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HEADQUARTERS UNITED STATES MARINE CORPS
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17 Apr 92

MARINE CORPS ORDER 10110.34E

From: Commandant of the Marine Corps
To: Distribution List

Subj: U.S. MARINE CORPS FOOD SERVICE AND SUBSISTENCE PROGRAM

Encl: (1) Food Service and Subsistence Policy
(2) Criteria and Standards

1. Purpose. To promulgate policy for the administration and management of the Marine Corps Food Service and Subsistence Program.

2. Cancellation. MCO 10110.34D.

3. Applicability and Scope

a. Applicability. The provisions of this Order apply to all commands, units, and activities having responsibility of operating appropriated fund messhalls. This includes all messhalls that furnish meals to authorized military and civilian personnel on a reimbursable basis when operating costs and food costs of such facilities are financed from appropriated funds.

b. Scope. Food service is the science of applied food technology dealing with human nutrition, dietetics, and the management and operation of those activities preparing and serving food.

4. Objectives. The objectives of the Marine Corps Food Service and Subsistence Program are based upon Department of Defense Directive (DoDDir) 1338.10, Department of Defense Food Service Program. The objectives are:

a. Ensure the efficient and effective use of personnel, materiel, and financial resources while providing the highest standards of food service.

b. Provide standard methods, techniques, and procedures in food service operations and an auditable accounting system. Food service accounting and reporting procedures will be sufficiently detailed and controlled to provide common data throughout the Marine Corps.

c. Provide continuous training for food service personnel in all phases of food service operations.

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d. Provide adequate and efficient food service facilities and equipment capable of offering cafeteria style service with multi-entree choices (fast food and regular menu meals).

5. Action. Commanders at all echelons are responsible for implementation of the applicable policies, standards, and criteria prescribed in enclosures (1) and (2).

6. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.



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FOOD SERVICE AND SUBSISTENCE POLICY

1. Definitions

a. "A" Ration. Perishable and semiperishable rations used in garrison messhalls and cooking facilities where refrigeration is available.

b. "B" Ration. This operational ration is designed for mass feeding where cooking facilities, except refrigeration, are available. It consists of approximately 100 semiperishable items, mainly canned and dehydrated, and is supplied in bulk.

c. Basic Allowance for Subsistence (BAS). An amount of money prescribed and limited by law which is paid to military members in lieu of subsistence at Government expense. There are three categories of BAS: BAS when subsistence-in-kind (SIK) is not available; commuted rations when a Government messhall is available, but permission to subsist separately has been granted; and, BAS when assigned to duty under emergency conditions where no Government messhall is available.

d. Basic Daily Food Allowance (BDFA). A BDFA is a computed monetary value of a ration which is required to provide a nutritionally adequate diet for one individual for 1 day. This allowance (ration) provides for no more than one breakfast, lunch, and dinner meal daily, or one breakfast-brunch and dinner-brunch meal daily. The cost to feed will not exceed the BDFA.

e. Bread, Shelf Stable (BSS). BSS is an enhancement to the Meal, Ready to Eat and is in the form of a miniloaf or roll. It is individually packed in a flexible pouch. The unit of issue (U/I) is "BX." There are 96 pouches per box.

f. Common Service Feeding. The provision of meals by one military service to entitled enlisted personnel of another service for which individual or service reimbursement is not required.

g. Commuted Rations Feeding. A monetary allowance paid in lieu of subsistence when a Government messhall is available, but permission to subsist separately has been granted.

h. Cross Service Feeding. The provision of meals and/or bulk subsistence to members of Reserve components, other military services, and foreign governments which requires reimbursement from the agency receiving support.

i. Daily Food Allowance. A daily food allowance is an authorized quantity of nutritionally adequate food for the subsistence of one individual for 1 day.

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j. Direct Support Stock Control DSSC). Supports base functions by using a retail-type operation. It is a demand-based operation wherein the Navy Stock Fund finances both the leadtime and the inventory of subsistence until issued to the customer.

k. Field Daily Food Allowance. Any daily food allowance furnished to personnel engaged in maneuvers, field exercises, or combat. There are two types: operational rations and packaged operational rations.

l. Food Cost Index. A representative list of specified quantities of food items (components) prescribed by DoD and used to compute the monetary value of the BDFA.

m. Food Service. Includes nutrition, acquisition, and distribution of food supplies and equipment; menu and recipe planning; meal preparation and serving; sanitation; design and layout of facilities; personnel training; and accounting, budgeting, and reporting.

n. Meal, Ready-to-Eat (MRE). This packaged operational ration is designed to provide prepackaged individual meals containing food components that are ready to eat. It is suitable for use in the combat zone and under circumstances where resupply is established or planned but operational conditions preclude other means of preparing subsistence.

o. Messhall. Provides Marine Corps enlisted personnel who are authorized SIK with wholesome nutritional meals by proper preparation and service using the daily food allowance. The food allowance is computed based on components listed in the DoD Food Cost Index (FCI). The FCI is a joint military services' representative list (CONUS, Overseas and Afloat) of food items and their quantity allowance per 100 persons as authorized by the President of the United States. This presidential responsibility is delegated through an "Executive Order" which provides the methodology for determining the military ration and the continued use of the FCI. Once a year a Joint Service Working Group of the DoD Food Planning Board meets to review and make necessary changes to the FCI, either the quantity allowed and/or the representative items used. All changes are based on annual usage data compiled by the Defense Personnel Support Center and the services. Appropriated fund food service activities (messhalls) are contrasted to those food service activities operated under nonappropriated funds and referred to as officers' open messes, clubs, organized messes, and similar terms.

p. Operational Ration. Designed for large group feeding in the field during maneuvers or field exercises when cooking facilities are available. The operational ration consists of the "B" ration and the "T" ration.

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q. Packaged Operational Ration (POR). Prepackaged meals that are shelf-stable and designed for individual feeding in tactical situations when permanent/semipermanent cooking/feeding sites cannot be used. The POR's currently used are the MRE and the ration, cold weather (RCW).

r. Productivity Measures

(1) Participation Rate. Used to determine local commands productivity in food service as gauged against the Marine Corps standard of 70 percent. The rate is the inverse of absentee rate.

(2) Absenteeism Rate. Absentee percentages are based on actual experience data which represents the difference between those enlisted members entitled to SIK and those actually fed.

(3) Utilization Rate. This rate is used to determine the messhalls load capacity and is based on specific local factors and conditions. A utilization rate comparing design rated capacity against the average peak planning factor provides a generally acceptable method for computing messhall space requirements for new construction, alterations, additions, or replacement of existing messhall.

s. Ration. The allowance of food for the subsistence of one person for 1 day. Rations are designed for group and/or individual feeding and must be nutritionally adequate. This is also referred to as a "daily food allowance" which cannot exceed three meals daily.

t. RCW. The RCW is designed to meet the Marine Corps requirement for an operational cold weather ration (lightweight, compact, and high caloric). The RCW is a caloric dense ration containing dehydrated entrees, flavored cereals, cookies, granola and fruit bars, soup, snacks, candy, numerous drinks, and an accessory packet. The ration items require very little preparation and contain 4,500 calories per day. Each shipping box holds six ration menus.

u. Ration Supplement, Flameless Heater (RSFH). The RSFH is a water activated exothermic chemical heating pad. It is packaged in a bag sized to hold the MRE entree. The entree is heated by placing it in the bag with the pad and adding 2 ounces of water. The bag is then slid into the entree carton and can be carried in a uniform pocket during the heating process. The heating process takes about 12 minutes to raise the temperature of an 8-ounce entree 100 degrees fahrenheit from 40 degrees fahrenheit to 140 degrees fahrenheit. The U/I is box (288 heating pads per box).

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v. Special Food Allowance. A computed monetary value of a ration necessary for the subsistence of a person participating in operational missions when the BDFA is not sufficient or practical; such as, flight feeding or field feeding under extreme conditions.

w. Supplemental Food Allowance. A percentage increase to the BDFA that is required for the subsistence of a person due to unusual or extraordinary circumstances. This allowance pertains to:

(1) An additional 25 percent (when required) for Thanksgiving day and Christmas day meals.

(2) An allowance not to exceed 25 percent for the Marine Corps Birthday meal.

(3) An allowance not to exceed 15 percent for messhalls feeding an average of less than 100 patrons per day or supporting an authorized complement of less than 150 patrons per day.

(4) An allowance not to exceed 10 percent to support Marine recruit training, officer candidates, and school of infantry students training during the entire year on an as required basis. This allowance applies only if separate mess facilities are used solely for these personnel.

x. Surcharge/Meal Rate. The surcharge/meal rate is a monetary amount charged officers, civilians, and certain enlisted members who eat in appropriated fund messhalls. Such rates are established at a level sufficient to provide reimbursement of operating expenses and food costs to the appropriations concerned.

y. "T" Ration. This operational ration is a ready-to-heat and serve half-size steamtable can of either prepared entrees, vegetables, starches, or desserts. When served as a meal, the tray pack cans are heated by hot water immersion and supplemented with bread and milk. The entree tray pack cans hold 12 to 18 servings, while the vegetables, starches, and desserts serve 18.

z. Unitized Rations. Components of operational rations that are unitized into quantities of items necessary to provide complete meals (less liquids) for a designated number of personnel.

2. Policy

a. General. The Commandant of the Marine Corps (CMC) designates those non-Fleet Marine Force (FMF) commands that are required to operate food service systems, and those FMF units that are authorized to operate food service systems.

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(1) Food Management Teams. Food management teams are authorized for the Marine Corps. The mission of the food management teams is to render assistance in raising the quality of food service, achieving economy, and increasing effectiveness of the various activities visited.

(2) Communication. In matters pertaining to this Order, direct communication is authorized between the CMC (LFS-4), installation commanders, and related activities of the military services. Installation commanders may authorize designated representatives to communicate directly with the CMC (LFS-4).

b. Minimum Standards

(1) Menu Planning. The minimum standards required for proper menu planning are contained in MCO P10110.17.

(2) Preparation and Service of Food. The minimum standards for proper preparation and service of food are covered in MCO P10110.17, MCO 10110.35, and MCO P10110.42.

(3) Safety. The minimum standards to ensure safety in food service are defined in MCO P10110.14.

c. Host Nation Support. When there is a requirement for host nation subsistence support during joint field training exercises, a request for BDFA and additional guidance will be submitted to the appropriate force commander prior to establishing support agreements that obligate Operation and Maintenance Marine Corps (O&MMC) subsistence funds. Detailed procedures are contained in MCO P10110.14.

d. Reciprocal Unit Exchange Program. This program was established to provide training and related support (to include subsistence) to military and civilian defense personnel of a friendly foreign country or international organization. This provision of training and subsistence support must be arranged as part of an international agreement. Under the agreement, the recipient foreign country will provide, on a reciprocal basis, comparable training and support.

e. Fiscal Information

(1) The O&MMC subsistence appropriation covers all costs for SIK. SIK is an entitlement provided to all active duty enlisted personnel who do not receive a basic allowance for subsistence (Title 10 U.S.C. 6081 (a)). Accordingly, under the O&MMC appropriation, SIK is separately identified in a unique subactivity group titled "Subsistence Purchases." Funds provided under this category are to be used specifically for procurement of food items in support of the general mess, flight meals, POR's, and fuel bar trioxane used to heat the MRE.

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(2) The O&MMC appropriation is controlled by fiscal quarters and activities. Within the program, operating budgets (OPBUD) are granted to certain activities. Those activities which do not receive an OPBUD, will be authorized by the CMC (LFS-4) to procure subsistence items under a Headquarters-held OPBUD. Operating targets and appropriation data are provided to these activities by message.

(3) Coordination between accounting, stock fund, and command food service officers should be effected to ensure valid obligations are reported. Commands will construct their accounting classification code for SIK purchases using local guidance for O&MMC appropriation.

(4) Financial responsibility for the food service system is vested in the installation commander by the Marine Corps Manual, paragraph 4301. This responsibility cannot be delegated to a subordinate commander.

f. Surveys and Investigations

(1) A survey is the means by which subsistence that has been damaged, has become obsolete, or has deteriorated and becomes useless is adjusted from the records. This procedure provides for a review of the condition of the subsistence, a determination of the cause of the existing conditions, a determination of the responsibility for that condition, and a recommendation for disposition of the materiel. The survey document (certificate) provides authorization to adjust the records on which the subsistence is carried.

(2) An investigation is the procedure by which a commanding officer determines the facts surrounding the damage, loss, destruction, or theft of subsistence. The investigation also provides:

(a) A determination of the current condition of lost, damaged, or stolen material.

(b) Recommendations for the disposition, retention, and further accountability of such supplies.

(c) A determination of the individuals responsible for the present condition of the subsistence.

Guidance for investigations and/or reporting of damage, loss, destruction, or theft of subsistences is contained in MCO 4340.1, Reporting of Missing, Lost, Stolen, or Recovered Government Property, MCO P4400.150, Consumer Level Supply Policy Manual, and the JAG Manual.

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g. Religious Feeding

(1) General. Some faith groups have religious beliefs that prohibit the eating of specific foods or prescribe their preparation. The menus used in garrison messhalls are of sufficient variety to accommodate most Marines and religious dietary concerns. DoD Directive 1300.17 and MCO 1730.6, Command Religious Program in the Marine Corps, implement the Public Law 98-525, Section 554, on accommodation of religious practice.

(2) Policy

(a) Marines with a conflict between the meals provided by messhalls and meals required by their religious practice may request permission to mess separately (COMRATS/BAS). Such requests must be endorsed by the local chaplain prior to final approval by the commanding officer.

(b) When a specially prepared meal is required for religious observances such as Passover, assistance can be obtained from the local chaplain. Any accommodations of religious dietary practice should not jeopardize or disrupt the primary purpose of the messhall (to subsist enlisted personnel entitled to SIK).

(c) Authorization of any personal supplemental rations in a field/combat environment will not impede the discipline, morale, and cohesion of the unit. The MRE will accommodate most Marines with religious dietary concerns.

h. Food Service Operations

(1) Administration. Administration of the food service program by Marine Corps activities is a function of command. Commanders shall ensure that personnel under their charge are provided with food which is of good quality, sufficient quantity, and is well prepared. The U.S. Marine Corps participation rate standard for unit messhalls is 70 percent. Installation commanders shall publish up-to-date supplemental instructions to Marine Corps directives concerning man-day fed reports, meal headcount procedures, cost to feed (which does not exceed the BDFA), control of waste, appointment of collection agents, requisitioning, receipt and storage procedures, inspection of subsistence items, procurement of food service equipment and supplies, field operation, and other related procedure.

(2) Receipt and Storage of Subsistence. Commanders will establish local procedures for determining when subsistence deliveries are to be coordinated with the U.S. Army Veterinary Service so that appropriate inspections for quality can be accomplished. Unsatisfactory food items will be reported promptly upon discovery. Veterinary support personnel should aid in the

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preparation of the Unsatisfactory Material Report (DD Form 1608) for submission to the CMC (LFS-4) per MCO P10110.14. Instructions for reporting discrepancies resulting from improper preservation, packaging, packing, marking, or handling are contained in MCO 4430.3, Reporting of Item and Packaging Discrepancies. Suspected hazardous food items will be segregated and suspended from issue until final determination is made by medical personnel. These items will be carefully disposed of per DoD 4160.21-M, Defense Utilization and Disposal Manual, to preclude consumption or contamination. Discovery of hazardous food items will be reported per the instructions contained in MCO P10110.14. All food items will be stored per the guidelines contained in MCO P10110.14, and will be inspected daily for signs of damage, spoilage, and insect or rodent infestation.

(3) New or Improved Subsistence items

(a) Control. When the need for a new or improved subsistence item has been established for support of normal military food programs, its development and introduction into the supply system must be closely controlled to ensure the proper time-phasing of specification preparation, production, and service testing, standardization, budgeting, and procurement. The policies and procedures concerning this program are prescribed in MCO 10110.24, Introduction of New or Improved Subsistence Items into the Military Supply System.

(b) Testing. It is the responsibility of the CMC (LFS-4) to select new or improved items which will be service tested by the Marine Corps under the provisions of MCO 10110.24 to determine suitability and troop acceptability. The test results will be used to determine whether the new or improved item(s) satisfactorily meet Marine Corps requirements for expanded use throughout the Marine Corps Food Service and Subsistence Program. The CMC (LFS-4) will determine the quantity of each item to be tested, the increased cost of test items, the test procedures, and the reporting requirements. The installation(s) conducting the test will be selected in coordination with the installation commander and food service officer. The testing installation(s) will be provided letters of instruction regarding all aspects of the evaluation to include requisitioning instructions, directions for preparing and serving the test item, questionnaires for use by both food service personnel and patrons, and guidance for submission of the final test report to the CMC (LFS-4).

(4) Authorized Inventory Levels. Installations will maintain sufficient stock levels of subsistence to support the food service system and be responsive to the installation's master menu. Determination of those stock levels and replenishment of subsistence supplies will be a coordinated effort between the installation's food service officer and DSSC. The authorized

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maximum level of supply for subsistence items is contained in MCO P4400.151, Intermediate Level Supply Management Policy Manual.

(5) Procurement Restrictions. Only those food items listed in the Federal Supply Catalog Stock List, FSC Group 89, Subsistence (C8900-SL) are authorized for use in messhalls. Authorized items will be obtained from normal sources of supply.

(a) Commercial Suppliers. Salespeople or other representatives of food suppliers or companies will not be encouraged to visit the food service office/messhall to sell or promote their products. Marine Corps messhalls will not participate in advertising programs of any commercial products which could assist in promoting sales of any brand name products. Sample products will not be accepted or used in the messhalls, except upon approval of the CMC (LFS-4). Procurement will be made only from the authorized sources of supply. Salespeople interested in having food products authorized for use should be instructed to write directly to the Chairman, Armed Forces Product Evaluation Committee, Department of Defense Food Planning Board, Fort Lee, VA 23801.

(b) Proprietary Items. Proprietary (brand name) articles, or other items on which competition is restricted, will not be procured.

(6) Rations. The operational rations ("B" and "T") are designed for large group feeding in the field during maneuvers or field exercises where cooking facilities are available and can be used. These rations will be computed, requisitioned, prepared, and accounted for per MCO P10110.14; MCO P10110.25, Standard "B" Ration for the Armed Forces; and MCO P4400.39, War Reserve Policy Manual. The packaged operational rations (MRE and RCW) are shelf-stable rations designed for individual feeding in tactical situations when cooking/feeding sites cannot be used. These rations will be requisitioned, issued, and controlled per MCO 10110.40, Policy for Requisition, Issue, and Control of POR; and MCO P4400.39.

(7) Sale of Meals. The installation commander may authorize the sale of meals from the messhall to authorized personnel under the following conditions:

(a) The provision of SIK for enlisted personnel is not jeopardized.

(b) The authorization for the sale of meals is in writing and includes the conditions under which the sale is authorized.

(c) There are sufficient food service personnel available, existing mess facilities are adequate, and no other commercial or nonappropriated food facilities are available.

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(d) When it is determined to be in the best interest of the Government.

(8) Sale of Subsistence Items. Prepared subsistence items such as pastries, beverages, and condiments may be sold from the messhall to support command functions on a reimbursable basis; for example, change of command, retirement ceremonies, Marine Corps birthdays, etc. This authority will be used only in those instances when resale activities (clubs, exchanges, commissaries, etc.) are neither available nor adequate to satisfy requirements. The sale of such items will be at the raw ingredient cost plus 196 percent of the cost, which represents overhead costs, and will not require additional resources (manpower or funds) or adversely affect the operation of the messhall. These items will not be purchased and paid for with appropriated funds. Payment will be in the form of cash or checks only. The installation commander will approve, in writing, requests for the sale of prepared subsistence items prior to the date of consumption. Judicious use of this authority must be exercised to ensure the primary purpose of the messhall is not jeopardized. Subsistence items purchased with appropriated funds may not be used in support of coffee messes and beverage stations.

(9) Sale of Recycled Materials and Foodwaste or Refuse. Public Law 97-214; DoD 4160.21-M; MCO P5090.2, and MCO 1710.17, Marine Corps Special Services Manual, provide policy and procedures pertaining to qualified recycling programs. Recycling of food waste or refuse materials is frequently overlooked. Installations are encouraged to establish or participate in qualified recycling programs. Solid waste consists of garbage, refuse, sludge, or other discarded waste materials that are not considered hazardous waste. This program will ensure optimum return for property sold and help reduce public waste, prevent pollution, and conserve natural resources.

(10) Flight Meals. Flight meals will be prepared and served aboard military aircraft to crewmembers and authorized military and civilian passengers who are authorized SIK or whose meals are furnished on a reimbursable basis.

(11) Fast Food/Carryout Service. The objectives of this service are to increase meal participation by enlisted personnel who are authorized to subsist at government expense, reduce the time lost waiting in line, and increase customer satisfaction. Additional personnel staffing to accommodate fast food meal services is not authorized. Carryout meals are not to be picked up or consumed by patrons who consume a meal in a messhall during the same meal period.

(12) Nutrition. The Surgeon General, Department of the Army (TSG,DA), acts as the DoD Executive Agent for Nutrition. There is a joint regulation on nutrition allowances, standards, and

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education which defines the nutrition responsibilities of the Surgeon General of the Army, the Navy, and the Air Force. This regulation provides the military recommended dietary allowances, sets the nutrient standards for packaged operational rations, and provides nutrition education guidance for promoting a healthful diet. It applies to all active and Reserve elements of the services. The CMC (LFS-4) provides input to, and receives copies of all regulations and policy statements coordinated by the TSG, DA.

(13) Lowfat Milk. To reduce the dietary fat intake of messhall patrons, the Office of the U.S. Army Surgeon General has recommended increased emphasis on serving lowfat milk within DoD messhalls. The resulting DoD policy objective is to encourage the consumption of 2 percent lowfat milk and to have it progressively become the primary milk source within military messhalls. MCO 10110.14 contains the procedures and actions required to achieve this policy objective.

(14) Official Command Functions. Appropriated funds cannot be used for subsistence support of official command functions; i.e., retirement ceremonies, change of command, and parades in honor of visiting dignitaries.

i. Use of Civilians and Contractors. Civilians (either contract or Marine Corps civilian employees) should accomplish all food service attendant tasks, except at locations where civilians are not available, and during exercises and contingency operations. When a strike or other contractor work stoppage occurs without warning, installation commanders may determine that assigning military personnel for duty as messmen, verifiers, and cashiers is required to support the activity mission. Under such circumstances, to assure minimum interruption of meal service to personnel, the commander may order the assignment of military messmen, verifiers, and cashiers. Immediate after-the-fact notification to the CMC (LFS-4) with an information copy to the CMC (MPRO) is required. Assignment of military personnel is limited to lance corporals and below and will be done on an impartial basis, according to current directives. Table service and "bussing" will not be performed by assigned military personnel. Food Service personnel (Military Occupational Specialties (MOS) 3311 (Baker), 3372 (Cook Specialist), 3381 (Food Service Specialist), and 3061 (Subsistence Supply clerk)) will not be assigned messmen and/or cashier duties.

j. Facilities, Equipment, and Safety

(1) Facilities. Messhalls will be designed to assure the latest state-of-the-art equipment, a pleasant environment with decor consistent with that found in first-class commercial cafeterias and commercial fast food restaurants. Deficiencies in

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messhall conditions adversely impact on both the ability to accomplish the food service mission and the morale of our Marines and sailors. The CMC (LF) provides management of the Messhall Facility Improvement Program (MFIP). MFIP is designed to modernize messhalls throughout the Marine Corps and improve the quality of life for our personnel. The Naval Facilities Design Manual (NAVFAC DM36-04) provides the design and construction criteria for all Marine Corps messhalls.

(2) Equipment

(a) General. The Food Preparation and Serving Equipment (FPSE) Program is a HQMC (LFS) centrally managed program designed to provide support for all messhalls. The Field Budget Guidance requires submission of a yearly FPSE budget and provides proper guidance and details for submissions. Marine Corps activities will establish and maintain a long-range equipment procurement and replacement plan. All food service equipment that is procured will be per current federal and military specifications. Under MCO P4400.150, no garrison food service equipment will be taken into the field, except as specifically authorized by the installation commander.

(b) Carbonated Beverage Dispensers. Carbonated beverage dispensers are authorized for use in messhalls and must meet the requirements of MIL-D-43738. The carbonated and noncarbonated beverage dispensers authorized for Marine Corps use are listed in FSC Stock List, C7300-SL. Marine Corps installations may solicit bids for beverage dispensers provided competitive contracting practices are employed. The solicitation and contract must reflect separate lines and appropriations for the beverage base food item; subsistence operation and maintenance appropriation and equipment operation and maintenance appropriation. The Defense Appropriation Bill specifically limits expenditures against the subsistence operation and maintenance appropriation to subsistence items.

(3) Safety. Food service personnel are exposed to many hazards in the day-to-day operation of food service equipment. Stringent safety precautions must be taken to eliminate potential hazards. Operating instructions and safety precautions will be predominantly posted on or near each piece of food service equipment which is potentially hazardous.

k. Veterinary Medical Support. Under the direction of the installation commander, the U.S. Army Veterinary Service is responsible for conducting food inspection of subsistence supplies procured by Marine Corps appropriated and nonappropriated fund activities. This includes food purchased for appropriated fund messhalls, exchanges, clubs, and exchange grocery sections.

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Inspection of foods sold by nonmilitary concessions operated on Marine Corps installations for use by civilian personnel will be performed unless specific exception is granted by the installation commander.

1. Training and Education

(1) Individual Training Standards (ITS). The ITS system for Food Service Occupational Field (OccFld) 33 (officers and enlisted) and Subsistence MOS 3061, is contained in MCO 1510.55. ITS's ensure that all Marines who have the same job are provided a common base of performance oriented training. ITS's constitute the basis for the design, development, implementation, and evaluation of all individual training. The formal schools and unit commanders shall use the ITS to determine proficiency, evaluate individual or collective training, and maintain quality control.

(2) Formal Training. Commanders should make every effort to send food service personnel, both officer and enlisted, to formal schools for training. The Formal Schools Catalog (NAVMC 2771) contains detailed information on all formal schools used by the Marine Corps for training both officer and enlisted food service personnel. Information concerning authorized civilian sponsored culinary schools is contained in the training quota memorandum published by the Marine Corps Combat Development Command (MCCDC).

(3) Mission-Oriented Training. That training given during working hours, both collective and individual, which provides the food service specialist with the skills, knowledge, and attitudes necessary to discharge his/her duties in support of the FMF and non-FMF food service mission. Commanders shall develop a simple plan that covers the necessary training, step-by-step, for each of the specific duties in a garrison/field food service system.

m. Officers Field Ration Mess (OFRM)

(1) Operations. The OFRM will be operated in the same manner as the appropriated fund messhall except that augmentation fees will be authorized for collection from officers and other authorized patrons of OFRM's. Augmentation rates may be established by the meal, the month, or a combination of the two. Meal plans which require personnel to pay for meals not consumed are not authorized. The augmentation fees to be collected will be used for securing services not normally available to a messhall to improve the morale and welfare of personnel. Under no circumstances will these funds be used to procure items not directly in support of the appropriated fund messhall. OFRM privileges will not be extended to clubs for social purposes. Cafeteria-style serving only is to be used and table service other than bussing is prohibited. If located within the same facility as a nonappropriated fund activity, neither supplies nor funds will be commingled.

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(2) Allowances. To maintain the benefits provided by the OFRM for the Marine Corps officers, the cost to feed must remain with the BDFA. Augmented funds are to be used to defer any subsistence costs over the established BDFA. A copy of the reimbursement voucher (NavCompt Form 2277) crediting the O&MMC is to be submitted with the appropriate Subsistence Operational Analysis Report per MCO P10110.14.

(3) Entitlements. Personnel entitled to subsist in the OFRM are bachelor officers quarters residents, student officers, transient officer personnel on temporary additional duty, and duty officers. Other officers on the installation as determined by the installation commander may be entitled to subsist. Other special categories of personnel may be entitled when explicitly authorized by the installation commander.

(4) Establishment/Closure. Requests to establish/close an OFRM will be forwarded to the CMC (LFS-4) with copies to the CMC (MPP and FDF). The request must fully evaluate availability of alternative feeding methods, attendant costs, and impacts on the quality of life.

n. Research, Development, Testing, Evaluation, and Engineering (RDTE&E) Program. The DoD Food and Nutrition RDTE&E Program was established to meet the objectives and standards of the DoD Food Service Program, as determined by the Assistant Secretary of Defense (Production and Logistics), and the unique food service requirements of the DoD Components. The military services will not conduct individual programs in food and nutrition research. The MCCDC will develop food service RDTE&E requirements for the Marine Corps. The Marine Corps Systems Command (MARCORSYSCOM) will develop, test, and acquire service equipment to meet Marine Corps requirements. The CMC (LFS-4) will provide the Marine Corps member to the DoD Food Nutrition Research and Engineering Board.

3. Responsibilities

a. DoD

(1) The Assistant Secretary of Defense (Production and Logistics (ASD (P&L))). The ASD (P&L) is responsible for providing overall policy guidance and direction to the DoD Food Service Program. The program is established and operated through the following agents:

(a) DoD Food Planning Board. This board sets policy for providing uniform guidance and direction to the DoD Food Service Program.

(b) DoD Food Service Facilities and Equipment Planning Board. This board's primary responsibility is the upgrading of food service facilities and equipment.

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(c) Armed Forces Recipe Service Committee. This committee is responsible for developing, publishing, and maintaining the Armed Forces Recipe Service.

(d) Armed Forces Product Evaluation Committee. This committee is responsible for determining the food items used in the Armed Forces food program and the development of new food items, packaging, and changes to existing items.

(e) Armed Forces Menu Service Committee. This committee is responsible for the development and maintenance of operational ration menus and special menus as required for the Armed Forces.

(2) The Assistance Secretary of Defense (Health Affairs) (ASD (HA)). ASD (HA) is responsible for providing policy and guidance for sanitation methods, nutrition education, and nutrition standards.

b. The CMC

(1) The Deputy Chief of Staff (DC/S) for Installations and Logistics (I&L). The DC/S for I&L has staff cognizance over the Marine Corps Food Service and Subsistence Program. The Director, Facilities and Services Division, through the Services Branch and Food Service and Subsistence Section, develops plans, policies, programs, doctrine, and standards for the management of the Marine Corps Food Service and Subsistence Program.

(2) Headquarters Food Service and Subsistence Section (LFS-4)

(a) Develops plans, policies, programs, doctrines, and standards for management of the Marine Corps Food Service and Subsistence Program.

(b) Coordinates food service matters with the Office of the Secretary of Defense, the Secretary of the Navy, other military services, and private industry.

(c) Provides input, as appropriate, to develop the Department of the Navy Stock Fund Program Objective Memorandum (POM) for packaged operational rations and fuel bars.

(d) Programs, budgets, and executes the subsistence portion of the O&MMC appropriation.

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(e) Provides advice on related combat service doctrine involving field food service and combat ration support.

(f) Acts as the Marine Corps member to the DoD Food Nutrition, Research, Development, Testing, Evaluation, and Engineering Program.

(g) Provides technical advisory service to the Combat Service Support Program Manager for the Marine Corps Combat Field Feeding System.

(h) Determines, coordinates, budgets for, and manages the requirements associated with the Food Preparation and Serving Equipment Program. Prepares the Marine Corps consolidated POM and budget submissions for Department of the Navy, Secretary of Defense, and OMB for this program.

(i) Reviews and validates all directives and correspondence concerning the training, qualifications, allocation, and performance of food service and subsistence personnel (OccFld 33 and MOS's 3061, 8915 (Food Service Attendant), and 8033 (Quality Assurance Technician)).

(j) Administers the Marine Corps Food Management Teams. Develops policy and procedural guidance for the program, prepares and administers the program budget, and sponsors the program table of organization.

(k) Coordinates all food service actions incident to the accomplishment, review, and comment for General Accounting Office, Defense Audit Service, and Navy Audit Service (instances of fraud, waste, and abuse, and Navy Audit Service reports).

(l) Serves as functional manager for administration of the Marine Corps Food Management Information System (MCFMIS) through the implementation phase.

(m) Coordinates with Surgeons General on the establishment of appropriate nutrition, menus, and dietary standards for Marine Corps personnel under normal (garrison) and special (e.g., arctic, desert, and tropical climates) operating conditions.

(n) Administers the Marine Corps Nutrition Awareness portion of the Secretary of the Navy's Personal Excellence Program.

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(o) Acts as the Marine Corps representative for review of all proposed or revised military and federal specifications, purchase descriptions, specifications, and procurement deviations for subsistence items (FSC 89) and garrison food preparation and serving equipment.

(p) Reviews and recommends appropriate changes to standards for design, construction, repair/maintenance projects, and equipment installation for the Messhall Facility Improvement Program.

(q) Provides technical advice and assistance on the functions and operations of field bakeries and the preparation of doctrine, training curricula, training policies, and other publications concerning the Marine Corps Food Service and Subsistence Program.

(r) Reviews and recommends changes to the Marine Corps Personnel Criteria Manual and staffing guides for Marine Corps food service and subsistence functions.

(s) Provides technical assistance, evaluation, and guidance to commanders on food service program objectives, policies, and procedures through the use of food management teams.

(t) Administers the annual Major General W. P. T. Hill Memorial Award Program for Food Service Excellence.

(u) Reviews, evaluates, advises, and assists in development and administration of contracts for food service functions or the operation of food service facilities.

(v) Develops procedures for setting up and using the BDFA. Reviews and evaluates requests from activities for supplemental and special allowances.

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CRITERIA AND STANDARDS

1. Enlisted Marines are entitled to a ration for each day on active duty, except when they are entitled to a BAS or per diem instead of subsistence. The BDFA is considered adequate to provide a wholesome, well balanced diet under normal conditions, and will be prescribed for enlisted Marines.

a. The value of the "A" ration BDFA for all messhalls may be increased by 25 percent for Thanksgiving Day, and Christmas Day. An increase not to exceed 25 percent is also authorized for the Marine Corps birthday.

b. The installation commander may authorize a supplemental food allowance (except on Thanksgiving Day, Christmas Day, and Marine Corps birthday when a 25 percent increase is authorized) not to exceed 15 percent of the BDFA to any individual messhall provided the following conditions are met:

(1) The messhall maintains an actual feeding strength of less than 100 enlisted members per day or the messhall supports an authorized complement of less than 150 members per day.

(2) The installation commander certifies that consolidation with other messhalls is not practical.

c. Installation commanders may authorize up to a 10 percent supplemental allowance to support Marine recruit training, officer candidates, and school of infantry students training during the entire year on an as required basis. This applies only if separate mess facilities are used solely for these personnel.

d. A special food allowance may be prescribed by the CMC (LFS-4) when it is required to support operational missions. Examples are flight feeding and field feeding (combat or field exercises).

e. The Food Cost Index provided in MCO P10110.14 is used by the CMC (LFS-4) to compute the partial and total (used for budget purposes) "A" ration BDFA. The index represents current food usage patterns experienced within the military services. It provides a budgeting mechanism that establishes a direct correlation between the items/dollars requested and items/quantities of food actually fed during the year of budget execution. The BDFA predicts what the food cost should be to provide a nutritionally adequate diet to one person for 1 day. Each Marine should receive the allowance ration as prescribed by law.

f. The approved USMC field feeding standard is one MRE and two hot meals per day. The hot meals consist of "A", "B", or "T" rations.

ENCLOSURE (2)

2. Compensation to the command may be authorized for use of higher cost items that are tested for potential military feeding applications.

3. The Marine Corps Food Service and Subsistence Program will contain, as a minimum, the following management features:

a. Improved uniform application of food service training and career incentives.

b. Modern, standardized, and automated management methods developed per MCO 5271.1, Information Resource Management (IRM) Standards and Guidelines; MCO 5231.1, Life Cycle Management For Automated Information Systems; DoD Standard 7935A, DoD Automated Information System (AIS) Documentation Standard; NAVMED P5010, Manual of Naval Preventive Medicine; and MCO P10110.17. Such methods will encompass the following:

- (1) Menu and recipe service.
- (2) Food acceptability determination.
- (3) Requisitioning and inventory control.
- (4) Sanitation methods.
- (5) Program management information.

c. Centralized and consolidated food service facilities per MCO P11000.12 and NAVMC P1080.

d. Accounting and reporting for food allowance that will include positive, auditable head count criteria that will identify entitlement classification of persons fed (such as, SIK, common-service, cash, payroll deduction).

e. Operational direction to ensure preparation and serving of foods are consistent with contemporary standards of good quality commercial food service.

4. Food service operating and management personnel at all levels will continually strive to attain the highest quality food service both efficiently and effectively by application of the latest food service management techniques. The following basic standards are established to assist in this effort:

a. Personnel authorized to subsist in appropriated fund messhalls will be provided meals that are based on menus supported by recipes prescribed in MCO P11010.42 and MCO 10110.43, Armed Forces Recipe Service Cards and Index. Meals will be adequate nutritionally and, to the extent possible, reflect the consumers' food preferences within cost and availability constraints.

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b. Meals sold to authorized personnel are prescribed by the office of the ASD (Comptroller) and reflect rates sufficient to provide reimbursement of operating costs and food costs to the appropriations concerned.

c. Cafeteria style feeding, using salad bars, bulk beverage dispensers, and fast food/carryout meals for those not desiring regular meals, will be used wherever practicable. The preferred dinnerware is either plate service or paper products.

d. Messhall appointments will be designed to assure a pleasant dining environment. The decor will be consistent with that found in a first-class commercial cafeteria and/or in a commercial fast food restaurant. Appropriated and nonappropriated funds may be used for this purpose.

e. Food service personnel engaged in the preparation and serving of foods will be attired neatly in appropriate food service uniforms.

f. Food service personnel will be provided formal training in food service management and operations. One hundred percent of the personnel should be graduates of formal service schools.

g. The MCFMIS will be detailed and controlled sufficiently to provide standard, accurate, and timely common data throughout the Marine Corps.

5. The Department of the Army is executive agent for DoD veterinary service. The Department of the Navy provides all preventive medicine services to the Marine Corps.

6. MCO P10110.14 contains supplemental policies and uniform procedures for application by all Marine Corps food service activities.

ENCLOSURE (2)