



MAYOR'S HEALTH & FITNESS COUNCIL
To make Austin the healthiest, fittest city in the US.

MHFC Partner Certification - Supporting Documentation Checklist

Items within the MHFC Partnership Certification application that have an (*) ahead of the question must have documentation to show how the metric is accomplished. Examples of supporting documentation include: policy, excerpt from employee manual, formal correspondence (email), new employee orientation excerpts, photos, etc. Items can be submitted as PDF, Word, JPEG, etc. or as a shared drive (i.e. Google Drive, Drop Box).

Submit all documentation files or shared drive to: info@mhfcaustin.org

Technical assistance for MHFC Partner Certification (e.g. policy templates, policy implementation or assistance with completing the MHFC Partner Certification application) is provided by **Austin Public Health**.

Section: Tobacco-Free Living	Submitted
1) Tobacco-free worksite policy	<input type="checkbox"/>
2) Tobacco-free worksite policy signage	<input type="checkbox"/>
3) Tobacco-free policy that includes company-owned or company-leased vehicles regardless of their location	<input type="checkbox"/>
Section: Nutrition	
4) Policy or formal communication that makes healthier food and beverage choices available in cafeterias, snack bars, or vending machines	<input type="checkbox"/>