



Food and Beverage Policy

Approved by: ECRL Management
Date approved: 2023-05-26
Date last reviewed: 2023-05-26

Purpose

The purpose of this policy is to ensure the health and safety of ECRL staff and members of the public by outlining how food and beverage can be enjoyed safely at ECRL programs.

Serving Food and Beverages at ECRL Branches

ECRL branches are public facilities and ECRL must protect the health and safety of the public and ECRL staff. ECRL branches do not have adequate kitchen facilities to properly clean and sanitize dishes for public use. As such, the following guidelines must be adhered to when serving food or beverages to members of the public:

- Drinking water is provided at all ECRL branches and should only be served from a water cooler in single-use paper cups. Members of the public are encouraged to bring their own clean travel mug or water bottle to reduce their environmental impact.
- In order to serve food and/or beverages at ECRL branches, approval by ECRL Management is required. Only pre-packaged or catered food can be served at approved ECRL programs and Community-Use Room bookings. Food prepared in the home of a staff member or member of the public is not permitted.
- If program hosts (ECRL staff) or partners wish to have food and/or beverages served by caterers, the caterers must be certified and insured food handlers. Proof of this insurance must be submitted to ECRL Management during the program approval process.
- If permission for catering services are provided by ECRL Management, all food and beverage arrangements, set-up, and clean-up are the responsibility of the program partner, or in the case of Community-Use Room Bookings, the person or organization booking the room. All food and beverage items are to be removed at the conclusion of the program or booking period.
- Serving alcohol at ECRL branches is strictly prohibited.

Guidelines from Nova Scotia Environmental Health, Food Safety Division

The above policy is informed by information from Provincial Food Safety staff and ECRL's Insurer:

- Dishes to be used by the public can never be washed in a washroom sink or in a basin that has been filled in a washroom sink.
- Staff should not wash their hands in a bathroom sink if they are then going to prepare food or drink for the public. There would need to be a kitchen sink for handwashing available.
- To properly wash dishes for public use, a commercial dishwasher is optimal.
- If hand washing dishes for public use, a three-compartment sink is required: one sink for washing dishes, one sink for rinsing dishes and an additional sink for sanitizing dishes with diluted bleach in water. Dishes cleaned in this way must be allowed to air dry. Drying with a cloth or towel can spread germs.
- Only pre-packaged or catered food prepared by certified and insured food handlers can safely be served to the public.

Questions?

If you have any questions or concerns about this policy or its related procedures, please email admin@ecrl.ca.