



MRFA
MOUNT ROYAL
FACULTY ASSOCIATION

Faculty Centre Food Preparation Policy

Category: Faculty Centre

Date last Revised: August 24, 2021

I. Overview

The Faculty Centre is a Mount Royal University facility leased to the MRFA and food handling within the centre is governed by Alberta Health Services and related legislation.

II. Limitations

All food, including for MRFA events, shall be prepared on site in the Association's Alberta Health Services licenced kitchen. Where exceptions are made, with prior approval from the MRFA President, food shall be provided only by a licensed caterer.

III. Purchasing

- a. All food shall be purchased from identified suppliers with the aim to limit transportation costs and/or risks, to ensure that costs are maintained.
- b. Identified suppliers, processes and details relating to articles shall be included in the Staff Policy appendix.

IV. Provision

Food options provided shall be inclusive relating to all dietary requirements.

V. Authority

When the Faculty centre menu is being created and/or amended, the Faculty Centre Coordinator shall provide a menu to the Faculty Centre Management Committee for approval.

The Faculty Centre Management Committee has oversight of the Faculty Centre and may make recommendations to the Executive Board on amendments to this policy as required.