

 <p style="text-align: center;">ADMINISTRATIVE REGULATIONS</p> <p style="text-align: center;">STATE OF ARKANSAS</p> <p style="text-align: center;">BOARD OF CORRECTIONS</p>	Section Number:	Page Number:
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	Board Approval Date:	
	6/16/92	
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	Reference:	Effective Date:
		6/18/92
SUBJECT: Food Service		

I. AUTHORITY:

The authority to promulgate this Administrative Regulation is vested in Act 50 of 1968, First Extraordinary Session, as amended.

II. PURPOSE:

To ensure inmates are provided tasteful and nutritious meals while observing recommended dietary allowances and the basic safety and sanitation requirements for food service programs.

III. APPLICABILITY:

To all employees in food service, employees involved in the direction and supervision of the food service program; employees involved and associated with those departments involved in the procurement, storage, preparation and utilization of food service supplies and service of food.

IV. POLICY:

It shall be the policy of the Department of Correction to establish food standards for food services provided to the inmate population and to observe acceptable standards of food preparation, storage, sanitation, safety, and physical hygiene.

V. PROCEDURES:

A. Menu Planning

Food Service staff and the dietician shall plan menus in advance and substantially follow the plan. Planning and preparation of all meals shall take into consideration food flavor, texture, appearance, palatability, and required dietary allowances.

Master menus shall be developed and/or reviewed by a dietician.

B. Food Service Management

Food Service operations are supervised by a full-time staff member who is experienced in food service management.

C. Dietary Allowances

Documentation that a qualified dietician has reviewed dietary allowances at least on an annual basis to ensure meals meet the nationally recommended allowances for basic nutrition.

D. Food Preparation, Storage, and Sanitation

Food services facilities and equipment shall meet established standards and requirements of all federal and state codes.

E. Standard Operating Procedures

Other issues will be covered by appropriate Administrative Directives/Memoranda issued by the Director, Deputy Director of Operations, and/or Administrator of Food Services.