



Policy Directive 15

Catering Services and Dietary and Nutritional Requirements

Relevant Instruments : [Food Act 2008](#)
[Prisons Act 1981](#)
[Standard Guidelines for Corrections in Australia](#)

Table of contents

1.	Introduction	1
2.	Purpose.....	1
3.	Scope.....	1
4.	Definitions	1
5.	Policy.....	2
6.	Food safety, kitchen registration and menu assessment	2
7.	Related key policies and instruments.....	3
8.	Policy review	3
9.	Approval.....	3
10.	Policy sponsor.....	3
11.	Contact person.....	3
12.	Amendment history	3

1. Introduction

The Department of Corrective Services (the Department) is committed to ensuring that every prisoner is provided with access to clean drinking water and nutritional food adequate for health and well-being. The Department also supports that special dietary food should be provided where it is established as necessary for medical reasons or on account of a prisoner’s cultural or religious beliefs ([Standard Guidelines for Corrections in Australia](#)).

2. Purpose

The purpose of this policy is to establish minimum dietary and nutritional requirements for the WA prison system and to assist prisons to respond to the complex dietary requirements of prisoners including religious and health needs within the constraints of a prison environment.

3. Scope

This policy applies to all public and private prisons.

4. Definitions

Designated Superintendent The Superintendent as defined in s 36 of the *Prisons Act 1981* and includes any reference to the position responsible for the

management of a private prison under Part 111A of the [Prisons Act 1981](#).

Fish Where a reference to fish is made throughout this Policy Directive, it excludes crustaceans, oysters, clams, mussels, squid and octopus

5. Policy

- 5.1 Prisoners must be provided with sufficient nutritious and healthy food and fresh drinking water to maintain health and well-being.
- 5.2 Special dietary food must be provided where it is established that such food is medically prescribed for health reasons.
- 5.3 Where it is requested to meet established cultural, religious or other special needs and is in accordance with the Department's [Special Meals Guidelines](#), special dietary food should be provided where practicable.
- 5.4 Prisoners should be provided with nutritionally balanced and varied meals that conform to the principles of the [Australian Dietary Guidelines \(2013\)](#).
- 5.5 Prisoner meals are to:
 - be part of a menu that is rotated every four (4) weeks as a minimum
 - be provided at times that are to be consistent with community standards
 - be subject to local environmental considerations (such as climate) and availability
 - consist of at least one hot meal daily
 - include two (2) fish meals per week.

6. Food safety, kitchen registration and menu assessment

- 6.1 The Designated Superintendent shall ensure that their prison kitchen (and where applicable, the kitchen at the work camp under their control) is registered and operated in accordance with the [Food Act 2008](#).
- 6.2 The Designated Superintendent shall ensure that their prison kitchen (and where applicable, the kitchen at the work camp under their control) is operated in accordance with the ["Food Stars" Food Safety Program](#) and complies with the [Food Safety Australia and New Zealand, Food Safety Standards](#).
- 6.3 The provision of prisoner meals at each prison site is to be assessed at a minimum of once biannually using the survey instrument validated by the Curtin University Department of Nutrition and Dietetics. More frequent assessments may be ordered by the Manager, Catering Services. Assessments and reports are to be completed and submitted to the Manager, Catering Services within two weeks of the assessment being ordered.
- 6.4 Privately managed prisons shall either complete the self assessment survey in accordance with Section 6.3 above or ratify their menu as requested by an approved dietician.

7. Related key policies and instruments

- [Australian Dietary Guidelines \(2013\)](#)
- [Department of Corrective Services Special Meals Guidelines](#)
- [Food Safety Australia and New Zealand, Food Safety Standards](#)
- [Standard Guidelines for Corrections in Australia](#)

8. Policy review

This policy is to be reviewed on a triennial basis.

9. Approval

Commissioner: James McMahon

Signature:



Date: **9 December 2013**

10. Policy sponsor

Assistant Commissioner Custodial Services.

11. Contact person

The following persons may be approached on a routine basis in relation to this policy:

Manager Prison Industries.

Principal Operational Policy Officer.

12. Amendment history

Version	Approved	Effective from
1 First published	14 April 2003	14 April 2003
2 Amended	20 March 2012	18 April 2012
3 Amended	9 December 2013	27 December 2013