Establish Vending Machine Guidelines

Vending guidelines make it easier for employees to make healthy food & drink choices at work. Consider three different approaches for offering healthy foods in vending machines.

Make Healthy Choices Available
Work with your vendor and request that they fill at least half of the products stocked in vending machines are healthy choices. See Healthy Vending Machine Guidelines for products.

Make Healthy Choices the Easiest Choice
Ensure that healthy options (fruits, whole grains, vegetables, low fat dairy, etc.):
- make up the bulk of options
- have the lowest price
- are placed at eye level
- are identified with signage

Offer only Healthy Foods and Drinks
Some organizations may be ready to offer only healthy food and drink choices in vending machines. If that is the case, work with the vendor to ensure all products meet Healthy Vending Machine Guidelines.

Best Practices for Implementing Healthy Vending Guidelines:
- Ensure you are working with the person/department within your organization who manages the relationship with the vendor. This may be Food Service, Human Resources, or Facilities Management.
- Assess your current environment — How many vending machines are there? Where are they located? What products are stocked? Who services them?
- Taste test new vended snacks (your vendor may be able to do this for you)
- Ensure advertising on the vending machine is for healthy products only (for example water instead of soda)
- Annually re-evaluate items in the vending machines

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