 - c. vegetable oils derived phytosterols and phytosterol esters from soybean sources;
 - d. plant stanol ester produced from vegetable oil sterols from soybean sources;
7. Milk and products thereof (including lactose), except:
 - a. whey used for making alcoholic distillates including ethyl alcohol of agricultural origin;
 - b. lactitol;
8. Nuts, namely: almonds (*Amygdalus communis* L.), hazelnuts (*Corylus avellana*), walnuts (*Juglans regia*), cashews (*Anacardium occidentale*), pecan nuts (*Carya illinoensis* (Wangenh.) K. Koch), Brazil nuts (*Bertholletia excelsa*), pistachio nuts (*Pistacia vera*), macadamia or Queensland nuts (*Macadamia ternifolia*), and products thereof, except for nuts used for making alcoholic distillates including ethyl alcohol of agricultural origin;
9. Celery and products thereof;
10. Mustard and products thereof;
11. Sesame seeds and products thereof;
12. Sulphur dioxide and sulphites at concentrations of more than 10 mg/kg or 10 mg/litre in terms of the total SO₂ which are to be calculated for products as proposed ready for consumption or as reconstituted according to the instructions of the manufacturers;
13. Lupin and products thereof;
14. Molluscs and products thereof.

To identify the presence of these substances in the meal, we encourage the use of the following icons:




Example of a full nutrition label:

BOLOGNESE LASAGNA


Ingredients
Semi-skimmed **milk**, medium-fat **minced beef**, beef broth, onion, **wheat** lasagne pasta, **margarine** with salt 80% fat, carrot, mushrooms, **cream** 35% fat, bacon, white wine, **cheese** parmesan, parsley, **wheat** flour type 55, tomato, salt, garlic, pepper.

Allergens



MILK GLUTEN SULPHITES

Food icons



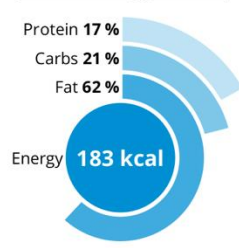
BEEF PORK

Please be aware that we are unable to guarantee that any menu item can be completely free of allergens. Please let us know if you have any food allergies or intolerances.

Nutritional information (100g)


Energy	183 kcal
	763 kj
Carbohydrates (= carbs)	9.2 g
Protein (= prot)	7.7 g
Fat	12.4 g

Total Energy Value



Protein 17 %
Carbs 21 %
Fat 62 %
Energy 183 kcal

Alerts



HIGH FAT
LOW CARB

Example of a short nutrition label :



Icons to describe the type of dish:

Meat



Fish



Vegetarian



Alert icons:



These cutting points are in line with the Regulation (EC) No 1924/2006 of the European Parliament and of the Council of 20 December 2006,² on nutrition and health claims made on foods, and the traffic light labelling system proposed by the British Government,³ implemented in the UK and other countries.

- The range for fat represents the interval between the maximum amount of fat that may be present in a product to be considered “low fat” (according to Regulation (EC) No 1924/2006), and the minimum amount of fat from which a product is considered “high fat”. However, to adapt the cutting point for the meals provided, the value of > 21 g fat per portion of 250 g (from the British Traffic Light Labelling), was converted into a portion of 100 g, giving a maximum level of 8.4 g fat.
- The range for carbohydrates represents the Dietary Reference Values (DRV), established by the European Food Safety Agency (EFSA).
- The range for protein comprises the values between the lowest value of the Dietary Reference Intakes (DRI) for protein proposed by the Institute of Medicine (IOM), and the minimum amount of protein in a product claiming to have a “high protein” content, according to Regulation (EC) No 1924/2006.

Cutting points:

- Fat: > 3 g fat to ≤ 8.4 g fat / 100 g food
- Carbohydrates (“carb”): 45 to 60 % total energy value
- Protein (“prot”): 10 to 20 % total energy value

Therefore,

- **“High fat”** – must be used when the total fat content exceeds 8.4 g per 100 g of food;
- **“Low fat”** – must be used when the total fat is no more than 3 g per 100 g of food;
- **“High carb”** – must be used when the total carbohydrate content accounts for more than 60% of the total energy value of the food;
- **“Low carb”** – must be used when the total carbohydrate content accounts for less than 45% of the total energy value of the food;
- **“High prot”** – must be used when the total protein content accounts for more than 20% of the total energy value of the food;
- **“Low prot”** – must be used when the total protein content accounts for less than 10% of the total energy value of the food.

² European Parliament and of the Council of 20 December 2006 on nutrition and health claims made on foods. *OJ L 404, 30.12.2006, p. 9–25*. Available at: <https://eur-lex.europa.eu/eli/reg/2006/1924/oj>

³ Department of Health, Food Standards Agency and British Retail Consortium (2016). Guide to creating a front of pack (FoP) nutrition label for pre-packed products sold through retail outlets. Available at: https://www.food.gov.uk/sites/default/files/media/document/fop-guidance_0.pdf

Example of a competition day menu and layout (according to requirements)

	Day 1: Day Month Year		Requirements
	Lunch	Dinner	
Vegetable soup	Green bean soup	Pumpkin soup	Without instant stocks or cream. A local traditional soup, without these specifications, can also be available, but a vegetable soup must be an option.
Meat	Roasted pork loin Grilled chicken breast steaks Roasted potatoes	Meatballs with tomato sauce Linguini	Please specify the type of meat and the cooking method. If the meat option includes pork, another meat option must be present. Must include a starchy vegetable option as the guarnish (rice, potatoes, quinoa, etc.). This side dish must be different from the one present in the fish dish.
Fish	Stewed hake fillet in tomato sauce Basmati rice	Grilled salmon Boiled sweet potato	Please specify the type of fish and the cooking method. Must include a starchy vegetable option as the garnish (rice, potatoes, quinoa, etc.). This side dish must be different from the one present in the meat dish.
Vegetarian	Baked stuffed tomatoes with vegetables, quinoa and tofu	Soy "meatballs" with tomato sauce Linguini	Should be nutritionally complete – should include soy, tofu, tempeh, seitan and/or pulses. Should not include cheese and cream derived from animals. Must include a starchy vegetable option as the garnish (rice, potatoes, quinoa, etc.).
Additional garnish	Penne	White rice	Plain rice and pasta, in addition to the meat and fish garnish, should be present. If the meat or fish garnish already includes a plain option (boiled rice or pasta), the additional garnish should not be the same.

Cooked vegetables	Grilled eggplant and courgette	Ratatouille	In addition to the salad buffet. These vegetables must be non-starchy vegetables.
Buffet salad and other items	Lettuce, rocket salad/arugula, spinach, tomato, cucumber, onion, grated carrot, beetroot, corn, red cabbage, cold tuna (canned in water), grilled fresh mushrooms		Sauces on the side. Each ingredient must be served separately.
Sliced fruit	Sliced melon and watermelon	Sliced oranges and kiwis	At least two options should be present. Every fruit must be served separately.
Whole fruit	Peach and grapes	Banana and strawberries	At least two options should be present.
Dessert	Yogurt cake	Muffins	Low-fat desserts.

Main meals menu example (according to minimum requirements)

	Day 1: Day Month Year		Requirements
	Lunch	Dinner	
Vegetable soup	Green bean soup	Pumpkin soup	Without instant stocks or cream.
Meat	Roasted pork loin Grilled chicken breast steaks Roasted potatoes	Chicken stew Fusilli	
Fish	Stewed hake fillet in tomato sauce Basmati rice	Grilled salmon Boiled sweet potato	
Vegetarian	Baked stuffed tomatoes with vegetables, quinoa and tofu	Soy "meatballs" with tomato sauce Linguini	
Additional garnish	Penne	White rice	
Cooked vegetables	Grilled eggplant and courgette	Ratatouille	In addition to the salad buffet.
Buffet salad and other items	Lettuce, arugula, spinach, tomato, cucumber, onion, grated carrot, beetroot, corn, red cabbage, cold tuna canned in water, grilled fresh mushrooms		Sauces on the side.
Sliced fruit	Sliced orange, kiwi, pomegranate, pineapple	Sliced orange, kiwi, pomegranate, pineapple	
Whole fruit	Apple, banana, pear, clementine, grapes	Apple, banana, pear, clementine, grapes	
Dessert	Yogurt cake	Muffins	

	Day 2: Day Month Year		Requirements
	Lunch	Dinner	
Vegetable soup	Cabbage soup	Spinach and chickpeas soup with fresh mint on the side	Without instant stocks or cream.
Meat	Grilled rolled turkey fillet with mozzarella and spinach Roasted sweet potatoes	Meatballs (only beef) with tomato sauce Linguini	
Fish	Roasted monkfish and vegetable skewers	Trout fillet in the oven Mashed potatoes	
Vegetarian	Lentils burger Bulgur	Stuffed portobello mushrooms with quinoa and vegetables	
Additional garnish	Tricolour fusilli	Plain rice	
Cooked vegetables	Sautéed asparagus	Sautéed greens	In addition to the salad buffet.
Buffet salad and other items	Lettuce, arugula, spinach, tomato, cucumber, onion, grated carrot, beetroot, corn, red cabbage, cold tuna canned in water, grilled fresh mushrooms		Sauces on the side.
Sliced fruit	Sliced orange, kiwi, pomegranate, pineapple	Sliced orange, kiwi, pomegranate, pineapple	
Whole fruit	Apple, banana, pear, clementine, grapes	Apple, banana, pear, clementine, grapes	
Dessert	Apple pie	Marble cake	

	Day 3: Day Month Year		Requirements
	Lunch	Dinner	
Vegetable soup	Minestrone soup	Vegetable soup	Without instant stocks or cream.
Meat	Grilled pork chop Roasted turkey breast Rice with greens	Roasted chicken Linguini with pesto sauce	
Fish	Baked codfish fillet with spinach Potatoes	Grilled mackerel fillet Baked potatoes with thyme	
Vegetarian	Vegetarian lasagne with different types of vegetables	Stewed tofu with tomato, onion, carrot, lemon Fusilli	Does not include cheese and cream derived from animals.
Additional garnish	Plain rice Macaroni	Basmati rice	
Cooked vegetables	Boiled broccoli and cauliflower	Sautéed spinach	In addition to the salad buffet.
Buffet salad and other items	Lettuce, arugula, spinach, tomato, cucumber, onion, grated carrot, beetroot, corn, red cabbage, cold tuna canned in water, grilled fresh mushrooms		Sauces on the side.
Sliced fruit	Sliced orange, kiwi, pomegranate, pineapple	Sliced orange, kiwi, pomegranate, pineapple	
Whole fruit	Apple, banana, pear, clementine, grapes	Apple, banana, pear, clementine, grapes	
Dessert	Crepe with vanilla ice cream and topping (chocolate and strawberry)	Pudding	

	Day 4: Day Month Year		Requirements
	Lunch	Dinner	
Vegetable soup	Carrot soup	Cauliflower soup with cut chives on the side	Without instant stocks or cream.
Meat	Grilled chicken breast Linguini	Spaghetti Bolognese (only beef)	
Fish	Grilled trout fillet Mashed sweet-potato Tomato sauce on the side	Fried hake fillet Rice with peas	
Vegetarian	Soy Bolognese	Black-eyed beans with onion, carrots, tomato, oregano Bulgur	
Additional garnish	Plain rice	Basmati rice	
Cooked vegetables	Sautéed spinach	Roasted pumpkin	In addition to the salad buffet.
Buffet salad and other items	Lettuce, arugula, spinach, tomato, cucumber, onion, grated carrot, beetroot, corn, red cabbage, cold tuna canned in water, grilled fresh mushrooms		Sauces on the side.
Sliced fruit	Sliced orange, kiwi, pomegranate, pineapple	Sliced orange, kiwi, pomegranate, pineapple	
Whole fruit	Apple, banana, pear, clementine, grapes	Apple, banana, pear, clementine, grapes	
Dessert	Gelatine – strawberry flavour and pineapple flavour	Chocolate cake	