

Vending Machine Inventory Tool



This tool is designed to assess the number of healthier choices available in the vending machines at your organization. The more healthy choices available the more likely employees will choose them. The results from this inventory can be used to set goals to increase the availability of healthier choices. It should be repeated periodically to monitor changes.

Person Completing Inventory _____ Date _____
 Organization and Building Name _____

Use this form to assess vending machines in one building at a time. For example, inventory machines in the cafeteria and lower level on one form and machines in another building on a separate form.

Steps:

1. Count the total number of slots in machines at each location in a building and keep track of the totals in the Vending Capacity Chart below:

Vending Capacity Chart

Location of Vending Machines	Number of slots per type of machine			Total slots per building location
	Snack	Beverage	Refrigerated	
Ex: cafeteria	44+40	12+10+8+45	37	196
Total Slots Available in This Building:				

2. Use the Healthier Choices Inventory Chart on page two to record the number of healthier vending items available in all vending machines in one building.
3. Note the product size, presence of labels identifying healthy items, questions and other comments as needed in the comment column.

After completing the Healthier Choices Inventory Tool for all machines in your building, use the following steps to calculate the percentage of healthier choices in your vending machines.

4. Add up the “Total Healthier Slots” column on page two to get the “Total number of healthier items available in this building.” Total Number of Healthier Items _____

5. Divide the “Total Number of Healthier Items” by the “Total Slots Available in This Building” in the Vending Capacity Chart, above. Multiply this by 100 to find the percentage of healthier choices in the vending machines in this building.

$$\frac{\text{Total Number of Healthier Items}}{\text{Total Slots Available in This Building}} \div \text{Total Number of Slots} \times 100 = \text{\% Healthier Choices}$$

Refer to www.eatwellworkwell.org for resources and guidelines to improve the nutrition environment in your organization.

Healthier Choices Inventory

Healthier Choice Items	Tally number of slots for each machine	Totals for each item type	Comments
Example: Bake Chips	ex: 2+1+1	4	
SNACK/DRY ITEMS:			
Baked chips			
Plain Pretzels			
Reduced-fat popcorn			
Graham crackers			
Animal crackers			
Rice cakes			
Dried fruit (raisins, fruit leather, etc.)			
Nuts (plain or with spices)			
Trail mix (cereal and dried fruit only, no candy)			
Seeds (plain or with spices)			
Granola bars or whole grain fruit bars			
100-calorie packages			
Beef jerky (95% fat-free)			
Canned or individually packaged fruit (in water or natural juice only)			
Sugar-free gelatin			
Fat-free pudding			
Sugar-free candy			
**Other:			
**Other:			
REFRIGERATED/FROZEN ITEMS:			
Light or non-fat yogurt			
Fresh fruit			
Fresh vegetables			
Sandwiches made with whole grain bread and lean meats			
Non-fat or 1% cottage cheese			
Sugar-free frozen fruit bars			
**Other:			
**Other:			
BEVERAGES:			
Non-fat or 1% milk			
100% vegetable juice			
100% fruit juice			
Plain water			
Sugar-free flavored water			
Sugar-free iced tea			
Soy Milk			
**Other:			
**Other:			
“Total Number of Healthier Items”	<input style="width: 50px; height: 20px;" type="text"/>	available in this building	

**For items in vending machines that are not listed above but you believe may be a “healthier choice,” please compare the nutrition facts label to the “Healthier Choice Vending Guidelines” found at: www.eatwellworkwell.org. Nutrition facts can be found on the item package and on many websites, including: www.nal.usda.gov/fnic/foodcomp/search or www.nutritiondata.com.