As part of SCE’s company-wide OpX efforts, the Energy Education Center in Irwindale (EEC-I) is implementing a change to its food and catering policy.

Effective Monday, July 13, 2015, all customers (Internal and External) will be responsible for placing food orders for their own meetings and events. This includes breakfast, lunch, dinner, snacks and beverages.

To help ease the planning and execution of your meeting/event, here’s a list of guidelines:

- Designate an onsite contact who will meet your foodservice provider at the EEC-I front desk and direct them to the appropriate meeting room.
- You or your foodservice provider will need to provide all serving utensils, plates, forks, knives, spoons and cups; the EEC-I is no longer able to provide these items.
- Please provide EEC-I Scheduling with the vendor name(s) and expected drop-off time(s), and the EEC-I will provide you with adequate tables for set-up and trash cans for clean-up.
- You or your foodservice provider are responsible for setting up the food in your room.
- You are responsible for returning the booked room to its original condition. Any extra cleaning requiring overtime by EEC-I porter staff may result in the booking group incurring additional labor costs.

To ensure compliance with L.A. County Health Code Regulations, the following rules must be adhered to:

- Caterers/foodservice providers will not be allowed to use the EEC-I kitchen.
- All outside food and beverage may not enter the EEC-I kitchen and must remain under the direct supervision of – and only consumed by – the booking contact/group.
- The EEC-I is unable to provide storage, serving or handling services of the outside food and beverage.
- The booking group is responsible for discarding or removing any leftovers from the facility when the meeting/event concludes.

Again, thank you for choosing the EEC-I for your business meeting needs. We truly value the opportunity to assist in making your meeting/event a successful one.